

Tuesday, September 7, 2021
Electronic City Council Workshop

5:30 P.M.

City Council Workshop - Electronic Attendance

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Zoom Attendee Link: <https://us06web.zoom.us/j/82828476882>

Or you may call this number to listen: 1-669-900-9128 ID#828 2847 6882 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1.

Subject :	1.01 Moment of Silence for Reflection / Invocation - Any City Employee or Elected Official; delivering the invocation, does so in his/her capacity as a private citizen, and not in his /her official position as a city employee/elected city official.
Meeting :	Sep 7, 2021 - Electronic City Council Workshop
Access :	Public
Type :	Procedural

2. Opening Items.

Subject :	2.01 Council Reference Materials
Meeting :	Sep 7, 2021 - Electronic City Council Workshop
Category :	2. Opening Items.
Access :	Private
Type :	Information
Subject :	2.02 Call To Order
Meeting :	Sep 7, 2021 - Electronic City Council Workshop
Category :	2. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	2.03 Roll Call - Excuse Absence of Council Member Nyhagen
Meeting :	Sep 7, 2021 - Electronic City Council Workshop
Category :	2. Opening Items.

Access : Public
Type : Procedural

Public Content

Mayor Via Web Norma L. Hernández

Jerry Bobbitt,

Michael Cleveland,

Council Members Via Web Loren Peterson,

Melodie Selby,

Heather Schermann,

Monica Boyle

City Attorney Via Web Rea Culwell

Administrator, Mike Rizzitiello;

Finance Director, Brian Carleton;

Public Works Director, Robert McAndrews;

Staff Via Web Police Chief, Troy Tomaras;

Fire Chief, David Winter;

Community Development Director, Jon Rickard;

HR Manager, Shawn Doering;

City Clerk, Lisa Neissl

Absent, Excused:Marge Nyhagen

Subject : 2.04 Pledge of Allegiance
Meeting : Sep 7, 2021 - Electronic City Council Workshop
Category : 2. 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."

3. Workshop Topics.

Subject :	3.01 FY 2022 Legislative Agenda Discussions - Mr. Rizzitiello
Meeting :	Sep 7, 2021 - Electronic City Council Workshop
Category :	3. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Workshop Only - No Action

This time of the year the Legislative Body needs to begin thinking about what needs to be in the upcoming fiscal years State and Federal Legislative Agenda.

For the Legislative Agenda to be effective it really needs to be adopted by the end of November/very early December to get it in front of Legislators early.

File Attachments

[AWC Legislative Agenda 2021 Summary.pdf \(48 KB\)](#)
[AWC Legislative Agenda Powerpoint.pdf \(691 KB\)](#)
[AWC_LegislativeCommitteeDiscussions.pdf \(1,750 KB\)](#)
[Legislative_2021_StateAgenda.pdf \(421 KB\)](#)
[MRSC_2022 Budget Suggestions.pdf \(735 KB\)](#)
[College Place 2022 Session Preview Final.pdf \(160 KB\)](#)

Subject :	3.02 FY 2022 Budget Calendar - Mr. Carleton
Meeting :	Sep 7, 2021 - Electronic City Council Workshop
Category :	3. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Workshop Only - No Action

Review and discuss the 2022 Budget Schedule.

File Attachments

[2022 Budget Calendar.pdf \(153 KB\)](#)

Subject : 3.03 Report on Low Water Pressure Issue on 8/29 /2021 - Mr. McAndrews

Meeting : Sep 7, 2021 - Electronic City Council Workshop

Category : 3. Workshop Topics.

Access : Public

Type : Discussion, Information

Public Content

Workshop Only - No Action

Public Works Director, Robert McAndrews will provide a debriefing on what went wrong, and what PW is doing to ensure it does not happen again.

File Attachments

[Debrief on August 29th Water System Issue 9-3-2021.pdf \(107 KB\)](#)

Subject : 3.04 Draft Local Road Safety Plan / ADA Transition Plan - Mr. Rizzitiello, Ms. Owusu Ansah,

Meeting : Sep 7, 2021 - Electronic City Council Workshop

Category : 3. Workshop Topics.

Access : Public

Type : Discussion, Information

Public Content

Workshop Only - No Action

Our Engineering Intern Akua Owusu Ansah has compiled this plan. This plan is now a requirement that every City must have in place in order to qualify for future Washington State Department of Transportation (WSDOT) grant funds.

File Attachments

[ADA Transition Plan Survey_English.png \(135 KB\)](#)

[ADA Transition Plan Survey_Spanish.png \(145 KB\)](#)

[CP_ADA Transition Plan Highlights_09_02_21.pdf \(3,024 KB\)](#)

[CP_LRSP Highlights_2021-09-02.pdf \(3,836 KB\)](#)

Subject : 3.05 Key Infrastructure Project Drilldowns - Mr. Rizzitiello

Meeting : Sep 7, 2021 - Electronic City Council Workshop

Category : 3. Workshop Topics.

Access :

Public

Type :

Discussion, Information

Public Content

Workshop Only - No Action

The City Administrator will provide updates on the Southwest Sewer Project, Well #6 Project, Lions Park, and 4Bikes.

File Attachments

[SWSewer_Status.pdf \(1.065 KB\)](#)

[20210901_Status_Map_SWSEwer.pdf \(1.184 KB\)](#)

[Well 6 Proposed Timeline.png \(137 KB\)](#)

[Lions Park Update.pdf \(63 KB\)](#)

[4Bikes Project Update.pdf \(59 KB\)](#)

Subject :

3.06 Public Works Board Trust Fund Loan Construction Plans & Non Construction List - Mr. Rizzitiello

Meeting :

Sep 7, 2021 - Electronic City Council Workshop

Category :

3. Workshop Topics.

Access :

Public

Type :

Discussion, Information

Public Content

Workshop Only - No Action

The City submitted four projects for consideration of the Public Works Board. Also, the City submitted a sidewalk application to the State Community Development Block Grant Program.

The State Public Works Board has awarded four projects for the City. Three in construction and a fourth in preconstruction. The list is attached.

- Construction List

- Well #7: New well for City and School District off of Teal Rd on City Owned Land: \$1.57 million
- Water Main Replacements: Sky Avenue & Mountainview Area: \$617,000
- Wastewater Lift Station #5 Replacement: Replace outdated, undersized lift station that pops out of sidewalk: \$1.641 million

- Preconstruction List

- Elevated Water Tank Reservoir 4 Engineering: WWTP City Bluff Property: \$350,000.

The City also has received word it will receive \$364,000 in State Community Development Block Grant funding to construct sidewalks on the north side of SW 6th Street from SW Davis to S. College Avenue and SW 8th Street from SW Bade to College Avenue.

File Attachments

[2021_PWB_Construction_Awards.pdf \(175 KB\)](#)

[PWB PreConstruction Scoring_July.pdf \(437 KB\)](#)

2021

Legislative Session: City legislative priorities & outcomes

Read about the Legislature's action on each of our legislative priorities, both pros and cons.



State-shared revenues:

Maintain revenue sharing with cities.

Pro: Added **\$10 million** to cannabis revenue sharing. This brings the total up to **\$40 million**, matching what was promised to cities and counties in 2015.

Pro: Funded remaining state-shared revenues at expected levels.

Pro: Created a new **\$20 million** city assistance fund for one-time costs associated with policing and criminal justice reforms.



Transportation revenue package:

Adopt a new transportation revenue package that emphasizes maintenance/preservation funding and provides an equitable level of local funding and additional local revenue options for cities.

Pro: Made investments in the current budget that were better than expected thanks to federal ARP funds used to backfill lost transportation revenues, which experienced significant declines due to COVID-19. Previously agreed upon projects were funded and investments were maintained in several important programs:

- Transportation Improvement Board: **\$224 million**
- Safe Routes to Schools: **\$36.7 million**
- Bicycle and Pedestrian Safety Grants: **\$32.6 million**

Con: Did not pass a transportation revenue package, despite efforts by both House and Senate Transportation leaders.



Fiscal flexibility:

Provide cities greater flexibility to use funds from existing revenue sources to help cities manage the impacts of the current economic downturn.

Pro: Passed **HB 1069** allowing temporary flexibility with certain existing restricted revenues, including the Real Estate Excise Tax (REET).

Con: Heard but did not act on **HB 1362** that would allow up to a 3% increase to the property tax cap, based on population and inflation.



Housing stability assistance:

Work in a coalition to develop additional resources to address housing instability created by the economic impacts of the COVID-19 pandemic.

Pro: Provided **\$1 billion** for rental and utility assistance.

Pro: Passed **HB 1277** that adds \$100 to document recording fees to provide **\$292 million** in homelessness prevention and rapid rehousing programs.

Pro: Created the Eviction Prevention Rental Assistance Program through **HB 1277**.

Pro: Provided **\$187 million** for foreclosure prevention assistance.

Pro: Appropriated **\$31 million** for **SB 5160's** eviction prevention services, including:

- Tenant protections from pandemic nonpayment of rent under the moratorium
- The requirement to offer a payment plan
- A court-based eviction resolution program

Contact:

Candice Bock

Government Relations Director

candiceb@awcnet.org



Statewide policing reforms:

Support local control over city law enforcement policies to meet the needs of each community, while recognizing the need for certain statewide reforms.

Pro: Passed **HB 1054** and **HB 1310** creating statewide standards for use of force that also protect the rights of local jurisdictions to enact more restrictive standards.

Pro: Passed **SB 5051** that:

- Expands grounds for decertification of law enforcement officers to include use of force violations;
- Establishes a database to track officers who have been fired for misconduct; and
- Creates a requirement that officer misconduct investigations be completed once begun.

Pro: Passed **SB 5066**, establishing a duty to intervene for all law enforcement officers who witness excessive use of force or misconduct by a fellow officer.

Pro: Passed **SB 5055** to reform police grievance arbitration with new arbitrator requirements within the Public Employment Relations Commission (PERC).

Pro: Invested **\$814,000** in three pilot programs to assist with behavioral health and suicide prevention services for law enforcement officers.

Pro: Funded 15 classes for the Basic Law Enforcement Academy.

Con: Did not fund the Criminal Justice Training Commission (CJTC) training app. Funding would have lowered expenses for local jurisdictions by reducing travel and time away from regular duties.

Con: Failed to fund the impacts on cities of **SB 5476** (*Blake* response) for the prosecution of misdemeanors and the costs of diverting people to treatment.



Other significant issues: Cities identified several significant policies to focus on during the 2021 session.

Pro: Authorized a property tax-based Tax Increment Financing tool to fund public infrastructure that helps drive economic development.

Pro: Funded the Public Works Trust Fund with **\$129 million** for competitive loans and provided other needed infrastructure funding. This is the largest investment since the 2009-11 biennium.

Pro: Provided more than **\$400 million** for broadband enhancement programs.

Pro: Enhanced and provided broader access to the Multifamily Tax Exemption program through **SB 5287**.

Pro: Provided unprecedented levels of funding for homeless and affordable housing programs and services, including:

- **\$175 million** for the Housing Trust Fund
- Nearly **\$120 million** in capital investments for rapid rehousing grants and housing and homelessness projects
- **\$42 million** for utility improvement or connection grants to local entities to support affordable housing

Con: Failed to act on **HB 1056** to make needed modifications to the emergency provisions of the Open Public Meetings Act.

Con: Failed to pass **HB 1117** and **HB 1099**, reforms to the Growth Management Act (GMA) on salmon recovery and climate.

Con: Failed to fund amendments to GMA Housing Element in **HB 1220**.

Contact:

Candice Bock

Government Relations Director

candiceb@awcnet.org

2021 LEGISLATIVE SESSION Recap

Budget & Fiscal Management Workshop

August 19, 2021



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AWC's Government Relations Team

Candice Bock

Government Relations Director

Issue areas: economic development; federal; finance & budget; human resources, labor relations & pensions; open government

Brandy DeLange

Government Relations Advocate

Issue areas: Public works & infrastructure; energy; telecommunications; transportation; utilities

Carl Schroeder

Government Relations Advocate

Issue areas: building codes; environment & natural resources; housing & homelessness; land use & planning;

Sharon Swanson

Government Relations Advocate

Issue areas: cannabis; emergency management & cybersecurity; general government; human services & behavioral health; liability; open government; public safety & criminal justice

Brianna Morin

Government Relations Assistant

Maggie Douglas

Legislative Policy Analyst

Issue areas: energy; finance & budget; public works & infrastructure; telecommunications; transportation; utilities

Matt Doumit

Legislative Policy Analyst

Issue areas: human resources; labor relations; pensions

Jacob Ewing

Legislative Policy Analyst

Issue areas: cannabis; economic development; emergency management & cybersecurity; general government; human services & behavioral health; liability; open government; public safety & criminal justice

Shannon McClelland

Legislative Policy Analyst

Issue areas: building codes; environment & natural resources; housing & homelessness; land use & planning

Emma Shepard

Strategic Content Analyst



2

2021 Legislative Session



105-day session
(January – April)



2021-23 Budgets



Virtual session

3

AWC's 2021 Legislative Priorities & Outcomes

2021 Legislative Session: City legislative priorities & outcomes

Read about the Legislature's action on each of our legislative priorities, both pros and cons.



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FOR THE PEOPLE OF
OREGON
CITIES

4

Biennial budget highlights



Operating:

State shared revenues including full funding of cannabis revenue
 \$20 million assistance to cities for police reform costs
 Establishes Office of Independent Investigations
 Funding for *Blake* response – no direct city funding
 Rental & utility assistance, foreclosure & eviction prevention funding



Capital:

PWTF increased to \$129 million
 \$400 million in new funding for broadband expansion
 Energy efficiency upgrades for public buildings
 Increase in Housing Trust Fund
 Investments in low-income housing and shelters



Transportation:

Significant revenue shortfall
 Funding for fish passage barriers
 Funds previously agreed upon projects
 Maintains funding for several programs; TIB, Safe Routes to Schools; Bicycle and Pedestrian Safety Grants
 Two studies; JTC City Transportation Equity study & City-owned Fish Passage Barrier Identification

**No Transportation Revenue Package*

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Budget & finance

Passed:

- **HB 1069** – Gives local governments a variety of fiscal flexibility tools like more REET flexibility, reduces restrictions on use of special sales taxes for specified projects and programs, increases time a utility lien can be applied after an emergency lien moratorium is lifted.
- **HB 1332** – Requires county treasurers to grant a deferral of 2021 property tax payments for certain distressed businesses via establishment of a payment plan.
- **SB 5096** – Imposes a 7% capital gains tax beginning January 1, 2022.

Did not pass:

- **SB 5188** – Creates a state public financial cooperative (aka state bank) that can issue low interest debt to local governments and finance infrastructure and development projects.
- **HB 1362** – Changes the 1% property tax revenue growth cap to a rate based on population changes and inflation, capped at 3%.
- **HB 1421** – Prohibits cities from collecting unpaid or delinquent charges from a property owner when the account is in a tenant's name.



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Economic development

Passed:

- **HB 1189** – Tax Increment Financing
- **HB 1287** – Mainstreet Program
- **HB 1386** – Targeted Urban Area property tax exemption



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Public safety & criminal justice

Passed:

- **\$20 million City Assistance Funds for impacts of law enforcement and criminal justice related legislation passed in 2020-2021**

Cities should refer to the language in the adopted operating budget, [SB 5092](#), under Section 739 on page 507 which reads as follows:

*The appropriation in this section is subject to the following conditions and limitations:
The appropriation in this section is provided solely for the office of financial management to distribute to cities according to population to assist with one-time costs related to law enforcement and criminal justice related legislation enacted between January 1, 2020, and June 30, 2021.*

- **SB 5476** – Addressing *State v. Blake* by reducing penalty for knowing possession of drugs to gross misdemeanor, requires diversion to treatment, establishes plan for resentencing and recommending future substance abuse recovery services.



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Housing & homelessness

Passed:

- **HB 1070** – Adds “acquisition” and “emergency, transitional, and supportive housing” to uses of Affordable Housing and Related Services Tax
 - **HB 1220** – Emergency shelter/housing zoning preemption; Commerce to provide housing needs inventory*
 - **HB 1277** – \$100 added to doc recording fee for housing and homelessness program funding
 - **SB 5287** – Expands and extends Multi-Family Property Tax Exemption Program
- * Also included GMA Housing Element amendments but not funded in enacted budget



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Transportation

Passed:

- **HB 1091** – Low Carbon Fuel Standard; tied to transportation revenue package (partial veto)
- **SB 5126** – Cap & Invest; tied to transportation revenue package (partial veto)
- City studies - City transportation equity study & City-owned fish passage barrier study

Did not pass:

- **HB 1523** – TBD sales and use tax authority renewal



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Infrastructure and public works

Passed:

- **HB 1457** – Installation of broadband facilities along highways
- **HB 1336** – Expanded retail broadband authority
- **SB 5383** – Limited expansion of retail broadband authority
- PWTF, Remedial Action Grants, and Stormwater Assistance

Did not pass:

- Dedicated assistance for arrearages incurred during utility late fees and shutoff moratorium
 - Final budgets included approximately \$1 billion for rental and utility assistance, but did not provide guidance on fund distribution



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Human resources & labor relations

Passed:

- **HB 1073** – Provides alternative Paid Family & Medical Leave eligibility for people whose work hours were impacted by COVID-19 shutdowns.
- **HB 1323** – Makes changes to the state's long term care program including an opt-out deadline of November 1, 2021.
- **SB 5097** – Expands PFML definition of "family member" and requires ESD to analyze program demographic data and report to Legislature.
- **SB 5115** – Creates workplace infection presumption for frontline workers during health emergencies, and requires employers to report infection rates to L&I.
- **SB 5254** – Requires employers to allow the voluntary use of PPE during health emergencies.
- **SB 5061** – Lowers unemployment insurance tax rates for employers, improves benefits, and adds flexibility to UI program in response to COVID-19 and future emergencies.

Did not pass:

- **HB 1076** – Creates a private right-of-action allowing plaintiffs to sue in name of the state to enforce alleged employment violations (*Qui tam* actions).
- **SB 5102** – Permits workers to record/have witness at IME exams and limits number of IME exams per workers' comp claim.
- **SB 5137** – Suspends workers' comp COLA until 2022 and caps future COLA at 3%.



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Overview of Long-Term Care Services Act Effective January 1, 2022

- To provide eligible Washington state residents a modest lifetime long term care benefit of \$36,500 (\$100/day).
- Funded by a new mandatory payroll tax of 0.58% on all W-2 wage earners
 - Tax assessed regardless of age or income
 - No cap on taxable income
- Benefit
 - Guaranteed issue with no health underwriting
 - Washington resident
 - Paid tax 3 of past 6 years or 10 years consecutively
 - Benefit is payable upon loss of 3 of 10 activities of daily living
- Tax exemption: Enrollment on a qualified Long Term Care policy prior to November 1
 - Policy in place by October 1
 - Employee applies for exemption between October 1, 2021 – December 31, 2022



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AWC Trust – Alternative LTC Coverage

- Permanent Life Insurance with Long Term Care Rider (Trust only)
 - **Life Benefit** –\$25k-\$150k
 - **LTC Benefit** – 4% of the life benefit, ranging from \$1k-\$6k per month.
 - **Cost** - Based on age, level of benefit.
 - **Underwriting** – No medical underwriting required, all employees will be eligible for coverage
- Employer & employee communications plan
 - **Monthly newsletter articles – For Your Health**
 - **Employer webinar – June 14 (recorded)**
 - **Employee communication & webinars – August**
- Non-Trust employers:
 - Individual coverage unavailable due to overwhelming demand of LTC carriers



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Pensions

Passed:

- **SB 5021** – Eliminates impact of COVID-19 work stoppages and shutdowns on public employee pensions.
- **SB 5367** – Automatic refunds of contributions to unvested public retirement accounts.

Did not pass:

- **SB 5453** – Merging LEOFF 1 and TRS 1 plans.
- **HB 1565** – Authorizes a 1.5% COLA increase for PERS 1, paid for by 0.04% supplemental employer contribution.



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General government

Passed:

- **SB 5013** – Gives jurisdictions more time to submit and implement redistricting plans based on updated census data.
- **HB 1016** – Makes Juneteenth (June 19), which celebrates the end of slavery in the U.S., a state legal holiday.

Did not pass:

- **HB 1156** – Authorizes use of ranked choice voting in local government elections.
- **HB 1341** – Abolishes the professional rescuer doctrine, allowing first responders to sue for on-the-job injuries and potentially increasing public employer liability.
- **HB 5155** – Starts interest running on a tort judgment from the date that the cause of action accrues rather than the date the judgment is entered.



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Federal update

American Rescue Plan – passed

- \$1.9 trillion relief package that was passed in mid-March.
- Up to \$1.1 billion for Washington cities.
- Cities first tranche is available now. Second tranche will arrive in 2022. Cities have until Dec. 2024 to obligate funds, Dec. 2026 to spend funds

American Jobs Plan – proposed Senate bi-partisan infrastructure plan

- \$1 trillion with \$550 billion in new spending over five years
- \$1 billion in grants for middle mile projects cities can apply for
- WA could get \$7.2 billion including: \$4.7 billion for highway repair; \$605 million for bridges; \$1.79 billion for public transit; \$100 million for broadband



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Looking ahead to 2022

- 60-day session
- Election year
- Federal funding & supplemental budgets
- Continued remote access?
- Transportation package?



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Questions?



Agenda Item 3.1

Review of Recommendations and Vote on 2022 Priorities

Discussion:

The Committee will be asked to finalize and vote on issue prioritization recommendations for proposal to the full AWC Board. To help facilitate the Committee's discussion and voting, AWC staff have compiled policy position recommendations based on committee discussion, preliminary ranking surveys, and follow-up research. Staff have based the recommendations on AWC's understanding of cities' needs, the Committee's previous discussions and survey input, and the current political environment.

Committee members will have an opportunity to suggest and vote on changes to this slate of recommendations and will then vote to forward a completed package to the AWC Board.

Priority issues

- **Transportation package**
Support a new transportation revenue package, with an emphasis on maintenance/preservation funding, that provides an equitable level of local funding while seeking additional long-term, sustainable revenue options for cities.
- **Basic infrastructure funding**
Seek enhanced appropriation of state and federal dollars in programs like the Public Works Assistance Account that help cities finance basic infrastructure like drinking and wastewater.
- **Transportation Benefit Districts (TBD) funding authority**
Support expanded local authority for TBDs to allow for continued use of the sales tax funding tool beyond the current time limitations.

Significant issues

- **Blake decision**
Advocate for direct funding for cities to administer diversion programs related to misdemeanor drug possession cases handled by city law enforcement and now adjudicated in municipal courts, as well as Medically Assisted Treatment (MAT) services, therapeutic courts, and a diversion tracking database.
- **Culverts**
Seek state resources to correct locally owned culverts as a part of the state's overall resolution to the culvert injunction.
- **Community oversight boards**
Support local control over city law enforcement policies to meet the needs of each community, while opposing a mandate that cities require oversight boards that impinge on existing local elected authority and create additional costs.

*Policy issue that did not advance for priority consideration based on polling after June meeting.

- **Growth Management Act (GMA)**
Engage in the GMA reform conversation and look to secure dedicated planning funding in recognition of potential new responsibilities in areas that cities can support.
- **Property tax cap**
Revise the property tax cap, tying it to inflation and population growth factors, so that local elected officials may adjust the local property tax rate to better serve their communities.
- **Law enforcement use of force**
Support clarification of the civil standards for use of force requirements so law enforcement can better understand the state requirements and know when they can use force to intervene in a mental health crisis where a crime is not being committed.
- **Employer liability for actions caused by law enforcement**
Oppose HB 1202 as written, while working to adopt amendments to limit city liability and financial impacts of litigation.
- **Homeless individuals living in state-owned rights of way**
Support funding for WSDOT to bring on staff to support homeless individuals in WSDOT rights of way.
- **Rapid acquisition of housing**
Support additional funding for rapid acquisition of housing and land for housing.
- ***Zoning mandates**
Actively defend against preemption of local land use authority, but support policies that help cities provide more equitable access to housing in our cities.
- ***Open Public Meetings Act**
Support a permanent policy that allows greater flexibility for local governments to hold virtual meetings without a physical location during an emergency.
- ***Public Records Act (PRA)**
Update the PRA to reduce the impact of abusive and costly public records requests and litigation that hamper public records management and access by the public.
- ***Independent prosecutions**
Support legislation to create an independent prosecution process for law enforcement officers who face criminal charges for unlawful use of lethal force.

Endorse/Support issues

- **Broadband**
Support policies and funding that provide greater access and equity for broadband infrastructure and services.

*Policy issue that did not advance for priority consideration based on polling after June meeting.

- **State infrastructure bank**
Support the creation of a state-sponsored financing cooperative option that focuses on low interest (less than market rate) public infrastructure financing.
- **Infrastructure asset management**
Support additional infrastructure asset management as part of the larger infrastructure funding policy.
- ***Net ecological gain**
Support efforts to make progress on incorporating ecological improvement over time into environmental regulations rather than no net loss, while also defending against legal exposure and unfunded mandates.
- ***Local elections**
Support policies that preserve local control and input regarding the administration of local elections.
- ***Body worn cameras and dash cameras (a)**
Support local efforts to implement use of body cameras and dash cameras as a tool to increase transparency during law enforcement interactions with members of the public.
- ***Lowest responsible bidder**
Seek additional flexibility around selection of bids for municipal contracts, when the lowest bidder may not be the best selection.
- ***Utility arrearages**
Seek state funding to help support the continuation of utility services and avoid the risk of rate increases due to utility arrearages accrued by customers during the pandemic.
- ***Law enforcement training**
Pursue funding for the Criminal Justice Training Commission training application to allow law enforcement to receive training via personal devices, thus reducing travel costs while expediting receipt of information.
- ***Creosote piling removal**
Enhance funding for creosote piling removal to support city restoration efforts.
- ***Audits**
Work to streamline auditing process when multiple agencies audit a city.

Monitor issues

- **Urban Growth Area (UGA) expansion**
Work for new authority and means to expand UGAs in responsible situations.
- **Tribal consent**
Monitor proposals to institute a requirement for free, prior, and informed consent of Native American Tribes for city actions that impact tribal resources.

*Policy issue that did not advance for priority consideration based on polling after June meeting.

- **Construction workforce**
Work for new opportunities to support workforce development in construction industry, including through apprenticeship utilization.
- **Expanded alcohol service**
Support our downtown businesses by ensuring restaurants can continue expanded alcohol service without overly burdensome LCB regulation. *This issue received votes for priority and significant issue status, but further research indicated it is likely an isolated situation in the Vancouver area.

Strongly defend against

- ***Body worn cameras and dash cameras (b)**
Oppose mandates that require use of body or dash cameras without local input and without state investments to pay the costs of acquiring cameras and storing and preserving footage. Address Public Records Act implications.

Action Requested: **Motion to approve the identified priorities and issue characterization and to forward to AWC Board of Directors for adoption.**

Attachment: [Polling results from the July 15 Legislative Priorities Committee meeting.](#)

*Policy issue that did not advance for priority consideration based on polling after June meeting.



2021 State Legislative Agenda

Quick Facts

- Population: 9,780 (2020)
- Median Household Income: \$47,525 (2014-2018 ACS)
- Poverty Rate: 15.8% (2014-2018 ACS)
- Median Housing Value: \$205,700 (2014-2018 ACS)
- Parks: 4 totaling 16.67 Acres
- Roads: 35 Miles of City Maintained Roads
- Home of Walla Walla University

Contact: Mr. Mike Rizzitiello – City Administrator Ph: 509-394-8506 Em: mrizzitiello@cpwa.us
Mr. Brian Enslow – Lobbyist Ph: 360-489-8121 Em: brian@arbutusllc.com



The City of College Place is very grateful to our local legislators who supported a number of significant accomplishments in the 2020 legislative session. As we look toward the 2021 session, we are asking your support on several requests that will help us better plan and meet the needs of our dynamic and ever changing city and the amazing people who live here.

Priorities

Wastewater Treatment Plant Improvement



The City must invest over **\$20.2 million** dollars over the next four years to satisfy new conditions of a state wastewater permit.

Lions Park



Renovation of primary city park to include splash pad, trail, and fishing pond separation from creek. Estimated cost is **\$2 million**.

Stormwater Decant Facility



Construction of a street waste decand facility as outlined in city's NPDES stormwater permit. Estimated cost is **\$700,000**.

Southwest College Place



Southwest College Place consists of several project needs:
a) Southwest Wastewater Trunk Line and lift station replacement: **\$7.5 million**. b) Mojonner Rd reconstruction: **\$6 million**. c) Regional Park Development: **\$2 million**

Key Issues

Economic Development/Infrastructure

- **SUPPORT** – Protecting and strengthening pass through State grant agencies such as Transportation Improvement Board (TIB), Public Works Trust Fund (PWTF), Recreation Conservation Office (RCO) Community Economic Revitalization Board (CERB) and others.
- **SUPPORT** - Development of a state transportation package as well as local financial tools to deal with street preservation, maintenance, and reconstruction.
- **SUPPORT** – Development of economic development incentives (tif, enterprise zone).
- **SUPPORT** – Broaden RCW 84.14 – Multifamily Property Tax Exemption so all cities can participate in the program. Right now only mandated fully-planning cities can use this.
- **SUPPORT** - Funding US 12 Phase 8 which completes the Walla Walla/Tri-Cities segment and improves safety and efficiency on this critical travel corridor.
- **SUPPORT** – Alternate compliance paths for wastewater systems regarding PCB's.

General Government

- **SUPPORT** – A structural modification in property tax statutes to the annual growth to an inflationary index rather than to the one percent limit.
- **SUPPORT** – Allow agencies to recover staff time incurred in compiling and redacting public records, unless the requestor is certified as indigent.
- **SUPPORT** – Fund resources for providing childcare/youth recreation activities as a result of the COVID-19 mandates and newly created needs in our community.
- **SUPPORT** – Delay of the implementation of the 2018 State Building Code until appropriate trainings to municipal/county building inspectors and development community are given.
- **SUPPORT** – Fully funding the Municipal Research Services Center (MRSC).
- **SUPPORT** – Defend Local Control. The City believes the best governmental decisions are those that are made closest to the people represented.
- **SUPPORT** – Solutions to challenges brought upon local recycling.
- **AGAINST** – Unfunded mandates. The City urges you to remember local government when you are passing Legislation and to avoid passing unfunded mandates on to us.

Public Safety/Human Services

- **SUPPORT** - The need to retain local control over city law enforcement policy decisions to ensure they meet community needs and expectations and appropriately contain costs.
- **SUPPORT** - Increase in funding for the Basic Law Enforcement Academy (BLEA).
- **SUPPORT** – Appropriately funding mental health services to support individuals with varying levels of mental illness.
- **SUPPORT** – Improve reimbursement process for state mobilization outside of Northwest.

The City supports the Association of Washington Cities Legislative Agenda.

2022 Budget Suggestions



To view all of MRSC's budgeting resources,
visit mrsc.org/budgeting

2022 BUDGET SUGGESTIONS

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The content of this publication is for informational purposes only and is not intended as legal advice, nor as a substitute for the legal advice of an attorney. You should contact your own legal counsel if you have a question regarding your legal rights or any other legal issue.

MRSC MISSION

Trusted guidance and services supporting local government success.

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Introduction

MRSC's *Budget Suggestions* publication provides local governments with timely and relevant information to assist in budget development. The data and forecasts in this publication are obtained from various state and federal agencies.

Budget Suggestions has been published annually since 1943 – first by our predecessor organization, the Bureau of Government Research, and since 1970 under the MRSC name as one of our signature publications.

The budgetary procedures and deadlines shown in this publication are the absolute minimums. Budgeting frequently requires more time than anticipated. We encourage local governments to start their budget process early to allow sufficient time for budget retreats, strategic planning sessions, other internal meetings, and public hearings.

Budget Suggestions focuses primarily on state shared revenue forecasts, economic indicators, state legislative impacts, and proposed initiatives that may impact your budget forecast and development for the forthcoming year and beyond.

The MRSC website is another great resource for budget-related information. Throughout *Budget Suggestions*, there are links to our budget webpages for further information, as well as specific budgeting tools that are only available on our website. One example is the [State Share Revenue Estimator](#) which allows users to click on their entity's name and automatically populate their state shared revenue projections for the upcoming year.

As part of the pre-budget process, we recommend that agencies review and update their financial policies to ensure they are still relevant and meet their needs and objectives. MRSC's [Financial Policies Tool Kit](#) is a great resource with areas such as fund balance, reserves, debt management, and cost allocation, as well as sample policies.

MRSC also publishes the [City Revenue Guide](#) and [County Revenue Guide](#). These publications provide in-depth discussions of property taxes, sales taxes, excise taxes, and much more and can help jurisdictions better understand existing and potential revenue sources.

All of MRSC's budgeting resources can be found at mrsc.org/budgeting.

Budget Suggestions is a team effort. Eric Lowell, Finance Consultant, is the primary author of this publication. Steve Hawley, Research and Communications Analyst, is the editor of the publication. Angela Mack, Graphic Designer, makes the publication look great. If you have any comments about this year's *Budget Suggestions* publication or our online budget resources, we would love to hear them. Please send your comments to Eric Lowell at elowell@mrsc.org.

2022 Budget Calendar – Cities and Towns

The annual budget preparation procedures and deadlines for cities are found in [chapter 35A.33 RCW](#) (code cities) and [chapter 35.33 RCW](#) (all other cities and towns except Seattle) and outlined below. For cities that budget on a biennial basis, the current biennium is 2021-2022, which means they will be conducting the mid-biennium review and adjustment this year. (For more information, see our page on [Biennial Budgeting](#).)

Most of the pre-budget items listed below are recommendations only and are not required by statute. The rest of the items are based on statutory deadlines; cities and towns can take these steps earlier than listed or adopt different deadlines for some of these steps by ordinance or charter. We recommend that each city and town develop a timeline that best meets its needs, ensures compliance with the statutes, and provides sufficient time to prepare this vital financial plan.

For examples of budget preparation calendars adopted by cities and towns, see our webpage [2022 Budget Calendar for Cities and Towns](#). For a detailed explanation of the budget requirements, as well as some helpful practice tips, see our webpage [Budget Preparation Procedures for Cities and Towns](#).

March— August	Pre-Budget Items Council retreat. Update and/or adopt financial policies. Public hearings for capital facility plan updates. Public forums or community outreach (ex: community priorities). Mayor/Manager communicates budget objectives to staff.
September	Sept 13 Budget request to all department heads. Sept 13–26 Department heads prepare estimates of revenues and expenditures. Clerk prepares estimates for debt service and all other estimates. Sept 25 Implicit price deflator calculated (only applies to cities of 10,000+ population). Sept 27 Budget estimates from department heads filed with clerk.
October	Oct 1 Clerk provides estimates filed by department heads to Mayor/Manager showing complete financial program. Oct 4 Mayor/Manager provides Council with estimates of revenues from all sources including estimates prepared by clerk for consideration of setting property tax levy. Mid-October to Mid-November (suggested) Required public hearing on revenue sources including possible increases in property tax.
November	Nov 2 Mayor/Manager prepares preliminary budget and budget message. Files with clerk and council. Nov 1–18 Publication notice of preliminary budget and final hearing. Nov 1–25 Public hearing(s) on preliminary budget. Public hearing on revenue sources for levy setting. Nov 20 Copies of budget available to public Nov 30 Property tax levies set by ordinance and filed with the County.
December	Dec 6 Final budget hearing. Dec 31 Budget adoption.

2022 Budget Calendar – Counties

The budget preparation procedures and deadlines for counties are found in [chapter 36.40 RCW](#) and outlined below. The initial procedures and requirements are the same for both annual and biennial budgets, with biennial jurisdictions required to conduct a mid-biennium review and adjustment the following year. (For more information, see our page on [Biennial Budgeting](#).)

Most of the pre-budget items listed below are recommendations only and are not required by statute. The rest of the items are statutory deadlines; the board of commissioners may alter the dates for some of these budget processes to conform to the optional alternative preliminary budget hearing date in December ([RCW 36.40.071](#)). Many counties have adopted alternative dates, and we recommend each county develop a timeline that best meets its needs, ensures compliance with the statutes, and provides sufficient time to prepare this vital financial plan.

The calendar below has been updated to reflect SHB 1309 extending the levy certification deadlines for counties; for more details see [Legislation That May Affect Your Budget](#).

For examples of budget preparation calendars adopted by counties, see our webpage [2022 Budget Calendar for Counties](#). For a detailed explanation of the budget requirements, as well as some helpful practice tips, see our webpage [Budget Preparation Procedures for Counties](#).

March—June	Pre-Budget Items Strategic planning sessions to develop goals and priorities. Update and/or adopt financial policies. Public hearings for capital facility plan updates for GMA planning counties. Capital improvement plan updates for partially planning GMA counties. Communicate budget objectives to county departments and elected offices.
July	July 12* County auditor or chief financial officer (CFO) notifies all officials of the request for budget.
August	Before Aug 9* Auditor or CFO prepares estimates for debt service and all other estimates not called for in the notification to officials. Aug 9* Budget estimates from all officials filed with auditor or CFO.
September	Sept 7* Preliminary county budget prepared by auditor or CFO is submitted to the commissioners. Sept 20* Notice of public hearing on budget and tax levies. Copies of budget available to the public. Sept 25 Implicit price deflator calculated (only applies to counties of 10,000+ population).
October	Oct 4* Final budget hearing by board of commissioners.
December	Dec 6 Alternate final budget hearing on preliminary budget; deadline to certify to assessor next year's property taxes levied on behalf of other taxing districts (such as fire districts). Dec 15 Deadline to certify to assessor next year's property tax levies for county purposes. Dec 31 Budget adoption.

* Dates may be altered if county is using alternate budget calendar

Budget Hearings

“How many public hearings are required for the budget process?” is one of those frequently asked questions at budget time. The following guidance reflects the minimum requirements; jurisdictions should also make sure to follow the state’s current COVID-19 guidance for public meetings.

CITIES AND TOWNS

By MRSC’s analysis, each city or town must hold at least three public hearings during the budget preparation process. The minimum statutory requirements are addressed below, but please note that some cities may have adopted additional public hearing requirements by policy.

Public Hearing #1: Property Taxes/Revenue Sources. See [RCW 84.55.120](#). The legislative body must hold a public hearing on revenue sources for the coming year’s budget, including consideration of possible increases in property tax revenues, prior to the property tax certification deadline, which is November 30. After the hearing, a city/town may choose to pass an ordinance at the same meeting establishing the property tax levy in terms of total dollars and percent increase from the previous year. This ordinance may cover a period up to two years, but in practice most jurisdictions – even biennial budget jurisdictions – hold a revenue hearing every year.

Because of the importance of revenue forecasting as a precursor to presenting a structurally balanced budget, we suggest that the property tax hearing precede the preliminary budget hearing (see below). This would place the property tax hearing sometime between mid-October and mid-November.

Official notices must be placed in the official newspaper of the city/town prior to the public hearing. While the statute does not specifically address the length of time prior to the hearing that notice must be given, it is our recommendation that notice be provided no later than one week prior to the public hearing to ensure that the statutory intent and underlying purpose of notice is reasonably fulfilled.

Public Hearing #2: Preliminary Budget Hearing. See [RCW 35.33.057/RCW 35A.33.055](#) (annual budgets) and [RCW 35.34.090/RCW 35A.34.090](#) (biennial budgets).

The legislative body, or a committee thereof, must schedule preliminary “hearings on the budget or parts thereof” *prior* to the final budget hearing, which must be on or before the first Monday in December, and may require the presence of department heads to give information regarding estimates and programs. Public notice is required, but beyond the requirement to publish in the official newspaper of the city/town there are no additional publication requirements stated in statute. However, as with the property tax hearing, we recommend a minimum of one week’s publication notice.

Since the statutory language references “hearings” as plural, it has long been MRSC’s opinion that more than one preliminary budget hearing is required. However, since the statute also states that the hearings may be “on the budget or parts thereof,” we also conclude that cities and towns may count the property tax/revenue hearing outlined above as one of the required preliminary hearings. This means cities and towns must hold at least one preliminary budget hearing in addition to the property tax/revenue hearing.

Public Hearing #3: Final Budget Hearing. See [RCW 35.33.071/RCW 35A.33.070](#) (annual budgets) and [RCW 35.34.110/RCW 35A.34.110](#) (biennial budgets). The final budget hearing must begin on or before the first Monday in December (December 6 this year) and may continue from day-to-day beyond the first Monday but it must conclude no later than December 7 (the 25th day prior to the next fiscal year).

Official notice of the final budget hearing must be published once a week for two consecutive weeks in the official newspaper. See [RCW 35.33.061/RCW 35A.33.060](#) (annual budgets) and [RCW 35.34.100/RCW 35A.34.100](#) (biennial budgets). The timing of this notice can be challenging for those cities and towns that have an official newspaper with less than a daily release schedule, so careful planning is required.

COUNTIES

By MRSC’s analysis, each county must hold at least two public hearings during the budget process. The minimum statutory requirements are addressed below, but please note that some counties may have adopted additional public hearing requirements by policy.

Public Hearing #1: Property Taxes/Revenue Sources. See [RCW 84.55.120](#). The legislative body must hold a public hearing on revenue sources for the coming year’s budget, including consideration of possible increases in property tax revenues, prior to the property tax certification deadline, which is now December 15, and prior to the final budget hearing.

Official notice is required in the county’s official newspaper. While the statute does not specifically address the length of time prior to the hearing that notice must be given, it is our recommendation that notice be provided no later than one week prior to the public hearing to ensure that the statutory intent and underlying purpose of the notice is reasonably fulfilled.

After the hearing, a county may choose to pass an ordinance at the same meeting establishing the property tax levy in terms of total dollars and percent increase from the previous year. This ordinance may cover a period up to two years, but in practice most jurisdictions – even biennial budget jurisdictions – hold a revenue hearing every year.

Public Hearing #2: Final Budget Hearing. See [RCW 36.40.070/RCW 36.40.071](#). The legislative body must meet on the first Monday in October, or alternatively the first Monday in December if using the alternate budget dates, for the budget hearing. Officials in charge of county offices, departments, services, and institutions must appear at the hearing and may, at the appropriate time, be questioned concerning their budget estimates by the commissioners or any taxpayer.

The hearing may be continued from day-to-day but may not exceed a total of five days. Upon conclusion of the hearing, the legislative body must fix and determine each budget item separately and must adopt the budget by resolution.

Official notice of the final budget hearing must be published once a week for two consecutive weeks, immediately following adoption of the preliminary budget, in the county’s official newspaper ([RCW 36.40.060](#)). The timing of this notice can be challenging for those counties that have an official newspaper with less than a daily release schedule, so careful planning is required.

BUDGET HEARINGS FOR BIENNIAL BUDGET MID-BIENNIUM ADJUSTMENTS

Cities/Towns

By MRSC's analysis, each city or town must hold at least two public hearings for the mid-biennium review and adjustment. Some cities may have adopted additional public hearing requirements by policy. The biennial budget statutes state that cities "shall provide for public hearings on the proposed budget modification" and "shall provide for publication of notice of hearings consistent with publication of notices for adoption of other city or town ordinances." See [RCW 35.34.130/RCW 35A.34.130](#).

Because "hearings" is plural, it is our interpretation that at least two public hearings are required. However, as with the initial budget development, the property tax/revenue hearing ([RCW 84.55.120](#)) can count as one of the hearings. After the revenue hearing, cities must hold at least one additional public hearing on the mid-biennium review and adjustment.

Counties

[RCW 36.40.250](#) provides counties with the authority to adopt a biennial budget and states that there must be a "mid-biennium review and modification for the second year of the biennium." However, the statute goes on to state that "[t]he state auditor shall establish requirements for preparing and adopting the mid-biennium review and modification for the second year of the biennium."

The State Auditor's Office provides limited guidance through its BARS manuals for the budget process and there are no additional requirements or guidance for the mid-biennium review. MRSC recommends that those counties with a biennial budget follow the same requirements as outlined above for cities.

PUBLIC HEARINGS FOR BUDGET AMENDMENTS

After the budget is adopted, cities, towns, and counties may amend the budget at any time. It is especially important to monitor budget appropriation levels as you reach the end of your budget cycle. Cities, towns, and counties must have sufficient budget appropriations available for all expenditures including open period expenditures. Budget amendments, if any, must be adopted on or before December 31. Most budget amendments do not require public hearings under state law, although some jurisdictions may have adopted public hearing requirements by policy.

Cities, towns, and counties are not required to hold public hearings on budget amendments related to "nondebtable" emergencies – see [RCW 35.33.081/RCW 35A.33.080](#) (city/town annual budgets), [RCW 35.34.140/RCW 35A.34.140](#) (city/town biennial budgets), and [RCW 36.40.180](#) (counties). Public hearings are also not required for expenditures of unanticipated revenues, transfers within a single fund, or budget reductions. These types of amendments must be made by ordinance but do not require a public hearing.

However, public hearings are required for increasing expenditures for other "public emergencies" that are not considered "nondebtable" – see [RCW 35.33.091/RCW 35A.33.090](#) (city/town annual budgets), [RCW 35.34.150/RCW 35A.34.150](#) (city/town biennial budgets), and [RCW 36.40.140](#) (counties). For cities and towns, the public notice requirements are not specifically outlined in statute. MRSC recommends following the same notice requirements of the preliminary budget hearing. Counties must publish notice of the hearing, as well as a resolution stating the facts of the emergency and the estimated amount of money required to meet it, once in the official county newspaper at least one week before the hearing.

Population Estimates

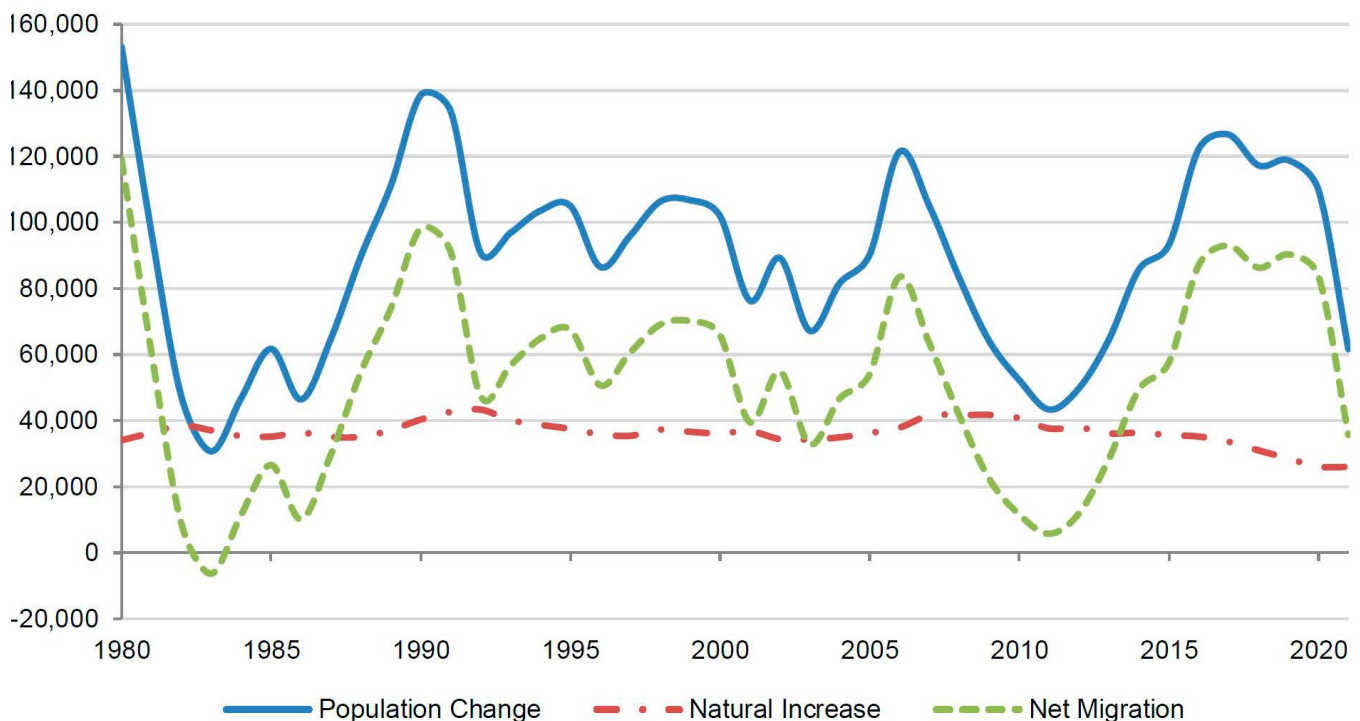
Population estimates are of particular importance to cities and counties, as they not only indicate whether the population is growing and how quickly, but they also form the basis for the distribution of many state shared revenues (see [State Shared Revenues](#) chapter).

The Office of Financial Management (OFM) is responsible for determining populations of all cities, towns, and counties every year as of April 1. Those estimates are certified to the secretary of state on or before July 1 and distributed to the state agencies responsible for making allocations or payments to local governments. The updated distribution rates then take effect on January 1 of the following year.

According to OFM's [April 1, 2021 population estimates](#), the state's total population now exceeds 7.76 million, an increase of just over 110,000 (1.4%) since last year. OFM originally estimated a smaller population increase of over 61,000 people (0.8%), which is reflected in the chart below. However, the initial 2020 U.S. Census data released earlier this year showed a higher statewide population than OFM's estimate, so OFM adjusted its population estimate upward by roughly 49,000 people, bringing the total increase to just over 110,000. Because the U.S. Census has only released state totals and has not yet released city and county details, OFM proportionately distributed the adjustment to each jurisdiction based on the OFM 2020 population estimates.

The COVID-19 pandemic significantly affected the 2021 population estimates, with OFM showing an increase in deaths, decrease in births, and a dramatic drop in migration and the population living in group quarters. A number of college towns actually saw population decreases in the past year, although OFM expects some of these changes to be temporary and for population numbers to rebound once the pandemic's impacts subside.

Components of State Population Change



Credit: Washington State Office of Financial Management

Overall, the state's incorporated population increased by about 73,500 (1.5%), while the unincorporated population increased by about 37,000 (1.4%). Population growth remains concentrated in the five largest metropolitan counties – Clark, King, Pierce, Snohomish, and Spokane – which represent 70% of the population growth. On a percentage basis, Franklin was the fastest growing county between 2020 and 2021 with 2.8% growth, followed by Clark at 2.7% and Chelan at 2.4%.

To see your jurisdiction's total population and recent changes, refer to OFM's [April 1, 2021 population estimates](#) or our [Tax and Population Data](#) webpage.

Economic Factors

There are several economic factors that, for many, are instinctively incorporated into the budget forecasting process, especially if using judgmental forecasting and/or historical trend analyses. In particular, economic conditions may have an impact on revenue projections, especially in jurisdictions that are heavily dependent upon retail sales tax.

Major components of economic modeling in the budget process include inflation, employment, population growth, and the prevalence or concentration of particular industries within the local jurisdiction.

STATE AND NATIONAL ECONOMIES

Last year, the outlook of the US economy was uncertain due to the COVID-19 pandemic. Washington State experienced a steep decline in employment in April 2020. Unemployment rose to 16.3% – the highest on record dating back to 1976. In June 2020, the Washington State Economic Revenue Forecast Council (ERFC) had revised its previous forecast of General Fund-State (GF-S) revenue collections, predicting a decrease of \$8.9 billion over the 2019-2021 and 2021-2023 biennia.

In September 2020, the ERFC reduced the forecasted decrease by almost half. Now a year later, ERFC's June 2021 report noted that unemployment shrunk to 5.4% in April 2021 and the forecast for GF-S revenue collections returned to levels slightly *above* those forecasted pre-pandemic for the same period.

The first quarter of 2021 saw housing construction in Washington hit its highest level since the second quarter of 1978. Home prices continue to increase in the Seattle metro area as well as many other parts of the state and nationwide. According to the Kiplinger Letter, existing homes which sold for over \$500,000 rose to 27% up from 17% a year earlier. Factors which contribute to this trend are a low inventory of homes as well as lower interest rates.

One of the hardest hit sectors of the US economy was travel and tourism. According to data found on the Transportation Security Administration (TSA) website, air travel has rebounded, although not to the levels seen in 2019. While TSA checkpoints in June 2021 saw an increase of 297% over the previous June, it was still 26% below June 2019 numbers. The King County Office of Economic and Financial Analysis in its 2021 Economic and Revenue Forecast presented in March 2021, predicts that lodging tax receipts in King County will not reach pre-pandemic levels until 2023.

As we've seen through the COVID-19 pandemic, predicting economic impacts is difficult when an event is unprecedented. As was recommended in our publication last year, we recommend following the [Economic and Revenue Forecast Council](#), federal [Bureau of Economic Analysis](#), state Employment Security Department's [Labor Market and Economic Analysis](#), and the [King County Office of Economic and Financial Analysis](#) for updates.

CONSUMER PRICE INDEX

The Consumer Price Index (CPI) is generally the most widely used measure of inflation. The CPI can impact local budgets in multiple ways, including:

- Statewide minimum wage and overtime salary thresholds for the coming year (announced September 30 and taking effect January 1);
- Cost-of-living adjustments and collective bargaining agreements;

- Pension adjustments; and
- Automatic increases for certain fees or revenue sources such as multi-year levy lid lifts or, for some jurisdictions, impact fees.

For more information on the CPI – including differences between the CPI-U and CPI-W indexes and the various geographic regions – see our [Consumer Price Index](#) webpage. For current data, see the Bureau of Labor Statistics [Consumer Price Index Pacific Cities and U.S. City Average Data Tables](#).

We will release information on the new minimum wage rates and overtime salary thresholds in our e-newsletters after they are released on September 30.

The state Economic and Revenue Forecast Council (ERFC) also includes CPI projections for future years in its quarterly [Economic and Revenue Forecast Publications](#) (see Table A4.1). However, this information only includes projections for the U.S. and Seattle CPI-U indexes; it does not include other geographies or any CPI-W indexes. These projections are for informational purposes only; all inflation adjustments should be based on actual CPI figures rather than projections or estimates.

IMPLICIT PRICE DEFLATOR

The IPD is published quarterly by the federal Bureau of Economic Analysis (BEA), with monthly revisions. Its primary importance to local governments in Washington is in setting property tax levies for the coming year.

Taxing districts with a population of 10,000 or more may increase their total annual levy amount by 1% or the percentage increase of the IPD, whichever is less ([RCW 84.55.005](#)). If the 12-month change in the IPD is less than 1% as of September 25, these taxing districts cannot take the full 1% levy increase unless they adopt an ordinance or resolution of “substantial need.” (Taxing districts with a population under 10,000 are not impacted.)

Current IPD data can be found in the BEA National Income and Product Accounts (NIPA), [Table 1.1.9](#) (see Line 2, Personal Consumption Expenditures).

At this time, it appears the IPD increase will be well above 1% for 2021, which means cities and counties with a population of 10,000 or more should be able to increase next year’s levy amounts the full 1% without a declaring a substantial need.

The most recent data as of September 25 will be the August 26 data release, and we will publish the official IPD figure in our e-newsletters soon afterward. For more details on the IPD, including examples of substantial need findings in the unlikely event the IPD were to fall below 1%, see our [Implicit Price Deflator](#) webpage.

Legislation That May Affect Your Budget

COUNTY LEVY CERTIFICATION DEADLINES – SHB 1309

Beginning in 2021, [SHB 1309](#) extends the deadline for the county legislative body to certify the county's own property tax levies to the assessor from November 30 to December 15. For counties using the alternate budget dates, this resolves a conflict with [RCW 36.40.071-.090](#), which require the board of commissioners to fix the levy amount after the final budget hearing beginning the first Monday in December.

The bill also extends the deadline for the legislative body to certify property taxes for other taxing districts that cannot certify directly to the assessor – such as fire districts or cemetery districts – from November 30 to the first Monday in December.

AFFORDABLE HOUSING ACQUISITION – ESHB 1070

[ESHB 1070](#) expands the affordable housing & related services sales tax ([RCW 82.14.530](#)) to allow the revenues to be used for acquiring affordable housing, behavioral health facilities, or land for those purposes. It also updates the definition of “affordable workforce housing” in [RCW 67.28.180](#) (related to lodging tax revenues) to 80% of the county median income. For more details, see our [Affordable Housing Funding Sources](#) page.

FISCAL FLEXIBILITY – E2SHB 1069

[E2SHB 1069](#) expands the eligible uses of various tax revenues, as well as adjusting the number of months that a utility can lien a property for delinquent payments due to a declared state of emergency. The Mental Health & Chemical Dependency Sales & Use Tax ([RCW 82.14.460](#)) can be used to make modifications to existing facilities to address health and safety needs to deliver services.

Unlike the Mental Health & Chemical Dependency Sales & Use Tax, the expanded uses in the other taxes in the bill are temporary and expire December 31, 2023. The Criminal Justice Sales & Use Tax ([RCW 82.14.340](#)) has been expanded to include local government programs which have a reasonable relationship to reducing the numbers of people interacting with the criminal justice system including, but not limited to, reducing homelessness or improving behavioral health. The Real Estate Excise Tax (REET) First Quarter Percent ([RCW 82.46.010](#)) allows counties and cities to use greater of \$100,000 or 35% of available funds for the operation of, maintenance of, and service support for, existing capital projects, including the provision of services to residents of affordable housing or shelter units. The REET Second Quarter Percent ([RCW 82.46.035](#)) allows counties and cities to use greater of \$100,000 or 35% of available funds for the operation of, maintenance of, and service support for, existing capital projects. HB 1069 also added to the Business & Occupation Tax ([RCW 82.04.050](#)), clarifying that the sale of lodging for less than one month is not a rental or lease, and thus subject to sales and use tax.

The prohibition on using criminal justice shared revenue distributions ([RCW 82.14.310 - .330](#)) to supplant existing funding has also been temporarily removed through December 31, 2023.

Finally, under [RCW 35.21.290](#) and [RCW 35.67.210](#) a lien may be imposed for more months of delinquent utility charges when a declaration of emergency prevents collection of utility charges.

TARGETED URBAN AREA TAX EXEMPTION – EHB 1386

[EHB 1386](#) expands Targeted Urban Area Tax Exemptions ([chapter 84.25 RCW](#)) to cities. A county or city that creates a Targeted Urban Area can offer tax exemptions to businesses that create at least 25 living wage jobs. A living wage job was changed to a job that pays \$23/hour and offers health care benefits. Priority must be given to businesses that compensate workers at prevailing wage, procure and contract with women, minority, and veteran-owned businesses, utilize apprentices from state-registered programs, and maintain certain labor standards for workers. The tax exemption is extended from December 31, 2022 to December 31, 2030. If at least 25 living jobs are not maintained, back property taxes must be paid to the date that the facility maintained 25 living wage jobs.

TAX INCREMENT FINANCING – ESHB 1189

[ESHB 1189](#) allows local governments to create tax increment areas to finance public improvements. A tax increment area cannot encompass the entity's entire boundary and must not have an assessed value that is the lesser of \$200,000,000 or 20% of the jurisdiction's total assessed value. A local government can only have two active tax increment areas at a time, and combined cannot exceed the value threshold above. We will provide more information on tax increment financing on our website soon.

AMERICAN RESCUE PLAN ACT (ARPA)

On March 11, 2021, the federal American Rescue Plan Act (ARPA) was signed into law. The law appropriated a \$1.9 trillion package which included \$130.2 billion in Local Fiscal Recovery Funds (LFRF) for counties, cities, and towns. The funds will be distributed in two tranches, one in 2021 and another in 2022. The US Treasury Department has published the Interim Final Rule and FAQ which discuss the eligible uses of LFRF and has also published guidance on the quarterly and annual reports required based on the type of local government. ARPA and LFRF resources from MRSC and other agencies can be found in the American Rescue Plan section of our [Coronavirus \(COVID-19\) Local Government Fiscal Impacts](#) topic page.

NO STATEWIDE INITIATIVES IN 2021

The deadline for submitting signatures to the Secretary of State's Office to place an initiative on the November general election ballot was 5 PM on Friday, July 2. This year, the Secretary of State's office has confirmed to us that no signatures were filed by the deadline, so there will be no statewide initiatives on the ballot.

Core Revenues

Property taxes and sales taxes are, for most cities and counties, the two largest revenue streams. Some cities also generate a significant amount of business & occupation (B&O) and utility tax revenues. While MRSC cannot forecast those revenues for you, we can point you toward resources to help you forecast these revenues within a reasonable margin of error.

Whatever your forecasting methodology, it is important to document the methodology and discuss it with your budget team.

For a detailed understanding of Washington's property tax, sales tax, B&O taxes, and other local revenue sources, download MRSC's [City Revenue Guide](#) and [County Revenue Guide](#).

PROPERTY TAXES

The Department of Revenue (DOR) has created a [property tax calendar for 2021](#) which explains the process, the various state and local entities responsible for its development, and when you may expect to receive important property tax forecasting information.

Your local county assessor plays a vital role in certifying the assessed valuations that will be used to set your levies for the upcoming year. Typically, the assessor will distribute property tax information during the second half of September each year. This information consists of assessed valuations, new construction valuations, and state utility valuations, as well as each jurisdiction's current levy amounts, levy rates, and maximum statutory levy rate. The county assessor will provide you with a [levy limit worksheet](#) specific to your jurisdiction that will form the basis of your property tax projection, and the assessor's office can also help you determine whether you have banked capacity available.

To see property tax and assessed valuation for all cities, towns, or counties going back 10 years, see MRSC's [Tax and Population Data](#) webpage. For older data, refer to the [DOR Local Taxing District Levy Detail](#) webpage.

For cities and counties of 10,000 population or greater: As stated earlier, it is unlikely that the implicit price deflator will fall below 1% this year, so you should be able to levy the full 1% annual increase without a finding of substantial need.

SALES TAXES

Sales tax revenues fluctuate depending upon local economic activity. To assist with your sales tax projections, it will be important to monitor actual sales tax revenues being reported and remitted to your entity. Cities and counties can access sales tax reports via the [My DOR Partner Portal](#).

To see the last 10 years of annual sales tax distribution data for the "first half" and "second half" (general fund) sales taxes, see MRSC's [Tax and Population Data](#) webpage. Many jurisdictions have also imposed additional sales taxes that are restricted to certain purposes. Our webpage also includes a spreadsheet listing local sales tax rates and components, to help explain what portion of the local sales tax rate goes to which entity and what the money can be used for.

B&O AND UTILITY TAXES

When forecasting B&O and utility taxes, it is important to know whether utilities are increasing their rates or whether local businesses are expanding or contracting.

BALLOT MEASURE PLANNING

If your jurisdiction is considering a voted revenue increase in the next year or two, such as a levy lid lift, bond measure, or voted sales tax, you must plan ahead and keep the various statutory requirements and deadlines in mind (see [RCW 29A.04.321](#) for counties and [RCW 29A.04.330](#) for cities and towns). Below are the key statutory deadlines.

Key Dates for Voted Revenue Increases				
Election	Filing deadline	Election date	Approved sales tax changes take effect (RCW 82.14.055)	Approved property tax changes take effect (RCW 84.52.070)
2021 Primary	Already passed	August 3, 2021	January 1, 2022	2022
2021 General	August 3, 2021	November 2, 2021	April 1, 2022	2022
2022 Feb. Special	December 10, 2021	February 8, 2022	July 1, 2022	2023
2022 Apr. Special	February 25, 2022	April 26, 2022	January 1, 2023*	2023
2022 Primary	May 13, 2022	August 2, 2022	January 1, 2023	2023
2022 General	August 2, 2022	November 8, 2022	April 1, 2023	2023

**Beginning in 2017, sales tax rates no longer change on October 1*

You should also consider whether any other jurisdictions are planning ballot measures that will appear on the same ballot, as well as whether your measure requires a simple majority (50% plus one) or a supermajority (60%) in order to pass.

Bond measures and 60% voted property taxes also require a certain minimum level of voter turnout compared to the most recent general election, referred to as “validation.” Validation is not a problem for most jurisdictions in most years, but it can create difficulties for some jurisdictions in low-turnout special elections or in years immediately following high-turnout elections – such as 2023 and 2025 following the state/federal elections. For details and to see which types of ballot measures require validation, see MRSC’s [City Revenue Guide](#) and [County Revenue Guide](#).

To see how ballot measures have fared in other jurisdictions recently, see MRSC’s [Local Ballot Measure Database](#).

State Shared Revenues

The State of Washington distributes a number of “state shared revenues” to cities, towns, and counties. Some of these revenues are distributed to all entities solely on a population (per capita) basis, while others are based on different factors and/or are only distributed to jurisdictions that meet certain criteria.

Forecasting state shared revenues can be somewhat tricky. First of all, the state fiscal year begins July 1 and ends June 30, while all cities and counties in Washington use a calendar year budget (January 1 to December 31). As a result, legislation can and often does impact shared revenue distributions halfway through the local government budget year.

Secondly, it is impossible to predict what the legislature will do – in recent years, it has added new distributions (increased gas taxes, multimodal transportation, and marijuana excise taxes), reduced distributions (marijuana excise taxes, which were later restored), and attempted to eliminate distributions (the fire insurance premium tax, which was preserved by the governor’s veto). When creating long-range forecasts, remember that these resources are potentially vulnerable during each legislative session. Careful monitoring of legislative sessions will help you keep abreast of changes to these revenue sources, and strategically thinking and planning for potential shortfalls will help minimize the impacts to your budget.

And finally, some of the revenue distributions can vary significantly from year to year based on certain formulas, economic activity, and other factors.

We have provided our best estimates of the state shared revenue distributions for 2022 and 2023 based on the 2021-2023 state biennial budget (July 1, 2021 to June 30, 2023) and economic and revenue forecasts created by the Economic and Revenue Forecast Council (ERFC). For those distributions that are done on a strictly per capita basis, we have provided per capita estimates (see the [Per Capita Shared Revenue Forecast Tables](#) near the end of this publication). You can also view the total estimated per capita distributions, tailored to your specific jurisdiction, in our online [State Shared Revenue Estimator](#).

SHARED REVENUE DISTRIBUTION CALENDAR

Shared revenues are distributed on the last business day of the month. Some are distributed monthly and others quarterly, while the fire insurance premium tax is distributed on an annual basis, according to the schedule below.

Shared Revenue Distribution Calendar												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Gas Tax (MVFT)	•	•	•	•	•	•	•	•	•	•	•	•
Increased Gas Tax (MVFT)			•			•			•			•
Multimodal Distribution			•			•			•			•
Liquor Excise Tax	•			•			•			•		
Liquor Profits			•			•			•			•
Marijuana Excise Tax			•			•			•			•
Criminal Justice	•			•			•			•		
Fire Insurance Premium Tax					•							
City/County Assistance			•			•			•			•

POPULATION AND ANNEXATION ADJUSTMENTS

Changes in total distribution *amounts* (if any) begin each year on July 1, the beginning of the state's fiscal period. The per capita distribution *rates* are updated each year on January 1 to reflect the most recent OFM annual population estimates. Our 2022 per capita estimates are based on the April 1, 2021 OFM population estimates, with an **incorporated population of 5,064,210** and an **unincorporated population of 2,702,715**, for a **total statewide population of 7,766,925** (see the [Population Estimates](#) section).

In addition, OFM makes quarterly adjustments for any new annexations (see OFM's [Central Annexation Tracking System](#)). Cities that annex qualify for state shared revenue distributions on their new population base starting the first day of the quarter after the effective date of the OFM-approved annexation. Distributions for other cities, towns, and counties may be adjusted slightly each quarter as a result, but the overall impact on per capita distribution rates should be minimal.

The rest of this publication will describe the various state shared revenues distributed to cities and counties and provide projected distribution amounts and, for per capita revenues only, distribution rates.

CITY-COUNTY ASSISTANCE

The State of Washington imposes a real estate excise tax (REET) on each sale of real property ([RCW 82.45.060](#)), in addition to any local real estate excise taxes.

1.4% of the state REET is deposited into the city-county assistance account ([RCW 43.08.290](#)) to provide assistance for certain cities and counties that meet the statutory qualifications (see the formulas in the tables below). Half of these funds are distributed to cities and the other half to counties.

These funds were originally intended to mitigate the loss of the motor vehicle excise tax (MVET) that was distributed to local governments as a means of equalization of sales tax.

The formula used to allocate city funding is based on a sales and property tax equalization formula and the 2005 MVET backfill levels. The maximum distribution for any eligible city was originally capped at \$100,000, to be increased each year by the increase in the July implicit price deflator (IPD) for personal consumption expenditures. The **2021 cap is \$129,501**.

City Assistance Distributions	
City/Town Population	Distribution Formula
5,000 or less <i>Only eligible if per capita assessed value is less than 2x the statewide average for all cities</i>	Greater of • 55% sales tax equalization on “first half” local sales tax; • 55% property tax equalization based on per capita assessed values (per \$1,000 AV); or • 2005 MVET backfill. <i>Not to exceed \$129,501 (in 2021)</i>
Greater than 5,000 <i>Only eligible if per capita assessed value is less than the statewide average for all cities</i>	Greater of • 50% sales tax equalization on “first half” local sales tax; or • 55% property tax equalization based on per capita assessed values (per \$1,000 AV) <i>Not to exceed \$129,501 (in 2021)</i>

Any city that incorporates after August 1, 2005 is not eligible for funding.

If there are not enough revenues to fund the city distributions, then they will be reduced proportionately. If there are more revenues than necessary to fund the above distributions, the excess is to be distributed proportionately on the basis of population among those cities that have qualified for city-county assistance and impose the full second half-cent of the sales and use tax under [RCW 82.14.030\(2\)](#).

The county formulas are shown on the next page. Unlike cities, there are no eligibility restrictions. The sales tax equalization threshold for counties was originally set at \$250,000, to be increased each year by the increase in the July implicit price deflator (IPD) for personal consumption expenditures. The **2021 cap is \$312,162**.

County Assistance Distributions	
Unincorporated Population	Distribution Formula
Greater than 100,000	Sales tax equalization up to the greater of: • \$312,162 (in 2021); or • 65% of the statewide per capita average collected for “first half-cent” sales tax in unincorporated areas in the previous fiscal year
15,001 to 100,000	Sales tax equalization up to the greater of: • \$312,162 (in 2021); or • 70% of the statewide per capita average for “first half-cent” sales tax in unincorporated areas in the previous fiscal year
15,000 or less	Greater of • Sales tax equalization to \$312,162 (in 2021); • Sales tax equalization to 70% of the statewide per capita average for “first half-cent” sales tax in unincorporated areas in the previous fiscal year; or • The amount the county received in “backfill” for FY 2005 under section 716, Ch. 276, Laws of 2004 (amended state budget).

If there are not enough revenues to fund the county distributions as outlined above, then they will be reduced proportionately. If there are more revenues than necessary to fund the above distributions, the excess is to be distributed proportionately on the basis of the unincorporated population among those counties that have qualified for city-county assistance funding and impose the full second half-cent of the sales and use tax under [RCW 82.14.030\(2\)](#).

Certification and distribution dates

The Department of Revenue (DOR) must certify the amounts to be distributed each year by October 1, with preliminary estimates available by September 1.

Funds are required to be distributed quarterly on January 1, April 1, July 1, and October 1. In order for these distribution dates to be met, the transfers are made on the last day of the previous month in conjunction with the regular remittance of revenues from the State Treasurer’s Office (OST) to local governments. As a result, the January 1 remittance is received on December 31, which is part of the current budget cycle for cities, towns, and counties instead of being received in the next budget period. This means that, for budgeting purposes, cities and counties are dealing with two different certification years.

Here’s how it works: when you pass your budget for 2022 later this year, you will know the amount for which you are certified for 2022, but keep in mind that the first payment from that certification will arrive in December and will become part of the current year’s revenues. The amount you forecast for 2022 will depend on the October 1, 2021 certification, less the January distribution (received December 31), plus your “guesstimate” of your January 2023 distribution (certified October 1, 2022 and received December 31, 2022).

City-County Assistance Distribution Certification and Payment Dates				
		Statutory Date for Distribution	Actual Payment Date	Certification Date
			<i>last business day of month</i>	
2021 Budget	1st Quarter	April 1, 2021	March 2021	October 1, 2020
	2nd Quarter	July 1, 2021	June 2021	October 1, 2020
	3rd Quarter	October 1, 2021	September 2021	October 1, 2020
	4th Quarter	January 1, 2022	December 2021	October 1, 2021
2022 Budget	1st Quarter	April 1, 2022	March 2022	October 1, 2021
	2nd Quarter	July 1, 2022	June 2022	October 1, 2021
	3rd Quarter	October 1, 2022	September 2022	October 1, 2021
	4th Quarter	January 1, 2023	December 2022	October 1, 2022

The city-county assistance fund receives its revenues from the sales of real property, so when the real estate market is active funds are frequently sufficient to distribute. However, revenues decrease when there is a downturn in the economy, as was the case during the Great Recession and several years thereafter. During that time cities and counties received a decreased distribution. Because of the weighted formula, there was enough to fully fund the counties during many of those years, but cities received only a proportion of their certified amounts.

Real estate sales have been brisk throughout the state for the past several years resulting in increased distributions for both cities and counties. In the ERFC June 2020 forecast, it was predicted that housing sales would be lower in 2020 and 2021 due to the COVID-19 pandemic, and therefore lower REET amounts were projected. But in fact, housing sales have remained strong during this period.

2021 Update

The total certification amount for 2021 was \$11.27 million for cities and \$5.4 million for counties. Of this amount, both cities and counties received their January distribution in calendar year 2020 (see distribution table) and you have now received the April and July distributions. According to the June 2021 ERFC forecast of real estate excise tax receipts, cities and counties are currently expected to receive \$3.62 million from the real estate excise tax in the October distribution, which will be paid out at the end of September. That would bring the total so far for 2021 to \$20.20 million. There will be one more payment this calendar year – the January 2022 distribution, which cities and counties will receive at the end of December.

To update your forecast for 2021, you can go to the Department of Revenue (DOR) [City-County Assistance webpage](#) and click on “2021 City and County Distributions.” These spreadsheets show the amounts for which each city and county were certified in 2020. Remember to adjust the estimated total for the distribution date differences explained in the table above.

The preliminary estimates for City-County Assistance distributions in 2022 will be available in September. They will be posted on the DOR [City-County Assistance webpage](#) under “**2022 City and County Distribution Estimates.**”

The June forecast provided by ERFC estimates that the January 2022 distribution (December 2021 payment) will be \$2,765,000 each for cities and counties. That would make the statewide total for the four payments for the 2021 budget year equal \$22.96 million. This means that counties will receive significantly more than their certification amount, while cities should receive roughly their full certification amount.

2022 Forecast

As previously mentioned the DOR will release the estimates in September. The June 2021 ERFC forecasts indicate a distribution of \$10.33 million each for cities and counties.

If you cannot wait until the release of the preliminary certification in September to make your budget estimate for 2022, then take your entity's percentage share of the 2021 certification and multiply it by the estimated pot of city or county revenue for 2022, or \$10.33 million. This methodology assumes that your share of the last payment in 2021 (which will come from the October 1, 2021 certification) will be the same percentage amount as the first three payments, and this is a reasonably good assumption for most entities. But the September and October numbers will be the more reliable estimates, especially if you are one of those jurisdictions close to the limits on the distribution formula provided at the beginning of this discussion.

Another wrinkle in revenue forecasting is the timing of the preliminary certification. [RCW 43.08.290\(6\)\(d\)](#) states, in part:

By September 1, 2010, and September 1st of every year thereafter, the department of revenue must make available a preliminary certification of the amounts to be distributed under this section...

A component of releasing the ESSB 6050 distributions is having the Implicit Price Deflator (IPD) for personal consumption expenditures, and what the drafter of the legislation did not realize is that the July IPD for personal consumption expenditures is not published until the third week of September. Therefore the "preliminary" certification is not available on September 1. As mentioned, the October release by DOR will be your most accurate estimate for next year's distributions.

Editor's Note: The real estate excise tax revenues and forecasts are the work of Eric Swenson of the Washington State Economic and Revenue Forecast Council (ERFC).

CRIMINAL JUSTICE REVENUES – CITIES

There are two separate criminal justice distributions for cities, created by [RCW 82.14.320](#) and [82.14.330](#). Each program originally (in state fiscal year 2000) appropriated a total of \$4.6 million, to be increased each July by the “fiscal growth factor” set forth in [RCW 43.135.025](#). The fiscal growth factor is the average annual growth in state personal income for the prior ten fiscal years, and the distributions have now grown to total \$10,829,607 (as of 2021) for each of these two separate criminal justice resources. The amount to be distributed for 2022 will be \$11,456,641 for each program, an increase of 5.79%.

Criminal justice revenues created by [RCW 82.14.320](#) – the “Criminal Justice – High Crime” distributions – are distributed partially based on crime rates and we cannot forecast them. The cities that may qualify for these funds know who they are and are aware of the problems they have in forecasting these revenues. As mentioned earlier, [HB 1069](#) temporarily allows these funds to supplant existing revenues through December 31, 2023.

City Criminal Justice – High Crime

Eligible jurisdictions	Any city or town with a crime rate over 125% of the annual statewide average that also meets the other requirements of RCW 82.14.320(2)
Estimated 2022 distribution	<i>No estimate provided. Determined by population, crime rates, and other factors.</i>
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	Criminal justice purposes; may temporarily replace or supplant existing criminal justice funding through December 31, 2023

Criminal justice funds created by [RCW 82.14.330](#) have four different components for distribution:

- **Population:** 16%, or \$1,833,063, is distributed to all cities and towns on a per capita basis, with each city receiving a minimum of \$1,000 no matter how small its population.
- **Special Programs:** 54%, or \$6,186,586, is distributed to all cities and towns on a strictly per capita basis to be used for innovative law enforcement strategies, programs to help at-risk children or child abuse victims, and programs to reduce the level of domestic violence or to provide counseling for domestic violence victims. While these funds must be spent in these specific areas, there is no requirement for how much must be spent in each area. The city’s entire distribution could be spent in only one of these areas if the city wishes.
- **Contracted Services:** 10%, or \$1,145,664, goes to cities that contract with another governmental agency for the majority of their law enforcement services. Cities that qualify for this distribution must notify the Department of Commerce by **November 30, 2021** to receive 2022 distributions. Cities are responsible for notifying Commerce of any changes regarding these contractual relationships. However, any cities that are added to or removed from this list will only impact distributions for the next calendar year, and no adjustments will be made retroactively.
- **Violent Crime:** 20%, or \$2,291,328, goes to cities with a three-year average violent crime rate (per 1,000 population) above 150% of the three-year statewide average. No city may receive more than \$1.00 per capita.

On the next page is a summary of the four distributions under [RCW 82.14.330](#). These are the labels under which the state treasurer’s office makes the quarterly distributions.

City Criminal Justice – Population

Eligible jurisdictions	All cities and towns
Estimated 2022 distribution	\$0.35 per capita; minimum distribution of \$1,000 per city/town, which is factored into our calculations.
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	Criminal justice purposes; may temporarily replace or supplant existing criminal justice funding through December 31, 2023

City Criminal Justice – Special Programs

Eligible jurisdictions	All cities and towns
Estimated 2022 distribution	\$1.24 per capita
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	Innovative law enforcement strategies, programs for child abuse victims/at-risk children, and/or domestic violence programs

City Criminal Justice – Contracted Services

Eligible jurisdictions	Any city or town that contracts with another local government agency for the majority of its law enforcement services
Estimated 2022 distribution	<i>No estimate provided. Determined by population and number of cities that contract for law enforcement.</i>
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	Criminal justice purposes; may temporarily replace or supplant existing criminal justice funding through December 31, 2023

City Criminal Justice – Violent Crime

Eligible jurisdictions	Any city or town with a violent crime rate over 150% of the three-year statewide average.
Estimated 2022 distribution	<i>No estimate provided. Determined by crime rate and population; no city may receive more than \$1.00 per capita.</i>
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	Criminal justice purposes; may temporarily replace or supplant existing criminal justice funding through December 31, 2023

CRIMINAL JUSTICE REVENUES – COUNTIES

Counties receive state shared criminal justice funds from the state general fund under the provisions of [RCW 82.14.310](#). The initial appropriation, made by the state in fiscal year 2000, was \$23.2 million and is increased each July by the “[fiscal growth factor](#),” the same as cities. The county funding formula includes population, crime rate, and the annual number of criminal cases filed in superior court. Because revenues are not distributed on a strictly per capita basis, we cannot provide a per capita forecast. The amount to be distributed for 2022 will be \$57,781,319, an increase of 5.79%.

As mentioned earlier, [HB 1069](#) temporarily allows these funds to supplant existing revenues through December 31, 2023.

County Criminal Justice	
Eligible jurisdictions	All counties
Estimated 2022 distribution	<i>No estimate provided. Determined by population, crime rate, and number of criminal cases filed in superior court.</i>
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	Criminal justice purposes; may temporarily replace or supplant existing criminal justice funding through December 31, 2023.

FIRE INSURANCE PREMIUM TAX

[RCW 41.16.050](#) requires each municipality having a regularly organized full-time fire department with paid firefighters to establish a firefighters' pension fund. This fund is to consist of all bequests, gifts, or donations given or paid to the municipality for the firefighters' pension fund; a proportional share of the state tax on fire insurance premiums; property taxes collected under the provisions of [RCW 41.16.060](#); interest on the investments of the fund; and any contributions made by firefighters themselves.

The state collects a 2% tax on the premiums of all insurance policies written. Of the tax collected on fire policies and the fire component of homeowner's and commercial multi-peril policies, 25% is distributed to cities and fire districts that have firefighters' pension funds.

The moneys received from the tax on fire insurance premiums under [RCW 41.16.050](#) are distributed to those cities and fire districts with a pre-LEOFF firefighters' pension fund based on their proportionate number of paid firefighters – a calculation known as the “ratio value.” Each year, on or before January 15, cities and fire districts must certify to the State Treasurer their number of paid firefighters. The Office of Insurance Commissioner (OIC) must certify the fire insurance premiums collected between April 1 and March 31 and remit the funds to the State Treasurer's office by May 15th. These moneys are then distributed to the reporting jurisdictions by the end of May each year based upon the calculated ratio value of insurance premiums/firefighters.

The fire insurance premiums certified for distribution by OIC for 2021 amounted to \$5,665,237, and the number of paid firefighters reported on January 15 by 44 cities and 2 fire districts was 4,780. The ratio value for 2021 is \$1,185.20 per paid firefighter, which was 1.05% greater than our forecast made last year.

2022 Projection

This state shared revenue distribution has been the subject of debate in previous legislative sessions when the economic forecast has been challenging. The 2021-2023 state operating budget ([ESSB 5092 § 801](#)) did not fully fund this appropriation due to an error in information received by the legislature which was not discovered until after the budget was passed.

However, the intent of the legislature was to fully fund this appropriation; the May 2021 distribution was smaller than anticipated but the state made cities whole with an additional distribution in June. For the next fiscal year, the plan is to fully fund the appropriation with a budget amendment in the next session and base the distributions on the actual fire insurance premium tax collections.

The Washington State Office of the Insurance Commissioner forecasts a 4.5% increase in the fire insurance premium tax in 2022, and we have also projected that the number of paid firefighters will remain flat in 2022. The actual figures will be calculated in 2022 based on the number of paid firefighters reported, fire insurance loss experience, and premiums paid.

2022 Distribution Estimates: Fire Insurance Premium Tax

Eligible jurisdictions	All cities and fire districts with a pre-LEOFF firefighters' pension fund
Estimated 2022 ratio value	\$1,238.53 per paid firefighter
Payment received	In one lump sum on May 30, 2022
Revenue must be used for	Firefighters' pension fund

LIQUOR REVENUES

Liquor revenues have two separate distributions that are received at different times. There is a state shared distribution from the liquor revolving account for licensing fees (this is referred to by the state and others as “liquor profits”), and there is a distribution from the liquor excise tax account that represents a portion of the excise tax collected on liquor sales. The total distribution from liquor profits is the same each year, while the total distribution for liquor excise taxes varies depending on actual liquor sales.

Liquor Excise Taxes

The formula works as follows:

- 1. 35% of liquor excise tax collected is deposited in the “liquor excise tax fund” for distribution to cities, towns, and counties ([RCW 82.08.160\(1\)](#)).
- 2. \$2.5 million each quarter (\$10 million a year) is deducted from the liquor excise tax fund and remitted to the state general fund ([RCW 82.08.170\(3\)](#)).
- 3. Of the remaining amount, 80% is distributed to cities (based on population) and 20% is distributed to counties (based on unincorporated population).

The June 2021 forecasts by the ERFC project a fair increase (11.3%) in liquor excise tax collections, resulting in an increase in distributions. The revised forecast for 2021 distributions is \$34,652,337 for cities and \$8,015,569 for counties.

For calendar year 2022 the ERFC projects a 5.8% decrease to liquor excise tax revenues that are to be deposited into the liquor excise tax fund. After deductions, the total local government distributions are estimated to be \$32,645,124 for cities and \$7,513,766 for counties.

It’s important to note that the distributions to cities and counties occur with a lag of one quarter after the collections are made by the state. This difference in timing makes state estimates and our estimates hard to compare. When comparing distributions by the state treasurer’s office to the ERFC forecasts there is usually a variation of plus or minus 2%.

Liquor Excise Taxes	
Eligible jurisdictions	All cities, towns, and counties
Estimated 2022 distribution	Cities: \$6.45 per capita Counties: \$2.78 per capita (unincorporated population)
Payment received	Quarterly at the end of January, April, July, and October
Revenue must be used for	At least 2% must be used for a licensed or certified alcohol or drug addiction program. The remaining 98% may be used for any lawful governmental purpose.

Editor’s Note: The liquor excise tax forecasts are the work of Lance Carey of the Washington State Economic and Revenue Forecast Council (ERFC).

Liquor Profits

Initiative 1183 in 2011 not only privatized liquor sales in Washington, but it also changed the types of liquor revenues collected by the state. The state is now collecting revenue in the form of license fees from distributors and retailers, rather than profits from the state-run liquor stores. However, the Liquor and Cannabis Board (LCB) continues to call these funds “liquor profits.” A portion of these collections go to cities, counties, and border jurisdictions. Codified as [RCW 66.24.065](#), it reads:

The distribution of spirits license fees under [RCW 66.24.630](#) and [66.24.055](#) through the liquor revolving fund to border areas, counties, cities, towns, and [MRSC] must be made in a manner that provides that each category of recipients receive, in the aggregate, no less than it received from the liquor revolving fund during comparable periods prior to December 8, 2011. An additional distribution of ten million dollars per year from the spirits license fees must be provided to border areas, counties, cities, and towns through the liquor revolving fund for the purpose of enhancing public safety programs.

The “comparable periods prior to December 8, 2011” were determined by the Office of Financial Management (OFM) to be December 2010, March 2011, July 2011, and September 2011. The liquor profit revenue for cities, counties, and border areas for those four quarters was \$39,438,000. To this amount, LCB adds the \$10 million to enhance public safety programs for a total liquor profits distribution of \$49,438,000 each year. Of that amount, 0.3%, which equals \$148,314, is distributed to border cities and counties based on traffic totals, crime statistics, and per capita law enforcement spending. The remaining \$49,289,686 is distributed as follows:

- Cities receive 80%, or \$39,431,749 annually, distributed proportionately by population.
- Counties receive 20%, or \$9,857,937 annually, distributed proportionately by unincorporated population.

As noted in the statute, \$10 million of the \$49,438,000 – just under 20.23% – must be spent on “enhancing public safety programs.” We recommend that each city or county split its distribution so that it can account separately for the portion that must be spent on public safety. To calculate the portion that must be used for public safety purposes, multiply your distribution by 20.23%, or 0.2023. In addition, at least 2% of your distribution must be used for a licensed or certified alcohol or drug addiction program under [RCW 71.24.555](#).

When forecasting liquor profits beyond next year’s budget it’s important to note that the total city and county distributions will remain the same from year to year unless the legislature amends the statute. The initiative did not include any measures to account for inflation. We have incorporated a per capita ratio value in the rate tables at the end of this chapter and the ratio values will vary slightly each year due to population changes.

Liquor Profits

Eligible jurisdictions	All cities, towns, and counties that do not prohibit the sale of liquor
Estimated 2022 distribution	Cities: \$7.79 per capita Counties: \$3.65 per capita (unincorporated population) <i>Border cities and counties get extra distributions based on traffic totals, crime rate, and per capita law enforcement spending</i>
Payment received	Quarterly at the end of March, June, September, and December
Revenue must be used for	At least 20.23% must be used for public safety programs, and an additional 2% must be used for an approved alcohol or drug addiction program. The remaining 77.77% may be used for any lawful governmental purpose.

MARIJUANA EXCISE TAX

The state's marijuana taxation collections and distribution are codified in [RCW 69.50.530-.540](#) and provide for revenue sharing with cities and counties, but the formula is a bit complicated.

The state distributes a portion of the marijuana excise taxes to the Liquor and Cannabis Board (LCB) and various state agencies and programs on a quarterly basis. At the end of each state fiscal year (June 30), the state treasurer must transfer any remaining unappropriated marijuana excise tax revenues into the state's general fund.

If marijuana excise tax collections deposited into the general fund in the prior fiscal year exceed \$25 million, then the legislature must appropriate an amount equal to 30% of those general fund deposits to cities, towns, and counties, up to a maximum of \$20 million per year. This amount was previously capped at \$15 million per year, but beginning in state fiscal year 2022 (July 1, 2021-June 30, 2022) the cap has increased to \$20 million, a 33% increase.

To summarize: If marijuana deposits to the state general fund exceed \$66.67 million, cities and counties will receive the full \$20 million distribution (30% of \$66.67 million). The ERFC June 2021 Economic and Revenue Forecast, [Table 3.18](#), projects the general fund deposits to be well above that threshold in current and future years, so barring any legislative changes cities and counties should receive the maximum \$20 million distribution each year.

The \$20 million is distributed as follows:

- 30%, or \$6 million – the “retail share” – goes to cities, towns, and counties where licensed marijuana retailers are physically located and in proportional share to the total revenues generated.
- 70%, or \$14 million – the “per capita share” – is distributed on a per capita basis to all cities, towns, and counties that allow the siting of marijuana producers, processors, and retailers. Cities, towns, and counties that prohibit marijuana producers, processors, or retailers are not eligible. Of this amount:
 - \$8.4 million (60%) goes to eligible counties based on each county's total proportional population (*note that this is total population, unlike the other state shared distributions which are calculated based on unincorporated population*)
 - \$5.6 million (40%) goes to eligible cities and towns on a per capita basis.

Some jurisdictions will receive both the per capita and retail distributions, while others may receive only one or the other, and jurisdictions that completely prohibit marijuana businesses will receive neither. For explanation purposes, a few hypothetical scenarios are shown on the next page.

Hypothetical Marijuana Excise Tax Distribution Scenarios	Eligible for per capita share?	Eligible for retail share?
Jurisdiction allows marijuana production, processing, and retail and has at least one retailer located within the jurisdiction.	Yes	Yes
Jurisdiction prohibits marijuana entirely and as a result has no retailers located within the jurisdiction.	No	No
Town took no action to prohibit marijuana, but is small enough that no marijuana businesses can locate there under state law due to the buffer requirements.	Yes	No
Jurisdiction prohibits marijuana producers and processors but allows retailers and has at least one retailer located within the jurisdiction.	No	Yes
Jurisdiction prohibits marijuana retail and has no retailers but allows marijuana production and processing.	No	No

Each year by September 15, the LCB must provide the state treasurer with the annual distribution amount for each county and city. Payments are distributed four times per year on the last day of each fiscal quarter (September 30, December 31, March 31, and June 30). The State Treasurer’s Office distributes both the “per capita” and “retail” shares together using the same BARS code.

The distributions that you receive in September will form the basis for your budget projections for the forthcoming budget year.

Forecast

We have (tentatively) produced an estimate of the per capita distributions using the information from our [Marijuana Regulation in Washington State](#) webpage and ordinance database, as well as information about previous LCB marijuana distributions. Please note that this is a “big picture, point-in-time” estimate of the local regulatory environment as it exists in July 2021, based on our own marijuana ordinance database as well as LCB’s ongoing distributions and lists of “prohibited” entities (see the following tables). While we work hard to keep our marijuana database up-to-date, this is still an evolving area and these numbers are subject to change.

The per capita distributions will be calculated based on the population of cities and counties that do not prohibit marijuana. If a city or county decides to repeal a previously adopted prohibition or removes a moratorium – or, on the other hand, imposes a new moratorium or prohibition – this will impact the distribution rates. According to LCB, any changes in local marijuana policies will be reflected in the per capita distributions beginning with the next state fiscal year (September 30 payment).

City Marijuana Policies as of July 2021	Est. Number	Est. Population
Cities/towns that partially or fully prohibit marijuana	87	1,316,020
Cities/towns that do not prohibit marijuana	194	3,748,190
TOTAL	281	5,064,210

County Marijuana Policies as of July 2021	Est. Number	Est. Total Population*
Counties that partially or fully prohibit marijuana	8	798,250
Counties that do not prohibit marijuana	31	6,968,675
TOTAL	39	7,766,925

*County marijuana excise tax distributions are distributed on the basis of total population, not unincorporated population.

Based on the population estimates of those cities and counties that do not prohibit marijuana, we have generated a 2022 “per capita” estimate of \$1.49 for eligible cities and towns and \$1.21 for eligible counties. Again, these numbers could fluctuate. We are unable to provide an estimate of the “retail share,” which is dependent upon marijuana retail sales within each jurisdiction and the state as a whole.

Marijuana Excise Taxes “Per Capita Share”	
Eligible jurisdictions	All cities, towns, and counties that do not prohibit the siting of any state-licensed marijuana producer, processor, or retailer
Estimated 2022 distribution	Cities: \$1.49 per capita Counties: \$1.21 per capita (<i>total population, not unincorporated</i>)
Payments received	Quarterly at the end of March, June, September, and December. Will be distributed together with retail share using same BARS code.
Revenue must be used for	The notes in RCW 69.50.540 reference RCW 69.50.101 and the stated intent of I-502, which states that marijuana legalization will “[allow] law enforcement resources to be focused on violent and property crimes [and generate] new state and local tax revenue for education, health care, research, and substance abuse prevention.”

Marijuana Excise Taxes “Retail Share”	
Eligible jurisdictions	All cities, towns, and counties with at least one marijuana retailer physically located within the jurisdiction
Estimated 2022 distribution	<i>No estimate provided; depends upon the jurisdiction’s proportional share of statewide marijuana retail sales.</i>
Payments received	Same as “per capita share” above
Revenue must be used for	Same as “per capita share” above

TRANSPORTATION DISTRIBUTIONS

All cities, towns, and counties receive three separate transportation distributions. The first is the motor vehicle fuel tax (MVFT), which is distributed as a percentage of the total fuel taxes collected statewide. The other two, the “increased motor vehicle fuel tax” and “multi-modal” distributions, were created in 2015 and consist of direct transfers from the state transportation fund, so those allocations are not impacted by actual fuel tax collections.

MVFT and increased MVFT distributions must be used for highway purposes, while the multi-modal funds may be used for any transportation purpose.

Reminder: [RCW 47.30.050](#) requires cities and counties to spend at least 0.42% of their MVFT funds each year on pedestrian, equestrian, or bicycle trails, unless 0.42% would amount to \$500 or less (for cities and towns) or \$3,000 or less (for counties). In other words, this requirement applies to any city that receives approximately \$119,047 and any county that receives approximately \$714,286 or more in MVFT revenue per year. Cities and counties also have the option to place these dedicated funds in a capital reserve or special revenue fund to accumulate the resources, so long as the funds are used for paths or trails within a 10-year time frame.

Motor Vehicle Fuel Tax

Cities and towns receive MVFT distributions on a per capita basis under [RCW 46.68.090](#)(2)(g), (4)(a), and (5)(a), less state adjustments found in [RCW 46.68.110](#)(1) and (2) and the Small City Pavement and Sidewalk account.

For counties, MVFT revenues are distributed under [RCW 46.68.090](#)(2)(h) and (4)(b) and (5)(b), less state adjustments found in [RCW 46.68.120](#)(1) and (3) and withholding for the County Road Administration Board (CRAB) as required by [RCW 46.68.090](#)(2)(h). The distribution formula includes annual road costs and “need” in addition to population. Distributions are calculated by CRAB according to the requirements stated in [RCW 46.68.120](#)(4). The distribution percentages are set at the annual CRAB board meeting each year after the release date of *Budget Suggestions*, so we are unable to provide distribution amounts for counties. CRAB will notify counties directly of the allocations for the next fiscal period. CRAB also posts [Motor Vehicle Fuel Tax Reports](#) on its website for current and past distributions.

Fuel taxes in Washington are assessed as cents per gallon, so motor vehicle fuel tax (MVFT) revenues – and therefore the MVFT distributions to cities and counties – depend on the number of gallons sold, not the dollar value of the sales.

Transportation and revenue forecasts are released each quarter by the Transportation Revenue Forecast Council. Each year, we use the calendar year second quarter as the basis for forecasting the MVFT distributions for cities and counties. The [June 2021 forecast](#) provides a forecast span of 10 years plus a look back of two years and uses multiple factors in the process.

For cities, WSDOT is projecting total gas tax distributions of \$91,914,993 in calendar year 2022 and \$92,782,358 in 2023. For counties, WSDOT projects total distributions of \$138,931,073 in calendar year 2022 and \$139,239,029 in 2023. However, the tax revenue forecasts provided by WSDOT are updated each quarter and often vary slightly from earlier projections. Unexpected events such as major snowstorms and the COVID-19 pandemic have significantly reduced gas tax collections in the past.

Motor Vehicle Fuel Tax

Eligible jurisdictions	All cities, towns, and counties
Estimated 2022 distribution	Cities: \$18.15 per capita Counties: <i>No estimate provided. Determined by CRAB formula based on population, annual road costs, and annual monetary needs.</i>
Payments received	At the end of every month
Revenue must be used for	Highway purposes

Editor's Note: Lizbeth Martin-Mahar, Assistant Director of Economic Analysis for the Department of Transportation, provided calendar year fuel tax forecasts for cities and counties to assist with these projections.

Increased Motor Vehicle Fuel Tax and Multi-Modal Funds

In addition to the monthly gas tax distributions, counties, cities, and towns receive a share of the multi-modal funds and the 2015 increase in fuel tax ([RCW 46.68.126](#)). This legislation provides over \$25 million annually to counties, cities, and towns, allocated as follows:

- Increased MVFT: \$11,719,000 per year
- Multi-modal funds: \$13,393,000 per year

These revenues are split equally between cities and counties and are not impacted by actual fuel sales. City distributions are based on population, while county distributions are established by the same CRAB formula as the MVFT described earlier ([RCW 46.68.120\(4\)](#)) and set at the annual CRAB board meeting in late July, following the release date of *Budget Suggestions*.

Increased Motor Vehicle Fuel Tax

Eligible jurisdictions	All cities, towns, and counties
Estimated 2022 distribution	Cities: \$1.16 per capita Counties: <i>No estimate provided. Determined by CRAB formula based on population, annual road costs, and annual monetary needs.</i>
Payments received	Quarterly, at the end of March, June, September, and December
Revenue must be used for	Highway purposes

Multimodal Transportation

Eligible jurisdictions	All cities, towns, and counties
Estimated 2022 distribution	Cities: \$1.32 per capita Counties: <i>No estimate provided. Determined by CRAB formula based on population, annual road costs, and annual monetary needs.</i>
Payments received	Quarterly, at the end of March, June, September, and December
Revenue must be used for	Any transportation purposes

PER CAPITA SHARED REVENUE FORECAST TABLES – CITIES

The tables below include projections and estimates for the 2022 and 2023 budget years. These are based upon current information that we have received from WSDOT, ERFC, and other state agencies, population growth, and inflationary increases such as the fiscal growth factor for criminal justice. Also see our online [State Shared Revenue Estimator](#) for forecasts tailored to your specific jurisdiction (for 2022 only).

Please note that these are point-in-time estimates as of July 2021. Some of these distributions are relatively stable and are not likely to change much unless there is new legislation. However, other distributions may fluctuate. In particular, gas tax and liquor excise revenues depend upon gallons sold at the pump and actual liquor sales, while per capita marijuana distributions may change as cities enact or repeal marijuana bans. To mitigate fluctuations in these more volatile revenues, consider reviewing the state's quarterly [Transportation Revenue Forecast](#) (for MVFT) and [ERFC Revenue Forecast](#) (for overall liquor revenues).

Total Distributions to All Cities and Towns						
	2018	2019	2020	2021 Revised	2022 Forecast	2023 Forecast
Gas Tax (MVFT)	98,222,951	94,901,817	84,622,419	87,160,975	91,914,993	92,782,358
Multi-Modal Distribution	6,696,500	6,696,500	6,696,500	6,696,500	6,696,500	6,696,500
Increased MVFT	5,859,500	5,859,500	5,859,500	5,859,500	5,859,500	5,859,500
Liquor Profits	39,431,749	39,431,749	39,431,749	39,431,749	39,431,749	39,431,749
Liquor Excise	21,187,169	26,478,004	31,128,298	34,652,337	32,645,124	33,018,723
Marijuana - Per Capita Share Only	5,460,000	4,200,000	4,200,000	4,900,000	5,600,000	5,600,000
Criminal Justice—Special Programs	5,052,613	5,254,718	5,521,658	5,847,988	6,186,586	6,531,798
Criminal Justice—Population	1,497,071	1,556,953	1,636,047	1,732,737	1,833,063	1,935,347
TOTAL	\$183,407,553	\$184,379,241	\$179,096,171	\$186,281,786	\$190,167,514	191,855,975

Estimated Per Capita Distributions for Each City/Town						
	2018	2019	2020	2021 Revised	2022 Forecast	2023 Forecast
Gas Tax (MVFT)	20.67	19.62	17.23	17.46	18.15	18.05
Multi-Modal Distribution	1.41	1.39	1.36	1.34	1.32	1.30
Increased MVFT	1.23	1.21	1.19	1.17	1.16	1.14
Liquor Profits	8.30	8.15	8.03	7.90	7.79	7.67
Liquor Excise	4.46	5.48	6.34	6.94	6.45	6.42
Marijuana - Per Capita Share Only ¹	1.53	1.16	1.14	1.34	1.49	1.47
Criminal Justice—Special Programs	1.07	1.07	1.12	1.17	1.24	1.29
Criminal Justice—Population ²	0.32	0.30	0.31	0.33	0.35	0.37

1. Marijuana excise funds may only be distributed to cities/towns that do not prohibit the siting of any state licensed marijuana producer, processor, or retailer. Changes to local ordinances can potentially impact the per capita distribution amounts.

2. Minimum distribution of \$1,000 per city/town, regardless of population.

PER CAPITA SHARED REVENUE FORECAST TABLES – COUNTIES

The tables below include projections and estimates for the 2022 and 2023 budget years. These are based upon current information that we have received from ERFC and other state agencies, as well as population growth. Also see our online [State Shared Revenue Estimator](#) for forecasts tailored to your specific jurisdiction (for 2022 only).

Please note that these are point-in-time estimates as of July 2021. Some of these distributions are relatively stable and are not likely to change much unless there is new legislation. However, other distributions may fluctuate. In particular, liquor excise revenues depend upon actual liquor sales, while per capita marijuana distributions may change as counties enact or repeal marijuana bans. To mitigate fluctuations in liquor revenues, consider reviewing the quarterly [ERFC Revenue Forecast](#), which can provide an indicator of overall liquor revenue increases or decreases.

Total Distributions to All Counties						
	2018	2019	2020	2021 Revised	2022 Forecast	2023 Forecast
Liquor Profits	9,857,937	9,857,937	9,857,937	9,857,937	9,857,937	9,857,937
Liquor Excise	5,523,993	6,024,018	7,134,559	8,015,569	7,513,766	7,607,166
Marijuana - Per Capita Share Only	8,190,000	6,300,000	6,300,000	7,350,000	8,400,000	8,400,000
TOTAL	\$23,571,930	\$22,181,955	\$23,292,496	\$25,223,506	\$25,771,703	\$25,865,103

Estimated Per Capita Distributions for Each County						
	2018	2019	2020	2021 Revised	2022 Forecast	2023 Forecast
Liquor Profits ¹	3.85	3.80	3.74	3.70	3.65	3.61
Liquor Excise ¹	1.89	2.32	2.71	3.01	2.78	2.79
Marijuana - Per Capita Share Only ²	1.32	1.02	0.97	1.13	1.21	1.19

1. Liquor distributions are based on unincorporated population.

2. Marijuana distributions are based on “total proportional” population, including incorporated areas. Funds may only be distributed to counties that do not prohibit the siting of any state licensed marijuana producer, processor, or retailer. Changes to local ordinances can potentially impact the per capita distribution amounts.

Assessing Your Budget Document

We conclude *Budget Suggestions* with this two-page budget assessment scorecard on the following pages. This tool may also be found on our website at mrsc.org/budgeting, and we hope that you decide to take this first step to a more comprehensive budget document.

This scorecard is intended to help you evaluate and make small steps over the course of several years to improve the content of your comprehensive budget document, with the goal of providing your reader with a more transparent and easily understood budget.

In addition, the GFOA has a [Distinguished Budget Presentation Award Program \(Budget Awards Program\)](#) that goes into much further detail.

Budget Document Scorecard

Use the following evaluation scorecard to see where your budget document excels and where there might be room for improvement. If you fill out this form electronically using Adobe Acrobat or [Acrobat Reader](#) (free), the point total at the bottom will be calculated automatically. *(Some web browsers also support this feature, but others may not.)*

ASSESSMENT QUESTION (SEE NEXT PAGE FOR FURTHER GUIDANCE)	POINT RANGE	SCORE
Does the budget include a table of contents and a glossary of terms?	0 – 2	
Does the budget describe the organization (such as an org chart)?	0 – 2	
Does the budget message address major strategic issues (assumptions, trends, problems, and opportunities)?	0 – 4	
Does it include a clear mission or “broad goals” statement?	0 – 2	
Does the budget include goals for the year / biennium, including how they connect to strategic long-term goals?	0 – 3	
Are relevant financial policies included and referenced?	0 – 3	
Does the budget include a summary of major revenues and expenditures for at least a three-year period (prior year actual, current year, and proposed budget)?	0 – 3	
Is the overall financial plan clear? Is there a forecast of at least 3 years?	0 – 5	
Is there a chart showing staffing by department which provides historical information (comparative) such as FTEs?	0 – 4	
Does the budget document discuss reserves (policy, targets, levels, planned uses, plans to restore)?	0 – 4	
Is there a description of the programs and activities provided that includes measurable objectives? Are they related to the goals?	0 – 4	
Does the budget discuss current debt levels by debt types (general obligation, revenue, assessment) including comparisons to legal limits?	0 – 3	
Does the budget include a list of capital projects for the year? Does it discuss how the improvements will impact future operating budgets?	0 – 4	
Does the budget convey its messages clearly with graphs, tables, or other means throughout the document?	0 – 2	
Is the overall budget format easy to follow and use?	0 – 2	
Would a citizen or an elected official feel this is a user-friendly budget?	0 – 4	
Does the budget document provide the reader with opportunities to gain further information?	0 – 2	
Total	53 possible	

Further guidance regarding the Budget Document Scorecard: The order of the questions typically represents the order this information is found in budget documents. The following is a description of the ideals for each section.

Does the budget include a table of contents and a glossary of terms?

A simple table of contents should be included. A glossary of terms unique to budgeting and to your particular organization should also be included. An index is a bonus.

Does the budget describe the organization (such as an org chart)?

An organization chart of the entire government is needed but often not enough to describe the organization to an “outsider.” Add defining narrative to help bridge the gap.

Does the budget message address major strategic issues (assumptions, trends, problems, and opportunities)?

The most important element of your budget is your message. Here you can incorporate other elements (see below) but should be sure to tell your story. Describe what you emphasized (and de-emphasized) in this budget and why! Talk about more than numbers.

Does it include a clear mission or “broad goals” statement?

What is the purpose of your organization? If you haven’t discussed it and written it down, there is likely confusion on that point. Be sure to include it in the budget!

Does the budget include goals for the year / biennium, including how they connect to strategic long-term goals?

A great budget message element is to describe what things of significance you hope to accomplish during the budget period.

Are relevant financial policies included and referenced?

At a minimum discuss reserve, revenue, budget and expenditure policies. Don’t include non-budget policies (such as purchasing or investments), but you can make reference to them. Describe where this budget might deviate from your policy guidance (or clearly state that it is consistent with policy).

Does the budget include a summary of major revenues and expenditures for at least a three-year period (prior year actual, current year, and proposed budget)?

Include fund balances as well. This is your “financial plan.” Fewer, simple charts are best! Graphs are great but need some captions to interpret them – and make your points.

Is the overall financial plan clear? Is there a forecast of at least 3 years?

Along with the financial summary, include a forecast of the major operating funds. Keep to high-level account descriptions (avoid too much detail). Summarize into thousands.

Is there a chart showing staffing by department which provides historical information (comparative) such as FTEs?

Staffing is often the most significant cost. Also, this can help provide insight into how the government is organized.

Does the budget document discuss reserves (policy, targets, levels, planned uses, plans to restore)?

Fund balance changes of more than 10% should be explained. Uses of fund balance in your budget should be explained as well.

Is there a description of the programs and activities provided that includes measurable objectives? Are they related to the goals?

“Narratives” take many forms. Basically describe what you are doing, why you are doing it, and who is the customer. This can be organized by department, fund, program, or community priority.

Does the budget discuss current debt levels by debt types (general obligation, revenue, assessment) including comparisons to legal limits?

Debt or other legal / financial obligations can be a significant budgetary and financial issue. Transparency is the key – but again at a summary level. What debt exists and why? How does it compare to legal limits and ability to pay?

Does the budget include a list of capital projects for the year? Does it discuss how the improvements will impact future operating budgets?

Capital budgets are challenging to present in clear and simple ways. However a few schedules of sources and uses of funds, along with descriptions of your largest projects, works well. Be sure to discuss operating budget impacts.

Does the budget convey its messages clearly with graphs, tables, or other means throughout the document?

Budgets can be intimidating – try to avoid jargon, long-running paragraphs of text, too many details, and other potential distractions.

Is the overall budget format easy to follow and use?

Consider a “highlights” or other ways to convey the most important points. Most casual readers will look at the message and a few additional pages. Use this limited attention well!

Would a citizen or an elected official feel this is a user-friendly budget?

A “budget in brief” or some other summary is often helpful. Put the hot-button issues right up front. Be clear about what you are proposing – in simple terms.

Does the budget document provide the reader with opportunities to gain further information?

Provide references to your website, other documents, staff contacts, and other ways that someone can find out more about the budget or a related topic.



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2022 LEGISLATIVE SESSION PREVIEW

Brian Enslow

Worksession

September 7th, 2021



2021 Legislative Agenda Policy Achievements

Tax Increment Financing (TIF) (HB 1189)

- Authorizes local governments to designate tax increment financing areas and to use increased local property tax collections to fund public improvements.
- A local government may designate up to two TIF areas and use resulting tax allocation revenues to pay for public improvement costs.
- Total assessed value of TIF areas may not exceed \$200 million.



2021 Legislative Agenda Policy Achievements

- Public Works Assistance Account: Support for funding/protection of the Public Works Assistance Account (Public Works Board) and expansion of program to allow Ports to access their funds. **Funded At \$129 million, largest in 10 years.**
- CERB Reform: Support legislation advancing CERB's legislative request of \$25 million for its core program, \$15 million for rural broadband funding, and codification of broadband authority under RCW 43.160. (SB 5175) **\$400 Funded for Broadband Enhancement Programs.**



2021 Legislative Agenda Capital Achievements

Capital Budget

- \$2.05 Million Wallula Dodd Water System Phase 2 (in additional to current biennium funding).
- \$1.545 Million for Mill Creek Flood Control Channel.
- \$1.197 Million for Walla Walla County Courthouse.



Budget Enhancements...

- Small Business Assistance Grants through the Working Washington Grant program. (\$50 million)
- Small Business Credit Initiative provides access and other credit support programs. (\$138 million)
- Tourism Marketing Funding is provided for tourism marketing services to assist in the economic recovery of tourism-related business and increase Washington's tourism market share. (\$12 million)
- Unemployment Insurance Tax Relief provides relief for unemployment insurance taxes in calendar year 2022 for businesses most heavily impacted. (\$500 million)



State Transportation Package

- This Legislature Failed to Pass a New Revenue Package this year.
- House and Senate each had proposals introduced this year.
- Governor's Veto of Transportation Language in Cap and Trade and Clean Fuel Standards bills created headwinds for future compromise.
- Phase 8 "Readiness" (environmental, right of way, etc.) and Clinton Interchange.



ARPA Funding

- Allowable uses including:
 - Supporting public health expenditures.
 - Addressing the negative economic impacts caused by the public health emergency (public assistance).
 - Replacing lost public sector revenue.
 - Providing premium pay for essential workers.
 - Investing in water, sewer, and broadband infrastructure.
- The Local Governments have until December 2024 to spend ARPA Funding.



Additional State and Federal Funding

- There are still a lot of questions without answers.
- There are available federal funds for a variety of programs.
- Document, document, document.
- Your Staff is working with State Agencies and your congressional delegation to help ensure all opportunities are explored.



Key Issues for Next Session: Policy

- Small City Inclusion in Multi-family Tax Exemption.
- Reauthorize and Expand Rural County Sale & Use Tax Deferral Program (HB 1333).
- Police Reform Clarity: tactics and use of force.
- Structural Change to Property Tax.
- Defend Local Control/Unfunded Mandates (Zoning will be a major issue next session).



Key Issues for Next Session: Infrastructure

- Finish the "Job" on the Transportation Package.
- Develop Support for State Assistance of Wastewater Treatment Plant.
- Lions Park: Renovation of primary city park to include splash pad, trail, and fishing pond separation from creek.
- Stormwater Decant Facility: Construction of street waste decant facility.
- Southwest College Place: Including but not limit to street reconstruction and regional park.



Questions?

Brian Enslow, Arbutus Consulting
360.489.8121
brian@arbutusllc.com

2022 College Place Budget Calendar	State Law Time Limitations	Date	2021 Public Hearing Ad Date(s)
<i>Finance Director prepares Questica Budget for each department</i>		8/2/2021- 8/27/2021	
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.	8/13/2021	
<i>Department heads complete Questica budget and narratives</i>		8/23/2021- 9/10/2021	
<i>Finance Director prepares revenues budget</i>		8/30/2021- 9/10/2021	
2. Estimates are to be filed with the clerk. RCW 35A.33.030.	By fourth Monday in September	9/27/2021	
<i>Department heads submit budget narratives to Finance Director</i>		9/10/2021	
<i>Finance Director compiles department budget requests into proposed preliminary budget</i>		9/13/2021- 9/30/2021	
<i>Administrator compiles capital request forms into Capital Improvement Plan</i>		9/1/2021- 9/30/2021	
<i>Finance Director prepares payroll and capital budget components</i>		9/1/21-9/30/21	
<i>City Administrator and Finance Director meet with individual department heads</i>		9/20/21-9/24/21	
3. 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.	10/1/2021	
<i>Finance Director prepares powerpoint presentation for revenue sources, department requests, and property tax levy presentation to council</i>		10/4/21/-10/8/21	
<i>Budget Workshop with Council and Department Heads</i>		10/5/2021 (workshop)	
4. 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.	10/12/2021 (council meeting)	
5. The legislative body must hold a public hearing on revenue sources for the coming year's budget, including consideration of possible increases in property tax revenues. 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. (Property Tax Levy Hearing)	Before legislative body votes on property tax levy. Deadlines for levy setting are in item 8 below.	10/26/2021 (council meeting)	10/12/2021
<i>Finance Director and City Administrator review/prioritize/balance the budget</i>		11/1/21-11/5/21	
<i>Finance Director and City Administrator finalize CIP</i>		11/1/21-11/5/21	
<i>City Administrator/Mayor prepares budget message</i>		10/27/21- 10/29/21	
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.	11/1/2021	
<i>Finance Director prepares preliminary budget powerpoint presentation</i>		11/9/21-11/21/21	
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.	11/16/21 and 11/23/21	
8. Setting property tax levies. Ch. 52, Laws of 2005, HB 1048 and RCW 84.52.070.	November 30 for all cities and towns.	11/9/2021 (council meeting)	

2022 College Place Budget Calendar	State Law Time Limitations	Date	2021 Public Hearing Ad Date(s)
9. The legislative body, or a committee thereof, must schedule hearings on the budget or parts of the budget and may require the presence of department heads. RCW 35A.33.055. (Preliminary Budget Hearing)	Prior to the final hearing.	11/23/2021 (council meeting)	11/09/2021
10. Copies of proposed (preliminary) budget made available to the public. RCW 35A.33.052.	No later than six weeks before January 1.	11/21/2021	
<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>		11/29/21-12/3/21	
<i>Budget Review with Finance Committee</i>		12/9/2021 (committee mtg.)	
<i>Finance Director prepares powerpoint presentation of budget changes between preliminary and final hearings for council</i>		12/01/21-12/7/21	
<i>City Council workshop on final changes to budget.</i>		12/7/2021 (workshop)	
11. Final hearing 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 (December 7).	12/14/2021 (council meeting)	11/23/21 and 11/30/21
12. Adoption of budget for 2020. RCW 35A.33.075.	Following the public hearing and prior to beginning of the ensuing fiscal year.	12/14/2021 (council meeting)	
<i>Copies of final budget to be transmitted to the State Auditor's Office and to MRSC.</i>		Post-Adoption	

Debrief on August 29th Water System Issue

Saturday morning around 7am, PW staff noticed that the water pressure was very low. When staff arrived at the shop they noticed the pressure gauge at the base of the water tower read 25psi. The control center indicated that none of our wells were running. Staff manually turned on Well #3 (our largest well). They then went to each of the other wells and also turned them on manually. Staff also discovered that the control board which communicates radio signals to operate pumps and alerts City staff of alarms and the need for callouts was off. The Uninterruptable Power Supply (UPS) for that control panel was not operating. Staff were able to reset it and got the system operational.

While the wells were off, all the pumps at our booster station were running with no water. After inspecting the pumps City staff found that 4 of them had leaky seals. All 4 have been repaired and are back online as of 9/2/2021.

This issue appears to have been caused by the power outage which occurred on Saturday. There were no alarms on the backup generator, but we are not sure if it turned on as it is supposed to. That being said, there was no data stored in its memory indicating it had any issues or that it had not run. On Thursday 9/2/2021 Western States came out and check the generator and Automatic Transfer Switch (ATS). They confirmed that everything is functioning as it is supposed to and said both are fine. While Western States was on site we tried to replicate the issue multiple times by turning off the power to the building. Everything switched over as it was supposed to. We also performed some tests on our UPS's and discovered that the UPS for the control panel was bad. We purchased a new larger UPS for that panel. We also elected to proactively replace an older UPS at our eastside booster station at the same time even though that UPS appears to be alright. We will continue to replace UPS's on an annual basis moving forward.

RH2 Engineering also assisted City staff during the issue on August 29th. RH2 indicated that there were a few items that were configured by another contractor at some of our sites in the past when they were brought online that could and should have been configured differently. They will be providing a proposal to make the recommended adjustments. RH2 also confirmed that there was a loss of network which began Saturday and carried into Sunday when City staff arrived on site and reset the controls and network. Because the network was down, our alert system attempted to notify staff for over 7 hours and reported failures each time. After 7 hours it gave up after running through its list of contacts 10 times each. We have since ordered a redundant notification system that works off the cellular network. This system will notify us if the control panel or network go down in the future.

Here is what we have done to ensure the problem will not happen again:

- We turned up the chlorine treatment immediately after the event to ensure that our water system would remain safe
- We ran bacterial testing which all came back as passing or "satisfactory"
- We discovered that one of our UPS's was bad. It has been replaced
- We ordered a second UPS to proactively replace the one at the eastside booster station to ensure it does not fail in the future as well

- We discovered that part of the network communication system that notifies staff of alarms was not connected to UPS. This has been corrected.
- We ordered a secondary notification system that works on a cellular signal. The cellular autodialer will notify us if the controls go down, if the panel has issues, if the power goes out, if it takes too long to acknowledge another alarm, if the computer is down too long, or if communication is down to the autodialer.
- Staff have been instructed to physically respond to the site after any power outage to confirm that there are no issues, even if there are no alarms and everything looks alright on the computer.
- We reconfigured the generator's weekly exercise procedure. The ATS will now also switch the site over to generator power once a week during work hours so we can monitor how the transfer takes place and ensure that all systems remain functional on generator power.
- We are having RH2 implement a low tank/low suction cutoff at the eastside booster station. This will lock out all the pumps to prevent them from running dry and causing damage if there is low tank volume or low suction. The pumps can still be switched on manually if needed.
- We are having RH2 finish configuring Well 4 so that it will revert to pressure control if there is a communication failure. Running on pressure control will keep water in the tank but will use more conservative setpoints.

At this point we are confident that the adjustments and corrections that have been made will prevent anything like this from happening again.



ADA TRANSITION PLAN

WE WANT TO HEAR FROM YOU



The City of College Place is working on an ADA Transition Plan for the community. Share your thoughts - the survey only takes 10 minutes.

Take the survey here:
<https://arcg.is/1X1nvb>





PLAN DE TRANSICIÓN ADA NOS GUSTARÍA SUS COMENTARIOS



La ciudad de College Place está elaborando un plan para atender el acceso en las instalaciones peatonales en toda la comunidad. Deje escuchar su voz - le tomará 10 minutos completar la encuesta.

**encuesta en este enlace:
<https://arcg.is/0rSKT5>**





THE CITY OF COLLEGE PLACE ADA TRANSITION PLAN

Draft Highlights

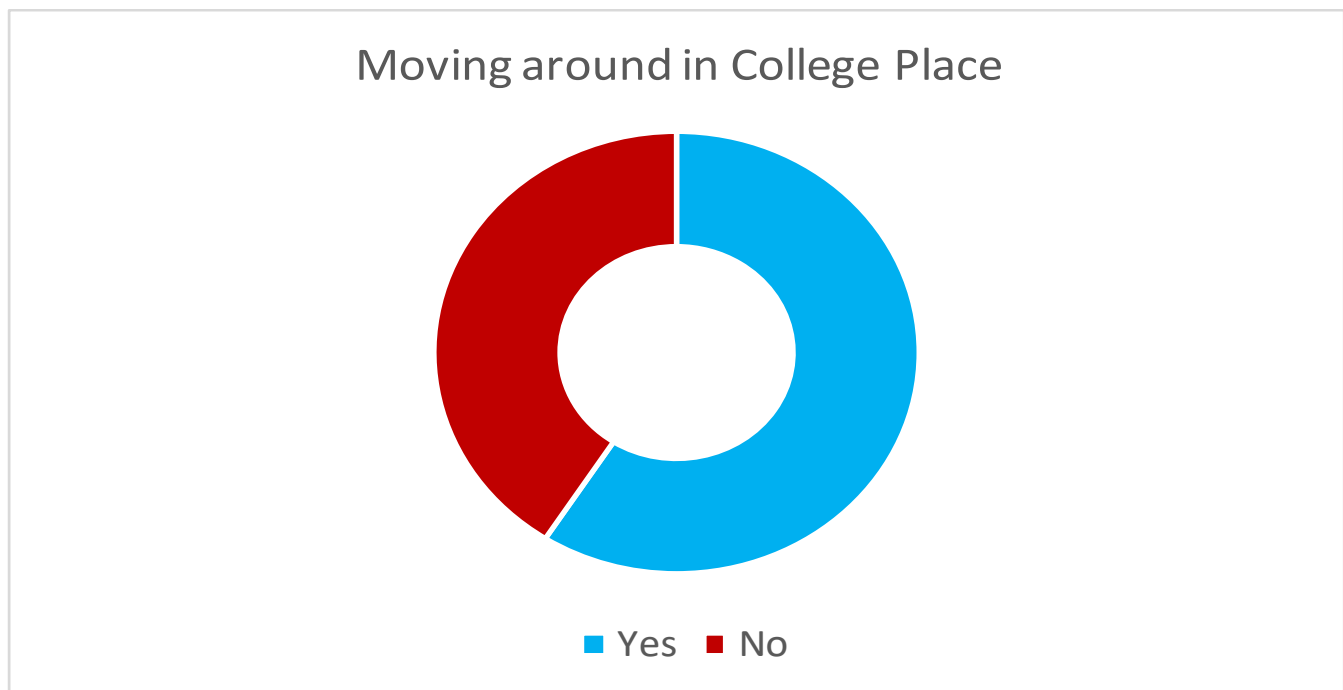
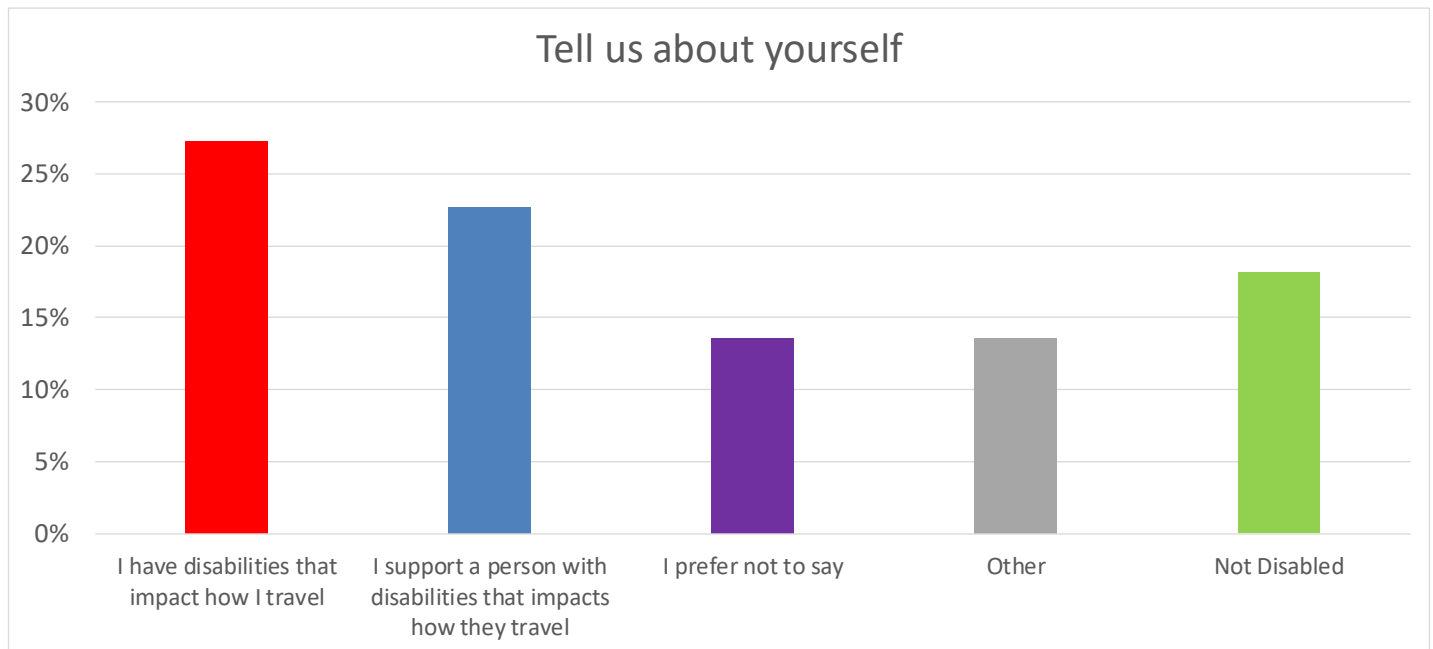


Introduction

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990 and cities and other government agencies are required to have an ADA self-evaluation and transition plan when they grow beyond a threshold of 50 employees.

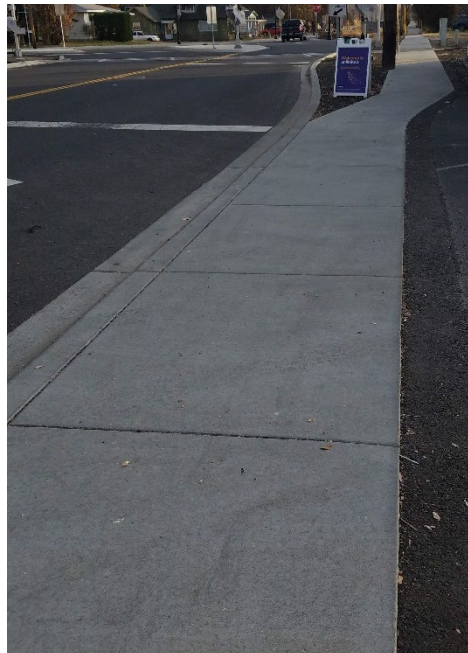
The following plan is necessary to bring the pedestrian facilities in the public right-of-way into compliance.

To determine the physical obstacles in a public entity's facility, the proper standards and guidance must be identified for each feature type.



Findings

- 269 documented hazards
- 70 existing pedestrian features

Good		Bad	
Curb Ramps			
			
Sidewalks			
			
Signal Push Buttons			
			

Curb Ramps Compliance Ranking

- Compliant (Green dot)
- Semi-Compliant (Yellow dot)
- Non-Compliant (Red dot)
- City Limits (Blue outline)

Map labels include: Wallula Avenue, Garrett, South 4th Street, West 4th Street, Walla Walla University, Arthur C. Rempel Nature Area, Fort Walla Walla Park, Walla Walla, Washington, Martin Field, Dalles Military Road, W 125, Thurston Road, John Sager Middle School, and Appers Bridge Road.

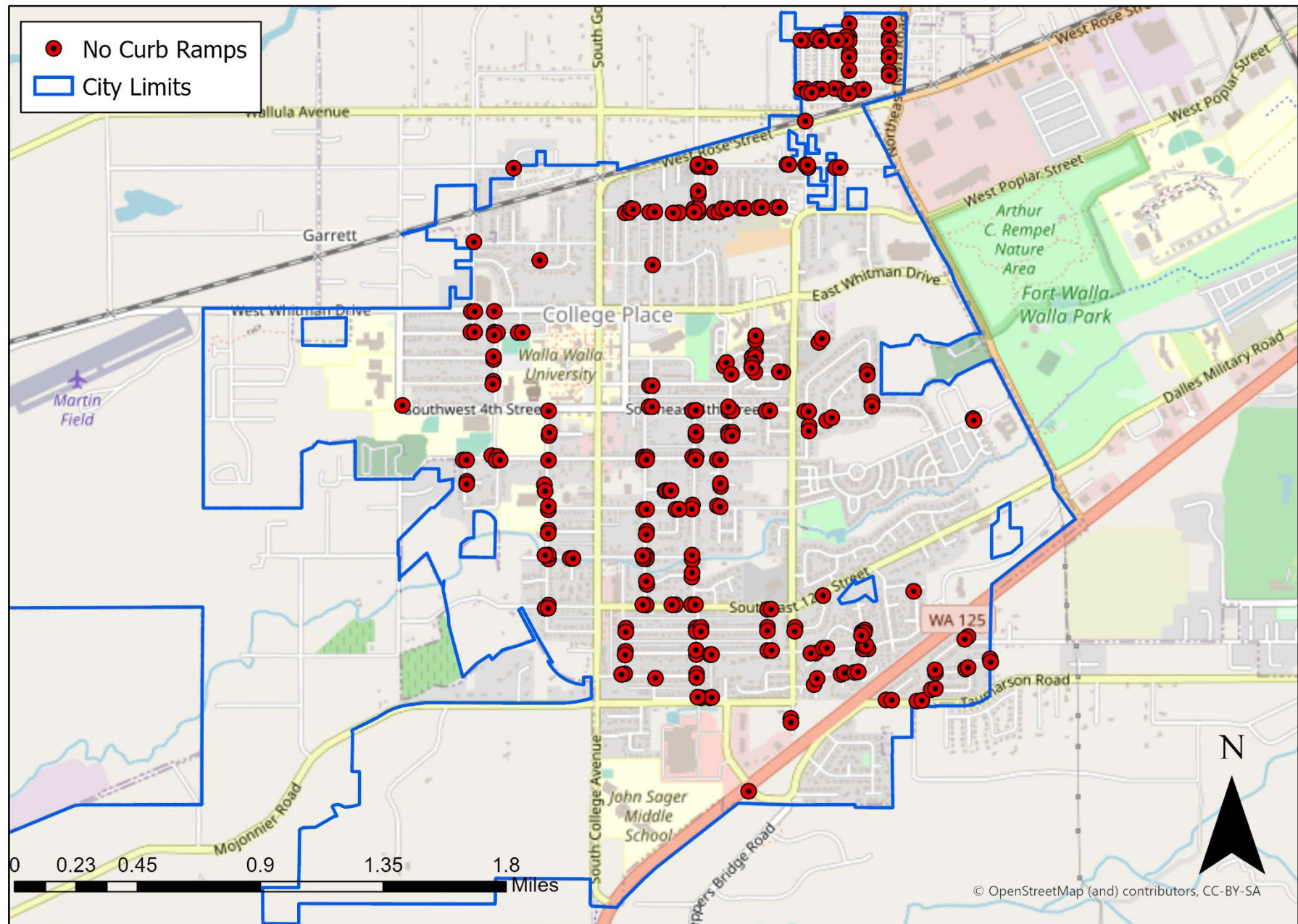
Scale: 0 to 1.8 Miles

© OpenStreetMap (and) contributors, CC-BY-SA

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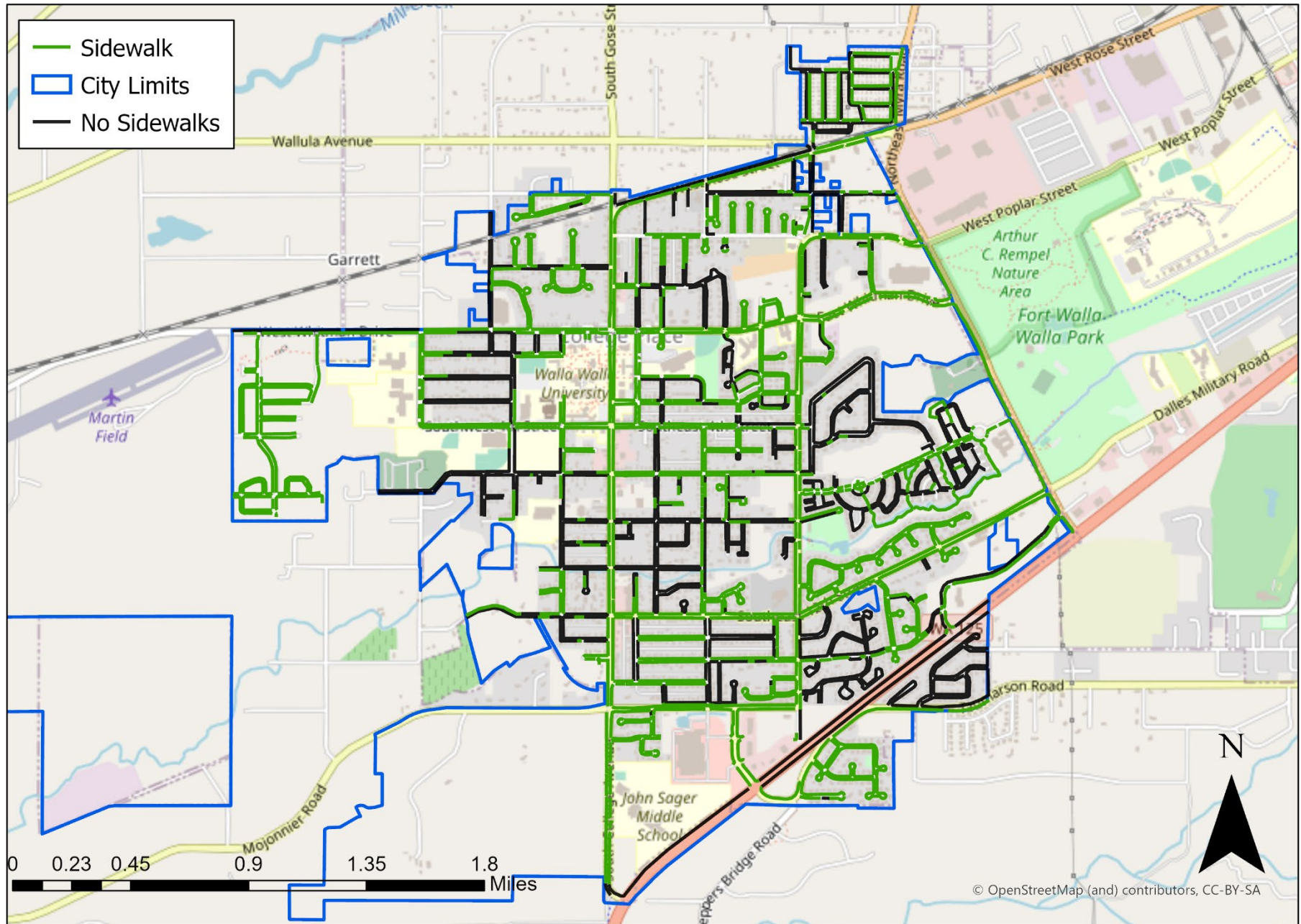
Curb Ramps Locations

There are 269 areas where Curb Ramps were not found



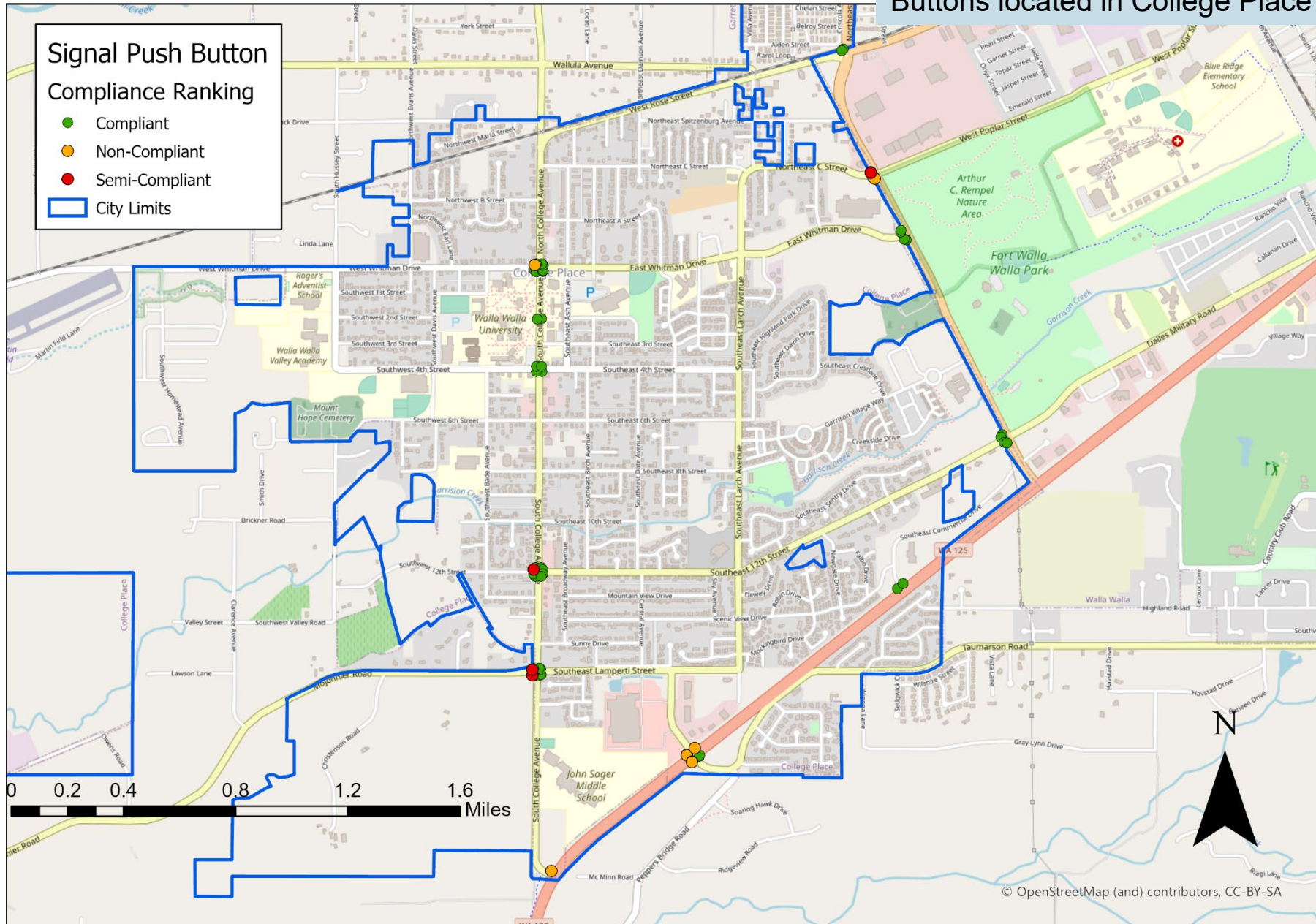
Sidewalk Inventory

There are a total of 48 miles of built sidewalk.



Signal Push Buttons

There are a 78 Signal Push Buttons located in College Place

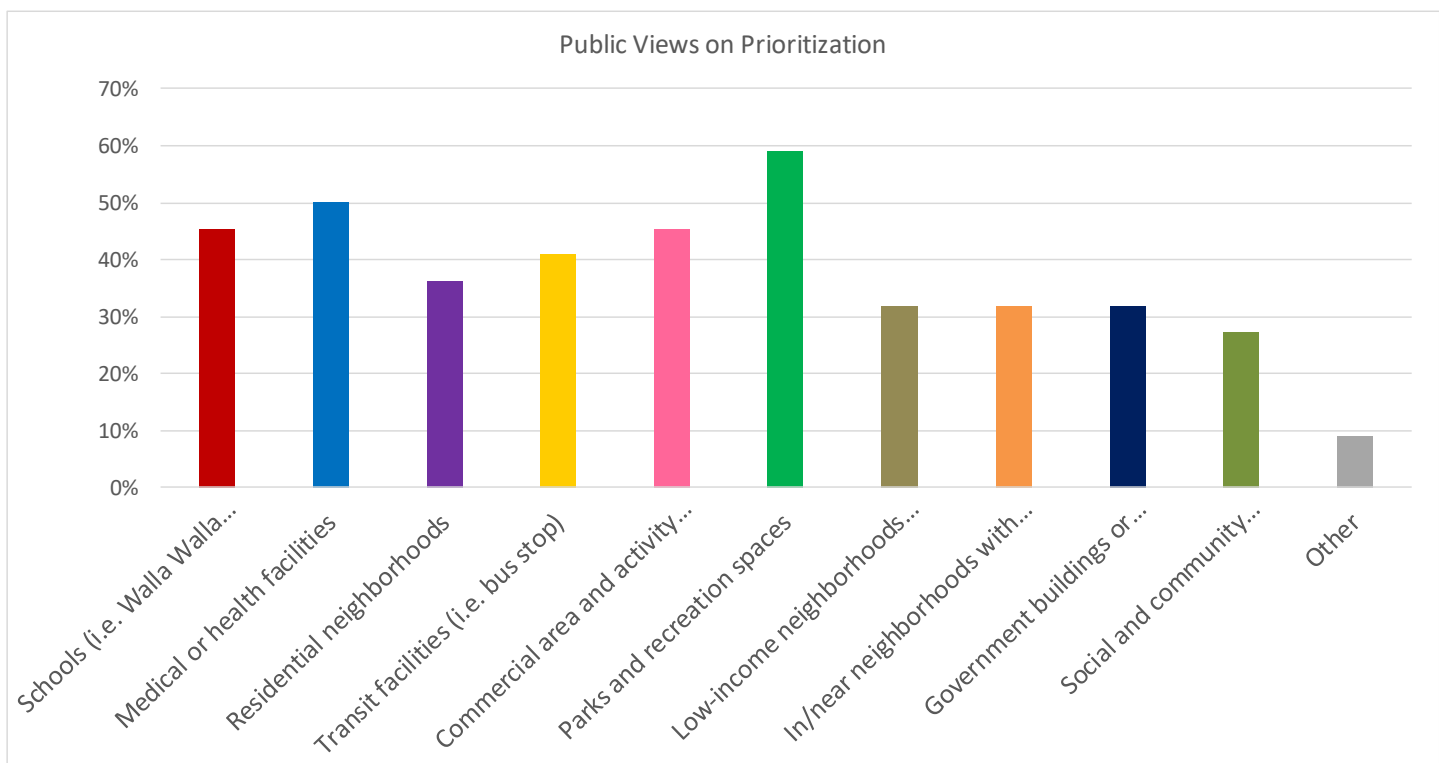
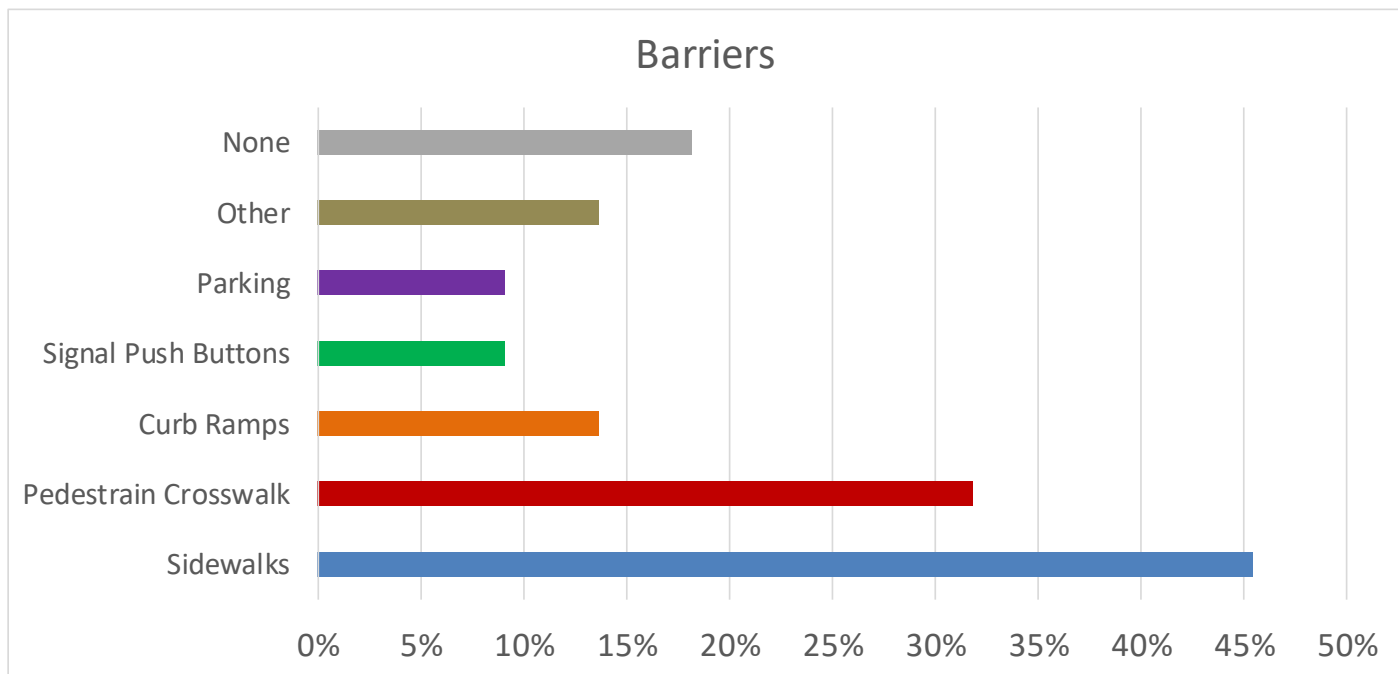


Prioritization:

ACTIVITY RANKING + SEVERITY RANKING = OVERALL RANKING

Activity Ranking

- Survey/Online Reporting Tool
- Areas of Attraction



Severity Ranking

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE
Sidewalks	Width	< 48 inches	5
	Vertical Discontinuity	Present	4
	Cross Slope Issue	Present	3
	Sidewalk Condition Rating	(SCR) > 100	3
	Sidewalk Condition Rating	(SCR) >= 81	3
	Sidewalk Condition Rating	(SCR) >= 61	3
	Sidewalk Condition Rating	(SCR) >= 41	3
	Sidewalk Condition Rating	(SCR) >= 21	3
	Sidewalk Condition Rating	(SCR) >= 01	3
	Maximum Sidewalk (AIS) Score		30
Curb Ramps (Max. Score)	Ramp Width	< 48 inches	30
	Ramp Running Slope	> 8.3%	30
	Ramp Cross Slope	> 2%	30
Curb Ramps	Turning Space Running Slope	>2%	3
	Turning Space Cross Slope	>2%	3
	Truncated Domes (DWS)	No	3
	Ramp Compliance Rating	(RCR) >= 60	3
	Ramp Compliance Rating	(RCR) >= 50	3
	Ramp Compliance Rating	(RCR) >= 40	3
	Ramp Compliance Rating	(RCR) >= 30	3
	Ramp Compliance Rating	(RCR) >= 20	3
	Ramp Compliance Rating	(RCR) >= 10	3
	Ramp Compliance Rating	(RCR) >= 01	3
	Maximum Curb Ramp (AIS) Score		30
Signal Pushbuttons	Detector Type is APS Style Unit	No	30
	Maximum Signal Pushbutton (AIS) Score		30

¹ <https://www.wallawallawa.gov/home/showpublisheddocument/5084/637492401622230000>

Overall Ranking

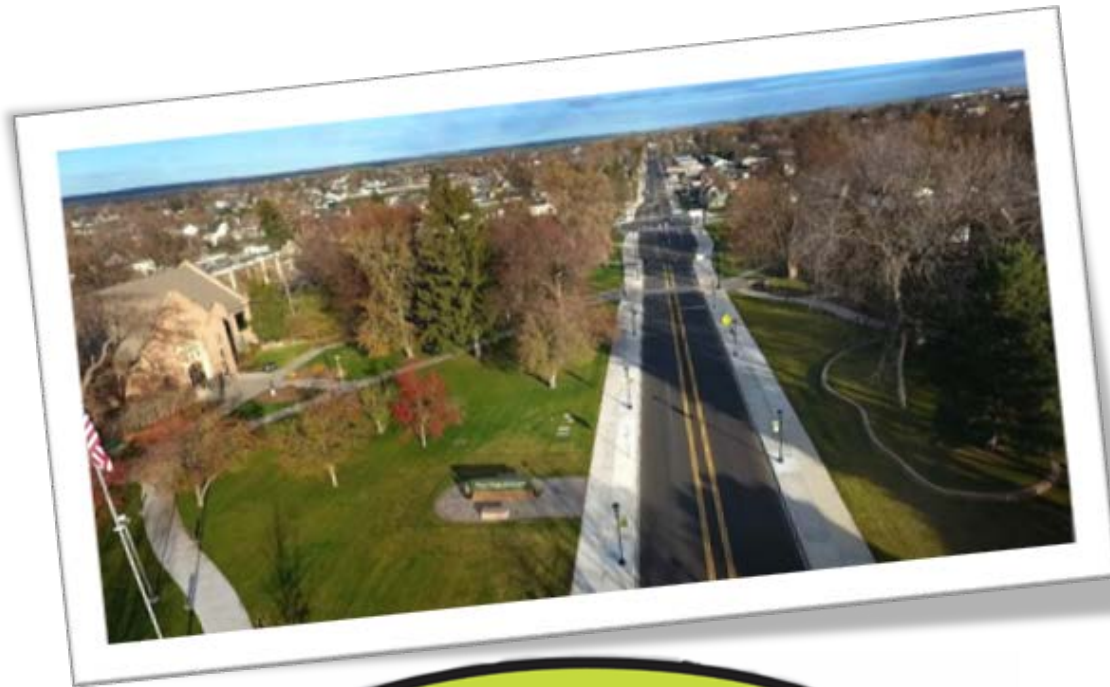
- The attached was implemented in the City of Shoreline.¹
- Ad-hoc subcommittee: create a criteria that reflects the City of College Place’s goals and values.

Criterion	Metric	Max.	Actual
	Safety	9	
 Safety	Location has a collision history (auto and/or pedestrian):		
	(1 Point) At least one injury collision within the past five years	1	
	(1 Point) At least one pedestrian/auto collision within the past five years	1	
	(1 Point) Two or more pedestrian/auto collisions within the past five years	1	
	Location is along a street with speed limit : (0 Point) 25 mph	0 or	
	(1 Point) = 30 mph	1 or	
	(2 Points) 35 mph	2	
	Location is along a street with classification of: (1 Point) Collector Arterial	1 or	
	(2 Points) Minor Arterial (3 Points) Principal Arterial	2 or	
		3	
	Improvement provides an alternative to travel along a motorized facility (1 Point) Trail or path through park or undeveloped right of way)	1	
	Equity	6	
 Equity	Improvement is within an area of concentrated need based on age : (1 Point) Children: 18 years or younger	1	
	(1 Point) Older Adults: 60 years or older*	1	
	Improvement is within an area of concentrated need based on income	1	
	(1 Point) 80% of median income for a family of two**		
	Improvement serves a concentrated community of color	1	
	(1 Point) Top 20% of population density of households of people of color		
 Proximity	Improvement serves a concentrated community with disabilities	1	
	(1 Point) Top 20% of population density of households of people with a disability		
	Improvement serves a concentrated community of limited English speakers	1	
	(1 Point) Top 20% of population density of households with a limited English speaker		
	Improvement is along a school's suggested routes to schools map	1	
	(1 Point) Improvement is located within a ¼ mile radius of a park	1	
 Connectivity	(1 Point) Connects to an activity center (within a retail/business area or within a ¼ mile radius of civic building or community service)	1	
	Improvement is located within the vicinity of a transit stop :		
	(1 Point) Improvement is located along a street with transit stops	1	
	(1 Point) Improvement is located within a ¼ mile radius of a bus stop	1	
	(1 Point) Improvement is located within a ½ mile radius of an existing or planned BRT stop or Light Rail Station	1	
	Connectivity	2	
 Connectivity	(1 Point) Extends an existing pedestrian facility	1 or	
	(2 Point) Closes gap within an existing pedestrian facility	2	
	Total Project Score	23	

* Eligibility for the Older Americans Act starts at age 60.

** Eligibility threshold for King County Housing Authority residents is 80% of median income. U.S. Department of Housing and Urban Development (HUD) defines 50% 80% of median income as “Low Income”.

¹ Source: 636640494384600000 (shorelinewa.gov)



LOCAL ROAD SAFETY PLAN

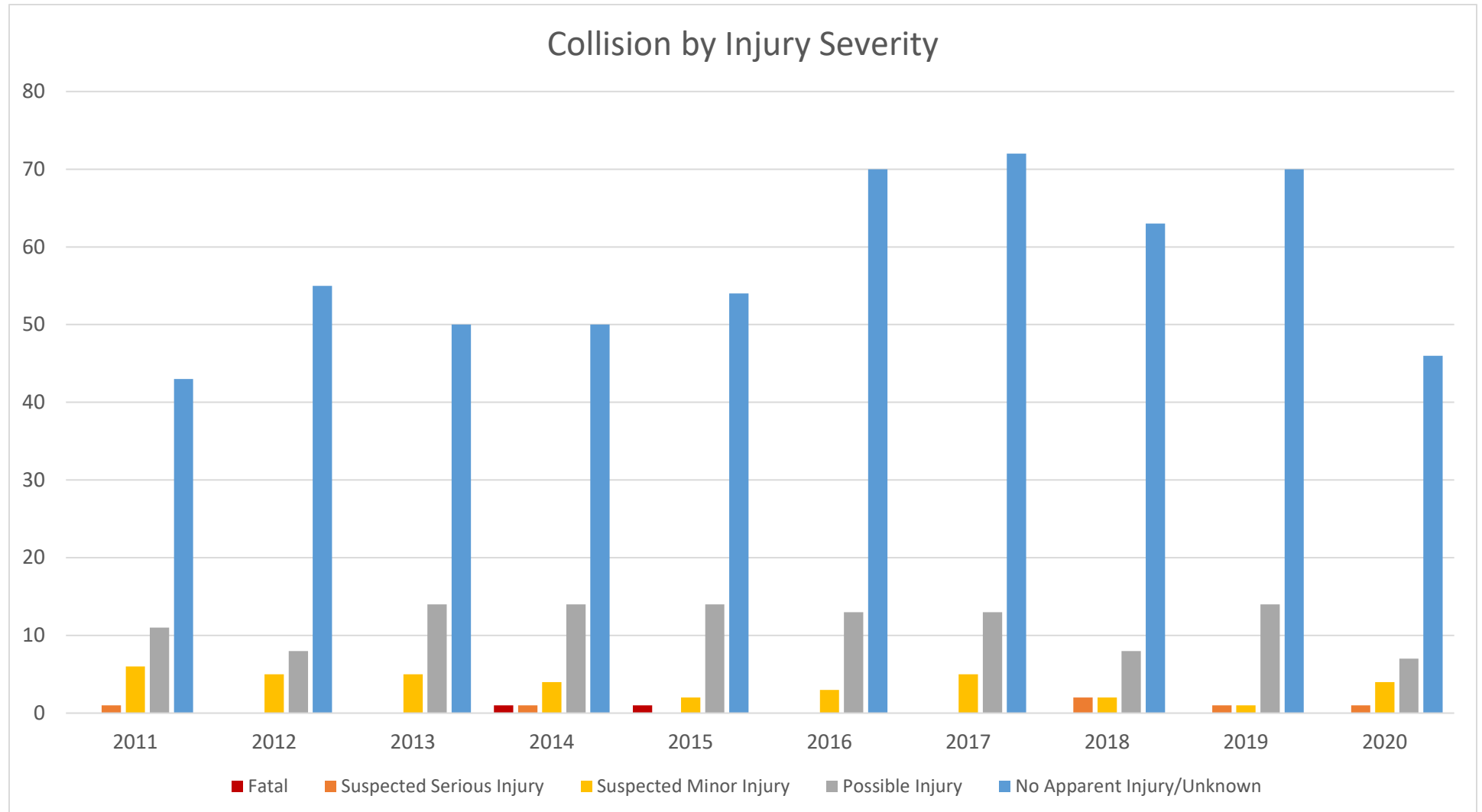
COLLEGE PLACE

WASHINGTON



College Place Traffic Collision Summary

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



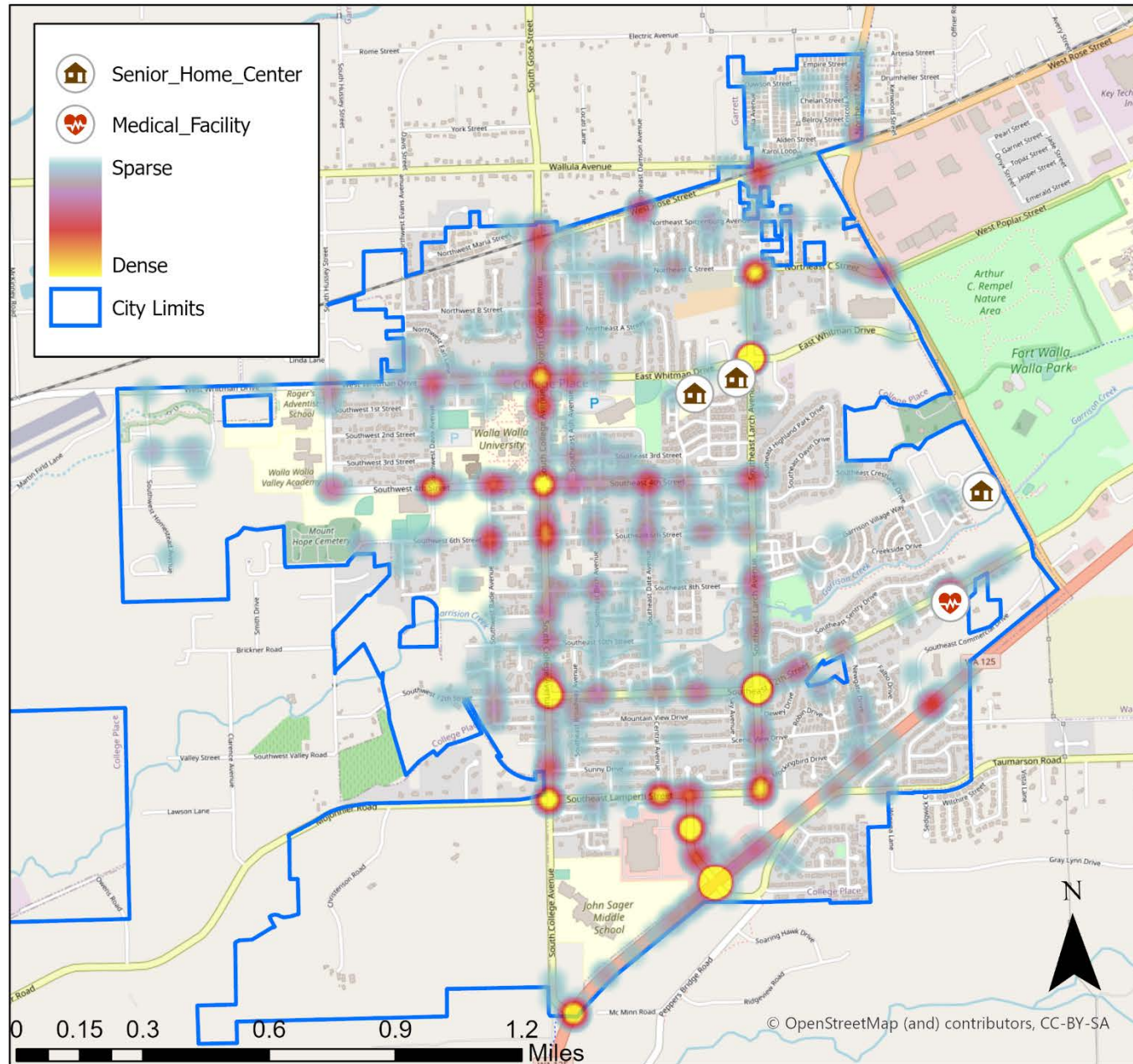
Here, these 734 crashes are shown in tabular form: two fatality crashes (0.3%) resulted in three fatalities and the 203 injury collisions can be further divided into six suspected serious injury crashes (0.8%), 37 suspected minor injury collisions (5.0%), 116 possible injury crashes (15.8%), and 573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

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

Source:

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

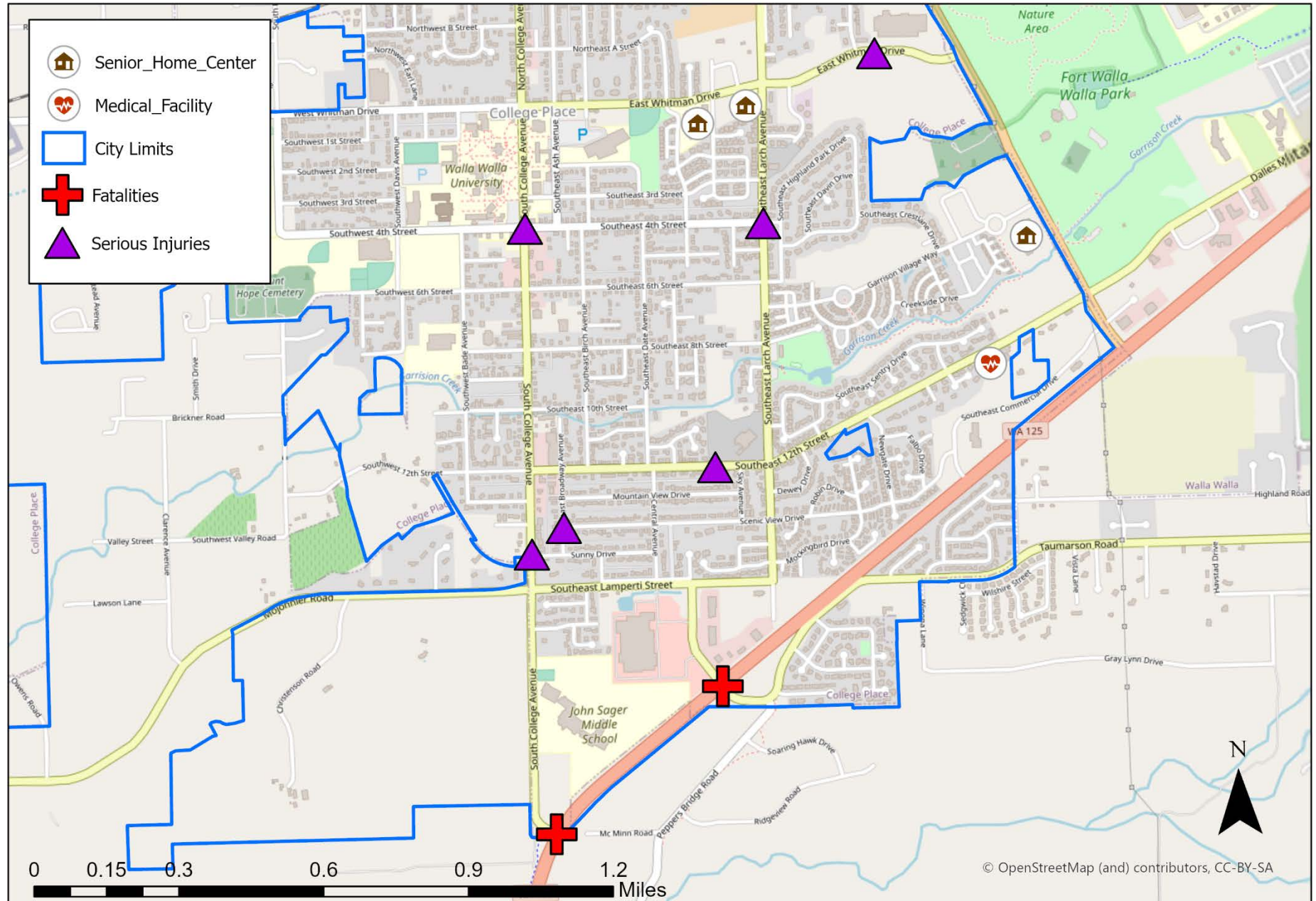
Heat Map of Total Crashes (Non-Weighted)



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

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

Fatality and Serious Injury Crashes

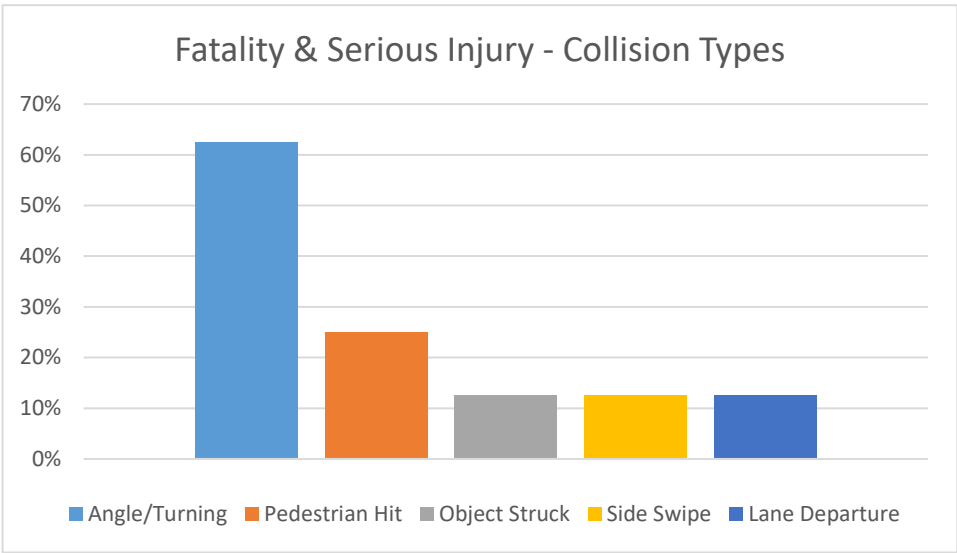
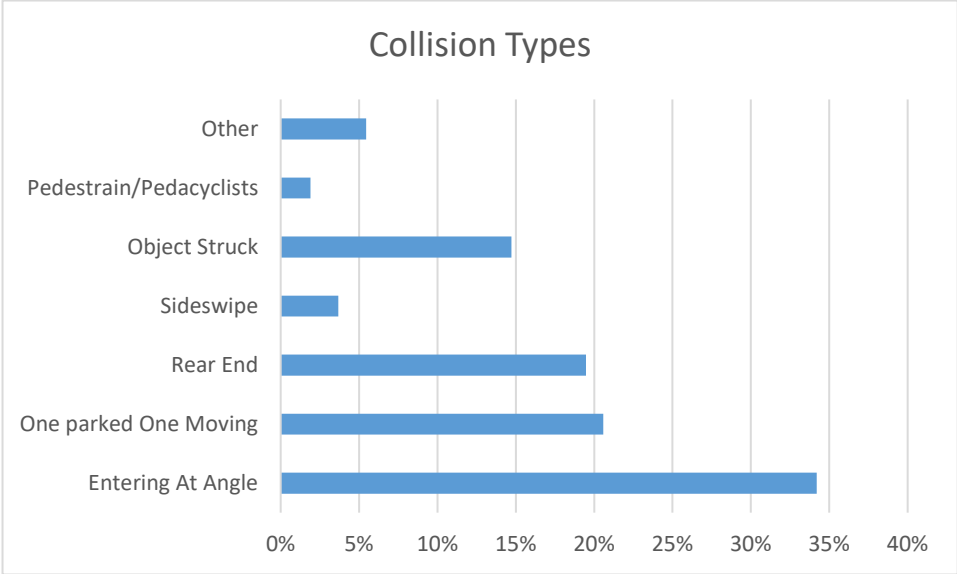


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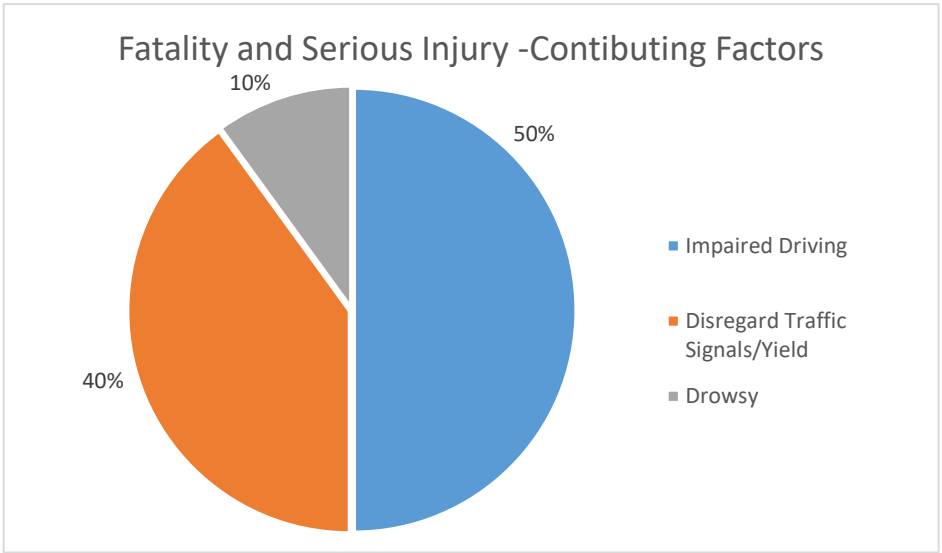
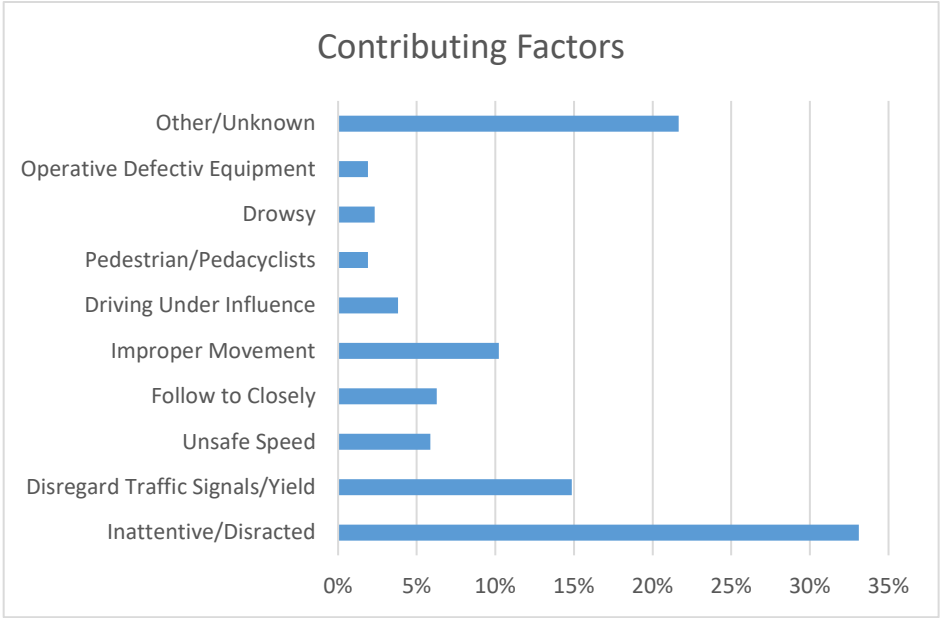
Fatal and serious injuries are given a value of 100, possible and evident injury given a value of 10, and PDO given a value of 1.

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

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



Contributing Factors - Over the study period,100% of FSI reported at least one contributing circumstance. 48% of road user behaviors were inattention, distraction, disregarding traffic signals and failing to yield. Inattention was the most frequent contributing factor reported. Driving under the influence accounted for 50% of FSI and 40% of FSI were because of disregarding traffic signals and failing to yield.



Intersection Crash Locations

These 10 locations represent 23% of all crashes within College Place.



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

Intersection Location	Total Crashes	Including		Collision Type					Contributing Factors						
		Pedestrian	Bicyclists	Angle ^a	Rear End	Stationary Object ^b	Side-swipe	Other	Inattentive/ Distracted	Disregard Signals/ Yield	Unsafe Speeds	Follow Too Closely	Improper Movement ^c	DUI	Other
SR 125 (MP 2.34)/ Taumaron Rd/ SE Meadowbrook St	50			20	26		4		16	14	3	5	4	3	5
SR 125 (MP1.88)/ S College Ave	14			3	7	1	1	2	7	5				1	1
SR 125 (MP 3.00)/ SE Commercial Dr	6			2	2		1	1		3		1		1	1
S College Ave/ SE 12th St	16		1	10	4		1	1	5	4		1			6
SE Meadowbrook Blvd/ Meadowbrook Plaza & NE Walmart Entrances	15			15					7	5				1	2
S College Ave/ SE 4th St	10	1		8	1			1		6		2	1		1
S College Ave/ Whitman Dr	7	1		2	4			1	3	1		1			2
SE Larch St/ SE 12th St	24			18	5	0	1		11	6		2		1	4
NE Larch St/ SE 4th St	5	1	1	3				2	2	1			1		1
NE Larch St/ E Whitman Dr	25			21	2	2			4	11	5	1			4
Total	172	3	2	102	51	3	8	8	55	56	8	13	6	7	27

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

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

^c Includes Improper Backing, Improper Turn, Improper Merge, and Improper Passing

Select Intersection Countermeasures

Based on the predominant crash types, the following countermeasures were determined to be most practicable for the identified intersections:

Countermeasure Name	Intersection Conversion to Roundabout	Intersection Lighting	Raised Median on Approach	Advanced Dilemma-Zone Detection	Transverse Rumble Strips	Intersection Markers or Striping
Crash Types Addressed	All crash types	All crash types at "night" time, Pedestrian & Bicycle	Angle	All crash types (particularly on high-speed roads)	All crash types	All crash types
Crash Reduction	26-82%	20-74%	21-55%	40%	0-35%	10-33%
Expected Life Span	20 years	20 years	20 years	10 years	10 years	10 years
Estimated Cost	\$4,000,000 to \$8,000,000	\$5,000 to \$7,000 per light	\$10,000 per approach	\$5,600 per system	\$600 per approach	\$4,000 per intersection
Federal Funding Eligibility	100%	100%	90%	100%	90%	100%

Sources:

2018 Marin County Travel Safety Plan, accessed August 16, 2021, from:

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

Local Road Safety – A Manual for California's Local Road Owners, accessed August 16, 2021, from:

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hsip/2020/lrsm2020.pdf>

Safety Evaluation of Transverse Rumble Strips [...]

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Safety Improvements on High Risk Rural Roads, accessed August 16, 2021, from:

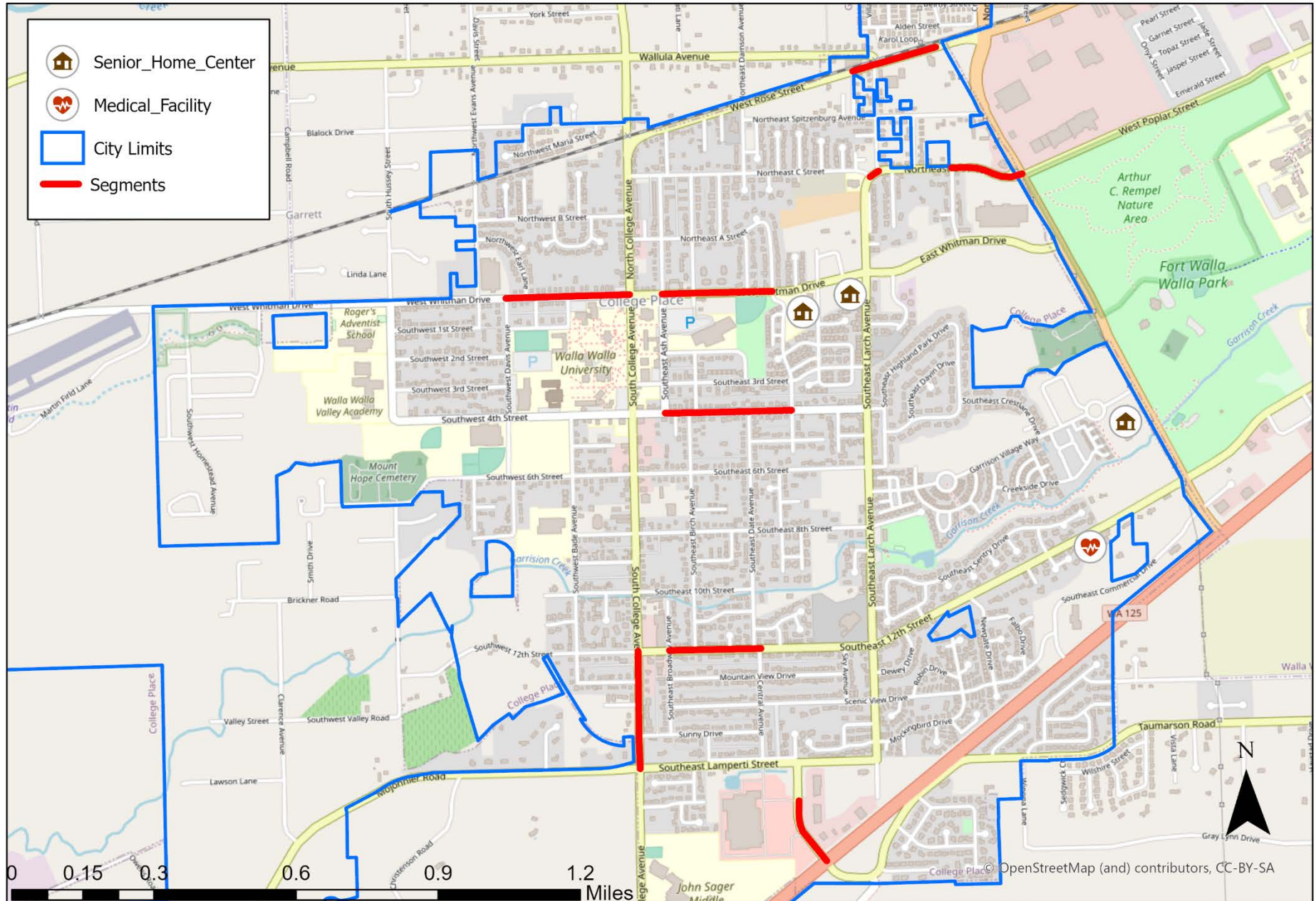
https://safety.fhwa.dot.gov/hrrr/manual/hrrr_2014.pdf

Systemic Local Roadway Safety Plan, accessed August 16, 2021, from:

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

Segment Crash Locations

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



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

Segment Location	Total Crashes	Including		Collision Type					Contributing Factors						
		Pedestrian	Bicyclists	Angle ^a	Rear End	Stationary Object ^b	Side-swipe	Other	Inattentive/ Distracted	Disregard Signals/ Yield	Unsafe Speeds	Follow Too Closely	Improper Movement ^c	DUI	Other
SE 4th St	20	2		17	1			2	6	8	1		2		3
NE C St (CS_5)	9			8		1			1	3	1	1	3		
SE 12th St	15	1		12		1	1	1	5	1	1		3	1	4
W Whitman Dr	15		1	9	3	2		1	6	1		2	1		5
NE C St (CS_6)	9			3	6				4			1	1		3
S College Ave	12			6	4	1	1		3			2	2	2	3
S Meadowbrook St	8		1	3		1	2	2	2	2		1			3
E Whitman Dr	6			4	1	1			4				2		
W Rose St	7			3		3	1		3	2	1				1
Total	101	3	2	65	15	10	5	6	34	17	4	7	14	3	22

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

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

^c Includes Improper Backing, Improper Turn, Improper Merge, and Improper Passing

Select Roadway Segment Countermeasures

Based on the predominant crash types, the following countermeasures were determined to be most practicable for the identified segments:

Countermeasure Name	Remove/Relocate Objects & Clear Recovery Zone	Raised Median Access Mngt./ Right-in-right-out	Road Diet/ Lane Conversions	Edgeline Rumble Strips	Dynamic/Variable Speed Warning	Delineators/ Reflectors/ Object Markers
Crash Types Addressed	Fixed/Stationary Object	Angle and Rear-End	All crash types	Roadway Departure	All crash types	All crash types
Crash Reduction	17-100%	0-94%	19-47%	10-41%	0-41%	0-30%
Expected Life Span	10 years	20 years	20 years	10 years	10 years	10 years
Estimated Cost	\$200 to \$10,000 per object	\$50,000	\$69 per linear foot	\$10 per linear foot	\$43,600 per warning sign	\$75-500 per sign
Federal Funding Eligibility	90%	90%	90%	100%	100%	100%

Sources:

2018 Marin County Travel Safety Plan, accessed August 16, 2021, from:
<https://www.marincounty.org/userdata/dpw/Marin%20County%20Travel%20Safety%20Plan%20-%20Final%20Report.pdf>

Clear Zones, accessed August 16, 2021, from:
https://safety.fhwa.dot.gov/roadway_dept/countermeasures/safe_recovery/clear_zones/

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

Evaluation of Dynamic Speed Feedback Signs [...], accessed August 16, 2021, from:
<https://www.fhwa.dot.gov/publications/research/safety/14020/14020.pdf>

Local Road Safety – A Manual for California's Local Road Owners, accessed August 16, 2021, from:
<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hsip/2020/lrsm2020.pdf>

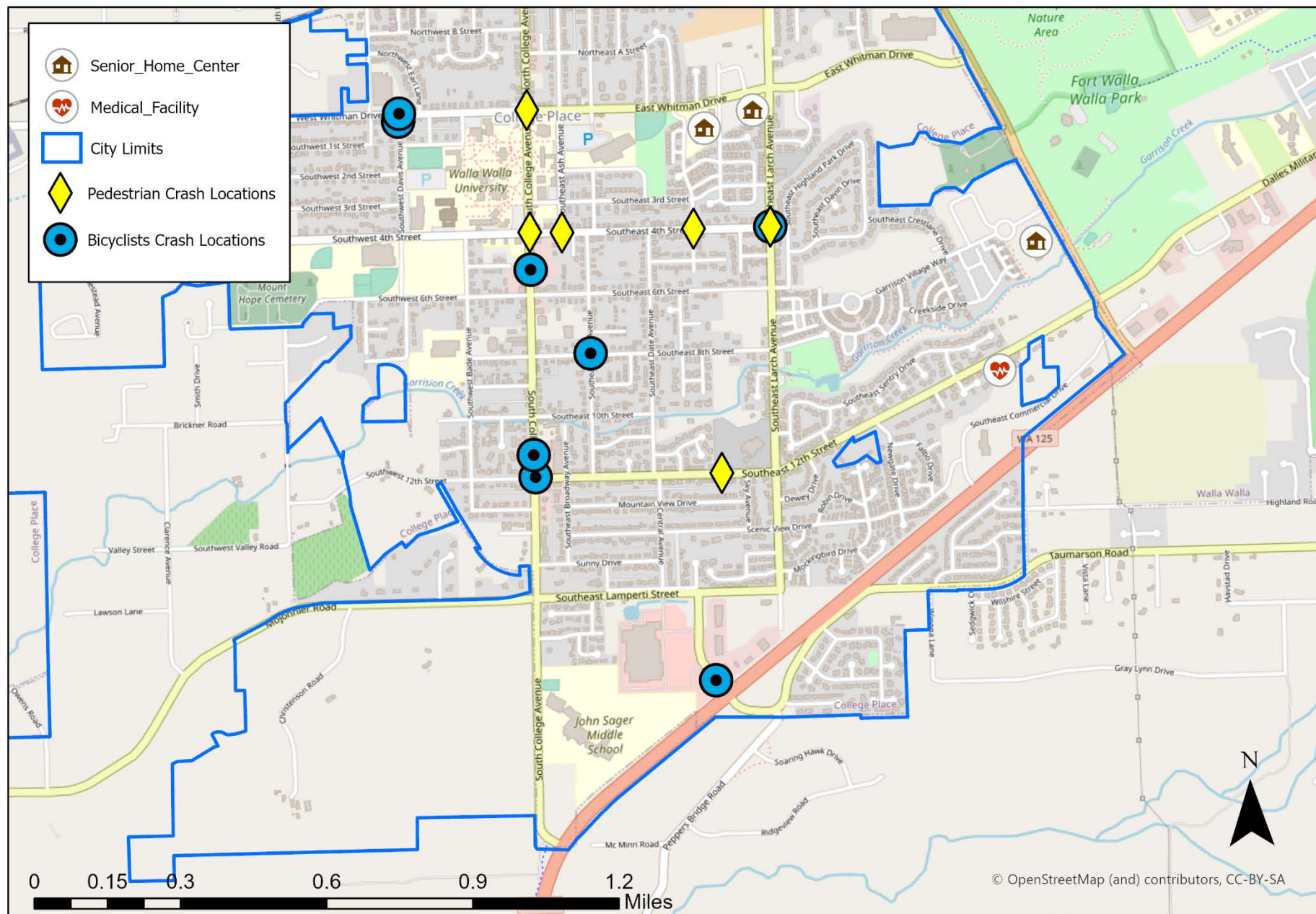
Proven Countermeasures, accessed August 16, 2021, from:
https://www.dot.state.al.us/publications/Design/pdf/TrafficSafetyOp/FHWA_ProvenSafetyCountermeasures.pdf

Road Diets, accessed August 16, 2021, from:
https://safety.fhwa.dot.gov/provencountermeasures/road_diets/

Systemic Local Roadway Safety Plan, accessed August 16, 2021, from:
https://www.fresno.gov/publicworks/wp-content/uploads/sites/17/2021/01/Fresno_SSAR_LRSP_Final-Accessible-1.pdf

Pedestrian and Bicycle Crashes

Specifically with pedestrian and bicycle involvement.



Select Pedestrian- and Bicycle-focused Countermeasures

Countermeasure Name	Leading Pedestrian Interval	Pedestrian Crossing Median/ Refuge Island	Enhanced Safety Features (Beacons/ High Visibility/ Raised Crossings)	Separated Bike Lanes	Intersection/ Driveway Pavement Marking Improvements/ Bicycle Box	Pedestrian & Driver and Bicycle & Motorist Education
Crash Types Addressed	Pedestrian	Pedestrian	Pedestrian	Bicycle	Bicycle	Pedestrian and Bicycle
Crash Reduction	60%	45%	35%	35%	35%	(Variable)
Expected Life Span	10 years	20 years	20 years	10 years	10 years	Ongoing
Estimated Cost	\$2,500 per signal	\$120 per linear foot	\$5,000 to \$160,000	\$50 per linear foot	\$20 to \$2,500	(Variable)
Federal Funding Eligibility	100%	90%	90-100%	90%	90-100%	

Source:

2018 Marin County Travel Safety Plan, accessed August 16, 2021, from:

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

Crosswalk Visibility, accessed August 16, 2021, from:

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

Pedestrian, Bicycle, and Driver Education, accessed August 16, 2021, from:

http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=61 and http://pedbikesafe.org/BIKESAFE/countermeasures_detail.cfm?CM_NUM=41

Intersection Markings (Bicycle Box), accessed August 16, 2021, from:

http://pedbikesafe.org/BIKESAFE/countermeasures_detail.cfm?CM_NUM=18

Leading Pedestrian Intervals, accessed August 16, 2021, from:

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

Local Road Safety – A Manual for California's Local Road Owners, accessed August 16, 2021, from:

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hsip/2020/lrsm2020.pdf>

Pavement Marking Improvements, accessed August 16, 2021, from:

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

Pedestrian Hybrid Beacons, accessed August 16, 2021, from:

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

Raised Pedestrian Crossings, accessed August 16, 2021, from:

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

Separated Bike Lanes, accessed August 16, 2021, from:

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

Systemic Local Roadway Safety Plan, accessed August 16, 2021, from:

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

Safe Routes to School

An important component of improving local road safety is ensuring that children can safely walk or bike to destinations like schools and parks. Providing *Safe Routes to School* is a vital part of helping children live healthy, active lifestyles. Research has shown a significant decrease since the 1960s in the percentage of kindergarten through 8th grade (K-8) students who bike or walk to school (from 47.7 percent in 1969 to 12.7 percent in 2009).¹

“Children deserve safe places to walk and bike – starting with the trip to school.

By starting with children and the trip to school, communities become safer places for everyone to walk and bike.

By creating safe places for everyone, communities take a major step towards meeting the national goal of ending traffic deaths on roads.”

National Center for Safe Routes to School

According to the CDC, *Safe Routes to School* encourage increased physical activity by enabling safe, active transportation options for children. This can help decrease the prevalence of childhood obesity, reduce the risk of heart disease and promote cardiorespiratory and muscular fitness, among other public health benefits.²

Ensuring safe routes to school can also decrease the risk of injuries in bike or pedestrian collisions. Something as simple as slowing traffic in areas where children may be walking or biking can reduce the risk of serious injury if a collision is to occur.



Source: AAA Foundation for Traffic Safety, *Impact Speed and the Pedestrian's Risk of Severe Injury or Death*, September 2011.

¹ McDonald NC, Brown AL, Marchetti LM, Pedroso MS. US school travel, 2009: an assessment of trends. *Am J Prev Med* 2011;41(2):146–51.

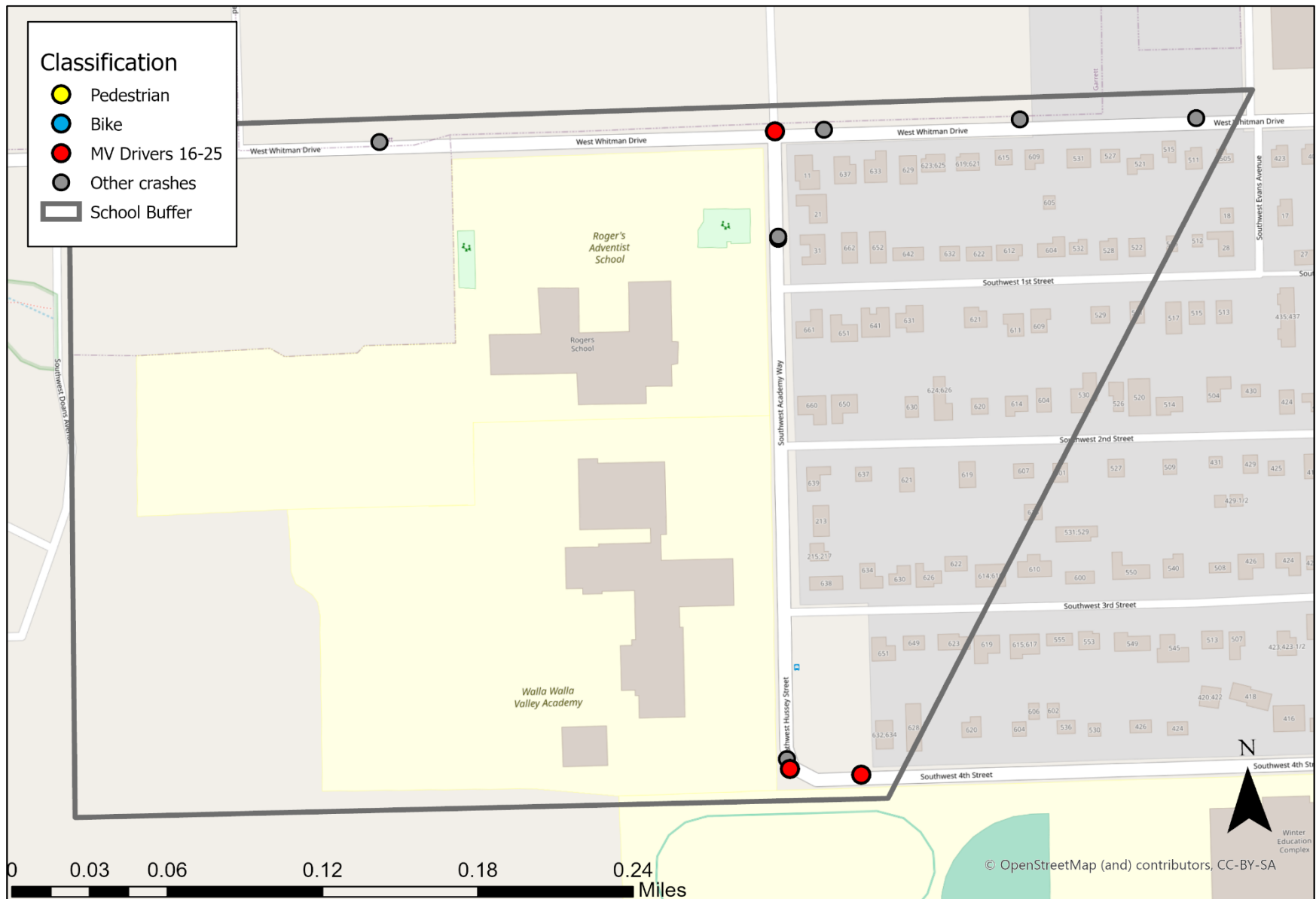
² <https://www.cdc.gov/policy/hst/hi5/saferoutes/index.html>

Classification

- Yellow circle: Pedestrian
- Blue circle: Bike
- Red circle: MV Drivers 16-25
- Grey circle: Other crashes
- Thick black line: School Buffer

The map displays the Davis Elementary School area, including the school building, parking lot, and surrounding streets. A thick black line indicates the school buffer. Crash locations are marked with colored circles: red for MV Drivers 16-25, yellow for Pedestrian, blue for Bike, and grey for Other crashes. The map also shows various landmarks, including Faculty Court Apartments, Meske Hall, Village Hall, University Shop, Chaplain's Office, Campus Security, and Kiwanis Park. A scale bar at the bottom indicates distances in miles (0, 0.03, 0.06, 0.11, 0.17, 0.22). A north arrow is located in the bottom right corner.

Walla Walla Valley Academy & Rogers Adventist School



John Sager Middle School & College Place High School



Classification

- Yellow circle: Pedestrian
- Blue circle: Bike
- Red circle: MV Drivers 16-25
- Grey circle: Other crashes
- Thick black line: School Buffer

The map displays the Walla Walla University campus with various buildings labeled, including Peterson Memorial Library, Administration Building, Melvin K. West Fine Arts Center, Bower's Hall, Chan Shun Pavilion, Kretschmar Hall, Southw Marketing and Enrollment Services, The Express, Winter Education Complex, and Walla Walla University Church. A thick black line outlines the school buffer. Crash locations are marked with colored circles: red for MV Drivers 16-25, yellow for Pedestrian, blue for Bike, and grey for Other crashes. The map includes a scale bar from 0 to 0.32 miles and a north arrow. The source is cited as OpenStreetMap (and) contributors, CC-BY-SA.

School Locations	Total Crashes w/in buffer	Including			Contributing Factors							
		Pedestrian	Bicyclists	Young Drivers (% of total)	Inattentive/ Distracted	Disregard Signals/ Yield	Unsafe Speeds	Follow Too Closely	Improper Movement ^a	Drowsy	DUI	Other
Rogers Adventist School/Walla Walla Valley Academy	13			5 (29.6%)	4		2		3			4
John Sager Middle School/College Place High School	31	2		12 (38.7%)	11	6	2	2	2		2	6
Davis Elementary	36	2		16 (44.4%)	14	9	1	1	5	1		5
Walla Walla University	98	2	3	54 (55.1%)	34	14	3	13	8	1	1	24
Total	178	6	3	87	63	29	8	16	18	2	3	39

^a Includes Improper Backing, Improper Turn, Improper Merge, and Improper Passing

Select Safe Routes to School Countermeasures

Based on the predominant crash types, the following countermeasures were determined to be most practicable for locations around area schools:

Countermeasure Name	Enhanced Safety Features (Beacons/ High Visibility/ Raised Crossings)	Separated Bike Lanes	Intersection Markers or Striping	Dynamic/Variable Speed Warning	Transverse Rumble Strips	Pedestrian & Driver and Bicycle & Motorist Education
Crash Types Addressed	Pedestrian	Bicycle	All crash types	All crash types	All crash types	Pedestrian and Bicycle
Crash Reduction	35%	35%	10-33%	0-41%	0-35%	(Variable)
Expected Life Span	20 years	10 years	10 years	10 years	10 years	Ongoing
Estimated Cost	\$5,000 to \$160,000	\$50 per linear foot	\$4,000 per intersection	\$43,600 per warning sign	\$600 per approach	(Variable)
Federal Funding Eligibility	90-100%	90%	100%	100%	90%	

Sources:

2018 Marin County Travel Safety Plan, accessed August 16, 2021, from:

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

Crosswalk Visibility, accessed August 16, 2021, from:

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

Pedestrian, Bicycle, and Driver Education, accessed August 16, 2021, from:

http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=61 and http://pedbikesafe.org/BIKESAFE/countermeasures_detail.cfm?CM_NUM=41

Local Road Safety – A Manual for California's Local Road Owners, accessed August 16, 2021, from:

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hsip/2020/lrsm2020.pdf>

Pavement Marking Improvements, accessed August 16, 2021, from:

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

Pedestrian Hybrid Beacons, accessed August 16, 2021, from:

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

Raised Pedestrian Crossings, accessed August 16, 2021, from:

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

Separated Bike Lanes, accessed August 16, 2021, from:

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

Systemic Local Roadway Safety Plan, accessed August 16, 2021, from:

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

Michael Rizzitiello

From: Alex Romero <aromero@jub.com>
Sent: Wednesday, September 1, 2021 9:51 AM
To: Michael Rizzitiello
Cc: Alex Fazzari
Subject: RE: SW Sewer
Attachments: 20210901_Status Map.pdf

STOP and VERIFY - This message came from **outside** of the City of College Place.

Mike

Here is a summary of the project at this point:

- Apollo has generally completed the gravity sewer pipe installation (i.e. Owens Road, Mojonner Road, Farm Fields, College Avenue). A few minor items remain in the farm fields such as installing protective concrete collars at each manhole, fence restoration, and a final walkthrough with Craig and Mike. The College Avenue sewer pipe is installed up to Lift Station No. 6, remaining work here is the connection to this lift station and the demolition that needs to occur.
- College Avenue has been paved and striped from the south end of the project up to the north most entrance of the schools, this is just south of the start of the stormwater improvements. Traffic is currently being routed in/out of the schools south via U.S. 125.
- Apollo has started procuring material for the stormwater improvements, the pipe and manholes/catch basins are generally readily available and installation could begin within a few weeks. The treatment filters have a 4-8 week lead time, however, they will be installed outside of the paved roadway and can be installed once they arrive.
- The main focus over the next month is planned to be on the installation of the lift station pumps, piping/valving, installation of the pressurized sewer pipe up Teal Lane to connect to the gravity sewer in Mojonner Road, and construction of the electrical building. The plan would be to install the stormwater pipe and structures in College Avenue simultaneously once they arrive as well.

Let me know if you have any questions.

Thank you,

ALEX ROMERO, P.E.

Project Engineer

J-U-B ENGINEERS, Inc.

3611 S. Zintel Way, Kennewick, WA 99337

e aromero@jub.com w www.jub.com

p 509-783-2144 c 509-440-0493

From: Alex Fazzari <afazzari@jub.com>
Sent: Tuesday, August 31, 2021 6:44 PM
To: Michael Rizzitiello <MRizzitiello@cpwa.us>; Alex Romero <aromero@jub.com>
Subject: Re: SW Sewer

Alex, see below. Can you help provide a summary for Mike?

From: Michael Rizzitiello <MRizzitiello@cpwa.us>

Sent: Tuesday, August 31, 2021 7:09:36 PM

To: Alex Fazzari <afazzari@jub.com>

Subject: SW Sewer

External Email

Hi,

I have a Council workshop next week where they wanna know status of projects. Could you provide where we are at on SW Sewer. They are going to want to know how far along we are? Where are we at with constructing the lift station? Status of the stormwater element of the project? Things like that. I need to present it at a council workshop on Tuesday.

Sincerely,

Mike Rizzitiello

City Administrator

City of College Place

625 S. College Ave

College Place, WA, 99324

Office Direct: 509-394-8506

Cell: 509-520-9091

NOTICE: All emails, and attachments, sent to and from the City of College Place are public records and may be subject to disclosure pursuant to the Washington State Public Records Act (RCW 42.56)



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<u>Date/Working Days</u>	<u>Event or Activity</u>
Completion Milestones	
October 21, 2021	Intermediate Milestone. Formal submittals received by Owner and Engineer for the following items: 1. Well Pump 2. Well Motor 3. Electrical Service Switchboard 4. Variable Frequency Drive
May 26, 2022	Intermediate Milestone. Completion of all connections to the existing water system including water main disinfection, and testing. Well pump available to be operated in "hand". Well pump ready for operational testing.
June 28, 2022	Substantial Completion. Completion of well testing, and all other items necessary to allow the Owner the ability to use the well in "auto" as part of its normal water system operation are complete. Any items of workmanship, materials, or equipment which prove faulty, or that are not in first class operating condition must be repaired or replaced.
(Within 20 Working Days of Substantial Completion)	Physical Completion. All restoration and punch list items to be completed. As-built surveying is complete and as-built records have been submitted to and approved by the Engineer.
(Within 10 Working Days of Physical Completion)	Project Completion. Demobilization and site cleanup has been completed.

September 2, 2021

City of College Place
625 South College Avenue
College Place, Washington 99324

ATTN: Mike Rizzitiello, City Administrator

RE: **Lions Park Improvements Project Update**

Dear Mike:

The purpose of this letter is to provide an update regarding the ongoing work related to the Lions Park Improvements project since our last project update letter on August 24, 2021.

Work on the preliminary park layout continues, based on the comments from our August 13 meeting with City staff. AP was on site with City staff on August 30 to perform geotechnical explorations and a percolation test. The findings from the investigation are being used to prepare a preliminary stormwater plan for both the north and south parking lots and to redirect stormwater away from the existing pond. This preliminary plan will be the basis for the preparation of a Washington State Department of Ecology Stormwater Funding Application.

If you have any questions related to the ongoing efforts on this project, please feel free to contact me.

ANDERSON PERRY & ASSOCIATES, INC.

By 
Brian Hansen, P.E.

BH/aw

cc: File No. 663-147-02

S:\Docs\College Place\663-147 Lions Park Improvements\Project Update Letter 090221.docx

September 2, 2021

City of College Place
625 South College Avenue
College Place, Washington 99324

ATTN: Mike Rizzitiello, City Administrator

RE: 4Bikes Project Update

Dear Mike:

The purpose of this letter is to provide an update regarding the ongoing work related to the 4Bikes Project.

The necessary right-of-way acquisition was completed at the end of June this year. 90 percent design plans and estimate were submitted to the Public Works Director for review on August 24, 2021. Anderson Perry & Associates, Inc. is continuing to finalize the design plans, contract documents, and cost estimate. The project is scheduled to advertise in January 2022 for Spring 2022 construction.

If you have any questions related to the ongoing efforts on this project, please feel free to contact me.

ANDERSON PERRY & ASSOCIATES, INC.

By  _____
Kate Thompson, P.E.

KT/aw

cc: File No. 663-144-02

S:\Docs\College Place\663-144 4Bikes Project\Project Update Ltr.docx

PWB Construction Application Cycle-August 2021 Awards

Jurisdiction	County	Dist	East/ West	Primary System	Project Name	Project Need (70)	Readiness to Proceed (30)	Total Score	Project Cost	Loan Request	Offer
Lewis County Water District #1	Lewis	20	W	Domestic Water	New Water Reservoir	66.00	30.00	96.00	1,120,000	1,120,000	1,120,000
Kitsap County	Kitsap	23	W	Sanitary Sewer	Bangor Keyport Force Main Replacement	64.00	30.00	94.00	24,586,000	10,000,000	10,000,000
PUD No. 1 of Clallam County	Clallam	24	W	Domestic Water	Clallam Bay / Sekiu Infrastructure Upgrade	62.00	30.00	92.00	6,600,000	6,600,000	6,600,000
Stevens Pass Sewer District No. 1	Chelan	12	E	Sanitary Sewer	UV Disinfection System Replacement	62.00	30.00	92.00	2,023,000	2,023,000	2,023,000
City of West Richland	Benton	8	E	Domestic Water	Flat Top Community Park Well & Hazard Elimination	61.00	28.00	89.00	3,300,000	3,300,000	3,300,000
City of Bothell	King	1	W	Domestic Water	Valhalla Utility Improvement	58.67	30.00	88.67	6,918,851	4,675,305	4,675,305
City of Pasco	Franklin	9	E	Domestic Water	Zone 3 Reservoir Storage Tank	58.00	30.00	88.00	11,700,000	10,000,000	10,000,000
Skyway Water and Sewer District	King	37	W	Sanitary Sewer	Skyway Park North Phase 1 Sewer Replacement	58.00	30.00	88.00	8,317,000	8,317,000	8,317,000
Discovery Clean Water Alliance	Clark	18	W	Sanitary Sewer	Salmon Creek Treatment Plant Secondary Process Improvement	57.33	30.00	87.33	18,700,000	10,000,000	10,000,000
Skyway Water and Sewer District	King	37	W	Sanitary Sewer	Small Diameter Water Main Replacement	57.00	30.00	87.00	2,858,000	2,858,000	-
Skyway Water and Sewer District	King	37	W	Domestic Water	South Sunnycrest Road Water Main Replacement	57.00	30.00	87.00	1,740,000	1,740,000	-
Lewis County Water District #1	Lewis	20	W	Domestic Water	Water Main Replacement	56.67	30.00	86.67	717,647	717,647	717,647
Olympic View Water and Sewer District	Snohomish	32	W	Domestic Water	Water Main Replacement	57.67	28.33	86.00	1,411,980	1,395,600	1,395,600
Skyway Water and Sewer District	King	37	W	Domestic Water	Rainier Ave S & S 113th St Water Main Replacement	56.00	30.00	86.00	620,000	620,000	620,000

PWB Construction Application Cycle-August 2021 Awards

Jurisdiction	County	Dist	East/ West	Primary System	Project Name	Project Need (70)	Readiness to Proceed (30)	Total Score	Project Cost	Loan Request	Offer
PUD 1 of Skagit County	Skagit	10	W	Domestic Water	Judy Reservoir- Mt. Vernon Transmission Pipeline Ph 2	58.67	26.67	85.33	39,699,000	10,000,000	10,000,000
City of Westport	Gray Harbor	19	W	Sanitary Sewer	Pump Station 4 & 5 Upgrades	55.00	30.00	85.00	1,600,000	1,600,000	1,600,000
City of Port Orchard	Kitsap	26	W	Sanitary Sewer	Sewer Lift Stations	54.67	30.00	84.67	800,000	800,000	800,000
City of College Place	Walla Walla	16	E	Sanitary Sewer	Well No. 7	56.00	28.00	84.00	1,575,000	1,575,000	1,575,000
City of Selah	Yakima	15	E	Domestic Water	Water Service Meter Improvements	55.33	28.33	83.67	2,620,000	2,500,000	2,500,000
Whitworth Water District #2	Spokane	7	E	Domestic Water	Zone 3 to 8 Transmission Main	53.67	30.00	83.67	6,562,000	1,562,000	1,562,000
City of Mountlake Terrace	Snohomish	1	W	Domestic Water	Westside Watermain Improvements	53.33	30.00	83.33	7,594,698	7,594,698	7,594,698
Soos Creek Water District	King	8	W	Domestic Water	Tank 6 Seismic Improvements	53.33	30.00	83.33	5,484,240	5,343,625	5,343,625
Terrace Heights Sewer District	Yakima	15	E	Sanitary Sewer	Collection System Improvements	55.00	28.00	83.00	7,000,000	7,000,000	7,000,000
Lake Forest Park Water District	King	46	W	Domestic Water	McKinnon Creek Pumphouse Phase II	52.67	30.00	82.67	1,528,613	533,297	533,297
City of College Place	Walla Walla	16	E	Domestic Water	Water Main Replacement	52.33	30.00	82.33	617,000	617,000	617,000
City of Port Orchard	Kitsap	26	W	Domestic Water	Melcher Pump Station Rehabilitation	52.33	30.00	82.33	2,000,000	500,000	500,000
City of Bainbridge Island	Kitsap	23	W	Domestic Water	Winslow Water Tank Replacement	54.00	28.00	82.00	11,619,000	4,500,000	4,500,000
City of Palouse	Whitman	9	E	Domestic Water	Palouse Church, Culton, & H St Looping Main Rep.	56.00	26.00	82.00	1,030,000	1,010,000	1,010,000
City of Port Orchard	Kitsap	26	W	Domestic Water	390 Zone Low Pressure Booster Station	52.00	30.00	82.00	650,000	650,000	650,000
Jefferson County	Jefferson	24	W	Roads/ Street	Snow Creek Road Milepost 0.84 Culvert Replacement	51.33	30.00	81.33	1,776,500	500,000	500,000

PWB Construction Application Cycle-August 2021 Awards

Jurisdiction	County	Dist	East/ West	Primary System	Project Name	Project Need (70)	Readiness to Proceed (30)	Total Score	Project Cost	Loan Request	Offer
Town of Lind	Adams	9	E	Roads/ Street	Lind Unpaved Street Surfacing	51.33	30.00	81.33	118,560	118,560	118,560
City of Walla Walla	Walla Walla	16	E	Sanitary Sewer	Wastewater/ Reclamation Plant Upgrades	56.00	25.00	81.00	6,840,700	5,000,000	5,000,000
City of Bainbridge Island	Kitsap	23	W	Sanitary Sewer	West Eagle Harbor Sewer Complex	50.33	30.00	80.33	8,568,000	2,500,000	2,500,000
City of College Place	Walla Walla	16	E	Sanitary Sewer	Lift Station No. 5	51.67	28.00	79.67	1,641,500	1,641,500	1,641,500
Snohomish County	Snohomish	21	W	Roads/ Street	36th / 35th Ave Improvement Project	56.33	23.00	79.33	11,075,000	3,000,000	3,000,000
Skyway Water and Sewer District	King	37	W	Sanitary Sewer	Basin 7 North Sewer Replacement	53.33	26.00	79.33	13,640,000	10,000,000	-
PUD No. 1 of Jefferson County	Jefferson	24	W	Domestic Water	Quilcene Water Tank	53.00	26.00	79.00	2,305,737	2,019,427	2,019,427
City of Connell	Franklin	9	E	Domestic Water	South Side Water System Improvements - Phase 2	48.33	30.00	78.33	1,362,000	1,200,000	1,200,000
City of Pasco	Franklin	9	E	Domestic Water	Process Water Reuse Facility Winter Storage	57.33	21.00	78.33	17,180,000	10,000,000	-
City of Dayton	Columbia	16	E	Sanitary Sewer	Sewer Replacement Project	52.00	26.00	78.00	1,380,000	1,300,000	
Black Diamond Water District	Clallam	24	W	Domestic Water	FS 3030 Waterline Bridge Crossing	51.00	26.67	77.67	62,538	62,538	
King County	King	36	W	Sanitary Sewer	Interbay Forcemain and Odor Control	47.67	30.00	77.67	59,603,129	10,000,000	
Skyway Water and Sewer District	King	37	W	Domestic Water	Forest Ave S & Garden Pl S Water Main Replacement	51.33	26.00	77.33	1,641,000	1,641,000	
Whitworth Water District #2	Spokane	7	E	Domestic Water	Well 2C	47.00	30.00	77.00	2,021,000	2,021,000	
City of Ridgefield	Clark	18	W	Roads/ Street	Royle Road Corridor Multimodal Improvements	53.67	23.00	76.67	10,420,000	10,000,000	

PWB Construction Application Cycle-August 2021 Awards

Jurisdiction	County	Dist	East/ West	Primary System	Project Name	Project Need (70)	Readiness to Proceed (30)	Total Score	Project Cost	Loan Request	Offer
City of White Salmon	Klickitat	14	E	Domestic Water	14-Inch Main Line Phase 2	51.67	25.00	76.67	11,427,000	8,351,600	
Skyway Water and Sewer District	King	37	W	Sanitary Sewer	Skyway Park North Phase 2 Sewer Replacement	56.67	20.00	76.67	9,911,000	9,911,000	
City of Port Orchard	Kitsap	26	W	Domestic Water	Sedgwick Tank 2	50.33	26.00	76.33	3,000,000	3,000,000	
North Perry Avenue Water District	Kitsap	35	W	Domestic Water	Watermain Replacement Program	50.33	26.00	76.33	710,000	650,000	
City of Gig Harbor	Pierce	6	W	Sanitary Sewer	Lift Station 5A	50.33	25.00	75.33	2,871,000	2,296,800	
Skyway Water and Sewer District	King	37	W	Sanitary Sewer	Skyway Park South Sewer Replacement	55.33	20.00	75.33	15,910,000	10,000,000	
City of Port Orchard	Kitsap	26	W	Domestic Water	Main Replacements	49.00	26.00	75.00	2,000,000	2,000,000	
City of White Salmon	Klickitat	14	E	Domestic Water	Strawberry Mountain Reservoir	49.67	25.00	74.67	4,118,400	1,648,400	
City of Walla Walla	Walla Walla	16	E	Domestic Water	Water System Improvements	52.67	21.00	73.67	7,932,000	5,000,000	
City of Spokane	Spokane	6	E	Domestic Water	Thorpe Road Reservoir No. 2	53.33	20.00	73.33	10,000,000	10,000,000	
Lincoln County Public Works	Lincoln	13	E	Solid Waste/ Recycling	Solid Waste and Recycling Facility Upgrades	47.00	26.00	73.00	515,000	515,000	
Manchester Water District	Kitsap	26	W	Domestic Water	Well 10 Manganese Treatment System	47.67	25.00	72.67	872,000	700,000	
City of Port Orchard	Kitsap	26	W	Domestic Water	Hydraulic Improvements - Pressure Reducing Stations	42.33	30.00	72.33	812,300	750,000	
Snohomish County	Snohomish	21	W	I	Alderwood Mall Pwky: SR 525 to 168 St SW	56.33	15.00	71.33	13,074,000	3,000,000	
Clark County	Clark	17	W	Roads/ Street	NE 99th St (NE 94th Ave to Vicinity of NE 117th Ave)	41.00	30.00	71.00	23,964,000	9,000,000	

PWB Construction Application Cycle-August 2021 Awards

Jurisdiction	County	Dist	East/ West	Primary System	Project Name	Project Need (70)	Readiness to Proceed (30)	Total Score	Project Cost	Loan Request	Offer
Olympic View Water and Sewer District	King	32	W	Domestic Water	228th St Water Production Well/Treatment	41.00	30.00	71.00	1,020,000	920,000	
City of Olympia	King	22	W	Roads/ Street	Fones Road Improvement	50.67	20.00	70.67	17,832,388	5,000,000	
Valley Water District	Pierce	25	W	Domestic Water	SR 162 Water Main Replacement	39.00	30.00	69.00	2,149,452	2,000,000	
City of Gig Harbor	Pierce	6	W	Domestic Water	Canterwood Blvd Emergency Water Intertie	47.00	21.00	68.00	711,000	532,000	
MacKaye Harbor Water District	San Juan	40	W	Domestic Water	Agate Beach Lane Main Relocation	51.33	16.00	67.33	1,090,256	220,256	
City of Bremerton	Kitsap	35	W	Storm Water	Oyster Bay Outfall Replacement at OB-1	47.00	20.00	67.00	1,800,000	1,800,000	
City of Port Orchard	Kitsap	26	W	Domestic Water	Well 7 Treatment System	35.00	30.00	65.00	750,000	750,000	
City of Kennewick	Benton	8	E	Domestic Water	Zone Three Transmission Main	45.00	18.33	63.33	4,100,000	4,000,000	
Totals									453,097,489	252,201,253	120,533,659

Average award **\$3,171,938**

% Total Project Leverage-Funded **53%**

PWB Pre-Construction Rated and Ranked Score- July 2021

Jurisdiction	County	Leg District	East/ West	Primary System	Project Name	Project Need (70)	Readiness to Proceed (30)	Total Score	Project Cost	Loan Request	Offer	\$9,550,000
City of Washougal	Clark	18	W	Sanitary Sewer	Biosolids Mgmt. Facility	63	25	88	\$1,900,000	\$1,000,000	\$1,000,000	\$8,550,000
City of Ephrata	Grant	14	E	Domestic Water	Water Systems Improvements	52	30	82	\$979,000	\$979,000	\$979,000	\$7,571,000
City of College Place	Walla Walla	16	E	Domestic Water	Reservoir No. 4	54	27	81	\$350,000	\$350,000	\$350,000	\$7,221,000
City of Roslyn	Kittitas	13	E	Domestic Water	Transmission Main Replacement	51	22	73	\$315,000	\$200,000	\$200,000	\$7,021,000
Silver Lake WSD	Snohomish	44	W	Domestic Water	10th Dr. SE Water & Sewer Imp	50	20	70	\$7,500,000	\$450,000	\$450,000	\$6,571,000
MacKaye Harbor Water District	San Juan	40	W	Domestic Water	20% Match-Community Projects	48	12	60	\$1,045,520	\$175,520		\$6,571,000
									\$11,044,000	\$2,979,000	\$2,979,000	

Average award \$595,800
% to Total Project Leverage 27%