

Tuesday, June 24, 2025  
City Council Meeting - Hybrid (In-Person & Electronic)

7:00 P.M.

#2163 Regular City Council Meeting - Hybrid (In-Person & Electronic)

Agenda: <https://go.boarddocs.com/wa/cocp/Board.nsf/goto?open&id=DH4PCE63F5BC>

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](https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured)

Zoom Attendee Link: <https://us06web.zoom.us/j/85674663943>

Or you may call this number to listen: 1-669-900-9128 ID#856 7466 3943 Phone controls: \*6 - toggle mute /un-mute and \*9 - raise hand

## 1. Opening Items.

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|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| Subject :  | 1.01 Call To Order                                                    |
| Meeting :  | Jun 24, 2025 - 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 :  | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category : | 1. Opening Items.                                                     |
| Access :   | Public                                                                |
| Type :     | Procedural                                                            |

## Public Content

Mayor Norma L. Hernández

Paul T. Jessup,

Michael Cleveland,

Tito Espinoza Jr.,

Council Members Loren Peterson,  
Melodie Williams,  
Heather Schermann,  
Monica Boyle

Administrator, Mike Rizzitiello;  
City Attorney, Eric Ferguson;  
City Prosecutor, Michael Rio;  
Finance Director, Brian Carleton;  
Public Works Director, Robert McAndrews;  
Staff Police Chief, Troy Tomaras;  
Fire Chief, David Winter;  
Community Development Director, Jon Rickard;  
HR Manager, Shawn Doering;  
City Clerk, Maryelizabeth Garcia

Subject : 1.03 Pledge of Allegiance  
Meeting : Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)  
Category : 1. Opening Items.  
Access : Public  
Type : Procedural

## Public Content

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

Subject : 1.04 Public Comment -  
Meeting : Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)  
Category : 1. Opening Items.  
Access : Public  
Type : Information



# Public Content

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

**Meeting Protocol for Public Comment:**

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

- Your Name
- Your Address

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

**Verbal** Public Comments may be made during the meeting:

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

**Telephone 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.

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|                      |                                                                       |
|----------------------|-----------------------------------------------------------------------|
| Subject :            | 2.01 AB 25156 - Approve Agenda for June 24, 2025.                     |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category :           | 2. Consent Agenda.                                                    |
| Access :             | Public                                                                |
| Type :               | Action (Consent)                                                      |
| Recommended Action : | Motion to approve the agenda for 06/24 /2025.                         |

### 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 25157 - Approve Council Special Meeting Minutes from June 5, 2025. |
| Meeting : | Jun 24, 2025 - 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 06/05/2025.

Minutes :

[View Minutes](#) for Jun 5, 2025 - City Council Special Meeting

## File Attachments

[2025-6-5 Council Special Meeting Minutes.pdf \(697 KB\)](#)

## 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 25158- Approve Council Minutes from June 10, 2025.

Meeting :

Jun 24, 2025 - 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 06/10/2025.

Minutes :

[View Minutes](#) for Jun 10, 2025 - City Council Meeting - Hybrid (In-Person & Electro

## File Attachments

[2025-6-10 Council Minutes.pdf \(715 KB\)](#)

## 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 25159 - Excusing the Absence of Council Member Espinoza

|                      |                                                                       |
|----------------------|-----------------------------------------------------------------------|
| Meeting :            | Jun 24, 2025 - 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 Espinoza.              |

## Public Content

### Historical Perspective:

Mr. Espinoza informed Ms. Garcia that he would be unable to attend the meeting and requested his absence excused.

### Information for Consideration:

#### 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 25160 - Excusing the Absence of Council Member Williams       |
| Meeting :            | Jun 24, 2025 - 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 Williams               |

## Public Content

### Historical Perspective:

Ms. Williams informed Ms. Garcia that she would be unable to attend the meeting and requested her absence excused.

### Information for Consideration:

#### 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 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member. |
| Meeting :            | Jun 24, 2025 - 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.**

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|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| Subject :  | 3.01 AB 25161 - 2/10ths of 1% proposal Ms. Esther Click               |
| Meeting :  | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category : | 3. Presentations.                                                     |
| Access :   | Public                                                                |
| Type :     | Discussion, Information                                               |

**Public Content**

Historical Perspective:

RCW 82.14.420 first became available in Washington State on August 1, 1999. This Washington State law authorizes counties to impose a sales and use tax for the purpose of funding emergency communications systems and facilities. This was to help fund the need for reliable critical infrastructure for emergency communication systems. It specifically allows for tax to be imposed to cover the costs of financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improving emergency communications systems and facilities.

### **Information for Consideration:**

1. These sales and use taxes allow for everyone, including our visitors, to contribute to the emergency communications system. The current funding model relies solely on the residents of Walla Walla County.
2. WESCOM has equipment that has not been replaced or upgraded since 1997.
3. The staffing model is the same since 1998. 12 dispatchers/ 3 supervisors. This is not conducive to the demands of our community.
4. The Sales and Use Tax has exemptions like any other sales tax. The most prominent ones include most groceries and prescriptions.

### **File Attachments**

[Establishing a Sustainable Future for WESCOM RCW 82.14.420 \(1\).pptx \(8.422 KB\)](#)

|            |                                                                                        |
|------------|----------------------------------------------------------------------------------------|
| Subject :  | 3.02 AB 25162 - Heartfelt Farewell To City Administrator Rizzitiello - Mayor Hernández |
| Meeting :  | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)                  |
| Category : | 3. Presentations.                                                                      |
| Access :   | Public                                                                                 |
| Type :     | Discussion                                                                             |

## **Public Content**

### **Historical Perspective:**

City Administrator Mike Rizzitiello has served the City of College Place for nearly nine years. During Mr. Rizzitiello's tenure, he fundraised for and oversaw countless projects, programs, and initiatives.

Mr. Rizzitiello added critical infrastructure which will ensure the long-term safety and viability for the people of College Place for years to come. His passion for economic and community development led to College Place currently being the fastest-growing City in the region. Under Mr. Rizzitiello's leadership, College Place welcomed numerous housing developments, a public school district, and small and chain businesses such as Hop Thief, Panda Express, Chipotle, and, most recently, Jersey Mike's. He championed arts initiatives such as the Traffic Utility Box art competition, the Poor Farm Monument, and founded the first-of-its-kind nonprofit, CoWalla Creative District, which is a geographical art district shared by two neighboring cities. He insisted on launching community events which we will celebrate forever including Freedom Festival, Winterfest, Block Party, Farmer's Market (now Market in the Park), Movies @ the Park, and Halloween Trunk-or-Treat. Mr. Rizzitiello's efforts also included the addition of several public parks for the community, and distinctions for College Place such as Arbor Day Foundation's Tree City USA and a Blue Zone designation.

Mr. Rizzitiello served under three Mayors, a dozen Council Members, and countless Commission and Board Members. Just at the time he left, he chaired the Metropolitan Planning Organization; sat on the YMCA, BMAC, and CoWalla Boards; and had over \$80M in grants in the works on City projects for the community.

**Information for Consideration:**

Mr. Rizzitiello was offered and accepted the role of Development Services Director for the City of Richland. His last day will be Friday, June 27th and a going away party will be held for him at Hop Thief that evening from 3-7PM. Below are images Mr. Rizzitiello took of College Place over the years (often from his bicycle).

**File Attachments**

[David Winter, Wade Antle, & Charlie Drury.JPG \(148 KB\)](#)  
[Grant Glaus & Mike Rizzietello.JPG \(185 KB\)](#)  
[20161201\\_101002.jpg \(2,659 KB\)](#)  
[IMG\\_1212.JPG \(4,872 KB\)](#)  
[IMG\\_1231.JPG \(2,763 KB\)](#)  
[GOPR0250.JPG \(2,648 KB\)](#)  
[20170725\\_190726.jpg \(3,450 KB\)](#)  
[IMG\\_0409.JPG \(3,481 KB\)](#)  
[IMG\\_0597.JPG \(1,264 KB\)](#)  
[IMG\\_0705.JPG \(1,757 KB\)](#)  
[IMG\\_0724.JPG \(2,497 KB\)](#)  
[IMG\\_0766.JPG \(2,260 KB\)](#)  
[IMG\\_0793.JPG \(1,999 KB\)](#)  
[IMG\\_0791.JPG \(1,759 KB\)](#)  
[IMG\\_0888.JPG \(2,885 KB\)](#)  
[IMG\\_1459.JPG \(2,692 KB\)](#)  
[IMG\\_1455.JPG \(2,231 KB\)](#)  
[IMG\\_1344.JPG \(843 KB\)](#)  
[IMG\\_1483.JPG \(1,941 KB\)](#)  
[IMG\\_1511.JPG \(1,302 KB\)](#)  
[IMG\\_1515.JPG \(1,109 KB\)](#)  
[IMG\\_1517.JPG \(1,128 KB\)](#)  
[IMG\\_2461.JPG \(3,078 KB\)](#)  
[IMG\\_2471.JPG \(4,076 KB\)](#)  
[IMG\\_2475.JPG \(3,892 KB\)](#)  
[IMG\\_2482.JPG \(1,645 KB\)](#)  
[IMG\\_2508.JPG \(1,705 KB\)](#)  
[IMG\\_2561.JPG \(3,792 KB\)](#)  
[IMG\\_2057.JPG \(1,978 KB\)](#)  
[IMG\\_2075.JPG \(2,531 KB\)](#)  
[IMG\\_1851.JPG \(29 KB\)](#)  
[33085468\\_887247424812668\\_9193525497366052864\\_n.jpg \(96 KB\)](#)  
[IMG\\_0112.jpg \(263 KB\)](#)  
[IMG\\_0521.jpg \(764 KB\)](#)  
[IMG\\_0555.jpg \(475 KB\)](#)  
[IMG\\_0559.JPG \(4,615 KB\)](#)  
[IMG\\_0567.JPG \(1,468 KB\)](#)  
[IMG\\_0579.JPG \(2,551 KB\)](#)  
[IMG\\_3075.JPG \(105 KB\)](#)  
[IMG\\_0626.JPG \(5,634 KB\)](#)  
[cityhall.jpg \(1,851 KB\)](#)  
[doanspondproject\\_.jpeg \(4,209 KB\)](#)  
[IMG\\_6546.JPEG \(565 KB\)](#)

[trees.jpg \(4,341 KB\)](#)  
[Uhrig2.JPG \(2,795 KB\)](#)  
[61a9ace8ce78e.image.jpg \(115 KB\)](#)  
[CPWaterTower.jpg \(637 KB\)](#)  
[IMG\\_1521.JPG \(1,633 KB\)](#)  
[IMG\\_1518.JPG \(2,664 KB\)](#)  
[IMG\\_3969.JPG \(4,763 KB\)](#)  
[IMG\\_3975.JPG \(3,984 KB\)](#)  
[IMG\\_3989.JPG \(3,645 KB\)](#)  
[IMG\\_3992.JPG \(233 KB\)](#)  
[IMG\\_4085.JPG \(3,050 KB\)](#)  
[IMG\\_4083.JPG \(2,791 KB\)](#)  
[IMG\\_3999.JPG \(2,734 KB\)](#)  
[IMG\\_4010.JPG \(114 KB\)](#)  
[IMG\\_1317.JPG \(4,091 KB\)](#)  
[IMG\\_1394.JPG \(3,006 KB\)](#)

Subject : 3.03 AB 25163 - 2026 Budget Calendar - Mr. Carleton

Meeting : Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 3. Presentations.

Access : Public

Type : Information

# Public Content

## Historical Perspective:

Review and discuss 2026 Budget Calendar

## Information for Consideration:

### File Attachments

[Preliminary 2026 Budget Calendar 6.24.25.pdf \(592 KB\)](#)

## 4. Public Hearings - None.

## 5. Action Items.

Subject : 5.01 AB 25164 - GMP Proposal for Recruitment Services - Mayor Hernández

Meeting : Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 5. Action Items.

Access : Public

Type : Action

Preferred Date : Jun 24, 2025

Absolute Date : Jun 24, 2025

|                      |                                                                                                                                                                                                                                |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fiscal Impact :      | Yes                                                                                                                                                                                                                            |
| Dollar Amount :      | \$40,000.00                                                                                                                                                                                                                    |
| Budgeted :           | No                                                                                                                                                                                                                             |
| Budget Source :      | 001.513.10.41.00 51% 400.531.10.41.00 17%<br>401.535.10.41.00 24% 402.531.10.41.00 5%<br>440.522.24.41.00 3%                                                                                                                   |
| Recommended Action : | Make a motion adopting Resolution No 25-039 authorizing the Mayor to sign the City Administrator Search Contract with GMP Consultants and establishing a budget for the City Administrator Recruitment not to exceed \$35,000. |

# Public Content

## Historical Perspective:

With the recent announcement that the City Administrator will be leaving at the end of June for a new position, the need to receive outside professional assistance with the recruitment process is necessary and time sensitive. The City Council has formed a subcommittee to lead the search consisting of Council Members Schermann, Peterson, and Jessup, and chaired by Mayor Hernández.

## Information for Consideration:

Mayor Hernández has sought input from GMP Consultants which came from The Prothman Company, who has successfully provided these services within the Walla Walla Valley. GMP submitted the attached proposal for Council review.

The prospective budget for the City Administrator Recruitment is as follows:

|             |                                         |
|-------------|-----------------------------------------|
| \$ 18,500   | Prothman Recruitment Estimate           |
| \$ 1,500    | Recruitment Contingency Fund            |
| <hr/>       |                                         |
| \$ 8,000    | Candidate Travel & Per Diem Expenses    |
| \$ 5,000    | Community Forum& Candidate Meet-N-Greet |
| \$ 2,000    | Miscellaneous Expenses Contingency Fund |
| \$35,000.00 | Total Estimated Recruitment Costs       |

## File Attachments

[GMP Proposal - College Place city administrator.pdf \(16.158 KB\)](#)  
[Resolution No. 25-039 City Administrator Search Contract GMP Consultants.pdf \(191 KB\)](#)  
[Michael Matthias resume - 2024.pdf \(201 KB\)](#)

|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| Subject :  | 5.02 AB 25165 - Interim City Administrator Contract - Mayor Hernández |
| Meeting :  | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category : | 5. Action Items.                                                      |
| Access :   | Public                                                                |



|                      |                                                                                                                                                       |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Type :               | Action                                                                                                                                                |
| Preferred Date :     | Jun 24, 2025                                                                                                                                          |
| Absolute Date :      | Jun 24, 2025                                                                                                                                          |
| Fiscal Impact :      | Yes                                                                                                                                                   |
| Budgeted :           | No                                                                                                                                                    |
| Budget Source :      | 001.513.10.41.00 51% 400.531.10.41.00 17%<br>401.535.10.41.00 24% 402.531.10.41.00 5%<br>440.522.24.41.00 3%                                          |
| Recommended Action : | Make a motion adopting Resolution No 25-040 authorizing the Mayor to sign the College Place Interim City Administrator Contract with GMP Consultants. |

## Public Content

### Historical Perspective:

Mayor Hernández has received an offer from GMP Consultants to provide an Interim City Administrator as an independent contractor. GMP has assigned Michael Matthias to the role.

### Information for Consideration:

Mayor Hernández notes that there is no set limit on how much the contract cost can increase, as it is an open-ended contract.

### File Attachments

[College Place interim city administrator contract.pdf \(183 KB\)](#)

[Resolution No. 25-040 GMP Consultants Contract Interim City Administrator .pdf \(193 KB\)](#)

|                      |                                                                                                                      |
|----------------------|----------------------------------------------------------------------------------------------------------------------|
| Subject :            | 5.03 AB 25166 - Professional Services Contract with M Rizzitiello LLC dba as Whiskers & Puzzle LLC - Mayor Hernández |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)                                                |
| Category :           | 5. Action Items.                                                                                                     |
| Access :             | Public                                                                                                               |
| Type :               | Action                                                                                                               |
| Preferred Date :     | Jun 24, 2025                                                                                                         |
| Absolute Date :      | Jun 24, 2025                                                                                                         |
| Fiscal Impact :      | Yes                                                                                                                  |
| Budgeted :           | No                                                                                                                   |
| Budget Source :      | 001.513.10.41.00 51% 400.531.10.41.00 17%<br>401.535.10.41.00 24% 402.531.10.41.00 5%<br>440.522.24.41.00 3%         |
| Recommended Action : | Make a motion adopting Resolution No 25-041 authorizing                                                              |

the Mayor to sign the Professional Services Contract with M Rizzitiello LLC dba as Whiskers & Puzzle LLC for project management and grant writing.

# Public Content

## Historical Perspective:

Mr. Rizzitiello has continuously proven himself a valuable asset in garnering state and federal grants for municipal projects. This contract is for Mr. Rizzitiello to perform these servicesthe management and grant writing consulting services.

## Information for Consideration:

Mayor Hernández notes thatthere is no set limit on how much the contract cost can increase, as it is an open-ended contract. The contract may need to amend it if the Council wants to set a limit.

## File Attachments

[ProfessionalServicesContract\\_MRizzitiello.pdf \(49 KB\)](#)

[Resolution No. 25-041 Professional Services with M Rizzitiello LLC .pdf \(168 KB\)](#)

|                      |                                                                                                                                                                                   |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 5.04 AB 25167 - 2025 Salary Ordinance Update - Ms. Schmick & Mr. McAndrews                                                                                                        |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)                                                                                                             |
| Category :           | 5. Action Items.                                                                                                                                                                  |
| Access :             | Public                                                                                                                                                                            |
| Type :               | Action                                                                                                                                                                            |
| Preferred Date :     | Jun 24, 2025                                                                                                                                                                      |
| Recommended Action : | Motion to authorize Ordinance No. 25-005 approving adding the Arborist/Urban Forester, Public Works Inspector I, and Public Works Inspector II positions to the Salary Ordinance. |

# Public Content

## Historical Perspective:

After discussion with the Finance Department and the City Administrator, the need for the two new positions in 2025 was discussed. Also, in an agreement with the union, the City requests to add the Arborist/Urban Forester and Public Works Inspector I positions. With the new park and growing construction and right-of-way review in the Public Works department, there is more of a need for these positions.

Currently there is a Public Works Inspector position listed on the salary ordinance, that would be changed to a Public Works Inspector II position with the addition of a Public Works Inspector I position to split construction inspections and right-of-way inspections between the two positions.

**Information for Consideration:**

The Human Resources department looked at comparable cities for Arborist/Urban Forester salary information and recommends the range within the proposed salary ordinance. The Human Resources department also looked at comparable job duties with the current established job descriptions for the Public Works Inspector I position. The job descriptions and salary ranges have both been approved by the Public Employees Union. The Arborist position will be initially funding through the 2025 forestry grant.

**File Attachments**

- [Ord\\_No\\_25-XXX\\_Salary\\_Ordinance\\_Redlined\\_6.2025.pdf \(661 KB\)](#)
- [Job\\_Description\\_PW\\_Inspector\\_I.pdf \(724 KB\)](#)
- [Job\\_Description\\_PW\\_Inspector\\_II.pdf \(725 KB\)](#)
- [Job\\_Description\\_Arborist\\_Urban\\_Forester.pdf \(823 KB\)](#)
- [Ord\\_No\\_25-005\\_Salary\\_Ordinance\\_6.2025.pdf \(873 KB\)](#)

|                      |                                                                                                                                   |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 5.05 AB 25168 - Universal Field Services Contract Amendment - Mr. McAndrews                                                       |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)                                                             |
| Category :           | 5. Action Items.                                                                                                                  |
| Access :             | Public                                                                                                                            |
| Type :               | Action                                                                                                                            |
| Preferred Date :     | Jun 24, 2025                                                                                                                      |
| Absolute Date :      | Jun 24, 2025                                                                                                                      |
| Fiscal Impact :      | Yes                                                                                                                               |
| Dollar Amount :      | \$30,295.52                                                                                                                       |
| Budgeted :           | Yes                                                                                                                               |
| Recommended Action : | Motion to approve the UFS Contract Amendment increasing the current budget of \$189,347.00 by 16% to a new budget of \$219,646.52 |

**Public Content**

**Historical Perspective:**

UFS has been the agency the city and APEX (PBS) have contracted out to handle the Right of Way Acquisitions for the Mojonnier Road Project.

**Information for Consideration:**

Through the Acquisition process half of the parcel files under negotiations have required revisions per WSDOT requirements, some of those issues have been utility related issues such as tree removals, and (3) sewer septic lines, also the most contributing factor has been the time-intensive WSDOT compliance reviews and multiple document formatting revisions were also required beyond initial scope of work expectations.

**File Attachments**

[APEX - Mojonnier Road Budget amendment request 6-12.pdf \(421 KB\)](#)

|                      |                                                                                                       |
|----------------------|-------------------------------------------------------------------------------------------------------|
| Subject :            | 5.06 AB 25169 - Comprehensive Plan - Periodic Update<br>- Mr. Rickard, Mr. Maret, Mr. Baerlocher      |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)                                 |
| Category :           | 5. Action Items.                                                                                      |
| Access :             | Public                                                                                                |
| Type :               | Action                                                                                                |
| Preferred Date :     | Jun 24, 2025                                                                                          |
| Absolute Date :      | Jun 24, 2025                                                                                          |
| Fiscal Impact :      | Yes                                                                                                   |
| Dollar Amount :      | \$40,000.00                                                                                           |
| Budgeted :           | No                                                                                                    |
| Budget Source :      | Will be funded by current expense                                                                     |
| Recommended Action : | Approve Resolution No. 25-042 Authorizing Urban Growth Area Swap, Expansion, and Rezone Applications. |

**Public Content**

**Historical Perspective:**

The Walla Walla County Board of County Commissioners set a deadline for amendments to the Urban Growth Areas (UGA) for the cities of College Place, Prescott, Waitsburg, and Walla Walla, and the unincorporated Urban Growth Areas for Burbank and Attalia for July 1, 2025.

**Information for Consideration:**

The City of College Place Community Development Department has been working with its consultant team in preparing two UGA amendment applications, one entailing an UGA Swap and one entailing a UGA Expansion.

Staff will present an overview of the Land Capacity Analysis (LCA) and UGA SWAP, Expansion, and Rezone applications.

The application fees are estimated at \$35,844.00.

## File Attachments

[2025-03-13 Letter on UGA reviews.pdf \(172 KB\)](#)

[COCPLCA\\_June2025.pdf \(928 KB\)](#)

[Resolution No. 25-042 UGA Applications.pdf \(198 KB\)](#)

|                      |                                                                                                                                                                         |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 5.07 AB 25170 - Agreement for Professional Services for Comprehensive Plan Update - Mr. Rickard                                                                         |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic)                                                                                                   |
| Category :           | 5. Action Items.                                                                                                                                                        |
| Access :             | Public                                                                                                                                                                  |
| Type :               | Action                                                                                                                                                                  |
| Preferred Date :     | Jun 24, 2025                                                                                                                                                            |
| Absolute Date :      | Jun 24, 2025                                                                                                                                                            |
| Fiscal Impact :      | Yes                                                                                                                                                                     |
| Dollar Amount :      | \$228,600.00                                                                                                                                                            |
| Budget Source :      | \$125,000 from Commerce Grant Funding                                                                                                                                   |
| Recommended Action : | Approve Resolution No. 25-043 authorizing the Mayor or City Administrator to execute professional services with J-U-B Engineers for the 2026 Comprehensive Plan Update. |

## Public Content

### Historical Perspective:

Pursuant to the Revised Code of Washington (RCW) 36.40A.130, counties and cities shall take legislative action to review and revise their comprehensive land use plan and development regulations to comply with state requirements.

### Information for Consideration:

The City of College Place is one of the many communities in Walla Walla County that is required to conduct a Periodic Comprehensive Plan Update. The City completed the most recent update in 2018. Since that time, newer Washington State Legislative Requirements have been enacted and the current planning documents need to be reviewed and updated, as applicable, prior to the June 30, 2026 deadline. After completion of this planning update, a Comprehensive Plan Update is anticipated every 10 years thereafter. Approximately \$125,000 in grant funding from the Washington State Department of Commerce is available

to assist with this planning effort. Half of this amount can be spent from 7/1/2024 to 6/30/2025 and the remaining amount can be spent from 7/1/2025 to 6/30/2026.

## File Attachments

[2025.06.24 JUB Contract TO\\_CompPlanUpdate.pdf \(1,552 KB\)](#)  
[2024.12.11 PUG Completed Contract College\\_Place.pdf \(1,602 KB\)](#)  
[Resolution No. 25-043 Comprehensive Plan Periodic Update .pdf \(204 KB\)](#)  
[Draft Amendment - College Place.pdf \(115 KB\)](#)

## 6. Administrative Reports - None.

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## 7. Informational Reports.

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|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| Subject :  | 7.01 CPPD Monthly Report                                              |
| Meeting :  | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category : | 7. Informational Reports.                                             |
| Access :   | Public                                                                |
| Type :     | Information                                                           |

## File Attachments

[Daily Incident Log\\_05 2025.pdf \(3,875 KB\)](#)  
[Incident Activity Report\\_05 2025.pdf \(3,010 KB\)](#)  
[May 2025 Officer Activity.pdf \(132 KB\)](#)

## 8. Executive Session - None.

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## 9. Closing Items.

---

|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| Subject :  | 9.01 Good of the Order?                                               |
| Meeting :  | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category : | 9. Closing Items.                                                     |
| Access :   | Public                                                                |
| Type :     | Discussion, Information                                               |

## File Attachments

[2025 Freedom Festival Kenneth Rooks Announcement.png \(2,577 KB\)](#)  
[Freedom Fest Flyer.png \(2,246 KB\)](#)

|                      |                                                                       |
|----------------------|-----------------------------------------------------------------------|
| Subject :            | 9.02 Conclusion - Motion to Conclude the Meeting.                     |
| Meeting :            | Jun 24, 2025 - City Council Meeting - Hybrid (In-Person & Electronic) |
| Category :           | 9. Closing Items.                                                     |
| Access :             | Public                                                                |
| Type :               | Action                                                                |
| Recommended Action : | Motion to conclude the meeting                                        |



**City Council Special Meeting (Thursday, June 5, 2025)**

*Generated by Maryelizabeth Garcia on Monday, June 9, 2025*

**1. Opening Items.**

Procedural: 1.01 Call To Order

**Mayor Hernández called the workshop to order at 6:34 PM.**

Procedural: 1.02 Roll Call

PRESENT:

Chair - Mayor, Norma L. Hernández

Council Members - Paul Jessup; Loren Peterson; Heather Schermann;

Staff - Scott Mihalik, Assistant City Attorney

Also Present -

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None.

**2. Executive Session**

Discussion, Information: 2.01 AB 25148 - Adjourn to Executive Session pursuant to RCW 42.30.110 (1)(i) to discuss the Performance of a public employee (RCW 42.30.110(1)(g)).

The Council adjourned to Executive Session.

**Mayor Hernández opened the Executive Session at 6:36 PM.**

The Council discussed potential litigation pursuant to RCW 42.30.110(1)(i)

**Mayor Hernández called the Regular Meeting back to order at 7:09 PM. No action will take place as a result of this meeting.**

**3. Closing Items.**

Discussion, Information: 3.01 Good of the Order - Next Regular Meeting 6/10/2025

Procedural: 3.02 Conclusion

**Mayor Hernández concluded the workshop at 7:10 PM.**

Approved:

---

Norma L. Hernández – Mayor

Attest:

---

Maryelizabeth E. Garcia - City Clerk

The foregoing minutes are the official record of the City Council Workshop that occurred June 5, 2025.



**City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, June 10, 2025)***Generated by Maryelizabeth Garcia on Monday, June 9, 2025***1. Opening Items.**Procedural: 1.01 Call To Order**Mayor Hernández called the meeting to order at 7:00 PM.**Procedural: 1.02 Roll Call

PRESENT:

Mayor - Norma L. Hernández

Council Members – Paul Jessup; Michael Cleveland; Loren Peterson; Tito Espinoza; Melodie Williams - arrived at 7:10PM; Heather Schermann; Monica Boyle

Staff- City Administrator, Michael Rizzitiello; Associate City Attorney, Scott Mihalik; City Clerk, Maryelizabeth E. Garcia; Finance Director, Brian Carleton

Also Present -

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Pledge of AllegianceInformation: 1.04 Public Comment -

Mayor Hernández read Public Comment from College Place resident Ms. Virginia Clark of 711 NE Dawson Street, "I am an elderly woman and last week, I had some old lamp oil to discard. I called the Fire Department and they were totally awesome. They told me I could take it somewhere but they actually came and picked it up themselves for free. I don't think they get the recognition they deserve, or the Police. I think older people should know that older people can take hazardous chemicals to the dump and ask the Mayor to put it out in the newsletter."

**2. Consent Agenda.**Action (Consent): 2.01 AB 25149 - Approve Agenda for June 10, 2025.Action (Consent), Minutes: 2.02 AB 25150 - Approve Council Minutes from May 27, 2025.Action (Consent), Minutes: 2.03 AB 25151 - Approve Council Special Meeting Minutes from May 30, 2025.

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 Schermann made a motion to approve the Consent Agenda. Second by Council Member Peterson and the motion passed 6-0.**

**3. Presentations.**Information: 3.01 AB 25152 - Juneteenth Proclamation - Mayor Hernández

Mayor Hernández provided some fun facts about Juneteenth and delivered the Juneteenth Proclamation.

4. Public Hearings - None.**5. Action Items.**Action: 5.01 AB 25155 - City Support for WWCRDL AWC Sponsorship

Mr. Rizzitiello stated that the Walla Walla County Rural Library District is applying to join the AWC Employee Benefits Trust and part of their application requires that they be sponsored by a City since they are not one. The Walla Walla County Rural Library District is asking for the City's sponsorship by Resolution that supports the District joining, and there is no obligation to the City.

**Council Member Williams made a motion to support Resolution No. 25-038 sponsoring the Walla Walla County Rural Library District's application to join the Association of Washington Cities. Second by Council Member Cleveland and the motion passed 7-0.**

## **6. Administrative Reports.**

Action: 6.01 AB 25153 - Comprehensive Economic Development Strategy (CEDS) - Mr. Rizzitiello

Mr. Rizzitiello presented the final iteration of the Comprehensive Economic Development Study to Council which will serve as the Economic Development portion of the upcoming Comprehensive Plan. Mr. Rizzitiello stated that use of the CEDS plan will create opportunities for Economic Development Administration and Public Works program grants for about a six-year period. The CEDS document still needs to add Capital Facility Plan, Transportation Improvement Plan, and other general documents such as the Martin Airfield Planning Study and the upcoming Safe Streets 4 All plan.

Action: 6.02 AB 25154 - Proposed College Place Code 10.18 - Truck Routes - Mr. Rizzitiello

Mr. Rizzitiello informed the Council that creating a state freight route as an addition to the City Municipal Code emerged as a result of the Martin Airfield Planning Study. State freight maps never officially included any College Place city streets. This addition will designate Hwy 125, Myra Road, W Whitman Drive, and others as official City Freight Routes. This would also allow the City to receive grants for the roads.

Discussion ensued.

## **7. Informational Reports.**

Reports: 7.01 Lions Park Dedication Ceremony - Ms. Garcia

## **8. Executive Session - None.**

## **9. Closing Items.**

Discussion, Information: 9.01 Good of the Order?

Mayor Hernández announced Mr. Rizzitiello's departure from the City Administrator role, and anticipates beginning to seek a replacement in the next two weeks and special meetings to conduct interviews. An interview subcommittee was identified consisting of Council Members Schermann, Peterson, and Jessup.

Council Member Espinoza reiterated concern for people waiting for the bus in the sun during summer months. Valley Transit Executive Director Angie Peters was present in attendance and stated that the issue at hand is for the Valley Transit.

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

**Council Member Boyle made a motion to adjourn the meeting at 7:31PM. Second by Council Member Williams and, with no objection, the meeting adjourned.**

Approved:

---

Norma L. Hernández – Mayor

Attest:

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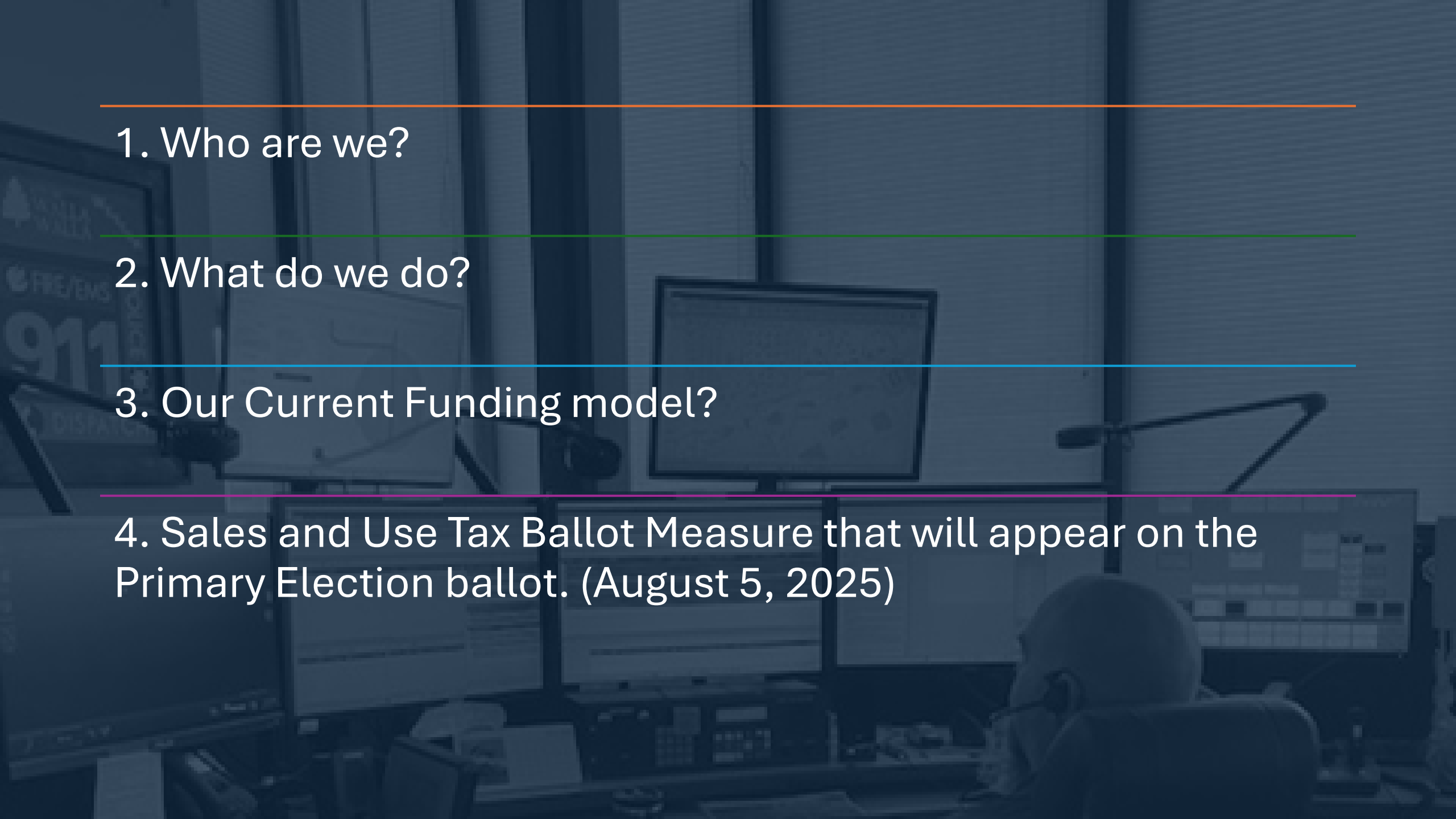
Maryelizabeth E. Garcia – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred June 10, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.



# **“Establishing a Sustainable Future for WESCOM”**

**EMERGENCY COMMUNICATION  
SYSTEM AND FACILITIES SALES TAX  
RCW 82.14.420**



---

1. Who are we?

---

2. What do we do?

---

3. Our Current Funding model?

---

4. Sales and Use Tax Ballot Measure that will appear on the Primary Election ballot. (August 5, 2025)

# Overview of WESCOM

- WESCOM is a multi-jurisdictional Public Safety Answering Point (PSAP)
- Provides 24/7 emergency call-taking and dispatch services
- Serves a population of about 63,375 full-time residents
- 2024 call statistics: 23,341 911 calls, 60,425 administrative calls = 83,766
- Calls for Service created 57,378



**North County Fire  
(Districts 1, 3, 7)**



# Did You Know?

## Increasing call volume

- Increase in Call Volume
- 2020 79,063
- 2024 83,766 (5.9% Increase in the last 4 years)

## Community needs, growth, and changes

- Behavioral Health Needs 2024
- Community's expectations of being able to reach someone 24/7 for non-emergency inquiries
- 911 Public Education Program.

## Staffing levels have not changed in approximately 26 years

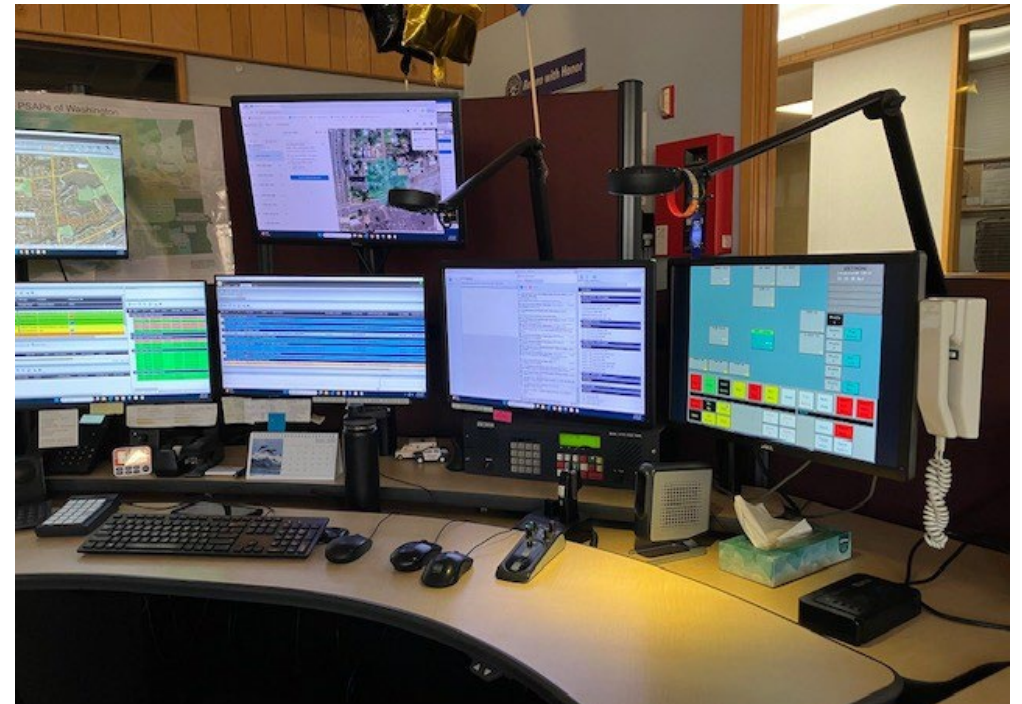
- Can be as low as 2 dispatchers at a time

## Technological advancements requiring investment

- Zetron Radio System End of Life 4217B were installed in 1997
- Encryption needs for Law Frequency
- Continuous Computer Aided Dispatch Upgrades
- Cybersecurity redundancy and 24/7 protection

## Building Location

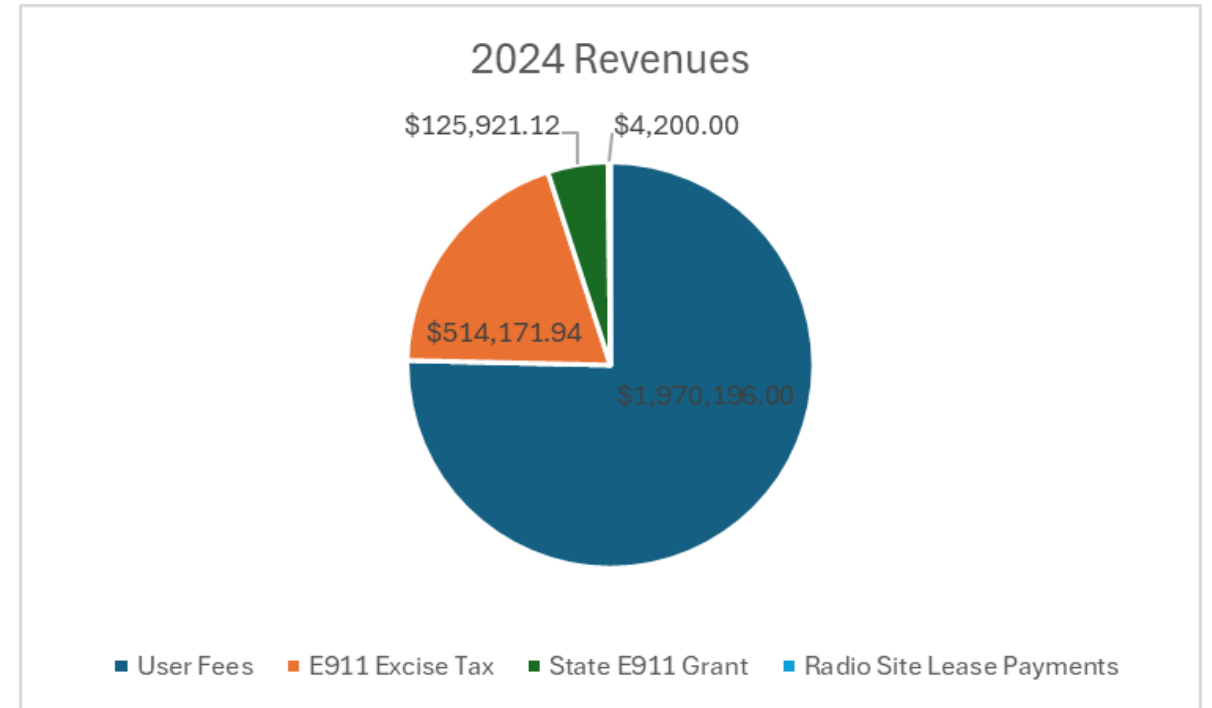
- Seismic exposure with a large brick building adjacent
- Mill Creek runs along the facility
- Centrally located and exposed to traffic, transients, and noise, which can be heard on our recordings and as we transmit on the radio.



# How are we currently Funded?

---

- Agency Annual Assessment Fees (User Fees)
- E911 Phone Excise Tax
- State E911 Grants
- Radio Site Lease Payments



# Sales and Use Tax Proposal RCW 82.14.420

**WESCOM Emergency  
Communications – Ballot  
Measure 2025**

**2/10ths of 1% Sales and  
Use Tax**

\$0.20 per \$100.00 of selling  
price/value



# What is a Sales (RCW 82.08) and Use (RCW 82.12) Tax?

It's a funding source for local governments in Washington to use to support designated operations.

For 911 Emergency Communications, a specific RCW 82.14.420 gave Counties across the state a different funding mechanism to support 911 systems.

## **What gets taxed?**

“Tangible personal property” as defined in RCW 82.04.050

# Where Your Tax Dollars Go:

Supporting Local Emergency Communication

How do we know  
this money actually  
goes to WESCOM?



## THE GUARANTEE

### It's the Law - RCW 82.14.420

By Washington State law, all funds collected from this tax must go directly to support emergency communications systems like WESCOM.

## WHAT THE LAW SAYS

RCW 82.14.420 ensures your money is used for:



Upgrades &  
Equipment



Repairs &  
Improvements



Construction &  
Maintenance

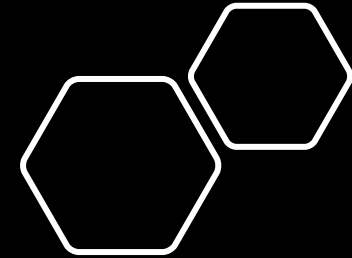


Facilities &  
Infrastructure



Staffing &  
Operations

Your money is protected by law and directly supports public safety.



## Top 4 Purchases **not affected** by proposed Sales Tax



Medical Prescriptions



Groceries



Gas/Fuel



Property Taxes

## Top 4 Purchases **affected** by proposed Sales Tax

(\$0.02 ON \$10.00 PURCHASE)



Tourist Purchases



Fast Food



Deli / Prepared  
Foods



Convenience Store  
Purchases

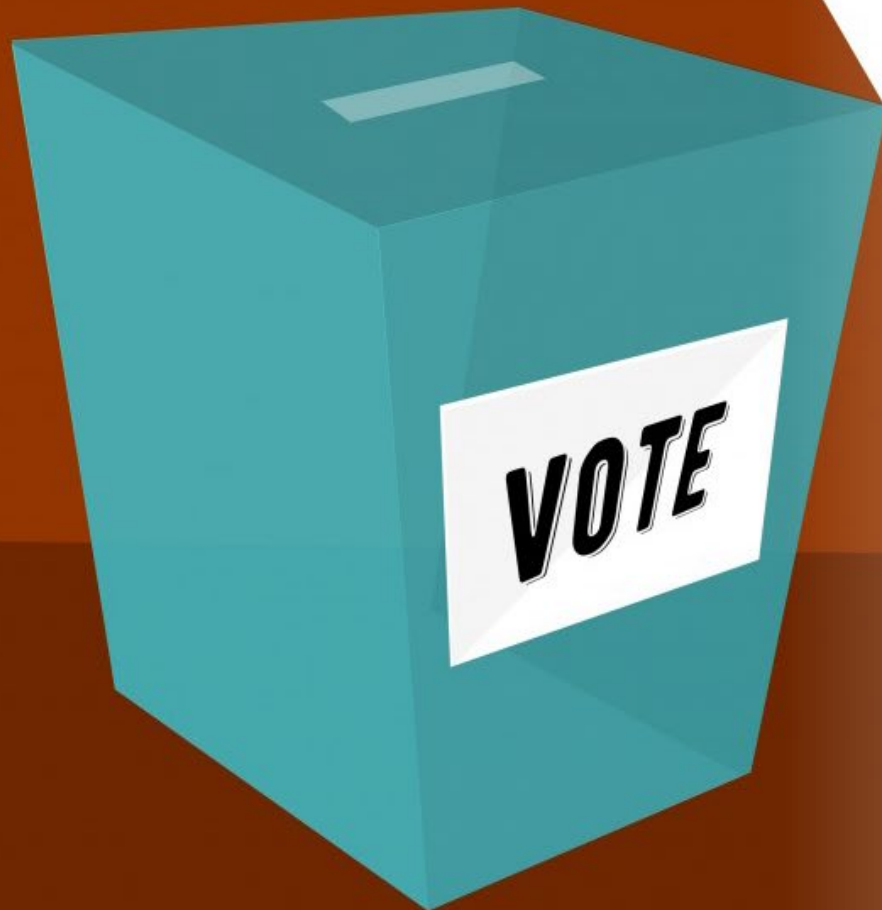
# Financial Projections

- Estimated revenue per the WW County Treasurer's office  
2023:\$3.4 million (two-tenths of one percent)  
2024:\$3.36 million (two-tenths of one percent)

- Compared to the current model:

| 2024 Revenues             |                |
|---------------------------|----------------|
| User Fees                 | \$1,970,196.00 |
| E911 Excise Tax           | \$514,171.94   |
| State E911 Grant          | \$125,921.12   |
| Radio Site Lease Payments | \$4,200.00     |
| Total                     | \$2,614,489.06 |





Remember  
to VOTE!  
August 5,  
2025

wallawallawa.gov/dispatch



Question?







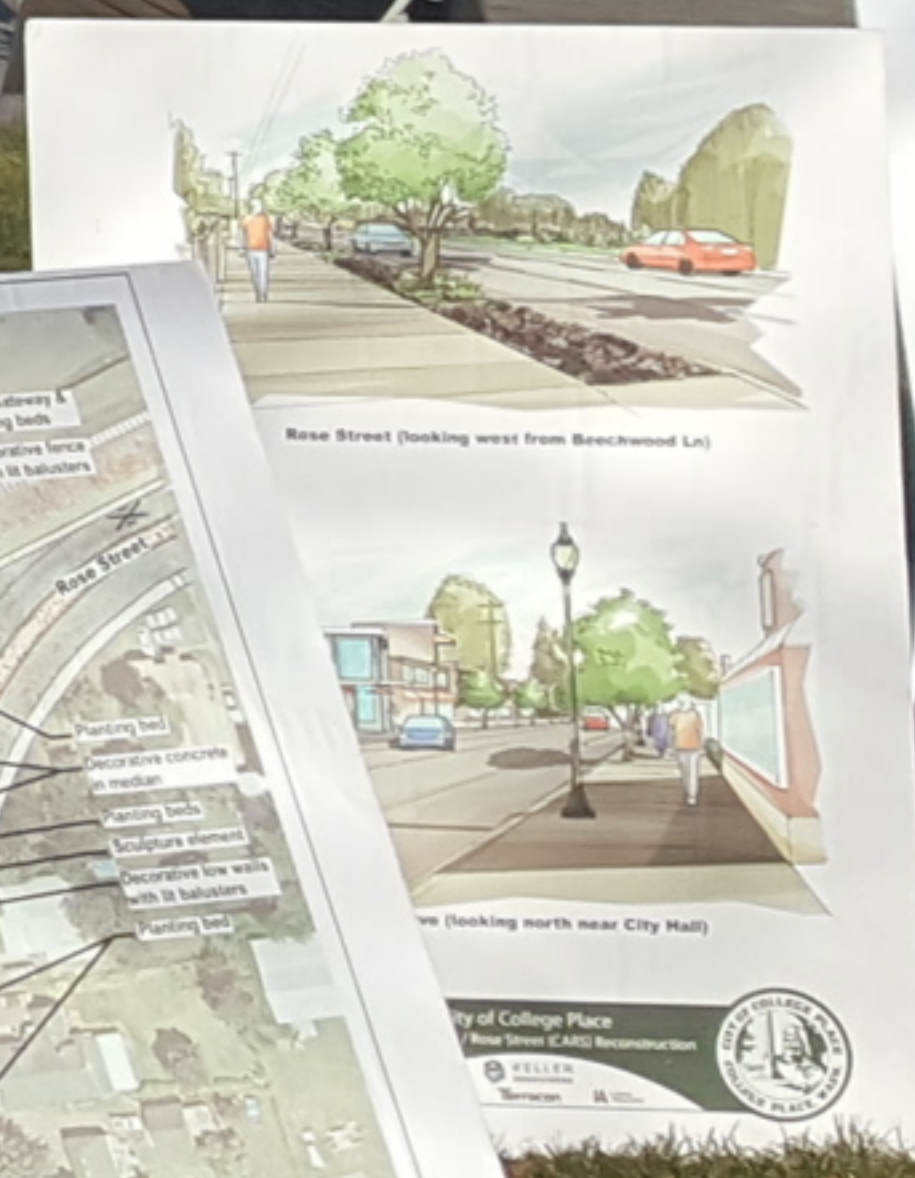
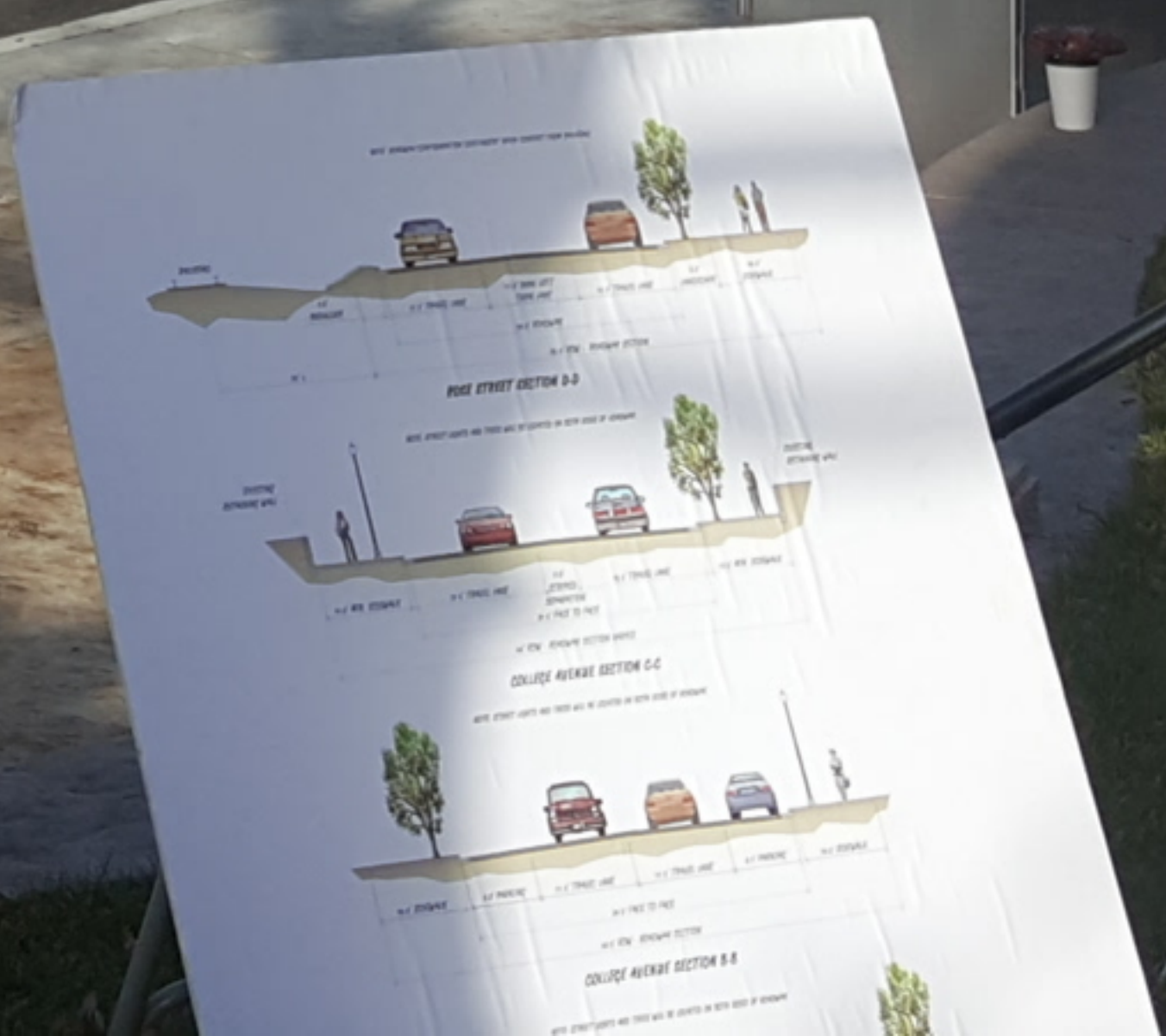


STOP  
HERE ON  
RED  
←

NO  
PARKING  
ANY  
TIME

CROSSWALK  
STOP  
ON RED  
STOP  
ON RED  
RED  
THEN PROCEED  
IF CLEAR

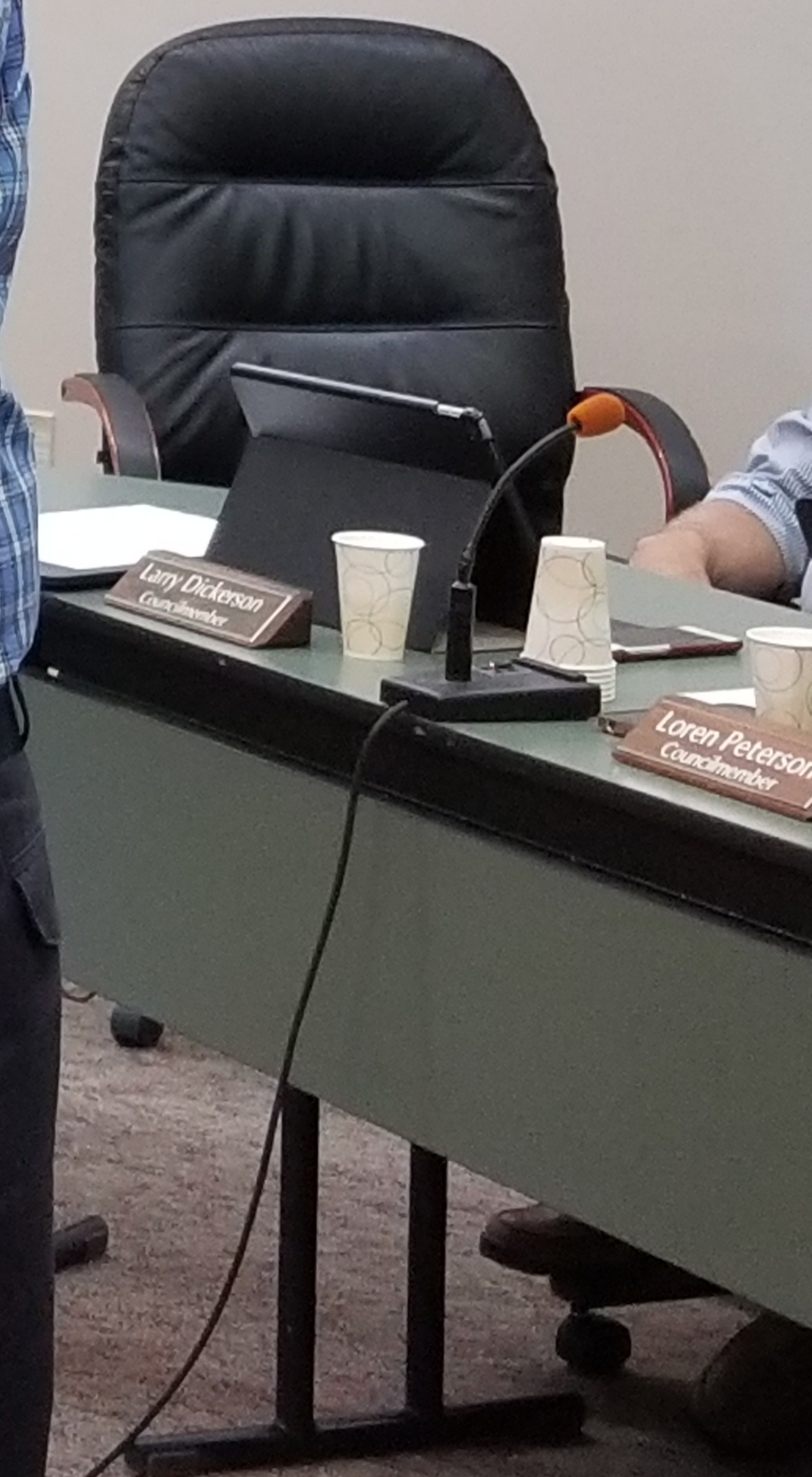
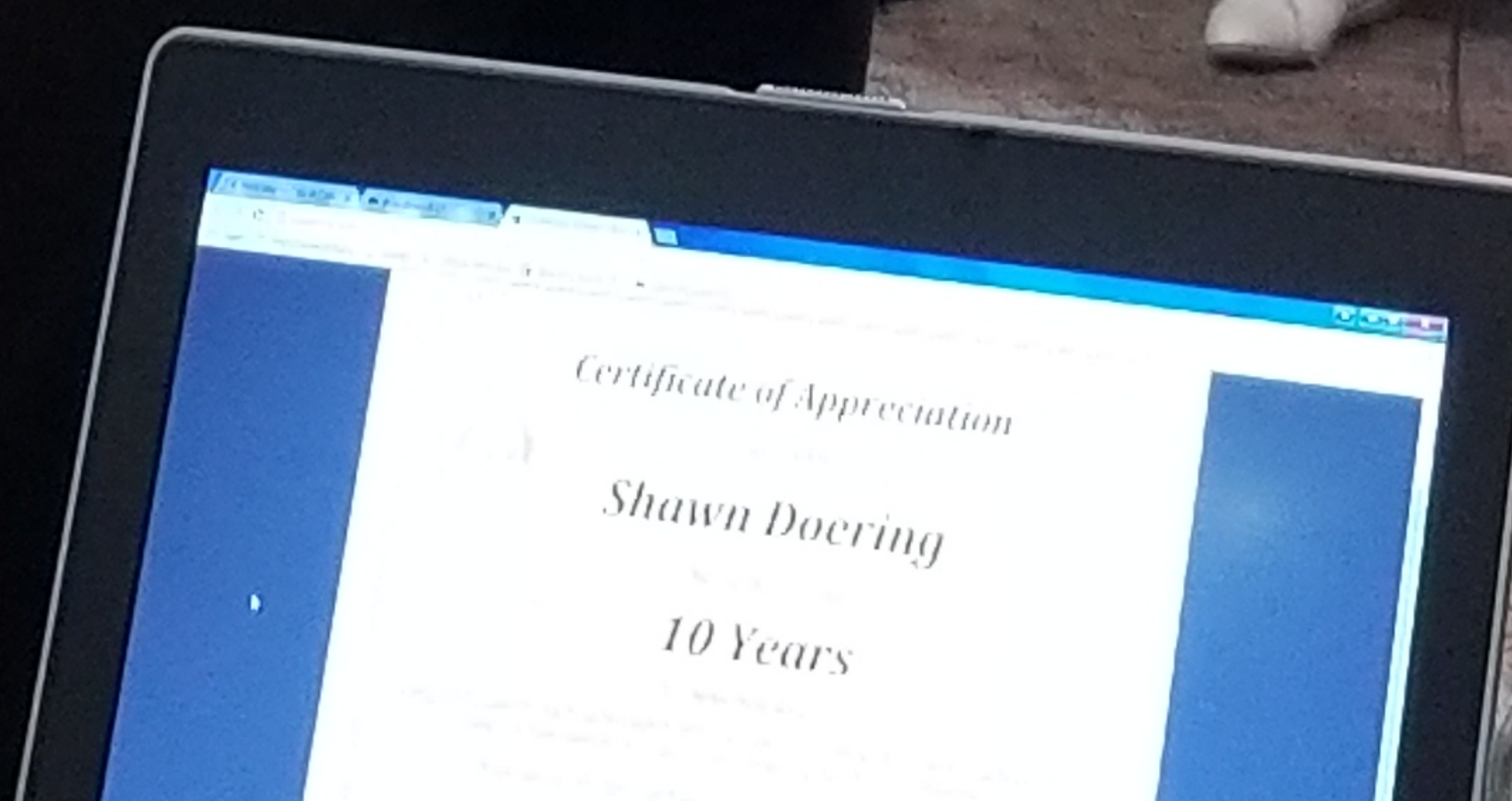
WALLA WALLA UNIVERSITY  
SERVING THE ADVENTIST HIGHER EDUCATION



















CITY HALL









DO NOT  
ENTER

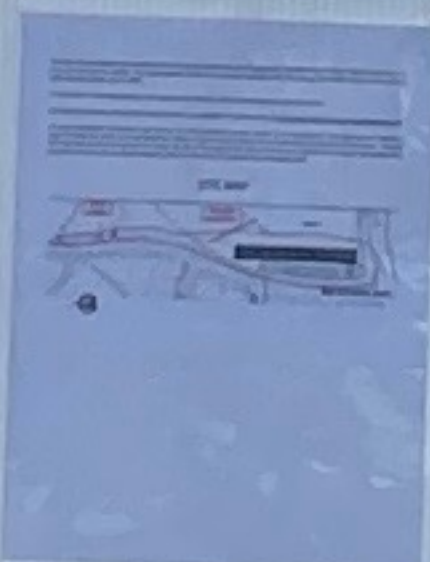
University Bookstore  
11-30-16  
40°F  
Many more...

11/30/2016





 **PUBLIC NOTICE**  
City of College Place



(509) 525-0510









11/30/2016







MARTIN FIELD LN



WELCOME TO  
COLLEGE PLACE

NO  
PARKING  
THIS  
SIDE OF  
STREET

SPEED  
LIMIT  
30























- Welcome to Downtown
- ↑ Municipal Campus
  - ↑ Post Office
  - ↑ WW University
  - ↑ Rogers School
  - ↑ WW Valley Academy
  - Lions Park



SW 12th St

Bobcat  
Fresh  
Dairy

60%  
70%  
SALES ON SALE

30













SW VIRGINIA ST

SOLD  
Homestead  
8500 492-9812  
BUTLER HILLS  
10/19

Construction  
Clean-up  
Thank You  
HAYDEN HOMES















Walmart

Pharmacy

**Rollback**  
**\$44.88**

Walmart

STOP

















SCHOOL









WORLD WAR II  
MEMORIAL















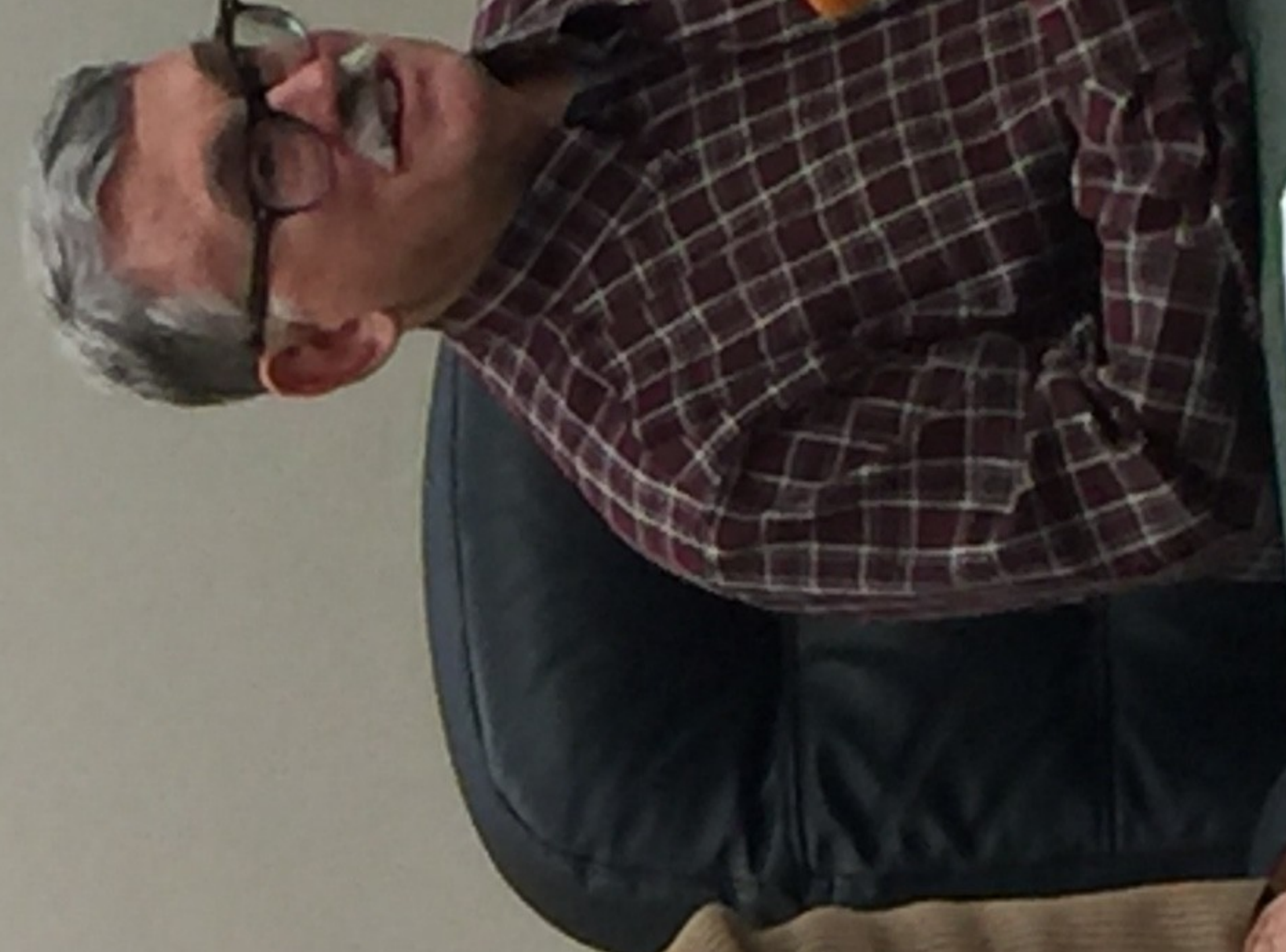
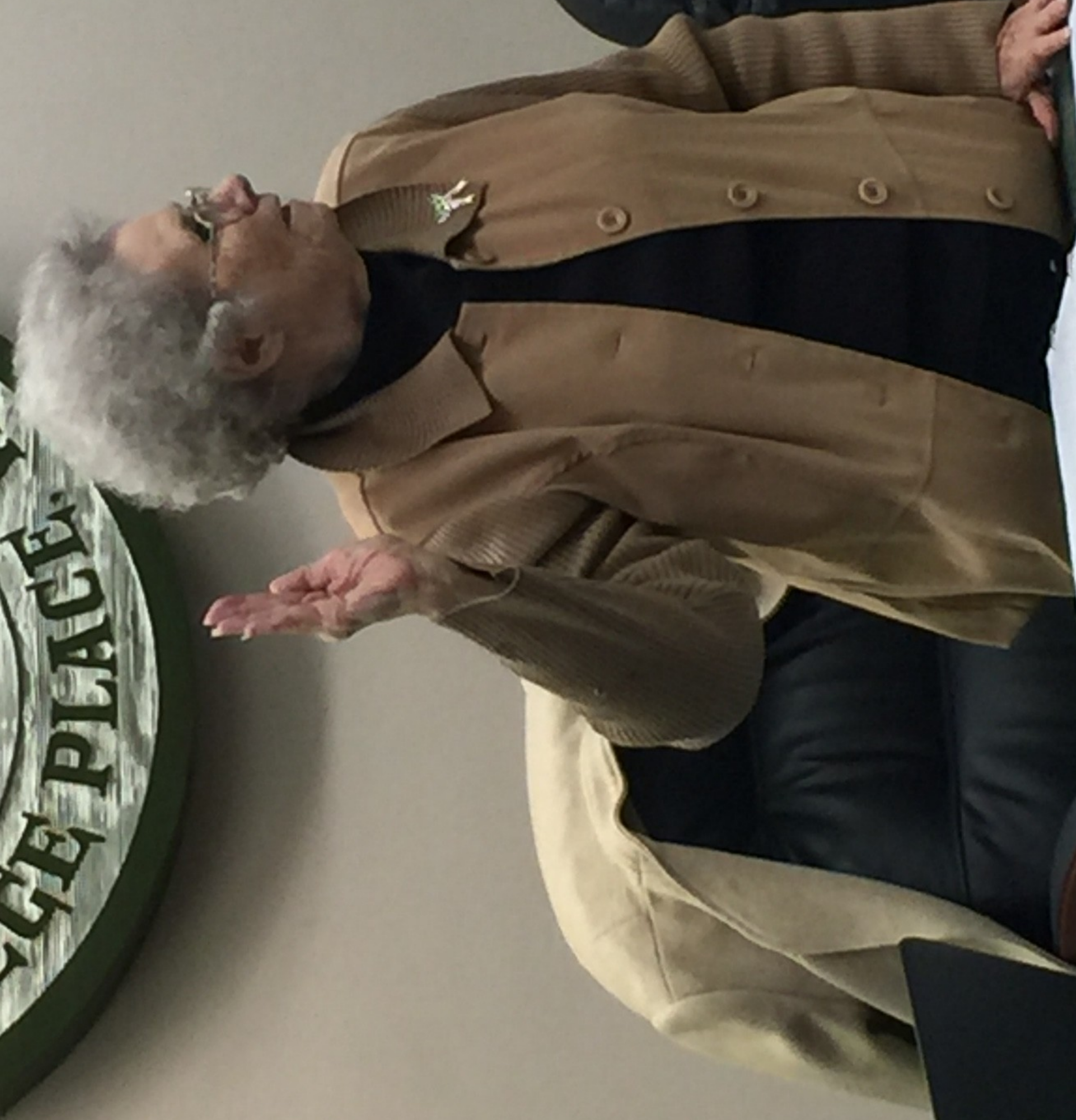
Andy's  
MARKET

SPEED  
LIMIT  
30

PEDESTRIAN CROSSING  
PUSH BUTTON  
TO CROSS

Happy  
Holidays





Marge Nyhagen  
Councilmember









Before the New Year  
Grand Opening  
Police Chief's New Year's  
Reception - 2000 at 8:00  
Wed. Jan. 2nd, 2000 at 8:00







PIFCU



































































Y CHRISTMAS

























| <b>2026<br/>College Place<br/>Budget Calendar</b>                                                                                                                                                                                                                                                                                                                                                                                        | <b>State Law Time<br/>Limitations</b>                                                               | <b>Date</b>                             | <b>2025 Public<br/>Hearing Ad<br/>Date(s)</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                     |                                         |                                               |
| <i>Finance Director prepares Budget Template in Tyler for each department</i>                                                                                                                                                                                                                                                                                                                                                            |                                                                                                     | 7/21/2025-<br>7/25/2025                 |                                               |
| <i>Department heads complete preliminary budget entry in Tyler and prepare narratives</i>                                                                                                                                                                                                                                                                                                                                                |                                                                                                     | 7/28/2025-<br>8/15/2025                 |                                               |
| <i>Finance Director prepares revenues budget</i>                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                     | 8/15/2025-<br>8/29/2025                 |                                               |
| 1. Request by clerk to all department heads and those in charge of municipal offices to prepare detailed estimates of revenues and expenditures for next fiscal year (calendar year). RCW 35A.33.030.                                                                                                                                                                                                                                    | By second Monday in September.                                                                      | 9/8/2025                                |                                               |
| <i>Department heads submit budget narratives to Finance Director</i>                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                     | 9/8/2025                                |                                               |
| 2. Estimates are to be filed with the clerk. RCW 35A.33.030.                                                                                                                                                                                                                                                                                                                                                                             | By fourth Monday in September                                                                       | 9/22/2025                               |                                               |
| <i>Finance Director compiles department budget requests into proposed preliminary budget</i>                                                                                                                                                                                                                                                                                                                                             |                                                                                                     | 9/8/2025-<br>9/26/2025                  |                                               |
| <i>Administrator compiles Capital Improvement Plan</i>                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                     | 9/8/2025-<br>9/26/2025                  |                                               |
| <i>Finance Director prepares payroll and capital budget components</i>                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                     | 9/8/25-9/26/25                          |                                               |
| <i>City Administrator and Finance Director meet with individual department heads</i>                                                                                                                                                                                                                                                                                                                                                     |                                                                                                     | 9/16/25-9/19/25                         |                                               |
| <i>Finance Director prepares powerpoint presentation for revenue sources, department requests, and property tax levy presentation to council</i>                                                                                                                                                                                                                                                                                         |                                                                                                     | 9/18/25-9/19/25                         |                                               |
| 3. CAO provides the legislative body with current information on estimates of revenues from all sources as adopted in the budget for the current year. CAO also provides the legislative body with the clerk's proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed. RCW 35A.33.135. | No later than the first Monday in October.                                                          | <b>9/23/2025<br/>(council meeting)</b>  |                                               |
| 4. Estimates are presented to the chief administrative officer (CAO) for modifications, revisions or additions. Clerk must submit to CAO proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed. RCW 35A.33.050.                                                                       | On or before the first business day in the third month prior to beginning of the fiscal year.       | 9/26/2025                               |                                               |
| <i>Budget Workshop with Council and Department Heads</i>                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                     | <b>10/7/2025<br/>(workshop)</b>         |                                               |
| 5. The legislative body must hold a <b>public hearing on revenue sources for the coming year's budget, including consideration of possible increases in property tax revenues.</b> RCW 84.55.120. After the hearing, a city may choose to pass an ordinance at the same meeting authorizing a property tax increase in terms of dollars and percent to comply with Referendum 47. <b>(Property Tax Levy Hearing)</b>                     | Before legislative body votes on property tax levy. Deadlines for levy setting are in item 8 below. | <b>10/28/2025<br/>(council meeting)</b> | 10/13/2025                                    |
| <i>City Administrator/Mayor prepares budget message</i>                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                     | 10/20/25-<br>10/24/25                   |                                               |
| <i>Finance Director and City Administrator review/prioritize/balance the budget</i>                                                                                                                                                                                                                                                                                                                                                      |                                                                                                     | 10/27/25-<br>10/31/25                   |                                               |
| <i>Finance Director and City Administrator finalize CIP</i>                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                     | 10/30/25-<br>10/31/25                   |                                               |
| 6. CAO prepares preliminary budget and budget message and files with the city clerk. RCW 35A.33.052.                                                                                                                                                                                                                                                                                                                                     | At least 60 days before the ensuing fiscal year.                                                    | 10/31/2025                              |                                               |
| <i>Finance Director prepares preliminary budget powerpoint presentation</i>                                                                                                                                                                                                                                                                                                                                                              |                                                                                                     | 11/13/25-<br>11/17/25                   |                                               |
| 7. Clerk publishes notice that preliminary budget has been filed and publishes notice of public hearing on final budget once a week for two consecutive weeks. RCW 35A.33.060.                                                                                                                                                                                                                                                           | No later than the first two weeks in November.                                                      | 10/27/25 and<br>11/03/25                |                                               |



| 2026<br>College Place<br>Budget Calendar                                                                                                                                                                                          | State Law Time<br>Limitations                                                                                                         | Date                                    | 2025 Public<br>Hearing Ad<br>Date(s) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------------|
| 8. Setting property tax levies. Ch. 52, Laws of 2005, HB 1048 and RCW 84.52.070.                                                                                                                                                  | November 30 for all cities and towns.                                                                                                 | <b>11/11/2025<br/>(council meeting)</b> |                                      |
| 9. The legislative body, or a committee thereof, must schedule <b>hearings on the budget or parts of the budget and may require the presence of department heads.</b> RCW 35A.33.055. <b>(Preliminary Budget Hearing)</b>         | Prior to the final hearing.                                                                                                           | <b>11/11/2025<br/>(council meeting)</b> | 10/27/2025                           |
| 10. Copies of proposed (preliminary) budget made available to the public. RCW 35A.33.052.                                                                                                                                         | No later than six weeks before January 1.                                                                                             | 11/14/2025                              |                                      |
| <i>Finance Director and City Administrator make adjustments to budget (large adjustments may consist of capital projects being removed from the budget based on grant funding application results to be received in November)</i> |                                                                                                                                       | 11/13/25-<br>11/14/25                   |                                      |
| <i>Budget Review with Finance Committee</i>                                                                                                                                                                                       |                                                                                                                                       | <b>11/19/2025<br/>(committee mtg.)</b>  |                                      |
| <i>Finance Director prepares powerpoint presentation of budget changes between preliminary and final hearings for council</i>                                                                                                     |                                                                                                                                       | 11/20/25-<br>11/24/25                   |                                      |
| 11. <b>Final hearing</b> on proposed budget. RCW 35A.33.070.                                                                                                                                                                      | On or before first Monday of December, and may be continued from day-to-day but no later than the 25th day prior to next fiscal year. | <b>11/25/2025<br/>(council meeting)</b> | 11/10/25 and<br>11/17/25             |
| <i>City Council workshop on final changes to budget (if needed)</i>                                                                                                                                                               |                                                                                                                                       | <b>12/2/2025<br/>(workshop)</b>         |                                      |
| <i>Finance Director prepares powerpoint presentation of budget changes between final hearing and adoption of budget for council (if necessary)</i>                                                                                |                                                                                                                                       | 11/26/25-<br>12/05/25                   |                                      |
| 12. Adoption of budget for 2024. RCW 35A.33.075.                                                                                                                                                                                  | Following the public hearing and prior to beginning of the ensuing fiscal year.                                                       | <b>12/09/2025<br/>(council meeting)</b> |                                      |
| <i>Copies of final budget to be transmitted to the State Auditor's Office and to MRSC.</i>                                                                                                                                        |                                                                                                                                       | Post-Adoption                           |                                      |





FEBRUARY 2025

# City Administrator Recruitment Proposal

FOR CITY OF COLLEGE PLACE, WA

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PRESENTED BY

**Greg M. Prothman**

President, GMP Consultants

**GMP CONSULTANTS**

Greg@gmphr.com

(206) 714-9499

www.gmphr.com







June 12, 2025

Ms. Norma Hernandez  
Mayor  
City of College Place  
625 South College Ave  
College Place, WA 99324

Dear Mayor Hernandez,

Thank you for the opportunity to provide our proposal to assist the City of College Place with the recruitment of your next City Administrator. We are well positioned to assist the City with this important search as we have recently completed or have in progress city administrator/manager recruitments for:

- City of Pasco, WA – City Manager (*in progress*)
- City of Lakewood, WA – City Manager (*in progress*)
- City of Centerville, MN – City Administrator (*in progress*)
- City of Kenmore, WA - City Manager (*in progress*)
- City of Medina, WA – City Manager (*in progress*)
- City of La Grande, OR - City Manager (*in progress*)
- City of North Bend, WA – City Administrator (*in progress*)
- Franklin County, WA – County Administrator (*just completed*)
- City of SeaTac, WA – City Manager (*just completed*)
- City of Moses Lake, WA – City Manager (*just completed*)

Your lead consultant for this search will be Mr. Dave Zabell. Dave is the retired city manager from the City of Pasco and was previously the Assistant City Manager for the City of Yakima. Dave is currently conducting the city manager recruitment for the City of Pasco and recently completed the City Manager recruitment for the City of Moses Lake. His knowledge of potential candidates should be a strategic advantage for this recruitment!

GMP consultants have collectively worked on over 750 executive searches and earned a reputation for providing superior service and building lasting relationships with both clients and candidates. We believe our proven process provides a best practices approach to attracting high quality candidates and ensuring a good fit for your organization.

If you have any questions or would like to discuss your specific needs, please do not hesitate to contact me at (206)714-9499 or [greg@gmphr.com](mailto:greg@gmphr.com). I look forward to hearing from you and hope to have the opportunity to work together soon.

Thanks!

Greg M. Prothman  
President,  
GMP Consultants LLC





## ABOUT GMP CONSULTANTS

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GMP Consultants is a public sector executive search firm with a collective 240 years of local government leadership experience with both regional and national relationships. GMP Consultants offer our clients experienced subject matter experts with a solid understanding of local government coupled with decades of experience. We have served in a wide range of executive positions, from city and county management to public works, management information systems, and finance.

### Our Qualifications

Founded and led by Greg M. Prothman, formerly the CEO of Prothman, GMP consultants have worked on over 750 executives searches and over 100 public sector consulting projects. All our senior search consultants are active in both ICMA and local state level city management associations or in their respective professional associations.

### Our Philosophy

Our business philosophy centers on the understanding that this is a “people” related industry. We have a reputation for providing superior service and building lasting relationships with both clients and candidates. We believe that attention to others’ needs is the key to effective customer service.

### Our Mission

GMP Consultants Mission is to provide exceptional executive search, interim placements, and organizational consulting services to partner with our clients to provide the highest quality services to their residents.

### Why Choose GMP?

What you get with GMP Consultants is personal service. You appreciate it when phone calls are returned, projects stay on schedule and your challenges are given thorough and creative thinking. While other companies may assign your business to lesser experienced staff, we offer exceptional service from senior-level consultants.

- **Service & Relationship** - Our consultants bring a reputation for providing outstanding service and building lasting relationships with both clients and candidates.
- **Customized Solutions** - We take the time to become familiar with your organization to ensure that we offer the best solution and not just a single service.
- **People First** - We work closely with you and your candidates through every stage of the recruitment process, creating a welcoming candidate experience and ensuring an effective recruitment outcome.
- **Team Approach** - Our entire consulting group works as a team to leverage their networks to assist with each assignment and give your challenges thorough and creative thinking.

***GMP Consultants Mission: To provide exceptional executive search, interim placements, and organizational consulting services to partner with our clients to provide the highest quality services to their residents.***





## PROJECT TEAM MEMBERS

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### **Greg M. Prothman – President**

Greg offers a unique combination of 20+ years of experience in various functions of government and 25 years of experience in public sector recruitment. Prior to forming GMP Consulting, Greg founded and was the driving force at Prothman Company as its CEO. Prior he was a partner at Waldron & Company. Early in his career Greg served as a police officer for the University of Washington and the City of Renton. He left police work after completing his Master's degree in Public Administration and accepted an administrative position for the City of Des Moines, WA. He was quickly promoted to Assistant City Manager and then City Manager. A Seattle native, Greg completed his BA at Western Washington University and his Master of Public Administration (MPA) degree from the University of Washington. Additionally, he completed the Senior Executives in State and Local Government program at Harvard University. Greg is a volunteer member of Seattle Mountain Rescue and a member of Crystal Mountain Ski Patrol.

### **Dave Zabell – Lead Senior Consultant**

Dave is the recently retired city manager with the City of Pasco WA (pop. 80,000). During Dave's career he has served as City Administrator for the City of Marysville, City Manager for the City of Fife and Assistant City Manager for the City of Yakima. Dave is a member of the Washington City Managers Association as well as the International City Managers Association and has served as an Executive Committee Member for the Washington Cities Insurance Authority. Dave is recognized as an experienced and innovative municipal manager who understands the critical components of superior service delivery for local government. Dave also brings expertise in public works having served as Public Works Director for the cities of Marysville and Bothell, WA. Dave holds a Master of Public Administration from the University of Washington and a Bachelor of Science in Public Administration from Upper Iowa University.

### **Kate Hansen – Operations Manager**

Kate brings over 20 years of project management and administration experience spanning private business, nonprofit, and government. She is a certified Project Management Professional (PMP) and holds a B.A. in Theatre from Chapman University, with an emphasis in stage management. Kate brings a distinguishing blend of attention to detail, creativity, and critical thinking. Having served as a political campaign manager, fire district administrator, and fire commissioner, Kate possesses multi-faceted experience in local government. She has also served on the Board of Directors for multiple non-profits.

### **Sarah Marsh – Content Designer**

Sarah brings a background across nonprofit, business, government, and education sectors. She holds an M.B.A in Organizational Behavior & Development from the University of Vermont. She also publishes in the field of American History and is the author of two books honored by the National Council for the Social Studies.

### **Brenda Gabbitas – Project Manager**

Brenda has over a decade of experience working with many communities around the globe in both public and private sectors. She leans on her experiences to build lasting relationships with everyone she works with while delivering unparalleled levels of service. Brenda holds a Bachelor's of Education in Early Childhood Development from Utah Valley University.

### **Jessica Newman – Project Manager**

Having worked within the U.S. and internationally, Jessica brings a wide cultural perspective and strong communication skills to her work with both clients and associates. While using her background in graphic design and social media marketing to apply skills such as creative thinking, problem solving, and attention to detail across all projects. Jessica has a Bachelor's Degree in Linguistics.





## WORKPLAN & APPROACH

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### INFORMATION GATHERING & RECRUITMENT PROFILE DEVELOPMENT

#### Review and Finalize Search Process and Schedule

We meet with the Mayor to:

- Review and modify as needed the project scope of work and process
- Establish a project schedule
- Identify the geographical scope of the recruitment
- Review the compensation package
- Identify key stakeholders
- Review and discuss any additional issues as needed

#### Profile Research and Stakeholder meetings

Our goal is to thoroughly understand your organization, current challenges, preferred qualifications as well as the timeline for this recruitment. We would like to meet with key stakeholders including:

- Mayor
- City Council
- City's Leadership Team
- Boards and Commission Chairs
- Leading Citizens
- Others as identified
- Review all relevant documents

#### Develop, Review, and Approve a Detailed Recruitment Profile & Invitation

Based on the stakeholder discussions and information from the City, we create a custom recruitment profile highlighting the strengths of your job opportunity as well as your unique needs. If requested, we will assist in reviewing the position compensation and will make recommendations that are consistent with comparable agencies and the market. Examples of prior recruitment profiles are included in this proposal and typically feature:

- Why Apply?
- Community Profile
- The Organization & Position
- The Ideal Candidate / Education & Experience
- Challenges & Opportunities
- Compensation & Benefits
- Resources
- Your Social Media (if applicable)

### STRATEGIC MARKETING

**Targeted Advertisement** - We develop a custom national advertisement plan highlighting the City and the City Administrator opening including placing ads in websites and job boards. Potential ads include:

- Intl. City Managers Association (ICMA)
- Association of Washington Cities
- League of Oregon Cities
- Oregon City Managers Association
- Western Cities (Cal Cities)
- California City Management Foundation
- Utah City Managers
- Colorado City Managers Association
- Government Jobs
- GMP Job Board & LinkedIn Page

**Invitation to Apply Letter & Customized Candidate Database** – We create a customized *Invitation to Apply* flyer (examples are included) and then develop a database of potential candidates. We will mail approximately 500 to 800 letters of invitation to city administrators/managers in the western United States

**Email Outreach** – We will send email announcements to over 3000+ public city management professionals across the United States including all city managers and administrators in Washington.





## CANDIDATE APPLICATION & SCREENING

### Candidate Application Materials

- **Application** - Candidates are asked to submit a cover letter, resume and five professional references of peer, subordinates and supervisors
- **Communication** - We provide the City with a summary of the advertising strategy, the number of applications and the number of candidates selected for a preliminary interview
- **City Review of Applications** - Occasionally some Clients wish to review all the application materials prior to the selection of candidates for a preliminary interview. We are happy to facilitate this process if asked, but have found that many cities appreciate not having to review applications of not qualified applicants and trust in our selection of the most promising applications including several that might be considered to have perhaps marginal qualifications in an effort to be thorough

**Preliminary Candidate Interviews** – Once a candidate has indicated an interest in the position, we review all candidate application materials and:

- **Select** - Identify the most promising candidates for a preliminary interview
- **Review** - Conduct an in-depth internet inquiry on each candidate to identify any concerning issues to be reviewed with the candidate
- **Interview** – Your lead consultant conducts a preliminary interview with the most promising candidates (we can record these for review if asked)
- **Summarize** - Provide a written summary of our observations of the candidates strengths, weaknesses and potential fit with the City.
- **Recommend** - Provide our recommendations on each candidate for consideration

**Work Session** - We met with the Mayor to review the results of the preliminary interviews. Our goal is to provide comprehensive information on each of the most promising candidates to provide the Mayor with the needed data to make quality decisions on each applicant

- **Information Provided Prior** - Prior to the meeting, we provide with sufficient time to review:
  - Each of the interviewed applicant's cover letter, resume, essay questions
  - The consultant preliminary interview notes
  - The results of the internet search
  - A candidate summary sheet with the consultant's recommendations
  - A complete file of remaining candidates' application materials if requested
- **Review** - We review and discuss each candidate's application materials and interview results
- **Finalist Candidate Selection** - The Mayor selects candidates to move forward for a final interview.
- **Final Interview Design** - We help you decide on the structure of the interviews, including the panel participants and facilitators, our goal is to tailor the process to fit your needs
- **Coordinating Candidate Travel** - We identify which candidate travel expenses your organization wishes to cover
- **Interview Questions** - Identify any potential interview topic areas of interest from which we can develop potential interview questions

## FINAL INTERVIEWS

**Prior to the final Interviews we will:**

- **Conduct References** - We conduct professional reference checks on each candidate, requesting the names of supervisors, subordinates, and peers
- **Conduct Background Checks** - Background checks include Education Verification, Criminal History, Driving Record, and Sex Offender Check





- **Facilitate Candidate Travel** – Based on your guidance we coordinate the most cost-effective travel arrangements and ensure the candidate has information regarding their interviews and times.
- **Develop a Master Interview Schedule** – We work with you to identify interview venues and then develop a master interview schedule
- **Develop Draft Interview Questions** – Provide draft interview questions for the Mayor review and for each advisory panel (if used)
- **Provide Final Interview Materials** – We will provide final interview materials for each candidate in a file for printing by the City as well as the master schedule
- **Coordinate Final Interviews** – We will work with the City to coordinate all of the details of conducting the final interviews

#### Final Interviews

- **Facilitate the Final Interviews** - We are on site to facilitate the final interview process
- **Facilitate Panel Debrief** - After interviews are complete, we facilitate a debrief with all advisory panels on each candidate's strengths and areas needing support
- **Candidate Evaluation** - We facilitate your evaluation of the candidates and potential consensus on a preferred candidate including any additional candidate referencing or research

#### Candidate Selection & Appointment - Once you have identified a preferred candidate

- We can assist in identify potential contract elements
- We can assist with the job offer and contract negotiations leading to an employment agreement
- Notify all of the unsuccessful finalists
- *Celebrate the Selection of your new City Administrator!*

### RECRUITMENT SCHEDULE EXAMPLE

Recruitments take approximately 80 to 90 days to complete.

|                                    |            |                                                                                                                          |
|------------------------------------|------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>Kickoff Meeting</b>             |            | <b>City &amp; GMP:</b> Meet to discuss timeline & search process                                                         |
| <b>Profile Development</b>         | Week 1-2   | <b>GMP:</b> Meet with key stakeholders & create position profile                                                         |
| <b>Advertising</b>                 | Week 3-6   | <b>GMP:</b> Post online ads; send direct mailing                                                                         |
| <b>First Review</b>                | Week 7-8   | <b>GMP:</b> Conduct preliminary interviews with most promising candidates                                                |
| <b>Work Session</b>                | Week 9     | <b>City &amp; GMP:</b> Meet to review semifinalists and choose finalist candidates                                       |
| <b>Final Interview Preparation</b> | Week 10-11 | <b>GMP:</b> Conduct background & reference checks, complete final Interviews schedule, coordinate travel with candidates |
| <b>Final Interviews</b>            | Week 12    | <b>City:</b> Hosts finalist interviews<br><b>City:</b> Makes hiring selection                                            |





## PROFESSIONAL REFERENCES

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### **City of Mountlake Terrace, WA**

Jeff Niten  
JNiten@mltwa.gov  
*City Manager*  
*Assistant City Manager*  
*Public Works Director*

### **City of Kennewick, WA**

Erin Erdman – City Manager  
CityManager@ci.kennewick.wa.us  
509 585 4238  
*Community Development Director – (while city manager in Battle Ground, WA)*  
*Human Resources Director*  
*City Manager*

### **City of Olympia, WA**

Jay Burney, City Manager  
jburney@ci.olympia.wa.us  
360 753 8447  
*Fire Chief*  
*Public Works Director*  
*Human Resources Director*

### **City of Belgrade, MT**

Neil Cardwell, City Manager  
ncardwell@cityofbelgrade.net  
406-388-3760  
*City Manager (2)*  
*Assistant City Manager*  
*Director of Human Resources*

## PROFESSIONAL FEE

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The fee for conducting a City Administrator recruitment is \$18,500. The professional fee covers all consultant and staff time required to conduct the recruitment. Professional fees are billed in three equal installments: at the beginning, halfway, and upon completion of the final interviews. If needed, re-advertising the position can be completed for a \$750 administrative fee plus expenses. In addition to the professional fee, the City will be responsible for reimbursing expenses incurred on the City's behalf.

Expenses include:

- Websites, job boards and other advertising (approx. \$1,500 - 2,100)
- Direct mail announcements (approx. \$1,200 - 1,400)
- Consultant travel: Mileage at IRS rate and \$82.50 per hour
- Background checks (approx. \$225 per candidate)

The City has the right to cancel the search at any time, the only responsibility would be the fees and expenses incurred prior to cancellation. Any additional work requested beyond services provide in the scope of work is billed at \$170 per hour.

## GUARANTEE & WARRANTY

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Should the selected candidate leave the employment of the City within the first **18 months** of appointment, we will conduct one additional recruitment for the cost of expenses only, if requested to do so within six months of the employee's departure. If the major elements of the process are followed and a candidate is not chosen, we will repeat the recruitment once with no additional professional fee, the only cost to you would be the expenses.





## **CITY/COUNTY CAO SEARCHES CONDUCTED AND MANAGED BY GMP CONSULTANTS**

### **In Progress**

**City of Pasco, WA**  
City Manager  
**City of Lakewood, WA**  
City Manager  
**City of Centerville, MN**  
City Administrator  
**City of Kenmore, WA**  
City Manager  
**City of Medina, WA**  
City Manager  
**City of La Grande, OR**  
City Manager  
**Franklin County, WA**  
County Administrator  
**City of North Bend, WA**  
City Administrator

### **Recently Completed**

**City of Moses Lake, WA**  
City Manager  
**City of SeaTac, WA**  
City Manager  
**City of North Plains, OR**  
City Manager  
**Crook County, OR**  
County Manager  
**City of Medina, MN**  
City Administrator  
**Greys Harbor County, WA**  
County Administrator  
**City of North Branch, MN**  
City Administrator  
**City of Moab, UT**  
City Manager

### **Completed in the last 24 Months**

**City of Kennewick, WA**  
City Manager  
**City of Brainard, MN**  
City Administrator  
**City of Lacey, WA**  
City Manager  
**City of Sammamish, WA**  
City Manager  
**City of Tumwater, WA**  
City Administrator  
**City of Canby, OR**  
City Administrator  
**City of Oak Park Heights, MN**  
City Administrator  
**City of Cottage Grove, OR**  
City Manager

### **All Management Recruitments Conducted By GMP and Managers**

**City & Borough of Sitka, AK**  
Municipal Administrator  
**City & Borough of Wrangell, AK**  
Borough Manager  
**City & County of Broomfield, CO**  
Deputy City and County Manager  
**City of Astoria, OR**  
City Manager (2)  
**City of Arlington, WA**  
City Administrator  
**City of Bainbridge Island, WA**  
City Administrator  
**City of Bandon, OR**  
City Manager  
**City of Battle Ground, WA**  
City Manager (2)  
**City of Belgrade, MT**  
City Manager (2)  
**City of Bingen, WA**  
City Administrator  
**City of Bothell, WA**  
Deputy City Manager  
Assistant City Manager  
**City of Burns, OR**  
City Manager

**City of Canby, OR**  
City Administrator  
**City of Carnation, WA**  
City Manager (2)  
**City of Casper, WY**  
City Manager  
**City of Chehalis, WA**  
City Manager (2)  
**City of Chelan, WA**  
City Administrator (3)  
**City of Clyde Hill, WA**  
City Administrator  
**City of Coburg, OR**  
City Administrator  
**City of College Place, WA**  
City Administrator  
**City of Colorado Springs, CO**  
Assistant City Manager  
**City of Connell, WA**  
City Administrator (2)  
**City of Coquille, OR**  
City Manager  
**City of Covington, WA**  
City Manager  
**City of Damascus, OR**  
City Manager

**City of Drain, OR**  
City Administrator  
**City of DuPont, WA**  
City Administrator  
**City of Duvall, WA**  
City Administrator  
**City of Edgewood, WA**  
City Manager (2)  
**City of Ellensburg, WA**  
City Manager  
**City of Emeryville, CA**  
City Manager  
**City of Fife, WA**  
City Manager  
**City of Fircrest, WA**  
City Manager (2)  
**Town of Friday Harbor, WA**  
City Administrator  
**City of Gig Harbor, WA**  
City Administrator  
**City of Gillette, WY**  
City Administrator  
**City of Gladstone, OR**  
City Administrator  
**City of Hailey, ID**  
City Administrator





**City of Hermiston, OR**

City Manager

**City of Hood River, OR**

City Manager

**City of Issaquah, WA**

City Administrator

Deputy City Administrator

**City of Kelso, WA**

City Manager

**City of Kenmore, WA**

City Manager (2)

**City of Ketchum, ID**

City Administrator

**City of Lacey, WA**

City Manager (2)

**City of Lake Forest Park, WA**

City Administrator (3)

**City of Lake Oswego, OR**

City Manager

**City of Lake Stevens, WA**

City Administrator

**City of Lakewood, WA**

City Manager

Assistant City Manager

**City of Leavenworth, WA**

City Administrator (2)

**City of Lebanon, OR**

City Manager

**City of Lewiston, ID**

City Manager

**City of Lincoln City, OR**

City Manager

**City of Livingston, MT**

City Manager

**City of Longview, WA**

City Manager

**City of Louisville, CO**

City Manager

**City of Lynden, WA**

City Administrator

**City of McMinnville, OR**

City Manager

**City of Mill Creek, WA**

City Manager

**City of Milwaukie, OR**

City Manager

**City of Newcastle, WA**

City Manager (2)

**City of Minot, ND**

City Manager

**City of McMinnville, OR**

City Manager

**City of Monroe, WA**

City Administrator

**City of Moses Lake, WA**

City Manager (2)

**City of Mountlake Terrace, WA**

City Manager (3)

**City of Mt. Angel, OR**

City Manager

**City of Mukilteo, WA**

City Administrator

Management Services Director

**City of Newcastle, WA**

City Manager (2)

**City of Normandy Park, WA**

City Manager

**City of Ontario, OR**

City Manager

**City of Othello, WA**

City Administrator

**City of Pasco, WA**

City Manager (2)

Deputy City Manager

**City of Polson, MT**

City Manager

**City of Port Angeles, WA**

City Manager

**City of Port Townsend, WA**

City Manager

**City of Post Falls, ID**

City Administrator

**City of Prosser, WA**

City Administrator

**City of Puyallup, WA**

City Manager

**City of Rawlins, WY**

City Manager

**City of Renton, WA**

Chief Administrative Officer

**City of Ridgefield, WA**

City Manager

**City of Riverton, WY**

City Administrator

**City of Sammamish, WA**

City Manager (2)

**City of Scappoose, OR**

City Manager

**City of Shelton, WA**

City Administrator

**City of Sheridan, WY**

City Administrator

**City of Shoreline, WA**

City Manager (2)

Deputy City Manager

**City of South Lake Tahoe, CA**

City Manager

**City of Spearfish, SD**

City Administrator

**City of Spokane Valley, WA**

City Manager

Deputy City Manager

**City of Stanwood, WA**

City Administrator

**City of Stevenson, WA**

City Administrator

**City of Sultan, WA**

City Administrator

**City of Sun Valley, ID**

City Administrator

**City of Sunnyside, WA**

City Manager

**City of Thorne Bay, AK**

City Administrator

**City of Toledo, OR**

City Manager

**City of Troutdale, OR**

City Manager

**City of Tumwater, WA**

City Administrator

**City of Umatilla, OR**

City Manager

**City of Vancouver, WA**

Assistant City Manager

**City of Waldport, OR**

City Manager

**City of Walla Walla, WA**

City Manager

**City of West Linn, OR**

City Manager

**City of White Salmon, WA**

City Administrator

**City of Whitefish, MT**

City Manager





**City of Wood Village, OR**

City Manager

**City of Woodburn, OR**

City Administrator

**City of Woodinville, WA**

City Manager

**City of Woodland, WA**

City Administrator

**City of Yachats, OR**

City Manager

**City of Yakima, WA**

City Manager

Assistant City Manager

**City of Yelm, WA**

City Administrator

**Blaine County, ID**

County Administrator

**Clackamas County, OR**

County Administrator

**Clatsop County, OR**

County Manager (2)

**County of Los Alamos, NM**

County Administrator

**Curry County, OR**

County Administrator

**Deschutes County, OR**

Fair & Expo Director

County Administrator

**Eagle County, CO**

County Manager

**Franklin County, WA**

County Administrator

**Gunnison County, CO**

County Manager

Assistant County Manager

**Hood River County, OR**

County Administrator

**Island County, WA**

County Administrator

**Inyo County, CA**

Assistant/Deputy County  
Administrator

County Administrative Officer

**Jefferson County, WA**

Central Services Director

**Lane County, OR**

County Administrator

**Lewis County, WA**

County Manager

**Mason County, WA**

County Administrator

**Mono County, CA**

County Administrative Officer

Assistant County Administrative  
Officer

**San Juan County, WA**

County Manager

**Snohomish County, WA**

Executive Director (2)

**Summit County, UT**

County Manager

**Thurston County, WA**

Assistant Chief Administrative  
Officer

**Town of Friday Harbor, WA**

Town Administrator

**Town of West Yellowstone, MT**

Town Manager (2)

## WORK SAMPLES: POSITION PROFILE AND INVITATION TO APPLY LETTER

(Attached). Additional samples available at [gmphr.com](http://gmphr.com). Copyright © 2025 by GMP Consultants. All rights reserved.





# CITY MANAGER

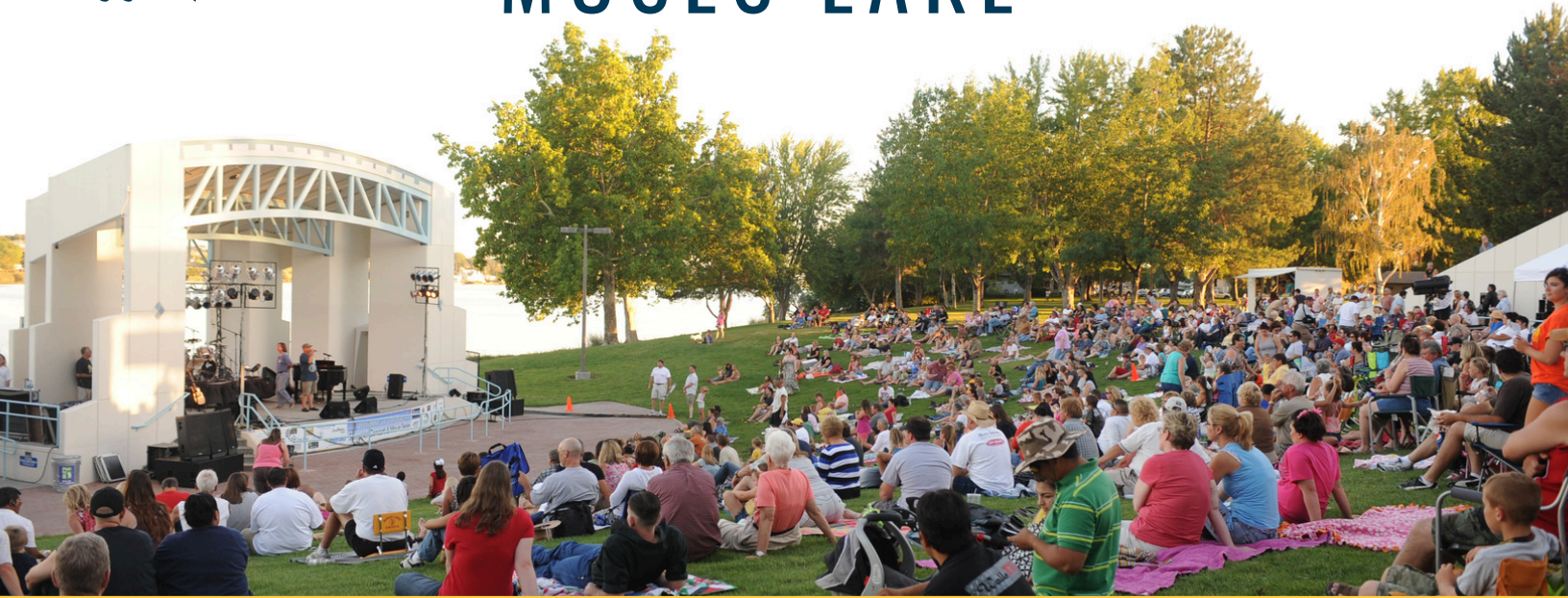
## CITY OF MOSES LAKE, WA

### WHY APPLY?

The City is seeking a seasoned municipal leader to work with the City Council, staff, and the community to help Moses Lake progress toward its great potential. Having had several city managers over the past decade, Moses Lake is looking for an experienced municipal leader motivated to invest in the community and make a long-lasting positive impact. The new City Manager will benefit from an organization that is politically and financially sound with a cohesive and highly functioning senior leadership team. If you are looking for a friendly community, a great quality of life that offers both sophistication and simple country living, a stable Council Manager form of government on solid financial footing, and a diverse and complex set of opportunities and challenges—this may be the opportunity for you.



# *Welcome to* MOSES LAKE



Moses Lake is a vibrant community of 27,000 located in the heart of central Washington's Columbia Basin along the shores of its namesake lake. Moses Lake is the largest city in Grant County and conveniently lies 175 miles east of Seattle and 110 miles west of Spokane along the I-90 corridor.

With over 300 days of sunshine a year, Moses Lake is a popular vacation destination for those looking to enjoy the warm sun and one of the largest freshwater lakes in the state. Over 18 miles long and with 120 miles of shoreline, the lake is an open playground for boating, watersports, camping, and world-class fishing. The City is also proud to provide a premier outdoor aquatic center—Surf 'n Slide Water Park—offering 200-foot waterslides, lazy river, surfing simulator, splash pad, Olympic-size pool, and sand volleyball courts. Gorge Amphitheater, the state's most popular outdoor concert venue, provides world-class concert entertainment 45 minutes away.

Prehistoric lava flows and ice age floods played a major role in shaping the geology of the region. Residents and visitors enjoy scenic canyons, blue waters, and easy access to numerous recreational assets such as Sun Lakes-Dry Falls, Moses Lake Sand Dunes, Ginkgo Petrified Forest, and Potholes Reservoir.

As the industrial and economic center of Grant County, the city's population can swell to 45,000 to 55,000 during the day. Moses Lake celebrates a rich agricultural history that remains the base of the economy. A wide variety of crops are grown in the area, such as winter and spring wheat, potatoes and hay, apples, cherries, and other fruits along with corn, asparagus, spearmint and peppermint.

A growing manufacturing and technology sector includes Boeing, National Frozen Foods, and International Paper, as well as advanced battery manufacturing companies like Sila Nanotechnologies which was recently awarded a \$100 million grant from the U.S. Department of Energy for a 600,000 square-foot factory in Moses Lake. Due largely to foreign manufacturing investment, the Grant County International Airport in Moses Lake has been successful in leveraging their designation as a foreign trade zone.

Moses Lake supports a thriving arts and culture scene, and the city gathers to celebrate its community spirit at annual events like Sip and Stroll, Spring Festival, Harvest Festival, Ag Parade, and Street Party. The Spring Festival includes 3-on-3 basketball, carnival, car show, live music by major bands, lip sync battles, and the Grand Moonlight Parade.





# THE CITY OF MOSES LAKE

Incorporated in 1938, Moses Lake is a full-service city operating under the Council-Manager form of government. Seven council members are elected at large, and the City Council elects the positions of Mayor and Deputy Mayor every two years. The City Manager is appointed by the City Council. City Hall operates from a Civic Center in the nine-acre Civic Center Park that includes City Administration, Finance, Utilities, Police, and the Moses Lake Museum & Art Center.

The City serves a population of 27,000 across 21 square miles with a 2024 total budget of \$105.6 million and a team of 265 FTEs. Departments include City Manager, City Attorney, Community Development, Finance, Fire, Human Resources, Public Works, Police, Technology Services, Utilities, and Parks, Recreation & Cultural Services. The City's workforce is represented by three bargaining units.



**FULL-TIME  
EMPLOYEES**  
265

**2024 BUDGET**  
\$105.6 million

**AREA**  
21 square  
miles

**POPULATION**  
27,000

## A Vision for Moses Lake:

Moses Lake is a diverse, connected, and supportive community of innovation and opportunity that values its namesake lake, small town vibe, growing arts and cultural scene, abundance of sunshine, and outdoor activities.







View job  
description at  
[gmphr.com](https://gmphr.com)

## THE CITY MANAGER

Reporting to the City Council, the City Manager is responsible for managing the day-to-day operations of the City of Moses Lake. Under the broad policy guidance of the City Council and within the provisions of federal and state laws, the City Manager manages and supervises all City departments, agencies, and offices to achieve goals within available resources; plans and organizes workloads and staff assignments; trains, motivates, and evaluates assigned staff; reviews progress; and directs changes as necessary.

## THE IDEAL CANDIDATE

- Transparent with excellent verbal and written communication skills; pro-active in the dissemination of information; responsive to Council members, the community, and staff; who actively listens and follows through.
- An outgoing personality who enjoys engaging with the community and is comfortable establishing relationships and a network of community contacts.
- Experienced at working with the City Council (or elected body) in developing/updating strategic goals and objectives, setting policy direction, and keeping the City Council and staff informed.
- Resourceful and strategic, capable of helping to position the City for thoughtful growth and economic development opportunities.
- Business friendly with relevant economic development experience, understands the processes and economics associated with growth, and how to encourage, manage, and leverage growth to benefit the community.







## OPPORTUNITIES & CHALLENGES

1) The City continues to experience rapid growth. At the same time, City-owned infrastructure is aging. The new City Manager will work with staff to develop and present a comprehensive improvement plan that addresses city-owned infrastructure deficiencies and ensures service levels meet existing and future demands.

2) The City's primary source of water supply is accessed through a series of deep wells which are slowly diminishing in capacity. The incoming City Manager will work with staff and the consultant team to address this issue potentially through a phased change in source of supply.

3) The City is in the early stages of discussing and evaluating the formation of a Regional Fire Authority (RFA). It is anticipated that the City Manager will provide leadership in this effort and ensure that accurate and timely analysis of the matter occurs for the purpose of informing the Council.

4) The City Council is evaluating the possibility of utilizing its authority under the State's Tax Increment Finance (TIF) laws to establish a Tax Increment Area as an economic development tool. The incoming City Manager will lead staff and the consultant team in this effort and advise the Council as it considers this issue.

5) While the City is in a solid financial position, the long-term sustainability of the City's General Fund is of some concern. The incoming City Manager will lead staff in preparing a five-year financial analysis of future alternatives relating to revenues, expenditures, growth, and associated options that could improve the City's future sustainability.



# EDUCATION & EXPERIENCE

A bachelor's degree from an accredited college or university in public or business administration, or related field; and at least 7 to 10 years of progressively responsible experience in municipal government, including 5 years of senior management responsibility. Or any combination of experience, training, or education that demonstrates the knowledge, skills, and abilities to do the job.



## COMPENSATION & BENEFITS

The City of Moses Lake is offering an annual salary range of \$177,000 to \$210,000 for this position, dependent upon experience and qualifications, along with a comprehensive benefits package.

- Medical / Dental / Vision
- Life Insurance
- Long Term Disability
- Employee Assistance Program
- Vacation
- Sick Leave
- 11 Holidays + 1 Floating Holiday
- Retirement Plan
- Flexible Spending Account
- 457 Deferred Compensation Plan
- Deferred Compensation Match by City up to 2%
- No WA state income tax

## RESOURCES

[2024 Budget](#)

[City Org Charts](#)

[Comprehensive Plan](#)

[Tour Moses Lake](#)

[Moses Lake Chamber of Commerce](#)

[Downtown Moses Lake Association](#)



# TO APPLY

Apply Online: [gmphr.com](https://gmphr.com)

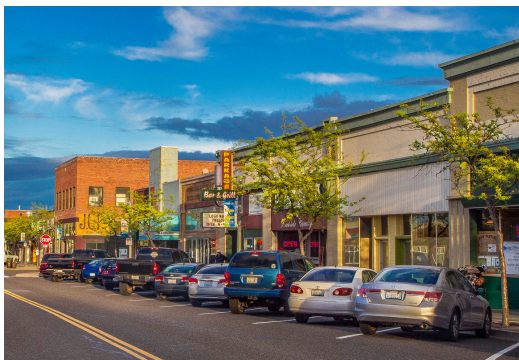
First Review: **October 27, 2024**

More Info: Dave Zabell, GMP Consultants  
[dzabell@gmphr.com](mailto:dzabell@gmphr.com) / (509) 834-9343





# Welcome to KENNEWICK



Dear Colleague,

GMP Consultants is assisting the **City of Kennewick**, WA in finding a **City Manager**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to others who may be interested?

Thank you for your consideration and assistance.

**Greg M. Prothman, GMP Consultants**  
**greg@gmphr.com / 206-714-9499**



## WHY APPLY?

This is a unique opportunity to join a community that has been recognized for its affordable housing, quality of schools, healthy economy, and low cost of living. The largest of Eastern Washington's Tri-Cities, Kennewick lies in the heart of Washington wine country and offers a variety of sports and recreational activities, entertainment, and the region's retail hub. The City is well-managed and has an experienced team of department directors. The next City Manager will have the opportunity to lead a service-oriented organization and work with the City Council on the next phase of growth.



# THE CITY OF KENNEWICK

Incorporated in 1904, the City of Kennewick operates under a Council-Manager form of government. The City serves a population of 86,470 with a 2023 budget of \$200 million and 418 authorized FTEs. Departments include Community Planning, City Attorney, Finance, Management Services, Fire, Police, Public Works, and Parks, Recreation, & Facilities.

Senior staff enjoy a positive and supportive relationship with a high level of trust and excitement about the organization's shared vision and values. A strong culture of teamwork is evident in the collaboration amongst City Departments—and with regional partners — and is viewed as essential to the City's long-term success.

Employees are recognized as the City's most valuable asset, rewarded for their performance, and are provided with opportunities that will help them progress in their professional careers. Staff are respected and trusted to make decisions and implement the results.



View  
full position  
profile at  
[gmphr.com](https://gmphr.com)

## THE IDEAL CITY MANAGER

- An experienced professional with at least 5 years of experience as a city manager.
- Strong understanding of municipal financial policies and budget preparation.
- Effective communication skills that include transparency, listening, and responsiveness.
- A team player who brings a collaborative approach internally and externally to the City.
- Outstanding ability to develop partnerships regionally, locally, and with the state.
- Considerable experience with economic development.
- Excellent at fostering positive working relations with the City Council collectively and individually to move the City forward.
- Overall leadership qualities that enhance management skills.

## EDUCATION & EXPERIENCE

This position requires a bachelor's degree in public administration or a closely related field and seven or more years of progressively responsible experience in the policy and financial planning and analysis for a municipality including three or more years of supervisory experience over professional level staff, or any combination of relevant education and experience sufficient to demonstrate the knowledge, skills and abilities to perform the job.



**LEARN  
MORE**

Visit: [gmphr.com](https://gmphr.com)

Salary Range: **\$200,000 - \$265,000** annually DOQ

First Review: **December 31, 2023**

More Information: Ray Corpuz, GMP Consultants  
[ray@gmphr.com](mailto:ray@gmphr.com) / (831) 236-8961





***City of College Place, Washington***  
**RESOLUTION NO. 25-039**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON  
AUTHORIZING PROFESSIONAL RECRUITMENT SERVICES FROM GMP CONSULTANTS FOR THE  
CITY ADMINISTRATOR SEARCH AND ESTABLISHING A BUDGET.**

**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 of College Place finds it in the public interest to retain professional recruitment services and allocate appropriate funding for the recruitment process; and

**Whereas**, the City has identified GMP Consultants as a firm with the necessary qualifications, experience, and reputation within the region to provide recruitment services for the City Administrator position; and

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

- 1.** The Mayor is hereby authorized to enter into a professional services agreement with GMP Consultants for the purpose of conducting the City Administrator recruitment process.
- 2.** An overall budget not to exceed \$35,000 is hereby established for the recruitment search, to include consultant fees, advertising, candidate travel (if applicable), and related expenses.

**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 24<sup>th</sup> day of June, 2025.

Attest:

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Norma L. Hernández, Mayor

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Maryelizabeth Garcia, City Clerk



## **MICHAEL F. MATTHIAS**

23641 7<sup>th</sup> Ave S #10  
Des Moines, WA 98198  
425-943-0607 - [mmatthias26@hotmail.com](mailto:mmatthias26@hotmail.com)

### **Education**

M.Sc. Sustainable Urban Development, University of Oxford, England  
M.Sc. Applied Economics, University of California, Santa Cruz  
M.Phil. International Relations, University of Cambridge, England  
B. A. (Honors) Political Science, University of California, Santa Barbara

### **Professional Experience**

#### **City Manager**

Des Moines, WA (2016 – present)

Government management for a municipal jurisdiction, operating budget of approximately \$30 million, and 200 employees, overall finances of more than \$100 million. Regional government responsibilities for a region of approximately 300,000 population. Responsible for City administration, emergency operations, labor relations, economic development, organizational development, strategic planning, City Council relations, intergovernmental legislative and regulatory requirements, formulation and recommendation of budget to City Council, conduct of external relations, in addition to other duties.

The city recently issued a \$26 million bond for Marina redevelopment projects.

***8/2019 Received Washington City Manager's Association "Award for Excellence for achievements as Des Moines City Manager."***

***City of Des Moines received the 2023 Innovation in Local Government award – emphasis on Sustainability – from the Washington City and County Managers Association.***

#### **Assistant City Manager/Economic Development Director**

Des Moines, WA (2014 – 2016)

Senior management position, responsible for all aspects of City government, City Council relations, Acting City Manager as required. Responsibilities as Director of Economic Development responsible for all aspects of economic development: finding investors, meeting with developers, prepared first Economic Element of the City Comprehensive Plan that will be the basis for the City's first Economic Development Strategic Plan. Work on land use, zoning, public/private partnerships, represent City with development community and other public agencies.

#### **Redevelopment Project Manager**

Lacey, WA (2011 - 2013)

Consultant for brewery redevelopment including sustainable development; financing; achieving public/private partnerships; viable project finance options through offshore private investment for development; and compliance with land use regulatory/zoning requirements and development review process. Manage Planned Action (to meet State Environmental



Policy Act) process with Integrated Planning Grant (\$200,000) from Washington State Department of Ecology. Wrote grant application and made presentation to State Department of Commerce (Community Economic Revitalization Board). Grant (\$50,000) was approved and I managed the grant.

### **Adjunct Professor**

St. Martin's University (2012)

Taught upper division course on international business.

### **Town Center Project Manager**

City of Sammamish, WA (2007 - 2010)

Responsible for managing the Town Center project, including land use subarea planning process, financial analysis of project feasibility, SEPA, regulatory elements of rezone, development process and community relations for 240 acre site including five mixed-use zones.

- Emphasis on sustainable environmental practices
- Awarded City of Sammamish Milestone Award for accomplishments related to Town Center – December, 2008.

### **Assistant City Manager**

Maple Valley, WA (2005-2007)

Responsible for administrative functions of City government with direct duties for economic development, public safety, emergency management, special projects and City Council and government relations. Worked closely with large-scale developers. Provided staff support to Public Safety Oversight Committee and Economic Development Committee, Co-Chair Emergency Operations Center; fulfilled Acting City Manager duties.

### **Economic Development Manager**

City of Fort Lauderdale, FL (2002-03)

Responsible for managing City (population 160,000) economic development functions including business development and retention activities, incentives, regulatory (planning, zoning, site plan development) interface, intergovernmental relationships, public/private partnerships, international business attraction, small business development, economic research, efforts to diversify the economic base of the City, and analysis and recommendations for public policy decision-makers.

Developed City of Fort Lauderdale "Economic Development Strategic Plan," organized City Economic Summit for over 150 stakeholders.

### **Director, Community & Economic Development**

#### **Director, Community Redevelopment Agency**

Lauderdale Lakes, FL (2000-2002)

Over \$40 million of investment occurred in the City (population 30,000) during the period Mr. Matthias was the City's primary economic development official.

Established Community Redevelopment Agency (CRA) and served as first Director for the Agency, investment during the first two years Mr. Matthias managed the CRA will provide over \$13 million in Tax Increment Finance resources over the life of the CRA.



Responsible for combining economic development, redevelopment and community development functions into a single city department and then directing new multi-functional department (annual operating budget of \$ 1million/ 22 full time positions).

Organized and managed One-Stop Permitting Center that included planning & zoning, code enforcement, building/permitting, CDBG, grants and housing to provide speed-to-market incentives for development.

Served as Acting City Manager upon request.

#### **Budget Manager/Acting Deputy Treasurer**

City of Morgan Hill, CA (1999-2000)

Managed city budget process (operating and capital), provided financial analysis, treasury functions, and special projects including preparation of Mayor's "State of the City Address."

#### **Sr. Financial Analyst**

San Jose/Silicon Valley

Robert Half International, San Jose, CA (1996-1999)

Consultant providing financial and economic analysis to Fortune 100 and technology sector clients.

#### **Analyst II**

San Jose, International Airport (1989-1994)

Project Manager, Airport Economic Impact Analysis, strategic aspects of lengthening major commercial runway and Airport Noise Monitoring program, special projects, research and analysis and econometric analysis of water quality for compliance with national standards.

Mr. Matthias has also held positions **including Assistant Vice President at Bank of America for Governmental Affairs and Corporate Strategic Planning.**

Executive Director of the Children's Advocacy Center in Oakland, CA.

#### **Honors and Associations**

Mr. Matthias has received numerous awards, including:

- Award for Excellence – City Manager of the Year in the State of Washington (2019), Washington State City Manager Association
- Robert F. Kennedy Fellow
- Employee of the Month, San Jose, CA International Airport
- State of California Graduate Fellowship
- University of California, Santa Barbara Scholars Program
- University President Honors List

He is fluent in Spanish.

Mr. Matthias is a member of:

- Oxford/Cambridge Club (London)
- International City Managers' Association
- Lifetime Member, Wolfson College, Cambridge, and St. Catherine's College, Oxford





June 18, 2024

Ms. Norma Hernandez  
City of College Place  
625 S College Ave  
College Place, WA 99324

Dear Mayor Hernandez,

Thank you for the opportunity to provide an Interim City Administrator for the City of College Place. Below is GMP Consultants ("GMP") agreement for providing consulting services.

**Term.** The term of this Agreement is ongoing, provided the City may terminate this agreement at any time.

**GMP Interim City Administrator.** GMP shall assign a GMP Company employee, to serve in an independent contractor role as an Interim City Administrator to the City. The Interim City Administrator shall perform work as assigned by the City. The City shall have the right to direct GMP to replace the Interim City Administrator at any time. For the purposes of coordination and performance the Interim City Administrator shall report to the Mayor.

**Employer Duties of the GMP Company.** GMP shall provide a GMP employee qualified to act as the Interim City Administrator during the term of the contract. GMP represents that the Interim City Administrator has the requisite skills and talents to perform the duties as assigned. GMP shall (1) pay all wages and other remuneration to its employee who is provided as the Interim City Administrator under this Agreement, (2) prepare and file all payroll tax returns and reports, (3) pay all amounts due and owing pursuant to the payroll tax returns and reports (5) prepare, file, and furnish to the employee applicable GMP employee tax forms, and (6) prepare and file, with a copy to City, applicable employer tax forms.

**Duties of City.** When applicable, the City shall provide a work place for the Interim City Administrator, maintain the work place in accordance with applicable health and working standards, notify the GMP immediately of all employee injuries and provide reimbursement to the Interim City Administrator for costs incurred as a result of performing City business such as mileage, travel expenses and other similar costs at the normal City rates and in accordance with City's cost reimbursement policies applicable to City employees. The Interim City Administrator shall be reimbursed for work-related travel expenses at the IRS mileage rate.



**Fees & Expenses.** The hourly rate for the Interim City Administrator assigned under this Agreement is \$116.00 for each hour worked by the Interim City Administrator. The City agrees to provide the occasional overnight accommodations and for the use of his vehicle for City business. City GMP will submit invoices to the City every two weeks, and payment is due within thirty (30) days of receipt. The City is also responsible for any client-required licenses, fees or taxes.

**Finder's Fee.** If City chooses to hire the Interim City Administrator as a regular City employee, City agrees to pay the GMP Company the percentage of the starting annual salary based upon the length of the assignment with City as represented below:

0 to 12 months - 15%

13 to 18 months - 10%

**Indemnification.** GMP shall indemnify, defend, and hold harmless City from any and all claims arising out of or related to required payroll deductions and withholdings, legally required workers' compensation insurance, and other employee benefits. Specifically, and without limitation, GMP shall indemnify, defend and hold City harmless from and against any claim by the Interim City Administrator (or other GMP employee) for Agency vacation, sick leave, health, retirement or other Agency benefits resulting from Interim City Administrator's performance of work under this Agreement. City releases and agrees to indemnify, defend, and hold harmless GMP, the employees of GMP, and personnel, directors, and officers of GMP from any and claims arising out of or related to the Work performed by the Interim City Administrator (or other GMP employee) within the scope of this Agreement. GMP releases and agrees to indemnify, defend, and hold harmless City, its officers, employees and Interim City Administrators, from any and claims arising out of or related to the acts or omissions of the Interim City Administrator or other GMP employee that are outside of or unrelated to the work under this Agreement. If City is notified or becomes aware of any alleged improper or illegal activities by the GMP employee, City shall notify GMP immediately. This indemnification provision shall not preclude a claim by or coverage for the City under a Professional Errors and Omissions Insurance Policy.

**Insurance.** GMP shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at GMP's expense, the following policies of insurance with companies authorized to do business in the State of Washington.

1. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$2,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
2. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate.

**Independent Contractor.** GMP is an independent contractor responsible for complying with all obligations of an employer imposed under federal or state law. Personnel employed by GMP, including the Interim City Administrator, shall not acquire any rights, benefits or status regarding the City.



Accepted by:

## City of College Place

\_\_\_\_\_  
Norma Hernandez                      date  
Mayor

## GMP Consultants

  
\_\_\_\_\_  
Greg Prothman                      06/18/25  
President                                      date



***City of College Place, Washington***  
**RESOLUTION NO. 25-040**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON  
AUTHORIZING CONTRACT WITH GMP CONSULTANTS FOR AN INTERIM CITY ADMINISTRATOR**

**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 of College Place is in a period of executive transition and recognizes the importance of maintaining consistent leadership and continuity of operations; and

**Whereas**, appointing an Interim City Administrator will ensure the administrative oversight, support the staff, and advance ongoing projects during this transitional period; and

**Whereas**, the City Council has identified GMP Consultants as a qualified firm to identify a suitable Interim City Administrator and provide experienced executive management services; and

**Whereas**, the City Council of the City of College Place supports this interim arrangement with to ensure stable governance and continued progress on key initiatives; and

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

The Mayor is hereby authorized to enter into contract with GMP Consultants for Interim City Administrator Services with the following provisions:

- i. The agreed upon rate of \$116 an hour
- ii. The City will compensate occasionally for overnight accommodations
- iii. GMP Finder's Fee of 15%

**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 24<sup>th</sup> day of June, 2025.

Attest:

---

Norma L. Hernández, Mayor

---

Maryelizabeth Garcia, City Clerk



***City of College Place, Washington***  
**RESOLUTION NO. 25-041**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON  
AUTHORIZING THE CONTRACT WITH M RIZZITIELLO LLC FOR PROFESSIONAL GRANT WRITING  
SERVICES AND PROJECT MANAGEMENT.**

**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 of College Place actively pursues external funding opportunities to support community priorities and capital projects; and

**Whereas**, grant writing and effective project management are essential to the success of securing and implementing grant-funded initiatives; and

**Whereas**, investment in professional services with M Rizzitiello LLC dba Whiskers will support the City's strategic goals and build upon its ongoing success in securing competitive grant awards; and

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

The Mayor is hereby authorized to enter into a professional contract with M Rizzitiello LLC dba Whiskers and Puzzle LLC to provide grant writing and project management services in support of the City's grant strategy and implementation efforts.

**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 24<sup>th</sup> day of June, 2025.

Attest:

---

Norma L. Hernández, Mayor

---

Maryelizabeth Garcia, City Clerk



**City of College Place, Washington**  
**ORDINANCE NO. 25-XXX**

**AN ORDINANCE REPEALING ORDINANCE NO. ~~25-00324-008~~ AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.**

**BE IT ORDAINED** by the City Council of the City of College Place, Washington, that;

**Section 1.** The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after ~~July~~January 1, 2025, for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

| Position Title                          | Salary Range |         |          |         |        |
|-----------------------------------------|--------------|---------|----------|---------|--------|
| TITLE                                   | STEP 1       | STEP II | STEP III | STEP IV | STEP V |
| <b>Section 2. NON-UNION, EXEMPT</b>     |              |         |          |         |        |
| City Administrator                      | 14,417       |         |          |         |        |
| Police Chief                            | 11,688       |         |          |         |        |
| City Attorney                           | 11,678       |         |          |         |        |
| Fire Chief                              | 10,649       | 10,968  | 11,297   | 11,636  | 11,985 |
| Public Works Director                   | 10,057       | 10,359  | 10,670   | 10,990  | 11,319 |
| Finance Director                        | 9,647        | 9,937   | 10,235   | 10,542  | 10,858 |
| Engineer                                | 9,226        | 9,503   | 9,788    | 10,082  | 10,384 |
| Community Development Director          | 8,675        | 8,935   | 9,203    | 9,480   | 9,764  |
| Police Captain                          | 8,642        | 8,901   | 9,168    | 9,443   | 9,727  |
| Senior Planner                          | 7,729        | 7,961   | 8,199    | 8,445   | 8,699  |
| Information Technology Manager          | 7,685        | 7,916   | 8,153    | 8,398   | 8,650  |
| Building Official                       | 7,576        | 7,804   | 8,038    | 8,279   | 8,527  |
| HR Manager                              | 7,459        | 7,683   | 7,913    | 8,151   | 8,395  |
| Engineering Division Manager            | 6,657        | 6,857   | 7,063    | 7,275   | 7,493  |
| Deputy Finance Director/HR Assistant    | 6,559        | 6,756   | 6,958    | 7,167   | 7,382  |
| City Clerk                              | 6,497        | 6,692   | 6,893    | 7,099   | 7,312  |
| <b>Section 3. NON-UNION, NON EXEMPT</b> |              |         |          |         |        |
| Police Sergeant                         | 7,811        | 8,045   | 8,286    | 8,535   | 8,791  |
| Operations Manager                      | 6,347        | 6,537   | 6,733    | 6,935   | 7,143  |
| Capital Project Manager                 | 6,347        | 6,537   | 6,733    | 6,935   | 7,143  |
| Building Inspector                      | 6,268        | 6,456   | 6,649    | 6,849   | 7,054  |
| Finance Analyst                         | 5,209        | 5,365   | 5,526    | 5,692   | 5,862  |
| Information Technology Analyst          | 5,117        | 5,270   | 5,429    | 5,591   | 5,759  |
| Chief Clerk - Police Department         | 4,661        | 4,801   | 4,945    | 5,093   | 5,246  |
| <b>Section 4. PUBLIC EMPLOYEE UNION</b> |              |         |          |         |        |
| Public Works Inspector <u>II</u>        | 5,626        | 5,795   | 5,969    | 6,148   | 6,333  |
| Public Works Foreman                    | 5,626        | 5,795   | 5,969    | 6,148   | 6,333  |
| Water Maintenance Utility III           | 5,237        | 5,394   | 5,556    | 5,722   | 5,894  |



**Section 4. PUBLIC EMPLOYEE UNION – Cont.**

|                                           |              |              |              |              |              |
|-------------------------------------------|--------------|--------------|--------------|--------------|--------------|
| Fleet Maintenance Manager                 | 5,223        | 5,380        | 5,541        | 5,708        | 5,879        |
| <u>Arborist/Urban Forester</u>            | <u>5,223</u> | <u>5,380</u> | <u>5,541</u> | <u>5,708</u> | <u>5,879</u> |
| Water Quality Operator                    | 5,223        | 5,380        | 5,541        | 5,708        | 5,879        |
| <u>Public Works Inspector I</u>           | <u>5,209</u> | <u>5,365</u> | <u>5,526</u> | <u>5,692</u> | <u>5,862</u> |
| Stormwater Program/Permit Coordinator     | 5,209        | 5,365        | 5,526        | 5,692        | 5,862        |
| Accounting Clerk III                      | 5,209        | 5,365        | 5,526        | 5,692        | 5,862        |
| Water Quality Cross Connection Specialist | 4,954        | 5,103        | 5,256        | 5,413        | 5,576        |
| Accounting Clerk II                       | 4,746        | 4,888        | 5,035        | 5,186        | 5,341        |
| Deputy City Clerk/Events Coordinator      | 4,746        | 4,888        | 5,035        | 5,186        | 5,341        |
| Mechanic II                               | 4,746        | 4,888        | 5,035        | 5,186        | 5,341        |
| Water Maintenance Utility II              | 4,717        | 4,859        | 5,005        | 5,155        | 5,310        |
| Facility Maintenance Worker II            | 4,717        | 4,859        | 5,005        | 5,155        | 5,310        |
| Special Enforcement Officer               | 4,704        | 4,845        | 4,990        | 5,140        | 5,294        |
| Street Maintenance Worker III             | 4,692        | 4,832        | 4,977        | 5,127        | 5,280        |
| Parks Maintenance Worker III              | 4,692        | 4,832        | 4,977        | 5,127        | 5,280        |
| Street Maintenance Worker II              | 4,330        | 4,460        | 4,594        | 4,732        | 4,874        |
| Parks Maintenance Worker II               | 4,330        | 4,460        | 4,594        | 4,732        | 4,874        |
| Stormwater Maintenance Worker II          | 4,330        | 4,460        | 4,594        | 4,732        | 4,874        |
| Mechanic I                                | 4,330        | 4,460        | 4,594        | 4,732        | 4,874        |
| Accounting Clerk I                        | 4,257        | 4,385        | 4,516        | 4,652        | 4,791        |
| Water Maintenance Utility I               | 4,257        | 4,385        | 4,516        | 4,652        | 4,791        |
| Facility Maintenance Worker I             | 4,257        | 4,385        | 4,516        | 4,652        | 4,791        |
| Records Clerk                             | 4,257        | 4,385        | 4,516        | 4,652        | 4,791        |
| Administrative Assistant I                | 4,257        | 4,385        | 4,516        | 4,652        | 4,791        |
| Street Maintenance Worker I               | 4,162        | 4,287        | 4,415        | 4,548        | 4,684        |

**Section 5. POLICE UNION**

Probationary (starting pay without state certification) \*5,782\*

|                |       |       |       |       |       |
|----------------|-------|-------|-------|-------|-------|
| Detective      | 6,942 | 7,150 | 7,364 | 7,585 | 7,813 |
| Police Officer | 6,735 | 6,937 | 7,145 | 7,360 | 7,580 |

**Section 6. FIRE FIGHTER UNION**

|                 |       |       |       |       |       |
|-----------------|-------|-------|-------|-------|-------|
| Fire Marshal    | 7,705 | 7,936 | 8,174 | 8,420 | 8,672 |
| Fire Lieutenant | 7,088 | 7,301 | 7,520 | 7,745 | 7,978 |
| Firefighter     | 6,164 | 6,349 | 6,539 | 6,736 | 6,938 |

**Section 7. MISCELLANEOUS**

|                                           |       |                                                     |  |  |  |
|-------------------------------------------|-------|-----------------------------------------------------|--|--|--|
| Part-time Police Records Clerk / per hour | 24.56 | Maximum 16 hours/week                               |  |  |  |
| Laborer / per hour                        |       | Minimum Wage to \$18.00 per hour                    |  |  |  |
| Intern / Work Study Program               |       | Negotiated by Administration                        |  |  |  |
| Hiring / Retention Bonus                  |       | Up to \$5,000.00 to be negotiated by Administration |  |  |  |

**Section 8. 2.08.060 Compensation of Mayor.** The Mayor shall be paid the sum of one thousand five hundred dollars per month and in addition receive reimbursement for actual expenses incurred in the discharge of official duties upon presentation of claim for such expenses and approval by members of the City Council. The City Council will provide, by appropriate resolution from time to time, additional necessary supportive expenses for the carrying out of the necessary functions of the Mayor and his/her office.

**Section 9. 2.08.070 Compensation of Council.** Each member of the Council of the City, if elected subsequent to the effective date of the ordinance codified in this section, shall receive the sum of three hundred seventy-five dollars per month.



**Section 10. Insurance - Non-Union, Exempt employees.** As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Exempt employees: medical, dental, and vision insurance (full family), up to a \$100,000.00 life insurance policy (as offered by vendor), and Long-Term Disability Insurance.

**Section 11. Insurance - Non-Union, Non-Exempt.** As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Non-Exempt employees: medical, dental, and vision insurance (full family) with an employee contribution of \$40.00/month, up to a \$100,000.00 life insurance policy (as offered by vendor), and Long-Term Disability Insurance.

**Section 12. Additional Compensation.** Occasionally, the Fire Chief may work as part of a Washington State Incident Management Team involved in fighting fires, wildfires, or other disasters. The City will pay the Fire Chief for work outside of his normal work hours while deployed at 1.5 times his regular rate of pay. The City will subsequently be reimbursed by the agency utilizing his services for the amount of wages and benefits expended.

**Section 13. Paid family and Medical Leave Act.** The City will contribute the employer portion of the premium and the employee will contribute the employee portion of the premium.

**Section 14.** Ordinance No. 24-010 is hereby repealed.

**Section 15: Clerical Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 16: Severability.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

**Section 17: Effective Date.** This ordinance shall be effective ~~July~~January 1, 2025, upon its passage and publication as required by law.

**PASSED** by the City Council of the City of College Place, Washington, this ~~2428~~<sup>th</sup> day of ~~June~~January, 2025.

---

Norma L. Hernández, Mayor

Attest:

Approved as to form:

---

Maryelizabeth Garcia, City Clerk

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Eric Ferguson, Managing Attorney



# **PROFESSIONAL SERVICES CONSULTING AGREEMENT**

## **Between M Rizzitiello LLC and City of College Place, Washington**

This Professional Services Consulting Agreement ("Agreement") is made and entered into as of the 24<sup>th</sup> day of June, 2025, by and between **M Rizzitiello LLC**, Limited Liability Partnership under State of Washington Law located at 314 SW Homestead Avenue, College Place, WA, 99324 ("Consultant"), and the **City of College Place, Washington**, a municipal corporation of the State of Washington ("City") located at 625 S. College Avenue, College Place, WA, 99324. The Client and Service Provider may be referred to individually as a "Party" or collectively as the "Parties."

### **1. Scope of Services**

Consultant agrees to perform project management and grant writing consulting services, which is attached hereto and incorporated herein by reference (the "Services"). Consultant shall perform the Services in accordance with the terms and conditions of this Agreement and in a professional manner consistent with industry standards.

### **2. Term**

This Agreement shall commence on June 24<sup>th</sup>, 2025, and shall continue unless earlier terminated in accordance with Section 7 of this Agreement.

### **3. Compensation**

3.1 The City agrees to pay the Consultant for Services rendered at a rate of \$90 an hour. Billable hours can be broken up into 0.25 hour increments.

3.2 Consultant shall submit monthly invoices detailing the Services performed. Payment shall be made within thirty (30) days of receipt of an approved invoice.

### **4. Independent Contractor**

The Consultant shall perform all work under this Agreement as an independent contractor and not as an officer, employee, or agent of the City. Nothing in this Agreement shall be interpreted to establish any employment relationship between the City and the Consultant.

### **5. Compliance with Laws**

Consultant shall comply with all federal, state, and local laws, rules, and regulations applicable to the Services performed under this Agreement.



## **6. Indemnification**

Consultant agrees to indemnify, defend, and hold harmless the City and its officers, officials, agents, and employees from and against any and all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of or resulting from Consultant's performance of the Services, except to the extent caused by the sole negligence of the City.

## **7. Termination**

7.1 Either party may terminate this Agreement without cause by providing thirty (30) days' written notice to the other party.

7.2 The City may terminate this Agreement immediately upon breach by the Consultant.

7.3 Upon termination, the City shall pay the Consultant for Services performed through the date of termination.

## **8. Ownership of Work Product**

All reports, documents, and other work products prepared by Consultant in connection with the performance of this Agreement shall become the property of the City upon payment.

## **9. Confidentiality**

Consultant agrees to keep confidential and not disclose any non-public information obtained during the course of performing Services under this Agreement.

## **10. Governing Law and Venue**

This Agreement shall be governed by the laws of the State of Washington. Any legal action or proceeding arising out of or relating to this Agreement shall be brought exclusively in a court of competent jurisdiction located in Walla Walla County, Washington.

## **11. Entire Agreement**

This Agreement, including any exhibits, represents the entire agreement between the parties and supersedes all prior agreements, understandings, or representations, whether oral or written.

## **12. Amendments**

Any amendments or modifications to this Agreement shall be in writing and signed by both parties.



**IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.**

---

**CITY OF COLLEGE PLACE**

Signature: \_\_\_\_\_

Name: Mrs. Norma L. Hernandez

Title: Mayor

Date: 6-24-2025

**CONSULTANT: M Rizzitiello LLC**

Signature: \_\_\_\_\_

Title: Principal Consultant

Date: 6-24-2025



# City of College Place

## Job Description

**TITLE:** Public Works Inspector I

**REPORTS TO:** Capital Projects Manager

### **POSITION SUMMARY:**

The Public Works Inspector performs inspections on right-of-way work, projects, developments, and works with the building division regarding certificate of occupancy requirements. Also works in the various divisions of public works performing operations & maintenance tasks.

### **SUPERVISION RECEIVED:**

Serves under the direction of the Capital Projects Manager.

### **SUPERVISION EXERCISED:**

None.

### **ESSENTIAL FUNCTIONS**

*Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.*

- Employees of the City of College Place are expected to model and foster the City's core values: **Open and Honest, Cooperation, Respect, Service, & Diversity.**
- Performs Right-of-Way Inspections.
- Performs Project Inspections.
- Performs Development Inspections.
- Examines road repairs completed by utility companies or other third parties for compliance with plans and specifications.
- Reviews plans for new construction of and repairs to existing roads and road surfaces.
- Assists with the review and updating of Standards.
- Issues Right-of-Way Permits
- Performs Certificate of Occupancy Inspections.
- Operate city vehicles and equipment.
- Keep accurate maintenance records.
- Use of power hand tools.
- Responds to emergencies.
- Performs public works operations & maintenance tasks.
- Performs other duties as assigned.



**MINIMUM QUALIFICATIONS:**

*Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- Basic First Aid & CPR certificate or ability to obtain within 6 months.
- Washington State Approved Flagging and Traffic Control Certificate or ability to obtain within 6 months.
- High School Diploma or equivalent.
- Three years of experience in road or utility construction or maintenance.
- Experience in inspection work preferred.

**KNOWLEDGE REQUIRED:**

- Background with computer programs including Microsoft Office.
- City organization, operations, policies and objectives.

**SKILLS/ABILITIES REQUIRED**

- Ability to work well with a team and also independently.
- Strong oral and written communication skills.
- Ability to conduct inspections and make professional assessments of work.
- Physical ability to perform the essential job functions.
- Excellent time management skills with a proven ability to meet deadlines.
- Excellent organizational skills and attention to detail.
- Safety compliance is a condition of employment.

**WORKING CONDITIONS:**

*Work is performed in a variety of environments.*

- Frequently works near moving, mechanical parts.
- Frequently working in an environment of fumes and airborne particles.
- Frequently works in an environment that is loud.
- Will work in all climate conditions.
- Frequently required to stoop, kneel, crouch, or crawl.
- Must be able to walk, climb on ladders, and reach with hands and arms.
- Must be able to use hands to finger, handle, or feel objects, tools, or controls.
- Occasionally work is performed at high elevations, in trenches, and confined spaces.
- Ability to perform heavy labor is required. This position frequently requires lifting 50 pounds and, occasionally, 75 to 100+ pounds.
- Physically able to inspect road and sewer construction and systems.



**LICENSE & OTHER REQUIREMENTS:**

- Valid State of Washington or Oregon driver's license with Class A Commercial Driver's License (CDL) including tank, trailer, and air brake endorsements preferred.
- Certified Erosion & Sediment Control Lead or ability to obtain within 6 months.

**Classification History**

Created: 5/7/2025

FLSA: Non-Exempt, Union

|                                               |               |
|-----------------------------------------------|---------------|
| _____<br>Mike Rizzitiello, City Administrator | _____<br>Date |
| _____<br>Mayor                                | _____<br>Date |
| _____<br>Employee                             | _____<br>Date |



# City of College Place

## Job Description

**TITLE:** Public Works Inspector II

**REPORTS TO:** Capital Projects Manager

### **Position Summary:**

The Public Works Inspector performs inspections on right-of-way work, projects, developments, and works with the building division regarding certificate of occupancy requirements. Also works in the various divisions of public works performing operations & maintenance tasks.

### **SUPERVISION RECEIVED:**

Serves under the direction of the Capital Projects Manager.

### **SUPERVISION EXERCISED:**

None

### **ESSENTIAL FUNCTIONS**

*Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.*

- Acts as a Lead to provide guidance and oversee duties and workload of Public Works Inspector I position.
- Performs Right-of-Way Inspections.
- Performs Project Inspections.
- Performs Development Inspections.
- Examines road repairs completed by utility companies or other third parties for compliance with plans and specifications.
- Reviews plans for new construction of and repairs to existing roads and road surfaces.
- Assists with the review and updating of Standards.
- Issues Right of Way Permits
- Performs Certificate of Occupancy Inspections.
- Operate city vehicles and equipment.
- Keep accurate maintenance records.
- Use power hand tools.
- Responds to Emergencies.



- Performs public works operations & maintenance tasks.
- Performs other duties as assigned.

#### **MINIMUM QUALIFICATIONS:**

*Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- Basic First Aid & CPR certificate or ability to obtain within 6 months.
- Washington State Approved Flagging and Traffic Control Certificate or ability to obtain within 6 months.
- High School Diploma or equivalent.
- Five years of experience in road or utility construction or maintenance.
- Experience in inspection work preferred.

#### **KNOWLEDGE REQUIRED:**

- Background with computer programs including Microsoft Office.
- City organization, operations, policies and objectives.

#### **SKILLS/ABILITIES REQUIRED**

- Ability to work well with a team and also independently.
- Strong oral and written communication skills.
- Ability to conduct inspections and make professional assessments of work.
- Physical ability to perform the essential job functions.
- Excellent time management skills with a proven ability to meet deadlines.
- Excellent organizational skills and attention to detail.
- Safety compliance is a condition of employment.

#### **WORKING CONDITIONS:**

*Work is performed in a variety of environments.*

- Frequently works near moving, mechanical parts.
- Frequently working in an environment of fumes and airborne particles.
- Frequently works in an environment that is loud.
- Will work in all climate conditions.
- Frequently required to stoop, kneel, crouch, or crawl.
- Must be able to walk, climb on ladders, and reach with hands and arms.
- Must be able to use hands to finger, handle, or feel objects, tools, or controls.
- Occasionally work is performed at high elevations, in trenches, and confined spaces.



- Ability to perform heavy labor is required. This position frequently requires lifting 50 pounds and, occasionally, 75 to 100+ pounds.
- Physically able to inspect road and sewer construction and systems.

**LICENSE & OTHER REQUIREMENTS:**

- Valid State of Washington or Oregon driver's license with Class A Commercial Driver's License (CDL) including tank, trailer, and air brake endorsements preferred.
- Certified Erosion & Sediment Control Lead or ability to obtain within 6 months.

**Classification History**

Created: 9/9/2021

FLSA: Non-Exempt, Union

|                                      |      |
|--------------------------------------|------|
| Mike Rizzitiello, City Administrator | Date |
| Mayor                                | Date |
| Employee                             | Date |



# City of College Place

## Job Description

**TITLE:** Parks & Stormwater  
Arborist/Urban Forester

**REPORTS TO:** Operations Manager

### **POSITION SUMMARY:**

This position performs arboricultural duties and routine maintenance and operation functions within the City's park system and road network. Perform tree planting, pruning, maintenance, pest and disease control, and tree removal projects in public parks and right of way.

### **SUPERVISION RECEIVED:**

Serves under the direction of the Operations Manager.

### **SUPERVISION EXERCISED:**

None.

### **ESSENTIAL FUNCTIONS**

*Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.*

- Employees of the City of College Place are expected to model and foster the City's core values: **Open and Honest, Cooperation, Respect, Service, & Diversity.**
- Leads and implements programs to maintain and enhance the City tree canopy including tree planting.
- Responsible for managing and maintaining all City park and street trees.
- Acts as a Lead to provide guidance and oversee duties and workload of Parks Maintenance Worker III.
- Conducts education and outreach on urban forestry topics.
- Maintain the City Tree City USA accreditation and assist in planning the Annual Arbor Day celebration.
- Supports Code Enforcement, landscape plan review, ordinance development, inspections, and other land use planning related to trees.
- Directs, oversees, and trains staff engaged in forestry activities.
- Promote the proper management of trees on City-owned properties.
- Supervises tree planting and maintenance in coordination with other City Departments as required.
- Provides professional horticultural, forestry, and landscape advice/expertise to other City Departments.
- Prepare staff reports and other documents that clearly and accurately convey complex information to the public, advisory commissions, and City Council.
- Maintains City tree inventory data.



- Perform skilled landscape and ballfield design and construction duties in a wide variety of park and right of way locations.
- Perform technical work in the design, maintenance and improvement of the City's urban forest; select varieties and placement of new trees according to established procedures; prune trees as appropriate; evaluate trees for hazards, recommends, and perform hazardous tree removals.
- Provide for the safe and efficient operation of landscape construction and maintenance tools and equipment as assigned, including but not limited to: aerial lift, chipper, stump grinder, backhoe, tractor, dump truck, snowplow, rototiller, aerator, sod cutter, chain saw, snow blower, and small hand and power tools. May operate heavy equipment requiring CDL.
- Order supplies and materials according to established procedures; prepare and receive bids for projects; prepare cost estimates; coordinate the delivery of materials and supplies.
- Evaluate and direct certified tree pruning, fertilization, installation, and establishment practices; diagnose and treat variety of tree problems.
- Provide tree planting recommendations for public and private projects.
- Mowing, trimming, and edging.
- Operate City vehicles and equipment.
- Keep accurate maintenance records.
- Work with concrete/cement.
- Facility maintenance, including but not limited to carpentry, electrical, plumbing, and mechanical repairs and maintenance.
- Use of power tools and hand tools.
- Painting.
- Restroom maintenance.
- Maintain and repair irrigation systems.
- Snow & ice control at various parks and other City facilities as well as City streets and sidewalks.
- Weed control and herbicide application.
- Respond to emergencies.

#### **MINIMUM QUALIFICATIONS:**

*Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- Basic First Aid & CPR certificate or ability to obtain within 6 months.
- High School Diploma or GED equivalent.
- Minimum two (2) years' experience in parks maintenance or related field.
- Associate's degree in arboriculture, horticulture, landscape architecture, forestry, or other related field.
- Certified as an International Society of Arboriculture (ISA) Arborist or the ability to obtain within one (1) year from date of hire.



**KNOWLEDGE REQUIRED:**

- City organization, operations, policies and objectives.
- Knowledge of current urban forestry practices and procedures.
- Knowledge of applicable City ordinances, policies, procedures, rules, and regulations related to trees and landscaping.
- Skills in communication and coordination with others.
- Ability to maintain effective, courteous, and tactful public relations with elected officials, management, staff, and the general public.

**SKILLS/ABILITIES REQUIRED**

- Work alone and with crew.
- Ability to communicate, both orally and in writing.
- Prioritize multiple work assignments from various sources.
- Read and communicate in English.
- Physical ability to perform the essential job functions.
- Ability to follow a schedule, work within set timeframes, and meet deadlines.
- Safety compliance is a condition of employment.

**WORKING CONDITIONS:**

- Work is performed in a variety of environments including work in an office as well as time spent outdoors completing site visits and various maintenance activities.
- Frequently works near moving mechanical parts.
- Frequently works around fumes and airborne particles.
- Frequently works in an environment that is loud.
- Will work in all climates and various weather conditions.
- Frequently required to stoop, kneel, crouch, or crawl.
- Must be able to walk, climb on ladders, and reach with hands and arms.
- Must be able to use hands handle or feel objects, tools, or controls.
- Occasionally work is performed at high elevations, in trenches, and confined spaces.
- Ability to perform heavy labor is required. This position frequently requires lifting 50 pounds and, occasionally, 75 to 100+ pounds.

**LICENSE & OTHER REQUIREMENTS:**

- International Society of Arboriculture (ISA) Certified Arborist or ability to obtain within one (1) year from date of hire.
- Washington State Department of Agriculture (WSDA) Pesticide/Herbicide Applicator License with Aquatic, Ornamental Weed, and Rights-of-Way Weed endorsements, or ability to obtain within one (1) year from date of hire.
- Valid State of Washington or Oregon driver's license with Class A CDL endorsement with tank and trailer endorsements and the use of air brakes allowed or ability to obtain within one (1) year from date of hire.



**Classification History**

Created: 5/7/2025

FLSA: Non-Exempt, Union

|                                      |      |
|--------------------------------------|------|
| Mike Rizzitiello, City Administrator | Date |
| Mayor                                | Date |
| Employee                             | Date |



**City of College Place, Washington**  
**ORDINANCE NO. 25-005**

**AN ORDINANCE REPEALING ORDINANCE NO. 25-003 AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.**

**BE IT ORDAINED** by the City Council of the City of College Place, Washington, that;

**Section 1.** The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after July 1, 2025, for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

| Position Title                          | Salary Range |         |          |         |        |
|-----------------------------------------|--------------|---------|----------|---------|--------|
| TITLE                                   | STEP 1       | STEP II | STEP III | STEP IV | STEP V |
| <b>Section 2. NON-UNION, EXEMPT</b>     |              |         |          |         |        |
| City Administrator                      | 14,417       |         |          |         |        |
| Police Chief                            | 11,688       |         |          |         |        |
| City Attorney                           | 11,678       |         |          |         |        |
| Fire Chief                              | 10,649       | 10,968  | 11,297   | 11,636  | 11,985 |
| Public Works Director                   | 10,057       | 10,359  | 10,670   | 10,990  | 11,319 |
| Finance Director                        | 9,647        | 9,937   | 10,235   | 10,542  | 10,858 |
| Engineer                                | 9,226        | 9,503   | 9,788    | 10,082  | 10,384 |
| Community Development Director          | 8,675        | 8,935   | 9,203    | 9,480   | 9,764  |
| Police Captain                          | 8,642        | 8,901   | 9,168    | 9,443   | 9,727  |
| Senior Planner                          | 7,729        | 7,961   | 8,199    | 8,445   | 8,699  |
| Information Technology Manager          | 7,685        | 7,916   | 8,153    | 8,398   | 8,650  |
| Building Official                       | 7,576        | 7,804   | 8,038    | 8,279   | 8,527  |
| HR Manager                              | 7,459        | 7,683   | 7,913    | 8,151   | 8,395  |
| Engineering Division Manager            | 6,657        | 6,857   | 7,063    | 7,275   | 7,493  |
| Deputy Finance Director/HR Assistant    | 6,559        | 6,756   | 6,958    | 7,167   | 7,382  |
| City Clerk                              | 6,497        | 6,692   | 6,893    | 7,099   | 7,312  |
| <b>Section 3. NON-UNION, NON EXEMPT</b> |              |         |          |         |        |
| Police Sergeant                         | 7,811        | 8,045   | 8,286    | 8,535   | 8,791  |
| Operations Manager                      | 6,347        | 6,537   | 6,733    | 6,935   | 7,143  |
| Capital Project Manager                 | 6,347        | 6,537   | 6,733    | 6,935   | 7,143  |
| Building Inspector                      | 6,268        | 6,456   | 6,649    | 6,849   | 7,054  |
| Finance Analyst                         | 5,209        | 5,365   | 5,526    | 5,692   | 5,862  |
| Information Technology Analyst          | 5,117        | 5,270   | 5,429    | 5,591   | 5,759  |
| Chief Clerk - Police Department         | 4,661        | 4,801   | 4,945    | 5,093   | 5,246  |
| <b>Section 4. PUBLIC EMPLOYEE UNION</b> |              |         |          |         |        |
| Public Works Inspector II               | 5,626        | 5,795   | 5,969    | 6,148   | 6,333  |
| Public Works Foreman                    | 5,626        | 5,795   | 5,969    | 6,148   | 6,333  |
| Water Maintenance Utility III           | 5,237        | 5,394   | 5,556    | 5,722   | 5,894  |



**Section 4. PUBLIC EMPLOYEE UNION – Cont.**

|                                           |       |       |       |       |       |
|-------------------------------------------|-------|-------|-------|-------|-------|
| Fleet Maintenance Manager                 | 5,223 | 5,380 | 5,541 | 5,708 | 5,879 |
| Arborist/Urban Forester                   | 5,223 | 5,380 | 5,541 | 5,708 | 5,879 |
| Water Quality Operator                    | 5,223 | 5,380 | 5,541 | 5,708 | 5,879 |
| Public Works Inspector I                  | 5,209 | 5,365 | 5,526 | 5,692 | 5,862 |
| Stormwater Program/Permit Coordinator     | 5,209 | 5,365 | 5,526 | 5,692 | 5,862 |
| Accounting Clerk III                      | 5,209 | 5,365 | 5,526 | 5,692 | 5,862 |
| Water Quality Cross Connection Specialist | 4,954 | 5,103 | 5,256 | 5,413 | 5,576 |
| Accounting Clerk II                       | 4,746 | 4,888 | 5,035 | 5,186 | 5,341 |
| Deputy City Clerk/Events Coordinator      | 4,746 | 4,888 | 5,035 | 5,186 | 5,341 |
| Mechanic II                               | 4,746 | 4,888 | 5,035 | 5,186 | 5,341 |
| Water Maintenance Utility II              | 4,717 | 4,859 | 5,005 | 5,155 | 5,310 |
| Facility Maintenance Worker II            | 4,717 | 4,859 | 5,005 | 5,155 | 5,310 |
| Special Enforcement Officer               | 4,704 | 4,845 | 4,990 | 5,140 | 5,294 |
| Street Maintenance Worker III             | 4,692 | 4,832 | 4,977 | 5,127 | 5,280 |
| Parks Maintenance Worker III              | 4,692 | 4,832 | 4,977 | 5,127 | 5,280 |
| Street Maintenance Worker II              | 4,330 | 4,460 | 4,594 | 4,732 | 4,874 |
| Parks Maintenance Worker II               | 4,330 | 4,460 | 4,594 | 4,732 | 4,874 |
| Stormwater Maintenance Worker II          | 4,330 | 4,460 | 4,594 | 4,732 | 4,874 |
| Mechanic I                                | 4,330 | 4,460 | 4,594 | 4,732 | 4,874 |
| Accounting Clerk I                        | 4,257 | 4,385 | 4,516 | 4,652 | 4,791 |
| Water Maintenance Utility I               | 4,257 | 4,385 | 4,516 | 4,652 | 4,791 |
| Facility Maintenance Worker I             | 4,257 | 4,385 | 4,516 | 4,652 | 4,791 |
| Records Clerk                             | 4,257 | 4,385 | 4,516 | 4,652 | 4,791 |
| Administrative Assistant I                | 4,257 | 4,385 | 4,516 | 4,652 | 4,791 |
| Street Maintenance Worker I               | 4,162 | 4,287 | 4,415 | 4,548 | 4,684 |

**Section 5. POLICE UNION**

Probationary (starting pay without state certification) \*5,782\*

|                |       |       |       |       |       |
|----------------|-------|-------|-------|-------|-------|
| Detective      | 6,942 | 7,150 | 7,364 | 7,585 | 7,813 |
| Police Officer | 6,735 | 6,937 | 7,145 | 7,360 | 7,580 |

**Section 6. FIRE FIGHTER UNION**

|                 |       |       |       |       |       |
|-----------------|-------|-------|-------|-------|-------|
| Fire Marshal    | 7,705 | 7,936 | 8,174 | 8,420 | 8,672 |
| Fire Lieutenant | 7,088 | 7,301 | 7,520 | 7,745 | 7,978 |
| Firefighter     | 6,164 | 6,349 | 6,539 | 6,736 | 6,938 |

**Section 7. MISCELLANEOUS**

|                                           |       |                                                     |  |  |  |
|-------------------------------------------|-------|-----------------------------------------------------|--|--|--|
| Part-time Police Records Clerk / per hour | 24.56 | Maximum 16 hours/week                               |  |  |  |
| Laborer / per hour                        |       | Minimum Wage to \$18.00 per hour                    |  |  |  |
| Intern / Work Study Program               |       | Negotiated by Administration                        |  |  |  |
| Hiring / Retention Bonus                  |       | Up to \$5,000.00 to be negotiated by Administration |  |  |  |

**Section 8. 2.08.060 Compensation of Mayor.** The Mayor shall be paid the sum of one thousand five hundred dollars per month and in addition receive reimbursement for actual expenses incurred in the discharge of official duties upon presentation of claim for such expenses and approval by members of the City Council. The City Council will provide, by appropriate resolution from time to time, additional necessary supportive expenses for the carrying out of the necessary functions of the Mayor and his/her office.

**Section 9. 2.08.070 Compensation of Council.** Each member of the Council of the City, if elected subsequent to the effective date of the ordinance codified in this section, shall receive the sum of three hundred seventy-five dollars per month.



**Section 10. Insurance - Non-Union, Exempt employees.** As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Exempt employees: medical, dental, and vision insurance (full family), up to a \$100,000.00 life insurance policy (as offered by vendor), and Long-Term Disability Insurance.

**Section 11. Insurance - Non-Union, Non-Exempt.** As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Non-Exempt employees: medical, dental, and vision insurance (full family) with an employee contribution of \$40.00/month, up to a \$100,000.00 life insurance policy (as offered by vendor), and Long-Term Disability Insurance.

**Section 12. Additional Compensation.** Occasionally, the Fire Chief may work as part of a Washington State Incident Management Team involved in fighting fires, wildfires, or other disasters. The City will pay the Fire Chief for work outside of his normal work hours while deployed at 1.5 times his regular rate of pay. The City will subsequently be reimbursed by the agency utilizing his services for the amount of wages and benefits expended.

**Section 13. Paid family and Medical Leave Act.** The City will contribute the employer portion of the premium and the employee will contribute the employee portion of the premium.

**Section 14. Ordinance No. 24-010 is hereby repealed.**

**Section 15: Clerical Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 16: Severability.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

**Section 17: Effective Date.** This ordinance shall be effective July 1, 2025, upon its passage and publication as required by law.

**PASSED** by the City Council of the City of College Place, Washington, this 24<sup>th</sup> day of June, 2025.

---

Norma L. Hernández, Mayor

Attest:

Approved as to form:

---

Maryelizabeth Garcia, City Clerk

---

Eric Ferguson, Interim City Attorney





P.O. BOX 2354  
SALEM, OR 97308-2354  
OFFICE 503/399-8002  
FAX: 503/399-8003  
TOLL FREE 877/501-7282  
WWW.UFSRW.COM

June 12, 2025

**To:**

Rich Darland, PE  
Sr. Civil Engineer/ Project Manager  
1325 SE Tech Center Dr, Ste 140,  
Vancouver, WA 98683

**Subject: Budget Increase Request – Mojonnier Road Project**

Dear Rich,

I am writing to formally request a budget increase for the **Mojonnier Road Project**. As the right-of-way acquisition phase has progressed since last spring, the project has experienced a number of scope and procedural changes that have increased costs beyond our original projections.

**Project and Budget Overview:**

- **Current Budget:** \$189,347.00
- **Funds Spent to date:** \$186,016.07
- **Estimated funds remaining:** \$3,330.93
- **Additional Funds Requested:**
  - 16% increase: \$30,295.52 → Revised Total: \$219,642.52

**Reason for Overages:**

The request for additional funds is based on several developments that were necessary to maintain WSDOT compliance and move the project forward:

- Approximately **half of the parcel files under negotiation required revisions** due to design changes made to reduce impacts on private property, this was due to project requirements and to accommodate owners' requests.
- These revisions triggered **updated appraisals and associated rescind/re-offer efforts**, per WSDOT requirements.
- Additional project coordination was needed for:
  - **Utility-related issues**, including tree removals (with approximately half the properties seeing an increase in significant tree impacts due to PacifiCorp's last minute change in requirements thus causing added time to settlement agreements and time negotiating changes)



- **Proximity concerns, private infrastructure**, such as septic lines (3 properties) and the **impacted well** on the Beyer property currently under evaluation.
- Time-intensive WSDOT compliance reviews and multiple document formatting revisions were also required, beyond initial scope expectations.

### **Impact if Not Approved:**

If the budget increase is not approved, **UFS will not be able to continue negotiations, thus causing all files to be returned to the City for further action.** This would significantly delay the acquisition process and affect project delivery timelines.

### **Current Status of ROW Files (as of June 12, 2025):**

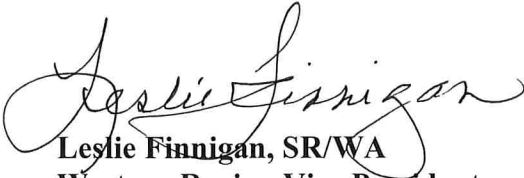
- **Total Parcels:** 19
- **Offers Sent:** 100% (All files)
- **Revised Offers Due to Design Changes:** 100% (All Files)
- **Appraisals & Reviews Completed:** 100%
- **In Negotiations:** Active negotiations ongoing and current status
  - 2 settled parcels (files 4 & 5)
  - 6 parcels currently drafted, and settlements approved and awaiting signature process from owners (files 8,9,16,17,18 & 19)
  - 2 parcels (files 13 & 14) drafting administrative settlement for City and WSDOT approval.
  - 3 parcels awaiting obligation agreement from city attorney (files 7, 11 & 12)
  - 1 parcel may need revised offer for well impact (file 6)
  - 5 parcels still needing negotiations to come to a settlement. Files (2, 3, 6, 10, 15)
- **Condemnation Planning:** Potentially for files 2, 3 currently as discussed with city attorney.

---

Given the nature and scope of the unanticipated but necessary changes to meet WSDOT requirements, I respectfully request approval for a budget increase to ensure project continuity and completion. Please let me know if any additional supporting documentation is needed.

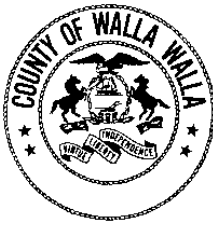
Thank you for your time and consideration.

Sincerely,



**Leslie Finnigan, SR/WA**  
**Western Region Vice President**  
**Universal Field Services, Inc.**





## Community Development Department

Director: Lauren Prentice

310 W. Poplar, Suite 200 | Walla Walla, WA 99362

Main: [commdev@wwcowa.gov](mailto:commdev@wwcowa.gov) | 509-524-2610

Submit to: [planning@wwcowa.gov](mailto:planning@wwcowa.gov)

[https://www.co.walla-walla.wa.us/residents/community\\_development/index.php](https://www.co.walla-walla.wa.us/residents/community_development/index.php)

To: Jon Rickard, City of College Place Development Services Director  
Preston Fredrickson, City of Walla Walla Deputy City Manager  
Randy Hinchliffe, Clerk, City of Waitsburg  
Tammy Johnson, Clerk and Treasurer, City of Prescott

From: Lauren Prentice, Walla Walla County Community Development Director

Date: March 13, 2025

### RE: **Schedule for 2026 UGA Review Cycle**

On Monday the Board of County Commissioners set the deadline for Comprehensive Plan and Development Regulations Amendments for July 1, 2025. Applications submitted by Friday, July 1, will be considered by the County alongside the County's 2026 Periodic Update, which is mandated to be completed by June 30, 2026, just like the cities' updates. As expected, urban growth area (UGA) amendment applications will be accepted.

Enclosed is a Press Release with more information on application requirements and the application form. It will look very similar to previous applications as the criteria have not changed.

This memo is intended to provide additional information and guidance directly to you regarding the County's UGA review process and schedule.

### **Background and Status Update**

We have had three meetings over the last month with College Place, Walla Walla, and Waitsburg staff and consultants to discuss growth targets, allocations, housing needs, and Land Capacity Analysis (LCA) and employment capacity methodologies. All of these must follow State regulation and guidance, which is extensive. We are not reinventing the wheel. These are all technical planning analyses and studies.

### **Countywide Population Projection**

The County must select a Countywide Population Projection from the most recent population GMA population projections from the Office of Financial Management (OFM); these population projections were released in 2022 and are available online [here](#).

| 2046 Walla Walla OFM GMA Population Projections |        |        |
|-------------------------------------------------|--------|--------|
| Low                                             | Middle | High   |
| 60,351                                          | 67,241 | 79,777 |



According to the State, the Middle is the most likely scenario. If the County selects a target higher than the Middle, we must be able to show our work.

At our first meeting with the cities on February 12, 2025, County staff and consultants presented a preliminary recommendation for a target of around 71,009 for the 20-year population projection. This was based on looking at population growth countywide for 2010-2024, which shows a Year Over Year (YOY) growth rate of 0.5178%. The background data from this analysis was provided to the cities for review. This target is above the Middle OFM projection, and very similar to the population target of 71,724 adopted in 2005 for 2025 and retained during the last two UGA reviews (2013 and 2019).

On February 28, City of Walla Walla staff recommended a population target of 72,000, which was based on adding the 2020-2040 population growth estimated in the Regional Housing Action Plan to the 2020 population census number, then rounding down. This uses older population estimates to calculate the population growth for the next 20 years, rather than the most recent population data.

On February 28, the College Place staff recommended a population target of 73,000, which is based on a growth rate from 2010-2020. This differs from the county's target by not considering the most recent years' growth rates.

As we told city staff, we are willing to bring these targets forward to the BOCC, they are all very close and within the range provided by OFM.

### **Housing Needs**

In 2021, the Legislature amended the mandatory elements of the Growth Management Act in RCW 36.70A.070(2) to require that Housing Elements of Comprehensive Plans include:

- an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth, as provided by the department of commerce, including:
  - (i) Units for moderate, low, very low, and extremely low-income households;
  - and
  - (ii) Emergency housing, emergency shelters, and permanent supportive housing;

To accomplish the requirement to provide data, the Department of Commerce Developed the Housing for All Planning Tool. As presented to the group in February, the County will be recommending that we utilize [Housing for All Planning Tool \(HAPT\)](#) Method C. The Department of Commerce is still finalizing the Washington Administrative Code regarding these changes to the GMA. However, guidance from the Department of Commerce<sup>1</sup> is

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<sup>1</sup> *Establishing Housing Needs for Your Community* (July 2023) page 59.



clear that the County must use the Department of Commerce provided HAPT tool to allocate the projected housing needs to individual jurisdictions using the 2022 OFM GMA populations. The reason Method C is the appropriate method is that it is the only method that assigns 0-50% AMI and emergency housing to only the UGAs, incorporated and unincorporated. In Walla Walla County it is not appropriate for 0-50% AMI (e.g. multi-family) and emergency housing to be outside of UGAs in rural or agricultural areas. It is not appropriate to plan for these housing types in rural or agricultural areas, as they need to be in areas with urban services, including utilities, transit, support services, etc. The jurisdictions have a collective responsibility to plan for these uses in UGAs, where they're most appropriate. HAPT Method C was created by Commerce after this flaw in Methods A and B was identified by other counties.

The HAPT tool is incredibly easy to use. We provided the excel spreadsheet on February 12 with the County's preliminary population target of 71,009 input. The cities can use input the alternative targets of 72,000 or 73,000 to the spreadsheet to see the resulting housing needs allocations.

During our February meetings it was suggested that the County should approach Commerce about the possibility of using a different method than the HAPT tool. The cities may do this if they wish, but we cannot delay the schedule. Commerce engaged in a very public process in developing the HAPT tool and has been providing guidance on how to implement it for more than the last year. During Countywide Planning Policies meetings in 2024 we spoke several times about the HAPT tool and the new state legislation requiring the County use information provided by the Department of Commerce. We were all advised by our consultant team that the new State housing planning requirements were likely to mean that if there were a need to expand UGAs for population growth, it would likely only be for multi-family housing.

### **Documentation required for City-requested UGA changes**

If a city is going to request UGA amendments including an expansion, swap, or contraction, data supporting the request will need to be submitted with your application. This includes:

1. Completed Land Capacity Analysis (LCA) for incorporated city prepared in alignment with the adopted/agreed to methodology. The County will prepare the LCA for the unincorporated UGAs.
2. Where a city is seeking a UGA swap, please provide responsive information as required in RCW 36.70A.130(3)(c), and any implementing WAC<sup>2</sup>.
3. Where a city is asking for a UGA expansion, the city should document the measures they are taking (zoning or bulk standard changes) to first accommodate the growth within the city, in accordance with WAC 365-196-310(3)(f).
4. Where a city is asking for a UGA expansion due to a population/housing capacity shortfall after applying measures identified in 3 above within the city, the city needs

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<sup>2</sup> Proposed amendments to the Department of Commerce's WACs are being considered as of the date of this letter: [lawfilesexternal.wa.gov/law/wsr/2024/22/24-22-134.htm](http://lawfilesexternal.wa.gov/law/wsr/2024/22/24-22-134.htm)



to show its work as to how the LCA converts the added capacity to housing. In other words, a UGA expansion request should align with zoning which permits the housing types needed to close the capacity shortfall. This means that a UGA expansion request to increase capacity within a zone focused on single family detached zoning would need to align with a capacity shortfall in the AMI categories which align with those housing types (typically over 100% AMI).

5. Where a city is asking for a UGA expansion due to a housing capacity shortfall within one or more AMI categories, the Housing Needs Assessment should be provided to document the housing types which fall within different affordability levels. This will ensure that land use and zoning being requested within a UGA expansion aligns with the housing types needed to fill the capacity shortfall.
6. If a city is applying for a UGA expansion based on employment capacity, the application should similarly document the need in relation to the land capacity analysis, and how the UGA addition will address that need.

#### **Schedule for Finalizing Targets, Allocations, and Land Capacity Analysis Methodology**

- March 14, 2025 – County will provide to cities Final Draft population and job targets, and the LCA methodology.
- March 21, 2025 – Cities may provide in writing comments on Final Drafts.
- March 28, 2025 – County will distribute Final documents for presentation to BOCC.
- April 8, 2025, 8:00 AM (tentative time) – County staff will present final documents to BOCC in a Workshop for possible action to adopt the targets, methodology. Cities will be invited to participate in this meeting.

#### **Commitment to Collaborative Process**

The UGA review process, as part of the Comprehensive Plan update, is a collaborative process. The preliminary docket application process is the first step in the process. It is important that we begin this process so that the public has adequate opportunity to review and provide comments. The County will continue to collaborate with the cities and the public. All parties will be able to submit additional information in support of their proposals through the review process. Under the Growth Management Act, the County is ultimately responsible for reviewing and adopting UGA amendments; therefore, the Community Development Department has a duty to ask the cities and other applicants follow-up questions.

If any city is considering applying for a UGA amendment, we strongly suggest that you set up times to meet with the county team in advance of submitting. To process your application, we must have information which is complete and provides a record to support your application. Meeting well before a submittal will ensure we can provide feedback early in the process. We are here to answer any questions you might have in advance of the July 1<sup>st</sup> deadline.



***City of College Place, Washington***  
**RESOLUTION NO. 25-042**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON  
REGARDING URBAN GROWTH AREA SWAP, EXPANSION, AND REZONE APPLICATIONS**

**Whereas,** the City of College Place passed Municipal Ordinance No. 466 on September 17, 1979 which classified the City of College as a non-charter code city governed by the rules and regulations of the Revised Code of Washington (RCW) 35A; and

**Whereas,** the Walla Walla County Board of County Commissioners set a deadline for amendments to the Urban Growth Areas (UGA) for the cities of College Place, Prescott, Waitsburg, and Walla Walla, and the unincorporated Urban Growth Areas for Burbank and Attalia for July 1, 2025. and

**Whereas,** the City of College Place Community Development Department has been working with its consultant team in preparing two UGA amendment applications, one entailing an UGA Swap and one entailing a UGA Expansion, and

**Whereas,** both UGA amendments require Rezone Applications, and

**Whereas,** each application requires payment of fees that are collected at time of application, and

**Whereas,** the Comprehensive Plan Amendment process and UGA applications have been discussed at the City of College Place Planning Commission meetings on February 18, 2025, March 18, 2025, April 15, 2025, and June 17, 2025, and

**Whereas,** the Comprehensive Plan Amendment process and UGA Applications have been discussed at the City of College Place City Council Workshop on May 6, 2025.

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

1. Authorize the Community Development Director to submit UGA Swap, UGA Expansion, and Rezone applications to the Walla Walla County Community Development Department.



**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 24<sup>th</sup> day of June, 2025.

Attest:

---

Norma L. Hernández, Mayor

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Maryelizabeth Garcia, City Clerk





# **LAND CAPACITY ANALYSIS**

CITY OF COLLEGE PLACE  
COMPREHENSIVE PLAN UPDATE

***DRAFT***



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## Introduction

The City of College Place is undertaking a Periodic Comprehensive Plan Update for adoption by June 30, 2026. Population, housing, and demographics are foundational to the City's Comprehensive Plan, and the Land Capacity Analysis (LCA) is a requirement of the Growth Management Act (GMA), as part of that Periodic Comprehensive Plan Update. The LCA is an essential tool to evaluate the City's ability to provide an adequate range of housing types to meet the projected housing needs for all income levels, as based on our anticipated population growth. The analysis also includes an inventory of available commercial and light industrial lands within the City limits. The data contained in this report will also be critical information in the evaluation of the adequacy of planned utilities, schools, transportation infrastructure, and public services, which will also be considered as part of this Periodic Comprehensive Plan Update.

## Population

The Land Capacity Analysis is premised on the 20-year forecasted growth for the City of College Place, which is based upon the projected County-wide population growth, and then allocated by jurisdiction.

Walla Walla County in coordination with the City of College Place, Waitsburg and Walla Walla reviewed Washington States' Office of Financial Management's (OFM's) high, medium, and low population projections for Walla Walla County (see Table 1), and based upon a recent growth trends a population projection between the OFM Medium and OFM High projections was selected.. The Countywide Population Projection Methodology used most the most recent decennial census data (2010 and 2020) to determine Average Annual Growth Rate (AAGR). The 2046 countywide population projection is 73,112.

*Table 1: OFM Population Projects for Walla Walla County*

| 2046 OFM Population Projects for Walla Walla County |        |        |
|-----------------------------------------------------|--------|--------|
| Low                                                 | Medium | High   |
| 60,351                                              | 67,334 | 79,777 |

Population allocations for individual jurisdictions with Walla Walla County went through a similar review and analysis. Walla Walla County and local jurisdictions worked together to create the following allocation methodology:

- Local growth rate trends using the decennial census (ACS Data).
- Documented residential development trends that are not captured in recent OFM projections (Waitsburg Staff data which shows a unit count of 32 higher than 2020 Census estimate, County Staff data which shows unaccounted-for vested/pipeline housing units in Burbank).



## Land Capacity Analysis | City of College Place Comprehensive Plan Update 2026

- Statewide market trends which project a higher share of population growth within incorporated UGAs rather than the unincorporated county (State Guidance).
- Commerce HAPT Spreadsheet to make final adjustments to population allocations.
- Local housing plans (Regional HAP).

The following allocation was adopted by the Board of County Commissioners for planning purposes (see Figure 1). College Place's projected 2046 population was identified as 13,341. The City is anticipated to increase the population by 3,439 by the year 2046. This population growth estimate was used when determining the future residential housing needed in the land capacity analysis.

*Figure 1: Walla Walla County Population Allocation*

| Jurisdiction                       | 2010 Census Population Estimate | 2020 Census Population Estimate | 2046 Population Projection | Projected Population Increase 2020-2046   |
|------------------------------------|---------------------------------|---------------------------------|----------------------------|-------------------------------------------|
| <b>Walla Walla County</b>          | <b>58,781</b>                   | <b>62,584</b>                   | 73,112                     | 10,528                                    |
| Unincorporated Walla Walla County* | 16,750                          | 17,084                          | 18,026                     | 942 (includes increase of 360 in Burbank) |
| College Place                      | 8,765                           | 9,902                           | 13,341                     | 3,439                                     |
| Prescott                           | 318                             | 372                             | 460                        | 88                                        |
| Waitsburg                          | 1,217                           | 1,166                           | 1,401                      | 235                                       |
| Walla Walla                        | 31,731                          | 34,060                          | 39,884                     | 5,824                                     |

\*Includes unincorporated UGAs of each City, Burbank, and Attalia. Housing allocation table further breaks this down.

## Existing Housing & Projected Housing Needs

At the time of 2020 Census, the City of College Place had 4,176 housing units. For planning purposes, the City of College Place utilized the allocation of housing needs for Walla Walla County based upon the Housing for All Planning Tool (HAPT) Method C, as developed by Berk Consulting for Washington Department of Commerce, for the purpose of projecting College Place's housing needs for all income categories in 2046. The use of this method is based upon the recommendation by Walla Walla County to utilize this methodology. This methodology has been adopted by the Board of County Commissioners. Table 2 details the County-wide allocation of housing units. College Place's allocation is notated in red.



## Land Capacity Analysis | City of College Place Comprehensive Plan Update 2026

Table 2: College Place County Housing Allocation

|                                                                                                             |                    |                                                                            |         |                          |       |                                         |     |                                                                   |     |         |     |     |  |                                     |  |         |  |
|-------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------------------------|---------|--------------------------|-------|-----------------------------------------|-----|-------------------------------------------------------------------|-----|---------|-----|-----|--|-------------------------------------|--|---------|--|
| Sum of user inputs for jurisdiction shares. If below 100%, increase shares. If above 100%, decrease shares. |                    | User Input - % Share of Countywide Housing Growth. Values must sum to 100% |         | Future Population (2046) |       | HOUSING ALLOCATION FROM SELECTED SHARES |     |                                                                   |     |         |     |     |  | Emergency Housing Needs (Temporary) |  |         |  |
|                                                                                                             |                    |                                                                            |         |                          |       | Total Units Allocated (2020-2046)       |     | Permanent Housing Needs by Income Level (% of Area Median Income) |     |         |     |     |  |                                     |  |         |  |
|                                                                                                             |                    |                                                                            |         |                          |       |                                         |     | 0-30%                                                             |     | >30-50% |     |     |  |                                     |  | >50-80% |  |
|                                                                                                             |                    |                                                                            |         |                          |       | Non-PSH                                 |     | PSH                                                               |     |         |     |     |  |                                     |  |         |  |
| College Place                                                                                               | City               | 35.00                                                                      | 34.98 % | 13,341                   | 1,504 | 457                                     | 274 | 331                                                               | 101 | 59      | 74  | 208 |  |                                     |  |         |  |
|                                                                                                             | Unincorporated UGA | 0.80                                                                       | 0.79 %  | 435                      | 34    | 10                                      | 6   | 8                                                                 | 2   | 1       | 2   | 5   |  |                                     |  |         |  |
| Prescott                                                                                                    | City               | 0.10                                                                       | 0.79 %  | 460                      | 34    | 10                                      | 6   | 8                                                                 | 2   | 1       | 2   | 5   |  |                                     |  |         |  |
|                                                                                                             | Unincorporated UGA | 0.00                                                                       | 0.00 %  | 12                       | 0     | 0                                       | 0   | 0                                                                 | 0   | 0       | 0   | 0   |  |                                     |  |         |  |
| Waitsburg                                                                                                   | City               | 2.30                                                                       | 2.33 %  | 1,401                    | 100   | 30                                      | 18  | 22                                                                | 7   | 4       | 5   | 14  |  |                                     |  |         |  |
|                                                                                                             | Unincorporated UGA | 0.10                                                                       | 0.09 %  | 38                       | 4     | 1                                       | 1   | 1                                                                 | 0   | 0       | 0   | 1   |  |                                     |  |         |  |
| Walla Walla                                                                                                 | City               | 54.60                                                                      | 54.62 % | 39,884                   | 2,348 | 714                                     | 428 | 517                                                               | 157 | 93      | 116 | 323 |  |                                     |  |         |  |
|                                                                                                             | Unincorporated UGA | 1.60                                                                       | 1.61 %  | 2,894                    | 69    | 21                                      | 12  | 15                                                                | 5   | 3       | 3   | 10  |  |                                     |  |         |  |
| Burbank                                                                                                     | Unincorporated UGA | 2.80                                                                       | 2.79 %  | 2,411                    | 120   | 36                                      | 22  | 26                                                                | 8   | 5       | 6   | 17  |  |                                     |  |         |  |
| Attalia Industrial                                                                                          | Unincorporated UGA | 0.00                                                                       | 0.00 %  | 4                        | 0     | 0                                       | 0   | 0                                                                 | 0   | 0       | 0   | 0   |  |                                     |  |         |  |
| Unincorporated Rural                                                                                        | Rural              | 2.00                                                                       | 2.00 %  | 12,232                   | 86    | 0                                       | 0   | 0                                                                 | 6   | 3       | 4   | 73  |  |                                     |  |         |  |

Housing Needs Projections for Selected County, Projection Year, and Population Target

As identified in Table 2, the City is anticipated to need an additional 1,504 housing units within the city limits by the year 2046. In order to evaluate the adequacy of available lands and zoning within the City of College Place to meet the projected housing needs for all income levels, the City based the assumed affordability of housing types by income level provided by Washington State Department of Commerce in Table 4 of "Guidance for Updating Your Housing Element" (see Table 3):

Table 3: Assumed Affordability of Housing Type by Income Level

| Assumed Affordability:<br>Housing Type By Income Level |                                                        |                                 |
|--------------------------------------------------------|--------------------------------------------------------|---------------------------------|
| Zone Category                                          | Housing Type                                           | Assumed Affordability           |
| Low Density                                            | Detached SF homes                                      | Higher income (>120% AMI)       |
| Moderate Density                                       | Townhomes, duplex, triplex, quadplex                   | Moderate income (>80-120% AMI)  |
| Low-Rise Multifamily                                   | Walk-up apartments, condos (2-3 floors)                | Low income (0-80% AMI and PSH*) |
| Mid-Rise Multifamily                                   | Apartments, condos                                     | Low income (0-80% and PSH*)     |
| ADUs (all zones)                                       | Accessory Dwelling Units on developed residential lots | Low income (>50-80% AMI)        |

\*Permanent Supportive Housing

The City of College Place has three different residential zoning districts to accommodate different housing types (Single Family, Multifamily, and Manufactured Home Park). These zones were evaluated and assigned to each housing type. In addition, the presumed Walla Walla County housing allocation (Table 2) for each housing type was distributed by zoning category. The following table is a summary of College Place's projected housing needs from 2020 to 2046 are summarized by income level in Table 4.



Table 4: Assumed Affordability of Housing Type by Zone &amp; Income Level

| <b>College Place<br/>Housing Type by Zone and Income Level</b> |                        |                     |
|----------------------------------------------------------------|------------------------|---------------------|
| <b>GMA Land Use Category</b>                                   | <b>HAPT Allocation</b> | <b>Income Level</b> |
| Single Family Residential                                      | 208                    | >120%               |
| Multifamily                                                    | 1,296                  | <120%               |
| Manufactured Home Park                                         | 0                      | <50%                |
| <b>Totals</b>                                                  | <b>1,504</b>           |                     |

## Land Capacity Analysis

Walla Walla County adopted a revised Land Capacity Analysis (LCA) Methodology in April 2025. The following is a summary of the primary methodology steps and assumptions utilized by the City of College Place (the complete Methodology is located in Appendix A):

**Step 1. Define Study Area & Data Set**

- Base point in time is December 31, 2024
- Study area boundaries set to incorporated city boundaries.

**Step 2. Calculate Developable Area for each Parcel**

- Identify Pipeline Projects
- Remove easements, publicly owned land, critical areas.

**Step 3. Determine Land Capacity Analysis Parcel Types.**

- Vacant Parcels
- Partially-Used Parcels
- Under-utilized Parcels

**Step 4. Determine Total Capacity**

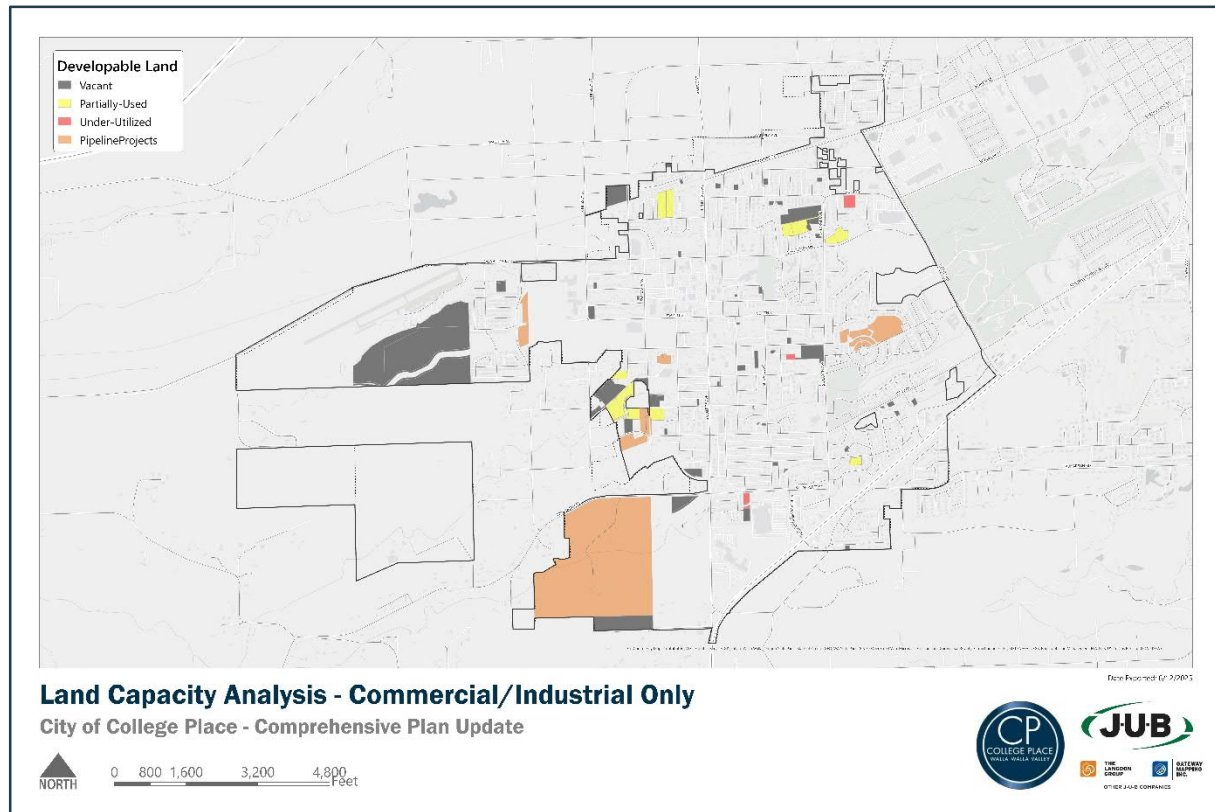
- Determine Unit Capacity by Land Use
- Determine the people per unit expected

**Step 5. Compare Population and unit Capacity with Population Forecast and Housing Allocation Forecast.**

The methodology process identified above was used to determine the vacant, partially utilized and underutilized properties with the City of College Place which could be utilized for future development. Figure 2 depicts the residential land available within the City for future development. For the purpose of this analysis, public and private rights-of-way, and plated HOA tracts dedicated for parks, open space, utility corridors, and critical areas were explicitly excluded. In addition, land owned by Walla Walla University were excluded from the analysis. Appendix B includes a summary of the land available by zone and a complete Residential Analysis utilizing the methodology above to determine the total number of acres available for future development.



Figure 2: Developable Residential Properties in the City of College Place



It should be noted that as part of this analysis, there are several pipeline residential projects that were accounted for separately. These parcels have been identified in Figure 2 above. These areas are considered undeveloped parcels but have a define lot or development plan. For the purpose of this analysis only the proposed lot count from these developments were used not the gross area, see Table 5.

Table 5: Pipeline Housing Units

| Pipeline Projects (Residential)      |              |              |                     | Housing Type |               |
|--------------------------------------|--------------|--------------|---------------------|--------------|---------------|
| Project Name                         | Project Type | Project Year | Proposed Lots/Units | Multi-Family | Single Family |
| Stonecreek MPD                       | Master Plan  | 2025         | 924                 | 613          | 311           |
| Villages at Fort Walla Walla         | Multifamily  | 2024         | 180                 | 180          |               |
| Villages of Garrison Creek Phase XII | Long Plat    | 2024         | 37                  |              | 37            |
| Villages of Garrison Creek           | PUD          |              | 23                  |              | 23            |
| Salerno Estates                      | Short Plat   | 2024         | 6                   |              | 6             |
| Shaw Short Plat                      | Short Plat   | 2024         | 5                   |              | 5             |
| Deer Meadows Subdivision             | Short Plat   | 2022         | 12                  |              | 12            |
| Homestead                            | Wise Size    | 2022         | 47                  | 47           |               |
| Oakwood                              | Short Plat   | 2024         | 9                   |              | 9             |
| <b>Total</b>                         |              |              | <b>1243</b>         | <b>840</b>   | <b>403</b>    |



## Land Capacity Analysis | City of College Place Comprehensive Plan Update 2026

As shown in Appendix B, the following is a summary for the results for the Residential Land Capacity Analysis:

*Table 6: Residential Land Capacity Analysis Summary*

|                                             |       |
|---------------------------------------------|-------|
| Total available vacant land (acres)         | 364.5 |
| Total available partially used land (acres) | 63.4  |
| Total underutilized land (acres)            | 20.4  |
| Total platted land (acres)*                 | 155.8 |
| Total dwelling unit capacity                | 1,697 |

\* Platted land acres include in metric 1-3 summary.

## Available Housing Capacity In College Place

Table 7 summarizes the potential available housing capacity by land use and compares it with the housing allocation by type, as based upon the Housing Type by Assumed Affordability.

*Table 7: Comparison of College Place's Housing Capacity to Allocation*

| College Place<br>Housing Capacity by Zone and Income Level |                                  |                 |            |              |              |
|------------------------------------------------------------|----------------------------------|-----------------|------------|--------------|--------------|
| Zoning Category                                            | Future Residential Unit Capacity | HAPT Allocation | Difference | Acres Needed | Income Level |
| Single Family Residential                                  | 773                              | 208             | 565        | 0            | >120%        |
| Multifamily                                                | 914                              | 1,296           | (382)      | 28.6         | <120%        |
| Manufactured Home Park                                     | 4                                | 0               | 0          | 0            | <120%        |
| <b>Totals</b>                                              | <b>836</b>                       | <b>1,504</b>    | <b>183</b> | <b>28.6</b>  |              |

Based upon this analysis, it appears College Place has the capacity, under its current zoning regulations, to meet projected single family residential housing demand through 2046. However, additional land is needed to meet multi-family housing demand based on the HAPT housing allocation by income level. As shown in Table 7, 382 additional housing units within the multifamily zone is needed to meet the project housing allocation. This would require 28.6 additional acres of multifamily zoned property to be located within the City of College Place. Methods of adjustment range from rezoning existing single family residentially designated land to multi-family or increasing the UGA to accommodate additional capacity. The City is looking at each option for consideration.



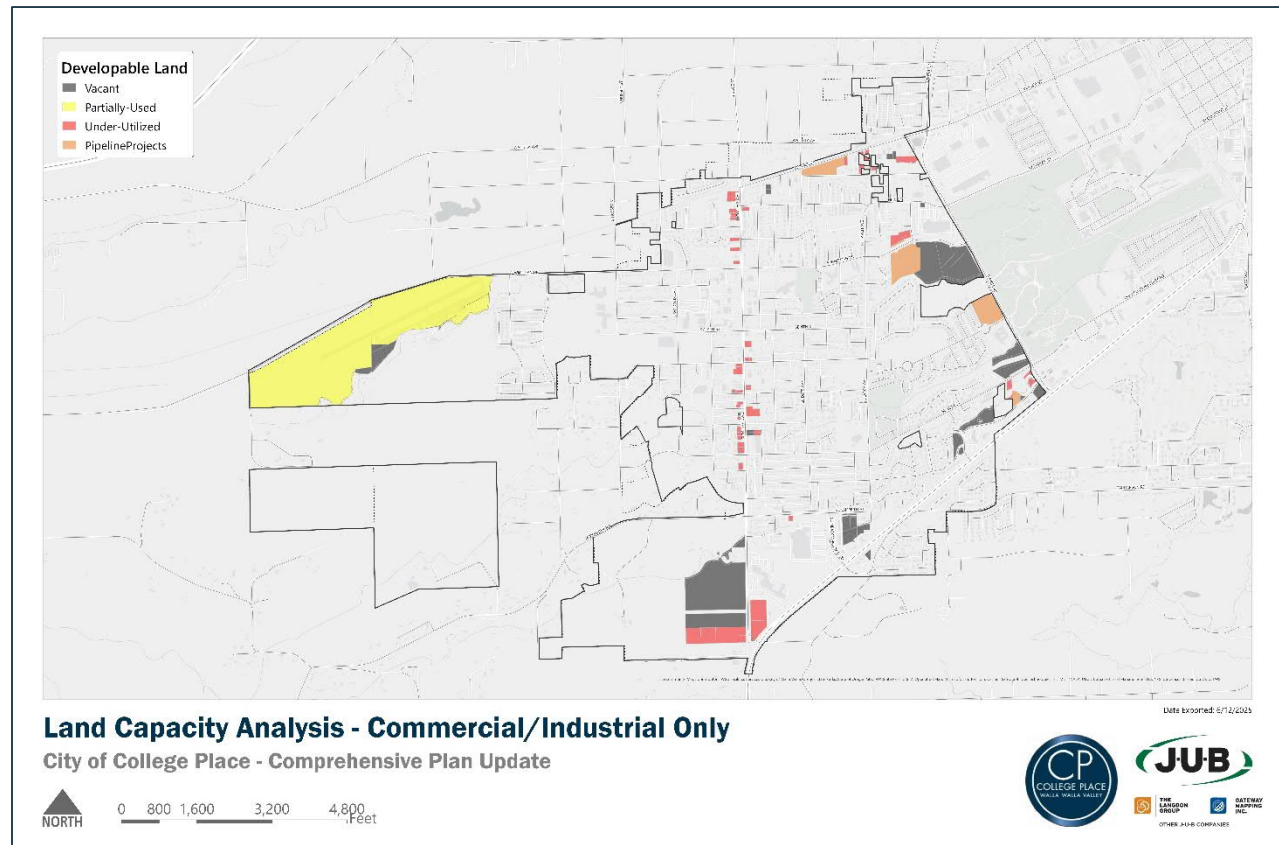
## Commercial & Industrial Lands Inventory

The City of College Place completed an inventory of vacant and underutilized properties zoned for commercial, light industrial, and mixed uses. For the purpose of this analysis, the portions of mixed-use properties that were identified for residential use “available acres”, as were road rights-of-way, overhead and gas utility easements, and the developed portion of underutilized properties. Based upon this analysis, 50 acres of vacant, and 16.2 acres of underutilized, and 64.5 acres of pipeline commercial, industrial and mixed-use zoned properties are available for commercial and industrial development, for a combined total of 131 acres of available lands for commercial and industrial development.

For the purposes of this analysis, the master plan layout for the Martin Airfield Area Planning Study was used to determine the acres of potential pipeline project areas around the airport. Due to the development restrictions around the airport limited areas is developable and has been identified in the master plan.

Figure 4 shows the location and zoning of vacant and underutilized commercial, industrial and mixed-use zoned properties available for commercial and industrial development. Appendix C of this document contains the analysis.

*Figure 3: Vacant & Underutilized Commercial & Industrial Properties*





## Employment

Similar to how population projections were used to determine housing land capacity, employment projections can be used as tool to assist in determining the commercial and industrial land capacity. Walla Walla County identified Employment Projections/Targets for each jurisdiction within the County. The methodology selected for determining each jurisdiction's employment projections was the countywide jobs-to-housing ratio of 1.0. Table x below provides a summary of the employment projections. It is identified that College Place is anticipated to add another 1,504 employees by 2046.

*Figure 4: Walla Walla County Employment Projections*

| Jurisdiction                       | 2020 Census Employment Estimate | 2020 Census Total Housing Estimate | 2020-2046 projected housing growth | Jobs-to-housing ratio | 2020-2046 Employment Growth Projection | 2046 Employment Projection |
|------------------------------------|---------------------------------|------------------------------------|------------------------------------|-----------------------|----------------------------------------|----------------------------|
| <b>Walla Walla County</b>          | 24,958                          | 24,971                             | 4,299                              | <b>1.0</b>            | <b>4,299</b>                           | 29,257                     |
| Unincorporated Walla Walla County* | 6,315                           | 6,542                              | 313                                |                       | <b>313</b>                             | 6,628                      |
| College Place                      | 1,979                           | 4,176                              | 1,504                              |                       | <b>1,504</b>                           | 3,483                      |
| Prescott                           | 1,525                           | 152                                | 34                                 |                       | <b>34</b>                              | 1,559                      |
| Waitsburg                          | 201                             | 530                                | 100                                |                       | <b>100</b>                             | 301                        |
| Walla Walla                        | 14,938                          | 13,571                             | 2,348                              |                       | <b>2,348</b>                           | 17,286                     |

Appendix C provides a summary of the Commercial and Industrial Land Capacity Analysis. As part of this analysis the employee capacity by zone type was calculated based on the floor area ratio of the available land and the employee density by land use type. As show in the employee capacity column, the City currently has capacity for 1,131 employees. When compared with the employment growth project identified in Figure 4 above, there is a deficient of 370 employees. In order to account for these employees' an additional 58 acres of Commercial (39.8 acres) and Industrial (19.2 acres) land within the UGA is needed. The Industrial acreage was identified in the Martin Airfield Area Planning Study as a potential site for future industrial development and included in this calculation.



## Urban Growth Area

Based upon this Land Capacity Analysis, the City of College Place does appear to need to expand portions of the Urban Growth Areas to meet its multifamily housing allocation as well as commercial and industrial employment for 2046. In addition, due to changing growth trends within the city and the availability of utilities the city is interested in doing a UGA Swap to transfer undevelopable land to other more likely areas to be developed which are adjacent to other developed areas and existing infrastructure.



## APPENDIX A: WALLA WALLA COUNTY LAND CAPACITY ANALYSIS (LCA) METHODOLOGY





|        | # | Step                                                          | Reason                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Method and Assumptions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Data Source                                                                 | Output (where applicable)                                                   |
|--------|---|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-----------------------------------------------------------------------------|
|        |   |                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                             |                                                                             |
|        | 1 | Base point in time                                            | Determine point in time at which land capacity will be analyzed. Land use or zoning changes that occur after this point in time should not be considered within the LCA.                                                                                                                                                                                                                                                                                                                                                                                                                     | December 31st, 2024 is the base point in time for the LCA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Jurisdiction Code and county assessor data                                  |                                                                             |
|        | 2 | Study area boundaries                                         | Define the spacial boundary that each jurisdiction will analyze as part of the LCA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Each City will analyze their respective incorporated city properties. The County will analyze unincorporated UGA properties and unincorporated rural properties.                                                                                                                                                                                                                                                                                                                                                                                                            | Allocations to each area is in the adopted HAPT output table.               |                                                                             |
|        |   |                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                             |                                                                             |
|        |   | <b>Data Collection and Calculating Gross Developable Area</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                             |                                                                             |
| PARCEL | 3 | Parcel Data                                                   | County Assessor Parcel data is a dataset which has important information that will be used in the LCA. Note information such as: land value, improvement value, zoning designation, lot size, parcel number, legal description, owner, tax exemption, and building footprint (if available).                                                                                                                                                                                                                                                                                                 | County parcel data can be requested from the County or downloaded off their open data portal. The parcel analysis can happen within GIS or excel.                                                                                                                                                                                                                                                                                                                                                                                                                           | County Assessor.                                                            |                                                                             |
|        | 4 | Pipeline Development                                          | In order to not double count capacity in the LCA, jurisdictions should first identify all properties with pipeline developments. This includes parcels which have been built out since the beginning of 2020, since the HAPT is based on the housing supply as of 2020. Any development that has occurred between 2020 and 2025 should be captured as "capacity" and the underlying parcels should be removed from the LCA.                                                                                                                                                                  | Pipeline developments <b>include the following between Jan 1 2020 and Dec 31 2024:</b> Housing units built. Approved building permits. Approved subdivisions. Vested applications (including those vested before 2020). Approved commercial developments. Pre-application meetings may be considered depending on local circumstances and staff knowledge that the application will develop as applied. Document this information into total pipeline units per zone and total commercial floor area per zone. This information will be used in the final capacity formula. | Jurisdiction-specific permitting data.                                      | Pipeline parcels, number of pipeline units, and pipeline unit type by zone. |
|        | 5 | Easements and tracts                                          | Easements are typically placed over utilities and shared access roads. Tracts are typically native growth protection areas, commonly owned property (landscaping, open space, etc.), and drainage areas. Areas in easements and tracts should be removed from the LCA since you cannot construct a permanent structure over them.                                                                                                                                                                                                                                                            | Use City plat information, utility provider easements, and County parcel data to map easements and tracts in each zone. Remove these areas from the total developable area of each zone (and parcel, where easements bisect an existing parcel).                                                                                                                                                                                                                                                                                                                            | Local easement maps, utility providers, and old plats. County parcel data.  | Undevelopable parcels.                                                      |
|        | 6 | Publicly owned and tax exempt properties                      | Similar to easements and tracts, publicly owned and tax exempt properties have a low likelihood of redevelopment. The properties generally include churches, schools, utility buildings, parks, and other protected lands. Most land owned by governments or public agencies is unlikely to be developed for housing in the near future and should therefore be excluded from the available land supply. Other local factors such as historic districts, conservation easements, or ownership by a non-profit organization should also be considered when identifying public-use properties. | Use county parcel data to search for tax exempt properties. Use local zoning data to identify publicly zoned lots. Refine this search using local knowledge. Remove these areas from the total developable area of each zone.                                                                                                                                                                                                                                                                                                                                               | County parcel data, local zoning data, aerial imagery, and local knowledge. | Undevelopable parcels.                                                      |



|                                       |    |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                            |                                                          |                                                                                                                                           |
|---------------------------------------|----|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| CALCULATING DEVELOPABLE AREA FOR EACH | 7  | Other lands that should be removed | Gas station and condo properties should be removed from the analysis. Condominiums may show up in the results due to the relatively low improvement to land value of any one unit, however, the aggregate improvement to land value generally makes condominiums unlikely to redevelopment. Gas stations often have a low improvement to property value because they generally have very limited facilities and expensive real estate; however, they are highly unlikely to redevelop. Jurisdictions should use local circumstances to other specific types of developments that are unlikely to develop/redevelop. These parcels should be excluded from further analysis.                                                                                                                                                                                                                                | Use aerial imagery and County parcel data to search for condos and gas stations. Remove these areas from the total developable area of each zone.                                                                                                                                          | County parcel data, aerial imagery, and local knowledge. | Undevelopable parcels.                                                                                                                    |
|                                       | 8  | Critical Areas                     | Certain critical areas create undevelopable conditions on properties. These critical areas include steep slopes, streams, wetlands, and floodways. Therefore, these areas should be mapped, labeled as undevelopable area, and removed from the LCA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Use City, County, and/or State publicly available critical area GIS data to map critical areas (in order of locally available information up to state information). This data can be reinforced with any local studies. Remove these areas from the total developable area of each parcel. | City, County, and State critical area information.       | Map of critical areas and Preliminary Developable Area.                                                                                   |
|                                       | 9  | Critical Area Buffers              | Typically, critical area buffers impact development. The intensity of impact depends on local regulations. Buffer areas for critical areas should be assumed to be the actual buffer or an average buffer for unrated critical areas using local regulations. Buffers should be mapped for each zone. Total area covered by buffers in each zone should be divided by total gross area in each zone. The resulting ratio will be the "Buffer Deduction". For example if buffer encumbrance in X zone is 17 acres and the total area of that zone is 144 acres, then the Buffer Deduction for that zone would be 11.8% ( $17/144=0.118$ ). Buffer encumbrance should not include the critical area itself since that area is already removed in previous step. <b>Do not apply the buffer deduction at this point, all percent deductions will be applied in the Deductions and Market Factors section.</b> | Use local regulations to define buffers for each critical area. Where exact rating of a critical area is unknown, use the average buffer for that critical area.                                                                                                                           | Local regulations.                                       | Map of critical area buffers, total area of each zone encumbered by critical area buffers, and Buffer Deduction percentage for each zone. |
|                                       | 10 | Developable Area                   | At this point, the "Developable Area" of each parcel should be calculated by removing the above undevelopable areas from each parcel. <b>The next section will use Developable Area for each parcel to categorize into four LCA types.</b> All parcels which are unlikely to develop due to the above steps should be removed from each zone. The remainder of the LCA should not analyze these parcels for capacity.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Document all of the parcels removed for each category of removable per the previous steps. Remove critical areas from each parcel and document developable area (Developable area= site area minus easements and critical areas).                                                          |                                                          | Developable Area of each eligible parcel                                                                                                  |
|                                       |    |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                            |                                                          |                                                                                                                                           |
|                                       |    | LCA Types                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                            |                                                          |                                                                                                                                           |
|                                       |    | Summary                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                            |                                                          |                                                                                                                                           |



|                                     |    |                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------|----|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LAND CAPACITY ANALYSIS PARCEL TYPES | 11 | Vacant Parcels                | <b>For use in all zones.</b> Parcels of land that contain no structures or have buildings with low value. Vacant parcels have the lowest base market factor since they have the highest likelihood of developing during the planning period.                                                                                                                                                                                                                                                                                                                                                                                                         | Where County parcel data designates the parcel as vacant or if the improvement value is less than \$5,000. Vacant parcels can be reviewed through aerial imagery to ensure that any non-vacant parcels weren't captured in the initial search. Label these parcels as "Vacant".                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | County parcel data | Count of Vacant parcels by zone and total Developable Area of Vacant parcels by zone.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                     | 12 | Partially-used Parcels        | <b>For use in rural and single-family zones.</b> Parcels occupied by a use, but which include enough land to be further subdivided for additional development without rezoning. For example, a 1-acre lot zoned for four units per acre that contains one single-family home could be subdivided to allow development of up to three additional units. Partially-used parcels have a scaling market factor depending on the lot size and density.                                                                                                                                                                                                    | In single-family and rural zones: search for all parcels that are between three and eight times larger ( $\geq 3$ and $< 8$ ) than the allowed minimum lot size. For single-family and rural zones that use max density, search for parcels with an existing density between three and eight times or less ( $\geq 3$ and $< 8$ ) of the max allowed density. <b>Label these parcels as "Partially-used (Small Lot)".</b> Search for parcels with an improvement value greater than the 93rd ( $> 93$ rd) percentile of jurisdiction improvement values. <b>Remove <math>&gt; 93</math>rd percentile lots from Partially-used (Small Lot).</b> In single-family and rural zones: Search for non-vacant parcels eight times or larger ( $\geq 8$ ) than the minimum lot size. For single-family and rural zones that use max density, search for parcels with an existing density 8 times or greater ( $\geq 8$ ) than the max allowed density. <b>Label these parcels as "Partially-used (Large Lot). The number of existing housing units in each Partially-used parcel should also be noted.</b> Each type will have a different market factor as explained in the Deductions and Market Factors section. | County parcel data | Number of Partially-used parcels (split by Large and Small), total Developable Area of Partially-used parcels by zone, and total number of existing housing units on Partially-used parcels. Current number of housing units by parcel should be determined based on Assessor land use codes and parcel improvement value. Assume no more than one unit per parcel unless better information is available. High value homes on large lots should still be considered Partially-used if the lot size is 8 times larger than the minimum lot size or the density is at least 8 times less than the max allowed in that zone. |
|                                     | 13 | Under-utilized Parcels        | <b>For use in multi-family, mixed-use, commercial, and industrial zones.</b> Parcels that are likely to redevelop to a more intensive land use than that which currently occupies the property, either due to market forces or because applicable zoning allows a more intensive use than the current development. For example: A single-family home on property in a multifamily zone. A multifamily residential property developed at a density below that allowed by the applicable zone. Jurisdictions may set this threshold according to local conditions. A property with relatively low improvement value compared to the value of the land. | For multi-family, mixed-use, commercial, and industrial zones, calculate the improvement-to-land value ratio of each parcel. <b>Parcels with an improvement-to-land value ratio below 0.5 should be labeled as "Under-utilized".</b> Single-family homes in these zones should also be labeled as "Under-utilized". Document existing development on Under-utilized parcels (number of residential units and floor area of commercial).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | County parcel data | Number of Under-utilized parcels, total Developable Area of Under-utilized parcels by zone, and total number of existing housing units or commercial square footage on Under-utilized parcels. See Deduction and Market Factors section for more information on specifying deductions for different zones.                                                                                                                                                                                                                                                                                                                 |
|                                     | 14 | Fully Developed Parcels       | Fully Developed parcels are all parcels which do not fit into either Pipeline, Vacant, Partially-used, Under-utilized, or Undevelopable categories.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Label the remaining parcels as "Fully Developed". These parcels will not be used for this analysis as these parcels are assumed to have no capacity for additional development under current zoning regulations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | County parcel data | Fully developed parcels.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                     | 15 | LCA parcel summary            | Summarize developable area of each LCA type by zone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | For each zone, add up all of the developable area for each LCA parcel type: Vacant, Partially-used (separated by Large and Small), and Under-utilized.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Local analysis     | Table showing each zone and the developable area of each zone by LCA type (example to the right).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                     |    |                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                     |    | Deductions and Market Factors |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |



|                      |    |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                            |                                                                                             |                                                                                                                                                                                                                                                                                              |
|----------------------|----|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NET DEVELOPABLE AREA | 16 | Vacant parcel deduction         | The Vacant parcel deduction accounts for some portion of the remaining developable land supply may remain unavailable for development during the planning period due to site conditions, economic factors or unwillingness to develop or sell on the part of the property owner.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 15%                                                                                                                                                                                                                                        | Consistent with State guidance.                                                             | Alternatively, if a community has conducted specific market factor analysis, such as analysis performed under the requirements of the buildable lands program, the results of that evaluation may be used here, provided the jurisdiction documents the analysis and associated assumptions. |
|                      | 17 | Partially-used parcel deduction | The Partially-used parcel deduction accounts for some portion of the remaining developable land supply may remain unavailable for development during the planning period due to site conditions, economic factors or unwillingness to develop or sell on the part of the property owner.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 25% for Small Lot Partially-used. 15% for Large Lot Partially-used.                                                                                                                                                                        | Consistent with State guidance and discussions with city/county staff.                      | Alternatively, if a community has conducted specific market factor analysis, such as analysis performed under the requirements of the buildable lands program, the results of that evaluation may be used here, provided the jurisdiction documents the analysis and associated assumptions. |
|                      | 18 | Under-utilized parcel deduction | The Under-utilized parcel deduction accounts for some portion of the remaining developable land supply may remain unavailable for development during the planning period due to site conditions, economic factors or unwillingness to develop or sell on the part of the property owner.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 25%                                                                                                                                                                                                                                        | Consistent with State guidance.                                                             | Alternatively, if a community has conducted specific market factor analysis, such as analysis performed under the requirements of the buildable lands program, the results of that evaluation may be used here, provided the jurisdiction documents the analysis and associated assumptions. |
|                      | 19 | Infrastructure deduction        | New development generally requires new infrastructure improvements (roads, utilities, landscaping, open space, etc.). These improvements occupy land, reducing the acreage available for housing development. The amount of the deduction for infrastructure can vary by location and development status. For example, redevelopable land and infill vacant lots in urban areas may already be partially or fully served by existing infrastructure and may require a smaller deduction than greenfield areas.                                                                                                                                                                                                                                                                       | 5-30% depending on specific circumstances of each zone.                                                                                                                                                                                    | Local circumstances and staff analysis. Consistent with discussions with city/county staff. |                                                                                                                                                                                                                                                                                              |
|                      | 20 | Buffer deduction                | Typically, critical area buffers impact the ability of development. The intensity of impact to potential development depends on local regulations. Buffer areas for critical areas should be assumed to be the actual buffer or an average buffer for unrated critical areas using local regulations. Buffers should be mapped for each zone. Total area covered by buffers in each zone should be divided by total gross area in each zone. The resulting ratio will be the "Buffer Deduction". For example if buffer encumbrance in X zone is 17 acres and the total area of that zone is 144 acres, then the Buffer Deduction for that zone would be 11.8% ( $17/144=0.118$ ). Buffer encumbrance should not include the critical area itself since that area is already removed. | Calculated previously and applied after other deductions.                                                                                                                                                                                  | Local analysis.                                                                             | The Buffer deduction is meant to balance lot area encumbered by critical area buffers and the possibility of developers reducing the buffer using local regulations.                                                                                                                         |
|                      | 21 | Net Developable Area            | Net Developable Area is the remaining developable area after applying the LCA parcel type deduction, Infrastructure deduction, and Buffer deduction.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Apply the deduction to the previous Developable area of each zone in the following order: 1. LCA Parcel specific deduction; 2. Infrastructure deduction; 3. Buffer deduction. The remaining area is the Net Developable Area of each zone. | Local analysis.                                                                             |                                                                                                                                                                                                                                                                                              |



|                |    | Housing and Employment Capacity                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                             |                                                                                                                                                                                                                                                                                                                              |
|----------------|----|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TOTAL CAPACITY | 22 | Assumed Density for zones allowing residential development | <p>Since the LCA is a forward-looking analysis, jurisdictions should focus on the level of development expected to occur during the planning period. Assumed densities for use in the LCA should consider the maximum densities allowed under zoning, and historic trends and achieved residential densities, as well as factors, which may cause trends to change in the future. In some cases, achieved densities will be similar to maximum allowed densities. However, many factors beyond the control of cities and counties can influence the level of future development.</p> <p>Therefore, compare allowed densities to achieved densities to identify zones that have historically underperformed relative to planned levels of development.</p> <p>At a minimum, assumed densities should reflect the current achieved residential densities for each zone but should not exceed the maximum density allowed by right under the development code. In mixed-use zones and areas regulated under form-based codes, assumed residential densities must consider the potential development of non-residential uses. To avoid counting more residential capacity than will develop over the planning period, jurisdictions must account for non-residential uses when calculating capacity in these zones. Mixed-use and form-based development regulations can vary by geography and urban context, so jurisdictions should choose an approach that is most consistent with their development code.</p> | Local jurisdictions will develop their own assumed densities. When developing assumed densities for each zone, do not take into account decrease in density due to infrastructure or critical areas since these deductions have already been made. Consider the slight increase in density that is forecasted for urban zones.                                                                                                                | Local analysis.                                                                             | Assumed densities for each zone that allows residential development. The 2012 Commerce UGA Guidebook and WAC Sections 365-196-210(6), 365-196-310(4)(b)(ii)(E) and 365-196-325(2) establish guidance on the factors that should be considered when establishing growth and density assumptions for a land capacity analysis. |
|                | 23 | Gross Residential Capacity                                 | Calculate housing capacity by zone using the Assumed Density of each zone which allows residential and the Net Developable Area of each zone.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | For each zone, multiply their respective Assumed Density by their Net Developable Area. The result is the Gross Residential Capacity for each zone. Add up all the zones to get total Gross Residential Capacity.                                                                                                                                                                                                                             | Local analysis.                                                                             | Gross Residential Capacity for each zone and for study area.                                                                                                                                                                                                                                                                 |
|                | 24 | Net Residential Capacity                                   | Add pipeline units and subtract existing units from Partially-used and Under-utilized parcels per zone to get Net Residential Capacity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Add pipeline units and subtract existing units from Partially-used and Under-utilized parcels per zone to get Net Residential Capacity                                                                                                                                                                                                                                                                                                        | Local analysis.                                                                             | Net Residential Capacity in dwelling units for each zone and for study area.                                                                                                                                                                                                                                                 |
|                |    |                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                             |                                                                                                                                                                                                                                                                                                                              |
|                | 25 | Calculate net commercial and industrial floor area         | Use existing floor-area-ratio (FAR) in zones allowing commercial and industrial zones to determine total commercial and industrial floor area by zone in square feet.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Calculate assumed FAR using existing commercial and industrial developments (FAR is built floor area divided by site area). Multiply net commercial and industrial developable area by the assumed FAR for each zone. Subtract existing building square footage on partially-used and under-utilized land. <b>Add in square feet of pipeline commercial and industrial development to get net commercial and industrial capacity by zone.</b> | Local analysis.                                                                             | Net commercial and industrial floor area in square feet.                                                                                                                                                                                                                                                                     |
|                | 26 | Assumed Employment Density                                 | Use generic commercial and industrial employment density assumptions to calculate employment capacity. Assumed densities can be adjusted using local knowledge and analysis. Ranges of assumed employment densities have been provided.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Commercial density: 300-600 square feet per employee. Industrial density: 700-1,100 square feet per employee.                                                                                                                                                                                                                                                                                                                                 | Consistent with State guidance and previous discussions with cities/county. Local analysis. | Assumed commercial and industrial density by zone.                                                                                                                                                                                                                                                                           |



|  |    |                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |                                                                                                                                                           |
|--|----|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | 27 | Job Capacity                         | Calculate total job capacity by zone using the Assumed Employment Density of each zone and the net commercial and industrial floor area of each zone.                                                                                                                                                                                                                                                                                | Multiply Assumed Employment Density and net floor area of each zone to get <b>total Employment Capacity of each zone. Add up the Employment Capacity of each zone to get total Employment Capacity for the study area.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Local analysis.                                           | Total Employment Capacity in jobs for the study area.                                                                                                     |
|  | 28 | Net Population Capacity              | Use ACS 5-year estimates to find housing occupancy data (pull the existing vacancy) and people per household data.                                                                                                                                                                                                                                                                                                                   | Multiply Net Residential Capacity by jurisdiction-specific vacancy rate to get Total Occupied Units. Multiply Total Occupied Units by jurisdiction-specific persons per household to get Net Population Capacity.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | ACS data and local analysis.                              | Net Population Capacity in person for the study area.                                                                                                     |
|  | 29 | Compare Capacity to Allocated growth | Calculate the projected surplus or deficit for housing, population, and employment.                                                                                                                                                                                                                                                                                                                                                  | Use the Net Population Capacity, Total Employment Capacity, and Net Residential Capacity results; subtract from allocated growth; record results.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Local analysis and growth targets.                        | Projected surplus or deficit for housing, population, and employment.                                                                                     |
|  |    |                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |                                                                                                                                                           |
|  |    | Other required findings              |                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |                                                                                                                                                           |
|  |    | Capacity by Affordability            | New HB 1220 legislation requires jurisdictions to split residential capacity by affordability.                                                                                                                                                                                                                                                                                                                                       | Use HB 1220 Housing Element Guidance Book 2 to calculate the residential capacity for each income level (Chapter 3 Land Capacity Analysis). Summarize this data in a table and compare to the allocated growth targets. If there is a deficit in any income level, use Commerce Guidance (linked above) to resolve the gap.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Local analysis, State regulations, and Commerce guidance. | <a href="https://deptofcommerce.app.box.com/s/1d9d5l7g509r389f0mjpowh8isjpirth">https://deptofcommerce.app.box.com/s/1d9d5l7g509r389f0mjpowh8isjpirth</a> |
|  |    | Emergency Housing                    |                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |                                                                                                                                                           |
|  |    |                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |                                                                                                                                                           |
|  |    | Optional Studies for more Capacity   |                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                           |                                                                                                                                                           |
|  |    | Middle Housing                       | <b>Middle housing legislation and additional capacity for affordable units.</b> With the next periodic update, jurisdictions required to implement middle housing with HB 1110 (2023) must allow increased development potential if some of the units are affordable. Although generally middle housing will not support households earning under 80% of AMI, in these specific circumstances that assumption would not remain true. | From Commerce guidance: Jurisdictions may want to consider using the following approach - drawn from the Puget Sound Regional Council's (PSRC) impact analysis of HB 1110 - to help determine the capacity impacts of this bill.<br>When considering additional density because of middle housing regulation changes, consider:<br>1. Which lots would be potentially redevelopable (i.e., those without Homeowners Association (HOA) restrictions, those that are vacant or have only one dwelling unit, those with a developable area over 2,000 square feet, etc.).<br>2. Of the lots in Step 1, determine which subset of lots may economically make sense to redevelop. A starting point for this analysis could be where the land value is greater than the improvement value and the built square footage is less than 1,400 square feet.<br>3. Estimate the total development potential of lots selected through Step 2, i.e., the maximum number of dwelling units allowed to be developed on these lots net of existing units. Then determine what percentage of the total development potential (or net maximum dwelling units) could reasonably be expected to redevelop over the 20-year planning period. A conservative estimate could be 25%, but tailor this factor to what is most appropriate for your jurisdiction and local market conditions. | Local analysis, State regulations, and Commerce guidance. |                                                                                                                                                           |



|  |  |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                 |                                                           |                                                                                                                                                           |
|--|--|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  | ADUs | Changes to the housing element requirements in 2021 call for jurisdictions to consider the role of accessory dwelling units (ADUs) in meeting housing needs. Changes in 2023 require jurisdictions to allow up to two ADUs per lot in urban growth areas, with the option for separate sale. Although capacity for ADUs has not typically been measured in a land capacity analysis, they are very likely to become important in meeting housing needs. | Use the optional methodology outlined in Chapter 1.6 of the Commerce HB 1220 Housing Element Guidance Book 2 to calculate ADU capacity by zone. | Local analysis, State regulations, and Commerce guidance. | <a href="https://deptofcommerce.app.box.com/s/1d9d5l7g509r389f0mjpowh8isjpirlh">https://deptofcommerce.app.box.com/s/1d9d5l7g509r389f0mjpowh8isjpirlh</a> |
|  |  |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                 |                                                           |                                                                                                                                                           |



## APPENDIX B: COLLEGE PLACE RESIDENTIAL LAND CAPACITY WORKSHEET





LAND CAPACITY FOR FUTURE RESIDENTIAL DEVELOPMENT

City of College Place, WA

|                                 | Steps 1 – 8               | Steps 16 – 18                | Step 19     | Step 20                | Step 21     | Step 22          | Step 23       |                  |                  |       |            |            |
|---------------------------------|---------------------------|------------------------------|-------------|------------------------|-------------|------------------|---------------|------------------|------------------|-------|------------|------------|
|                                 | Total Available           | Parcel Deduction             | Net         | Public                 | Net         | Buffer Deduction | Acres         | Assumed          | Future           | Total | HAPT       |            |
|                                 | Acres                     | (15% for vacant & large      | Developable | Infrastructure         | Developable | - DMU = 0.28%    | Available for | Density per Acre | Residential Unit |       | Housing    | Difference |
|                                 | (excludes Critical Areas, | lot partially-used,          | Acres       | (30% for Roads, Parks, | Acres       | - GC = 0.87%     | Residential   |                  | Capacity         |       | Allocation |            |
|                                 | Pipeline Projects,        | 25% for small lot partially- |             | Stormwater, etc.)      |             | - LI = 0.42%     |               |                  |                  |       |            |            |
|                                 | Easements/Tracts and      | used & Under-utilized)       |             |                        |             | - MFR = 0.10%    |               |                  |                  |       |            |            |
|                                 | Public Uses)              |                              |             |                        |             | - MHP = 0.87%    |               |                  |                  |       |            |            |
|                                 |                           |                              |             |                        |             | - SFR = 0.83%    |               |                  |                  |       |            |            |
|                                 |                           |                              |             |                        |             | - UD = 0.31%     |               |                  |                  |       |            |            |
| Zoning Category                 |                           |                              |             |                        |             |                  |               |                  |                  |       |            |            |
| Single Family Residential       |                           |                              |             |                        |             |                  |               |                  |                  |       |            |            |
| Vacant                          | 113.9                     | 17.1                         | 96.8        | 29.0                   | 67.7        | 0.6              | 67.2          | 4.6              | 307              | 773   | 208        | 565        |
| Underutilized                   | 1.6                       | 0.4                          | 1.2         | 0.4                    | 0.8         | 0.0              | 0.8           | 4.6              | 4                |       |            |            |
| Partially Used – Large Lot      | 22.1                      | 3.3                          | 18.8        | 5.6                    | 13.1        | 0.1              | 13.0          | 4.6              | 60               |       |            |            |
| Pipeline Projects               | 154.4                     | na                           |             |                        |             |                  |               |                  | 403              |       |            |            |
| Multifamily                     |                           |                              |             |                        |             |                  |               |                  |                  |       |            |            |
| Vacant                          | 4.8                       | 0.7                          | 4.1         | 1.2                    | 2.9         | 0.0              | 2.9           | 20.0             | 57               | 914   | 1,296      | -382       |
| Underutilized                   | 1.6                       | 0.4                          | 1.2         | 0.4                    | 0.8         | 0.0              | 0.8           | 20.0             | 17               |       |            |            |
| Partially Used                  | 0.0                       | 0.0                          | 0.0         | 0.0                    | 0.0         | 0.0              | 0.0           | 20.0             | 0                |       |            |            |
| Pipeline Projects               | 1.4                       | na                           |             |                        |             |                  |               |                  | 840              |       |            |            |
| Manufactured Home Park          |                           |                              |             |                        |             |                  |               |                  |                  |       |            |            |
| Vacant                          | 0.0                       | 0.0                          | 0.0         | 0.0                    | 0.0         | 0.0              | 0.0           | 6.2              | 0                | 4     |            |            |
| Underutilized                   | 0.0                       | 0.0                          | 0.0         | 0.0                    | 0.0         | 0.0              | 0.0           | 6.2              | 0                |       |            |            |
| Partially Used                  | 1.0                       | 0.2                          | 0.9         | 0.3                    | 0.6         | 0.0              | 0.6           | 6.2              | 4                |       |            |            |
| Pipeline Projects               | 0.0                       | na                           |             |                        |             |                  |               |                  | 0                |       |            |            |
| Totals (less pipeline projects) | 145.0                     | 22.1                         | 122.9       | 36.9                   | 86.1        | 0.7              | 85.4          | -                | 1,691.2          |       |            |            |



## APPENDIX B: COLLEGE PLACE COMMERCIAL/INDUSTRIAL LAND CAPACTIY WORKSHEET





LAND CAPACITY FOR FUTURE COMMERCIAL/INDUSTRIAL DEVELOPMENT

City of College Place, WA

|                     | Steps 1 – 8     | Steps 16 – 18                                                                                                                  | Step 19           | Step 20                                                 | Step 21           | Step 22                                                                                                          | Step 23         |             |                      |               |                      |                                                           |                   |                 |
|---------------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------|-----------------|-------------|----------------------|---------------|----------------------|-----------------------------------------------------------|-------------------|-----------------|
|                     | Total Available | Parcel Deduction                                                                                                               | Net               | Public                                                  | Net               | Buffer Deduction                                                                                                 |                 |             |                      |               |                      | Employment Density                                        |                   | Population      |
| Zoning Category     | Acres           | (15% for vacant & large lot partially-used, Pipeline Projects, 25% for small lot partially-used & Under-utilized) Public Uses) | Developable Acres | Infrastructure (30% for Roads, Parks, Stormwater, etc.) | Developable Acres | - DMU = 0.28%<br>- GC = 0.87%<br>- LI = 0.42%<br>- MFR = 0.10%<br>- MHP = 0.87%<br>- SFR = 0.83%<br>- UD = 0.31% | Acres Available | Assumed FAR | Future Capacity (Ac) | Total (Sq.Ft) | Occupancy Rate (95%) | sq.ft./employee<br>Commercial = 550<br>Industrial = 1,100 | Employee Capacity | to Jobs<br>4.94 |
| University District |                 |                                                                                                                                |                   |                                                         |                   |                                                                                                                  |                 |             |                      |               |                      |                                                           |                   |                 |
| Vacant              | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 13%         | 0                    | -             |                      |                                                           | 0                 | 0               |
| Underutilized       | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 13%         | 0                    | -             |                      |                                                           |                   |                 |
| Partially Used      | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 13%         | 0                    | -             |                      |                                                           |                   |                 |
| Pipeline Projects   | 0.0             | na                                                                                                                             |                   |                                                         |                   |                                                                                                                  |                 |             |                      |               |                      |                                                           |                   |                 |
| Downtown Mixed Use  |                 |                                                                                                                                |                   |                                                         |                   |                                                                                                                  |                 |             |                      |               |                      |                                                           |                   |                 |
| Vacant              | 0.7             | 0.1                                                                                                                            | 0.6               | 0.2                                                     | 0.4               | 0.0                                                                                                              | 0.4             | 13%         | 0                    | 2,212         | 1,991                | 4                                                         | 51                | 250             |
| Underutilized       | 9.7             | 2.4                                                                                                                            | 7.3               | 2.2                                                     | 5.1               | 0.0                                                                                                              | 5.1             | 13%         | 0.7                  | 28,693        | 25,823               | 47                                                        |                   |                 |
| Partially Used      | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 13%         | 0                    | -             |                      |                                                           |                   |                 |
| Pipeline Projects   | 0.0             | na                                                                                                                             |                   |                                                         |                   |                                                                                                                  |                 |             |                      |               |                      |                                                           |                   |                 |
| General Commercial  |                 |                                                                                                                                |                   |                                                         |                   |                                                                                                                  |                 |             |                      |               |                      |                                                           |                   |                 |
| Vacant              | 79.1            | 11.9                                                                                                                           | 67.2              | 20.2                                                    | 47.1              | 0.4                                                                                                              | 46.6            | 13%         | 6                    | 264,158       | 237,742              | 432                                                       | 814               | 4,019           |
| Underutilized       | 21.4            | 5.3                                                                                                                            | 16.0              | 4.8                                                     | 11.2              | 0.1                                                                                                              | 11.1            | 13%         | 1.4                  | 63,062        | 56,756               | 103                                                       |                   |                 |
| Partially Used      | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 13%         | 0                    | -             |                      |                                                           |                   |                 |
| Pipeline Projects   | 30.0            | na                                                                                                                             |                   |                                                         |                   |                                                                                                                  | 30.0            | 13%         | 4                    | 169,955       | 152,960              | 278                                                       |                   |                 |
| Light Industrial    |                 |                                                                                                                                |                   |                                                         |                   |                                                                                                                  |                 |             |                      |               |                      |                                                           |                   |                 |
| Vacant              | 5.0             | 0.7                                                                                                                            | 4.2               | 1.3                                                     | 3.0               | 0.0                                                                                                              | 2.9             | 20%         | 1                    | 25,654        | 23,089               | 21                                                        | 267               | 1,320           |
| Underutilized       | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 20%         | 0                    | -             | -                    |                                                           |                   |                 |
| Partially Used      | 0.0             | 0.0                                                                                                                            | 0.0               | 0.0                                                     | 0.0               | 0.0                                                                                                              | 0.0             | 20%         | 0                    | -             | -                    |                                                           |                   |                 |
| Pipeline Projects*  | 40.8            | 6.1                                                                                                                            | 34.7              | 0.0                                                     | 34.7              | 0.1                                                                                                              | 34.5            | 20%         | 7                    | 300,863       | 270,777              | 246                                                       |                   |                 |
| Totals              | 187             | 27                                                                                                                             | 160               | 29                                                      | 101               | 0.4                                                                                                              | 131             | -           | 20                   |               |                      |                                                           | 1,131             | 5,589           |





**J-U-B ENGINEERS, Inc.  
AGREEMENT FOR PROFESSIONAL SERVICES**

**Task Order No. 30-25-036  
City of College Place**

DATE: 06/10/2025

**PROJECT:** Comprehensive Plan Update

**RE:** Master Engineering Services Agreement between the City of College Place (CLIENT) and J-U-B ENGINEERS, Inc., (J-U-B), dated October 8, 2024.

Upon execution of this Task Order by CLIENT and J-U-B in the space provided below, this Task Order will serve as authorization for J-U-B to carry out and complete the services set forth below in accordance with the referenced Agreement between the CLIENT and J-U-B.

1. Purpose: Update of the City of College Place 2019 Comprehensive Plan per requirements of Revised Code of Washington (RCW) 36.40A.130.
2. Scope of Services: J-U-B will provide planning services per attached Exhibit A.
3. Time for Performance of Services: Work to be completed by December 31, 2026 to meet requirements of Washington State Department of Commerce.
4. Compensation for Services: Time & Materials at J-U-B standard billing rates. Estimated to be approximately \$228,600.

SIGNATURES

CLIENT:

**City of College Place**

By: Mike Rizzitiello

Title: City Administrator, City of College Place

Date: \_\_\_\_\_

ENGINEER:

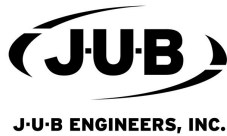
**J-U-B ENGINEERS, Inc.**

By: Ben Hoppe, P.E.

Title: Assistant Area Manager

Date: 06/20/2025





**J-U-B ENGINEERS, Inc.  
AGREEMENT FOR PROFESSIONAL SERVICES**

**Attachment 1 – Scope of Services, Basis of Fee, and Schedule**

**PROJECT NAME:** Comprehensive Plan Update

**CLIENT:** City of College Place

**J-U-B PROJECT NUMBER:** 30-25-036

**ATTACHMENT TO:**

☒ **AGREEMENT DATED: 10/8/2024**

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

**PART 1 - PROJECT UNDERSTANDING**

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

Pursuant to the Revised Code of Washington (RCW) 36.40A.130, counties and cities shall take legislative action to review and revise their comprehensive land use plan and development regulations to comply with state requirements.

The City of College Place is one of the many communities in Walla Walla County that is required to conduct a Periodic Comprehensive Plan Update. The City completed the most recent update in 2018. Since that time, newer Washington State Legislative Requirements have been enacted and the current planning documents need to be reviewed and updated, as applicable, prior to the June 30, 2026 deadline. After completion of this planning update, a Comprehensive Plan Update is anticipated every 10 years thereafter.

Approximately \$125,000 in grant funding from the Washington State Department of Commerce is available to assist with this planning effort. Half of this amount can be spent from 7/1/2024 to 6/30/2025 and the remaining amount can be spent from 7/1/2025 to 6/30/2026.

**PART 2 - SCOPE OF SERVICES BY J-U-B**

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

**A. Task 001: Project Management, Meetings, and Closeout**

1. For this task, J-U-B will:
  - a. Set up project into J-U-B's financial and record keeping systems for document retention and project controls.
  - b. Conduct project planning and risk assessment.
  - c. Coordinate quality assurance / quality control (QA/QC) processes.
  - d. Communicate and coordinate J-U-B team activities with kickoff and progress meetings as required.
  - e. Regularly monitor project status, budget and schedule.
  - f. During periods of project activity, provide a regular report to CLIENT on project status, budget and schedule.
  - g. Provide quarterly (six) status updates to the Planning Commission
  - h. Provide a monthly invoice including budget status.
  - i. Provide ongoing document handling and filing.
  - j. Conduct internal reviews at appropriate phases for quality control and assurance.



- k. Archive paper and electronic files and records.
- l. Communicate the project completion to CLIENT and other affected agencies and stakeholders, as required.
- m. Close financial billing and accounting records in J-U-B's financial and record-keeping systems.

**B. Task 002: Develop Work Plan**

1. For this task, J-U-B will:
  - a. Review the City of College Place 2018 Comprehensive Plan and compare it with the Washington State Department of Commerce Periodic Checklist (see Task 4 & 5). Summarize the section of the Comprehensive Plan required to be updated based on the Checklist evaluation.
  - b. Meet in person with City staff to review major issues that need to be addressed for Comprehensive Plan Update.
  - c. Create Work Plan that outlines the entire periodic update process.
2. Deliverable(s):
  - a. Final Work Plan

**C. Task 003: Public Participation Plan**

1. For this task, The Langdon Group (TLG), a subsidiary of J-U-B, will coordinate and facilitate the public participation tasks for this project in coordination with the CLIENT and Project Team, to include:
  - a. Develop and update a Public Participation Plan.
    - i. TLG will identify and work with the CLIENT to identify key stakeholders, outreach goals, communication protocols, methods, and associated timelines for the Public Participation Plan activities. This plan is considered a living document, to be updated throughout the project, as appropriate, to reach public participation goals.
  - b. Conduct a Situation Assessment
    - i. Work with the CLIENT to develop an interview guide, questions, and identify interest-holder interviews.
    - ii. Plan, schedule, and conduct up to fifteen (15) individual stakeholder interviews in person to understand local perspectives, priorities, opportunities, and challenges. Interviews will include a diverse cross-section of perspectives to collect a comprehensive understanding of community interests.
    - iii. Develop and maintain a comment database for all comments received throughout the life of the project.
2. Deliverable(s):
  - a. Public Participation Plan
  - b. Create comment database
  - c. Situation Assessment/interview summary

**D. Task 004: Critical Areas Checklist**

1. For this task, J-U-B will:
  - a. Review the City of College Place Critical Areas Ordinance (CAO) and compare it with the Washington State Department of Commerce CAO Checklist. Summarize section of the CAO required to be updated based on the Checklist evaluation.
  - b. Meet in-person with City Staff to review major issues which need to be addressed for CAO update.
2. Deliverable(s):
  - Complete Commerce Critical Areas Checklist



**E. Task 005: Comprehensive Plan & Development Regulations Checklist**

1. For this task, J-U-B will:
  - a. Review the City of College Place 2019 Comprehensive Plan & existing Development Regulations and compare them with the Washington State Department of Commerce Periodic Checklist. Summarize section of the Comprehensive Plan & Development Regulations required to be updated based on the Checklist evaluation.
  - b. Meet in person with City Staff to review significant issues that need to be addressed for the Comprehensive Plan Update.
2. Deliverable(s):
  - a. Complete Commerce Periodic Update Checklist
  - b. Project Kick-Off Meeting (See Task 003)
  - c. Complete workplan for the Comprehensive Plan Periodic Update (See Task 003)

**F. Task 006: Land Capacity Analysis**

1. For this task, J-U-B will:
  - a. Review land use inventory to determine the city's existing capacity to absorb the 20-year housing, commercial and industrial demands.
  - b. Utilize Walla Walla County Land Capacity Analysis Methodology to identify existing land capacity.
  - c. Analyze option for land use changes and UGA adjustments to accommodate future housing, commercial and industrial land area needs.
  - d. Prepare LCA Report
  - e. Present results of LCA with Planning Commission for recommendation.
2. Deliverable(s):
  - a. Draft and Final Land Capacity Analysis Report
  - b. UGA analysis

**G. Task 007: Draft Comprehensive Plan**

1. For this task, J-U-B will:
  - a. Review and revise the Comprehensive Plan with the following document sections and topics following recommendations from the Periodic Update Checklist from Task 005:
    - i. Introduction and Community Profile
    - ii. Vision, Values, Goals and Policies
    - iii. Land Use Element
    - iv. Housing Element
    - v. Economic Development
    - vi. Parks and Recreation and Open Space
    - vii. Transportation Element
    - viii. Utilities Element
    - ix. Capital Facilities Plan Element
    - x. Climate Change and Resiliency Element
    - xi. Demographic Profile
    - xii. Land Use Report
    - xiii. Public Participation
  - b. Conduct internal QC review of the comprehensive plan review.
  - c. Prepare Draft Non-Project SEPA Checklist.
  - d. Review Draft Comprehensive Plan Update with City Staff (2 meetings) and Planning Commission (2 Meetings) and Council Workshops (1 meeting).
  - e. Update final document based on CLIENT input and review of the draft.
  - f. Update Comprehensive Plan Checklist to identify compliance with required elements of the Periodic Update Checklist.



- g. Assist with submittal of Comp Plan to Commerce for 60-day review
- h. Prepare one digital copy and two hard copies for CLIENT's records.
- 2. Assumptions
  - a. CLIENT to prepare Draft Determination of Non-Significance.
  - b. CLIENT to assist with public notices for review and approval.
  - c. CLIENT to assist with submission of final document to Commerce.
  - d. CLIENT to assist with preparing and issuing necessary notices for final adoption.
- 3. Deliverable(s):
  - a. Updated Comprehensive Plan sections and chapters in PDF format.
  - b. Updated Comprehensive Plan Checklist in PDF format.

#### H. Task 008: Public Involvement

- 1. Public Outreach Materials, Project website and public survey, and summary of public participation plan. For this task, TLG will coordinate and facilitate the public participation tasks for this project in coordination with the CLIENT to include:
  - a. Public Outreach Materials
    - i. TLG will assist CLIENT in developing clear, concise, and strategic content for distribution and identification of the most appropriate communication channels. This will include up to 5 social media posts, one project flier, one public mailer, and may include up to two additional revisions or documents. These tactics may be dependent on findings from interviews and are subject to change within reason.
    - ii. TLG and CLIENT will coordinate to create mailers, press releases and advertisements to share overview information about the project and opportunities for public involvement.
    - iii. TLG will provide written and verbal translation for all public involvement materials, anticipated to include: project flier, social media content, postcard / mailers, project website, public survey, open house materials.
  - b. Project Website and Public Survey
    - i. TLG will design and manage a project website to serve as a single-point online hub for posting timely and relevant project information and to advertise opportunities for public involvement.
    - ii. Website content will be identified in coordination with CLIENT, and may include: an interactive component, educational materials, project status updates, timeline, announcements for community engagement opportunities, public surveys, contact information, maps.
  - c. Technical Advisory Group (TAG) Facilitation
    - i. TLG will coordinate with the CLIENT to identify key technical stakeholders, goals and outcomes for up to three (3) Advisory Group meetings. Each TAG meeting will last up to three (3) hours and include up to four (4) J-U-B/TLG staffing members.
      - (a) TLG will coordinate and plan up to three (3) Advisory Group meetings to assess and receive guidance on project specific topics.
        - 1. TAG Meeting 1 Goals: Present project overview and situation assessment findings and gather initial feedback. Discuss Comprehensive Plan Goals and objectives, messages, and outcomes of project. Prepare for public involvement tasks. Facilitate discussion on specific Plan elements as appropriate.
        - 2. TAG Meeting 2 Goals - Present findings of public involvement tasks and collect feedback. Identify priorities and considerations for Comprehensive Plan structure, and identify Plan focus areas.
        - 3. TAG Meeting 3 Goals - Present Draft Comprehensive Plan, collect feedback and identify areas for refinement and/or expansion. Facilitate a focus on planning for the success of Plan implementation.
  - d. Public Open Houses / On-site Events



- i. Coordinate and facilitate two (2) public open houses to provide the opportunity for the general public to learn about the project, including past efforts and the planning process, and to seek input from the public.
  - ii. Coordinate open house logistics, including venue, layout, set up, and printing.
  - iii. Design open house materials, including invitation flier, and sign-in sheet.
  - iv. Work with CLIENT to invite stakeholders and public through existing relationships and communication channels, such as social media, community calendars, local media, and CLIENT website.
  - v. TLG to invite all previously engaged stakeholders and public.
  - vi. Design and print up to 10 open house display boards per event as determined by need from the interview findings to be used at one or multiple events.
  - vii. Facilitate and support CLIENT to set up, host and take down open house.
  - viii. Organize and summarize open house comments.
- e. Assumptions
  - i. TLG will manage public survey data collection and maintain the project website.
  - ii. Project website can be hosted through City website.
  - iii. TLG will coordinate with CLIENT on social media content to ensure consistency in messaging.
  - iv. CLIENT will be responsible for posting social media content to City accounts.
  - v. CLIENT will perform social media updates, posts, and printing of materials; TLG will develop content in coordination with CLIENT.
    - 1. TLG will provide all public information materials and messaging to CLIENT and project team for review and approval before publication or release.
- 2. Deliverable(s):
  - a. Public information materials (up to 5 social media posts, 1 flier, public event invitation and mailer, and up to 2 revisions or additional documents as needed).
  - b. Project Website
  - c. One (1) public survey and summary of responses
  - d. Translation of public information materials, website, and survey
  - e. TAG meeting agenda and minutes (3)
  - f. Open house / public event (2)
  - g. Up to ten (10) open house display boards

**I. Task 009: Comprehensive Plan Amendment to Council**

- 1. For this task, J-U-B will:
  - a. Submit the draft Comprehensive Plan Amendment to Council for review, including preparing for and attending meetings to discuss feedback and necessary revisions.
  - b. Attend Council meeting for Action
- 2. Deliverable(s):
  - a. 2026 Comprehensive Plan Update (three hard copies and one digital copy)

**J. Task 010: Public Participation Report**

- 1. For this task, J-U-B will:
  - a. Summarize public meetings, including dates, times, topics covered, and a summary of all public input received.
- 2. Deliverable(s):
  - a. Public Participation Summary in PDF format to be added as Appendix to Comprehensive Plan (Task 0078).

**PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES**



- A. **CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project, including, but not limited to:
1. Population Allocation & Housing Allocation to be completed with a separate task under the On-Call Planning Agreement.
  2. Public involvement, including public involvement surveys and coordination of results
  3. Attend stakeholder meetings and County Planning Coordination Meetings
  4. Provide historical operating and monitoring data available.
  5. Apply for and provide environmental clearances, surveys, permits, and mitigation plans such as for wetlands, wildlife, archaeology, cultural, or historical.
  6. Pay for agency review fees, if required.
  7. Provide copies of previous reports, plans, record drawings, etc.
  8. Prepare Staff Reports and Public Notices for Public Hearings.
  9. Prepare SEPA Determination
  10. Prepare Ordinances or Resolutions for Adoptions by City Council
  11. Coordinate and submit documents to Commerce for 60-day review and notice of adoption.
- B. **Additional Services** - **CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:**
1. Attend CLIENT meetings to report project status.
  2. Attendance of public meetings with Walla Walla County regarding Land Capacity Analysis and Urban Growth Area Amendments.
  3. Steering Committee participation.
  4. Development Impact Fee procedure for implementation.
  5. Identify existing traffic volumes through data collection and project future traffic volumes.
  6. Environmental Impact Statement is not anticipated.
  7. Critical Areas Ordinance Update.
  8. Analysis of Best Available Science for Critical Areas update.
  9. Development Regulations Ordinance Update.

#### **PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES**

- A. CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:
1. For Time and Materials fees:
    - a. For all services performed on the project, Client shall pay J-U-B an amount equal to the cumulative hours charged to the Project by each class of J-U-B's personnel times J-U-B's standard billing rates.
    - b. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.
- B. **Period of Services**
1. If the planned period of service for the Tasks identified above extend more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on remaining scope amount times the specific rate increase.
  2. If the period of service for the Tasks identified above is extended beyond 6 months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.



C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care and J-U-B will not be responsible for delays beyond our direct control.

D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2.

| Task Number            | Task Name                                  | Fee Type                                       | Amount         | Anticipated Schedule          |
|------------------------|--------------------------------------------|------------------------------------------------|----------------|-------------------------------|
| 001                    | Project Management, Meetings, and Closeout | Time and Materials<br>(Estimated Amount Shown) | \$33,700       | Concurrent with work progress |
| 002                    | Review Work Plan                           | Time and Materials<br>(Estimated Amount Shown) | \$6,500        | Concurrent with work progress |
| 003                    | Public Participation Plan                  | Time and Materials<br>(Estimated Amount Shown) | \$11,200       | Concurrent with work progress |
| 004                    | Critical Areas Checklist                   | Time and Materials<br>(Estimated Amount Shown) | \$800          | Concurrent with work progress |
| 005                    | Comprehensive Plan Checklist               | Time and Materials<br>(Estimated Amount Shown) | \$4,300        | Concurrent with work progress |
| 006                    | Land Capacity Analysis                     | Time and Materials<br>(Estimated Amount Shown) | \$24,400       | Concurrent with work progress |
| 007                    | Draft Comprehensive Plan                   | Time and Materials<br>(Estimated Amount Shown) | \$74,600       | Concurrent with work progress |
| 008                    | Public Involvement                         | Time and Materials<br>(Estimated Amount Shown) | \$66,800       | Concurrent with work progress |
| 009                    | Comprehensive Plan Amendment to Council    | Time and Materials<br>(Estimated Amount Shown) | \$3,600        | Complete Dec. 31, 2026        |
| 010                    | Public Participation Report                | Time and Materials<br>(Estimated Amount Shown) | \$2,700        | Complete Dec. 31, 2026        |
| <b>Contract Total:</b> |                                            |                                                | <b>228,600</b> |                               |



- E. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com.

**Exhibit(s):**

- N/A
- 

*For internal J-U-B use only:*

PROJECT LOCATION (STATE): Washington

TYPE OF WORK: City

R&D: No

GROUP: Planning

PROJECT DESCRIPTION(S):

1. Planning (P05)
2. GIS/Asset Management (G04)





**Interagency Agreement with**

**City of College Place**

**through**

**Growth Management Services**

**Contract Number:  
25-63335-152**

**For**

**GMA Periodic Update Grant – FY2025**

**Dated:** Date of Execution





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## Face Sheet

Contract Number: 25-63335-152

**Local Government Division  
Growth Management Services  
GMA Periodic Update Grant (PUG)**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>1. Contractor</b><br>City of College Place<br>625 S College Ave, College Place, WA<br>College Place, WA 99324                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | <b>2. Contractor Financial Representative</b><br>Brian Carleton<br>Finance Director<br><a href="mailto:BCarleton@cpwa.us">BCarleton@cpwa.us</a>                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>3. Contractor Representative</b><br>Jon Rickard<br>Community Development Director<br><a href="mailto:JRickard@cpwa.us">JRickard@cpwa.us</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | <b>4. COMMERCE Representative</b><br>Suzanne Austin<br>Senior Planner<br><a href="mailto:suzanne.austin@commerce.wa.gov">suzanne.austin@commerce.wa.gov</a>                                                                                                                                                                                                                                                                                                                                                                                         |  |
| <b>5. Contract Amount</b><br>\$62,500                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | <b>6. Funding Source</b><br>Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                              |  |
| <b>7. Start Date</b><br>Date of Execution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | <b>8. End Date</b><br>June 30, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| <b>9. Federal Funds (as applicable)</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | <b>Federal Agency:</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>10. Tax ID #</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | <b>11. SWV #</b><br>SWV0028965-00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>12. UBI #</b><br>369-000-564                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b>13. UEI #</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>14. Contract Purpose</b><br>Grant funding to assist the City of College Place with planning work for the completion the Growth Management Act (GMA) requirement to review and revise the comprehensive plan and development regulations under RCW 36.70A.130(5).<br><br>COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| <b>FOR CONTRACTOR</b><br><br><div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">             DocuSigned by:<br/> <br/>             DD9C4A07410F41D...           </div> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> Mike Rizzitiello, City Administrator<br>City of College Place<br><br><div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> 12/10/2024   3:25 PM PST<br>Date                                                                                                                                                                                                                                                                                                                                                         |  | <b>FOR COMMERCE</b><br><br><div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">             DocuSigned by:<br/> <br/>             80312B04865C458...           </div> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> Mark K. Barkley, Assistant Director<br>Local Government Division<br><br><div style="border-bottom: 1px solid black; margin-bottom: 10px;"></div> 12/11/2024   8:51 AM PST<br>Date<br><br><b>APPROVED AS TO FORM ONLY<br/>BY ASSISTANT ATTORNEY GENERAL<br/>APPROVAL ON FILE</b> |  |





## **Special Terms and Conditions**

### **1. AUTHORITY**

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

### **2. ACKNOWLEDGEMENT OF CLIMATE COMMITMENT ACT FUNDING**

If this Agreement is funded in whole or in part by the Climate Commitment Act, Grantee agrees that any website, announcement, press release, and/or publication (written, visual, or sound) used for media-related activities, publicity, and public outreach issued by or on behalf of Grantee which reference programs or projects funded in whole or in part with Washington's Climate Commitment Act (CCA) funds under this Grant, shall contain the following statement:

"The [PROGRAM NAME / GRANT / ETC.] 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](http://www.climate.wa.gov)."

The Grantee agrees to ensure coordinated Climate Commitment Act branding on work completed by or on behalf of the Grantee. The CCA logo must be used in the following circumstances, consistent with the branding guidelines posted at [CCA brand toolkit](#), including:

- A. Any project related website or webpage that includes logos from other funding partners;
- A. Any publication materials that include logos from other funding partners;
- B. Any on-site signage including pre-during Construction signage and permanent signage at completed project sites; and
- C. Any equipment purchased with CCA funding through a generally visible decal.

### **3. CONTRACT MANAGEMENT**

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

### **4. COMPENSATION**

COMMERCE shall pay an amount not to exceed **sixty-two thousand, five hundred dollars (\$62,500)**, for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

### **5. BILLING PROCEDURES AND PAYMENT**

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 25-63335-152. If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.





Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

#### Invoices and End of Fiscal Year

Final invoices for a state fiscal year may be due sooner than the 30th and Commerce will provide notification of the end of fiscal year due date.

The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

#### Grant Start Date

COMMERCE will pay the Contractor for costs incurred beginning July 1, 2024, for services and deliverables described under this Agreement.

#### Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

#### Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

#### Line Item Modification of Budget

- A. Notwithstanding any other provision of this contract, the Contractor may, at its discretion, make modifications to line items in the Budget (Attachment B) that will not increase the line item by more than fifteen percent (15%).
- B. The Contractor shall notify COMMERCE in writing (by email or regular mail) when proposing any budget modification or modifications to a line item of the Budget (Attachment B) that would increase the line item by more than fifteen percent (15%). Conversely, COMMERCE may initiate the budget modification approval process if presented with a request for payment under this contract that would cause one or more budget line items to exceed the 15 percent (15%) threshold increase described above.
- C. Any such budget modification or modifications as described above shall require the written approval of COMMERCE (by email or regular mail), and such written approval shall amend the Budget. Each party to this contract will retain and make any and all documents related to such budget modifications a part of their respective contract file.
- D. Nothing in this section shall be construed to permit an increase in the amount of funds available for the Project, as set forth in Section 3 of this contract, nor does this section allow any proposed changes to the Scope of Work, including Tasks/Work Items and Deliverables under Attachment A, without specific written approval from COMMERCE by amendment to this contract.





## **6. SUBCONTRACTOR DATA COLLECTION**

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

## **7. INSURANCE**

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

## **8. FRAUD AND OTHER LOSS REPORTING**

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

## **9. ORDER OF PRECEDENCE**

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Add any other attachments incorporated by reference from the Face Sheet





## **General Terms and Conditions**

### **1. DEFINITIONS**

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

### **2. ALL WRITINGS CONTAINED HEREIN**

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

### **3. AMENDMENTS**

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

### **4. ASSIGNMENT**

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

### **5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION**

- A. "Confidential Information" as used in this section includes:
  - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;





- ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and
  - iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.
- B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

## 6. **COPYRIGHT**

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.





## **7. DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

## **8. GOVERNING LAW AND VENUE**

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

## **9. INDEMNIFICATION**

Each party shall be solely responsible for the acts of its employees, officers, and agents.

## **10. LICENSING, ACCREDITATION AND REGISTRATION**

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

## **11. RECAPTURE**

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

## **12. RECORDS MAINTENANCE**

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

## **13. SAVINGS**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day





notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

#### **14. SEVERABILITY**

The provisions of this Contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

#### **15. SUBCONTRACTING**

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

#### **16. SURVIVAL**

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

#### **17. TERMINATION FOR CAUSE**

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this Contract. Before suspending or terminating the Contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the Contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the Contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this Contract are not exclusive and are, in addition to any other rights and remedies, provided by law.





## **18. TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

## **19. TERMINATION PROCEDURES**

Upon termination of this Contract, COMMERCE, in addition to any other rights provided in this Contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the Contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this Contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.





## **20. TREATMENT OF ASSETS**

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this Contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this Contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this Contract, or (ii) commencement of use of such property in the performance of this Contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A.** Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this Contract.
- B.** The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C.** If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D.** The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E.** All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

## **21. WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.





## **Attachment A: Scope of Work**

| <b>Tasks &amp; Deliverables</b> | <b>Description</b>                                               | <b>End Date</b>      |
|---------------------------------|------------------------------------------------------------------|----------------------|
| Task 1                          | Develop periodic update work plan                                |                      |
| <b>Deliverable 1</b>            | <b>D1: Periodic update work plan</b>                             | <b>June 13, 2025</b> |
| Task 2                          | Develop a public participation plan                              |                      |
| <b>Deliverable 2</b>            | <b>D2: Public participation plan</b>                             | <b>June 13, 2025</b> |
| Task 3                          | Complete critical areas analysis                                 |                      |
| <b>Deliverable 3</b>            | <b>D3: Critical Areas Checklist</b>                              | <b>June 13, 2025</b> |
| Task 4                          | Complete comprehensive plan analysis and development regulations |                      |
| <b>Deliverable 4</b>            | <b>D4: Comprehensive Plan Checklist</b>                          | <b>June 13, 2025</b> |
| Task 5                          | Population allocation and Housing allocation                     |                      |
| <b>Deliverable 5</b>            | <b>D5: Population allocation and Housing allocation</b>          | <b>June 13, 2025</b> |
| Task 6                          | Land Use Study                                                   |                      |
| <b>Deliverable 6</b>            | <b>D6: Land Capacity Analysis</b>                                | <b>June 13, 2025</b> |





**Attachment B: Budget**

| Deliverable                                      | SFY25 Amount |
|--------------------------------------------------|--------------|
| D1: Periodic update work plan                    | \$9,375      |
| D2: Public participation plan                    | \$9,375      |
| D3: Critical Areas Checklist                     | \$9,375      |
| D4: Comprehensive Plan Checklist                 | \$12,500     |
| D5: Population allocation and Housing allocation | \$9,375      |
| D6: Land Capacity Analysis                       | \$12,500     |
| Contract Total<br>(State Fiscal Year 2025 only)  | \$62,500     |



Internal routing form. Will be deleted after contract fully signed.

| Commerce GMS programs - Contract review and routing form |                 |                                                                                                                      |
|----------------------------------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------|
| Reviewer                                                 | Name            | Initials and Date                                                                                                    |
| Budget Analyst                                           | Corina Campbell | <div><div><div><div><div></div><div>DS</div></div><div>CC</div></div></div><div>12/10/2024   2:22 PM PST</div></div> |
| GMS Managing Director                                    | valerie Smith   | <div><div><div><div><div></div><div>DS</div></div><div>VS</div></div></div><div>12/10/2024   3:17 PM PST</div></div> |
| Deputy Assistant Director – LGD                          | Tony Hanson     | <div><div><div><div><div></div><div>DS</div></div><div>TH</div></div></div><div>12/11/2024   8:45 AM PST</div></div> |



Certificate Of Completion

Envelope Id: 3FB95840-2028-49A3-B7CF-3861706B7147

Status: Completed

Subject: Complete with Docusign: College Place PUG

Division:

Local Government

Program: PUG

ContractNumber: 25-63335-152

DocumentType: Contract

Source Envelope:

Document Pages: 15

Signatures: 2

Envelope Originator:

Certificate Pages: 5

Initials: 3

Ashley Murphy

AutoNav: Enabled

1011 Plum Street SE

Envelopeld Stamping: Enabled

MS 42525

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Olympia, WA 98504-2525

ashley.murphy@commerce.wa.gov

IP Address: 147.55.149.176

Record Tracking

Status: Original

12/10/2024 2:18:03 PM

Holder: Ashley Murphy

ashley.murphy@commerce.wa.gov

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Washington State Department of Commerce

Location: DocuSign

Signer Events

Signature

Timestamp

Corina Campbell

corina.campbell@commerce.wa.gov

Security Level: Email, Account Authentication  
(None)

Sent: 12/10/2024 2:21:32 PM

Viewed: 12/10/2024 2:22:03 PM

Signed: 12/10/2024 2:22:13 PM

Signature Adoption: Pre-selected Style

Using IP Address: 147.55.149.140

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Valerie Smith

valerie.smith@commerce.wa.gov

Security Level: Email, Account Authentication  
(None)

Sent: 12/10/2024 2:22:15 PM

Viewed: 12/10/2024 3:16:36 PM

Signed: 12/10/2024 3:17:22 PM

Signature Adoption: Pre-selected Style

Using IP Address: 198.239.157.122

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Mike Rizzitiello

mrizzitiello@cpwa.us

City Administrator

Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
  
DD9C4A07410F41D...

Sent: 12/10/2024 3:17:25 PM

Viewed: 12/10/2024 3:25:27 PM

Signed: 12/10/2024 3:25:42 PM

Signature Adoption: Drawn on Device

Using IP Address: 64.185.124.164

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 12/10/2024 3:25:27 PM

ID: 1c862905-db82-4381-aa01-c56b63edbf82



| Signer Events                                                                                                                                 | Signature                                                                                                                                                          | Timestamp                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Tony Hanson<br>tony.hanson@commerce.wa.gov<br>Washington State Department of Commerce<br>Security Level: Email, Account Authentication (None) | <br><br>Signature Adoption: Pre-selected Style<br>Using IP Address: 198.238.8.133 | Sent: 12/10/2024 3:25:45 PM<br>Viewed: 12/11/2024 8:45:16 AM<br>Signed: 12/11/2024 8:45:29 AM |

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

|                                                                                                                                                                       |                                                                                                                                                                     |                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Mark Barkley<br>mark.barkley@commerce.wa.gov<br>Assistant Director<br>Washington State Department of Commerce<br>Security Level: Email, Account Authentication (None) | <br><br>Signature Adoption: Pre-selected Style<br>Using IP Address: 147.55.149.178 | Sent: 12/11/2024 8:45:31 AM<br>Viewed: 12/11/2024 8:51:51 AM<br>Signed: 12/11/2024 8:51:56 AM |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

| In Person Signer Events                                                                                          | Signature                                                                           | Timestamp                                                    |
|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Editor Delivery Events                                                                                           | Status                                                                              | Timestamp                                                    |
| Agent Delivery Events                                                                                            | Status                                                                              | Timestamp                                                    |
| Intermediary Delivery Events                                                                                     | Status                                                                              | Timestamp                                                    |
| Certified Delivery Events                                                                                        | Status                                                                              | Timestamp                                                    |
| Carbon Copy Events                                                                                               | Status                                                                              | Timestamp                                                    |
| Jon Rickard<br>JRickard@cpwa.us<br>City of College Place<br>Security Level: Email, Account Authentication (None) |  | Sent: 12/10/2024 3:17:24 PM<br>Viewed: 12/10/2024 4:42:32 PM |

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

| Witness Events          | Signature        | Timestamp             |
|-------------------------|------------------|-----------------------|
| Notary Events           | Signature        | Timestamp             |
| Envelope Summary Events | Status           | Timestamps            |
| Envelope Sent           | Hashed/Encrypted | 12/10/2024 2:21:32 PM |
| Certified Delivered     | Security Checked | 12/11/2024 8:51:51 AM |
| Signing Complete        | Security Checked | 12/11/2024 8:51:56 AM |
| Completed               | Security Checked | 12/11/2024 8:51:56 AM |

| Payment Events                                    | Status | Timestamps |
|---------------------------------------------------|--------|------------|
| <b>Electronic Record and Signature Disclosure</b> |        |            |



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### **All notices and disclosures will be sent to you electronically**



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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [docusign@commerce.wa.gov](mailto:docusign@commerce.wa.gov)

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To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [docusign@commerce.wa.gov](mailto:docusign@commerce.wa.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [docusign@commerce.wa.gov](mailto:docusign@commerce.wa.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.



***City of College Place, Washington***  
**RESOLUTION NO. 24-043**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON  
REGARDING THE COMPREHENSIVE PLAN AMENDMENT CONTRACT FOR SERVICES WITH J-U-B  
ENGINEERS, INC. TASK ORDER NO. 30-25-036**

**Whereas,** the City of College Place passed Municipal Ordinance No. 466 on September 17, 1979 which classified the City of College as a non-charter code city governed by the rules and regulations of the Revised Code of Washington (RCW) 35A; and

**Whereas,** pursuant to the Revised Code of Washington (RCW) 36.40A.130, counties and cities shall take legislative action to review and revise their comprehensive land use plan and development regulations to comply with state requirements, and

**Whereas,** the City of College Place is one of the many communities in Walla Walla County that is required to conduct a Periodic Comprehensive Plan Update, and

**Whereas,** the City completed the most recent update in 2018. Since that time, newer Washington State Legislative Requirements have been enacted and the current planning documents need to be reviewed and updated, as applicable, prior to the December 31, 2026 deadline, and

**Whereas,** approximately \$125,000 in grant funding from the Washington State Department of Commerce is available to assist with this planning effort. Half of this amount can be spent from 7/1/2024 to 6/30/2025 and the remaining amount can be spent from 7/1/2025 to 6/30/2026, and

**Whereas,** J-U-B Engineers will complete the scope of work as outlined in Task Order No. 30-25-036, Time & Materials at J-U-B standard billing rates, estimated to be approximately \$228,600.00.

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

- 1. Authorize the City Administrator to sign Task Order No. 30-25-036 – Comprehensive Plan Update.**



**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 24<sup>th</sup> day of June, 2025.

Attest:

---

Norma L. Hernández, Mayor

---

Maryelizabeth Garcia, City Clerk



# College Place Draft Amendment

| Deliverable                                             | SFY25 Amount              |
|---------------------------------------------------------|---------------------------|
| <b>D1:</b> Periodic update work plan                    | <u>\$7,500</u><br>9,375   |
| <b>D2:</b> Public participation plan                    | <u>\$12,000</u><br>9,375  |
| <b>D3:</b> Critical Areas Checklist                     | <u>\$1,500</u><br>9,375   |
| <b>D4:</b> Comprehensive Plan Checklist                 | <u>\$4,500</u><br>12,500  |
| <b>D5:</b> Population allocation and Housing allocation | <u>\$12,500</u><br>9,375  |
| <b>D6:</b> Land Capacity Analysis                       | <u>\$24,500</u><br>12,500 |
| <b>Contract Total</b><br>(State Fiscal Year 2025 only)  | <b>\$62,500</b>           |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**ORI Number:** College Place Police Dept  
 WA0360200

| Call             | Incident Type           | Incident Number | Location (Venue)                         | Caller Name      | Rpt Req | Unit | ID # |
|------------------|-------------------------|-----------------|------------------------------------------|------------------|---------|------|------|
| 05/01/2025 02:51 | Premises Check          | 2025-00003475   | 1775 S COLLEGE AVE                       | ,                | No      | 415  | 415  |
| 05/01/2025 03:03 | Traffic Stop            | 2025-00003476   | 20 SW 8TH ST                             | ,                | No      | 415  | 415  |
| 05/01/2025 06:59 | Welfare Check           | 2025-00003477   | 207 SE MOUNTAIN VIEW DR                  | DAVIS, LISA      | No      | 420  | 420  |
|                  |                         |                 |                                          |                  |         | 404  | 404  |
| 05/01/2025 07:07 | Code Enforcement        | 2025-00003478   | 303 SE 6TH ST                            | ,                | No      | 448  | 448  |
| 05/01/2025 07:47 | Traffic Call            | 2025-00003479   | NE ROSE ST / NE DAMSON AVE               | ,                | No      | 420  | 420  |
| 05/01/2025 08:32 | Traffic Stop            | 2025-00003480   | N MYRA RD / NE DAWSON ST                 | ,                | No      |      |      |
| 05/01/2025 08:52 | Malicious Mischief      | 2025-00003481   | 225 SE DATE AVE                          | GROVE, TRAVIS    | No      | 420  | 420  |
| 05/01/2025 10:33 | Traffic Stop            | 2025-00003482   | S COLLEGE AVE / SMITH ACCESS RD          | ,                | No      | 420  | 420  |
| 05/01/2025 10:49 | Traffic Stop            | 2025-00003483   | S COLLEGE AVE / SW 13TH ST               | ,                | No      | 420  | 420  |
| 05/01/2025 12:13 | Parking Complaint       | 2025-00003484   | 17 SW 8TH ST                             | ,                | No      | 448  | 448  |
| 05/01/2025 12:54 | Welfare Check           | 2025-00003485   | SE GARRISON VILLAGE WAY / SE LARKSPUR PL | BARTLOW, RICHARD | No      | 407  | 407  |
|                  |                         |                 |                                          |                  |         | 404  | 404  |
| 05/01/2025 14:07 | Citizen Contact         | 2025-00003486   | 619 S COLLEGE AVE                        | TURNER, ANITA    | No      | 407  | 407  |
| 05/01/2025 14:39 | Shoplifting             | 2025-00003487   | 1700 SE MEADOWBROOK BLVD                 | , AUTUMN         | Yes     | 420  | 420  |
|                  |                         |                 |                                          |                  |         | 407  | 407  |
| 05/01/2025 15:29 | Paper Service           | 2025-00003488   | 21 SW ACADEMY WAY                        | ,                | No      | 412  | 412  |
|                  |                         |                 |                                          |                  |         | 407  | 407  |
|                  |                         |                 |                                          |                  |         | 404  | 404  |
| 05/01/2025 15:29 | NCIC Check              | 2025-00003489   | 27 N 2ND AVE                             | ,                | No      | 407  | 407  |
| 05/01/2025 17:00 | Accident Unknown Injury | 2025-00003490   | SE LAMPERTI ST / SE MEADOWBROOK BLVD     | ,                | No      | 418  | 418  |
|                  |                         |                 |                                          |                  |         | 412  | 412  |
|                  |                         |                 |                                          |                  |         | 407  | 407  |
| 05/01/2025 18:16 | Paper Service           | 2025-00003491   | SE LARCH AVE / SE 6TH ST                 | ,                | No      | 418  | 418  |
| 05/01/2025 18:49 | Traffic Stop            | 2025-00003492   | 1200 SE 12TH ST                          | ,                | No      | 418  | 418  |
| 05/01/2025 19:27 | DUI Investigation       | 2025-00003493   | 301 SE VALLEY DR                         | ROUSE, DEVIN     | Yes     | 418  | 418  |
|                  |                         |                 |                                          |                  |         | 412  | 412  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

College Place Police Dept  
**ORI Number:** WA0360200

| Call                                       | Incident Type    | Incident Number | Location (Venue)                    | Caller Name     | Rpt Req | Unit | ID # |
|--------------------------------------------|------------------|-----------------|-------------------------------------|-----------------|---------|------|------|
| 05/01/2025 19:49                           | Shoplifting      | 2025-00003494   | 1700 SE MEADOWBROOK BLVD            | , CHRISTINE     | Yes     | 412  | 412  |
| 05/01/2025 20:18                           | Citizen Contact  | 2025-00003495   | 625 S COLLEGE AVE                   | ,               | No      | 415  | 415  |
| 05/01/2025 21:47                           | Unknown Problem  | 2025-00003496   | 710 S COLLEGE AVE J                 | HANSON, KEN     | No      | 418  | 418  |
|                                            |                  |                 |                                     |                 |         | 415  | 415  |
| 05/01/2025 22:22                           | Traffic Stop     | 2025-00003497   | SW 4TH ST / S COLLEGE AVE           | ,               | No      | 415  | 415  |
| 05/01/2025 22:32                           | Traffic Stop     | 2025-00003498   | NE ROSE ST / NE DAMSON AVE          | ,               | No      | 415  | 415  |
| 05/01/2025 23:49                           | Traffic Stop     | 2025-00003499   | S COLLEGE AVE / SW 6TH ST           | ,               | No      |      |      |
| <b>Total Incidents for 05/01/2025 : 25</b> |                  |                 |                                     |                 |         |      |      |
| 05/02/2025 02:31                           | Premises Check   | 2025-00003500   | 615 SE 8TH ST                       | ,               | No      | 418  | 418  |
|                                            |                  |                 |                                     |                 |         | 415  | 415  |
| 05/02/2025 05:03                           | Domestic Problem | 2025-00003501   | 309 SE 10TH ST                      | , KYLIANA       | No      | 415  | 415  |
| 05/02/2025 08:18                           | Traffic Stop     | 2025-00003502   | 2366 TAUMARSON RD                   | ,               | No      | 400  | 400  |
| 05/02/2025 08:43                           | Traffic Stop     | 2025-00003503   | PEPPERS BRIDGE RD / SOARING HAWK DR | ,               | No      | 400  | 400  |
| 05/02/2025 09:08                           | Traffic Stop     | 2025-00003504   | 2376 TAUMARSON RD                   | ,               | No      | 400  | 400  |
| 05/02/2025 09:58                           | Assist           | 2025-00003505   | 21 SW ACADEMY WAY                   | CHUN, JASON     | No      | 420  | 420  |
|                                            |                  |                 |                                     |                 |         | 431  | 431  |
| 05/02/2025 10:26                           | Traffic Stop     | 2025-00003506   | SE COMMERCIAL DR / S HWY 125        | ,               | No      |      |      |
| 05/02/2025 11:26                           | Warrant Service  | 2025-00003507   | 523 BLALOCK DR                      | ,               | Yes     | 420  | 420  |
|                                            |                  |                 |                                     |                 |         | 407  | 407  |
| 05/02/2025 12:36                           | Traffic Stop     | 2025-00003508   | MOJONNIER RD / SUMMIT PL            | ,               | No      | 407  | 407  |
| 05/02/2025 12:47                           | Animal Call      | 2025-00003509   | 210 N COLLEGE AVE 14                | WARE, ELLIE     | No      | 448  | 448  |
| 05/02/2025 14:09                           | Found Property   | 2025-00003510   | 619 S COLLEGE AVE                   | WITHERWAX, JOSH | No      | 420  | 420  |
| 05/02/2025 14:25                           | Unwanted Person  | 2025-00003511   | 1210 SW GREELEY ST                  | ALBERTS, MEGAN  | No      | 412  | 412  |
|                                            |                  |                 |                                     |                 |         | 407  | 407  |
| 05/02/2025 15:21                           | Traffic Stop     | 2025-00003512   | BLALOCK DR / NW VERA LN             | ,               | No      | 407  | 407  |
| 05/02/2025 15:35                           | Welfare Check    | 2025-00003513   | SE 6TH ST / SE BIRCH AVE            | , 407           | No      | 407  | 407  |



# Daily Incident Log



Print Date/Time: 06/12/2025 16:41  
Login ID: mbarr  
Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)               | Caller Name      | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|--------------------------------|------------------|---------|------|------|
| 05/02/2025 16:36                           | Traffic Call        | 2025-00003514   | S GOSE ST / NEWTOWN RD         | LINDSEY, ROB     | No      | 407  | 407  |
| 05/02/2025 16:59                           | Traffic Stop        | 2025-00003515   | W ROSE ST / N MYRA RD          | ,                | No      | 418  | 418  |
|                                            |                     |                 |                                |                  |         | 412  | 412  |
| 05/02/2025 17:47                           | Found Property      | 2025-00003517   | 625 S COLLEGE AVE              | ARTZ, ALLISON    | No      | 407  | 407  |
| 05/02/2025 17:48                           | Welfare Check       | 2025-00003516   | 128 W WHITMAN DR               | ,                | No      | 418  | 418  |
|                                            |                     |                 |                                |                  |         | 412  | 412  |
|                                            |                     |                 |                                |                  |         | 407  | 407  |
| 05/02/2025 20:09                           | Disturbance         | 2025-00003518   | SE 10TH ST / SE BIRCH AVE      | , BRAD           | No      | 418  | 418  |
|                                            |                     |                 |                                |                  |         | 412  | 412  |
| 05/02/2025 20:33                           | Citizen Contact     | 2025-00003519   | 1700 SE MEADOWBROOK BLVD       | ,                | No      | 418  | 418  |
|                                            |                     |                 |                                |                  |         | 412  | 412  |
| 05/02/2025 20:51                           | Trespass            | 2025-00003520   | 1700 SE MEADOWBROOK BLVD       | ORTIZ, ELISABETH | No      | 418  | 418  |
|                                            |                     |                 |                                |                  |         | 415  | 415  |
|                                            |                     |                 |                                |                  |         | 412  | 412  |
| 05/02/2025 20:56                           | Traffic Stop        | 2025-00003521   | S COLLEGE AVE / SE LAMPERTI ST | ,                | No      |      |      |
| 05/02/2025 21:17                           | Premises Check      | 2025-00003522   | 1700 SE MEADOWBROOK BLVD       | ,                | No      | 418  | 418  |
|                                            |                     |                 |                                |                  |         | 415  | 415  |
| 05/02/2025 21:33                           | Traffic Stop        | 2025-00003523   | 1605 SE MEADOWBROOK BLVD       | ,                | No      | 418  | 418  |
| 05/02/2025 22:04                           | Domestic Problem    | 2025-00003524   | 208 CRUTHERS ST                | FRIEDMAN, JOSHUA | No      | 415  | 415  |
|                                            |                     |                 |                                |                  |         | 412  | 412  |
| 05/02/2025 22:55                           | Traffic Stop        | 2025-00003525   | NE C ST / NE DANNER LN         | ,                | No      | 418  | 418  |
| 05/02/2025 23:40                           | Premises Check      | 2025-00003526   | 1700 SE MEADOWBROOK BLVD       | ,                | No      | 412  | 412  |
| <b>Total Incidents for 05/02/2025 : 27</b> |                     |                 |                                |                  |         |      |      |
| 05/03/2025 00:53                           | Suspicious Activity | 2025-00003527   | SE 3RD ST / SE BIRCH AVE       | ,                | No      | 418  | 418  |
| 05/03/2025 03:11                           | Disturbance         | 2025-00003528   | 330 NE C ST C                  | MACIE, REBECCA   | No      | 415  | 415  |
| 05/03/2025 03:30                           | Traffic Call        | 2025-00003529   | S HWY 125 / SE COMMERCIAL DR   | , HUNTER         | No      | CPPD |      |
| 05/03/2025 03:44                           | Premises Check      | 2025-00003530   | 225 SE DATE AVE                | ,                | No      | 415  | 415  |



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**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call             | Incident Type  | Incident Number | Location (Venue)                           | Caller Name     | Rpt Req | Unit | ID # |
|------------------|----------------|-----------------|--------------------------------------------|-----------------|---------|------|------|
| 05/03/2025 06:00 | Premises Check | 2025-00003531   | 990 NE ROSE ST                             | ,               | No      | 431  | 431  |
| 05/03/2025 06:02 | Premises Check | 2025-00003532   | 970 NE ROSE ST                             | ,               | No      | 431  | 431  |
| 05/03/2025 06:03 | Premises Check | 2025-00003533   | 880 NE ROSE ST                             | ,               | No      | 431  | 431  |
| 05/03/2025 06:04 | Premises Check | 2025-00003534   | 860 NE ROSE ST                             | ,               | No      | 431  | 431  |
| 05/03/2025 06:06 | Premises Check | 2025-00003535   | 800 NE ROSE ST                             | ,               | No      | 431  | 431  |
| 05/03/2025 06:07 | Premises Check | 2025-00003536   | 830 NE ROSE ST                             | ,               | No      | 431  | 431  |
| 05/03/2025 06:09 | Premises Check | 2025-00003537   | 942 NE SPITZENBURG ST                      | ,               | No      | 431  | 431  |
| 05/03/2025 06:13 | Premises Check | 2025-00003538   | 1017 NE C ST                               | ,               | No      | 431  | 431  |
| 05/03/2025 06:15 | Premises Check | 2025-00003539   | 1129 NE C ST                               | ,               | No      | 431  | 431  |
| 05/03/2025 06:17 | Premises Check | 2025-00003540   | 1125 NE C ST                               | ,               | No      | 431  | 431  |
| 05/03/2025 06:44 | Traffic Stop   | 2025-00003541   | SE LARCH AVE / SE GARRISON VILLAGE WAY     | ,               | No      | 431  | 431  |
| 05/03/2025 07:36 | Traffic Stop   | 2025-00003542   | SW 1ST ST / SW CLAY AVE                    | ,               | No      | 431  | 431  |
| 05/03/2025 09:18 | Special Detail | 2025-00003543   | 1734 W WHITMAN DR                          | ,               | No      | 431  | 431  |
| 05/03/2025 10:00 | Shots Fired    | 2025-00003544   | 153 N CAMPBELL RD                          | ANDERSON, DIANA | Yes     | 409  | 409  |
| 05/03/2025 13:10 | Premises Check | 2025-00003545   | 1100 NE C ST                               | ,               | No      | 431  | 431  |
| 05/03/2025 14:35 | Traffic Stop   | 2025-00003546   | 46.0288150000000000 - 118.3862380010000000 | ,               | No      | 431  | 431  |
| 05/03/2025 14:52 | Extra Patrol   | 2025-00003547   | 2200 TAUMARSON RD                          | ,               | No      | 431  | 431  |
| 05/03/2025 15:18 | Traffic Stop   | 2025-00003548   | E WHITMAN DR / NE HADLEY WAY               | ,               | No      | 431  | 431  |
| 05/03/2025 17:11 | 911 Call       | 2025-00003549   | 115 W WHITMAN DR                           | WW UNIVERSITY,  | No      |      |      |
| 05/03/2025 18:30 | Animal Call    | 2025-00003550   | SW 1ST ST / SW ACADEMY WAY                 | WAGGONER, MARY  | No      | 403  | 403  |
| 05/03/2025 20:31 | Traffic Stop   | 2025-00003551   | SE ELM AVE / SE 4TH ST                     | ,               | No      | 421  | 421  |
| 05/03/2025 20:37 | Traffic Stop   | 2025-00003552   | S MYRA RD / THE DALLES MILITARY RD         | ,               | No      | 412  | 412  |
| 05/03/2025 20:45 | Traffic Stop   | 2025-00003553   | SE LARCH AVE / SE 12TH ST                  | ,               | No      | 412  | 412  |
|                  |                |                 |                                            |                 |         | 421  | 421  |
| 05/03/2025 21:01 | Traffic Stop   | 2025-00003554   | S HWY 125 / S MYRA RD                      | ,               | No      | 421  | 421  |
|                  |                |                 |                                            |                 |         | 403  | 403  |



# Daily Incident Log



Print Date/Time: 06/12/2025 16:41  
Login ID: mbarr  
Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type           | Incident Number | Location (Venue)                    | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|-------------------------|-----------------|-------------------------------------|--------------------|---------|------|------|
| 05/03/2025 21:07                           | Traffic Stop            | 2025-00003555   | ISAACS AVE / N BLUE ST              | ,                  | No      | 412  | 412  |
| 05/03/2025 21:30                           | Traffic Stop            | 2025-00003556   | 2366 TAUMARSON RD                   | ,                  | No      | 412  | 412  |
| 05/03/2025 21:53                           | Welfare Check           | 2025-00003557   | 1010 SW PUFF LN A                   | LANGWORTHY, COLTON | No      | 421  | 421  |
| 05/03/2025 23:09                           | Assault                 | 2025-00003559   | 918 NE EMPIRE ST                    | FOURNELL, MARIA    | Yes     | 421  | 421  |
| 05/03/2025 23:10                           | Traffic Stop            | 2025-00003558   | S HWY 125 / S COLLEGE AVE           | ,                  | No      | 412  | 412  |
| 05/03/2025 23:32                           | Traffic Stop            | 2025-00003560   | S HWY 125 / S COLLEGE AVE           | ,                  | No      | 412  | 412  |
|                                            |                         |                 |                                     |                    |         | 403  | 403  |
| <b>Total Incidents for 05/03/2025 : 34</b> |                         |                 |                                     |                    |         |      |      |
| 05/04/2025 00:39                           | Traffic Call            | 2025-00003561   | S MYRA RD / SE GARRISON VILLAGE WAY | , JOSE             | No      | 421  | 421  |
| 05/04/2025 00:49                           | Traffic Stop            | 2025-00003562   | SE LARCH AVE / SE 12TH ST           | ,                  | No      | 421  | 421  |
| 05/04/2025 01:29                           | Traffic Call            | 2025-00003563   | NE LAMBERT AVE / NE ROSE ST         | ,                  | No      | 421  | 421  |
|                                            |                         |                 |                                     |                    |         | 403  | 403  |
| 05/04/2025 04:36                           | Domestic Problem        | 2025-00003564   | S COLLEGE AVE / SE 8TH ST           | SUMMERS, CARLOS    | No      | 421  | 421  |
| 05/04/2025 07:06                           | Traffic Call            | 2025-00003565   | S COLLEGE AVE / SW 12TH ST          | CPPD, 431          | No      | 431  | 431  |
| 05/04/2025 07:48                           | Disturbance             | 2025-00003566   | 400 SE 6TH ST                       | SALAZAR, ANNAYD    | No      | 431  | 431  |
| 05/04/2025 08:11                           | Abandoned Vehicle       | 2025-00003567   | 100 SW DAVIS AVE BLK                | TAN, KALING        | No      | 431  | 431  |
| 05/04/2025 09:46                           | Premises Check          | 2025-00003568   | 1030 SE HARVEST DR                  | ,                  | No      | 431  | 431  |
| 05/04/2025 10:05                           | Assist                  | 2025-00003569   | 205 SE 3RD ST                       | GOFF, DEVIN        | No      | 431  | 431  |
| 05/04/2025 11:02                           | Traffic Stop            | 2025-00003570   | NE A ST / NE BIRCH AVE              | ,                  | No      | 431  | 431  |
| 05/04/2025 13:43                           | Traffic Stop            | 2025-00003571   | W POPLAR ST / N MYRA RD             | ,                  | No      | 431  | 431  |
| 05/04/2025 14:44                           | Citizen Contact         | 2025-00003572   | 2085 TAUMARSON RD                   | ,                  | No      | 431  | 431  |
| 05/04/2025 14:49                           | Extra Patrol            | 2025-00003573   | 200 MOJONNIER RD                    | ,                  | No      | 403  | 403  |
| 05/04/2025 14:50                           | Found Property          | 2025-00003574   | 1705 SE MARKET ST                   | ,                  | No      | 431  | 431  |
| 05/04/2025 15:02                           | Accident Unknown Injury | 2025-00003575   | 1700 SE MEADOWBROOK BLVD            | BROOKS, CHRISTINE  | No      | 419  | 419  |
| 05/04/2025 15:16                           | Extra Patrol            | 2025-00003576   | 2579 TAUMARSON RD                   | ,                  | No      | 431  | 431  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type        | Incident Number | Location (Venue)             | Caller Name      | Rpt Req | Unit | ID # |
|--------------------------------------------|----------------------|-----------------|------------------------------|------------------|---------|------|------|
| 05/04/2025 15:20                           | Accident Hit and Run | 2025-00003577   | N MYRA RD / W POPLAR ST      | DO301,           | No      | 431  | 431  |
|                                            |                      |                 |                              |                  |         | 403  | 403  |
| 05/04/2025 17:00                           | Traffic Stop         | 2025-00003578   | 2326 S HWY 125               | ,                | No      | 421  | 421  |
| 05/04/2025 17:33                           | Follow Up            | 2025-00003579   | 918 NE EMPIRE ST             | ,                | No      | 421  | 421  |
| 05/04/2025 20:15                           | Animal Call          | 2025-00003580   | 623 S COLLEGE AVE            | , SMMC           | No      | 419  | 419  |
|                                            |                      |                 |                              |                  |         | 421  | 421  |
| 05/04/2025 21:15                           | Animal Call          | 2025-00003581   | 1016 SW PUFF LN              | OSTRANDER, TAMRA | No      | 419  | 419  |
| 05/04/2025 21:20                           | Assault              | 2025-00003582   | 1440 SE GARRISON VILLAGE WAY | TRIP, DYLAN      | No      | 403  | 403  |
| 05/04/2025 22:02                           | Traffic Stop         | 2025-00003583   | S HWY 125 / S MYRA RD        | ,                | No      | 421  | 421  |
| 05/04/2025 22:23                           | Traffic Stop         | 2025-00003584   | S HWY 125 / FARMLAND RD      | ,                | No      | 421  | 421  |
| 05/04/2025 22:28                           | Narcotics Call       | 2025-00003585   | 1700 SE MEADOWBROOK BLVD     | ORTIZ, ELIZABETH | No      | 419  | 419  |
| <b>Total Incidents for 05/04/2025 : 25</b> |                      |                 |                              |                  |         |      |      |
| 05/05/2025 00:20                           | Citizen Contact      | 2025-00003586   | 1100 NE C ST                 | ,                | No      | 421  | 421  |
| 05/05/2025 05:55                           | Premises Check       | 2025-00003587   | 1125 NE C ST                 | ,                | No      | 431  | 431  |
| 05/05/2025 05:56                           | Extra Patrol         | 2025-00003588   | 1100 NE C ST                 | ,                | No      | 431  | 431  |
| 05/05/2025 06:17                           | Traffic Stop         | 2025-00003589   | N MYRA RD / W ROSE ST        | ,                | No      | 431  | 431  |
| 05/05/2025 06:52                           | Traffic Stop         | 2025-00003590   | N MYRA RD / W ROSE ST        | ,                | No      | 431  | 431  |
| 05/05/2025 07:12                           | Premises Check       | 2025-00003591   | 1200 SE 12TH ST              | ,                | No      | 417  | 417  |
| 05/05/2025 07:16                           | Traffic Stop         | 2025-00003592   | N MYRA RD / W ROSE ST        | ,                | No      | 431  | 431  |
| 05/05/2025 07:23                           | Extra Patrol         | 2025-00003593   | 715 SE 12TH ST               | ,                | No      | 417  | 417  |
| 05/05/2025 08:49                           | Traffic Stop         | 2025-00003594   | SW BADE AVE / SW 1ST ST      | ,                | No      | 431  | 431  |
| 05/05/2025 08:59                           | Traffic Call         | 2025-00003595   | W WHITMAN DR / SW DAVIS AVE  | ,                | No      | 416  | 416  |
| 05/05/2025 09:10                           | Premises Check       | 2025-00003596   | 225 SE DATE AVE              | ,                | No      | 431  | 431  |
| 05/05/2025 09:49                           | CPS Intake           | 2025-00003597   | 809 SE BIRCH AVE             | ,                | Yes     | 417  | 417  |
| 05/05/2025 10:08                           | Abandoned Vehicle    | 2025-00003598   | 727 SE MAGNONI DR            | BROWN, SHANNON   | No      | 431  | 431  |
| 05/05/2025 10:28                           | Extra Patrol         | 2025-00003599   | 950 SE 12TH ST               | KLEIN, ANITA     | No      | CPPD |      |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
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**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call             | Incident Type     | Incident Number | Location (Venue)                     | Caller Name            | Rpt Req | Unit | ID # |
|------------------|-------------------|-----------------|--------------------------------------|------------------------|---------|------|------|
| 05/05/2025 10:42 | Warrant Service   | 2025-00003600   | 300 W ALDER ST 1                     | ,                      | No      |      |      |
| 05/05/2025 11:35 | Abandoned Vehicle | 2025-00003601   | W WHITMAN DR / SW ACADEMY WAY        | JOHNSON, CALEB         | No      | 411  | 411  |
| 05/05/2025 11:47 | Welfare Check     | 2025-00003602   | 625 SE CREEKSIDE DR                  | CPPD 431,              | No      | 431  | 431  |
| 05/05/2025 12:18 | Premises Check    | 2025-00003603   | 1100 NE C ST                         | ,                      | No      | 411  | 411  |
| 05/05/2025 12:57 | Traffic Stop      | 2025-00003604   | TAUMARSON RD / S HWY 125             | ,                      | No      | 431  | 431  |
| 05/05/2025 14:22 | Welfare Check     | 2025-00003605   | 1725 SE MEADOWBROOK BLVD             | , ALEX                 | No      | 411  | 411  |
|                  |                   |                 |                                      |                        |         | 431  | 431  |
| 05/05/2025 14:40 | Animal Call       | 2025-00003607   | 616 SW 3RD ST                        | HAMZA, AISHA           | No      | 431  | 431  |
|                  |                   |                 |                                      |                        |         | 403  | 403  |
| 05/05/2025 14:44 | Premises Check    | 2025-00003606   | 1735 SE MEADOWBROOK BLVD             | ,                      | No      | 431  | 431  |
| 05/05/2025 14:48 | Traffic Call      | 2025-00003608   | 1057 S COLLEGE AVE                   | ,                      | No      | 431  | 431  |
| 05/05/2025 15:11 | Premises Check    | 2025-00003609   | 212 SW 4TH ST                        | ,                      | No      | 431  | 431  |
| 05/05/2025 16:32 | Assist            | 2025-00003610   | 211 SW 6TH ST                        | GARZA, OFC             | Yes     | 419  | 419  |
|                  |                   |                 |                                      |                        |         | 403  | 403  |
| 05/05/2025 17:24 | Disturbance       | 2025-00003611   | SE MEADOWBROOK BLVD / SE LAMPERTI ST | GALLARDO, MADISON      | No      | 419  | 419  |
|                  |                   |                 |                                      |                        |         | 403  | 403  |
| 05/05/2025 17:31 | Disturbance       | 2025-00003612   | S HWY 125 / SE MEADOWBROOK BLVD      | REAVIS, NICOLE         | No      | 419  | 419  |
| 05/05/2025 18:48 | Disturbance       | 2025-00003613   | SE 10TH ST / SE BIRCH AVE            | LUCE, BRAD (ANONYMOUS) | No      | 419  | 419  |
|                  |                   |                 |                                      |                        |         | 403  | 403  |
| 05/05/2025 20:49 | Traffic Stop      | 2025-00003614   | SE LARCH AVE / SE LAMPERTI ST        | ,                      | No      | 421  | 421  |
|                  |                   |                 |                                      |                        |         | 403  | 403  |
| 05/05/2025 20:50 | Traffic Stop      | 2025-00003615   | 860 NE ROSE ST                       | ,                      | No      | 419  | 419  |
| 05/05/2025 20:53 | Traffic Call      | 2025-00003616   | 1115 S HUSSEY ST                     | WINTER, DAVID          | No      | 419  | 419  |
|                  |                   |                 |                                      |                        |         | 421  | 421  |
| 05/05/2025 22:06 | Citizen Contact   | 2025-00003617   | S HWY 125 / STATELINE RD             | ,                      | No      | 419  | 419  |
| 05/05/2025 22:28 | Traffic Stop      | 2025-00003618   | NE ROSE ST / WALLULA AVE             | ,                      | No      | 419  | 419  |



# Daily Incident Log



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**Disposition:** All

**From Date:** 05/01/2025 00:00  
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**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)                              | Caller Name         | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|-----------------------------------------------|---------------------|---------|------|------|
| 05/05/2025 23:17                           | Traffic Stop        | 2025-00003619   | SE 12TH ST / SE CENTRAL AVE                   | ,                   | No      | 421  | 421  |
| 05/05/2025 23:22                           | Traffic Stop        | 2025-00003620   | S COLLEGE AVE / SE 10TH ST                    | ,                   | No      | 419  | 419  |
|                                            |                     |                 |                                               |                     |         | 421  | 421  |
| 05/05/2025 23:40                           | Traffic Stop        | 2025-00003621   | W WHITMAN DR / NW EARL LN                     | ,                   | No      | 421  | 421  |
| <b>Total Incidents for 05/05/2025 : 36</b> |                     |                 |                                               |                     |         |      |      |
| 05/06/2025 06:27                           | Extra Patrol        | 2025-00003622   | 2137 S HWY 125                                | ,                   | No      | 431  | 431  |
| 05/06/2025 06:33                           | Premises Check      | 2025-00003623   | 942 NE SPITZENBURG ST                         | ,                   | No      | 431  | 431  |
| 05/06/2025 06:39                           | Premises Check      | 2025-00003624   | 1017 NE C ST                                  | ,                   | No      | 431  | 431  |
| 05/06/2025 06:40                           | Premises Check      | 2025-00003625   | 1129 NE C ST                                  | ,                   | No      | 431  | 431  |
| 05/06/2025 06:42                           | Premises Check      | 2025-00003626   | 1125 NE C ST                                  | ,                   | No      | 431  | 431  |
| 05/06/2025 07:00                           | Traffic Stop        | 2025-00003627   | 46.0542018490000000 -<br>118.3671483040000000 | ,                   | No      | 431  | 431  |
| 05/06/2025 07:48                           | Traffic Stop        | 2025-00003628   | N MYRA RD / W ROSE ST                         | ,                   | No      | 431  | 431  |
| 05/06/2025 08:36                           | Follow Up           | 2025-00003629   | 621 SE 4TH ST                                 | ,                   | No      | 417  | 417  |
|                                            |                     |                 |                                               |                     |         | 416  | 416  |
| 05/06/2025 08:47                           | Premises Check      | 2025-00003630   | 31 SE ASH AVE                                 | ,                   | No      | 417  | 417  |
| 05/06/2025 09:13                           | Traffic Stop        | 2025-00003631   | 1700 SE MEADOWBROOK BLVD                      | CORNEJO, ASHLEY MIA | No      | 420  | 420  |
| 05/06/2025 09:22                           | Juvenile Problem    | 2025-00003632   | 1755 S COLLEGE AVE                            | ,                   | No      | 416  | 416  |
| 05/06/2025 09:52                           | Trespass            | 2025-00003633   | 1755 S COLLEGE AVE                            | CPPD, 416           | No      | 420  | 420  |
|                                            |                     |                 |                                               |                     |         | 416  | 416  |
| 05/06/2025 11:17                           | Premises Check      | 2025-00003634   | 406 S COLLEGE AVE                             | ,                   | No      | 417  | 417  |
| 05/06/2025 11:18                           | Premises Check      | 2025-00003635   | 406 S COLLEGE AVE                             | ,                   | No      | 431  | 431  |
| 05/06/2025 11:29                           | Traffic Stop        | 2025-00003636   | SUMMIT PL / MOJONNIER RD                      | ,                   | No      | 407  | 407  |
| 05/06/2025 12:06                           | Information Report  | 2025-00003637   | 228 SE ROSEVILLE LN                           | PALMER, WILLARD     | No      | 420  | 420  |
| 05/06/2025 14:05                           | Harassment          | 2025-00003638   | 625 S COLLEGE AVE                             | GONZALEZ, FABIAN    | Yes     | 411  | 411  |
| 05/06/2025 15:03                           | Traffic Stop        | 2025-00003639   | MOJONNIER RD / CLARENCE AVE                   | ,                   | No      | 407  | 407  |
| 05/06/2025 15:34                           | Theft Motor Vehicle | 2025-00003640   | 207 S COLLEGE AVE                             | CHANG, GYUSEONG     | No      | 420  | 420  |



# Daily Incident Log



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Disposition: All

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To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type      | Incident Number | Location (Venue)              | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|--------------------|-----------------|-------------------------------|--------------------|---------|------|------|
| 05/06/2025 16:04                           | Assist             | 2025-00003641   | 200 SW ACADEMY WAY            | BARNETT, NANCY     | Yes     |      |      |
| 05/06/2025 17:00                           | Traffic Stop       | 2025-00003642   | SE 8TH ST / SE DATE AVE       | ,                  | No      | 419  | 419  |
| 05/06/2025 17:03                           | Parking Complaint  | 2025-00003643   | 726 SE 3RD ST                 | DECK, STEVE        | No      | 431  | 431  |
|                                            |                    |                 |                               |                    |         | 403  | 403  |
| 05/06/2025 17:27                           | Intoxicated Person | 2025-00003644   | 1700 SE MEADOWBROOK BLVD      | ORTIZ, ELISABETH   | No      | 419  | 419  |
|                                            |                    |                 |                               |                    |         | 403  | 403  |
| 05/06/2025 19:28                           | Paper Service      | 2025-00003646   | 553 SW 3RD ST                 | ,                  | No      |      |      |
| 05/06/2025 19:41                           | Disturbance        | 2025-00003645   | 107 SW 6TH ST                 | CLEMMON, JOSHUA    | No      | 419  | 419  |
|                                            |                    |                 |                               |                    |         | 403  | 403  |
| 05/06/2025 20:01                           | Theft              | 2025-00003647   | 1700 SE MEADOWBROOK BLVD      | MEZA, YESENIA      | Yes     | 421  | 421  |
| 05/06/2025 20:17                           | Alarm              | 2025-00003648   | 3172 PEPPERS BRIDGE RD        | CENTRAL STATION, 5 | No      | 419  | 419  |
| 05/06/2025 21:26                           | Domestic Physical  | 2025-00003649   | 454 NE LAMBERT AVE            | BRITTON, MICHELLE  | Yes     | 419  | 419  |
|                                            |                    |                 |                               |                    |         | 418  | 418  |
|                                            |                    |                 |                               |                    |         | 403  | 403  |
| 05/06/2025 21:29                           | Lost Property      | 2025-00003650   | 623 S COLLEGE AVE             | CROFT, LONNIE      | No      | 421  | 421  |
| 05/06/2025 22:20                           | Follow Up          | 2025-00003651   | 1700 SE MEADOWBROOK BLVD      | ,                  | No      | 421  | 421  |
| <b>Total Incidents for 05/06/2025 : 30</b> |                    |                 |                               |                    |         |      |      |
| 05/07/2025 00:20                           | Disturbance        | 2025-00003652   | 104 SE 12TH ST C              | LOPEZ, EVANGELINE  | No      | 418  | 418  |
|                                            |                    |                 |                               |                    |         | 421  | 421  |
| 05/07/2025 03:31                           | Citizen Contact    | 2025-00003653   | 1100 NE C ST                  | ,                  | No      | 421  | 421  |
| 05/07/2025 08:16                           | Traffic Call       | 2025-00003654   | SE DATE AVE / SE 8TH ST       | HUBBARD, ROB       | No      | 420  | 420  |
|                                            |                    |                 |                               |                    |         | 404  | 404  |
| 05/07/2025 11:24                           | Malicious Mischief | 2025-00003655   | SE 6TH ST / SE LARCH AVE      | CRESS, JOHN        | No      | 448  | 448  |
| 05/07/2025 11:43                           | Juvenile Problem   | 2025-00003656   | 31 SE ASH AVE                 | CPPD 416,          | No      | 416  | 416  |
| 05/07/2025 11:47                           | Premises Check     | 2025-00003657   | 116 N COLLEGE AVE             | ,                  | No      | 417  | 417  |
| 05/07/2025 13:01                           | Traffic Stop       | 2025-00003658   | SE LARCH AVE / SE TAMARACK ST | ,                  | No      | 420  | 420  |
|                                            |                    |                 |                               |                    |         | 417  | 417  |



# Daily Incident Log



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**Disposition:** All

**From Date:** 05/01/2025 00:00  
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College Place Police Dept  
**ORI Number:** WA0360200

| Call             | Incident Type            | Incident Number | Location (Venue)                 | Caller Name        | Rpt Req | Unit | ID # |
|------------------|--------------------------|-----------------|----------------------------------|--------------------|---------|------|------|
| 05/07/2025 13:14 | Citizen Contact          | 2025-00003659   | MOJONNIER RD / SUMMIT PL         | ,                  | No      | 417  | 417  |
| 05/07/2025 13:19 | Traffic Stop             | 2025-00003660   | SE SUNNY DR / S COLLEGE AVE      | ,                  | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
| 05/07/2025 13:30 | Traffic Stop             | 2025-00003661   | S COLLEGE AVE / SE CEDAR BEND DR | ,                  | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
| 05/07/2025 13:46 | Traffic Stop             | 2025-00003662   | S COLLEGE AVE / SE SUNNY DR      | ,                  | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
| 05/07/2025 13:54 | Traffic Stop             | 2025-00003663   | 1700 SE MEADOWBROOK BLVD         | ,                  | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
| 05/07/2025 14:00 | Citizen Contact          | 2025-00003664   | 1700 SE MEADOWBROOK BLVD         | ,                  | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
| 05/07/2025 14:06 | Premises Check           | 2025-00003665   | 1700 SE MEADOWBROOK BLVD         | ,                  | No      | 417  | 417  |
| 05/07/2025 14:17 | Traffic Stop             | 2025-00003666   | 243 MEDICAL CENTER DR CM         | ,                  | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
| 05/07/2025 14:25 | Premises Check           | 2025-00003667   | 1100 NE C ST                     | ,                  | No      | 417  | 417  |
| 05/07/2025 14:31 | Traffic Stop             | 2025-00003668   | SE 3RD ST / SE LARCH AVE         | ,                  | No      |      |      |
| 05/07/2025 14:36 | Traffic Stop             | 2025-00003669   | S COLLEGE AVE / SE 3RD ST        | ,                  | No      | 417  | 417  |
| 05/07/2025 14:41 | Welfare Check            | 2025-00003670   | 1513 SE CENTRAL AVE              | GRAY, ALECIA       | No      | 420  | 420  |
|                  |                          |                 |                                  |                    |         | 417  | 417  |
|                  |                          |                 |                                  |                    |         | 404  | 404  |
| 05/07/2025 15:51 | Premises Check           | 2025-00003671   | 1715 SE MEADOWBROOK BLVD         | ,                  | No      | 417  | 417  |
| 05/07/2025 15:54 | Traffic Stop             | 2025-00003672   | 400 MOJONNIER RD BLK             | ,                  | No      | 407  | 407  |
| 05/07/2025 18:59 | Violation of Court Order | 2025-00003673   | 404 SE 3RD ST B                  | RODRIGUEZ, ANNALEE | No      | 407  | 407  |
| 05/07/2025 22:23 | Premises Check           | 2025-00003674   | 1700 SE MEADOWBROOK BLVD         | ,                  | No      | 418  | 418  |
|                  |                          |                 |                                  |                    |         | 407  | 407  |
| 05/07/2025 22:23 | Premises Check           | 2025-00003675   | 1700 SE MEADOWBROOK BLVD         | ,                  | No      | 418  | 418  |



# Daily Incident Log



Print Date/Time: 06/12/2025 16:41  
Login ID: mbarr  
Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)                 | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|----------------------------------|--------------------|---------|------|------|
| <b>Total Incidents for 05/07/2025 : 24</b> |                     |                 |                                  |                    |         |      |      |
| 05/08/2025 00:04                           | Disturbance         | 2025-00003676   | SE 10TH ST / SE BIRCH AVE        | LUCE, BRAD         | No      | 418  | 418  |
|                                            |                     |                 |                                  |                    |         | 407  | 407  |
| 05/08/2025 02:16                           | Disturbance         | 2025-00003677   | 1505 SE VALLEY VIEW TER          | FRY, EMILY         | No      | 418  | 418  |
| 05/08/2025 03:57                           | Suspicious Activity | 2025-00003678   | 116 SE 2ND ST                    | VEITIA, SAVANNAH   | No      | 418  | 418  |
| 05/08/2025 06:54                           | Domestic Problem    | 2025-00003679   | 55 SW SILVERSTAR LN 6            | FEM, CC            | No      | 420  | 420  |
|                                            |                     |                 |                                  |                    |         | 417  | 417  |
| 05/08/2025 07:25                           | APS Referral        | 2025-00003680   | 715 SW EVANS AVE                 | ,                  | No      | 417  | 417  |
| 05/08/2025 07:27                           | APS Referral        | 2025-00003681   | 715 SW EVANS AVE                 | ,                  | No      | 417  | 417  |
| 05/08/2025 07:28                           | APS Referral        | 2025-00003682   | 715 SW EVANS AVE                 | ,                  | No      | 417  | 417  |
| 05/08/2025 07:28                           | APS Referral        | 2025-00003683   | 715 SW EVANS AVE                 | ,                  | Yes     | 417  | 417  |
| 05/08/2025 07:28                           | Extra Patrol        | 2025-00003684   | 950 SE 12TH ST                   | ,                  | No      | 420  | 420  |
| 05/08/2025 08:43                           | Suspicious Activity | 2025-00003685   | 950 SE 12TH ST                   | KLEIN, ANNITA      | No      | 420  | 420  |
|                                            |                     |                 |                                  |                    |         | 404  | 404  |
| 05/08/2025 09:38                           | Disturbance         | 2025-00003686   | 210 N COLLEGE AVE                | BANKS, ANGELA      | No      | 420  | 420  |
|                                            |                     |                 |                                  |                    |         | 404  | 404  |
| 05/08/2025 10:20                           | Parking Complaint   | 2025-00003687   | 27 SW 6TH ST                     | ,                  | No      | 448  | 448  |
| 05/08/2025 10:58                           | Code Enforcement    | 2025-00003688   | 27 SW 6TH ST                     | ,                  | No      | 448  | 448  |
| 05/08/2025 11:04                           | Welfare Check       | 2025-00003690   | 611 SW BADE AVE                  | FRALICK, ALEXANDRA | No      | 420  | 420  |
|                                            |                     |                 |                                  |                    |         | 404  | 404  |
| 05/08/2025 11:09                           | Follow Up           | 2025-00003689   | 54 E MOORE ST, WALLA WALLA       | ,                  | No      | 417  | 417  |
| 05/08/2025 12:27                           | Traffic Stop        | 2025-00003691   | S COLLEGE AVE / SE SUNNY DR      | ,                  | No      | 420  | 420  |
| 05/08/2025 12:41                           | Traffic Stop        | 2025-00003692   | SE LARCH AVE / SE SCENIC VIEW DR | ,                  | No      | 420  | 420  |
| 05/08/2025 12:52                           | Child Neglect       | 2025-00003693   | 1100 NE C ST                     | BARKER, KYLE       | No      | 420  | 420  |
| 05/08/2025 13:18                           | Premises Check      | 2025-00003694   | 1717 SE MEADOWBROOK BLVD         | ,                  | No      | 417  | 417  |
| 05/08/2025 13:45                           | Suspicious Activity | 2025-00003695   | 2376 TAUMARSON RD                | KINCHELOE, HEIDI   | Yes     | 420  | 420  |



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College Place Police Dept  
**ORI Number:** WA0360200

| Call             | Incident Type       | Incident Number | Location (Venue)             | Caller Name        | Rpt Req | Unit | ID # |
|------------------|---------------------|-----------------|------------------------------|--------------------|---------|------|------|
| 05/08/2025 13:45 | Suspicious Activity | 2025-00003695   | 2376 TAUMARSON RD            | KINCHELOE, HEIDI   | Yes     | 417  | 417  |
| 05/08/2025 14:12 | Assist              | 2025-00003696   | 788 WALLULA AVE              | PEDROZA, MARIA     | No      | 420  | 420  |
|                  |                     |                 |                              |                    |         | 417  | 417  |
| 05/08/2025 14:20 | Traffic Call        | 2025-00003697   | SW ACADEMY WAY / SW 4TH ST   | MARTIN, KELLI      | No      | 417  | 417  |
|                  |                     |                 |                              |                    |         | 404  | 404  |
| 05/08/2025 14:47 | Harassment          | 2025-00003698   | 1850 SE LARCH AVE            | MEYER, SIERRA      | No      | 404  | 404  |
| 05/08/2025 15:02 | Suspicious Activity | 2025-00003699   | 406 S COLLEGE AVE            | MALE, CC           | No      | 420  | 420  |
|                  |                     |                 |                              |                    |         | 417  | 417  |
|                  |                     |                 |                              |                    |         | 407  | 407  |
|                  |                     |                 |                              |                    |         | 404  | 404  |
| 05/08/2025 15:04 | Animal Call         | 2025-00003700   | SW 4TH ST / SW HOMESTEAD AVE | BROWN, NIKKI       | No      | 417  | 417  |
|                  |                     |                 |                              |                    |         | 448  | 448  |
| 05/08/2025 15:12 | Information Report  | 2025-00003701   | 1105 SE COLONIAL DR          | JOHNSON, STEPHANIE | No      | 420  | 420  |
| 05/08/2025 15:26 | Traffic Stop        | 2025-00003702   | W WHITMAN DR / SW DOANS AVE  | ,                  | No      | 420  | 420  |
| 05/08/2025 16:18 | Traffic Call        | 2025-00003703   | WALLULA AVE / S CAMPBELL RD  | MUELLER, NICOLE    | No      | 407  | 407  |
|                  |                     |                 |                              |                    |         | 404  | 404  |
| 05/08/2025 17:36 | Accident Non Injury | 2025-00003704   | 1700 SE MEADOWBROOK BLVD     | MACKIE, REBECCA    | No      | 407  | 407  |
| 05/08/2025 17:44 | Intoxicated Person  | 2025-00003705   | 335 N COLLEGE AVE            | CC, F              | No      | 407  | 407  |
|                  |                     |                 |                              |                    |         | 404  | 404  |
| 05/08/2025 19:52 | Attempt to Locate   | 2025-00003707   | 224 NE CEDAR AVE             | GUTHRIE, DANIELLE  | No      | 418  | 418  |
| 05/08/2025 20:04 | Harassment          | 2025-00003706   | 1100 NE C ST                 | AMADOU, MARSEILE   | No      | 420  | 420  |
|                  |                     |                 |                              |                    |         | 407  | 407  |
| 05/08/2025 20:28 | Arson               | 2025-00003708   | 755 S MYRA RD                | , LEAH             | No      | 418  | 418  |
|                  |                     |                 |                              |                    |         | 407  | 407  |
| 05/08/2025 21:19 | Animal Call         | 2025-00003709   | 1010 SW PUFF LN A            | OSTRANDER, TAMARA  | No      | 418  | 418  |
| 05/08/2025 21:49 | Traffic Stop        | 2025-00003710   | NE C ST / NE DAMSON AVE      | ,                  | No      |      |      |
| 05/08/2025 22:24 | Premises Check      | 2025-00003711   | 1700 SE MEADOWBROOK BLVD     | ,                  | No      | 418  | 418  |



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College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type     | Incident Number | Location (Venue)                    | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|-------------------|-----------------|-------------------------------------|--------------------|---------|------|------|
| 05/08/2025 22:24                           | Premises Check    | 2025-00003711   | 1700 SE MEADOWBROOK BLVD            | ,                  | No      | 407  | 407  |
| 05/08/2025 23:32                           | Domestic Physical | 2025-00003712   | 1950 MELROSE ST A18                 | PETERSON, SECILY   | No      | 418  | 418  |
| <b>Total Incidents for 05/08/2025 : 37</b> |                   |                 |                                     |                    |         |      |      |
| 05/09/2025 00:52                           | DUI Investigation | 2025-00003713   | 508 SE 12TH ST                      | TITTSWORTH, JEREMY | Yes     | 418  | 418  |
|                                            |                   |                 |                                     |                    |         | 407  | 407  |
| 05/09/2025 00:56                           | Alarm             | 2025-00003714   | 1721 SE MEADOWBROOK BLVD            | 5725, OPT          | No      |      |      |
| 05/09/2025 01:35                           | Disturbance       | 2025-00003715   | 630 SE ELM AVE 1                    | CHAVEZ, LAURA      | No      | 407  | 407  |
| 05/09/2025 02:53                           | Citizen Contact   | 2025-00003716   | S COLLEGE AVE / SE 8TH ST           | ,                  | No      | 407  | 407  |
| 05/09/2025 07:13                           | Premises Check    | 2025-00003717   | 1117 S COLLEGE AVE                  | ,                  | No      | 420  | 420  |
| 05/09/2025 08:18                           | Traffic Stop      | 2025-00003718   | SW 6TH ST / S COLLEGE AVE           | ,                  | No      | 420  | 420  |
| 05/09/2025 08:40                           | Animal Call       | 2025-00003719   | 211 SE SUNNY DR                     | ,                  | No      | 448  | 448  |
| 05/09/2025 09:05                           | Traffic Stop      | 2025-00003720   | SE JUSTICE AVE / SE CONSTITUTION DR | ,                  | No      | 420  | 420  |
| 05/09/2025 09:06                           | Parking Complaint | 2025-00003721   | 535 SE SCENIC VIEW DR               | ,                  | No      | 448  | 448  |
| 05/09/2025 09:10                           | < New Call >      | 2025-00003722   | 204 SE 12TH ST                      | ,                  | No      |      |      |
| 05/09/2025 09:25                           | < New Call >      | 2025-00003723   | 710 S COLLEGE AVE                   | ,                  | No      |      |      |
| 05/09/2025 09:40                           | < New Call >      | 2025-00003724   | 53 1/2 N COLLEGE AVE                | ,                  | No      |      |      |
| 05/09/2025 10:20                           | Citizen Contact   | 2025-00003725   | 625 S COLLEGE AVE                   | ,                  | No      | 420  | 420  |
| 05/09/2025 13:02                           | Traffic Stop      | 2025-00003726   | SE LARCH AVE / SE 8TH ST            | ,                  | No      | 400  | 400  |
| 05/09/2025 13:40                           | Traffic Stop      | 2025-00003727   | NE C ST / NE DANNER LN              | ,                  | No      | 400  | 400  |
| 05/09/2025 14:01                           | Traffic Stop      | 2025-00003728   | E WHITMAN DR / SE LARCH AVE         | ,                  | No      | 400  | 400  |
| 05/09/2025 14:07                           | Code Enforcement  | 2025-00003729   | SE 4TH ST / S COLLEGE AVE           | ,                  | No      | 448  | 448  |
|                                            |                   |                 |                                     |                    |         | 400  | 400  |
| 05/09/2025 14:44                           | Traffic Stop      | 2025-00003730   | S COLLEGE AVE / SE 10TH ST          | ,                  | No      | 400  | 400  |
| 05/09/2025 14:49                           | Code Enforcement  | 2025-00003731   | 502 SE MOCKINGBIRD DR               | ,                  | No      | 448  | 448  |
| 05/09/2025 14:51                           | Traffic Stop      | 2025-00003732   | S COLLEGE AVE / SE SUNNY DR         | ,                  | No      | 404  | 404  |
| 05/09/2025 15:04                           | Traffic Call      | 2025-00003734   | KENDALL RD / COTTONWOOD RD          | SAMS, MELSON       | No      | 404  | 404  |



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College Place Police Dept  
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| Call             | Incident Type                     | Incident Number | Location (Venue)                | Caller Name                | Rpt Req | Unit | ID # |
|------------------|-----------------------------------|-----------------|---------------------------------|----------------------------|---------|------|------|
| 05/09/2025 15:08 | Traffic Stop                      | 2025-00003733   | MOJONNIER RD / SUMMIT PL        | ,                          | No      | 407  | 407  |
| 05/09/2025 15:19 | Follow Up                         | 2025-00003735   | 619 S COLLEGE AVE               | JOHNSON, THOMAS            | No      | 420  | 420  |
| 05/09/2025 15:25 | Traffic Stop                      | 2025-00003736   | SE LAMPERTI ST / SE RED OAK AVE | ,                          | No      | 407  | 407  |
| 05/09/2025 15:34 | Traffic Stop                      | 2025-00003737   | MOJONNIER RD / TEAL RD          | ,                          | No      | 407  | 407  |
| 05/09/2025 16:07 | Welfare Check                     | 2025-00003738   | SE 6TH ST / SE ELM AVE          | ROBINSON, JOY              | No      | 407  | 407  |
| 05/09/2025 17:07 | Traffic Stop                      | 2025-00003739   | 400 MOJONNIER RD BLK            | ,                          | No      | 407  | 407  |
| 05/09/2025 17:15 | Traffic Stop                      | 2025-00003740   | MOJONNIER RD / CLARENCE AVE     | ,                          | No      | 407  | 407  |
| 05/09/2025 18:18 | Sex Offense                       | 2025-00003742   | 107 SW 6TH ST 13                | NAKWEENDA,<br>CHRISTINE    | Yes     | 419  | 419  |
|                  |                                   |                 |                                 |                            |         | 417  | 417  |
|                  |                                   |                 |                                 |                            |         | 407  | 407  |
| 05/09/2025 18:21 | Custodial<br>Interference/Problem | 2025-00003741   | 1700 SE MEADOWBROOK BLVD        | KARL, KRISTOPHER           | No      | 407  | 407  |
| 05/09/2025 20:16 | Traffic Call                      | 2025-00003743   | W WHITMAN DR / MCKINNEY RD      | HUSKINSIN, SHAWN           | No      | 418  | 418  |
|                  |                                   |                 |                                 |                            |         | CPPD |      |
| 05/09/2025 20:46 | Unwanted Person                   | 2025-00003744   | 1711 TWIN CREEK PL              | BARZO, MELISSA             | No      | 418  | 418  |
| 05/09/2025 21:09 | Malicious Mischief                | 2025-00003745   | 814 S 9TH AVE                   | LITTS, ROBERT              | Yes     | 418  | 418  |
|                  |                                   |                 |                                 |                            |         | 407  | 407  |
| 05/09/2025 21:13 | Welfare Check                     | 2025-00003746   | 1205 S COLLEGE AVE              | HARVEY, SHANNON            | No      | 418  | 418  |
|                  |                                   |                 |                                 |                            |         | 407  | 407  |
| 05/09/2025 21:34 | Traffic Call                      | 2025-00003747   | 503 SE 8TH ST                   | FOETZ, MICHAEL             | No      | 418  | 418  |
|                  |                                   |                 |                                 |                            |         | 407  | 407  |
| 05/09/2025 22:08 | Traffic Stop                      | 2025-00003748   | SE 3RD ST / SE ASH AVE          | ,                          | No      | 418  | 418  |
|                  |                                   |                 |                                 |                            |         | 407  | 407  |
| 05/09/2025 22:09 | Follow Up                         | 2025-00003749   | 453 SE 12TH ST                  | ,                          | No      | 407  | 407  |
| 05/09/2025 22:43 | Premises Check                    | 2025-00003750   | 1700 SE MEADOWBROOK BLVD        | ,                          | No      | 418  | 418  |
|                  |                                   |                 |                                 |                            |         | 407  | 407  |
| 05/09/2025 23:40 | Alarm                             | 2025-00003751   | 1205 S COLLEGE AVE              | CENTRAL STATION,<br>PEYTON | No      | 418  | 418  |



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| Call                                       | Incident Type        | Incident Number | Location (Venue)           | Caller Name                | Rpt Req | Unit | ID # |
|--------------------------------------------|----------------------|-----------------|----------------------------|----------------------------|---------|------|------|
| 05/09/2025 23:40                           | Alarm                | 2025-00003751   | 1205 S COLLEGE AVE         | CENTRAL STATION,<br>PEYTON | No      | 407  | 407  |
| <b>Total Incidents for 05/09/2025 : 39</b> |                      |                 |                            |                            |         |      |      |
| 05/10/2025 01:07                           | Traffic Stop         | 2025-00003752   | 1700 S COLLEGE AVE BLK     | ,                          | No      | 407  | 407  |
| 05/10/2025 02:12                           | Fight                | 2025-00003753   | 620 SE ELM AVE             | GRIMALDO, LEONARDO         | Yes     | 418  | 418  |
| 05/10/2025 06:06                           | Premises Check       | 2025-00003754   | 830 NE ROSE ST             | ,                          | No      | 431  | 431  |
| 05/10/2025 06:07                           | Premises Check       | 2025-00003755   | 800 NE ROSE ST             | ,                          | No      | 431  | 431  |
| 05/10/2025 06:08                           | Premises Check       | 2025-00003756   | 970 NE ROSE ST             | ,                          | No      | 431  | 431  |
| 05/10/2025 06:09                           | Premises Check       | 2025-00003757   | 990 NE ROSE ST             | ,                          | No      | 431  | 431  |
| 05/10/2025 06:36                           | Premises Check       | 2025-00003758   | 715 SE 12TH ST             | ,                          | No      | 431  | 431  |
| 05/10/2025 06:41                           | Premises Check       | 2025-00003759   | 1017 NE C ST               | ,                          | No      | 431  | 431  |
| 05/10/2025 06:43                           | Premises Check       | 2025-00003760   | 1125 NE C ST               | ,                          | No      | 431  | 431  |
| 05/10/2025 07:13                           | Traffic Stop         | 2025-00003761   | E WHITMAN DR / NE IVY LN   | ,                          | No      | 431  | 431  |
| 05/10/2025 07:24                           | Citizen Contact      | 2025-00003762   | W POPLAR ST / S MYRA RD    | ,                          | No      | 431  | 431  |
| 05/10/2025 07:59                           | Premises Check       | 2025-00003763   | 1700 SE MEADOWBROOK BLVD   | ,                          | No      | 431  | 431  |
| 05/10/2025 09:15                           | Traffic Stop         | 2025-00003764   | W POPLAR ST / N MYRA RD    | ,                          | No      | 431  | 431  |
| 05/10/2025 09:18                           | Accident Hit and Run | 2025-00003765   | 1100 NE C ST               | PHAVONG, PATTY             | No      | 431  | 431  |
| 05/10/2025 10:21                           | Paper Service        | 2025-00003766   | 361 SE HIGHLAND PARK DR    | ,                          | No      |      |      |
| 05/10/2025 10:34                           | Paper Service        | 2025-00003768   | 1039 SE SENTRY DR          | ,                          | No      |      |      |
| 05/10/2025 10:34                           | Suspicious Activity  | 2025-00003767   | 830 SE BIRCH AVE           | KORSLUND, AMY              | No      | 411  | 411  |
| 05/10/2025 10:56                           | Traffic Stop         | 2025-00003769   | SE ASH AVE / E WHITMAN DR  | ,                          | No      |      |      |
| 05/10/2025 13:23                           | Traffic Stop         | 2025-00003770   | MOJONNIER RD / TEAL RD     | ,                          | No      | 431  | 431  |
| 05/10/2025 13:53                           | Premises Check       | 2025-00003771   | 1700 SE MEADOWBROOK BLVD   | ,                          | No      | 431  | 431  |
| 05/10/2025 14:44                           | Traffic Stop         | 2025-00003772   | 1100 NE C ST               | ,                          | No      | 431  | 431  |
| 05/10/2025 14:58                           | Accident Hit and Run | 2025-00003773   | W WHITMAN DR / S HUSSEY ST | ,                          | Yes     | 419  | 419  |



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|--------------------------------------------|-------------------|-----------------|------------------------------|--------------------|---------|------|------|
| 05/10/2025 15:27                           | Assist            | 2025-00003774   | 625 S COLLEGE AVE            | 721, USVA          | No      | 419  | 419  |
| 05/10/2025 17:00                           | Phone Message     | 2025-00003775   | 625 S COLLEGE AVE            | ROMINE, KAREN      | No      | 403  | 403  |
| 05/10/2025 17:49                           | Shoplifting       | 2025-00003776   | 1700 SE MEADOWBROOK BLVD     | ORTIZ, ELIZABETH   | No      | 419  | 419  |
|                                            |                   |                 |                              |                    |         | 403  | 403  |
| 05/10/2025 19:17                           | Domestic Physical | 2025-00003777   | 121 SW 13TH ST               | ESKILDSEN, TIA     | Yes     | 419  | 419  |
|                                            |                   |                 |                              |                    |         | 403  | 403  |
| 05/10/2025 19:19                           | Citizen Contact   | 2025-00003778   | SE VISTA PL / SE 12TH ST     | ,                  | No      |      |      |
| 05/10/2025 20:24                           | Traffic Stop      | 2025-00003779   | SE 12TH ST / SE BROADWAY AVE | ,                  | No      |      |      |
| 05/10/2025 21:30                           | Wanted Person     | 2025-00003781   | 455 N COLUMBIA ST            | ONGERS, KADEN      | Yes     | 419  | 419  |
|                                            |                   |                 |                              |                    |         | 421  | 421  |
|                                            |                   |                 |                              |                    |         | 403  | 403  |
| 05/10/2025 21:31                           | Animal Call       | 2025-00003780   | CLARENCE AVE / BRICKNER RD   | GLATT, GREGORY     | No      | 421  | 421  |
| 05/10/2025 22:16                           | Alarm             | 2025-00003782   | 1205 S COLLEGE AVE           | STATION14, CENTRAL | No      |      |      |
| 05/10/2025 23:09                           | Follow Up         | 2025-00003784   | 401 W POPLAR ST              | , ASHLEY           | No      | 421  | 421  |
| <b>Total Incidents for 05/10/2025 : 32</b> |                   |                 |                              |                    |         |      |      |
| 05/11/2025 00:22                           | Citizen Contact   | 2025-00003783   | 1117 S COLLEGE AVE           | ,                  | No      | 421  | 421  |
| 05/11/2025 01:56                           | Missing Person    | 2025-00003785   | 226 E WHITMAN DR 1           | SNYDER, SUE        | Yes     | 421  | 421  |
| 05/11/2025 05:13                           | Assist            | 2025-00003786   | 328 ROSEWOOD PL              | HUFFMAN, LUETTA    | No      | 421  | 421  |
| 05/11/2025 06:25                           | Premises Check    | 2025-00003787   | 1700 SE MEADOWBROOK BLVD     | ,                  | No      | 431  | 431  |
| 05/11/2025 06:33                           | Peddler           | 2025-00003788   | 1700 SE MEADOWBROOK BLVD     | ,                  | No      | 431  | 431  |
| 05/11/2025 06:41                           | Premises Check    | 2025-00003789   | 1715 SE MEADOWBROOK BLVD     | ,                  | No      | 431  | 431  |
| 05/11/2025 06:45                           | Premises Check    | 2025-00003790   | 1605 SE MEADOWBROOK BLVD     | ,                  | No      | 431  | 431  |
| 05/11/2025 07:12                           | Traffic Stop      | 2025-00003791   | S HWY 125 / S MYRA RD        | ,                  | No      | 431  | 431  |
| 05/11/2025 08:13                           | Traffic Stop      | 2025-00003792   | W POPLAR ST / S 7TH AVE      | ,                  | No      | 431  | 431  |
| 05/11/2025 13:18                           | Animal Call       | 2025-00003793   | 715 SE 12TH ST               | VICARI, VALERIE    | No      | 431  | 431  |
| 05/11/2025 14:02                           | Traffic Call      | 2025-00003794   | 299 SE LAMPERTI ST           | ,                  | No      | 431  | 431  |
| 05/11/2025 14:05                           | Citizen Contact   | 2025-00003795   | 1700 SE MEADOWBROOK BLVD     | ,                  | No      | 431  | 431  |



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From Date: 05/01/2025 00:00  
 To Date: 05/31/2025 23:59

College Place Police Dept  
 ORI Number: WA0360200

| Call                                       | Incident Type          | Incident Number | Location (Venue)                   | Caller Name   | Rpt Req | Unit | ID # |
|--------------------------------------------|------------------------|-----------------|------------------------------------|---------------|---------|------|------|
| 05/11/2025 14:13                           | Assault                | 2025-00003796   | 1017 NE C ST                       | WARNER, TRACY | No      | 411  | 411  |
|                                            |                        |                 |                                    |               |         | 431  | 431  |
|                                            |                        |                 |                                    |               |         | 403  | 403  |
| 05/11/2025 14:49                           | Animal Noise Complaint | 2025-00003797   | 214 SE SCENIC VIEW DR              | CC, M REFUSED | No      | 431  | 431  |
| 05/11/2025 16:06                           | Citizen Contact        | 2025-00003798   | 830 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/11/2025 17:57                           | Citizen Contact        | 2025-00003799   | 609 SE 6TH ST                      | ,             | No      | 419  | 419  |
| 05/11/2025 18:18                           | Warrant Service        | 2025-00003800   | 1100 NE C ST                       | CPPD, 419     | Yes     | 419  | 419  |
|                                            |                        |                 |                                    |               |         | 403  | 403  |
| 05/11/2025 19:01                           | Traffic Stop           | 2025-00003801   | WALLULA AVE / NE ROSE ST           | ,             | No      |      |      |
| 05/11/2025 21:34                           | Citizen Contact        | 2025-00003802   | 223 SE VALLEY DR                   | ,             | No      | 421  | 421  |
|                                            |                        |                 |                                    |               |         | 409  | 409  |
| 05/11/2025 21:54                           | Premises Check         | 2025-00003803   | 1700 SE MEADOWBROOK BLVD           | ,             | No      | 421  | 421  |
| 05/11/2025 22:23                           | Traffic Stop           | 2025-00003804   | PEPPERS BRIDGE RD / OLD MILTON HWY | ,             | No      | 421  | 421  |
| <b>Total Incidents for 05/11/2025 : 21</b> |                        |                 |                                    |               |         |      |      |
| 05/12/2025 05:59                           | Premises Check         | 2025-00003805   | 990 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/12/2025 06:02                           | Premises Check         | 2025-00003806   | 970 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/12/2025 06:03                           | Premises Check         | 2025-00003807   | 880 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/12/2025 06:04                           | Premises Check         | 2025-00003808   | 860 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/12/2025 06:06                           | Premises Check         | 2025-00003809   | 830 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/12/2025 06:07                           | Premises Check         | 2025-00003810   | 800 NE ROSE ST                     | ,             | No      | 431  | 431  |
| 05/12/2025 06:09                           | Premises Check         | 2025-00003811   | 942 NE SPITZENBURG ST              | ,             | No      | 431  | 431  |
| 05/12/2025 06:13                           | Premises Check         | 2025-00003812   | 1017 NE C ST                       | ,             | No      | 431  | 431  |
| 05/12/2025 06:15                           | Premises Check         | 2025-00003813   | 1125 NE C ST                       | ,             | No      | 431  | 431  |
| 05/12/2025 06:31                           | Traffic Stop           | 2025-00003814   | W POPLAR ST / AVERY ST             | ,             | No      | 431  | 431  |
| 05/12/2025 07:28                           | Traffic Call           | 2025-00003815   | S HWY 125 / SE COMMERCIAL DR       | GRAHAM, RICO  | No      | 431  | 431  |
| 05/12/2025 07:52                           | Premises Check         | 2025-00003816   | 1240 SE COMMERCIAL DR              | ,             | No      | 431  | 431  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
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College Place Police Dept  
**ORI Number:** WA0360200

| Call             | Incident Type          | Incident Number | Location (Venue)                  | Caller Name         | Rpt Req | Unit | ID # |
|------------------|------------------------|-----------------|-----------------------------------|---------------------|---------|------|------|
| 05/12/2025 08:08 | Citizen Contact        | 2025-00003817   | 201 SW 1ST ST                     | ,                   | No      | 431  | 431  |
| 05/12/2025 08:25 | Traffic Stop           | 2025-00003818   | W WHITMAN DR / MCKINNEY RD        | ,                   | No      | 431  | 431  |
| 05/12/2025 08:48 | Welfare Check          | 2025-00003819   | 702 SE SCENIC VIEW DR             | MCKOWN, RYAN        | No      | 411  | 411  |
|                  |                        |                 |                                   |                     |         | 431  | 431  |
| 05/12/2025 09:18 | Animal Noise Complaint | 2025-00003820   | 600 SW BADE AVE BLK               | COWLES, GENE        | No      | 431  | 431  |
| 05/12/2025 09:32 | Animal Call            | 2025-00003822   | 421 SE 4TH ST                     | FLORES, JENNIFER    | No      | CPPD |      |
| 05/12/2025 09:42 | Assault                | 2025-00003821   | 710 S COLLEGE AVE B               | III, EJ MARTONICK   | Yes     | CPPD |      |
|                  |                        |                 |                                   |                     |         | 411  | 411  |
|                  |                        |                 |                                   |                     |         | 431  | 431  |
| 05/12/2025 09:55 | Trespass               | 2025-00003823   | 1700 SE MEADOWBROOK BLVD          | ,                   | No      | 416  | 416  |
| 05/12/2025 09:55 | Shoplifting            | 2025-00003824   | 1700 SE MEADOWBROOK BLVD          | ,                   | Yes     | 416  | 416  |
| 05/12/2025 11:01 | Found Property         | 2025-00003825   | 950 SE 12TH ST                    | KLEIN, ANITA        | No      | 411  | 411  |
| 05/12/2025 12:43 | Phone Message          | 2025-00003826   | 625 S COLLEGE AVE                 | WHITTENBERG, RACHEL | No      | 431  | 431  |
| 05/12/2025 13:36 | Citizen Contact        | 2025-00003827   | 1010 SE BIRCH AVE                 | ,                   | No      | 419  | 419  |
| 05/12/2025 13:59 | Traffic Stop           | 2025-00003828   | NE LARCH AVE / E WHITMAN DR       | ,                   | No      | 421  | 421  |
| 05/12/2025 14:16 | Citizen Contact        | 2025-00003829   | S HWY 125 / S COLLEGE AVE         | ,                   | No      | 421  | 421  |
| 05/12/2025 14:20 | Traffic Stop           | 2025-00003830   | W ROSE ST / WILDWOOD ST           | ,                   | No      | 419  | 419  |
|                  |                        |                 |                                   |                     |         | CPPD |      |
| 05/12/2025 14:55 | Traffic Stop           | 2025-00003831   | 1321 SW RIPARIAN CT               | ,                   | No      | 431  | 431  |
| 05/12/2025 15:24 | Citizen Contact        | 2025-00003832   | 200 N COLLEGE AVE BLK             | ,                   | No      | 421  | 421  |
|                  |                        |                 |                                   |                     |         | 411  | 411  |
| 05/12/2025 16:33 | Citizen Contact        | 2025-00003834   | 1200 SE BROADWAY AVE BLK          | ,                   | No      |      |      |
| 05/12/2025 16:36 | Traffic Stop           | 2025-00003833   | 26 N COLLEGE AVE                  | ,                   | No      | 431  | 431  |
| 05/12/2025 17:28 | 911 Call               | 2025-00003835   | SW RIPARIAN CT / SW HOMESTEAD AVE | ,                   | No      | 419  | 419  |
| 05/12/2025 18:33 | Intoxicated Person     | 2025-00003836   | 252 NE CEDAR AVE 1                | ALEXANDER, MICHLLE  | No      | 419  | 419  |
|                  |                        |                 |                                   |                     |         | 421  | 421  |



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College Place Police Dept  
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| Call                                       | Incident Type       | Incident Number | Location (Venue)                           | Caller Name         | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|--------------------------------------------|---------------------|---------|------|------|
| 05/12/2025 18:33                           | Intoxicated Person  | 2025-00003836   | 252 NE CEDAR AVE 1                         | ALEXANDER, MICHILLE | No      | 403  | 403  |
| 05/12/2025 20:33                           | Alarm               | 2025-00003837   | 1117 S COLLEGE AVE                         | CC, 1576            | No      | 421  | 421  |
|                                            |                     |                 |                                            |                     |         | 409  | 409  |
| 05/12/2025 20:56                           | Premises Check      | 2025-00003838   | 46.0329450000000000 - 118.3832750000000000 | ,                   | No      | 419  | 419  |
| 05/12/2025 21:12                           | Citizen Contact     | 2025-00003839   | 1700 SE MEADOWBROOK BLVD                   | ,                   | No      | 419  | 419  |
| 05/12/2025 21:59                           | Phone Message       | 2025-00003840   | 107 SW 6TH ST                              | AGUERO, LUCIA       | No      | 403  | 403  |
| <b>Total Incidents for 05/12/2025 : 36</b> |                     |                 |                                            |                     |         |      |      |
| 05/13/2025 00:41                           | Suspicious Activity | 2025-00003841   | 1755 S COLLEGE AVE                         | ,                   | No      | 409  | 409  |
| 05/13/2025 00:43                           | Premises Check      | 2025-00003842   | 1755 S COLLEGE AVE                         | ,                   | No      | 409  | 409  |
| 05/13/2025 02:29                           | Premises Check      | 2025-00003843   | 1100 NE C ST                               | ,                   | No      | 409  | 409  |
| 05/13/2025 02:30                           | Premises Check      | 2025-00003844   | 1017 NE C ST                               | ,                   | No      | 409  | 409  |
| 05/13/2025 06:05                           | Traffic Stop        | 2025-00003845   | 46.0463250000000000 - 118.3538299990000000 | ,                   | No      | 431  | 431  |
| 05/13/2025 06:24                           | Traffic Stop        | 2025-00003846   | 1700 SE MEADOWBROOK BLVD                   | ,                   | No      | 411  | 411  |
|                                            |                     |                 |                                            |                     |         | 431  | 431  |
| 05/13/2025 09:26                           | Information Report  | 2025-00003847   | 421 SE 4TH ST                              | ,                   | No      | 448  | 448  |
| 05/13/2025 09:51                           | Parking Complaint   | 2025-00003848   | 1009 NE EMPIRE ST                          | ,                   | No      | 448  | 448  |
| 05/13/2025 12:06                           | Unwanted Person     | 2025-00003849   | 1700 SE MEADOWBROOK BLVD                   | DIODORO, ARGIE      | No      | 411  | 411  |
|                                            |                     |                 |                                            |                     |         | 431  | 431  |
| 05/13/2025 12:52                           | Warrant Service     | 2025-00003851   | 630 SE ELM AVE                             | ,                   | Yes     |      |      |
| 05/13/2025 13:07                           | Phone Message       | 2025-00003850   | 1389 SE INDEPENDENCE DR                    | GUSE, RICK          | No      | 431  | 431  |
| 05/13/2025 13:39                           | Animal Call         | 2025-00003852   | S COLLEGE AVE / SE 8TH ST                  | WILLIAMS, JESSICA   | No      | 448  | 448  |
| 05/13/2025 14:12                           | Animal Call         | 2025-00003853   | SE CEDAR AVE / SE 8TH ST                   | YOT, KAYLEE         | No      | 448  | 448  |
| 05/13/2025 15:14                           | Shoplifting         | 2025-00003854   | 1017 NE C ST                               | WARNER, TRACY       | No      | 412  | 412  |
|                                            |                     |                 |                                            |                     |         | 421  | 421  |
|                                            |                     |                 |                                            |                     |         | 431  | 431  |
| 05/13/2025 16:30                           | Unwanted Person     | 2025-00003855   | 1100 NE C ST                               | HARDING, LANCE      | No      | 420  | 420  |



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| Call                                       | Incident Type   | Incident Number | Location (Venue)                 | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|-----------------|-----------------|----------------------------------|--------------------|---------|------|------|
| 05/13/2025 16:30                           | Unwanted Person | 2025-00003855   | 1100 NE C ST                     | HARDING, LANCE     | No      | 418  | 418  |
| 05/13/2025 17:55                           | Traffic Call    | 2025-00003856   | WALLULA ROUNDABOUT / S GOSE ST   | ALEXANDER, BRANDON | No      | 412  | 412  |
| 05/13/2025 18:00                           | Unwanted Person | 2025-00003857   | 1700 SE MEADOWBROOK BLVD         | ORTIZ, ELISABETH   | No      | 412  | 412  |
| 05/13/2025 19:53                           | Paper Service   | 2025-00003858   | 220 N COLLEGE AVE 31             | ,                  | No      |      |      |
| 05/13/2025 20:01                           | Paper Service   | 2025-00003859   | 1224 SE CENTRAL AVE              | ,                  | No      |      |      |
| 05/13/2025 20:20                           | Alarm           | 2025-00003860   | 376 SE HIGHLAND PARK DR          | ADT, 355498        | No      | 412  | 412  |
|                                            |                 |                 |                                  |                    |         | 409  | 409  |
| 05/13/2025 22:48                           | Premises Check  | 2025-00003861   | 1700 SE MEADOWBROOK BLVD         | ,                  | No      | 412  | 412  |
|                                            |                 |                 |                                  |                    |         | 409  | 409  |
| 05/13/2025 23:41                           | Traffic Stop    | 2025-00003862   | SE BIRCH AVE / SE 9TH ST         | ,                  | No      | 412  | 412  |
| <b>Total Incidents for 05/13/2025 : 22</b> |                 |                 |                                  |                    |         |      |      |
| 05/14/2025 07:27                           | APS Referral    | 2025-00003863   | 715 SW EVANS AVE                 | ,                  | No      | 417  | 417  |
| 05/14/2025 07:29                           | APS Referral    | 2025-00003864   | 715 SW EVANS AVE                 | ,                  | Yes     | 417  | 417  |
| 05/14/2025 10:05                           | Traffic Stop    | 2025-00003865   | 400 MOJONNIER RD BLK             | ,                  | No      | 407  | 407  |
| 05/14/2025 10:24                           | Traffic Stop    | 2025-00003866   | MOJONNIER RD / CLARENCE AVE      | ,                  | No      | 407  | 407  |
| 05/14/2025 10:59                           | NCIC Check      | 2025-00003867   | 27 N 2ND AVE                     | ,                  | No      | 407  | 407  |
| 05/14/2025 11:45                           | Traffic Stop    | 2025-00003868   | SE LARCH AVE / SE SENTRY DR      | ,                  | No      | 416  | 416  |
|                                            |                 |                 |                                  |                    |         | 407  | 407  |
| 05/14/2025 12:07                           | Unwanted Person | 2025-00003869   | 1700 SE MEADOWBROOK BLVD         | , CHRISTINE        | No      | 420  | 420  |
|                                            |                 |                 |                                  |                    |         | 407  | 407  |
| 05/14/2025 13:02                           | Citizen Contact | 2025-00003870   | SE LARCH AVE / SE SYDNEE LN      | ,                  | No      | 407  | 407  |
| 05/14/2025 13:18                           | Warrant Service | 2025-00003871   | SE 8TH ST / SE DATE AVE          | ,                  | Yes     | 420  | 420  |
|                                            |                 |                 |                                  |                    |         | 407  | 407  |
| 05/14/2025 13:28                           | Theft           | 2025-00003872   | 815 NE KAROL LOOP                | BROWN, SHANNON     | No      | 407  | 407  |
| 05/14/2025 15:25                           | Traffic Stop    | 2025-00003873   | SE LARCH AVE / SE MOCKINGBIRD DR | ,                  | No      | 407  | 407  |
| 05/14/2025 15:39                           | Traffic Stop    | 2025-00003874   | N COLLEGE AVE / NE A ST          | ,                  | No      | 412  | 412  |



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|--------------------------------------------|---------------------|-----------------|-----------------------------------|-----------------|---------|------|------|
| 05/14/2025 15:45                           | Traffic Stop        | 2025-00003875   | N COLLEGE AVE / NE C ST           | ,               | No      | 412  | 412  |
| 05/14/2025 17:44                           | Follow Up           | 2025-00003876   | 453 SE 12TH ST                    | ,               | No      | 407  | 407  |
| 05/14/2025 17:50                           | Premises Check      | 2025-00003877   | 1117 S COLLEGE AVE                | ,               | No      | 407  | 407  |
| 05/14/2025 18:16                           | Traffic Stop        | 2025-00003878   | SE 6TH ST / SE LARCH AVE          | ,               | No      | 412  | 412  |
| 05/14/2025 18:22                           | Citizen Contact     | 2025-00003879   | SE RODEO LOOP / SE CALIFORNIA AVE | ,               | No      |      |      |
| 05/14/2025 20:25                           | Shoplifting         | 2025-00003880   | 1700 SE MEADOWBROOK BLVD          | CC, ELIZABETH   | Yes     | 418  | 418  |
|                                            |                     |                 |                                   |                 |         | 412  | 412  |
| 05/14/2025 20:57                           | DUI Investigation   | 2025-00003881   | W ROSE ST / N MYRA RD             | CLARK, LORISA   | Yes     | 418  | 418  |
|                                            |                     |                 |                                   |                 |         | 412  | 412  |
|                                            |                     |                 |                                   |                 |         | CPPD |      |
| 05/14/2025 21:11                           | Traffic Call        | 2025-00003882   | S COLLEGE AVE / SE 4TH ST         | EWELL, MACY     | No      | 418  | 418  |
| 05/14/2025 22:34                           | Domestic Problem    | 2025-00003883   | 1360 PARADE LOOP 262              | OXLEY, BROOKLYN | No      | 418  | 418  |
|                                            |                     |                 |                                   |                 |         | 412  | 412  |
| 05/14/2025 22:53                           | Traffic Stop        | 2025-00003884   | S HWY 125 / SE MEADOWBROOK BLVD   | ,               | No      |      |      |
| 05/14/2025 23:19                           | Assist              | 2025-00003885   | S HWY 125 / S MYRA RD             | ,               | No      | 418  | 418  |
| 05/14/2025 23:38                           | Assist              | 2025-00003886   | 1715 SE MEADOWBROOK BLVD          | JOHNSON, SAMUEL | No      | 418  | 418  |
| <b>Total Incidents for 05/14/2025 : 24</b> |                     |                 |                                   |                 |         |      |      |
| 05/15/2025 00:12                           | Suspicious Activity | 2025-00003887   | 1230 SE LARCH AVE                 | KELLY, BILL     | No      | 418  | 418  |
|                                            |                     |                 |                                   |                 |         | 412  | 412  |
| 05/15/2025 05:37                           | Alarm               | 2025-00003888   | 795 SE SYDNEE LN                  | WW ELECTRIC,    | No      | 418  | 418  |
| 05/15/2025 07:00                           | Premises Check      | 2025-00003889   | 1755 S COLLEGE AVE                | ,               | No      | 417  | 417  |
| 05/15/2025 07:44                           | Malicious Mischief  | 2025-00003890   | 421 SE 6TH ST                     | ,               | Yes     | 404  | 404  |
| 05/15/2025 08:04                           | Traffic Stop        | 2025-00003891   | S COLLEGE AVE / SE 8TH ST         | ,               | No      | 420  | 420  |
| 05/15/2025 09:16                           | APS Referral        | 2025-00003892   | 619 S COLLEGE AVE                 | ,               | Yes     | 417  | 417  |
| 05/15/2025 09:18                           | APS Referral        | 2025-00003893   | 619 S COLLEGE AVE                 | ,               | Yes     | 417  | 417  |
| 05/15/2025 11:01                           | Premises Check      | 2025-00003894   | 1700 SE MEADOWBROOK BLVD          | ,               | No      | 404  | 404  |



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|--------------------------------------------|--------------------------|-----------------|----------------------------------|------------------|---------|------|------|
| 05/15/2025 11:15                           | Animal Call              | 2025-00003895   | 221 NE BIRCH AVE                 | WALKER, SAVANNAH | No      | 448  | 448  |
| 05/15/2025 13:36                           | Theft                    | 2025-00003896   | 344 NE DELLA AVE                 | EPPS, BONNIE     | No      | 420  | 420  |
| 05/15/2025 14:02                           | Animal Call              | 2025-00003897   | 300 NE FERNWOOD PL BLK           | KRUMBAH, SHERRI  | No      | 448  | 448  |
| 05/15/2025 14:34                           | Premises Check           | 2025-00003898   | 1232 SE BROADWAY AVE             | ,                | No      | 420  | 420  |
| 05/15/2025 15:21                           | Animal Lost              | 2025-00003899   | 1037 SW PUFF LN 5                | OWINGS, TYSON    | No      | CPPD |      |
| 05/15/2025 15:22                           | Assist                   | 2025-00003900   | 1218 SE BROADWAY AVE             | FERN, ALLISON    | No      | 420  | 420  |
|                                            |                          |                 |                                  |                  |         | 417  | 417  |
|                                            |                          |                 |                                  |                  |         | 407  | 407  |
| 05/15/2025 16:35                           | Violation of Court Order | 2025-00003902   | 21 SW ACADEMY WAY                | TURNER, ANITA    | No      | 412  | 412  |
|                                            |                          |                 |                                  |                  |         | 407  | 407  |
| 05/15/2025 16:38                           | Animal Call              | 2025-00003901   | 205 NE ASH AVE 34                | DODGE, GARY      | No      | 448  | 448  |
|                                            |                          |                 |                                  |                  |         | 412  | 412  |
| 05/15/2025 18:00                           | Domestic Physical        | 2025-00003903   | 717 SE SCENIC VIEW DR            | BEAVER, CORY     | No      | 412  | 412  |
|                                            |                          |                 |                                  |                  |         | 407  | 407  |
| 05/15/2025 21:50                           | Civil Problem            | 2025-00003904   | 409 SE DATE AVE                  | HERERRA, BLANCA  | No      | 418  | 418  |
| 05/15/2025 22:07                           | Premises Check           | 2025-00003905   | 1100 NE C ST                     | ,                | No      | 418  | 418  |
|                                            |                          |                 |                                  |                  |         | 412  | 412  |
| 05/15/2025 22:45                           | Malicious Mischief       | 2025-00003906   | 1100 NE C ST                     | ,                | Yes     | 418  | 418  |
| 05/15/2025 23:23                           | Citizen Contact          | 2025-00003907   | 1017 NE C ST                     | ,                | No      | 418  | 418  |
| 05/15/2025 23:41                           | Traffic Stop             | 2025-00003908   | SE 12TH ST / SE DEWEY DR         | ,                | No      | 418  | 418  |
| 05/15/2025 23:49                           | Citizen Contact          | 2025-00003909   | SE 12TH ST / SE LARCH AVE        | ,                | No      | 418  | 418  |
| <b>Total Incidents for 05/15/2025 : 23</b> |                          |                 |                                  |                  |         |      |      |
| 05/16/2025 02:48                           | Traffic Stop             | 2025-00003910   | SE LARCH AVE / SE SCENIC VIEW DR | ,                | No      | 418  | 418  |
| 05/16/2025 06:56                           | House Check              | 2025-00003911   | 397 SE HIGHLAND PARK DR          | ,                | No      | 420  | 420  |
| 05/16/2025 07:22                           | Traffic Stop             | 2025-00003912   | S COLLEGE AVE / SMITH ACCESS RD  | ,                | No      | 420  | 420  |
| 05/16/2025 09:05                           | Alarm                    | 2025-00003913   | 805 GRANDVIEW AVE                | ADT, 354153      | No      | 420  | 420  |



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|--------------------------------------------|----------------------|-----------------|----------------------------|----------------------|---------|------|------|
| 05/16/2025 09:05                           | Alarm                | 2025-00003913   | 805 GRANDVIEW AVE          | ADT, 354153          | No      | 407  | 407  |
| 05/16/2025 09:17                           | Paper Service        | 2025-00003914   | 512 SE 5TH ST              | ,                    | No      | 420  | 420  |
|                                            |                      |                 |                            |                      |         | 407  | 407  |
| 05/16/2025 10:37                           | Traffic Stop         | 2025-00003915   | 400 MOJONNIER RD BLK       | ,                    | No      | 407  | 407  |
| 05/16/2025 10:54                           | Traffic Stop         | 2025-00003916   | 400 MOJONNIER RD BLK       | ,                    | No      | 407  | 407  |
| 05/16/2025 10:58                           | Traffic Stop         | 2025-00003917   | S COLLEGE AVE / SE 6TH ST  | ,                    | No      | 420  | 420  |
| 05/16/2025 13:04                           | Accident Hit and Run | 2025-00003918   | 29 NE IVY LN               | KUZNETSOV, OLGA      | Yes     | 420  | 420  |
|                                            |                      |                 |                            |                      |         | 407  | 407  |
|                                            |                      |                 |                            |                      |         | 404  | 404  |
| 05/16/2025 13:27                           | Traffic Stop         | 2025-00003919   | 1755 S COLLEGE AVE         | ,                    | No      |      |      |
| 05/16/2025 15:18                           | Citizen Contact      | 2025-00003920   | 619 S COLLEGE AVE          | ,                    | No      | 404  | 404  |
| 05/16/2025 16:03                           | Traffic Stop         | 2025-00003921   | N COLLEGE AVE / BLALOCK DR | ,                    | No      | 412  | 412  |
| 05/16/2025 19:30                           | Shoplifting          | 2025-00003922   | 1700 SE MEADOWBROOK BLVD   | ORTIZ, ELIZABETH     | Yes     | 418  | 418  |
|                                            |                      |                 |                            |                      |         | 412  | 412  |
| 05/16/2025 20:09                           | Animal Call          | 2025-00003923   | SE BIRCH AVE / SE 10TH ST  | DOWNING, CRYSTAL     | No      | 418  | 418  |
| 05/16/2025 21:54                           | Traffic Stop         | 2025-00003924   | S COLLEGE AVE / SW 10TH ST | ,                    | No      |      |      |
| 05/16/2025 22:13                           | Traffic Stop         | 2025-00003925   | N COLLEGE AVE / BLALOCK DR | ,                    | No      | 418  | 418  |
| 05/16/2025 23:41                           | Citizen Contact      | 2025-00003926   | 1205 S COLLEGE AVE         | ,                    | No      | 418  | 418  |
| <b>Total Incidents for 05/16/2025 : 17</b> |                      |                 |                            |                      |         |      |      |
| 05/17/2025 01:59                           | Fight                | 2025-00003927   | N BLUE ST / ISAACS AVE     | DYNES, BILLY JO      | No      | 418  | 418  |
| 05/17/2025 06:03                           | Premises Check       | 2025-00003928   | 970 NE ROSE ST             | ,                    | No      | 431  | 431  |
| 05/17/2025 06:04                           | Premises Check       | 2025-00003929   | 880 NE ROSE ST             | ,                    | No      | 431  | 431  |
| 05/17/2025 06:09                           | Premises Check       | 2025-00003930   | 860 NE ROSE ST             | ,                    | No      | 431  | 431  |
| 05/17/2025 06:11                           | Premises Check       | 2025-00003931   | 830 NE ROSE ST             | ,                    | No      | 431  | 431  |
| 05/17/2025 06:12                           | Premises Check       | 2025-00003932   | 800 NE ROSE ST             | ,                    | No      | 431  | 431  |
| 05/17/2025 06:14                           | Premises Check       | 2025-00003933   | 990 NE ROSE ST             | ,                    | No      | 431  | 431  |
| 05/17/2025 06:15                           | Suspicious Activity  | 2025-00003938   | S HWY 125 / OLD MILTON HWY | ALEXANDER, CHRISTINE | No      | 431  | 431  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

College Place Police Dept  
**ORI Number:** WA0360200

| Call             | Incident Type      | Incident Number | Location (Venue)                     | Caller Name       | Rpt Req | Unit | ID # |
|------------------|--------------------|-----------------|--------------------------------------|-------------------|---------|------|------|
| 05/17/2025 06:19 | Premises Check     | 2025-00003934   | 1017 NE C ST                         | ,                 | No      | 431  | 431  |
| 05/17/2025 06:21 | Premises Check     | 2025-00003935   | 1129 NE C ST                         | ,                 | No      | 431  | 431  |
| 05/17/2025 06:25 | Premises Check     | 2025-00003936   | 1125 NE C ST                         | ,                 | No      | 431  | 431  |
| 05/17/2025 06:45 | Citizen Contact    | 2025-00003937   | SMITH ACCESS RD / AUFTY LN           | ,                 | No      | 431  | 431  |
| 05/17/2025 07:44 | Premises Check     | 2025-00003939   | 1100 NE C ST                         | ,                 | No      | 431  | 431  |
| 05/17/2025 08:28 | Traffic Stop       | 2025-00003940   | W POPLAR ST / S 11TH AVE             | ,                 | No      | 431  | 431  |
| 05/17/2025 08:47 | Malicious Mischief | 2025-00003941   | E WHITMAN DR / NE DECCIO RD          | , BRANDON         | No      | 411  | 411  |
| 05/17/2025 09:31 | Traffic Stop       | 2025-00003942   | S COLLEGE AVE / SE 4TH ST            | ,                 | No      | 411  | 411  |
| 05/17/2025 10:45 | Vehicle Prowl      | 2025-00003944   | 200 SE ASH AVE                       | KREITNER, OLIVIA  | Yes     | 411  | 411  |
| 05/17/2025 10:58 | Premises Check     | 2025-00003943   | 715 SE 12TH ST                       | ,                 | No      | 431  | 431  |
| 05/17/2025 11:45 | Premises Check     | 2025-00003945   | 240 OWENS RD                         | ,                 | No      | 431  | 431  |
| 05/17/2025 11:58 | Premises Check     | 2025-00003946   | 199 TEAL RD                          | ,                 | No      | 431  | 431  |
| 05/17/2025 12:20 | Traffic Stop       | 2025-00003947   | SE LAMPERTI ST / SE MEADOWBROOK BLVD | ,                 | No      | 431  | 431  |
| 05/17/2025 15:09 | Parking Complaint  | 2025-00003948   | 198 SW HOMESTEAD AVE                 | ,                 | No      | 431  | 431  |
| 05/17/2025 17:28 | Traffic Stop       | 2025-00003949   | 1755 S COLLEGE AVE                   | ,                 | No      | 419  | 419  |
| 05/17/2025 18:32 | Traffic Stop       | 2025-00003950   | S HWY 125 / STATELINE RD             | ,                 | No      | 403  | 403  |
| 05/17/2025 19:13 | Traffic Call       | 2025-00003951   | S HWY 125 / TAUMARSON RD             | ,                 | No      | 419  | 419  |
|                  |                    |                 |                                      |                   |         | 403  | 403  |
| 05/17/2025 20:09 | Disturbance        | 2025-00003952   | 1450 SE BOBOLINK LN                  | BALDRIDGE, NADINE | No      | 421  | 421  |
| 05/17/2025 21:01 | Citizen Contact    | 2025-00003953   | NE C ST / NE CEDAR AVE               | ,                 | No      | 421  | 421  |
| 05/17/2025 21:39 | Traffic Stop       | 2025-00003954   | 1658 W POPLAR ST                     | ,                 | No      | 421  | 421  |
| 05/17/2025 21:50 | Premises Check     | 2025-00003955   | 1700 SE MEADOWBROOK BLVD             | ,                 | No      | 421  | 421  |
| 05/17/2025 21:50 | Shots Fired        | 2025-00003956   | S 6TH AVE / W MAIN ST                | BALDERDE, MIGUEL  | Yes     | 419  | 419  |
|                  |                    |                 |                                      |                   |         | 421  | 421  |
|                  |                    |                 |                                      |                   |         | 409  | 409  |
|                  |                    |                 |                                      |                   |         | 403  | 403  |
| 05/17/2025 22:23 | Traffic Call       | 2025-00003957   | W TIETAN ST / PLAZA WAY              | , LOGAN           | No      | 419  | 419  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type   | Incident Number | Location (Venue)              | Caller Name    | Rpt Req | Unit | ID # |
|--------------------------------------------|-----------------|-----------------|-------------------------------|----------------|---------|------|------|
| 05/17/2025 22:23                           | Traffic Call    | 2025-00003957   | W TIETAN ST / PLAZA WAY       | , LOGAN        | No      | 409  | 409  |
| <b>Total Incidents for 05/17/2025 : 31</b> |                 |                 |                               |                |         |      |      |
| 05/18/2025 01:06                           | Citizen Contact | 2025-00003958   | E WHITMAN DR / S MYRA RD      | ,              | No      | 421  | 421  |
|                                            |                 |                 |                               |                |         | 409  | 409  |
| 05/18/2025 01:18                           | Traffic Stop    | 2025-00003959   | 1100 NE C ST                  | ,              | No      | 421  | 421  |
|                                            |                 |                 |                               |                |         | 409  | 409  |
| 05/18/2025 05:56                           | Traffic Stop    | 2025-00003960   | TWIN CREEK PL / S MYRA RD     | ,              | No      | 431  | 431  |
| 05/18/2025 06:30                           | Premises Check  | 2025-00003961   | 1033 E WHITMAN DR             | ,              | No      | 431  | 431  |
| 05/18/2025 06:32                           | Premises Check  | 2025-00003962   | 1100 NE C ST                  | ,              | No      | 431  | 431  |
| 05/18/2025 06:37                           | Premises Check  | 2025-00003963   | 1017 NE C ST                  | ,              | No      | 431  | 431  |
| 05/18/2025 06:39                           | Premises Check  | 2025-00003964   | 1129 NE C ST                  | ,              | No      | 431  | 431  |
| 05/18/2025 06:42                           | Premises Check  | 2025-00003965   | 1125 NE C ST                  | ,              | No      | 431  | 431  |
| 05/18/2025 06:56                           | Traffic Stop    | 2025-00003966   | W POPLAR ST / S 14TH AVE      | ,              | No      | 431  | 431  |
| 05/18/2025 07:19                           | Premises Check  | 2025-00003967   | 1700 SE MEADOWBROOK BLVD      | ,              | No      | 411  | 411  |
| 05/18/2025 07:27                           | Traffic Stop    | 2025-00003968   | N MYRA RD / NE SPITZENBURG ST | ,              | No      | 431  | 431  |
| 05/18/2025 08:47                           | Traffic Stop    | 2025-00003969   | W POPLAR ST / N MYRA RD       | ,              | No      | 431  | 431  |
| 05/18/2025 09:01                           | Traffic Stop    | 2025-00003970   | 1017 NE C ST                  | ,              | No      | 431  | 431  |
| 05/18/2025 09:22                           | Premises Check  | 2025-00003971   | 1017 NE C ST                  | ,              | No      | 431  | 431  |
| 05/18/2025 10:07                           | Traffic Stop    | 2025-00003972   | S HWY 125 / STATELINE RD      | ,              | No      | 431  | 431  |
| 05/18/2025 10:08                           | Welfare Check   | 2025-00003973   | 210 N COLLEGE AVE 15          | NATONABAH, KIM | Yes     | 418  | 418  |
|                                            |                 |                 |                               |                |         | 417  | 417  |
|                                            |                 |                 |                               |                |         | 412  | 412  |
|                                            |                 |                 |                               |                |         | 411  | 411  |
|                                            |                 |                 |                               |                |         | 431  | 431  |
|                                            |                 |                 |                               |                |         | 407  | 407  |
| 05/18/2025 12:33                           | Animal Lost     | 2025-00003974   | 1343 SE NEWGATE DR            | , JEFF         | No      | CPPD |      |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

College Place Police Dept  
**ORI Number:** WA0360200

| Call             | Incident Type      | Incident Number | Location (Venue)             | Caller Name     | Rpt Req | Unit | ID # |
|------------------|--------------------|-----------------|------------------------------|-----------------|---------|------|------|
| 05/18/2025 15:04 | Animal Found       | 2025-00003975   | E WHITMAN DR / N COLLEGE AVE | 431, CPPD       | No      | 431  | 431  |
| 05/18/2025 15:28 | Animal Found       | 2025-00003976   | 702 SE SCENIC VIEW DR        | LINCOLN, DANIEL | No      | 403  | 403  |
| 05/18/2025 17:39 | Found Property     | 2025-00003977   | SE 12TH ST / S COLLEGE AVE   | HARTZEIM, GINA  | No      | 403  | 403  |
| 05/18/2025 19:59 | Information Report | 2025-00003978   | SE ASH AVE / SE 2ND ST       | KLEIN, GRACE    | No      |      |      |
| 05/18/2025 20:08 | Assist             | 2025-00003979   | 801 SE LARKSPUR PL           | CC, M           | Yes     | 421  | 421  |
|                  |                    |                 |                              |                 |         | 409  | 409  |
|                  |                    |                 |                              |                 |         | 403  | 403  |
| 05/18/2025 20:16 | Animal Call        | 2025-00003980   | 583 NW EVANS AVE 1           | ALLAN, DOROTHY  | No      | 421  | 421  |
|                  |                    |                 |                              |                 |         | 409  | 409  |
| 05/18/2025 21:28 | Domestic Physical  | 2025-00003981   | 1005 SW PUFF LN 2            | JEWITT, JESSICA | Yes     | 421  | 421  |
|                  |                    |                 |                              |                 |         | 409  | 409  |
|                  |                    |                 |                              |                 |         | 403  | 403  |

## Total Incidents for 05/18/2025 : 24

|                  |                |               |                                            |                 |    |      |     |
|------------------|----------------|---------------|--------------------------------------------|-----------------|----|------|-----|
| 05/19/2025 00:26 | Premises Check | 2025-00003982 | 1100 NE C ST                               | ,               | No | 421  | 421 |
| 05/19/2025 03:32 | NCIC Check     | 2025-00003983 | 27 N 2ND AVE                               | ,               | No | 421  | 421 |
| 05/19/2025 03:36 | Paper Service  | 2025-00003984 | SE 8TH ST / SE DATE AVE                    | ,               | No | 421  | 421 |
| 05/19/2025 06:11 | Premises Check | 2025-00003985 | 1195 E WHITMAN DR                          | ,               | No | 431  | 431 |
| 05/19/2025 06:15 | Premises Check | 2025-00003986 | 1100 NE C ST                               | ,               | No | 431  | 431 |
| 05/19/2025 06:26 | Premises Check | 2025-00003987 | 1017 NE C ST                               | ,               | No | 431  | 431 |
| 05/19/2025 06:27 | Premises Check | 2025-00003988 | 1125 NE C ST                               | ,               | No | 431  | 431 |
| 05/19/2025 06:50 | Traffic Stop   | 2025-00003989 | W POPLAR ST / AVERY ST                     | ,               | No | 431  | 431 |
| 05/19/2025 06:58 | Traffic Call   | 2025-00003990 | S HWY 125 / SE MEADOWBROOK BLVD            | CC M,           | No | 411  | 411 |
|                  |                |               |                                            |                 |    | 431  | 431 |
| 05/19/2025 07:48 | Animal Call    | 2025-00003991 | NE ROSE ST / NE ASH AVE                    | CC F,           | No |      |     |
| 05/19/2025 08:50 | Threats        | 2025-00003992 | 619 S COLLEGE AVE                          | CC, MALE        | No | 431  | 431 |
| 05/19/2025 09:16 | Traffic Call   | 2025-00003993 | SE GARRISON VILLAGE WAY / SE WHIMBREL LOOP | BARTLOW, DENISE | No | CPPD |     |
|                  |                |               |                                            |                 |    | 431  | 431 |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

College Place Police Dept  
**ORI Number:** WA0360200

| Call                                       | Incident Type                  | Incident Number | Location (Venue)                 | Caller Name       | Rpt Req | Unit | ID # |
|--------------------------------------------|--------------------------------|-----------------|----------------------------------|-------------------|---------|------|------|
| 05/19/2025 10:09                           | Mental Health                  | 2025-00003994   | 1440 SE GARRISON VILLAGE WAY     | HUGHES, STEVEN    | No      | 431  | 431  |
| 05/19/2025 11:24                           | Custodial Interference/Problem | 2025-00003995   | 358 SE HIGHLAND PARK DR BASEMENT | ONGERS, CYNTHIA   | No      | 431  | 431  |
| 05/19/2025 12:03                           | Warrant Service                | 2025-00003996   | 324 W CHERRY ST                  | ,                 | Yes     | 431  | 431  |
| 05/19/2025 15:45                           | Suspicious Activity            | 2025-00003997   | 610 SE CREEKSIDE DR              | MORRIS, LINDA     | No      | 409  | 409  |
| 05/19/2025 16:40                           | Domestic Problem               | 2025-00003998   | 1400 SE BROADWAY AVE 201         | FONTENOT, AXEL    | No      | 409  | 409  |
| 05/19/2025 16:55                           | Theft                          | 2025-00003999   | 1440 SE GARRISON VILLAGE WAY     | HUGHES, STEVEN    | No      | 409  | 409  |
| 05/19/2025 18:01                           | Assault Weapon                 | 2025-00004000   | N MYRA RD / W PINE ST            | STALLING, JEFFREY | Yes     | 409  | 409  |
|                                            |                                |                 |                                  |                   |         | 403  | 403  |
| 05/19/2025 19:10                           | Custodial Interference/Problem | 2025-00004001   | 1400 SE BROADWAY AVE 201         | HENRY, DANIELLE   | No      | 411  | 411  |
|                                            |                                |                 |                                  |                   |         | 409  | 409  |
| 05/19/2025 19:40                           | Shoplifting                    | 2025-00004002   | 1700 SE MEADOWBROOK BLVD         | ORTIZ, ELISABETH  | Yes     | 421  | 421  |
|                                            |                                |                 |                                  |                   |         | 409  | 409  |
|                                            |                                |                 |                                  |                   |         | 403  | 403  |
| 05/19/2025 21:38                           | Traffic Call                   | 2025-00004003   | 1700 SE MEADOWBROOK BLVD         | , LLASMIN         | No      | 421  | 421  |
|                                            |                                |                 |                                  |                   |         | 409  | 409  |
| 05/19/2025 23:04                           | Follow Up                      | 2025-00004004   | 1700 SE MEADOWBROOK BLVD         | ,                 | No      | 421  | 421  |
| 05/19/2025 23:23                           | Traffic Stop                   | 2025-00004005   | S HWY 125 / S MYRA RD            | ,                 | No      | 421  | 421  |
| 05/19/2025 23:58                           | Unwanted Person                | 2025-00004006   | 7 E ROSE ST                      | KILGORE, TYLER    | No      | 421  | 421  |
|                                            |                                |                 |                                  |                   |         | 403  | 403  |
| <b>Total Incidents for 05/19/2025 : 25</b> |                                |                 |                                  |                   |         |      |      |
| 05/20/2025 00:04                           | 911 Call                       | 2025-00004007   | 1846 DELL AVE                    | MOBILITY, AT&T    | No      | 421  | 421  |
|                                            |                                |                 |                                  |                   |         | 403  | 403  |
| 05/20/2025 01:44                           | Citizen Contact                | 2025-00004008   | 1200 SE 12TH ST                  | ,                 | No      | 421  | 421  |
| 05/20/2025 02:08                           | Traffic Stop                   | 2025-00004009   | S MYRA RD / SE COMMERCIAL DR     | ,                 | No      | 421  | 421  |
| 05/20/2025 05:15                           | Vehicle Prowl                  | 2025-00004010   | 848 SE MOCKINGBIRD DR            | GORZIE, FELICIA   | No      | 421  | 421  |
| 05/20/2025 06:56                           | Suspicious Activity            | 2025-00004011   | 1496 SE OSPREY LN                | WALLINGFORD, TERI | No      | 404  | 404  |



# Daily Incident Log



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**Disposition:** All

**From Date:** 05/01/2025 00:00  
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**ORI Number:** College Place Police Dept  
 WA0360200

| Call             | Incident Type      | Incident Number | Location (Venue)                    | Caller Name      | Rpt Req | Unit | ID # |
|------------------|--------------------|-----------------|-------------------------------------|------------------|---------|------|------|
| 05/20/2025 07:20 | Theft              | 2025-00004012   | 320 SE HIGHLAND PARK DR             | SOLIS, DANIEL    | No      | 404  | 404  |
| 05/20/2025 08:06 | Vehicle Prowl      | 2025-00004013   | 1452 SE OSPREY LN                   | KLEIN, SUE       | No      | 407  | 407  |
| 05/20/2025 08:13 | Prowler            | 2025-00004014   | 846 SE MARINE DR                    | LESMEISTER, TODD | No      | 404  | 404  |
| 05/20/2025 09:34 | Animal Call        | 2025-00004015   | 300 NE DAMSON AVE BLK               | GAMANA, PAMELA   | No      | 448  | 448  |
| 05/20/2025 10:08 | Parking Complaint  | 2025-00004016   | 341 NE DAMSON AVE                   | ,                | No      | 448  | 448  |
| 05/20/2025 11:55 | Assist             | 2025-00004017   | 220 N COLLEGE AVE 30                | SGT BENITEZ,     | No      | 407  | 407  |
| 05/20/2025 13:45 | Follow Up          | 2025-00004018   | 200 NE ASH AVE BLK                  | ,                | Yes     | 411  | 411  |
|                  |                    |                 |                                     |                  |         | 404  | 404  |
| 05/20/2025 15:10 | Assist             | 2025-00004020   | 345 DRUMHELLER ST                   | ,                | No      | 404  | 404  |
| 05/20/2025 15:35 | Traffic Call       | 2025-00004019   | N MYRA RD / W ROSE ST               | MARTINDALE, 284  | No      | 407  | 407  |
| 05/20/2025 16:04 | Shoplifting        | 2025-00004021   | 1700 SE MEADOWBROOK BLVD            | HOBBS, AUTUM     | Yes     | 407  | 407  |
|                  |                    |                 |                                     |                  |         | 404  | 404  |
| 05/20/2025 16:08 | Traffic Call       | 2025-00004022   | S MYRA RD / SE GARRISON VILLAGE WAY | , LAUREN         | No      | CPPD |      |
|                  |                    |                 |                                     |                  |         | 431  | 431  |
| 05/20/2025 16:34 | Welfare Check      | 2025-00004023   | 1086 SE FALCON DR                   | ,                | No      | 431  | 431  |
|                  |                    |                 |                                     |                  |         | 407  | 407  |
|                  |                    |                 |                                     |                  |         | 404  | 404  |
| 05/20/2025 17:22 | Animal Found       | 2025-00004024   | SE DATE AVE / SE 8TH ST             | SHARPE, LORI     | No      |      |      |
| 05/20/2025 18:17 | Information Report | 2025-00004026   | 1250 SE COMMERCIAL DR               | DWAYNE,          | No      |      |      |
| 05/20/2025 18:25 | Citizen Contact    | 2025-00004025   | 625 S COLLEGE AVE                   | ,                | No      | 407  | 407  |
| 05/20/2025 18:57 | Traffic Call       | 2025-00004027   | S HWY 125 / STATELINE RD            | , OSP            | No      | 407  | 407  |
| 05/20/2025 19:46 | Welfare Check      | 2025-00004028   | 17 SW 6TH ST 2                      | HARDIE, CHRIS    | No      | 407  | 407  |
| 05/20/2025 19:52 | Threats            | 2025-00004029   | 633 W TIETAN ST                     | SANDY,           | No      | 421  | 421  |
| 05/20/2025 21:23 | Burglary           | 2025-00004030   | 875 SE SENTRY DR                    | SWANK, TOBIAS    | No      | 415  | 415  |
|                  |                    |                 |                                     |                  |         | 421  | 421  |
| 05/20/2025 21:53 | Traffic Stop       | 2025-00004031   | E WHITMAN DR / S MYRA RD            | ,                | No      | 421  | 421  |
| 05/20/2025 22:22 | Traffic Stop       | 2025-00004032   | E WHITMAN DR / NE LARCH AVE         | ,                | No      | 421  | 421  |
| 05/20/2025 22:37 | Premises Check     | 2025-00004033   | 1700 SE MEADOWBROOK BLVD            | ,                | No      | 415  | 415  |



# Daily Incident Log



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Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type        | Incident Number | Location (Venue)              | Caller Name       | Rpt Req | Unit | ID # |
|--------------------------------------------|----------------------|-----------------|-------------------------------|-------------------|---------|------|------|
| 05/20/2025 22:38                           | Trespass             | 2025-00004034   | 1700 SE MEADOWBROOK BLVD      | CPPD, 421         | No      | 415  | 415  |
|                                            |                      |                 |                               |                   |         | 421  | 421  |
| <b>Total Incidents for 05/20/2025 : 28</b> |                      |                 |                               |                   |         |      |      |
| 05/21/2025 00:07                           | Traffic Stop         | 2025-00004035   | SE 4TH ST / S COLLEGE AVE     | ,                 | No      | 421  | 421  |
| 05/21/2025 01:02                           | Traffic Stop         | 2025-00004036   | NE LARCH AVE / NE C ST        | ,                 | No      | 421  | 421  |
| 05/21/2025 01:42                           | Premises Check       | 2025-00004037   | 200 NE DECCIO RD BLK          | ,                 | No      | 415  | 415  |
| 05/21/2025 01:54                           | Premises Check       | 2025-00004038   | 943 NE SPITZENBURG ST         | ,                 | No      | 415  | 415  |
| 05/21/2025 02:12                           | Premises Check       | 2025-00004039   | 1200 SE 12TH ST               | ,                 | No      | 415  | 415  |
| 05/21/2025 03:40                           | Accident Hit and Run | 2025-00004040   | 1550 THE DALLES MILITARY RD 1 | GOFF, DEVON       | Yes     | 421  | 421  |
| 05/21/2025 08:05                           | Follow Up            | 2025-00004041   | 619 S COLLEGE AVE             | ,                 | No      | 417  | 417  |
| 05/21/2025 08:22                           | Vehicle Prowl        | 2025-00004042   | 1444 SE OSPREY LN             | CPPD, 404         | No      | 404  | 404  |
| 05/21/2025 09:12                           | Phone Message        | 2025-00004043   | 619 S COLLEGE AVE             | ,                 | No      | 417  | 417  |
| 05/21/2025 14:44                           | Traffic Call         | 2025-00004044   | S 11TH AVE / W POPLAR ST      | ,                 | No      | 404  | 404  |
| 05/21/2025 16:13                           | Accident Injury      | 2025-00004045   | S HWY 125 / OLD MILTON HWY    | RUTHER, THOMAS    | No      | 412  | 412  |
| 05/21/2025 17:26                           | Assist               | 2025-00004046   | 200 NE ASH AVE BLK            | READ, BENJAMIN    | Yes     | 418  | 418  |
| 05/21/2025 21:49                           | Suspicious Activity  | 2025-00004047   | 394 SE HIGHLAND PARK DR       | KONTZ, ED         | No      | 418  | 418  |
|                                            |                      |                 |                               |                   |         | 415  | 415  |
| 05/21/2025 21:52                           | Suspicious Activity  | 2025-00004048   | 210 N COLLEGE AVE 15          | VIETZ, JESSI      | No      | 418  | 418  |
|                                            |                      |                 |                               |                   |         | 415  | 415  |
|                                            |                      |                 |                               |                   |         | 412  | 412  |
| 05/21/2025 22:42                           | Premises Check       | 2025-00004049   | 1700 SE MEADOWBROOK BLVD      | ,                 | No      | 415  | 415  |
| <b>Total Incidents for 05/21/2025 : 15</b> |                      |                 |                               |                   |         |      |      |
| 05/22/2025 00:21                           | Premises Check       | 2025-00004050   | 1081 E WHITMAN DR             | ,                 | No      | 415  | 415  |
| 05/22/2025 06:38                           | Assist               | 2025-00004051   | 210 N COLLEGE AVE             | WILSON, KRISTIANA | No      | 404  | 404  |
| 05/22/2025 07:27                           | Missing Person       | 2025-00004052   | 106 SW 13TH ST                | MERCADO, SABRINA  | Yes     | 418  | 418  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call             | Incident Type     | Incident Number | Location (Venue)                              | Caller Name       | Rpt Req | Unit | ID # |
|------------------|-------------------|-----------------|-----------------------------------------------|-------------------|---------|------|------|
| 05/22/2025 07:27 | Missing Person    | 2025-00004052   | 106 SW 13TH ST                                | MERCADO, SABRINA  | Yes     | 412  | 412  |
|                  |                   |                 |                                               |                   |         | 404  | 404  |
| 05/22/2025 08:53 | Follow Up         | 2025-00004053   | 54 E MOORE ST                                 | ,                 | No      | 417  | 417  |
| 05/22/2025 11:29 | Sex Offense       | 2025-00004054   | 328 SW HOMESTEAD AVE                          | ,                 | Yes     | 417  | 417  |
| 05/22/2025 12:08 | Premises Check    | 2025-00004055   | 28 SE 12TH ST                                 | ,                 | No      | 417  | 417  |
| 05/22/2025 12:45 | Found Property    | 2025-00004056   | 116 N COLLEGE AVE                             | ,                 | No      | 404  | 404  |
| 05/22/2025 13:52 | Follow Up         | 2025-00004057   | 300 W ALDER ST                                | ,                 | No      | 417  | 417  |
| 05/22/2025 15:01 | Animal Call       | 2025-00004058   | 46.0463250000000000 -<br>118.3538299990000000 | CASTELLO, CAMDON  | No      | 412  | 412  |
| 05/22/2025 15:15 | CPS Intake        | 2025-00004059   | 328 SW HOMESTEAD AVE                          | ,                 | Yes     | 417  | 417  |
| 05/22/2025 15:19 | CPS Intake        | 2025-00004060   | 21 W MAPLE ST                                 | ,                 | Yes     | 417  | 417  |
| 05/22/2025 15:35 | Follow Up         | 2025-00004061   | 300 W ALDER ST                                | ,                 | No      | 417  | 417  |
| 05/22/2025 15:36 | Follow Up         | 2025-00004062   | 401 W POPLAR ST                               | ,                 | No      | 417  | 417  |
| 05/22/2025 15:59 | Narcotics Call    | 2025-00004063   | 1700 SE MEADOWBROOK BLVD                      | COLE, HAILEY      | No      | 412  | 412  |
|                  |                   |                 |                                               |                   |         | 404  | 404  |
| 05/22/2025 17:06 | Premises Check    | 2025-00004064   | 1700 SE MEADOWBROOK BLVD                      | ,                 | No      | 417  | 417  |
| 05/22/2025 18:34 | Public Works      | 2025-00004075   | NE CEDAR AVE / NE A ST                        | MARTIN, SHARON    | No      |      |      |
| 05/22/2025 18:54 | Traffic Stop      | 2025-00004065   | SE 12TH ST / SE COTTER PL                     | ,                 | No      | 418  | 418  |
| 05/22/2025 19:25 | Animal Call       | 2025-00004066   | NE ROSE ST / N COLLEGE AVE                    | 412,              | No      | 412  | 412  |
| 05/22/2025 20:17 | Alarm             | 2025-00004067   | 1704 J B GEORGE RD                            | WW ELECTRIC, 1636 | No      | 418  | 418  |
|                  |                   |                 |                                               |                   |         | 412  | 412  |
| 05/22/2025 20:29 | Domestic Physical | 2025-00004068   | 307 SE 6TH ST 2                               | ,                 | No      | 418  | 418  |
|                  |                   |                 |                                               |                   |         | 412  | 412  |
| 05/22/2025 20:33 | Domestic Physical | 2025-00004069   | 620 SE ELM AVE                                | MCNALL, JAMIE     | Yes     | 418  | 418  |
|                  |                   |                 |                                               |                   |         | 412  | 412  |
| 05/22/2025 22:00 | Traffic Stop      | 2025-00004070   | SE LANDEN DR / SE LARCH AVE                   | ,                 | No      | 418  | 418  |
| 05/22/2025 22:05 | Phone Message     | 2025-00004071   | 625 S COLLEGE AVE                             | DEVANEY, AUSTIN   | No      | 412  | 412  |



# Daily Incident Log



Print Date/Time: 06/12/2025 16:41  
Login ID: mbarr  
Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type                  | Incident Number | Location (Venue)                    | Caller Name       | Rpt Req | Unit | ID # |
|--------------------------------------------|--------------------------------|-----------------|-------------------------------------|-------------------|---------|------|------|
| <b>Total Incidents for 05/22/2025 : 23</b> |                                |                 |                                     |                   |         |      |      |
| 05/23/2025 00:02                           | Traffic Stop                   | 2025-00004072   | SE 12TH ST / S COLLEGE AVE          | ,                 | No      | 418  | 418  |
| 05/23/2025 00:47                           | Traffic Stop                   | 2025-00004074   | S MYRA RD / S HWY 125               | ,                 | No      | 418  | 418  |
|                                            |                                |                 |                                     |                   |         | 412  | 412  |
| 05/23/2025 01:49                           | Custodial Interference/Problem | 2025-00004076   | 315 SE VALLEY DR                    | MARTINEZ, CARLOS  | No      | 418  | 418  |
|                                            |                                |                 |                                     |                   |         | 412  | 412  |
| 05/23/2025 02:42                           | 911 Call                       | 2025-00004077   | 630 SE ELM AVE                      | CHAVEZ, LAURA     | No      | 418  | 418  |
| 05/23/2025 09:12                           | Traffic Stop                   | 2025-00004078   | S COLLEGE AVE / SE 4TH ST           | ,                 | No      | 407  | 407  |
| 05/23/2025 09:25                           | Information Report             | 2025-00004079   | 13 N 3RD AVE                        | DISPATCH, UCSO    | No      | CPPD |      |
| 05/23/2025 10:04                           | Traffic Call                   | 2025-00004080   | W WHITMAN DR / SW DAVIS AVE         | CPPD, 416         | No      | 416  | 416  |
| 05/23/2025 10:04                           | Traffic Call                   | 2025-00004081   | SE LARCH AVE / SE 5TH ST            | CPPD, 416         | No      | 416  | 416  |
| 05/23/2025 11:35                           | Welfare Check                  | 2025-00004082   | 308 SE BIRCH AVE                    | YAW, ELIZABETH    | No      | 404  | 404  |
| 05/23/2025 12:56                           | Parking Complaint              | 2025-00004083   | 1028 S COLLEGE AVE                  | ,                 | No      | 448  | 448  |
| 05/23/2025 14:03                           | Harassment                     | 2025-00004084   | 404 SE 3RD ST B                     | PURSELL, ANNALLE  | No      | 407  | 407  |
| 05/23/2025 14:08                           | Animal Call                    | 2025-00004085   | 629 SW DAVIS AVE                    | PEREIRA, JOE      | Yes     | 412  | 412  |
| 05/23/2025 16:54                           | Welfare Check                  | 2025-00004086   | 315 SE VALLEY DR                    | ,                 | No      | 412  | 412  |
|                                            |                                |                 |                                     |                   |         | 407  | 407  |
| 05/23/2025 17:03                           | Traffic Stop                   | 2025-00004087   | S MYRA RD / SE GARRISON VILLAGE WAY | ,                 | No      | 418  | 418  |
| 05/23/2025 17:04                           | Civil Problem                  | 2025-00004088   | 205 SE 3RD ST                       | GOFF, DEVIN       | No      | 407  | 407  |
| 05/23/2025 17:22                           | Traffic Stop                   | 2025-00004089   | SW 9TH ST / S COLLEGE AVE           | ,                 | No      | 418  | 418  |
| 05/23/2025 17:41                           | Traffic Stop                   | 2025-00004090   | E WHITMAN DR / NE HADLEY WAY        | ,                 | No      | 412  | 412  |
| 05/23/2025 18:04                           | Accident Unknown Injury        | 2025-00004091   | S HWY 125 / SE MEADOWBROOK BLVD     | STEWART, BRANDY   | No      | 418  | 418  |
|                                            |                                |                 |                                     |                   |         | 412  | 412  |
| 05/23/2025 19:01                           | Accident Non Injury            | 2025-00004092   | 1700 SE MEADOWBROOK BLVD            | ORTIZ, ELISABETH  | No      | 418  | 418  |
| 05/23/2025 19:25                           | Malicious Mischief             | 2025-00004093   | 279 FARMLAND RD                     | SALDANA, DANIELLA | No      | 418  | 418  |
| 05/23/2025 20:13                           | Citizen Contact                | 2025-00004094   | 315 SE VALLEY DR                    | ,                 | No      | 412  | 412  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)            | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|-----------------------------|--------------------|---------|------|------|
| 05/23/2025 21:20                           | Premises Check      | 2025-00004095   | 1700 SE MEADOWBROOK BLVD    | ,                  | No      | 415  | 415  |
| 05/23/2025 21:38                           | Citizen Contact     | 2025-00004096   | S HWY 125 / S MYRA RD       | ,                  | No      | 418  | 418  |
| 05/23/2025 21:38                           | Traffic Stop        | 2025-00004097   | S COLLEGE AVE / S HWY 125   | ,                  | No      | 418  | 418  |
|                                            |                     |                 |                             |                    |         | 415  | 415  |
| 05/23/2025 21:59                           | Malicious Mischief  | 2025-00004098   | 1060 SE SENTRY DR           | HANSEN, SHELLY     | Yes     | 418  | 418  |
| <b>Total Incidents for 05/23/2025 : 25</b> |                     |                 |                             |                    |         |      |      |
| 05/24/2025 00:10                           | Traffic Stop        | 2025-00004099   | 1200 SE 12TH ST             | ,                  | No      | 418  | 418  |
|                                            |                     |                 |                             |                    |         | 403  | 403  |
| 05/24/2025 06:30                           | Premises Check      | 2025-00004100   | 240 OWENS RD                | ,                  | No      | 431  | 431  |
| 05/24/2025 06:45                           | Premises Check      | 2025-00004101   | 199 TEAL RD, WALLA WALLA CO | ,                  | No      | 431  | 431  |
| 05/24/2025 07:11                           | Premises Check      | 2025-00004102   | 225 SE DATE AVE             | ,                  | No      | 431  | 431  |
| 05/24/2025 07:41                           | Traffic Stop        | 2025-00004103   | 1017 NE C ST                | ,                  | No      | 431  | 431  |
| 05/24/2025 07:52                           | Animal Lost         | 2025-00004105   | 515 SE HIGHLAND PARK DR     | TAYO, KAREN        | No      | CPPD |      |
| 05/24/2025 07:53                           | Premises Check      | 2025-00004104   | 1100 NE C ST                | ,                  | No      | 431  | 431  |
| 05/24/2025 08:27                           | Animal Call         | 2025-00004106   | 717 SE 6TH ST               | , RYAN             | No      | 411  | 411  |
|                                            |                     |                 |                             |                    |         | 431  | 431  |
| 05/24/2025 08:32                           | Death Investigation | 2025-00004109   | 820 SE CEDAR AVE            | YONTS, RACHEL      | Yes     | 431  | 431  |
| 05/24/2025 08:58                           | Premises Check      | 2025-00004107   | 1017 NE C ST                | ,                  | No      | 431  | 431  |
| 05/24/2025 09:00                           | Premises Check      | 2025-00004108   | 1125 NE C ST                | ,                  | No      | 431  | 431  |
| 05/24/2025 10:09                           | Malicious Mischief  | 2025-00004110   | 245 NE ELDER PL             | SAAVEDRA, NATTHALI | Yes     | 411  | 411  |
| 05/24/2025 13:01                           | Juvenile Problem    | 2025-00004111   | 1326 SE INDEPENDENCE DR     | DAMSON, JOANNA     | Yes     | 411  | 411  |
|                                            |                     |                 |                             |                    |         | 431  | 431  |
|                                            |                     |                 |                             |                    |         | 403  | 403  |
| 05/24/2025 13:31                           | Phone Message       | 2025-00004112   | 623 S COLLEGE AVE           | COWLES, GENE       | No      | 411  | 411  |
| 05/24/2025 13:57                           | Accident Non Injury | 2025-00004113   | 1700 SE MEADOWBROOK BLVD    | COOPER, SHIRLEY    | No      | 411  | 411  |
| 05/24/2025 14:16                           | Traffic Stop        | 2025-00004114   | 1125 NE C ST                | ,                  | No      |      |      |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)                     | Caller Name              | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|--------------------------------------|--------------------------|---------|------|------|
| 05/24/2025 16:07                           | Suicide Attempt     | 2025-00004115   | 1361 SW GREELEY ST                   | HALEY, AMY               | No      | 403  | 403  |
| 05/24/2025 16:13                           | Assist              | 2025-00004116   | 623 S COLLEGE AVE                    | DEPUTY CLARK,            | No      |      |      |
| 05/24/2025 16:18                           | Harassment          | 2025-00004117   | 830 SE BIRCH AVE A                   | WHITE, HANNAH            | No      | 403  | 403  |
| 05/24/2025 17:15                           | Child Neglect       | 2025-00004118   | 1700 SE MEADOWBROOK BLVD             | MEADOWS, ANDREA          | Yes     | 403  | 403  |
| 05/24/2025 17:55                           | Traffic Call        | 2025-00004119   | NE LARCH AVE / E WHITMAN DR          | DECCIO, PAM              | No      | 403  | 403  |
| 05/24/2025 18:39                           | Harassment          | 2025-00004120   | 220 N COLLEGE AVE 31                 | LACROSS, RYLEY           | No      | 403  | 403  |
| 05/24/2025 19:13                           | Theft Motor Vehicle | 2025-00004121   | 623 S COLLEGE AVE                    | MUGABURU GONZALEZ, JESSE | No      | 403  | 403  |
| 05/24/2025 21:47                           | Suspicious Activity | 2025-00004122   | 287 NE DECCIO RD                     | SHAW, TOM                | No      | 421  | 421  |
|                                            |                     |                 |                                      |                          |         | 409  | 409  |
| 05/24/2025 22:03                           | Traffic Call        | 2025-00004123   | 200 E WHITMAN DR BLK                 | ,                        | No      | 403  | 403  |
| <b>Total Incidents for 05/24/2025 : 25</b> |                     |                 |                                      |                          |         |      |      |
| 05/25/2025 00:05                           | Citizen Contact     | 2025-00004124   | SE LAMPERTI ST / SE MEADOWBROOK BLVD | ,                        | No      | 421  | 421  |
| 05/25/2025 00:59                           | Traffic Stop        | 2025-00004125   | SE SKY AVE / SE 12TH ST              | ,                        | No      | 421  | 421  |
|                                            |                     |                 |                                      |                          |         | 409  | 409  |
| 05/25/2025 05:53                           | Traffic Call        | 2025-00004126   | N MYRA RD / NE C ST                  | EDWARDS, LYNN            | No      | 411  | 411  |
| 05/25/2025 08:56                           | Traffic Stop        | 2025-00004127   | SE 5TH ST / SE LARCH AVE             | ,                        | No      | 431  | 431  |
| 05/25/2025 09:55                           | Traffic Stop        | 2025-00004128   | SE LARCH AVE / SE 5TH ST             | ,                        | No      | 431  | 431  |
| 05/25/2025 10:35                           | Suspicious Activity | 2025-00004129   | 1700 SE MEADOWBROOK BLVD             | ,                        | No      | 431  | 431  |
| 05/25/2025 11:02                           | Premises Check      | 2025-00004130   | 225 SE DATE AVE                      | ,                        | No      | 431  | 431  |
| 05/25/2025 11:34                           | Malicious Mischief  | 2025-00004131   | 210 N COLLEGE AVE                    | BURNS, JEREMY            | No      | 411  | 411  |
| 05/25/2025 11:49                           | Alarm               | 2025-00004132   | 104 S COLLEGE AVE                    | CENTRAL STATION,         | No      | 411  | 411  |
|                                            |                     |                 |                                      |                          |         | 431  | 431  |
| 05/25/2025 12:30                           | Traffic Stop        | 2025-00004133   | 1240 SE COMMERCIAL DR                | ,                        | No      |      |      |
| 05/25/2025 12:58                           | Premises Check      | 2025-00004134   | 1705 SE MEADOWBROOK BLVD             | ,                        | No      | 431  | 431  |
| 05/25/2025 14:18                           | Animal Call         | 2025-00004136   | 421 SE 6TH ST                        | RICHARD, ERIKA           | Yes     | 431  | 431  |
| 05/25/2025 14:18                           | Traffic Stop        | 2025-00004135   | SE 4TH ST / S COLLEGE AVE            | ,                        | No      | 411  | 411  |



# Daily Incident Log



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**Disposition:** All

**From Date:** 05/01/2025 00:00  
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College Place Police Dept  
**ORI Number:** WA0360200

| Call                                       | Incident Type        | Incident Number | Location (Venue)                | Caller Name       | Rpt Req | Unit | ID # |
|--------------------------------------------|----------------------|-----------------|---------------------------------|-------------------|---------|------|------|
| 05/25/2025 15:24                           | Phone Message        | 2025-00004137   | 623 S COLLEGE AVE               | EDWARDS, JOSH     | No      | 411  | 411  |
| 05/25/2025 16:56                           | Traffic Call         | 2025-00004138   | SE 10TH ST / S COLLEGE AVE      | ROBERTS, JESSICA  | No      | 419  | 419  |
| 05/25/2025 18:04                           | Alarm                | 2025-00004139   | 1700 SE MEADOWBROOK BLVD        | WALMART ALARM CO, | No      | 419  | 419  |
|                                            |                      |                 |                                 |                   |         | 403  | 403  |
| 05/25/2025 18:50                           | Traffic Stop         | 2025-00004140   | S HWY 125 / OLD MILTON HWY      | ,                 | No      | 419  | 419  |
| 05/25/2025 19:40                           | Sex Offense          | 2025-00004141   | 1343 SE NEWGATE DR              | ,                 | Yes     | 419  | 419  |
|                                            |                      |                 |                                 |                   |         | 417  | 417  |
| 05/25/2025 20:29                           | Address Verification | 2025-00004142   | 204 SE 12TH ST 5                | ,                 | No      |      |      |
| 05/25/2025 20:43                           | Public Works         | 2025-00004146   | 720 SW BADE AVE                 | WASHBURN, CHAD    | No      |      |      |
| 05/25/2025 21:42                           | Shoplifting          | 2025-00004143   | 1700 SE MEADOWBROOK BLVD        | , ELIZABETH       | Yes     | 421  | 421  |
|                                            |                      |                 |                                 |                   |         | 409  | 409  |
|                                            |                      |                 |                                 |                   |         | 403  | 403  |
| 05/25/2025 22:26                           | Warrant Service      | 2025-00004144   | 1700 SE MEADOWBROOK BLVD        | ,                 | Yes     | 421  | 421  |
|                                            |                      |                 |                                 |                   |         | 409  | 409  |
| 05/25/2025 22:28                           | Suspicious Activity  | 2025-00004145   | 265 SNIDER DR                   | JACKSON, ROBERT   | No      | 419  | 419  |
|                                            |                      |                 |                                 |                   |         | 403  | 403  |
| 05/25/2025 22:58                           | Animal Lost          | 2025-00004149   | 1343 SE NEWGATE DR              | GORDON, DAMIAN    | No      |      |      |
| 05/25/2025 23:20                           | Traffic Stop         | 2025-00004147   | SE MEADOWBROOK BLVD / S HWY 125 | ,                 | No      |      |      |
| 05/25/2025 23:28                           | Disturbance          | 2025-00004148   | 615 E ROSE ST                   | , MIGUEL          | Yes     | 419  | 419  |
|                                            |                      |                 |                                 |                   |         | 421  | 421  |
|                                            |                      |                 |                                 |                   |         | 409  | 409  |
|                                            |                      |                 |                                 |                   |         | 403  | 403  |
| <b>Total Incidents for 05/25/2025 : 26</b> |                      |                 |                                 |                   |         |      |      |
| 05/26/2025 06:47                           | Premises Check       | 2025-00004150   | 1700 SE MEADOWBROOK BLVD        | ,                 | No      | 411  | 411  |
| 05/26/2025 10:54                           | Vehicle Prowl        | 2025-00004151   | 508 NE TROUTDALE AVE            | GOUCHER, PAM      | Yes     | 411  | 411  |
|                                            |                      |                 |                                 |                   |         | 431  | 431  |



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**Disposition:** All

**From Date:** 05/01/2025 00:00  
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College Place Police Dept  
**ORI Number:** WA0360200

| Call             | Incident Type          | Incident Number | Location (Venue)                | Caller Name         | Rpt Req | Unit | ID # |
|------------------|------------------------|-----------------|---------------------------------|---------------------|---------|------|------|
| 05/26/2025 12:14 | Traffic Stop           | 2025-00004152   | S 9TH AVE / W BIRCH ST          | ,                   | No      | 431  | 431  |
| 05/26/2025 12:56 | Traffic Call           | 2025-00004153   | 1700 SE MEADOWBROOK BLVD        | RICHARDSON, LILLIAN | No      | 431  | 431  |
| 05/26/2025 13:10 | Animal Noise Complaint | 2025-00004155   | 210 N COLLEGE AVE 4             | CC M,               | No      | 431  | 431  |
| 05/26/2025 13:11 | Follow Up              | 2025-00004154   | 489 RUSSET RD                   | ,                   | No      | 411  | 411  |
| 05/26/2025 14:19 | Suspicious Activity    | 2025-00004156   | NE C ST / NE ASH AVE            | HERNANDEZ, ALDO     | No      | 411  | 411  |
|                  |                        |                 |                                 |                     |         | 431  | 431  |
| 05/26/2025 14:42 | Premises Check         | 2025-00004157   | 1700 SE MEADOWBROOK BLVD        | ,                   | No      | 431  | 431  |
| 05/26/2025 14:44 | Follow Up              | 2025-00004158   | 1051 SE SCENIC VIEW DR          | ,                   | No      |      |      |
| 05/26/2025 15:25 | Premises Check         | 2025-00004159   | 406 S COLLEGE AVE               | ,                   | No      | 431  | 431  |
| 05/26/2025 18:26 | Traffic Stop           | 2025-00004160   | S COLLEGE AVE / SMITH ACCESS RD | ,                   | No      | 415  | 415  |
| 05/26/2025 18:43 | Traffic Stop           | 2025-00004161   | 1117 S COLLEGE AVE              | ,                   | No      | 415  | 415  |
| 05/26/2025 19:31 | Citizen Contact        | 2025-00004162   | 1343 SE NEWGATE DR              | ,                   | No      | 419  | 419  |
| 05/26/2025 19:32 | Trespass               | 2025-00004163   | 200 SE ASH AVE                  | CC, GRECIA          | Yes     | 419  | 419  |
|                  |                        |                 |                                 |                     |         | 403  | 403  |
| 05/26/2025 19:35 | 911 Call               | 2025-00004164   | 315 NE A ST A                   | ,                   | No      |      |      |
| 05/26/2025 19:53 | Traffic Stop           | 2025-00004165   | SE 5TH ST / SE LARCH AVE        | ,                   | No      | 415  | 415  |
| 05/26/2025 20:11 | Traffic Stop           | 2025-00004166   | S HWY 125 / S MYRA RD           | ,                   | No      | 421  | 421  |
| 05/26/2025 20:21 | Animal Call            | 2025-00004169   | 818 SE BIRCH AVE                | CC, FEMALE          | No      | 421  | 421  |
|                  |                        |                 |                                 |                     |         | 403  | 403  |
| 05/26/2025 20:27 | Citizen Contact        | 2025-00004167   | 1755 S COLLEGE AVE              | ,                   | No      | 415  | 415  |
| 05/26/2025 20:29 | Traffic Stop           | 2025-00004168   | 1755 S COLLEGE AVE              | ,                   | No      | 415  | 415  |
| 05/26/2025 20:49 | Domestic Problem       | 2025-00004170   | 818 SE BIRCH AVE                | ,                   | No      | 419  | 419  |
|                  |                        |                 |                                 |                     |         | 421  | 421  |
|                  |                        |                 |                                 |                     |         | 409  | 409  |
|                  |                        |                 |                                 |                     |         | 403  | 403  |
| 05/26/2025 21:02 | Animal Call            | 2025-00004171   | 104 SE 12TH ST                  | CC, ALEXIS          | No      | 419  | 419  |



# Daily Incident Log



Print Date/Time: 06/12/2025 16:41  
Login ID: mbarr  
Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)                | Caller Name        | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|---------------------------------|--------------------|---------|------|------|
| <b>Total Incidents for 05/26/2025 : 22</b> |                     |                 |                                 |                    |         |      |      |
| 05/27/2025 02:36                           | Domestic Physical   | 2025-00004172   | 218 SE 11TH ST                  | ORCUTT, ANDREW     | Yes     | 421  | 421  |
|                                            |                     |                 |                                 |                    |         | 409  | 409  |
| 05/27/2025 07:40                           | Traffic Call        | 2025-00004173   | N MYRA RD / ELECTRIC AVE        | GAULEY, ALEX       | No      | 431  | 431  |
| 05/27/2025 08:15                           | APS Referral        | 2025-00004174   | 715 SW EVANS AVE                | ,                  | No      | 417  | 417  |
| 05/27/2025 08:16                           | APS Referral        | 2025-00004175   | 715 SW EVANS AVE                | ,                  | Yes     | 417  | 417  |
| 05/27/2025 08:20                           | Traffic Stop        | 2025-00004176   | RUSSET RD / S CAMPBELL RD       | ,                  | No      | 431  | 431  |
| 05/27/2025 08:58                           | Traffic Stop        | 2025-00004177   | SW 4TH ST / SW DOANS AVE        | ,                  | No      | 431  | 431  |
| 05/27/2025 09:10                           | Traffic Stop        | 2025-00004178   | 212 SW DOANS AVE                | ,                  | No      | 431  | 431  |
| 05/27/2025 09:17                           | Fraud               | 2025-00004179   | 830 SE BIRCH AVE B              | KORSLUND, AMY      | Yes     | 411  | 411  |
| 05/27/2025 09:22                           | Vehicle Prowl       | 2025-00004180   | 538 NE FLEETWOOD AVE            | HILLS, RITA        | Yes     | 411  | 411  |
|                                            |                     |                 |                                 |                    |         | 407  | 407  |
| 05/27/2025 09:23                           | Disturbance         | 2025-00004181   | 918 NE EMPIRE ST                | SNELL, KELLY       | No      | 431  | 431  |
|                                            |                     |                 |                                 |                    |         | 407  | 407  |
|                                            |                     |                 |                                 |                    |         | 404  | 404  |
| 05/27/2025 10:36                           | Phone Message       | 2025-00004182   | 619 S COLLEGE AVE               | ,                  | No      | 417  | 417  |
| 05/27/2025 11:03                           | APS Referral        | 2025-00004183   | 715 SW EVANS AVE                | ,                  | No      | 417  | 417  |
| 05/27/2025 11:04                           | APS Referral        | 2025-00004184   | 715 SW EVANS AVE                | ,                  | Yes     | 417  | 417  |
| 05/27/2025 12:00                           | Suspicious Activity | 2025-00004185   | 220 SW 10TH ST                  | LEDBETTER, MARLENE | No      | 407  | 407  |
| 05/27/2025 12:08                           | Accident Non Injury | 2025-00004186   | S COLLEGE AVE / S HWY 125       | ARBALLO, JENNIFER  | No      | 416  | 416  |
|                                            |                     |                 |                                 |                    |         | 411  | 411  |
|                                            |                     |                 |                                 |                    |         | 407  | 407  |
|                                            |                     |                 |                                 |                    |         | 404  | 404  |
| 05/27/2025 13:18                           | Suspicious Activity | 2025-00004187   | 1725 SE MEADOWBROOK BLVD        | MAAS, STEPHANIE    | No      | 407  | 407  |
| 05/27/2025 14:15                           | Traffic Stop        | 2025-00004188   | SE LAMPERTI ST / SE RED OAK AVE | ,                  | No      | 407  | 407  |
| 05/27/2025 14:16                           | Parking Complaint   | 2025-00004189   | TAUMARSON RD / SE JUSTICE AVE   | ,                  | No      | 448  | 448  |
| 05/27/2025 15:12                           | Animal Call         | 2025-00004190   | E WHITMAN DR / N COLLEGE AVE    | PARMON, TAMMY      | No      | 448  | 448  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

College Place Police Dept  
**ORI Number:** WA0360200

| Call                                       | Incident Type       | Incident Number | Location (Venue)                   | Caller Name            | Rpt Req | Unit | ID # |
|--------------------------------------------|---------------------|-----------------|------------------------------------|------------------------|---------|------|------|
| 05/27/2025 15:55                           | Premises Check      | 2025-00004191   | 720 SW BADE AVE                    | ,                      | No      | 407  | 407  |
| 05/27/2025 17:18                           | Traffic Stop        | 2025-00004192   | N COLLEGE AVE / NE A ST            | ,                      | No      | 412  | 412  |
| 05/27/2025 18:25                           | Domestic Problem    | 2025-00004193   | 3634 S HWY 125                     | BROWN, BRENDA          | No      | 418  | 418  |
|                                            |                     |                 |                                    |                        |         | 403  | 403  |
| 05/27/2025 18:34                           | Fraud               | 2025-00004194   | 103 SE MOUNTAIN VIEW DR            | LAGUNAS, NOEL          | No      | 419  | 419  |
| 05/27/2025 18:46                           | Threats             | 2025-00004195   | 503 SW 7TH ST                      | AREUTA-DUNLEAVY, ALEXA | No      | 412  | 412  |
| 05/27/2025 20:17                           | Traffic Stop        | 2025-00004196   | S HWY 125 / S COLLEGE AVE          | ,                      | No      | 419  | 419  |
| 05/27/2025 20:27                           | Traffic Stop        | 2025-00004197   | S COLLEGE AVE / SW 13TH ST         | ,                      | No      | 418  | 418  |
| 05/27/2025 20:44                           | Traffic Stop        | 2025-00004198   | SE DATE AVE / SE 5TH ST            | ,                      | No      | 419  | 419  |
|                                            |                     |                 |                                    |                        |         | 418  | 418  |
|                                            |                     |                 |                                    |                        |         | 409  | 409  |
| 05/27/2025 21:05                           | Traffic Stop        | 2025-00004199   | PEPPERS BRIDGE RD / OLD MILTON HWY | ,                      | No      | 421  | 421  |
| 05/27/2025 21:13                           | Suspicious Activity | 2025-00004200   | 1440 SE GARRISON VILLAGE WAY       | FAULDS, JENEA          | No      | 415  | 415  |
|                                            |                     |                 |                                    |                        |         | 412  | 412  |
|                                            |                     |                 |                                    |                        |         | 421  | 421  |
| 05/27/2025 21:40                           | Premises Check      | 2025-00004201   | 1700 SE MEADOWBROOK BLVD           | ,                      | No      | 418  | 418  |
|                                            |                     |                 |                                    |                        |         | 415  | 415  |
| 05/27/2025 22:06                           | Premises Check      | 2025-00004202   | 200 SW 10TH ST BLK                 | ,                      | No      | 412  | 412  |
| 05/27/2025 22:35                           | Traffic Stop        | 2025-00004203   | SE LARCH AVE / SE 12TH ST          | ,                      | No      | 418  | 418  |
| 05/27/2025 22:42                           | Citizen Contact     | 2025-00004204   | 1755 S COLLEGE AVE                 | ,                      | No      | 415  | 415  |
| 05/27/2025 23:08                           | Disturbance         | 2025-00004205   | 175 ELLA QUINTINO LN               | SCOTT, HEATHER         | No      | 415  | 415  |
| 05/27/2025 23:43                           | Traffic Stop        | 2025-00004206   | SE LARCH AVE / SE 12TH ST          | ,                      | No      | 418  | 418  |
|                                            |                     |                 |                                    |                        |         | 421  | 421  |
| <b>Total Incidents for 05/27/2025 : 35</b> |                     |                 |                                    |                        |         |      |      |
| 05/28/2025 00:36                           | Citizen Contact     | 2025-00004207   | 198 SE 4TH ST                      | ,                      | No      | 418  | 418  |
| 05/28/2025 07:03                           | Code Enforcement    | 2025-00004208   | 415 SW 2ND ST                      | ,                      | No      | 448  | 448  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
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**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call             | Incident Type        | Incident Number | Location (Venue)              | Caller Name    | Rpt Req | Unit | ID # |
|------------------|----------------------|-----------------|-------------------------------|----------------|---------|------|------|
| 05/28/2025 07:55 | Alarm In Test        | 2025-00004213   | 31 SE ASH AVE                 | CC, F          | No      |      |      |
| 05/28/2025 08:21 | NCIC Check           | 2025-00004209   | 13 N 3RD AVE                  | ,              | No      | 407  | 407  |
| 05/28/2025 09:00 | Theft                | 2025-00004211   | 1288 SE COMMERCIAL DR         | COBBS, SONJA   | No      |      |      |
| 05/28/2025 09:18 | Juvenile Problem     | 2025-00004210   | 31 SE ASH AVE                 | ,              | No      | 416  | 416  |
| 05/28/2025 09:36 | Suspicious Activity  | 2025-00004212   | 216 SE 3RD ST                 | ALUM, CARIANNA | No      | 416  | 416  |
|                  |                      |                 |                               |                |         | 407  | 407  |
|                  |                      |                 |                               |                |         | 404  | 404  |
| 05/28/2025 10:19 | Suspicious Activity  | 2025-00004214   | SW 5TH ST / SW BADE AVE       | DIXON, MELANIE | No      | 407  | 407  |
|                  |                      |                 |                               |                |         | 404  | 404  |
| 05/28/2025 10:54 | CPS Intake           | 2025-00004215   | 218 SE 11TH ST                | ,              | Yes     | 417  | 417  |
| 05/28/2025 11:43 | Welfare Check        | 2025-00004216   | 388 BEAL LN                   | , 416          | No      | 416  | 416  |
| 05/28/2025 13:09 | Code Enforcement     | 2025-00004217   | E WHITMAN DR / S MYRA RD      | ,              | No      | 448  | 448  |
| 05/28/2025 13:30 | Code Enforcement     | 2025-00004218   | NE DECCIO RD / E WHITMAN DR   | ,              | No      | 448  | 448  |
| 05/28/2025 13:31 | Premises Check       | 2025-00004219   | 1700 SE MEADOWBROOK BLVD      | ,              | No      | 407  | 407  |
|                  |                      |                 |                               |                |         | 404  | 404  |
| 05/28/2025 14:10 | Parking Complaint    | 2025-00004220   | TAUMARSON RD / SE JUSTICE AVE | ,              | No      | 448  | 448  |
| 05/28/2025 14:59 | Citizen Contact      | 2025-00004221   | 1051 SE SCENIC VIEW DR        | ,              | No      |      |      |
| 05/28/2025 15:28 | Accident Hit and Run | 2025-00004222   | 335 N COLLEGE AVE             | JIMENEZ, PAUL  | Yes     | 407  | 407  |
|                  |                      |                 |                               |                |         | 404  | 404  |
| 05/28/2025 16:21 | Traffic Stop         | 2025-00004223   | S COLLEGE AVE / S HWY 125     | ,              | No      |      |      |
| 05/28/2025 17:13 | Premises Check       | 2025-00004224   | 801 SE 8TH AVE, COLLEGE PLACE | ,              | No      | 418  | 418  |
| 05/28/2025 18:57 | Traffic Stop         | 2025-00004225   | 1700 SE MEADOWBROOK BLVD      | ,              | No      | 418  | 418  |
|                  |                      |                 |                               |                |         | 412  | 412  |
| 05/28/2025 21:13 | Suspicious Activity  | 2025-00004226   | 900 NE ALDEN ST               | PARKS, NANCY   | No      | 418  | 418  |
|                  |                      |                 |                               |                |         | 415  | 415  |
|                  |                      |                 |                               |                |         | 412  | 412  |
| 05/28/2025 22:01 | Citizen Contact      | 2025-00004227   | S HWY 125 / SE COMMERCIAL DR  | ,              | No      | 412  | 412  |
| 05/28/2025 22:11 | Premises Check       | 2025-00004228   | 1700 SE MEADOWBROOK BLVD      | ,              | No      | 418  | 418  |



# Daily Incident Log



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Disposition: All

From Date: 05/01/2025 00:00  
To Date: 05/31/2025 23:59

College Place Police Dept  
ORI Number: WA0360200

| Call                                       | Incident Type          | Incident Number | Location (Venue)          | Caller Name      | Rpt Req | Unit | ID # |
|--------------------------------------------|------------------------|-----------------|---------------------------|------------------|---------|------|------|
| 05/28/2025 22:11                           | Premises Check         | 2025-00004228   | 1700 SE MEADOWBROOK BLVD  | ,                | No      | 415  | 415  |
| 05/28/2025 23:36                           | 911 Call               | 2025-00004229   | 569 BLALOCK DR            | ,                | No      | 412  | 412  |
| <b>Total Incidents for 05/28/2025 : 23</b> |                        |                 |                           |                  |         |      |      |
| 05/29/2025 00:16                           | Citizen Contact        | 2025-00004230   | 512 SE MOCKINGBIRD DR     | ,                | No      | 418  | 418  |
|                                            |                        |                 |                           |                  |         | 415  | 415  |
| 05/29/2025 06:29                           | Premises Check         | 2025-00004231   | 1700 SE MEADOWBROOK BLVD  | ,                | No      | 417  | 417  |
| 05/29/2025 09:52                           | Unwanted Person        | 2025-00004232   | 846 SE MARINE DR          | LESMEISTER, TODD | No      | 407  | 407  |
|                                            |                        |                 |                           |                  |         | 404  | 404  |
| 05/29/2025 10:19                           | Malicious Mischief     | 2025-00004233   | 1755 S COLLEGE AVE        | ,                | No      | 416  | 416  |
| 05/29/2025 10:42                           | Follow Up              | 2025-00004234   | 828 S 1ST AVE             | ,                | No      | 417  | 417  |
| 05/29/2025 11:02                           | Accident Hit and Run   | 2025-00004235   | 1700 SE MEADOWBROOK BLVD  | MAIDMENT, ROGER  | No      | 407  | 407  |
| 05/29/2025 11:40                           | Fish and Game Incident | 2025-00004237   | WALLULA AVE / NE ROSE ST  | CONWELL, NICOLE  | No      |      |      |
| 05/29/2025 12:10                           | Citizen Contact        | 2025-00004236   | SE LARCH AVE / SE 12TH ST | ,                | No      | 404  | 404  |
|                                            |                        |                 |                           |                  |         | 401  | 401  |
| 05/29/2025 13:10                           | Animal Call            | 2025-00004238   | 830 SE BIRCH AVE          | CORSLAND, AMY    | No      | 407  | 407  |
| 05/29/2025 13:17                           | Phone Message          | 2025-00004239   | 619 S COLLEGE AVE         | ,                | No      | 417  | 417  |
| 05/29/2025 14:38                           | Animal Call            | 2025-00004240   | 830 SE BIRCH AVE          | CORSLAND, AMY    | No      | 407  | 407  |
| 05/29/2025 14:47                           | Assist                 | 2025-00004241   | 21 SW ACADEMY WAY         | CHUN, JASON      | No      | 412  | 412  |
|                                            |                        |                 |                           |                  |         | 407  | 407  |
|                                            |                        |                 |                           |                  |         | 404  | 404  |
| 05/29/2025 14:51                           | Follow Up              | 2025-00004242   | 619 S COLLEGE AVE         | ,                | No      | 417  | 417  |
| 05/29/2025 15:18                           | Animal Call            | 2025-00004244   | 119 SW 6TH ST             | JUSTICE, DEBORAH | No      | 412  | 412  |
| 05/29/2025 15:19                           | Civil Problem          | 2025-00004243   | 1113 SE BROADWAY AVE      | FLANNERY, HALEY  | No      | 412  | 412  |
|                                            |                        |                 |                           |                  |         | 407  | 407  |
|                                            |                        |                 |                           |                  |         | 404  | 404  |
| 05/29/2025 15:46                           | Phone Message          | 2025-00004245   | 619 S COLLEGE AVE         | ,                | No      | 417  | 417  |



# Daily Incident Log



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**From Date:** 05/01/2025 00:00  
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**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type        | Incident Number | Location (Venue)                | Caller Name          | Rpt Req | Unit | ID # |
|--------------------------------------------|----------------------|-----------------|---------------------------------|----------------------|---------|------|------|
| 05/29/2025 16:04                           | Premises Check       | 2025-00004246   | 801 SE LARCH AVE                | ,                    | No      | 417  | 417  |
| 05/29/2025 17:08                           | Shoplifting          | 2025-00004247   | 1100 NE C ST                    | CC, ANONYMOUS        | No      | 418  | 418  |
|                                            |                      |                 |                                 |                      |         | 407  | 407  |
| 05/29/2025 18:48                           | Citizen Contact      | 2025-00004248   | 625 S COLLEGE AVE               | CPPD, 418            | Yes     | 418  | 418  |
|                                            |                      |                 |                                 |                      |         | 412  | 412  |
| 05/29/2025 19:12                           | Alarm                | 2025-00004249   | 310 SW 11TH ST                  | VIVINT,              | No      | 412  | 412  |
| 05/29/2025 20:24                           | Traffic Stop         | 2025-00004250   | SE MAPLE AVE / SE TAMARACK ST   | ,                    | No      | 418  | 418  |
| 05/29/2025 20:56                           | Traffic Stop         | 2025-00004251   | S HWY 125 / SE COMMERCIAL DR    | ,                    | No      | 418  | 418  |
| 05/29/2025 21:21                           | Assist               | 2025-00004252   | 918 NE EMPIRE ST                | PUTNAM, DONALD       | No      | 418  | 418  |
|                                            |                      |                 |                                 |                      |         | 415  | 415  |
| 05/29/2025 22:50                           | Premises Check       | 2025-00004253   | 1700 SE MEADOWBROOK BLVD        | ,                    | No      | 418  | 418  |
|                                            |                      |                 |                                 |                      |         | 415  | 415  |
| 05/29/2025 22:51                           | Traffic Stop         | 2025-00004254   | S HWY 125 / SE MEADOWBROOK BLVD | ,                    | No      | 412  | 412  |
| 05/29/2025 23:56                           | Premises Check       | 2025-00004255   | 801 SE LARCH AVE                | ,                    | No      | 418  | 418  |
|                                            |                      |                 |                                 |                      |         | 415  | 415  |
| <b>Total Incidents for 05/29/2025 : 26</b> |                      |                 |                                 |                      |         |      |      |
| 05/30/2025 06:58                           | Assist               | 2025-00004256   | 1034 SE RAVEN LN                | STAMBAUGH, ELIZABETH | No      | 416  | 416  |
|                                            |                      |                 |                                 |                      |         | 404  | 404  |
| 05/30/2025 07:47                           | Suspicious Activity  | 2025-00004257   | SW DAVIS AVE / SW 4TH ST        | CASAGRANDE, TARA     | No      | 404  | 404  |
| 05/30/2025 09:15                           | Paper Service        | 2025-00004258   | 204 SE 12TH ST                  | ,                    | No      |      |      |
| 05/30/2025 09:23                           | Address Verification | 2025-00004259   | 710 S COLLEGE AVE G             | ,                    | No      |      |      |
| 05/30/2025 09:33                           | Address Verification | 2025-00004261   | 53 N COLLEGE AVE                | ,                    | No      |      |      |
| 05/30/2025 09:43                           | Address Verification | 2025-00004260   | 204 SE 12TH ST                  | ,                    | No      |      |      |
| 05/30/2025 11:48                           | Premises Check       | 2025-00004262   | 1100 NE C ST                    | ,                    | No      | 407  | 407  |
|                                            |                      |                 |                                 |                      |         | 404  | 404  |



# Daily Incident Log



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**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
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**College Place Police Dept**  
**ORI Number:** WA0360200

| Call             | Incident Type           | Incident Number | Location (Venue)                      | Caller Name       | Rpt Req | Unit | ID # |
|------------------|-------------------------|-----------------|---------------------------------------|-------------------|---------|------|------|
| 05/30/2025 12:06 | Domestic Problem        | 2025-00004263   | 108 NE C ST A                         | GONZALEZ, JASMINE | No      | 407  | 407  |
|                  |                         |                 |                                       |                   |         | 404  | 404  |
| 05/30/2025 12:23 | Traffic Call            | 2025-00004264   | W WHITMAN DR / SW ACADEMY WAY         | SCHILD, 416       | No      | 416  | 416  |
| 05/30/2025 12:24 | Traffic Call            | 2025-00004265   | W WHITMAN DR / SW DAVIS AVE           | 416, SCHILD       | No      | 416  | 416  |
| 05/30/2025 14:17 | Accident Non Injury     | 2025-00004266   | 205 N COLLEGE AVE                     | BAEZA, HILBERT    | No      | 407  | 407  |
| 05/30/2025 14:25 | Paper Service           | 2025-00004267   | 107 SW 6TH ST                         | ,                 | No      | 407  | 407  |
| 05/30/2025 15:06 | Harassment              | 2025-00004268   | 611 SW BADE AVE                       | FRALICK, TRISHA   | No      | 407  | 407  |
| 05/30/2025 15:24 | Phone Message           | 2025-00004270   | 623 S COLLEGE AVE                     | HOFFMAN, JERIMIAH | No      | 418  | 418  |
|                  |                         |                 |                                       |                   |         | 407  | 407  |
| 05/30/2025 15:26 | Accident Unknown Injury | 2025-00004269   | NE DECCIO RD / NE C ST                | FLORES, MARIO     | No      | 412  | 412  |
|                  |                         |                 |                                       |                   |         | 407  | 407  |
|                  |                         |                 |                                       |                   |         | 404  | 404  |
| 05/30/2025 15:51 | Traffic Stop            | 2025-00004271   | S MYRA RD / SE GARRISON VILLAGE , WAY |                   | No      | 407  | 407  |
| 05/30/2025 16:46 | Found Property          | 2025-00004272   | 216 SE 3RD ST                         | ALLUM, KARIANNA   | No      | 412  | 412  |
| 05/30/2025 17:59 | Traffic Stop            | 2025-00004273   | N COLLEGE AVE / NE A ST               | ,                 | No      | 418  | 418  |
| 05/30/2025 18:30 | Traffic Stop            | 2025-00004274   | 1017 NE C ST                          | ,                 | No      | 418  | 418  |
|                  |                         |                 |                                       |                   |         | 412  | 412  |
| 05/30/2025 19:35 | Traffic Stop            | 2025-00004275   | 1200 SE 12TH ST                       | ,                 | No      | 418  | 418  |
| 05/30/2025 20:48 | Abandoned Vehicle       | 2025-00004276   | 611 SW BADE AVE                       | FRALICK, TRISHA   | No      | 418  | 418  |
| 05/30/2025 21:05 | Unwanted Person         | 2025-00004277   | 668 SE WHIMBREL LOOP                  | NELSON, SHANNON   | No      | 418  | 418  |
|                  |                         |                 |                                       |                   |         | 415  | 415  |
| 05/30/2025 21:30 | Juvenile Problem        | 2025-00004278   | 1326 SE INDEPENDENCE DR               | ORTIZ, TOM        | No      | 418  | 418  |
| 05/30/2025 22:19 | Shots Fired             | 2025-00004283   | HOBSON ST / S DIVISION ST             | DANTONI, NICK     | No      | 407  | 407  |
|                  |                         |                 |                                       |                   |         | 404  | 404  |
|                  |                         |                 |                                       |                   |         | 403  | 403  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200

| Call                                       | Incident Type        | Incident Number | Location (Venue)                 | Caller Name     | Rpt Req | Unit | ID # |
|--------------------------------------------|----------------------|-----------------|----------------------------------|-----------------|---------|------|------|
| 05/30/2025 22:54                           | Premises Check       | 2025-00004279   | 1700 SE MEADOWBROOK BLVD         | ,               | No      | 415  | 415  |
| 05/30/2025 23:14                           | Citizen Contact      | 2025-00004280   | 801 SE LARCH AVE                 | ,               | No      | 415  | 415  |
| 05/30/2025 23:55                           | Traffic Stop         | 2025-00004281   | S COLLEGE AVE / MOJONNIER RD     | ,               | No      | 418  | 418  |
| <b>Total Incidents for 05/30/2025 : 27</b> |                      |                 |                                  |                 |         |      |      |
| 05/31/2025 00:16                           | Traffic Stop         | 2025-00004282   | 1755 S COLLEGE AVE               | ,               | No      | 418  | 418  |
| 05/31/2025 05:46                           | Traffic Call         | 2025-00004284   | N MYRA RD / W POPLAR ST          | HARTWOOD, CODY  | No      | 431  | 431  |
| 05/31/2025 06:44                           | Premises Check       | 2025-00004285   | 1125 NE C ST                     | ,               | No      | 431  | 431  |
| 05/31/2025 06:55                           | Traffic Stop         | 2025-00004286   | W POPLAR ST / AVERY ST           | ,               | No      | 431  | 431  |
| 05/31/2025 08:01                           | Traffic Call         | 2025-00004287   | S HWY 125 / S MYRA RD            | ,               | No      | 431  | 431  |
| 05/31/2025 08:37                           | Citizen Contact      | 2025-00004288   | 200 SW 10TH ST                   | ,               | No      | 431  | 431  |
| 05/31/2025 08:48                           | Traffic Stop         | 2025-00004289   | 2300 W WHITMAN DR BLK            | ,               | No      |      |      |
| 05/31/2025 10:20                           | Abandoned Vehicle    | 2025-00004290   | 611 SW BADE AVE                  | FRALICK, TRICIA | No      | 448  | 448  |
| 05/31/2025 11:01                           | Animal Call          | 2025-00004291   | 1700 SE MEADOWBROOK BLVD         | MALDANADO, LISA | No      | 431  | 431  |
| 05/31/2025 11:23                           | Peddler              | 2025-00004292   | SE MEADOWBROOK BLVD/SE SYDNEE LN | ,               | No      | 431  | 431  |
| 05/31/2025 13:38                           | Traffic Call         | 2025-00004293   | W ROSE ST / N MYRA RD            | ROGERS, GREG    | No      | 431  | 431  |
| 05/31/2025 14:48                           | Premises Check       | 2025-00004294   | 1700 SE MEADOWBROOK BLVD         | ,               | No      | 431  | 431  |
| 05/31/2025 15:07                           | Parking Complaint    | 2025-00004295   | 1700 SE MEADOWBROOK BLVD         | ,               | No      | 431  | 431  |
| 05/31/2025 15:10                           | Traffic Stop         | 2025-00004296   | SE LARCH AVE / SE DEWEY DR       | ,               | No      | 419  | 419  |
| 05/31/2025 15:30                           | Found Property       | 2025-00004297   | 1305 SE SKY AVE                  | SR, TOM VICARI  | No      | 419  | 419  |
| 05/31/2025 18:17                           | Paper Service        | 2025-00004298   | 710 S COLLEGE AVE                | ,               | No      | 419  | 419  |
| 05/31/2025 20:59                           | Accident Hit and Run | 2025-00004299   | 1700 SE MEADOWBROOK BLVD         | PRIDDY, BRIAN   | No      | 421  | 421  |
| 05/31/2025 21:48                           | Bike Theft           | 2025-00004300   | 381 CHASE AVE 5                  | HARMON, CAMERON | Yes     | 419  | 419  |
|                                            |                      |                 |                                  |                 |         | 421  | 421  |
| 05/31/2025 22:40                           | Traffic Stop         | 2025-00004301   | S HWY 125 / SE COMMERCIAL DR     | ,               | No      | 421  | 421  |
| 05/31/2025 22:50                           | Premises Check       | 2025-00004302   | 801 SE LARCH AVE                 | ,               | No      | 419  | 419  |



# Daily Incident Log



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Disposition:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

College Place Police Dept  
**ORI Number:** WA0360200

| Call                                | Incident Type | Incident Number | Location (Venue) | Caller Name | Rpt Req | Unit | ID # |
|-------------------------------------|---------------|-----------------|------------------|-------------|---------|------|------|
| 05/31/2025 23:43                    | Traffic Stop  | 2025-00004303   | 1017 NE C ST     | ,           | No      | 421  | 421  |
| Total Incidents for 05/31/2025 : 21 |               |                 |                  |             |         |      |      |



# Incident Activity Report



**Print Date/Time:** 06/12/2025 16:41  
**Login ID:** mbarr  
**Layer:** All  
**Areas:** All

**From Date:** 05/01/2025 00:00  
**To Date:** 05/31/2025 23:59

**College Place Police Dept**  
**ORI Number:** WA0360200  
**Incident Type:** All

| Hour           | SUNDAY    |             | MONDAY     |             | TUESDAY    |             | WEDNESDAY |             | THURSDAY   |             | FRIDAY     |             | SATURDAY   |             | TOTAL      |               |
|----------------|-----------|-------------|------------|-------------|------------|-------------|-----------|-------------|------------|-------------|------------|-------------|------------|-------------|------------|---------------|
|                | INCIDENTS | %           | INCIDENTS  | %           | INCIDENTS  | %           | INCIDENTS | %           | INCIDENTS  | %           | INCIDENTS  | %           | INCIDENTS  | %           | INCIDENTS  | %             |
| 24             | 5         | 0.6         | 2          | 0.2         | 3          | 0.4         | 3         | 0.4         | 4          | 0.5         | 4          | 0.5         | 3          | 0.4         | 24         | 2.9           |
| 1              | 4         | 0.5         | 0          | 0.0         | 1          | 0.1         | 3         | 0.4         | 0          | 0.0         | 2          | 0.2         | 2          | 0.2         | 12         | 1.4           |
| 2              | 0         | 0.0         | 0          | 0.0         | 4          | 0.5         | 1         | 0.1         | 2          | 0.2         | 4          | 0.5         | 1          | 0.1         | 12         | 1.4           |
| 3              | 0         | 0.0         | 2          | 0.2         | 0          | 0.0         | 2         | 0.2         | 2          | 0.2         | 0          | 0.0         | 3          | 0.4         | 9          | 1.1           |
| 4              | 1         | 0.1         | 0          | 0.0         | 0          | 0.0         | 0         | 0.0         | 0          | 0.0         | 0          | 0.0         | 0          | 0.0         | 1          | 0.1           |
| 5              | 3         | 0.4         | 3          | 0.4         | 1          | 0.1         | 0         | 0.0         | 1          | 0.1         | 1          | 0.1         | 1          | 0.1         | 10         | 1.2           |
| 6              | 10        | 1.2         | 18         | 2.2         | 8          | 1.0         | 0         | 0.0         | 4          | 0.5         | 2          | 0.2         | 33         | 4.0         | 75         | 9.1           |
| 7              | 5         | 0.6         | 6          | 0.7         | 4          | 0.5         | 4         | 0.5         | 10         | 1.2         | 3          | 0.4         | 9          | 1.1         | 41         | 5.0           |
| 8              | 4         | 0.5         | 6          | 0.7         | 8          | 1.0         | 4         | 0.5         | 5          | 0.6         | 4          | 0.5         | 8          | 1.0         | 39         | 4.7           |
| 9              | 4         | 0.5         | 8          | 1.0         | 10         | 1.2         | 4         | 0.5         | 4          | 0.5         | 15         | 1.8         | 5          | 0.6         | 50         | 6.0           |
| 10             | 4         | 0.5         | 5          | 0.6         | 2          | 0.2         | 5         | 0.6         | 6          | 0.7         | 7          | 0.8         | 9          | 1.1         | 38         | 4.6           |
| 11             | 4         | 0.5         | 4          | 0.5         | 6          | 0.7         | 5         | 0.6         | 7          | 0.8         | 3          | 0.4         | 4          | 0.5         | 33         | 4.0           |
| 12             | 3         | 0.4         | 6          | 0.7         | 5          | 0.6         | 1         | 0.1         | 8          | 1.0         | 6          | 0.7         | 1          | 0.1         | 30         | 3.6           |
| 13             | 2         | 0.2         | 4          | 0.5         | 4          | 0.5         | 12        | 1.4         | 6          | 0.7         | 4          | 0.5         | 7          | 0.8         | 39         | 4.7           |
| 14             | 9         | 1.1         | 10         | 1.2         | 4          | 0.5         | 10        | 1.2         | 10         | 1.2         | 11         | 1.3         | 6          | 0.7         | 60         | 7.2           |
| 15             | 6         | 0.7         | 4          | 0.5         | 7          | 0.8         | 6         | 0.7         | 17         | 2.1         | 12         | 1.4         | 6          | 0.7         | 58         | 7.0           |
| 16             | 2         | 0.2         | 5          | 0.6         | 5          | 0.6         | 2         | 0.2         | 4          | 0.5         | 6          | 0.7         | 3          | 0.4         | 27         | 3.3           |
| 17             | 4         | 0.5         | 3          | 0.4         | 6          | 0.7         | 4         | 0.5         | 5          | 0.6         | 9          | 1.1         | 6          | 0.7         | 37         | 4.5           |
| 18             | 3         | 0.4         | 5          | 0.6         | 7          | 0.8         | 4         | 0.5         | 6          | 0.7         | 4          | 0.5         | 4          | 0.5         | 33         | 4.0           |
| 19             | 3         | 0.4         | 6          | 0.7         | 5          | 0.6         | 0         | 0.0         | 5          | 0.6         | 4          | 0.5         | 4          | 0.5         | 27         | 3.3           |
| 20             | 5         | 0.6         | 10         | 1.2         | 7          | 0.8         | 2         | 0.2         | 8          | 1.0         | 9          | 1.1         | 6          | 0.7         | 47         | 5.7           |
| 21             | 6         | 0.7         | 4          | 0.5         | 7          | 0.8         | 4         | 0.5         | 5          | 0.6         | 12         | 1.4         | 12         | 1.4         | 50         | 6.0           |
| 22             | 7         | 0.8         | 2          | 0.2         | 8          | 1.0         | 7         | 0.8         | 9          | 1.1         | 8          | 1.0         | 5          | 0.6         | 46         | 5.6           |
| 23             | 2         | 0.2         | 6          | 0.7         | 3          | 0.4         | 3         | 0.4         | 6          | 0.7         | 5          | 0.6         | 5          | 0.6         | 30         | 3.6           |
| <b>Totals:</b> | <b>96</b> | <b>11.6</b> | <b>119</b> | <b>14.4</b> | <b>115</b> | <b>13.9</b> | <b>86</b> | <b>10.4</b> | <b>134</b> | <b>16.2</b> | <b>135</b> | <b>16.3</b> | <b>143</b> | <b>17.3</b> | <b>828</b> | <b>100.00</b> |



## May 2025 Officer Activity



| Totals           | 1003      | 204           | 39      | 68           | 70      |
|------------------|-----------|---------------|---------|--------------|---------|
| Officer          | Incidents | Traffic Stops | Arrests | Merged cases | Tickets |
| Adams, Eric      | 106       | 21            | 2       | 2            | 3       |
| Barker, Kyle     | 54        | 10            | 3       | 7            | 5       |
| Bennett, George  | 189       | 42            | 3       | 4            | 21      |
| Cole, Tanner     | 43        | 8             | 0       | 0            | 0       |
| Dennis, Austin   | 109       | 29            | 10      | 12           | 15      |
| Diaz, Salvador   | 53        | 5             | 1       | 2            | 2       |
| Fortin, Brian    | 37        | 3             | 3       | 7            | 1       |
| Gonzalez, Estela | 54        | 17            | 4       | 7            | 3       |
| Harris, Tanner   | 31        | 3             | 0       | 1            | 0       |
| Kates, Courtney  | 87        | 27            | 4       | 7            | 6       |
| Langlois, Joey   | 0         | 5             | 0       | 0            | 0       |
| Nordman, Ron     | 28        | 0             | 0       | 2            | 2       |
| Rhodes, Brandon  | 64        | 7             | 0       | 7            | 0       |
| Schild, Andrew   | 18        | 1             | 1       | 1            | 1       |
| Schmick, Dylan   | 49        | 1             | 2       | 4            | 1       |
| Schweigert, Kris | 1         | 0             | 0       | 0            | 0       |
| Tomaras, Troy    | 8         | 7             | 0       | 0            | 3       |
| Watkins, Daniel  | 72        | 18            | 6       | 5            | 7       |

