

Tuesday, December 6, 2022
City Council Workshop - Hybrid (In-Person & Electronic)

5:30 P.M.
City Council Workshop - Hybrid (In-Person & Electronic)

In-Person at City Hall, 625 S College Avenue, College Place Washington

Workshop 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/81961006996>

Or you may call this number to listen: 1-669-900-9128 ID# 819 6100 6996 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the workshop to order.

Subject :	1.02 Roll Call
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Norma L. Hernández

Paul T. Jessup,

Michael Cleveland,

Tito Espinoza Jr.,

Council Members Loren Peterson,

Melodie Williams,
Heather Schermann,
Monica Boyle

Administrator, Mike Rizzitiello;
City Attorney, Rea Culwell;
Finance Director, Brian Carleton;
Public Works Director, Robert McAndrews;
Staff Police Chief, Troy Tomaras;
Fire Chief, David Winter;
Community Development Director, Jon Rickard;
HR Manager, Shawn Doering;
City Clerk, Sherri St. Clair

Subject : 1.03 Pledge of Allegiance
Meeting : Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category : 1. Opening Items.
Access : Public
Type : Procedural

Public Content

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

Subject : 1.04 Public Comment -
Meeting : Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category : 1. Opening Items.
Access : Public
Type : Information

Public Content

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

Meeting Protocol for Public Comment:

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

- Your Name
- Your Address

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

Verbal Public Comments may be made during the meeting:

- In-person at the meeting location - provided at the beginning of each agenda.
- Telephone comment - Call 1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raise your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.
- Virtual comment - Join using the Zoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.

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

File Attachments

[It is SO EASY to participate in public meetings!.png \(224 KB\)](#)

2. Workshop Topics.

Subject :	2.01 Council Do's and Don'ts Presentation - Mr. Roscoe
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Workshop Only - No Action

Information for Consideration:

Washington Cities Insurance Authority (WCIA) provides liability insurance for the City of College Place. WCIA Deputy Director, Rob Roscoe, will present a one-hour training on:

- WCIA Orientation, Background & Purpose
- Liability Exposures for Council Members

- How Council Members Can Avoid Liability
- Executive Session Leaks and Impacts on Liability

File Attachments

[2022-Council Do's and Don'ts-Rob Roscoe Updated Sept 2022.pdf \(298 KB\)](#)

Subject :	2.02 Fiscal Year 2023 Final Workshop Budget Presentation - Mr. Carleton
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Workshop Only - No Action

Information for Consideration:

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

File Attachments

[2023 Budget 11-22-2022.pdf \(1,000 KB\)](#)
[2023 Budget_Presentation_12-06-2022.pdf \(2,210 KB\)](#)
[2023Budget_DraftBudgetMessage_Final.pdf \(160 KB\)](#)

Subject :	2.03 Multifamily Tax Exemption - Mr. Rizzitiello
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Workshop Only - No Action

Historical Perspective:

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

Information for Consideration:

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

File Attachments

[IWalla Walla HAP Final Report 7.21.pdf \(4.626 KB\)](#)
[20211207 2021-Legislative-Changes_MFTE \(2\).pdf \(479 KB\)](#)
[EconomicDevelopment_Projects_MFTE_DraftCode.pdf \(199 KB\)](#)
[EconomicDevelopment_Projects_MFTE_DraftForms_Appendix_B.pdf \(372 KB\)](#)
[GIS_EconomicDevelopment_MFTE.pdf \(4.281 KB\)](#)
[Planning Commission Memo on Affordable Housing 02-08-22.pdf \(226 KB\)](#)
[MFTE_Draft_Ordinance.pdf \(132 KB\)](#)

Subject :	2.04 Draft Franchise Agreement with Ziply Fiber - Mr. Rizzitiello
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Workshop Only - No Action

Information for Consideration:

Ziply Fiber has petitioned the City for a non-exclusive franchise to operate telecommunications services in the City of College Place. The franchise follows Title 20 of our Municipal Code governing Franchises and mirrors similar franchises with Pocketinet, Charter, and Lumen. The Ziply Franchise was approved for the City of Walla Walla at their August 10th, 2022 meeting. Expected buildout will be in throughout 2023.

File Attachments

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

3. Closing Items.

Subject :	3.01 Good of the Order
Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	3. Closing Items.
Access :	Public
Type :	Discussion
Subject :	3.02 Conclusion

Meeting :	Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	3. Closing Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will conclude the workshop.

City Council Do's and Don'ts

Presented by
Rob Roscoe
Deputy Director
Washington Cities Insurance Authority

1

Washington Cities Insurance Authority

- A municipal non- profit organization of Washington public entities joined to share risk
 - Over 165 members and over \$193 million in assets
- Advantages of WCIA Membership
 - Run by a board of directors composed entirely of members
 - Assist members in avoiding and reducing losses through risk management, training, and claim handling
 - Stability and transparency in rates
 - Coverage decisions made by the Executive Director with appealable rights to the Executive Committee

2

Washington Cities Insurance Authority

- Provides Self-Insurance Liability Coverage
 - Auto Liability, General Liability, Employment Practices, Errors & Omission
 - \$20,000,000 per Occurrence
 - Look for coverage not exclusions
- Additional Insurance
 - Member Property, Auto & Boiler Machinery
 - Crime Fidelity purchased by members
 - Cyber and Pollution Premises Liability purchased for all members



3

Avoiding Liability

Individuals can receive absolute immunity for legislative activities

- Adoption of budgets, ordinances, and resolutions

Only within context of council meeting as a whole and not acting as an individual



4

Avoiding Liability

Land Use

- Use of Hearing Examiners
 - Less issues with appearance of fairness
 - Eliminates many arbitrary and capricious decision allegations
- Do not insert yourself in the process
 - Westmark v. Burien, Mission Springs v. Spokane
- Development Agreements
 - Held to contractual law and remedies which may not be covered by WCIA



5

Avoiding Liability

Personnel

- Stay in legislative role
 - Set policies, budgets, municipal codes
 - Do not to stray into Executive role
 - Management of employees, hiring/firing, discipline
- Harassment and Discrimination
 - Held to same standard as City employees
 - Can be sued individually
 - Know the law and your policies
 - Report to Executive
 - If you witness behavior or are made aware of problem by employee



6

Avoiding Liability

Negligent Misrepresentation

- Do not make specific promises or assurances
- Refer specific questions to staff
- Do not take matters into your own hands



7

Avoiding Liability

Defamation

- If the statement/opinion is regarding a legislative concern you have immunity
- Careful discussing or naming individuals
 - Are they a public official, staff or private individual?
 - Any untruth gives rise to liability



8

Avoiding Liability

Public Works

- Do not “politically engineer”
 - Crosswalks, Signs, Speed Limits
 - Ask for staff input off the record
 - Have staff respond to public requests
 - Joint and Several Liability
- Avoid promises, assurances and inflammatory statements



9

Avoiding Liability

Do not leak Executive Session information

- Resist the temptation to share
- Disclose conflicts prior to session and recuse yourself
- Claims and Litigation
 - Can jeopardize defense
 - Possible sanctions imposed



10

Avoiding Liability

Be mindful of written communications

- Email/Social Media
 - Always use City email address, not personal
 - Public record and discoverable in litigation
 - Is your social media account personal? For election activity? To discuss City business?
 - Do you allow comments and discussions?
 - » Possible Public Forum creation with First Amendment Protections



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www.wciapool.org

Washington Cities Insurance Authority
P.O. Box 88030
Tukwila, WA 98138
Phone: 206.575.6046
Fax: 206.575.7426

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5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
388 10 00 00 Prior Period Adjustment	0.00	2,208.61	0.00	0.00	0.00	0.00	
035 Other Miscellaneous	0.00	2,208.61	0.00	0.00	0.00	0.00	

Beginning Balances

308 91 00 01 Beginning Balance - Current Expense Fund	2,232,211.73	1,978,118.14	2,156,478.23	4,041,207.06	3,825,102.60	4,085,946.00	
001 Beginning Balances	2,232,211.73	1,978,118.14	2,156,478.23	4,041,207.06	3,825,102.60	4,085,946.00	

Total Beginning Balances:	2,232,211.73	1,978,118.14	2,156,478.23	4,041,207.06	3,825,102.60	4,085,946.00	
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Taxes

311 10 00 00 Real & Personal Prop Tax	1,929,903.03	1,971,705.85	2,048,307.99	1,956,013.06	2,056,619.00	2,103,845.00	Based on 0% increase per property tax levy
001 General Property Tax	1,929,903.03	1,971,705.85	2,048,307.99	1,956,013.06	2,056,619.00	2,103,845.00	
313 11 00 00 Retail Sales & Use Tax	1,383,224.78	1,647,635.53	1,898,588.82	1,653,460.90	1,812,399.00	2,300,000.00	
313 15 00 00 Criminal Justice Tax 3/10th Of 1% C.J.	281,674.18	306,588.14	376,122.08	336,785.88	350,000.00	450,000.00	This is a sales and use tax, one-third of which must be used to fund criminal justice and/or fire protection services.
313 61 00 00 Natural Gas Use Tax	7,512.84	7,211.96	8,253.61	16,819.55	11,000.00	28,000.00	
313 71 00 00 Criminal Justice Tax	165,615.99	181,045.26	222,512.35	197,316.38	200,000.00	270,000.00	
002 Retail Sales & Use Tax	1,838,027.79	2,142,480.89	2,505,476.86	2,204,382.71	2,373,399.00	3,048,000.00	
316 41 00 00 Utility Tax - Priv Utils Electric	389,085.04	370,361.96	402,000.14	388,417.22	400,000.00	454,800.00	
316 43 00 00 Utility Tax - Priv Utils Gas	89,451.86	96,470.35	97,287.02	82,734.59	150,000.00	122,100.00	
316 45 00 00 Utility Tax - Priv Utils Garbage/Solid Waste	108,301.83	104,902.71	110,484.72	99,259.39	100,000.00	133,000.00	
316 46 00 00 Utility Tax - Priv Utils Cable	68,068.22	53,517.88	89,677.79	68,282.63	130,000.00	79,500.00	
316 47 00 00 Utility Tax - Priv Utils Telephone	105,794.04	100,986.81	98,884.89	72,325.38	100,000.00	96,700.00	
316 48 00 00 Utility Tax - Priv Utils Water	242,904.76	275,314.93	302,140.33	228,645.99	276,052.00	301,300.00	
316 49 00 00 Utility Tax - Priv Utils Wastewater	309,314.38	311,130.01	330,911.08	260,923.08	335,023.00	352,400.00	
003 Business Tax	1,312,920.13	1,312,684.65	1,431,385.97	1,200,588.28	1,491,075.00	1,539,800.00	
342 21 41 02 Emergency Medical Services	347,647.70	357,012.92	431,255.99	0.00	0.00	0.00	
005 Emergency Services	347,647.70	357,012.92	431,255.99	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002 Taxes	5,428,498.65	5,783,884.31	6,416,426.81	5,360,984.05	5,921,093.00	6,691,645.00	
Total Taxes:	5,428,498.65	5,783,884.31	6,416,426.81	5,360,984.05	5,921,093.00	6,691,645.00	

Permits & Licenses

321 30 00 00	Fire And Police Protective Permits	0.00	0.00	100.00	0.00	0.00	0.00	
321 91 00 00	Franchise Fees	73,803.79	75,434.33	76,345.83	74,600.87	77,000.00	77,000.00	Franchise fees paid once yearly by Charter Communications.
321 91 00 01	Franchise Application Fees	0.00	0.00	0.00	5,000.00	0.00	0.00	
321 99 00 02	Other Business Licenses And Permits	3,386.66	8,745.00	12,306.69	11,774.99	8,000.00	12,000.00	
001	Licenses & Permits	77,190.45	84,179.33	88,752.52	91,375.86	85,000.00	89,000.00	
322 10 00 00	Building/Structures/Equip.	182,870.96	89,562.61	179,007.77	103,770.39	200,000.00	205,667.00	
322 10 00 01	Building Dept Plan Check / Review Fees	97,962.93	40,705.42	88,504.43	46,322.22	100,000.00	133,683.00	
322 30 00 00	Animal Licenses	3,758.00	2,042.00	3,122.50	3,498.00	3,000.00	4,000.00	
322 90 00 00	Other Non-bus Lic/Permits	2,877.75	1,095.50	2,086.75	1,897.50	3,000.00	3,000.00	
359 90 00 02	Penalty/Non-Bus Licenses	0.00	7.35	0.00	0.00	0.00	0.00	
002	Non-Business License & Permits	287,469.64	133,412.88	272,721.45	155,488.11	306,000.00	346,350.00	
321 99 00 01	Nuisance Abatement Notice Fee - Fire	50.00	0.00	0.00	0.00	0.00	0.00	
003	Fire - Nuisance Abatement Notice	50.00	0.00	0.00	0.00			
003	Licenses & Permits	364,710.09	217,592.21	361,473.97	246,863.97	391,000.00	435,350.00	
Total Permits & Licenses:	364,710.09	217,592.21	361,473.97	246,863.97	391,000.00	435,350.00		

Charges For Goods & Services

341 70 00 04	Sales Of Merchandise - Farmers Market (WA)	38.00	18.00	0.00	0.00	0.00	0.00	
001	Charges For Goods & Services	38.00	18.00	0.00	0.00			
341 81 00 00	Printing/Duplicating Sers	9.60	1.05	2.75	0.15	0.00	0.00	
002	General Government	9.60	1.05	2.75	0.15			

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
004 Fines / Penalties / Charges	0.00	0.00	0.00	0.00			
345 83 00 00 Plan Checking Fees - Building Dept - Pass Through	0.00	0.00	0.00	2,316.31	0.00	2,000.00	
005 Building Dept	0.00	0.00	0.00	2,316.31		2,000.00	
345 83 00 01 Plan Checking Fees - Engineering	0.00	68.00	0.00	0.00	0.00	0.00	
345 83 00 02 Short Plats - Engineering Review Fees	40.00	0.00	0.00	0.00	0.00	0.00	
345 83 00 03 Long Plats - Engineering Review Fees	16,920.00	4,425.00	0.00	0.00	5,000.00	0.00 *	
345 83 00 04 Non-Plat - Engineering Review Fees	1,060.00	540.00	0.00	0.00	0.00	500.00	
345 83 00 05 Plan Checking Fees - Engineering - Pass Through	0.00	0.00	0.00	0.00	10,000.00	5,000.00	
345 83 00 08 Final Plat - Engineering Review Fees	0.00	50.00	0.00	0.00	0.00	0.00	
006 Engineering	18,020.00	5,083.00	0.00	0.00	15,000.00	5,500.00	
345 81 00 02 Annexation Fee - P&D	0.00	0.00	250.00	0.00	0.00	0.00	
345 81 00 04 Boundary Line Adjustment - P&D	400.00	800.00	200.00	400.00	500.00	500.00	
345 81 00 08 Preliminary Plat / PUD - P&D	900.00	0.00	0.00	900.00	0.00	900.00	
345 81 00 09 Plats, Final P&D	350.00	700.00	0.00	0.00	350.00	700.00	
345 81 00 10 Plats, Short P&D	800.00	2,400.00	800.00	800.00	1,500.00	400.00	
345 81 00 12 Site Plan Application P&D	900.00	1,938.00	4,700.00	2,450.00	2,000.00	3,600.00	
345 81 00 13 Site Plan Review; SF / MF (Up To 4 Units) P&D	5,500.00	2,850.00	4,300.00	1,450.00	2,000.00	850.00	
345 81 00 15 Zoning Amendments P&D	0.00	0.00	0.00	138.00	0.00	0.00	
345 86 00 00 Critical Areas Permit P&D	400.00	1,200.00	0.00	0.00	400.00	400.00	
345 86 00 01 SEPA Related Mitigation Fees (Checklist) P&D	750.00	1,250.00	250.00	1,750.00	1,000.00	1,000.00	
345 89 01 20 Planning & Development Costs - Pass Thru Charges	2,398.43	4,821.85	6,179.87	11,229.00	4,000.00	10,000.00	
345 89 01 25 Planning & Development Pass Thru Cost Admin. Fee	273.04	503.98	717.76	2,133.79	450.00	2,000.00	
007 Planning & Development	12,671.47	16,463.83	17,397.63	21,250.79	12,200.00	20,350.00	
342 21 00 02 Fireworks Permits For Sales	200.00	200.00	200.00	200.00	200.00	200.00	2 fireworks stands @ \$100/each
342 60 00 10 Ambulance Services - Commercial Insurance	34,683.51	49,946.08	64,152.93	0.00	0.00	0.00	
342 60 00 20 Ambulance Services - Medicare	114,520.01	125,235.59	138,929.31	0.00	0.00	0.00	
342 60 00 30 Ambulance Services - Medicaid	5,655.19	29.98	668.14	0.00	0.00	0.00	
342 60 00 40 Ambulance Services - Self Pay	8,598.16	16,160.52	16,655.25	0.00	0.00	0.00	
345 83 00 06 Plan Review - Fire Department	400.00	0.00	900.00	0.00	500.00	500.00	

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
008 Fire Department	164,056.87	191,572.17	221,505.63	200.00	700.00	700.00	
006 Charges For Goods & Services	194,795.94	213,138.05	238,906.01	23,767.25	27,900.00	28,550.00	
342 10 00 00 Law Enforcement Services	2,579.69	990.28	2,219.90	3,304.75	2,000.00	2,500.00	Fingerprints, VISA clearance letters, other miscellaneous fees
342 10 00 01 Law Enforcement Services - Non LEOFF	739.20	260.44	6,042.30	0.00	0.00	0.00	
001 Security Of Persons & Property	0.00	0.00	0.00	0.00			
010 Security Of Persons/Property	3,318.89	1,250.72	8,262.20	3,304.75	2,000.00	2,500.00	
342 10 00 03 Law Enforcement Services - Criminal Judgements	23.78	0.00	0.00	0.00	0.00	0.00	
001 Court Fines & Forfeits	23.78	0.00	0.00	0.00			
012 Court Fines And Forfeitures	23.78	0.00	0.00	0.00	0.00	0.00	
003 Civil Service	0.00	0.00	0.00	0.00			
342 40 00 01 Building Inspection Fees - Bldg Dept	1,589.08	197.00	1,581.00	198.00	2,000.00	2,000.00	
343 50 01 99 Sewer Inspection Fee	1,620.00	450.00	1,476.00	528.00	6,800.00	3,000.00	
524 Building Inspection	3,209.08	647.00	3,057.00	726.00	8,800.00	5,000.00	
Total Charges For Goods & Services:	201,347.69	215,035.77	250,225.21	27,798.00	38,700.00	36,050.00	

Fines & Forfeits

342 10 00 02 Law Enforcement Services - DUI Restitution	1,974.20	2,656.78	3,266.56	1,473.74	3,500.00	3,000.00	DUI Emergency Cost Recoupment, Indigent Defense Recoupment,
342 60 00 50 Ambulance Services - Restitution	77.65	65.04	35.62	0.00	0.00	0.00	
356 90 00 00 Other Criminal Non-Traffic Fines	314.28	39.37	0.00	0.00	0.00	0.00	
001 Court Fines & Forfeits	2,366.13	2,761.19	3,302.18	1,473.74	3,500.00	3,000.00	

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
012 Court Fines And Forfeitures	2,366.13	2,761.19	3,302.18	1,473.74	3,500.00	3,000.00	
001 Non-Court Fines & Penalties	0.00	0.00	0.00	0.00			
353 10 05 00 Traffic Infraction Penalties	36,205.42	34,043.03	44,118.58	26,169.96	45,000.00	40,000.00	
001 Municipal Court	36,205.42	34,043.03	44,118.58	26,169.96	45,000.00	40,000.00	
512 Municipal Court	36,205.42	34,043.03	44,118.58	26,169.96	45,000.00	40,000.00	
Total Fines & Forfeits:	38,571.55	36,804.22	47,420.76	27,643.70	48,500.00	43,000.00	

Physical Environment

001 Physical Environment	0.00	0.00	0.00	0.00			
002 Economic Environment	0.00	0.00	0.00	0.00			
Total Physical Environment:	0.00	0.00	0.00	0.00	0.00	0.00	

Miscellaneous

362 00 00 02 Lease Payment (Annual) WWU Community Garden	0.00	0.00	2.00	1.00	1.00	1.00	
001 Beginning Balances	0.00	0.00	2.00	1.00	1.00	1.00	
361 10 00 00 Unrealized Gain/Loss	17,011.08	2,742.04	-19,674.07	-88,870.50	0.00	0.00	
361 11 00 00 Investment Interest	35,712.84	20,426.04	12,055.52	11,562.26	20,000.00	15,000.00	
361 30 00 00 Realized Gain/Loss On Investments	3,295.91	4,517.60	231.30	3,256.12	0.00	0.00	
361 40 00 00 Sales Interest	3,139.17	2,597.22	1,362.01	1,557.70	2,000.00	1,500.00	
361 41 00 00 Investment Interest - Purchased	-1,905.28	-1,214.02	-222.05	11,131.93	0.00	0.00	
001 Interest & Other Earnings	57,253.72	29,068.88	-6,247.29	-61,362.49	22,000.00	16,500.00	
362 00 50 01 Water Tower Space Rental	104,402.62	107,615.82	105,443.53	80,439.71	100,000.00	100,000.00	
002 Rents & Leases	104,402.62	107,615.82	105,443.53	80,439.71	100,000.00	100,000.00	

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
369 10 00 04 Sale Of Surplus - Current Expense	7,282.50	0.00	20.00	100.00	0.00	0.00	
369 10 00 15 Sale Of Surplus - Recycling	0.00	42.00	17.40	0.00	0.00	0.00	
369 30 00 00 Sale Of Confiscated And Forfeited Property	3,836.00	3,767.71	1,271.50	253.22	0.00	0.00	
369 81 00 00 Cashier's Over / Short	0.00	0.80	0.05	-10.00	0.00	0.00	
369 81 01 00 Bank's Over / Short	199.99	0.00	-50.00	0.00	0.00	0.00	
369 91 00 00 Other Misc Revenue	286.08	5.31	1,250.86	1,340.44	0.00	0.00	
369 91 00 02 Misc - Police Fees	641.27	277.54	672.54	748.91	0.00	0.00	
369 91 00 04 Misc - Building Fees	0.00	3,075.00	0.00	0.00	0.00	0.00	
369 91 00 09 NSF Charges Collected	0.00	0.00	40.00	0.00	0.00	0.00	
369 91 00 10 Reimbursements/Refunds	46,968.90	52,461.35	54,031.16	48,656.83	55,000.00	50,000.00	
395 10 00 00 Proceeds From Sale Of Capital Assets	0.00	36,433.00	25,550.00	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	59,214.74	96,062.71	82,803.51	51,089.40	55,000.00	50,000.00	
007 Application Fees	0.00	0.00	0.00	0.00			
010 Judgements & Settlements	0.00	0.00	0.00	0.00			
025 Miscellaneous	220,871.08	232,747.41	181,999.75	70,166.62	177,000.00	166,500.00	
Total Miscellaneous:	220,871.08	232,747.41	182,001.75	70,167.62	177,001.00	166,501.00	
Contributions / Donations Priv							
367 11 00 03 Contributions/Gifts - Police Dept	507.65	19,000.00	15,551.67	24,303.37	15,000.00	20,000.00	
003 Police Dept Donations	507.65	19,000.00	15,551.67	24,303.37	15,000.00	20,000.00	
367 11 00 04 Contr/Donations - Private	13,036.60	14,950.00	29,600.00	19,670.27	15,000.00	15,000.00	
004 Other Donations	13,036.60	14,950.00	29,600.00	19,670.27	15,000.00	15,000.00	
005 Fire Dept Donations	0.00	0.00	0.00	0.00			
030 Contr & Donations Priv Sources	13,544.25	33,950.00	45,151.67	43,973.64	30,000.00	35,000.00	
Total Contributions / Donations Priv:	13,544.25	33,950.00	45,151.67	43,973.64	30,000.00	35,000.00	

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
397 00 03 31 Transfer From Economic Development Fund	4,909.05	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	4,909.05	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	4,909.05	0.00	0.00	0.00	0.00	0.00	

Grants

001 Direct Federal Grants	0.00	0.00	0.00	0.00			
331 16 60 00 Federal Direct Grant From Department Of Justice (CFDA #16.607)	1,163.72	385.65	2,828.22	0.00	0.00	0.00	*
002 Police Dept Grants	1,163.72	385.65	2,828.22	0.00			
331 97 04 01 Assistance To Firefighters Grant (AFG)	0.00	0.00	2,857.14	0.00	0.00	0.00	
003 Fire Dept Grants	0.00	0.00	2,857.14	0.00			
100 Direct Federal Grants	1,163.72	385.65	5,685.36	0.00	0.00	0.00	
333 15 00 00 Federal Indirect Grant From Dept Of Interior - Historical Inv	9,999.39	0.00	0.00	0.00	0.00	0.00	
333 16 00 00 Federal Indirect Grant From DOJ - NCHIP	12,280.93	0.00	0.00	0.00	0.00	0.00	
001 Indirect Federal Grants	22,280.32	0.00	0.00	0.00			
333 20 60 00 Speeding Emphasis Patrols Grant Program	0.00	0.00	0.00	0.00	0.00	2,000.00	Per WWCo Region 17 HVE Award & Agreements for 2023
333 20 60 01 DUI Emphasis Patrols Grant Program	1,602.52	1,040.16	500.58	833.25	0.00	1,400.00	Per WWCo Region 17 HVE Award & Agreements for 2023
333 20 60 02 Seatbelt Emphasis Patrols Grant Program	534.51	0.00	0.00	0.00	0.00	600.00	Per WWCo Region 17 HVE Award & Agreements for 2023
333 20 60 03 Distracted Driving Emphasis Patrol Grant Program	757.35	2,189.76	636.72	681.75	0.00	500.00	Per WWCo Region 17 HVE Award & Agreements for 2023

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
333 20 60 04 Flex Fund Emphasis Patrol Grant Program	390.66	0.00	0.00	0.00	0.00	0.00	
333 20 62 00 WASPC-Traffic Safety Equipment Grant	0.00	983.74	0.00	0.00	0.00	0.00	
002 Police Department Grants	3,285.04	4,213.66	1,137.30	1,515.00		4,500.00	
101 Indirect Federal Grants	25,565.36	4,213.66	1,137.30	1,515.00	0.00	4,500.00	
334 06 90 00 State Grant-Other	5,284.80	2,150.56	0.00	10,000.00	0.00	0.00	
334 01 80 00 Military Dept. EMD - Storm Assistance	0.00	0.00	8,363.72	0.00	0.00	0.00	
334 02 10 00 State Grant From Department Of Agriculture - WSDA Relief & Recovery Farmers Market Grant	0.00	0.00	10,000.00	0.00	0.00	0.00	
334 02 30 00 Department Of Natural Resources Wildland Fire Equipment	5,885.26	0.00	0.00	0.00	7,500.00	0.00	*
334 03 10 00 Dept Of Ecology - Centennial Stormwater Grant	0.00	277.09	2,657.31	0.00	0.00	0.00	
334 03 20 00 WA St. Dept Of Archaeology & Historic Preservation Grant - Historic Map	0.00	0.00	10,000.00	0.00	0.00	0.00	
334 04 20 01 Department Of Commerce - Cares Act Grant	0.00	434,925.00	0.00	0.00	0.00	0.00	
334 04 20 04 CERB Grant - Flex Light Industrial Study	0.00	0.00	25,204.95	24,786.31	0.00	0.00	
334 04 20 05 Department Of Commerce - Microbusiness Assistance Grant	0.00	0.00	15,964.36	0.00	0.00	0.00	
001 State Grants	5,885.26	435,202.09	72,190.34	24,786.31	7,500.00		
334 03 10 05 Dept Of Ecology - Solid Waste Enforcement Grant	0.00	0.00	1,222.90	873.49	0.00	0.00	
334 03 50 00 WASPC-Traffic Safety - State Grant	5,600.00	0.00	0.00	0.00	0.00	0.00	
334 04 20 30 State Grant Department Of Commerce - Drug Task Force Grant	0.00	0.00	0.00	39,174.47	41,325.00	51,000.00	WWDGTF Grant Revenue
002 Police Department Grants	5,600.00	0.00	1,222.90	40,047.96	41,325.00	51,000.00	
003 Planning Department	0.00	0.00	0.00	0.00			
334 01 30 00 WSP Fire Marshall Safety Program	0.00	0.00	4,800.00	3,600.00	3,000.00	3,000.00	
334 01 80 01 State Direct/Indirect Grant From Military Department - Disaster Assistance COVID	0.00	0.00	73,675.62	0.00	0.00	0.00	

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
334 04 98 00 DOH-EMS Trauma Grant	1,266.00	1,260.00	1,260.00	1,125.00	1,200.00	1,200.00	
005 Fire Department Grants	1,266.00	1,260.00	79,735.62	4,725.00	4,200.00	4,200.00	
105 State Grants	18,036.06	438,612.65	153,148.86	79,559.27	53,025.00	55,200.00	
Total Grants:	44,765.14	443,211.96	159,971.52	81,074.27	53,025.00	59,700.00	

State Shared Revenues

336 00 98 00 Local Government Assistance Program	113,862.99	110,041.98	174,038.57	118,656.31	135,000.00	135,000.00	
336 06 51 00 DUI & Other Criminal Justice Assistance	1,337.25	1,404.77	1,601.84	1,119.57	1,300.00	1,300.00	
336 06 94 00 Liquor Excise Tax	52,473.19	60,919.21	68,493.36	69,118.56	62,404.00	67,605.00	Per MRSC
336 06 95 00 Liquor Control Brd Profit	78,234.29	77,580.62	77,270.36	56,866.80	75,368.00	75,391.00	Per MRSC
107 State Entitlements	245,907.72	249,946.58	321,404.13	245,761.24	274,072.00	279,296.00	
Total State Shared Revenues:	245,907.72	249,946.58	321,404.13	245,761.24	274,072.00	279,296.00	

Loan Proceeds

008 Fire Engine Bond	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

Federal Revenues

332 92 10 00 COVID-19 Non-Grant Assistance	0.00	9,750.38	1,301,681.00	0.00	0.00	0.00	
332 92 10 02 American Rescue Act Plan Revenue (CFDA #21.027)	0.00	0.00	0.00	1,301,682.00	1,300,411.00	0.00	
332 93 40 10 Ground Emergency Medical Transportation (GEMT) Payment Program	0.00	56,497.48	85,070.93	0.00	0.00	0.00	
109 Federal Revenues	0.00	66,247.86	1,386,751.93	1,301,682.00	1,300,411.00	0.00	
Total Federal Revenues:	0.00	66,247.86	1,386,751.93	1,301,682.00	1,300,411.00	0.00	

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Non-Revenues							
345 89 00 01 Customer Pass-Through Revenues For Expense Incurred By City	0.00	15,000.00	0.00	0.00	0.00	0.00	
347 90 00 02 Farmer's Market Pass-through Sales - SNAP/EBT	0.00	759.00	1,222.00	733.00	900.00	900.00	
347 90 00 04 Farmer's Market Pass-through Processing - State Match	0.82	512.00	1,145.10	1,961.90	0.00	0.00	
347 90 00 05 Farmer's Market Pass-through Processing - DOH Kids Cash	0.00	0.00	624.00	1,494.00	0.00	0.00	
322 90 00 01 Concealed Pistol License State	2,111.00	1,262.00	1,764.00	1,314.00	1,000.00	1,500.00	
345 89 01 27 State Building Code Fee	1,606.50	1,264.50	1,470.50	1,211.00	0.00	0.00	
347 90 00 03 Fireworks Bonds	0.00	100.00	100.00	100.00	0.00	0.00	
382 10 00 06 Refundable Deposits	100.00	0.00	0.00	0.00	0.00	0.00	
389 90 00 00 Other Non-Revenues	359.34	11,400.00	2,300,240.00	210.00	0.00	0.00	
003 Agency & Other Type Deposits	4,176.84	14,026.50	2,303,574.50	2,835.00	1,000.00	1,500.00	
004 Sales Tax Collected	0.00	0.00	0.00	0.00			
389 90 00 04 Deposits To Travel Advance Account	8,249.68	2,778.90	3,098.00	0.00	3,000.00	3,000.00	
005 Non-Revenues	8,249.68	2,778.90	3,098.00	0.00	3,000.00	3,000.00	
361 40 00 43 Interest - Contract Bond Non-Rev	0.00	406.21	5.02	0.68	0.00	0.00	
382 10 00 00 Refundable Deposit	0.00	290,790.02	20.91	0.00	0.00	0.00	
382 10 00 58 Refundable Deposits	53,396.00	0.00	0.00	0.00	0.00	0.00	
382 10 00 59 Refunable Deposits	1,201.93	0.00	0.00	0.00	0.00	0.00	
006 Developer / Deposits	54,597.93	291,196.23	25.93	0.68			
080 Non-Revenues	67,025.27	324,272.63	2,309,689.53	7,024.58	4,900.00	5,400.00	
Total Non-Revenues:	67,025.27	324,272.63	2,309,689.53	7,024.58	4,900.00	5,400.00	

Human Resources

369 91 00 11 AWC Retro Member Refund	0.00	0.00	26,627.00	0.00	0.00	0.00	
001 Administration	0.00	0.00	26,627.00	0.00			

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
516 Personnel	0.00	0.00	26,627.00	0.00	0.00	0.00	
Total Human Resources:	0.00	0.00	26,627.00	0.00	0.00	0.00	

General Government Services

395 20 00 00 Insurance Compensation For Loss	0.00	0.00	2,624.02	7,765.29	0.00	0.00	
004 Insurance Recoveries	0.00	0.00	2,624.02	7,765.29			
019 Physical Environment	0.00	0.00	2,624.02	7,765.29	0.00	0.00	
Total General Government Services:	0.00	0.00	2,624.02	7,765.29	0.00	0.00	

Fire Department

342 21 51 00 Intergov Fire Service /MOB Reimbursement - Personnel	46,080.90	31,917.51	47,562.83	27,294.29	30,000.00	15,000.00	2022 Wildland fires down from historical average
342 21 51 01 Intergov Fire Service /MOB Reimbursement - Equipment	47,449.79	52,296.00	59,332.68	7,293.80	50,000.00	25,000.00	2022 Wildland fires down from historical average
342 21 51 03 Intergov Fire Services /MOB Reimbursement - Travel	1,403.96	1,949.50	0.00	0.00	2,000.00	2,000.00	
010 Mobilization Program	94,934.65	86,163.01	106,895.51	34,588.09	82,000.00	42,000.00	
522 Fire Control	94,934.65	86,163.01	106,895.51	34,588.09	82,000.00	42,000.00	
Total Fire Department:	94,934.65	86,163.01	106,895.51	34,588.09	82,000.00	42,000.00	

Public Works & Engineering

Total Public Works & Engineering:	0.00	0.00	0.00	0.00	0.00	0.00	
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Spectator & Community Events

347 90 00 00 Farmer's Market Vendor Fees	5,342.50	4,731.00	4,094.70	4,395.00	5,000.00	5,000.00	
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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
347 90 00 01 Vendor Fees - Other Community Events	635.00	0.00	0.00	290.00	0.00	0.00	
036 Recreation Chrgs/Fees	5,977.50	4,731.00	4,094.70	4,685.00	5,000.00	5,000.00	
Total Spectator & Community Events:	5,977.50	4,731.00	4,094.70	4,685.00	5,000.00	5,000.00	

Parks & Recreation

Total Parks & Recreation:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	8,963,274.37	9,674,913.71	13,777,236.74	11,501,218.51	12,150,804.60	11,884,888.00	

573 90 41 02 Professional Services - Blue Mountain United Way	0.00	0.00	0.00	10,000.00	0.00	0.00	
573 Spectator & Community Events	0.00	0.00	0.00	10,000.00	0.00	0.00	

Fines & Forfeits

514 89 40 00 Remittance Of Seized & Forfeited Property To WA St. Treasurer	383.60	376.77	127.15	0.00	0.00	0.00	
514 Finance & Administration	383.60	376.77	127.15	0.00	0.00	0.00	
Total Fines & Forfeits:	383.60	376.77	127.15	0.00	0.00	0.00	

Interfund Transfers

597 00 00 01 Interfund Transfer CE/Sts	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	Transfer for Operating Costs
597 00 00 05 Transfer To Current Expense Reserve Fund	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
597 00 00 12 Transfer To Technology Reserve	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	Transfer for Operating Costs
597 00 00 15 Transfers-Out - CE To Bldg Facility Maint. Reserve	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	Transfer for Facilities Projects
597 00 00 20 CARS GO Bond Payment - INF To 201 Bond Fun	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	Transfer for Debt Service
597 00 00 23 Transfer To Comm Dev Debt Fund 235	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	Loan paid off in 2022
597 00 00 61 Interfund Transfer From CE To Employee Benefit Reserve #610	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	Transfer for Post Employment Benefits

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
597 00 13 11 Transfer From CE To Street Improvement Fund	400,000.00	0.00	0.00	0.00	50,000.00	0.00	*
597 00 04 02 Interfund Transfer - CE To SW	85,000.00	0.00	0.00	0.00	0.00	0.00	
080 Operations/General	85,000.00	0.00	0.00	0.00			
070 Operating Transfers	1,960,534.00	1,591,785.00	2,003,434.00	2,348,007.04	2,778,434.00	2,789,050.00	
Total Interfund Transfers:	1,960,534.00	1,591,785.00	2,003,434.00	2,348,007.04	2,778,434.00	2,789,050.00	

Grants

002 Investigation	0.00	0.00	0.00	0.00			
558 70 41 01 Community Development / Planning Prof Servs - Grant Reimbursed	0.00	0.00	43,169.31	24,786.31	10,000.00	0.00	Not requested
002 Development	0.00	0.00	43,169.31	24,786.31	10,000.00		
558 Planning/Community Development	0.00	0.00	43,169.31	24,786.31	10,000.00	0.00	
Total Grants:	0.00	0.00	43,169.31	24,786.31	10,000.00	0.00	

Federal Revenues

597 00 04 04 Interfund Transfer To Stormwater Capital For ARPA Expenses (CFDA # 21.027)	0.00	0.00	0.00	0.00	70,325.00	7,446.00	
597 00 04 05 Interfund Transfer To REET I For ARPA Expenses (CFDA # 21.027)	0.00	0.00	0.00	0.00	0.00	0.00	*
597 34 00 04 Interfund Transfer To Water Capital Reserve Fund For ARPA Expenses (CFDA # 21.027)	0.00	0.00	0.00	300,000.00	299,862.00	0.00	*
109 Federal Revenues	0.00	0.00	0.00	300,000.00	370,187.00	7,446.00	
Total Federal Revenues:	0.00	0.00	0.00	300,000.00	370,187.00	7,446.00	

Legislative

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
511 60 31 00 Operating Supplies - Legislative	1,979.37	65.19	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 31 01 Office Supplies - Legislative	33.69	0.00	0.00	140.07	250.00	150.00	Based on 2022 history
511 60 41 00 Professional Services	0.00	0.00	525.00	0.00	0.00	0.00	Not requested
511 60 48 00 Repairs And Maintenance	0.00	0.00	0.00	0.00	50.00	50.00	Reduced due to going all electronic packets
511 60 49 01 Miscellaneous	389.91	156.40	124.81	0.00	0.00	400.00	Only if you are going to start providing snacks again for the 2023 workshop meetings
511 70 49 00 Lobbying Agreement - Port	13,200.00	14,400.00	14,400.00	13,200.00	15,000.00	15,000.00	Shared cost for lobbyist (w/Port of WW)
001 Administrative	15,602.97	14,621.59	15,049.81	13,340.07	15,450.00	15,750.00	
511 30 44 01 Advertising / Publication	1,358.83	945.51	1,322.54	1,005.70	1,500.00	1,500.00	Publication of vacancies and ordinances not specific to a department
002 Official Publication Service	1,358.83	945.51	1,322.54	1,005.70	1,500.00	1,500.00	
511 60 43 00 Travel - Council Pos. 1	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 01 Travel - Council Pos. 2	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 02 Travel - Council Pos. 3	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 03 Travel - Council Pos. 4	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 04 Travel - Council Pos. 5	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 05 Travel - Council Pos. 6	350.23	84.85	240.89	0.00	250.00	300.00	Travel to Good Roads Meetings
511 60 43 06 Travel - Council Pos. 7	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 49 02 Travel/Misc - Council Pos. 1	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 03 Travel/Misc - Council Pos. 2	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 04 Travel/Misc - Council Pos. 3	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 05 Travel/Misc - Council Pos. 4	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 06 Travel/Misc - Council Pos. 5	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 07 Travel/Misc - Council Pos. 6	175.00	181.94	200.00	145.38	250.00	250.00	Good Roads Travel Expense
511 60 49 08 Travel/Misc - Council Pos. 7	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 09 Registrations/Fees - Training Classes & Seminars	315.00	0.00	230.00	35.00	300.00	300.00	Training & meetings for newer council members
003 Training	840.23	266.79	670.89	180.38	2,300.00	2,350.00	
511 60 10 00 Wages & Overtime	30,789.01	31,500.00	31,209.70	8,319.38	9,135.00	8,820.00	2023-5
511 60 20 00 Personnel Benefits	2,411.39	2,464.24	2,476.73	675.58	727.09	825.00	2023-5
511 60 42 00 Communications	528.26	0.00	0.00	0.26	0.00	0.00	Not requested
511 60 49 00 Misc/Contingency Expense	0.00	0.00	0.00	125.00	100.00	200.00	Good Roads Membership dues
004 Legislative Services	33,728.66	33,964.24	33,686.43	9,120.22	9,962.09	9,845.00	
514 40 45 00 Intergovernmental Election Costs	6,441.61	6,000.81	5,469.37	9,260.95	12,000.00	12,000.00	CP Share of election costs

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
514 40 49 00 Intergov. Services - Voter	21,987.81	22,924.06	25,037.57	24,867.50	25,000.00	27,000.00	CP Share of 2023 County Budget - Voter Registration
005 Election Costs	28,429.42	28,924.87	30,506.94	34,128.45	37,000.00	39,000.00	
511 Legislative	79,960.11	78,723.00	81,236.61	57,774.82	66,212.09	68,445.00	
515 31 41 11 Legal Services - Legislative	975.00	0.00	0.00	0.00	2,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 11 Legal Services (External) - Legislative	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	975.00	0.00	0.00	0.00	2,000.00	0.00	
Total Legislative:	80,935.11	78,723.00	81,236.61	57,774.82	68,212.09	68,445.00	

Municipal Court

512 50 41 02 Professional Services - Other Than Attorneys	104,986.80	109,692.88	116,296.18	93,513.53	110,000.00	110,000.00	This is the fees paid to Walla Walla District Court for managing the City's court services.
515 91 41 00 Professional Services - Legal - Indigent Defense	38,650.00	41,409.88	50,375.00	44,478.30	60,000.00	60,000.00	\$50,000 for indigent defense contract and \$10,000 for additional public defender services as needed.
001 Municipal Court	143,636.80	151,102.76	166,671.18	137,991.83	170,000.00	170,000.00	
512 Municipal Court	143,636.80	151,102.76	166,671.18	137,991.83	170,000.00	170,000.00	
515 31 41 12 Legal Services - Municipal Court	301.07	0.00	0.00	0.00	3,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 12 Legal Services (External) - Municipal Court	0.00	450.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	301.07	450.00	0.00	0.00	3,000.00	0.00	
Total Municipal Court:	143,937.87	151,552.76	166,671.18	137,991.83	173,000.00	170,000.00	

Executive

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
513 10 10 00 Wages & Overtime	88,853.55	75,426.16	82,205.88	76,006.90	78,867.27	60,872.00	2023-5
513 10 20 00 Personnel Benefits	27,737.62	22,123.17	21,735.90	23,187.50	19,627.17	19,191.00	2023-5
513 10 31 00 Operating Supplies - Executive	978.08	308.99	270.47	1,792.53	900.00	1,000.00	
513 10 31 01 Office Supplies - Executive	480.39	332.13	118.06	336.03	300.00	400.00	Office supplies for Mayor & City Administrator
513 10 35 00 Small Tools & Minor Equipment	0.00	0.00	0.00	0.00	100.00	100.00	
513 10 41 00 Professional Services	377.80	58.06	43.21	41,932.88	200.00	200.00	
513 10 42 00 Communications	2,124.59	1,599.63	1,424.51	1,284.82	1,500.00	1,500.00	
513 10 43 00 Travel Expense	3,223.28	717.76	2,070.29	2,066.80	3,000.00	3,000.00	
513 10 43 02 Travel / Training Mayor	0.00	16.66	40.00	0.00	350.00	350.00	Registration for AWC Action Days & Conference in Spokane
513 10 44 01 Advertising	98.28	466.45	0.00	1,959.97	100.00	420.00	
513 10 48 00 Repairs & Maintenance	394.73	66.89	31.58	24.51	100.00	100.00	Copy Machine
513 10 49 00 Miscellaneous	2,877.89	9,835.19	3,590.19	6,771.74	2,000.00	4,500.00	
513 10 49 02 Registrations/Fees - Training Classes & Seminars	1,800.00	251.67	665.00	1,118.00	1,000.00	2,000.00	Cost of registration for AWC Action Days, NW City Managers Conference, ICSC Recon, WCMA Conference, IACC Conference Wenatchee.
513 10 49 03 Travel Miscellaneous	0.00	0.00	0.00	0.00	200.00	50.00	
001 Administration	128,946.21	111,202.76	112,195.09	156,481.68	108,244.44	93,683.00	
513 10 43 01 Travel/Training Staff	0.00	0.00	0.00	0.00	200.00	200.00	
513 10 49 01 Miscellaneous	0.00	0.00	200.00	0.00	0.00	0.00	
003 Administrative Support Assist.	0.00	0.00	200.00	0.00	200.00	200.00	
513 Executive	128,946.21	111,202.76	112,395.09	156,481.68	108,444.44	93,883.00	
515 31 41 10 Legal Services - Mayor	150.00	0.00	0.00	0.00	250.00	250.00	
515 31 41 13 Legal Services - City Administration	300.00	2,280.00	1,770.00	0.00	500.00	0.00	Not requested after hiring new City Attorney
515 41 41 10 Legal Services (External) - Mayor	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 13 Legal Services (External) - City Administration	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	450.00	2,280.00	1,770.00	0.00	750.00	250.00	
513 10 49 50 Misc. AWC Annual Dues / WWVCC Membership	7,439.15	7,887.00	8,128.00	8,130.00	8,100.00	8,300.00	Association of Washington Cities for 2022 (\$7,259) and the Walla Walla Valley Chamber of Commerce (\$841.20)

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002 Miscellaneous	7,439.15	7,887.00	8,128.00	8,130.00	8,100.00	8,300.00	
519 Other General Gov Services	7,439.15	7,887.00	8,128.00	8,130.00	8,100.00	8,300.00	
Total Executive:	136,835.36	121,369.76	122,293.09	164,611.68	117,294.44	102,433.00	

Finance Department

514 23 10 00	Wages & Overtime - Financial Services	67,517.37	67,925.79	72,013.30	58,613.05	72,872.20	70,898.00	2023-5
514 23 20 00	Personnel Benefits	31,149.63	31,233.11	32,426.48	25,892.95	34,450.45	32,810.00	2023-5
514 23 31 00	Operating Supplies - Budgeting, Accounting	341.88	883.80	141.75	229.65	300.00	350.00	
514 23 31 01	Office Supplies - Budgeting, Accounting	1,237.84	805.23	292.81	739.39	1,000.00	1,000.00	
514 23 35 00	Small Tools/Minor Equip.	0.00	0.00	0.00	0.00	500.00	200.00	Miscellaneous
514 23 41 00	Professional Services	13,114.86	20,432.25	24,743.59	18,571.82	26,000.00	14,616.00	Includes \$8,456 for audit, \$2,760 for NvoicePay, \$240 for Xpress Bill Pay, \$2,350 for credit card merchant account fees, \$750 for bank fees & \$60 miscellaneous.
514 23 41 01	Professional Servs Prog.	2,992.52	3,155.11	3,306.71	0.00	5,700.00	0.00	All SBX allocated to 594.18.64.03
514 23 42 00	Communications	870.75	395.48	1,204.66	1,117.39	1,000.00	1,300.00	Postage and phone
514 23 43 00	Travel	1,489.24	982.30	99.68	306.10	2,000.00	2,000.00	
514 23 44 01	Advertising	944.67	660.46	1,047.84	810.72	500.00	500.00	
514 23 48 00	Repairs & Maintenance	506.75	962.27	277.49	427.36	300.00	800.00	Copy Machine
514 23 49 00	Miscellaneous	3,099.96	1,264.62	1,220.49	311.00	1,800.00	1,500.00	Memberships to WFOA, SCWMCA, IIMC & \$315 for CPA dues - B.Carleton
514 23 49 01	Registration Fees / Training Classes & Seminars	7,606.31	6,742.05	488.37	460.00	1,000.00	1,000.00	Training
594 14 64 00	Machinery & Equipment	0.00	0.00	0.00	0.00	500.00	500.00	
001	Budgeting, Acct, Auditing	130,871.78	135,442.47	137,263.17	107,479.43	147,922.65	127,474.00	
514	Finance & Administration	130,871.78	135,442.47	137,263.17	107,479.43	147,922.65	127,474.00	
515 31 41 14	Legal Services - Finance	450.00	255.00	0.00	0.00	300.00	0.00	Not requested after hiring new City Attorney
515 41 41 14	Legal Services (External) - Finance	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney

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001 Current Expense Fund

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515 Legal	450.00	255.00	0.00	0.00	300.00	0.00	
Total Finance Department:	131,321.78	135,697.47	137,263.17	107,479.43	148,222.65	127,474.00	

Legal

515 31 41 00	Prof Legal Servs Retainer	47,647.67	74,573.80	33,203.95	13,835.00	6,000.00	18,000.00	Based on 2022 annualization
515 31 41 01	Professional Legal Services	8,316.46	759.96	450.18	4,020.00	10,000.00	6,000.00	Based on 2022 annualization
515 31 41 02	Professional Services	0.00	0.00	74.50	0.00	350.00	350.00	
515 31 10 00	Salary & Wages - City Attorney	0.00	0.00	34,347.20	77,882.00	85,478.40	58,239.00	2023-5
515 31 20 00	Personnel Benefits	0.00	0.00	13,275.31	27,237.02	30,605.99	20,572.00	2023-5
515 31 31 00	Operating Supplies - City Attorney	0.00	0.00	278.32	0.00	775.00	775.00	Criminal prosecution and civil proceeding expenses (exhibits etc)
515 31 31 01	Office Supplies - City Attorney	0.00	0.00	0.00	0.00	500.00	500.00	
515 31 35 00	Small Tools/Minor Equipment	0.00	0.00	0.00	0.00	150.00	150.00	
515 31 42 00	Communication - City Attorney	0.00	0.00	283.77	391.33	420.00	460.00	Increase based on 2022 expenditures
515 31 43 00	Travel - City Attorney	0.00	0.00	0.00	0.00	1,800.00	1,800.00	Travel meals/lodging/miles
515 31 44 01	Advertising - City Attorney	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
515 31 48 00	Repairs & Maintenance - City Attorney	0.00	0.00	21.19	99.35	250.00	250.00	City Attorney portion of printer maintenance
515 31 49 00	Miscellaneous - City Attorney	0.00	0.00	0.00	498.98	640.00	855.00	WSBA & WSAMA Member Fees - Increase based on 2022 expenditures
515 31 49 01	Registration Fees / Training Classes & Seminars - City Attorney	0.00	0.00	35.00	217.00	800.00	500.00	WSAMA spring & fall conference (Continuing Ed); other training
594 15 64 00	Machinery & Equipment	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
001 Administration		0.00	0.00	48,240.79	106,325.68	121,419.39	84,101.00	
515 Legal		55,964.13	75,333.76	81,969.42	124,180.68	137,769.39	108,451.00	
Total Legal:		55,964.13	75,333.76	81,969.42	124,180.68	137,769.39	108,451.00	

Human Resources

515 31 41 16	Legal Services - Human Resources	995.00	525.00	0.00	0.00	250.00	0.00	Not requested after hiring new City Attorney
515 41 41 16	Legal Services (External) - Human Resources	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney

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001 Current Expense Fund

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515	Legal	995.00	525.00	0.00	0.00	250.00	0.00	
518 10 49 02	Training/Class Registration Fees & Charges - City-wide Education	500.59	1,092.37	1,000.00	0.00	1,000.00	1,000.00	Summit Law Group webinars-\$500
518 10 10 00	Salaries & Wages - HR	48,967.80	49,885.57	53,955.03	43,837.51	46,663.21	54,643.00	2023-5
518 10 20 00	Personnel Benefits - HR	30,224.13	28,465.26	28,893.32	21,439.38	23,793.74	26,288.00	2023-5
518 10 31 00	Operating Supplies - HR Administration	31.97	662.55	36.58	689.60	250.00	300.00	Based on 2022 history
518 10 31 01	Office Supplies - HR Administration	535.56	596.59	354.83	404.68	500.00	500.00	Copy paper, file folders, printer ink and toner, etc
518 10 41 00	Prof. Services - Labor Negotiations	934.92	0.00	225.00	0.00	3,000.00	3,000.00	Negotiations
518 10 41 01	Professional Services	5,916.06	6,326.10	6,725.84	7,323.57	7,300.00	8,000.00	AWC Retro 2023 cost not available yet, but expect increase
518 10 42 00	Communications - HR	0.00	108.43	507.00	423.83	500.00	500.00	City cell phone
518 10 43 00	Travel	1,200.91	0.00	218.70	1,141.72	1,600.00	1,600.00	Labor Relations Institute, Civil Service Conference, SBX Conference, WAPELRA Conference, RETRO Safety Academy, DER Training (Drug & Alcohol Consortium), WCIA Annual Meeting
518 10 48 00	Repairs And Maintenance	583.32	374.82	475.82	450.84	600.00	700.00	Copy machine cost increase
518 10 49 00	Miscellaneous	1,381.13	1,334.02	573.34	719.50	800.00	800.00	SHRM (\$219), NPELRA, WAPELRA (\$225), and WFOA (\$75) memberships
518 10 49 01	Training / Class Registration Fees & Charges	3,853.44	7,409.98	3,541.99	610.20	1,400.00	1,400.00	Labor Relations Institute-\$395, Civil Service Conference-\$220, BIAS Conference-\$495, WAPELRA Conference-\$250, RETRO Safety Academy-\$0, DER Training (Drug & Alcohol Consortium)-\$0
594 18 64 16	Machinery And Equipment - HR	2,062.04	0.00	0.00	194.54	250.00	250.00	
001	Administration	95,691.28	95,163.32	95,507.45	77,235.37	86,656.95	97,981.00	
518 10 31 02	Operating Supplies - HR Wellness	1,283.65	2,237.54	1,024.38	1,807.56	3,500.00	3,500.00	Employee Luncheons, Wellness baskets, misc Wellness activities
518 10 31 03	Office Supplies - HR Wellness	205.40	70.37	44.13	0.00	300.00	300.00	Posters, printer ink and toner, copy paper, employee of the quarter bats, etc
518 10 31 04	Operating Supplies - HR Wellness Grant Reimbursed	0.00	0.00	0.00	0.00	180.00	180.00	\$5/person insured through AWC
002	Wellness Program Supplies	1,489.05	2,307.91	1,068.51	1,807.56	3,980.00	3,980.00	
516	Personnel	97,680.92	98,563.60	97,575.96	79,042.93	91,636.95	102,961.00	
517 90 24 00	Employee Benefit Prg Cost	933.75	1,134.75	1,200.00	900.00	1,200.00	1,200.00	Updated pricing - \$100/month

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001 Current Expense Fund

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517 90 24 01 Employee Benefit Prg Cost Deposit	0.00	0.00	1,000.00	0.00	0.00	0.00	
517 Employee Benefit Program	933.75	1,134.75	2,200.00	900.00	1,200.00	1,200.00	
Total Human Resources:	99,609.67	100,223.35	99,775.96	79,942.93	93,086.95	104,161.00	

General Government Services

002 Miscellaneous	0.00	0.00	0.00	0.00			
Total General Government Services:	0.00	0.00	0.00	0.00	0.00	0.00	

City Clerk/Records

515 31 41 15 Legal Services - Records PRA	150.00	1,575.00	555.00	0.00	1,500.00	0.00	Not requested after hiring new City Attorney
515 41 41 15 Legal Services (External) - Records PRA	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	150.00	1,575.00	555.00	0.00	1,500.00	0.00	
514 30 10 00 Wages/O.T. Record Services	53,217.85	58,792.17	60,278.31	38,144.19	46,644.03	52,120.00	2023-5
514 30 20 00 Personnel Benefits	24,698.70	34,301.17	30,512.71	18,705.31	23,387.01	27,590.00	2023-5
514 30 31 00 Operating Supplies - Records	139.30	533.45	184.45	46.37	350.00	350.00	\$150 regular supplies, \$200 for Deputy Clerk Notary
514 30 31 01 Office Supplies - Records	420.33	545.54	575.14	281.35	700.00	550.00	Based on history
514 30 35 00 Sm Tools/Minor Equip,	184.23	0.00	480.44	-273.93	100.00	200.00	Based upon history with added for inflation
514 30 41 00 Prof Serv - Codification/Records Destruction	20,471.19	16,895.01	35,475.98	28,787.10	44,850.00	51,450.00	\$16,000 to upgrade to BoradDocs Pro+ including installation; 6.000 NextRequest, 6,500 Archive Social, \$5,500 Zoom, \$2,000 MuniDocs, \$10,000 MuniCode, \$5,000 SMARSH, \$450 Shred Services. (Note increase in BoardDocs counters decrease in MuniCode)
514 30 42 00 Communication	947.39	1,051.76	727.68	626.75	800.00	825.00	Slight increase for rising costs
514 30 43 00 Travel	1,568.97	797.41	308.32	3,246.81	3,000.00	4,000.00	WMCA Spring & Fall / SCWMCA / NCI PD 1 & 2 (for new clerk or deputy)
514 30 44 01 Advertising	0.00	0.00	590.36	97.73	100.00	100.00	No change
514 30 48 00 Repairs & Maintenance	974.85	292.69	313.92	380.42	400.00	425.00	Slight increase for rising costs

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514 30 49 00 Miscellaneous	401.28	368.49	1,141.74	615.00	450.00	650.00	Association memberships for Clerk & Deputy to WMCA, SCWMCA, IIMC, WA-PRO
514 30 49 01 Registrations/Fees - Training Classes & Seminars	957.72	1,330.00	765.00	2,843.00	3,000.00	4,150.00	\$1,800 WMCA 2022 Spring & Fall Academy-Clerk & Deputy . \$150 SCWMCA, \$1600 NCI- Clerk & Deputy, \$600 - MRSC Misc Trainings (Will have a new Clerk or Deputy Clerk)
594 14 64 01 Machinery & Equipment	2,054.99	2,476.26	0.00	0.00	2,500.00	2,500.00	Carry over - Large document scanner that was not purchased in 2022.
520 City Clerk/Records	106,036.80	117,383.95	131,354.05	93,500.10	126,281.04	144,910.00	
Total City Clerk/Records:	106,186.80	118,958.95	131,909.05	93,500.10	127,781.04	144,910.00	

Police Operations

003 Police Dept Donations	0.00	0.00	0.00	0.00			
515 31 41 21 Legal Services - Police	10,324.50	9,082.50	11,482.50	0.00	5,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 21 Legal Services (External) - Police	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	10,324.50	9,082.50	11,482.50	0.00	5,000.00	0.00	
521 10 10 00 Wages & Overtime	114,150.83	116,091.25	126,687.87	130,722.37	140,705.99	159,297.00	2023-5
521 10 20 00 Personnel Benefits	39,792.18	39,119.52	43,234.92	38,689.10	47,494.86	50,056.00	2023-5
521 10 20 02 Benefits - Reimbursement Costs	0.00	0.00	301.65	0.00	0.00	0.00	
521 10 31 00 Operating Supplies - Administration	1,736.94	1,046.14	175.17	1,782.01	1,000.00	1,000.00	Chief for a day, National Night Out, Esprit de corps items.
521 10 31 01 Office Supplies - Administration	357.85	78.60	106.51	536.72	500.00	500.00	Copy paper, printer cartridges, misc. office supplies.
521 10 35 00 Sm Tools/Minor Equipment	0.00	0.00	0.00	0.00	150.00	2,500.00	Star link for internet - Range Classroom
521 10 41 00 Professional Services	4,238.69	5,754.50	2,389.29	8,077.22	5,000.00	7,000.00	Accreditation fees, PowerDMS, Background, poly & psych tests. Public Safety Testing costs. Recruitment, selection.
521 10 41 01 Prof Services - Labor Negotiations.	5,776.29	1,912.50	2,875.00	2,925.00	8,500.00	8,500.00	Labor Union Negotiations
521 10 41 03 Prof Services - Lexipol Consulting Service	4,253.05	3,093.00	3,186.00	3,297.51	3,300.00	3,500.00	Lexipol 2022 Price = \$3,298.51. I am expecting an increase in 2023 but they have not sent notifications yet.

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 10 42 00 Communication	4,328.48	4,211.08	4,429.85	4,036.52	5,000.00	5,000.00	Based on 18 FTE's
521 10 43 00 Travel	2,042.28	1,038.70	707.84	357.23	2,000.00	3,000.00	Ongoing professional development and required courses. Courses are beginning to open post COVID.
521 10 44 01 Advertising	90.00	1,603.01	378.83	617.04	500.00	500.00	Increases for news paper costs
521 10 48 00 Repairs & Maintenance	238.20	279.21	151.51	448.99	500.00	200.00	Photocopies
521 10 49 00 Miscellaneous	520.00	691.42	1,954.42	2,711.77	2,500.00	2,500.00	WASPC dues - Attending Spring & Fall Conference.
521 10 49 01 Registrations / Fees Training Classes & Seminars	652.50	900.34	644.00	623.31	3,000.00	3,000.00	Ongoing leadership & Career development courses & Conferences.
521 10 49 96 Interfund Rentals O & M	31,002.62	34,012.63	41,836.33	55,317.64	34,305.00	34,305.00	
001 Administration	209,179.91	209,831.90	229,059.19	250,142.43	254,455.85	280,858.00	
521 21 10 00 Wages Investigation	72,974.86	77,565.93	85,843.75	82,328.64	85,600.00	92,543.00	2023-5
521 21 20 00 Benefits - Investigation	27,984.55	28,547.23	29,884.68	26,543.25	29,536.00	32,751.00	2023-5
521 21 31 00 Operating Supplies - Investigation	928.44	1,666.13	2,660.11	438.57	2,000.00	1,500.00	Crime scene processing equipment, brushes, evidence collection bags, fingerprint cars, lift kits. These orders are random but needed.
521 21 31 01 Office Supplies - Investigation	20.64	33.75	464.70	613.46	600.00	800.00	Labels, DVDs
521 21 35 00 Sm Tools/Equip Invest	75.00	339.69	0.00	0.00	500.00	500.00	Misc. equipment needs
521 21 41 00 Prof Servs Investigation	525.17	1,128.34	508.50	673.37	1,500.00	1,500.00	Polygraph and Psychological examinations, medical evaluations, suspect interviews and computers forensic
521 21 42 00 Communication Invest.	969.59	469.16	2,222.36	2,412.07	1,352.00	1,400.00	Detective cell phone
521 21 43 00 Travel Investigation	1,907.56	0.00	533.44	54.43	200.00	1,000.00	Expenses to interview criminal suspects out of town.
521 21 48 00 Repairs/Maint Invest.	25.49	22.20	26.86	18.25	75.00	75.00	Copy machine charges
521 21 49 00 Misc Investigation	14.12	0.00	500.00	0.00	1,500.00	1,500.00	Ongoing professional development - Member of Special Investigative Unit, New Task Force Detective
521 21 49 01 Registration Fees - Training Classes & Seminars	958.00	579.00	749.00	0.00	1,500.00	1,500.00	
521 70 10 04 Wages - Impaired Driving CFDA#20.600 Grant Program	1,688.24	2,369.21	639.63	743.73	1,500.00	1,500.00	
594 21 64 01 Machinery Investigation	0.00	8,192.07	0.00	0.00	8,700.00	8,700.00	Additional camera and maintenance for existing system. Camera for Meadowbrook & Lamperti
002 Investigation	108,071.66	120,912.71	124,033.03	113,825.77	134,563.00	145,269.00	
521 22 10 00 Wages Patrol	528,375.98	589,300.59	687,705.17	672,872.35	743,419.00	870,507.00	2023-5
521 22 20 00 Benefits Patrol	207,981.33	211,019.92	235,091.68	206,939.13	252,293.00	302,277.00	2023-5

5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 22 20 01 Benefits Uniforms Patrol	11,991.71	9,811.39	7,498.37	14,933.59	12,000.00	12,000.00	Equipment & Uniforms - ongoing hiring and equipment needs. Replacement of worn/old uniforms.
521 22 20 02 Benefits Uniforms BVP Grant-Funded	1,163.72	0.00	2,828.22	0.00	0.00	0.00	
521 22 20 03 Patrol Equipment & Clothing Allowance	0.00	0.00	0.00	0.00	0.00	4,500.00	\$300 per officer every year per union contract - 15 officers
521 22 20 06 BVFF Pension & Disability Payments	235.00	0.00	235.00	235.00	0.00	0.00	
521 22 31 00 Operating Supplies - Patrol	5,559.31	3,982.85	4,632.03	2,494.63	5,000.00	5,000.00	Standardized equipment needs.
521 22 31 01 Office Supplies - Patrol	139.95	37.03	0.00	2,167.75	300.00	2,200.00	
521 22 32 00 Fuel Consumed Patrol	191.49	104.40	97.09	342.75	350.00	1,000.00	Fuel
521 22 35 00 Sm Tools/Equip Patrol	919.74	0.00	0.00	0.00	2,300.00	1,000.00	
521 22 41 00 Prof Services Patrol	930.92	6,279.82	8,837.20	3,335.72	3,500.00	3,500.00	
521 22 42 00 Communication Patrol	11,283.42	14,865.00	8,135.40	5,171.76	9,000.00	9,000.00	Based on 18 FTE's
521 22 42 01 Patrol Air Cards - Communication	6,098.16	0.00	5,044.75	5,367.68	5,000.00	5,000.00	Based on 18 FTE's
521 22 45 00 Operating Rentals Patrol	54,390.24	0.00	0.00	0.00	0.00	0.00	
521 22 48 00 Repairs/Maint. Patrol	125.15	302.17	341.46	324.42	1,000.00	500.00	Radio repair and maintenance fees
521 22 49 00 Miscellaneous Patrol	1,135.35	0.00	119.60	104.00	100.00	100.00	
521 22 49 01 Intergov Servs Patrol - Dispatch Charges	169,494.00	194,127.16	205,447.36	113,460.22	200,000.00	200,000.00	Estimate based on average
521 22 49 02 WW PD Support/Maint MDT Software	0.00	0.00	0.00	132.97	1,000.00	1,000.00	
521 22 49 96 Interfund Rentals O & M	31,002.62	34,012.63	41,836.33	42,403.15	34,305.00	34,305.00	
521 70 10 02 Wages - Impaired Driving CFDA#20.601 Grant Program	0.00	0.00	211.56	400.47	0.00	0.00	
521 70 10 03 Wages - Seatbelts CFDA#20.602 Grant Program	662.49	0.00	0.00	0.00	0.00	0.00	
521 70 20 02 Benefits - Impaired Driving CFDA#20.601 Grant Program	0.00	0.00	71.28	148.33	0.00	0.00	
521 70 20 03 Benefits - Seatbelts CFDA#20.602 Grant Program	236.34	0.00	0.00	0.00	0.00	0.00	
521 70 20 04 Benefits - Impaired Driving CFDA#20.600 Grant Program	619.11	834.43	214.85	222.50	0.00	0.00	
594 21 64 02 Machinery/Equip Patrol	28,730.57	25,064.90	53,640.51	9,473.83	30,000.00	30,000.00	Ongoing PowerDMS, Net Motion for 20 licenses, DUO 2 FA Authentication, Panic button's for clerks, Starlink for range classroom. Adding two members to regional SWAT team, Drone for Detective, Suppressors for rifles, new rifle scopes & Slings. One new rifle for new FTE, Panic Alarm install, Misc. Equipment needs.
597 00 15 21 Transfer To 320 For Equipment Replacement	20,254.50	38,100.00	0.00	0.00	157,300.00	228,351.00	

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
003 Patrol	1,081,521.10	1,127,842.29	1,261,987.86	1,080,530.25	1,456,867.00	1,710,240.00	
521 23 10 00 Wages Spec Unit	59,882.87	64,559.25	71,452.03	38,237.39	70,777.00	0.00	*
521 23 20 00 Benefits Spec Unit	25,558.48	24,901.92	26,964.35	14,069.90	25,307.00	0.00	*
004 School Resource Officer	85,441.35	89,461.17	98,416.38	52,307.29	96,084.00		
521 30 10 01 Wages - Drug Task Force	0.00	0.00	0.00	35,218.69	41,325.00	89,125.00	2023-5
521 30 20 00 Benefits Crime Prevent	0.00	0.00	-1.01	0.00	0.00	0.00	
521 30 20 01 Benefits - Drug Task Force	0.00	0.00	0.00	10,866.38	15,702.00	32,252.00	2023-5
521 30 31 00 Operating Supplies - Crime Prevention	0.00	0.00	0.00	6.95	100.00	100.00	
521 30 31 01 Office Supplies - Crime Prevention	0.00	0.00	0.00	0.00	100.00	100.00	
521 30 49 00 Misc Crime Prevention	0.00	50.00	0.00	0.00	100.00	100.00	Town hall meetings (Interpreter) surveys, coffee, snacks for meetings.
521 30 49 06 Registrations/Fees - Training Classes & Seminars	0.00	695.00	0.00	0.00	300.00	300.00	
005 Crime Prevention	0.00	745.00	-1.01	46,092.02	57,627.00	121,977.00	
521 40 31 00 Operating Supplies - Training	3,527.94	1,695.54	921.88	8,994.99	10,000.00	17,500.00	Rising costs associated with annual purchase of ammo, simmunition gear, sim weapons, Taser Cartridges, Shotgun less lethal rounds. SWAT gear for new members.
521 40 31 01 Office Supplies - Training	0.00	0.00	0.00	0.00	100.00	100.00	
521 40 41 00 Prof Services Training	756.32	816.00	890.00	650.00	1,300.00	700.00	Range Outhouse service
521 40 43 00 Travel Training	9,640.83	2,927.26	3,625.51	4,162.55	10,000.00	10,000.00	Increase for training & Travel needs. Need certifications for; FBI LEEDA, Career level certification courses for sergeants, Misc. Conferences, ARIDE for new officers, BLEA for direct hires. Increase in mandatory training requirements. Adding new FTE's.
521 40 48 00 Repairs/Maint Training	0.00	747.72	0.00	0.00	1,000.00	1,000.00	
521 40 49 01 Registrations/Fees - Training Classes & Seminars	13,916.00	1,803.50	3,628.00	9,657.00	25,000.00	30,000.00	Increase for training & Travel needs. Need certifications for; FBI LEEDA, Career level certification courses for sergeants, Misc. Conferences, ARIDE for new officers, BLEA for direct hires (costs have increased). Increase in mandatory training requirements. Adding new FTE's. Anticipated BLEA costs for 2023 is \$15,000 (3 new officers)

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
006	Training	27,841.09	7,990.02	9,065.39	23,464.54	47,400.00	59,300.00	
521 70 10 00	Wages Traffic	175,078.48	195,508.21	227,921.23	221,051.87	246,766.00	289,562.00	2023-5
521 70 20 00	Benefits Traffic	69,241.30	70,598.92	78,261.45	68,858.20	84,017.00	100,703.00	2023-5
521 70 20 06	BVFF Pension & Disability Payments	105.00	0.00	105.00	105.00	180.00	180.00	
521 70 31 00	Operating Supplies - Traffic	60.84	245.00	53.30	0.00	250.00	250.00	
521 70 31 01	Office Supplies - Traffic	0.00	0.00	0.00	0.00	75.00	75.00	
521 70 35 00	Sm Tools Traffic	0.00	0.00	0.00	0.00	200.00	200.00	
521 70 35 01	Small Tools DUI Emphasis Funded	0.00	0.00	0.00	900.75	0.00	1,000.00	
521 70 41 00	Prof Services Traffic	200.38	483.54	2,104.15	191.87	500.00	500.00	Radar Certification
521 70 48 00	Repairs/Maint Traffic	0.16	0.00	0.00	0.00	500.00	500.00	
521 70 49 00	Miscellaneous Traffic	0.00	0.00	0.00	0.00	100.00	100.00	
521 70 49 96	Interfund Rentals - O & M	31,002.62	34,012.63	41,836.33	42,403.15	35,000.00	35,000.00	
594 21 64 05	WASPC TrafficSafety Grant	5,600.00	983.74	0.00	0.00	0.00	2,000.00	
594 21 64 09	Equipment Purchases - Traffic Policing	0.00	0.00	11,260.23	632.48	11,260.00	2,500.00	
594 21 64 12	Wildhorse Camera Grant	0.00	16,384.13	0.00	0.00	0.00	2,000.00	
007	Traffic Policing	281,288.78	318,216.17	361,541.69	334,143.32	378,848.00	434,570.00	
521 19 10 00	Wages Support Serv	96,059.39	94,408.37	111,550.76	104,398.96	121,178.25	127,948.00	2023-5
521 19 10 03	Wages Support Services - Intern	3,448.20	1,489.70	276.47	0.00	0.00	0.00	No intern requested in 2022
521 19 10 04	Wages Support Services - Intern Grant Reimbursed	5,284.80	2,150.56	0.00	0.00	0.00	0.00	No intern requested in 2022
521 19 20 00	Benefits Support Servs	51,950.30	54,293.66	51,192.81	44,384.59	52,074.00	53,201.00	2023-5
521 19 20 01	Benefits/Uniforms Support Services	329.31	67.80	157.19	36.17	400.00	400.00	Uniforms
521 19 20 03	Benefits Support Services - Intern	767.46	275.66	0.00	0.00	0.00	0.00	No intern requested in 2022
521 19 31 00	Operating Supplies - Support Services	830.46	2,435.70	2,270.68	58.84	2,400.00	2,400.00	
521 19 31 01	Office Supplies - Support Services	2,373.87	2,697.47	1,744.97	1,883.58	2,500.00	2,500.00	
521 19 35 00	Sm Tools Support Servs	0.00	0.00	0.00	0.00	500.00	500.00	
521 19 41 00	Prof Services Support Ser	7,447.79	6,182.38	8,884.57	5,349.15	5,705.00	5,705.00	Background checks, ACCESS fees, and printing costs.
521 19 42 00	Communication Support Ser	0.00	34.15	0.00	0.00	0.00	0.00	
521 19 43 00	Travel Support Services	1,881.42	30.00	0.00	0.00	1,500.00	1,500.00	Records/disclosure training/Conference & Leadership course - New Clerk to attend Conference 2021 Costs
521 19 44 01	Advertising Support Servs	0.00	0.00	0.00	319.50	250.00	250.00	
521 19 45 00	Oper Rentals Support Serv	0.00	0.00	0.00	0.00	250.00	1,000.00	Adding panic buttons to clerks office for improved security. Intitial install is \$448 with \$45 per month service fee.
521 19 48 00	Repairs/Maint Support Ser	678.02	792.05	797.95	743.03	800.00	800.00	Copy machine charges
521 19 49 00	Misc. Support Services	125.00	186.52	0.00	25.00	200.00	200.00	
521 19 49 01	Registrations / Fees - Training Classes / Seminars	1,074.00	146.00	585.00	304.05	500.00	500.00	Professional training for records staff.

5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 19 49 02 WW SSMA New World Records Sys Support	17,583.83	19,003.98	33,918.72	18,468.00	40,000.00	40,000.00	Annual costs & service fees. Agency fee for new Tyler New World
594 21 64 10 Machinery & Equipment - Grant Funded	12,280.93	0.00	0.00	0.00	0.00	2,500.00	
594 21 64 11 Machinery & Equipment - Support Svcs	0.00	0.00	4,121.45	0.00	4,200.00	4,200.00	
008 Support Services	202,114.78	184,194.00	215,500.57	175,970.87	232,457.25	243,604.00	
521 23 41 09 Special Response Unit - Professional Services	0.00	0.00	0.00	47.77	0.00	0.00	
009 Criminal Justice	0.00	0.00	0.00	47.77			
554 30 10 00 Wages Special Enforcement	50,555.95	54,443.48	59,781.56	53,102.92	60,230.61	62,668.00	2023-5
554 30 20 00 Benefits	29,950.58	28,107.06	28,247.08	26,267.21	29,775.00	31,933.00	2023-5
554 30 20 01 Uniforms	995.03	0.00	0.00	0.00	500.00	500.00	
554 30 31 00 Operating Supplies - Special Enforcement	1,247.64	454.36	471.33	310.98	600.00	500.00	
554 30 31 01 Office Supplies - Special Enforcement	20.64	0.00	137.35	375.08	200.00	300.00	
554 30 35 00 Sm Tools/Equipment	0.00	0.00	0.00	0.00	75.00	75.00	
554 30 41 00 Professional Services	11,550.77	10,099.52	10,102.40	7,500.06	9,000.00	10,000.00	BMHS Monthly Fee
554 30 42 00 Communications - Special Enforcement	0.00	767.99	972.74	856.88	1,500.00	1,500.00	Ongoing Evidence & Property Certifications. Cost reflects new estimates.
554 30 43 00 Travel	1,695.03	977.73	31.88	0.00	1,500.00	1,500.00	
554 30 44 01 Advertising / Publication	0.00	0.00	0.00	156.04	0.00	0.00	
554 30 48 00 Repairs/maintenance	11.01	0.00	0.00	0.00	11.00	20.00	
554 30 48 01 Repairs & Maintenance - Code Enforcement Cleanup	9,674.30	0.00	0.00	0.00	0.00	0.00	
554 30 49 00 Miscellaneous	40.00	40.00	54.92	11.00	40.00	40.00	
554 30 49 01 Registrations/Fees - Training Classes & Seminars	140.00	0.00	0.00	0.00	500.00	500.00	Course fees
554 30 49 96 Interfund Rentals - O & M	10,154.50	1,888.15	8,978.34	3,907.76	2,300.00	2,300.00	
012 Special Enforcement	116,035.45	96,778.29	108,777.60	92,487.93	106,231.61	111,836.00	
521 Law Enforcement	2,111,494.12	2,155,971.55	2,408,380.70	2,169,012.19	2,764,533.71	3,107,654.00	
523 60 41 00 Professional Services	3,576.68	0.00	0.00	0.00	0.00	1,000.00	Yearly medical costs, blood draws, associated with inmates injuries during arrest or becoming ill while in jail.
523 60 49 00 Miscellaneous	0.00	0.00	0.00	0.00	150.00	150.00	
523 60 49 01 Intergov Services - Cnty Jail Services	19,158.52	22,720.98	33,281.02	32,931.89	28,000.00	35,000.00	Based on 2022

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
523 Detention & Correction	22,735.20	22,720.98	33,281.02	32,931.89	28,150.00	36,150.00	
594 21 64 55 Machinery/Equipment - Special Enforcement	0.00	0.00	0.00	0.00	2,000.00	2,000.00	Misc and Unknown
539 Special Enforcement	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
Total Police Operations:	2,144,553.82	2,187,775.03	2,453,144.22	2,201,944.08	2,799,683.71	3,145,804.00	

Fire Department

515 31 41 22 Legal Services - Fire / EMS	0.00	112.50	0.00	0.00	1,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 22 Legal Services (External) - Fire / EMS	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	0.00	112.50	0.00	0.00	1,000.00	0.00	
522 10 10 00 Wages & Overtime	0.00	0.00	0.00	0.00	0.00	47,563.00	2023-5
522 10 20 00 Personnel Benefits	0.00	0.00	0.00	0.00	0.00	15,157.00	2023-5
522 10 20 01 Other Benefits - Uniforms	227.95	378.23	0.00	0.00	300.00	300.00	Uniforms for the Chief
522 10 31 00 Operating Supplies - Administration	387.74	437.44	1,833.14	0.00	500.00	500.00	
522 10 31 01 Office Supplies - Administration	450.31	645.63	783.26	188.99	750.00	500.00	
522 10 35 00 Sm Tools & Minor Equipmnt	0.00	429.37	0.00	115.53	0.00	250.00	
522 10 41 00 Professional Services - Comprehensive Analysis Of Fire Services	18,400.49	1,848.15	1,801.30	829.53	0.00	500.00	GEMT study will be done in house this year.
522 10 41 01 Union Negotiations - Fire Dept.	0.00	0.00	700.00	0.00	0.00	0.00	
522 10 41 02 Professional Services - Admin	14,028.58	11,564.53	11,949.29	5,128.98	8,500.00	0.00	Moved Firehouse Software to IT
522 10 42 00 Communication	1,217.93	1,210.38	1,542.15	1,380.68	1,300.00	1,300.00	Phone lines for the station and Chief's city issued cell phone
522 10 43 00 Travel	1,380.28	982.02	222.06	1,872.21	3,000.00	5,000.00	Travel for meetings, training, and conferences. The increase is for joining NFPA technical committee meetings. They will be reimbursed at 80%.
522 10 44 01 Advertising	432.16	392.30	264.02	329.27	500.00	500.00	Advertising for firefighter eligibility test, this is an annual expense.
522 10 48 00 Repairs & Maintenance	700.08	285.23	352.11	435.29	300.00	500.00	Copy machine charges.
522 10 49 00 Miscellaneous	1,561.87	2,695.09	3,012.90	3,953.01	3,500.00	3,500.00	Memberships to Tri-County Fire Chiefs' Association and Washington Fire Chiefs' Association. There is an increase in membership dues for Wa Fire Chiefs' Association.

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
522 10 49 01	Registrations/Fees - Training Classes & Seminars	1,225.00	0.00	825.08	1,055.00	3,000.00	3,000.00	Training conferences, Chiefs' Association conference, Database conference.
594 22 64 00	Machinery & Equipment - Admin	0.00	5,826.95	-2,061.03	0.00	0.00	0.00	Not requested
594 22 64 02	Machinery & Equipment - Mobilization	4,348.00	0.00	0.00	0.00	0.00	0.00	
001	Administration	44,360.39	26,695.32	21,224.28	15,288.49	21,650.00	78,570.00	
522 20 10 00	Wages Fire	96,772.56	117,981.74	141,548.26	151,177.64	291,444.00	169,345.00	2023-5
522 20 10 01	Stipends (Volunteers)	40,288.87	44,033.05	37,173.58	35,101.23	35,000.00	35,000.00	Volunteer Stipends
522 20 20 00	Benefits Fire	33,623.59	44,405.18	46,399.44	54,493.99	115,531.00	61,423.00	2023-5
522 20 20 01	Benefits (Volunteers)	3,081.96	3,258.66	2,843.72	2,609.40	2,678.00	6,118.00	Volunteer Benefits - FICA \$2,678, EAP \$840, Lifeflight \$2,600
522 20 20 03	Uniforms - Volunteers	4,088.08	2,664.34	2,049.11	1,982.90	6,500.00	6,500.00	Volunteer Uniforms
522 20 20 04	Uniforms - FT Firefighter	2,221.21	363.21	1,379.13	2,363.00	4,000.00	4,000.00	Uniforms for the 7 FTE line staff
522 20 31 00	Operating Supplies - Suppression	5,255.51	9,035.75	3,980.61	3,730.77	1,000.00	3,500.00	Misc. Supplies, increase to reflect actual expenses.
522 20 31 01	Office Supplies - Suppression	951.72	6.42	15.24	152.85	0.00	300.00	
522 20 31 03	Radios/Pagers - Parts & Supplies	779.58	1,671.92	605.11	94.19	750.00	750.00	
522 20 31 04	Oper Supplies - Vehicles	315.09	2,064.43	167.31	0.00	0.00	0.00	
522 20 32 00	Fuel - Suppression	505.84	758.26	264.03	1,454.59	250.00	250.00	
522 20 35 00	Sm Tools/Equipment	474.11	0.00	2,222.99	1,079.50	500.00	1,000.00	Replace non repairable equipment
522 20 35 01	Small Tools Vehicle	0.00	0.00	0.00	0.00	500.00	500.00	Small Tools
522 20 41 00	Fire Dept Personnel Physicals	5,554.65	3,156.00	1,468.00	1,329.30	3,000.00	3,000.00	Physicals for new volunteers
522 20 42 00	Communication - Air Cards For MDTs	3,289.34	2,912.72	3,209.25	2,811.93	2,750.00	0.00	Move to IT
522 20 48 00	Repairs/Maintenance	4,824.33	2,913.33	1,167.48	1,470.97	2,000.00	1,000.00	Repairs of small tools and equipment that are housed or mounted on vehicles.
522 20 48 01	Repairs/Maint Vehicle	1,304.53	6,078.15	300.00	300.00	0.00	0.00	
522 20 49 00	Misc Fire	38.45	69.28	19.81	91.46	0.00	0.00	
522 20 49 04	Intergov Services - Dispatch Charges	22,998.00	23,633.44	23,550.24	12,856.61	25,000.00	25,000.00	Per WESCOM
522 20 49 05	WW SSMA New World Records Sys Support	1,445.42	0.00	0.00	0.00	3,200.00	0.00	Move to IT
522 20 49 06	BVFF Pension & Disability Payments	1,530.00	1,560.00	1,470.00	1,170.00	1,800.00	1,800.00	BVFF Pension and Disability
522 20 49 96	Interfund Rentals - O & M	24,317.17	13,494.02	28,145.08	39,314.43	30,000.00	30,000.00	
594 22 64 10	Equipment - Radios & Pagers (Fire)	14,885.23	17,787.49	10,619.70	0.00	19,500.00	19,500.00	Utilize DNR grant to purchase portable radios Spring and Fall. Radios and wildland equipment (\$15,000). Matching grant from DNR
594 22 64 12	Equipment - Grant Funded	5,885.26	0.00	0.00	0.00	0.00	0.00	

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 22 64 20 Machinery/Equipment	12,195.50	15,929.60	18,232.38	143,138.00	40,000.00	40,000.00	In 2015 NFPA requirement now states that we need to replace helmet, gloves, hood, boots, pants, and coat every ten years. Previously it has only been for pants and coats. Replacement of 12 sets of turnouts.
597 00 15 22 Transfer To 320 For Equipment Replacement	64,000.00	150,000.00	15,000.00	692,348.15	1,183,000.00	175,000.00	
002 Fire Suppression	350,626.00	463,776.99	341,830.47	1,149,070.91	1,768,403.00	583,986.00	
522 30 10 00 Wages & OT	27,400.98	36,999.94	38,605.59	35,488.89	40,450.00	40,865.00	2023-5
522 30 20 00 Benefits	17,098.73	17,205.41	17,995.29	16,903.54	18,566.00	19,667.00	2023-5
522 30 20 01 Other Benefits/Uniforms	0.00	0.00	0.00	23.41	300.00	300.00	Uniforms for the Fire Marshal
522 30 31 00 Operating Supplies - Prevention / Investigation	2,872.43	103.03	22.26	80.04	2,500.00	2,500.00	NFPA and IFC subscriptions
522 30 31 01 Office Supplies - Prevention / Investigation	218.35	5.08	0.00	0.00	200.00	200.00	Fire investigation supplies
522 30 41 00 Professional Services	0.00	0.00	0.00	27.36	0.00	0.00	
522 30 42 00 Communication	266.15	405.29	160.00	0.00	2,000.00	1,500.00	Postage for weed abatement and the fire marshal's cell phone.
522 30 43 00 Travel	121.40	75.27	78.31	120.35	1,500.00	1,500.00	Training for the Fire Marshal to stay current with his certifications.
522 30 48 00 Repairs/Maintenance	78.41	20.52	0.00	0.00	100.00	100.00	Copy machine charges.
522 30 49 00 Miscellaneous	190.55	431.00	387.20	767.95	750.00	750.00	Membership fees
003 Fire Prevention/Investigation	48,247.00	55,245.54	57,248.65	53,411.54	66,366.00	67,382.00	
522 45 10 00 Wages & OT	69,306.02	81,401.68	76,304.67	82,982.93	92,950.00	78,184.00	2023-5
522 45 20 00 Benefits	19,483.65	21,005.52	21,091.80	20,617.35	22,313.00	18,070.00	2023-5
522 45 20 03 Uniforms - FT Firefighter	97.18	0.00	0.00	0.00	300.00	300.00	Training officer uniforms
522 45 31 00 Operating Supplies - Training	1,611.54	1,824.76	395.14	1,419.57	3,000.00	5,000.00	Supplies for the training props, plywood, sheetrock.
522 45 31 01 Office Supplies - Training	6.36	78.33	34.04	118.35	5,000.00	250.00	Training materials and books. New Projector and screen for the classroom.
522 45 35 00 Small Tools & Equipment - Training	1,225.59	0.00	1,143.43	0.00	0.00	0.00	
522 45 41 00 Professional Services	0.00	0.00	0.00	51.11	0.00	0.00	
522 45 42 00 Communication	280.98	220.44	35.32	101.74	0.00	0.00	
522 45 43 00 Travel	0.00	0.00	486.83	2,422.43	12,000.00	12,000.00	Travel for outside of area training. Additional increase for regional training academy.
522 45 48 00 Repairs/Maintenance	10.04	16.60	0.00	0.00	150.00	150.00	Copy machine charges
522 45 49 00 Miscellaneous	55.10	56.76	3,676.88	16,977.28	2,500.00	2,500.00	
522 45 49 01 Registrations/Fees - Training Classes & Seminars	550.00	796.00	3,250.00	5,000.00	1,500.00	4,500.00	Outside of area training
594 22 64 40 Training Equip/Software/Matls - WSP FF Training Program	0.00	0.00	0.00	735.00	0.00	2,000.00	Preplan software

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004 Training	92,626.46	105,400.09	106,418.11	130,425.76	139,713.00	122,954.00	
522 50 31 00 Operating Supplies - Facilities	4,493.92	3,016.62	4,869.47	5,315.13	5,000.00	4,000.00	Cleaning supplies, Increase due to COVID
522 50 31 01 Office Supplies - Facilities	0.00	0.00	0.00	48.01	0.00	100.00	
522 50 35 00 Small Tools/Equipment	303.28	0.00	0.00	0.00	250.00	150.00	
522 50 47 00 Public Utility Services	21,348.22	20,186.37	21,276.88	19,721.42	25,000.00	25,000.00	Utilities (Power, gas, water, and sewer)
522 50 48 00 Repairs/Maintenance	9,023.37	12,777.03	16,083.37	9,886.97	5,000.00	5,000.00	Dorm Room Renovations included in 315
522 50 49 00 Miscellaneous	32.00	108.84	107.09	109.59	150.00	150.00	Budget based on historical need
594 22 64 50 Machinery/Equipment	1,869.64	5,543.40	5,891.99	4,996.51	8,000.00	8,000.00	Anticipated appliance repairs, as needed.
005 Facilities	37,070.43	41,632.26	48,228.80	40,077.63	43,400.00	42,400.00	
594 22 64 01 Machinery & Equipment - Grant Funded	0.00	0.00	2,673.24	0.00	0.00	0.00	
009 Grants - FEMA	0.00	0.00	2,673.24	0.00			
522 20 10 02 Wages - Mobilization	39,390.38	17,301.56	41,451.97	23,956.15	0.00	0.00	
522 20 20 02 Benefits - Mobilization	7,348.67	2,467.39	7,445.64	3,338.15	0.00	0.00	
522 20 31 02 Fire Mobilization - Protective Equipment	277.67	0.00	0.00	456.44	2,000.00	2,000.00	
522 20 31 05 Wildland Fire - Operating Supplies	2,153.52	2,755.14	0.00	0.00	0.00	0.00	
522 20 32 02 Fire Mobilization - Fuel Consumed	1,713.85	2,358.69	4,843.95	1,298.98	1,200.00	1,200.00	
522 20 35 02 Fire Mobilization - Sm Tools / Equipment	134.43	17.40	445.70	0.00	800.00	800.00	
522 20 48 02 Fire Mobilization - Repairs & Maint.	16.64	1,396.47	0.00	61.64	100.00	100.00	
522 20 49 02 Fire Mobilization - Misc. Expense	1,413.71	465.13	-617.23	463.51	500.00	500.00	
010 Mobilization Program	52,448.87	26,761.78	53,570.03	29,574.87	4,600.00	4,600.00	
597 00 00 22 Transfer To 202 LTGO Bond Fund	51,127.00	224,423.58	0.00	0.00	0.00	0.00	
014 Long Term Debt - Equipment	51,127.00	224,423.58	0.00	0.00			
522 Fire Control	676,506.15	943,935.56	631,193.58	1,417,849.20	2,044,132.00	899,892.00	
522 24 20 00 Benefits	431.57	0.00	5,781.62	0.00	0.00	0.00	
522 24 31 00 Operating Supplies - EMS Administration	0.00	289.57	403.48	0.00	0.00	0.00	
522 24 31 01 Office Supplies - EMS Administration	29.25	15.55	153.15	0.00	0.00	0.00	
522 24 44 01 Advertising	0.00	28.46	0.00	0.00	0.00	0.00	
522 24 48 00 Repairs & Maintenance	9.26	85.76	0.00	0.00	0.00	0.00	

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001 Administration	470.08	419.34	6,338.25	0.00			
522 24 31 03 Operating Supplies - EMS Training	0.00	2,278.48	937.04	0.00	0.00	0.00	
522 24 31 04 Office Supplies - EMS Training	3.65	0.00	0.00	0.00	0.00	0.00	
522 24 43 00 Travel	118.24	9.35	0.00	0.00	0.00	0.00	
522 24 49 01 Registrations/Fees - Training Classes & Seminars	1,388.05	0.00	4,319.35	0.00	0.00	0.00	
002 Training	1,509.94	2,287.83	5,256.39	0.00			
522 24 10 80 Wages & OT	148,040.79	173,507.97	214,850.65	0.00	0.00	0.00	
522 24 10 81 Stipends (Volunteers)	78,473.43	77,400.92	82,826.42	0.00	0.00	0.00	
522 24 20 80 Benefits	59,943.48	75,123.98	86,809.07	0.00	0.00	0.00	
522 24 20 81 Benefits (Volunteers)	6,003.29	5,921.36	6,336.41	0.00	0.00	0.00	
522 24 31 80 Operating Supplies - EMS Rescue & Emergency	5,527.56	6,120.55	4,531.66	0.00	0.00	0.00	
522 24 35 80 Sm Tools/Equipment	2,565.25	0.00	15,594.95	0.00	0.00	0.00	
522 24 41 80 Professional Services	13,419.51	22,896.09	27,532.43	0.00	0.00	0.00	
522 24 42 80 Communication	311.76	285.78	42.18	0.00	0.00	0.00	
522 24 49 02 Intergov Services - Dispatch Charges	22,998.00	23,633.42	23,550.24	0.00	0.00	0.00	
522 24 49 80 Miscellaneous	71.45	73.62	36.81	0.00	0.00	0.00	
522 24 49 96 Interfund Rentals - O & M	24,317.17	13,494.02	28,145.08	0.00	0.00	0.00	
522 26 31 82 WA ST DOH EMS Grant Expenditure	1,266.00	0.00	0.00	0.00	0.00	0.00	
597 00 15 26 Transfer To 320 For Equipment Replacement	28,500.00	0.00	0.00	0.00	0.00	0.00	
003 Rescue & Emergency	391,437.69	398,457.71	490,255.90	0.00			
594 22 64 80 Equipment - Radios & Pagers (EMS)	0.00	4,076.25	0.00	0.00	0.00	0.00	
008 Emergency Med Servs - Rescue	0.00	4,076.25	0.00	0.00			
526 Emergency Medical Services	393,417.71	405,241.13	501,850.54	0.00	0.00	0.00	
Total Fire Department:	1,069,923.86	1,349,289.19	1,133,044.12	1,417,849.20	2,045,132.00	899,892.00	

Building / Facilities / ISM

515 31 41 24 Legal Services - Building	0.00	0.00	0.00	0.00	500.00	0.00	Not requested after hiring new City Attorney
515 41 41 24 Legal Services (External) - Building	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
515	Legal	0.00	0.00	0.00	0.00	500.00	0.00	
518 20 10 00	Wages & Overtime	47,376.50	41,700.28	42,271.47	40,715.27	44,891.00	100,800.00	2023-5
518 20 20 00	Personnel Benefits	20,422.83	17,948.45	19,539.07	18,163.10	13,825.00	51,373.00	2023-5
518 20 31 00	Operating Supplies - Facilities	5,516.05	7,557.63	5,293.35	3,087.98	6,000.00	5,000.00	
518 20 31 01	Office Supplies - Facilities	24.53	41.97	7.06	284.46	100.00	100.00	
518 20 35 00	Sm Tools/Minor Equip	920.15	0.00	0.00	643.26	2,200.00	5,000.00	Tools/Equipment for new Facilities
518 20 41 00	Professional Services	15,312.48	18,561.06	19,071.93	15,426.99	20,000.00	25,000.00	Maintenance Worker Cleaning contract for City Hall & PD \$21,492 for 2023, plus exterior window yearly and carpets.
518 20 42 00	Communication	327.20	244.10	462.38	326.29	500.00	500.00	
518 20 43 00	Travel / Training	0.00	0.00	0.00	25.69	0.00	0.00	
518 20 44 01	Advertising	68.15	0.00	0.00	0.00	0.00	0.00	
518 20 45 00	Operating Rentals/Leases	12.25	75.65	0.00	0.00	500.00	500.00	
518 20 47 00	Public Utility Services	14,907.09	14,153.13	16,403.15	16,533.79	15,000.00	16,000.00	
518 20 48 00	Repairs & Maintenance	3,060.36	13,687.16	4,678.94	569.57	6,000.00	5,000.00	City Hall & PD HVAC repairs
518 20 49 00	Miscellaneous	0.00	78.26	0.00	0.02	0.00	0.00	
594 18 62 00	Building Improvements	0.00	0.00	0.00	2,742.77	0.00	0.00	
594 18 64 19	Machinery/Equipment	0.00	1,854.78	0.00	1,492.73	2,000.00	2,000.00	
001	Facilities	107,947.59	115,902.47	107,727.35	100,011.92	111,016.00	211,273.00	
518 30 46 00	Insurance	11,215.37	47,999.00	51,248.30	58,659.73	58,565.00	85,057.00	WCIA Estimate - 45% increase
002	Miscellaneous	11,215.37	47,999.00	51,248.30	58,659.73	58,565.00	85,057.00	
518 20 47 01	Utilities - Annex Bldg	4,811.60	4,570.22	3,839.44	4,689.02	5,000.00	5,000.00	
518 20 48 02	Repairs & Maintenance Annex Bldg	1,443.45	828.89	0.00	300.51	2,000.00	2,000.00	Annex misc. Repairs & Maintenance
003	Annex Facility	6,255.05	5,399.11	3,839.44	4,989.53	7,000.00	7,000.00	
519	Other General Gov Services	125,418.01	169,300.58	162,815.09	163,661.18	176,581.00	303,330.00	
524 10 10 00	Wages - Bldg Clerical	15,104.56	8,172.62	13,531.24	16,345.96	17,818.90	18,689.00	2023-5
524 10 20 00	Benefits - Bldg Clerical	12,435.18	4,055.39	9,667.44	11,332.39	12,347.49	12,983.00	2023-5
524 20 10 00	Wages & OT	122,473.87	65,898.21	107,371.64	89,174.26	114,270.00	123,282.00	2023-5
524 20 20 00	Benefits	46,879.68	30,600.19	53,578.32	43,420.23	48,563.00	67,692.00	2023-5
524 20 31 00	Operating Supplies - Bldg. Inspection	3,020.42	1,135.86	777.75	423.09	2,000.00	2,600.00	Inspection Books \$2000 for 2022 Code Update; Inspection work apparel \$600
524 20 31 01	Office Supplies - Bldg. Inspection	346.58	365.25	505.40	379.13	500.00	500.00	
524 20 35 00	Sm Tools/Equipment	23.91	0.00	0.00	120.69	450.00	450.00	Misc tools & office equipment

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524 20 41 00 Professional Services	130.50	227.57	209.73	127.45	2,000.00	2,000.00	2022 IBC, IRC, UPC, IMP go into effect in 2023.forms and code handout development
524 20 41 01 Plan Check Professional Services	4,584.20	2,824.24	0.00	0.00	2,000.00	0.00	Not requested
524 20 42 00 Communication	1,823.58	2,047.55	2,655.27	2,453.38	2,000.00	2,893.00	
524 20 43 00 Travel	756.19	72.95	1,440.68	1,454.93	3,800.00	4,560.00	WSAPT \$840, Code Update training \$1,200. Certification Training \$1680. Miscellaneous – IAPMO Meeting Dinners \$240. Inspector meeting breakfasts \$600
524 20 44 01 Advertising	0.00	680.94	0.00	337.50	0.00	0.00	
524 20 48 00 Repairs/Maintenance	55.10	100.15	304.97	224.35	200.00	200.00	Copier Charges
524 20 49 00 Miscellaneous	1,136.60	190.00	342.00	95.00	400.00	0.00	Not requested
524 20 49 01 Training Class Registration Costs - Bldg Dept	75.60	164.99	1,253.99	3,934.38	6,900.00	7,902.00	WSAPT (Permit Tech) training \$240. Code Update \$2100. Commercial Inspection Certification \$2781, Residential Inspection Certification \$2781
597 00 15 24 Transfer To 320 For Equipment Replacement	24,500.00	25,000.00	0.00	0.00	0.00	0.00	Equipment Replacement Transfer
524 Building Inspection	233,345.97	141,535.91	191,638.43	169,822.74	213,249.39	243,751.00	
Total Building / Facilities / ISM:	358,763.98	310,836.49	354,453.52	333,483.92	390,330.39	547,081.00	

Intergovernmental Services

525 60 49 00 Intergov Servs Emergency Management Cnty	7,988.00	8,481.00	9,403.00	10,324.00	9,400.00	9,400.00	
525 Emergency Services	7,988.00	8,481.00	9,403.00	10,324.00	9,400.00	9,400.00	
Total Intergovernmental Services:	7,988.00	8,481.00	9,403.00	10,324.00	9,400.00	9,400.00	

Stormwater

594 31 63 00 Stormwater System Design Engineering	0.00	18,277.09	284,189.79	412.50	310,000.00	0.00	*
594 31 63 01 Stormwater System Design Engineering - Grant Funded	14,672.39	277.09	7,365.50	0.00	0.00	0.00	
006 Capital Projects	14,672.39	18,554.18	291,555.29	412.50	310,000.00		

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531 Stormwater	14,672.39	18,554.18	291,555.29	412.50	310,000.00	0.00	
Total Stormwater:	14,672.39	18,554.18	291,555.29	412.50	310,000.00	0.00	

Public Works & Engineering

515 31 41 44 Legal Services - Engineering	5,250.00	3,795.00	187.50	0.00	2,500.00	0.00	Not requested after hiring new City Attorney
515 41 41 32 Legal Services (External) - Engineering	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	5,250.00	3,795.00	187.50	0.00	2,500.00	0.00	
001 Facilities	0.00	0.00	0.00	0.00			
Total Public Works & Engineering:	5,250.00	3,795.00	187.50	0.00	2,500.00	0.00	

Equipment Rental & Replacement

548 68 49 96 INF ER&R From CE O&M Costs	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	
003 Equipment Replacement	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	
548 Equipment Rental & Replacement	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	
Total Equipment Rental & Replacement:	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	

Tourism

557 20 49 00 Community Services	10,000.00	0.00	0.00	0.00	0.00	0.00	
557 Economic Development	10,000.00	0.00	0.00	0.00	0.00	0.00	
Total Tourism:	10,000.00	0.00	0.00	0.00	0.00	0.00	

Planning/Community Development

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515 31 41 58 Legal Services - Planning	21,770.00	22,425.00	6,817.50	0.00	16,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 58 Legal Services (External) - Planning	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	21,770.00	22,425.00	6,817.50	0.00	16,000.00	0.00	
558 60 10 00 Wages & OT	127,728.91	111,807.66	117,078.36	75,707.91	89,531.96	105,130.00	2023-5
558 60 20 00 Personnel Benefits	65,404.14	49,632.11	53,794.37	38,250.82	42,170.97	52,123.00	2023-5
558 60 31 00 Operating Supplies - Planning	489.19	55.58	596.42	47.04	500.00	500.00	
558 60 31 01 Office Supplies - Planning	763.96	361.24	367.60	303.00	300.00	300.00	
558 60 35 00 Small Tools/Minor Equipment	23.91	0.00	0.00	0.00	0.00	0.00	
558 60 41 00 Professional Services	91,864.68	31,945.17	16,462.41	2,547.58	100,000.00	100,000.00	General Planning Consulting, Update of Countywide Planning Policies. \$18,000 for 75th Anniversary Book
558 60 41 01 Professional Services - Grant Reimbursed	9,999.39	0.00	10,000.00	5,000.00	20,000.00	20,000.00	
558 60 42 00 Communication	1,656.82	1,508.61	1,065.74	1,249.41	1,500.00	1,500.00	
558 60 43 00 Travel	1,597.33	0.00	0.00	93.16	2,100.00	2,100.00	APA WA Conference \$650; Planning Directors Conference \$650; Revitalize WA Main St Conference - Wenatchee \$650;
558 60 44 01 Advertising	1,183.94	3,004.25	1,870.49	2,251.43	2,500.00	2,500.00	Public Hearings, NOA, SEPA Determinations, Job Openings
558 60 48 00 Repairs And Maintenance	679.09	760.19	1,224.84	591.85	1,400.00	1,400.00	Color Copier for Com Dev side of City Hall
558 60 49 00 Miscellaneous	838.60	1,180.79	1,259.16	1,031.32	2,000.00	2,000.00	Dues, PAW, APA, AWWA, AWC, Dropbox
558 60 49 01 Registrations/Fees - Training Classes & Seminars	409.60	50.96	200.11	33.64	900.00	900.00	APA WA Conference \$300. Planning Directors Conference \$300. Revitalize WA Conference (National Main Street Conference) \$300.
558 60 49 02 Intergov Services	3,340.00	3,266.11	3,455.50	5,110.22	4,000.00	5,200.00	MPO Fees, Business Licensing System service fees
558 75 41 01 Planning & Development Costs - Pass Thru	1,489.22	4,331.24	15,473.06	8,595.80	10,000.00	10,000.00	Hearing Examiner, Surveyor Consulting
594 58 64 01 Machinery & Equipment	0.00	0.00	0.00	0.00	300.00	300.00	Misc. Office Equipment/Furniture
001 Planning	307,468.78	207,903.91	222,848.06	140,813.18	277,202.93	303,953.00	
558 70 41 00 Community Development / Planning Prof Servs	1,784.32	8,564.40	35,304.95	-19,004.94	35,000.00	35,000.00	ESRI \$3,000; Azavar Vacation Rental Software \$500; \$14,000 Microbusiness Program; \$15,000 JUB On Call Services

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
558 70 49 00 Economic Development - Miscellaneous	9,800.00	1,519.74	4,220.83	1,500.00	10,945.00	10,945.00	WWV Chamber of Com Business Summit \$1000; WWV Chamber of Com Small Business Development Center \$1000; Community Council annual Luncheon \$1000; Banners \$7000; NetMotion Renewal \$945 - 13 User Licenses
002 Development	11,584.32	10,084.14	39,525.78	-17,504.94	45,945.00	45,945.00	
558 Planning/Community Development	319,053.10	217,988.05	262,373.84	123,308.24	323,147.93	349,898.00	
Total Planning/Community Development:	340,823.10	240,413.05	269,191.34	123,308.24	339,147.93	349,898.00	

Mental Health Services

564 10 10 00 Mental Health Services - Salaries & Wages	0.00	0.00	0.00	0.00	0.00	70,000.00	2023-5
564 10 20 00 Mental Health Services - Personnel Benefits	0.00	0.00	0.00	0.00	0.00	25,387.00	2023-5
564 10 31 00 Operating Supplies - Mental Health Services	0.00	0.00	0.00	56.26	0.00	0.00	
564 10 41 00 Professional Services - Mental Health Services	0.00	0.00	0.00	428.00	0.00	0.00	
564 Mental Health Services	0.00	0.00	0.00	484.26	0.00	95,387.00	
Total Mental Health Services:	0.00	0.00	0.00	484.26	0.00	95,387.00	

Welfare

Total Welfare:	0.00	0.00	0.00	0.00	0.00	0.00	
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Alcohol & Drug Treatment

566 00 49 00 Intergovernmental Services	2,614.14	2,770.00	2,555.24	2,149.02	3,000.00	3,000.00	
567 Alcohol & Drug Treatment/WW County	2,614.14	2,770.00	2,555.24	2,149.02	3,000.00	3,000.00	
Total Alcohol & Drug Treatment:	2,614.14	2,770.00	2,555.24	2,149.02	3,000.00	3,000.00	

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Library / Community Events								
Total Library / Community Events:		0.00	0.00	0.00	0.00	0.00	0.00	
Spectator & Community Events								
573 90 31 00	Operating Supplies - Community Events	8,539.28	20,070.61	5,801.80	5,707.28	4,500.00	8,000.00	Giveaways for Trunk or Treat, Movies in the Park & Winterfest \$500 each (\$1500); Freedom Festival \$1500; CPFM \$1500; Sanitation supplies, marking paint, signage, etc.
573 90 31 01	Office Supplies - Community Events	0.00	82.72	-14.11	45.24	600.00	600.00	Ink & forms for all events
573 90 35 00	Sm Tools/Minor Equip.	1,012.98	326.05	8,421.96	3,267.19	30,000.00	25,000.00	\$1200 new CPFM Logo pole banners; \$1000 new CPFM logo feather banners; \$1200 canopies; \$200 rechargeable fans; \$100 storage totes; \$120 ice chest/coolers; \$150 folding tables; \$1000 Freedom Festival feather banners; \$200 Freedom Festival Information Booth banner; Additional for potential equipment needs with temporary relocation of farm market(enclosed trailer?).
573 90 41 00	Professional Services - Community Events	13,998.64	5,029.35	17,834.80	19,205.07	24,800.00	30,000.00	Fireworks \$10,000, CPFM Live Music \$3,500, July Festival Live Music/Entertainment \$6,000, Kid Zone Operations-4 events \$5,000, Winterfest Live Music \$1,000, Port a potty for 3 events \$1,500, Event signage \$2,000, Canva \$500, Adobe Creative Cloud \$500
573 90 41 01	Professional Services - SEEK Projects	0.00	0.00	0.00	176,446.53	0.00	0.00	
573 90 42 00	Communications - Community Events	659.33	1,702.73	979.11	811.45	1,000.00	1,000.00	Events Phone 386-4394 at \$50 per month, Event Mobile Hot Spot #876-1541 at \$40 per month
573 90 44 01	Advertising	2,703.80	3,918.22	5,478.33	6,089.00	8,000.00	9,000.00	Radio, Newspaper, Flyer, and social media advertising for all events. - Farm Market \$4,000, Freedom Festival \$2,000, Movies \$500, Fall Festival \$500,
573 90 49 00	Miscellaneous	1,858.83	1,346.17	1,143.03	957.45	1,650.00	2,000.00	WSFMA Dues \$200, Farm Market Conference - \$1,800
573 90 49 01	Community Assistance Program	0.00	0.00	0.00	0.00	0.00	17,000.00	\$10,000 for Community Assistance; \$5,000 for Microbusiness Program; \$2,000 for WW Sleep Center Camp

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Spectator & Community Events	28,772.86	32,475.85	39,644.92	212,529.21	70,550.00	92,600.00	
573 30 20 00 Benefits & Taxes - Farmer's Market	6.96	0.00	15.24	0.00	0.00	0.00	
573 30 47 00 Utilities - Farmer's Market	769.90	0.00	0.00	0.00	0.00	0.00	Reimbursement to Lions Club based upon their historical bills & change when CPFM moved there. (2019 # includes 2018 park electricity)
573 90 48 00 Repairs & Maintenance - Community Events	0.00	0.54	0.00	0.00	0.00	0.00	Potential equipment repairs
594 73 61 00 Farmer's Market - Land Improvements	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
003 Farmer's Market	776.86	0.54	15.24	0.00			
573 Spectator & Community Events	29,549.72	32,476.39	39,660.16	212,529.21	70,550.00	92,600.00	
Total Spectator & Community Events:	29,549.72	32,476.39	39,660.16	212,529.21	70,550.00	92,600.00	

Parks & Recreation

515 31 41 76 Legal Services - Parks	1,140.00	45.00	150.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 76 Legal Services (External) - Parks	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	1,140.00	45.00	150.00	0.00	0.00	0.00	
571 00 49 00 Professional Services (Youth Programs)	6,000.00	10,000.00	0.00	0.00	0.00	0.00	
575 Cultural & Recreational	6,000.00	10,000.00	0.00	0.00	0.00	0.00	
594 76 63 00 Other Improvements - Parks	0.00	0.00	0.00	19,022.50	19,100.00	0.00	*
576 81 10 00 Wages & OT	20,382.11	18,459.48	21,212.21	17,564.06	19,026.02	18,576.00	2023-5
576 81 20 00 Personnel Benefits	9,365.84	8,246.25	12,106.38	8,212.18	9,117.03	9,102.00	2023-5
576 81 31 00 Operating Supplies - Parks Administration	16.59	6.77	66.15	80.73	200.00	200.00	
576 81 31 01 Office Supplies - Parks Administration	16.54	215.76	175.66	30.79	200.00	200.00	
576 81 42 00 Communication	426.52	474.99	422.63	377.88	500.00	500.00	Postage & phone
576 81 43 00 Travel	0.00	0.00	19.26	108.30	0.00	0.00	
576 81 49 00 Miscellaneous	0.00	0.00	102.32	294.37	100.00	100.00	

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001	Administration	30,207.60	27,403.25	34,104.61	26,668.31	29,143.05	28,678.00	
576 80 10 00	Wages	47,766.76	49,258.70	53,508.44	44,055.29	51,946.38	60,219.00	2023-5
576 80 20 00	Benefits	19,210.54	19,517.51	20,133.11	24,208.24	19,310.00	41,559.00	2023-5
576 80 20 01	Uniforms / Other Benefits	105.00	366.35	328.68	13.62	500.00	250.00	Gloves, boots, PPE
576 80 31 00	Operating Supplies - Parks	11,777.56	5,508.35	3,778.42	8,185.01	11,000.00	8,000.00	Sprinklers, Timers, Gopher Control Supplies, Toilet Paper, Bathroom Cleaning Supplies, Lumber, Screws & Nails, Hoses, Fertilizer, Weed Spray, Insecticide, and ADA Compliant Bark.
576 80 35 00	Sm Tools/Equipment	38.10	419.20	884.37	994.29	500.00	750.00	Small hand tools
576 80 41 00	Professional Services	290.83	247.63	2,327.08	999.09	300.00	300.00	
576 80 42 00	Communication	907.33	1,100.00	160.06	0.00	300.00	300.00	
576 80 45 00	Operating Rentals	88.44	75.65	0.00	0.00	300.00	300.00	Lease of small equipment as needed.
576 80 47 00	Utility Services	29,575.83	33,412.97	42,789.36	25,192.45	31,000.00	31,000.00	Sewer, Water, Power. Based on 2022 annualization.
576 80 48 00	Repairs/Maintenance	622.99	726.09	3,948.98	229.11	5,000.00	5,000.00	Miscellaneous contracting for backflow testing, tree removal, etc.
576 80 49 00	Miscellaneous	22,542.90	12,544.00	45.00	76.85	5,000.00	5,000.00	\$5,000 for Community Grants Program.
576 80 49 01	Intergov Services	0.00	53.95	0.00	0.00	1,500.00	1,500.00	
576 80 49 02	Registration Fees / Training Classes & Seminars	0.00	0.00	0.00	100.00	0.00	500.00	Parks training, registration, continued education, and CEUs
594 76 64 00	Machinery/Equipment	0.00	2,455.53	0.00	0.00	0.00	0.00	
002	Recreational Services	132,926.28	125,685.93	127,903.50	104,053.95	126,656.38	154,678.00	
594 76 61 00	Land & Land Improvements - Parks	0.00	0.00	0.00	0.00	20,000.00	20,000.00	Design Irrigation at Kiwanis Park
597 00 15 76	Transfer To 320 For Equipment Replacement	5,000.00	30,000.00	7,500.00	2,500.00	45,000.00	100,000.00	
003	Recreational Materials/Equip.	5,000.00	30,000.00	7,500.00	2,500.00	65,000.00	120,000.00	
576	Parks & Recreation	168,133.88	183,089.18	169,508.11	152,244.76	239,899.43	303,356.00	
Total Parks & Recreation:		175,273.88	193,134.18	169,658.11	152,244.76	239,899.43	303,356.00	

Non-Expenditures

514 81 40 00	Concealed Pistol License Fee	2,435.00	1,208.00	1,764.00	1,305.00	1,000.00	1,000.00	
558 50 40 00	State Bldg Code Fee	1,750.50	1,509.50	1,477.00	1,075.50	1,500.00	1,500.00	
559 30 49 01	Development / Customer Pass-Through Expense	0.00	10,235.70	4,748.50	2,000.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
573 90 40 01 Farmer's Market Pass-through Payments - CC	5.00	0.00	0.00	4.00	0.00	0.00	Not requested
573 90 40 02 Farmer's Market Pass-through Payments - SNAP/EBT	0.00	699.00	1,166.00	1,532.00	400.00	1,400.00	Based on 2022 history
573 90 40 03 Farmer's Market Pass-through Processing - State Match	0.00	494.00	1,018.00	1,492.00	400.00	1,400.00	Based on 2022 history
573 90 40 05 Farmer's Market Pass-through Processing - DOH Kid's Cash	0.00	0.00	626.00	1,492.00	0.00	1,400.00	Based on 2022 history
582 10 00 02 Developer Bond/Deposits - Return Of	0.00	290,901.24	17,621.76	0.00	0.00	0.00	
582 10 00 03 Refund Of Fireworks Bonds	0.00	150.00	50.00	50.00	100.00	100.00	
582 10 00 05 Refund Or Deposit	50.00	0.00	0.00	0.00	0.00	0.00	
582 10 00 58 Refund Or Deposit	36,209.00	0.00	0.00	0.00	0.00	0.00	
589 90 00 00 Other Non-Expenditures	380.00	16,372.00	2,300,030.00	300.00	500.00	500.00	
589 90 00 04 Travel Account Expenditures	8,249.68	3,573.90	3,328.00	3,811.25	5,000.00	5,000.00	
589 90 00 10 Covid-19 Reimbursement	0.00	426,189.46	78,707.76	20,919.81	0.00	0.00	
589 90 00 98 Payroll Draw Clearing	10,380.19	-5,840.01	6,378.27	24,958.83	0.00	0.00	
589 90 00 99 Payroll Clearing	-1,765.77	-986.13	-38.82	-11,133.52	0.00	0.00	
589 Non-Expenditures	57,693.60	744,506.66	2,416,876.47	47,806.87	8,900.00	12,300.00	
Total Non-Expenditures:	57,693.60	744,506.66	2,416,876.47	47,806.87	8,900.00	12,300.00	

Capital Expenditures

515 31 41 96 Legal Services - Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 96 Legal Services (External) - Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
Total Capital Expenditures:	0.00	0.00	0.00	0.00	0.00	0.00	

Ending Balances

508 91 00 01 Ending Fund Balance	0.00	0.00	0.00	0.00	1,682,394.58	2,741,800.00	
999 Ending Balance	0.00	0.00	0.00	0.00	1,682,394.58	2,741,800.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	1,682,394.58	2,741,800.00	

TOTAL EXPENDITURES:	6,985,156.23	7,518,435.48	10,037,003.47	7,979,143.10	11,986,925.60	11,884,888.00	
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5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	1,978,118.14	2,156,478.23	3,740,233.27	3,522,075.41	163,879.00	0.00	

5 YEAR BUDGET COMPARISON

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005 Current Expense Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 01 Beginning Balance - Current Expense Reserve Fund	0.00	201,118.15	303,570.39	377,708.51	379,722.27	420,933.22	
001 Beginning Balances	0.00	201,118.15	303,570.39	377,708.51	379,722.27	420,933.22	
Total Beginning Balances:	0.00	201,118.15	303,570.39	377,708.51	379,722.27	420,933.22	
Miscellaneous							
361 10 00 05 Unrealized Gain/Loss	22.54	203.25	-2,087.21	-10,323.17	0.00	0.00	
361 11 00 05 Investment Interest	926.37	1,962.32	1,238.63	1,249.17	1,800.00	1,500.00	
361 30 00 05 Realized Gain/Loss On Investments	274.04	488.23	12.36	304.33	0.00	0.00	
361 41 00 05 Investment Interest - Purchased	-98.09	-175.45	-0.20	1,578.31	0.00	0.00	
001 Interest & Other Earnings	1,124.86	2,478.35	-836.42	-7,191.36	1,800.00	1,500.00	
025 Miscellaneous	1,124.86	2,478.35	-836.42	-7,191.36	1,800.00	1,500.00	
Total Miscellaneous:	1,124.86	2,478.35	-836.42	-7,191.36	1,800.00	1,500.00	
Interfund Transfers							
397 00 00 05 Interfund Transfer From Current Expense	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
070 Operating Transfers	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
Total Interfund Transfers:	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
TOTAL REVENUES:	201,124.86	303,596.50	377,733.97	370,517.15	481,522.27	522,433.22	

Miscellaneous

514 29 41 05 Banking Service Fees/Charges	6.71	26.11	25.46	20.16	0.00	0.00	
025 Miscellaneous	6.71	26.11	25.46	20.16	0.00	0.00	

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005 Current Expense Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Miscellaneous:	6.71	26.11	25.46	20.16	0.00	0.00	
Ending Balances							
508 41 00 01 Ending Balance	0.00	0.00	0.00	0.00	481,522.27	522,433.22	
999 Ending Balance	0.00	0.00	0.00	0.00	481,522.27	522,433.22	
Total Ending Balances:	0.00	0.00	0.00	0.00	481,522.27	522,433.22	
TOTAL EXPENDITURES:	6.71	26.11	25.46	20.16	481,522.27	522,433.22	
FUND GAIN/LOSS:	201,118.15	303,570.39	377,708.51	370,496.99	0.00	0.00	

5 YEAR BUDGET COMPARISON

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 02 Beginning Balance - Technology Reserve Fund	302,994.81	279,363.46	208,866.40	263,910.48	121,181.36	325,395.00	
001 Beginning Balances	302,994.81	279,363.46	208,866.40	263,910.48	121,181.36	325,395.00	
Total Beginning Balances:	302,994.81	279,363.46	208,866.40	263,910.48	121,181.36	325,395.00	
Miscellaneous							
361 10 00 20 Unrealized Gain/Loss	2,033.24	512.17	-1,261.52	-6,963.99	0.00	0.00	
361 11 00 20 Interest Earned - Technology Reserve Fund	3,124.60	1,977.11	735.74	911.11	1,500.00	1,000.00	
361 30 00 20 Realized Gain/Loss On Investments	455.95	639.55	1.44	212.64	0.00	0.00	
361 41 00 20 Investment Interest - Purchased	-259.75	-130.96	11.33	1,443.57	0.00	0.00	
001 Interest & Other Earnings	5,354.04	2,997.87	-513.01	-4,396.67	1,500.00	1,000.00	
025 Miscellaneous	5,354.04	2,997.87	-513.01	-4,396.67	1,500.00	1,000.00	
Total Miscellaneous:	5,354.04	2,997.87	-513.01	-4,396.67	1,500.00	1,000.00	
Interfund Transfers							
397 00 00 13 Interfund Transfer CE To Tech Reserve Fund	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	
070 Operating Transfers	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	
Total Interfund Transfers:	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	
Grants							
333 20 00 03 Federal Indirect Grant From Department Of Transportation - PHMSA	0.00	0.00	99,540.00	0.00	0.00	0.00	Pipeline Hazardous Material Safety Association Grant
001 Indirect Federal Grants	0.00	0.00	99,540.00	0.00			

5 YEAR BUDGET COMPARISON

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
101 Indirect Federal Grants	0.00	0.00	99,540.00	0.00	0.00	0.00	
Total Grants:	0.00	0.00	99,540.00	0.00	0.00	0.00	
TOTAL REVENUES:	354,348.85	376,361.33	507,893.39	709,513.81	722,681.36	726,395.00	

Data Processing

514 20 41 00 Professional Financial / Banking	20.49	299.08	16.42	14.21	40.00	20.00	
025 Miscellaneous	20.49	299.08	16.42	14.21	40.00	20.00	
518 88 41 00 Professional Technology Services	37,642.17	87,336.58	39,351.58	37,094.02	42,000.00	99,539.00	IMESD Contract Per Recent Renewal: \$90,307, Revize Website Hosting: \$6,000, AWC GIS Consortium Tier 1: \$3,232
518 88 41 01 Professional Technology Services-Data Storage	2,849.08	2,907.41	2,994.62	3,777.12	3,155.00	3,000.00	
518 89 31 00 Operating Supplies - Data Processing	1,018.68	1,115.75	194.57	0.00	0.00	0.00	
518 89 31 01 Office Supplies - Data Processing	581.49	782.19	518.19	418.56	1,200.00	500.00	Server Memory (RAM)
518 89 35 00 Sm Tools/Minor Equipment	0.00	0.00	0.00	0.00	400.00	400.00	
518 89 41 00 Professional Services	0.00	0.00	4,788.00	179.36	0.00	0.00	ArchiveSocial 4,788 - for 2021 has been budgeted in 514 30 41
518 89 42 00 Communication	180.00	60.00	387.10	2,062.90	2,400.00	2,400.00	Wifi at City Parks (\$200 a month/four locations total)
518 89 45 00 Operating Rentals/Leases	1,440.56	1,541.21	1,557.72	389.43	1,300.00	1,300.00	
518 89 48 00 Repairs & Maintenance	1.41	674.25	0.00	0.00	1,000.00	1,000.00	
518 89 49 01 Registration Fees - Training Classes & Seminars	0.00	0.00	0.00	0.00	200.00	200.00	
594 18 63 00 Capital Expenditures/Expenses - Professional Services - Grant Funded	0.00	0.00	49,770.00	0.00	0.00	0.00	
594 18 64 00 Machinery / Equipment	0.00	0.00	215.22	0.00	600.00	600.00	
594 18 64 01 Machinery & Equipment - Technology	19,572.36	35,509.17	90,207.62	156,169.19	334,000.00	18,500.00	Server Memory \$500, Coper Replacement at PD: \$13,000, Computers: \$5,000 (\$3,000 FinanceAdmin, \$1,000 Community Development, \$1,000 Police)
594 18 64 02 Machinery & Equipment	0.00	1,500.00	0.00	0.00	0.00	0.00	

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 18 64 03 Software / Software Update Purchases	11,679.15	35,769.29	53,981.87	136,074.58	171,332.00	277,853.74	Cloudstrike: \$500, DocLocator (FinalYear) - \$4,000, SBX (Final Year) - \$14,583, Tyler Finance Maint & Implementation: \$181,760 (75% of total est. cost), KnowBe4: \$3,229 ESRI: \$4,300, Office 365 G3: \$30,600, Bluebeam: \$1,050, Survey Monkey: \$3,000, Tyler ComDev Main: \$12,248, Firehouse \$10,000, Neogov: \$6,970.74, Neogov E-Forms: \$5,613
518 Data Processing Services	74,964.90	167,195.85	243,966.49	336,165.16	557,587.00	405,292.74	
591 18 75 05 Capital Leases & Installment Purchases - Postage Meter	0.00	0.00	0.00	778.86	1,560.00	1,560.00	Post Meter Lease
002 Interest & Other Debt Costs	0.00	0.00	0.00	778.86	1,560.00	1,560.00	
591 Interest & Debt Service	0.00	0.00	0.00	778.86	1,560.00	1,560.00	
Total Data Processing:	74,985.39	167,494.93	243,982.91	336,958.23	559,187.00	406,872.74	

Police Operations

591 21 75 01 Capital Leases & Installment Purchases - Police Department	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	3rd Payment for PD Body Cams
002 Interest & Other Debt Costs	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	
591 Interest & Debt Service	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	
Total Police Operations:	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	

Planning/Community Development

591 58 75 04 Capital Leases & Installment Purchases - CD Copier Lease	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	CD Copier Lease
002 Interest & Other Debt Costs	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	
591 Interest & Debt Service	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Planning/Community Development:	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	
Ending Balances							
508 41 00 02 Ending Balance	0.00	0.00	0.00	0.00	138,896.36	294,924.40	
999 Ending Balance	0.00	0.00	0.00	0.00	138,896.36	294,924.40	
Total Ending Balances:	0.00	0.00	0.00	0.00	138,896.36	294,924.40	
TOTAL EXPENDITURES:	74,985.39	167,494.93	243,982.91	361,206.53	722,681.36	726,395.00	
FUND GAIN/LOSS:	279,363.46	208,866.40	263,910.48	348,307.28	0.00	0.00	

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061 Employee Benefit Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 03 Beginning Balance - Employee Benefit Reserve Fund	279,238.55	255,779.86	318,709.27	342,845.16	351,732.50	407,230.00	
001 Beginning Balances	279,238.55	255,779.86	318,709.27	342,845.16	351,732.50	407,230.00	
Total Beginning Balances:	279,238.55	255,779.86	318,709.27	342,845.16	351,732.50	407,230.00	
Miscellaneous							
361 10 00 61 Unrealized Gain/Loss	2,102.19	519.18	-1,746.43	-9,108.51	0.00	0.00	
361 11 00 61 Investment Interest-Employee Benefit Reserve	2,982.78	2,005.04	1,230.21	1,106.93	2,500.00	2,000.00	
361 30 00 61 Realized Gain/Loss On Investments	426.46	624.22	12.10	276.24	0.00	0.00	
361 41 00 61 Investment Interest - Purchased	-256.18	-144.77	0.95	1,373.09	0.00	0.00	
001 Interest & Other Earnings	5,255.25	3,003.67	-503.17	-6,352.25	2,500.00	2,000.00	
025 Miscellaneous	5,255.25	3,003.67	-503.17	-6,352.25	2,500.00	2,000.00	
Total Miscellaneous:	5,255.25	3,003.67	-503.17	-6,352.25	2,500.00	2,000.00	
Interfund Transfers							
397 00 00 61 Interfund Transfer From CE Fund To Employee Benefit Reserve Fund	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	*
070 Operating Transfers	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	
Total Interfund Transfers:	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	
TOTAL REVENUES:	284,493.80	333,783.53	368,206.10	336,492.91	454,232.50	509,230.00	

Human Resources

518 61 20 01 Postemployment Benefits - Med Exp Reimb LEOFF 1	17,960.00	2,800.00	16,427.55	14,997.00	75,000.00	75,000.00	Per conversation with Brian, leaving budgeted amount high to cover potential cost of nursing home.
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061 Employee Benefit Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
518 61 20 02 Postemployment Benefits - Ins Premiums LEOFF 1	10,734.00	8,910.00	8,910.00	8,167.50	9,600.00	12,450.00	Payment of LEOFF 1 former employee insurance premiums (Health insurance and medicare). Max of 6% projected increase on AWC Health). Unsure on Medicare as he did not submit reimbursement last year.
518 61 20 04 Postemployment Benefits - Ins Premiums Non LEOFF 1	0.00	3,336.94	0.00	0.00	0.00	0.00	
517 Employee Benefit Program	28,694.00	15,046.94	25,337.55	23,164.50	84,600.00	87,450.00	
518 10 41 50 Professional Services-Banking Fees	19.94	27.32	23.39	17.78	65.00	25.00	
562 Employee Benefit Reserve	19.94	27.32	23.39	17.78	65.00	25.00	
Total Human Resources:	28,713.94	15,074.26	25,360.94	23,182.28	84,665.00	87,475.00	
Ending Balances							
508 41 00 03 Ending Balance Employee Benefit Reserve Fund	0.00	0.00	0.00	0.00	369,567.50	421,755.00	
999 Ending Balance	0.00	0.00	0.00	0.00	369,567.50	421,755.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	369,567.50	421,755.00	
TOTAL EXPENDITURES:	28,713.94	15,074.26	25,360.94	23,182.28	454,232.50	509,230.00	
FUND GAIN/LOSS:	255,779.86	318,709.27	342,845.16	313,310.63	0.00	0.00	

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 04 Beginning Balance - Street Fund	211,418.51	234,853.24	305,359.44	255,391.92	185,151.23	250,360.00	
001 Beginning Balances	211,418.51	234,853.24	305,359.44	255,391.92	185,151.23	250,360.00	
Total Beginning Balances:	211,418.51	234,853.24	305,359.44	255,391.92	185,151.23	250,360.00	
Taxes							
004 Excise Taxes	0.00	0.00	0.00	0.00			
Total Taxes:	0.00	0.00	0.00	0.00	0.00	0.00	
Permits & Licenses							
322 40 00 00 Street & Curb Permits	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
002 Non-Business License & Permits	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
003 Licenses & Permits	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
Total Permits & Licenses:	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
Charges For Goods & Services							
001 Charges For Goods & Services	0.00	0.00	0.00	0.00			
345 83 00 05 Plan Checking Fees - Engineering - Pass Through	4,050.00	8,516.40	0.00	0.00	0.00	0.00	
006 Engineering	4,050.00	8,516.40	0.00	0.00			
006 Charges For Goods & Services	4,050.00	8,516.40	0.00	0.00	0.00	0.00	
Total Charges For Goods & Services:	4,050.00	8,516.40	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Miscellaneous							
361 10 00 01 Unrealized Gain/Loss	1,052.06	108.37	-1,408.68	-21,201.36	0.00	0.00	
361 11 00 01 Investment Interest	2,689.80	2,310.84	566.69	1,709.10	1,000.00	750.00	
361 30 00 01 Realized Gain/Loss On Investments	493.80	581.48	-11.32	205.78	0.00	0.00	
361 40 00 10 Interest On Delinquent Receivables	34.02	19.27	29.94	16.54	0.00	0.00	
361 41 00 01 Investment Interest - Purchased	-214.67	-201.93	26.07	4,808.29	0.00	0.00	
001 Interest & Other Earnings	4,055.01	2,818.03	-797.30	-14,461.65	1,000.00	750.00	
369 10 00 01 Sale Of Surplus - Streets	0.00	0.00	42,090.00	0.00	0.00	0.00	
369 91 00 01 Other Misc. Revenue	543.59	79.92	27,369.96	524.78	0.00	0.00	
005 Other Miscellaneous Revenue	543.59	79.92	69,459.96	524.78			
011 Project Plans & Specs Payments	0.00	0.00	0.00	0.00			
025 Miscellaneous	4,598.60	2,897.95	68,662.66	-13,936.87	1,000.00	750.00	
Total Miscellaneous:	4,598.60	2,897.95	68,662.66	-13,936.87	1,000.00	750.00	

Interfund Transfers

397 00 00 01 Transfer From CE To Sts	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	
070 Operating Transfers	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	
Total Interfund Transfers:	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	

Grants

001 Indirect Federal Grants	0.00	0.00	0.00	0.00			
334 02 30 01 State Grant From Department Of Natural Resources - Urban Forestry Grant	0.00	0.00	19,913.04	0.00	0.00	0.00	
001 State Grants	0.00	0.00	19,913.04	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
005 Fire Department Grants	0.00	0.00	0.00	0.00			
105 State Grants	0.00	0.00	19,913.04	0.00	0.00	0.00	
Total Grants:	0.00	0.00	19,913.04	0.00	0.00	0.00	

State Shared Revenues

336 00 71 00 Multimodal Transportation – Cities	13,286.14	13,175.13	13,133.15	9,657.40	12,771.00	12,812.00	Per MRSC
336 00 87 00 Motor Veh Fuel Tax St.	202,336.34	178,034.94	186,414.11	155,725.45	200,000.00	190,596.00	Per MRSC
107 State Entitlements	215,622.48	191,210.07	199,547.26	165,382.85	212,771.00	203,408.00	
Total State Shared Revenues:	215,622.48	191,210.07	199,547.26	165,382.85	212,771.00	203,408.00	

Federal Revenues

332 92 10 01 American Rescue Act Plan Revenue (CFDA #21.027)	0.00	0.00	0.00	0.00	0.00	0.00	*
Total Federal Revenues:	0.00	0.00	0.00	0.00	0.00	0.00	

Street Department

395 20 00 10 Insurance/Other Compensation For Loss	8,663.88	825.49	5,565.83	6,839.75	0.00	0.00	
004 Insurance Recoveries	8,663.88	825.49	5,565.83	6,839.75			
019 Physical Environment	8,663.88	825.49	5,565.83	6,839.75	0.00	0.00	
Total Street Department:	8,663.88	825.49	5,565.83	6,839.75	0.00	0.00	

TOTAL REVENUES:	902,078.47	843,628.15	1,258,573.23	1,218,552.65	1,204,922.23	1,060,518.00	
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Miscellaneous

543 30 41 00 Professional Financial / Banking	18.09	23.67	423.91	396.02	25.00	400.00	Based on 2022 annualization
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City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
025 Miscellaneous	18.09	23.67	423.91	396.02	25.00	400.00	
Total Miscellaneous:	18.09	23.67	423.91	396.02	25.00	400.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

544 20 41 02 Professional Services - Grant Reimbursed	0.00	0.00	19,913.04	0.00	0.00	0.00	
001	0.00	0.00	19,913.04	0.00			
544 Engineering	0.00	0.00	19,913.04	0.00	0.00	0.00	
Total Grants:	0.00	0.00	19,913.04	0.00	0.00	0.00	

Public Works & Engineering

544 20 42 00 Communications - Engineering	0.00	507.72	0.00	0.00	0.00	0.00	
544 20 48 00 Repairs And Maintenance	79.91	102.69	0.00	0.00	0.00	0.00	
010	79.91	610.41	0.00	0.00			
532	79.91	610.41	0.00	0.00	0.00	0.00	
Total Public Works & Engineering:	79.91	610.41	0.00	0.00	0.00	0.00	

Street Department

515 31 41 42 Legal Services - Streets	0.00	0.00	75.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	0.00	0.00	75.00	0.00	0.00	0.00	
542 67 20 01 Benefits - Uniforms	0.00	0.00	0.00	0.00	0.00	200.00	Uniform budget

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002	Right Of Way	0.00	0.00	0.00	0.00		200.00	
542 30 10 00	Wages & OT	67,463.03	64,753.35	70,596.78	70,594.52	74,103.24	82,587.00	2023-5
542 30 20 00	Benefits	41,144.25	37,674.13	39,336.04	37,297.74	41,434.91	44,125.00	2023-5
542 30 20 01	Benefits - Uniforms	446.87	812.28	444.94	410.07	800.00	800.00	Clothing allowances, safety boots, other safety gear as needed.
542 30 31 00	Operating Supplies - Traveled Way	17,283.76	9,715.98	12,015.08	31,634.93	20,000.00	35,000.00	Rock, hot mix asphalt (HMA), concrete, lumber & supplies, tack, crack sealer. (Increased materials costs)
542 30 35 00	Sm Tools/Equipment	0.00	255.80	201.95	39.63	500.00	500.00	
542 30 41 00	Professional Services	52.69	269.80	4,481.16	3,921.44	2,500.00	2,500.00	Pavement ratings, surveys, etc.
542 30 42 00	Communications	868.71	1,647.03	2,174.29	1,812.83	2,500.00	2,500.00	Telephone service.
542 30 43 00	Travel	209.55	167.85	15.48	146.68	0.00	0.00	
542 30 45 00	Operating Rentals	4,263.50	0.00	5,247.59	5,128.26	10,000.00	10,000.00	Jackhammer, Sled Compactor, misc small power equipment. Rental of crack sealer rather than purchase.
542 30 48 00	Repairs/Maintenance	34,460.03	517.04	611.73	7,929.69	2,500.00	3,500.00	Accouts for increased accident damage needed repairs
542 30 49 00	Miscellaneous	1,032.60	202.19	493.38	310.30	300.00	300.00	
542 30 49 96	Interfund Rentals - O & M	40,187.66	20,982.80	28,377.65	38,196.26	35,000.00	35,000.00	
594 42 64 01	Machinery/Equipment	61.25	4,982.81	0.00	0.00	2,000.00	0.00	*
004	Traveled Way	207,473.90	141,981.06	163,996.07	197,422.35	191,638.15	216,812.00	
542 63 47 00	Public Util St. Lighting	42,987.54	41,385.71	33,473.20	30,326.41	40,000.00	40,000.00	Street lights from Pacificorp & Columbia REA
005	Street Lighting	42,987.54	41,385.71	33,473.20	30,326.41	40,000.00	40,000.00	
542 64 10 00	Wages & OT	25,194.66	24,211.84	26,456.39	27,036.66	28,311.74	32,405.00	2023-5
542 64 20 00	Benefits	15,564.77	14,351.13	15,046.65	14,598.17	16,246.00	17,245.00	2023-5
542 64 20 01	Benefits - Uniforms	0.00	0.00	0.00	0.00	0.00	200.00	New for 2023
542 64 31 00	Operating Supplies - Traffic Control Devices	21,590.17	12,978.10	13,833.69	33,607.52	20,000.00	35,000.00	Street Paint, Thinner, Signs, Barricades, Cones, Thermoplastic Markings, Sign Posts & Brackets, LED Pedestrian Signals at Wal-Mart, High Efficiency Cobra Heads on Lamperti. (Increase due to need for increased signage and road marking improvements)
542 64 35 00	Sm Tools/Equipment	46.63	417.90	0.00	258.58	1,000.00	1,000.00	Hand tools & small power tools
542 64 47 00	Public Utilities	4,540.11	5,492.08	7,351.96	12,998.90	6,800.00	6,800.00	
542 64 49 00	Intergovernmntl Services	8,502.28	5,817.03	6,708.60	4,869.31	15,000.00	7,500.00	Signal Controller Certification, Signal Maintenance contract with WSDOT
542 64 49 01	Miscellaneous	0.00	0.00	0.00	100.30	0.00	0.00	

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100 Street Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
542 64 49 96	Interfund Rentals - O & M	19,183.52	15,732.40	14,044.69	19,663.68	14,000.00	14,500.00	Based on 2022 annualization
006	Traffic Control Devices	94,622.14	79,000.48	83,441.98	113,133.12	101,357.74	114,650.00	
542 66 10 00	Wages & OT	14,544.35	14,122.86	15,310.97	16,373.34	16,841.48	19,073.00	2023-5
542 66 20 00	Benefits	9,558.90	8,777.55	9,181.68	9,052.86	10,040.00	10,715.00	2023-5
542 66 31 00	Operating Supplies - Snow & Ice Removal	4,265.46	154.87	3,703.86	1,359.88	5,000.00	5,000.00	Estimation based on historical numbers
542 66 49 00	Miscellaneous	0.00	0.00	0.00	100.30	0.00	0.00	
542 66 49 96	Interfund Rentals - O & M	7,140.74	4,066.64	5,909.56	5,942.15	6,800.00	6,800.00	Estimation based on historical numbers
007	Snow & Ice Removal	35,509.45	27,121.92	34,106.07	32,828.53	38,681.48	41,588.00	
542 67 20 00	Benefits	20.36	0.00	0.00	0.00	0.00	0.00	
542 67 31 00	Operating Supplies - Street Cleaning	0.00	0.00	0.00	19.19	0.00	0.00	
008	Street Cleaning	20.36	0.00	0.00	19.19			
542 70 10 00	Wages & OT	18,339.34	17,861.01	19,320.84	20,919.94	21,415.47	24,182.00	2023-5
542 70 20 00	Benefits	12,258.63	11,244.13	11,755.17	11,639.09	12,896.00	13,782.00	2023-5
542 70 20 01	Benefits - Uniforms	0.00	0.00	0.00	0.00	0.00	200.00	Uniforms budget
542 70 31 00	Operating Supplies - Roadside	2,332.32	3,923.09	5,206.79	6,541.47	5,000.00	6,000.00	\$6,000 general supplies (increase due to increased costs)
542 70 32 00	Fuel	0.00	0.00	0.00	0.00	500.00	500.00	
542 70 35 00	Sm Tools/Equipment	0.00	378.82	486.95	438.08	500.00	500.00	Small Hand, Backpack Sprayers & Power Tools
542 70 41 00	Professional Services	0.00	0.00	0.00	18.60	0.00	0.00	
542 70 45 00	Operating Rentals	88.43	75.65	2,110.07	0.00	0.00	0.00	
542 70 48 00	Repairs/Maintenance	1,057.52	2,515.56	3,652.32	0.00	1,000.00	1,000.00	Miscellaneous repairs/maintenance services.
542 70 48 10	Road & Street Repairs & Maintenance - Myra Rd	9,970.00	0.00	0.00	0.00	3,000.00	3,000.00	
542 70 49 00	Intergovernmental Services	2,633.74	7,676.03	6,895.94	-1,591.87	7,800.00	7,800.00	
542 70 49 01	Miscellaneous	0.00	0.00	0.00	141.60	0.00	0.00	
542 70 49 96	Interfund Rentals - O & M	11,801.97	7,613.20	10,212.59	8,284.63	9,000.00	9,000.00	
009	Roadside	58,481.95	51,287.49	59,640.67	46,391.54	61,111.47	65,964.00	
597 00 01 00	Transfer To 320 For Equipment Replacement	82,500.00	7,000.00	480,250.00	416,750.00	340,000.00	120,000.00	Equipment Replacement Transfer
011	Interfund Transfers	82,500.00	7,000.00	480,250.00	416,750.00	340,000.00	120,000.00	
012	Capital Projects	0.00	0.00	0.00	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
542 Road & Street Maintenance	521,595.34	347,776.66	854,907.99	836,871.14	772,788.84	599,214.00	
542 90 10 00 Wages & OT	4,584.21	4,215.69	4,559.58	9,370.82	10,039.29	8,351.00	2023-5
542 90 20 00 Benefits	2,829.38	2,404.97	2,441.45	4,808.46	5,359.52	4,172.00	2023-5
543 10 10 00 Wages & OT	25,700.15	22,306.57	26,586.11	57,119.07	63,735.81	54,083.00	2023-5
543 10 10 02 Wages - Clerical	2,097.85	3,954.51	6,547.36	860.32	937.84	984.00	2023-5
543 10 20 00 Benefits	10,272.81	8,700.40	16,877.50	23,865.36	28,460.53	24,759.00	2023-5
543 10 20 02 Benefits - Clerical	1,727.65	1,954.62	4,680.19	603.99	649.88	683.00	2023-5
543 10 31 00 Operating Supplies - Administration	261.10	1,062.99	1,177.18	213.04	1,850.00	1,850.00	
543 10 31 01 Office Supplies - Administration	134.25	294.31	613.76	202.53	500.00	500.00	
543 10 35 00 Small Tools & Minor Equipment	0.00	124.46	0.00	0.00	0.00	0.00	
543 10 41 00 Professional Services	1,025.75	446.66	5,081.96	1,700.58	1,500.00	1,500.00	
543 10 42 00 Communication	714.30	423.92	254.40	233.99	400.00	400.00	Postage & phone.
543 10 44 01 Advertising	582.79	168.79	184.99	670.70	300.00	300.00	
543 10 47 00 Public Services	1,106.24	796.72	1,024.21	1,141.41	1,400.00	1,400.00	
543 10 48 00 Repairs And Maintenance	8.65	0.00	0.00	0.00	0.00	0.00	
543 10 49 00 Miscellaneous	126.95	92.00	492.79	921.97	500.00	500.00	Memberships
001 Administration	51,172.08	46,946.61	70,521.48	101,712.24	115,632.87	99,482.00	
543 30 46 00 Insurance	2,000.00	24,000.00	19,441.48	22,248.42	22,220.00	32,261.00	WCIA Estimate - 45% increase
002 General Services	2,000.00	24,000.00	19,441.48	22,248.42	22,220.00	32,261.00	
543 30 43 00 Travel - Training	296.20	1,466.79	1,688.06	-66.94	500.00	500.00	Per Diem Costs
543 30 49 01 Registrations/Fees - Training Classes & Seminars	782.67	92.02	-565.46	475.00	500.00	500.00	Pesticide training, road maintenance training.
004 Training	1,078.87	1,558.81	1,122.60	408.06	1,000.00	1,000.00	
543 Road & Street General Admin.	54,250.95	72,505.42	91,085.56	124,368.72	138,852.87	132,743.00	
Total Street Department:	575,846.29	420,282.08	946,068.55	961,239.86	911,641.71	731,957.00	

Engineering

544 20 10 00 Salary / Wages - City Engineer	53,632.65	41,205.17	25,580.60	13,060.68	23,704.13	2,280.00	2023-5
544 20 20 00 Benefits - City Engineer	24,279.73	14,817.85	7,683.93	4,932.05	6,160.24	227.00	2023-5
544 20 31 00 Operating Supplies - Engineering	157.48	23.12	7.71	54.45	200.00	200.00	Increase anticipated: color copier costs
544 20 31 01 Office Supplies - Engineering	178.50	74.03	0.00	49.34	200.00	200.00	Increase anticipated: color copier costs
544 20 41 00 Professional Services - Engineering	11,909.50	57,850.57	3,239.79	23.98	37,500.00	37,500.00	JUB Engineering Services

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
544 20 41 01 Engineering Costs - Pass Through	0.00	2,175.00	0.00	0.00	0.00	0.00	
544 20 43 00 Travel Expense - Engineering	343.65	0.00	0.00	145.56	0.00	0.00	
544 20 44 00 Advertising - Engineering	328.90	1,011.19	0.00	0.00	650.00	650.00	Project advertsing
544 20 48 00 Repairs And Maintenance	0.00	0.00	0.61	8.48	0.00	0.00	
544 20 49 00 Miscellaneous - Engineering	215.53	195.62	110.97	81.75	150.00	150.00	Membership dues
544 20 49 01 Training Registration Fees - Engineering	235.00	0.00	152.20	32.25	500.00	500.00	
544 Engineering	91,280.94	117,352.55	36,775.81	18,388.54	69,064.37	41,707.00	
Total Engineering:	91,280.94	117,352.55	36,775.81	18,388.54	69,064.37	41,707.00	
Ending Balances							
508 41 00 04 Ending Fund Balance	0.00	0.00	0.00	0.00	224,191.15	286,454.00	
999 Ending Balance	0.00	0.00	0.00	0.00	224,191.15	286,454.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	224,191.15	286,454.00	
TOTAL EXPENDITURES:	667,225.23	538,268.71	1,003,181.31	980,024.42	1,204,922.23	1,060,518.00	
FUND GAIN/LOSS:	234,853.24	305,359.44	255,391.92	238,528.23	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 01 Beginning Balance - Criminal Justice Fund	25,590.34	15,164.54	15,432.97	45,539.60	41,748.23	30,117.00	
001 Beginning Balances	25,590.34	15,164.54	15,432.97	45,539.60	41,748.23	30,117.00	
Total Beginning Balances:	25,590.34	15,164.54	15,432.97	45,539.60	41,748.23	30,117.00	
Miscellaneous							
361 10 00 12 Unrealized Gain/Loss	173.10	27.81	-263.15	-979.98	0.00	0.00	
361 11 00 12 Interest Earned - Criminal Justice	236.32	121.57	83.72	144.69	150.00	100.00	
361 30 00 12 Realized Gain/Loss On Investments	28.69	39.40	0.70	36.69	0.00	0.00	
361 41 00 12 Investment Interest - Purchased	-17.47	-9.44	-0.05	154.20	0.00	0.00	
001 Interest & Other Earnings	420.64	179.34	-178.78	-644.40	150.00	100.00	
025 Miscellaneous	420.64	179.34	-178.78	-644.40	150.00	100.00	
Total Miscellaneous:	420.64	179.34	-178.78	-644.40	150.00	100.00	
Grants							
002 Police Dept Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	
State Shared Revenues							
336 06 21 00 C.J. Funds - Regular	2,876.87	2,295.11	3,218.08	3,359.84	3,386.00	3,548.00	Per MRSC
336 06 26 00 C.J. - Municipal Criminal Justice Funding	10,350.47	10,836.26	11,458.86	11,913.08	11,997.00	12,516.00	Per MRSC
107 State Entitlements	13,227.34	13,131.37	14,676.94	15,272.92	15,383.00	16,064.00	
Total State Shared Revenues:	13,227.34	13,131.37	14,676.94	15,272.92	15,383.00	16,064.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Legislative							
335 04 01 00 LE & CJ Legislative 2022-2023 Biennium One-Time Allocation	0.00	0.00	38,209.00	0.00	0.00	0.00	
009 Criminal Justice	0.00	0.00	38,209.00	0.00			
521 Law Enforcement	0.00	0.00	38,209.00	0.00	0.00	0.00	
Total Legislative:	0.00	0.00	38,209.00	0.00	0.00	0.00	
TOTAL REVENUES:	39,238.32	28,475.25	68,140.13	60,168.12	57,281.23	46,281.00	
Miscellaneous							
521 10 41 02 Banking Service Fees/ Charges - CJ Fund	1.54	1.67	2.37	2.13	0.00	0.00	
025 Miscellaneous	1.54	1.67	2.37	2.13	0.00	0.00	
Total Miscellaneous:	1.54	1.67	2.37	2.13	0.00	0.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Grants							
002 Police Department Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	
Police Operations							
521 30 10 13 Salaries & Wages - Seatbelts CFDA#20.602 Grant Program	17.77	0.00	0.00	0.00	0.00	0.00	
521 30 10 14 Salaries & Wages - Impaired Driving CFDA#20.600 Grant Program	35.54	19.58	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 30 20 13	Personnel Benefits - Seatbelts CFDA#20.602 Grant Program	8.58	0.00	0.00	0.00	0.00	0.00	
521 30 20 14	Personnel Benefits - Impaired Driving CFDA#20.600 Grant Program	17.17	6.70	0.00	0.00	0.00	0.00	
003	Patrol	79.06	26.28	0.00	0.00			
521 30 10 12	Salaries & Wages - School Programs Officer	8,723.64	9,391.75	10,394.49	5,562.61	10,296.00	0.00	*
521 30 20 12	Personnel Benefits - School Programs Officer	3,698.42	3,622.58	3,923.67	2,046.79	3,681.00	0.00	*
004	School Resource Officer	12,422.06	13,014.33	14,318.16	7,609.40	13,977.00		
521 30 49 01	Misc Criminal Justice	0.00	0.00	0.00	0.00	0.00	300.00	
594 21 64 03	Equip. Criminal Justice	11,571.12	0.00	8,280.00	0.00	0.00	0.00	
009	Criminal Justice	11,571.12	0.00	8,280.00	0.00		300.00	
521	Law Enforcement	24,072.24	13,040.61	22,598.16	7,609.40	13,977.00	300.00	
591 18 75 02	Capital Leases & Installment Purchases - Police Department	0.00	0.00	0.00	17,000.00	26,000.00	17,000.00	3rd payment for Tasers and Body Cams - project 3015
002	Interest & Other Debt Costs	0.00	0.00	0.00	17,000.00	26,000.00	17,000.00	
591	Interest & Debt Service	0.00	0.00	0.00	17,000.00	26,000.00	17,000.00	
Total Police Operations:		24,072.24	13,040.61	22,598.16	24,609.40	39,977.00	17,300.00	
Ending Balances								
508 31 00 01	Ending Balance - C.J. Fund	0.00	0.00	0.00	0.00	17,304.23	28,981.00	
999	Ending Balance	0.00	0.00	0.00	0.00	17,304.23	28,981.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	17,304.23	28,981.00	
TOTAL EXPENDITURES:		24,073.78	13,042.28	22,600.53	24,611.53	57,281.23	46,281.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	15,164.54	15,432.97	45,539.60	35,556.59	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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121 Forfeited Proceeds Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 02 Beginning Fund Balance - Forfeited Proceeds Fund	2,200.79	2,036.74	2,060.49	2,056.76	2,076.87	2,020.00	
001 Beginning Balances	2,200.79	2,036.74	2,060.49	2,056.76	2,076.87	2,020.00	
Total Beginning Balances:	2,200.79	2,036.74	2,060.49	2,056.76	2,076.87	2,020.00	
Fines & Forfeits							
352 90 00 00 Superior Court Forfeited Proceeds (PD)	223.02	0.00	0.00	0.00	500.00	500.00	
003 Forfeited Proceeds	223.02	0.00	0.00	0.00	500.00	500.00	
012 Court Fines And Forfeitures	223.02	0.00	0.00	0.00	500.00	500.00	
Total Fines & Forfeits:	223.02	0.00	0.00	0.00	500.00	500.00	
Miscellaneous							
361 10 00 02 Unrealized Gain/Loss	17.35	4.00	-11.81	-56.22	0.00	0.00	
361 30 00 02 Realized Gain/Loss On Investments	3.50	4.98	0.08	1.66	0.00	0.00	
361 41 00 02 Investment Interest - Purchased	-2.06	-1.19	0.00	8.60	0.00	0.00	
001 Interest & Other Earnings	18.79	7.79	-11.73	-45.96			
025 Miscellaneous	18.79	7.79	-11.73	-45.96	0.00	0.00	
361 11 00 02 Investment Interest	24.08	16.18	8.14	6.84	20.00	20.00	
001 Interest & Other Earnings	24.08	16.18	8.14	6.84	20.00	20.00	
035 Other Miscellaneous	24.08	16.18	8.14	6.84	20.00	20.00	
Total Miscellaneous:	42.87	23.97	-3.59	-39.12	20.00	20.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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121 Forfeited Proceeds Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Grants

002 Police Dept Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	2,466.68	2,060.71	2,056.90	2,017.64	2,596.87	2,540.00	
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Miscellaneous

514 29 41 21 Bank Service Charges / Costs	0.17	0.22	0.14	0.11	0.00	0.00	
025 Miscellaneous	0.17	0.22	0.14	0.11	0.00	0.00	
Total Miscellaneous:	0.17	0.22	0.14	0.11	0.00	0.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Police Operations

521 21 31 21 Operating Supplies	191.98	0.00	0.00	0.00	0.00	0.00	Not requested
594 21 64 04 Equipment Purchases	237.79	0.00	0.00	0.00	0.00	0.00	Not requested
594 21 64 08 Equipment Purchases - Grant Funded	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
521 Law Enforcement	429.77	0.00	0.00	0.00	0.00	0.00	
Total Police Operations:	429.77	0.00	0.00	0.00	0.00	0.00	

Ending Balances

508 31 00 02 Ending Balance - Forfeited Proceeds Fund	0.00	0.00	0.00	0.00	2,596.87	2,540.00	
999 Ending Balance	0.00	0.00	0.00	0.00	2,596.87	2,540.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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121 Forfeited Proceeds Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Ending Balances:	0.00	0.00	0.00	0.00	2,596.87	2,540.00	
TOTAL EXPENDITURES:	429.94	0.22	0.14	0.11	2,596.87	2,540.00	
FUND GAIN/LOSS:	2,036.74	2,060.49	2,056.76	2,017.53	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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130 Hotel/Motel Tax

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 03 Beginning Balance - Hotel/Motel Tax	10,154.11	23,829.69	26,025.71	36,064.23	45,719.90	44,217.00	
001 Beginning Balances	10,154.11	23,829.69	26,025.71	36,064.23	45,719.90	44,217.00	
Total Beginning Balances:	10,154.11	23,829.69	26,025.71	36,064.23	45,719.90	44,217.00	
Taxes							
313 31 00 01 Hotel/Motel Lodging	7,980.50	6,038.42	13,098.08	15,373.38	18,000.00	18,000.00	
313 31 00 02 Hotel/Motel Stadium	7,990.63	6,123.93	10,676.08	15,373.38	18,000.00	18,000.00	
002 Retail Sales & Use Tax	15,971.13	12,162.35	23,774.16	30,746.76	36,000.00	36,000.00	
002 Taxes	15,971.13	12,162.35	23,774.16	30,746.76	36,000.00	36,000.00	
Total Taxes:	15,971.13	12,162.35	23,774.16	30,746.76	36,000.00	36,000.00	
Miscellaneous							
361 10 00 30 Unrealized Gain/Loss	102.39	40.80	-201.98	-1,198.82	0.00	0.00	
361 30 00 30 Realized Gain/Loss On Investments	21.96	57.61	1.84	29.06	0.00	0.00	
361 41 00 30 Investment Interest - Purchased	-14.17	-15.46	-1.13	202.89	0.00	0.00	
001 Interest & Other Earnings	110.18	82.95	-201.27	-966.87			
025 Miscellaneous	110.18	82.95	-201.27	-966.87	0.00	0.00	
361 11 01 30 Investment Interest	147.69	195.77	121.51	138.78	200.00	150.00	
001 Interest & Other Earnings	147.69	195.77	121.51	138.78	200.00	150.00	
035 Other Miscellaneous	147.69	195.77	121.51	138.78	200.00	150.00	
Total Miscellaneous:	257.87	278.72	-79.76	-828.09	200.00	150.00	
TOTAL REVENUES:	26,383.11	36,270.76	49,720.11	65,982.90	81,919.90	80,367.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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130 Hotel/Motel Tax

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Tourism							
557 30 31 30 Community Services - Office & Operating Supplies	0.00	6,522.00	10,000.00	0.00	10,000.00	10,000.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 41 30 Professional Financial / Banking	1.10	2.80	2.38	2.29	0.00	3.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 44 30 Tourism Advertising	952.32	1,720.25	153.50	1,000.00	3,600.00	3,600.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 49 01 Contributions To Other Agencies - Miscellaneous	0.00	2,000.00	3,500.00	4,000.00	4,000.00	4,000.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 49 30 City Event Entertainment	1,600.00	0.00	0.00	6,500.00	12,500.00	12,500.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 Economic Development	2,553.42	10,245.05	13,655.88	11,502.29	30,100.00	30,103.00	
Total Tourism:	2,553.42	10,245.05	13,655.88	11,502.29	30,100.00	30,103.00	
Ending Balances							
508 31 00 03 Ending Balance - Hotel/Motel Tax	0.00	0.00	0.00	0.00	51,819.90	50,264.00	
999 Ending Balance	0.00	0.00	0.00	0.00	51,819.90	50,264.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	51,819.90	50,264.00	
TOTAL EXPENDITURES:	2,553.42	10,245.05	13,655.88	11,502.29	81,919.90	80,367.00	
FUND GAIN/LOSS:	23,829.69	26,025.71	36,064.23	54,480.61	0.00	0.00	

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201 ULTGO Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 05 Beginning Balance Forward - ULTGO Bond Fund	15,457.06	15,167.67	14,887.94	15,509.44	15,798.43	20,925.00	
001 Beginning Balances	15,457.06	15,167.67	14,887.94	15,509.44	15,798.43	20,925.00	
Total Beginning Balances:	15,457.06	15,167.67	14,887.94	15,509.44	15,798.43	20,925.00	
Miscellaneous							
361 11 00 21 Investment Interest	10.67	24.87	21.65	176.73	10.00	10.00	
001 Interest & Other Earnings	10.67	24.87	21.65	176.73	10.00	10.00	
025 Miscellaneous	10.67	24.87	21.65	176.73	10.00	10.00	
Total Miscellaneous:	10.67	24.87	21.65	176.73	10.00	10.00	
Interfund Transfers							
397 00 00 21 Transfer CE To ULTGO 201	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	
070 Operating Transfers	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	
Total Interfund Transfers:	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	
Loan Proceeds							
006 CARS Bonds	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	504,517.73	503,142.54	502,859.59	503,636.17	503,758.43	509,985.00	

Miscellaneous

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201 ULTGO Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
514 29 41 01 Banking Service Fees/Charges - ULTGO Bond Fund	0.06	4.60	0.15	30.72	0.00	0.00	
025 Miscellaneous	0.06	4.60	0.15	30.72	0.00	0.00	
Total Miscellaneous:	0.06	4.60	0.15	30.72	0.00	0.00	

Long Term Debt Payment/Interes

591 95 71 01 Principle UTGO 2014 Issue (CARS)	290,000.00	295,000.00	300,000.00	0.00	300,000.00	320,000.00	Payment 10/20, 3.38% Balance after 2023 pmt = \$3,950,000
592 95 83 01 Interest UTGO 2014 Issue (CARS)	198,750.00	192,950.00	187,050.00	89,025.00	187,050.00	168,750.00	CARS Bond, Pmt 10/20 3.38% Balance after 2023 pmt = \$3,950,000
592 95 83 02 Other Debt Service Costs (CARS)	0.00	0.00	0.00	0.00	0.00	300.00	CARS Bond Loan Fee
001 Long Term Debt Redemption	0.00	0.00	0.00	0.00			
592 95 83 02 Other Debt Service Costs (CARS)	600.00	300.00	300.00	300.00	0.00	0.00	
002 Interest & Other Debt Costs	600.00	300.00	300.00	300.00			
591 Interest & Debt Service	489,350.00	488,250.00	487,350.00	89,325.00	487,050.00	489,050.00	
Total Long Term Debt Payment/Interes:	489,350.00	488,250.00	487,350.00	89,325.00	487,050.00	489,050.00	

Ending Balances

508 41 00 05 Ending Fund Balance	0.00	0.00	0.00	0.00	16,708.43	20,935.00	
999 Ending Balance	0.00	0.00	0.00	0.00	16,708.43	20,935.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	16,708.43	20,935.00	
TOTAL EXPENDITURES:	489,350.06	488,254.60	487,350.15	89,355.72	503,758.43	509,985.00	
FUND GAIN/LOSS:	15,167.67	14,887.94	15,509.44	414,280.45	0.00	0.00	

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202 LTGO Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 06 Beginning Balance - South End Bond Fund	51,995.10	52,006.12	0.00	0.00	0.00	0.00	
001 Beginning Balances	51,995.10	52,006.12	0.00	0.00	0.00	0.00	
Total Beginning Balances:	51,995.10	52,006.12	0.00	0.00	0.00	0.00	
Miscellaneous							
361 11 00 22 Interest Earned - Southend Bond Fund	11.18	5.28	0.00	0.00	0.00	0.00	
001 Interest & Other Earnings	11.18	5.28	0.00	0.00			
025 Miscellaneous	11.18	5.28	0.00	0.00	0.00	0.00	
Total Miscellaneous:	11.18	5.28	0.00	0.00	0.00	0.00	
Interfund Transfers							
397 00 00 22 Transfer CE To 202 LTGO Bond Fund	51,127.00	224,423.58	0.00	0.00	0.00	0.00	
070 Operating Transfers	51,127.00	224,423.58	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	51,127.00	224,423.58	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	103,133.28	276,434.98	0.00	0.00	0.00	0.00	
Miscellaneous							
514 29 41 02 Banking Service Fees/Charges - South End Bond Fund	0.14	4.12	0.00	0.00	0.00	0.00	
025 Miscellaneous	0.14	4.12	0.00	0.00	0.00	0.00	
Total Miscellaneous:	0.14	4.12	0.00	0.00	0.00	0.00	

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202 LTGO Bond Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers								
Total Interfund Transfers:		0.00	0.00	0.00	0.00	0.00	0.00	
Long Term Debt Payment/Interes								
591 58 71 22	Principle LTGO Fire Engine Bond	44,875.82	269,254.90	0.00	0.00	0.00	0.00	
001	Long Term Debt Redemption	44,875.82	269,254.90	0.00	0.00			
592 58 83 22	Interest LTGO Fire Engine Bond	6,251.20	7,175.96	0.00	0.00	0.00	0.00	
002	Interest & Other Debt Costs	6,251.20	7,175.96	0.00	0.00			
591	Interest & Debt Service	51,127.02	276,430.86	0.00	0.00	0.00	0.00	
Total Long Term Debt Payment/Interes:		51,127.02	276,430.86	0.00	0.00	0.00	0.00	
Ending Balances								
Total Ending Balances:		0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:		51,127.16	276,434.98	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:		52,006.12	0.00	0.00	0.00	0.00	0.00	

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235 Commercial Drive Bond Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 07 Beginning Balance - Commercial Dr. Bond Debt Service Fund	142,460.73	143,829.45	143,602.82	143,705.70	143,719.89	0.00	Loan Paid off in 2022
001 Beginning Balances	142,460.73	143,829.45	143,602.82	143,705.70	143,719.89	0.00	
Total Beginning Balances:	142,460.73	143,829.45	143,602.82	143,705.70	143,719.89	0.00	
Miscellaneous							
361 11 00 23 Interest Earned - Comm Drive Debt Service Fund	1,372.65	529.37	107.36	58.65	250.00	0.00	*
001 Interest & Other Earnings	1,372.65	529.37	107.36	58.65	250.00		
025 Miscellaneous	1,372.65	529.37	107.36	58.65	250.00	0.00	
Total Miscellaneous:	1,372.65	529.37	107.36	58.65	250.00	0.00	
Interfund Transfers							
397 00 00 24 INF To #235 From #001 Current Expense	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	Loan Paid off in 2022
070 Operating Transfers	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	
Total Interfund Transfers:	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	
Capital Contributions							
001 Development agreements	0.00	0.00	0.00	0.00			
Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	284,317.38	284,093.82	284,194.18	403,821.39	284,453.89	0.00	

5 YEAR BUDGET COMPARISON

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235 Commercial Drive Bond Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Miscellaneous							
514 29 41 22 Bank Charges / Services	4.20	7.27	4.75	1.52	0.00	0.00	
514 Finance & Administration	4.20	7.27	4.75	1.52	0.00	0.00	
Total Miscellaneous:	4.20	7.27	4.75	1.52	0.00	0.00	
Long Term Debt Payment/Interes							
591 95 71 09 Principal On Long Term External GO Debt	107,530.01	112,372.67	117,633.31	379,381.62	122,924.00	0.00	Loan Paid Off in 2022
001 Long Term Debt Redemption	107,530.01	112,372.67	117,633.31	379,381.62	122,924.00		
592 95 83 09 Interest On Long Term External Debt	32,953.72	28,111.06	22,850.42	24,438.25	17,559.00	0.00	Loan Paid off in 2022
002 Interest & Other Debt Costs	32,953.72	28,111.06	22,850.42	24,438.25	17,559.00		
591 Interest & Debt Service	140,483.73	140,483.73	140,483.73	403,819.87	140,483.00	0.00	
Total Long Term Debt Payment/Interes:	140,483.73	140,483.73	140,483.73	403,819.87	140,483.00	0.00	
Ending Balances							
508 41 00 07 Ending Balance	0.00	0.00	0.00	0.00	143,970.89	0.00	*
999 Ending Balance	0.00	0.00	0.00	0.00	143,970.89	0.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	143,970.89	0.00	
TOTAL EXPENDITURES:	140,487.93	140,491.00	140,488.48	403,821.39	284,453.89	0.00	
FUND GAIN/LOSS:	143,829.45	143,602.82	143,705.70	0.00	0.00	0.00	

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301 Street Capital Contribution Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 08 Beginning Balance - Street Capital Contribution Fund	16,046.31	16,052.31	16,057.74	4,135.00	16,060.35	4,137.00	
001 Beginning Balances	16,046.31	16,052.31	16,057.74	4,135.00	16,060.35	4,137.00	
Total Beginning Balances:	16,046.31	16,052.31	16,057.74	4,135.00	16,060.35	4,137.00	
Miscellaneous							
361 11 00 03 Investment Interest	16.57	5.43	2.26	1.42	20.00	15.00	
001 Interest & Other Earnings	16.57	5.43	2.26	1.42	20.00	15.00	
025 Miscellaneous	16.57	5.43	2.26	1.42	20.00	15.00	
Total Miscellaneous:	16.57	5.43	2.26	1.42	20.00	15.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Capital Contributions							
345 89 01 23 Street Capital Developer Contributions	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	Developer Fees - Projects 6035 \$36,049.50, 6064 \$284,778.50
001 Development agreements	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	
370 Capital Contributions	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	
Total Capital Contributions:	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	
TOTAL REVENUES:	78,631.37	27,983.08	16,060.00	4,136.42	77,080.35	384,980.00	

5 YEAR BUDGET COMPARISON

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301 Street Capital Contribution Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
597 00 01 01 Interfund Transfer For CARS Signalization	62,579.06	11,925.34	11,925.00	0.00	40,000.00	40,000.00	
597 00 03 11 Interfund Transfer To Street Improvement Fund	0.00	0.00	0.00	0.00	10,000.00	320,828.00	Transfers for 6035, 6064
070 Operating Transfers	62,579.06	11,925.34	11,925.00	0.00	50,000.00	360,828.00	
Total Interfund Transfers:	62,579.06	11,925.34	11,925.00	0.00	50,000.00	360,828.00	
Street Department							
012 Capital Projects	0.00	0.00	0.00	0.00			
Total Street Department:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 08 Ending Balance - Street Capital Contribution Fund	0.00	0.00	0.00	0.00	27,080.35	24,152.00	
999 Ending Balance	0.00	0.00	0.00	0.00	27,080.35	24,152.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	27,080.35	24,152.00	
TOTAL EXPENDITURES:	62,579.06	11,925.34	11,925.00	0.00	77,080.35	384,980.00	
FUND GAIN/LOSS:	16,052.31	16,057.74	4,135.00	4,136.42	0.00	0.00	

5 YEAR BUDGET COMPARISON

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305 Capital Improvement Fund (REET)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Grants:	0.00	0.00	0.00	0.00	0.00	64,500.00	

Federal Revenues

397 00 04 05 Interfund Transfer From CE For ARPA Expenses (CFDA #21.027)	0.00	0.00	0.00	0.00	0.00	0.00	*
Total Federal Revenues:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	331,277.05	420,567.24	544,925.62	733,427.89	665,641.61	821,272.00	
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Miscellaneous

514 20 41 35 Professional Financial / Banking	15.14	34.57	28.92	27.05	0.00	35.00	Based on 2022 annualization
025 Miscellaneous	15.14	34.57	28.92	27.05	0.00	35.00	
Total Miscellaneous:	15.14	34.57	28.92	27.05	0.00	35.00	

Interfund Transfers

597 00 00 34 Transfer From REET(305) For CARS Project	0.00	0.00	0.00	61,544.80	0.00	0.00	
070 Operating Transfers	0.00	0.00	0.00	61,544.80	0.00	0.00	
Total Interfund Transfers:	0.00	0.00	0.00	61,544.80	0.00	0.00	

Street Department

594 42 63 00 Street And Path Projects	0.00	0.00	17,226.12	54,247.79	100,000.00	251,656.00	Projects: 6059 \$32,000, 6019 \$219,656
594 42 65 02 Chipsealing / Walla Walla Cnty PW	46,500.30	97,281.13	60,013.36	64.12	60,000.00	75,000.00	Project 6018
542 Road & Street Maintenance	46,500.30	97,281.13	77,239.48	54,311.91	160,000.00	326,656.00	
Total Street Department:	46,500.30	97,281.13	77,239.48	54,311.91	160,000.00	326,656.00	

Capital Expenditures

595 30 63 02 Other Capital Improvements - REET	1,504.44	0.00	0.00	0.00	0.00	0.00	
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305 Capital Improvement Fund (REET)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
595 10 63 00 Professional Services - Engineering Services	0.00	0.00	0.00	0.00	0.00	60,000.00	TIF Project Proposal
005 Planning & Design	0.00	0.00	0.00	0.00		60,000.00	
594 Capital Improvements	1,504.44	0.00	0.00	0.00	0.00	60,000.00	
Total Capital Expenditures:	1,504.44	0.00	0.00	0.00	0.00	60,000.00	
Ending Balances							
508 41 00 09 Ending Fund Balance	0.00	0.00	0.00	0.00	505,641.61	434,581.00	
999 Ending Balance	0.00	0.00	0.00	0.00	505,641.61	434,581.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	505,641.61	434,581.00	
TOTAL EXPENDITURES:	48,019.88	97,315.70	77,268.40	115,883.76	665,641.61	821,272.00	
FUND GAIN/LOSS:	283,257.17	323,251.54	467,657.22	617,544.13	0.00	0.00	

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306 Capital Improvement Fund (REET 2)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 10 Beginning Balance - Capital Improvement Fund (REET II)	189,588.12	433,260.05	583,591.82	1,247,975.84	1,279,804.29	1,429,130.00	Funding for Lions Park in 2023
001 Beginning Balances	189,588.12	433,260.05	583,591.82	1,247,975.84	1,279,804.29	1,429,130.00	
Total Beginning Balances:	189,588.12	433,260.05	583,591.82	1,247,975.84	1,279,804.29	1,429,130.00	
Taxes							
318 35 00 00 REET 2 - Second Quarter Percent	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
004 Excise Taxes	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
002 Taxes	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
Total Taxes:	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
Miscellaneous							
361 10 00 36 Unrealized Gain/Loss	2,011.40	642.35	-6,406.73	-36,308.28	0.00	0.00	
361 11 00 36 Investment Interest	2,844.56	3,783.87	2,895.40	4,306.47	4,000.00	2,500.00	
361 30 00 36 Realized Gain/Loss On Investments	410.21	1,084.39	31.58	1,005.53	0.00	0.00	
361 41 00 36 Investment Interest - Purchased	-262.27	-314.38	-10.62	5,751.89	0.00	0.00	
001 Interest & Other Earnings	5,003.90	5,196.23	-3,490.37	-25,244.39	4,000.00	2,500.00	
395 10 00 01 Proceeds From Sale Of Capital Assets	64,621.97	0.00	0.00	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	64,621.97	0.00	0.00	0.00			
025 Miscellaneous	69,625.87	5,196.23	-3,490.37	-25,244.39	4,000.00	2,500.00	
Total Miscellaneous:	69,625.87	5,196.23	-3,490.37	-25,244.39	4,000.00	2,500.00	
Contributions / Donations Priv							
367 11 00 06 Contr/Donations - Private	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	Project 4001,\$51,274, 4007 \$25,000

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306 Capital Improvement Fund (REET 2)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
004 Other Donations	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	
030 Contr & Donations Priv Sources	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	
Total Contributions / Donations Priv:	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	

Grants

331 11 00 00 Federal Direct Grant From The Department Of Commerce.	0.00	0.00	0.00	0.00	0.00	512,735.90	DOC Grant for Lions Park - 4001
001 Direct Federal Grants	0.00	0.00	0.00	0.00		512,735.90	
100 Direct Federal Grants	0.00	0.00	0.00	0.00	0.00	512,735.90	
367 00 03 06 Local Grants - Lions Park Renovation	0.00	0.00	0.00	1,500.00	0.00	1,025,471.80	Project 4001
102 Grants - Private Sources	0.00	0.00	0.00	1,500.00	0.00	1,025,471.80	
334 02 70 01 Recreation And Conservation Office Grant - Lions' Park	0.00	0.00	0.00	19,313.19	1,500,000.00	1,435,660.52	RCO Grant for Lions Park - 4001
334 03 10 09 State Direct/Indirect Grant From Department Of Ecology	0.00	0.00	0.00	0.00	0.00	820,377.44	
334 04 20 03 CERB Grant - S. College Place Study	48,500.24	0.00	0.00	0.00	0.00	0.00	
001 State Grants	48,500.24	0.00	0.00	19,313.19	1,500,000.00	2,256,037.96	
105 State Grants	48,500.24	0.00	0.00	19,313.19	1,500,000.00	2,256,037.96	
Total Grants:	48,500.24	0.00	0.00	20,813.19	1,500,000.00	3,794,245.66	
TOTAL REVENUES:	472,337.20	589,108.99	1,296,566.11	1,494,385.23	3,493,804.29	5,522,149.25	

Miscellaneous

514 20 41 36 Professional Financial / Banking	20.75	53.17	64.93	70.14	0.00	0.00	
025 Miscellaneous	20.75	53.17	64.93	70.14	0.00	0.00	

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306 Capital Improvement Fund (REET 2)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Miscellaneous:	20.75	53.17	64.93	70.14	0.00	0.00	
Capital Expenditures							
595 30 63 36 Other Capital Improvements - REET	-9,443.84	5,464.00	48,525.34	46,225.40	3,256,683.00	1,306,839.75	Projects: 4001 \$1,281,839.75, 4007 \$25,000
595 30 63 37 Other Capital Improvements - Grant Reimbursed	48,500.24	0.00	0.00	0.00	0.00	3,845,519.25	Project 4001
594 Capital Improvements	39,056.40	5,464.00	48,525.34	46,225.40	3,256,683.00	5,152,359.00	
Total Capital Expenditures:	39,056.40	5,464.00	48,525.34	46,225.40	3,256,683.00	5,152,359.00	
Ending Balances							
508 41 00 10 Ending Fund Balance	0.00	0.00	0.00	0.00	237,121.29	369,790.25	
999 Ending Balance	0.00	0.00	0.00	0.00	237,121.29	369,790.25	
Total Ending Balances:	0.00	0.00	0.00	0.00	237,121.29	369,790.25	
TOTAL EXPENDITURES:	39,077.15	5,517.17	48,590.27	46,295.54	3,493,804.29	5,522,149.25	
FUND GAIN/LOSS:	433,260.05	583,591.82	1,247,975.84	1,448,089.69	0.00	0.00	

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309 CDBG Projects Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 11 Estimated Beginning Balance - CDBG Projects Fund	0.00	0.00	0.05	0.15	0.00	0.00	Based on annualization for 2021 end of year budget.
001 Beginning Balances	0.00	0.00	0.05	0.15	0.00	0.00	
Total Beginning Balances:	0.00	0.00	0.05	0.15	0.00	0.00	
Miscellaneous							
361 11 00 09 Investment Interest - CDBG Project Fund	0.00	0.05	0.10	0.09	0.00	0.00	
001 Interest & Other Earnings	0.00	0.05	0.10	0.09			
025 Miscellaneous	0.00	0.05	0.10	0.09	0.00	0.00	
Total Miscellaneous:	0.00	0.05	0.10	0.09	0.00	0.00	
Grants							
333 14 00 00 Federal Indirect Grant From Dept Of Housing And Urban Dev-Sidewalks-CDBG	0.00	0.00	247,951.66	193,351.84	364,000.00	309,400.00	Job 6048
333 14 00 01 Federal Indirect Grant From Dept Of Housing And Urban Dev - Microbusiness-CDBG	0.00	0.00	0.00	34,755.58	0.00	15,000.00	
333 14 00 02 Federal Indirect Grant From Dept Of Housing And Urban Dev-Stormwater Study-CDBG	0.00	0.00	30,000.00	0.00	0.00	0.00	
001 Indirect Federal Grants	0.00	0.00	277,951.66	228,107.42	364,000.00	324,400.00	
101 Indirect Federal Grants	0.00	0.00	277,951.66	228,107.42	364,000.00	324,400.00	
Total Grants:	0.00	0.00	277,951.66	228,107.42	364,000.00	324,400.00	

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309 CDBG Projects Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
TOTAL REVENUES:	0.00	0.05	277,951.81	228,107.66	364,000.00	324,400.00	

Miscellaneous

Total Miscellaneous:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

012 CDBG	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Stormwater

006 Storm Drainage	0.00	0.00	0.00	0.00			
Total Stormwater:	0.00	0.00	0.00	0.00	0.00	0.00	

Street Department

595 61 63 00 Capital Expenditures/Expenses - Sidewalks	0.00	0.00	0.00	0.00	364,000.00	309,400.00	Project 6048
595 61 63 01 Capital Expenditures/Expenses - Grant Funded Sidewalks	0.00	0.00	277,951.66	193,351.84	0.00	0.00	
012 Capital Projects	0.00	0.00	277,951.66	193,351.84	364,000.00	309,400.00	
542 Road & Street Maintenance	0.00	0.00	277,951.66	193,351.84	364,000.00	309,400.00	
Total Street Department:	0.00	0.00	277,951.66	193,351.84	364,000.00	309,400.00	

Planning/Community Development

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309 CDBG Projects Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
558 70 40 00	Economic Development - Microbusiness Assistance Program	0.00	0.00	0.00	51,599.54	0.00	15,000.00	Covers two seats in program. BMAC taking it over from Mercycorps/City of WW next year. Last couple years we had a CDBG grant for this.
002	Development	0.00	0.00	0.00	51,599.54		15,000.00	
558	Planning/Community Development	0.00	0.00	0.00	51,599.54	0.00	15,000.00	
Total Planning/Community Development:		0.00	0.00	0.00	51,599.54	0.00	15,000.00	
Ending Balances								
508 41 00 11	Ending Balance	0.00	0.00	0.00	0.00	0.00	0.00	Based on annualization for 2021 end of year forecast.
Total Ending Balances:		0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:		0.00	0.00	277,951.66	244,951.38	364,000.00	324,400.00	
FUND GAIN/LOSS:		0.00	0.05	0.15	-16,843.72	0.00	0.00	

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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 12 Beginning Balance - Street Improvement Fund	336,423.07	115,934.51	395,775.25	186,386.87	238,171.81	205,926.00	
001 Beginning Balances	336,423.07	115,934.51	395,775.25	186,386.87	238,171.81	205,926.00	
Total Beginning Balances:	336,423.07	115,934.51	395,775.25	186,386.87	238,171.81	205,926.00	

Miscellaneous

361 10 00 11 Unrealized Gain/Loss	2,729.88	-780.38	-895.13	-4,150.23	0.00	0.00	
361 11 00 11 Investment Interest St. Improvement Fund	3,508.42	1,751.15	1,157.00	479.24	2,000.00	1,500.00	
361 30 00 11 Realized Gain/Loss On Investments	546.67	394.92	-1.14	150.18	0.00	0.00	
361 41 00 11 Investment Interest - Purchased	-283.91	-285.81	26.00	573.41	0.00	0.00	
001 Interest & Other Earnings	6,501.06	1,079.88	286.73	-2,947.40	2,000.00	1,500.00	
025 Miscellaneous	6,501.06	1,079.88	286.73	-2,947.40	2,000.00	1,500.00	
Total Miscellaneous:	6,501.06	1,079.88	286.73	-2,947.40	2,000.00	1,500.00	

Interfund Transfers

397 00 03 11 Interfund Transfer From Street Capital Developer Contributions Fund	0.00	0.00	0.00	0.00	10,000.00	320,828.00	Projects 6035 \$36,049.50, 6064 \$284,778.50
397 00 13 11 Transfer From CE To Street Improvement Fund	400,000.00	0.00	0.00	0.00	50,000.00	0.00	*
070 Operating Transfers	400,000.00	0.00	0.00	0.00	60,000.00	320,828.00	
Total Interfund Transfers:	400,000.00	0.00	0.00	0.00	60,000.00	320,828.00	

Grants

331 20 00 00 Federal Direct Grant From The Department Of Transportation.	0.00	0.00	0.00	0.00	0.00	164,241.00	Fed DOT Grant,Project 5006, MPO Grant 5006
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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002 Police Dept Grants	0.00	0.00	0.00	0.00		164,241.00	
331 97 00 02 Federal Direct Grant From The Department Of Homeland Security.	0.00	0.00	0.00	0.00	0.00	223,199.25	Fema Grant 6032 \$223,199
003 Fire Dept Grants	0.00	0.00	0.00	0.00		223,199.25	
100 Direct Federal Grants	0.00	0.00	0.00	0.00	0.00	387,440.25	
001 Indirect Federal Grants	0.00	0.00	0.00	0.00			
333 20 62 01 WASPC - Traffic Safety Equipment Grant Safe Sidewalks	2,301.90	65,198.10	0.00	0.00	0.00	0.00	
002 Police Department Grants	2,301.90	65,198.10	0.00	0.00			
101 Indirect Federal Grants	2,301.90	65,198.10	0.00	0.00	0.00	0.00	
367 00 03 11 Pacific Power Grant	9,517.40	0.00	0.00	0.00	71,100.00	89,279.70	Project 6032
102 Grants - Private Sources	9,517.40	0.00	0.00	0.00	71,100.00	89,279.70	
334 00 10 11 State Grant From Legislature	0.00	0.00	0.00	0.00	1,637,537.00	0.00	*
334 03 80 06 TIB C Street Grant	341,901.88	852,375.80	0.00	0.00	50,000.00	50,000.00	
334 03 80 07 TIB 4th Street Sidewalks Grant	142,342.30	0.00	0.00	0.00	0.00	0.00	
334 03 80 08 TIB Overlay Grants	0.00	0.00	264,593.00	0.00	282,204.00	1,085,476.00	Projects 5006 \$164,952, 6058 \$160,524, 6014 \$760,000
334 03 80 09 TIB Relight Washington Grant	77,661.00	235,030.00	0.00	0.00	0.00	0.00	
334 03 80 31 State Grant From TIB - Complete Streets	500,000.00	0.00	0.00	0.00	0.00	0.00	*
001 State Grants	1,061,905.18	1,087,405.80	264,593.00	0.00	1,969,741.00	1,135,476.00	
105 State Grants	1,061,905.18	1,087,405.80	264,593.00	0.00	1,969,741.00	1,135,476.00	
Total Grants:	1,073,724.48	1,152,603.90	264,593.00	0.00	2,040,841.00	1,612,195.95	

Loan Proceeds

5 YEAR BUDGET COMPARISON

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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
391 10 00 03 Revenue Bond Proceeds - TIF	0.00	0.00	0.00	0.00	0.00	764,589.00	TIF Projects 5006 \$381,807, 6035 \$36,049.50, 6063 \$61,954, 6064 \$284,778.50
008 Fire Engine Bond	0.00	0.00	0.00	0.00		764,589.00	
092 Loan Receipts	0.00	0.00	0.00	0.00	0.00	764,589.00	
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	764,589.00	
TOTAL REVENUES:	1,816,648.61	1,269,618.29	660,654.98	183,439.47	2,341,012.81	2,905,038.95	

Miscellaneous

543 30 41 11 Professional Financial / Banking	22.93	25.72	19.34	7.01	25.00	25.00	
025 Miscellaneous	22.93	25.72	19.34	7.01	25.00	25.00	
Total Miscellaneous:	22.93	25.72	19.34	7.01	25.00	25.00	

Interfund Transfers

597 00 31 33 Transfer From Street Improvement Fund To Economic Development Fund	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00	*
070 Operating Transfers	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00	
Total Interfund Transfers:	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00	

Street Department

006 Traffic Control Devices	0.00	0.00	0.00	0.00			
009 Roadside	0.00	0.00	0.00	0.00			
595 10 63 20 Street Fund Capital Project Engineering	198,933.13	6,709.00	0.00	0.00	1,000,000.00	0.00	*

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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
595 10 63 21 Street Fund Capital Project Engineering - Grant Portion	2,301.90	65,198.10	0.00	0.00	0.00	0.00	
595 30 63 21 Street Fund Capital Project Roadways - TIB Grant Portion	341,901.88	852,375.80	0.00	0.00	0.00	924,952.00	Projects: 5006 \$164,952, 614 \$760,000
010 Engineering	543,136.91	924,282.90	0.00	0.00	1,000,000.00	924,952.00	
595 20 63 20 Street Fund Capital Project ROW	14,950.06	35,090.33	83,749.68	-32,436.73	0.00	0.00	
595 30 63 12 Roads/Streets Const. & Other Infrastructure - St Improvement Fund	0.00	2,074.00	0.00	8,522.08	10,000.00	312,478.95	Project 6032
595 30 63 20 Street Fund Capital Project Roadways	459,896.23	-594,214.96	11,684.63	16,142.89	711,000.00	1,522,618.00	Projects: 5006 \$381,807, 6035 \$36,049.50, 6048 \$54,600, 6058 \$178,360, 6014 \$40,000, 6063 \$61,954, 6064 \$ 284,778.50, 5006, \$54,036, 5006, \$110,205, 6035, \$36,049.50. 6064 \$284,778.50
595 31 63 03 Overlays - City Portion	35,039.63	62,196.89	56,806.43	0.00	0.00	0.00	
595 31 63 04 Overlays - TIB Grant Portion	0.00	244,388.16	222,008.03	0.00	313,560.00	0.00	*
595 61 63 11 4th St Sidewalks - City Portion	48,576.80	0.00	0.00	0.00	0.00	0.00	
595 63 63 00 Street Lights - TIB Grant Portion	91,574.14	0.00	0.00	0.00	0.00	0.00	
595 63 63 01 Street Lights - Private Grant Portion	7,517.40	0.00	0.00	0.00	0.00	0.00	
012 Capital Projects	657,554.26	-250,465.58	374,248.77	-7,771.76	1,034,560.00	1,835,096.95	
542 Road & Street Maintenance	1,200,691.17	673,817.32	374,248.77	-7,771.76	2,034,560.00	2,760,048.95	
Total Street Department:	1,200,691.17	673,817.32	374,248.77	-7,771.76	2,034,560.00	2,760,048.95	
Ending Balances							
508 41 00 12 Ending Balance	0.00	0.00	0.00	0.00	206,427.81	144,965.00	
999 Ending Balance	0.00	0.00	0.00	0.00	206,427.81	144,965.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	206,427.81	144,965.00	
TOTAL EXPENDITURES:	1,700,714.10	873,843.04	474,268.11	92,235.25	2,341,012.81	2,905,038.95	
FUND GAIN/LOSS:	115,934.51	395,775.25	186,386.87	91,204.22	0.00	0.00	

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315 Facility Maintenance Reserve Fund (CE)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 13 Beginning Fund Balance - Facility Maintenance Reserve Fund	115,809.10	80,237.26	232,666.61	477,136.16	158,897.56	675,991.00	Project Carryover from 2022
001 Beginning Balances	115,809.10	80,237.26	232,666.61	477,136.16	158,897.56	675,991.00	
Total Beginning Balances:	115,809.10	80,237.26	232,666.61	477,136.16	158,897.56	675,991.00	
Miscellaneous							
361 10 00 15 Unrealized Gain/Loss	633.24	63.37	-1,915.82	-16,217.03	0.00	0.00	
361 11 00 15 Investment Interest- Facility Maintenance Reserve Fund	1,459.99	838.86	1,146.95	1,956.60	1,500.00	1,000.00	
361 30 00 15 Realized Gain/Loss On Investments	281.51	182.04	0.38	384.44	0.00	0.00	
361 41 00 15 Investment Interest - Purchased	-115.10	-78.97	21.42	2,889.27	0.00	0.00	
001 Interest & Other Earnings	2,259.64	1,005.30	-747.07	-10,986.72	1,500.00	1,000.00	
025 Miscellaneous	2,259.64	1,005.30	-747.07	-10,986.72	1,500.00	1,000.00	
Total Miscellaneous:	2,259.64	1,005.30	-747.07	-10,986.72	1,500.00	1,000.00	
Interfund Transfers							
397 00 00 15 Operating Transfer From CE To Bldg Fac Reserve	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	\$200,000 General Projects, \$700,000 Council Chambers project (ARPA), \$200,000 City Hall Design
070 Operating Transfers	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	
Total Interfund Transfers:	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	
Grants							
331 97 00 01 Federal Direct Grant From The Department Of Homeland Security.	0.00	0.00	0.00	0.00	0.00	0.00	*
003 Fire Dept Grants	0.00	0.00	0.00	0.00			

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315 Facility Maintenance Reserve Fund (CE)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
367 00 03 15 Pacific Power Lighting Grant	0.00	16,706.00	0.00	0.00	0.00	20,524.30	Project 3011
367 00 03 16 Contributions And Donations From Nongovernmental Services	0.00	0.00	0.00	0.00	0.00	20,000.00	WCIA grant project 1020
102 Grants - Private Sources	0.00	16,706.00	0.00	0.00	0.00	40,524.30	
001 State Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	16,706.00	0.00	0.00	0.00	40,524.30	

Loan Proceeds

391 20 04 12 Revenue Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	*
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	268,068.74	393,048.56	631,919.54	816,149.44	660,397.56	1,817,515.30
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Physical Environment

Total Physical Environment:	0.00	0.00	0.00	0.00	0.00	0.00
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Miscellaneous

514 20 41 15 Financial Services / Fees & Charges	12.83	9.10	22.30	32.93	100.00	100.00
025 Miscellaneous	12.83	9.10	22.30	32.93	100.00	100.00
Total Miscellaneous:	12.83	9.10	22.30	32.93	100.00	100.00

Building / Facilities / ISM

594 18 62 15 Capital Expenditures/Expenses - Buildings & Structures (Local Funds)	172.46	0.00	3,141.73	0.00	0.00	0.00
594 18 62 16 Capital Expenditures/Expenses - Buildings & Structures (Grant Funds)	0.00	16,706.00	0.00	0.00	0.00	0.00
594 18 62 17 Capital Expenditures/Expenses - Buildings & Structures	132,593.88	117,681.77	143,590.38	120,790.46	462,900.00	1,133,300.00
						Projects: 1002 \$25,000, 1008 792,000, 1020 \$40,000, 2016 \$64,900, 2017 \$60,000, 3010 \$34,400, 1018 \$117,000

5 YEAR BUDGET COMPARISON

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315 Facility Maintenance Reserve Fund (CE)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 18 63 15 Capital Expenditures/Expenses - Other Imprvmnts	49,614.63	12,572.36	0.00	0.00	0.00	0.00	
594 18 64 15 Capital Expenditures/Expenses - Equipment/Furnishings	5,437.68	13,412.72	8,028.97	0.00	30,000.00	30,000.00	Misc Equipment/Furnishings
003 Annex Facility	187,818.65	160,372.85	154,761.08	120,790.46	492,900.00	1,163,300.00	
519 Other General Gov Services	187,818.65	160,372.85	154,761.08	120,790.46	492,900.00	1,163,300.00	
Total Building / Facilities / ISM:	187,818.65	160,372.85	154,761.08	120,790.46	492,900.00	1,163,300.00	
Ending Balances							
508 41 00 13 Ending Fund Balance	0.00	0.00	0.00	0.00	167,397.56	654,115.30	
999 Ending Balance	0.00	0.00	0.00	0.00	167,397.56	654,115.30	
Total Ending Balances:	0.00	0.00	0.00	0.00	167,397.56	654,115.30	
TOTAL EXPENDITURES:	187,831.48	160,381.95	154,783.38	120,823.39	660,397.56	1,817,515.30	
FUND GAIN/LOSS:	80,237.26	232,666.61	477,136.16	695,326.05	0.00	0.00	

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320 Equipment Reserve Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances								
308 41 00 14	Beginning Balance - Equipment Reserve Fund	436,732.89	451,365.34	265,080.78	458,264.00	289,334.16	608,487.00	
001	Beginning Balances	436,732.89	451,365.34	265,080.78	458,264.00	289,334.16	608,487.00	
Total Beginning Balances:		436,732.89	451,365.34	265,080.78	458,264.00	289,334.16	608,487.00	
Miscellaneous								
361 10 00 04	Unrealized Gain/Loss	3,057.29	1,336.32	-2,608.27	-11,473.58	0.00	0.00	
361 11 00 04	Investment Interest	4,360.48	2,664.77	1,470.02	1,552.32	2,500.00	2,000.00	
361 30 00 04	Realized Gain/Loss On Investments	631.81	927.57	40.58	369.24	0.00	0.00	
361 41 00 04	Investment Interest - Purchased	-389.99	-168.36	-49.79	1,655.45	0.00	0.00	
001	Interest & Other Earnings	7,659.59	4,760.30	-1,147.46	-7,896.57	2,500.00	2,000.00	
025	Miscellaneous	7,659.59	4,760.30	-1,147.46	-7,896.57	2,500.00	2,000.00	
Total Miscellaneous:		7,659.59	4,760.30	-1,147.46	-7,896.57	2,500.00	2,000.00	
Interfund Transfers								
397 00 01 00	Transfer From Streets For Equipment Replacement	82,500.00	7,000.00	480,250.00	416,750.00	340,000.00	120,000.00	Transfer for Equipment Replacement
397 00 15 21	Transfer From PD For Equipment Replacement	20,254.50	38,100.00	0.00	0.00	157,130.00	228,351.00	Transfer for Equipment Replacement
397 00 15 22	Transfer From FD For Equipment Replacement	64,000.00	150,000.00	15,000.00	692,348.15	1,183,000.00	175,000.00	Transfer for Equipment Replacement
397 00 15 24	Transfer From Bldg/Facilities For Equipment Replacement	24,500.00	25,000.00	0.00	0.00	0.00	0.00	
397 00 15 26	Transfer From EMS For Equipment Replacement	28,500.00	0.00	0.00	0.00	0.00	0.00	
397 00 15 76	Transfer From Parks For Equipment Replacement	5,000.00	30,000.00	7,500.00	2,500.00	45,000.00	100,000.00	Transfer for Equipment Replacement
070	Operating Transfers	224,754.50	250,100.00	502,750.00	1,111,598.15	1,725,130.00	623,351.00	
Total Interfund Transfers:		224,754.50	250,100.00	502,750.00	1,111,598.15	1,725,130.00	623,351.00	

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City Of College Place

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320 Equipment Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
TOTAL REVENUES:	669,146.98	706,225.64	766,683.32	1,561,965.58	2,016,964.16	1,233,838.00	

Miscellaneous

514 89 41 20 Professional Financial / Banking	28.18	42.32	28.55	26.10	0.00	33.00	Based on 2022 annualization
514 Finance & Administration	28.18	42.32	28.55	26.10	0.00	33.00	
Total Miscellaneous:	28.18	42.32	28.55	26.10	0.00	33.00	

Interfund Transfers

597 00 15 31 Transfer To Stormwater Capital Fund	100,000.00	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	100,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	100,000.00	0.00	0.00	0.00	0.00	0.00	

Police Operations

594 21 64 32 Vehicles/Equip Police Department	10,462.47	54,390.24	67,893.23	133,101.65	0.00	60,000.00	Replace #411/#473
003 Patrol	10,462.47	54,390.24	67,893.23	133,101.65		60,000.00	
521 Law Enforcement	10,462.47	54,390.24	67,893.23	133,101.65	0.00	60,000.00	
591 21 75 03 Capital Leases & Installment Purchases - Police Department	0.00	0.00	0.00	7,175.09	157,130.00	168,351.00	Police Vehicle Leasing Program.
002 Interest & Other Debt Costs	0.00	0.00	0.00	7,175.09	157,130.00	168,351.00	
591 Interest & Debt Service	0.00	0.00	0.00	7,175.09	157,130.00	168,351.00	
Total Police Operations:	10,462.47	54,390.24	67,893.23	140,276.74	157,130.00	228,351.00	

Fire Department

594 22 64 31 Vehicles/Equip Fire Department	52,421.75	0.00	52,417.91	972,388.64	1,004,000.00	0.00	*
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320 Equipment Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Administration	52,421.75	0.00	52,417.91	972,388.64	1,004,000.00		
594 22 64 32 Vehicles/Equip Fire Department Mobilization	0.00	155,360.04	8,634.89	290.40	125,000.00	175,000.00	Replace E061 Brush Truck
010 Mobilization Program	0.00	155,360.04	8,634.89	290.40	125,000.00	175,000.00	
522 Fire Control	52,421.75	155,360.04	61,052.80	972,679.04	1,129,000.00	175,000.00	
594 22 64 27 Vehicles/Equip EMS	0.00	62,546.84	-45,039.00	0.00	0.00	0.00	
008 Emergency Med Servs - Rescue	0.00	62,546.84	-45,039.00	0.00			
526 Emergency Medical Services	0.00	62,546.84	-45,039.00	0.00	0.00	0.00	
Total Fire Department:	52,421.75	217,906.88	16,013.80	972,679.04	1,129,000.00	175,000.00	

Street Department

594 42 64 32 Vehicles/Equip Streets	0.00	99,835.45	0.00	0.00	0.00	120,000.00	Replace #504/#540
594 48 64 03 Capital Expenditures/Expenses - Machinery & Equipment	0.00	0.00	0.00	0.00	0.00	100,000.00	Parks Lawn Mower - Job 4010
003 Roadway	0.00	99,835.45	0.00	0.00		220,000.00	
542 Road & Street Maintenance	0.00	99,835.45	0.00	0.00	0.00	220,000.00	
594 18 64 20 Vehicles/Equip CE	0.00	0.00	224,483.74	239,337.05	415,000.00	0.00	*
594 48 64 03 Vehicles/Equip CE	0.00	68,969.97	0.00	0.00	0.00	0.00	
594 48 64 32 Capital Expenditure - Equipment	54,869.24	0.00	0.00	0.00	0.00	0.00	
550 General Services	54,869.24	68,969.97	224,483.74	239,337.05	415,000.00	0.00	
Total Street Department:	54,869.24	168,805.42	224,483.74	239,337.05	415,000.00	220,000.00	

Ending Balances

508 41 00 14 Ending Balance - Equipment Reserve Fund	0.00	0.00	0.00	0.00	315,834.16	610,454.00	
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City Of College Place

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320 Equipment Reserve Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
999	Ending Balance	0.00	0.00	0.00	0.00	315,834.16	610,454.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	315,834.16	610,454.00	
TOTAL EXPENDITURES:		217,781.64	441,144.86	308,419.32	1,352,318.93	2,016,964.16	1,233,838.00	
FUND GAIN/LOSS:		451,365.34	265,080.78	458,264.00	209,646.65	0.00	0.00	

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 15 Beginning Balance - Economic Development Fund	57,116.03	380,736.07	577,091.38	601,324.89	562,288.94	100,221.00	
001 Beginning Balances	57,116.03	380,736.07	577,091.38	601,324.89	562,288.94	100,221.00	
Total Beginning Balances:	57,116.03	380,736.07	577,091.38	601,324.89	562,288.94	100,221.00	
Charges For Goods & Services							
007 Planning & Development	0.00	0.00	0.00	0.00			
Total Charges For Goods & Services:	0.00	0.00	0.00	0.00	0.00	0.00	
Miscellaneous							
361 11 00 30 Interest Earned Economic Development	813.99	1,270.97	365.19	178.41	250.00	200.00	
001 Interest & Other Earnings	813.99	1,270.97	365.19	178.41	250.00	200.00	
025 Miscellaneous	813.99	1,270.97	365.19	178.41	250.00	200.00	
Total Miscellaneous:	813.99	1,270.97	365.19	178.41	250.00	200.00	
Interfund Transfers							
397 00 00 35 IFT From REET 305 To ED 330	0.00	0.00	0.00	61,544.80	0.00	0.00	
397 00 01 01 Interfund Transfer For Signalization	62,579.06	11,925.34	11,925.00	0.00	40,000.00	40,000.00	
397 00 31 33 Transfer From Street Improvement Fund To Economic Development Fund	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00 *	
070 Operating Transfers	562,579.06	211,925.34	111,925.00	161,544.80	140,000.00	40,000.00	
Total Interfund Transfers:	562,579.06	211,925.34	111,925.00	161,544.80	140,000.00	40,000.00	

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Grants

001	Direct Federal Grants	0.00	0.00	0.00	0.00		
001	State Grants	0.00	0.00	0.00	0.00		
003	Planning Department	0.00	0.00	0.00	0.00		
Total Grants:		0.00	0.00	0.00	0.00	0.00	0.00

Loan Proceeds

006	CARS Bonds	0.00	0.00	0.00	0.00		
Total Loan Proceeds:		0.00	0.00	0.00	0.00	0.00	0.00

Capital Contributions

003	CARS Project	0.00	0.00	0.00	0.00		
Total Capital Contributions:		0.00	0.00	0.00	0.00	0.00	0.00

TOTAL REVENUES:	620,509.08	593,932.38	689,381.57	763,048.10	702,538.94	140,421.00	
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Miscellaneous

514 29 41 33	Banking Service Fees/Charges - Econ Dev Fund	70.00	0.00	0.00	0.00	0.00	0.00
025	Miscellaneous	70.00	0.00	0.00	0.00	0.00	0.00
Total Miscellaneous:		70.00	0.00	0.00	0.00	0.00	0.00

Interfund Transfers

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
597 00 03 31 Transfer To Current Expense	4,909.05	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	4,909.05	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	4,909.05	0.00	0.00	0.00	0.00	0.00	

Legal

Total Legal:	0.00	0.00	0.00	0.00	0.00	0.00	
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Street Department

010 Engineering	0.00	0.00	0.00	0.00			
595 20 63 03 ROW Acquisition	0.00	0.00	0.00	0.00	0.00	40,000.00	ROW for Mojonnier Rd Project
595 30 63 04 Roadway Construction	0.00	0.00	342.88	226,216.36	100,000.00	0.00	*
595 30 63 05 Construction - Complete Streets Funded	4,308.62	16,841.00	87,713.80	532,123.48	500,000.00	0.00	*
595 30 63 44 CARS Construction (Bond Funded)	230,485.34	0.00	0.00	0.00	0.00	0.00	
012 Capital Projects	234,793.96	16,841.00	88,056.68	758,339.84	600,000.00	40,000.00	
542 Road & Street Maintenance	234,793.96	16,841.00	88,056.68	758,339.84	600,000.00	40,000.00	
Total Street Department:	234,793.96	16,841.00	88,056.68	758,339.84	600,000.00	40,000.00	

Ending Balances

508 41 00 15 Ending Balance - Economic Dev. Fund	0.00	0.00	0.00	0.00	102,538.94	100,421.00	
999 Ending Balance	0.00	0.00	0.00	0.00	102,538.94	100,421.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	102,538.94	100,421.00	
TOTAL EXPENDITURES:	239,773.01	16,841.00	88,056.68	758,339.84	702,538.94	140,421.00	

5 YEAR BUDGET COMPARISON

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	380,736.07	577,091.38	601,324.89	4,708.26	0.00	0.00	

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340 Economic Development Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 16 Beg Balance - Economic Development Reserve Fund	64.86	64.86	64.86	64.86	65.00	0.00	*
001 Beginning Balances	64.86	64.86	64.86	64.86	65.00	0.00	
Total Beginning Balances:	64.86	64.86	64.86	64.86	65.00	0.00	
Miscellaneous							
361 11 00 32 Interest Earned - Econ Development Reserve Fund	0.00	0.00	0.00	1.63	0.00	0.00	
025 Miscellaneous	0.00	0.00	0.00	1.63	0.00	0.00	
Total Miscellaneous:	0.00	0.00	0.00	1.63	0.00	0.00	
TOTAL REVENUES:	64.86	64.86	64.86	66.49	65.00	0.00	
Miscellaneous							
Total Miscellaneous:	0.00	0.00	0.00	0.00	0.00	0.00	
Long Term Debt Payment/Interes							
002 Interest & Other Debt Costs	0.00	0.00	0.00	0.00			
Total Long Term Debt Payment/Interes:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 16 Ending Balance - Economic Dev Reserve Fund	0.00	0.00	0.00	0.00	65.00	0.00	*
999 Ending Balance	0.00	0.00	0.00	0.00	65.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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340 Economic Development Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Ending Balances:	0.00	0.00	0.00	0.00	65.00	0.00	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	65.00	0.00	
FUND GAIN/LOSS:	64.86	64.86	64.86	66.49	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 01 Beginning Fund Balance - Water	650,673.52	680,037.88	462,575.12	474,793.74	445,760.91	298,747.00	
001 Beginning Balances	650,673.52	680,037.88	462,575.12	474,793.74	445,760.91	298,747.00	
Total Beginning Balances:	650,673.52	680,037.88	462,575.12	474,793.74	445,760.91	298,747.00	
Permits & Licenses							
343 40 01 40 Water Front Footage Fees	0.00	0.00	0.00	21,900.00	0.00	0.00	
002 Non-Business License & Permits	0.00	0.00	0.00	21,900.00			
003 Licenses & Permits	0.00	0.00	0.00	21,900.00	0.00	0.00	
Total Permits & Licenses:	0.00	0.00	0.00	21,900.00	0.00	0.00	
Charges For Goods & Services							
341 70 00 00 Sale Of Merchandise	52,763.20	12,290.98	36,976.23	7,956.32	50,000.00	58,304.00	Per 2022 rate model
001 Charges For Goods & Services	52,763.20	12,290.98	36,976.23	7,956.32	50,000.00	58,304.00	
343 40 01 70 Misc Util Fees/Activation Fees	7,438.48	4,375.12	3,738.12	4,772.63	5,000.00	8,056.00	Per 2022 rate model
004 Fines / Penalties / Charges	7,438.48	4,375.12	3,738.12	4,772.63	5,000.00	8,056.00	
343 40 00 00 Water Sales	1,280,477.61	1,401,504.00	1,587,613.68	1,363,139.04	1,642,000.00	1,600,822.00	Per 2022 rate model
343 40 00 01 Water Sales - Irrigation Only	3,342.84	0.00	86.34	471.42	0.00	0.00	
343 40 00 02 Water Charges For Utility Tax	242,904.76	275,314.93	302,120.99	271,874.76	299,716.00	285,310.00	Per 2022 rate model
362 00 00 01 Water - Hydrant Meter & Backflow Rental Fees	5,143.12	1,249.00	4,516.00	3,625.97	1,500.00	1,060.00	Per 2022 rate model
009 Water	1,531,868.33	1,678,067.93	1,894,337.01	1,639,111.19	1,943,216.00	1,887,192.00	
006 Charges For Goods & Services	1,592,070.01	1,694,734.03	1,935,051.36	1,651,840.14	1,998,216.00	1,953,552.00	
Total Charges For Goods & Services:	1,592,070.01	1,694,734.03	1,935,051.36	1,651,840.14	1,998,216.00	1,953,552.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Fines & Forfeits							
359 90 00 40 Penalty/Late Fee	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	Per 2022 rate model
009 Water	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	
006 Charges For Goods & Services	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	
Total Fines & Forfeits:	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	

Miscellaneous

361 10 00 40 Unrealized Gain/Loss	5,348.21	1,744.97	-3,200.66	-10,076.33	0.00	0.00	
361 11 00 40 Investment Interest	7,932.80	6,459.70	1,801.02	1,328.69	3,000.00	2,000.00	
361 30 00 40 Realized Gain/Loss On Investments	1,122.23	2,609.24	9.92	382.56	0.00	0.00	
361 40 00 40 Interests On Delinquent Accounts	0.00	8.59	0.00	-1.97	0.00	0.00	
361 41 00 40 Investment Interest - Purchased	-709.13	-226.35	12.38	1,257.41	0.00	0.00	
001 Interest & Other Earnings	13,694.11	10,596.15	-1,377.34	-7,109.64	3,000.00	2,000.00	
362 00 50 40 Rental Charges / Fees	19,520.10	21,900.60	23,700.10	18,250.50	25,000.00	19,044.00	Per 2022 rate model
002 Rents & Leases	19,520.10	21,900.60	23,700.10	18,250.50	25,000.00	19,044.00	
369 10 00 06 Sale Of Surplus - Water	888.95	12,742.20	20,508.10	926.60	10,000.00	5,405.00	
369 91 00 40 Other Misc. Revenues	0.00	0.00	330.57	415.23	0.00	0.00	
005 Other Miscellaneous Revenue	888.95	12,742.20	20,838.67	1,341.83	10,000.00	5,405.00	
025 Miscellaneous	34,103.16	45,238.95	43,161.43	12,482.69	38,000.00	26,449.00	
Total Miscellaneous:	34,103.16	45,238.95	43,161.43	12,482.69	38,000.00	26,449.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

5 YEAR BUDGET COMPARISON

City Of College Place

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
334 04 90 01 State Direct/Indirect Grant From Department Of Health - Green Tank Consolidation	0.00	12,090.47	10,247.02	0.00	0.00	0.00	
001 State Grants	0.00	12,090.47	10,247.02	0.00			
105 State Grants	0.00	12,090.47	10,247.02	0.00	0.00	0.00	
Total Grants:	0.00	12,090.47	10,247.02	0.00	0.00	0.00	

Capital Contributions

Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
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Non-Revenues

382 10 00 01 Water - Hydrant Meter DEPOSIT	0.00	1,000.00	2,500.00	2,000.00	0.00	0.00	
382 10 00 40 Refundable Deposits	2,500.00	0.00	0.00	0.00	0.00	0.00	
080 Non-Revenues	2,500.00	1,000.00	2,500.00	2,000.00	0.00	0.00	
Total Non-Revenues:	2,500.00	1,000.00	2,500.00	2,000.00	0.00	0.00	

Water Department

395 20 00 40 Insurance Recovery	2,499.24	0.00	0.00	0.00	0.00	0.00	
004 Insurance Recoveries	2,499.24	0.00	0.00	0.00			
019 Physical Environment	2,499.24	0.00	0.00	0.00	0.00	0.00	
343 40 01 85 Water - Sale Of Materials & Services	13,704.40	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	Per 2022 rate model
003 Maintenance	13,704.40	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	
534 Water Utilities	13,704.40	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	
Total Water Department:	16,203.64	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
TOTAL REVENUES:	2,317,906.33	2,452,517.45	2,476,530.45	2,195,057.87	2,513,976.91	2,313,560.00	

Miscellaneous

534 90 41 00 Professional Financial / Banking	55.92	65.39	830.36	934.55	0.00	920.00	Based on 2022 annualization
025 Miscellaneous	55.92	65.39	830.36	934.55	0.00	920.00	
Total Miscellaneous:	55.92	65.39	830.36	934.55	0.00	920.00	

Interfund Transfers

597 34 00 41 Interfund Transfer - Revenue Reserved For Rate-Funded Capital	300,000.00	300,000.00	200,000.00	350,000.00	300,000.00	100,000.00	Per Rate Model
597 34 00 95 Interfund Rentals - Repl	60,110.00	145,000.00	27,750.00	9,250.00	37,000.00	80,000.00	Equipment Replacement Transfer
070 Operating Transfers	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	
Total Interfund Transfers:	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	

Grants

534 20 41 01 Professional Eng. Srvs - DOH Feasibility Study Grant	0.00	0.00	3,621.82	0.00	0.00	0.00	
001 Indirect Federal Grants	0.00	0.00	3,621.82	0.00			
101 Indirect Federal Grants	0.00	0.00	3,621.82	0.00	0.00	0.00	
534 20 41 01 Professional Eng. Srvs - DOH Feasibility Study Grant	0.00	22,337.49	0.00	0.00	0.00	0.00	
001 State Grants	0.00	22,337.49	0.00	0.00			
105 State Grants	0.00	22,337.49	0.00	0.00	0.00	0.00	
Total Grants:	0.00	22,337.49	3,621.82	0.00	0.00	0.00	

Water Department

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400 Water Fund

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534 31 41 34 Legal Services - Water	2,487.50	180.00	0.00	0.00	0.00	0.00	
515 Legal	2,487.50	180.00	0.00	0.00	0.00	0.00	
594 34 63 04 Other Capital Improvements	2,174.80	0.00	0.00	0.00	0.00	0.00	
534 10 10 00 Wages & OT	106,297.39	98,801.19	108,698.70	84,909.77	91,095.62	99,663.00	2023-5
534 10 20 00 Benefits	46,637.69	39,497.23	56,055.35	34,845.71	36,803.35	41,983.00	2023-5
534 10 31 00 Operating Supplies - Administration	0.00	941.26	1,723.19	211.75	1,000.00	1,000.00	
534 10 31 01 Office Supplies - Administration	657.47	723.39	1,306.70	763.59	1,500.00	1,500.00	Paper, computer supplies
534 10 35 00 Small Tools/Equipment	0.00	124.46	0.00	0.00	500.00	500.00	Misc. small office equipment
534 10 41 00 Professional Service	15,841.43	37,833.54	50,097.08	43,775.13	11,665.00	42,000.00	Includes \$18k for Ferguson / Includes \$24k for 25% of IMESD
534 10 42 00 Communication	3,406.58	4,069.34	3,556.98	2,971.49	4,000.00	4,000.00	Postage, shipping, and phone charges.
534 10 43 00 Travel	585.50	113.01	821.82	318.64	3,000.00	3,000.00	Per diem & lodging
534 10 44 00 External Taxes	107,362.86	114,573.38	128,088.00	101,134.44	115,000.00	115,000.00	Based on 2022 annualized
534 10 44 01 Advertising	778.18	244.60	409.52	0.00	1,000.00	1,000.00	
534 10 44 02 Utility Tax	242,904.76	275,314.93	302,140.33	228,645.99	290,000.00	290,000.00	Increase due to increase in water rates
534 10 46 00 Insurance	3,000.00	35,999.00	40,023.45	45,818.00	45,740.00	66,436.00	WCIA Estimate - 45% increase
534 10 49 00 Miscellaneous	1,517.47	3,312.01	2,700.09	1,493.03	3,500.00	3,500.00	Memberships, permits, etc.
534 10 49 01 Registrations/Fees - Training Classes & Seminars	588.65	5,674.79	1,320.08	1,135.98	3,500.00	3,500.00	Classes & training. Based on 2022 annualized
001 Administration / General	529,577.98	617,222.13	696,941.29	546,023.52	608,303.97	673,082.00	
534 20 10 00 Salaries & Wages	14,423.64	14,473.50	15,389.13	28,089.57	30,091.04	25,899.00	2023-5
534 20 20 00 Benefits	7,275.12	7,051.80	7,499.72	13,415.80	14,516.27	12,575.00	2023-5
534 20 41 00 Professional Services	0.00	17.88	296.94	0.00	0.00	0.00	
002 Administrative/Planning	21,698.76	21,543.18	23,185.79	41,505.37	44,607.31	38,474.00	
534 50 10 00 Wages & OT	190,643.52	238,121.09	269,677.01	238,303.16	268,675.58	286,139.00	2023-5
534 50 20 00 Benefits	116,785.46	141,172.39	145,810.65	126,434.40	145,694.04	149,022.00	2023-5
534 50 20 01 Benefits Uniforms	1,167.45	966.55	913.04	766.19	1,500.00	1,500.00	Based on 2022 annualized
534 50 31 00 Operating Supplies - Maintenance	67,109.52	58,816.14	97,179.20	81,173.20	120,000.00	120,000.00	Supplies needed to replace water services on Highland Park
534 50 35 00 Sm Tools/Equipment	556.18	1,603.23	583.42	636.62	1,500.00	1,500.00	Hand & small power tools
534 50 41 00 Professional Services	278.89	2,353.50	342.00	11,312.20	13,000.00	3,000.00	Software support contract on handheld and misc.;
534 50 43 00 Travel	0.00	0.00	0.00	0.00	0.00	200.00	
534 50 45 00 Operating Rentals/Leases	419.04	1,784.28	512.92	1,210.55	500.00	1,000.00	Rental of special tools
534 50 48 00 Repairs & Maintenance	6,047.81	4,007.12	2,607.65	6,304.38	15,000.00	10,000.00	Use of contractors on certain projects
534 50 49 96 Interfund Rentals - O & M	26,806.65	41,687.93	69,859.31	59,751.53	46,000.00	46,000.00	Based on 2022 annualization
594 34 64 04 Machinery/Equipment	0.00	0.00	3,413.18	0.00	4,500.00	4,500.00	Water service drill & tap machines

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003	Maintenance	409,814.52	490,512.23	590,898.38	525,892.23	616,369.62	622,861.00	
534 50 49 00	County 911 / Dispatch Services	2,096.00	1,739.68	1,383.36	698.67	2,100.00	2,100.00	
534 50 49 01	Miscellaneous	0.00	0.00	0.00	745.26	0.00	200.00	Registration and membership fees
534 80 10 00	Wages & OT	11,261.44	10,423.29	12,141.34	10,175.73	12,060.02	11,549.00	2023-5
534 80 20 00	Benefits	6,319.71	6,730.60	7,074.12	5,877.78	7,124.00	5,869.00	2023-5
534 80 31 00	Operating Supplies - General	15,635.27	17,543.47	40,048.27	25,995.15	45,000.00	30,000.00	Chlorine Tablets, electrical supplies, control valve parts, well supplies, chlorinator supplies, control & electrical parts.
534 80 33 00	Water Purchase For Resale	0.00	0.00	0.00	0.00	1,000.00	1,000.00	Intertie usage
534 80 35 00	Small Tools/Equipment	247.20	162.26	0.00	-0.24	1,000.00	1,000.00	
534 80 41 00	Water Utilities - Professional Services - Water Testing	7,641.39	9,362.44	20,786.62	20,397.26	27,000.00	17,000.00	Bacti Tests, other required quality testing & iWorq Asset Management (\$10,500)
534 80 47 00	Public Utility Services	114,869.56	139,453.40	178,809.23	158,345.65	165,000.00	165,000.00	Electricity
534 80 48 00	Repairs/Maintenance	5,939.45	26,930.38	12,789.95	7,761.52	15,000.00	15,000.00	
534 80 49 00	Intergov Maintenance	4,878.40	6,548.40	4,423.40	4,427.03	7,500.00	7,500.00	State permits and fees. Based on annualization.
534 80 49 01	Miscellaneous	0.00	0.00	0.00	60.91	0.00	200.00	Registration and membership fees
594 34 64 05	Capital Expenditures/Expenses - Machinery & Equipment	0.00	0.00	0.00	0.00	2,000.00	2,000.00	Contingency budget
004	Operations / General	168,888.42	218,893.92	277,456.29	234,484.72	284,784.02	258,418.00	
005	Capital Expenditures	0.00	0.00	0.00	0.00			
534 27 10 00	Water Utilities - Salaries & Wages	77,574.66	94,083.23	95,628.27	89,651.49	99,685.19	101,468.00	2023-5
534 27 20 00	Water Utilities - Personnel Benefits	33,502.62	44,275.14	44,933.38	42,637.85	50,110.05	49,248.00	2023-5
534 27 31 00	Water Utilities - Operating Supplies	1,703.43	1,398.13	688.38	872.85	2,000.00	1,500.00	Envelopes and billing paper
534 27 31 01	Water Utilities - Office Supplies	1,346.28	1,115.00	456.04	771.66	1,000.00	1,000.00	
534 27 35 00	Water Utilities - Small Tools And Minor Equipment	31.88	0.00	0.00	0.00	100.00	200.00	
534 27 41 00	Water Utilities - Professional Services	19,436.60	25,896.89	31,850.32	14,696.31	24,757.00	22,704.00	Includes \$8,154 for audit, \$1,288 for billing statements (OutWest Printing), \$943 for WebCheck, \$3,696 for XPress Billpay, \$7,699 for credit card merchant account fees, and \$924 miscellaneous.
534 27 42 00	Water Utilities - Communications	4,589.23	4,448.41	4,805.67	4,418.86	5,000.00	5,000.00	
534 27 43 00	Water Utilities - Travel	218.22	210.00	93.37	337.85	1,000.00	400.00	Postage and phone
534 27 48 00	Water Utilities - Repairs & Maintenance	483.46	364.42	626.95	232.89	750.00	300.00	Copy machine
534 27 49 00	Water Utilities - Miscellaneous	284.55	101.67	143.58	100.79	300.00	300.00	

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400 Water Fund

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534 27 49 01	Water Utilities - Registrations/Fees - Trainings & Seminars	389.62	295.10	326.82	268.29	1,500.00	500.00	
009	Finance	139,560.55	172,187.99	179,552.78	153,988.84	186,202.24	182,620.00	
534	Water Utilities	1,271,715.03	1,520,359.45	1,768,034.53	1,501,894.68	1,740,267.16	1,775,455.00	
Total Water Department:		1,274,202.53	1,520,539.45	1,768,034.53	1,501,894.68	1,740,267.16	1,775,455.00	
Non-Expenditures								
582 10 00 01	Water - Hydrant Meter Deposit Refund	0.00	2,000.00	1,500.00	1,500.00	0.00	0.00	
582 10 00 40	Refund Or Deposit	3,500.00	0.00	0.00	0.00	0.00	0.00	
589	Non-Expenditures	3,500.00	2,000.00	1,500.00	1,500.00	0.00	0.00	
Total Non-Expenditures:		3,500.00	2,000.00	1,500.00	1,500.00	0.00	0.00	
Interfund Transfers								
Total Interfund Transfers:		0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances								
508 51 00 01	Fund Ending Balance	0.00	0.00	0.00	0.00	436,709.75	357,185.00	
999	Ending Balance	0.00	0.00	0.00	0.00	436,709.75	357,185.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	436,709.75	357,185.00	
TOTAL EXPENDITURES:		1,637,868.45	1,989,942.33	2,001,736.71	1,863,579.23	2,513,976.91	2,313,560.00	
FUND GAIN/LOSS:		680,037.88	462,575.12	474,793.74	331,478.64	0.00	0.00	

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401 Wastewater Fund

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Beginning Balances								
308 51 00 02	Beginning Fund Balance - Wastewater Fund	1,298,187.28	1,679,839.30	1,791,064.09	753,009.38	2,327,816.48	1,185,431.00	
001	Beginning Balances	1,298,187.28	1,679,839.30	1,791,064.09	753,009.38	2,327,816.48	1,185,431.00	
Total Beginning Balances:		1,298,187.28	1,679,839.30	1,791,064.09	753,009.38	2,327,816.48	1,185,431.00	
Permits & Licenses								
343 50 01 41	Wastewater Front Footage Fees	-18,600.00	0.00	22,400.00	14,600.00	0.00	0.00	
343 50 02 41	Sewer Assessment Charges	2,114.96	0.00	0.00	1,365.35	0.00	2,027.00	Per 2022 rate model
002	Non-Business License & Permits	-16,485.04	0.00	22,400.00	15,965.35		2,027.00	
003	Licenses & Permits	-16,485.04	0.00	22,400.00	15,965.35	0.00	2,027.00	
Total Permits & Licenses:		-16,485.04	0.00	22,400.00	15,965.35	0.00	2,027.00	
Charges For Goods & Services								
001	Charges For Goods & Services	0.00	0.00	0.00	0.00			
343 50 00 00	Wastewater Charges	2,179,802.77	2,271,747.92	2,437,701.98	2,229,934.75	2,558,700.00	2,688,157.00	Per 2022 rate model
343 50 00 02	Wastewater Charges For Utility Tax	309,232.34	311,130.01	330,872.86	307,237.02	335,023.00	364,796.00	Per 2022 rate model
010	Wastewater	2,489,035.11	2,582,877.93	2,768,574.84	2,537,171.77	2,893,723.00	3,052,953.00	
006	Charges For Goods & Services	2,489,035.11	2,582,877.93	2,768,574.84	2,537,171.77	2,893,723.00	3,052,953.00	
Total Charges For Goods & Services:		2,489,035.11	2,582,877.93	2,768,574.84	2,537,171.77	2,893,723.00	3,052,953.00	
Fines & Forfeits								
359 90 00 41	Penalty/Late Fee	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	Per 2022 rate model
010	Wastewater	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	

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006 Charges For Goods & Services	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	
Total Fines & Forfeits:	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	

Physical Environment

343 50 00 41 Misc Util Fees & Charges	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	Per 2022 rate model
001 Physical Environment	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	
019 Physical Environment	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	
Total Physical Environment:	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	

Miscellaneous

361 10 00 41 Unrealized Gain/Loss	10,881.34	2,809.07	-4,476.09	-24,386.57	0.00	0.00	
361 11 00 41 Investment Interest WW	16,534.98	15,354.24	5,378.30	2,707.41	9,000.00	3,000.00	
361 30 00 41 Realized Gain/Loss On Investments	2,583.00	4,626.95	6.73	606.72	0.00	0.00	
361 40 00 41 Interest On Sewer Delinquent Accounts	0.00	0.00	0.00	-4.44	0.00	0.00	
361 41 00 41 Investment Interest - Purchased	-1,506.19	-1,162.82	100.36	3,916.01	0.00	0.00	
001 Interest & Other Earnings	28,493.13	21,627.44	1,009.30	-17,160.87	9,000.00	3,000.00	
002 Rents & Leases	0.00	0.00	0.00	0.00			
369 10 00 07 Sale Of Surplus - Wastewater	0.00	351.80	0.00	5,200.00	0.00	0.00	
369 91 00 41 Other Misc Revenues	118,846.35	41,463.48	2,260.59	125,724.07	0.00	0.00	
005 Other Miscellaneous Revenue	118,846.35	41,815.28	2,260.59	130,924.07			
025 Miscellaneous	147,339.48	63,442.72	3,269.89	113,763.20	9,000.00	3,000.00	
Total Miscellaneous:	147,339.48	63,442.72	3,269.89	113,763.20	9,000.00	3,000.00	

Interfund Transfers

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Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	

Grants

001 State Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Loan Proceeds

007 WWTP Energy Efficiency Project	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

Capital Contributions

Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
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Wastewater Department

004 Insurance Recoveries	0.00	0.00	0.00	0.00			
Total Wastewater Department:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	3,928,881.75	4,330,263.89	4,590,460.41	3,426,691.23	5,236,410.48	4,248,797.00	
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Miscellaneous

535 90 41 00 Professional Financial / Banking	114.46	204.43	591.84	638.93	120.00	630.00	Based on 2022 annualization
025 Miscellaneous	114.46	204.43	591.84	638.93	120.00	630.00	
Total Miscellaneous:	114.46	204.43	591.84	638.93	120.00	630.00	

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401 Wastewater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
597 40 14 11 Transfer For Rate Funded Capital	200,000.00	300,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	Per Rate Model
597 35 00 95 Interfund Rentals - Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	Transfer for future capital replacements.
050 Maintenance	78,187.50	63,000.00	0.00	0.00			
597 35 08 95 Interfund Rentals - Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	Transfer for future capital replacements.
080 Operations/General	78,187.50	63,000.00	0.00	0.00			
070 Operating Transfers	356,375.00	426,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	
Total Interfund Transfers:	356,375.00	426,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	

Wastewater Department

535 31 41 35 Legal Services - Wastewater	2,712.50	3,517.50	855.00	0.00	1,500.00	0.00	*
515 Legal	2,712.50	3,517.50	855.00	0.00	1,500.00	0.00	
535 10 10 00 Wages & OT	36,848.39	52,325.72	57,424.00	66,310.16	71,037.65	89,591.00	2023-5
535 10 20 00 Benefits	16,515.16	20,299.61	26,011.65	24,206.04	24,060.75	32,070.00	2023-5
535 10 31 01 Office Supplies - Administration	322.77	323.57	369.46	281.84	500.00	500.00	
535 10 41 00 Professional Services	1,128,109.33	1,178,989.50	1,095,475.88	1,109,239.50	1,300,000.00	1,300,000.00	CH2M WWTP Operation Contract \$1,223,000.00 + 77,000 misc.
535 10 42 00 Communication	784.04	742.17	372.69	330.49	650.00	350.00	Postage, shipping, phone, cell phone
535 10 43 00 Travel	146.95	14.17	319.12	80.95	500.00	500.00	Based on 2022 annualization
535 10 44 00 External Taxes	62,633.11	56,556.51	65,712.73	54,419.39	68,000.00	68,000.00	Based on 2022 annualization
535 10 44 01 Advertising	115.63	453.93	233.53	0.00	0.00	0.00	
535 10 44 02 Utility Tax	309,314.38	311,130.01	330,911.08	260,923.08	330,000.00	330,000.00	Increase due to increase in wastewater rates
535 10 46 00 Insurance	5,000.00	59,999.00	60,603.11	69,361.16	69,255.00	100,574.00	WCIA Estimate - 45% increase
535 10 49 00 Misc	661.41	395.21	11,328.15	1,228.15	11,500.00	11,500.00	Membership dues
535 10 49 01 Registrations/Fees - Training Classes & Seminars	173.97	39.35	198.57	311.29	500.00	500.00	Training & conference registration
001 Administration / General	1,560,625.14	1,681,268.75	1,648,959.97	1,586,692.05	1,876,003.40	1,933,585.00	
535 20 10 00 Salaries & Wages	14,423.64	14,473.50	15,389.13	23,246.54	24,902.93	26,979.00	2023-5
535 20 20 00 Benefits	7,275.12	7,051.80	7,499.72	11,103.71	12,013.46	13,099.00	2023-5
535 20 31 00 Operating Supplies - Admin. / Planning	0.00	18.47	22.04	3.46	0.00	0.00	

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401 Wastewater Fund

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535 20 43 00	Travel	20.25	0.00	0.00	0.00	0.00	0.00	
535 20 49 00	Miscellaneous	11.40	6.53	0.00	0.00	0.00	0.00	
002	Administration / Planning	21,730.41	21,550.30	22,910.89	34,353.71	36,916.39	40,078.00	
535 50 31 00	Operating Supplies - Maintenance	32.72	1,041.05	27,069.90	210.14	500.00	500.00	Based on 2022 annualization
535 50 35 00	Small Tools / Equipment	0.00	255.81	245.77	0.00	0.00	0.00	
535 50 41 00	Professional Services	0.00	26,335.74	0.00	0.00	0.00	0.00	
535 50 45 00	Operating Rentals/Leases	0.00	1,708.63	0.00	0.00	0.00	0.00	
535 50 48 00	Repairs / Maintenance	3,258.00	0.00	923.95	93.62	3,000.00	3,000.00	
535 50 48 01	Maintenance Of Poplar Farm / Weed Control WWTP	56,246.21	77,933.90	4,865.00	0.00	0.00	0.00	
535 50 49 00	Intergov Services	220.22	604.53	2,766.37	1,278.24	500.00	2,500.00	Landfill charges
535 50 49 96	Interfund Rentals - O & M	18,400.78	8,733.40	6,279.49	2,064.41	17,500.00	17,500.00	Based on 2022 annualization
594 35 64 03	Capital Expenditures/Expenses - Machinery & Equipment	0.00	0.00	108.50	0.00	0.00	0.00	
003	Maintenance	78,157.93	116,613.06	42,258.98	3,646.41	21,500.00	23,500.00	
535 50 49 01	County 911 / Dispatch Services	2,096.00	1,739.68	1,425.28	698.66	2,096.00	2,096.00	
535 80 31 00	Operating Supplies - General	1,436.09	11,240.56	1,630.54	217.17	0.00	0.00	
535 80 41 00	Professional Services	21,559.45	24,057.82	18,121.32	22,339.36	17,050.00	24,000.00	Includes \$24k for 25% of IMESD - needs to be reallocated
535 80 47 00	Public Utility Services	10,609.08	10,932.12	11,255.52	14,461.31	11,000.00	11,000.00	
535 80 48 00	Repairs / Maintenance Capital Reserve	7,507.47	44,145.52	47,014.03	20,489.73	45,000.00	45,000.00	Contractor work associated with repairs/maintenance outside of contract with CH2M.
535 80 49 00	Miscellaneous	10,320.73	9,545.04	4,116.96	8,404.56	13,000.00	13,000.00	NPDES permit, biosolids permit, lab accreditation, lien fees. Increase in permit fees. Previously budgeted in 535.80.51.00.
535 80 49 02	Registration/Fees-Training Classes & Seminars	0.00	300.00	0.00	0.00	0.00	0.00	
535 80 49 96	Interfund Transfers - O&M	18,400.78	8,733.41	6,279.49	2,064.41	17,500.00	10,000.00	Based on 2022 annualization
004	Operations / General	71,929.60	110,694.15	89,843.14	68,675.20	105,646.00	105,096.00	
005	Operations / Testing	0.00	0.00	0.00	0.00			
535 27 10 00	Sewer Utilities - Salaries & Wages	82,618.52	88,073.62	88,541.25	87,702.15	96,281.90	103,153.00	2023-5
535 27 20 00	Sewer Utilities - Personnel Benefits	35,277.51	40,996.18	41,839.24	41,986.80	48,564.98	49,938.00	2023-5
535 27 31 00	Sewer Utilities - Operating Supplies	2,384.17	1,395.95	854.33	1,004.44	3,500.00	500.00	Paper, billing paper, billing envelopes. Increase based on anticipated price increases.
535 27 31 01	Sewer Utilities - Office Supplies	1,318.17	1,292.87	509.52	808.62	1,500.00	1,000.00	

5 YEAR BUDGET COMPARISON

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401 Wastewater Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
535 27 35 00	Sewer Utilities - Small Tools And Minor Equipment	31.88	0.00	0.00	0.00	200.00	200.00	
535 27 41 00	Sewer Utilities - Professional Services	27,425.59	40,168.97	41,979.54	15,253.63	40,700.00	30,578.00	Includes \$8,456 for audit, \$1,959 for billing statements (OutWest Printing), \$1,433 for WebCheck, \$5,619 for XPress Billpay, \$11,706 for credit card merchant account fees & \$1,405 miscellaneous.
535 27 42 00	Sewer Utilities - Communications	6,621.06	6,425.68	6,937.62	5,388.58	7,000.00	500.00	Postage and phone
535 27 43 00	Sewer Utilities - Travel	222.88	0.00	87.17	297.26	1,000.00	400.00	
535 27 48 00	Sewer Utilities - Repairs & Maintenance	841.15	629.43	1,078.41	265.60	1,000.00	300.00	Copy machine charges
535 27 49 00	Sewer Utilities - Miscellaneous	273.75	83.91	134.47	87.92	500.00	300.00	Memberships to WFOA, SCWMCA.
535 27 49 01	Sewer Utilities - Registrations/Fees - Trainings & Seminars	382.73	285.00	69.66	268.38	500.00	500.00	
012 Finance		157,397.41	179,351.61	182,031.21	153,063.38	200,746.88	187,369.00	
535 Wastewater Utilities		1,889,840.49	2,109,477.87	1,986,004.19	1,846,430.75	2,240,812.67	2,289,628.00	
Total Wastewater Department:		1,892,552.99	2,112,995.37	1,986,859.19	1,846,430.75	2,242,312.67	2,289,628.00	
Interfund Transfers								
Total Interfund Transfers:		0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances								
508 51 00 02	Fund Ending Balance	0.00	0.00	0.00	0.00	2,693,977.81	1,658,539.00	
999	Ending Balance	0.00	0.00	0.00	0.00	2,693,977.81	1,658,539.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	2,693,977.81	1,658,539.00	
TOTAL EXPENDITURES:		2,249,042.45	2,539,199.80	3,837,451.03	2,147,069.68	5,236,410.48	4,248,797.00	
FUND GAIN/LOSS:		1,679,839.30	1,791,064.09	753,009.38	1,279,621.55	0.00	0.00	

5 YEAR BUDGET COMPARISON

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402 Stormwater Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances								
308 51 00 03	Beginning Fund Balance - Stormwater Fund	0.00	229,460.02	368,762.85	568,682.17	613,829.63	696,291.00	
001	Beginning Balances	0.00	229,460.02	368,762.85	568,682.17	613,829.63	696,291.00	
Total Beginning Balances:		0.00	229,460.02	368,762.85	568,682.17	613,829.63	696,291.00	

Charges For Goods & Services

343 10 00 00	Stormwater Charges	560,004.24	585,760.01	601,085.10	540,596.31	605,000.00	623,150.00	Per 2022 rate model
343 10 00 02	Stormwater Charges For Utility Tax	0.00	0.00	1.57	-2.23	0.00	0.00	
011	Stormwater	560,004.24	585,760.01	601,086.67	540,594.08	605,000.00	623,150.00	
006	Charges For Goods & Services	560,004.24	585,760.01	601,086.67	540,594.08	605,000.00	623,150.00	
361 40 04 02	Interest On Delinquent Stormwater Accounts	-0.38	0.00	0.00	0.01	0.00	0.00	
001	Interest & Other Earnings	-0.38	0.00	0.00	0.01			
025	Miscellaneous	-0.38	0.00	0.00	0.01	0.00	0.00	
Total Charges For Goods & Services:		560,003.86	585,760.01	601,086.67	540,594.09	605,000.00	623,150.00	

Fines & Forfeits

359 90 00 42	Penalty/Late Fee - Stormwater	1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00
011	Stormwater	1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00
006	Charges For Goods & Services	1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00
Total Fines & Forfeits:		1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00

Physical Environment

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
343 10 00 41 Misc Util Fees & Charges - Stormwater	419.44	612.42	825.64	535.16	0.00	0.00	
001 Physical Environment	419.44	612.42	825.64	535.16			
019 Physical Environment	419.44	612.42	825.64	535.16	0.00	0.00	
Total Physical Environment:	419.44	612.42	825.64	535.16	0.00	0.00	

Miscellaneous

361 10 04 02 Unrealized Gain/Loss	1,015.32	355.85	-2,779.44	-16,710.54	0.00	0.00	
361 11 04 02 Investment Interest - Stormwater Fund	1,401.91	2,322.26	1,634.92	1,886.23	2,500.00	2,000.00	
361 30 04 02 Realized Gain/Loss On Investments	270.48	660.37	14.88	458.20	0.00	0.00	
361 41 04 02 Investment Interest - Purchased	-176.73	-198.12	2.50	2,582.48	0.00	0.00	
001 Interest & Other Earnings	2,510.98	3,140.36	-1,127.14	-11,783.63	2,500.00	2,000.00	
369 91 00 44 Other Misc. Revenues	0.00	0.00	97.41	115.35	0.00	0.00	
005 Other Miscellaneous Revenue	0.00	0.00	97.41	115.35			
025 Miscellaneous	2,510.98	3,140.36	-1,029.73	-11,668.28	2,500.00	2,000.00	
Total Miscellaneous:	2,510.98	3,140.36	-1,029.73	-11,668.28	2,500.00	2,000.00	

Interfund Transfers

397 00 04 02 Interfund Transfer - CE To SW	85,000.00	0.00	0.00	0.00	0.00	0.00	
080 Operations/General	85,000.00	0.00	0.00	0.00			
070 Operating Transfers	85,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	85,000.00	0.00	0.00	0.00	0.00	0.00	

Grants

5 YEAR BUDGET COMPARISON

City Of College Place

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
334 03 10 04 State Direct/Indirect Grant From Department Of Ecology - Stormwater Capacity	0.00	52,695.55	41,512.90	-873.49	0.00	0.00	For operating costs
334 03 10 06 State Direct/Indirect Grant From Department Of Ecology - Pollution Prevention Partnership	0.00	0.00	2,559.63	1,419.49	0.00	0.00	
001 State Grants	0.00	52,695.55	44,072.53	546.00			
105 State Grants	0.00	52,695.55	44,072.53	546.00	0.00	0.00	
Total Grants:	0.00	52,695.55	44,072.53	546.00	0.00	0.00	
TOTAL REVENUES:	648,945.28	872,700.60	1,014,234.15	1,100,746.72	1,231,329.63	1,326,441.00	

Miscellaneous

531 90 41 00 Professional Financial / Banking	0.15	4.71	220.15	231.74	0.00	225.00	Based on 2022 annualization
025 Miscellaneous	0.15	4.71	220.15	231.74	0.00	225.00	
Total Miscellaneous:	0.15	4.71	220.15	231.74	0.00	225.00	

Stormwater

531 31 41 31 Legal Services - Stormwater	4,445.00	2,925.00	0.00	0.00	0.00	0.00	
515 Legal	4,445.00	2,925.00	0.00	0.00	0.00	0.00	
531 10 46 00 Insurance - Stormwater	0.00	12,000.00	0.00	0.00	0.00	0.00	
002 Miscellaneous	0.00	12,000.00	0.00	0.00			
519 Other General Gov Services	0.00	12,000.00	0.00	0.00	0.00	0.00	
531 10 10 00 Wages & OT - Stormwater Administration	26,136.42	27,143.40	36,562.15	46,752.75	50,379.01	67,904.00	2023-5
531 10 20 00 Benefits - Stormwater Administration	13,408.97	12,068.74	18,942.25	17,947.77	19,400.72	26,882.00	2023-5
531 10 31 00 Operating Supplies - Stormwater Administration	48.95	29.21	727.21	106.75	5,000.00	1,000.00	Educational materials/public outreach

5 YEAR BUDGET COMPARISON

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
531 10 31 01 Office Supplies - Stormwater Administration	34.47	97.53	200.69	132.65	0.00	200.00	Based on 2022 annualization
531 10 41 00 Professional Services - Stormwater Administration	488.66	465.58	7,154.50	40,384.71	7,055.00	7,055.00	IMESD Contract (4.5%) \$2,837; On Call Engineering Services
531 10 42 00 Communications - Stormwater Administration	13.91	149.88	9.60	0.00	0.00	0.00	
531 10 43 00 Travel - Stormwater	344.81	0.00	124.68	142.30	1,000.00	1,000.00	
531 10 44 00 External Taxes - Stormwater	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
531 10 44 01 Advertising - Stormwater	977.40	575.46	0.00	264.00	500.00	500.00	
531 10 46 00 Insurance - Stormwater	1,000.00	0.00	13,722.85	15,695.44	15,685.00	22,760.00	WCIA Estimate - 45% increase
531 10 49 00 Miscellaneous - Stormwater	147.95	13,221.26	2,829.63	2,434.68	5,000.00	5,000.00	Based on 2022 annualization
531 10 49 01 Registration/Fees - Training Classes Stormwater Admin	809.95	530.52	545.20	760.15	2,500.00	2,500.00	Annual training for CESCL
001 Administration / General	43,411.49	54,281.58	80,818.76	124,621.20	107,519.73	135,801.00	
531 20 10 00 Wages & OT - Stormwater Engineering	28,640.73	19,605.95	9,842.57	25,297.51	37,866.84	50,291.00	2023-5
531 20 20 00 Benefits - Stormwater Engineering	12,978.17	7,414.59	3,385.90	10,465.68	12,362.30	26,505.00	2023-5
531 20 31 00 Operating Supplies - Stormwater Engineering	166.75	712.92	25.02	0.14	1,000.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 20 31 01 Office Supplies - Stormwater Engineering	138.90	16.21	11.94	88.42	200.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 20 41 00 Professional Services - Stormwater Engineering	130.55	31.45	7,034.52	2,101.05	4,500.00	2,000.00	Water Quality Testing \$2,000
531 20 42 00 Communications - Stormwater Engineering	0.00	129.95	955.97	811.43	0.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 20 43 00 Travel Expense - Stormwater Engineering	137.54	0.00	0.00	284.71	750.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 50 20 01 Benefits - Uniforms	0.00	0.00	0.00	529.51	0.00	500.00	Based on 2022 annualization
531 70 10 00 Wages & OT - Stormwater Capacity Grant DOE	0.00	18,218.02	14,222.16	0.00	0.00	0.00	
531 70 10 01 Wages & OT - DOE Inter Agency Agreement - Hazardous Waste & Toxics Reduction Program	0.00	0.00	1,893.09	962.68	0.00	0.00	
531 70 20 00 Benefits - Stormwater Capacity Grant DOE	0.00	11,896.37	9,904.37	0.00	0.00	0.00	
531 70 20 01 Benefits - DOE Inter Agency Agreement - Hazardous Waste & Toxics Reduction Program	0.00	0.00	646.95	456.81	0.00	0.00	

5 YEAR BUDGET COMPARISON

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402 Stormwater Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
531 70 43 00	Travel - DOE Inter Agency Agreement - Hazardous Waste & Toxics Reduction Program	0.00	0.00	19.60	0.00	0.00	0.00	
002	Administration / Engineering	42,192.64	58,025.46	47,942.09	40,997.94	56,679.14	79,296.00	
531 50 10 00	Wages & OT - Stormwater Maintenance	22,559.45	39,825.31	52,235.84	37,126.19	104,195.38	96,034.00	2023-5
531 50 20 00	Benefits - Stormwater Maintenance	14,007.89	27,635.61	35,768.08	28,280.34	76,854.00	78,569.00	2023-5
531 50 31 00	Operating Supplies - Stormwater Maintenance	806.97	437.65	837.52	271.02	1,500.00	500.00	Based on 2022 annualization
531 50 35 00	Small Tools/Equipment - Stormwater Maintenance	3,508.67	0.00	0.00	0.00	1,500.00	1,500.00	
531 50 41 00	Professional Services - Stormwater Maintenance	94.86	13.00	0.00	141.22	500.00	500.00	Based on 2022 annualization
531 50 43 00	Travel - Stormwater Maintenance	0.00	0.00	0.00	98.00	0.00	0.00	
531 50 48 00	Repairs & Maintenance - Stormwater Maintenance	0.00	713.55	2,456.91	22.60	1,500.00	100.00	Based on 2022 annualization
531 50 49 96	Interfund Rentals - O&M - Stormwater Maintenance	11,359.37	5,615.01	17,008.83	14,366.56	6,000.00	15,500.00	Based on 2022 annualization
531 70 48 00	Repairs/Maintenance - Stormwater Capacity Grant DOE	0.00	22,149.78	18,609.26	0.00	0.00	0.00	
003	Maintenance	52,337.21	96,389.91	126,916.44	80,305.93	192,049.38	192,703.00	
531 50 49 01	County 911 / Dispatch Services	0.00	0.00	0.00	698.67	0.00	2,000.00	
531 80 31 00	Operating Supplies - Stormwater Operations/General	425.62	307.62	307.66	79.51	0.00	200.00	Based on 2022 annualization
531 80 41 00	Professional Services - Stormwater Operations/General	0.00	98.00	358.00	0.00	0.00	0.00	
531 80 42 00	Communications - Stormwater Maintenance	0.00	0.00	0.00	0.00	500.00	500.00	
531 80 43 00	Travel Expense - Stormwater Operations/General	0.00	0.00	0.00	22.80	500.00	500.00	
531 80 49 01	Registration/Fees - Training Classes Stormwater	0.00	0.00	0.00	0.00	1,500.00	1,500.00	
597 00 04 03	Interfund Transfer - SW Operating To SW Capital	228,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	Transfer for Outfall Replacement
004	Operations / General	228,925.62	191,405.62	100,665.66	125,800.98	127,500.00	129,700.00	
531 27 10 00	Stormwater Utilities - Salaries & Wages	31,261.92	57,243.77	58,153.50	55,090.41	60,939.09	59,665.00	2023-5
531 27 20 00	Stormwater Utilities - Personnel Benefits	13,103.91	27,130.03	27,438.53	26,644.67	31,297.24	29,560.00	2023-5
531 27 31 00	Stormwater Utilities - Operating Supplies	565.98	344.60	181.09	546.03	500.00	500.00	Paper, billing paper, billing envelopes.

5 YEAR BUDGET COMPARISON

City Of College Place

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
531 27 31 01 Stormwater Utilities - Office Supplies	159.04	231.90	78.38	173.83	250.00	250.00	
531 27 41 00 Stormwater Utilities - Professional Services	910.19	2,610.38	1,104.55	7,435.06	8,380.00	9,110.00	Includes \$4,228 for State Auditors, \$432 for billing statements (Outwest Printing), \$316 for Webcheck, \$1,240 for Xpress Billpay, \$2,584 for Paymentech (utility payments), \$310 for Misc.
531 27 42 00 Stormwater Utilities - Communications	1,786.51	1,206.90	1,303.86	2,472.21	1,600.00	2,600.00	Postage and phone
531 27 43 00 Stormwater Utilities - Travel	115.82	0.00	56.23	214.61	400.00	400.00	Increase requested due to increase in staff.
531 27 48 00 Stormwater Utilities - Repairs & Maintenance	36.61	6.71	551.39	134.82	1,000.00	1,000.00	
531 27 49 00 Stormwater Utilities - Miscellaneous	88.10	40.83	76.20	115.42	120.00	50.00	
531 27 49 01 Stormwater Utilities - Registration/Fees - Training & Seminars	145.07	90.35	45.15	143.13	1,000.00	500.00	
005 Finance	48,173.15	88,905.47	88,988.88	92,970.19	105,486.33	103,635.00	
531 Stormwater	415,040.11	489,008.04	445,331.83	464,696.24	589,234.58	641,135.00	
Total Stormwater:	419,485.11	503,933.04	445,331.83	464,696.24	589,234.58	641,135.00	
Ending Balances							
508 51 00 03 Ending Balance - Stormwater Fund	0.00	0.00	0.00	0.00	642,095.05	685,081.00	
999 Ending Balance	0.00	0.00	0.00	0.00	642,095.05	685,081.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	642,095.05	685,081.00	
TOTAL EXPENDITURES:	419,485.26	503,937.75	445,551.98	464,927.98	1,231,329.63	1,326,441.00	
FUND GAIN/LOSS:	229,460.02	368,762.85	568,682.17	635,818.74	0.00	0.00	

City Of College Place

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Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances								
308 41 00 17	Beginning Fund Balance - Stormwater Capital Reserve Fund	0.00	72,272.91	368,746.77	112,923.10	445,684.95	187,016.00	
001	Beginning Balances	0.00	72,272.91	368,746.77	112,923.10	445,684.95	187,016.00	
Total Beginning Balances:		0.00	72,272.91	368,746.77	112,923.10	445,684.95	187,016.00	
Miscellaneous								
361 10 04 03	Unrealized Gain/Loss	1,744.64	-764.20	-1,059.61	-3,728.74	0.00	0.00	
361 11 04 03	Investment Interest - Stormwater Capital Reserve Fund	1,031.24	1,442.71	1,238.71	443.36	2,200.00	2,000.00	
361 30 04 03	Realized Gain/Loss On Investments	165.95	166.40	10.81	90.99	0.00	0.00	
361 41 04 03	Investment Interest - Purchased	-148.28	-245.51	6.01	682.14	0.00	0.00	
001	Interest & Other Earnings	2,793.55	599.40	195.92	-2,512.25	2,200.00	2,000.00	
025	Miscellaneous	2,793.55	599.40	195.92	-2,512.25	2,200.00	2,000.00	
Total Miscellaneous:		2,793.55	599.40	195.92	-2,512.25	2,200.00	2,000.00	
Interfund Transfers								
397 00 15 31	Transfer From Equipment Replacement Fund	100,000.00	0.00	0.00	0.00	0.00	0.00	
397 00 04 03	Interfund Transfer - SW Operating To SW Capital	228,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	Transfer for Outfall Placement
080	Operations/General	228,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	
070	Operating Transfers	328,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	
Total Interfund Transfers:		328,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	

Grants

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Direct Federal Grants	0.00	0.00	0.00	0.00			
334 00 10 43 State Grant From Legislature	0.00	0.00	0.00	0.00	555,000.00	555,000.00	
334 03 10 01 Dept Of Ecology - SFAP	42,699.98	38,820.83	6,761.19	0.00	450,500.00	700,000.00	Vactor 901
334 03 10 02 State Direct/Indirect Grant From Department Of Ecology - Stormwater Capacity	25,000.00	0.00	0.00	0.00	0.00	1,482,331.44	Projects:4001 \$820,377.44, 5003 \$91,800, 5004 \$74,154, 5012 \$200,000, 6032 \$240,000, 6069 \$56,000
334 03 10 03 Dept Of Ecology - Centennial Stormwater Grant	18,543.75	0.00	0.00	0.00	0.00	0.00	
334 03 80 43 State Grant From TIB	132,961.84	331,479.48	0.00	0.00	0.00	0.00	
001 State Grants	219,205.57	370,300.31	6,761.19	0.00	1,005,500.00	2,737,331.44	
105 State Grants	219,205.57	370,300.31	6,761.19	0.00	1,005,500.00	2,737,331.44	
Total Grants:	219,205.57	370,300.31	6,761.19	0.00	1,005,500.00	2,737,331.44	

Federal Revenues

397 00 04 04 Interfund Transfer From CE For ARPA Expenses (CFDA #21.027)	0.00	0.00	0.00	0.00	70,325.00	7,446.00	ARPA Transfer Job 5004
109 Federal Revenues	0.00	0.00	0.00	0.00	70,325.00	7,446.00	
Total Federal Revenues:	0.00	0.00	0.00	0.00	70,325.00	7,446.00	

Capital Contributions

Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
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Loan Proceeds

391 10 04 03 General Obligation Bonds Issued	270,000.00	0.00	0.00	0.00	0.00	0.00	
010 LTGO Bonds	270,000.00	0.00	0.00	0.00			
092 Loan Receipts	270,000.00	0.00	0.00	0.00	0.00	0.00	

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Direct Federal Loans	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	270,000.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	820,499.12	634,172.62	475,703.88	235,410.85	1,648,709.95	3,058,793.44	

Miscellaneous

531 10 41 41 Banking Service Fee/Charges - SW Cap Res Fund	9.80	24.36	20.89	7.74	0.00	0.00	
025 Miscellaneous	9.80	24.36	20.89	7.74	0.00	0.00	
Total Miscellaneous:	9.80	24.36	20.89	7.74	0.00	0.00	

Stormwater

594 31 64 00 Stormwater Machinery & Equipment	244,126.45	0.00	0.00	0.00	530,000.00	225,000.00	Camera Van
594 31 64 01 Stormwater Machinery & Equipment - Grant Funded	25,000.00	0.00	0.00	0.00	0.00	750,000.00	Vactor
594 31 61 00 Stormwater Land And Land Improvements	0.00	0.00	0.00	0.00	0.00	192,844.15	Project 6032 \$192,844.15
594 31 63 02 Stormwater System Design Engineering	1,040.47	6,326.61	3,666.32	0.00	0.00	167,350.00	Projects: 5003 \$22,950, 5004 \$20,400, 5012 \$50,000, 6032 \$60,000, 6069 \$14,000
594 31 63 03 Stormwater System Design Engineering - Grant Funded	18,543.75	38,820.82	9,418.50	0.00	0.00	669,400.00	Projects: 5003 \$91,800, 5004 \$81,600, 5012 \$200,000, 6032 \$240,000, 6069 \$56,000
595 10 63 45 Stormwater System Design Engineering - Grant Funded (SFAP)	28,027.59	0.00	0.00	0.00	0.00	0.00	
595 40 63 00 Stormwater Infrastructure	249,315.03	-159,926.69	0.00	0.00	0.00	0.00	
595 40 63 01 Stormwater Infrastructure - TIB Grant Portion	132,961.84	331,479.48	0.00	0.00	0.00	0.00	
006 Capital Projects	429,888.68	216,700.22	13,084.82	0.00		1,029,594.15	
531 Stormwater	699,015.13	216,700.22	13,084.82	0.00	530,000.00	2,004,594.15	

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Stormwater:	699,015.13	216,700.22	13,084.82	0.00	530,000.00	2,004,594.15	
Long Term Debt Payment/Interes							
591 31 70 00 Principal Payment - Street Sweeper LTGO Bond 2019	0.00	42,112.26	43,354.58	44,633.53	43,355.00	45,950.00	Street Sweeper Bond. Pmt 5/6, 8.2%. Balance after 2023 pmt \$47,306
591 31 70 02 Debt Repayment - Wastewater	46,643.65	0.00	0.00	0.00	0.00	0.00	
001 Long Term Debt Redemption	46,643.65	42,112.26	43,354.58	44,633.53	43,355.00	45,950.00	
592 31 04 02 Interest Payment - Street Sweeper LTGO Bond 2019	-0.37	0.00	0.00	0.00	0.00	0.00	
592 31 80 00 Interest Payment - Street Sweeper LTGO Bond 2019	0.00	6,589.01	5,346.70	4,067.74	5,347.00	2,751.00	Street Sweeper Bond. Pmt 5/6, 8.2%. Balance after 2023 pmt \$47,306
592 31 80 02 Interest Repayment - Wastewater	2,058.00	0.00	0.00	0.00	0.00	0.00	
592 31 80 03 Interest Repayment - Wastewater	500.00	0.00	0.00	0.00	0.00	0.00	
002 Interest & Other Debt Costs	2,557.63	6,589.01	5,346.70	4,067.74	5,347.00	2,751.00	
591 Interest & Debt Service	49,201.28	48,701.27	48,701.28	48,701.27	48,702.00	48,701.00	
Total Long Term Debt Payment/Interes:	49,201.28	48,701.27	48,701.28	48,701.27	48,702.00	48,701.00	
Ending Balances							
508 41 00 17 Ending Balance	0.00	0.00	0.00	0.00	1,070,007.95	1,005,498.29	
999 Ending Balance	0.00	0.00	0.00	0.00	1,070,007.95	1,005,498.29	
Total Ending Balances:	0.00	0.00	0.00	0.00	1,070,007.95	1,005,498.29	
TOTAL EXPENDITURES:	748,226.21	265,425.85	61,806.99	48,709.01	1,648,709.95	3,058,793.44	
FUND GAIN/LOSS:	72,272.91	368,746.77	413,896.89	186,701.84	0.00	0.00	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 18 Beginning Balance - Water Capital Reserve Fund	3,953,698.45	1,725,877.33	1,360,962.77	1,510,623.25	2,259,255.44	1,880,258.00	
001 Beginning Balances	3,953,698.45	1,725,877.33	1,360,962.77	1,510,623.25	2,259,255.44	1,880,258.00	
Total Beginning Balances:	3,953,698.45	1,725,877.33	1,360,962.77	1,510,623.25	2,259,255.44	1,880,258.00	
Permits & Licenses							
321 50 00 40 Utility Permits	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	Per CD Planned Development
002 Non-Business License & Permits	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	
003 Licenses & Permits	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	
Total Permits & Licenses:	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	
Miscellaneous							
361 11 00 42 Investment Interest - Water Equip Reserv	56,970.03	5,945.61	1,212.66	7,247.03	2,000.00	1,500.00	
361 10 00 42 Unrealized Gain/Loss	295.69	0.00	0.00	0.00	0.00	0.00	
361 42 00 41 Interest Income - Private Loans	387.27	1,527.16	1,405.34	1,192.92	0.00	0.00	
001 Interest & Other Earnings	682.96	1,527.16	1,405.34	1,192.92			
369 91 00 42 Misc Revenue	0.00	76,684.80	0.00	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	0.00	76,684.80	0.00	0.00			
025 Miscellaneous	57,652.99	84,157.57	2,618.00	8,439.95	2,000.00	1,500.00	
362 00 50 13 Lease Payment (Annual) - Consolidated Irrigation District #14	70,000.00	70,000.00	73,500.00	0.00	70,000.00	75,000.00	
362 00 50 14 Lease Payment (Annual) - WWU	0.00	43,200.93	32,087.80	22,379.43	24,200.00	26,136.00	Inflationary increase for 2023
001 Rents & Leases	70,000.00	113,200.93	105,587.80	22,379.43	94,200.00	101,136.00	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
026 Rentals & Leases	70,000.00	113,200.93	105,587.80	22,379.43	94,200.00	101,136.00	
Total Miscellaneous:	127,652.99	197,358.50	108,205.80	30,819.38	96,200.00	102,636.00	

Interfund Transfers

397 34 00 41 Interfund Transfer - Revenue Reserved For Rate-funded Capital	300,000.00	300,000.00	200,000.00	350,000.00	300,000.00	100,000.00	Revenue reserved for rate funded capital
397 34 00 95 INF Equip/Veh Lease/Repl.	60,110.00	145,000.00	27,750.00	9,250.00	37,000.00	80,000.00	Transfer for Equipment Replacement
070 Operating Transfers	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	
Total Interfund Transfers:	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	

Grants

331 97 00 00 Federal Direct Grant From The Department Of Homeland Security.	0.00	0.00	0.00	0.00	0.00	532,500.25	Fema Grants, 8017 \$120,000, 8018 \$125,000, 8020 \$187,500, 8021 \$100,000
003 Fire Dept Grants	0.00	0.00	0.00	0.00		532,500.25	
100 Direct Federal Grants	0.00	0.00	0.00	0.00	0.00	532,500.25	
367 00 00 00 Developer Proceeds	0.00	0.00	0.00	0.00	0.00	120,000.00	Developer Proceeds, Projects 8017 \$20,000, 8018 \$50,000, 8021 \$50,000
367 00 04 10 Pacific Power Blue Sky Grant Program	0.00	0.00	0.00	202,909.00	450,000.00	0.00	*
102 Grants - Private Sources	0.00	0.00	0.00	202,909.00	450,000.00	120,000.00	
334 00 10 41 State Grant From Legislature	508,471.90	90,988.10	0.00	0.00	1,005,362.00	0.00	*
334 04 20 40 State Grant From Dept Of Commerce	0.00	0.00	0.00	0.00	0.00	69,000.00	Projects 8017,8018,8021
001 State Grants	508,471.90	90,988.10	0.00	0.00	1,005,362.00	69,000.00	
105 State Grants	508,471.90	90,988.10	0.00	0.00	1,005,362.00	69,000.00	
Total Grants:	508,471.90	90,988.10	0.00	202,909.00	1,455,362.00	721,500.25	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Loan Proceeds							
391 80 04 14 DOC PWTF Loan PC22-96103-062	0.00	0.00	0.00	11,743.00	0.00	0.00	
391 80 04 15 DOC PWTF Loan PC22-96103-055	0.00	0.00	0.00	577,764.41	0.00	0.00	
003 PWTF State Loans	0.00	0.00	0.00	589,507.41			
111 State Loans	0.00	0.00	0.00	589,507.41	0.00	0.00	
Total Loan Proceeds:	0.00	0.00	0.00	589,507.41	0.00	0.00	
Federal Revenues							
397 34 00 04 Interfund Transfer From CE For ARPA Expenses (CFDA #21.027)	0.00	0.00	0.00	300,000.00	299,862.00	0.00	*
109 Federal Revenues	0.00	0.00	0.00	300,000.00	299,862.00	0.00	
Total Federal Revenues:	0.00	0.00	0.00	300,000.00	299,862.00	0.00	
Capital Contributions							
367 00 04 11 Principal Payments On Private Loans For Infrastructure	750.96	3,025.76	3,147.58	2,980.59	0.00	0.00	
001 Development agreements	750.96	3,025.76	3,147.58	2,980.59			
370 Capital Contributions	750.96	3,025.76	3,147.58	2,980.59	0.00	0.00	
Total Capital Contributions:	750.96	3,025.76	3,147.58	2,980.59	0.00	0.00	
Loan Proceeds							
391 80 04 10 DWSRF Loan From EPA/WA St Dept Of Health	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00	0.00	*
002 Indirect Federal Loans	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00		
110 Federal Loans	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00	0.00	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Loan Proceeds:	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00	0.00	

TOTAL REVENUES:	5,239,171.41	3,262,154.63	2,154,547.16	4,592,897.72	7,797,679.44	3,335,144.25	
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Miscellaneous

534 10 41 41 Banking Service Fees/Charges - W Cap Res Fund	197.91	63.93	55.92	63.09	280.00	280.00	
025 Miscellaneous	197.91	63.93	55.92	63.09	280.00	280.00	
Total Miscellaneous:	197.91	63.93	55.92	63.09	280.00	280.00	

Interfund Transfers

597 00 04 31 Transfer To 431	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	500,000.00	600,000.00	0.00	0.00	0.00	0.00	

Water Department

594 34 63 05 Water Utility Capital Expenditures - DWL23479	19,487.11	750,404.94	229,215.14	134,953.85	0.00	0.00	
594 34 63 08 Water Utility Capital Expenditures - DOC CD19-96619-012	508,471.90	90,988.10	0.00	0.00	0.00	0.00	
594 34 61 41 Water Utility Land And Land Improvements	240,737.51	234,837.89	235,150.00	0.00	0.00	193,736.95	Project 6032, \$193,736.95
594 34 62 41 Water Utility Building Improvements	5,563.70	0.00	0.00	0.00	0.00	0.00	
594 34 63 01 Water Utility Capital - C Street/Cedar	723,218.61	0.00	0.00	160.76	0.00	0.00	Neighborhood Sewer - SE 12th & Broadway Lining
594 34 63 03 Water Utility Capital Expenditures	43,284.35	185,420.39	132,079.97	2,896,652.90	4,927,000.00	1,162,500.00	Projects: 8011 \$450,000, 8017 \$200,000, 8018 \$250,000, 8020 \$62,500, 8021 \$76,000, 8021 \$124,000
594 34 64 41 Water Utility Equipment	1,451,336.97	39,476.61	38,172.88	202.62	37,000.00	80,000.00	Replace 601
001 Administration / General	2,464,141.14	459,734.89	405,402.85	2,897,016.28	4,964,000.00	1,436,236.95	
594 34 63 09 Water Utility Capital Expenditures - DOC PWTF PC22-96103-062	0.00	0.00	0.00	11,743.00	0.00	187,500.00	Projects: 8020

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 34 63 10 Water Utility Capital Expenditures - DOC PWTF PC22-96103-055 Loan 961G0150	0.00	0.00	0.00	225,000.00	0.00	0.00	
594 34 63 11 Water Utility Capital Expenditures - DOC PWTF PC22-96103-055 Loan 961R0150	0.00	0.00	0.00	352,764.41	0.00	0.00	
007 Capital Expendituers - PWTF	0.00	0.00	0.00	589,507.41		187,500.00	
534 Water Utilities	2,992,100.15	1,301,127.93	634,617.99	3,621,477.54	4,964,000.00	1,623,736.95	
Total Water Department:	2,992,100.15	1,301,127.93	634,617.99	3,621,477.54	4,964,000.00	1,623,736.95	
Long Term Debt Payment/Interes							
002 Interest & Other Debt Costs	0.00	0.00	0.00	0.00			
Total Long Term Debt Payment/Interes:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 18 Ending Balance	0.00	0.00	0.00	0.00	2,833,399.44	1,711,127.30	
999 Ending Balance	0.00	0.00	0.00	0.00	2,833,399.44	1,711,127.30	
Total Ending Balances:	0.00	0.00	0.00	0.00	2,833,399.44	1,711,127.30	
TOTAL EXPENDITURES:	3,492,298.06	1,901,191.86	634,673.91	3,621,540.63	7,797,679.44	3,335,144.25	
FUND GAIN/LOSS:	1,746,873.35	1,360,962.77	1,519,873.25	971,357.09	0.00	0.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 19 Beginning Balance - Wastewater Capital Reserve Fund	1,009,698.23	1,010,321.79	685,578.11	1,833,053.33	237,005.48	1,302,552.00	
001 Beginning Balances	1,009,698.23	1,010,321.79	685,578.11	1,833,053.33	237,005.48	1,302,552.00	
Total Beginning Balances:	1,009,698.23	1,010,321.79	685,578.11	1,833,053.33	237,005.48	1,302,552.00	
Permits & Licenses							
321 50 00 41 Utility Permits	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	Per CD Planned Development
002 Non-Business License & Permits	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	
003 Licenses & Permits	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	
Total Permits & Licenses:	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	
Miscellaneous							
361 11 00 43 Investment Interest - WW Equip Resev	10,436.53	4,595.80	2,332.60	8,358.57	2,500.00	2,000.00	
361 10 00 43 Unrealized Gain/Loss	7,980.05	3,334.15	-2,465.48	-69,240.36	0.00	0.00	
361 30 00 43 Realized Gain/Loss On Investments	1,680.00	1,224.50	-46.40	1,476.95	0.00	0.00	
361 41 00 43 Investment Interest - Purchased	-904.68	-296.77	112.54	11,906.65	0.00	0.00	
001 Interest & Other Earnings	8,755.37	4,261.88	-2,399.34	-55,856.76			
369 91 00 43 Misc Revenue	0.00	2,801.91	-2,801.91	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	0.00	2,801.91	-2,801.91	0.00			
025 Miscellaneous	19,191.90	11,659.59	-2,868.65	-47,498.19	2,500.00	2,000.00	
Total Miscellaneous:	19,191.90	11,659.59	-2,868.65	-47,498.19	2,500.00	2,000.00	

Interfund Transfers

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
397 00 04 11 Transfer From Wastewater Debt Service #412	0.00	0.00	1,350,000.00	0.00	0.00	0.00	
397 35 00 95 INF Equip/Veh Lease/Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	
397 35 08 95 INF Equip/Veh Lease/Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	
397 40 14 11 Transfer For Rate Funded Capital	200,000.00	300,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	Per Rate Model
397 41 24 11 Transfer Of Surplus To Capital Reserve	448,754.00	280,686.00	0.00	0.00	300,000.00	300,000.00	Per Rate Model
070 Operating Transfers	805,129.00	706,686.00	3,200,000.00	300,000.00	600,000.00	600,000.00	

Total Interfund Transfers:	805,129.00	706,686.00	3,200,000.00	300,000.00	600,000.00	600,000.00	
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Grants

331 10 04 03 Federal Direct Grant From Dept Of Agriculture - USDA SWSEWER	0.00	0.00	896,145.94	0.00	0.00	0.00	
331 10 04 04 Federal Direct Grant From Dept Of Agriculture - USDA Loan SWSEWER	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
331 11 00 01 Federal Direct Grant From The Department Of Commerce.	0.00	0.00	0.00	0.00	0.00	3,510,000.00	Fed Dept of Commerce Grant for WWTP - 4001
001 Direct Federal Grants	0.00	0.00	3,734,145.94	0.00		3,510,000.00	
100 Direct Federal Grants	0.00	0.00	3,734,145.94	0.00	0.00	3,510,000.00	
337 35 41 01 Port Of Walla Walla 9/10ths Award	0.00	0.00	200,000.00	0.00	0.00	0.00	
103 Intergovernmental Local Grants	0.00	0.00	200,000.00	0.00	0.00	0.00	
334 03 10 07 Dept Of Ecology - SWSEWER Grant Portion - WQC-2021-CoPIED-00133	0.00	0.00	144,295.22	164,781.79	0.00	0.00	
334 03 10 08 DOE Grant - WWTP	0.00	0.00	0.00	0.00	0.00	10,010,000.00	DOE Grant for WWTP
334 04 20 42 State Direct/Indirect Grant From Department Of Commerce	0.00	0.00	0.00	0.00	0.00	1,740,000.00	Project 7019
001 State Grants	0.00	0.00	144,295.22	164,781.79		11,750,000.00	
105 State Grants	0.00	0.00	144,295.22	164,781.79	0.00	11,750,000.00	

Total Grants:	0.00	0.00	4,078,441.16	164,781.79	0.00	15,260,000.00	
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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Loan Proceeds							
391 20 04 11 Revenue Bond Proceeds	0.00	0.00	0.00	3,694,045.32	3,640,000.00	0.00	*
092 Loan Receipts	0.00	0.00	0.00	3,694,045.32	3,640,000.00	0.00	
391 80 04 11 DOE CWSRF Loan	0.00	0.00	1,578,394.39	81,229.08	2,000,000.00	12,480,000.00	DOE Loan WWTP 7004
391 80 04 12 DOE SWSEWER Loan WQC-2021-CoPIED-00133	0.00	0.00	1,129,321.75	1,621,327.89	0.00	0.00	
001 Direct State Loans	0.00	0.00	1,129,321.75	1,621,327.89			
391 80 04 13 DOC PWTf Loan PC22-96103-051	0.00	0.00	0.00	43,398.56	0.00	0.00	
003 PWTf State Loans	0.00	0.00	0.00	43,398.56			
111 State Loans	0.00	0.00	2,707,716.14	1,745,955.53	2,000,000.00	12,480,000.00	
Total Loan Proceeds:	0.00	0.00	2,707,716.14	5,440,000.85	5,640,000.00	12,480,000.00	
Capital Contributions							
002 Energy Incentive Agreements	0.00	0.00	0.00	0.00			
Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
Wastewater Department							
Total Wastewater Department:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	2,093,019.13	1,788,667.38	10,878,866.76	7,722,337.78	6,779,505.48	29,992,152.00	
Miscellaneous							
535 10 41 41 Banking Service Fees/Charges - WW Cap Res Fund	66.44	76.77	34.54	140.88	0.00	0.00	Issuance cost on revenue bonds; bank
025 Miscellaneous	66.44	76.77	34.54	140.88	0.00	0.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Miscellaneous:	66.44	76.77	34.54	140.88	0.00	0.00	

Interfund Transfers

597 00 04 12	Transfer To Wastewater Capital Reserve To Wastewater Debt Service	0.00	0.00	800,000.00	0.00	0.00	0.00
070	Operating Transfers	0.00	0.00	800,000.00	0.00	0.00	0.00
Total Interfund Transfers:		0.00	0.00	800,000.00	0.00	0.00	0.00

Grants

594 35 63 06	Other Improvements - USDA Grant Funded - SWSEWER	0.00	0.00	896,145.94	0.00	0.00	0.00
001	Direct Federal Grants	0.00	0.00	896,145.94	0.00		
100	Direct Federal Grants	0.00	0.00	896,145.94	0.00	0.00	0.00
Total Grants:		0.00	0.00	896,145.94	0.00	0.00	0.00

Wastewater Department

594 35 63 01	Other Improvements	33,807.30	81,210.70	205,416.65	175,647.07	300,000.00	100,000.00	JUB Professional Services - Sewer Lining every second year (2024)
003	Maintenance	33,807.30	81,210.70	205,416.65	175,647.07	300,000.00	100,000.00	
005	Operations / Testing	0.00	0.00	0.00	0.00			
594 35 61 00	Wastewater Land And Land Improvements	456,100.27	0.00	-22,417.77	0.00	0.00	193,736.95	Project 6032 \$193,736.95
007	Interest Payment	456,100.27	0.00	-22,417.77	0.00		193,736.95	
594 35 63 04	Other Improvements	516,287.44	1,021,801.80	2,504,242.03	-1,578,546.00	2,000,000.00	26,000,000.00	Project 7004 - WWTP
594 35 63 05	Other Improvements - DOE Grant Funded	0.00	0.00	1,722,689.61	164,781.79	0.00	0.00	*
594 35 63 06	Other Improvements - DOE Loan Funded	0.00	0.00	0.00	1,702,556.97	0.00	0.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 35 63 07 Other Improvements - USDA Grant Funded	0.00	0.00	0.00	856,045.32	0.00	0.00	
594 35 63 08 Other Improvements - USDA Loan Funded	0.00	0.00	0.00	2,838,000.00	0.00	0.00	
594 35 64 41 Wastewater Capital Equipment	0.00	0.00	0.00	244,965.26	641,859.00	1,863,206.00	Project: 7019 \$1,7400,000, Jacobs Equipment Contract \$123,206
594 35 64 42 Wastewater Capital Equipment - DOE PWTFB Loan PC22-96103-051	0.00	0.00	0.00	43,398.56	0.00	0.00	
008 Capitalized Expenditures	516,287.44	1,021,801.80	4,226,931.64	4,271,201.90	2,641,859.00	27,863,206.00	
594 35 64 41 Wastewater Capital Equipment	76,435.89	0.00	110,952.43	0.00	0.00	0.00	
009 Operating Transfers	76,435.89	0.00	110,952.43	0.00			
535 Wastewater Utilities	1,082,630.90	1,103,012.50	4,520,882.95	4,446,848.97	2,941,859.00	28,156,942.95	
Total Wastewater Department:	1,082,630.90	1,103,012.50	4,520,882.95	4,446,848.97	2,941,859.00	28,156,942.95	

Capital Expenditures

594 35 63 07 Other Improvements - USDA Loan - SWSEWER	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
001 Direct Federal Loans	0.00	0.00	2,838,000.00	0.00			
110 Federal Loans	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
Total Capital Expenditures:	0.00	0.00	2,838,000.00	0.00	0.00	0.00	

Ending Balances

508 41 00 19 Ending Balance	0.00	0.00	0.00	0.00	3,837,646.48	1,835,209.05	
999 Ending Balance	0.00	0.00	0.00	0.00	3,837,646.48	1,835,209.05	
Total Ending Balances:	0.00	0.00	0.00	0.00	3,837,646.48	1,835,209.05	
TOTAL EXPENDITURES:	1,082,697.34	1,103,089.27	9,055,063.43	4,446,989.85	6,779,505.48	29,992,152.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	1,010,321.79	685,578.11	1,823,803.33	3,275,347.93	0.00	0.00	

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412 Wastewater Debt Service Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances								
308 41 00 20	Beginning Balance - Wastewater Debt Service Fund	551,546.17	463,187.45	466,817.07	332,301.58	885,895.82	584,694.00	
001	Beginning Balances	551,546.17	463,187.45	466,817.07	332,301.58	885,895.82	584,694.00	
Total Beginning Balances:		551,546.17	463,187.45	466,817.07	332,301.58	885,895.82	584,694.00	
Charges For Goods & Services								
343 50 00 51	LT Debt Collection For Sewer Utility	612,846.37	541,348.05	549,988.17	496,982.22	721,211.00	619,967.00	Per 2022 rate model
006	Charges For Goods & Services	612,846.37	541,348.05	549,988.17	496,982.22	721,211.00	619,967.00	
Total Charges For Goods & Services:		612,846.37	541,348.05	549,988.17	496,982.22	721,211.00	619,967.00	
Miscellaneous								
361 11 00 44	Investment Interest Earned	6,737.82	2,161.75	387.52	4,946.54	1,000.00	2,000.00	
025	Miscellaneous	6,737.82	2,161.75	387.52	4,946.54	1,000.00	2,000.00	
Total Miscellaneous:		6,737.82	2,161.75	387.52	4,946.54	1,000.00	2,000.00	
Interfund Transfers								
397 00 04 12	Transfer From Wastewater Capital Reserve	0.00	0.00	800,000.00	0.00	0.00	0.00	
070	Operating Transfers	0.00	0.00	800,000.00	0.00	0.00	0.00	
Total Interfund Transfers:		0.00	0.00	800,000.00	0.00	0.00	0.00	
Loan Proceeds								
009	Revenue Bonds	0.00	0.00	0.00	0.00			

5 YEAR BUDGET COMPARISON

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412 Wastewater Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	1,171,130.36	1,006,697.25	1,817,192.76	834,230.34	1,608,106.82	1,206,661.00	
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Miscellaneous

535 10 41 42 Banking Service Fees/Charges - WW LTD Res Fund	20.71	25.98	56.98	78.22	25.00	25.00	
025 Miscellaneous	20.71	25.98	56.98	78.22	25.00	25.00	
Total Miscellaneous:	20.71	25.98	56.98	78.22	25.00	25.00	

Interfund Transfers

597 00 04 11 Transfer To Wastewater Capital Reserve #411	0.00	0.00	1,350,000.00	0.00	0.00	0.00	
597 41 24 11 Transfer Of Surplus To Capital Reserve	448,754.00	280,686.00	0.00	0.00	300,000.00	300,000.00	Per Rate Model
070 Operating Transfers	448,754.00	280,686.00	1,350,000.00	0.00	300,000.00	300,000.00	
Total Interfund Transfers:	448,754.00	280,686.00	1,350,000.00	0.00	300,000.00	300,000.00	

Long Term Debt Payment/Interes

591 35 78 51 Loan Payment SRF - Principal L990018A/B	259,168.20	259,168.20	134,834.20	5,250.00	5,250.00	0.00	Loan paid off in 2022
591 35 78 53 Loan Payment USDA - SW SEWER Principal	0.00	0.00	0.00	0.00	52,296.11	52,296.11	SWSewer USDA Loan \$2.8mil @ 1.5% for 40yrs
591 35 78 54 Loan Payment DOE SW SEWER Principal	0.00	0.00	0.00	0.00	0.00	106,024.00	SWSewer DOE Loan \$2.3mil @1.5% for 20 years
591 35 78 55 Loan Payment DOE WWTP Design Principal	0.00	0.00	0.00	0.00	0.00	82,096.00	WWTP Design Loan DOE \$1.9mil @2% for 20 yrs
001 Long Term Debt Redemption	259,168.20	259,168.20	134,834.20	5,250.00	57,546.11	240,416.11	

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412 Wastewater Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
592 35 83 53 Interest Payment USDA Loan - SW SEWER	0.00	0.00	0.00	0.00	42,570.00	42,570.00	SWSewer USDA Loan \$2.8mil @ 1.5% for 40yrs
592 35 83 54 Interest Payment DOE Loan - SW SEWER	0.00	0.00	0.00	0.00	0.00	27,535.00	SWSewer DOE Loan \$2.3mil @1.5% for 20 years
592 35 83 55 Interest Payment DOE Loan - WWTP Design	0.00	0.00	0.00	0.00	0.00	37,314.00	WWTP Design Loan DOE \$1.9mil @2% for 20 yrs
002 Interest & Other Debt Costs	0.00	0.00	0.00	0.00	42,570.00	107,419.00	
591 Interest & Debt Service	259,168.20	259,168.20	134,834.20	5,250.00	100,116.11	347,835.11	
Total Long Term Debt Payment/Interes:	259,168.20	259,168.20	134,834.20	5,250.00	100,116.11	347,835.11	
Ending Balances							
508 41 00 20 Ending Balance	0.00	0.00	0.00	0.00	1,207,965.71	558,800.89	
999 Ending Balance	0.00	0.00	0.00	0.00	1,207,965.71	558,800.89	
Total Ending Balances:	0.00	0.00	0.00	0.00	1,207,965.71	558,800.89	
TOTAL EXPENDITURES:	707,942.91	539,880.18	1,484,891.18	5,328.22	1,608,106.82	1,206,661.00	
FUND GAIN/LOSS:	463,187.45	466,817.07	332,301.58	828,902.12	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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413 Water Capital Improvement Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Beginning Balances

308 41 00 21	Beginning Balance - Water Capital Improvement Reserve/Debt Fund	1,256,998.91	1,230,587.04	1,186,804.35	1,078,054.73	972,294.35	1,011,565.00
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001	Beginning Balances	1,256,998.91	1,230,587.04	1,186,804.35	1,078,054.73	972,294.35	1,011,565.00
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Total Beginning Balances:		1,256,998.91	1,230,587.04	1,186,804.35	1,078,054.73	972,294.35	1,011,565.00
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Charges For Goods & Services

343 40 01 43	Capital Reserve Fund Collections	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00	Per 2022 rate model
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002	General Government	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00
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006	Charges For Goods & Services	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00
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Total Charges For Goods & Services:		863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00
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Interfund Transfers

397 00 00 43	Interfund Transfer From Water Const Fund #431 To WCIR #413	0.00	0.00	0.00	250,000.00	0.00	150,000.00	Transfer from 431 for Debt Coverage
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070	Operating Transfers	0.00	0.00	0.00	250,000.00	0.00	150,000.00
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Total Interfund Transfers:		0.00	0.00	0.00	250,000.00	0.00	150,000.00
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Grants

001	Indirect Federal Grants	0.00	0.00	0.00	0.00		
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Total Grants:		0.00	0.00	0.00	0.00	0.00	0.00
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Long Term Debt Payment/Interes

361 11 00 13	Interest - Water Capital Reserve Fund	14,398.39	4,785.80	888.83	8,789.49	1,500.00	5,000.00
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413 Water Capital Improvement Reserve Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
591	Interest & Debt Service	14,398.39	4,785.80	888.83	8,789.49	1,500.00	5,000.00	

Total Long Term Debt Payment/Interes:	14,398.39	4,785.80	888.83	8,789.49	1,500.00	5,000.00
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TOTAL REVENUES:	2,135,385.37	2,126,035.17	2,117,376.54	2,203,866.27	1,908,548.35	2,269,069.00
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Miscellaneous

534 10 41 43	Banking Service Fees/Charges - W LTD Res Fund	40.52	69.38	39.17	38.04	35.00	35.00
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025	Miscellaneous	40.52	69.38	39.17	38.04	35.00	35.00
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Total Miscellaneous:	40.52	69.38	39.17	38.04	35.00	35.00
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Interfund Transfers

597 00 42 50	Transfer To 425	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00	Per Rate Model
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070	Operating Transfers	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00
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Total Interfund Transfers:	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00
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Long Term Debt Payment/Interes

591 34 78 00	Loan Payment SRF Principal 04-65104-005	87,835.49	87,835.49	87,835.49	87,835.49	87,600.00	87,835.00
591 34 78 01	Loan Payment PWTF Principal PW-05-691-010	168,885.24	168,885.24	168,885.23	168,885.23	168,885.00	168,885.00
591 34 78 04	Principal PWTF Loan 2007 PC08-951-011	253,664.48	253,664.48	253,664.48	253,664.48	253,665.00	253,664.00
591 34 78 05	Loan Payment DOH Well #1 Principal DWL23476	13,030.15	49,070.77	65,359.05	65,359.05	65,359.00	65,359.00
591 34 78 06	Loan Payment DOH Well #1 Principal DWL23478	0.00	0.00	18,406.41	20,935.10	22,604.79	25,283.00
591 34 78 07	Loan Payment DOH Well #2 Principal DWL23479	4,383.29	4,383.29	56,595.44	67,608.44	58,817.00	87,996.00
591 34 78 08	Loan Payment DOH Well #2 Principal DWL 24936	0.00	0.00	1,311.85	1,311.85	23,000.00	126,396.00
591 34 78 09	Loan Payment PWTF Principal PC22-96103-055	0.00	0.00	0.00	0.00	0.00	43,151.00

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413 Water Capital Improvement Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Long Term Debt Redemption	527,798.65	563,839.27	652,057.95	665,599.64	679,930.79	858,569.00	
592 34 83 00 Loan Payment SRF Interest 04-65104-005	9,222.73	7,905.19	6,587.66	5,270.13	5,256.00	3,942.00	
592 34 83 01 Loan Payment PWTF Interest PW-05-691-010	5,910.98	5,066.56	4,222.13	3,377.70	3,378.00	3,378.00	
592 34 83 04 Interest PWTF Loan 2007 PC08-951-011	12,683.22	11,414.90	10,146.58	8,878.26	8,878.00	7,610.00	
592 34 83 05 Interest Payment DOH Well #1 Interest DWL23476	3,127.24	11,286.28	14,378.99	13,725.40	13,725.00	13,071.00	
592 34 83 06 Interest Payment DOH Well #1 Interest DWL23478	0.00	0.00	4,049.41	4,396.37	5,532.00	5,567.00	
592 34 83 07 Interest Payment DOH Well #2 Interest DWL23479	1,314.99	1,249.24	15,280.77	17,240.15	18,077.00	25,345.00	
592 34 83 08 Interest Payment DOH Well #2 Interest DWL24936	0.00	0.00	459.15	436.19	5,000.00	46,328.00	
592 34 83 09 Loan Payment PWTF Interest PC22-96103-055	0.00	0.00	0.00	0.00	0.00	0.00	Loan Paid Off in 2022
002 Interest & Other Debt Costs	32,259.16	36,922.17	55,124.69	53,324.20	59,846.00	105,241.00	
591 Interest & Debt Service	560,057.81	600,761.44	707,182.64	718,923.84	739,776.79	963,810.00	
Total Long Term Debt Payment/Interes:	560,057.81	600,761.44	707,182.64	718,923.84	739,776.79	963,810.00	
Ending Balances							
508 41 00 22 Ending Balance	0.00	0.00	0.00	0.00	836,636.56	973,124.00	
999 Ending Balance	0.00	0.00	0.00	0.00	836,636.56	973,124.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	836,636.56	973,124.00	
TOTAL EXPENDITURES:	904,798.33	939,230.82	1,039,321.81	1,051,061.88	1,908,548.35	2,269,069.00	
FUND GAIN/LOSS:	1,230,587.04	1,186,804.35	1,078,054.73	1,152,804.39	0.00	0.00	

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425 Water Revenue Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 23 Beginning Balance - Water/Sewer Revenue Bond Fund	346,510.53	46,064.70	338,401.04	338,695.22	338,675.21	340,118.00	
001 Beginning Balances	346,510.53	46,064.70	338,401.04	338,695.22	338,675.21	340,118.00	
Total Beginning Balances:	346,510.53	46,064.70	338,401.04	338,695.22	338,675.21	340,118.00	

Miscellaneous

361 11 00 25 Investment Interest	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	
001 Interest & Other Earnings	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	
025 Miscellaneous	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	
Total Miscellaneous:	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	

Interfund Transfers

397 00 04 25 Transfer From Fund 426	0.00	292,082.00	0.00	0.00	0.00	0.00	
397 00 42 50 Transfer From 413	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00	Per Rate Model
070 Operating Transfers	344,700.00	630,482.00	332,100.00	332,100.00	332,100.00	332,100.00	
Total Interfund Transfers:	344,700.00	630,482.00	332,100.00	332,100.00	332,100.00	332,100.00	

TOTAL REVENUES:	692,770.05	676,812.29	670,809.57	673,981.83	671,525.21	673,718.00	
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Miscellaneous

535 10 41 44 Banking Service Fees/Charges - W/S Debt Res Fund	5.35	11.25	14.35	12.32	0.00	0.00	
025 Miscellaneous	5.35	11.25	14.35	12.32	0.00	0.00	
Total Miscellaneous:	5.35	11.25	14.35	12.32	0.00	0.00	

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425 Water Revenue Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
597 42 54 26 Transfer To Fund 426	302,000.00	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	302,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	302,000.00	0.00	0.00	0.00	0.00	0.00	
Long Term Debt Payment/Interes							
591 34 70 17 Principle Payment On 2017 Revenue Bonds	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	
001 Long Term Debt Redemption	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	
592 34 83 17 Interest Payment Of 2017 Revenue Bonds	119,700.00	113,400.00	107,100.00	100,800.00	107,100.00	94,500.00	
002 Interest & Other Debt Costs	119,700.00	113,400.00	107,100.00	100,800.00	107,100.00	94,500.00	
591 Interest & Debt Service	344,700.00	338,400.00	332,100.00	325,800.00	332,100.00	319,500.00	
Total Long Term Debt Payment/Interes:	344,700.00	338,400.00	332,100.00	325,800.00	332,100.00	319,500.00	
Ending Balances							
508 41 00 23 Ending Balance	0.00	0.00	0.00	0.00	339,425.21	354,218.00	
999 Ending Balance	0.00	0.00	0.00	0.00	339,425.21	354,218.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	339,425.21	354,218.00	
TOTAL EXPENDITURES:	646,705.35	338,411.25	332,114.35	325,812.32	671,525.21	673,718.00	
FUND GAIN/LOSS:	46,064.70	338,401.04	338,695.22	348,169.51	0.00	0.00	

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426 Water Bond Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 24 Beginning Balance - Water/Sewer Bond Reserve Fund	128,625.16	434,328.05	143,832.19	143,931.60	143,943.70	144,514.00	
001 Beginning Balances	128,625.16	434,328.05	143,832.19	143,931.60	143,943.70	144,514.00	
Total Beginning Balances:	128,625.16	434,328.05	143,832.19	143,931.60	143,943.70	144,514.00	
Miscellaneous							
361 11 00 26 Interest Earned	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
001 Interest & Other Earnings	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
025 Miscellaneous	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
Total Miscellaneous:	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
Interfund Transfers							
397 42 54 26 Transfer From Fund 425	302,000.00	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	302,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	302,000.00	0.00	0.00	0.00	0.00	0.00	
Loan Proceeds							
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	434,339.16	435,929.74	143,936.38	145,014.28	144,443.70	145,514.00	

Miscellaneous

534 10 41 45 Banking Service Fees/Charges - W/S Bond Res Fund	11.11	15.55	4.78	4.66	0.00	0.00	
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426 Water Bond Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
025 Miscellaneous	11.11	15.55	4.78	4.66	0.00	0.00	
Total Miscellaneous:	11.11	15.55	4.78	4.66	0.00	0.00	
Interfund Transfers							
597 00 04 25 Transfer To Fund 425	0.00	292,082.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	0.00	292,082.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	0.00	292,082.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 24 Ending Balance	0.00	0.00	0.00	0.00	144,443.70	145,514.00	
999 Ending Balance	0.00	0.00	0.00	0.00	144,443.70	145,514.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	144,443.70	145,514.00	
TOTAL EXPENDITURES:	11.11	292,097.55	4.78	4.66	144,443.70	145,514.00	
FUND GAIN/LOSS:	434,328.05	143,832.19	143,931.60	145,009.62	0.00	0.00	

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431 Water System Construction Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 25 Beginning Fund Balance - Water System Construction Fund	139,805.10	476,921.09	1,133,038.79	1,194,518.71	1,238,384.46	1,173,092.00	
001 Beginning Balances	139,805.10	476,921.09	1,133,038.79	1,194,518.71	1,238,384.46	1,173,092.00	
Total Beginning Balances:	139,805.10	476,921.09	1,133,038.79	1,194,518.71	1,238,384.46	1,173,092.00	

Miscellaneous

361 10 00 31 Unrealized Gain/Loss	1,859.23	850.44	-6,767.32	-31,406.84	0.00	0.00	
361 11 00 31 Investment Interest	2,773.11	4,015.24	4,389.24	3,889.90	6,500.00	4,000.00	
361 30 00 31 Realized Gain/Loss On Investments	705.94	1,692.68	38.30	962.46	0.00	0.00	
361 41 00 31 Investment Interest - Purchased	-365.41	-231.84	10.75	4,300.57	0.00	0.00	
001 Interest & Other Earnings	4,972.87	6,326.52	-2,329.03	-22,253.91	6,500.00	4,000.00	
009 PWTF Loan Related	0.00	0.00	0.00	0.00			
025 Miscellaneous	4,972.87	6,326.52	-2,329.03	-22,253.91	6,500.00	4,000.00	
Total Miscellaneous:	4,972.87	6,326.52	-2,329.03	-22,253.91	6,500.00	4,000.00	

Interfund Transfers

397 00 04 31 Transfer From 410	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	500,000.00	600,000.00	0.00	0.00	0.00	0.00	

Grants

334 00 10 31 State Grant From Legislature	873,000.00	0.00	0.00	0.00	0.00	0.00	
001 State Grants	873,000.00	0.00	0.00	0.00			

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431 Water System Construction Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
105 State Grants	873,000.00	0.00	0.00	0.00	0.00	0.00	
Total Grants:	873,000.00	0.00	0.00	0.00	0.00	0.00	
Loan Proceeds							
391 80 00 41 DWSRF Federal Loan From EPA/St Dept Of Health	1,367,189.16	1,385,009.00	106,205.15	0.00	100,000.00	0.00	*
391 80 04 31 DWSRF Federal Loan From EPA/St Dept Of Health	0.00	809,881.93	0.00	0.00	0.00	0.00	
001 Direct State Loans	1,367,189.16	2,194,890.93	106,205.15	0.00	100,000.00		
111 State Loans	1,367,189.16	2,194,890.93	106,205.15	0.00	100,000.00	0.00	
Total Loan Proceeds:	1,367,189.16	2,194,890.93	106,205.15	0.00	100,000.00	0.00	
Capital Contributions							
367 00 04 12 Pacific Power Well No. 4 Energy Savings	0.00	0.00	11,669.25	0.00	0.00	0.00	
002 Energy Incentive Agreements	0.00	0.00	11,669.25	0.00			
370 Capital Contributions	0.00	0.00	11,669.25	0.00	0.00	0.00	
Total Capital Contributions:	0.00	0.00	11,669.25	0.00	0.00	0.00	
Loan Proceeds							
003 PWTF State Loans	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	2,884,967.13	3,278,138.54	1,248,584.16	1,172,264.80	1,344,884.46	1,177,092.00	

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431 Water System Construction Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Miscellaneous							
534 10 49 31 Banking Service Fees/Charges - W Const Fund	17.18	54.99	87.84	62.48	20.00	0.00	*
025 Miscellaneous	17.18	54.99	87.84	62.48	20.00	0.00	
Total Miscellaneous:	17.18	54.99	87.84	62.48	20.00	0.00	

Interfund Transfers

597 00 00 43 Interfund Transfer To WCIR #413 From Water Const Fund #431	0.00	0.00	0.00	250,000.00	0.00	150,000.00	Transfer for Debt Coverage
070 Operating Transfers	0.00	0.00	0.00	250,000.00	0.00	150,000.00	
Total Interfund Transfers:	0.00	0.00	0.00	250,000.00	0.00	150,000.00	

Water Department

594 34 63 06 Water Utility Capital Expenditures - DWL23476	1,367,189.16	1,385,009.00	0.00	0.00	0.00	0.00	
594 34 63 07 Water Utility Capital Expenditures - DWL23748	0.00	809,881.93	106,205.15	0.00	0.00	0.00	
594 34 63 09 Water Utility Capital Expenditures - DOC 18-96616-037	873,000.00	0.00	0.00	0.00	0.00	0.00	
594 34 63 02 Water Utility Capital Expenditures	188,835.72	-49,846.17	-52,227.54	0.00	100,000.00	0.00	*
001 Administration / General	188,835.72	-49,846.17	-52,227.54	0.00	100,000.00		
005 Capital Expenditures	0.00	0.00	0.00	0.00			
534 Water Utilities	2,429,024.88	2,145,044.76	53,977.61	0.00	100,000.00	0.00	
Total Water Department:	2,429,024.88	2,145,044.76	53,977.61	0.00	100,000.00	0.00	

Ending Balances

508 41 00 25 Ending Fund Balance	0.00	0.00	0.00	0.00	1,244,864.46	1,027,092.00	
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431 Water System Construction Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
999	Ending Balance	0.00	0.00	0.00	0.00	1,244,864.46	1,027,092.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	1,244,864.46	1,027,092.00	
TOTAL EXPENDITURES:		2,429,042.06	2,145,099.75	54,065.45	250,062.48	1,344,884.46	1,177,092.00	
FUND GAIN/LOSS:		455,925.07	1,133,038.79	1,194,518.71	922,202.32	0.00	0.00	

5 YEAR BUDGET COMPARISON

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440 Ambulance

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 05 Beginning Balance- Ambulance Utility	0.00	0.00	0.00	0.00	0.00	317,312.00	
001 Beginning Balances	0.00	0.00	0.00	0.00	0.00	317,312.00	
Total Beginning Balances:	0.00	0.00	0.00	0.00	0.00	317,312.00	
Taxes							
342 21 41 02 Emergency Medical Services	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	2023 Estimate
005 Emergency Services	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	
002 Taxes	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	
Total Taxes:	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	
Charges For Goods & Services							
342 60 00 07 Misc Util Fees/Activation Fees	0.00	0.00	0.00	208.15	0.00	0.00	
004 Fines / Penalties / Charges	0.00	0.00	0.00	208.15			
342 60 00 10 Ambulance Services - Commercial/State Insurance	0.00	0.00	0.00	88,986.78	50,000.00	50,000.00	Paid By Commercial Insurance
342 60 00 20 Ambulance Services - Medicare	0.00	0.00	0.00	128,091.23	130,000.00	130,000.00	Paid by Medicare
342 60 00 30 Ambulance Services - Medicaid	0.00	0.00	0.00	4,288.90	2,000.00	2,000.00	Paid by Medicaid
342 60 00 40 Ambulance Services - Self Pay	0.00	0.00	0.00	31,091.78	15,000.00	15,000.00	Paid by customer/resident
342 60 00 50 Ambulance Services - Restitution	0.00	0.00	0.00	0.00	100.00	100.00	
008 Fire Department	0.00	0.00	0.00	252,458.69	197,100.00	197,100.00	
006 Charges For Goods & Services	0.00	0.00	0.00	252,666.84	197,100.00	197,100.00	
342 60 00 06 Ambulance Charges	0.00	0.00	0.00	73,680.81	0.00	248,000.00	
008 Emergency Med Servs - Rescue	0.00	0.00	0.00	73,680.81		248,000.00	

5 YEAR BUDGET COMPARISON

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440 Ambulance

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
526 Emergency Medical Services	0.00	0.00	0.00	73,680.81	0.00	248,000.00	
Total Charges For Goods & Services:	0.00	0.00	0.00	326,347.65	197,100.00	445,100.00	

Fines & Forfeits

359 90 00 43 Penalty/Late Fee - Ambulance	0.00	0.00	0.00	32.87	0.00	0.00	
012 Ambulance	0.00	0.00	0.00	32.87			
006 Charges For Goods & Services	0.00	0.00	0.00	32.87	0.00	0.00	
Total Fines & Forfeits:	0.00	0.00	0.00	32.87	0.00	0.00	

Miscellaneous

361 11 00 24 Investment Interest - EMS	0.00	0.00	0.00	80.74	0.00	0.00	
001 Interest & Other Earnings	0.00	0.00	0.00	80.74			
025 Miscellaneous	0.00	0.00	0.00	80.74	0.00	0.00	
Total Miscellaneous:	0.00	0.00	0.00	80.74	0.00	0.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

007 EMS Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Federal Revenues

5 YEAR BUDGET COMPARISON

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440 Ambulance

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
332 93 40 10 Ground Emergency Medical Transportation (GEMT) Payment Program	0.00	0.00	0.00	66,327.95	90,000.00	60,000.00	2023 Estimate
109 Federal Revenues	0.00	0.00	0.00	66,327.95	90,000.00	60,000.00	
Total Federal Revenues:	0.00	0.00	0.00	66,327.95	90,000.00	60,000.00	
TOTAL REVENUES:	0.00	0.00	0.00	822,345.89	687,100.00	1,222,412.00	

Miscellaneous

Total Miscellaneous:	0.00	0.00	0.00	0.00	0.00	0.00	
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Fire Department

522 27 10 00 Ambulance Utilities - Salaries & Wages	0.00	0.00	0.00	0.00	0.00	14,936.00	2023-5
522 27 20 00 Ambulance Utilities - Personnel Benefits	0.00	0.00	0.00	0.00	0.00	7,553.00	2023-5
522 27 41 00 Ambulance Utilities - Professional Services	0.00	0.00	0.00	0.00	0.00	5,650.00	Includes \$906 for audit, \$420 for OutWest Printing, \$307 for WebCheck, \$1,205 for XPress Billpay, \$2,511 for credit card merchant account fees & \$301 miscellaneous.
015 Finance	0.00	0.00	0.00	0.00		28,139.00	
522 Fire Control	0.00	0.00	0.00	0.00	0.00	28,139.00	
522 24 10 00 Wages & OT - EMS Admin	0.00	0.00	0.00	0.00	0.00	99,634.00	2023-5
522 24 20 00 Benefits - EMS Admin	0.00	0.00	0.00	0.00	0.00	31,433.00	2023-5
522 24 31 00 Operating Supplies - EMS Administration	0.00	0.00	0.00	880.02	1,000.00	1,000.00	
522 24 44 01 Advertising - EMS	0.00	0.00	0.00	76.36	0.00	0.00	
522 24 48 00 Repairs & Maintenance - EMS	0.00	0.00	0.00	22.18	0.00	0.00	
522 24 49 00 Miscellaneous - EMS Admin	0.00	0.00	0.00	0.00	250.00	100.00	
001 Administration	0.00	0.00	0.00	978.56	1,250.00	132,167.00	
522 24 31 03 Operating Supplies - EMS Training	0.00	0.00	0.00	1,559.84	4,000.00	5,000.00	EMS training books

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440 Ambulance

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
522 24 43 00	Travel - EMS	0.00	0.00	0.00	35.81	0.00	3,000.00	
002	Training	0.00	0.00	0.00	1,595.65	4,000.00	8,000.00	
522 24 10 80	Wages & OT - EMS Rescue & Emergency	0.00	0.00	0.00	216,530.71	439,530.00	426,082.00	2023-5
522 24 10 81	Stipends (Volunteers) - EMS	0.00	0.00	0.00	75,890.28	85,000.00	85,000.00	Volunteer Stipends
522 24 20 80	Benefits - EMS Rescue & Emergency	0.00	0.00	0.00	89,593.17	182,796.00	159,640.00	2023-5
522 24 20 81	Benefits - (Volunteers) - EMS	0.00	0.00	0.00	5,805.62	6,503.00	8,743.00	Volunteer Benefits - SS/Medicare, EAP, Lifeflight
522 24 31 80	Operating Supplies - EMS Rescue & Emergency	0.00	0.00	0.00	10,178.96	20,000.00	1,000.00	
522 24 31 83	Radios/Pagers - Parts & Supplies - EMS	0.00	0.00	0.00	7,915.24	300.00	300.00	
522 24 35 80	Sm Tools / Equipment - EMS Rescue & Emergency	0.00	0.00	0.00	38,370.65	50,000.00	50,000.00	New AED, and new cot. We have applied for grants for these items. But still need the items if grant funding does not occur.
522 24 41 80	Professional Services - EMS Rescue & Emergency	0.00	0.00	0.00	29,491.58	12,000.00	15,000.00	
522 24 42 80	Communication - EMS Rescue & Emergency	0.00	0.00	0.00	9.23	0.00	0.00	Fire Chief now has a city phone
522 24 49 01	Registrations/Fees - Training Classes & Seminars - EMS	0.00	0.00	0.00	0.00	3,500.00	5,000.00	Tuition reimbursement for EMT class.
522 24 49 02	Intergov Services - Dispatch Charges - EMS	0.00	0.00	0.00	12,856.60	24,000.00	25,000.00	
522 24 49 80	Miscellaneous - EMS Rescue & Emergency	0.00	0.00	0.00	117.90	100.00	100.00	
522 24 49 96	Interfund Rentals - O & M	0.00	0.00	0.00	28,477.24	30,000.00	30,000.00	
003	Rescue & Emergency	0.00	0.00	0.00	515,237.18	853,729.00	805,865.00	
594 22 64 80	Equipment - Radios & Pagers (EMS)	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
008	Emergency Med Servs - Rescue	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
526	Emergency Medical Services	0.00	0.00	0.00	517,811.39	860,979.00	948,032.00	
Total Fire Department:		0.00	0.00	0.00	517,811.39	860,979.00	976,171.00	

Ending Balances

508 51 00 05	Ending Balance - Ambulance Utility	0.00	0.00	0.00	0.00	0.00	246,241.00
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5 YEAR BUDGET COMPARISON

City Of College Place

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440 Ambulance

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
999	Ending Balance	0.00	0.00	0.00	0.00	0.00	246,241.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	0.00	246,241.00	
TOTAL EXPENDITURES:		0.00	0.00	0.00	517,811.39	860,979.00	1,222,412.00	
FUND GAIN/LOSS:		0.00	0.00	0.00	304,534.50	-173,879.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 04 Beginning Balance - Equipment Rental & Replacement Fund	179,445.96	191,768.84	190,937.01	199,078.98	232,970.28	210,891.00	
001 Beginning Balances	179,445.96	191,768.84	190,937.01	199,078.98	232,970.28	210,891.00	
Total Beginning Balances:	179,445.96	191,768.84	190,937.01	199,078.98	232,970.28	210,891.00	
Miscellaneous							
361 10 00 50 Unrealized Gain/Loss	1,127.91	213.99	-950.17	-4,000.99	0.00	0.00	
361 11 00 50 Investment Interest	1,707.44	1,443.79	672.79	533.70	1,500.00	1,000.00	
361 30 00 50 Realized Gain/Loss On Investments	262.11	402.04	11.49	160.40	0.00	0.00	
361 41 00 50 Investment Interest - Purchased	-144.64	-93.66	-10.36	932.32	0.00	0.00	
362 00 00 00 Equip & Vehicle Rental	2,579.47	1,897.95	7,802.95	3,146.33	5,000.00	3,000.00	
001 Interest & Other Earnings	5,532.29	3,864.11	7,526.70	771.76	6,500.00	4,000.00	
369 91 00 50 Other Misc. Revenues	165.20	0.00	165.27	375.01	0.00	0.00	
005 Other Miscellaneous Revenue	165.20	0.00	165.27	375.01			
025 Miscellaneous	5,697.49	3,864.11	7,691.97	1,146.77	6,500.00	4,000.00	
Total Miscellaneous:	5,697.49	3,864.11	7,691.97	1,146.77	6,500.00	4,000.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Loan Proceeds							
008 Fire Engine Bond	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

Equipment Rental & Replacement

5 YEAR BUDGET COMPARISON

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
395 20 00 50 Insurance Compensation For Loss	0.00	9,667.00	450.00	0.00	0.00	0.00	
004 Insurance Recoveries	0.00	9,667.00	450.00	0.00			
020 Economic Environment	0.00	9,667.00	450.00	0.00	0.00	0.00	
348 65 00 01 INF - O & M	357,419.59	296,462.36	378,174.66	390,489.22	425,000.00	450,000.00	
070 Operating Transfers	357,419.59	296,462.36	378,174.66	390,489.22	425,000.00	450,000.00	
Total Equipment Rental & Replacement:	357,419.59	306,129.36	378,624.66	390,489.22	425,000.00	450,000.00	
TOTAL REVENUES:	542,563.04	501,762.31	577,253.64	590,714.97	664,470.28	664,891.00	

Fire Department

002 Fire Suppression	0.00	0.00	0.00	0.00			
594 22 64 76 Fire Mobilization Equipment	82.74	0.00	0.00	0.00	500.00	500.00	
010 Mobilization Program	82.74	0.00	0.00	0.00	500.00	500.00	
522 Fire Control	82.74	0.00	0.00	0.00	500.00	500.00	
Total Fire Department:	82.74	0.00	0.00	0.00	500.00	500.00	

Equipment Rental & Replacement

515 31 41 50 Legal Services - ER&R	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 50 Legal Services (External) - ER&R	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
548 70 10 00 Wages & OT	15,147.47	13,672.79	16,385.54	11,107.54	12,045.31	17,417.00	2023-5
548 70 20 00 Personnel Benefits	6,931.20	5,639.09	9,833.41	5,300.29	5,875.62	8,426.00	2023-5
548 70 31 00 Operating Supplies - ER&R Administration	3.46	4.43	206.58	32.56	0.00	100.00	Based on 2022 annualization
548 70 31 01 Office Supplies - ER&R Administration	452.19	143.45	186.70	567.95	500.00	500.00	Office supplies
548 70 35 00 Small Tools / Equipment	0.00	0.00	0.00	0.00	150.00	150.00	Misc. small office equipment
548 70 41 00 Professional Services	318.46	91.09	2,507.62	831.72	0.00	800.00	

5 YEAR BUDGET COMPARISON

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
548 70 42 00 Communication	424.64	445.00	564.41	343.64	600.00	600.00	Postage, phone, shipping. Increase in postage rates.
548 70 43 00 Travel	1,377.37	317.82	91.46	581.68	2,000.00	3,000.00	Additional employee added in 2022
548 70 44 01 Advertising	68.15	7.24	0.00	291.34	0.00	500.00	Based on 2022 annualization
548 70 46 00 Insurance	3,120.00	37,439.00	45,829.81	52,450.25	52,375.00	76,053.00	WCIA Estimate - 45% increase
548 70 47 00 Public Utility Services	5,619.89	4,826.52	5,023.00	4,784.85	7,000.00	7,000.00	Gas, water, sewer, power.
548 70 49 00 Miscellaneous	47.42	44.25	58.81	70.46	500.00	500.00	
548 70 49 01 Registrations/Fees - Training Classes & Seminars	1,947.69	763.95	-352.62	1,325.90	2,000.00	3,000.00	Additional employee added in 2022
548 79 41 00 Professional Financial / Banking	11.57	24.30	417.93	374.38	50.00	400.00	Based on 2022 annualization
594 42 64 00 Equipment Purchase	0.00	5,973.07	0.00	6,923.20	50,000.00	0.00	*
594 48 62 00 Buildings/Improvements	0.00	0.00	1,611.98	0.00	0.00	0.00	
001 Administration/Overhead Costs	35,469.51	69,392.00	82,364.63	84,985.76	133,095.93	118,446.00	
548 68 10 00 Wages & OT	65,549.15	63,822.19	66,671.61	89,653.88	64,963.80	118,574.00	2023-5
548 68 20 00 Benefits	37,181.52	36,323.84	36,924.60	52,660.97	36,829.00	79,109.00	2023-5
548 68 20 01 Benefits - Uniforms	44.99	225.84	478.01	1,687.94	500.00	1,500.00	Based on 2022 annualization & additional employee
548 68 31 00 Operating Supplies - General	57,695.15	51,037.36	69,791.26	65,525.14	70,000.00	70,000.00	Oils, lubricant, electrical parts, building maintenance supplies, vehicle parts, etc.
548 68 32 00 Fuel Consumed	71,382.31	53,396.33	83,344.51	90,728.44	70,000.00	75,000.00	Gas & diesel - Fuel prices are still high
548 68 35 00 Small Tools / Equipment	5,599.37	3,730.62	3,891.27	7,595.27	8,500.00	8,500.00	Specialized tools for repair work, misc. small hand and power tools.
548 68 44 00 External Taxes	567.09	489.91	466.43	144.93	700.00	700.00	
548 68 48 00 Repairs / Maintenance	77,222.37	32,088.24	34,242.34	52,919.17	60,000.00	60,000.00	Tire Work, Engine Work, Transmission Work, Fabricating, Hydraulic Work, etc by others.
548 68 49 00 Miscellaneous	0.00	318.97	0.00	205.45	0.00	0.00	
002 Operations / General	315,241.95	241,433.30	295,810.03	361,121.19	311,492.80	413,383.00	
548 Equipment Rental & Replacement	350,711.46	310,825.30	378,174.66	446,106.95	444,588.73	531,829.00	
Total Equipment Rental & Replacement:	350,711.46	310,825.30	378,174.66	446,106.95	444,588.73	531,829.00	

Ending Balances

508 51 00 04 Fund Ending Balance	0.00	0.00	0.00	0.00	219,381.55	132,562.00	
999 Ending Balance	0.00	0.00	0.00	0.00	219,381.55	132,562.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Ending Balances:	0.00	0.00	0.00	0.00	219,381.55	132,562.00	
TOTAL EXPENDITURES:	350,794.20	310,825.30	378,174.66	446,106.95	664,470.28	664,891.00	
FUND GAIN/LOSS:	191,768.84	190,937.01	199,078.98	144,608.02	0.00	0.00	

5 YEAR BUDGET COMPARISON

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625 Flexible Benefits Plan Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 04 Beginning Balance - Flexible Benefits Plan Fund	7,499.90	7,785.89	10,020.11	12,953.08	13,051.24	14,793.00	
001 Beginning Balances	7,499.90	7,785.89	10,020.11	12,953.08	13,051.24	14,793.00	
Total Beginning Balances:	7,499.90	7,785.89	10,020.11	12,953.08	13,051.24	14,793.00	
Miscellaneous							
361 11 00 65 Investment Interest	0.00	0.05	0.00	0.00	0.00	0.00	
389 60 00 01 Investment Interest	0.00	0.00	0.99	1.08	0.00	0.00	
001 Interest & Other Earnings	0.00	0.05	0.99	1.08			
025 Miscellaneous	0.00	0.05	0.99	1.08	0.00	0.00	
Total Miscellaneous:	0.00	0.05	0.99	1.08	0.00	0.00	
Non-Revenues							
389 40 00 73 Trust Contribs Employee	18,830.00	13,828.50	12,976.00	8,873.74	15,000.00	10,000.00	
060 Agency & Other Type Deposits	18,830.00	13,828.50	12,976.00	8,873.74	15,000.00	10,000.00	
Total Non-Revenues:	18,830.00	13,828.50	12,976.00	8,873.74	15,000.00	10,000.00	
TOTAL REVENUES:	26,329.90	21,614.44	22,997.10	21,827.90	28,051.24	24,793.00	
Human Resources							
589 40 00 73 Unreimbursed Medical Pays	18,544.01	11,594.33	10,044.02	7,209.91	12,000.00	12,000.00	
589 Non-Expenditures	18,544.01	11,594.33	10,044.02	7,209.91	12,000.00	12,000.00	
Total Human Resources:	18,544.01	11,594.33	10,044.02	7,209.91	12,000.00	12,000.00	

5 YEAR BUDGET COMPARISON

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625 Flexible Benefits Plan Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Ending Balances							
508 31 00 04 Ending Fund Balance	0.00	0.00	0.00	0.00	16,051.24	12,793.00	
999 Ending Balance	0.00	0.00	0.00	0.00	16,051.24	12,793.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	16,051.24	12,793.00	
TOTAL EXPENDITURES:	18,544.01	11,594.33	10,044.02	7,209.91	28,051.24	24,793.00	
FUND GAIN/LOSS:	7,785.89	10,020.11	12,953.08	14,617.99	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed
001 Current Expense Fund	8,963,274.37	9,674,913.71	13,777,236.74	11,501,218.51	12,150,804.60	11,884,888.00
005 Current Expense Reserve Fund	201,124.86	303,596.50	377,733.97	370,517.15	481,522.27	522,433.22
012 Technology Reserve Fund	354,348.85	376,361.33	507,893.39	709,513.81	722,681.36	726,395.00
061 Employee Benefit Reserve Fund	284,493.80	333,783.53	368,206.10	336,492.91	454,232.50	509,230.00
100 Street Fund	902,078.47	843,628.15	1,258,573.23	1,218,552.65	1,204,922.23	1,060,518.00
120 Criminal Justice Fund	39,238.32	28,475.25	68,140.13	60,168.12	57,281.23	46,281.00
121 Forfeited Proceeds Fund	2,466.68	2,060.71	2,056.90	2,017.64	2,596.87	2,540.00
130 Hotel/Motel Tax	26,383.11	36,270.76	49,720.11	65,982.90	81,919.90	80,367.00
201 ULTGO Bond Fund	504,517.73	503,142.54	502,859.59	503,636.17	503,758.43	509,985.00
202 LTGO Bond Fund	103,133.28	276,434.98				
235 Commercial Drive Bond Debt Service Fund	284,317.38	284,093.82	284,194.18	403,821.39	284,453.89	
301 Street Capital Contribution Fund	78,631.37	27,983.08	16,060.00	4,136.42	77,080.35	384,980.00
305 Capital Improvement Fund (REET)	331,277.05	420,567.24	544,925.62	733,427.89	665,641.61	821,272.00
306 Capital Improvement Fund (REET 2)	472,337.20	589,108.99	1,296,566.11	1,494,385.23	3,493,804.29	5,522,149.25
309 CDBG Projects Fund		0.05	277,951.81	228,107.66	364,000.00	324,400.00
311 Street Improvement Fund	1,816,648.61	1,269,618.29	660,654.98	183,439.47	2,341,012.81	2,905,038.95
315 Facility Maintenance Reserve Fund (CE)	268,068.74	393,048.56	631,919.54	816,149.44	660,397.56	1,817,515.30
320 Equipment Reserve Fund	669,146.98	706,225.64	766,683.32	1,561,965.58	2,016,964.16	1,233,838.00
330 Economic Development Fund	620,509.08	593,932.38	689,381.57	763,048.10	702,538.94	140,421.00
340 Economic Development Reserve Fund	64.86	64.86	64.86	66.49	65.00	
400 Water Fund	2,317,906.33	2,452,517.45	2,476,530.45	2,195,057.87	2,513,976.91	2,313,560.00
401 Wastewater Fund	3,928,881.75	4,330,263.89	4,590,460.41	3,426,691.23	5,236,410.48	4,248,797.00
402 Stormwater Fund	648,945.28	872,700.60	1,014,234.15	1,100,746.72	1,231,329.63	1,326,441.00
403 Stormwater Capital Reserve Fund	820,499.12	634,172.62	475,703.88	235,410.85	1,648,709.95	3,058,793.44
410 Water Capital Reserve Fund	5,239,171.41	3,262,154.63	2,154,547.16	4,592,897.72	7,797,679.44	3,335,144.25
411 Wastewater Capital Reserve Fund	2,093,019.13	1,788,667.38	10,878,866.76	7,722,337.78	6,779,505.48	29,992,152.00
412 Wastewater Debt Service Fund	1,171,130.36	1,006,697.25	1,817,192.76	834,230.34	1,608,106.82	1,206,661.00
413 Water Capital Improvement Reserve Fund	2,135,385.37	2,126,035.17	2,117,376.54	2,203,866.27	1,908,548.35	2,269,069.00
425 Water Revenue Bond Fund	692,770.05	676,812.29	670,809.57	673,981.83	671,525.21	673,718.00
426 Water Bond Reserve Fund	434,339.16	435,929.74	143,936.38	145,014.28	144,443.70	145,514.00
431 Water System Construction Fund	2,884,967.13	3,278,138.54	1,248,584.16	1,172,264.80	1,344,884.46	1,177,092.00
440 Ambulance				822,345.89	687,100.00	1,222,412.00
500 Equipment Rental & Replacement	542,563.04	501,762.31	577,253.64	590,714.97	664,470.28	664,891.00
625 Flexible Benefits Plan Fund	26,329.90	21,614.44	22,997.10	21,827.90	28,051.24	24,793.00
	38,857,968.77	38,050,776.68	50,269,315.11	46,694,035.98	58,530,419.95	80,151,289.41
001 Current Expense Fund	6,985,156.23	7,518,435.48	10,037,003.47	7,979,143.10	11,986,925.60	11,884,888.00
005 Current Expense Reserve Fund	6.71	26.11	25.46	20.16	481,522.27	522,433.22
012 Technology Reserve Fund	74,985.39	167,494.93	243,982.91	361,206.53	722,681.36	726,395.00
061 Employee Benefit Reserve Fund	28,713.94	15,074.26	25,360.94	23,182.28	454,232.50	509,230.00
100 Street Fund	667,225.23	538,268.71	1,003,181.31	980,024.42	1,204,922.23	1,060,518.00
120 Criminal Justice Fund	24,073.78	13,042.28	22,600.53	24,611.53	57,281.23	46,281.00
121 Forfeited Proceeds Fund	429.94	0.22	0.14	0.11	2,596.87	2,540.00
130 Hotel/Motel Tax	2,553.42	10,245.05	13,655.88	11,502.29	81,919.90	80,367.00

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Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed
201 ULTGO Bond Fund	489,350.06	488,254.60	487,350.15	89,355.72	503,758.43	509,985.00
202 LTGO Bond Fund	51,127.16	276,434.98				
235 Commercial Drive Bond Debt Service Fund	140,487.93	140,491.00	140,488.48	403,821.39	284,453.89	
301 Street Capital Contribution Fund	62,579.06	11,925.34	11,925.00		77,080.35	384,980.00
305 Capital Improvement Fund (REET)	48,019.88	97,315.70	77,268.40	115,883.76	665,641.61	821,272.00
306 Capital Improvement Fund (REET 2)	39,077.15	5,517.17	48,590.27	46,295.54	3,493,804.29	5,522,149.25
309 CDBG Projects Fund			277,951.66	244,951.38	364,000.00	324,400.00
311 Street Improvement Fund	1,700,714.10	873,843.04	474,268.11	92,235.25	2,341,012.81	2,905,038.95
315 Facility Maintenance Reserve Fund (CE)	187,831.48	160,381.95	154,783.38	120,823.39	660,397.56	1,817,515.30
320 Equipment Reserve Fund	217,781.64	441,144.86	308,419.32	1,352,318.93	2,016,964.16	1,233,838.00
330 Economic Development Fund	239,773.01	16,841.00	88,056.68	758,339.84	702,538.94	140,421.00
340 Economic Development Reserve Fund					65.00	
400 Water Fund	1,637,868.45	1,989,942.33	2,001,736.71	1,863,579.23	2,513,976.91	2,313,560.00
401 Wastewater Fund	2,249,042.45	2,539,199.80	3,837,451.03	2,147,069.68	5,236,410.48	4,248,797.00
402 Stormwater Fund	419,485.26	503,937.75	445,551.98	464,927.98	1,231,329.63	1,326,441.00
403 Stormwater Capital Reserve Fund	748,226.21	265,425.85	61,806.99	48,709.01	1,648,709.95	3,058,793.44
410 Water Capital Reserve Fund	3,492,298.06	1,901,191.86	634,673.91	3,621,540.63	7,797,679.44	3,335,144.25
411 Wastewater Capital Reserve Fund	1,082,697.34	1,103,089.27	9,055,063.43	4,446,989.85	6,779,505.48	29,992,152.00
412 Wastewater Debt Service Fund	707,942.91	539,880.18	1,484,891.18	5,328.22	1,608,106.82	1,206,661.00
413 Water Capital Improvement Reserve Fund	904,798.33	939,230.82	1,039,321.81	1,051,061.88	1,908,548.35	2,269,069.00
425 Water Revenue Bond Fund	646,705.35	338,411.25	332,114.35	325,812.32	671,525.21	673,718.00
426 Water Bond Reserve Fund	11.11	292,097.55	4.78	4.66	144,443.70	145,514.00
431 Water System Construction Fund	2,429,042.06	2,145,099.75	54,065.45	250,062.48	1,344,884.46	1,177,092.00
440 Ambulance				517,811.39	860,979.00	1,222,412.00
500 Equipment Rental & Replacement	350,794.20	310,825.30	378,174.66	446,106.95	664,470.28	664,891.00
625 Flexible Benefits Plan Fund	18,544.01	11,594.33	10,044.02	7,209.91	28,051.24	24,793.00
	25,647,341.85	23,654,662.72	32,749,812.39	27,799,929.81	58,540,419.95	80,151,289.41
FUNDS GAIN/LOSS:	13,210,626.92	14,396,113.96	17,519,502.72	18,894,106.17	-10,000.00	0.00

Fiscal Year: 2023 Budget – Final Workshop Budget

By: Brian Carleton – Finance Director

Presented December 06, 2022



Changes since 11/22/2022 Presentation

- No changes

■ Total Preliminary Budget

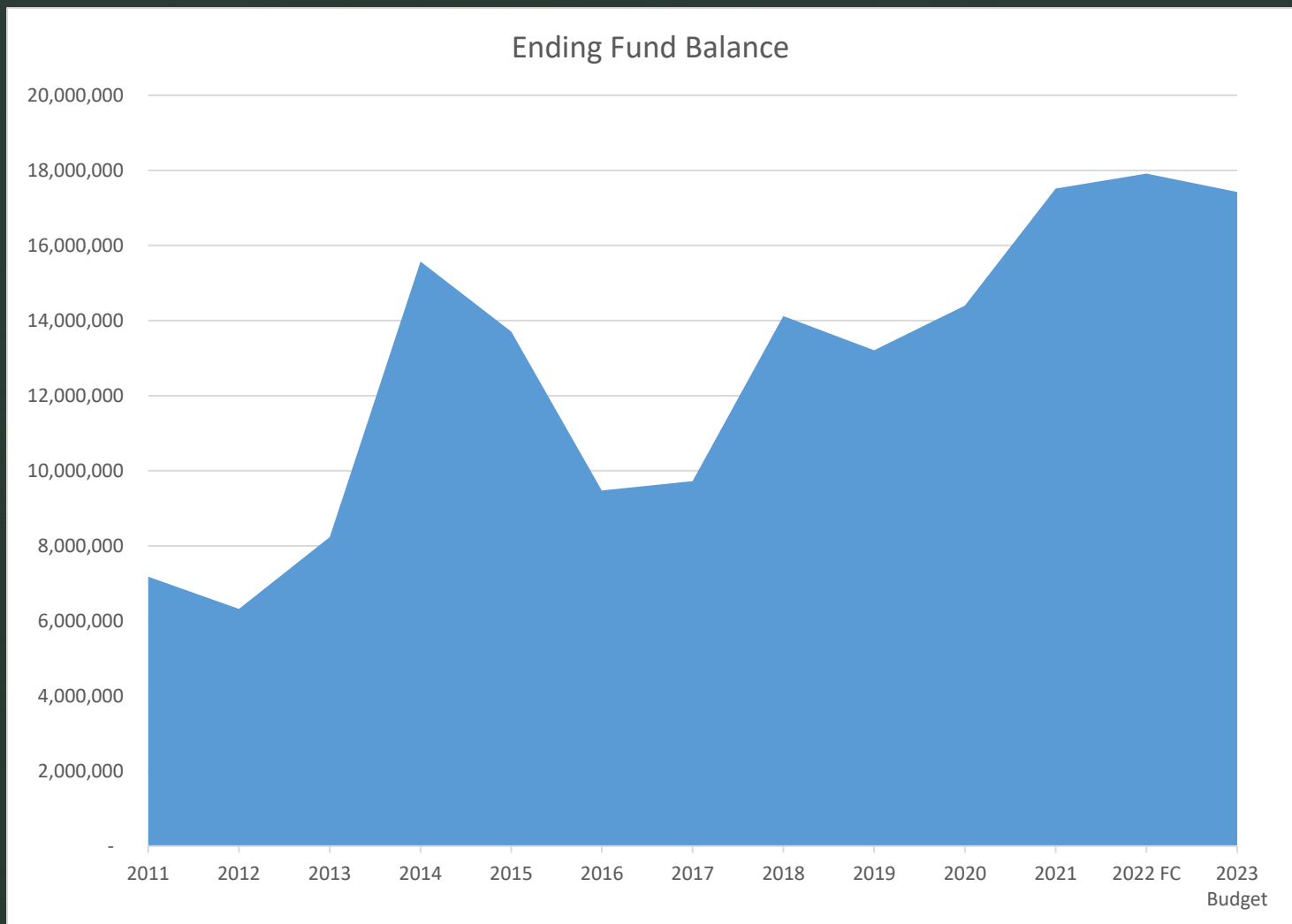
Beginning Fund Balance: \$18,493,081

Revenues: \$61,658,208

Expenditures: \$62,702,251

Ending Fund Balance: \$17,449,039

Draw Down \$ 1,044,043



2023 Budget Fund Balances - Preliminary

Fund	Title	Beginning Fund Balance	Revenues	Expenditures	Surplus/(Deficit)	Ending Fund Balance
001	Current Expense Fund	4,085,946	7,798,942	9,128,088	(1,329,146)	2,756,800
005	Current Expense Reserve Fund	420,933	101,500	-	101,500	522,433
012	Technology Reserve Fund	325,395	401,000	431,471	(30,471)	294,924
061	Employee Benefit Reserve Fund	407,230	102,000	87,475	14,525	421,755
	Current Expense	5,239,504	8,403,442	9,647,034	(1,243,592)	3,995,913
120	Criminal Justice Fund	30,117	16,164	17,300	(1,136)	28,981
121	Forfeited Proceeds Fund	2,020	520	-	520	2,540
130	Hotel/Motel Tax	44,217	36,150	30,103	6,047	50,264
	Special Revenue Funds	76,354	52,834	47,403	5,431	81,785
201	ULTGO Bond Fund	20,925	489,060	489,050	10	20,935
235	Commercial Drive Bond Debt Service Fund	-	-	-	-	-
	Debt Service Funds	20,925	489,060	489,050	10	20,935
309	CDBG Projects Fund	-	324,400	324,400	-	-
315	Facility Maintenance Reserve Fund (CE)	675,991	1,141,524	1,163,400	(21,876)	654,115
320	Equipment Reserve Fund	608,487	625,351	623,384	1,967	610,454
330	Economic Development Fund	100,221	40,200	40,000	200	100,421
305	Capital Improvement Fund (REET 1)	534,772	286,500	386,691	(100,191)	434,581
306	Capital Improvement Fund (REET 2)	1,429,130	4,093,019	5,152,359	(1,059,340)	369,790
	Capital Reserve Funds	3,348,601	6,510,995	7,690,234	(1,179,239)	2,169,362
100	Street Fund	250,360	810,158	774,064	36,094	286,454
301	Street Capital Contribution Fund	4,137	380,843	360,828	20,015	24,152
311	Street Improvement Fund	205,926	2,699,113	2,760,074	(60,961)	144,965
	Total Streets	460,423	3,890,114	3,894,966	(4,852)	455,571
400	Water Fund	298,747	2,014,813	1,956,375	58,438	357,185
410	Water Capital Reserve Fund	1,880,258	1,454,886	1,624,017	(169,131)	1,711,127
413	Water Capital Improvement Reserve Fund	1,011,565	1,257,504	1,295,945	(38,441)	973,124
426	Water Bond Reserve Fund	144,514	1,000	-	1,000	145,514
431	Water System Construction Fund	1,173,092	4,000	150,000	(146,000)	1,027,092
	Total Water Utility	4,508,176	4,732,203	5,026,337	(294,134)	4,214,042
401	Wastewater Fund	1,185,431	3,063,366	2,590,258	473,108	1,658,539
411	Wastewater Capital Reserve Fund	1,302,552	28,689,600	28,156,943	532,657	1,835,209
412	Wastewater Debt Service Fund	584,694	621,967	647,860	(25,893)	558,801
425	Water Revenue Bond Fund	340,118	333,600	319,500	14,100	354,218
	Total Wastewater Utility	3,412,795	32,708,533	31,714,561	993,972	4,406,767
402	Stormwater Fund	696,291	630,150	641,360	(11,210)	685,081
403	Stormwater Capital Reserve Fund	187,016	2,871,777	2,053,295	818,482	1,005,498
	Total Storm Water Utility	883,307	3,501,927	2,694,655	807,272	1,690,579
440	Ambulance Utility	317,312	905,100	953,682	(48,582)	268,730
500	Equipment Rental & Replacement	210,891	454,000	532,329	(78,329)	132,562
625	Flexible Benefits Plan Fund	14,793	10,000	12,000	(2,000)	12,793
	Total All Funds	18,493,081	61,658,208	62,702,251	(1,044,043)	17,449,039

Financial Policies – Reserve Contingency

Fund	Title	Ending Fund Balance	Reserve Contingency	Factor	Target	Excess
001	Current Expense Fund	\$ 2,756,800	20% Budgeted Revenue	8,403,442	1,680,688	1,076,112
005	Current Expense Reserve Fund	\$ 522,433	10% CE budgeted revenue	8,403,442	840,344	(317,911)
100	Street Fund	\$ 286,454	60 days O&M	774,064	129,011	157,443
315	Facility Maintenance Reserve Fund (CE)	\$ 654,115	Target \$300,000		300,000	354,115
400	Water Fund	\$ 357,185	60 days O&M	1,956,375	326,063	31,123
401	Wastewater Fund	\$ 1,658,539	60 days O&M	2,590,258	431,710	1,226,829
402	Stormwater Fund	\$ 685,081	60 days O&M	641,360	106,893	578,188
412	Wastewater Debt Service Fund	\$ 558,801	1 year annual debt service		347,835	210,966
413	Water Capital Improvement Reserve Fund	\$ 973,124	1 year annual debt service		963,810	9,314
425	Water Revenue Bond Fund	\$ 354,218	1 year annual debt service		338,400	15,818
500	Equipment Rental & Replacement	\$ 132,562	60 days O&M	532,329	88,722	43,841

Budget – Key Expenditure Increases from 2022 Budget

Fund	Title	Cost Increase	Notes
1	Transfers-Out - CE To Bldg Facility Maint. Reserve	600,000.00	Transfer for Facilities Projects
12	Software / Software Update Purchases	106,521.74	Tyler Finance Maint & Implementation: \$181,760 (75% of total est. cost)
301	Interfund Transfer To Street Improvement Fund	310,828.00	Transfers for 6035, 6064
305	Street And Path Projects	151,656.00	Projects: 6059 \$32,000, 6019 \$219,656
306	Other Capital Improvements - Grant Reimbursed	3,845,519.25	Project 4001
311	Roads/Streets Const. & Other Infrastructure - St Improvement Fund	302,478.95	Project 6032
311	Street Fund Capital Project Roadways	811,618.00	Various Street Capital Projects
311	Street Fund Capital Project Roadways - TIB Grant Portion	924,952.00	Projects: 5006 \$164,952, 614 \$760,000
315	Capital Expenditures/Expenses - Buildings & Structures	670,400.00	Various Facility Capital Projects
320	Capital Expenditures/Expenses - Machinery & Equipment	100,000.00	Parks Lawn Mower - Job 4010
320	Vehicles/Equip Streets	120,000.00	Replace #504/#540
403	Stormwater System Design Engineering	167,350.00	Projects: 5003 \$22,950, 5004 \$20,400, 5012 \$50,000, 6032 \$60,000, 6069 \$14,000
403	Stormwater Land And Land Improvements	192,844.15	Project 6032 \$192,844.15
403	Stormwater System Design Engineering - Grant Funded	669,400.00	Projects: 5003 \$91,800, 5004 \$81,600, 5012 \$200,000. 6032 \$240,000, 6069 \$56,000
403	Stormwater Machinery & Equipment - Grant Funded	750,000.00	Vactor
410	Water Utility Capital Expenditures - DOC PWTF PC22-96103-062	187,500.00	Projects: 8020
410	Water Utility Land And Land Improvements	193,736.95	Project 6032, \$193,736.95
411	Wastewater Land And Land Improvements	193,736.95	Project 6032 \$193,736.95
411	Wastewater Capital Equipment	1,221,347.00	Project: 7019 \$1,7400,000, Jacobs Equipment Contract \$123,206
411	Other Improvements	24,000,000.00	Project 7004 - WWTP
Various	Insurance	119,000.00	45% increase in Premiums
		<u>35,638,888.99</u>	

2023 Budget - Staffing

2023 Staffing Information

- Full-time employees
 - 58 budgeted
- Part-time employees
 - Reserve Police Officer (.25 FTE)
 - Police Records Clerk (.4 FTE)
 - Engineering Intern (.4 FTE)
- Council - 7
- Mayor – 1
- Positions added to 2023 budget
 - Facilities Maintenance II
 - Stormwater Maintenance II
 - Mental Health Co-Responder (grant funded)
 - Police Officer

2023 Wage & Benefit Information

- Projected Wage Increases
 - Police – 5%
 - Fire – 4% (year 3 of 3-year contract)
 - Public – 4%
 - Non Union Exempt – 4%
 - Non-union, Non-exempt – 4%
 - Sergeants – 5%
 - Contract Employees – CPI-W Sept to Sept 8.5%
 - Pay Equity Adjustments included in Budget
- Health Insurance Increases
 - Police
 - Health – 4.8%
 - Vision – No Increase
 - Dental – No Increase
 - Standard Life – No increase
 - Employee Assistance Program – No increase
 - All other employees
 - Health – 4.5%
 - Dental - No increase
 - Vision – No increase
 - Standard Life – No increase
 - Employee Assistance Program – No Increase
- Life Flight added as Employer paid benefit for all employees
 - \$59/employee/year (94 employees X \$59 = \$5,546)
 - Includes: Volunteers, Council, and Mayor

Next Steps

1. Budget Adoption – 12/13/2022





Memo

To: Citizens of College Place

From: Mayor Norma L. Hernandez

CC: College Place City Council

I am pleased to present the 2023 Operating & Capital Budget for the City of College Place, Washington. The City's budget is more than projected revenues and expenditures for a given year. **The budget attempts to hold the line on expenditures due to the uncertainty surrounding coming out of the COVID-19 pandemic, inflation, and supply chain challenges** all in while still representing our commitment to achieving the community's vision of a vibrant, healthy, and beautiful City. This budget also seeks to take advantage of unprecedented Federal and State grant opportunities made possible by the Bipartisan Infrastructure Act. The College Place City Council adopted a 10-year Strategic Plan in 2017/updated in 2019 & 2021, and the annual budgeting process is one of the most visible ways the City achieves and articulates the vision.

The 2023 budget appropriates \$62.74 million for expenditures, a 16.3% increase from the 2021 budget. The Current Expense Fund, which covers basic core, but vital, municipal services (ex: Fire, Police, and Parks) is \$10.0 million, a 21.8% decrease from the 2022 budget. This temporary increase in the overall spending in 2023 is directly related to the \$2.6 million American Rescue Plan Act funds received from the Federal government, financing from the State and a Federal Government Community Project Grant earmark for the large state-mandated Wastewater Treatment Plant upgrade, as well as the following major capital projects for 2023:

- City Council Chambers Renovation (Grant Funded)
- Fire Station Exterior Staircase Replacement
- Lions Park Renovation (partially grant-funded)
- SE Birch Ave (4th to 6th) Engineering (Grant Funded)
- SW Mojonner Rd Reconstruction Engineering/Start of Construction (College Avenue to Bluvue) (partially grant funded)
- Construction of sidewalks in Central College Place (SW 6th & SW 8th) (grant-funded)

625 S. College Avenue, College Place, Washington, 99324

T: (509)-529-1200 W: www.cpwa.us

- Chipseal (SW 6th, SW 7th, SW 8th, SW 9th, SW Evans, SW Davis 96th to 8th), Cedar Bend Subdivision)
- Engineering of Stormwater Decant Facility for Street Sweeper (State mandated/grant funded)
- Road resurfacing/water line replacement work (SE 6th – College to Date)
- Start Wastewater Treatment Plant renovation (Federal/State mandated/partial-grant funded)
- Replace Wastewater Life Station #5 on SW 1st (Partial Grant-Funded)
- Engineering work on West side College Place Water System Enhancements (Well #7 & Reservoir #4 engineering)

This budget reflects a combination of cost cuts and minor revenue enhancements. We understand that many are experiencing economic uncertainties and that some residents are facing challenges, therefore this budget proposal is based on taking a 0% property tax increase. The budget before you all allows the City to cover its operations and maintenance costs and slowly begin to work on addressing the \$127.6-million-dollar backlog of Capital Facility projects.

I'd like to thank the citizens of College Place, the City Council, City staff, and our community partners for their creative and hard work to make this budget possible. Working together, we've crafted a plan that improves the quality of life of our community, strengthens the City's infrastructure, and continues to grow the City in a manageable and forward-thinking way.

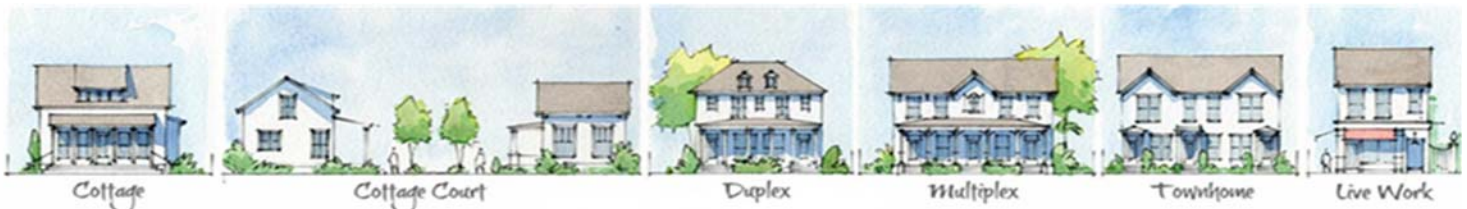
I'd like to hear from you on where your ideas to continue to be "Where small town living and learning meet." Please stay engaged with city activities and projects by visiting www.cpwa.us, viewing our social media outlets, observing our electronic reader board on College Avenue, reading our utility newsletter mailed to residents, attending our City Council or various board and commission meetings, or attend our quarterly Coffee with the Mayor meetings held at various locations around the City.

Norma L. Hernández, Mayor

Walla Walla Regional Housing Action Plan

*Cities of College Place,
Dayton, Waitsburg and
Walla Walla*

July 21, 2021



ACKNOWLEDGEMENTS

This work is made possible through a grant provided by the Washington Department of Commerce, and the dedicated work of the Plan Advisory Committee and the Stakeholder Advisory Committee. We specifically recognize and appreciate the time and attention provided by the following people.

Plan Advisory Committee Members

Elizabeth Chamberlain, City of Walla Walla
Melissa Shumake, City of Walla Walla
Meagan Hayes, City of Dayton
Jon Rickard, City of College Place
Randy Hinchliffe, City of Waitsburg
Nikki Sharp, Walla Walla County

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Scott Fregonese, Fregonese & Associates
Ellen Palmquist, Fregonese & Associates

GLOSSARY

Accessory Dwelling Unit (ADU): A small living space located on the same lot as a single-family house.

Affordable For-Sale Housing: An owner-occupied dwelling with a monthly mortgage and property tax payment that equates to no more than 30% of household income.

Affordable Rental Housing: A dwelling that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30% of the household's monthly income. If income-restricted or government supported, U.S. Housing and Urban Development (HUD) income restrictions vary by family size.

Buildable Lands Inventory (BLI): An assessment of the capacity of land to accommodate forecasted housing and employment needs.

Buildable Residential Land: Includes land that is designated for residential development that is vacant and part-vacant and not constrained by existing buildings or environmental issues.

Cost Burdened: Defined by US Department of Housing and Urban Development (HUD) as households who spend over 30% of their income on housing.

Cottages: Small, single-level, detached units, often on their own lots and sometimes clustered around pockets of shared open space. A cottage is typically under 1,000 square feet in footprint.

Density: Defined by the number of housing units on one acre of land.

Development density: Expected number of dwelling units (per acre) based on current zoning designations.

Family: A group two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together.

High Density: Lots with the average density of 12+ dwelling units per acre. Best suited for multifamily housing such as apartments and condos.

Housing Unit (or Dwelling Unit): A house, an apartment or other group of rooms, or a single room is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live and eat with any other person in the structure and there is direct access from the outside or common hall.

Household: Consists of all people that occupy a housing unit.

HUD: Acronym for US Department of Housing and Urban Development, the federal agency dedicated to strengthening and supporting the housing market.

Low Density: Lots with the average density of 3-4 dwelling units per acre. Best suited for family housing such as single-family detached homes.

Manufactured Housing: is a type of prefabricated home that is largely assembled of site and then transported to sites of use. The definition of the term in the United States is regulated by federal law (Code of Federal Regulations, 24 CFR 3280): "Manufactured homes are built as dwelling units of at least 320 square feet in size, usually with a permanent chassis to assure the initial and continued transportability of the home. The requirement to have a wheeled chassis permanently attached

differentiates "manufactured housing" from other types of prefabricated homes, such as modular homes.

Median Family Income (MFI): The median sum of the income of all family members 15 years and older living in the household. Families are groups of two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together; all such people (including related subfamily members) are considered as members of one family.

Medium Density: Lots with the average density of 6-12 dwelling units per acre. Best suited for small lot housing such as single family attached, townhomes, plexes and cottages.

Middle Housing: Housing types that is generally attainable for households earning less than 120% of the area median income level. Typically includes plexes (2-4 units per structure), townhomes, apartments, accessory dwellings, cottage homes and manufactured homes.

Mixed Use: Characterized as two or more residential, commercial, cultural, institutional, and/or industrial uses into one combined building or building(s) on the same parcel of land.

Multi-Family Housing: Stacked flats in a single buildings or groups of buildings on a single lot with 5 or more units per structure. Parking is shared, and entrance to units is typically accessed through a shared lobby.

Part-vacant land: Unconstrained land that has some existing development but can be subdivided to allow for additional residential development.

Plexes and Apartments: Multiple units inside one structure on a single lot. Usually each unit has its own entry.

Seasonal dwellings: These units are intended by the owner to be occupied during only certain seasons of the year. They are not anyone's usual residence. A seasonal unit may be used in more than one season; for example, for both summer and winter sports. Published counts of seasonal units also include housing units held for occupancy by migratory farm workers. While not currently intended for year-round use, most seasonal units could be used year-round.

Residual Land Value: The amount a developer would typically be willing to pay for the land/site in order to build a specific real estate improvement based on underlying assumptions and market conditions.

Severely Cost Burdened: Defined US Department of Housing and Urban Development (HUD) as households who spend over 50% of their income on housing.

Single Family Attached: Residential structures comprised of two to four housing units with a shared wall that separates each unit. "Attached" duplexes require a single building permit for both dwelling units.

Single Family Detached: Free standing residential building, unattached, containing separate bathing, kitchen, sanitary, and sleeping facilities designed to be occupied by not more than one family, not including manufactured and mobile homes.

Townhome (also known as duplexes, rowhouse, etc.): Attached housing units, each on a separate lot, and each with its own entry from a public or shared street or common area.

Vacant housing unit: A housing unit is vacant if no one is living in it at the time of enumeration unless its occupants are only temporarily absent. Units temporarily occupied at the time of enumeration entirely by people who have a usual residence elsewhere are also classified as vacant.

Vacant land: Vacant and part-vacant land identified within the local buildable land inventory that is not developed and unconstrained for future planned residential development.

SUMMARY

The demand for adequate, safe and affordably-priced housing continues to far outpace new housing production. This Walla Walla Regional Housing Action Plan provides a strategy for strengthening and enhancing the inventory of affordable housing and less expensive market-rate housing in southeast Washington. This growing region includes a network of small and medium historic cities, that are rich in agricultural, viticulture, and education.

This Plan highlights existing housing conditions and issues and forecasts future needs based on changing demographic and socio-economic conditions. Using feedback from a dedicated project advisory committee and stakeholder committee and survey input from over 400 citizens, this plan reflects current attitudes regarding housing priorities. While significant steps have already been taken by the cities of College Place, Dayton, Waitsburg and Walla Walla, this Plan lists new housing policies and actions that can be taken for each city to further enhance housing opportunities.

As shown in the following graphic, the Housing Action Plan will be used to inform future Comprehensive Plans, Capital Facilities Plans and Land Use Policies. The Plan also guides decisions regarding implementation strategies that can affect development regulations, infrastructure spending priorities, permitting procedures, fee structures and other housing actions.



Source: Washington Dept. of Commerce and BERK, 2020.

Highlights of the Walla Walla Regional Housing Action Plan

Walla Walla Regional Housing Survey (over 400 respondents) lists the **top 5 housing issues** as:

1. Housing Cost/Affordability
2. Inadequate Housing Availability
3. Homelessness
4. Range of Housing Types
5. Housing Quality

The top 5 Housing Actions recommended by survey respondents include:

1. Development Partnerships
2. Multifamily Tax Incentives
3. Grants for First time Homebuyers
4. Housing Rehabilitation Grants
5. Increase Residential Land Inventory

The Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 affordable housing units (government supported), manufactured homes and/or ADUs.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, nearly half of new construction that is planned to occur in College Place and Walla Walla would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

- **College Place UGA:** the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.
- **Walla Walla UGA:** the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures appears to be inadequate to meet overall housing needs, even after assuming 55% of the net new housing will be constructed on infill and redevelopment lands.
It is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.
- **Waitsburg and Dayton UGAs:** the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in Section III.

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I. INTRODUCTION

PURPOSE

Communities across the state of Washington are facing unprecedented challenges with providing safe and affordable housing.¹ In response, the Washington state legislature passed a measure designed to encourage cities and counties to proactively work together to identify housing needs and implement local actions to preserve affordable housing and spur new housing development.

Within the Walla Walla Region, the Community Council facilitated a community-led study regarding regional housing issues, needs and local policy recommendations in a landmark report: *Affordable Housing Study (A report to the residents of Columbia and Walla Walla counties and the Milton-Freewater area)*, 2019. That report raised local awareness about issues pertaining to housing affordability and laid the foundation for advocacy around a number of recommendations to address the need for safe and affordable housing. The Affordable Housing study recommended the completion of a study on housing needs in the region and strategies for improvement; the cities of College Place, Dayton, Walla Walla, and Waitsburg applied for and were awarded a grant from the Washington State Department of Commerce to prepare this regional housing action plan.

A regional Housing Action Plan (HAP) is intended to examine housing affordability, access and structural diversity issues, as well as strategies and actions to be taken to create a more equitable housing environment. The HAP process includes a review of the region's comprehensive plans, policies, past actions, partnerships, and current regulations to determine

Housing Action Plans address the following questions:

- *Who lives and works here and what are their socioeconomic characteristics?*
 - *What types of housing are available?*
 - *Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?*
 - *How much housing, and what types of housing, are needed to meet current and future housing needs?*
 - *Is there sufficient buildable land capacity to accommodate this growth and housing diversity?*
 - *What local policies and actions can be taken to produce additional affordable and market rate housing?*
-

¹ Unless otherwise specified, "affordable housing" in this report is defined as government-supported housing that is income restricted as well as market-rate housing where residents pay no more than 30% of their income on housing costs (monthly rents or mortgage payments).

existing conditions of the housing ecosystem. Community input is obtained to identify and evaluate potential policy changes that can be implemented to increase production of affordable and market-rate housing.

At its core, the regional HAP identifies future housing needs to serve all economic segments of the community. Based on the 20-year growth target, the housing needs assessment identifies how many units of different types are needed to optimize housing affordability.

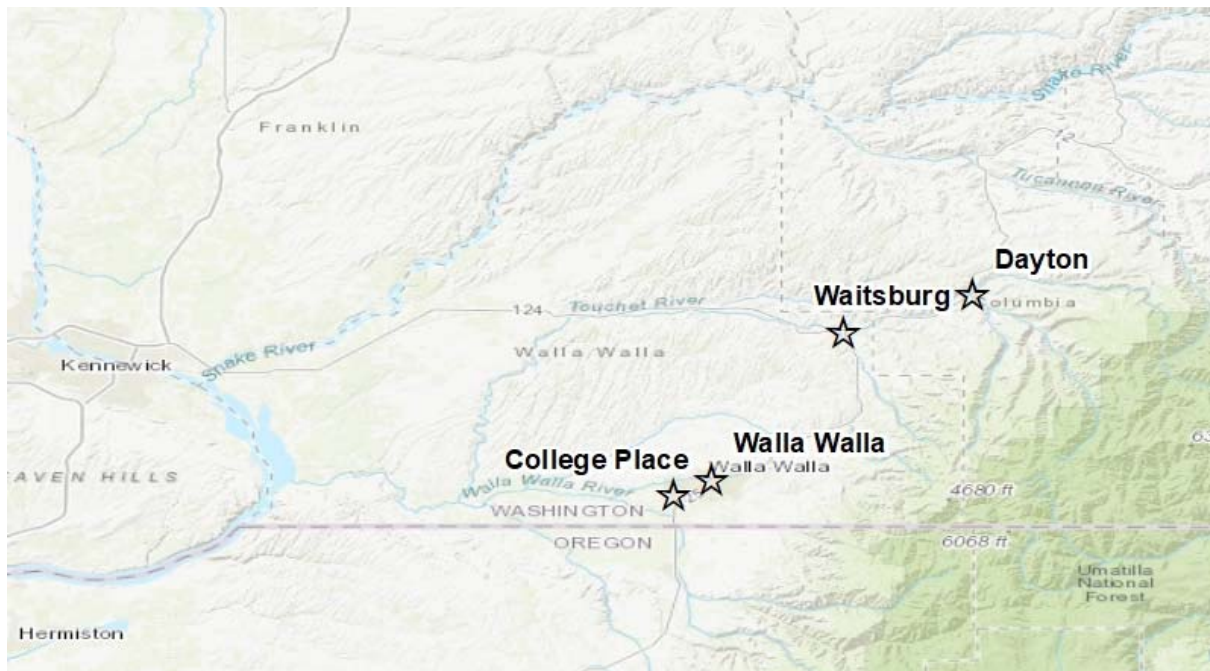
Based on Washington Department of Commerce grant funding guidelines, the focus of this study is on the existing urban growth areas (UGAs) surrounding the cities of Walla Walla, College Place, Dayton and Waitsburg. For purpose of this plan, these areas are collectively referred to as the Walla Walla Region.

REGIONAL CONTEXT

Because housing ecosystems are rarely contained within a single jurisdiction, regional analysis and coordination are necessary to understand market dynamics. For example, if safe and affordable housing is not sufficient in one community, residents are likely to search for housing in an adjacent jurisdiction rather than leave the region altogether.

The focus of this plan is on the Walla Walla Region, which includes the urban growth areas of Walla Walla, College Place, Dayton, and Waitsburg and the surrounding unincorporated areas of Walla Walla and Columbia counties (**Exhibit 1**). While the community of Milton-Freewater in Oregon is often included in the greater Walla Walla region, this analysis is limited to communities in Washington by dint of its focus on the Urban Growth Area structure laid out in Washington's Growth Management Act. The cities of College Place and Walla Walla currently function as the business and regional service center for this region. Each of the four cities provide a unique mix of housing opportunities, growth potential and community character.

Exhibit 1: Walla Walla Region



Recent Accomplishments

Prior to undertaking this work, communities within the Walla Walla Region have made strides in advancing affordable housing. Efforts completed to date include the following:

Regional Planning Coordination (Walla Walla, College Place, Waitsburg and Dayton)

- The cities of Walla Walla, College Place and Waitsburg have coordinated with Walla Walla County) to update their comprehensive plans with new growth forecasts and sections focused on housing policies.
- The city of Dayton has also coordinated with Columbia County and cities in Walla Walla County (through this planning effort) to evaluate their buildable land inventory.
- Community Council, a regional policy advocacy and education organization, convened civic, private and non-profit representation on the Affordable Housing Study Workgroup to identify housing issues and barriers to affordable housing, and to recommend policy strategies.

City of Walla Walla

- As mentioned above, the city of Walla Walla undertook a significant update of its comprehensive plan, with a new housing policy section that includes objectives aimed at expanding housing opportunities.
- 2018 Code Updates: this resulted in changes to local zoning that collapsed three single family residential zones into one zone called Neighborhood Residential. This new zone supports additional housing density in low density zone by allowing development of (up to) fourplexes on a single lot. The city also relaxed road access standards for short plats to permit private lanes to serve up to 9 dwelling units. Other changes included permitting multifamily units outright and removing the owner occupancy requirement for accessory dwelling units.
- Utility Rate Discounts: the city provides a program for providing water and sewer utility rate discounts to low-income citizens.
- The city is using Community Development Block Grant funds to provide micro-grants for property owners to complete home repair projects through a contract with the Blue Mountain Action Council.

City of College Place

- Recent Code Updates:
 - College Place created a new single-family residential zoning district and reduced minimum single-family residential lot sizes to 6,000 square feet.
 - The city increased flexibility in short plat standards.
 - Accessory dwelling units are now permitted in all residential zones.
 - Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
 - The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts
 - Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement. Tiny Homes Permitted

- Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
- Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
- Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.
- Dwelling Units of 600SF or less now qualify for reduced wastewater & water capital facility charges. This includes all categories of dwelling units.

City of Dayton

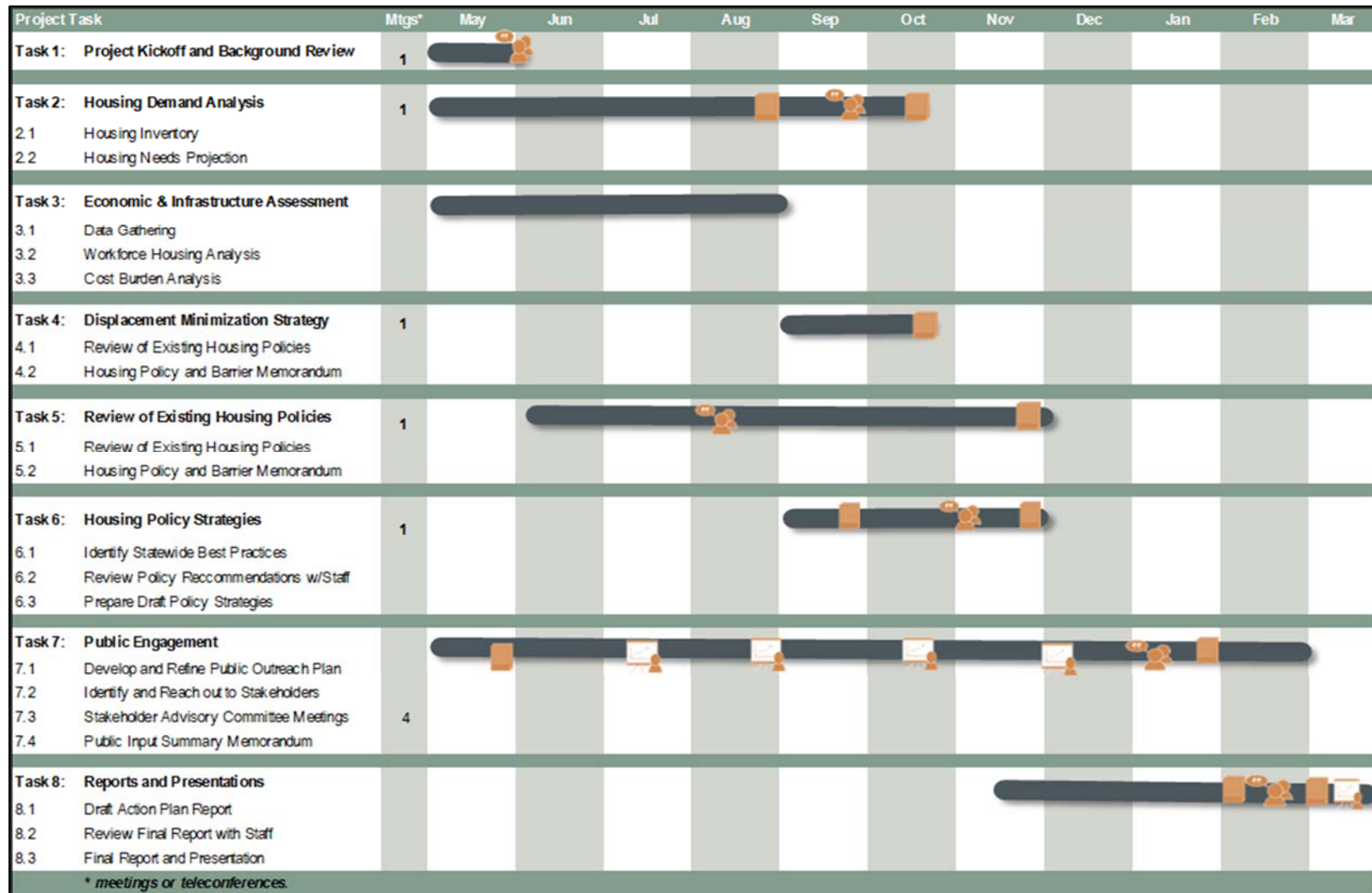
- In addition to mapping their buildable lands, the city revised its zoning code to increase future development potential by allowing plexes in and reducing setbacks in single family zones.
- The city has drafted an ordinance to streamline surplus property procedures.

APPROACH

The overall project approach/schedule is shown in **Exhibit 2**. Key steps taken to create this report include the following:

- Project coordination meetings: Interim findings were shared with the HAP Plan Advisory Team (PAT) and a Stakeholder Advisory Committee (SAC) made up of regional civic leaders.
- Housing trends and forecasts: the consultant team analyzed most recent available data from a mix of sources, such as the U.S. Census Bureau, American Community Survey, Washington Office of Financial Management to confirm the existing housing inventory, quantify market gaps in housing products, and to establish baseline housing demand forecast.
- Housing gentrification and displacement risk assessment: included analysis of the availability of naturally occurring affordable housing (non-government supported) as well as income-restricted government supported housing in context with local demographic and socio-economic data. Locations where the risk of housing displacement are relatively high were mapped for each community in the region.
- Review of existing housing policies and draft policy recommendations: this included a synthesis of the current housing policies for each community, and identification of potential housing policies and actions that can be taken to address issues identified the HAP.
- Community engagement: the HAP process included stakeholder interviews, PAT and TAC meetings and public surveys with the broader community to identify and evaluate housing issues and policy actions.

Exhibit 2: Project Approach



COMMUNITY ENGAGEMENT PROCESS

Public Engagement Plan and Groups Contacted

The Public Engagement Plan (provided in **Appendix A**) for this regional plan is consistent with local and state requirements and reflects best practices. In light of the global Covid-19 pandemic that was in-place during the planning process, the community outreach process utilized virtual video conference meetings/presentations and interactive surveys to evaluate housing affordability, availability and local policies. At the outset of the HAP, a draft Public Engagement Plan was developed and refined based on input from the Project Advisory Team. The engagement plan had four objectives:

1. To provide a forum to share, develop and refine useful information and data,
2. To ensure a shared understanding of current conditions, issues, concerns, and opportunities,
3. To provide avenues for the public, applicable committees, and supporting agencies to be involved,
4. To build support for eventual adoption and implementation.

Project Advisory Team (PAT) Meetings (4): PAT members were comprised of planning staff from the cities of Walla Walla, College Place, Waitsburg, and Dayton, and Walla Walla County and the consultant team. The PAT directed and reviewed the research, outreach, and work products in support of the Walla Walla Regional Housing Action Plan. The PAT met four times from May to November 2020

Stakeholder Advisory Committee Meetings (3): The Stakeholder Advisory Committee represented a range of informed and committed stakeholder interests. It included representatives of city and county agencies, direct service providers, and other public agencies, along with local property owners, residents, and community organizers. The Committee provided recommendations on key project issues and decisions, helped to shape housing policy options, guided stakeholder and community engagement strategies, and encouraged community members to participate in the planning process. The SAC met three times from July to November 2020.

Input regarding housing issues, goals and objectives

Two housing surveys were conducted during the HAP planning effort, with input from the PAT and the SAC. The initial Housing Policy Survey was distributed to local planners, developers and housing experts in the region. The survey focused on housing development issues, barriers and policy preferences. Survey respondents were asked to identify the most effective housing policies in their jurisdiction (city and county) and were asked to identify housing actions suggested within HB 1923.

The Housing Policy Survey received five responses. The top housing issues and policies identified for the Walla Walla region included:

- Overall need for additional construction of quality market-rate housing, additional vacant developable land, the need for less development regulations, and the need for new housing development incentives.
- Survey respondents supported local implementation actions regarding: use of cluster zoning (such as lot size averaging with reduced setbacks for new buildings), a shortened subdivision

approval process, clear and objective accessory dwelling unit standards, and increased categorical exemptions for multifamily developments.

Public Input

The second survey included an electronic Regional Housing Action Plan Survey that was also developed with input from the PAT and TAC and provided in both English and Spanish. The survey focused on the identification of community-defined housing issues, housing affordability perceptions, and barriers to renting or owning a home. Survey respondents were asked to identify actions local officials could take to address housing issues in their community. While the survey is not a statistical representation of all regional residents, the issues and perceptions provided by the respondents are generally consistent with other survey input received during the recent Walla Walla (city and county) Comprehensive Plan updates.

The English survey received 419 responses and the Spanish survey received 3 responses. Survey responses were primarily from residents living in the Walla Walla zip code 99362 (80%), the College Place zip code 99324 (11%), and the Dayton zip code 99328 (4%). Detailed survey results are included in **Appendix B** and are summarized below. While the survey is not considered statistically valid, it does provide a reliable indication of community perceptions regarding housing issues.

Top 5 Perceived Housing Issues

1 Housing Cost / Affordability

2 Inadequate Housing Availability

3 Homelessness

4 Range of Housing Types

5 Housing Quality

Top 5 Housing Actions

1 Development Partnerships

2 Multifamily Tax Incentives

3 Grants for First-time Homebuyers

4 Housing Rehabilitation Grants

5 Increase Residential Land Inventory

Top Barriers to Homeownership

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Top Barriers to Rental Housing

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

II. HOUSING MARKET OVERVIEW

Housing demand is driven by a combination of population growth, household formations and regional economic activity. Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*).

Population within the Region has been increasing at an annual average rate of 0.68% between 2010-2018, which is three times faster than unincorporated Walla Walla County, but only half the statewide average (**Exhibit 3**).

Exhibit 3: Population Trends

Population Trends			
	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

Household income and housing price/rent levels are good indicators of housing attainability. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However, overall income levels in Walla Walla County and the city of Walla Walla recorded a slightly faster growth rate than the state average between 2010 and 2018 (**Exhibit 4**).

Exhibit 4: Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	\$57,244	\$70,116	2.6%
Walla Walla County	\$45,575	\$56,533	2.7%
College Place	\$40,137	\$47,525	2.1%
Dayton	\$39,861	\$44,524	1.4%
Waitsburg	\$45,568	\$48,403	0.8%
Walla Walla	\$39,397	\$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at \$1,131 to \$1,696; or homes priced between \$194,000

and \$291,000. If middle-income households pay more than this, they would be “cost burdened” to some degree. As indicated in **Exhibit 5**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, \$707 to \$1,131
- Very Low Income, \$424 to \$707
- Extremely Low Income, \$424 or less

Exhibit 5: Analysis of Attainable Housing Prices/Rents

Walla Walla County Median Household Income (2018)*		\$56,533
Market Segment by Income Level	Lower-end	Upper-End
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	Lower-range	Upper-range
Upper (120% or more of MHI)	\$67,840	or more
Middle (80% to 120% of MHI)	\$45,226	\$67,840
Low (50% to 80% of MHI)	\$28,267	\$45,226
Very Low (30% to 50% of MHI)	\$16,960	\$28,267
Extremely Low (less than 30% of MHI)		\$16,960
Attainable Monthly Rent or Payment (@30% of income level)	Lower-range	Upper-range
Upper (120% or more of MHI)	\$1,696	or more
Middle (80% to 120% of MHI)	\$1,131	\$1,696
Low (50% to 80% of MHI)	\$707	\$1,131
Very Low (30% to 50% of MHI)	\$424	\$707
Extremely Low (less than 30% of MHI)		\$397
Approximate Attainable Home Price**	Lower-range	Upper-range
Upper (120% or more of MHI)	\$291,000	or more
Middle (80% to 120% of MHI)	\$194,000	\$291,000
Low (50% to 80% of MHI)	\$116,000	\$185,000
Very Low (30% to 50% of MHI)	\$69,000	\$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

* based on current U.S. Census estimates of household income for Walla Walla County.

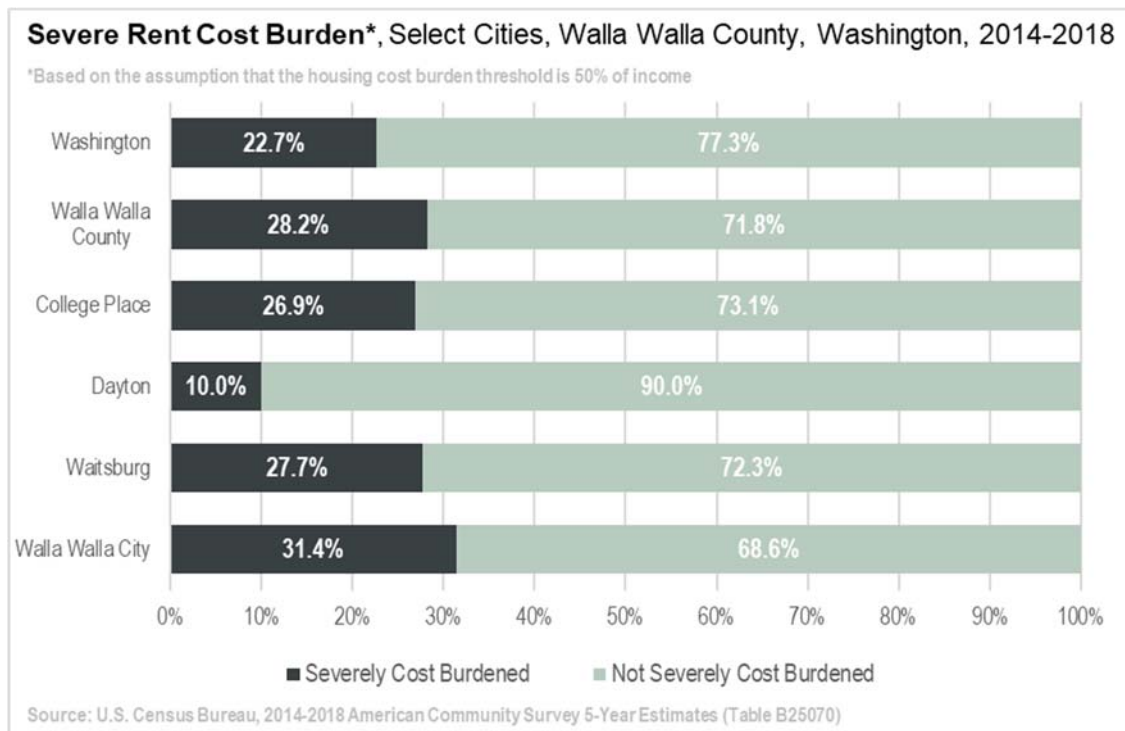
** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.

Source: analysis by FCS GROUP using U.S. Census, American Community Survey data.

According to the U.S. Housing and Urban Development (HUD), households are considered “cost burdened” if they pay over 30% of their gross income on housing and utilities. Households are “severely cost burdened” if they pay over 50% of their gross income on housing and utilities.

As of 2018, nearly 3 in 10 renters (28%) in Walla Walla County were severely cost burdened by housing expenses alone (**Exhibit 6**). If housing costs continue to rise faster than income levels, the share of severely cost burdened households will continue to increase.

Exhibit 6: Severe Housing Cost Burden by Locality



Measures of Economic Hardship

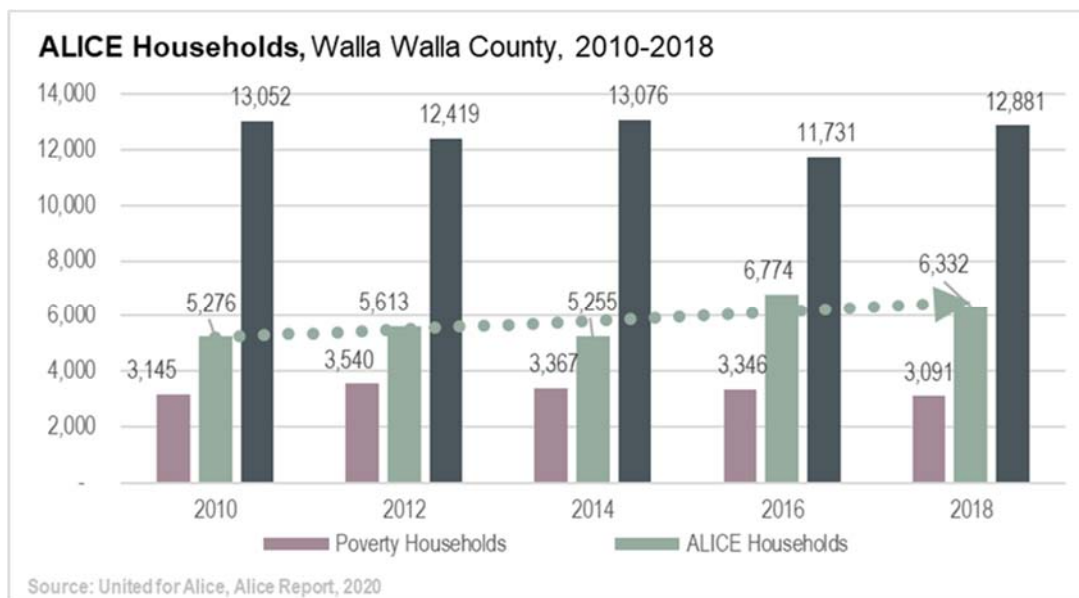
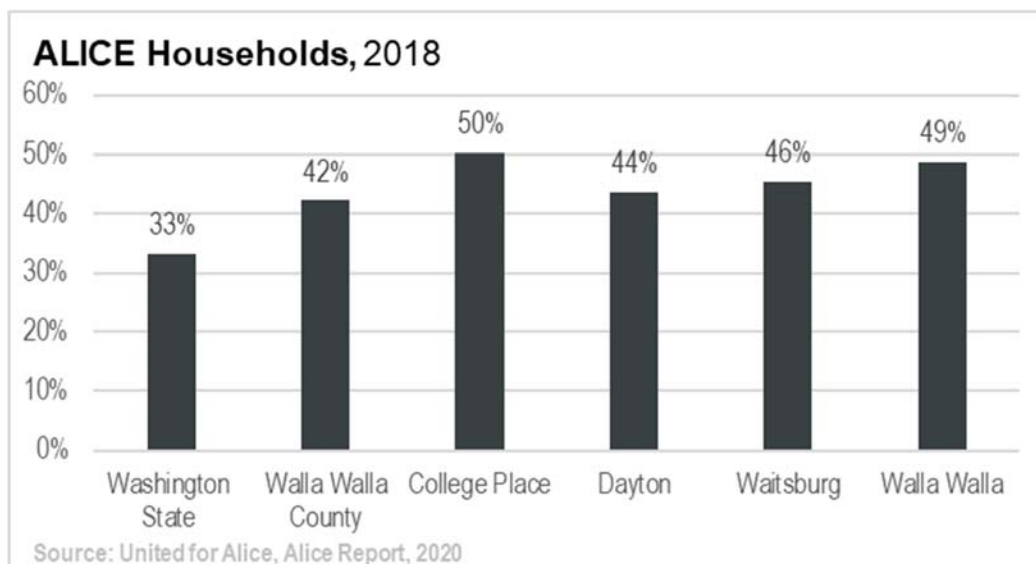
Like many rural communities across the U.S., an increasing share of households in the Region are experiencing economic hardship as the cost of living rises faster than income levels.

Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called **ALICE (Asset Limited, Income Constrained, Employed)**. The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information check out: <https://www.unitedforalice.org/methodology>

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statewide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Exhibit 7**).

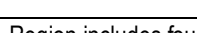
Exhibit 7: ALICE Household as Share of Total Households



Employment

Employment in the cities of the Walla Walla region has been on a steady upward trajectory since 2002, with an estimated 13,281 jobs in 2002 and 14,006 jobs in 2017 (latest available data) a 5.5% overall increase in that timeframe. Job gains varied by sector, with industries such as Transportation and Utilities, Industrial Trades, and Agriculture recording job losses, while Health Care, Services and Education sectors recording the most job gains during this time frame (**Exhibit 8**).

Exhibit 8: Employment Trends: 2002-2017

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		13,281	13,977	14,006	725

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and

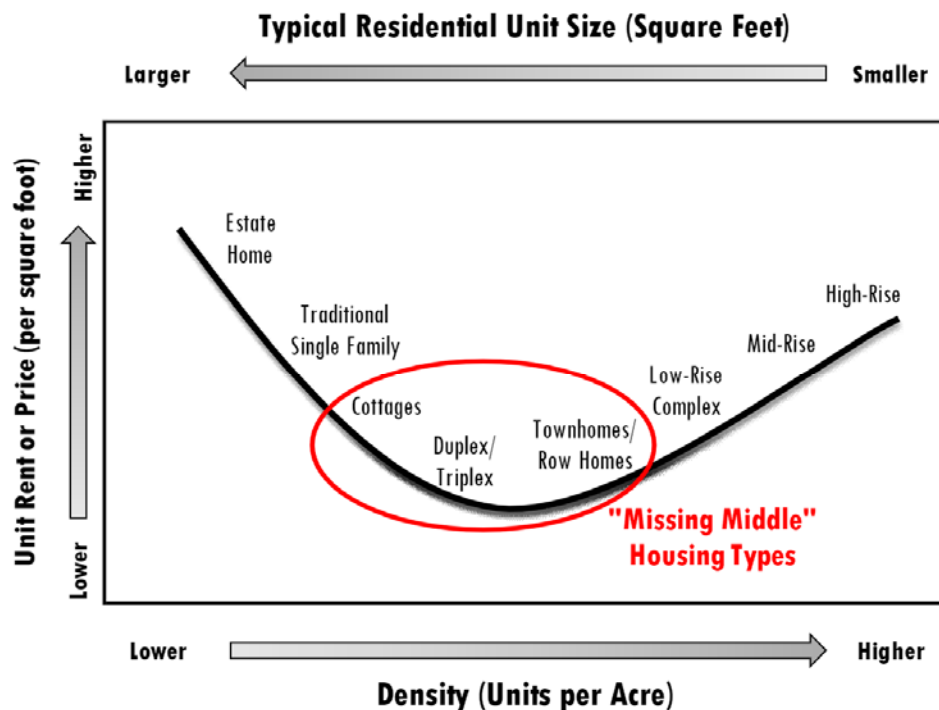
In that same timeframe in the Walla Walla MSA (Walla Walla and Columbia Counties) the civilian labor force increased by 1.9%, a figure well outpaced by job growth in the area according to the US Bureau of Labor Statistics. Unemployment in the area also dropped from 6.9% in 2002 to 4.9% in 2017.

HOUSING NEEDS FORECAST

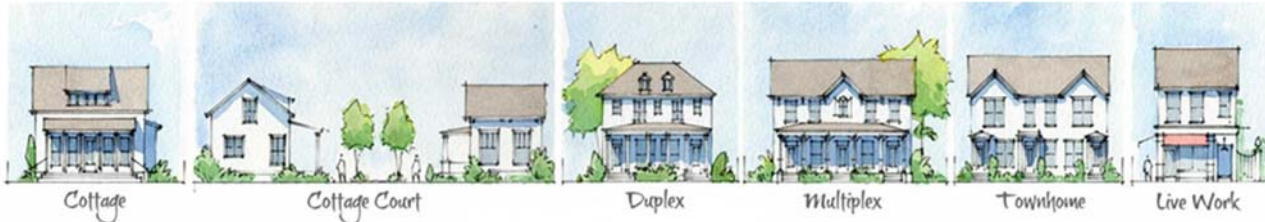
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainable housing.

The Region would benefit from development of “middle income” housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Exhibit 9**).

Exhibit 9: Middle Housing Types



Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Housing Market Gaps

Low vacancy rates and rising home prices have resulted in deficiencies in the regional housing inventory that could largely be addressed by new housing construction. The regional *Community Council's Affordable Housing Study Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least \$5,400 to enable families to purchase a home at 2018 prices.

The housing affordability gap within the region does vary significantly by location. As shown in **Exhibit 10**, regional home prices are highest in College Place (\$281,000) and lowest in the cities of Dayton (\$152,000) and Waitsburg (\$230,000). As a result of this wide disparity in home prices, approximately 69% of the region's households could likely afford to buy a home in Dayton, but less than half of the households can afford to buy a median priced home in College Place.

Exhibit 10: Median Home Price Sales Trends & Affordability

	5/19/2019	5/20/2020	Change from prior year %	Min. Income Needed to purchase median priced home*	Share of Regional HHs that qualify based on income**
Washington	\$403,000	\$425,000	5.5%	\$83,332	
Columbia County	\$186,400	\$208,300	11.7%	\$40,842	63.1%
Dayton	\$149,000	\$152,000	2.0%	\$29,803	69.3%
Walla Walla County	\$268,000	\$273,000	1.9%	\$53,528	49.5%
College Place	\$276,000	\$281,000	1.8%	\$55,097	48.9%
Waitsburg	\$226,000	\$230,000	1.8%	\$45,097	60.4%
Walla Walla City	\$268,000	\$273,000	1.9%	\$53,528	49.5%

Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5%

** Assumes 30% of household income dedicated to payments.

The Region's housing gap is most prevalent for long-term rentals as well as less-expensive for sale housing. In other words, there is an inadequate supply of deed-restricted rental housing as well as high-quality market rate apartments and for-sale housing priced under \$300,000. Housing needs reflect an increase in demand for homes in the \$291,000 to \$300,000 price range, which are affordable to households earning around the median income.

As reflected in **Exhibit 11**, the lack of affordable rental housing (priced at \$707/month or lower) has resulted in 791 households living in higher-cost housing than they can afford, which leads to severe rent burdens. If we assume that 33% of the housing gap can be addressed by new policies that encourage near term housing construction, we expect the Region could absorb nearly 240 market rate rentals units and at least 261 deed-restricted rental units within 1 or 2 year (**Exhibit 11**).

Exhibit 11: Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	\$67,840 or more		1,304	\$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	\$45,226	\$67,840	1,173	\$1,131-\$1,686	Zero	1,497	
Low (50% to 80% of MFI)	\$28,267	\$45,226	1,518	\$707-\$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	\$16,960	\$28,267	1,177	\$424-\$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	\$16,960 or less		1,830	Less than \$424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	239
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	261

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Need

The 20-year regional housing demand forecast takes into account a share of the current market gap for rental housing along (noted in the preceding section) plus the amount of housing required to address demand from the projected changes in population for cities and unincorporated areas of Walla Walla and Columbia counties. Population growth rates are consistent with the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the vast majority of population (and housing) growth is expected to occur within the Walla Walla, College Place and Waitsburg urban areas. Unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

To estimate urbanization requirements for the four-city region, this regional housing action plan assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, and Waitsburg. As indicated in **Exhibit 12**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units. A more detailed breakdown of this analysis can be found in **Appendix C**.

Exhibit 12: Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc. ** Includes unincorporated areas within urban growth areas of local cities.

The baseline housing demand forecast converts future population growth into housing needs. To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect increasing demand for attainably-priced middle housing types consistent with 30% of household income allocated to rent or mortgage (principal and interest).

- The housing needs forecast assumes a moderate shift toward middle housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

Given these assumptions, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 government-supported affordable housing units, manufactured homes and/or ADUs (**Exhibit 13**).

Exhibit 13: Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)*	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Housing Type						
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

A more detailed analysis of group quarters housing demand indicates that the majority of this segment is likely to be supported by seniors that desire assisted living facilities, and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Exhibit 14**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Exhibit 14: Projected Senior Housing Demand: Walla Walla Region

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 persons/HH)	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Land Sufficiency Findings

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 15**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Exhibit 15: Land Capacity Analysis (2019)

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevelopment Dwellings	Dwellings on Vacant Land	% infill & redevelopment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
R-96 Suburban Residential (area 2B)**	9,600	39.8	75%	25%	425	180	46	134	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

* After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.

** Area 2B urban growth area expansion request was denied after 2020.

*** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.

In the years since the aforementioned land capacity analysis was conducted, the cities of Walla Walla and College Place amended their respective zoning codes to allow development of plexes (up to 4 units per structure) within their low density zones. The estimated residential land capacity for the Walla Walla Region assumes there will be a moderate increase in housing density on single family zones in the cities of College Place and Walla Walla, and reflects significant growth potential for the city of Dayton.

As indicated **Exhibit 16**, the Walla Walla Region is now be expected to accommodate nearly 5,058 dwelling units, including 4,611 dwellings with 1 to 4 units per structure, and approximately 447 multi-family dwellings with 5+ units per structure.

Exhibit 16: Regional Residential Land Capacity and Housing Need (2021)

	Infill & Dwellings redevelop- ment Dwellings	on Vacant Land	Total Dwelling Capacity	Projected 20-Year Housing Need	Net Housing Surplus or (Gap)
College Place	206	140	345	747	(402)
1 to 4 units per structure *	146	115	260	672	(412)
5 or more units per structure	60	25	85	75 +	10
Walla Walla City	2,054	1,686	3,740	3,570	170
1 to 4 units per structure *	1,714	1,686	3,400	2,785	615
5 or more units per structure **	340		340	785	(445)
Waitsburg	306	367	673	178	495
1 to 4 units per structure	298	353	651	124 +	527
5 or more units per structure	9	13	22	53	(31)
Dayton	100	200	300	12	288
1 to 4 units per structure ***	100 +	200 +	300 +	12 +	288 +
5 or more units per structure			-	-	-
Region Total	2,665	2,393	5,058	4,507	552
1 to 4 units per structure	2,257	2,354	4,611	3,593	1,018
5 or more units per structure	409	38	447	913	(466)

Findings are derived from prior tables and input provided by project advisory and stakeholder committees, Washington Dept. of Commerce staff, and the following notations.

** Assumptions for College Place and Walla Walla take into account recent code changes; assumes 5% of the land zoned for single family will be utilized by plexes or ADUs.*

*** Multi-family capacity analysis (5+ units per structure) for Walla Walla reflects current development applications.*

**** Dayton capacity analysis derived from City of Dayton Buildable Land Inventory maps.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures may be inadequate to meet overall housing needs, even after assuming 55% of

the net new housing will be constructed on infill and redevelopment lands (including residential and commercial housing zones).

During the next round of local comprehensive land use plan updates, it is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.

Waitsburg and Dayton UGAs: the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in the next section.

III. HOUSING POLICY, PROGRAMS & ACTIONS

The Walla Walla Region is facing unprecedented challenges to its ability to provide safe and affordable housing. Like many areas across the USA, housing costs are rising faster than income levels and there is a limited supply of skilled workers, inadequate supply of developable lots, and restrictions attributed to development regulations.² Local policies and actions aimed at reducing barriers to new construction can help. It is more important than ever for local jurisdictions to work together with public, private and non-profit developers, homeowners and land trusts to identify lasting solutions.

This section identifies potential code changes, affordable housing programs, and strategies to mitigate housing displacement for the most vulnerable population segments. A summary of strategies that can increase the housing supply is provided in **Exhibit 17**.

STRATEGIES TO INCREASE HOUSING SUPPLY

Code-Related Policies

In general, development regulations need to be clear and objective, and less restrictive code requirements can lower development costs and lead to a greater variety of housing types. In the Walla Walla Region, the need for code amendments varies by city. While Walla Walla and College Place have already implemented many of the state recommendations regarding increased flexibility in the types of housing allowed in low-density zones, Dayton and Waitsburg may benefit from additional code updates.

It is recommended that cities within the region consider reducing or eliminating minimum lot size requirements and removing parking and owner occupancy requirements for accessory dwelling units. All cities can strive to improve the efficiency of their permitting process.

² American Planning Association. "APA Policy Guide on Housing" (2019). Guide available at <https://www.planning.org/publications/document/9178529/>

Some code-related best practices include the following:

1. Single Family Zones
 - Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences to allow developers to incorporate natural features into their site plans and minor partitions.
2. Accessory Dwelling Units
 - Remove owner occupancy requirements related to accessory dwelling units.³
 - Remove minimum residential parking requirements related to accessory dwelling units.⁴
3. Middle Housing Types
 - Ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes.
 - Ensure local zoning ordinances specifically allow slightly used manufactured homes.
 - Reduce the minimum lot size for duplex and multifamily developments to 7,500 square feet or less or eliminate minimum lot size requirements to promote the development of greater diversity of housing types.
 - Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a streamlined and more efficient permit process to attract interest from developers.⁵

Development Incentive Programs

To better understand the feasibility of developing multifamily apartments in the Region, FCS Group conducted a supplemental analysis of two prototypical multifamily developments (garden apartments and flats) in the city of Walla Walla, which is summarized in **Appendix D**. The analysis evaluated financial feasibility from the perspectives of either a for-profit or a non-profit developer. Key conclusions from the financial analysis are:

- The current housing market is strong enough to attract for-profit developers
- Garden apartments are viable without incentives
- Market rate flats over parking will likely require some form of development incentive (see list below)
- Income-restricted affordable housing developments and mixed-income housing by a for-profit developer, will also require incentives to be market feasible, such as:
 - 12-year tax abatement (for affordable housing element)

³ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>

⁴ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>

⁵ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>.

- Impact fee reduction (e.g. lower utility connection charges) for deed restricted affordable housing elements.
 - Land write-down
 - Parking reductions
 - The use of a non-profit developer for a 100% affordable development could make the development “pencil” with fewer incentives than would be required with a for-profit developer.
- There are specific strategies that can be considered to increase the production of affordable housing and to reduce the cost of owning or renting a home:

1. Incentives for affordable housing:
 - Multifamily Tax Exemption (applies to City of Walla Walla only) is currently allowed for cities with over 15,000 people and is now a policy that applies in downtown Walla Walla. This program includes an 8 or 12-year property tax exemption based on the value of improvements for 4+ housing units, depending on the share of units that are to be set aside for low-income families. This program is designed to promote needed housing development in targeted areas of the urban core by directly addressing the financial feasibility gap.
 - It is recommended that Walla Walla consider expanding this program by including areas outside downtown that have proximity to public transit and community services.
 - Consider allowing bonus density increases for any deed-restricted affordable housing development, including single-family or multifamily residences located on real property owned or controlled by a religious organization.⁶
2. Incentives for home ownership:
 - Enhance and promote existing programs that supply down payment assistance and application support a matching grant program for first-time homebuyers.

Other Actions that can help lower development costs and housing costs

1. **Sponsor Construction-related Workforce Training:** Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Each city in the region can work with higher and secondary educational institutions to take advantage of sector-based partnerships. Construction-related training and volunteer programs (such as Habitat for Humanity) that deliver housing improve the supply of low-income housing and improve skills for workers. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.
2. **Pursue Public/Private Developments:** Cities and county governments can leverage private or non-profit development of under-utilized public lands. Typically formulated as private

⁶ 2019-2020 Housing Laws. Washington State Department of Commerce.
<https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px>

construction of housing and/or commercial space on public land public/private partnerships can lead generate both market rate and affordable housing in the region.

3. **Support Development of a Community Land Trust:** Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Developments that are constructed on land trust parcels tend to have more stable housing values, which are somewhat insulated from the overall real estate market and reflective of the local cost of living.

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework.

DISPLACEMENT MINIMIZATION STRATEGIES

Many of the policy measures and programs listed above will help increase the housing supply while enhancing housing affordability. Additional measures are needed to address displacement that tends to occur with major redevelopment. Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices/property taxes or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with urban cores, but rural gentrification is now an issue in light of the ever-expanding digital workforce and access to goods online.

Gentrification typically occurs in areas with relatively low property values and nearby amenities. As demand in the region grows, areas with relatively low rents/home values and/or areas perceived as having lower-quality housing become more attractive and profitable for redevelopment. Some housing experts expect that the recent global pandemic will only increase gentrification in smaller communities.

Findings for Walla Walla Region

Vulnerability is calculated using factors closely associated with an increased probability of redevelopment coupled with the evaluation of local demographic conditions. US Census data depicting housing tenure, poverty rates, educational attainment, median home value, median gross rent, and race/ethnicity are considered in order to identify specific Census Block Groups that may be most vulnerable to displacement. While Walla Walla was the only city in the region with vulnerability on five out of six data variables, each jurisdiction in the region contains populations vulnerable to displacement. Please refer to the detailed analysis provided in **Appendix E**.

Strategies to Address Physical Displacement

- Require a displacement impact assessment to be provided by the applicant for major redevelopment projects. An impact assessment is a method of tracking how many net new housing units are being developed in a specific location after accounting for existing housing units (and households) that are likely to be displaced.

- Partner with groups offering weatherization and energy efficiency services for low-income homeowners and seniors.

Strategies to Address Economic Displacement

Strategies to improve housing outcomes for economically vulnerable populations and seniors:

- Support programs that provide emergency rental assistance for families facing eviction and/or homelessness due to temporary economic hardship.
- Consider adoption of a resolution to extend the notice period for no-cause evictions to 60 days for landlords with five or more units to allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing.
- Consider new policies that preserve existing manufactured housing parks, including a new manufactured housing park zone classification.
- Address the causes of homelessness by working with local agencies and non-profits that provide direct services to this community.⁷
- Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.⁸

Strategies to Address Cultural Displacement

Locating rental opportunities and completing multiple applications with individual documentation requirements and fees is often listed as a major barrier to obtaining adequate housing. This is particularly true for families facing unforeseeable displacement and possible homelessness and is compounded in rural areas often overlooked by statewide databases and national tenant resource websites. As regional population grows and rents increase, local government agencies can become more directly involved in the rental market and application process. As with other recommendations, this involvement exists on a spectrum depending on the severity of housing issues and the success of initial programs.

Strategies to Streamline Rental Application Process

A registration program would create a consolidated database of available government-supported affordable housing units in the region, along with cost estimates. Cities like Seattle have instituted a Rent Registration and Inspection Ordinance (RIIO)⁹ that requires all rental

⁷ Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla.
<https://www.wallawallawa.gov/home/showdocument?id=854>.

⁸ Universal Design in Housing. (2006). The Center for Universal Design.
https://projects.ncsu.edu/ncsu/design/cud/pubs_p/docs/UDinHousing.pdf.

⁹ City of Seattle, Rental Registration and Inspection Ordinance, accessed March 25, 2021 via
<https://www.seattle.gov/sdci/codes/licensing-and-registration/rental-registration-and-inspection-ordinance>

properties to register with the City and demonstrate adequate habitability. A similar database could also serve as a resource for families searching for housing.

Searchable databases of available rentals in the region could also be linked to websites providing tenant information on applications and screening. A small fee per unit could be established to fund the program, which could include a streamlined application process.

The King County Housing Authority website¹⁰ contains housing listings for various government subsidized apartments at different eligibility requirements and market rate housing at different price points. Market rate housing listings are included by linking to Apartments.com, which appears to have a streamlined tenant screening and application process. While not a requirement, inclusion of Apartments.com serves as a powerful incentive for local landlords to list their apartments on the website.¹¹ New York City has created a similar searchable database called NYC Housing Search¹² and a streamlined application process for all available government subsidized housing, called NYC Connect.¹³

A streamlined and affordable mechanism for locating available housing in the region would mitigate the impacts of displacement by aiding families in locating alternative housing within their existing community. Partnering with housing groups in the area could help mitigate initial program costs. For example, Tenants Union of Washington State has a variety of resources online regarding the screening process and fees.¹⁴

Land Supply Strategies

In active collaboration with the cities of Walla Walla, College Place, and Waitsburg, work with Walla Walla County to review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

- a. Updating the methodology for more realistically determining the development capacity of existing lands.

¹⁰ King County Housing Authority Apartment Search Resource <https://www.kcha.org/>

¹¹ Online Rental Application for Apartments.com: https://www.apartments.com/rental-manager/features/online-rental-applications?gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQiuOFW_vSyyGBrtVpNem93vueHCgD_FTlwTVBQYigk6flvC50vJQ2w0aAkFpEALw_wcB&gclsrc=aw.ds

¹² New York City Housing Search database: <https://www.nyhousingsearch.gov/index.html>

¹³ New York City Housing Connect centralized government housing application process and fee schedule: <https://www1.nyc.gov/site/hpd/services-and-information/housing-connect-rentals.page>

¹⁴ Tenants Union of Washington State, Tenant Screening Information Hub: <https://tenantsunion.org/rights/tenant-screening>

- b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.
- c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.
- d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.
- e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing “bonuses”.
- f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.
- g. Ensuring that there is an adequate supply of new commercial development to serve new residential development.
- h. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, inventory and assess publicly owned lands in urban growth areas as sites suitable for the construction of affordable housing.

Exhibit 17: Housing Action Plan Policy Recommendations*
City of Walla Walla Implementation Approach

FOCUS AREA	POLICY/ACTION	DETAILS	CITIES	TIMELINE	LEAD DEPT.	ASSISTING DEPT. OR ORG.	APPLICABLE TO WALLA WALLA
Code Changes	Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences. (RCW 36.70A.600)	Allows developers to navigate around natural features and reduces development costs. May be most appropriate for large subdivisions or planned urban developments.	College Place, Dayton, Waitsburg				N/A
Code Changes	Allow for the division or redivision of land into the maximum number of lots through the short subdivision process. (RCW 36.70A.600)	"The legislative authority of any county planning under RCW 36.70A.040 that has adopted a comprehensive plan and development regulations in compliance with chapter 36.70A RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area" (RCW 58.17.020 Definitions)	Dayton, Waitsburg				N/A
Code Changes	Adopt increase in categorical exemptions for residential or mixed-use development. (RCW 36.70A.600)	Categorically exempts government action related to development proposed to fill in an urban growth area, designated according to RCW 36.70A.110, where current density and intensity of use in the area is roughly equal to or lower than called for in the goals and policies of the applicable comprehensive plan. (RCW 43.21C.229)	ALL	Near term (1-2 years)	Develop. Services	Public Works Support Services WW Planning Commission WW City Council	

Code Changes	Authorize at least one duplex, triplex, quadplex, six-plex, stacked flat, townhouse, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel. (RCW 36.70A.600)	Creates more housing options.	All cities in the region allow duplexes in single family zones; College Place and Walla Walla allow up to 4-units			N/A
Code Changes	Authorize a minimum net density of six dwelling units per acre in all residential zones, where the residential development capacity will increase within the city. (RCW 36.70A.600)	For purposes of this subsection, the calculation of net density does not include the square footage of areas that are otherwise prohibited from development, such as critical areas, the area of buffers around critical areas, and the area of roads and similar features	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council
Code Changes	Remove minimum residential parking requirements related to accessory dwelling units. (RCW 36.70A.600)	Reduces barriers to ADU development.	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council
Code Changes	Remove owner occupancy requirements related to accessory dwelling units (RCW 36.70A.600)	Creates more flexibility for owners who may wish to rent their ADU. Provides additional rental housing.	Dayton, Waitsburg			N/A

Code Changes	Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a more efficient permit process for customers (RCW <u>36.70A.600</u>)	Streamlining can generate development interest.	ALL	Near term (1-3 years)	Develop. Services	Public Works Fire Dept.
Code Changes	Reduce the minimum lot size for duplexes and multifamily development to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg			N/A
Code Changes	Reduce the required minimum lot area for new platted lots to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg			N/A
Code Changes	Remove "are compatible with the neighborhood characteristic" from the definition of Neighborhood Residential or clearly define how to achieve this in the code.	Best practices support using terms that are clearly defined. "Neighborhood character" may be interpreted in many different ways.	Walla Walla	Near term (1-2 years)	Develop. Services	WW Planning Commission WW City Council
Code Changes	Reduce the minimum lot size for multifamily development from 3,600 square feet per unit to less than 2,000 square feet per unit.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Dayton			N/A
Code Changes	Remove guest parking space requirements for multifamily dwelling units.	Reduces barriers to the development of multifamily housing.	Waitsburg			N/A
Code Changes	Remove conditional use permit requirements for manufactured homes.	This creates an additional cost burden for a type of home that is valued for its affordability.	Waitsburg			N/A

Anti-Displacement	Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.	An impact assessment tracks how many affordable units are being developed and at the cost of how many existing units. The assessment can be conducted by the applicant or city staff.	ALL	Long-term (5-7 years)	Develop. Services	Support Services (CDBG) WW Planning Commission WW City Council Community Council
Anti-Displacement	Create a rental registration program to track available units in the region and rental costs. (Affordable Housing Report)	This program would work to improve access to rental information and reduce the burden of multiple applications, fees, and credit checks.	Regional Effort	Long-term (5-7 years)	Support Services	Develop. Services WW Planning Commission Private Sector (landlords) Housing Providers Community Council
Anti-Displacement	Extend the notice period for no cause evictions to 60 days for landlords with five or more units.	Provides renters with time to plan, contact services, and relocate.	ALL	Mid-term (3-5 years)	Support Services	Housing Providers Private Sector CA Office WW City Council
Anti-Displacement	Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers.	Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program to eligible homebuyers.	ALL	Near term (1-2 years)	Support Services (CDBG)	Common Roots

Anti-Displacement	Identify job training partnerships to foster local opportunities and prosperity through improved workforce development initiatives.	Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing.	ALL	Long-term (5-7 Years)	Support Services	Develop. Services Colleges/ Universities Private Sector
Anti-Displacement	As neighborhoods change, work to eliminate the displacement of those who are under-served or under-represented.	Promotes equitable housing practices.	ALL	On-going	Develop. Services	Support Services
Anti-Displacement Affordable Housing	Support existing programs that provide emergency rental assistance for families facing homelessness due to temporary economic hardship.	Many state and county programs offer emergency rental assistance.	ALL	On-going	Support Services	BMAC WW County Dept. of Comm. Health
Anti-Displacement Affordable Housing	Identify and acquire sites suitable for affordable housing.	Cities can work with state agencies and an community land trust to identify "surplus property" and acquire tax lots in foreclosure. Sites should be evaluated based on cost, density, environmental quality, access to transportation, community services, and housing types that can be produced.	ALL	Long-term (5-7 years)	Support Services	WW City Council Common Roots
Anti-Displacement Affordable Housing	Establish a community land trust to create additional affordable home ownership opportunities.	In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate.	College Place, Dayton, Waitsburg			N/A

Anti-Displacement	Create a right of first offer/refusal program for the community land trust.	Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households.	ALL	Long-term (5-7 years)	Support Services	CA Office WW City Council Common Roots
Anti-Displacement Energy Efficiency	Partner with groups offering weatherization and energy efficiency services.	Weatherization and energy efficiency services can reduce housing costs, increasing the affordability of owning a home.	College Place, Dayton, Waitsburg			N/A
Affordable Housing	Work with the state to identify opportunities for affordable housing on public land.	Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and very-low-income households.	ALL	Mid-term (3-5 years)	Support Services	State agencies CA Office
Affordable Housing	Multifamily tax exemption	Promotes the development of multifamily housing.	Walla Walla	Near term (1-2 years)	Support Services	Develop. Services
Affordable Housing	Local community land trust	Support the development of a local community land trust	ALL	On-going	Support Services	Common Roots
Energy Efficiency	Encourage residential development that conserves water, reduces energy use, and uses sustainable materials.	Energy efficiency services can reduce housing costs and sustainable materials reduce the home's environmental impact.	ALL	Mid-term (3-5 years)	Develop. Services	State Building Code Council
Accessibility and Seniors	Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.	Accessible homes provide seniors and people living with disabilities independence.	ALL	On-going	Develop. Services	Fire Dept. Public Works

Accessibility and Seniors	Allow for housing types and designs that allow seniors to age in place.	Neighborhoods with diverse housing types allow seniors to age in place by remaining in their home or moving to a smaller home in the same neighborhood.	ALL				N/A – permitted in WW
Homelessness	Address the causes of homelessness by working with local agencies and non-profits that provide services to this community (Walla Walla City policy 1.2)	Example policy that addresses underlying causes of homelessness.	Waitsburg, Dayton				N/A
Homelessness	Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization. (2019-2020 Housing Laws)	Provides a density bonus for affordable housing on religious organizations' land.	ALL	Mid-term (3-5 years)	Develop. Services	Support Services Public Works Fire Dept. WW Planning Commission WW City Council	
Land Supply	Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg review and update the Countywide Planning Policies to address the methodology for buildable lands, population allocation, and other strategies to support housing development.	Housing needs assessment identified potential concern that over 50% of the housing capacity available in the cities of College Place and Walla Walla are redevelopable lands and is that a reasonable assumption.	College Place, Waitsburg, and Walla Walla	Near term (1-2 years)	Develop. Services	Support Services WW Planning Commission WW County WW City Council	

* In this table, the term “affordable housing” refers to income-restricted housing units.

Sources:

RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>.

Affordable Housing Community Council Report. (2019). Community Council. https://res.cloudinary.com/dpmykpsih/image/upload/ww-community-council-site-354/media/1125/affordable-housing-study-report_2019.pdf.

Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. <https://www.wallawallawa.gov/home/showdocument?id=854>.

2019-2020 Housing Laws. Washington State Department of Commerce. <https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px>

APPENDIX A: PUBLIC OUTREACH PLAN

Walla Walla Regional Housing Action Plan

Public Outreach Plan

August 2020

1. Overview: FCS GROUP and Fregonese Associates will assist local staff in executing a public outreach strategy that is consistent with local and state requirements and best practices. The outreach process will:
 - Assist local communities of College Place, Walla Walla, Dayton and Waitsburg with identifying current and future housing needs.
 - Consider housing policies to improve housing availability and affordability.
2. Objective: To provide opportunities for community participation throughout the planning process.
 - The community participation process is designed to meet the following objectives:
 - i. Provide a forum to share, develop and refine ideas and data.
 - ii. Develop a shared understanding of current housing conditions, issues, concerns, and opportunities.
 - iii. Provide avenues for the public, applicable committees, and supporting agencies to be involved during the planning process.
 - iv. Build support for adoption of local housing policies.
3. Activities:
 - Stakeholder Advisory Committee: The Advisory Committee will represent a range of informed housing perspectives. The committee will include representatives of city and county agencies, housing providers, and other public agencies, along with local property owners, residents, and community organizers.
 - i. The Committee will assist local planning staff and consultants with reviewing housing issues and helping to shape housing policy options, guiding community engagement strategies, and encouraging community members to participate in the planning process.
 - ii. The Committee will meet up to four (4) times during the project at regular intervals consistent with significant milestones in the project.
 1. July 2020: Introductory Goal Setting & Outreach Strategies
 2. September 2020: Housing Gaps and Needs Assessment
 3. November 2020: Draft Housing & Displacement Minimization Strategies
 4. February 2021: Existing Policy Barriers & Final Recommendations for Housing Strategies
 - iii. Consultants will conduct survey of committee members and other identified stakeholders prior to the first meeting to frame discussion of existing and suggested housing policies.
 - Stakeholder Interviews (August -September 2020)

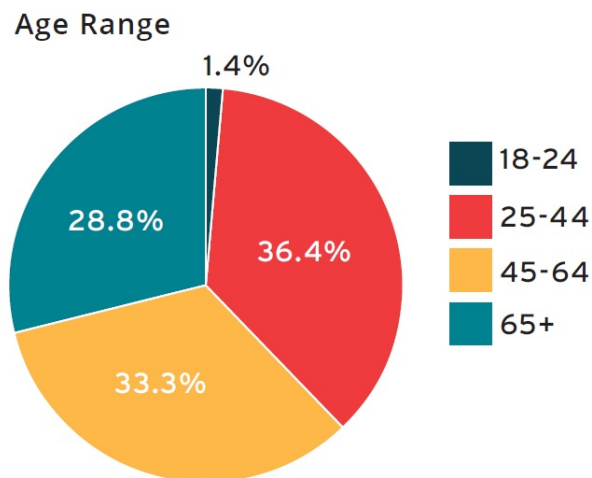
- i. Consultants will interview local, regional, and state housing experts regarding housing conditions, barriers, opportunities, and potential policy solutions. Developers of both affordable housing and higher market rate units will provide insight into existing tools they use to make projects ‘pencil’ and the regulatory barriers that can preempt new housing development.
 - ii. A mix of virtual meetings and telephone interviews are planned.
 - iii. Specific stakeholder groups are to be identified by City staff and include, but are not limited to:
 1. Walla Walla Housing Authority,
 2. Blue Mountain Action Council,
 3. Identified local community or neighborhood groups
 4. Housing developers and real estate brokers.
 - In addition, any input received from the public during the development and adoption of the regional housing action plan will be summarized by local city representatives as part of the public record.
4. Potential Additional Tools:
 - Email blasts from mailing list
 - Project website(s) with infographics, reports, and presentation summaries
5. Adoption Outreach (April to March 2021)
 - Public Comment via websites

APPENDIX B: WALLA WALLA REGIONAL HOUSING ACTION PLAN SURVEY RESULTS

Question 1: What is Your Home ZIP Code?

Zip Code	Count	Percent
87505	1	0%
97862	1	0%
99323	1	0%
99324	44	11%
99328	15	4%
99348	1	0%
99352	1	0%
99360	1	0%
99361	3	1%
99362	322	81%
99363	2	1%
98188	1	0%
89119	1	0%
90009	1	0%
98204	1	0%
85737	1	0%
99205	1	0%
98146	1	0%
99365	1	0%
Total	400	100%

Question 2: What is Your Age Range?



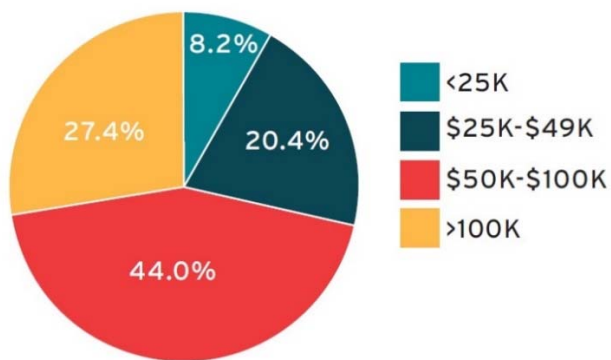
423 Total Responses

Question 3: How do you identify your race or ethnicity? (check all that apply)?

Race or Ethnicity	Count	Percent
Hispanic Latino/a/x	38	8%
White	362	80%
Native Hawaiian or Other Pacific Islander	1	0%
Multiracial or Multiethnic	10	2%
Middle Eastern or North African	2	0%
American Indian or Alaskan Native	9	2%
Asian	8	2%
Black or African	3	1%
Other	17	4%
Total	450	100%

Question 4: What is the annual income range of your household?

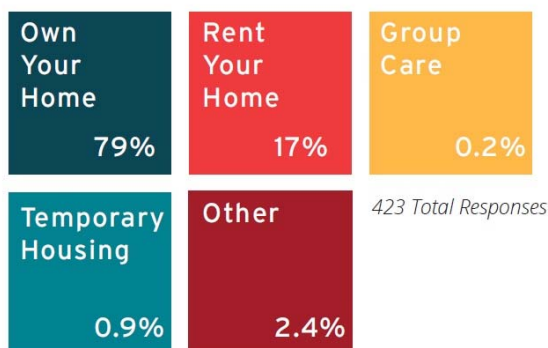
Annual Household Income



416 Total Responses

Question 5: Do you currently:

Living Situation



423 Total Responses

Question 6: What type of building do you currently live in?

Housing Type	Count	Percent
ADU/Tiny Home	2	0.5%
Apartment	22	5.2%
Attached house (duplex, triplex, townhouse)	27	6.4%
Condominium	1	0.2%
Group quarters	1	0.2%
I am currently unhoused	1	0.2%
Manufactured home	9	2.1%
Other	2	0.5%
Single family house detached	358	84.6%
Total	423	100.0%

Question 7: Please Rank the Top Five Housing Issues in the Region

Top 5 Housing Issues

1 Housing Affordability

2 Housing Availability

3 Homelessness

4 Range of Housing Types

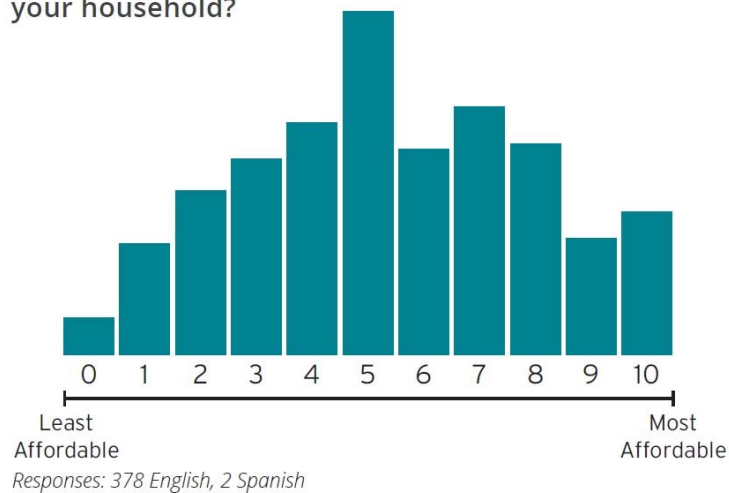
5 Housing Quality

Question 8: If you selected "Other in the question above, please describe the housing issue or issues below:



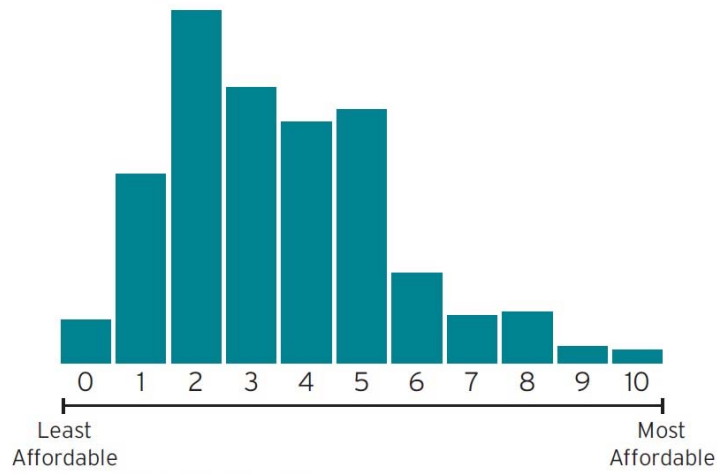
Question 9: How affordable do you thinking housing is for you and your household?

How affordable do you think housing is for you and your household?



Question 10: How affordable do you think housing is for the larger community?

How affordable do you think housing is for the larger community?



Responses: 364 English, 2 Spanish

Question 11: What are the top three barriers to affordable housing development in your community?

	Count	Percent
Regulations	112	10.4%
Construction Costs	246	22.7%
Lack of Incentives for Developers	151	14.0%
Cost of Infrastructure	200	18.5%
Cost of Land	257	23.8%
Other	116	10.7%
Total	1,082	100.0%

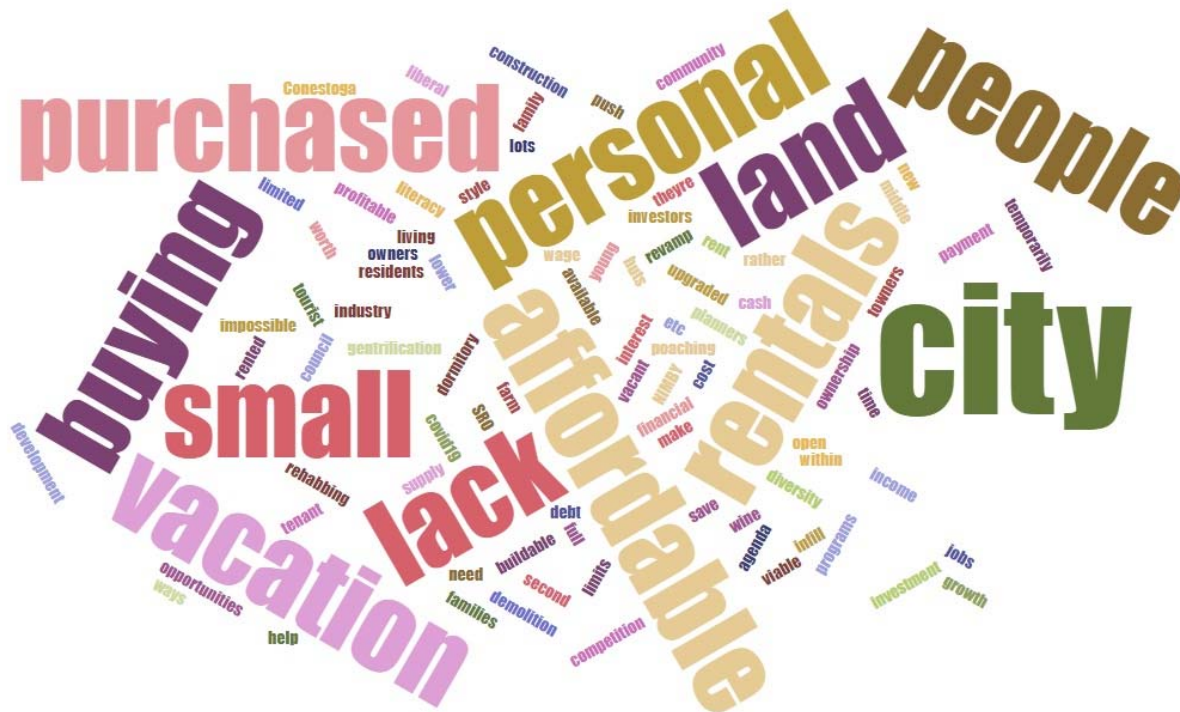
Other Responses:



Question 12: What are the top three barriers to home ownership in your community?

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Other Responses:



Question 13: What are the top three barriers to renting in your community?

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

Other Responses:



Question 14: Please identify up to three actions officials should consider in addressing the housing issues you noted above.

Housing Actions	Count	Percent
Increase the supply of land for housing within the urban growth area	94	8.3%
Encourage construction of accessory dwellings by offering "how to" programs for local property owners	62	5.5%
Encourage local home ownership by providing a \$5,000 matching down payment for first time homebuyers	150	13.3%
Create low interest loan or grant matching programs for homeowners that invest over \$5,000 in qualifying improvements to their homes	124	11.0%
Provide tax incentives for developers that build apartments, townhomes, and plexes (eg. duplex)	52	4.6%
Provide new tax incentives for developers that build affordable housing specifically for low-income households (at/below 80% area median income)	155	13.7%
Change development standards (e.g. building height, minimum parking, setbacks)	27	2.4%
Create public-private partnerships to attract affordable housing development through a Community Housing Trust	190	16.8%
Change zoning requirements to make it easier to construct townhomes, plexes (eg. duplex), and cottage clusters in areas with low housing density	136	12.0%
Change zoning to create new opportunities for multifamily apartments	85	7.5%
Other	56	5.0%
Total	1,131	100.0%

Other Responses



APPENDIX C: HOUSING NEEDS

ASSESSMENT MEMORANDUM

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: October 23, 2020 (Revised)

From: Todd Chase & Tim Wood, FCS GROUP

CC: Violet Brown & Scott Fregonese, Fregonese & Associates

RE: **Walla Walla Regional Housing Action Plan, Task 2: Housing Needs Assessment**

This memorandum describes the existing housing inventory, evaluates market trends and establishes a baseline housing needs forecast for the Walla Walla Region.

Demographic Trends

The Region is growing! Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*). Population within the Walla Walla Region has been increasing at an annual average rate of 0.68% since 2010, which is three times faster than unincorporated Walla Walla County, but almost half the statewide average (**Figure 1**).

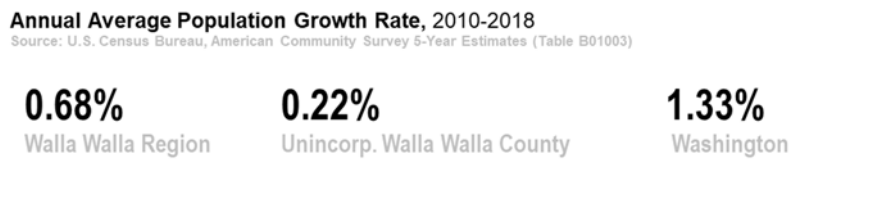


Figure 1. Population Trends

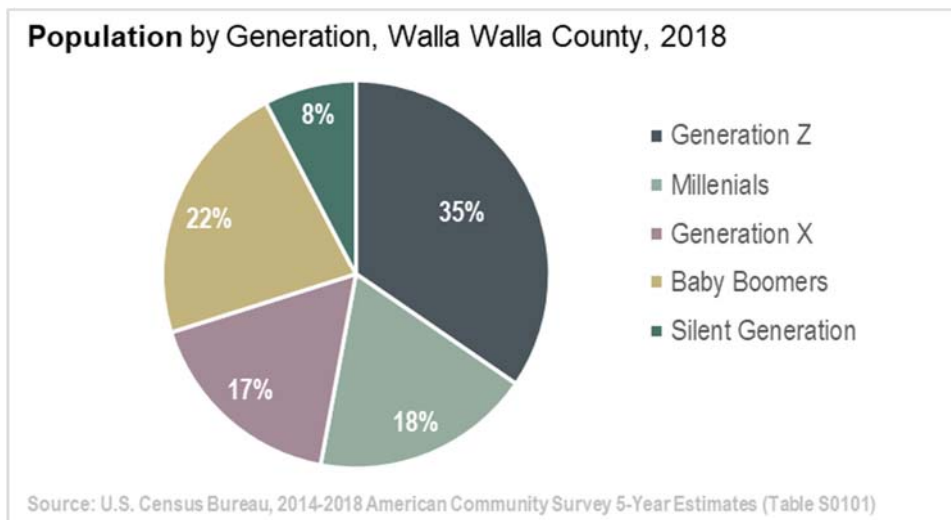
Population Trends		2010	2018	AGR
Washington		6,561,297	7,294,336	1.33%
Columbia County		3,957	4,001	0.14%
Dayton		2,463	2,682	1.07%
Walla Walla County		57,585	60,236	0.56%
College Place		8,502	9,136	0.90%
Waitsburg		1,194	1,188	-0.06%
Walla Walla		31,177	32,731	0.61%
Walla Walla Region		43,336	45,737	0.68%
Unincorp. Walla Walla County		14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

The relationship between demographic changes, income levels and housing preferences can shed light on future housing needs for the Walla Walla Region. The primary demographic age cohorts are shown in **Figure 2** and described below.

Figure 2. Population by Age Cohort Generation



Overall, the Region has a relatively younger (Generation Z) and older (Silent Generation) share of population than the statewide average, and a lower share of Millennials, Generation X and Baby Boomers.

Silent Generation (those born before 1925 to 1945)

This includes retirees over age 75, who were raised during the Great Depression or World War II. This cohort currently accounted for 8% of the Region's population in 2018 and is projected to be one of the fastest growing segment over the next 20 years. As people reach their 80s, a large share desire to move into assisted living or senior housing facilities with nearby health care and transit access.

Baby Boom Generation (born 1946 to 1964)

Baby boomers (currently age 56 to 75) accounted for 22% of the Region's residents. The boomer segment has been growing more rapidly than the other cohorts over the past 10 years and many are now entering their retirement years. Boomers prefer to "age in place" until after age 80, then may downsize or move in with family members (sometimes opting to reside in accessory dwellings).

Generation X (born 1965 to 1980)

Gen X is the demographic cohort following the baby boomers and preceding the Millennials. This cohort (currently includes people between age 40 to 55) accounts for 17% of the Region's residents and is expected to overtake the baby boom cohort in numbers within the next decade. GenX households often include families with children, and many prefer to live in single family detached dwellings.

Millennials (born 1980 to early 2000s)

Millennials (currently in their twenties or thirties) account for 18% of the Region's residents and is expected to increase moderately in the near future. Younger millennials tend to rent as they establish their careers and/or payback student loans. However, working millennials in their thirties often become first-time homebuyers, opting to purchase smaller single family detached homes or townhomes.

Generation Z (born mid-2000s or later)

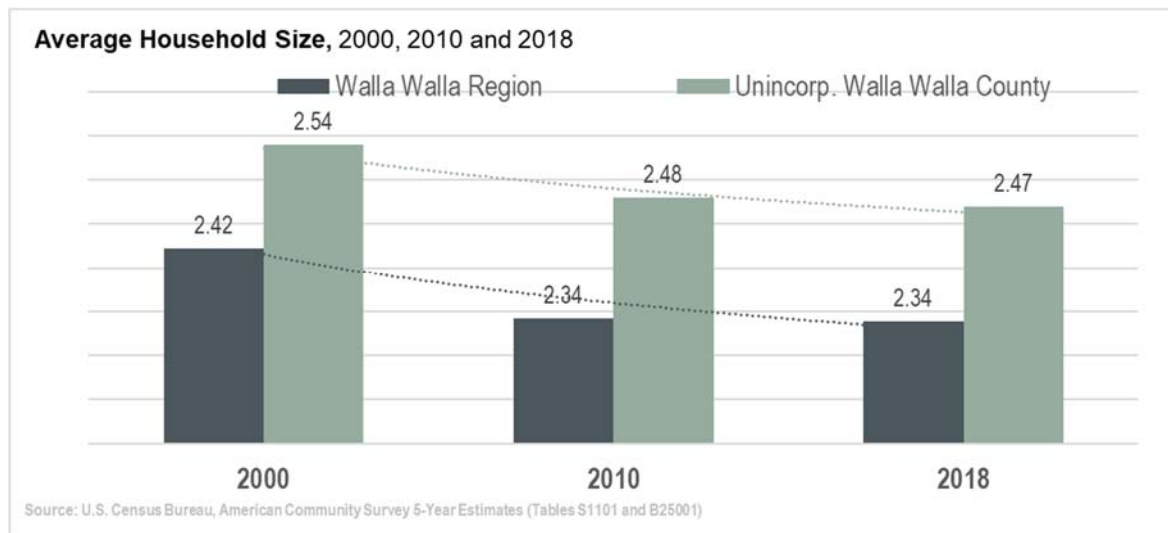
GenZ includes residents under age 20. This is the Region's largest demographic segment with 35% of the overall population. It includes people studying at Whitman and other higher education institutions and those living with GenXers and Baby Boomers. This segment has been increasing in over the past several years, but growth will likely slow down as people delay starting families and now tend to have fewer children than past generations.

Hispanic and other ethnic groups

The largest ethnic group in the Region includes the Hispanic/Latino segment, which is spread among all demographic cohorts. Hispanic/Latino population accounts for 21% of all residents within the Region compared with 12% statewide. While overall growth in this group may slow in comparison to the past, it is still projected to be the fastest growing racial/ethnic group over the next few decades.

These trends reflect a need for a mix of housing types to support demand from young families as well as aging seniors. Consistent with national trends, the average household size is also falling, as people delay starting families, families have fewer children, and seniors reach their lifespans (**Figure 3**).

Figure 3. Trends in Declining Average Household Size



Employment Trends

Long-term employment growth is also positive within the Walla Walla Region. As indicated in **Figure 4**, the region added 725 net new jobs between 2002 and 2017. Most new Regional job growth has occurred within the health care and social assistance sector (929 jobs added) followed by the service and education sectors (595 jobs added). The largest declines in employment occurred within the industrial and construction sectors (384 jobs lost) and the transportation, communications and utilities sectors (373 jobs lost).

Figure 4. Employment Trends

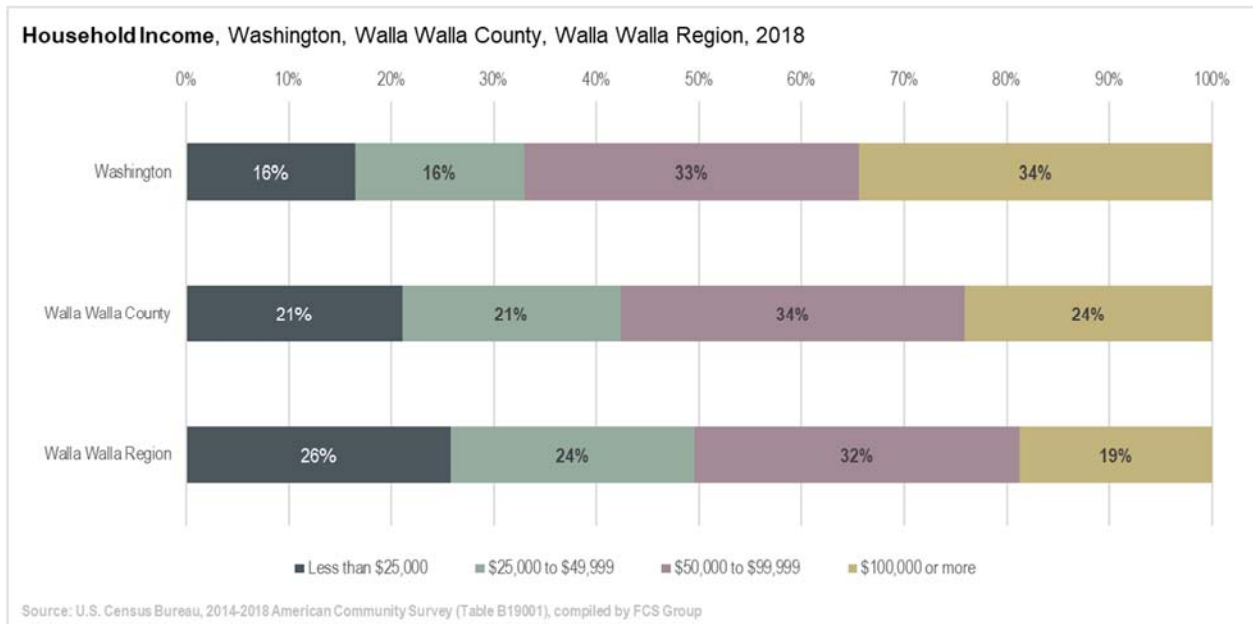
Walla Walla Region Employment Trends (at place of work employment)

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		13,281	13,977	14,006	725

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and Dayton.

If the Region continues to shift away from higher paying industrial jobs to lower paying service jobs, income levels will remain well below statewide averages. Currently, the median income for Walla Walla County was \$56,533 in 2018, which compares to \$70,116 for Washington state. As shown in **Figure 5**, during 2018, half of all workers within the Region received under \$50,000 per year.

Figure 5. Household Income

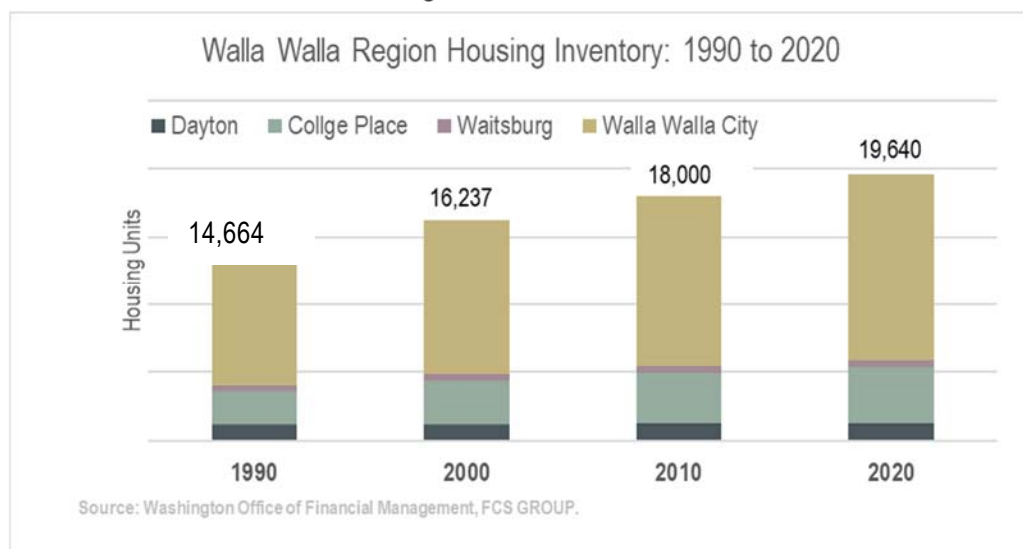


Housing Inventory

As of 2020 Q1, the four-city Region had a total housing inventory of 19,640 dwelling units. In comparison, there were 25,205 dwelling units in Walla Walla County and 2,219 units in Columbia County (**Figure 6**).

The Region's housing inventory is primarily comprised of single family detached homes (65%). Townhomes, duplexes and multifamily structures make up 29% of the inventory, followed by mobile homes with 6% of the inventory.

Figure 6.



In order to address gaps in the current housing inventory, and meet future demand for attainable housing prices, the Walla Walla Region's housing inventory will need to accommodate a wide variety of housing types. The current mix of housing types is depicted in **Figure 7**.

Figure 7. Current Housing Mix by Location, 2018

Housing Types	Walla Walla County	College Place	Dayton	Waitsburg	Walla Walla City	Walla Walla Region
Single Family Detached	70%	59%	81%	66%	65%	65%
Townhouses / Plexes	11%	26%	11%	4%	11%	14%
Multi-family (5+)	12%	7%	5%	0%	19%	15%
Mobile homes/other	7%	9%	2%	30%	5%	6%
Total	100%	100%	100%	100%	100%	100%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25024)

Housing growth in the Walla Walla Region has been driven by a combination of in-migration, natural increases in population, university student housing, second home investors and seasonal rentals. Between 2000 and 2018, the Region added 2,246 households and the average household size fell from 2.42 to 2.34 people per household (**Figure 8**).

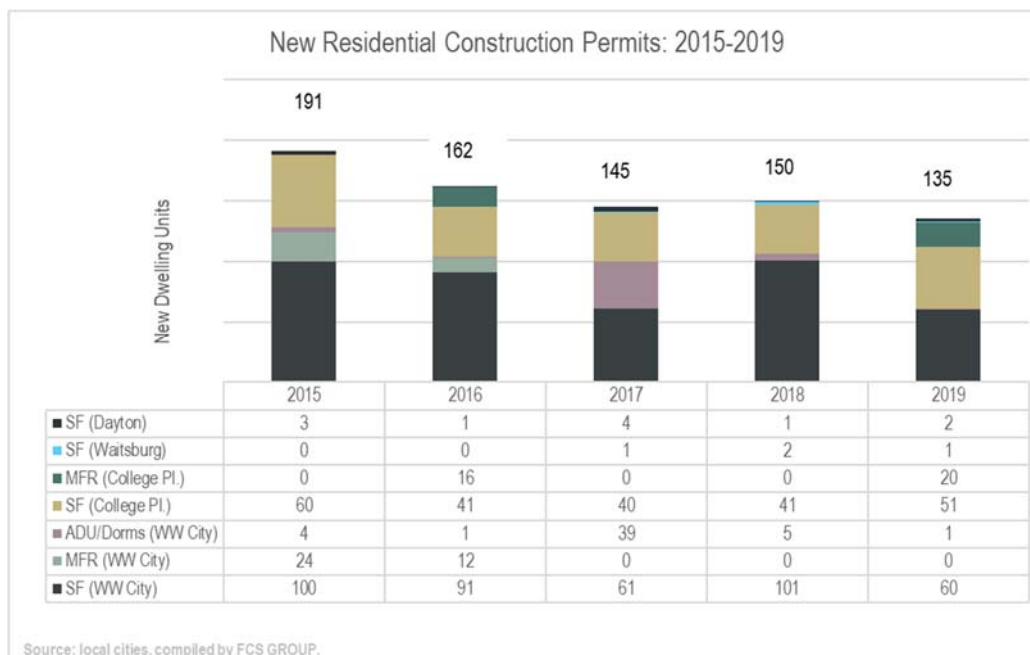
Figure 8. Trends in Household Formations and Occupied Housing Units, Walla Walla Region

	2000	2010	2018	Change: 2000-18	Annual Change
Households	15,076	16,528	17,322	2,246	125
Average household size	2.42	2.34	2.34		
Occupied Dwelling Units	16,237	18,032	19,092	2,855	159

Source: U.S. Census Bureau, 2000 Census (Tables P015, P017, H001), American Community Survey 5-Year Estimates (Tables S1101 and B25001)

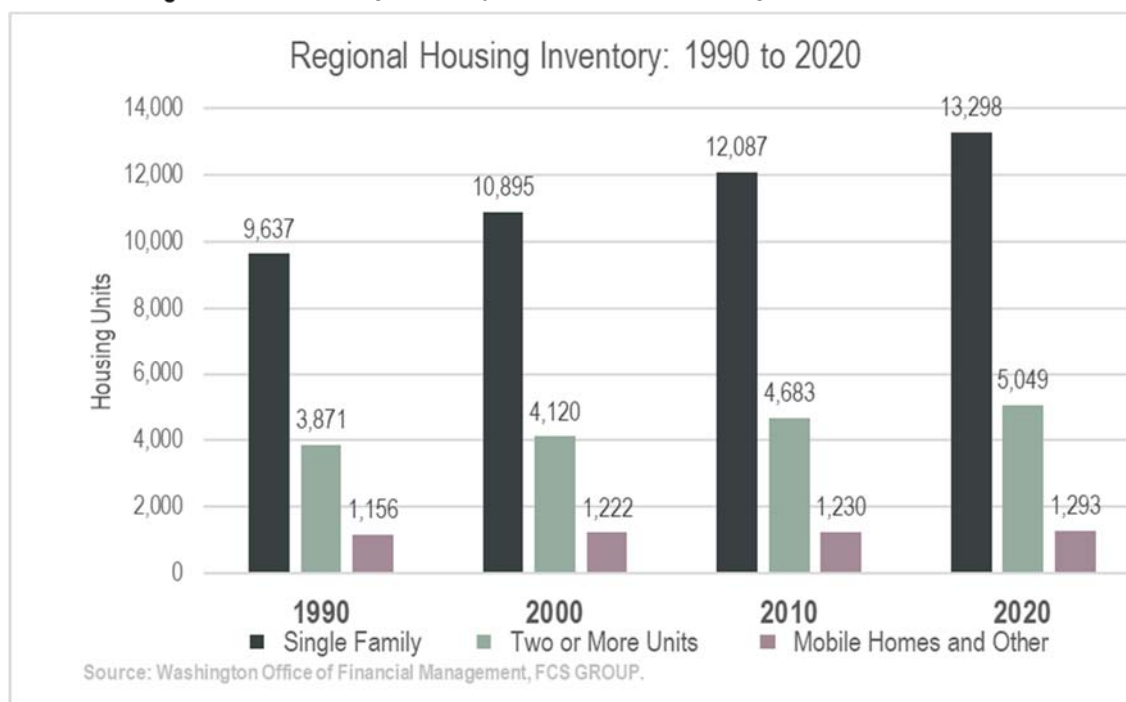
In recent years, housing production has not kept pace with housing demand. As shown in **Figure 9**, new residential construction within the Region declined from 191 permits issued in 2015 to 135 permits in 2019.

Figure 9. New Residential Construction Permits, Walla Walla Region, 2015 to 2019



Housing inventory data provided by the Washington Office of Financial Management indicates that there have been net increases in all housing types within the Region over the past two decades (**Figure 10**).

Figure 10. Housing Inventory Trends, Walla Walla Region, 1990 to 2020



Unfortunately, not all new construction has occurred without displacement of some existing housing. As indicated in **Figure 11**, the Region recorded a net increase of 1,159 single family detached homes and 62 townhomes/plexes, between 2010 and 2018, but displaced at least 80 multifamily units and 81 mobile homes during that time.

Figure 11. Net Change in Housing, Walla Walla Region, 2010 to 2018

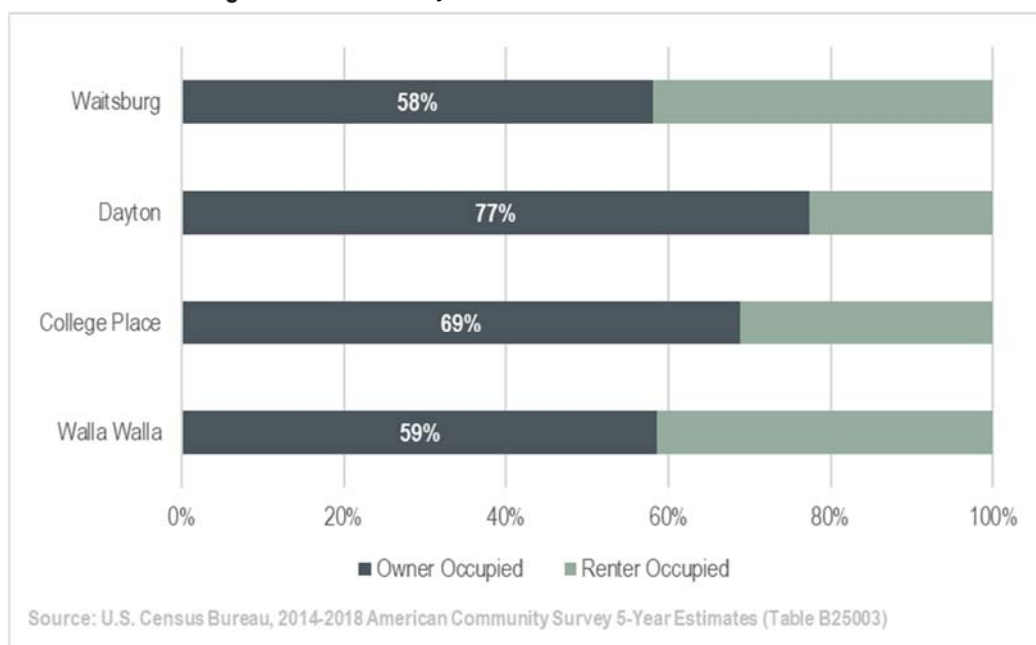
Housing Type	2010 Est. (2006-2010 ACS)	2018 Est. (2014-2018 ACS)	Change
Single Family Detached	11,235	12,394	1,159
Townhouses / Plexes	2,631	2,693	62
Multi-family (5+)	2,936	2,856	(80)
Mobile homes/other	1,230	1,149	(81)
Total	18,032	19,092	1,060

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B25024).

Tenancy and Vacancy Levels

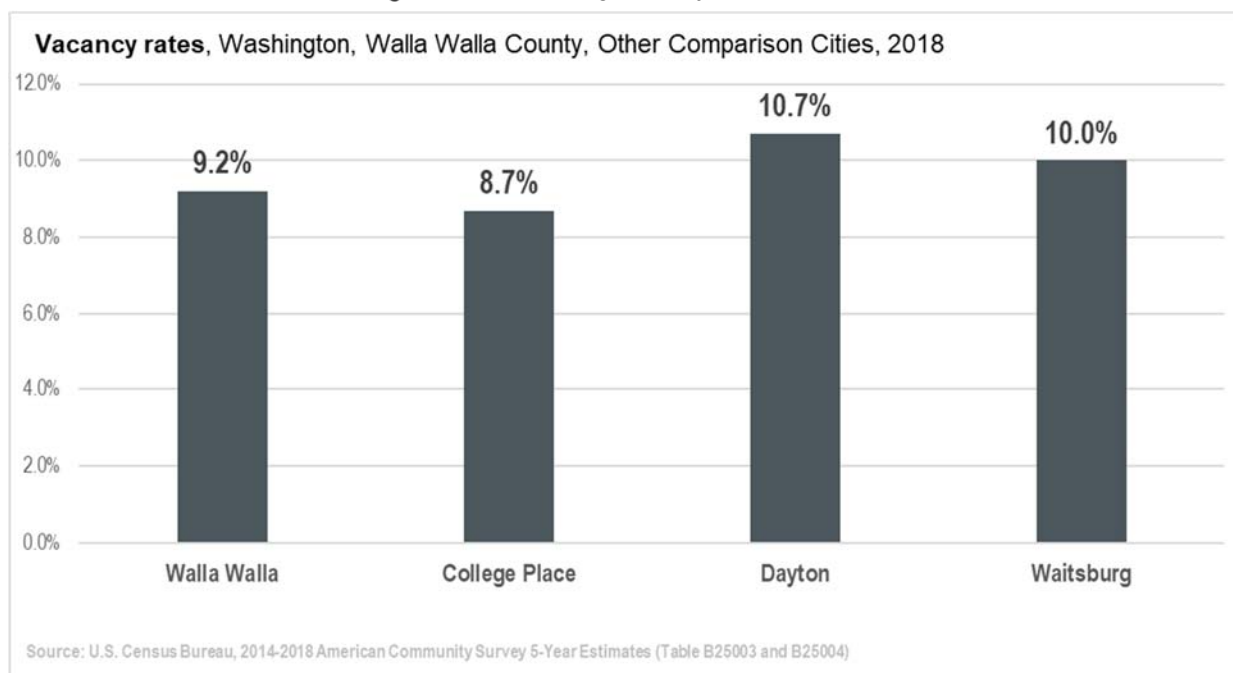
The Region's tightening housing supply is impacting homeowners and renters. Overall tenancy within the Region is comprised of 60% owners and 40% renters. As shown in **Figure 12**, the rate of homeownership varies significantly among the region's four cities.

Figure 12. Tenancy Characteristics, ACS 2014-2018



Housing vacancy rates were mostly around 10% in 2018 within the cities of College Place, Dayton, Waitsburg and Walla Walla, and are reported to be lower today (**Figure 13**). Within the Region, the highest vacant rates are in Dayton, which has a vacancy rate of 10.7%.

Figure 13. Housing Vacancy Rates, 2018



Home Prices and Rents

As vacancy rates decline, home prices and rent levels are increasing. Median home prices have increased steadily over the past several years within the Region to record levels (**Figures 14 and 15**).

Figure 14. Median Home Prices

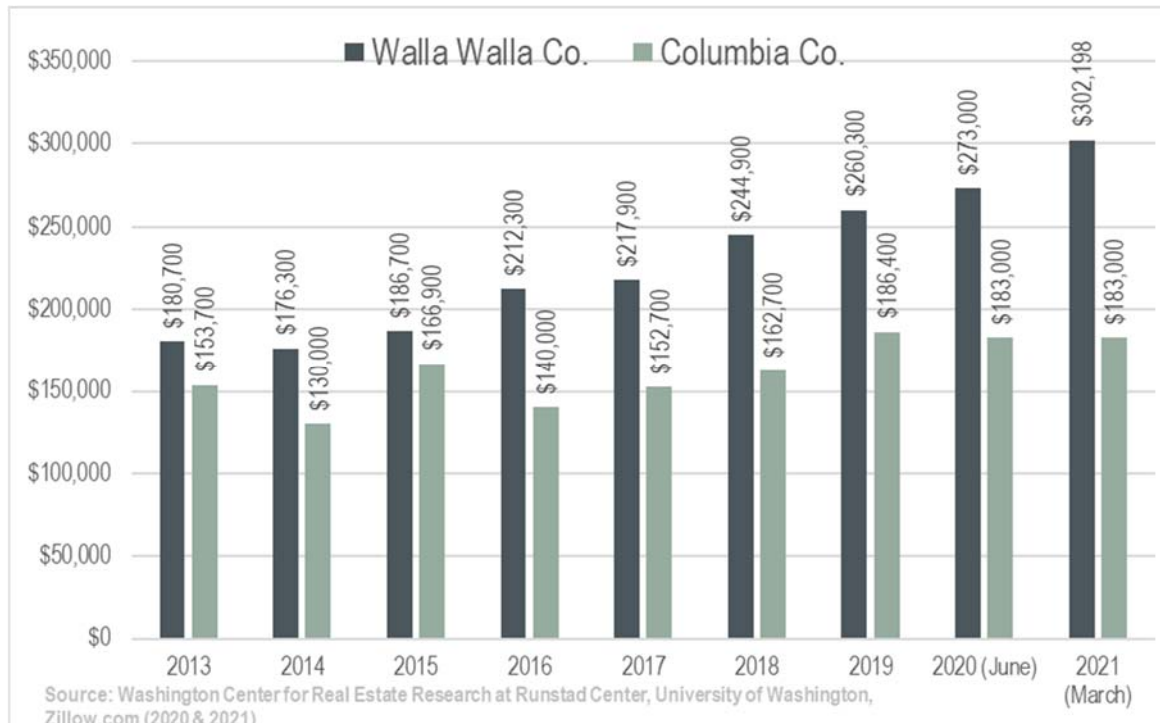


Figure 15. Median Home Prices

	3/1/2020	3/1/2021	Change from prior year %
Washington	\$429,000	\$488,000	13.8%
Columbia County	\$182,000	\$183,000	0.5%
Dayton	\$172,000	\$171,000	-0.6%
Walla Walla County	\$283,000	\$302,000	6.7%
College Place	\$289,000	\$309,000	6.9%
Waitsburg	\$235,000	\$250,000	6.4%
Walla Walla City	\$283,000	\$301,000	6.4%

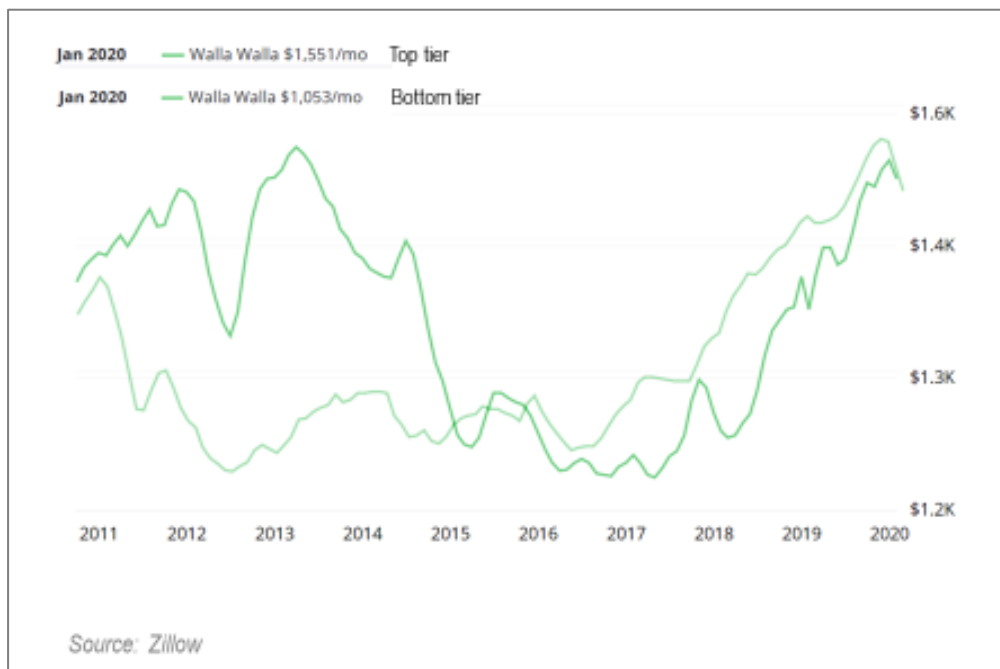
Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5% downpayment.

** Assumes 30% of household income dedicated to payments.

Monthly rents have also increased to record levels. As shown in **Figure 16**, the median rent within the Region is currently \$1,486, and the price difference between the top quality and lowest quality rental housing units has narrowed considerably.

Figure 16. Median Housing Rent, Walla Walla Region, 2011 to 2020



By comparison, the current U.S. Housing and Urban Development (HUD) Fair Market Rents in Walla Walla County range from \$680 for an efficiency to \$1,509 for a four-bedroom unit, as shown below. According to input received from stakeholders, there are very few (if any) non-government subsidized properties that would meet HUD fair market rents in the Walla Walla Region.

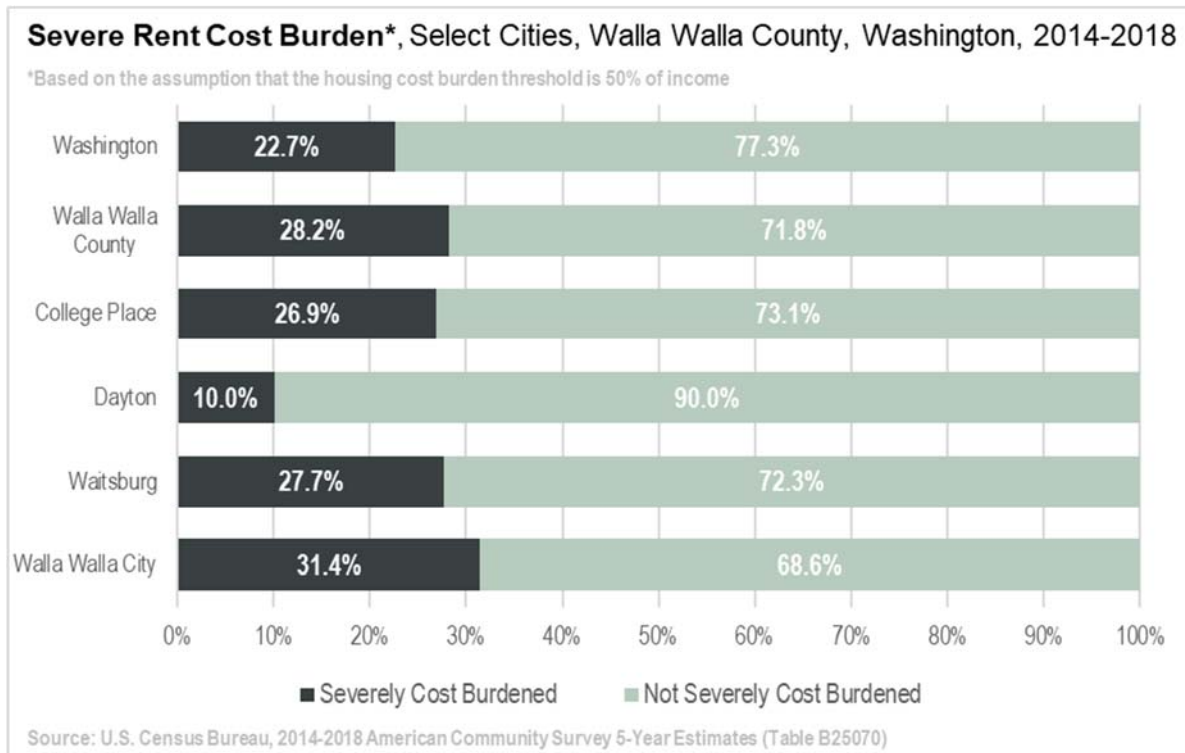
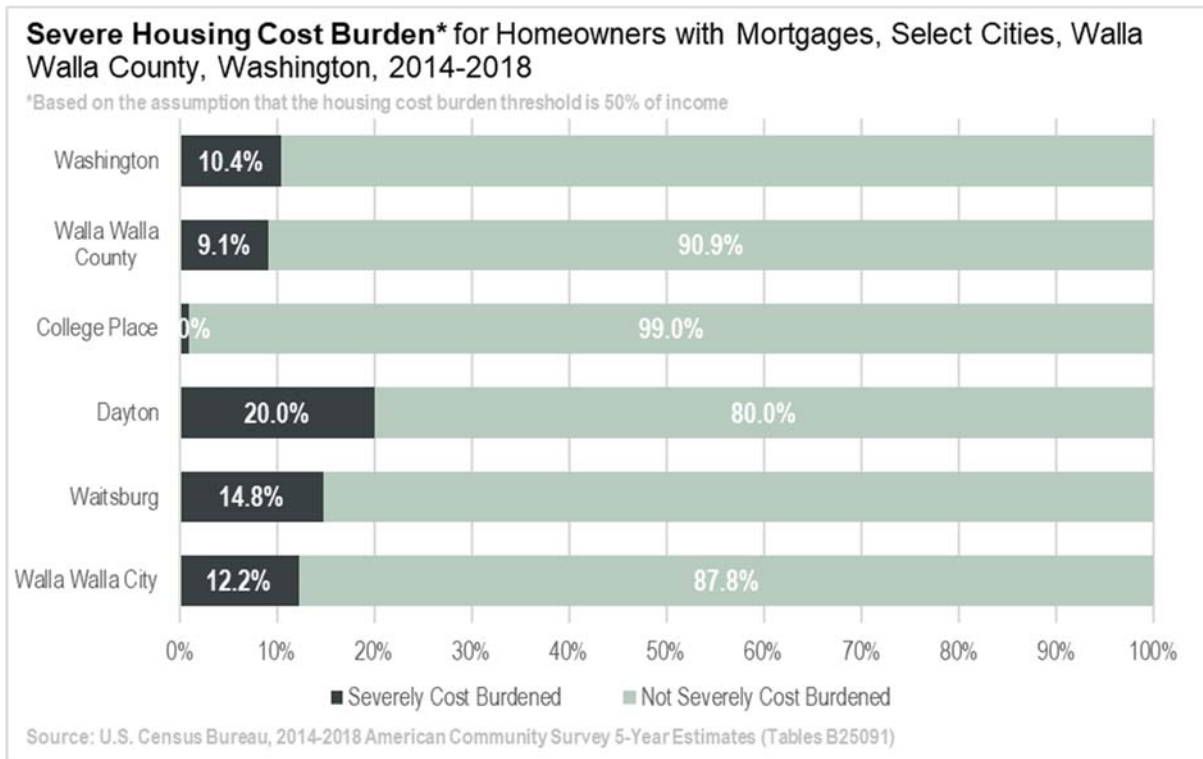
HUD Fair Market Rent (FMR) by Unit Type, Walla Walla County, 2020				
Source: U.S. Department of Housing and Urban Development				
\$680	\$792	\$1,043	\$1,505	\$1,509
Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom

Housing Attainability

According to the U.S. Housing and Urban Development (HUD), households are considered “cost burdened” if they pay over 30% of their gross income on housing and utilities. Households are “severely cost burdened” if they pay over 50% of their gross income on housing and utilities.

As of 2018, approximately 9% of homeowners and 28% of the renters in Walla Walla County were severely cost burdened by housing expenses alone (**Figure 17**). If housing costs continue to rise faster than incomes, the share of severely cost burdened households will continue to increase.

Figure 17. Severe Housing Cost Burden by Locality



To help gauge housing attainability, FCS GROUP examined median household income (MHI) data for selected cities within Walla Walla and Columbia counties. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However,

income levels for households in Walla Walla County have been increasing slightly faster than the state average (**Figure 18**).

Figure 18. Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	\$57,244	\$70,116	2.6%
Walla Walla County	\$45,575	\$56,533	2.7%
College Place	\$40,137	\$47,525	2.1%
Dayton	\$39,861	\$44,524	1.4%
Waitsburg	\$45,568	\$48,403	0.8%
Walla Walla	\$39,397	\$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

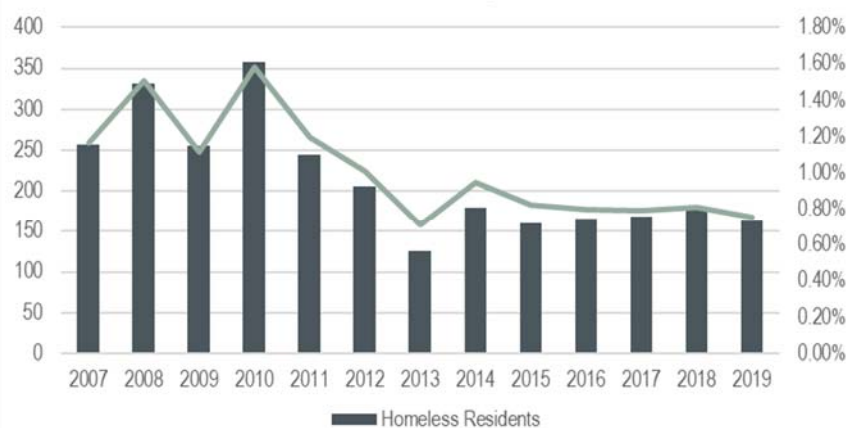
To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at \$1,131 to \$1,696; or homes priced between \$194,000 and \$291,000. If middle-income households pay more than this, they would be “cost burdened” to some degree. As indicated in **Exhibit 19**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, \$707 to \$1,131
- Very Low Income, \$424 to \$707
- Extremely Low Income, \$424 or less

Point in Time Homeless Residents

The homeless population in Walla Walla County has fluctuated between 126 and 358 over the past decade. In 2019, Walla Walla County’s homeless population included an estimated 163 people or about 0.75% of the statewide homeless count, which is less than the county’s 0.82% overall share of statewide population. Stakeholder input indicates that the number of homeless residents appears to have increased since the global Covid-19 pandemic began in 2020.

Homeless Residents, Walla Walla County, 2007-2019



Source: Washington State Department of Commerce Annual Point in Time Count

Figure 19. Analysis of Attainable Housing Prices/Rents

Housing Attainability Analysis

Walla Walla County Median Household Income (2018)*		\$56,533
Market Segment by Income Level		Lower-end Upper-End
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level		Lower-range Upper-range
Upper (120% or more of MHI)	\$67,840	or more
Middle (80% to 120% of MHI)	\$45,226	\$67,840
Low (50% to 80% of MHI)	\$28,267	\$45,226
Very Low (30% to 50% of MHI)	\$16,960	\$28,267
Extremely Low (less than 30% of MHI)		\$16,960
Attainable Monthly Rent or Payment (@30% of income level)		Lower-range Upper-range
Upper (120% or more of MHI)	\$1,696	or more
Middle (80% to 120% of MHI)	\$1,131	\$1,696
Low (50% to 80% of MHI)	\$707	\$1,131
Very Low (30% to 50% of MHI)	\$424	\$707
Extremely Low (less than 30% of MHI)		\$397
Approximate Attainable Home Price**		Lower-range Upper-range
Upper (120% or more of MHI)	\$291,000	or more
Middle (80% to 120% of MHI)	\$194,000	\$291,000
Low (50% to 80% of MHI)	\$116,000	\$185,000
Very Low (30% to 50% of MHI)	\$69,000	\$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

* based on current U.S. Census estimates of household income for Walla Walla County.

** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.

Source: analysis by FCS GROUP using U.S. Census, American Community Survey data.

Measures of Economic Hardship

Like many rural communities across the U.S., an increasing share of Walla Walla Region's households are experiencing economic hardship as the cost of living rises faster than income levels.

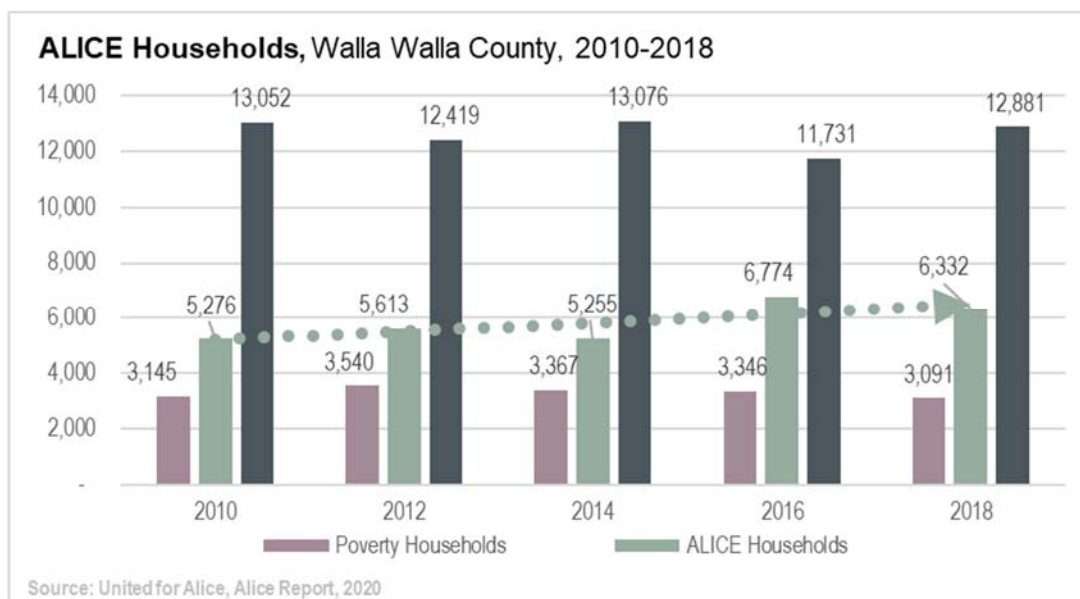
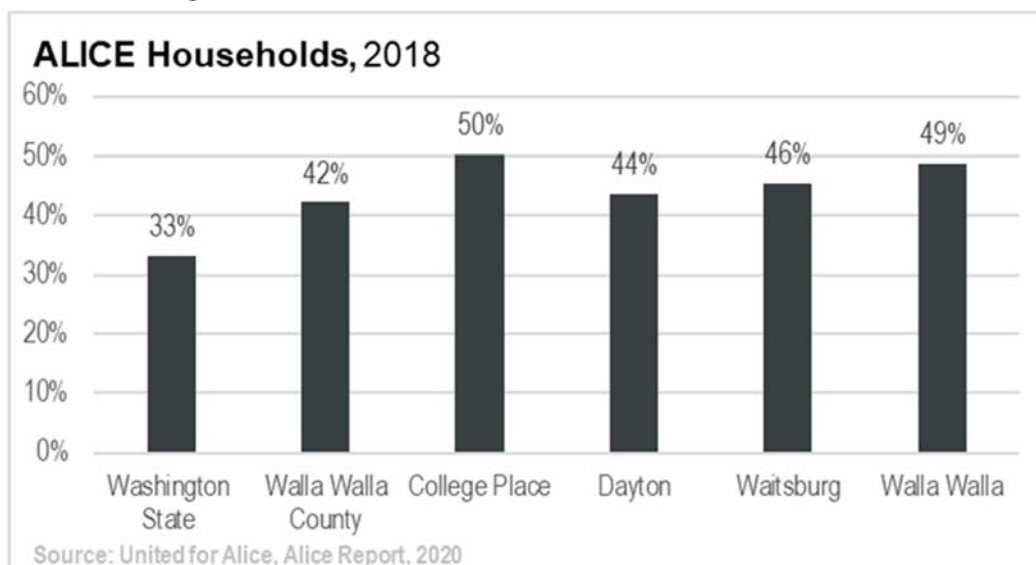
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the shortcomings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This

effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called ALICE (Asset Limited, Income Constrained, Employed). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information please check out: <https://www.unitedforalice.org/methodology>

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statewide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (Figure 20).

Figure 20. ALICE Household as Share of Total Households

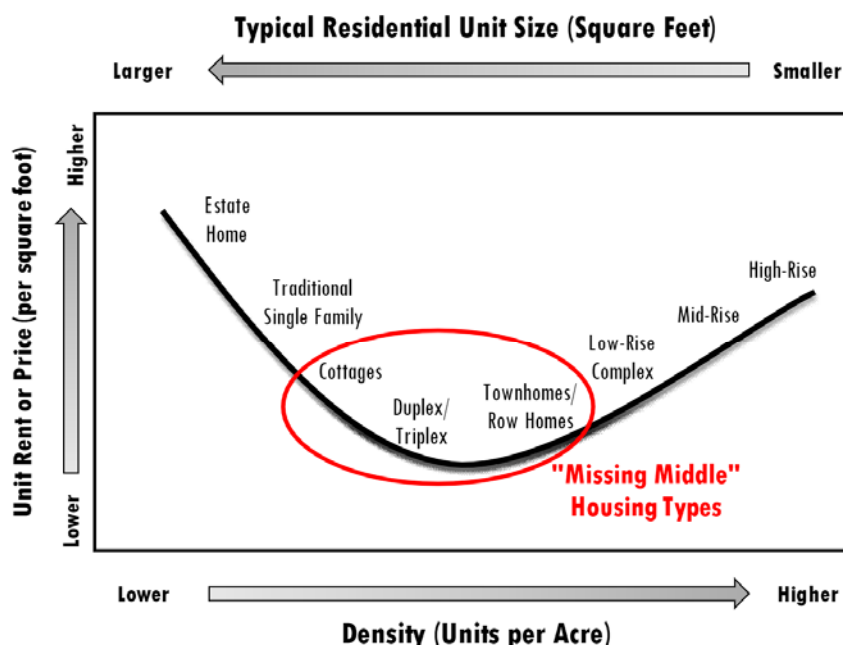


Housing Supply Gaps

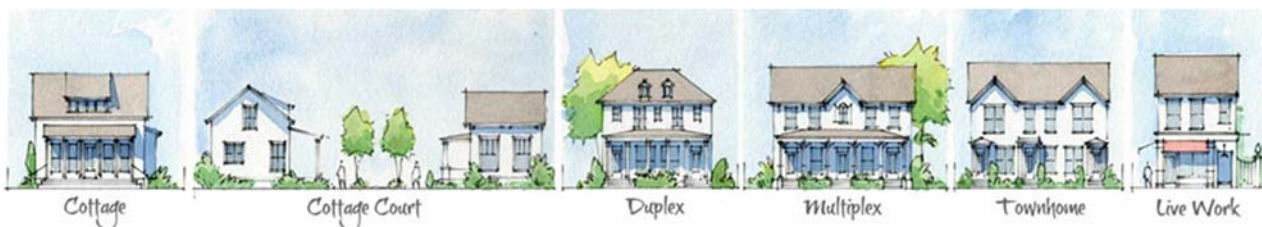
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainable housing.

Given the need for workforce housing, the Region would benefit from development of “middle income” housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Figure 21**).

Figure 21. Middle Housing Types



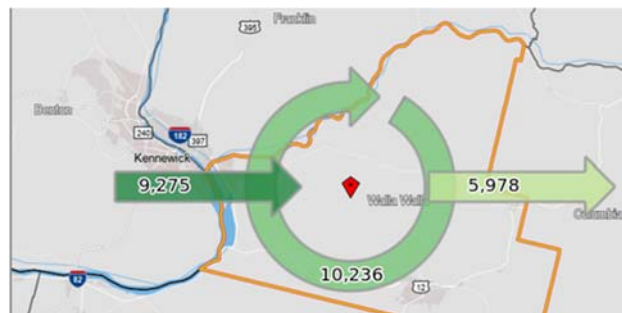
Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Transportation Considerations

Long commutes into the Walla Walla Region may represent potential pent-up demand for new housing. According to U.S. Census On-the-Map data, in 2017 there were 9,275 workers who commuted to work in Walla Walla County and 5,978 county residents who commuted to work outside the County (**Figure 22**). **One in five workers in the County commute over 100 miles per day; which is 55% higher than the statewide average.**

Figure 22. Commute Patterns, Walla Walla County, 2017



Affordability and Current Market Gaps

Low vacancy rates and rising home prices have resulted in market gaps that could be filled only by new housing construction. The regional *Affordability Housing Community Council Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least \$5,400 to enable families to purchase a home at 2018 prices. This affordability gap has increased since.

The Region's rental housing gap is most prevalent at the highest and lowest income levels. In other words, there is currently an inadequate supply of quality market rate apartments (at \$1,131/month or higher) or for-sale housing (at \$279,000+). This is partially the reason why 400 middle and upper income households currently live in lower-quality *middle-income* rental housing. And the lack of affordable housing (at \$707/month or lower) has resulted in 791 households living in higher-cost housing which leads to severe rent burdens. This analysis assumes that 33% of the current housing gap can be addressed by new policies that help stimulate near-term housing construction with 239 market rate units and 261 affordable units (**Figure 23**).

Figure 23. Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	\$67,840 or more		1,304	\$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	\$45,226	\$67,840	1,173	\$1,131-\$1,686	Zero	1,497	
Low (50% to 80% of MFI)	\$28,267	\$45,226	1,518	\$707-\$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	\$16,960	\$28,267	1,177	\$424-\$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	\$16,960 or less		1,830	Less than \$424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	239
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	261

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Needs Forecast

The Regional housing needs forecast takes into account the potential to capture a share of the current market gap for rental housing along with the projected population growth based on the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

This analysis assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, Waitsburg and Dayton. As indicated in **Figure 24**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units.

Figure 24. Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc. ** Includes unincorporated areas within urban growth areas of local cities.

To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect more attainably priced housing types consistent with attainability levels with 30% of income allocated to rent or mortgage (principal and interest).
- The housing needs forecast assumes a moderate demand shift to middle income housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

To address future housing growth, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand is likely to include 1,523 standard lot single family detached homes; 1,104 small lot detached homes; 732 townhomes/plexes; 894 multi-family

units (includes some group quarters demand) and 443 government-assisted housing units, manufactured homes and/or ADUs (**Figure 25**).

Figure 25. Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs						
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

The group quarters demand generated by 762 residents accounts for demand generated by seniors in group homes and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Figure 26**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Figure 26. Projected Senior Housing Demand

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 perso	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Please refer to **Appendix A** for a Regional forecast of owner and renter housing needs by income level.

Reconciliation of Housing Needs and Land Supply

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 27**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Figure 27. Land Capacity Analysis

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevelopment Dwellings	Dwellings on Vacant Land	% Infill & redevelopment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
R-96 Suburban Residential (area 2B)**	9,600	39.8	75%	25%	426	180	46	134	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

* After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.

** Area 2B urban growth area expansion request was denied after 2020.

*** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

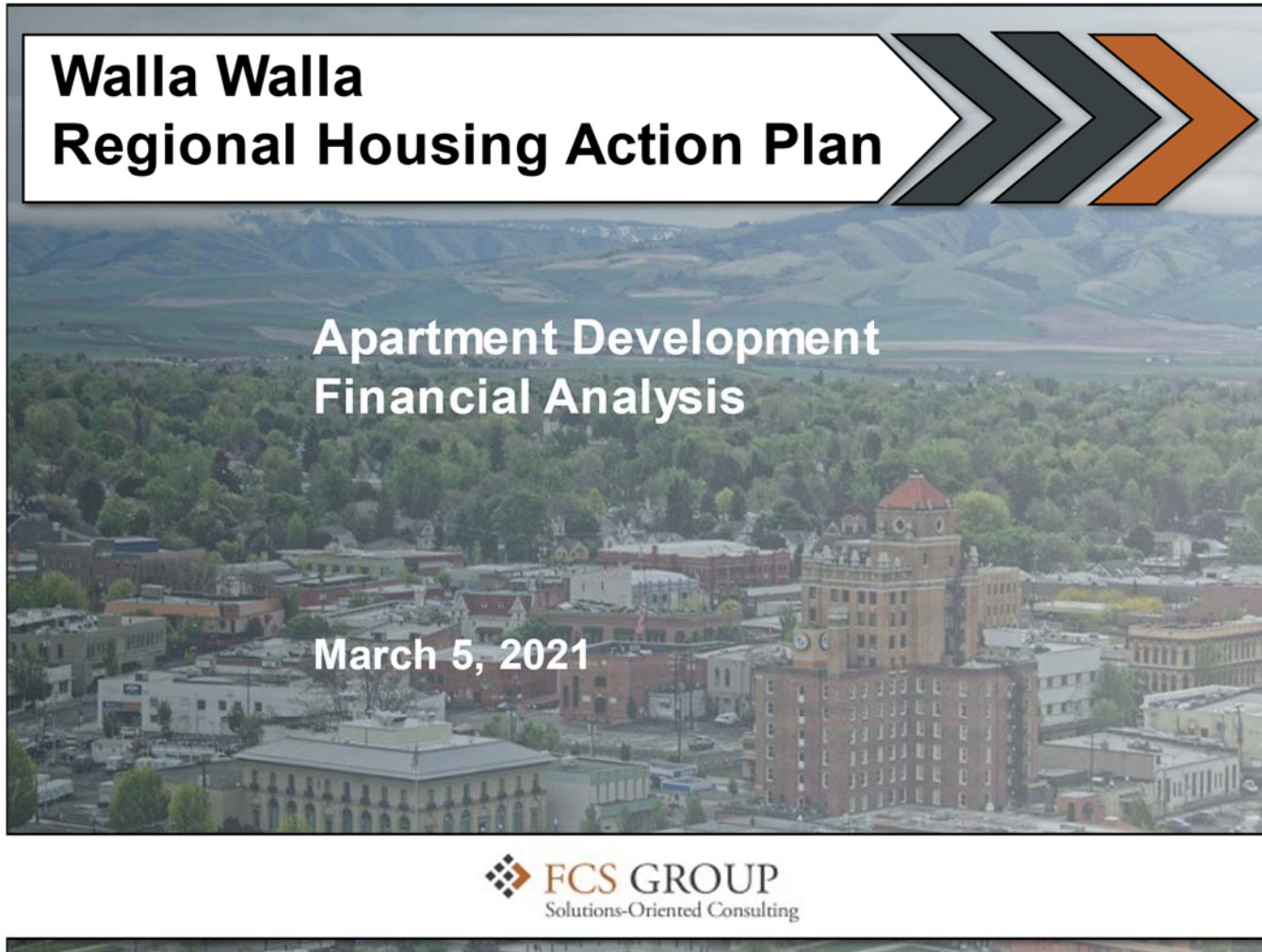
Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 776 dwelling units is far greater than the potential UGA capacity of 429 units, even after assuming 43% of net new housing will be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,710 dwelling units is greater than the potential UGA capacity of 3,238 dwelling units, even after assuming 50% of the net new housing will be constructed on infill and redevelopment lands.

Waitsburg and Dayton UGAs: the combined projected 20-year housing need of 200 or more dwelling can be accommodated by their existing UGAs, since Waitsburg alone is presumed to have the UGA capacity to add 621 dwelling units, after assuming 46% of the net new growth occurs on infill and redevelopment lands.

APPENDIX D: FINANCIAL ANALYSIS



**Walla Walla
Regional Housing Action Plan**

**Apartment Development
Financial Analysis**

March 5, 2021

 **FCS GROUP**
Solutions-Oriented Consulting

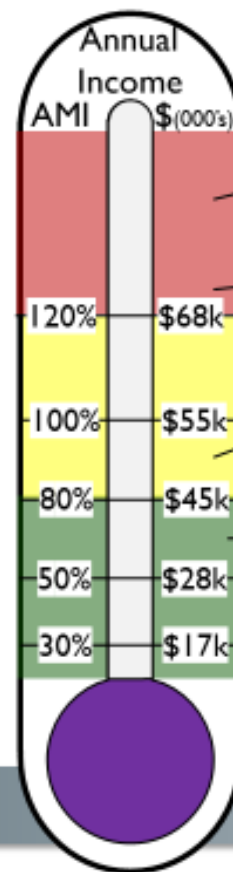
Financial Feasibility Objectives

- ◆ Test financial viability from developer's perspective
- ◆ With and without affordable housing
 - Scenario 1: 3-level garden apartments
 - Scenario 2: 5-level flats (over parking)
- ◆ Evaluate incentives
 - 12-year property tax abatement
 - Impact fee reduction
 - Land write-downs
 - Parking reductions



Housing Affordability Thermometer

- HUD uses median income to measure affordability
- HUD bases affordability on household size
- Affordability Thermometer conveys prices or rents based on expected payments
- Helps determine the market need for various housing types



Local Labor Force Demographics Example:

- **Manager**
\$96,000 (max rent: \$2,600)
(168% of AMI if HH size = 2)
- **Teacher (middle school)**
\$68,000 (max rent: \$1,800)
(121% AMI if HH size = 2)
- **Industrial worker**
\$55,511 (max rent: \$1,500)
(98% AMI, low income if HH size = 2)
- **Medical Assistant**
\$37,690 (max rent: \$1,000)
(67% AMI if HH size = 2)
- **Average SSA recipient:**
\$19,251 (max rent: \$500)
(33% AMI HH size = 1)

Regional Housing Needs

Walla Walla Region will need 4,500+ dwellings over next 20 years

- ♦ Range of dwelling types needed
- ♦ Need for more affordable units for owners and renters
- ♦ Residual Land Value Analysis: how much would a developer be willing to pay for the land for the right to build this project?



Garden
Apartments



Flats

Apartment Proforma Assumptions

	Scenario 1A	Scenario 1B	Scenario 1C	Scenario 2A	Scenario 2B	Scenario 2C
Particulars	Apts. (100% market rate)	Apts. (mixed income)	Affordable Apts.	Flats (100% market rate)	Flats (mixed income)	Affordable Flats
Site Size (acres)	2.0	2.0	2.0	2.0	2.0	2.0
Building Levels (above grade)	3	3	3	5	5	5
Dwelling Units	107	107	107	167	167	167
Affordable Units (@80% to 110% AMI)	0	15	107	0	30	167
Parking stalls	128	128	128	249	249	249
Parking Ratio (stalls per dwelling unit)	1.2	1.2	1.2	1.2	1.2	1.2
Dwellings per Acre	53	53	53	84	84	84
Est. Construction Cost*	\$23 M	\$23 M	\$23.5 M	\$41 M	\$41 M	\$40.6 M
Cost per Dwelling, excl. land	\$ 219,615	\$ 219,615	\$ 219,615	\$ 242,559	\$ 242,559	\$ 242,559
Targeted Developer Return on Equity (annual)						
with private developer	7.0%	7.0%		7.0%	7.0%	
with non-profit developer			4.0%			4.0%

Project Income Assumptions	Units	Scenario 1	Scenario 2
Market-rate units under 900 SF	per SF/month	\$1.71	\$2.00
Market-rate units over 900 SF	per SF/month	\$1.71	\$1.85
Affordable dwellings (@90% AMI)	per SF/month	\$1.71	\$1.74
Parking charge	per Stall/month	\$0	\$0

Financial Analysis: Findings

Scenario	Developer	Dwellings	Residual Land Value Per Dwelling Unit		Relative Financial Feasibility	Annual Prop. Tax Revenue to City after abatement	Cumulative Prop. Tax Revenue to City Years 1-20
			no incentives	w/ tax abatement			
1A Apts. (100% market rate)	For Profit	107	\$7,921		Good	\$56,387	\$1,127,736
1B Apts. (mixed income)	For Profit	107	(\$3,926)	\$12,255	Excellent after incentives	\$56,387	\$451,094
1C Affordable Apts.	Non Profit	107		\$48,950	Excellent		
2A Flats (100% market rate)	For Profit	167	(\$8,882)	\$8,984	Good after incentives	\$97,517	\$1,950,337
2B Flats (mixed income)	For Profit	167	(\$15,951)	\$1,915	Fair after incentives	\$97,517	\$780,135
2C Affordable Flats	Non Profit	167		\$22,988	Excellent		

* R.O.E. denotes estimated annual rate of targeted return on developer equity investment after debt service and before income taxes and depreciation.

- ♦ **Currently: only the market rate apartments are financially viable without incentives**
- ♦ **Non-profit developer greatly helps with affordable housing**
- ♦ **Tax Incentives plus land write-downs needed to create mixed-income apts.**

Summary

- ♦ **Housing market is strong enough to attract for-profit developers**
- ♦ **Garden apartments are viable without incentives**
- ♦ **Market rate flats over parking is not viable without some type of incentive**
- ♦ **Affordable or mixed-income housing requires incentives with for-profit developer, such as**
 - 12-year tax abatement (for affordable housing only)
 - Impact fee reduction (for affordable housing only)
 - Land write-down
 - Parking reductions
- ♦ **Non-profit developer could make affordable housing “pencil” with fewer incentives**
- ♦ **Recommend pilot program of multifamily incentives for next 3 years**
- ♦ **Identify public-owned potential catalyst site(s) for future developments**

APPENDIX E: DISPLACEMENT MINIMIZATION STRATEGY

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: September 28, 2020

From: Violet Brown & Scott Fregonese, Fregonese Associates

CC: Todd Chase & Tim Wood, FCS GROUP

RE: Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices

The purpose of this memorandum is to analyze the risk of displacement and gentrification in the region and to summarize best practices strategies to mitigate the impacts on local households and businesses. It builds on the findings included in FCS Group’s Task 1 Issues Memo and Task 2 & 3 Trends and Needs Memo and on the work previously published in the Affordable Housing Community Council Report.ⁱ

SUMMARY

Housing Action Plans must, in accordance with HB1923, “encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes” and “should consider strategies to minimize displacement of low-income residents resulting from redevelopment.” This is particularly true in neighborhoods with communities at high risk of displacement.

As growth trends in the region predict significant opportunities for future development, that development will likely exacerbate existing issues of affordability and result in market and socioeconomic shifts linked to displacement of households and businesses in vulnerable communities. Each jurisdiction in the Walla Walla region contains populations vulnerable to displacement. However, this memo identifies individual block groups particularly susceptible to these forces. It also recommends mitigation strategies. These recommendations represent a three-pronged approach to anti-displacement strategies:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Combating displacement requires cities to proactively apply a variety of different approaches, each supported by best practices research. The strategies are organized as a three-prong approach to anti-displacement to address the different aspects of displacement. Various action steps or programs appear

under each prong. The concept is to move forward on all three fronts in ways that are customizable for each jurisdiction.

VULNERABILITY ASSESSMENT

Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with the urban core, but rural gentrification is gaining ground in the face of an ever-expanding digital workforce and access to goods online. These changes allow what is a traditionally urban workforce to work remotely from rural and suburban areas, benefitting from the amenities and relative affordability these areas have to offer. Gentrification typically occurs in areas with relatively low property values with amenities that have become attractive or trendy.

As demand in the region grows, areas with relatively low rent/home value or perceived as lower quality housing become more attractive and profitable for redevelopment opportunities, and thus more vulnerable to displacement of existing residents. Some experts expect that the recent pandemic will only increase the pressure on smaller communities as families seek the “suburbs and rural periphery”.ⁱⁱ This post-Covid-19 migration to rural areas and small towns will be driven by a number of factors: increase remote work opportunities, perceptions of increased safety in less-dense communities, and a desire to live in rural areas for their scenery, access to nature, and other amenities.

Vulnerability calculations compare local geographies to regional averages across six variables reported by the US Census. The analysis below uses ACS 2014-2018 (five-year estimates) via Social Explorer reported by state, county, city, census tract, and block group:

- Percent of households that are renters
- Percent of households that are low-income
- Percent of adults (25 or older) without a four-year degree
- Percent of population who identify with a community of color
- Median home value
- Median gross rent

These factors are closely associated with an increased probability of redevelopment coupled with an increased difficulty in weathering rising housing costs and a higher susceptibility to involuntary displacement for both households and small business. This analysis has been adapted from work published by Dr. Lisa Bates of Portland State University for the Portland Bureau of Planning and Sustainability in 2012 and their subsequent *2018 Gentrification and Displacement Neighborhood Typology Assessment*ⁱⁱⁱ. Changes to the methodology are designed to reflect concerns regarding smaller sample sizes and promoting easy replicability as local jurisdictions continue to monitor these variables into the future with readily available data sets.

For the purposes of this report, geographies with 5 or 6 of the variables reporting higher figures than regional thresholds are identified as areas vulnerable to displacement.

Thresholds	Walla Walla County
% People of Color	>28%
% Without College Degree	>71%
% Rentals	>35%
Poverty Status: % Doing Ok	<66%
Median Home Value	<\$209,800
Median Gross Rent	<\$893

Thresholds	State
% People of Color	>31%
% Without College Degree	>65%
% Rentals	>37%
Poverty Status: % Doing Ok	<73%
Median Home Value	<\$311,700
Median Gross Rent	<\$1,194

Vulnerability Levels	
High	>5 indicators
Moderate	3-4 indicators
Low	<3 indicators

Cities

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Walla Walla County
Poverty Status: % Doing OK	60%	64%		68%	62%
% Rentals	42%	23%		41%	31%
Median Home Value	\$ 190,000	\$150,000	\$ 190,000	\$ 156,200	\$ 209,800
Median Gross Rent	\$ 919	\$ 688	\$ 890	\$ 775	\$ 893
% Without Degree	74%	80%	65%	77%	71%
% POC	33%	10%	25%	16%	28%
Total Indicators	5	4	3	4	

Table 1a. Vulnerability Analysis: Walla Walla County Cities to County Comparison.

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Washington
Poverty Status: % Doing OK	60%	64%		68%	62%
% Rentals	42%	23%		41%	31%
Median Home Value	\$ 190,000	\$150,000	\$ 190,000	\$ 156,200	\$ 311,700
Median Gross Rent	\$ 919	\$ 688	\$ 890	\$ 775	\$ 1,194
% Without Degree	74%	80%	65%	77%	65%
% POC	33%	10%	25%	16%	31%
Total Indicators	6	4	4	4	

Table 1b. Vulnerability Analysis: Walla Walla County Cities to State Comparison.

All cities show vulnerability to displacement when compared to the region, which increases when compared to the state. This is particularly true for poverty rates and educational attainment, where county figures differ significantly from the state. City of Walla Walla has the highest vulnerability score when compared to both county and state thresholds. City of Walla Walla has the lowest percentage of people “doing ok”, the highest percentage of rentals, and the highest percentage of people of color when compared to other cities.

Census Tracts

City	Census Tract	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	9204	100%	0%	NA	NA	97%	57%	2
	9205	46%	54%	\$ 102,600	\$ 851	87%	66%	6
	9206	54%	51%	\$ 134,200	\$ 891	84%	45%	6
	9207.01	67%	53%	\$ 198,800	\$ 878	67%	20%	3
	9207.02	68%	28%	\$ 224,100	\$ 1,023	56%	21%	0
	9208.01	48%	42%	\$ 186,500	\$ 1,000	76%	20%	4
	9208.02	49%	55%	\$ 208,500	\$ 831	65%	24%	4
Waitsburg	9201	80%	17%	\$ 254,300	\$ 870	70%	12%	2
College Place	9203	69%	41%	\$ 190,000	\$ 890	66%	25%	3
Dayton	9602	68%	31%	\$ 170,800	\$ 740	75%	14%	3

Table 2. Vulnerability Analysis: Census Tract to County Comparison. Bolded data indicates the highest or lowest value for the category.

Census Tract analysis reveals two highly vulnerable tracts for City of Walla Walla (9205 and 9206). Tract 9205 has the lowest percentage of people “doing ok”, the lowest median home value, and the highest percentage of people of color when compared to all census tracts in the study area. Census tracts that may become more vulnerable overtime (moving from a rank of moderate to high), include tract 9208.01 and 9208.02. These tracts exceed county thresholds for poverty, rentals, and home value.

Census tracts in the remaining cities have vulnerability ranks of low to moderate when compared to the county. No tract in the remaining cities exceeds three total indicators.

Block Groups

City	Block Group	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	BG1 T9204	100%	0%	NA	NA	97%	57%	2
	BG1 T9205	37%	53%	\$ 90,000	\$ 867	91%	63%	6
	BG2 T9205	54%	60%	\$ 99,200	\$ 1,009	89%	79%	5
	BG3 T9205	50%	48%	\$ 134,900	\$ 775	78%	52%	6
	BG1 T9206	69%	43%	\$ 73,800	NA	93%	41%	4
	BG2 T9206	14%	63%	\$ 90,900	\$ 709	88%	72%	6
	BG3 T9206	60%	40%	\$ 119,100	NA	89%	69%	5
	BG4 T9206	64%	32%	\$ 191,800	\$ 900	75%	37%	4
	BG5 T9206	50%	74%	\$ 260,100	\$ 1,051	74%	14%	3
	BG1 T9207.01	60%	78%	\$ 193,100	\$ 714	46%	19%	4
	BG2 T9207.01	57%	41%	\$ 162,200	\$ 880	82%	33%	6
	BG3 T9207.01	65%	38%	\$ 196,600	\$ 955	60%	12%	3
	BG4 T9207.01	81%	53%	\$ 218,900	\$ 1,269	74%	15%	2
	BG1 T9207.02	71%	23%	\$ 254,900	\$ 1,291	53%	28%	0
	BG2 T9207.02	73%	17%	\$ 196,100	\$ 828	65%	17%	2
	BG3 T9207.02	55%	38%	\$ 213,900	\$ 786	40%	13%	3
	BG4 T9207.02	73%	35%	\$ 175,000	\$ 820	69%	27%	2
	BG1 T9208.01	58%	7%	\$ 233,300	NA	76%	12%	2
	BG2 T9208.01	52%	52%	\$ 164,900	\$ 1,127	76%	33%	5
	BG3 T9208.01	58%	47%	\$ 172,900	\$ 845	69%	13%	4
	BG4 T9208.01	30%	45%	\$ 183,800	\$ 999	83%	16%	4
Waitsburg	BG1 T9208.02	35%	67%	\$ 165,400	\$ 897	77%	26%	4
	BG2 T9208.02	69%	38%	\$ 238,500	\$ 788	55%	19%	2
College Place	BG4 T9201	66%	20%	\$ 154,700	\$ 688	80%	10%	3
	BG1 T9203	73%	34%	\$ 192,700	\$ 657	71%	34%	3
	BG2 T9203	63%	66%	\$ 190,400	\$ 861	67%	29%	5
	BG3 T9203	44%	69%	\$ 99,500	\$ 828	76%	20%	5
Dayton	BG4 T9203	79%	26%	\$ 200,900	\$ 1,125	60%	19%	1
	BG2 T9602	56%	27%	\$ 139,300	\$ 795	72%	21%	4
	BG3 T9602	70%	34%	\$ 226,800	\$ 914	81%	13%	1
	BG4 T9602	67%	27%	\$ 158,300	\$ 752	77%	14%	3

Table 3. Vulnerability Analysis: Bolded data indicates the highest or lowest value for the category.

Block group analysis reveals more detailed trends in vulnerability. Overall, ten block groups are considered highly vulnerable. These block groups are in City of Walla Walla and College Place.

For City of Walla Walla, seven block groups (30.4% of all block groups in City of Walla Walla and 22.6% of all block groups in the study area) have high vulnerability rankings. Out of the seven block groups, BG2 T9206 has the lowest poverty status (14% of people “doing ok”) out of all block groups in the study area. BG1 T9206 has the lowest median home value (\$73,800) out of all block groups in the study area. For moderate ranking block groups, it is important to consider which indicators exceed county thresholds. Block groups that exceed thresholds for poverty, percentage of rentals, and home value (BG3-BG4 T9208.01, BG1 T9208.02) may be more vulnerable than block groups that exceed thresholds for education and people of color but have higher median home values and low poverty. A total of 20% of Walla Walla residents live within block groups that have high vulnerability ratings.

The remaining three cities include block groups with moderate to high vulnerability rankings. City of College Place has two block groups that rank high for vulnerability (BG2 T9203, BG3 T9203). BG3 has the lowest poverty score, highest percentage of rentals, lowest median home value, and highest percentage of people without a college degree for the city. A total of 35% of College Place residents live in block groups that have high vulnerability rankings.

City	Block Group	Population	% City Pop
Walla Walla	BG1 T9205	1,144	3%
	BG2 T9205	957	3%
	BG3 T9205	584	2%
	BG2 T9206	948	3%
	BG3 T9206	1,027	3%
	BG2 T9207.01	968	3%
	BG2 T9208.01	1,503	5%
College Place	BG2 T9203	1,800	20%
	BG3 T9203	1,384	15%

Table 4. High Vulnerability Block Group Population.

In response to concerns raised by the Stakeholder Advisory Committee for this project and in furtherance of state guidelines for specific consideration of vulnerable populations, the below chart includes the percentage of seniors within each population listed by block group and that block groups vulnerability index. Most of the areas with the highest concentration of seniors are not within block groups considered the most vulnerable. While this analysis does not indicate any alarming patterns, it is important that anti-displacement strategies take special note of seniors and recognize that displacement can occur across the region.

City	Block Group	% 65+	Total Indicators
Walla Walla	BG1 T9204	4%	2
	BG1 T9205	8%	6
	BG2 T9205	4%	5
	BG3 T9205	8%	6
	BG1 T9206	39%	4
	BG2 T9206	10%	6
	BG3 T9206	21%	5
	BG4 T9206	6%	4
	BG5 T9206	43%	3
	BG1 T9207.01	22%	4
	BG2 T9207.01	8%	6
	BG3 T9207.01	18%	3
	BG4 T9207.01	35%	2
	BG1 T9207.02	17%	0
	BG2 T9207.02	21%	2
	BG3 T9207.02	18%	3
	BG4 T9207.02	12%	2
	BG1 T9208.01	24%	2
	BG2 T9208.01	14%	5
	BG3 T9208.01	13%	4
	BG4 T9208.01	8%	4
	BG1 T9208.02	15%	4
	BG2 T9208.02	27%	2
Waitsburg	BG4 T9201	20%	3
College Place	BG1 T9203	28%	3
	BG2 T9203	5%	5
	BG3 T9203	18%	5
	BG4 T9203	21%	1
Dayton	BG2 T9602	24%	4
	BG3 T9602	35%	1
	BG4 T9602	23%	3

Table 5. Percent Seniors (65+) by block group.

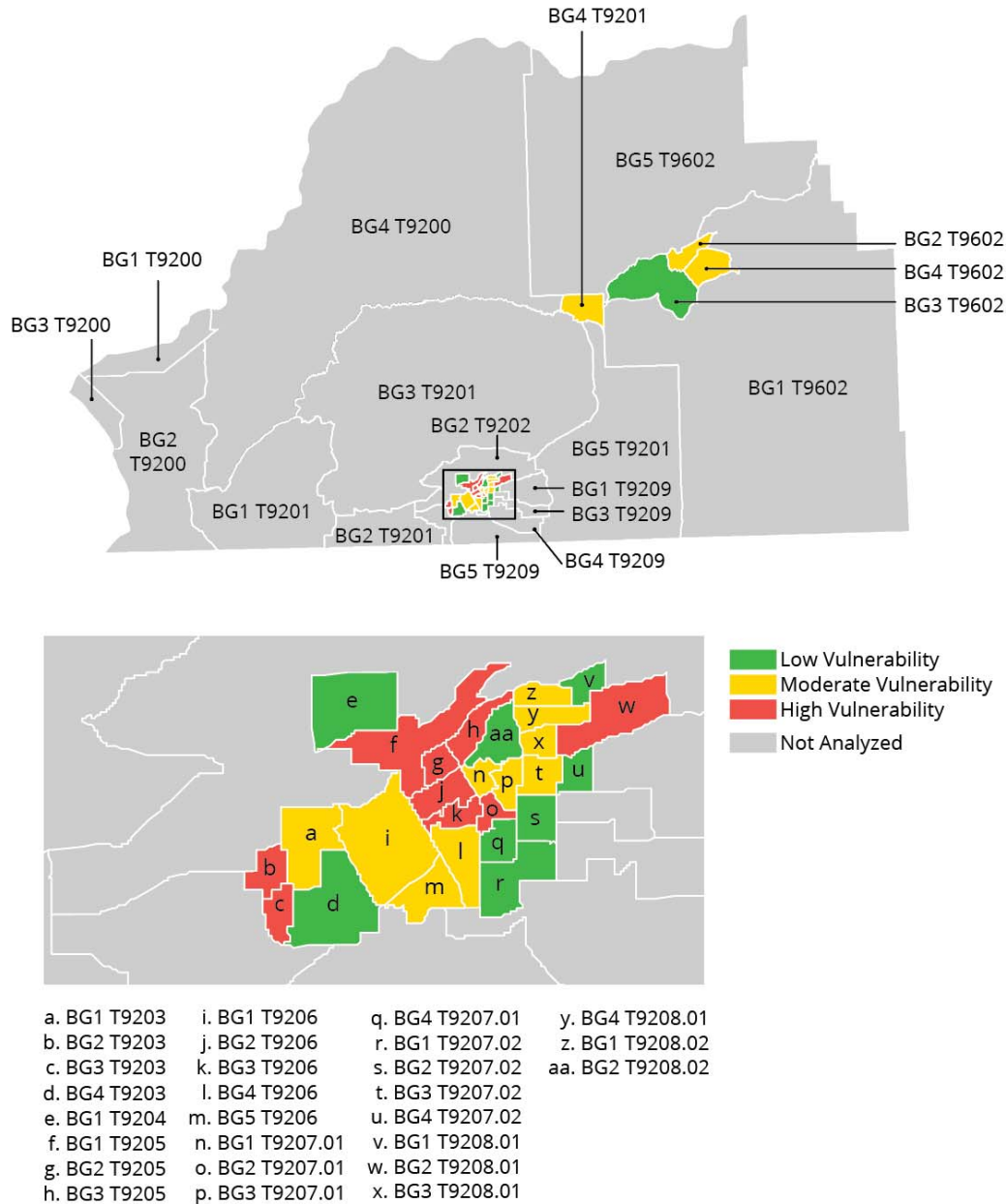


Figure 1. Block Group Map for Study Area with inset of Walla Walla and College Place.

Recommended Strategies to Mitigate Displacement

While the City of Walla Walla has the highest number of residents and blocks groups experiencing displacement vulnerability, all four cities in this study have either areas of high vulnerability or meet metrics that indicate increased susceptibility to displacement. Each of the cities should pursue a three-pronged approach to reducing displacement risk:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Each city does not necessarily need to carry out each of the strategies below. Instead, the recommended strategies should be viewed as a “menu” of policy and program choices to be implemented based on each community’s risk level and the viability of the strategy based on local conditions. Reducing displacement risk should be a regional effort, but the specific approach taken can (and should) differ on the local level.

1. Create Stability for Local Residents by Mitigating the Impact of Displacement:
 - o Anti-Displacement Impact Assessments

Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.^{iv} Anti-Displacement measure must include a reliable way to track the impact new development has on Naturally Occurring Affordable Housing (NOAH). While increased production of new housing is essential to preserving supply, NOAH is frequently seen as ripe for redevelopment as soon as market rates surpass current value to create a ‘rent gap’ making redevelopment profitable. An impact assessment is one tool to track how many affordable units are being developed and at the cost of how many existing units. This option can function on a range of intensities with the obligation and cost either assigned applicants or city staff and the weight of the assessment varying depending on the severity of the issue within each jurisdiction and the viability of the requirement within local markets.

- o Rental Registration Program

A registration program would create a consolidated database of available units in the region, rental costs, and local practices. A small fee per unit could be set to fund the program, which could include a streamlined application process. The costly and time-consuming housing application process is often listed as a practical barrier to housing access. Multiple application forms, with slightly different requirements, and compounded credit check fees are prohibitively onerous. While some local service organizations provide some assistance, a streamlined process eases the burden on renters and landlords alike and help jurisdictions track relevant data.

- o Tenant Protection Enhancements

As vacancy rates decrease, an ordinance extending the notice period for no cause evictions to 60 days for landlords with five or more units would allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing. Washington State already requires a 60-day period for tenants facing eviction because the owner lost the building in a foreclosure.

- o Emergency Rental Assistance

Aiding families facing homelessness due to temporary economic hardship in the form of Emergency Rental Assistance. Washington State Department of Social & Human Services (DSHS) offers one-time cash payment to get or keep safe housing or utilities in emergency situations to families eligible for the Additional Requirements for Emergent Needs (AREN) or the Diversion Program. The Eviction Rent Assistance Program (ERAP) Grant is part of Washington State’s short-term response to the COVID-19 disaster and offers three months of rent payment to prevent evictions.^v

- o Home Ownership Assistance

Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers. Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program with up to \$10,000 to eligible homebuyers.^{vi}

- o Utility Payment Financial Assistance & Homeowner Assistance

Homeowners are also subject to raising housing costs as property taxes, maintenance, heating, and cooling costs increase. This is particularly true for seniors on fixed incomes. Partnering with groups such as BMAC/The Healthy Homes Program, which provides weatherization and energy efficiency services, can reduce the burden on seniors. Washington State Department of Commerce's Home Rehabilitation Loan Program provides low-interest loans to low-income homeowners for repairs and necessary improvements.

2. Protect Regional Housing Stock: Increase Production of Affordable Housing Options

- o Affordable Housing Fund

In 2016, Vancouver voters authorized the use of property tax revenue (residential and commercial) to create an Affordable Housing Fund that can be used “for the purpose of buying, building and preserving low-income rental housing and preventing homelessness through rental assistance and housing services.”^{vii} The tax is capped at \$6 million and expected to generate \$43M dollars before it expires in 2023. At which point, Vancouver City Council can seek an extension or let it expire. Property tax exemptions are included for seniors and people with disabilities who earn less than \$40,000 a year.

- o Land Banking

Cities can reserve or ‘bank’ land for affordable housing, similar to a popular program created in Eugene, Oregon.^{viii} Sites being considered for purchase should be evaluated based on cost, density, environmental quality, and access transportation, community services, and jobs. Gentrification in more rural areas often results in lower-income households moving further away from city centers with longer commutes to jobs and services. Priority areas should be based on a combination of community vulnerability, recent Anti-Displacement Impact Assessments, and on the area's potential for offering meaning opportunities for safe and affordable housing close to jobs and services.

- o Community Land Trusts

Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate. Resale value is not determined by the real estate market but set based on the local cost of living.

- o Right of First Offer/Refusal Program

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework. Funding assistance for this program could come from an Affordable Housing Fund.^{ix}

- o Affordable Housing on Public Land

Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and moderate-income households (up to 115% of AMI).

- Zoning Protection for Manufactured Dwelling Parks

For many families, manufactured homes are an affordable housing option. They are built in a factory and transported to either a leased plot within a manufactured home park or on private property. It is important to ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes. Protecting existing parks will increase affordable housing supply and mitigate involuntary displacement.

- Multifamily Tax Exemption

The Multifamily Tax Exemption (MFTE) is a tool that incentivizes the development of multifamily housing, described in depth in the Community Council Affordable Housing Report.

Cities with a population of at least 15,000 can use the MFTE to exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). In this case, the public funds go to the developer in the form of a tax break, not in the form of a rental payment. If the owner of the property decides to increase rates above the established affordability threshold, the tax exemption is cancelled, and the property is subject to additional tax penalties. Cities with populations of less than 15,000 can use this tool, provided they are the largest urban area in a county planning under the Growth Management Act. Small cities, however, may not have the financial resources to feasibly offer a property tax exemption. Another provision to the rule allows cities to exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters. The area designated for the MFTE is determined by the local governing authority, and the intention of the legislation is to increase mixed-income residential opportunities, including affordable housing, in urban centers. Expansion of the targeted area within the urban core can open additional opportunities for incentivizing multifamily development.

3. Protect the Local Economy: Job Training Partnerships to foster local opportunities and prosperity through improved workforce development initiatives

Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

¹ Community Council Report: Affordable Housing (April 2019) via https://www.wwcommunitycouncil.org/media/1125/affordable-housing-study-report_2019.pdf

ⁱⁱ Florida, Richard. "How Coronavirus Will Reshape U.S. Cities." *Bloomberg.com*, Bloomberg, 2 July 2020, www.bloomberg.com/news/features/2020-07-02/how-coronavirus-will-reshape-u-s-cities.

ⁱⁱⁱ 2018 Gentrification and Displacement Neighborhood Typology Assessment, Key Findings and Methodology Report, Bureau of Planning and Sustainability, City of Portland, Oregon, via https://www.portland.gov/sites/default/files/2020-01/gentrification_displacement_typology_analysis_2018_10222018.pdf

^{iv} King County Washington Equity Impact Review Process Overview (March 2016) via https://www.kingcounty.gov/~media/elected/executive/equity-social-justice/2016/The_Equity_Impact_Review_checklist_Mar2016.ashx?la=en

^v Washington State Department of Commerce, Homeless Assistance via <https://www.commerce.wa.gov/serving-communities/homelessness/>

^{vi} Washington State Housing Finance Commission, Home Advantage Program via <https://www.wshfc.org/buyers/HomeAdvantage.htm>

^{vii} *Affordable Housing Fund | City of Vancouver Washington*, Community Development Programs, May 2020, www.cityofvancouver.us/ced/page/affordable-housing-fund.

^{viii} Landbanking Program for Affordable Housing, Government Innovators Network, Harvard Kennedy School Ash Center for Democratic Governance and Innovation, 2007 Finalist, <https://www.innovations.harvard.edu/landbanking-program-affordable-housing>

^{ix} Kim, Jihyeon; Knapp-Rossi, Malia; Lance, Jeff; Meyers, Joseph; Moulton, Aster; and Stone, Tay, "Reside Vancouver: An Anti-Displacement Plan" (2019). *Master of Urban and Regional Planning Workshop Projects*. 170. <https://archives.pdx.edu/ds/psu/29217>

Overview of 2021 Changes to the Multifamily Housing Tax Exemption Program

Introduction

In 2021, [SB 5287](#) made substantial changes to the Multifamily Housing Tax Exemption (MFTE) Program.¹

Washington state adopted the program in 1995, and it has been amended several times since. The Legislature intends to achieve multiple goals through these changes by:

- Incentivizing the development of multiple-unit housing including creating additional affordable housing;
- Encouraging urban development and density;
- Increasing market rate workforce housing;
- Developing permanently affordable housing opportunities;
- Promoting economic investment and recovery; and
- Creating family-wage jobs.²

This is preliminary guidance intended as an overview of the 2021 changes to RCW 84.14. Commerce will issue additional program guidance during 2022.

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¹ The program, nicknamed the MFTE program, is codified in RCW 84.14 as “New and Rehabilitated Multiple-Unit Dwellings in Urban Centers”

² RCW 84.14.005(2)

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What is the Multifamily Housing Tax Exemption and Why Does it Matter?

The Multifamily Housing Tax Exemption (MFTE) is a tax incentive for the purpose of expanding available housing and affordable housing within designated areas. It encourages the development of multifamily housing in designated “residential target areas”³ by exempting the value of new housing construction, conversion or rehabilitation from property taxes. However, the exemption does not apply to the value of the property itself or non-residential improvements to the property. A local government may choose to offer an 8-, 12-, or 20-year tax exemption. Twelve and 20-year programs must require that a certain percentage of the housing be affordable to low or moderate income households.

A 2019 study showed that since formation of the MFTE incentive in 1995, 424 developments received a tax exemption, and 34,885 new housing units were produced. Of these units, 21% are designated as affordable, while Renton, Seattle, Spokane, and Tacoma produced 82% of the new housing units overall.⁴

Overview of Recent Legislative Changes

The 2021 Legislature amended the MFTE program through [SB 5287](#). In the sections that follow, we will walk you through the revisions and spotlight opportunities to increase the supply of housing and affordable housing.

Extension for completion of MFTE projects delayed by COVID-19

Applicants have three years to complete MFTE buildings, with the option to extend the completion timeline an additional 24 months. To mitigate delays associated with COVID-19, for applicants that submitted prior to February 15, 2020, local governments may choose to extend the completion deadline for an additional five years. The five-year extension would begin immediately following the completion of any outstanding applications or previously authorized extensions, whichever is later.⁵

Smaller jurisdictions now eligible to offer tax exemptions

Until 2021, only the largest jurisdictions in Washington were able to offer an MFTE program. In 2021, the Legislature provided an opportunity for any city that was not already eligible to offer MFTE programs. Cities who qualify under this new provision⁶ may provide the following programs:

- A 12-year exemption where the applicant must commit to renting or selling at least 20% of the multifamily housing units as affordable housing units to low and moderate-income households, and any additional income eligibility conditions adopted by the local government. The area must be zoned to have an average minimum density equivalent to 15 dwelling units or more per gross acre, or for cities with a population over 20,000, the area must be zoned to have an average minimum density equivalent to 25 dwelling units or more per gross acre. This opportunity is available until December 31, 2026.⁷
- A 20-year exemption, where at least 25% of the units must be sold to a qualified nonprofit or local government partner that will assure permanent affordable homeownership. The remaining 75% of units may

³ A residential targeted area must be within an urban center or urban growth area. Urban centers are defined by RCW 84.14.010 to mean a compact identifiable district where urban residents may obtain a variety of products and services. It must contain several businesses that may include but are not limited to shops, offices, banks, restaurants, or governmental agencies; adequate public facilities, including streets, sidewalks, lighting, transit, domestic water, and sanitary sewer systems; and a mixture of uses and activities that may include housing, recreation, and cultural activities in association with commercial or office use.

⁴ JLARC (2019) Tax preference. Retrieved August 11, 2021 from https://leg.wa.gov/jlarc/taxReports/2019/MFTE/f_ii/default.html

⁵ RCW 84.14.090(5)

⁶ RCW 84.14.010(3)(d)

⁷ RCW [84.14.020](#)(1)(a)(iii)

be rented or sold at market rates. The area must be zoned to have an average minimum density equivalent to 15 dwelling units or more per gross acre, or for cities with a population over 20,000, the area must be zoned to have an average minimum density equivalent to 25 dwelling units or more per gross acre. This opportunity is available until December 31, 2031⁸.

A 12-Year extension for existing MFTE projects⁹

Before 2021, the MFTE program had two options for qualifying local governments:

- **An eight-year program:** intended to incentivize the development of multifamily housing for rent or ownership in areas that cities designate as needing a greater diversity of housing, specifically multiunit housing. Affordable housing is not mandatory, but local governments may require affordable housing and other public benefits. The local government may determine the level and duration of affordability.¹⁰
- **A 12-year program:** intended to increase the supply of affordable housing in rental and ownership housing. A minimum of 20% of units must be affordable to low- and moderate-income households for rental, or moderate-income households for units intended exclusively for owner occupancy.¹¹ The level of affordability may be specified by the local government, and may be further detailed by unit size.

With SB 5287, MFTE projects may be extended for an extra 12 years for 8- or 12-year programs that have existing property tax exemptions that are within 18 months of expiration.¹² This action requires city or county approval. Multifamily housing, for which a continuing 12-year exemption is approved, must include 20% of units as affordable units for low-income households, and should no longer include provisions for moderate-income in the 20% affordable units.¹³ Eight-year projects must convert to 12-year programs and include 20% of units as affordable units.

Requirements for buildings that received extensions. Applicants must provide notice to tenants in rent-restricted units at the end of the tenth and eleventh years of the continued 12-year exemption that the exemption will expire and the landlord will provide relocation assistance. Landlords must provide one month's rent as relocation assistance to a qualified tenant in their final month when affordability requirements no longer apply, even when the affordable rent period extends beyond the expiration of the tax exemption. New extensions are not permitted after January 1, 2046. This program is currently time-limited but may be extended if a JLARC review demonstrates that the 12-year extension is well-used.¹⁴

New, 20-year exemption for permanently affordable ownership housing¹⁵

Until January 1, 2032, local governments may offer a 20-year property tax exemption if 25% of the units are sold as "permanently affordable" to households earning 80% area median income (AMI) or less. The other units may be rented or sold at market rates. The jurisdiction may charge a fee to cover administrative fees to manage the units. The development must be sponsored by a non-profit or governmental entity, and is subject to a 99-year resale restriction to ensure permanent affordability. Note the following specifications based on the entity offering the exemption:

- Previously eligible local governments may offer the new 20-year MFTE program and may develop terms that are consistent with RCW 84.14.021(1)(a).
- Newly eligible jurisdictions (under 20,000) must include density requirements of at least 15 dwelling units per acre consistent with RCW 84.14.021(1)(b).

⁸ RCW [84.14.021](#)(1)(b)

⁹ RCW 84.14.020(6)

¹⁰ RCW 84.14.020(1)(a)(ii)(A)

¹¹ RCW 84.14.020(1)(a)(ii)(C)

¹² Commerce assumes this means projects that are within 18 months before expiration of the tax exemption, so that there would be time for new contracts to be negotiated.

¹³ As this component of the program is intended to prevent displacement when a tax exemption ends, building owners are not required to evict moderate-income tenants with the new certificate, but must ensure that new tenants meet the new criteria.

¹⁴ RCW [84.14.020](#), see notes, Tax preference performance statement- 2021 c 187§3

¹⁵ RCW [84.14.021](#)

- Certain cities, such as Shoreline or Bothell, which are along transit lines and have an inclusionary zoning program, are to refer to RCW 84.14.020(1)(a)(ii)(C).

Permanently affordable homeownership units or permanently affordable rental units must be sold or rented to households earning no more than 80% of the area median income for the city or local jurisdiction in which the unit is located. A local jurisdiction may assign and collect an administration fee at each point of sale to cover the administrative costs for oversight of the program to maintain permanently affordable housing units.

For purposes of the 20-year exemption, "**permanently affordable homeownership**" is defined as homeownership that, in addition to meeting the definition of "affordable housing" in RCW 43.185A.010, is:

- Sponsored by a nonprofit organization or governmental entity;
- Subject to a ground lease or deed restriction with a duration of at least 99 years at the initial sale and with each successive sale that includes:
 - A resale restriction designed to provide affordability for future income-qualified homebuyers;
 - A right of first refusal for the sponsor organization to purchase the home at resale;
 - A requirement that the sponsor must approve any refinancing, including home equity lines of credit; and
- The sponsor supports homeowners and enforces the ground lease or deed restriction.

Commerce will provide a template for permanently affordable housing for home or condo ownership through deed restrictions that can be used by a city or local government to ensure compliance. Local governments and their partners may use this template as a basis for their local contracts.

More revised definitions for your code

SB 5287 revised the definitions of several key MFTE terms.

“City” is revised to add subsection d) below.

- A city or town with a population of at least 15,000.
- The largest city or town, if there is no city or town with a population of at least 15,000, located in a county planning under the growth management act.
- A city or town with a population of at least 5,000 located in a county subject to the provisions of RCW 36.70A.215 (Clark, King, Kitsap, Pierce, Snohomish, Thurston, and Whatcom counties).
- NEW: Any city that otherwise does not meet the qualifications under (a) through (c),¹⁶ until December 31, 2031. These cities may offer:
 - A 12-year exemption, subject to certain criteria, mainly that the density is 15 units per gross acre, and at least 20% of the units must be rented or sold to low- or moderate-income households.¹⁷
 - A “Permanently affordable housing” program until December 31, 2031. Residential improvements are exempt for 20 years and at least 25% of the units must be sold to a non-profit or local government partner that will assure permanent affordable home ownership to homeowners at 80% AMI or below. The remaining 75% of units may be rented or sold at market rates.¹⁸

NOTE: Any city that was already authorized to offer an MFTE program may offer the new 20-year program. However, the new cities under part d may only offer the 12- and 20-year programs as listed above. New cities are only granted temporary authority to offer the program, unless a state review shows increasing and compliant use of the 20-year program.

¹⁶ RCW 84.14.010(3)(d)

¹⁷ RCW 84.14.020(1)(a)(iii), may be offered until Dec 31, 2026

¹⁸ RCW 84.14.021(1)(b)

“County” is revised to mean counties with an unincorporated population of at least 170,000, which means that Clark, King, Kitsap, Pierce, and Snohomish counties may now offer an MFTE program.¹⁹

“High cost areas” are removed from the program. This previously allowed a higher rent limit for “affordable” units.²⁰ Any community that currently offers a 12-year property tax exemption based on being a “high cost” area, must remove this provision, and revert to low and moderate income, or in the case of permanently affordable housing, only low income. Any new conditional certificates should not be based on “high cost” rents. Any projects that are completing should be based on the agreement in the conditional certificate, or may offer new regulations to the applicant at the time of the final certificate.

“Multiunit housing” revised to be “a building or a group of buildings.” This changes the statute so that units that are not required to be part of a large building. However, they must still meet the definition of multifamily or multiunit housing, which may include duplex, triplex, townhouse, row house or cottage housing, where the development contains at least four units. Commerce suggests that a city require minimum densities to be sure the meet the legislative goals of increased variety of residential opportunities within urban centers, and encouraging development and density. Multifamily units may result from new construction or rehabilitated or conversion of vacant, underutilized, or substandard buildings to multifamily housing. The program still does not apply to transient accommodations or hotels and motels.

Low and moderate income households definitions are both revised to require area median income (AMI) for the county, city or metropolitan statistical area where the project is located. Cities, for which AMI reports are available, should review both city and the county median family income, and choose the value that meets local goals, such as aligning with other affordability programs, or addresses regional housing issues. The [Washington Center for Real Estate Research Housing Market Data Toolkit](#) provides city specific median income data under RCW 36.70A.610. Commerce will also provide links to available data.

Additional criteria for counties to set residential target areas²¹

Counties that choose to designate transit-oriented residential target areas (RTAs)²² may do so until July 15, 2024.

Any counties designating RTAs must evaluate displacement risk of people living in the potential RTAs. In addition to meeting the other criteria, the area can only be designated as a RTA if the displacement risk is minimal or mitigated by locally adopted mitigation measures, which may include offering first right of refusal of new MFTE units to those at risk of displacement.

Local governments may choose to add contracting requirements

Local governments may impose additional contracting requirements on MFTE projects, such as prevailing wage, payroll record requirements, apprenticeship, or inclusionary contracting.²³

Reporting to Commerce

Local government reports to Commerce are now due by April 1 following the year final certificates are issued.²⁴

This allows sufficient time for county assessors to provide updated assessments. Reporting requirements have been

¹⁹ RCW 84.14.010(4)

²⁰ “High cost area” was defined as a county where the third quarter median house price for the previous year as reported by the Washington center for real estate research at Washington State University is equal to or greater than one hundred thirty% of the statewide median house price published during the same time period.

²¹ RCW 84.14.040

²² RCW 84.14.040(1)(d)(iii) is specific about the area, “that is located within a designated urban growth area and within 0.25 miles of a corridor where bus service is scheduled at least every thirty minutes for no less than 10 hours per weekday and is in service or is planned for service to begin within five years of designation.”

²³ RCW 84.14.040 (6)

²⁴ RCW 84.14.100

slightly amended to improve accountability, and the following information must be submitted to Commerce each year, for MFTE projects that were finalized in the previous year.²⁵ Reporting requirements include:

1. The number of tax exemption certificates granted.
2. The total number and type of units produced.
3. The number, size, and type of units produced meeting affordable housing requirements.
4. The development cost of each unit produced.²⁶
5. The total monthly rent or total sale amount of each unit produced, affordable and market rent.
6. The annual income and household size of each renter household for each of the affordable units.²⁷
7. The value of the property tax exemption for each project.

A city or county must be in compliance with the reporting section to offer MFTE certificates.

Future Commerce Work Plan for the MFTE Program

The 2021 legislative session brought significant resources to Commerce to implement the MFTE program, along with a significant task list (see Table One below).

- The [State Operating Budget](#) (Section 111, Page 69) provides funding for Commerce to conduct a study and report to the Legislature on city and county implementation of the multifamily housing property tax exemption.
- [SB 5287](#) requires Commerce to develop guidance on the program, develop a template for permanently affordable units, and develop and implement an auditing system.

Commerce intends to hire a consultant to implement much of this work. The consultant will work with a technical advisory committee composed of local government MFTE program administrators and other stakeholders. The study and recommendations are to be completed by June of 2023. The work includes:

- 1) Developing guidance for local governments on the MFTE program, identifying areas where further clarification and study is needed;
- 2) Conducting the study, which may be further scoped by a technical advisory committee; and
- 3) Recommending changes to statute (both technical corrections and substantive amendments).

Commerce is providing this brief overview of 2021 changes and anticipates providing the following items required by SB 5287.

Table One: Commerce Task List to Support the MFTE Program

Commerce Task List	Anticipated Timeline
Develop a template for permanently affordable housing.	Winter 2022
Provide detailed guidance to cities and counties on managing MFTE programs and reporting requirements within them.	Summer 2022
Conduct a required study of the MFTE program.	Winter 2022
Design and implement a plan for auditing or reviewing the number of units at rents the applicant intends to offer.	Spring 2023

²⁵ Annual forms will be available on the Commerce site. Any local government that fails to report to Commerce may not offer new MFTE certificates.

²⁶ Commerce will provide guidance on how to estimate the development cost.

²⁷ Commerce will also provide guidance on how to gather this data as projects are still leasing up in the first year.

Chapter 3.52 - Multifamily Housing Tax Exemption

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3.52.010 Purpose

Limited exemptions from ad valorem property taxation for multifamily housing in urban centers are intended to:

- (1) Provide economic incentives enabling increased residential housing choices and opportunities, including affordable housing opportunities, within urban centers designated by the council as targeted residential areas;*
- (2) Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for multifamily housing in targeted residential areas to increase and improve housing opportunities, including affordable housing;*
- (3) Assist in directing future population growth to designated urban centers with existing available infrastructure thereby reducing development pressure on neighborhoods lacking infrastructure capacities;*
- (4) Increase the supply of mixed-income multifamily housing opportunities within the city;*
- (5) Achieve development densities which are more conducive to transit use in designated urban centers; and*
- (6) Accomplish the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans.*

It is intended that this chapter meet all required provisions and procedures set forth in Chapter 84.14 RCW to comport with state law.

3.52.020 Definitions

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

- (1) "Affordable housing" means residential housing that is rented by an eligible household whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent (30%) of the*

household's monthly income. For the purposes of housing intended for owner occupancy, "affordable housing" means residential housing that is within the means of income-qualified households.

- (2) "Area median income" means the annual median family income for the metropolitan statistical area, as published from time to time by the United States Department of Housing and Urban Development (HUD), with adjustments according to household size, which adjustments shall generally be based upon a method used by HUD to adjust income limits for subsidized housing, which for purposes of determining affordability of rents or sale prices shall be based on the average size of household that corresponds to the size and type of the housing unit.
- (3) "Contract" means the standard form agreement between the owner or, for permanently affordable homeownership, a qualified non-profit organization and the city that contains the terms and conditions, including for each MFTE unit as designated according to the Final Certificate, for the duration of the compliance period as a condition of eligibility of the property tax exemption according to this Chapter
- (4) "Director" means the director of the community development department or designee.
- (5) "Eligible household" means:⁶³
 - (a) For owner-occupied housing, a household who certifies as a condition to the purchase of an affordable housing unit that their annual household income does not exceed the applicable percentage of the area median income, adjusted for household size, and that they meet all qualifications for eligibility; or
 - (b) For renter-occupied housing, a household who certifies as a condition to initial occupancy of an affordable housing unit that their annual household income does not exceed the applicable percentage of the area median income, adjusted for household size, and that they meet all qualifications for eligibility upon recertification; or
 - (c) For renter-occupied housing under a twelve-year exemption according to 3.52.030(2), a household who verifies upon recertification that their annual household income does not exceed one hundred forty percent (140%) of the maximum annual income restriction under 3.52.030(2), adjusted for household size, and that they meet all qualifications for eligibility.
- (6) "Household" means a single person, family, or unrelated persons living together.
- (7) "Low-income household" means a household whose adjusted income is at or below eighty percent (80%) of the area median income adjusted for family size, for the metropolitan statistical area, as reported by the United States Department of Housing and Urban Development.
- (8) "MFTE" means multifamily housing property tax exemption.
- (9) "Moderate-income household" means a single person, family, or unrelated persons living together whose adjusted income is more than eighty percent but is at or below one hundred fifteen percent (115%) of the area median income adjusted for family size, for the metropolitan statistical area, as reported by the United States Department of Housing and Urban Development.
- (10) "Multifamily housing" means buildings having four (4) or more dwelling units designated for permanent residential occupancy resulting from new construction or rehabilitation or conversion of vacant, underutilized, or substandard buildings.
- (11) "Owner" means the property owner of record as filed with the county assessor's office.

- (12) *"Permanent residential occupancy" means multifamily housing that provides either rental or owner occupancy for a period of at least one (1) month. This excludes hotels and motels that offer rental accommodation on a daily or weekly basis.*
- (13) *"Project" means the multifamily housing or portion of the multifamily housing that is to receive the tax exemption.*
- (14) *"Qualified non-profit organization" means a non-profit organization or any subsidiary or affiliate of such organization.*
- (15) *"Residential targeted area" means an area designated by the council as a residential targeted area in accordance with, and within the meaning of, Chapter 84.14 RCW.*
- (16) *"Substantial compliance" means compliance with the applicable building and construction codes and all applicable uniform codes that are typically required for rehabilitation as opposed to new construction.*

3.52.030 Tax exemption

The value of new housing construction, conversion, and rehabilitation improvements qualifying under this section is exempt from ad valorem property taxation, as follows:⁶⁴

- (1) *For eight (8) successive years beginning January 1st of the year immediately following the calendar year of issuance of the final certificate if the property otherwise qualifies for the exemption.*
- (2) *For twelve (12) successive years beginning January 1st of the year immediately following the calendar year of issuance of the final certificate if the property otherwise qualifies for the exemption and meets the conditions in this subsection. For the property to qualify for the twelve-year exemption under this subsection:*
 - (a) *the applicant must commit to renting at least twenty percent (20%) of the multifamily housing units as affordable housing units to eligible low- and moderate-income households, and the property must satisfy that commitment; or*
 - (b) *the applicant must commit to selling at least twenty percent (20%) of the multifamily housing units as affordable housing units exclusively for owner occupancy to eligible moderate-income households, and the property must satisfy that commitment. Affordable units intended for owner occupancy must be sold by the applicant with a covenant running with the land that prevents the use of the property as a rental unit and includes a resale restriction designed to maintain affordability for future moderate-income homebuyers prior to the expiration of the exemption.*
- (3) *For twenty (20) successive years beginning January 1st of the year immediately following the calendar year of issuance of the final certificate if the property otherwise qualifies for the exemption and meets the conditions in this subsection. For the property to qualify for the twenty-year exemption under this subsection, at least twenty-five percent (25%) of the units must be built by or sold to a qualified nonprofit or local government partner that will assure permanent affordable homeownership for eligible households and support the residents of these units. The remaining seventy-five percent (75%) of units may be rented or sold at market rates.*

- (4) *Permanently affordable homeownership units or permanently affordable rental units must be sold or rented to eligible low-income households.*
- (5) *If, in calculating the minimum proportion of the multi-family housing units in the project for affordable housing in this section, the number contains a fraction, then the minimum number of multi-family housing units for affordable housing shall be rounded up to the next whole number.*
- (6) *For any affordable units required in this section, the following shall apply:*
 - (a) *The mix and configuration of affordable units (e.g., studio, one-bedroom, etc.) shall be substantially proportional to the mix and configuration of the total housing units in the project unless approved by council, or an administrative official or commission authorized by the council;*
 - (b) *Affordable housing units shall be intermingled with all other units in the development; and*
 - (c) *The quality of construction and finish materials in those affordable units used to qualify for the exemption shall be the same as other housing units in the project.*
- (7) *The exemption does not apply to the value of land or to the value of residential or non-residential improvements not qualifying under this chapter, nor does the exemption apply to increases in assessed valuation of land and nonqualifying improvements.*

3.52.040 Extension of tax exemption

- (1) *The owner of property that received a tax exemption pursuant to 3.52.030 may apply for an extension for an additional twelve successive years. No extension will be granted for property that received a twenty-year tax exemption pursuant to 3.52.030(3) or 3.52.030(4).*
- (2) *Only one (1) extension may be granted.*
- (3) *Failure to timely apply for an extension shall be deemed a waiver of the extension.*
- (4) *For the property to qualify for an extension:*
 - (a) *The property must have qualified for, satisfied the conditions of, and utilized the eight- or twelve-year exemption sought to be extended;*
 - (b) *The owner must timely apply for the extension on forms provided by the city within eighteen (18) months of expiration of the original exemption;*
 - (c) *The property must meet the requirements of this chapter for the property to qualify for an exemption under 3.52.030(2) as applicable at the time of the extension application; and*
 - (d) *The property must rent at least twenty percent (20%) of the multifamily housing units as affordable housing units for low-income households for the extension period.*
- (5) *If an extension is granted by the city, at the end of both the tenth and eleventh years of a twelve-year extension, the applicant or the property owner at that time must provide tenants of affordable units with notification of the applicant's or property owner's intent to provide the tenant with relocation assistance in an amount equal to one (1) month as provided in RCW 84.14.020, as amended.*

- (6) *After the expiration of the extension, the applicant or the property owner must provide tenant relocation assistance in an amount equal to one (1) month's rent to a qualified tenant within the final month of the qualified tenant's lease. To be eligible for tenant relocation assistance under this subsection, the tenant must occupy an affordable unit at the time the exemption expires and must qualify as an eligible household under this chapter at the time relocation assistance is sought.*

3.52.050 Residential targeted areas

Following notice and public hearing as prescribed in RCW 84.14.040, the council may designate one or more residential targeted areas upon a finding by the council that the residential targeted area meets the following criteria:

- (1) *The residential targeted area is within an urban center as defined by Chapter 84.14 RCW;*
- (2) *The residential targeted area lacks sufficient available, desirable, and convenient residential housing to meet the needs of the public who would be likely to live in the urban center if affordable, desirable, attractive, and livable residences were available; and*
- (3) *Providing additional housing opportunity in the residential targeted area will assist in achieving one or more of the following purposes:*
 - (a) *Encourage increased residential opportunities within the city; or*
 - (b) *Stimulate the construction of new multifamily housing; or*
 - (c) *Encourage the rehabilitation of existing vacant and underutilized buildings for multifamily housing.*
- (4) *In designating a residential targeted area, the council may also consider other factors, including:*
 - (a) *Whether additional housing in the residential targeted area will attract and maintain an increase in the number of permanent residents;*
 - (b) *Whether providing additional housing opportunities for low- and moderate-income households would meet the needs of citizens likely to live in the area if affordable housing were available;*
 - (c) *Whether an increased permanent residential population in the residential targeted area will help to achieve the planning goals mandated by the Growth Management Act under Chapter 36.70A RCW, as implemented through the City's comprehensive plan; or*
 - (d) *Whether encouraging additional housing in the residential targeted area supports significant public investment in public transit or a better jobs and housing balance.*
- (5) *At any time, the council may, by ordinance, amend or rescind the designation of a residential targeted area pursuant to the same procedural requirements as set forth in this chapter for original designation.*
- (6) *The council has adopted the residential target area which includes the following:*
 - (a) ***Downtown College Place - College Avenue (12th to 4th): Area A***
 - (b) ***North College Avenue Urban Center (Whitman to Blalock): Area B***
 - (c) ***Stone Creek Urban Center: Area C***
 - (d) ***Myra & Whitman Drive Urban Center: Area D***

3.52.060 Project eligibility

*An owner of property applying under this chapter must meet the following requirements:*⁶⁵

- (1) The new or rehabilitated multiple-unit housing must be located in a designated residential targeted area.*
- (2) The project must be multifamily housing consisting of at least four (4) dwelling units within a residential structure or as part of a mixed-use development, in which at least fifty percent (50%) of the space within such residential structure or mixed-use development is intended for permanent residential occupancy.*
- (3) For new construction, a minimum of four (4) new dwelling units must be created; for rehabilitation or conversion of existing occupied structures, a minimum of four additional dwelling units must be added.*
- (4) Property proposed to be rehabilitated must fail to comply with one or more standards of the City's building or housing codes.*
- (5) Property proposed to be rehabilitated with existing multifamily housing that has been vacant for twelve (12) months or more does not have to provide additional multifamily units.*
- (6) If the property proposed to be rehabilitated is not vacant, an applicant must provide each existing tenant housing of comparable size, quality, and price and a reasonable opportunity to relocate.*
- (7) The project shall be completed within three (3) years from the date of approval of the contract by the council as provided in 3.52.080(6) or by any extended deadline granted by the director as provided in 3.52.080(7).*
- (8) As per RCW 84.14.030(6), the applicant must enter into a contract approved by the council, under which the applicant has agreed to the implementation of the development on terms and conditions satisfactory to the council.*
- (9) The project must achieve a minimum of fifteen (15) residential units per gross acre.*
- (10) Applicant must follow al City adopted Plans and design guidelines.*
- (11) No new applications may be accepted for inclusion into this program after the State terminates the program under the statutes for which the City now qualifies within RCW 84.14.010(3)(d).*

3.52.070 Application procedure

*A property owner who wishes to propose a project for a tax exemption shall comply with the following procedures as per RCW 84.14.050:*⁶⁶

- (1) Prior to the application for any building permit therefor, the applicant shall submit an application to the director on a form established by the director along with the required fees, as established under 3.52.060(4).*
- (2) A complete application shall contain such information as the director may deem necessary or useful, and shall include:*

- (a) *A written description of the project and preliminary schematic site and floor plans of the multifamily units and the structures in which they are proposed to be located setting forth the grounds for the exemption;*
 - (b) *Detailed list of unit size, number of bedrooms and bathrooms and projected rent or sales price;*
 - (c) *A statement setting forth the grounds for qualification for exemption, and identifying the income-restricted units in the proposed project, if applicable;*
 - (d) *A statement from the owner acknowledging the potential tax liability when the project ceases to be eligible under this chapter; and*
 - (e) *Verification by oath or affirmation of the information submitted.*
- (3) *For rehabilitation projects, the applicant shall secure verification of property noncompliance with the building or housing ordinances under 3.52.040, and shall also submit an affidavit that existing dwelling units have been unoccupied for a period of twelve (12) months prior to filing the application, or that relocation support has been provided to tenants under 3.52.060(6).*
 - (4) *At the time of application, the owner shall pay an initial application fee as established by the by council, or an administrative official or commission authorized by the council.*

3.52.080 Application review

- (1) *The director may certify as eligible an application which is determined to comply with the requirements of this chapter. An application may be approved subject to such terms and conditions as deemed appropriate by the director to ensure the project meets all applicable land use regulations.*
- (2) *A decision to approve or deny an application shall be made within ninety (90) days of receipt of a complete application.*
- (3) *If an application is approved by the director, the approval, together with a contract and covenant between the applicant and the city regarding the terms and conditions under this chapter, signed by the applicant, shall be presented to the Economic Development, Tourism, and Events Commission for a recommendation and to City Council for action.*
- (4) *The director is authorized to cause the contract to be recorded, or require the owner to record the contract, in the real property records of the county recorder's office.*
- (5) *Once the contract is approved by the council and fully executed, the director shall issue a conditional certificate of acceptance of tax exemption.*
- (6) *The conditional certificate expires three (3) years from the date of approval unless an extension is granted as provided in this chapter.*
- (7) *The conditional certificate may be extended by the director for a period not to exceed twenty-four (24) consecutive months. The applicant must submit a written request stating the grounds for the extension, accompanied by any applicable processing fee. An extension may be granted if the director determines that:*

- (a) *The anticipated failure to complete construction or rehabilitation within the required period is due to circumstances beyond the control of the owner;*
 - (b) *The owner has been acting and could reasonably be expected to continue to act in good faith and with due diligence; and*
 - (c) *All the conditions of the original contract between the applicant and the City will be satisfied upon completion of the project.*
- (8) *If the application is denied, the director shall state in writing the reasons for denial and shall send notice to the applicant at the applicant's last known address within ten (10) days of the denial.*
- (9) *An applicant may appeal a denial to the council by filing a written appeal with the city clerk within thirty (30) days of notification that the application has been denied. The appeal will be based upon the record made before the director with the burden of proof on the applicant to show that there is no substantial evidence on the record to support the director's decision. The decision of the council in denying or approving the application is final. All other appeals of the director's decisions shall be made to the hearing examiner.*
- (10) *An owner may request amendments to the contract by submitting a request in writing to the director, along with the fees established by the council, at any time within three (3) years of the date of the approval of the contract as provided for in subsection (3). The director may approve amendments to the MFTE contract between the owner and the city that are reasonably within the scope and intent of the MFTE contract. The date for expiration of the conditional certificate shall not be extended by contract amendment unless all the conditions for extension set forth in subsection (5) of this section are met.⁶⁷*

3.52.090 Final certificate

- (1) *Upon completion of the improvements provided in the contract and issuance of a temporary or permanent certificate of occupancy, the applicant may request a final certificate of tax exemption. The applicant must file with the director such information as necessary or useful to evaluate eligibility for the final certificate and shall include:⁶⁸*
- (a) *A statement of the amount of rehabilitation or construction expenditures made with respect to each housing unit and the total expenditures made in the rehabilitation or construction of the entire property;*
 - (b) *A description of the work that has been completed and a statement that the rehabilitation improvements or new construction on the owner's property qualify the property for limited exemption under this chapter;*
 - (c) *A housing market study that includes the comparable rents or sales prices, as applicable, for other multifamily housing in the neighborhood market area, and the market rent or sales price for each of the MFTE units proposed to be designated under 3.52.030.*

⁶⁷ This optional provision is included as discussed in [Chapter 8](#).

⁶⁸ Optional reporting elements included as discussed in [Chapter 8](#).

- (d) *A statement confirming that the documentation on file of the type and organizational structure of the owner, signature block for the owner, and authority of the owner representative that signed the contract is all current and accurate.*
 - (e) *If applicable, a statement that the project meets the affordable housing requirements as described in RCW 84.14.020 and 3.52.030; and*
 - (f) *A statement that the work was completed within the required three-year period or any authorized extension.*
- (2) *Within thirty (30) days of receipt of all materials required for a final certificate, the director shall determine whether the work completed and the affordability of the units, if applicable, satisfy the requirements of the application and the conditional contract approved by the city and is qualified for a limited tax exemption under Chapter 84.14 RCW. The city shall also determine which specific improvements completed meet the intent of this chapter and the required findings of RCW 84.14.060.*
 - (3) *If the director determines that the project has been completed in accordance with this chapter and the contract between the applicant and the city and has been completed within the authorized period the city shall, within ten (10) calendar days of the expiration of the thirty-day review period above, file a final certificate of tax exemption with the county assessor.*
 - (4) *The director shall notify the applicant in writing that a final certificate will not be filed if the director determines that:*
 - (a) *The improvements were not completed within the authorized period;*
 - (b) *The improvements were not completed in accordance with the contract between the applicant and the City;*
 - (c) *The owner's property is otherwise not qualified under this chapter; or*
 - (d) *The owner and the director cannot come to an agreement on the allocation of the value of the improvements allocated to the exempt portion of rehabilitation improvements, new construction, and multi-use new construction.*
 - (5) *Within thirty (30) days of notification by the city to the owner of the director's denial of a final certificate of tax exemption, the applicant may file a written appeal with the city clerk specifying the factual and legal basis for the appeal. The appeal shall be heard by the hearing examiner.*

3.52.100 Annual certification

- (1) *Within thirty (30) days after the first anniversary of the date of filing the final certificate of tax exemption and each year thereafter, for the applicable tax exemption period, the property owner shall file a notarized declaration with the director indicating the following:*
 - (a) *A statement of occupancy and vacancy of the rehabilitated or newly constructed property during the twelve (12) months ending with the anniversary date;*
 - (b) *A certification by the owner that the property has not changed use and, if applicable, that the property has been in compliance with the contract with the City;*

- (c) *A description of changes or improvements constructed after issuance of the certificate of tax exemption;*
- (d) *The total monthly rent of each unit;*
- (e) *Information demonstrating compliance with the affordability requirements of 3.52.030 and 3.52.040, and other applicable requirements under 3.52.060;*
- (f) *For the affordable units, the income of each household at the time of initial occupancy and their current income; and*
- (g) *Any additional information requested regarding the units receiving a tax exemption and meeting any reporting requirements under Chapter 84.14 RCW.*

3.52.110 Cancellation

- (1) *The director may cancel the tax exemption if the property owner breaches any term of the MFTE contract, covenant, or any part of this chapter. Reasons for cancellation include but are not limited to the following:⁶⁹*
 - (a) *The property no longer complies with the terms of the contract or with the requirements of this chapter, including the provision of affordable units;*
 - (b) *The use of the property is changed or will be changed to a use that is other than residential;*
 - (c) *The project violates applicable zoning requirements, land use regulations or building code requirements;*
 - (d) *The property for any other reason no longer qualifies for the tax exemption; or*
 - (e) *The property owner fails to submit the annual certification required under 3.52.100.*
- (2) *Upon determining that a tax exemption shall be canceled, the director shall notify the property owner or qualified non-profit organization, if applicable, by certified mail with a return receipt requested.*
- (3) *The property owner or qualified non-profit organization, if applicable, may appeal the determination within thirty (30) days by filing a notice of appeal with the city clerk, specifying the factual and legal basis on which the determination of cancellation is alleged to be erroneous. The council may hear the appeal pursuant to City's policy.*
- (4) *The director shall notify the county assessor of the cancelation of the tax exemption thirty (30) days after the notification of the property owner or qualified non-profit organization, or upon an unsuccessful appeal under subsection (3).*
- (5) *If the owner intends to convert multifamily housing receiving a tax exemption under this chapter to another use, the owner must notify the director and the county assessor within sixty (60) days of the change in use. Upon such change in use, the tax exemption shall be canceled.*

Appendix B: Sample Forms and Materials

This section includes the following sample documents:

- Staff report.
- Letter for notification of expiration.
- Letter for notification of cancellation.
- Letter for a reminder for a potential extension.
- Letter for notification of tenant relocation assistance.
- Application for a conditional certificate.
- Application for an extension to the conditional certificate.
- Application for a final certificate.
- Application for an extension of the exemption.
- Annual reporting form.
- Annual tenant income verification form.
- MFTE contract.

In these documents, note that any areas with **[bolded formatting surrounded by brackets]** is intended to be filled in with the appropriate values from the community for a given situation.

Please note that these documents are intended to provide examples of the materials that can be used as part of an MFTE program. Consult with a legal professional prior to using these templates to ensure that these will address your needs.

Sample staff report

Background

An overview of the local MFTE program may include such information as:

- The purpose and background for the local program.
- When it was established.
- General requirements for the exemption.

Example:

The MFTE program was established in **City of College Place** in **2023**, as a tool to incentivize the development of affordable multifamily housing in designated residential targeted areas. The current residential targeted areas where MFTE may be used are **Downtown College Place, North College Avenue Business District, Stone Creek Urban Center, and Myra & Whitman Urban Center**. Based on state statute (Chapter 84.14 RCW), the program allows developers building multifamily housing to gain a property tax exemption on the residential improvements for a period of 12 years in exchange for including income restrictions on 20 percent of the total number of housing units.

Program Accomplishments

Overview of development in the past year and since the program's inception. This can include information such as:

- Number of projects completed.
- Number of new housing units added.
- Number of income-restricted housing units added.

Other items to consider including:

- Number of applications received in the past year.
- Feedback from stakeholders.

Example:

In the past year, **[Number of New Projects]** new projects have been completed and **[Number of Projects with Conditional Certificates]** have received a conditional certificate of tax exemption. In the completed projects, there are **[Total Units in New Projects]** new housing units, of which **[Income-Restricted Units in New Projects]** are income-restricted: **[Income Restriction Provisions]**.

Financial Impact

An overview of the financial effects of the program in the past year can include:

- The amount of new property taxes received if any MFTE projects have come back on the tax roll.
- The value of new construction.
- The financial impacts of the program since its inception.

Example:

In the past year, **[Number of New Projects]** new projects have been completed. This results in **[Total Exempted Revenue Amount]** of lost property tax revenue in the first year and **[Total Estimated Tax Shift Amount]** shifted to other taxpayers. This shift is equivalent to **[Average Estimated Tax Shift Amount]** for the average taxpayer. As the projects have income-restricted units, the city also benefits from **[Total Subsidy Amount]** in rental savings to tenants.

Sample letter for notification of expiration

To **[Property Owner]**:

The property located at **[Location]**, which is currently receiving a multifamily property tax exemption in accordance with **[Local Code Section]** and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/ County Name]**, is nearing the end of the exemption period. The tax exemption will end effective **[Date of Expiration]**. The **[City/County]** will notify the county assessor that this property is no longer tax exempt as of this date.

The **[City/County]** thanks you for your investment in new housing development and appreciates your partnership in expanding housing opportunities for our community.

Sincerely,

[MFTE Program Administrator]

cc: **[County Assessor]**

Sample letter for notification of cancellation

To **[Property Owner]**:

The property located at **[Location]**, which is currently receiving a multifamily property tax exemption in accordance with **[Local Code Section]** and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/County Name]**, has been determined to be out of compliance with program requirements as of **[Date of Noncompliance]**. The **[City/County]** of **[City/County Name]** is cancelling the tax exemption effective **[Date of Cancellation]**.

Per state statute Chapter 84.14 RCW, the city/county is required to impose taxes and fees on the property as follows:

- The difference between the property tax paid and the property tax that would have been paid if it had included the value of the nonqualifying improvements dated back to the date that the improvements were converted to a non-multifamily use, plus
- A penalty of 20 percent of the difference, plus
- Interest at the statutory rate on (a) + (b) from the date tax could have been paid without penalty if the improvements had been assessed at a value without regard to the exemption.

The additional tax, interest and penalty amount is **[Amount Due]** and is due by **[Date of Payment Due]**. The total bears interest thereafter at the rate provided for delinquent property taxes.

The additional tax, penalty and interest constitute a lien upon the land which attaches at the time the property is no longer eligible for exemption and has priority to and must be fully paid and satisfied before a recognizance, mortgage, judgment, debt, obligation, or responsibility to or with which the land may become charged or liable.

You are permitted to appeal this cancellation within thirty days by filing a notice of appeal with **[City/County Clerk]**. The notice must specify the factual and legal basis on which the determination of this cancellation is alleged to be in error. **[Governing Authority / Hearing Examiner/ Other]** may hear the appeal. At the hearing, all affected parties may be heard, and all competent evidence received. After the hearing, the deciding body or officer will either affirm, modify, or repeal the decision of cancellation of exemption based on the evidence received. This decision may be appealed to the superior court.

Sincerely,

[MFTE Program Administrator]

cc: **[County Assessor]**

Sample letter as a reminder for a potential extension

To [Property Owner]:

The property located at [Location], which is currently receiving a multifamily property tax exemption in accordance with [Local Code Section] and the contract dated [Date of Contract] with the [City/County] of [City/County Name], is nearing the end of the exemption period. This property is eligible for an extension period of twelve years. To receive an extension, please file an application for extension prior to the expiration of the original exemption. This application can be found [Link / Reference to Attachment].

There are two requirements associated with this extension:

- **Set asides for low-income households.** At least 20% of the units must be set aside for households making 80% area median income or lower. To find the area median income information, please visit [Local MFTE Website]. [Other Details on Requirements]
- **Rental relocation assistance.** You must provide rental relocation assistance equal to one month's rent to qualified tenants, defined as low-income households, at the end of the extension period. Qualified tenants must receive notification of rental relocation assistance at the end of the tenth and eleventh years of the 12-year extension.

The [City/County] thanks you for your investment in new housing development and appreciates your partnership in expanding housing opportunities for our community.

Sincerely,

[MFTE Program Administrator]

cc: [County Assessor]

Sample letter for notification of tenant relocation assistance (expiration)

To [Tenant]:

The property located at [Location] currently receives a multifamily property tax exemption , which will expire on [Date of Expiration]. As part of receiving this exemption, a portion of units, including yours, have been restricted to households within a certain income range. When the exemption expires on [Date of Expiration], the property will no longer be required to comply with the program requirements, including the income-restrictions on a portion of units. Your unit will change to a market-rate unit. In accordance with state statute and the contract dated [Date of Contract] with the [City/County] of [City/County Name], you are eligible to receive relocation assistance equal to one month's rent. This relocation assistance will be provided in the final month of your lease.

Sincerely,

[Property Manager]

Sample letter for notification of tenant relocation assistance (cancellation)

To **[Tenant]**:

The property located at **[Location]** currently receives a multifamily property tax exemption, which will expire on **[Date of Expiration]**. As part of receiving this exemption, a portion of units, including yours, are restricted to households within a certain income range. As of **[Date of Cancellation]**, the property will no longer be required to comply with the program requirements, including the income-restrictions on a portion of units. Your unit will change to a market-rate unit. In accordance with state statute and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/County Name]**, you are eligible to receive relocation assistance equal to one month's rent. This relocation assistance will be provided in the final month of your lease.

Sincerely,

[Property Manager]



Multifamily Property Tax Exemption Program

Application for Conditional Certificate

Program Overview

[Include key points of the local program for applicant awareness]

Summary of Process Steps

- 1) **Pre-application meeting:** A meeting with staff to discuss the process and criteria is recommended prior to application.
- 2) **Application:** Complete the attached application and submit the applicable materials listed on the form [along with the required filing fee]. This must be submitted prior to applying for a building permit.
- 3) **Review process:**
 - a) The **Community Development Director** reviews the application and within 90 days determines whether it is consistent with the program criteria.
 - b) If the proposal is found to be consistent, the **Community Development Director** may certify the project as eligible for the tax exemption. The applicant shall then enter into a contract with the city regarding the terms and conditions of the project.
 - c) Upon approval of the contract by **Community Development Director**, **Community Development Director** issues a Conditional Certificate of Tax Exemption. The Conditional Certificate expires three years from the date of approval unless an extension is granted.
 - d) If the **Community Development Director** denies the eligibility for tax exemption, the applicant may file an appeal within 30 days of receipt of notice. The **City of College Place** decides the appeal.
 - e) All Contracts and approvals proceed forward with recommendation through the Economic Development, Tourism, and Events Commission and final approval through City Council.
- 4) **Application for final certificate:** Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a Final Certificate of Tax Exemption. The applicant must file with the **Community Development Department** the following:
 - a) A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property.
 - b) A description of the completed work with evidence of final city inspection of all work completed and a statement of qualification for the exemption.
 - c) A statement that the work was completed within the required three-year period or any authorized extension.
 - d) If applicable, a statement that the project meets the affordability requirements.

[Other requirements, if applicable]

Within 30 days of receipt of all materials required for the Final Certificate, the [department director] determines whether the project has been completed in accordance with the contract.

- 5) **Issuance of final certificate.**
 - a) If approved, the [department director] files a Final Certificate of Exemption with the county assessor.
 - b) If denied, [include local option for applicant appeal].
- 6) **Annual compliance review. [Include local annual review requirements]**

Project Eligibility Checklist

The proposed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four (4) new dwelling units.
- Will be completed within three years from the effective date of the city council approved Conditional Contract of Tax Exemption, with the possibility of an extension under the ordinance.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s):

Project Name: _____

Residential targeted area where project will be located:

Description of the project, including all uses in the proposed building and on-site amenities:

--

Total number of dwelling units proposed:

Term of tax exemption requested:

- ☐ 8-year
- ☐ 12-year
- ☐ 20-year

Number of units for which a tax exemption is requested: _____

Estimated total project cost: _____

Expected start date: _____ Expected completion date: _____

Type of project:

- ☐ New construction
- ☐ Conversion of existing structure
- ☐ Rehabilitation of multifamily structure

If the project is to rehabilitate existing units:

How long have the units been vacant: _____

If the units are occupied, how will the applicant provide existing tenants with relocation assistance:

Proposed Dwelling Units	Studio	1-BR	2-BR	3-BR+	Total units
Number of income-restricted units					
Number of market-rate units					
Average monthly rent (income-restricted)					
Average monthly rent (market-rate)					
Average unit size (sf)					
Development cost per unit					
Number of units vacant for 12 months or more*					
Number of units that are currently occupied*					

* To complete if applicant will rehabilitate existing units

Total site area: _____

Proposed density: _____

Non-residential floor area: _____

Detail on residential and non-residential parking area: _____

Affordability

For projects seeking a 12-year exemption or any program with affordability requirements:

Proposed Dwelling Units	Studio	1-BR	2-BR	3-BR+	Total units
Number of income-restricted units					
Number of units at or below 80% AMI (low-income)					
Average rent for low-income units					
Number of units at or below 115% AMI (moderate-income)					
Average rent for moderate-income units					

Statement of Potential Tax Liability

As owner of the land described in this application, I hereby indicate by my signature that I am aware of the additional tax liability if and when the property ceases to be eligible for exemption. I am aware that the tax exemption must be cancelled if the property is converted from multifamily to another use. I am aware that if I decide to convert the multifamily housing to another use or intend to discontinue compliance with the affordable housing requirements, I must notify the [city department] and the county assessor within 60 days of the change in use or intended discontinuance.

Owner signature: _____ Date: _____

Affirmation

As taxpayer(s) of the land described in this application, I hereby indicate by my signature that I am aware that the exemption does not begin until after the project is complete and I have applied for a Final Certificate of Exemption. I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments

[Site plan]

[Building floor plan]



Multifamily Property Tax Exemption Program

Application for Extension of Conditional Certificate

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Grounds for Extension Request

Note: Extensions may only be granted for a maximum of 24 months.

Owner signature: _____ Date: _____



Multifamily Property Tax Exemption Program

Application for Final Certificate

Program Overview

[Include key points of the local program for applicant awareness]

Summary of Process Steps

- 1) **Application for final certificate:** Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a Final Certificate of Tax Exemption. The applicant must file with the [city department] the following:
 - a) A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property.
 - b) A description of the completed work with evidence of final city inspection of all work completed and a statement of qualification for the exemption.
 - c) A statement that the work was completed within the required three-year period or any authorized extension.
 - d) If applicable, a statement that the project meets the affordability requirements.

Within 30 days of receipt of all materials required for the Final Certificate, the [department director] determines whether the project has been completed in accordance with the contract.

- 2) **Issuance of final certificate.**
 - a) If approved, the [department director] files a Final Certificate of Exemption with the county assessor.
 - b) If denied, [include local option for applicant appeal].
- 3) **Annual compliance review.** [include local annual review requirements]

Project Eligibility Checklist

The completed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four new dwelling units.
- Was completed within three years from the effective date of the city council approved Conditional Contract of Tax Exemption, with the possibility of an extension under the ordinance.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Residential targeted area where project will be located: _____

Was the project completed within the required three -year period or any authorized extensions?

- ☐ Yes
- ☐ No

Has this project received a certificate of occupancy?

- ☐ Yes, date: _____
- ☐ No

Term of tax exemption requested:

- ☐ 8-year
- ☐ 12-year
- ☐ 20-year

Number of units for which a tax exemption is requested: _____

Proposed Dwelling Units	Studio	1-BR	2-BR	3-BR+	Total units
Number of income-restricted units					
Number of market-rate units					
Average monthly rent (income-restricted)					
Average monthly rent (market-rate)					
Average unit size (sf)					
Development cost per unit					
Number of units vacant for 12 months or more*					
Number of units that are currently occupied*					

Number of parking spaces: _____

Affordability

[illegible]

Statement of Potential Tax Liability

As owner of the land described in this application, I hereby indicate by my signature that I am aware of the additional tax liability if and when the property ceases to be eligible for exemption. I am aware that the tax exemption must be cancelled if the property is converted from multifamily to another use. I am aware that if I decide to convert the multifamily housing to another use or intend to discontinue compliance with the affordable housing requirements, I must notify the [city department] and the county assessor within 60 days of the change in use or intended discontinuance.

Owner signature: _____ Date: _____

Affirmation

As taxpayer(s) of the land described in this application, I hereby indicate by my signature that I am aware that the exemption does not begin until after the project is complete and I have applied for a Final Certificate of Exemption. I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments

[Statement of expenditures]



Multifamily Property Tax Exemption Program

Application for Extension of Exemption

Program Overview

[Include key points of the local program for applicant awareness]

Summary of Process Steps

- **Application for extension:** The applicant may apply for a 12-year extension if the applicant received a Final Certificate of Tax Exemption, and this application is submitted within 18 months of the expiration date of that exemption.
- **Issuance of final certificate.**
 - If approved, the [department director] files a Final Certificate of Exemption with the county assessor.
 - If denied, [include local option for applicant appeal].
- **Annual compliance review.** [Include local annual review requirements]

Project Eligibility Checklist

The proposed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four (4) new dwelling units.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Describe any improvements made to the property after the last annual report.

Affordability

Unit information for qualifying income-restricted units:

Unit number	Affordability limit (% AMI)	Monthly Household Income	Household Size	# of Bedrooms	Monthly Rent

Statement of Potential Tax Liability

As owner of the land described in this application, I hereby indicate by my signature that I am aware of the additional tax liability if and when the property ceases to be eligible for exemption. I am aware that the tax exemption must be cancelled if the property is converted from multifamily to another use. I am aware that if I decide to convert the multifamily housing to another use or intend to discontinue compliance with the affordable housing requirements, I must notify the [city department] and the county assessor within 60 days of the change in use or intended discontinuance.

Owner signature: _____ Date: _____

Affirmation

As taxpayer(s) of the land described in this application, I hereby indicate by my signature that I am aware that the exemption does not begin until after the project is complete and I have applied for a Final Certificate of Exemption. I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments



Multifamily Property Tax Exemption Program

Annual Report Form

Reporting Requirements

The property owner must file this annual report with the [city department] within thirty (30) days after the first anniversary of the date the Final Certificate of Tax Exemption was filed and recorded with the county assessor, and each year thereafter for the term of the exemption period. [state when annual reports are due if the jurisdiction has a specific date] Failure to submit this annual declaration may result in cancellation of the tax exemption.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Date Final Certificate of Tax Exemption for this property was filed: _____

Has the property changed from multifamily use since the date of filing the Final Certificate of Tax Exemption?

- ☐ Yes
- ☐ No

Are any units in the property offered as short -term (less than 1 month) rental units?

- ☐ Yes
- ☐ No

If the property has changed use since the date of filing the Final Certificate of Tax Exemption, describe the changes.

Describe any improvements made to the property after the filing the Final Certificate of Tax Exemption or the last annual report.

Details for Income-Restricted Units

For each income-restricted unit listed below, the property owner must attach the tenant's completed and signed Annual Income Certification form.

Unit number	Tenant last name	HH size	Tenant move-in date	Current lease start date	Monthly HH income	Afford. level (% AMI)	Monthly Rent

Affirmation

As taxpayer(s) of the land described in this application, I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments

[Annual income certification forms for income -restricted units]



Multifamily Property Tax Exemption Program

Annual Tenant Income Verification Form

This form is to be filled out by the tenant and returned to the property manager by **[Date]**.

Tenant name: _____

Unit number: _____

Monthly rent: _____

Monthly utilities paid by tenant: _____

Number of persons in household: _____

Current annual income: _____

Amount of income received from each source in the past 12 months:

Income source	Amount
Employment	
Payments in lieu of earnings (e.g., unemployment, disability compensation)	
Income from business operations and income from real or personal property	
Periodic payments (e.g., Social Security, pensions, child support)	
Public assistance payments	

I/we certify that the information presented in this form is true and accurate to the best of my/our knowledge and belief. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading, or incomplete information may result in the termination of the lease agreement.

Tenant signature: _____ Date: _____

Tenant signature: _____ Date: _____

Tenant signature: _____ Date: _____

Sample MFTE Contract

The attached sample contract is based on a template provided by the City of Shoreline. Note that this document will need to be adjusted to account for your individual community's program, accounting for differences in requirements for the exemption.

As with the other sample documents, this is intended to provide an example of the MFTE contract that can be used as part of a local program. Consult with a legal professional prior to using this template to ensure that this will address your needs.

WHEN RECORDED, MAIL TO:

[Community Name]
[Community Address 1]
[Community Address 1]

ATTN: [Clerk]

WASHINGTON STATE COUNTY AUDITOR/RECORDER/S INDEXING FORM

Document Title(s) <i>(or transactions contained therein):</i> MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION CONTRACT
Reference Number(s) of Documents assigned or released: ☐ Additional reference numbers on page ____ of document.
Grantor(s) <i>(Last name first, then first name and initials):</i> ☐ Additional names on page ____ of document.
Grantee(s) <i>(Last name first, then first name and initials):</i> 1. [Community Name] ☐ Additional names on page ____ of document.
Legal Description <i>(abbreviated form; i.e., lot, block, plat name, section, township-range):</i> ☐ Additional legal on Exhibit "A" of document.
Assessor's Property Tax Parcel Account Number(s):

The Auditor/Recorder will rely on the information provided on the form. The staff will not read the document.

MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION CONTRACT

PROJECT NAME

THIS MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION CONTRACT (the "Contract") is made and entered into as of this ____ day of ____, 20____, by and between [Community Name], a Municipal Corporation of the State of Washington (the "City"); _____, a Washington limited liability company (the "Applicant").

WHEREAS, the City has an interest in stimulating new construction or rehabilitation of multifamily housing in Residential Targeted Areas in order to reduce development pressure on singlefamily residential neighborhoods, increase and improve housing opportunities, provide affordable housing opportunities, and encourage development densities supportive of transit use; and

WHEREAS, the City has, pursuant to the authority granted to it by Revised Codes of Washington (RCW) Chapter 84.14, designated various areas of the City as Residential Targeted Areas for the provision of a limited property tax exemption for new or rehabilitation multi-family housing; and

WHEREAS, the City has, as set forth in [Code Reference], enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the [County Assessor Name] that the owner is eligible to receive a limited property tax exemption; and

WHEREAS, the Owner is interested in receiving a limited property tax exemption for constructing _____ units of NEW multifamily housing ("Project") within the _____ Residential Targeted Area pursuant to [Code Reference]; and

WHEREAS, the Owner submitted to the City a complete application for Property Tax Exemption outlining the proposed Project to be constructed on property located at _____ in [Community Name] ("Property") and legally described in Exhibit A of this Contract; and

WHEREAS, in consideration of the City's approval of Permit No. _____, the Owner accepts certain conditions affecting the use of the Property and the improvements authorized by Permit No. _____. It is the purpose of this Contract to set forth those conditions and to impose enforceable restrictions on the use and occupancy of the residential portion of the Property; and

WHEREAS, on _____, the [Responsible Official] determined that the application met all the eligibility and procedural requirements to qualify for a Conditional Certificate of Acceptance of Property Tax Exemption as provided in [Code Reference], except for entering in to and recording this Contract; and

WHEREAS, on _____ the City Council authorized [Responsible Official] to execute this contract; and

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption.

NOW, THEREFORE, for and in consideration of the mutual promises aforesaid and made and relied upon by the parties hereto, and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Owner and the City mutually agree as follows:

SECTION 1—DEFINITIONS

Unless otherwise expressly provided herein, the following terms shall have the respective meanings set forth below. If a term is not defined herein, then it shall be defined as provided in **[Code Reference]** or given its usual and customary meaning.

“Affordable Units” means the _____ units in the Project designated by the Owner and approved by the City, as set forth in Exhibit B, and reserved for occupancy by Eligible Households with maximum rents pursuant to Section 3.

“City’s Designee” mean that individual(s) authorized by the City to administer this Contract.

“Completion Date” means the date of the first certificate of occupancy issued by the City for the Project.

“Compliance Period” means _____ years from the date of initial occupancy of the Affordable Units.

“Dwelling Unit” means a residential living facility, used, intended, or designed to provide physically segregated complete independent living facilities for one or more persons, including living, sleeping, cooking and sanitation facilities.

“Eligible Household” means one or more adults and their dependents who meet the qualifications for eligibility set forth in Section 3.F. or Section 3.I.

“Household Income” means gross annual income from all household members over the age of 18 residing in the household. Gross annual income consists of all wages, benefits (e.g., military, unemployment, welfare), interest, and other such income. Income of dependents over the age of 18 who reside within a household for less than three (3) months of the year will not be counted toward Household Income.

“Household Size” means all of the persons, related or unrelated, occupying an Affordable Unit. For the purpose of calculating maximum Housing Expenses, studio apartments are assumed to have 1 person, with 1.5 persons per bedroom in larger units.

“Housing Expense” means a tenant’s costs for rent, parking for one motor vehicle if a parking space is available, Utilities or an equivalent Utility Allowance, and any recurring expenses required by the Owner as a condition of tenancy (including but not limited to renter’s insurance, pest control, and sewer system capacity charges). Expenses that the Owner makes optional, such as pet rent, extra storage space, or extra parking, are not considered Housing Expenses for the purpose of this Contract.

“Median Income” means the median family income for the **[Metro Area]** as most recently published by the Secretary of Housing and Urban Development (HUD), as amended. In the event that HUD no longer publishes median family income figures, the City may estimate the Median Income applicable to the City in such manner as the City shall determine in its sole discretion.

“Property” means the real property, together with improvements, legally described in Exhibit A.

“Project” means the Owner’s multi-family residential building containing _____ Dwelling Units, also known as “_____.”

“Utility” or “Utilities” means water, electricity, natural gas, sewer, and garbage collection but not including phone, internet service, or cable or satellite television.

“Utility Allowance” means that portion of Housing Expenses that the City determines, from time to time, is adequate for the reasonable Utility costs of Affordable Units in the event the Owner makes tenants responsible for payment for their own Utilities.

SECTION 2—THE PROJECT

A. General Description. The Owner will construct the Project for purposes of providing multi-family rental housing, and the Owner shall own, manage, and operate (or cause the management and operation of) the Project. The Owner agrees to construct the Project in compliance with all applicable land use regulations and as approved and permitted by the City. In no event shall such construction provide less than fifty percent (50%) of the space for permanent residential occupancy as required by **[Code Reference]**.

B. The Owner agrees to complete construction of the agreed upon improvements within three (3) years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption, or within any extension thereof granted by the City.

C. Conversion from Renter-Occupied to Owner-Occupied. In the event the Property is proposed for conversion to a condominium, owner-occupied, or non-rental residential use during the Compliance Period, the Owner must submit to the City for its review a plan for preserving the Affordable Units. The City may consider options which would convert the Affordable Units to owner - occupancy by Eligible Households and are consistent with the provisions of **[Code Reference]**. The Owner must receive authorization from the City prior to conversion to condominium, owner-occupied, or non-rental residential use. This section does not waive the Owner’s obligations to comply with any other law or regulations pertaining to conversion to ownership use.

SECTION 3—AFFORDABLE UNITS FOR ELIGIBLE HOUSEHOLDS

A. Number of Affordable Units. The Project shall include the number and types of Affordable Units as set forth in the table below.

Dwelling Units in the Project

Unit Type (Bedrooms)	Affordable Units	Total Units
Studio		
Open 1-bedroom		
1-bedroom		
2-bedroom		
3-bedroom		
Total		

B. Location. The location of the affordable housing units shall be approved by the City, with the intent that the units are generally mixed with all other market rate housing in the development. Unless otherwise approved by the City, Affordable Units shall not exceed forty percent (40%) of the dwelling units on any floor of a single building of the Project.

C. Similar Quality Construction. All of the Dwelling Units in the Project shall be constructed of similar quality. The Affordable Unit(s) shall have substantially the same net square footage, equipment, and amenities as other Dwelling Units in the Project with a comparable number of rooms.

D. Designation of Affordable Units. The Owner agrees to designate the Dwelling Units identified in Exhibit B as Affordable Units. The Owner, from time to time, may propose to change the specific Dwelling Units designated as Affordable Units herein, in which case the Owner shall notify the City of the proposed change in writing for the City's approval. The City will review the proposed changes and shall approve or deny the proposed changes based upon the criteria that at all times at least _____ of all of the Dwelling Units in the Project are designated as Affordable Units, and provided that at all times the same unit mix and affordability mix is retained.

E. Maximum Rents for Affordable Units.

(1) The Housing Expense of an Affordable Unit shall not exceed thirty percent (30%) of eighty percent (80%) of Median Family Income, with adjustments for assumed Household Size.

(2) An Affordable Unit's contract rent shall not exceed the unit's maximum Housing Expense less a Utility Allowance, if applicable, and any other recurring expenses required by the Owner as a condition of rental.

(3) No Affordable Unit's tenant shall have more than one rent increase for the same Unit in any twelve (12)-month period; provided, however, that in the event an Affordable Unit's lease expires and said tenant elects to continue leasing the Affordable Unit on a month-to-month tenancy, and the tenant remains an Eligible Household, the Owner may increase the rent for that Affordable Unit up to once every thirty (30) days but no higher than the maximum contract rent as set forth in this section.

F. Renting Affordable Units to Eligible Households. During the Compliance Period, the Owner shall lease or rent, or make available for lease or rental, to Eligible Households all of the Affordable Units in the Project. If at any time the Owner is unable to rent or lease an Affordable Unit, then the Affordable Unit shall remain vacant pending rental or lease to Eligible Households.

G. Income Qualifications for Eligible Households.

(1) To qualify as an Eligible Household for initial occupancy of an Affordable Unit, a household's Household Income may not exceed eighty percent (80%) of Median Family Income, with adjustments for assumed Household Size.

(2) At time of recertification, as provided in Section I below, a tenant will remain an Eligible Household as long as said tenant's Household Income does not exceed the Maximum Income for Recertification.

H. Occupancy Limits for Affordable Units. The Owner shall utilize the following occupancy standards for Affordable Units:

Occupancy Limits

Unit Type (Bedrooms)	Minimum Occupants
Studio	1 person
1-bedroom	1 person
2-bedroom	2 persons
3-bedroom	3 persons
4-bedroom	4 persons

I. Completion of Certificate of Household Eligibility. Prior to allowing any household to occupy any Affordable Unit, the Owner shall require the prospective tenant to complete a Certification of Household Eligibility (“COHE”) that shall be substantially in the form set forth in Exhibit C. The Owner shall also undertake a good faith effort to verify the prospective tenant’s Household Income, as reported on the completed COHE. The Owner’s obligation to verify the reported Household Income shall be limited to requesting copies of and reviewing the prospective tenant’s federal income tax returns, unless the Owner has actual knowledge, or reason to believe, that the information provided by the prospective tenant is materially inaccurate. In the event federal income tax returns are not available, the Owner shall verify Household Income using wage or salary statements, or other income records that the City may consider appropriate.

J. Household Eligibility Recertification. At each renewal of a lease for an Affordable Unit, the Owner shall require all tenants occupying Affordable Units to complete and return to the Owner an updated COHE. The Owner shall undertake a good faith effort to verify the reported Household Income as set forth in Section 3(H). If a tenant’s Household Income exceeds the Maximum Income for Recertification set forth below when the tenant’s lease expires, then within ninety (90) calendar days either (a) the Owner may charge said tenant the current, applicable market rent for the Dwelling Unit and the Owner must designate and rent the next available comparable market rate Dwelling Unit as an Affordable Unit, or (b) the tenant must vacate the Dwelling Unit, unless otherwise prohibited by law, so as to make it available for an Eligible Household.

Maximum Household Income for Recertification

Unit Type (Bedrooms)	Percent of Median Income
Studio	90%
1-bedroom	90%
2-bedroom	100%
3-bedroom	100%
4-bedroom	100%

K. Equal Access to Common Facilities. Tenants of the Affordable Units shall have equal access to all amenities and facilities of the Project, such as parking, fitness centers, community rooms, and swimming pools. If a fee is charged for the use of an amenity or facility, then all tenants in the Project must be charged equally for such use. If the City prohibits a fee for certain amenities or facilities included in the Project, such as parking, the Owner shall include such amenities or facilities in the rent price of an Affordable Unit. Parking is not guaranteed for all units and will be provided on a first-come, first-served basis.

SECTION 4– MULTI-FAMILY LIMITED PROPERTY TAX EXEMPTION

A. The City agrees to issue the Owner a Conditional Certificate of Acceptance of Tax Exemption (“Conditional Certificate”) once this Contract is approved by the City Council, fully executed, and recorded with the [County] Recorder’s Office. The Conditional Certificate shall expire three (3) years from the date the City Manager approved the Owner’s application for tax exemption, unless extended by the City Manager as provided in [Code Reference].

B. The Owner shall, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, file with the City Manager an application for Final Certificate of Tax Exemption (“Final Certificate”) with the information and fees required by [Code Reference]. Required information includes:

- (1) A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire Property;
- (2) A description of the completed work and a statement of qualification for the exemption;
- (3) A statement that the work was completed within the required three-year period or any authorized extension; and
- (4) A statement that the Project meets affordable housing requirements of [Code Reference].

C. The City agrees, conditioned on the Owner’s successful completion of the improvements in accordance with the terms of this Contract and on the Owner’s filing of the materials described in Section B above, to file a Final Certificate with the [County Assessor] within forty (40) days of application.

D. The Owner agrees, by December 15 of the year in which the City issued a Final Certificate for the Project, to provide the City information sufficient to complete the City’s report to the Washington State Department of Commerce as set forth in [Code Reference].

E. If the Owner converts any of the new or rehabilitated multi-family housing units constructed under this Contract into another use, the Owner shall notify the [County Assessor] and the City Manager within sixty (60) days of such change in use.

F. Owner agrees that the Contract is subject to the [Community Name] Multi-Family Housing Tax Exemption set forth in [Code Reference].

SECTION 5—ENFORCEMENT

A. Enforcement Provisions. The Owner shall exercise reasonable diligence to comply with the requirements of this Contract and shall correct any such noncompliance within sixty (60) calendar days after such noncompliance is first discovered by the Owner, or would have been discovered by the exercise of reasonable diligence, or within sixty (60) calendar days after the Owner receives notice of such noncompliance from the City, whichever is earliest; provided however, that such period for correction may be extended by the City if the Owner is exercising due diligence to correct the noncompliance. If such noncompliance remains uncured after such period, then the Owner shall be in default and the City on its own behalf may take any one or more of the following actions:

(1) By any suit, action or proceeding at law or in equity, require the Owner to perform its obligations under this Contract, or enjoin any acts or things which may be unlawful or in violation of the rights of the City hereunder; it being recognized that the beneficiaries of the Owner's obligations hereunder cannot be adequately compensated by monetary damages in the event of the Owner's default;

(2) Have access to, and inspect, examine and make copies of, all of the books and records of the Owner pertaining to the Project. Provided, however, the City shall not divulge such information to any third party unless required by law or unless the same is necessary to enforce the City's rights hereunder; and

(3) Take such other action at law or in equity as may appear necessary or desirable to enforce the obligations, covenants, conditions and agreements of the Owner under this Contract.

SECTION 6— CANCELLATION OF TAX EXEMPTION

A. The City reserves the right to cancel the Final Certificate should the Owner, its successors and assigns, fail to comply with any of the terms and conditions of this Contract, **[Code Reference]**, or for any reason that the Project or that portion of the Property on which the Project is constructed no longer qualifies for the tax exemption.

B. Upon determining that a tax exemption is to be canceled, the City Manager shall notify the Owner by certified mail, return receipt request. The Owner may appeal the determination in accordance with **[Code Reference]**.

C. The Owner acknowledges that, in the event the City cancels the tax exemption, state law requires that an additional real property tax is to be imposed in the amount of (1) the difference between the tax paid and the tax that would have been paid if it had included the value of the non-qualifying improvements, dated back to the date that the improvements became non-qualifying; (2) a penalty of twenty percent (20%) of the difference calculated under (1) of this Paragraph C; and (3) interest at the statutory rate on delinquent property taxes and penalties, calculated from the date the tax would have been due without penalty if the improvements had been assessed without regard to the exemptions provided by Chapter 84.14 RCW and **[Code Reference]**. The Owner acknowledges that, pursuant to RCW 84.14.110, any additional tax owed, together with interest and penalty, become a lien on that portion of the Property on which the Project is constructed and attached at the time the portion of the Property is removed from multi-family use or the amenities no longer meet applicable requirements, and that the lien has priority to and must be fully paid and satisfied before a recognizance, mortgage, judgment, debt, obligation, or responsibility to or with which the Property may become charged or liable. The Owner further acknowledges that RCW 84.14.110 provides that any such lien may be foreclosed in the manner provided by law for foreclosure of liens for delinquent real property taxes.

SECTION 7—REPORTING REQUIREMENTS

A. Notice of Occupancy Permit. The Owner shall notify the City's Designee of receipt of the first occupancy permit for the Project within thirty (30) calendar days of the permit's issuance.

B. Initial Project Certification. After the Completion Date and until ninety percent (90%) of all rental units in the Project are occupied, the Owner shall file with the City a Project Certification report, substantially in the form of Exhibit D, attached with copies of the COHE required under Section 3 of this Contract.

C. Annual Project Certification. The Owner shall file with the City Manager, within thirty (30) days following the first anniversary of the City's filing of the Final Certificate and each year thereafter for the duration of the property tax exemption, a report substantially in the form of Exhibit D, attached with copies of the COHE and which includes information required by **[Code Reference]**, which includes:

(1) A statement of occupancy and vacancy of the newly constructed or rehabilitated Project during the past twelve (12) months ending with the anniversary date;

(2) A certification by the Owner that the Project has not changed use since the date the City approved the Final Certificate and that Project conforms with affordable housing requirements of **[Code Reference]**; and

(3) A description of any subsequent changes or improvements constructed after issuance of the Final Certificate.

D. Maintain Complete Records. The Owner shall maintain complete and accurate records pertaining to the Affordable Units and shall, during regular business hours, permit any duly authorized representative of the City, including, without limitation, the City's Designee, to inspect the books and records of the Owner pertaining to the Affordable Units, including the Initial and Annual Project Certifications, and if applicable, income documentation of households residing in Affordable Units in the Project. The Owner's failure to maintain such records or failure to allow inspection by the City or any duly authorized representative shall constitute a material default hereunder. The Owner shall retain all records pertaining to the Affordable Units for at least six (6) years.

E. Form of Certification. Notwithstanding anything in this Section to the contrary, the Owner shall submit all documentation required by this Section on the forms designated herein, which may be modified by the City from time to time. Changes to forms by the City shall not increase the Owner's obligations hereunder.

SECTION 8—SUBSIDIZED TENANTS

The Owner shall accept as tenants for Affordable Units, on the same basis as all other prospective households, households who receive state or federal rent subsidies, such as Housing Choice Vouchers under Section 8 of the United States Housing Act of 1937, or other rent subsidies. The Owner shall not apply, or permit the application of, management policies or lease provisions with respect to the Project which have the effect of precluding occupancy of any Dwelling Units by rent subsidy recipients.

SECTION 9—LEASE PROVISIONS

A. It is the Owner's responsibility to screen and select tenants for desirability and credit worthiness. Except as restricted in this Contract and under state and federal law, such selection is within the Owner's discretion. If written management policies exist, or exist in the future, with respect to the Project, the City may review such written policies and may require changes in such policies, if necessary, so that the policies comply with the requirements of this Contract.

B. All leases for Eligible Households shall contain clauses wherein each individual lessee: (i) certifies the accuracy of the statements made in the COHE, (ii) agrees that the Household Income and other eligibility requirements shall be deemed substantial and material obligations of the tenancy, and (iii) agrees that misrepresentation in the COHE is a material breach of the lease, entitling the Owner to immediately terminate tenant's lease for the Affordable Unit.

SECTION 10—SALE OR TRANSFER OF THE PROJECT

The Owner hereby covenants and agrees not to sell, transfer or otherwise dispose of the Project or any portion thereof without first providing a written statement executed by the purchaser that the purchaser understands the Owner's duties and obligations under this Contract and will enter into a contract with the City for the continuation of those obligations. Such notice must be received by the City at least ten (10) working days prior to the close of escrow.

SECTION 11—TERM

This Contract shall become effective upon its execution and shall continue in full force and effect throughout the Compliance Period, unless sooner modified or terminated by the City or property owner consistent with **[Code Reference]**, as adopted on the date of execution of this Agreement.

SECTION 12—NO DISCRIMINATION

The Owner shall not discriminate on the basis of race, creed, religion, color, sex, sexual orientation, age, national origin, marital status, citizenship or immigration status, honorably discharged veteran or military status, or presence of any mental or physical handicap as set forth in RCW 49.60.030, as now existing and as may be amended, in the lease, use, or occupancy of the Project or in connection with the employment or application for employment of persons for the operation and management of the Project.

SECTION 13—COVENANTS RUN WITH LAND

A. The City and Owner hereby declare their understanding and intent that the covenants, conditions and restrictions set forth herein directly benefit the land (i) by enhancing and increasing the enjoyment and use of the Project by certain Eligible Households, and (ii) by furthering the public purposes of providing housing for Eligible Households.

B. The City and the Owner hereby declare that the covenants and conditions contained herein shall bind the Owner and all subsequent owners of the Project or any interest therein, and the benefits shall inure to the City, all for the Compliance Period. Except as provided in Section 12 of this Contract, each and every contract, deed or other instrument hereafter executed conveying the Project or any portion thereof or interest therein shall contain an express provision making such conveyance subject to the covenants and conditions of this Contract, provided however, that any such contract, deed or other instrument shall conclusively be held to

have been executed, delivered and accepted subject to such covenants and conditions, regardless of whether or not such covenants and conditions are set forth or incorporated by reference in such contract, deed or other instrument.

C. Hold Harmless. The Owner shall defend, indemnify, and hold the City, its officers, officials, employees, volunteers and its Designee and any other party authorized hereunder to enforce the terms of this Contract, harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or resulting from this Contract. This provision shall survive termination or expiration of this Contract.

D. No Third-Party Beneficiaries. The provisions of this Contract and of the documents to be executed and delivered in connection herewith are and will be for the benefit of the Owner and the City only and, are not for the benefit of any third party (including, without limitation, any tenants or tenant organizations), and accordingly, no third party shall have the right to enforce the provisions of this Contract or of the documents to be executed and delivered in connection herewith.

E. The provisions, covenants, and conditions contained in this Contract are binding upon the parties hereto and their legal heirs, representatives, successors, assigns, and subsidiaries and are intended to run with the land.

SECTION 14—FORECLOSURE

In the case of any foreclosure, the immediate successor in interest in the Property pursuant to the foreclosure shall assume such interest subject to the lease(s) between the prior Owner and the tenant(s) and to this Contract for Affordable Units. This provision does not affect any state or local law that provides longer time periods or other additional protections for tenants.

SECTION 15—ESTOPPEL CERTIFICATE

The City agrees, upon the request of the Owner or its successor in interest, to promptly execute and deliver to the Owner or its successor in interest or to any potential or actual purchaser, mortgagor, or encumbrancer of the Project, a written certificate stating, if such is true, that the City has no knowledge of any violation or default by the Owner of any of the covenants or conditions of this Contract, or if there are such violations or defaults, the nature of the same.

SECTION 16—AGREEMENT TO RECORD

The Owner shall cause this Contract to be recorded in the real property records of King County, Washington. The Owner shall pay all fees and charges incurred in connection with such recording and shall provide the City with a copy of the recorded document.

SECTION 17—RELIANCE

The City and the Owner hereby recognize and agree that the representations and covenants set forth herein may be relied upon by City and the Owner. In performing its duties and obligations hereunder, the City may rely upon statements and certificates of the Owner and Eligible Households, and upon audits of the books and records of the Owner pertaining to occupancy of the Project. In performing its duties hereunder, the Owner may rely on the Certificates of Household Eligibility unless the Owner has actual knowledge or reason to believe that such Certificates are inaccurate.

SECTION 18—GOVERNING LAW

This Contract shall be governed by the laws of the State of Washington, except to the extent such laws conflict with the laws of the United States or the regulations of federally insured depository institutions or would restrict activities otherwise permitted in relation to the operation of federally insured depository institutions. Venue for any legal actions shall be in King County Superior Court or, if pertaining to federal laws, the U.S. District Court for Western Washington.

SECTION 19—NO CONFLICT WITH OTHER DOCUMENTS

The Owner warrants that it has not executed and will not execute, any other agreement with provisions contradictory to, or in opposition to, the provisions hereof, and that in any event the requirements of this Contract are paramount and controlling as to the rights and obligations herein set forth and supersede any other requirements in conflict herewith.

SECTION 20—AMENDMENTS

This Contract shall be amended only by a written instrument executed by the parties hereto or their respective successors in interest, and duly recorded in the real property records of **[County Name]**, Washington. Amendments to Exhibit B shall be considered approved in writing when the Revised Exhibit B is signed by the Owner and the City without the need for a further written document attaching the revised exhibit and striking prior versions of the exhibit. In the event of conflict between versions of Exhibits B, the version maintained by the City as the then-current version, signed by Owner and City, shall prevail.

SECTION 21—NOTICE

A. Any notice or communication hereunder, except legal service of process, shall be in writing and may be given by registered or certified mail. The notice or communication shall be deemed to have been given and received when deposited in the United States Mail, properly addressed with postage prepaid. If given otherwise, it shall be deemed to be given when delivered to and received by the party to whom addressed. Such notices and communications shall be given to the Parties' representatives hereto at their following addresses:

If to the City:

[Community Name]
[Community Address 1]
[Community Address 2]

Attn: City Manager

If to the Owner:

Attn:

With a copy to:

Attn:

B. Any party may change its identified representative and address for notices upon ten (10) calendar days prior written notice to the other parties. Legal counsel for a party may deliver notices on behalf of the represented party and such notice shall be deemed delivered by such party.

SECTION 22—SEVERABILITY

If any provision of this Contract shall be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.

SECTION 23—CONSTRUCTION

Unless the context clearly requires otherwise, words of the singular number shall be construed to include the plural number, and vice versa, when appropriate. All the terms and provisions hereof shall be construed to effectuate the purposes set forth in this Contract and to sustain the validity hereof.

SECTION 24—TITLES AND HEADINGS

The titles and headings of the sections of this Contract have been inserted for convenience of reference only, are not to be considered a part hereof and shall not in any way modify or restrict any of the terms or provisions hereof or be considered or given any effect in the construing this document or any provision hereof or in ascertaining intent, if any question of intent shall arise.

SECTION 25– COUNTERPART ORIGINALS

This Agreement may be executed in any number of counterpart originals, each of which shall be deemed to constitute an original agreement, and all of which shall constitute one agreement. The execution of one counterpart by a Party shall have the same force and effect as if that Party had signed all other counterparts.

SECTION 26– AUTHORITY TO EXECUTE

Each person executing this Agreement on behalf of a Party represents and warrants that he or she is fully authorized to execute and deliver this Agreement on behalf of the Party for which he or she is signing. The Parties hereby warrant to each other that each has full power and authority to enter into this Agreement and to undertake the actions contemplated herein and that this Agreement is enforceable in accordance with its terms.

IN WITNESS WHEREOF, the Owner and City have each executed the Multi-Family Housing Limited Property Tax Exemption Contract on the Date first above written.

[Signature pages follow.]

Attachments

Exhibit A: Legal Description

Exhibit B: Designation of Affordable Units

Exhibit C: Certification of Household Eligibility Form

Exhibit D: Annual Project Certification Form

 CITY LIMITS

 POTENTIAL MFTE AREAS

 ROADWAYS

■ Feet

0	475	950	1,900	2,850	3,800
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G. R. Dohrn and Associates

Memorandum

Date: February 8, 2022

To: Jon Rickard

From: Gregg Dohrn

Subject: City of College Place Affordable Housing Strategies

During 2021 the College Place Planning Commission recommended and the City Council approved amendments to the Comprehensive Plan and the Unified Development Code intended to protect existing manufactured housing communities as a source of affordable housing in the community. Subsequently, the Mayor and City Council have asked the Planning Commission to review the Walla Walla Regional Housing Action Plan adopted in July 2021(excerpt attached), and further recommend code-related strategies to increase the housing supply in College Place. This is a very timely request as Governor Inslee signed HB 1220 in May of 2021, effective July 25, 2021 (attached), that includes several important housing related provisions including:

1. Amending one of the Goals of the Growth Management Act to now require cities such as College Place to plan for affordable housing:
 - (4) Housing. ~~((Encourage the availability of affordable))~~ Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
2. A new requirement that cities must update the housing element in their comprehensive plan and in doing so address a new provision that has been added to RCW 36.70A.070:

The housing element should link jurisdictional goals with overall county goals to ensure that the housing element goals are met.

In support of this request from the Mayor and the City Council, I thought it would be helpful to highlight previous steps that the City of College Place has taken in recent years to promote increased housing choices and more affordable housing opportunities. In 2018 the City of College Place Completed a review and update of its Comprehensive Plan. This included the adoption of the following housing policies to the promote more affordable housing in the community:

***Housing Policy #1:** The City shall/should encourage the maintenance and rehabilitation of the existing housing stock within the City.*

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Housing Policy #2: High density residential areas should be located in the vicinity of existing high-density residential areas, the University, shopping areas, and major transportation routes.

Housing Policy #3: Encourage small congregate care centers and group homes in the community, to provide decentralized housing facilities, rather than large, centralized institutions.

Housing Policy #4: Encourage the location of apartments above commercial uses along College Avenue.

Housing Policy #5: The City shall periodically review its development regulations to ensure that multiple options exist to encourage a broader range of housing choices, such as small lot single family residences, smaller scale multiple family housing such as duplexes and four-plexes, mixed-use residential developments, clustered units, and a variety of condominium types, including single story residential developments, etc., as well as to incorporate emergent housing types. This may also include the adoption of standards to govern the development of cottage housing or other innovative affordable housing techniques.

Housing Policy #6: Allow accessory dwelling units in all residential zoning districts as a means to increase the supply and diversity of housing opportunities.

Housing Policy #7: Support the inclusion of low and moderate-income housing units in larger scale residential developments.

Housing Policy #8: Encourage and support social and health service organizations which offer support programs for those with special needs, particularly those programs that help people remain in the community.

Housing Policy #9: The City of College Place should continue to coordinate with Walla Walla County and the City of Walla Walla to address area-wide housing issues.

- a. This may include, but is not limited to, supporting regional emergency and transitional housing options while more permanent housing options are developed.

Housing Policy #10: Support manufactured housing as an affordable housing option.

- a. Manufactured homes shall continue to be permitted as a single-family residence.

Housing Policy #11: Work with Walla Walla University to address future housing needs and opportunities for students.

Housing Policy #12: Identify and evaluate county, regional, state, and federal housing finance options, as well as public-private partnerships to encourage a wider array of housing stock.

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Housing Policy #13: *When reviewing existing and potential new housing regulations, the City shall include an assessment to make sure that fair housing choices are not impeded.*

Housing Policy #14: *Consideration should be given to strategies and incentives that will encourage mobile home parks as they potentially transition to other uses, to continue to provide affordable housing.*

In addition, the City adopted the following land use policies to promote more affordable housing in the community:

Land Use Policy #10: *Merge the R-75 District into the R-60 District so that there is only one single family zoning district.*

a. This may include establishing a larger minimum lot size for duplexes.

Land Use Policy #15: *Review and potentially revise the Development Regulations to integrate the Manufactured Home Park (MHP) zoning district into the Multi-Family Residential (RM) zoning district.*

In 2019 the City of College Place completed a review and update of its Development Regulations in accordance with the Goals and Policies in the updated Comprehensive Plan. The following is a summary listing of revisions that support more affordable housing opportunities.

1. **Creation of a new Single-Family Residential zoning district.** The creation of this new zoning district eliminates the 7,500 square foot minimum lot size and establishes 6,000 square feet as the minimum single-family residential lot size. This will increase the density of development and reduce the fixed costs of constructing single-family residences.
2. **Increased flexibility in short plat standards.** The number of lots in a short plat has been increased from four to nine and the City may now waive the minimum lot size and width standards provided that the density, lot coverage, and setbacks requirements can be met. In addition, frontage improvements may be waived in certain circumstances and access standards have been relaxed.
3. **Accessory Dwelling Units permitted.** Accessory dwelling units are now permitted in all residential zones.
4. **Cottage and co-housing permitted.** Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
5. **Mixed-Use housing standards improved.** The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts. Residential and commercial uses may be permitted in the same development as a part of a “vertical” mixed use (housing above ground floor commercial) or a “horizontal” mixed use (housing permitted on the ground floor in buildings not fronting the street).

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6. **Townhomes encouraged.** Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement.
7. **Tiny homes permitted.** Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
8. **Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers permitted.** Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
9. **The use of recreational vehicles for housing expanded.** Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.

As previously noted in 2021 the Comprehensive Plan was amended to include the following

Governance Policy #14: *The City of College Place, in active collaboration with the cities of Walla Walla and Waitsburg, and Walla Walla County, shall review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:*

- a. *Updating the methodology for more realistically determining the development capacity of existing lands.*
- b. *Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.*
- c. *Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.*
- d. *Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.*
- e. *Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing "bonuses".*
- f. *Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.*

Governance Policy #15: *The City of College Place, in active collaboration with the cities of Walla Walla, and Waitsburg, and Walla Walla County, shall review and update the*

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Countywide Planning Policies to actively promote the sustainable development of new housing. This shall include, but is not limited to:

- a. Ensuring that there is an adequate supply of new commercial development to serve new residential development.*
- b. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.*

Governance Policy #16: The City of College Place, in active collaboration with the cities of Walla Walla and Waitsburg, and Walla Walla County, shall inventory and assess publicly owned lands in and near urban growth areas as sites suitable for the construction of affordable housing.

Land Use Policy #16: Research and potentially revise the Unified Development Code to include a new Highway Commercial and/or a new general commercial zoning district, provided that:

- a. Light industrial uses that are compatible with commercial uses, such as a business park, may be permitted.*
- b. Storage facilities would not be a permitted use; and*
- c. The construction of multi-family housing on long vacant commercial lots would be permitted*

Housing Policy #1: The City shall encourage the maintenance and rehabilitation of the existing housing stock within the City.

- a. Priority consideration shall be given to the preservation of existing affordable housing, including government-supported housing and manufactured housing. Affordable housing is defined as per Washington State RCW 43.63A.550 as “residential housing that is rented or owned by a person who qualifies as a very low-income, low-income, or moderate-income household or who is from a special needs population, and whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent of the household’s monthly income.”*

Housing Policy #2: New higher density residential developments should be located in the vicinity of existing high -density residential areas, Walla Walla University, shopping areas, and major transportation routes. This may be accomplished through such measures as:

- a. Revisions to the Table of Permitted Uses.*
- b. Establishing a new mixed-use zoning district.*

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- c. Permitting the construction of multi-family housing on long standing vacant properties that do not appear to be suitable for commercial development.*

Housing Policy #3: Encourage small congregate care centers and group homes in the community, to provide decentralized housing facilities, rather than large, centralized institutions.

Housing Policy #4: Encourage the location of apartments above commercial uses along College Avenue.

Housing Policy #5: The City shall continue to periodically review its development regulations to ensure that multiple options exist to encourage a broader range of housing choices, such as small lot single family residences, smaller scale multiple family housing such as duplexes and four-plexes, mixed-income and mixed-use residential developments, clustered units, and a variety of condominium types, including single story residential developments, etc., as well as to incorporate emergent housing types. This may also include the adoption of standards to govern the development of cottage, housing, or other innovative affordable housing techniques.

Housing Policy #6: Continue to review and revise the regulations governing accessory dwelling units as a means to increase the supply and diversity of housing opportunities.

Housing Policy #7: Develop incentives for the inclusion of housing units affordable to low- and moderate-income households in larger scale residential developments.

Housing Policy #14: The City will develop strategies and incentives that will encourage manufactured home parks to remain a source of affordable housing.

- a. Establish manufactured home park zoning in areas where manufactured home parks already exist. Allow for applications of new manufactured home parks and their inclusion within manufactured home park zoning.*
- b. Manufactured home park zoning must include a requirement that residents be given sufficient advance notice of any petition for zoning changes or variances by park owners.*
- c. Consider resident opportunity to purchase laws and other mechanisms that give residents sufficient notice and time to organize as a tenants' committee, homeowners association, or co-operative and notify the owner of their intent to purchase a manufactured home park that is up for sale.*
- d. Establish conditions for mitigating the adverse impacts of addressing the closure of manufactured home parks, including a resident relocation plan.*

Housing Policy #15: Support strategies that minimize displacement of low-income community members. Policies enacted to create more housing through redevelopment will include

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measures that mitigate against the displacement of low- and moderate-income community members. The City will refer to the Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices memo to mitigate against potential displacement through redevelopment.

Housing Policy #16: Support the countywide adoption of the local sales and use tax for affordable and supportive housing in Walla Walla County.

Also as previously noted, the Unified Development Code and the Official Zoning Map were amended in 2021 to reinstate the Manufactured Housing Zoning District.

All told, this is an impressive list of actions taken by the City to increase housing choices and opportunities for more affordable housing. But in reviewing the Walla Walla Regional Housing Action Plan, there are more steps that could be taken in College Place including:

1. Work with the City of Walla Walla and Walla Walla County to update the County-wide Planning Policies and provide opportunities to expand Urban Growth Areas with a particular emphasis on increasing the supply of multi-family housing.
2. Revising the Table of Permitted Uses to permit multi-family housing in the General Commercial zoning district without having to be a part of a mixed-use development.
3. Provide a density bonus to Developers of mixed-use projects or that set aside a number of dwelling units as affordable units.
4. Reduce or eliminate the off-street parking requirement for mixed use residential developments in the Downtown Mixed Use zoning district.
5. Review the number of new accessory dwelling units that have been permitted and consider possible revisions to the City standards to increase the number of ADUs.

In addition, although not referenced in the Regional Housing Action Plan, in 2021 RCW 84.14 was amended to enable cities such as College Place to approve property tax exemptions for qualifying multi-family housing developments that are affordable to low- and moderate-income households. The tax exemption applies to the property tax due on the construction or rehabilitation of qualified multi-family housing for a 12- or 20- year period and may provide a valuable incentive for developers to build affordable housing. There are several steps that the City must take before it can offer this tax incentive to qualifying projects, including the designation of “residential target areas”. The criteria for the designation of these target areas includes:

1. The area must be zoned to have an average minimum density equivalent to 15 dwelling units or more per gross acre.
2. The area must be in a designated “urban center” which is defined as a compact identifiable district, where residents may obtain a variety of products and services. An urban center must contain:

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- a. Several existing or previous, or both, business establishments that may include but are not limited to shops, offices, banks, restaurants, governmental agencies.
 - b. Adequate public facilities including streets, sidewalks, lighting, transit, domestic water, and sanitary sewer systems; and
 - c. A mixture of uses and activities that may include housing, recreation, and cultural activities in association with either commercial or office, or both, use.
3. The area must lack, as determined by the governing authority, sufficient available, desirable, and convenient residential housing, including affordable housing, to meet the needs of the public who would be likely to live in the urban center, if the affordable, desirable, attractive, and livable places to live were available.

If offering this tax incentive is of interest to the City, it would appear at first glance that property zoned Downtown Mixed-Use or General Commercial could potentially meet the residential target area criteria, but that the maximum density of the Multi-Family Residential zoning district would need to be increased from 12 dwelling units per acre up to 15 dwelling units per acre or more.

There may be other revisions that may be appropriate to consider, but this is a pretty good start. We look forward to continuing this discussion on February 15th!

City of College Place, Washington
ORDINANCE NO. 22-XXX

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE,
WASHINGTON TO ADOPT A NEW CHAPTER 3.52 TO THE COLLEGE PLACE
MUNICIPAL CODE PERTAINING TO THE CREATION OF A MULTI-FAMILY HOUSING
TAX EXEMPTION PROGRAM IN DEFINED AREAS**

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

Whereas, the State Legislature made significant changes to the Multi-Family Housing Property Tax Exemption Program in 2021 via SB 5287 codified in RCW 84.14 which permits the CITY to offer the program as an incentive in defined areas; and

Whereas, this program is desperately needed as the City as well as the entire Walla Walla Valley is in an affordable housing crisis and more units of housing need to be added; and

Whereas, the proposal was reviewed and recommended by the College Place Economic Development, Tourism, and Events Commission on _____ ; and

Whereas, the proposal was reviewed by the College Place City Council during the _____, _____ and _____, _____ meetings; and

Now therefore, the City Council of the City of College Place do hereby Ordain as follows:

Section 1: A new Chapter 3.52 of the College Place Municipal Code is hereby added to provide as set forth in Exhibit 1 attached hereto and by this reference incorporated herein.

Section 2: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this _____ day of _____, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

EXHIBIT 1

City of College Place
ORDINANCE NO. 22-xxx

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 1: Definitions:

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

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

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

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

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

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

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

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

“CPMC”: City of College Place Municipal Code.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 2: Franchise

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

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

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

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

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

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

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

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

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

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

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

Section 3: Term.

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

A. Renewal.

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

Section 4: Location of facilities.

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

facilities, the additional incremental cost of underground to aerial relocation, or as provided for in an approved tariff if less, will be paid by the City if the City required the underground relocation.

3. Where the City requests relocation of underground facilities solely for aesthetic purposes, the cost of relocation shall be paid by the City; provided, however, in no event shall a request by the City to relocate overhead facilities to underground be considered to be made for aesthetic purposes. Franchisee is authorized to place optical cable and optical cable housing on existing utility poles as overhead facilities only as an exception to pre-existing City policies which require undergrounding, and the cost of relocating overhead facilities to underground shall be paid by the Franchisee except as provided in section 4(G)(4).
4. Where the construction, alteration, repair or improvement of a public way is primarily for private benefit, the Franchisee may seek reimbursement from the private party or parties for the cost of relocation in the same proportion as their contribution to the costs of the project; provided, however, in no event shall the City be considered a private party for purposes of seeking reimbursement under this section.

G. Franchisee shall relocated its facilities at its expense at the request of the City in the event of an emergency, or causes interference with public facilities as described herein that creates an immediate threat to the public safety, health or welfare.

Section 5: Pole, structures and property owned by others

Franchisee must abide by CPMC 20.10.460 – Use of utility poles and facilities of others, CPMC 20.10.470-Use of poles and facilities by city, and CPMC 20.10.475 – Congested utility corridors.

Section 6: Construction and installation requirements.

Franchisee must abide by CPMC 20.10.265 – Construction and installation requirements.

Section 7: Coordination of construction and installation activities and other work

A. Franchisee shall coordinate its construction and installation activities and other work with the City in accordance with CPMC 20.10.270 – Coordination of construction activities as well as all of CPMC 20.10 – Conditions of Franchises and Facilities Leases.

B. All construction or installation locations, activities and schedules shall be coordinated, as determined by the City, to minimize public inconvenience, disruption or damages.

C. Should the Franchisee fail to identify facilities located within a location where a City construction project occurs as requested by the City prior to the City requesting bids or qualifications, resulting in additional cost and/or delay to the City or its contractors, Franchise shall be pay to the City, its actual costs due to the failure to identify by the Franchisee.

D. The Franchisee shall review proposed development utility plans or other development plans that may impact the Franchisee's facilities, provided by either the City or developers whose plans are currently under review by the City and shall either approve or provide written reasons for declining to approve said plans within two weeks of proposed plans being made available to the Franchisee.

E. If construction and installation work is of such a nature that the City requires a use and/or development authorization and permit, Franchisee shall give notice, at its own cost, to owners and occupiers of property adjacent to such public ways indicating the nature and location of the work to be performed. Such notice shall be at provide at least twenty-four (24) hours notice and be physically posted by door hanger. Franchisee shall make a good faith effort to coordinate the work with the property owner or occupier to avoid unnecessary impacts to residents, and make a good faith effort to comply with the property owner or occupier's preferences, if any, on location or placement of underground facilities, consistent with sound engineering practices.

F. Franchisee shall make available and accept the co-location of property of others within trenches excavated or used by Franchisee in the public ways provided the costs of the work are fairly allocated between the parties.

G. Franchisee shall, by February 1 of each year, provide the City with a schedule of its proposed construction or installation activities and other work in, around, or that may affect the public ways or City property.

H. In the event of an unexpected repair or emergency, Franchisee may commence such repair and emergency response work as required under the circumstances, provided Franchisee shall notify the City as promptly as possible before such repair or emergency work commences or as soon thereafter as possible if advance notice is not practicable.

Section 8: Temporary removal, adjustment or alteration of facilities

Franchisee must abide by CPMC 20.10.135 – Temporary removal, adjustment, or alteration of facilities, CPMC 20.10.140 – Building moving, CPMC 20.10.160 – Emergency removal or relocation of facilities, CPMC 20.10.170 – Damage to facilities, and CPMC 20.10.180 – Restoration of rights-of-ways, other ways, city property, and public/private utility property.

Section 9: Safety and maintenance requirements.

A. All work authorized and required under this Franchise will be performed in a safe, thorough, and competent manner.

B. Franchisee, in accordance with applicable federal, state, and local safety requirements shall, at all times, employ ordinary care and shall use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to occur. All facilities, wherever situated or located, shall at all times be kept in a good, safe, and suitable condition. If a violation of a safety code or other applicable regulation is found to exist by the City, the City may, after discussions with Franchisee, establish a reasonable time for Franchisee to make necessary repairs or alterations. If the repairs or alterations are not made within the established time frame, the City may make the repairs or alterations itself or have them made at cost to Franchisee. By receiving this Franchise, Franchisee specifically grants to the City and its agents, permission to repair and alter Franchisee's facilities to abate the presence of an unsafe situation or the presence of a situation that may cause damage, above normal wear and tear, to any property or person.

C. Franchisee, and any person acting in its behalf shall use suitable barricades, flags, flagmen, lights, flares, and other measures as required for the safety of all members of the general public during the performance of work, of any kind whatsoever, in public ways to prevent injury or damage to any person, vehicle, or property.

D. Franchisee shall maintain its facilities in proper working order. Franchisee shall restore its facilities to proper working order upon receipt of notice from the City that facilities are not in proper working order. The City may, after discussions with Franchisee, establish a reasonable time for Franchisee to restore its facilities to proper working order. If the facilities are not restored to proper working order within the established time frame, the City may restore the facilities to proper working order or have them restored at the cost of Franchisee.

E. Franchisee's facilities shall not interfere with any City operations (including, but not limited to, traffic lights, public safety radio systems, or other City communications infrastructure), or Walla Walla Emergency Services Communications, WESCOM (or its successor entity) communications operations or equipment. If the City determines that the

facilities cause such interference, Franchisee shall respond to the City's request to address the source of the interference as soon as practicable, but in no event later than forty-eight (48) hours. The City may require, but written notice, that Franchisee cease operation of the specific facilities causing such interference and either modify, remove or relocate such facilities. If within ten (10) days after receipt of such written notice from the City of such interference, Franchisee has not abated such interference, such facility may be deemed an unauthorized facility and subject to summary removal consistent with the City's police power authority as described herein to protect the safety and welfare of the public.

Section 10: Removal of unauthorized facilities.

Franchisee shall abide by CPMC 20.10.150 – Removal of unauthorized facilities.

Section 11: Restoration of public ways and other property

Franchisee shall abide by CPMC 20.10.180-Restoration of right-of-ways, other ways, city property, and public/private utility property.

Section 12: Use and/or development authorization and permits.

CPMC 12.06 – Right-of-Way permits and Chapter 20.02-General Provisions shall govern this section.

Section 13: Hold harmless and assumption of risk.

A. CPMC 20.10.230-General indemnification shall govern this section.

B. Assumption of risk. Franchisee assumes the risk of damage to its facilities located in the City's public ways from activities conducted by third parties or the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives. Franchisee releases and waives any and all claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives for damage to or destruction of the Franchisee's facilities except to the extent any such damage is caused by or arises from active sole negligence of the City.

Franchisee bears sole responsibility to insure its property. Franchisee shall ensure that its insurance contracts waive subrogation claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives, and Franchisee shall indemnify, defend and hold harmless the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives against any and all subrogation claims if it fails to do so.

Section 14: Insurance.

In addition to the provisions in CPMC 20.10.220 – Insurance, the Franchisee shall:

A. Cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Franchisee-provided insurance, except the Franchisee shall have the sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Franchisee shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 2026. Subcontractors coverage is supplemental to Franchisee's, and Franchisee sets Subcontractors coverage amount at Franchisee's own risk.

B. Furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the franchise. Upon request by the City, the Franchisee shall furnish certified copies of all required insurance policies, including endorsements, required in this franchise and evidence of all subcontractors' coverage.

If the Franchisee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Franchisee, irrespective of whether such limits maintained by the Franchisee are greater than those required by this franchise or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Franchisee.

Section 15: Security Fund.

CPMC 20.10.250 – Security options shall govern this section of the agreement.

Section 16: Taxes, charges, and fees.

A. Franchisee shall pay and be responsible for all applicable charges and fees imposed by the City on a competitively neutral basis, including those to recover actual administrative expenses incurred by the City that are directly related to management of the public rights of way, including receiving and approving this franchise, any permits, inspection of plans and construction, or the preparation of a detailed statement pursuant to chapter 43.21C, RCW.

B. Franchisee shall pay and be responsible for all applicable taxes.

C. In addition to penalties and other remedies for which Franchisee may be subjected, Franchisee shall pay and be responsible for applicable franchise fees for providing or offering cable television service in accordance with CPMC 20.02.030 – Business registration required, CPMC 20.02.110 – Fees and compensation, not a tax, and 20.02.120 – Taxes are not to be a credit.

Section 17: Additional ducts and conduits.

When Franchisee undertakes new construction of its facilities Franchisee shall construct and install additional ducts and conduits when and where requested by the City where feasible within such new construction and related structures necessary to access the ducts and conduits; provided, however, the City first enters into a contract with Franchisee consistent with the provisions of RCW 35.99.070 and RCW 80.36.150. Such ducts and conduits shall be readily accessible and available for governmental use as determined by the City in its sole discretion. Such ducts and conduits used for governmental use by the City shall not be used to provide telecommunications or cable television service for hire, sale, or resale to the general public unless otherwise agreed by the parties. The City shall not be charged or responsible for any more than the incremental costs to design, engineer, construct and install such ducts and conduits, and the City shall not be charged or responsible for any use.

Section 18: Access to facilities and universal service.

CPMC 20.06.110 – Nondiscrimination shall govern this section.

Section 19: Acquisition of facilities.

Upon Franchisee's acquisition of any facilities in the public way, or upon any addition or annexation to the City of any area in which Franchisee has facilities, such facilities shall immediately be subject to the terms of this franchise without further action of the City or Franchisee.

Section 20: One-call system.

Franchisee is responsible for complying with the provisions of Washington's One-Call statutes: chapter 19.122 RCW.

Section 21: Vacation of public ways.

The City reserves the right to vacate any public way, which is subject to rights, privileges, and authority granted by this franchise. If Franchisee has facilities in such public way, the City shall reserve an easement for Franchisee.

Section 22: Duty to provide information.

CPMC 20.06.190 – Accounts, books, and record, CPMC 20.10.190 – Facilities Maps, and CPMC 20.10.200 – Duty to provide information, shall govern this section.

Section 23: Records.

CPMC 20.06.190 – Accounts, books, and records shall govern this section.

Section 24: Assignment or Transfer.

CPMC 20.10.280 – Assignments or transfers of franchises, or leases shall govern this section.

Section 25: Deployment Authority

In order to manage City right-of-way in a thoughtful manner which balances the need to accommodate new and evolving technologies the City of College Place will permit the following process for the deployment of fiber optic services.

A. Review of Facilities

The provisions of 47 USC 253 and 47 USC 332 and applicable case law shall govern review of the site locations proposed by the applicant. Applicants shall be treated in a competitively neutral and non-discriminatory manner with other service providers utilizing supporting infrastructure that is functionally equivalent, that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. City review shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

B. Generally Applicable Design Standards

1. Collocation. Collocation with other providers is encouraged on utility poles and street lamps as long as it is done in an aesthetically pleasing manner and does not compromise the integrity of the structure.

2. Existing Poles. The City may approve minor deviations up to ten feet in height when required to accommodate antennae at the top of a utility pole in order to provide adequate safety clearance in as may be required by the pole owner
 3. New & Replacement Poles. The new or replacement poles shall match height, color, and material of the original or adjacent poles. The City may consider a new or replacement pole of a different material if it provides for interior concealment of facilities and is approved by the pole owner. The City may approve minor deviations up to ten feet in height when required to accommodate facilities at the top of a utility pole in accord with the direction of the pole owner.
 4. Interior Concealment. Whenever technologically feasible, equipment shall be fully concealed within the utility or light pole, or otherwise camouflaged to appear to be integrated part of the utility or light pole.
 5. Flush-Mounts or Pole-Top Canister. In situations when interior concealment is not possible, installation on a pole shall be flush mounted or attached within a pole-top canister, Flush mounting includes using brackets that offset the inside edge of such equipment from the utility pole by 24 inches or less, except as otherwise required by the pole owner or a controlling electrical code such as the National Electrical Safety Code, National Electric Code, or State Electrical Code and when approved by the City.
 6. Cabinet Location and Dimensions. The equipment cabinets, if any, for the facilities shall be located as close to the fiber optic facilities as permitted by the pole owner. The Franchisee shall endeavor to minimize the cabinet space and use the smallest amount of cabinet enclosure possible to fit its necessary equipment and if possible on the same side of the pole as the fiber optic facilities.
 7. Material and Color. Facilities shall match or be substantially similar to the color of the pole and shall be non-reflective.
 8. No Illumination. Facilities should not be illuminated.
 9. Generators & Backup Battery. Franchisee is permitted to install generator and backup battery as long as it does not compromise integrity of the pole structure.
- C. Third Party Requirements
1. All installations of Facilities must have written permission from the pole/structure owner to install facilities on such structure.

2. Governing Construction or Electrical Code. All installations of Facilities shall comply with any governing construction or electrical code such as the National Electrical Safety Code, the National Electric Code, or state electrical code, as applicable.
3. Electrical Connection. The City is not responsible for providing electricity to Facilities. Any third party utility providing such as electricity must obtain a franchise from the City prior to operating in the Rights-of-Way.
4. Transport/Telecommunications Connection. The City is not responsible for providing transport connectivity.

D. Public Comment

The City shall provide notice of a complete application for fiber optic deployment on the City's website with a link to the application. The notice shall include an email contact and telephone number for the applicant to answer citizen inquiries. The applicant is encouraged to host informational meetings for the public regarding the deployment. The City shall post meeting notices, if any, for informational meetings on its website. These meetings are for the public's information and are neither hearings nor part of any land use approval process.

Section 26: Notices.

- A. Any regular notice or information required or permitted to be given to the parties under this franchise may be sent to the following addresses unless otherwise specified:

The City: City of College Place, Attn: City Clerk
625 S. College Ave.
College Place, WA 99324
Phone: (509) 529-1200

Franchisee: Ziply Pacific Fiber, LLC

- B. Franchisee shall additionally provide a phone number and designated responsible officials to respond to emergencies. After being notified of an emergency, Franchisee shall cooperate with the City and make best efforts to immediately respond to minimize damage, protect the health safety of the public and repair facilities to restore them to proper working order. Annually, on request of the City, Franchisee will meet with City emergency response personnel to coordinate emergency management operations and, at least once a year, at the request of the City, actively participate in emergency preparations.

Section 27: Non-waiver.

The failure of the City to exercise any rights or remedies under this franchise or to insist upon compliance with any terms or conditions of this franchise shall not be a waiver of any such rights, remedies, terms or conditions of this franchise by the City and shall not prevent the City from demanding compliance with such terms or conditions at any future time or pursuing its rights or remedies.

Section 28: Eminent domain.

This franchise is subject to the power of eminent domain. In any proceeding under eminent domain, the franchise itself shall have no value.

Section 29: Limitation of liability

CPMC 20.10.230 – General Indemnification shall govern this section.

Section 30: Damage to facilities.

CPMC 20.10.170 – Damage to facilities shall govern this section.

Section 31: Governing law and venue.

CPMC 20.10.370 – Venue of any court action shall govern this section.

Section 32: Severability

If any section, sentence, clause or phrase of this franchise or its application to any person or entity should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality will not affect the validity or constitutionality of any other section, sentence, clause or phrase of this franchise nor its application to any other person or entity.

Section 33: Miscellaneous.

A. Equal Employment and Nondiscrimination. Throughout the term of this franchise, Franchisee will fully comply with all equal employment and nondiscrimination provisions and requirements of federal, state, and local laws, and in particular, FCC rules and regulations relating thereto.

B. Descriptive Headings. The headings and titles of the sections and subsections of this franchise are for reference purposes only and do not affect the meaning or interpretation of the text herein.

C. Costs and Attorneys' Fees. If any action or suit arises in connection with this franchise, the prevailing party will be entitled to recover all of its reasonable costs, including attorneys' fees, in addition to such other relief, as the court may deem proper.

D. No Joint Venture. Nothing herein will be deemed to create a joint venture or principal-agent relationship between the parties and neither party is authorized to, nor shall either party act toward third persons or the public in any manner that would indicate any such relationship with the other.

E. Mutual Negotiation. This franchise was mutually negotiated by the Franchisee and the City and has been reviewed by the legal counsel for both parties. Neither party will be deemed to be the drafter of this franchise.

F. Third-Party Beneficiaries. There are no third-party beneficiaries to this Franchise.

G. Actions of the City or Franchisee. In performing their respective obligations under this franchise, the City and Franchisee will act in a reasonable, expeditious, and timely manner. Whenever this franchise sets forth a time for any material act to be performed by Franchisee, such time shall be deemed to be of the essence, and any failure of Franchisee to perform within the allotted time may be considered a material breach of this franchise, and sufficient grounds for the City to invoke any relevant remedy.

H. Entire Agreement. This franchise represents the entire understanding and agreement between the parties with respect to the subject matter and supersedes all prior oral and written negotiations between the parties.

I. Modification. The parties may alter, amend or modify the terms and conditions of this franchise upon written agreement of both parties to such alteration, amendment or modification. Nothing in this subsection shall impair the City's exercise of authority reserved to it under this franchise.

J. Non-exclusivity.

This franchise does not confer any exclusive right, privilege, or authority to enter, occupy or use public ways for delivery of telecommunications services or any other purposes. This franchise is granted upon the express condition that it will not in any manner prevent the City from granting other or further franchises in, on, across, over, along, under or through any public way.

K. Rights granted.

This franchise does not convey any right, title or interest in public ways, but shall be deemed only as authorization to enter, occupy, or use public ways for the limited purposes and term stated in this franchise. Further, this franchise shall not be construed as any warranty of title.

L. Contractors and subcontractors

Franchisee's contractors and subcontractors must be licensed and bonded in accordance with the City's ordinances, rules, and regulations. Work by contractors and subcontractors is subject to the same restrictions, limitations and conditions as if the work were performed by Franchisee.

M. Force Majeure

Neither party shall be liable for failure to perform the party's obligations if such failure is a result of unforeseeable Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, or lockout. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of the unforeseen event.

N. College Place Municipal Code Title 20

To the extent that express provisions of this franchise conflict with Title 20 of the College Place Municipal Code, the provisions of this franchise will control.

O. Funding appropriation not required

Nothing in this franchise shall require the City to appropriate funding to fulfill the terms and conditions of this franchise.

Section 34: Acceptance of franchise.

Within thirty (30) days after the passage and approval of this ordinance, this franchise may be accepted by the Franchisee by its filing with the City Clerk an unconditional written

acceptance thereof. Failure of the Franchisee to so accept this franchise within said period of time shall be deemed a rejection thereof by the Franchisee, and the rights, privileges, and authority herein granted shall, after the expiration of the 30 day period, absolutely cease and terminate, unless the time period is extended by ordinance duly passed for that purpose.

Section 35: The City Clerk is authorized and directed to publish a summary hereof in accordance with Revised Code of Washington §§ 35A.13.200 and 35A.12.160.

PASSED by the City Council of the City of College Place, Washington,

Mayor

Attest:

Form approved:

City Clerk

City Attorney

ACCEPTANCE:

The provisions of this franchise are agreed to and hereby accepted. By accepting this franchise, Franchisee covenants and agrees to perform and be bound by each and all of the terms and conditions imposed by the franchise and the municipal code and ordinances of the City.

By: _____

Printed Name: _____

Title: _____

CERTIFICATION OF COMPLIANCE WITH CONDITIONS AND EFFECTIVE DATE:

I certify that I have received confirmation that: (1) the Franchisee returned a signed copy of this franchise to the City Council in accordance with this franchise; (2) the Franchisee has presented to the City acceptable evidence of insurance and security as required in this franchise; and (3) the Franchisee has paid all applicable processing costs set forth in the franchise.

The effective date of this franchise ordinance is: _____, 2018.

By: _____

Printed Name: _____

Title: _____