Tuesday, May 12, 2026
#2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
6:00 P.M.
Agenda: https://go.boarddocs.com/wa/cocp/Board.nsf/Public

In-Person at College Place City Hall, 625 S College Avenue, College Place Washington
Meeting may be viewed by joining the Zoom meeting.
Zoom Attendee Link: https://us06web.zoom.us/j/85394408296
Or you may call this number to listen: 1-669-900-9128 ID#85394408296
Phone controls: *6 - toggle mute/un-mute and *9 - raise hand
Meeting recordings will be uploaded the following day of the meeting to the City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSl-g/featured
City Council

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernándezwill call the meeting to order.

Subject :	1.02 Roll Call
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor	Norma L. Hernández
Council Members	Heather Schermann-Mayor Pro Tem, Michael Cleveland, Monica Boyle, Jordan Green,

		Nadine Stecklein
Staff		City Administrator, Troy Rayburn; City Attorney, Eric Ferguson; City Clerk, Carolyn Holm; City Prosecutor, Michael Rio; Community Development Director, Jon Rickard; Finance Director, Brian Carleton; Fire Chief, David Winter; HR Manager, Amber Brooker; Police Chief, Troy Tomaras; Public Works Director, Robert McAndrews

Subject :	1.03 Pledge of Allegiance
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

"Ipledge allegianceto 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 :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	1. Opening Items.
Access :	Public
Type :	Information

Public Content

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

Meeting Protocol for Public Comment:

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.

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

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

2. Consent Agenda.

Subject :	2.01 AB 26078 - Approve Agenda 5/12/2026
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the agenda for 5/12 /2026.

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 26079 - Approve Council Minutes 4/28/2026
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Recommended Action :	Motion to approve Council Meeting Minutes from 4 /28/2026.

File Attachments

4-28-2026 council minutes-DRAFT.pdf (630 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 26080 - Excusing the Absence of Council Member Boyle
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Make a motion to excuse Council Member Boyle.

Public Content

Historical Perspective:

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 :	2.04 AB 26081 City Hall Tenant Improvements - Basement Workstations
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Preferred Date :	May 12, 2026
Fiscal Impact :	Yes
Dollar Amount :	$35,000.00
Budgeted :	Yes

Budget Source :	This project partially replaces CFP approved project for Key Card system ($100,000 moved to 2027).
Recommended Action :	Approve the expenditure for tenant improvements to create three workstations in the basement of City Hall.

Public Content

City Hall office space is at its capacity. There is space in the basement that has been determined as the best option for creating additional capacity for a maximum of three new workstations. This however requires creating a corridor at the bottom of the stairs in order to meet fire and building codes. The work also requires some low-voltage electrical work to modify the fire alarm and detection system. The scope of work includes new fire rated corridor wall and door, electrical work, and three cubical workstation furniture. This project will replace the Key Card design project for $100,000 that was approved in the 2026 CFP, it will be moved to 2027.

Project cost is approximately $35,000.00.

Consent

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

Subject :	2.05 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Consent

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

3. Presentations.

Subject :	3.01 AB 26082 Public Works Week Proclamation- Mayor Hernández
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

WHEREAS, Public Works services provided in our community are an integral part of our residents everyday lives; and

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

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

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

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim May 17- 23, 2026 as:

College Place Public Works Week

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

Dated this 12th Day of May, 2026.

File Attachments

2026 CP Public Works Week Proclamation Graphic.png (5,993 KB)
2026 CP Public Works Week.pdf (338 KB)

Subject :	3.02 AB 26083 Police Week Proclamation - Mayor Hernández

Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

WHEREAS, the Congress of the United States of America has designated May 10-16, 2026 as "National Police Week" and May 15th to be "Police Memorial Day" in honor of the Federal, State, and Municipal Officers who have been killed or disabled in the line of duty; and

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

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

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim May 15, 2026 as:

Police Memorial Day

and the week of May 10 to May 16, 2026, as

College Place Police Week

Dated this 12th Day of May, 2026.

File Attachments

[2026 CP Police Week Proclamation Graphic.png (1,079 KB)]
[2026 CP Police Week.pdf (338 KB)]

Subject :	3.03 AB 26084 2025 Preliminary Year End Results-Mr. Carleton
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The 2025 financial results are near completion, a few final adjustments requiring council approval have yet to be entered. The finance committee met on April 21, 2026 to review the current financial condition and resulting adjustments. The final results must be submitted to the State Auditors Office (SAO) by May 30, 2026. Overall, the total City fund balance has declined by $967,313 or 5.4%. There were at least $1.1 mil in grant expenditures incurred in December 2025 in which grant reimbursement could not be submitted until 2026. Since we are a cash basis city we cannot defer those expenditures or accrue the grant revenue receivable. The 2025 final budget (approved by council 11/26/2024) showed a fund balance reduction of $6.01mil to $18,692,060. This reduction was driven by spending on projects funded by grants and/or reserve balances, specifically TIF and road projects. Due to delays in projects, the expenditures did not materialize and the fund balances did not decline by what was expected in the budget. Two funds drove this overall reduction in fund balance. The first one was current expense fund (001); the main drivers of the reduction in fund balance are a follows:

1. Capital Expenditures of approximately $500,000 on the Fire Hall HVAC project costs incurred in December that will be reimbursed by a State Commerce Grant in 2026.

2. Building and permitting fees that were anticipated on projects in 2025 that did not occur as expected. Actual revenue was $206,053, versus a budget of $650,000 resulting in a negative variance of $443,394.

3. Miscellaneous revenues for private contributions and developer deposits were negative to budget by $262,000.

4. On the cost side, the major variance to costs were in the legal fees and professional services that total was approximately $676,984.

Details of these variance are included in the attached document.

The second fund was the street improvement fund (311), currently showing a negative fund balance of -$585,129.33. The main driver in the resulting negative fund balance relates to the timing of project expenditures and the receipt of grant revenue. These projects are:

1. The SE 8th street project - December expenditures of $317,000

2. The Rose Street Lighting project - December expenditures of $167,000

3. The Mojonnier Road ROW - ROW expenditures for reimbursement are $220,000

This totals $704,000 of grants revenue that will be received in 2026 and will cover the loan.

The good news is that the utility funds (400 numbered funds) have seen a $3.1mil increase in fund balance, and have surplus funds to cover these cashflow issues.

In order to bring these fund balances back into compliance, we will be recommending the use of the current expense reserve fund (005) to support current expense (001), as well as issuing 2 interfund loans to support the 001 and 311. These will be presented in action items to follow.

Information for Consideration:

File Attachments

[2025 CE Variance Analysis.pdf (268 KB)]
[2025 Prelimianry Fund Balance.pdf (52 KB)]
[2025 CE by department.1.pdf (51 KB)]
[CE balance history.pdf (37 KB)]

4. Action Items.

Subject :	4.01 AB 26085 Use of 005 Emergency Funds-Mr. Carleton
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	4. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 12, 2026
Absolute Date :	May 12, 2026
Fiscal Impact :	Yes
Dollar Amount :	$514,426.26
Budgeted :	No
Budget Source :	Fund 005 - Current Expense Reserve Fund
Recommended Action :	Authorize the Finance Director to transfer 2025 year end balance in the Current Expense Reserve Fund to the Current Expense Fund effective 12/31/2025

Public Content

Historical Perspective:

The city setup an emergency fund (005) in 2020. The 2025 ending fund balance for 005 is $514,426. The 2025 current expense fund (001) has an ending fund balance of -$13,529. Based on the financial policies approved by council, the minimum fund balance for current expense fund at the end of 2025 should be 17% of budgeted revenues or $1,491,808. In order to reach this minimum balance, we are recommending utilizing the emergency reserves as well as requesting authorization for an interfund loan of $1 mil. These transfers will result in a current expense balance of $1,513,067, exceeding the minimum reserve requirements. City Council must approve any transfers out or uses of the emergency fund.

Information for Consideration:

Subject :	4.02 AB 26086 Interfund Loans - December 2025- Mr. Carleton
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	4. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 12, 2026

Absolute Date :	May 12, 2026
Fiscal Impact :	Yes
Dollar Amount :	$1,700,000.00
Budgeted :	No
Budget Source :	Water and Waste Water Funds
Recommended Action :	Motion to approve Resolution 26-008 Interfund loan transfer from account 401 to account 001 for $1,000,000.00. Motion to approve Resolution 26-009 Interfund loan transfer from account 410 to account 311 for $700,000.

Public Content

Historical Perspective:

The city has an interfund loan policy in effect. Based on the anticipated 2025 year end balance in Current Expense Fund (001) and the ending balance of Street Improvement Fund (311), it may be necessary to authorize by resolution interfund loans.
There is currently sufficient reserves in the following funds:
Water: $3,829,492
Wastewater: $6,586,635
Anticipated loan to 001 - Current Expense: $1,000,000 from Wastewater (401)
Anticipated loan to 311 - Street Improvement Funds: $600,000 from Water (410)
There will be grant reimbursement funds to be received in 2026 on projects where expenditures were incurred and paid prior to December 31st, 2025. The timing of these cashflows necessitate the interfund loans to maintain positive fund balances at December 31st, 2025. The interest rate on these loans will be set at the LGIP interest rate as of 12/31/2025, that rate is 3.87653 percent (APR).

Information for Consideration:

File Attachments

COCP Interfund Loans 2025.pdf (139 KB)
RES26-008 Inter fund loan 401 to 001.pdf (135 KB)
RES26-009 Inter fund loan 410 to 311.pdf (135 KB)

5. Administrative Reports.

6. New and Unfinished Business

Subject :	6.01 Good of the Order?
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	6. New and Unfinished Business
Access :	Public
Type :	Discussion, Information

7. Closing Items.

Subject :	7.01 Conclusion - Motion to Conclude the Meeting.
Meeting :	May 12, 2026 - #2182 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	7. Closing Items.
Access :	Public

Type :	Action
Recommended Action :	Motion to conclude the meeting

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

May 12, 2026

TO: College Place City Council

RE: College Place Community Opportunity Center at Lion's Park

Dear Members of the College Place City Council and Guests:

The YMCA of Walla Walla is pleased to support the city's efforts to advance the construction and operation of the College Place Community Opportunity Center at Lion's Park.

We applaud the city's vision in thoughtfully addressing the needs of its constituents by advancing this project to include a rural library, licensed childcare center, and community gathering space. As the valley's largest provider of licensed childcare, the Y believes that the Center will offer working families the ability to access quality childcare in a centrally-located facility. Studies have shown that childcare acts as a key component of a community's critical economic infrastructure by enabling parents to participate in the workforce. This boosts productivity, reduces employee turnover for local businesses, and drives tax revenue.

The integration of the library in the Center is an added benefit to the community and childcare alike as it brings essential resources that complement and advance learning at all ages.

The Y was active in the design/development phase of this planned multi-use facility and provided funding support through a Department of Commerce grant for the design of the childcare space to be co-located in the Center. The Y will continue to work with the city, library and others to pursue opportunities for the needed funding to complete the Center's construction.

We urge your support of the continued efforts to advance the Center for the City of College Place.

Sincerely,

Karen Hedine, CEO

#2181 Regular City Council Meeting - Hybrid (In-Person & Online) Template (Tuesday, April 28, 2026)
Generated by Carolyn Holm on Tuesday, April 28, 2026

DRAFT

1. Opening Items.

Procedural: 1.01 Call To Order
Mayor Hernández called the #2180 regular City Council meeting to order at 6:00 p.m.

Procedural: 1.02 Roll Call

PRESENT:		
	Mayor -	Norma L. Hernández
	Council Members –	Michael Cleveland; Monica Boyle; Nadine Stecklein; Jordan Green
	Staff-	Capital Projects Manager, Mike Holden, City Administrator, Troy Rayburn; City Clerk, Carolyn Holm; Community Development Director, Jon Rickard; Finance Director, Brian Carleton; Human Resources Manager, Amber Brooker
	Staff present via Zoom-	
MEMBERS EXCUSED:		Heather Schermann,

Procedural: 1.03 Pledge of Allegiance
Mayor Hernández led the room in the pledge of allegiance.

Information: 1.04 Public Comment -
City Clerk Holm reported there were no public comment requests.

2. Consent Agenda.

Action (Consent): 2.01 AB 26068 - Approve Agenda 4/28/2026
Action (Consent), Minutes: 2.02 AB 26069 - Approve Council Minutes 4/14/2026
Action (Consent): 2.03 AB 26071 - Excusing the Absence of Council Member Schermann
Action (Consent): 2.04 AB 26072 November 2025 Financials
Action (Consent): 2.05 AB 26073 NOANet Internet Contract
Action (Consent): 2.06 AB 26075 Appoint Council Member Schermann as Mayor Pro Tem
Action (Consent): 2.07 AB 26076 Appoint Jim Fry to Planning Commission
Action (Consent): 2.08 AB 26077 Appoint Jessica Benzel to the Salary Commission
Action (Consent): 2.09 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 Boyle made a motion to approve the consent agenda. Second by Council Member Green and the motion passed 4-0.**

3. Action Items.

Action: 3.01 AB 26074 Procurement of Professional Services for the Davis/ Whitman Pedestrian Bicyclist Improvements Project- Mr. Holden
The project will extend pedestrian lighting from College Avenue down Whitman Street and south along Davis Street to SW 6th Street, improving safety for WWU students, Davis Elementary, and Walla Walla Valley Schools. It includes installing two new RRFB pedestrian crossings at SW 4th and Davis, and at Davis and Whitman. Additional work involves upgrading and infilling sidewalks along Davis and Whitman to meet WSDOT Pedestrian Level of Traffic

Stress (PLTS) standards of 1 or 2. The consultant will also analyze existing street lighting and design necessary improvements to ensure required illumination levels are met throughout the project area.

Council Member Cleveland made a motion to award the professional services contract for the Davis/Whitman Dr. Pedestrian and Bicyclist Improvements Project to PBS Engineering (APEX) in the amount of $ 198,950.25 which consists of engineering, pedestrian lighting design, curb ramp design, street lighting design, RRFB design, cultural resource assessment, and public involvement. Also authorize public works director or designee to sign contract documents. Second by Council Member Stecklein and the motion passed 4-0.

4. Informational Reports.

Information: 4.01 Administrator Update – Mr. Rayburn

City Administrator Troy Rayburn provided an overview of current City projects and activities. The Community Grants process is nearing completion. He is also scheduled to deliver speeches for the Kiwanis and Exchange Clubs and will lead the prayer at the upcoming Prayer Breakfast. The Economic Development, Tourism, and Events Commission is scheduled to meet on Monday. City Attorney interviews are underway. The Union-Bulletin has notified the city of an upcoming article regarding Council vacancies.

Information: 4.02 Police Department Monthly Report

Informational reports were provided in the agenda packet.

Information: 4.03 Community Development Department Monthly Report

Informational reports were provided in the agenda packet.

5. New and Unfinished Business

Discussion, Information: 5.01 Good of the Order?

No other discussion topics were mentioned.

6. Closing Items

Action: 6.01 Conclusion - Motion to Conclude the Meeting.

Mayor asked for a motion. Council Member Green made a motion to conclude the meeting at 6:13 PM. Second by Council Member Cleveland and with no objection, the meeting concluded.

Approved:

Norma L. Hernández – Mayor

Attest:

Carolyn Holm – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred April 28, 2026. Further detail may be obtained by reviewing the actual audio recording made during this session.

CITY OF COLLEGE PLACE

PROCLAMATION

OFFICE OF THE MAYOR

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

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

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

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

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim May 17- 23, 2026 as:

College Place Public Works Week

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

Dated this 12th Day of May, 2026.

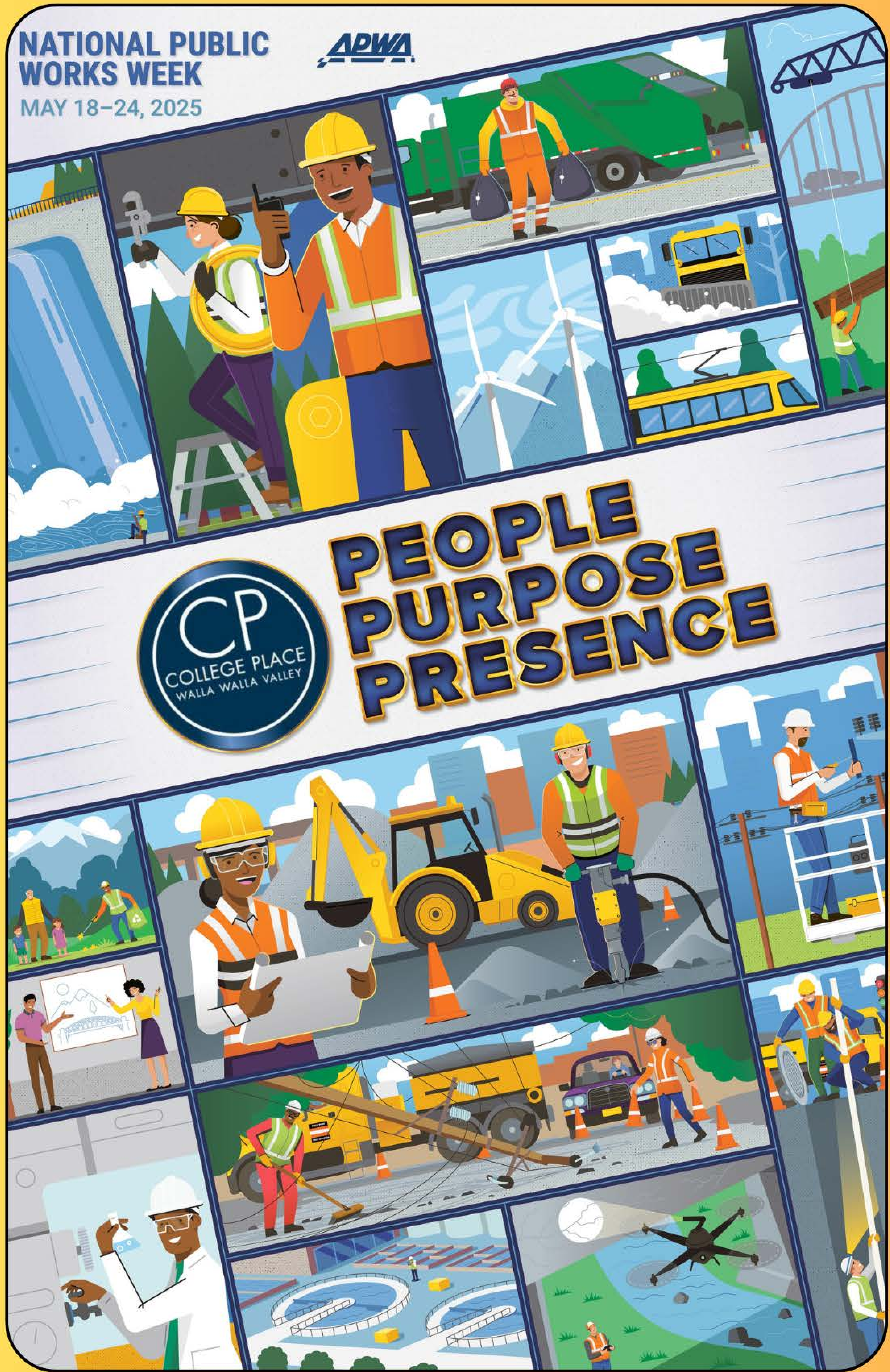
____

Norma L. Hernández, Mayor

Mayoral Proclamation

From the office of

Mayor Norma L. Hernández



May 17-23, 2023

College Place

PUBLIC WORKS Week

First Responders
Tree Maintenance
Snow & Ice Removal
Sidewalks
Water & Sewer Service
Cross Walks
Flood Control
Cultural Studies
Sink Hole Repair
Leaf Pick Up
Street Maintenance
Graffiti Removal

CITY OF COLLEGE PLACE

PROCLAMATION

OFFICE OF THE MAYOR

WHEREAS, the Congress of the United States of America has designated May 10-16, 2026 as "National Police Week" and May 15th to be "Police Memorial Day" in honor of the Federal, State, and Municipal Officers who have been killed or disabled in the line of duty; and

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

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

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim May 15, 2026 as:

Police Memorial Day

and the week of May 10 to May 16, 2026, as

College Place Police Week

Dated this 12th Day of May, 2026.

Norma L. Hernández, Mayor

Mayoral Proclamation

From the Office of

Mayor Norma L. Hernández

May 10 – May 16, 2026

College Place Police Week

& May 15, 2026

Police Memorial Day

	Department	Budget - Amendment	2025 FC1 - 9/30/2025	FC2 - 3/30/2026	Budget to FC1	Budget to FC2
Open Balance		1,699,692	1,545,718	1,545,718	(153,974)	(153,974)
Revenue		9,325,342	8,607,493	8,977,018	(717,849)	(348,324)
Costs						
Council	511-513	405,838	510,078	417,840	(104,240)	(12,002)
Admin	514	356,917	307,089	324,118	49,828	32,799
Legal	515	462,748	514,534	487,387	(51,786)	(24,639)
Data Processing	517-518	540,248	516,678	518,031	23,570	22,217
Police	521	3,280,363	3,017,224	3,512,748	263,139	(232,385)
Fire	522	864,386	849,726	941,162	14,660	(76,776)
Communitee Dev	523-548	513,472	765,611	643,887	(252,139)	(130,415)
Equipment	554	138,400	119,879	123,075	18,521	15,325
Buildings	558-559	434,259	425,859	517,305	8,400	(83,046)
Events	573	117,000	101,836	108,672	15,164	8,328
Parks	576	346,868	374,531	375,679	(27,663)	(28,811)
Misc	582-589	36,600	4,487	78,762	32,113	(42,162)
Capital	594-595	612,150	473,494	1,114,176	138,656	(502,026)
Interfund	597	1,375,950	1,389,752	1,287,751	(13,802)	88,199
Total Cost		9,485,199	9,370,778	10,450,593	114,421	(965,394)
Ending Fund Balance		1,539,835	782,433	72,143	(757,402)	(1,467,692)
Fund 005		507,059	499,963.00	508,506.00		
		2,046,894.00	1,282,396.00	580,649.00		

City of College Place - Actual to Budget Variance - 12/31/2025

ACCT#	ACCOUNT NAME	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	%	Key VARIANCE
Property Tax						
001-311-10-00-00	Real & Personal Prop Tax	2,126,029.75	2,150,000.00	(23,970.25)	99	(23,970.25)
Retail Sales and Use Tax						
001-313-11-00-00	Retail Sales & Use Tax	2,059,735.41	2,100,000.00	(40,264.59)	98	(40,264.59)
Business and Occupation Taxes						
001-316-43-00-00	Utility Tax - Priv Utils Gas	48,263.09	100,000.00	(51,736.91)	48	(51,736.91)
001-316-44-00-00	Utility Tax - Priv Utils Stormwater	-	74,800.00	(74,800.00)	0	(74,800.00)
001-316-46-00-00	Utility Tax - Priv Utils Cable	70,293.04	140,000.00	(69,706.96)	50	(69,706.96)
001-316-47-00-00	Utility Tax - Priv Utils Telephone	169,923.87	100,000.00	69,923.87	170	69,923.87
001-316-49-00-00	Utility Tax - Priv Utils Wastewater	382,546.19	372,000.00	10,546.19	103	10,546.19
Business Licenses and Permits						
001-321-91-00-00	Franchise Fees	57,998.30	75,000.00	(17,001.70)	77	(17,001.70)
001-321-99-00-02	Other Business Licenses And Permits	37,996.25	20,000.00	17,996.25	190	17,996.25
Non-Business Licenses and Permits						
001-322-10-00-00	Building/Structures/Equip.	128,751.54	400,000.00	(271,248.46)	32	(271,248.46)
001-322-10-00-01	Building Dept Plan Check / Review Fees	77,301.30	250,000.00	(172,698.70)	31	(172,698.70)
Federal Direct Grants						
001-331-11-00-00	Federal Direct Grant - EDA	36,750.00	-	36,750.00		36,750.00
001-331-16-60-00	Fed Dir Grant From Dept Of Justice (CFDA #16.607)	-	1,000,000.00	(1,000,000.00)	0	(1,000,000.00)
State Grants						
001-334-01-10-00	Criminal Justice Train Comm Reimbursement Grant	-	41,666.00	(41,666.00)	0	(41,666.00)
001-334-02-70-00	Rec'n And Conservation Office Grant - Kiwanis Park	-	25,000.00	(25,000.00)	0	(25,000.00)
001-334-03-50-00	WASPC-Traffic Safety - State Grant	53,200.00	2,500.00	50,700.00	2.128	50,700.00
001-334-04-20-00	GMA Update Grant - Department Of Commerce	62,500.00	-	62,500.00		62,500.00
001-334-04-20-04	CERB Grant - Flex Light Industrial Study	-	86,000.00	(86,000.00)	0	(86,000.00)
001-334-04-20-06	Dept Of Commerce - LGDGMSCPR Grant	-	170,500.00	(170,500.00)	0	(170,500.00)
001-334-04-20-30	St Grant Dept Of Commerce - Drug Task Force Grant	15,000.00	60,000.00	(45,000.00)	25	(45,000.00)
001-334-06-90-00	State Grant-Other	17,022.83	500,000.00	(482,977.17)	3	(482,977.17)
Local Grants, Entitlements and Other Payments						
001-337-00-00-01	Interlocal Grants - WASP	-	250,000.00	(250,000.00)	0	(250,000.00)
001-337-00-00-02	Interlocal Grant - YMCA	326,759.44	-	326,759.44		326,759.44
Public Safety						
001-342-21-51-00	Intergov Fire Serv /MOB Reimbursement - Personnel	95,435.77	50,000.00	45,435.77	191	45,435.77
001-342-21-51-01	Intergov Fire Serv /MOB Reimbursement - Equipment	133,772.86	50,000.00	83,772.86	268	83,772.86
Natural and Economic Environment						
001-345-83-00-01	Plan Checking Fees - Engineering	56,338.99	-	56,338.99		56,338.99
001-345-89-01-20	Planning & Development Costs - Pass Thru Charges	8,041.63	40,000.00	(31,958.37)	20	(31,958.37)
001-345-89-01-25	Planning & Development Pass Thru Cost Admin. Fee	25,756.91	3,500.00	22,256.91	736	22,256.91
Civil Infraction Penalties						
001-353-10-05-00	Traffic Infraction Penalties	48,491.26	35,000.00	13,491.26	139	13,491.26
Interest and Other Earnings						

ACCT#	ACCOUNT NAME	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	%	Key VARIANCE
001-361-10-00-00	Unrealized Gain/Loss	20,365.27	-	20,365.27		20,365.27
001-361-11-00-00	Investment Interest	6,284.88	30,000.00	(23,715.12)	21	(23,715.12)
Rents and Leases						
001-362-00-50-01	Water Tower Space Rental	165,373.41	90,000.00	75,373.41	184	75,373.41
Contributions and Donations from Nongovernmental S						
001-367-11-00-04	Contr/Donations - Private	12,569.00	100,000.00	(87,431.00)	13	(87,431.00)
Other						
001-369-91-00-10	Reimbursements/Refunds	66,388.51	20,000.00	46,388.51	332	46,388.51
Deposits						
001-382-10-00-02	Developer Bond / Deposit For Project	35,088.00	200,000.00	(164,912.00)	18	(164,912.00)
Custodial Activities						
001-389-10-00-03	Building Permit Deposit	-	10,000.00	(10,000.00)	0	(10,000.00)
Transfers-In						
001-397-00-15-23	Interfund Transfers - Ambulance	300,000.00	400,000.00	(100,000.00)	75	(100,000.00)
	Total Revenue	**8,903,075.41**	**11,074,142.00**	**(2,171,066.59)**		(2,301,988.50)
Judicial Activities						
001-512-50-41-02	Professional Services - Other Than Attorneys	15,262.50	-	(15,262.50)		(15,262.50)
001-512-52-41-02	Professional Services - Other Than Attorneys	179,077.19	90,000.00	(89,077.19)	199	(89,077.19)
Executive Activities						
001-513-10-10-00	Wages & Overtime	69,360.66	98,125.92	28,765.26	71	28,765.26
001-513-10-20-00	Personnel Benefits	17,328.58	28,453.41	11,124.83	61	11,124.83
001-513-10-41-00	Professional Services	28,365.69	-	(28,365.69)		(28,365.69)
Financial, Recording and Election Activities						
001-514-23-10-00	Wages & Overtime - Financial Services	86,144.19	106,196.92	20,052.73	81	20,052.73
001-514-23-20-00	Personnel Benefits	31,447.63	46,900.18	15,452.55	67	15,452.55
001-514-30-41-00	Prof Serv - Codification/Records Destruction	607.62	50,000.00	49,392.38	1	49,392.38
Legal Activities						
001-515-31-10-00	Salary & Wages - City Attorney	37,768.05	53,000.20	15,232.15	71	15,232.15
001-515-31-41-00	Prof Legal Servs Retainer	167,849.96	1,000.00	(166,849.96)	16.785	(166,849.96)
001-515-31-41-01	Professional Legal Services	145,424.50	-	(145,424.50)		(145,424.50)
001-515-41-41-21	Legal Services (External) - Police	24,315.50	-	(24,315.50)		(24,315.50)
Centralized/General Services						
001-518-61-49-00	Settlements	10,000.00	-	(10,000.00)		(10,000.00)
Law Enforcement Activities						
001-521-10-10-00	Wages & Overtime	164,436.51	222,965.74	58,529.23	74	58,529.23
001-521-10-20-00	Personnel Benefits	53,399.55	73,450.59	20,051.04	73	20,051.04
001-521-10-49-03	Miscellaneous - Grant Reimbursed	10,351.92	-	(10,351.92)		(10,351.92)
001-521-10-49-96	Interfund Rentals O & M	105,356.04	40,000.00	(65,356.04)	263	(65,356.04)
001-521-21-49-96	Interfund Rentals - O & M	256.26	39,003.00	38,746.74	1	38,746.74
001-521-22-10-00	Wages Patrol	1,102,405.17	1,029,405.62	(72,999.55)	107	(72,999.55)
001-521-22-20-00	Benefits Patrol	371,210.26	304,508.88	(66,701.38)	122	(66,701.38)
001-521-22-49-01	Intergov Servs Patrol - Dispatch Charges	281,187.22	268,420.00	(12,767.22)	105	(12,767.22)

ACCT#	ACCOUNT NAME	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	%	Key VARIANCE
001-521-22-49-96	Interfund Rentals O & M	105,356.04	79,003.00	(26,353.04)	133	(26,353.04)
001-521-25-49-00	Misc - K9 Unit	15,228.10	32,603.45	17,375.35	47	17,375.35
001-521-30-10-01	Wages - Drug Task Force	101,288.08	93,749.76	(7,538.32)	108	(7,538.32)
001-521-30-20-01	Benefits - Drug Task Force	35,450.80	25,409.25	(10,041.55)	140	(10,041.55)
001-521-40-49-01	Registrations/Fees - Training Classes & Seminars	10,417.10	30,000.00	19,582.90	35	19,582.90
001-521-70-10-00	Wages Traffic	375,445.48	325,841.95	(49,603.53)	115	(49,603.53)
001-521-70-20-00	Benefits Traffic	126,466.64	95,187.77	(31,278.87)	133	(31,278.87)
001-521-70-49-96	Interfund Rentals - O & M	105,356.04	79,003.00	(26,353.04)	133	(26,353.04)
		3,476,982.11	3,275,363.27	(201,618.84)		
Fire and Emergency Medical Activities						
001-522-10-41-02	Professional Services - Admin	66,977.17	7,000.00	(59,977.17)	957	(59,977.17)
001-522-20-10-00	Wages Fire	195,145.64	164,674.06	(30,471.58)	119	(30,471.58)
001-522-20-10-02	Wages - Mobilization	80,798.53	-	(80,798.53)		(80,798.53)
001-522-20-20-00	Benefits Fire	71,113.25	52,463.54	(18,649.71)	136	(18,649.71)
001-522-20-20-02	Benefits - Mobilization	14,637.25	-	(14,637.25)		(14,637.25)
001-522-20-31-00	Operating Supplies - Suppression	16,662.54	35,000.00	18,337.46	48	18,337.46
001-522-20-41-00	Fire Dept Personnel Physicals	4,283.62	18,500.00	14,216.38	23	14,216.38
001-522-20-49-01	Misc Vehicle Fire	22,018.75	-	(22,018.75)		(22,018.75)
001-522-45-41-00	Professional Services	12,544.34	-	(12,544.34)		(12,544.34)
Detention/Correction Activities						
001-523-60-49-01	Intergov Services - Cnty Jail Services	82,625.43	35,000.00	(47,625.43)	236	(47,625.43)
Disaster Services						
001-525-60-49-00	Intergov Servs Emergency Management Cnty	23,668.12	9,400.00	(14,268.12)	252	(14,268.12)
Public Works - Centralized Services						
001-548-68-49-96	INF ER&R From CE O&M Costs	139,604.45	52,669.00	(86,935.45)	265	(86,935.45)
Environmental Services						
001-554-30-49-96	Interfund Rentals - O & M	1,939.14	21,067.00	19,127.86	9	19,127.86
Community Planning and Economic Development						
001-558-60-20-00	Personnel Benefits	40,619.14	56,118.97	15,499.83	72	15,499.83
001-558-60-41-00	Professional Services	310,671.21	110,000.00	(200,671.21)	282	(200,671.21)
001-558-70-41-01	Com Dev / Planning Prof Servs - Grant Reimbursed	-	292,500.00	292,500.00	0	292,500.00
Property Development						
001-559-30-49-00	Property Development	19,364.00	-	(19,364.00)		(19,364.00)
Cultural and Community Activites						
001-573-90-41-03	Professional Services - Community Grant	12,250.00	-	(12,250.00)		(12,250.00)
001-573-90-49-01	Community Assistance Program	625.00	15,000.00	14,375.00	4	14,375.00
Park Facilities						
001-576-80-20-00	Benefits	75,805.08	64,462.06	(11,343.02)	118	(11,343.02)
001-576-80-47-00	Utility Services	83,450.96	31,000.00	(52,450.96)	269	(52,450.96)
Refund of Deposits						
001-582-10-00-02	Developer Bond/Deposits - Return Of	73,176.28	-	(73,176.28)		(73,176.28)
Capital Expenditures/Expenses						

		YEAR TO DATE				
ACCT#	ACCOUNT NAME	ACTUAL	BUDGETED	VARIANCE	%	Key VARIANCE
001-594-18-62-00	Building Improvements	529,114.88	1,000,000.00	470,885.12	53	470,885.12
001-594-18-64-19	Machinery/Equipment	-	302,000.00	302,000.00	0	302,000.00
001-594-21-64-06	Machinery & Equipment - Admin	46,471.61	-	(46,471.61)		(46,471.61)
001-594-22-64-20	Machinery/Equipment	24,517.95	40,000.00	15,482.05	61	15,482.05
001-594-76-63-00	Other Improvements - Parks	453,716.96	500,000.00	46,283.04	91	46,283.04
		1,096,035.39	1,911,150.00	815,114.61		
Transfers-Out						
001-597-00-00-01	Interfund Transfer CE/Sts	361,000.00	150,000.00	(211,000.00)	241	(211,000.00)
001-597-00-00-12	Transfer To Technology Reserve Fund	147,132.06	500,000.00	352,867.94	29	352,867.94
001-597-00-00-15	Transfers-Out - CE To Bldg Facility Maint. Reserve	-	200,000.00	200,000.00	0	200,000.00
001-597-00-00-20	CARS GO Bond Payment - INF To 201 Bond Fun	410,000.00	485,950.00	75,950.00	84	75,950.00
001-597-00-00-40	Interfund Transfer To Ambulance From CE	60,000.00	-	(60,000.00)		(60,000.00)
001-597-00-00-61	Interfund Transf From CE To Empl Bene Reserv #610	-	100,000.00	100,000.00	0	100,000.00
001-597-00-13-11	Transfer From CE To Street Improvement Fund	100,000.00	-	(100,000.00)		(100,000.00)
001-597-00-15-21	Transfer To 320 For Equipment Replacement	165,750.95	200,000.00	34,249.05	83	34,249.05
001-597-00-15-24	Transfer To 320 For Equipment Replacement	67,000.41	45,000.00	(22,000.41)	149	(22,000.41)
001-597-00-15-76	Transfer To 320 For Equipment Replacement	35,400.40	155,000.00	119,599.60	23	119,599.60
		1,346,283.82	1,835,950.00	489,666.18		489,666.18
						330,384.87
				Total Expense Variance		(1,971,603.63)

Fund Balance Report

City of College Place, WA

As Of 12/31/2025

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
001 - Current Expense Fund	1,545,717.68	8,903,075.41	10,462,322.43	-13,529.34
005 - Current Expense Reserve Fund	497,860.73	16,646.86	81.33	514,426.26
012 - Technology Reserve Fund	70,505.19	466,891.83	499,309.20	38,087.82
061 - Employee Benefit Reserve Fund	203,632.30	8,570.15	159,494.49	52,707.96
100 - Street Fund	138,918.20	707,974.14	846,361.09	531.25
120 - Criminal Justice Fund	31,656.78	19,271.11	32,224.96	18,702.93
121 - Forfeited Proceeds Fund	2,132.80	3,106.00	0.26	5,238.54
130 - Hotel/Motel Tax	114,954.26	56,295.72	49,285.73	121,964.25
201 - ULTGO Bond Fund	41,076.25	410,047.02	448,619.76	2,503.51
301 - Street Capital Contribution Fund	2,131.09	0.00	0.00	2,131.09
305 - Capital Improvement Fund (REET)	162,954.85	172,786.03	218,088.48	117,652.40
306 - Capital Improvement Fund (REET 2)	52,832.95	2,407,518.57	2,459,710.62	640.90
309 - CDBG Projects Fund	2,449.23	0.67	0.00	2,449.90
311 - Street Improvement Fund	43,186.68	2,415,964.80	3,044,280.81	-585,129.33
315 - Facility Maintenance Reserve Fund (CE)	136,455.95	25,842.99	85,863.26	76,435.68
320 - Equipment Reserve Fund	110,319.81	323,375.05	399,197.89	34,496.97
330 - Economic Development Fund	13,903.36	25,094.04	35,184.00	3,813.40
340 - Economic Development Reserve Fund	74.56	1.21	0.00	75.77
350 - Tax Benefit District Construction Fund	2,595.35	241,598.09	236,623.55	7,569.89
360 - Tax Increment Financing Construction Fund	6,786,991.85	440,357.92	1,792,409.55	5,434,940.22
400 - Water Fund	344,766.11	2,233,992.13	2,249,665.01	329,093.23
401 - Wastewater Fund	1,988,261.97	3,378,997.48	2,498,353.26	2,868,906.19
402 - Stormwater Fund	309,082.73	732,743.28	651,243.77	390,582.24
403 - Stormwater Capital Reserve Fund	43,535.76	214,524.87	152,590.13	105,470.50
410 - Water Capital Reserve Fund	2,046,403.61	1,774,333.69	1,495,776.04	2,324,961.26
411 - Wastewater Capital Reserve Fund	63,355.54	9,175,032.01	7,143,260.85	2,095,126.70
412 - Wastewater Debt Service Fund	1,698,522.97	655,330.90	758,107.78	1,595,746.09
413 - Water Debt Service Fund	1,184,896.71	1,144,772.03	1,204,679.71	1,124,989.03
440 - Ambulance	32,365.70	1,541,635.18	1,545,247.76	28,753.12
500 - Equipment Rental & Replacement	210,617.49	817,962.66	818,420.24	210,159.91
625 - Flexible Benefits Plan Fund	1,342.57	27,726.28	22,379.61	6,689.24
Report Total:	**17,883,501.03**	**38,341,468.12**	**39,308,781.57**	**16,916,187.58**

Current Expense - Fund Balance History

Year	Opening Fund Balance	Revenue	Expenses	Net Change	Ending Fund Balance	% Change in Revenue	% Change in Expenditure	
2020	1,978,118	7,696,796	7,518,436	178,360	2,156,478			
2021	2,156,478	11,620,759	10,037,004	1,583,755	3,740,233	51.0%	33.5%	Covid funds $1.3mil
2022	3,740,233	8,718,256	9,315,284	(597,028)	3,143,205	-25.0%	-7.2%	Covid funds $1.3mil
2023	3,143,205	7,793,199	8,748,024	(954,825)	2,188,380	-10.6%	-6.1%	Covid/Lions Park
2024	2,188,380	8,887,903	9,530,565	(642,662)	1,545,718	14.0%	8.9%	In reserve compliance
2025 Bud	1,699,692	9,325,342	9,485,199	(159,857)	1,539,835	4.9%	-0.5%	
2025 Actual	**1,545,718**	**8,903,075**	**10,462,322**	**(1,559,247)**	**(13,529)**	**0.2%**	**9.8%**	
2026 Bud	1,549,476	9,373,703	9,342,833	30,870	1,580,346	5.3%	-10.7%	
				S&P 500 Target	2,000,000			

City of College Place – Inter Fund Loan Policy.

I. PURPOSE

A policy is needed to provide guidelines for the borrowing of cash or other assets using interfund loans. The City of College Place is a non-charter code city. As such, the legislative body may exercise its powers to approve interfund loans.

II. POLICY

This policy applies to all loans made between two or more city funds. Only that portion of a given fund which is clearly inactive or in excess of current needs for the anticipated length of the loan may be loaned to other municipal funds. Interfund loans are temporary or short-term borrowing of cash or other assets and may be made for the following reasons:

- To offset timing differences in cash flow
- To offset timing differences between expenditures and reimbursements, typically associated with grant funding.
- To provide funds for interim financing in conjunction with obtaining long-term financing.
- For short-term borrowing in place of external financing.
- For other needs as deemed appropriate by City Council.

Interfund loan monies may only be used for the purpose identified in the authorizing resolution. Appropriate accounting records will be maintained to reflect the balances of loans in every fund affected by such transactions. A reasonable rate of interest, based on market rates, will be paid.

III. PROCEDURE

It is permissible to make interfund loans on those municipal monies which are clearly inactive or in excess of current needs for the anticipated length of the loan and legally available for investment (i.e., no restrictions). The City Administrator and Finance Director will determine which money may or may not be available for interfund lending, since the special character of some money involves commitments and restrictions which would require individual consideration.

The requirements for making and accounting for interfund loans are as follows:

1. The City Council must approve by resolution all interfund loans. The resolution will include a planned schedule of repayment of the loan principal as well as setting

a reasonable rate of interest to be paid to the lending fund. The following guidelines should be used in establishing the rate of interest:

a. Not lower than the "opportunity cost" if the funds were otherwise invested, such as the LGIP (Local Government Investment Pool) rate or a bank CD rate for a similar term.

b. Treasury yields or short-term bond yields for a similar term.

c. Not higher than the external rate available to the municipality.

2. Interest is not required in the following circumstances:

a. The borrowing fund has no independent source of revenue other than the lending fund; or

b. The borrowing fund is normally funded by the lending fund. (For example, General Fund is used to fund Streets and capital projects.)
c. The lending fund is the General Fund, which, being unrestricted, can loan interest-free, except to a proprietary fund (i.e, enterprise funds such as Water and Sewer).

3. The borrowing fund must anticipate sufficient revenues to be in a position over the period of the loan to make the specified principal and interest payments as required in the authorizing resolution.

4. The term of the loan may continue over a period of more than one year but must be "temporary" in the sense that no permanent diversion of the lending fund results from the failure to repay by the borrowing fund. A loan that continues longer than three years will be scrutinized for a "permanent diversion" of moneys. (Note: these restrictions and limitations do not apply to those funds which are legally permitted to support one another through appropriations, transfers, advances, etc.)

5. Appropriate accounting records will be maintained to reflect the balance of loans in every fund affected by such transactions.

a. Interfund loans receivable and interfund loans payable will be reconciled periodically.

b. The original interfund loan and repayments of the loan are recorded as non-expenditure disbursements and nonrevenue receipts.

c. Loan interest on an interfund loan will be recorded as revenue to the loaning fund, and an expenditure of the fund receiving the loan.
d. Interfund loan monies may only be used for the purpose identified in the authorizing resolution.

City of College Place, Washington
RESOLUTION NO. 26-008

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON AUTHORIZING THE TRANSFER OF FUNDS FOR THE PURPOSE OF MAKING A LOAN FROM THE WASTEWATER OPERATING FUND (401) TO THE CURRENT EXPENSE FUND (001) FOR UP TO 3 YEARS.

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

Whereas, there may be insufficient funds available to fund certain current expense expenditures prior to receiving grant reimbursements from state or federal agencies for grant contracts that have been executed; and

Whereas, the Wastewater Operating Fund has sufficient funds to transfer in an amount not to exceed $1,000,000 for the purpose of making loans to cover the authorized expenditures from the Current Expense Fund; and

Whereas, in the event a loan is made from the Wastewater Operating Fund and/or other funds to the Current Expense Fund as provided above, the loans shall be at the current market rate of interest of comparable investments of similar maturity; and

Whereas, the city intends to repay these funds as grant reimbursements are received on projects where expenditures were incurred;

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

Section 1. Purpose. Authorization is hereby given at December 31, 2025 for the transfer of funds to the Current Expense Fund (001) to cover authorized expenditures for which contracts have been executed, in an amount not to exceed one million dollars ($1,000,000) from the Wastewater Operating Fund (401) for the purpose of making a loan at the current market rate of interest.
Section 2. Implementation. The Finance Director is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

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 12th day of May, 2026.

Attest:

Norma L. Hernández, Mayor

Carolyn Holm, City Clerk

City of College Place, Washington
RESOLUTION NO. 26-009

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON AUTHORIZING THE TRANSFER OF FUNDS FOR THE PURPOSE OF MAKING A LOAN FROM THE WATER CAPITAL RESERVE FUND (410) TO THE STREET IMPROVEMENT FUND (311) FOR UP TO 2 YEARS.

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

Whereas, there may be insufficient funds available to fund certain street project expenditures prior to receiving grant reimbursements from state or federal agencies for grant contracts that have been executed; and

Whereas, the Water Capital Reserve Fund has sufficient funds from which to transfer in an amount not to exceed $700,000 for the purpose of making loans to cover the authorized expenditures from the Street Improvement Fund; and

Whereas, in the event a loan is made from the Water Capital Reserve Fund and/or other funds to the Street Improvement Fund as provided above, the loans shall be at the current market rate of interest of comparable investments of similar maturity; and

Whereas, the city intends to repay these funds as grant reimbursements are received on projects where expenditures were incurred;

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

Section 1. Purpose. Authorization is hereby given at December 31, 2025 for the transfer of funds to the Street Improvement Fund (311) to cover authorized expenditures for which contracts have been executed, in an amount not to exceed seven hundred thousand dollars ($700,000) from the Water Capital Reserve Fund (410) for the purpose of making a loan at the current market rate of interest.

Section 2. Implementation. The Finance Director is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

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 12th day of May, 2026.

Attest:

Norma L. Hernández, Mayor

Carolyn Holm, City Clerk