

Tuesday, July 2, 2024
City Council Workshop - Hybrid (In-Person & Electronic)

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

In-Person at College Place 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/85644533341>

Or you may call this number to listen: 1-669-900-9128 ID# 856 4453 3341 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	Jul 2, 2024 - 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 :	Jul 2, 2024 - 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 : Jul 2, 2024 - City Council Workshop - Hybrid (In-Person & Electronic)
Category : 1. Opening Items.
Access : Public
Type : Procedural

Public Content

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

Subject : 1.04 Public Comment -
Meeting : Jul 2, 2024 - 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 and Virtual Comments:

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

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

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

File Attachments

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

2. Workshop Topics.

Subject :	2.01 City Engineer Update on Wastewater Projects - Mr. Alex Fazzari: JUB Engineers
Meeting :	Jul 2, 2024 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Information for Consideration:

On-Call City Engineer Mr. Alex Fazzari will give a presentation about what was found with the FCS/Regionalization Study around the Wastewater Treatment Plant. Also, updates on the Lift Station #5/SW 1st Street and the Sewer Lining Projects.

File Attachments

[WWTP Update.pdf \(563 KB\)](#)

Subject :	2.02 Approval to adopt Proposed Police Building Analysis and Register for Bond - Police Chief Tomaras
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Meeting :	Jul 2, 2024 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The Police Department is working out of the old city Annex building. The converted duplex built in 1954 is 4,000 sq' without adequate room for a growing department. The current building does not have adequate space for current staffing or storage and does not meet ADA requirements, records storage, evidence storage, reception/lobby and meeting and training rooms, restroom and break rooms. An analysis was conducted by Designs West to study the need for a new police building and found the current space inadequate.

Surrounding law enforcement partners have successfully passed bonds and built new police buildings to include: Most recently; Milton-Freewater Police Department, Walla Walla police department, Pasco, West Richland and Kennewick Police.

Information for Consideration:

Following an analysis, it is proposed to build a 19,000 square foot facility that meets the needs of a modern police building serving the city of College Place. Additionally, this building will have a training room that may be used to serve as a community room. The new building will meet the needs of a growing community for the next 50 years. We are asking for the building project to be considered for the upcoming ballot in November 2024. The proposed bond will cover the cost of building at \$14,012,000.

File Attachments

- [23072 CPPD site 06-17-24.pdf \(10,945 KB\)](#)
- [23072 prelim estimate.r 06-17-24.pdf \(133 KB\)](#)
- [College Place Report Draft 2.8.24.pdf \(3,758 KB\)](#)
- [23072 CPPD Schedule 06-17-24.pdf \(126 KB\)](#)
- [2023 Annual Report.pdf \(3,522 KB\)](#)
- [Proposed college place police dept.pdf \(5,176 KB\)](#)
- [YardoftheMonth_June2024_411SEMMountainviewDrive_AlexReyes&AlmaCeron.JPG \(3,889 KB\)](#)

Subject :	2.03 Regulating Real Estate Charitable Transfer Fees - Ms. Culwell
Meeting :	Jul 2, 2024 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion

Public Content

Washington state prohibits real estate developers from establishing an ongoing stream of income by charging a fee on subsequent sales or other transfers of property by establishing a private transfer fee covenant which runs with the land, finding that such fees hinder the marketability and transferability of real estate.

The law excludes from the definition of "private transfer fee", [a]ny fee payable, upon a transfer, to an organization qualified under section 501(c)(3) or 501(c)(4) of the internal revenue code of 1986, if the sole purpose of such organization is to support cultural, educational, charitable, recreational, conservation, or similar activities benefiting the real property being transferred and the fee is used exclusively to fund such activities.

Information for Consideration:

Apparently, a developer in the City and in Walla Walla - Hayden Homes, establishes a private transfer fee on all of its residential properties the proceeds of which purportedly go to Hayden Homes' charitable arm which claims to provide affordable housing. Based upon information provided to staff by a member of the public, purchasers are unaware of the fee until they, in turn, sell the home and the fee is taken out of the sale proceeds and paid to Hayden Homes' charitable arm. The fee is apparently disclosed at closing, but purchasers from Hayden apparently believe the fee is a requirement to purchase the home from Hayden Homes and believe they do not have an option of having it removed.

Council was made aware of this during a prior workshop this year and direction was given to continue to research solutions, including reaching out to other jurisdictions to see if the same or similar complaints have been received and if so, what those jurisdictions have done, if anything. Also, Council agreed with staff's suggestion that the matter be brought to the state Attorney General's attention.

Staff has reached out to other cities in Washington state and has heard of no other jurisdictions grappling with this issue. Staff reached out to and met with representatives from both the consumer protection and charities sub-departments of the state Attorney General's office. While the AG's office does not comment on whether an investigation is going to or is taken place and does not comment on ongoing investigations, staff was informed that the AG's office was reaching out to its counterparts in Oregon, (Hayden Homes was sued over this issue in Oregon), to gather more information and discuss what action Oregon took, if any.

The Assistant Attorney Generals staff spoke with suggested the following:

1. Reach out to state representative to ask for a state Attorney General's opinion regarding what "sole purpose of such organization is to support cultural, educational, charitable, recreational, conservation, or similar activities benefiting the real property being transferred and the fee is used exclusively to fund such activities actually means.
2. Lobby state legislature to revise the governing RCW to define "sole purpose of such organization is to support cultural, educational, charitable, recreational, conservation, or similar activities benefiting the real property being transferred and the fee is used exclusively to fund such activities and/or provide examples of such organizations/use.
3. Enact local laws to regulate such private transfer.

Both AAGs agreed that a local fix would be more predictable and much quicker in responding to the city's and citizens' concerns.

Direction is need from council.

File Attachments

[Chapter 64.60 RCW_ PRIVATE TRANSFER FEE OBLIGATION ACT.pdf \(226 KB\)](#)

[Real property charitable transfer fees - proposed code.pdf \(119 KB\)](#)

Subject : 2.04 Draft FY 2025 to 2030 Transportation Improvement Plan - Mr. Rizzitiello

Meeting : Jul 2, 2024 - City Council Workshop - Hybrid (In-

	Person & Electronic)
Category :	2. Workshop Topics.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

Every year the Washington State Department of Transportation (WSDOT) and Federal Department of Highways (DOT) mandate that municipalities file a six-year Transportation Improvement Plan (TIP) with State. This is done through the online Secure Access Washington (SAW) system.

Information for Consideration:

The TIP is a wish list of road projects to be considered by WSDOT, DOT, and other agencies. This listing roughly ties out to the six-year Capital Facility Plan which was adopted by the City Council via in November 2023 The TIP has four elements: Street Projects, Chip Seal Projects, Pedestrian (Safewalk) Projects, and Road Resurfacing Program. Roadways that do not appear in this directory will not be eligible for State & Federal grant funding. The TIP Document is on our website located here: http://www.cpwa.us/residents/transportation_improvement_plan_.php

File Attachments

- [2024to2029TIP_Resolution.pdf \(134 KB\)](#)
- [2025to2030TIP.pdf \(269 KB\)](#)
- [FY2025to2030Map.pdf \(4,495 KB\)](#)

3. Closing Items.

Subject :	3.01 Good of the Order
Meeting :	Jul 2, 2024 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	3. Closing Items.
Access :	Public
Type :	Discussion, Information
Subject :	3.02 Conclusion
Meeting :	Jul 2, 2024 - City Council Workshop - Hybrid (In-Person & Electronic)
Category :	3. Closing Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will conclude the workshop.

City of College Place WWTP Update

Council Workshop Presentation
July 2, 2024



Helping Each Other Create Better Communities

Agenda

- Schedule update for 2024 sewer construction projects
- Budget update after bid opening for Phase 1A
- Discuss three alternatives for Phase 1B
- Next steps



2024 Sewer Construction



- Lift Station No. 5
 - Awarded to Apollo, Inc. (\$2.8M)
 - Beginning construction this week, complete by end of year
- Sewer Pipe Rehabilitation
 - Awarded to Insituform (\$1.5M)
 - NTP July 1 – waiting for schedule
- WWTP Phase 1
 - Awarded to Apollo, Inc. (\$5.5M)
 - Construction expected to take one year

Budget Update - WWTP

- Total Funding Package is \$22,665,000
 - \$3,000,000 EPA Community Grant
 - \$19,665,000 Ecology – 50/50 loan/grant
- Phase 1 bid is \$5,532,480
- Remaining construction budget is about \$17M
- Have until end of 2025 to notify ECY how will spend remainder



Key Permit Issues



- Eliminate discharge to creek in critical period (May – October)
 - Currently discharge to creek occasionally during cooler growing season as needed
- PCBs
 - ECY issued an Administrative Order on February 14, 2024 which clarifies the PCB testing rule – good for existing permit.
 - But future permits could become stricter with PCBs
- Current permit expired on February 28, 2019
- Unknown when new permit will be issued

Phase 1B - Alternatives

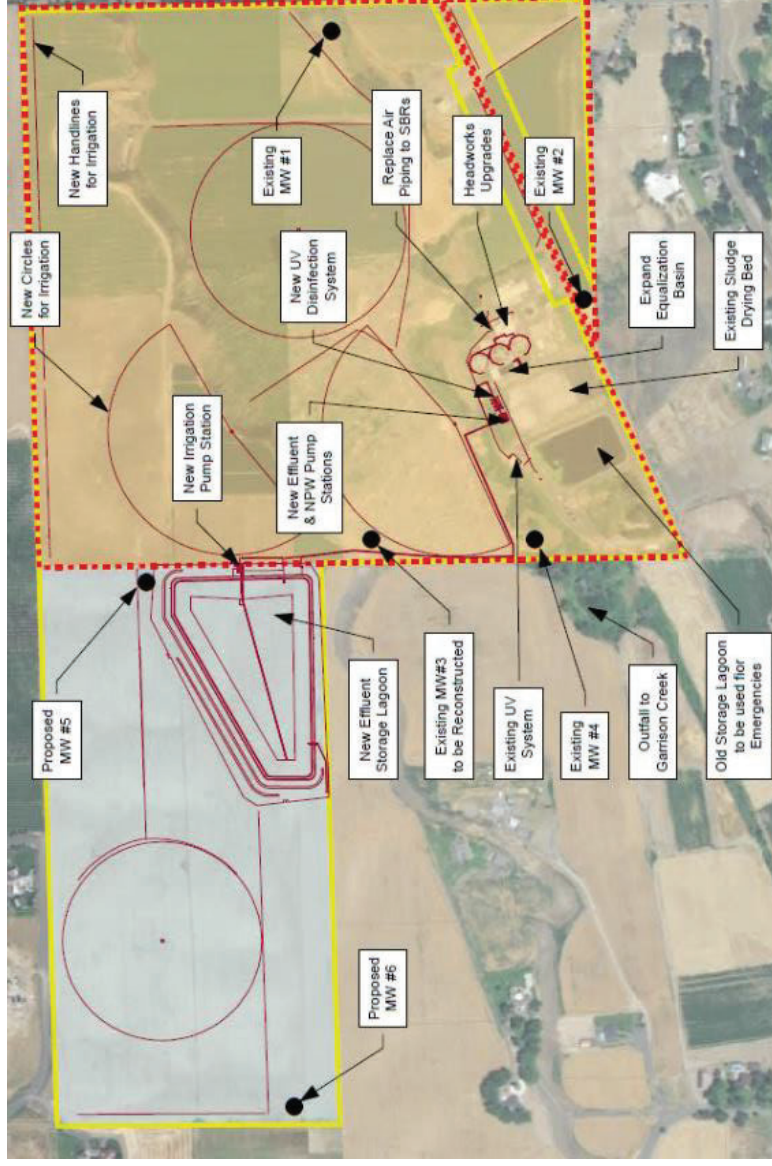


1. Construct project as currently designed
2. Construct pump station/pipeline to pump treated effluent to City of Walla Walla
3. Pivot to a reuse project and pump highly treated effluent to Gardena Farms Irrigation District

Alternative 1 – Default Plan

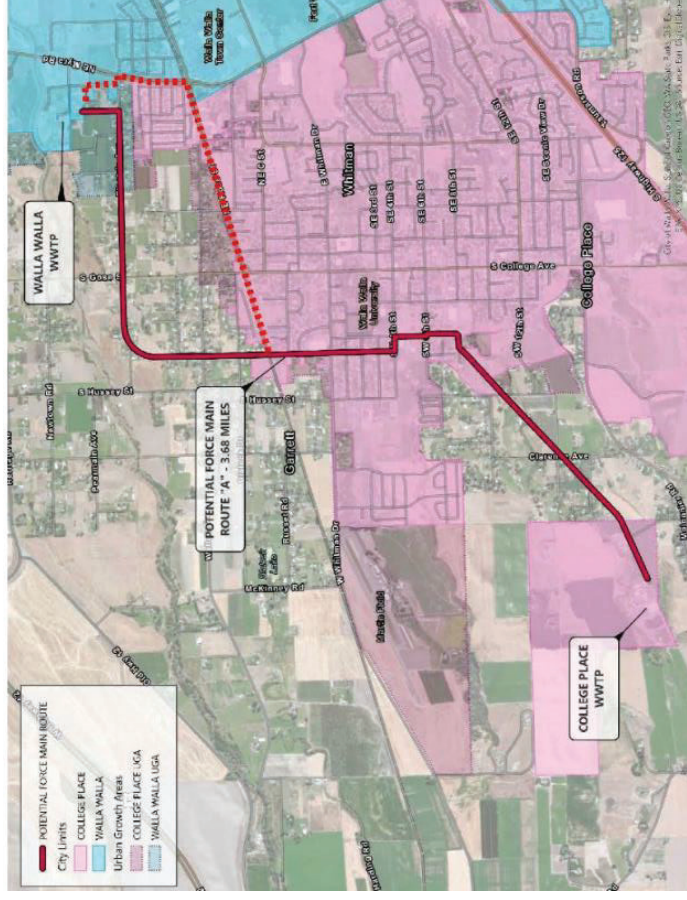


- UV disinfection
- Storage pond
- Replace irrigation distribution system
- Expand land application area



Alternative 2 - Pump to Walla Walla

- Construct a pump station and pipeline to Walla Walla – approximately 4 miles
- User agreement with Walla Walla
- Flow would pass through Walla Walla's filtration, disinfection, and outfall



Walla Walla - Agreement



- Three different scenarios previously discussed
 - "Renter" – no agreement and capacity is not guaranteed
 - "Customer" – agreement for capacity, pay a connection fee
 - "Regionalization" – forming a separate sewer district
- FCS Group developed costs for "Renter" and "Customer"
 - "Regionalization" seems unlikely in near term
 - Would take several years to develop
 - College Place would have minority voice/vote (15%)
 - Presentation prepared for Councils regarding Renter and Customer models as a starting point, then decide if desire to dive into "Reg."

Walla Walla - Costs

- "Renter model" Cost
 - \$260,900 per year
- "Customer model" Cost
 - \$126,000 per year
 - ~\$3.5M connection charge (buy-in, could be paid over time)
- Capital cost – the \$17M of available funding should cover the cost of pump station and pipeline.



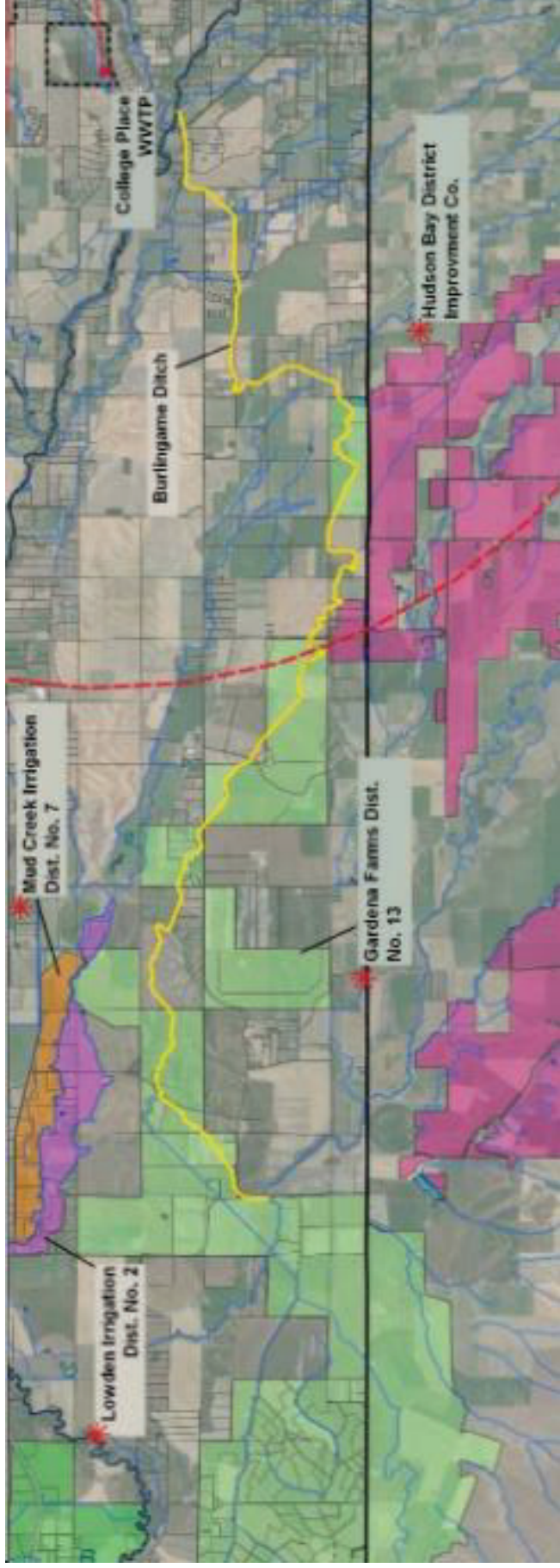


Walla Walla - Considerations

- Currently beginning Facility Plan for WWTP, estimated complete by end of 2025.
- It is likely that filtration improvements will be part of the CIP.
- Water is a valuable resource.



Alternative 3 - Gardena District





Alternative 3 - Gardena District

- GFID would like to replace upper 11 miles of open ditch
- Would be willing to take water year-round – but ECY may not allow – currently discussing
- Would require additional upgrades at WWTP to produce Class A Reuse water and pump station and pipeline to canal (~1 mile)
 - We need to update the costs, but as presented in 2018 Facility Plan - \$29M
- Current 110-acre farm could be re-purposed
- Win-win solution, partnership may be attractive for grant funding



Cost Comparison Summary

1. Construct project as currently designed
 - \$17M funding already secured – may need more for escalation
2. Construct pump station/pipeline - effluent to Walla Walla
 - Existing funding adequate for capital cost, but additional costs of annual user rate (\$126k/year) and buy-in charge from Walla Walla (\$3.5M)
3. Pivot to a reuse project and pump highly treated effluent to Gardena Farms Irrigation District
 - Additional funding needed – at least \$12M, likely more

Next Steps

- Continue discussions with Walla Walla?
 - Schedule joint meeting with Councils and presentation by FCS Group to review user rate calculations or put on hold?
- Continue pursuing GFID option?
 - Negotiations with Ecology regarding water rights impairment
 - Seek additional funding for reuse upgrades
- Or just move forward with what has already been designed?



Thank you!

Helping Each Other Create Better Communities





SE CEDAR BEND DR

S COLLEGE AVE

SECURE ZONE
PARKING & STORAGE

PUBLIC
PARKING

PROPOSED
COLLEGE PLACE
POLICE STATION
S. COLLEGE AVENUE
COLLEGE PLACE, WA

HIGH SCHOOL ACCESS ROAD

HIGH SCHOOL TENNIS COURTS



JUNE 11, 2024

APPROXIMATE BUILDING SQUARE FOOTAGE: 19,000 SF



Project Name: *College Place
Police Station*

Project Number: *23072*

Design West Architects

Preliminary Concept Estimate

6/17/2024 7:19

		TOTAL (rounded)
TOTAL CONSTRUCTION COST (see attached detail breakdown)		11,166,000
TOTAL CONSTRUCTION COST, less sales tax		10,342,000
OTHER PROJECT EXPENSES		
Property Purchase Cost		-
Legal Fees		-
Design Team services (WA State OFM Fee Schedule)	8.01%	828,000
Specialty services (estimated)	1.50%	155,000
Management & Commissioning		
Project Management	2.50%	259,000
Building Commissioning (estimated amount)	0.55%	57,000
Construction Testing		
Constr. Special Inspection/Testing (estimated amount)	0.45%	47,000
Furniture and Equipment		
Furniture, & Fixtures	3.00%	310,000
Equipment		-
Owner Related Services		
Topographic Survey		25,000
Geotechnical Investigation		20,000
Industrial Hygeinist - Haz. Mat Good Faith Survey	0.40%	NA
Contingency		
Owner's Contingency	10.00%	1,117,000
Misc.		
Reimbursables & Construction Document Print Costs		25,000
Bid Advertisement Costs		3,000
Misc Costs		-
Total Project Soft Costs (estimated) =	\$	2,846,000
Total Project Budget (estimated) =	\$	14,012,000

General Information

Project Scope

New construction Police Station

19,000 SF

Project Schedule

Anticipated Construction Duration =

16 Months

Anticipated NTP / Calendar Day Duration / Completion Dates :

9/1/2025 480 12/25/2026

Estimate Summary

Division	Title	Unit Cost	Unit	ROUNDED Division Total
Division 01	General Requirements	\$ 44.90	SF	\$ 596,000
Division 02	Existing Conditions	\$ 1.23	SF	\$ 16,000
Division 03	Concrete	\$ 22.70	SF	\$ 301,000
Division 04	Masonry	\$ 16.78	SF	\$ 223,000
Division 05	Metals	\$ 28.12	SF	\$ 373,000
Division 06	Wood, Plastics, and Composites	\$ 13.57	SF	\$ 180,000
Division 07	Thermal and Moisture Protection	\$ 27.63	SF	\$ 367,000
Division 08	Openings	\$ 34.04	SF	\$ 452,000
Division 09	Finishes	\$ 54.03	SF	\$ 717,000
Division 10	Specialties	\$ 8.39	SF	\$ 111,000
Division 11	Equipment	\$ 5.92	SF	\$ 79,000
Division 12	Furnishings	\$ 2.47	SF	\$ 33,000
Division 13	Special Construction	\$ -	SF	\$ -
Division 14	Conveying Equipment	\$ -	SF	\$ -
Division 21	Fire Suppression	\$ 6.41	SF	\$ 85,000
Division 22	Plumbing	\$ 24.18	SF	\$ 321,000
Division 23	Heating, Ventilating, and Air Conditioning	\$ 69.57	SF	\$ 924,000
Division 25	Integrated Automation	\$ -	SF	\$ -
Division 26	Electrical	\$ 65.38	SF	\$ 868,000
Division 27	Communications	\$ 15.30	SF	\$ 203,000
Division 28	Electronic Safety and Security	\$ -	SF	\$ -
Division 31	Earthwork	\$ 18.75	SF	\$ 249,000
Division 32	Exterior Improvements	\$ 25.16	SF	\$ 334,000
Division 33	Utilities	\$ 8.88	SF	\$ 118,000
MATERIALS & LABOR COST				\$ 6,552,000
	Contractor Taxes, Bonds, & Insurance	2.30% percentage		\$ 216,000
	Contractor Overhead & Profit	9.00% percentage		\$ 844,000
	Design/Construction Contingency (local adjustment)	10.00% percentage		\$ 937,000
ESTIMATED CONTRACT COST (current 2023 values)				\$ 9,375,000
	Escalation (estimated 6% annual = 0.5% monthly)	8.81% 14.7 months		\$ 826,000
	Permits & Inspections	1.50% percentage		\$ 141,000
	Sales Tax (WA State tax)	8.80% percentage		\$ 825,000
ESTIMATED TOTAL CONSTRUCTION COST (including sales tax)				\$ 11,166,000

COLLEGE PLACE FACILITY NEEDS ASSESSMENT

Review
DRAFT



**POLICE DEPARTMENT
AND PUBLIC WORKS
MAINTENANCE
FACILITY**

DRAFT: FEBRUARY 8, 2023



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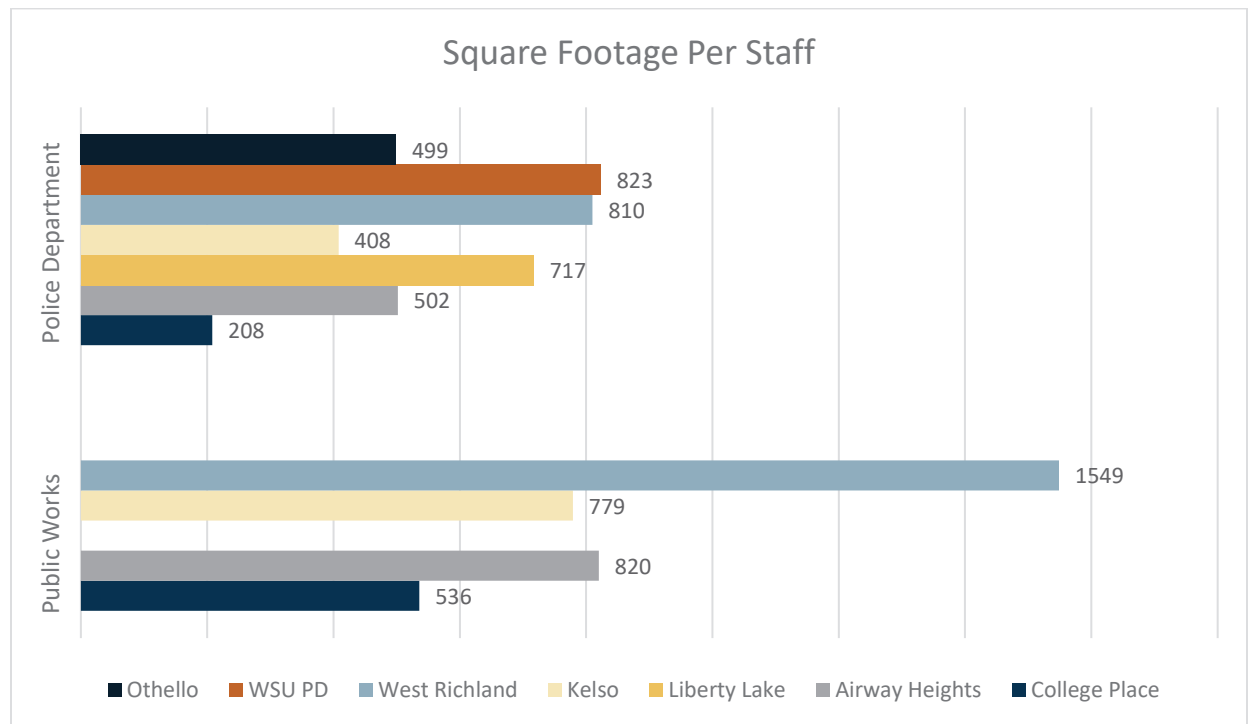
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Executive Summary

The city of College Place Police and Public Work Departments work to meet the demands and provide quality services to the community they serve. As College Place continues to grow in area and in population these departments need to grow as well. In comparing other similar departments in Washington state both facilities are undersized for the current and future staffing.



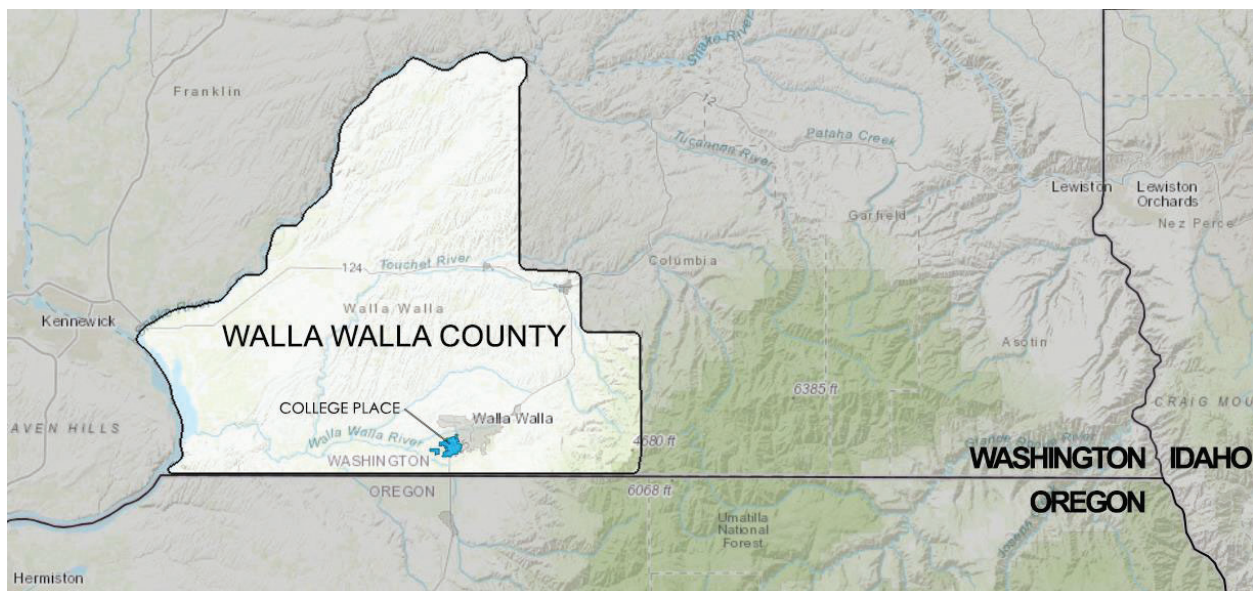
This report reviews the existing spaces, policies, and requirements against peer facilities to determine a new program and associated sizes that will help move both departments into the future. As public entities it is a high priority to make sure that resources are optimized to help facilitate spaces that provide the best services as cost effectively as possible without compromising in the need and requirements. Several locations are being explored for separate and combined buildings that will set up the College Place Police Department and Public Works Department with enough space to grow into the future and continue to serve the community.

Existing Context

College Place

Community overview

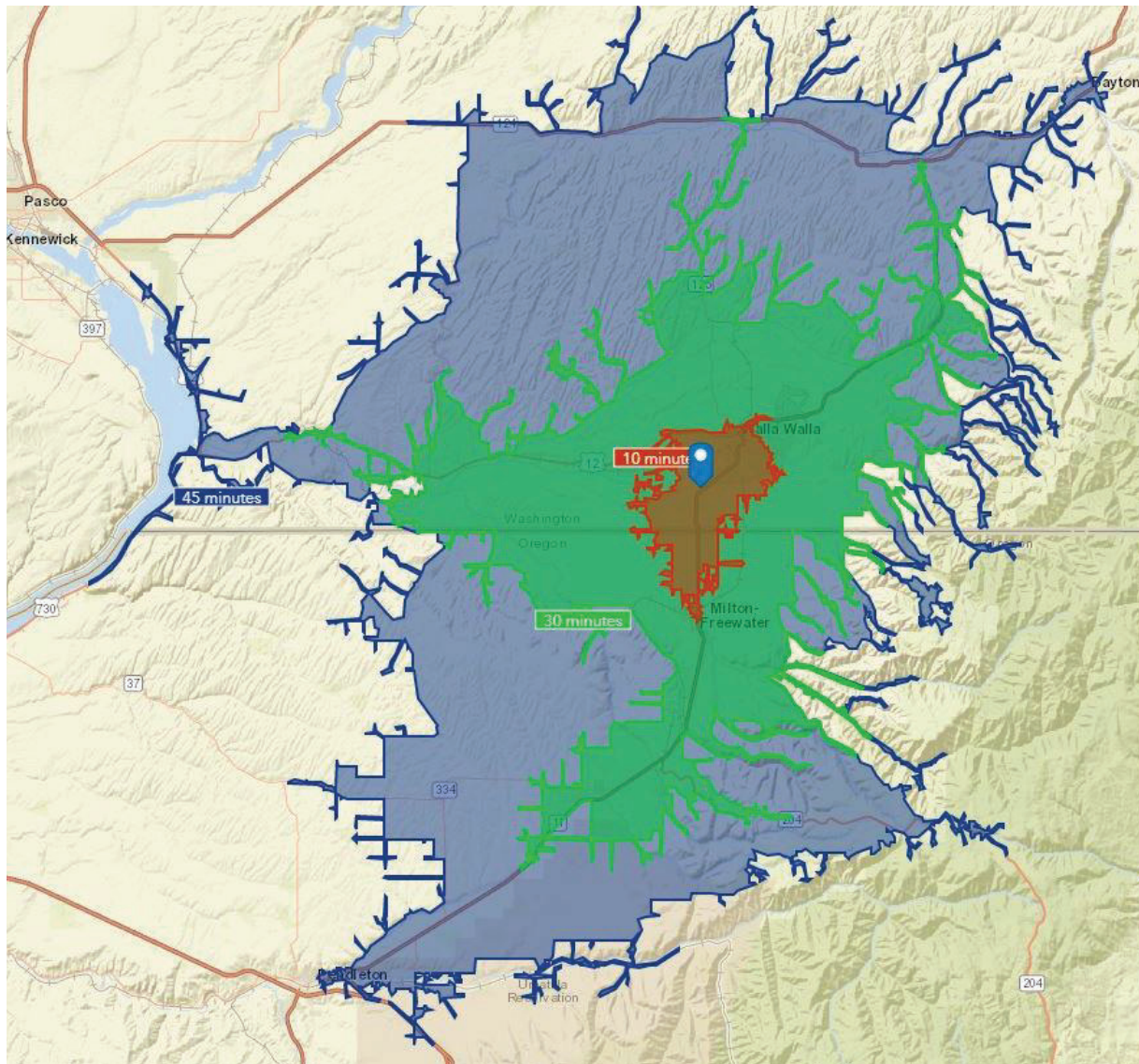
Originally given its name in 1891 with the decision to establish Walla Walla College (now Walla Walla University), College Place was incorporated in 1946 (Marshall, 2013). With the continued relationship with the university and organizational values of being fair, cooperative, respectful, empathetic, humble, and fostering diversity College Place is “where small-town living and learning meet” (City of College Place). Bordering the largest city of Walla Walla, College Place is the second largest city in Walla Walla County. Shown below in the map are the limits of College Place in blue and the adjacent grey zone of the city limits for Walla Walla.



County and City Map (Walla Walla County GIS, 2021)

In discussions with the city College Place staff, the southwest end of town is an area of future growth with more infrastructure and annexation continuing to grow in this region. The West Whitman and Marin Airfield area was noted as growing. In the map above you can see how the larger blue areas of College Place would naturally grow outward towards the already incorporated small blue dot. The Washington State Department of Transportation has also continued to make improvements to US Highway 12 which connects Walla Walla and College Place to the Tri-Cities area. The map below shows the amount of time it takes to drive to the neighboring areas and how these

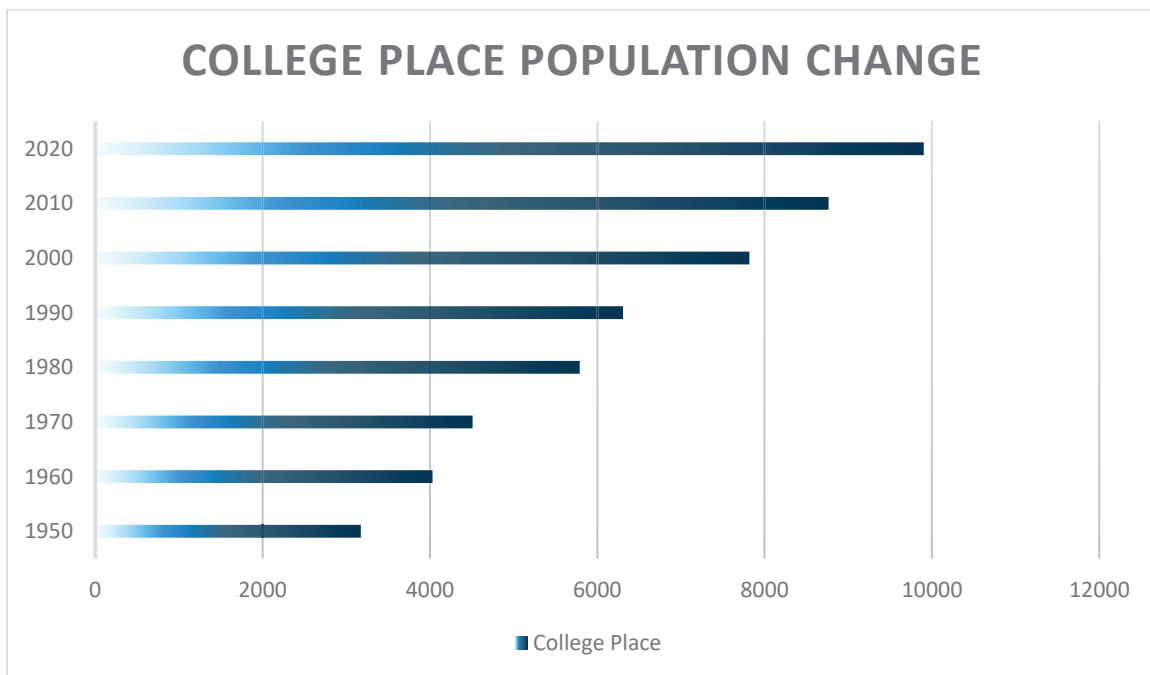
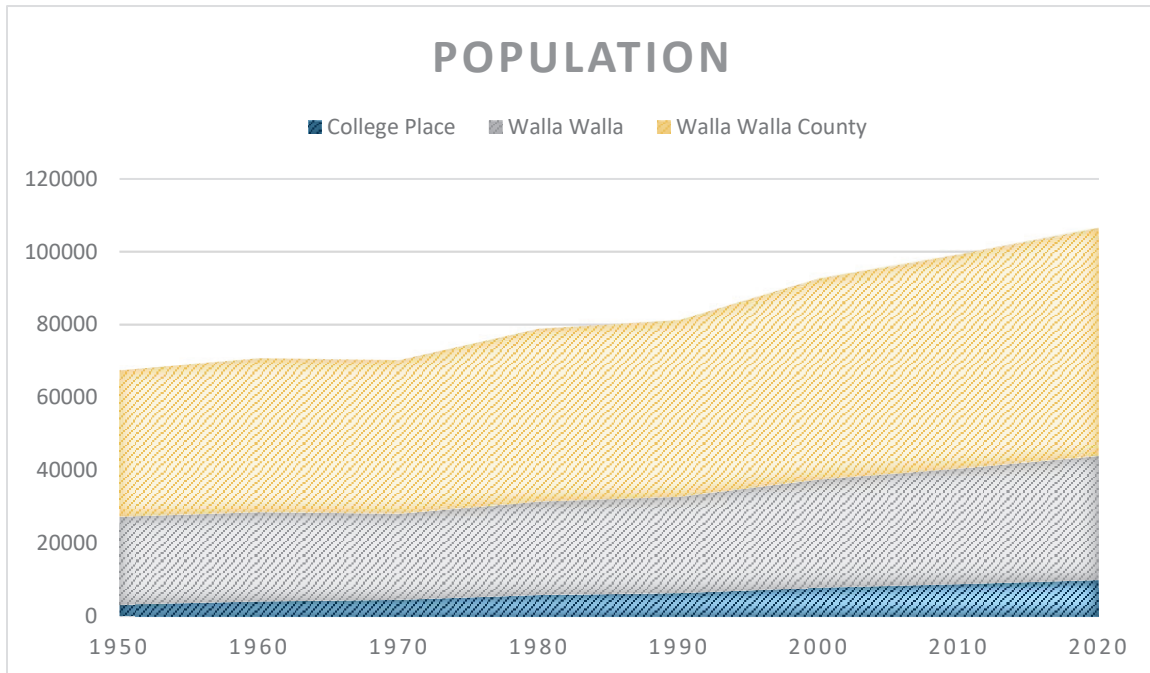
improvements will continue to connect and influence the growth of neighboring areas.



Travel Time by Car (City of College Place)

According to the April 1, 2020, United States Census the population of College Place, Washington is 9,902 people. This is approximately a 13% increase since the April 1, 2010 census (8,765). Over ten years this comes to 1.3% of growth a year. When looking at growth, another thing to consider is small town population trends in the United States with 2021 population estimates showing an average increase in population for small towns (populations of 5,000) in the west region of the U.S. experiencing an average increase of 1.1% (Toukarbi & Delbe, 2022). This is noted as the largest growth among U.S. small towns and something to consider in planning for growth. This has also been documented in surrounding

areas of West Richland, Pasco, and Richland which had a 27.7%, 21.3% and 20.1% population growth from 2010 – 2019 (Toukabri & Medina, 2020).

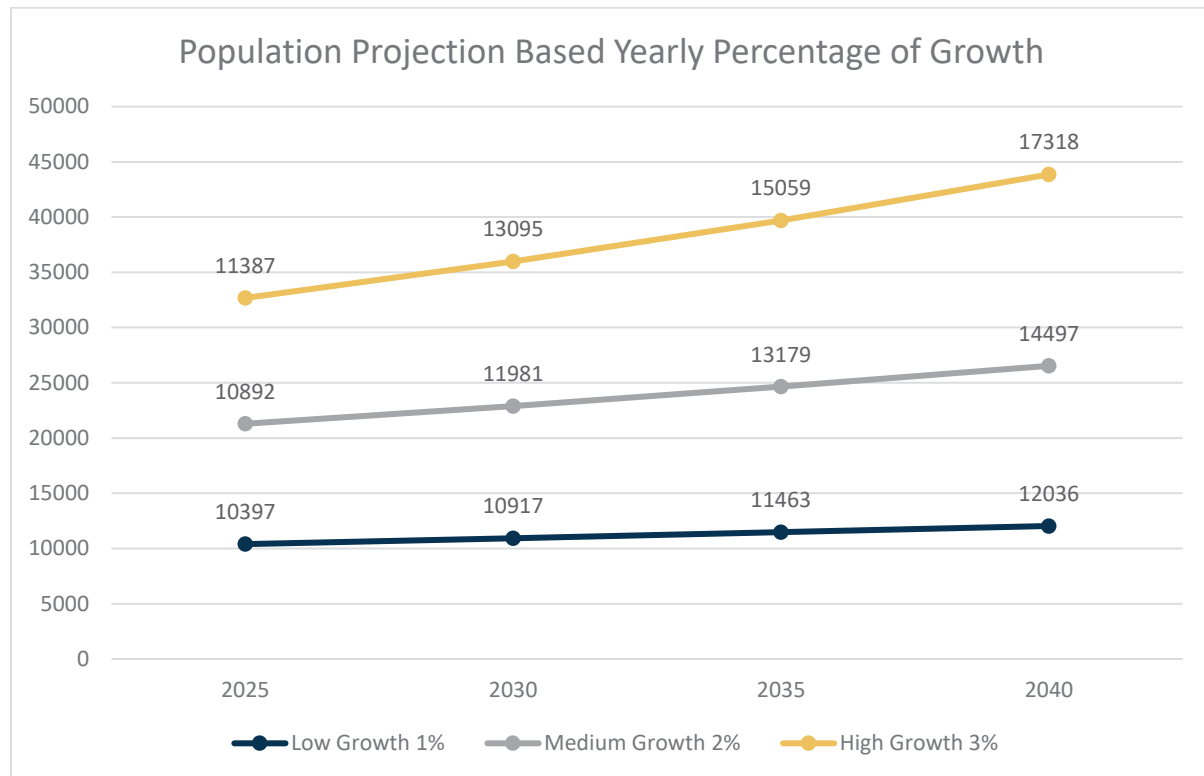


(Port of Walla Walla, 2023)

Project Goals

As the community of College Place continues to grow it is important to evaluate how this impacts the demand for services to ensure that the needs of the

community are met. In taking a closer look at the police and public works departments this needs assessment will look at how they meet the current needs and project growth into the future to make sure that resources are used to their fullest potential and truly meet the needs of the community.

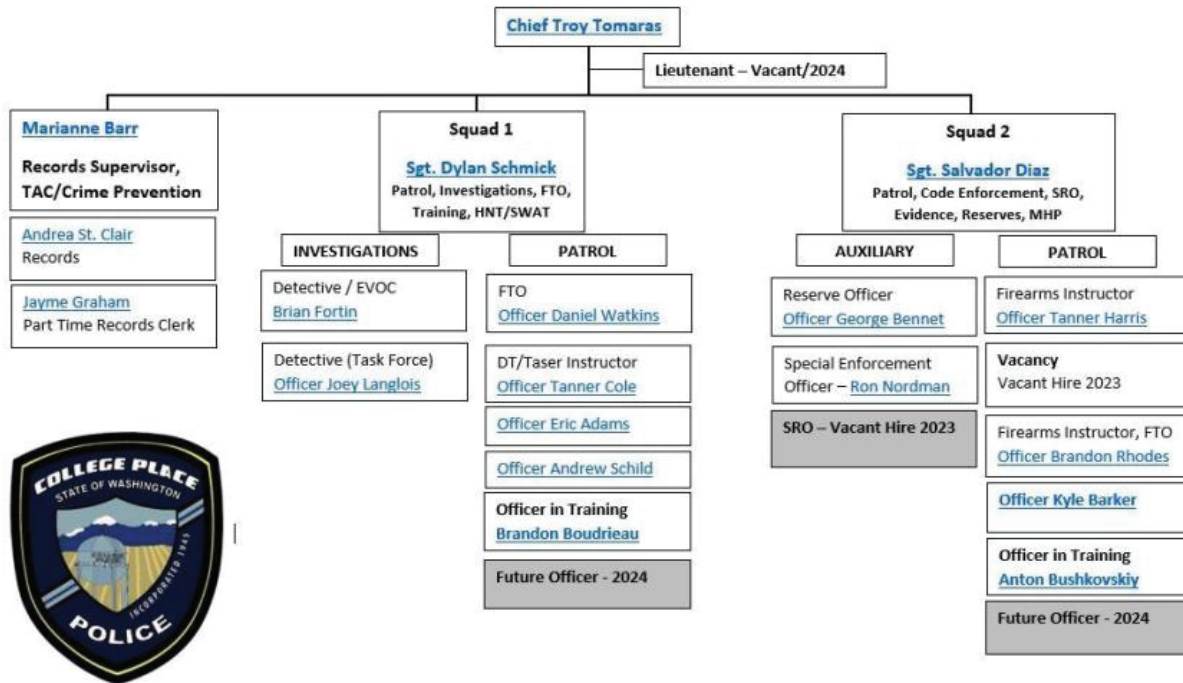


Over the last 10 years College Place has grown at a rate of 1.3% a year. National trends back this up as a reasonable baseline with a 1.1% rate of population growth for small towns in the west. Keeping in mind the trends and surrounding areas that have grown at a 3% growth rate the above chart shows what this could mean for the city of College Place. Based on the population growth over the next 20 years could bring anywhere from an additional 2,134 – 7,416 new residents (from the 2020 population of 9,902).

College Place Police Department

Department Procedures and Staffing

The current College Place Police department consists of a staff of 19 with 5 vacant positions. The department implemented body cameras in early 2021 as part of their continued efforts to be transparent with the community they serve.



College Place Police Department Organizational Chart (2023 Operations Plan, 2023)

The College Place Police Department is currently accredited by the WASPC (Washington Association of Sheriffs & Police Chiefs) which reviews agencies to operate under the industry best practices and standards. The department will be going through reaccreditation in spring of 2024 and will need to make sure that their facilities meet the standards to provide the best service to their community. These requirements are released at the start of the year but currently have suggested standards posted. Of the listed standards the ones with facilities implications include records security, decontamination cleaning station, employee wellness, evidence storage and processing, temporary holding facilities, and training spaces to facilitate the required programs.

Department Staff and Facility Size Comparison

To understand the facilities needs of the police department the table on the next page shows the staffing numbers against other departments to come up with the approximate square footage per staff member.

College Place Police (19)	Airway Heights Police (22)	Liberty Lake Police (24)	Kelso Police (31)	West Richland Police (25)	WSU Police (19)
Admin. (1)	Admin. (3)	Admin. (3)	Admin. (3)	Admin. (4)	Admin. (3)
1 Chief of Police	1 Chief of Police	1 Chief of Police	1 Chief of Police	1 Chief of Police	1 Chief of Police
	1 Administrative Assistant	1 Police Chaplain	1 Administrative Sergeant	1 Administrative Assistant	1 Assistant Chief
	1 Lieutenant	1 Deputy Chief	1 Captain	2 Commanders	1 Chaplin
Patrol (15)	Patrol (19)	Patrol (19)	Patrol (23)	Patrol (18)	Patrol (13)
9 Patrol Officers	9 Patrol Officers	12 Patrol Officers	15 Patrol Officers	12 Officers	6 Officers
2 Sergeants	4 Sergeants	3 Sergeants	4 Sergeants	4 Sergeants	4 Sergeants
2 Auxiliary Officers	3 Corporals	2 SRO & Ambassador	1 Recruit Officer	1 Animal and Code Officer	3 Corporals
2 Detectives	3 Detectives	2 Detectives	3 Detectives	1 Detective	
Support Services (3)	Support Services (0)	Support Services (2)	Support Services (5)	Support Services (3)	Support Services (3)
1 Records Supervisor			1 Records Supervisor	1 Records Supervisor	1 Support Services Manager
2 Records		1 Records	4 Records	1 Records	1 Records
		1 Office Assistant		1 Office Assistant	1 Finance Manager
Population Serving					
9,902 College Place, WA 2020	10,759 Airway Heights, WA 2020	12,001 Liberty Lake, WA 2020	12,715 Kelso, WA 2020	14,842 West Richland, WA 2020	17,827 WSU Student Pop. Fall 2022
Building Square Footage					
3,951 GSF	11,046 GSF	17,216 GSF	12,646 GSF	20,266 GSF	15,642 GSF
208 SF/Staff	502 SF/Staff	717 SF/Staff	408 SF/Staff	810 SF/Staff	823 SF/Staff
Building Construction					
Moved into current space 2017	Moving into approx. 13,700 sqft. of new public safety facility in 2025	N/A	2004 New Construction	2022 New Construction	2016 New Construction

In reviewing the square footage per staff member numbers, the College Place Police department is currently undersized. The Kelso Police Department, which is almost double the square footage per staff member of the College Place Police Department is the next closest but due to the construction of the Kelso Police Department space of 2004 it is fair to assess that this facility would also be undersized to meet their current demands. This is highlighted by looking at the

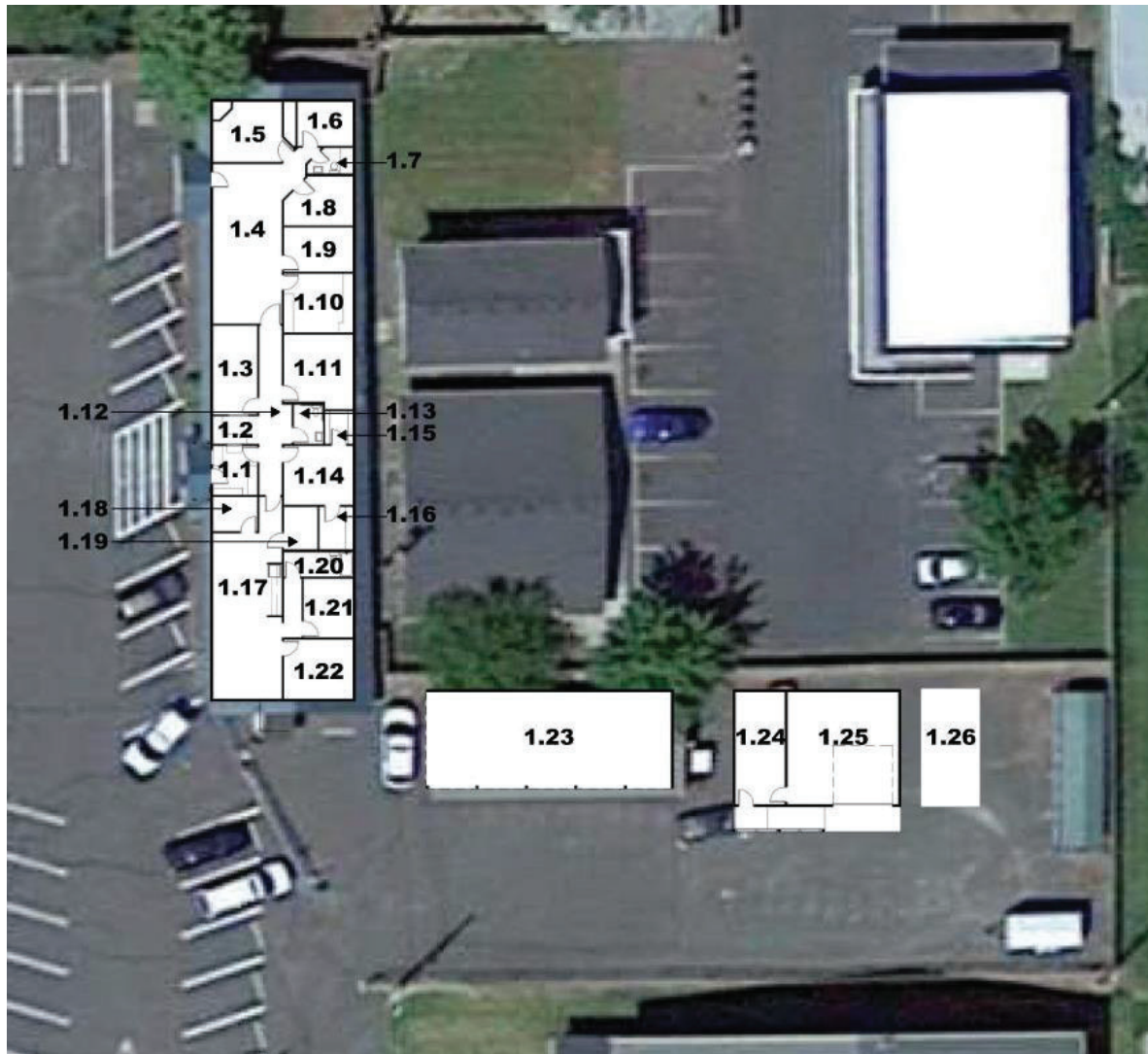
Airway Heights Police Department numbers which will increase to 622 SF/Staff in moving to a new facility in 2025. The square footage comparison between departments shows that an additional 414-615 square feet per staff member would be needed to meet current staffing. The 5 vacant positions at the police department were not included in the table but if filled would make the square footage per staff decrease to 165.

Currently the College Place Police Department is expecting to be at 25 staff members in 2025, this includes public records. With the projected growth in the community the department could expect to grow an additional 4-13 staff members to meet the population's needs in 2040. To be aligned with other department sizes approximately 20,575 square feet. This number will be further detailed in this report but is something to note based on other departments.

Current Floorplans and Needs

The current College Place Police department operates in approximately 4,000 square feet of interior space. The building they currently occupy is a converted duplex that was renovated to try and meet the needs of the department. Accessibility and security compliance is a major concern given the previous use of the building as well as noise and layout being tied to the existing structure. Training for the department takes place at the range in a portable classroom as there are no spaces that could be used in their existing building. To the south of the main building there is a small fenced exterior space with a covered vehicle bay, exterior vehicle evidence storage cage, and a small building that includes an enclosed vehicle bay for evidence processing, separate storage, and gun cleaning space.

The next page shows the plan of the existing facility with numbers that will be used to compare space sizes between other departments and identify the space described in the following pages.



College Place Police Department Keyed Plan

1.1 Public Entry and Waiting

Interaction between the department and the public is an extremely important relationship to maintain and enhance into the future. This space needs to be inviting to the public and accessible to everyone not only to meet code requirements but to continue to build relationships between the department and the community. Clarity in zones of space helps secure private spaces and creates understanding of what areas are public access. One service that is offered in this space is finger printing. The College Place Police department is the one agency that provides this service to the public and plans to continue this into the future. Adequate space for waiting and fingerprinting is essential to operations in the future. This is something that they would like is a separate room for fingerprinting off the lobby. The fingerprinting equipment is expensive, and the current space does not allow for enough space for fingerprinting to occur

with someone else waiting comfortably. The existing lobby is extremely small with seats next to the door swinging into the space.



Photos of the existing College Place Police Department lobby

1.2 Reception

The existing reception space is very small and is used as a location for temporary or part-time work. In the future it may be beneficial to make this spot larger for a full-time receptionist to work in to make sure that visitors to the station are greeted and directed to whatever they have come into the station for.

1.3 Public Records Office

This office is for two public records staff that also staff the front desk when the public enters the lobby. Visual connection between these spaces is crucial but some separation and privacy is needed. Storage was noted as something that they needed more of.

1.4 Meeting Room

Located off all the offices to the north of the building, this meeting room is in the middle of all the circulation through the space. While this area is large enough to accommodate meetings there is no privacy for any discussions in this space or from anyone entering through the north exterior door. Providing a space that is separate from circulation would help increase privacy, security, and enhance meetings and training by decreasing distractions. Another benefit would be in the decrease in sound moving between the conference space and surrounding offices.

1.5 Chief of Police Office

The Chief of Police Office includes a small storage room. While the space is large enough to work in independently, some departments prefer slightly larger Chief offices to provide a space that is used for both an office and a small meeting room. In discussions it was noted that having a space to meet with 8 people would be helpful but did not necessarily need to be included in the office space and could be a separate meeting room nearby.

1.6 Special Enforcement/Lieutenant Office

Adjacent to the Chiefs office is the Special Enforcement/Lieutenant Office this room is smaller than other peer offices but does include a small closet. To meet the needs of this position a larger office is recommended to accommodate groups of 4 meeting in the room.

1.7 Restroom

As one of the three restrooms in this building this single unisex restroom is a residential style bathroom that does not meet accessibility requirements.

1.8 Lieutenant Office

This office is reserved as the future Lieutenant office. Typically, a small meeting space is also expected in these room types for operational meetings with sergeants and records staff. The department would like to accommodate meetings for groups of 4 people.

1.9 Detective Office

Near the other offices this room is used as a Detective Office. Size-wise this space works okay but the proximity to the open large conference space is not ideal for sound privacy. In the future the detectives would like a shared office space with a private Sergeant office to the side.

1.10 Break Room

The existing breakroom is a repurposed residential style kitchen. While the space appears to work okay the room is full of cabinets and does not offer a large amount of space for staff to sit at the table and take a break.



Photos of the existing College Place Police Department break room

1.11 Public Records Office

Across the hall from the other public records office the Records Supervisor office is a well sized space for the use.

1.12 Hall Storage

In the hallway near the front reception is some storage and a mailbox system for the staff members. 24 mailbox slots are available which would all be used when all vacant positions are filled.

1.13 Restroom

This restroom appears to be the main public restroom in the department that is only accessible when granted access from the front reception. The room does not meet current accessibility requirements and is shared between the public and staff. In the future it would be nice to have men's and women's restrooms that are accessible to the public and able to be used if community events are hosted in a larger conference room.

1.14 Copy Room

The current copy room is shared with all staff and the space is on the larger size. There is not a lot of counter workspace and the several doors into the room make it difficult to lay out the space for its purpose.

1.15 Storage

This room contains several shelves for storage and appears to work well. Future iterations of this space should consider how things are accessed and where the door swings in relation to this.

1.16 IT/Storage

Similarly sized to the other storage room this room contains IT as well. With the potential to move to a new site in the future a larger IT room will be needed to run the department.

1.17 Squad Room

The current squad room is used for evidence processing, evidence storage, report writing, small break, and meeting space for officers. It is adjacent to the only interview room which makes it difficult to use when that space is being utilized. While the overall size of the space works it does come with challenges and limits the department in how they can grow in the future and meet best practice procedures.



Photos of the existing College Place Police Department squad room

1.18 Interview Room

As the only interview room in the department the current space is extremely small and is not ideally located. With the shared wall to the waiting room where people sit directly on the other side, privacy is a concern. Looking to the future, the department would like to have 1 soft interview room, and 2 regular interview rooms.

1.19 Armory

The armory is currently accessed from the squad room and appears to work well where officers can access it. The room is secured and only accessible to authorized staff members.

1.20 Restroom

This residential style restroom is used by officers and includes some lockers and storage. The room is very tight and is single meant for a single user. In the future having men's and women's officer locker rooms and restrooms will be important to accommodate growth of the department.

1.21 Sergeant Office

This room is a good size for a Sergeant Office and appears to work well. Being close to the squad room is a positive as well as being near the other Sergeants. Previously this room was the locker room until the department grew and needed additional office space.

1.22 Sergeant Office

This room is slightly larger than the adjacent office and appears to work well for its function. Having additional offices near the squad room that the department can grow into would be very beneficial.

1.23 Covered Exterior Vehicle Bay

The College Place Police department currently uses take home vehicles, so the covered vehicle bay only needs to be large enough to accommodate 1/3 of

the fleet at a time. In the future having designated enclosed space so officers can have a secure protected space to drop off evidence or bring people in safely.

1.24 Gun Cleaning and Storage

This room was added with the interior vehicle bay to provide space to clean guns, store equipment and store bikes.

1.25 Interior Vehicle Bay

This building was built to meet the requirements of accreditation and provide a secure interior space where evidence could be processed. In the future this will need to be recreated.

1.26 Exterior Vehicle Evidence Cage

This is a secure exterior space for vehicle evidence. Previously this was the only area used to secure vehicles but is now just used for vehicles that have already been processed.

Other Existing Areas

The College Place Police Department has been using the Axon Body Camera system since 2021, the data is cloud based and does not require onsite storage. IT and evidence are stored in city hall through an alarm and limited access. A rough approximation of the space would need to be accounted for in the future space design. SAK are not an area of high volume for this community, so storage requirements based on the new laws (House Bill 2318) is not a major concern but is something that will need to be accounted for in the new space.

The range is a great asset to the College Place Police department as it is the only one in the county. Defensive tactics training is on one side of the portable while a traditional classroom is on the other side.

Future Areas to Plan For

To best serve the growing community, the department would like to add spaces that enhance the level of service they are able to provide. One request was to include a large meeting room that could be used to hold training for multiple departments, be used for defensive tactics training, and would be open to the community to use. Another space that was brought up was a fitness room for staff. Fitness is extremely important for officers' physical and mental health, making this an extremely high priority. In discussions about this space, it was also brought up that the fitness room could also be used by other city staff. A decontamination room was another item that was noted as needed since they are likely moving away from the fire department that has this space. Adding 2 holding cells was noted as something that would be helpful as the county grows

and they are used for temporary holding. Some other spaces mentioned were small meeting rooms off the lobby that could be used for attorneys or other outside groups that would be meeting at the station. Other departments have used these rooms to allow for more mental health professionals and community groups focused on alternatives to violence and victim support. These additional spaces would help enhance the current staff and support the department in being able to retain qualified employees.

Facility Program Comparison

To further define what spaces in the police department are undersized and by how much the following table compares the existing College Place Police Department Spaces with the West Richland Police Department and the WSU Police.

Police Department Spaces								
			Existing Square Footage		West Richland PD		WSU Public Safety	
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	Sqft.	Notes	Sqft.	Notes
1.1	Public Entry and Waiting	Small space used for public waiting and fingerprinting	1	90	1,554	Public Lobby & vestibule. Fingerprinting room is separate 92 sqft.	698	Public Lobby & vestibule
1.2	Reception	1 Station	1	53	207	2 Stations near front of shared public records space	229	2 Stations separate from records room
1.3	Public Records Office	Shared office 2 workstations with file storage	1	162	623	Shared workspace with built in storage	232	2 shared workstations with file storage
1.4	Meeting Room	Open to adjacent offices and breakroom	1	453	1,655	Meeting room with chair and av storage. Off of main lobby	914	Meeting room can be split in half, has storage for tables & chairs
1.5	Chief of Police Office	165 office +11 storage	1	176	285	Police Chief Office - separate conference space	146	Director Office
1.6	Special Enforcement/ Lieutenant Office	101 office + 20 storage	1	121	193	Captain Office - separate conference space	134	Assistant Chief Office

			Existing Square Footage		West Richland PD		WSU Public Safety	
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	Sqft.	Notes	Sqft.	Notes
1.7	Restroom	Staff Restroom near Police Chief and Lieutenant Offices	1	43	123	Shared with Police Chief and Captain	342	2 Staff restrooms separate from locker room/ changing room
1.8	Lieutenant Office		1	128	-	See 1.6	125	Lieutenant Office
1.9	Detective Office		1	126	475	Shared Investigations Space	-	-
1.10	Break Room		1	168	563	Break with access to courtyard (not included in sqft.) drinking fountains	268	-
1.11	Public Records Office		1	200	135	Public Records Supervisor Office	136	Near front reception and records storage
1.12	Hall Storage		1	9	38	-	-	-
1.13	Restroom	Closest to the lobby not publicly accessible without permission	1	48	317	Public Access - Mens and womens restrooms	96	2 public restrooms
1.14	Copy Room		1	168	54	located in hallway	84	Work Room
1.15	Storage		1	38	415	General Storage 107, Records Storage 308	187	-
1.16	IT/Storage		1	60	212	Server Room	131	Data Room
1.17	Squad Room	Reports also written in this room	1	503	894	Squad room 654, Report room 240	400	Shared workspace 4 stations for report writing
1.18	Interview Room		1	63	515	1 soft interview 101, 2 interview rooms 151 total, 3 hard interview rooms 263 total	102	1 interview room
1.19	Armory		1	60	316	Equipment, Weapon Cleaning, and storage	164	Located near parking
1.20	Restroom		1	70	240	3 staff restrooms	-	See 1.7
1.21	Sergeant Office		1	120	596	5 Offices	472	4 Offices

			Existing Square Footage		West Richland PD		WSU Public Safety	
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	Sqft.	Notes	Sqft.	Notes
1.22	Sergeant Office		1	168	-	See 1.21	-	See 1.21
1.23	Exterior Vehicle Bays	5 bays, 965 SF - not included in interior SF amount	-	-	-	Exterior	2,003	Interior 6 vehicles, and storage space
1.24	Storage/Gun Cleaning/Bike Storage		1	228	-	See 1.19	236	Maintenance Shop
1.25	Interior Vehicle Bay		1	152	-	-	503	Vehicle Sally
1.26	Exterior Vehicle Evidence Cage	289 SF - not included in interior SF amount	-	-	-	-	-	-
Total Net assignable SF				3,407	9,410		7,602	
-	Hallways/Circulation		1	544	2,970	-	1,627	-
-	Other Spaces		-	-	7,886	Fitness Room, Locker Room, Custodian rooms, Evidence Processing, Other Offices, Conference Spaces, Electrical, Mechanical	6,413	Conference, Evidence Storage and Processing, Electrical, Mechanical, Holding, Intake, Storage, Locker Rooms, Other Offices, Computer Forensics

Police Department Total Square Footage:

3,951

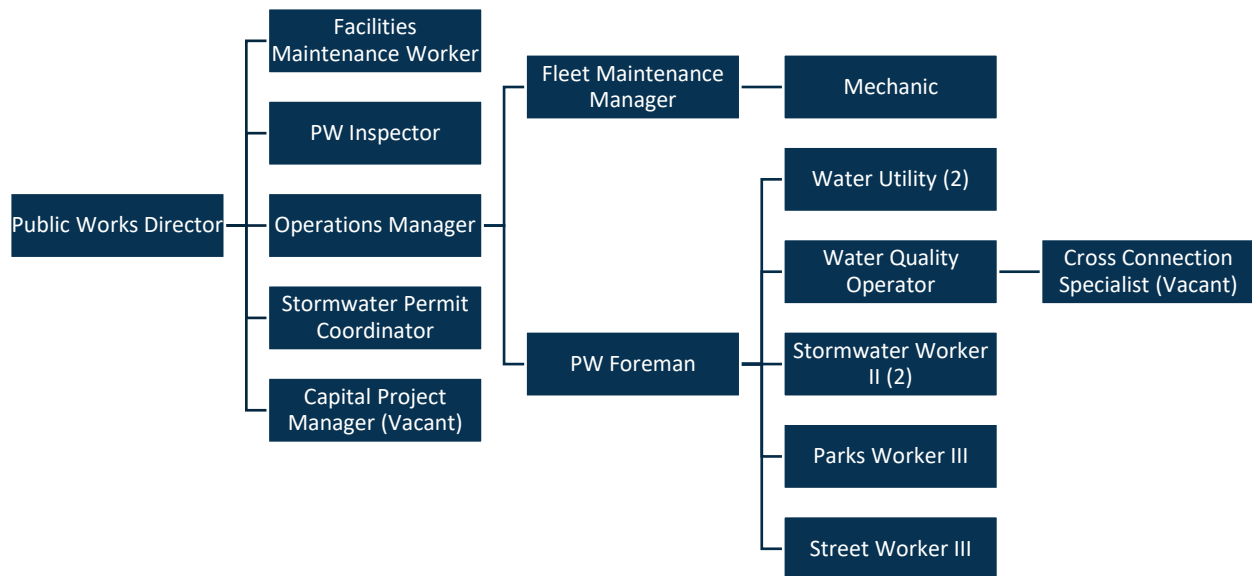
20,266

9,229

College Place Public Works Maintenance

Department Procedures and Staffing

The current College Place Public Works department has 17 positions, 2 of those are vacant. This department maintains all public infrastructure including water, sewer, stormwater, solid waste, recycling, street maintenance, parks, and fleet management for all city owned vehicles. The organizational chart on the next page highlights the breakdown of the public works staff.



College Place Public Works Organizational Chart

Department Staff and Facility Size Comparison

In looking at other public works departments we compared the size of facilities to gain more data about the size needed to accommodate College Place Public works.

College Place Public Works(15)	Airway Heights Public Works (13)	Kelso Public Works (22)	West Richland Public Works (9)
1 Public Works Director	1 Public Works Director	1 Public Works Manager	1 Public Works Director
1 Operations Manager	1 Operations Manager	1 Operations Manager	1 Operations Manager
1 Facilities Maintenance Worker		1 Departmental Assistant	1 Cross Connection
1 PW Inspector		1 Traffic Lead	1 City Engineer
1 Operations Manager	1 Water Lead	1 Water Treatment Plant Supervisor	1 Water supervisor
1 Stormwater Permit Coordinator		1 Street/ Drainage Lead	1 Street and Parks Supervisor
1 Fleet Maintenance Manager		1 Parks Lead	
1 PW Foreman	1 Sewer lead	2 Equipment Operator/ Water/ Sewage Lead	1 Sewer Supervisor
1 Mechanic	1 Operator in Training	7 Water/ Sewer Tech	1 Stormwater

2 Water Utility	1 Inspector	2 Water treatment operator	1 Contract Admin.
1 Water Quality Operator	4 WRP Operators	1 pump station operator	
2 Stormwater Worker II	3 Maintenance Workers	2 street/ Drainage tech	
1 Parks Worker III		1 general maintenance tech	
1 Street Worker			
Population Serving			
9,902 College Place, WA 2020	10,759 Airway Heights, WA 2020	12,715 Kelso, WA 2020	14,842 West Richland, WA 2020
Building Square Footage			
8,040 GSF	10,658 GSF	17,138 GSF	13,943 GSF
536 SF/Staff	820 SF/Staff	779 SF/Staff	1,549 SF/Staff
2,835 sqft. of covered storage	4,271 sqft. treatment plant	9,570 sqft. of covered storage	Large outdoor yard

In reviewing the square footage per staff member numbers, the College Place Public Works department is undersized. To catch up to the other departments would mean adding an additional 243 – 1,013 sqft. per staff member. One thing that makes public works more difficult to define needs is related to the differences between how each city determines how public works is split up and managed. In addition to looking at other departments, taking a closer look at the population, fleet number and parks are currently being maintained and can grow in the future will be critical and explored in this study before the proposed program is developed.

Current Floorplans and Needs

The Public Works Department of College Place is currently located in several different buildings including some offices in city hall and in buildings around the centrally located water tower. The water tower is very close in proximity to the College Place Police Department, City Hall, and Fire Department. This works well for fleet management, but the downside of this location is that the yard, buildings, and water tower are surrounded by residential homes. The Public Works Department does its best to be mindful of this proximity after hours but with the different vehicles mobilizing from this spot has some clear disadvantages. The existing floorplan is shown below with numbers that coordinate to written sections describing what the space is used for.



College Place Public Works Department Keyed Plan

2.1 *Parts and Storage*

This room includes parts and equipment storage related to infrastructure maintenance. Additional larger items or larger quantity items are stored outside in the yard. This was something that they would like to be able to have a minimum of covered storage for to lessen the amount of sun exposure and damage.

2.2 *Break Room*

Adjacent to the storage space in the first building this is a larger room with a small kitchen, lockers, and seating for breaks. The size of this space seems to

meet the needs for the current size of the department. The existing range is barely used but 2 microwaves work well. It was noted that a third fridge would be needed in the new space.

2.3 *Workroom*

This space includes worksurfaces and tools as well as a washer and dryer on the other side of the restroom wall. The washer and dryer is nice to have.

2.4 *Restroom*

This employee restroom is a single stall enclosure that is open above to the workroom. It was noted that it would be nice to have a shower for employees to clean up before going home after a dirtier job. Another consideration would be to move this room closer to the entrance and lockers. Hanging space was also mentioned as something to consider adding.



Inspectors, Water Quality, Cross Coordination, Stormwater Office Building

2.5 *Stormwater Coordination*

In the first room you walk into the office building shown above there is open office space with 2 workstations for stormwater coordination. There is a built-in counter and walkway that limits the arrangement of this space with the existing desks.

2.6 *Water Quality Operator and Operations Manager Office*

As a large shared office space this room also hosts the SKTA station that monitors the water in College Place. This building does have back up energy to keep the system running during a power outage.

2.7 *Restroom*

A larger and nicer restroom compared to the others onsite. This space does not meet accessibility requirements like the other restrooms.

2.8 IT Closet

This closet runs the building and has some difficulty with ventilation.

2.9 Copy/Reference Library

As a space that supports the adjacent offices this room contains equipment manuals, code books, safety equipment, and a copier.

2.10 Public Works Inspector and Foreman Office

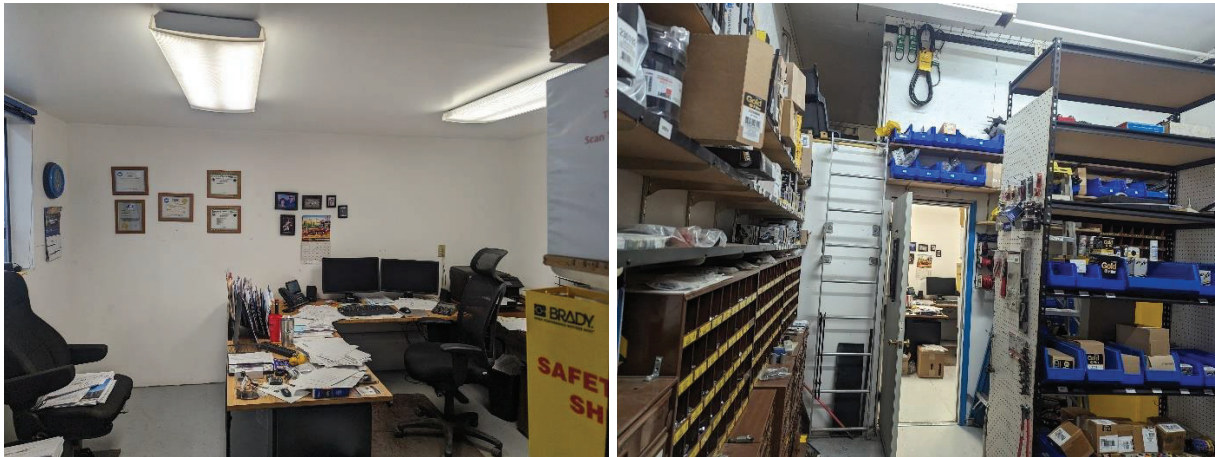
This shared office includes 2 workstations and a larger table for drawing layout.

2.11 Sign, Drawing, and Miscellaneous Storage

The first floor of this building includes sign storage and workspace. In the future the department would like to have blank storage and make the street signs in-house. The basement of this building is used for drawing storage and miscellaneous storage.

2.12 Fleet Maintenance Manager Office

When you walk in through the front door of the fleet maintenance building the manager's office is located adjacent to it with a window so that the manager can see who is coming into the shop.



Fleet Maintenance Manager Office (left) Parts Storage (right)

2.13 Parts Storage

The existing parts storage room includes the floor area shown in the plan and a ladder to some space above the manager's office. While this does allow them to use all the available accessing the upper level is difficult especially when carrying larger items. It was noted that for the fleet that is served this parts storage space is not large enough.

2.14 Vehicle Bay

This vehicle bay includes one lift and two overhead doors. This side of the maintenance shop is slightly shorter than the other side and does not have the same depth as the adjacent 2.15 vehicle bay.

2.15 Vehicle Bay

This bay includes 3 overhead doors, two of which create the only drive through bay. Off this room is a small restroom with a shower. 4 double bays would be preferred that can accommodate the size of vehicles in the fleet. The future shop will need an exhaust removal system.



Tire Storage (left) Covered Vehicle Storage (right)

2.16 Tire Storage

The wood structure shown above is the tire storage building that is used to store all the fleet tires. This space should be better protected from the weather and closer to the maintenance shop.

2.17 Storage

Behind the maintenance shop is a small storage shed and covered exterior storage at the back of the building. This includes miscellaneous storage and waste oils from the shop.

2.18 Covered Vehicle Storage

This open covered vehicle storage has 10 covered bays for equipment and vehicle storage.

Other Existing Areas

The yard for College Place includes storage of road work signs, barricades, valve box covers, pipes, scrap metal, miscellaneous equipment, manhole covers, gravel, sand, rock, etc. It was noted that having bins and the ability to winterize material storage as well as capacity for topsoil would be nice.

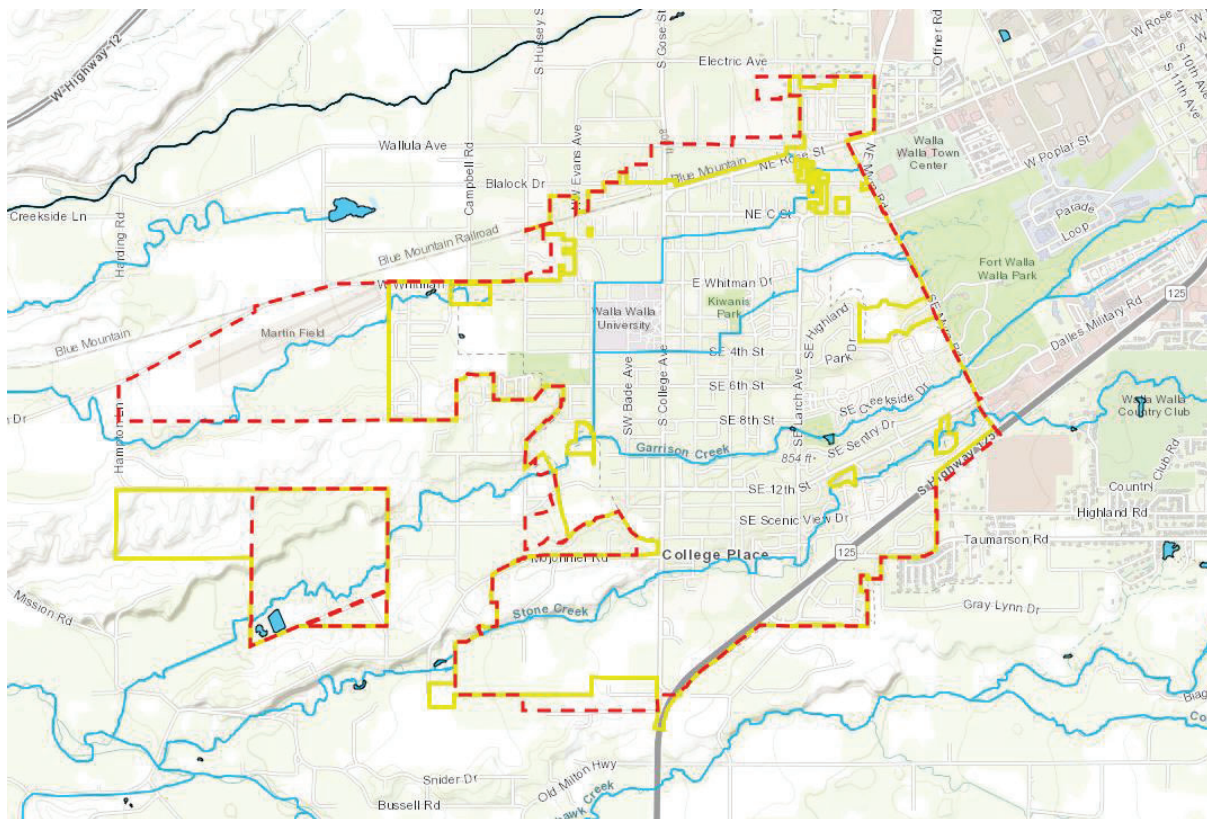
Future Areas to Plan For

For the maintenance of the fleet more covered parking would help protect equipment from the elements. Providing tanks for snow removal liquid was also mentioned as something that they were looking into for the future.

Public Works Maintenance

To predict the growth of the College Place Public Works Department it is important to take inventory of the different things that the department is responsible for maintaining.

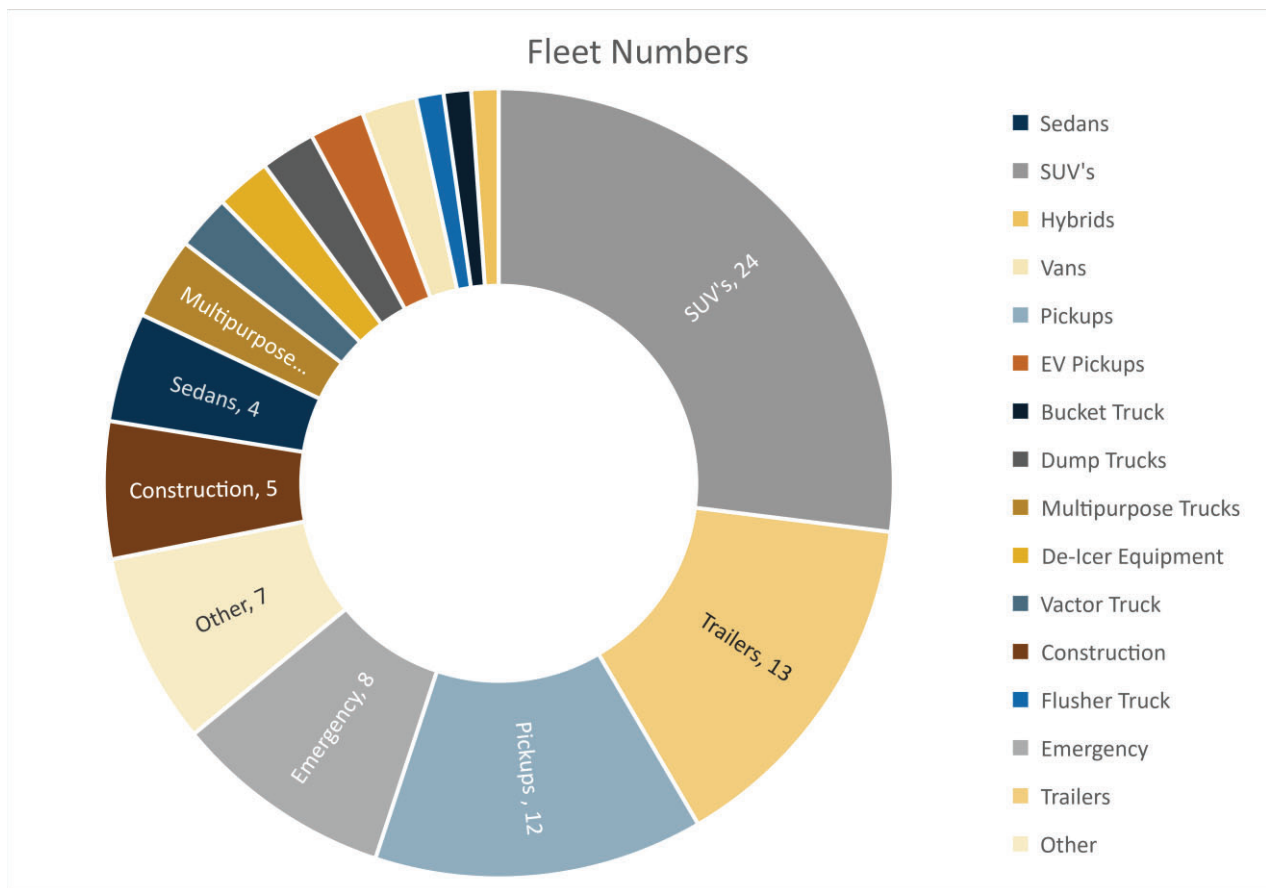
The department currently operates Lions Park (8 acres), Kiwanis Park (7.1 acres), Veterans Park (1.67 acres), and the parklet (.42 acres). Below is a map that shows the outline of college place in the dashed red and the 3 lighter green regions within the city limits. As the community continues to grow towards the southwest additional parks and additional staff will be needed to cover the area and make sure that the parks are maintained.



Public City Map College Place (City of College Place, n.d.)

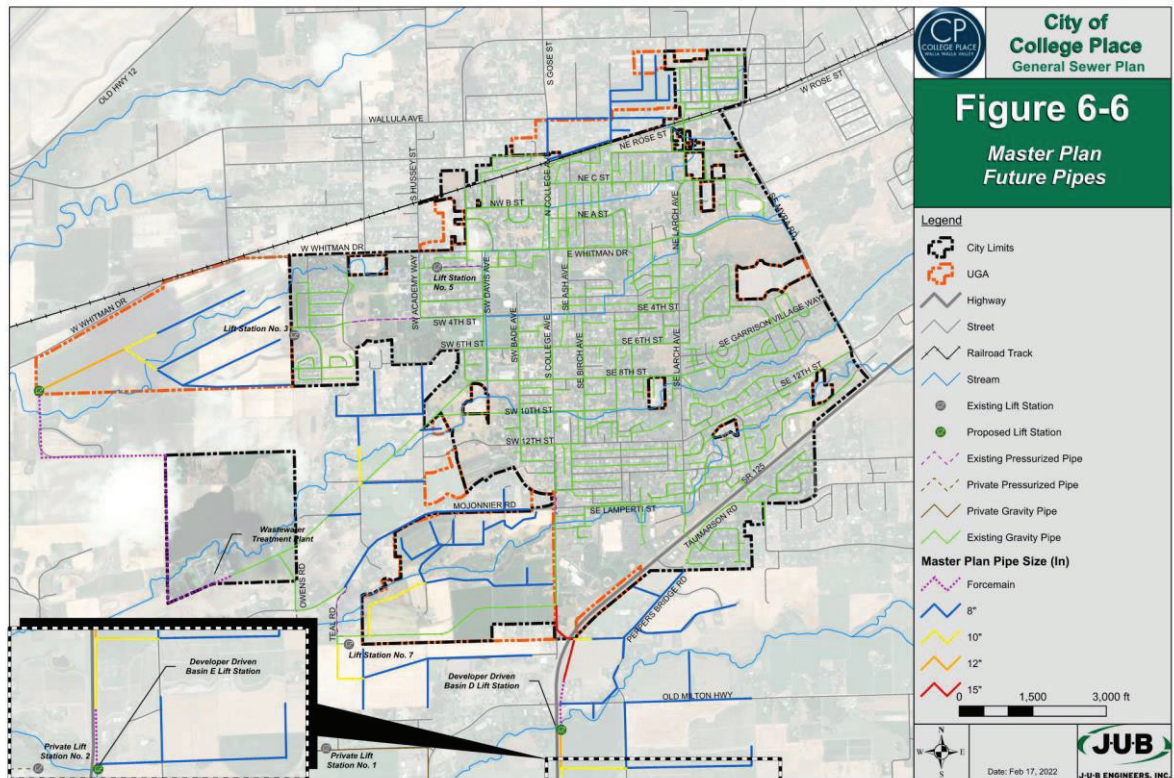
Fleet management within public works is an essential part of being able to maintain the city. Currently College Place has a fleet of 99 (including generators) that is maintained by the fleet maintenance manager and one

mechanic that ensure operations continue to run smoothly. The graphic below highlights the makeup of the fleet.



Currently the fleet is comprised of vehicles from 1985-2023 with the average age being 10 years old. The projected addition of vehicles includes 6-10 EV vehicles to follow the Washington State electrification of public fleets within the next 5-10 years. Other future vehicles include De-icer equipment, pickups, travel vehicles, police vehicles, 2nd sweeper, 3rd dump truck, 3rd backhoe, ladder fire truck, and 3rd fire pumper truck. That is a total of at least 15 additional vehicles. With this added capacity additional indoor storage would be needed for a minimum of 4 (up to 9) snow equipment and 3 Sweepers from late fall to early winter.

As the city expands its boundaries it expands the services provided by public works. This includes streets, water, sewer, garbage, recycling, and stormwater. To get an idea of where this growth is currently moving based on future plans from the city you can start to see how much larger the population and the services will grow. The next page includes a masterplan from the city highlighting areas where future pipes are planned to go and how this may impact future growth.



Master Plan for Future Pipes (City of College Place, 2022)

In looking at the map above you can see the boundary of College place and the brighter lines that show new pipes going in to the South and West of the existing city limits.

Future Planning

College Place Police Department

Proposed Program

Based on the needs of the department and compared with other department sizing the following looks at a detailed program for the police department. The space ID number matches the existing space and rooms without these numbers are added or spaces that were moved into separate rooms for the department.

Target Program - Police Department							
			Existing Square Footage		Proposed Program		
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	No. of Units	Total Net Area (sqft.)	Notes
1.1	Waiting Room	Small space used for public waiting and fingerprinting	1	90	1	750	Space for seating, circulation and vestibule
	Fingerprinting	Included in existing waiting room.	-	-	1	100	Adjacent to reception and waiting
1.2	Reception	1 Station	1	53	1	200	2 stations with visibility to waiting.
1.3	Public Records Office	Shared office 2 workstations with file storage	1	162	1	250	Shared space behind reception room for 2 additional stations and storage
1.4	Meeting Room	Open to adjacent offices and breakroom	1	453	1	1750	Large meeting space for 50 people, multipurpose and publicly accessible
	Storage		-	-	1	100	Equipment and table storage for meeting room
1.5	Chief of Police Office	165 office +11 storage	1	176	1	175	
	Conference Room		-	-	1	300	Conference space to accommodate 8, located near police chief office and Lieutenant office
1.6	Special Enforcement/ Lieutenant Office	101 office + 20 storage	1	121	1	120	
1.7	Restroom	Staff Restroom near Police Chief and Lieutenant Offices	1	43	1	50	
1.8	Lieutenant Office		1	128	1	150	
1.9	Detective Office		1	126	1	300	Shared workspace for 3 people
	Detective Sergeant Office		-	-	1	120	Private office adjacent to main workspace

Space ID	Space Name	Space Notes	Existing Square Footage		Proposed Program		
			No. of Units	Total Net Area (sqft.)	No. of Units	Total Net Area (sqft.)	Notes
1.10	Break Room		1	168	1	520	Projection of a max of 38 staff, 1/3 using space at a time, space for approximately 13
1.11	Public Records Office		1	200	1	130	Private office near front reception and adjacent public records storage
1.12	Hall Storage		1	9	1	200	Space for records storage
1.13	Restroom	Closest to the lobby not publicly accessible without permission	1	48	2	300	Public Restrooms
	Janitor		-	-	2	100	Spaces for custodial supplies front of house and back of house
1.14	Copy Room		1	168	1	100	Centrally located workroom
1.15	Storage		1	38	1	100	General Storage Space for the department
1.16	IT/Storage		1	60	1	150	Server/Data room
1.17	Squad Room	Reports also written in this room	1	503	1	400	Squad/Report Room 4 report workstations, storage/charging for body cameras
1.18	Interview Room		1	63	3	300	1 soft interview and 2 regular interview spaces
1.19	Armory		1	60	1	150	
1.20	Restroom		1	70	1	50	Additional Staff restroom - quantity may adjust based on layout and proximity to locker rooms
1.21	Sergeant Office		1	120	1	120	
1.22	Sergeant Office		1	168	3	360	additional 2 for growth

			Existing Square Footage		Proposed Program		
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	No. of Units	Total Net Area (sqft.)	Notes
1.23	Exterior Vehicle Bays	5 bays, 965 SF - not included in interior SF amount	-	-	-	-	Provide 10 covered bays approximately 200 each - 2,000 sf
1.24	Storage/Gun Cleaning/Bike Storage		1	228	1	250	
1.25	Interior Vehicle Bay		1	152	2	300	2 bays
1.26	Exterior Vehicle Evidence Cage	289 SF - not included in interior SF amount	-	-	-	-	Similar squarefootage replicated onsite
-	Exercise Room		-	-	1	600	
-	Decontamination Room		-	-	1	75	
-	Men's Locker/ Restroom		-	-	1	750	Provide half sized lockers for 30, anticipate 15 max use at once
-	Women's Locker/ Restroom		-	-	1	375	Provide half sized lockers for 15, anticipate 7 max use at once
-	Laundry		-	-	1	100	Near decontamination, space for washer and dryer
-	Evidence Processing		-	-	1	150	
-	Evidence Storage		-	-	1	300	
-	Drone Storage		-	-	1	200	Currently have growing drone capacity with 4 licenced, provide space for storage and charging
-	Holding		-	-	1	300	Includes 2 holding rooms and Intake space
-	Conference Room		-	-	1	300	
-	Small Meeting Rooms		-	-	2	200	Room for small meetings with attorney or mental health providers
-	Mechanical and Electrical Rooms		-	-	2	200	
Total Net SF				3407		11445	
Circulation				544		2289 20%	
Estimated Total				3951		13734	

Space Diagram

The city of College Place is ...

College Place Public Works Maintenance Proposed Program

Below is the proposed program for the public works department that estimates the sizes of spaces needed.

Target Program - Public Works							
			Existing Square Footage		Proposed Program		
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	No. of Units	Total Net Area (sqft.)	Notes
2.1	Parts and Storage		1	751	1	1500	Large storage space for parts and storage
2.2	Break Room	2 Fridges - 3 needed in future, 2 microwaves, 1 range	1	531	1	400	
	Lockers		-	-	1	100	
2.3	Workroom	Washer and dryer	1	326	1	200	
	Laundry/Drying		-	-	1	100	Small space near exterior where staff can clean up after a job and hang wet items
2.4	Restroom	Include shower in future restroom	1	29	2	125	Restroom with shower near exterior for easy access, plus additional staff restroom
2.5	Stormwater Coordination	2 Workstations	1	167	1	400	Shared workspace for 4 people
	Stormwater Manager		-	-	1	120	Private office adjacent to stormwater
2.6	Water Quality Operator and Operations Manager Office	2 Desks, and monitor station	1	345	2	240	Separate private offices
	Monitor Station		-	-	1	100	Workstation with monitoring
2.7	Restroom		1	40	1	50	May adjust based on layout of staff and be included in other spaces

Target Program - Public Works							
			Existing Square Footage		Proposed Program		
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	No. of Units	Total Net Area (sqft.)	Notes
2.8	IT Closet		1	9	1	150	
2.9	Copy/ Reference Library		1	60	1	120	Shared copy/reference room for offices include table for drawings
2.10	Public Works Inspector and Foreman Office	2 workstations and table	1	148	2	240	Separate private offices
2.11	Sign and Drawing Storage	2 story building, upstairs sign storage 597 sf, downstairs drawing storage 90 sf, general storage 507 sf	1	1194	1	700	Sign Storage and making space
	Drawing Storage		-	-	1	100	Near offices
	General Storage		-	-	1	100	
2.12	Fleet Maintenance Manager Office		1	167	1	120	
2.13	Parts Storage	284 main storage + upper storage of 167	1	451	1	700	One level of accessible part storage
2.14	Vehicle Bay	2 bays	1	951	4	3500	4 drive through bays with workstations for 4 mechanics
2.15	Vehicle Bay	3 bays with restroom and shower	1	1168			
	Restroom		-	-	1	75	restroom with shower
2.16	Tire Storage		1	451	1	600	
2.17	Storage		2	204	1	500	Incorporate in shop space
2.18	Covered Vehicle Storage	10 bays, 2,769 not included in interior sf	-	-	1	2700	Provide 20 covered bays, 9 interior covered spots requested
-	Public Works Director Office		-	-	1	150	
-	Deputy Director Office				1	120	
-	Capital Project Manager Office		-	-	1	120	
-	Facilities Maintenance Worker	1 currently plan for 3	-	-	1	300	3 workstations open office
-	Water Utility Office	2 staff	-	-	1	200	open workstation
-	Parks Worker Office	1 currently plan for 5	-	-	1	500	5 workstations open office
-	Street Worker	1 currently plan for 5	-	-	1	500	5 workstations open office

			Existing Square Footage		Proposed Program		
Space ID	Space Name	Space Notes	No. of Units	Total Net Area (sqft.)	No. of Units	Total Net Area (sqft.)	Notes
-	Signals Workers	plan for 2	-	-	1	200	open workstation
-	Cross Connection Office		-	-	1	100	Can incorporate in open office
-	Lobby		-	-	1	100	Small waiting space for department
-	Admin/ Reception		-	-	1	200	Space for front reception admin position - plan for 2 workstations
-	Conference Room		-	-	1	300	Have near offices
-	Mechanical and Electrical Rooms		-	-	2	200	
Total Net SF				6992		15930	
Circulation				1048		3186 20%	
Estimated Total				8040		19116	

Space Diagram

The city of College Place is ...

College Place Facilities Options

Appendix

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2023 ANNUAL REPORT

City of College Place Police Department Revision
April 2024



Chief Troy Tomaras

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Message from the Chief

Thank you for taking time to review the 2023 College Place Police Department (CPPD) annual report. Each year the report is published to provide insight into operations and events related to policing within the community of College Place. This report measures our success while providing analytics for areas needing improvement.

2023 was another year of growth for the City of College Place and the CPPD. As we continue to grow, our department will continue to plan for additional officers. In 2023, the CPPD hired two new officers. Austin Dennis is a military veteran who grew up nearby in Pendleton Oregon and was a lateral officer from Virginia. Officer George Bennett is well known to our community, having served as a reserve officer for 18 years before accepting a full-time peace officer position. We are grateful to have both officers join our ranks.

Challenges for our community in 2023 were eluding vehicles, fentanyl, and motor vehicle thefts. All three of these have remained consistent challenges over the last two years for our community and across the State of Washington. However, I am happy to report that domestic violence, shoplifting, and burglaries have all seen a reduction within our community for 2023.

The CPPD continues to partner with crisis and community caretakers to support those within our community who struggle with mental health. Jail alternatives such as diversion programs for those struggling with mental health and chemical dependency have continued to be utilized. The CPPD continues to collaborate with our criminal justice system to prioritize community safety.

Our city leadership under Mayor Norma Hernandez and City Administrator Mike Rizzitiello continue to be strong and supportive. Both are actively engaged with what is happening within our police department and community. We also enjoy strong support from our City Council for appropriate funding to ensure we maintain quality officers. This includes providing the very best training and equipment to better serve our community.

We continue to foster public trust through professional contacts, unbiased enforcement, strong leadership, and accountability. The CPPD continues to deploy body worn cameras and remains a fully accredited law enforcement agency through the Washington Association of Sheriffs and Police Chiefs (WASPC).

Sincerely,



Troy Tomaras
Chief of Police
College Place Police Department



MISSION

The College Place Police department embraces the Philosophy of community oriented policing and strives to enhance the quality of life and safety of our citizens with the highest degree of ethical behavior, fairness and professional conduct.

VISION

Our vision is to ensure the City of College Place is a safe place to live, work and do business through the delivery of quality law enforcement services.

VALUES

Every member of the College Place Police Department is part of a team who inculcates courage, commitment, community and character in their daily operations through open and honest cooperation, service, respect and diversity.

Courage – Moral and ethical desire to act in the face of danger or adversity.

Commitment – Dedication to the department, professional policing and those we serve.

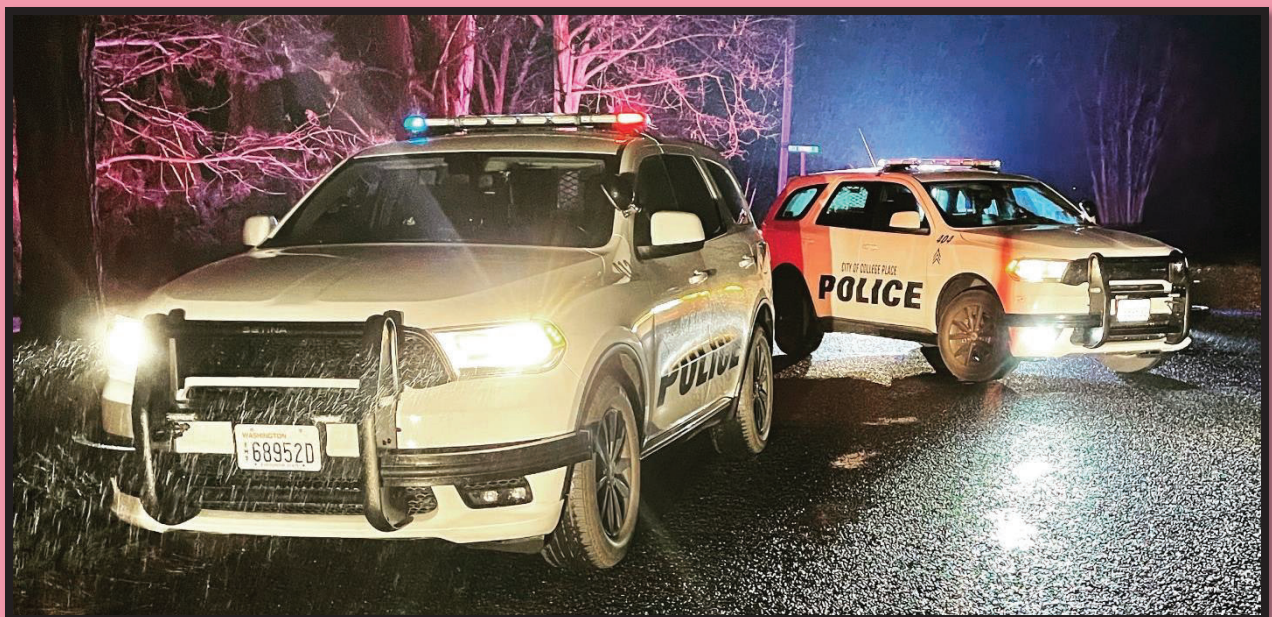
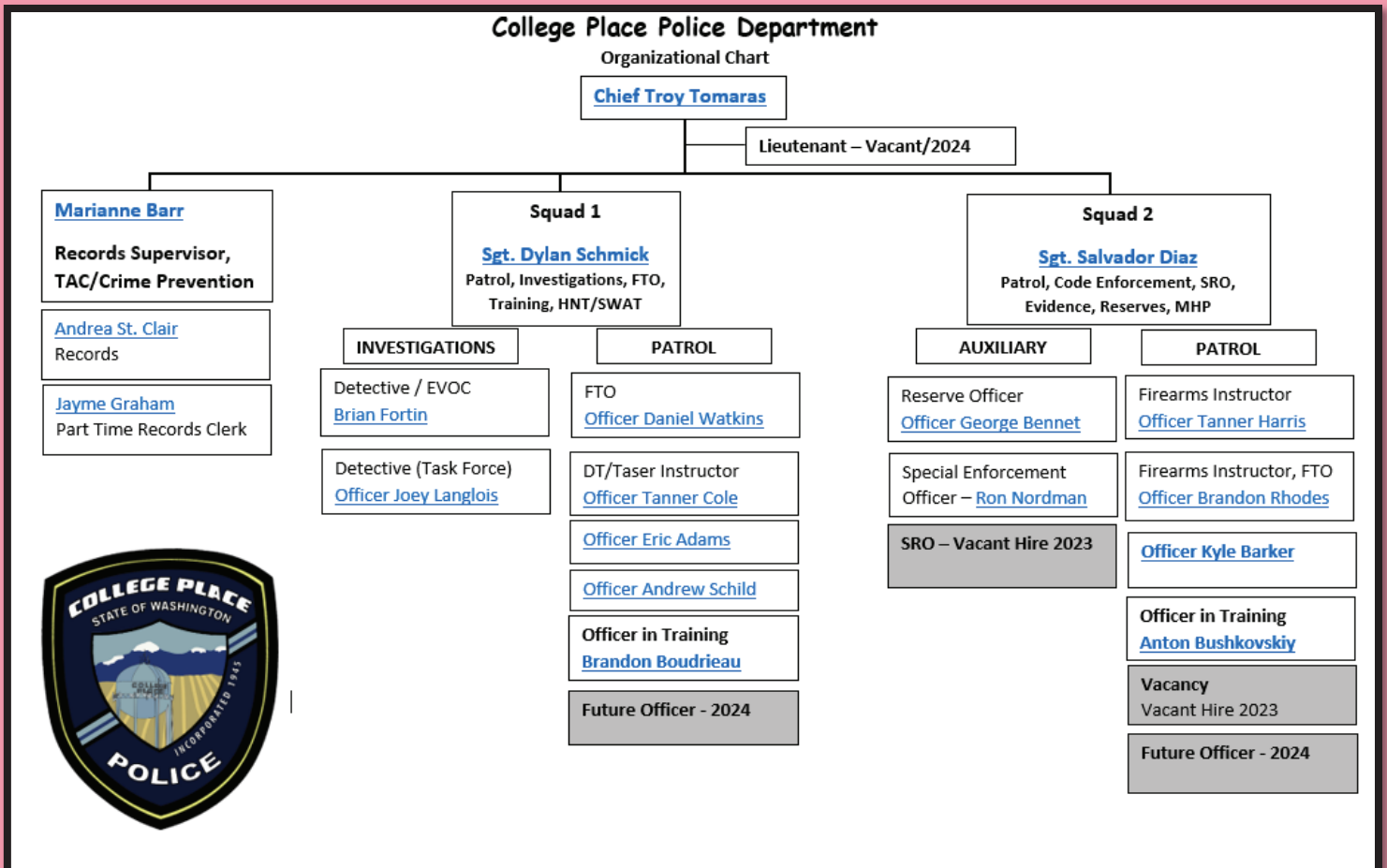
Community – Respecting and protecting individual rights while fostering relationships with whom we are called to serve.

Character – Performing with integrity while demonstrating strength to uphold and instill pride, honor and a call to public service.

GOALS

1. Reduce crime and improve traffic safety within our community.
2. Provide quality services and innovative policing strategies delivered through excellent customer service.
3. Provide leadership and resources to attract, retain and foster a safe, ethical, innovative, knowledgeable, and diverse workforce.
4. Work collaboratively with our stakeholders to improve the quality of life within our city.

Organizational Chart



New Hires

The CPPD welcomes the addition of two new officers in 2023. Officer Austin Dennis is a military veteran who grew up nearby in Pendleton, Oregon and was a lateral officer from Virginia. Officer George Bennett is well known to our community, having served as a reserve officer for 18 years while employed by Walla Walla University (WWU). George retired from WWU and accepted a full-time peace officer position. We are grateful to have them both serving within the CPPD.

Officer Austin Dennis



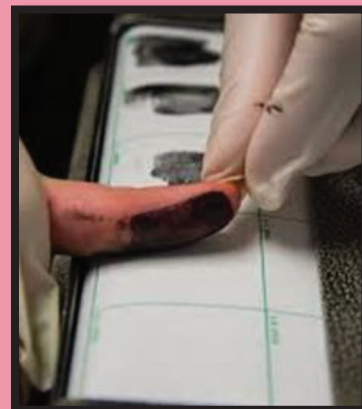
Officer George Bennett



SUPPORT SERVICES

Our friendly support services staff is available Monday through Friday during business hours to assist with concealed weapons permits, fingerprinting, special events applications, dog licenses, permits, disclosure requests, property, neighborhood watch and crime prevention.

Our team can help file a report or simply answer questions. Our support staff also assists with records management, billing, report merging and processing. Focused on providing the very best customer service, our support services team is essential to our daily operations.



Records Supervisor
M. Barr



Records Clerk
A. St. Clair



Records Clerk
J. Graham

Records statistics at a glance:

Year	2022	2023	% of change
Number of fingerprints processed	283	268	-5.30%
Number of CPL Permits processed	85	130	52.94%
Public Disclosures Processed	164	215	31.10%
BWC Disclosures Processed	10	6	-40.00%
Dog licenses sold	156	131	-16.03%

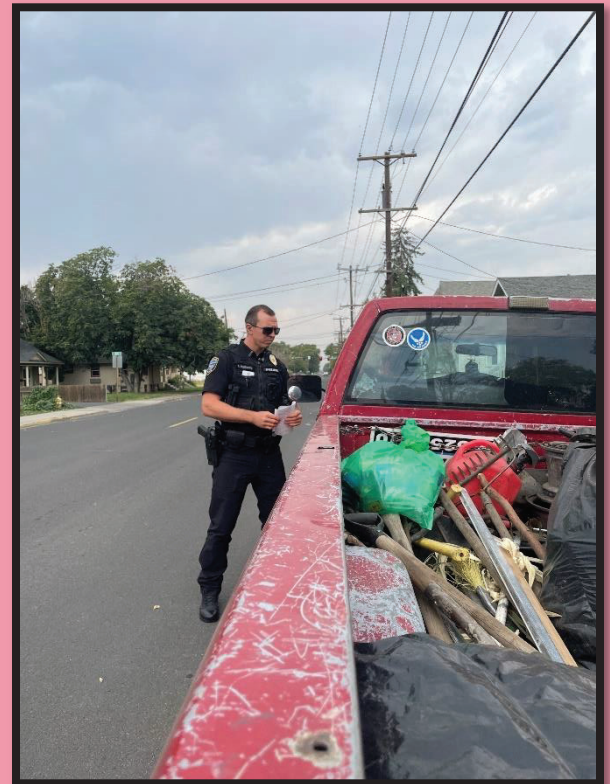
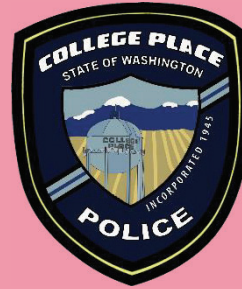
Note: BWC = Body Worn Camera

PATROL

Our patrol section provides 24-hour coverage for the City of College Place. Patrol officers respond to general calls for service, crime prevention and traffic safety enforcement. During non-assigned time, officers work to accomplish agency goals in support of our Operations Plan.

Patrol Statistics at a glance:

Year	2022	2023	% of Change
Arrests	333	313	-6.01%
Cases	614	610	-0.65%
Incidents	11,011	12,255	11.30%
Tickets	559	537	-3.94%
Traffic Stops	2,032	2,471	21.60%



Sgt. S. Diaz



Sgt. D. Schmick

INVESTIGATIONS

The College Place Police Department has two detectives who handle complex cases, which require special training, resources and/or time to solve crimes. Typically, our detectives investigate felony cases which if proven, could result in a prison sentence. Additional duties include assisting patrol with follow-up, interviews, evidence collection, latent fingerprint and photographs.



Special Investigations Statistics at a glance:

Year	2019	2020	2021	2022	2023
Cases Taken	42	52	41	57	61
Cases Cleared	27	49	30	42	23
Agency Assists	DNT	DNT	DNT	DNT	202
Search Warrants	DNT	DNT	DNT	DNT	15

Task Force Investigations – Statistics at a glance:

CPPD Taskforce Cases	2022	2023
Primary Investigation	5	8
Assists	14	18
City of College Place Cases	4	5



Detective B. Fortin
Special Investigations



Detective J. Langlois
Task Force

SCHOOL RESOURCE OFFICER

Our School Resource Officer position was filled in 2023 following a year of absence due to staffing challenges in 2022. We are grateful for the partnership with the College Place School District and love investing in our youth.

Our SRO's duties include mentoring and working with students, acting as liaison between school, parents and police department, providing training to students and staff on security, anti-bullying, social media dangers, traffic safety, law and justice. The SRO also assists with truancy, checking on the health and welfare of students and the investigation and deterrence of criminal activity.

SRO Statistics at a glance:	2019	2020	2021	2022	2023	% of change
Incidents	36	32	73	Vacant	63	96.88%
Criminal Investigations	18	9	22	NA	2	-350.00%
CPS Referrals	1	2	2	NA	0	-100.00%
JV Charges Filed	1	0	14	NA	3	-78.57%
Infractions/Citations/Warn	NA	NA	NA	NA	6	0.00%
Training Provided	21	16.75	20	NA	8.5	-49.25%



SRO Andrew Schild

SPECIAL ENFORCEMENT OFFICER



The Special Enforcement Officer (S.E.O.) is a limited commission position which focuses on Code Enforcement, Animal Control and Parking violations. This position also serves as the department evidence and property custodian. S.E.O. The majority of the S.E.O. calls gain compliance through education and awareness.

S.E.O. R. Nordman

SEO Activity	2019	2020	2021	2022	2023	% of change
Code Enforcement Inv.	240	86	126	86	73	-15.12%
Animal Calls	111	129	112	136	97	-28.68%
Parking Violations	172	214	164	88	104	18.18%

Code enforcement generally involves the removal of junk, junk vehicles and nuisances from property. Junk and neglected property reduces property value which has a negative impact on our neighbors, businesses, and the entire community. This can create health issues, attract crime, and promote neighborhood disputes.

Parking and abandoned vehicles continue to challenge our community's limited parking availability. It is our goal to work with residents to remove unlicensed or non-working vehicles in an effort to promote resilient communities.

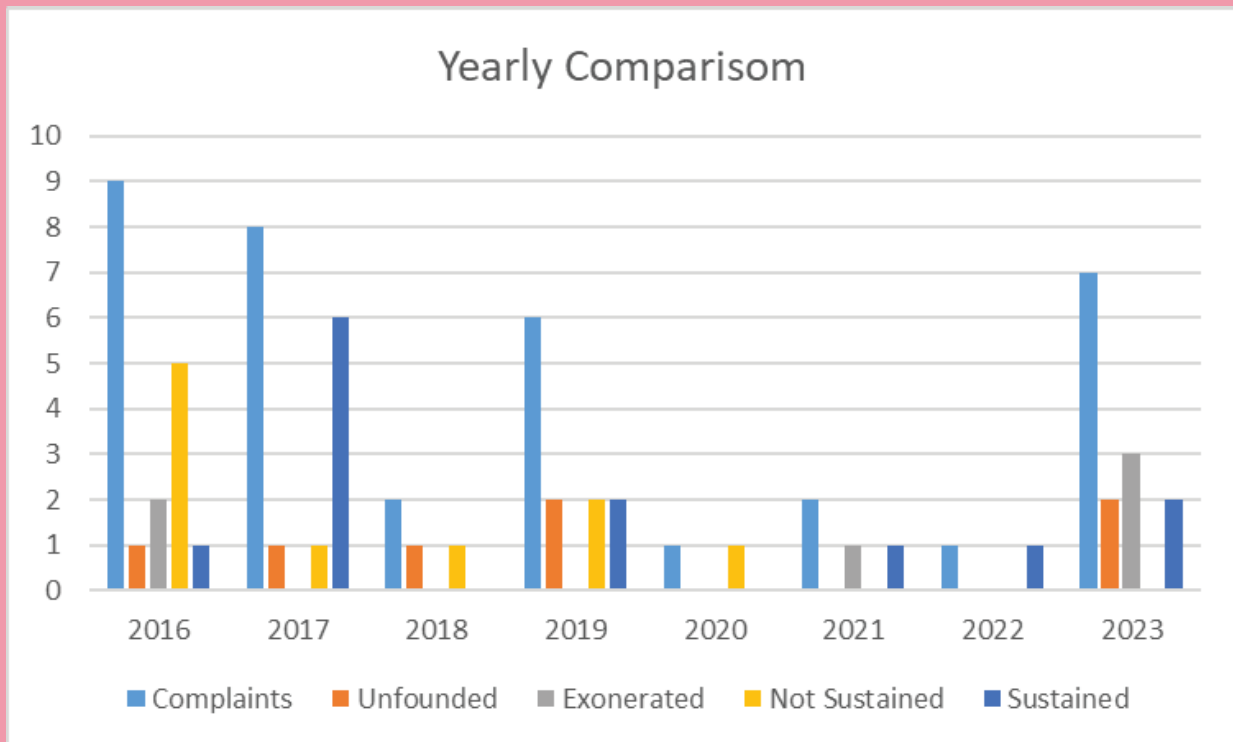


We are a pet friendly city. **Animal control** involves the response to calls involving domestic animals. This generally involves loose animals, feral or stray cats, aggressive and/or barking dogs.



PROFESSIONAL STANDARDS

The College Place Police Department inculcates courage, commitment, community and character in their daily operations through open and honest cooperation, service, respect and diversity. We strive to foster public trust through professional, unbiased policing. When an allegation of misconduct or violation of policy against one of our employees occurs, we conduct a thorough investigation while protecting and respecting the rights of everyone involved.



Complaints include violation(s) of policy such as courtesy, lost equipment or vehicle operation.

Unfounded – When the investigation discloses that, the alleged acts did not occur or did not involve department members.

Exonerated – When the investigation discloses that the alleged act occurred but that the act was justified, lawful and/or proper.

Not sustained – When the investigation discloses that there is insufficient evidence to sustain the complaint or fully exonerate the member.

Sustained – When the investigation discloses sufficient evidence to establish that the act occurred and that it constituted a violation of policy or misconduct.

Note: 2023 - CPPD had two sustained vehicle incidents (Backing vehicle into object incidents).

CRIME & TRAFFIC STATISTICS

Category	2021	2022	2021-2022 % of change	2023	2022 - 2023 % of change	3-year average	21 - 23 % of change
Burglaries	36	38	5.56%	12	-68.42%	28.69	-66.67%
Thefts	108	193	78.70%	105	-45.60%	135.60	-2.78%
Collisions	74	69	-6.76%	63	-8.70%	68.64	-14.86%
DUI	14	20	42.86%	17	-15.00%	17.14	21.43%
Narcotics Arrests	4	1	-75.00%	13	1200.00%	5.75	225.00%
Traffic Stops	2,026	2,032	0.30%	2,471	21.60%	2176.33	21.96%
Warrant Apprehension	319	352	10.34%	306	-13.07%	325.70	-4.08%
Motor Vehicle Thefts	33	15	-54.55%	18	20.00%	21.82	-45.45%
Vehicle Prowls	31	19	-38.71%	3	-84.21%	17.54	-90.32%
Shoplifting	157	189	20.38%	64	-66.14%	136.73	-59.24%
Domestic Violence	18	23	27.78%	15	-34.78%	18.76	-16.67%
Other Assaults	12	6	-50.00%	3	-50.00%	6.83	-75.00%

Pursuits

CPPD Pursuit Tracking by year	2017	2018	2019	2020	2021	2022	2023	Total
Number of pursuits	2	2	1	2	1	19	10	37
Authorized	2	2	1	2	1	1	1	10
Unauthorized	0	0	0	0	0	0	0	0
IA Investigation	0	0	0	0	0	0	0	0

Following the 2021 passage of HB 1054 (RCW 10.116.060) pursuits have increased within our community and across the state of Washington. Under the current law, officers must terminate any eluding unless the suspect has committed a violent offense or was suspected of impaired driving.

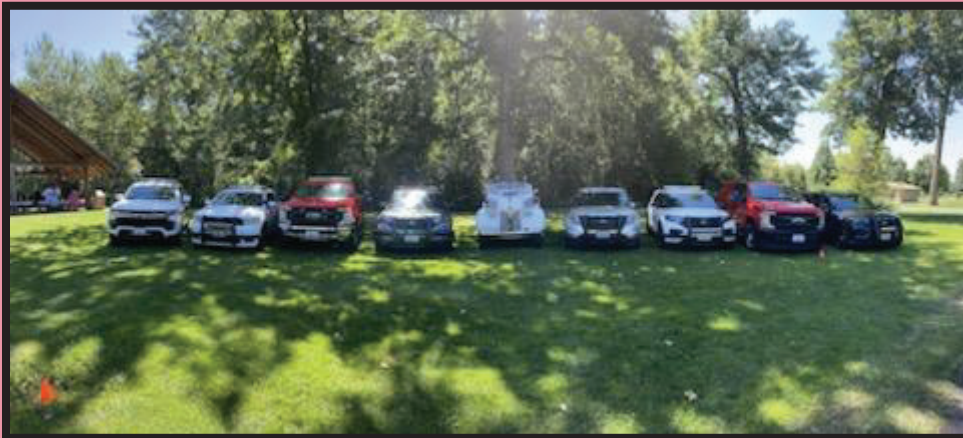
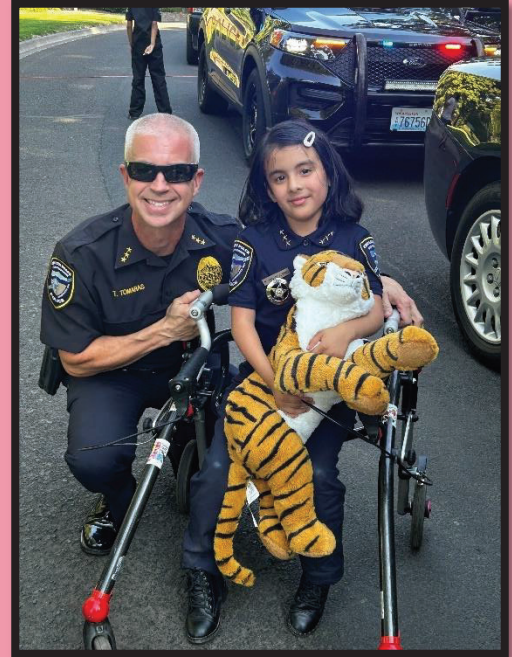
NOTE: Law will revert to allow pursuits to return on June 6, 2024

2023 SIGNIFICANT ACCOMPLISHMENTS

- The CPPD celebrated “Chief for a Day” with Chief Melanie.
- The CPPD Clerk, A. St. Clair received the city employee of the quarter award.
- CPPD Officer Brandon Rhodes received the Walla Walla Chambers of Commerce “Nick Henzel” award for being selected the top Walla Walla Valley Officer of the year.
- Officer Rhodes was also recognized as the Blue Mnt. Lodge officer of the year.
- The CPPD hired two new officers in 2023. Officer G. Bennett and Officer Austin Dennis
- Officer G. Bennett Graduated from BLEA and was sworn in as new officer.
- Officer Austin Dennis graduated from the Lateral Officer Academy and sworn in as new officer.
- The CPPD hosted Trunk or Treat.
- Officer D. Watkins received outstanding achievement award for DUI enforcement.
- The CPPD developed and implemented a 2023 Operations Plan
- The CPPD submitted a traffic stop study and Bias Report. We are proud to report no indicators of bias or profiling by our officers through traffic enforcement.
- The CPPD collaborated with the Walla Walla Police Department and the Walla Walla County Sheriff’s office to implement a regional training plan for 2023.
- The CPPD hosted a WWU student for her student practicum.
- Our SEO position continues to partner and promote positive improvements within our community through Code Enforcement, Animal Control and parking enforcement.
- The CPPD worked with the Walla Walla Traffic Safety Task Force to conduct traffic safety events within the city to improve the safety of our roadways.
- CPPD helped sponsor “Shop with a Cop” families to help provide during the holidays.
- Two prescription drug take-back events.
- Worked closely with College Place Schools to improve safety
- CPPD re-established the School Resource Officer position – Officer A. Schild
- Officers participated and assisted with the City Block party in partnership with WWU.
- Officers participated and assisted the City with Freedom Festival.
- CPPD collaborated with city leadership and Diversity and Inclusion Board.
- CPPD sold old property through Propertyroom.com.
- CPPD has increased communication through social media (Instagram & Facebook).
- CPPD participated in the Walla Walla Valley National Night Out.
- CPPD participated in the “light up the Ave” holiday parade through the city.
- CPPD has added “Now you know” informational videos.
- CPPD partnered with Walla Walla Area Crime watch to conduct graffiti abatement throughout city.

EVENTS/PHOTOS

National Night Out & Chief for a Day



Walla Walla Chambers Officer of the year and the Blue Mountain Lodge Officer of the year – CPPD Officer Brandon Rhodes (photo left). Group photo right with other award recipients.



Photo below: Detective Langlois is being taught how to drive a tractor.



Sgt. Diaz and Chief Tomaras taming the wild horses at the “Cop on Top” event for Special Olympics.



Swearing in ceremony at City Council Meeting. Officer(s): G. Bennett and A. Dennis



Quarterly Employee Award for City – Officer Kyle Barker

Top DUI officer – Daniel Watkins



Officer Schild handing out stickers at the annual Freedom Festival.



Officers celebrating our local farmers



Clerks M. Barr & A. St. Claire handing out stickers during National Night Out event.



CPPD Clerks having fun – Go Barbie!



CPPD Team handing out candy during Fall Festival



Photo left: Sgt. Diaz and Officer Barker during annual “Shop with a Cop” event. Photo below right: HR Manager S. Doering providing CPPD staff with some training.



PROPOSED COLLEGE PLACE POLICE DEPT. FACILITY PROJECT



Agenda

History of current police building

Analysis

New building location

Preliminary estimate

Next steps – Register for Bond

Building schedule when approved



HISTORY OF CURRENT POLICE BUILDING



Building was built in 1954 as a chicken coop. Then converted to a mechanical garage.

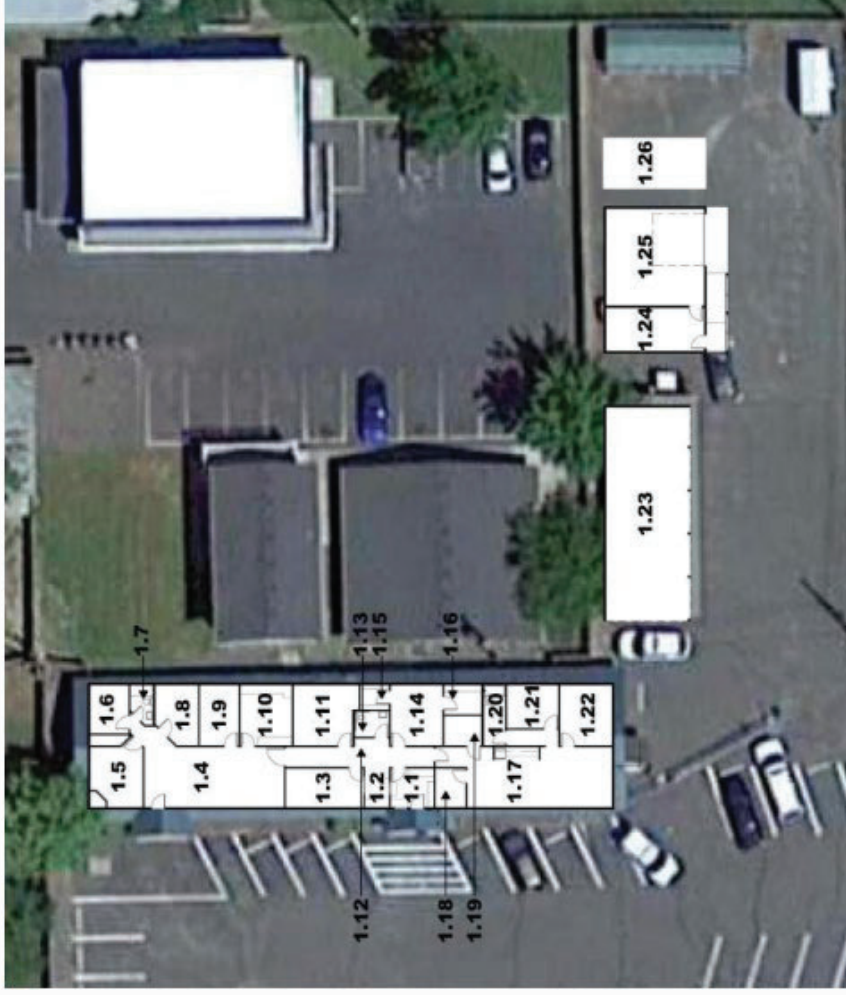


Building was converted to a duplex in the 80's. We replaced the green shag carpet in 2017. There was an indoor hot tub where the clerk's office is located now.









Current building is 4,000 sq'

Limited on size – Too small for Current operations. Growing Department. Current staffing 21. 17 officers including chief.

Noisy – Office to office, meetings Interview room and lobby.

Not ADA compliant

Limited on records storage & evidence storage.

Refer to analysis

Analysis – Do we need a new building?

Design's West was awarded the contract to conduct a police department facility needs assessment. They have recently designed the new West Richland Police Department building, WSP PD building, Pullman Fire stations 1 & 2.

Quick answer – Yes! we need a new building.

The analysis looked at staffing, calls for service, comparable departments, population, projected community growth, current needs and planning for future. (NOTE: Refer to *Police and Public Works Draft Analysis* for additional information.)

Based on the needs assessment, the recommendation is to build a 19,000 sq' building to accommodate staffing and growth for the next 30 – 50 years.





Building Site

Proposed location is the library property on S. College Ave next to the high school.



APPROXIMATE BUILDING SQUARE

JUNE 11, 2024



PRELIMINARY ESTIMATE

Project cost - \$14,012,000



Next Steps

The City must register for a request for bond during the upcoming November election. A bond requires a larger voter turnout. Traditionally, presidential elections fulfil that requirement.

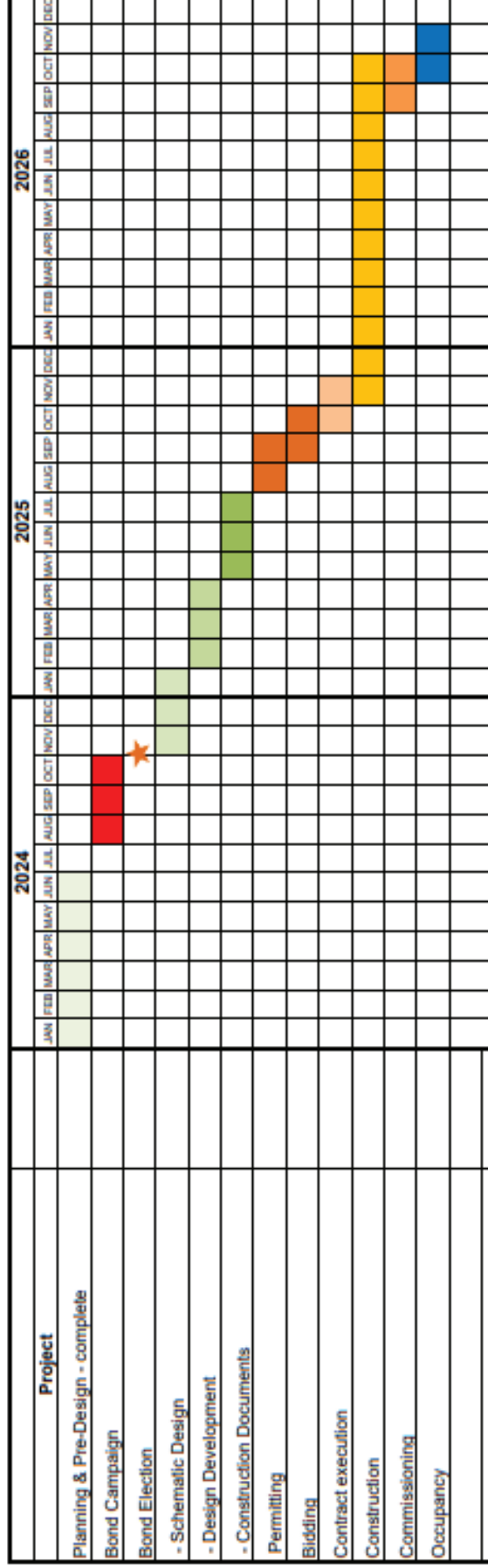
Need city council approval to register for bond/election.

Building schedule when approved

Colleg Place Police Department - New Police Station

updated: 06-03-24

Conceptual Project Schedule



THANK YOU

Troy Tomaras
Chief of Police
College Place Police
Department

Chapter Listing

Chapter 64.60 RCW

PRIVATE TRANSFER FEE OBLIGATION ACT

Sections

HTML	PDF	64.60.005	Findings.
HTML	PDF	64.60.010	Definitions.
HTML	PDF	64.60.020	Private transfer fee obligations—Enforceability—Interpretation.
HTML	PDF	64.60.030	Liability.
HTML	PDF	64.60.040	Notice of private transfer fee obligation.
HTML	PDF	64.60.900	Short title.
HTML	PDF	64.60.901	Effective date—2011 c 36.

[PDF](#) **RCW 64.60.005**

Findings.

The legislature finds and declares that the public policy of this state favors the marketability of real property and the transferability of interests in real property free of title defects or unreasonable restraints on alienation. The legislature further finds and declares that private transfer fee obligations violate this public policy by impairing the marketability and transferability of real property and by constituting an unreasonable restraint on alienation regardless of the duration of the obligation to pay a private transfer fee, the amount of a private transfer fee, or the method by which any private transfer fee is created or imposed. Thus, the legislature finds and declares that a private transfer fee obligation may not run with the title to real property, touch or concern the real property, or otherwise bind subsequent owners of real property under any common law or equitable principle.

[**2011 c 36 § 1.**]

[PDF](#) **RCW 64.60.010**

Definitions.

*** CHANGE IN 2024 *** (SEE **5796-S.SL**) ***

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Association" means: An association of apartment owners as defined in RCW **64.32.010**; a unit owners' association as defined in RCW **64.34.020**; a homeowners' association as defined in RCW **64.38.010**; a corporation organized pursuant to chapter **24.06** RCW for the purpose of owning real estate under a cooperative ownership plan; or a nonprofit or cooperative membership organization composed exclusively of owners of mobile homes, manufactured housing, timeshares, camping resort interests, or other interests in real property that is responsible for the maintenance, improvements, services, or expenses related to real property that is owned, used, or enjoyed in common by the members.

(2) "Payee" means the person or entity who claims the right to receive or collect a private transfer fee payable under a private transfer fee obligation. A payee may or may not have a pecuniary interest in the private transfer fee obligation.

(3) "Private transfer fee" means a fee or charge payable upon the transfer of an interest in real property, or payable for the right to make or accept such transfer, regardless of whether the fee or charge is a fixed amount or is determined as a percentage of the value of the real property, the purchase price, or other consideration given for the transfer. The following are not private transfer fees for the purposes of this section:

(a) Any consideration payable by the grantee to the grantor for the interest in real property being transferred, including any subsequent additional consideration for the real property payable by the grantee based upon any subsequent appreciation, development, or sale of the real property, if such additional consideration is payable on a one-time basis only and the obligation to make such payment does not bind successors in title to the real property;

(b) Any commission payable to a licensed real estate broker for services rendered in connection with the transfer of real property pursuant to an agreement between the broker and the grantor or the grantee including, but not limited to, any subsequent additional commission for that transfer payable by the grantor or the grantee based upon any subsequent appreciation, development, or sale of the property;

(c) Any interest, charges, fees, or other amounts payable by a borrower to a lender pursuant to a loan secured by a mortgage against real property including, but not limited to, any fee payable to the lender for consenting to an assumption of the loan or a transfer of the real property subject to the mortgage, any fees or charges payable to the lender for estoppel letters or certificates, and any shared appreciation interest, profit participation, or other consideration, and payable to the lender in connection with the loan;

(d) Any rent, reimbursement, charge, fee, or other amount payable by a lessee or licensee to a lessor or licensor under a lease or license including, but not limited to, any fee payable to the lessor or licensor for consenting to an assignment, subletting, encumbrance, or transfer of the lease or license;

(e) Any consideration payable to the holder of an option to purchase an interest in real property or the holder of a right of first refusal or first offer to purchase an interest in real property for waiving, releasing, or not exercising the option or right upon the transfer of the real property to another person;

(f) Any tax, fee, charge, assessment, fine, or other amount payable to or imposed by a governmental authority;

(g) Any assessment, fee, charge, fine, dues, or other amount payable to an association pursuant to chapter **64.32**, **64.34**, or **64.38** RCW, payable by a purchaser of a camping resort contract, as defined in RCW **19.105.300**, or a timeshare, as defined in RCW **64.36.010**, or payable pursuant to a recorded servitude encumbering the real property being transferred, as long as no portion of the fee is required to be passed through or paid to a third party;

(h) Any fee payable, upon a transfer, to an organization qualified under section 501(c)(3) or 501(c)(4) of the internal revenue code of 1986, if the sole purpose of such organization is to support cultural, educational, charitable, recreational, conservation, or similar activities benefiting the real property being transferred and the fee is used exclusively to fund such activities;

(i) Any fee, charge, assessment, dues, fine, contribution, or other amount pertaining solely to the purchase or transfer of a club membership relating to real property owned by the member including, but

not limited to, any amount determined by reference to the value, purchase price, or other consideration given for the transfer of the real property;

(j) Any fee charged by an association or an agent of an association to a transferor or transferee for a service rendered contemporaneously with the imposition of the fee, provided that the fee is not to be passed through to a third party other than an agent of the association.

(4) "Private transfer fee obligation" means an obligation arising under a declaration or covenant recorded against the title to real property, or under any other contractual agreement or promise, recorded or not, that requires or purports to require the payment of a private transfer fee upon a subsequent transfer of an interest in the real property.

(5) "Transfer" means the sale, gift, grant, conveyance, lease, license, assignment, inheritance, or other act resulting in a transfer of ownership interest in real property located in this state.

[2011 c 36 § 3.]

PDF

RCW 64.60.020

Private transfer fee obligations—Enforceability—Interpretation.

(1) A private transfer fee obligation recorded or entered into in this state on or after April 13, 2011, does not run with the title to real property and is not binding on or enforceable at law or in equity against any subsequent owner, purchaser, or mortgagee or holder of any interest in real property as an equitable servitude or otherwise. Any private transfer fee obligation that is recorded or entered into in this state on or after April 13, 2011, is void and unenforceable.

(2) A private transfer fee obligation recorded or entered into in this state before April 13, 2011, is not presumed valid and enforceable. Any such private transfer fee obligation must be interpreted and enforced according to principles of applicable real estate, servitude contract, and other law including, without limitation, restraints on alienation, the rule against perpetuities, the touch and concern doctrine, and the requirement for covenants to run with the land, as well as fraud, misrepresentation, violation of public policy, or another invalidating cause.

[2011 c 36 § 4.]

PDF

RCW 64.60.030

Liability.

Any person who records, or enters into, an agreement imposing a private transfer fee obligation in the person's favor after April 13, 2011, is liable for (1) any damages resulting from the imposition of the private transfer fee obligation on the transfer of an interest in the real property including, but not limited to, the amount of any private transfer fee paid by a party to the transfer, and (2) reasonable attorneys' fees, expenses, and costs incurred by a party to the transfer or mortgagee of the real property to recover any private transfer fee paid or in connection with an action to quiet title. If an agent acts on behalf of a principal to record or secure a private transfer fee obligation, liability must be assessed to the principal, rather than the agent.

[2011 c 36 § 5.]

[PDF](#)**RCW 64.60.040****Notice of private transfer fee obligation.**

(1) A payee of a private transfer fee obligation imposed before April 13, 2011, shall record, before December 31, 2011, against the real property subject to the private transfer fee obligation, a separate document in the county auditor's office in the county in which the real property is located that includes all of the following requirements:

- (a) The title, "Notice of Private Transfer Fee Obligation";
- (b) The amount if the private transfer fee is a flat amount, the percentage of the sales price constituting the cost of the private transfer fee, or another basis by which the private transfer fee is to be calculated;
- (c) The date under which the private transfer fee obligation expires, if any;
- (d) The name and address of the payee;
- (e) The acknowledged signature of the payee or a representative of the payee; and
- (f) The legal description of the real property purportedly burdened by the private transfer fee obligation.

(2) A payee may file an amendment to the notice of private transfer fee obligation containing new contact information. The amendment must contain the recording information of the notice of private transfer fee obligation which it amends and the legal description of the real property burdened by the private transfer fee obligation.

(3) If a payee fails to file the notice required under subsection (1) of this section before December 31, 2011, the private transfer fee obligation is not enforceable by the payee.

[2011 c 36 § 6.]

[PDF](#)**RCW 64.60.900****Short title.**

This chapter may be known and cited as the private transfer fee obligation act.

[2011 c 36 § 2.]

[PDF](#)**RCW 64.60.901****Effective date—2011 c 36.**

This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and takes effect immediately [April 13, 2011].

[2011 c 36 § 7.]

Title 5 – BUSINESS TAXES, LICENSES AND REGULATIONS

5.20 – REAL PROPERTY CONVEYANCES AND CHARITABLE TRANSFER FEES

5.20.005 – Purpose and applicability.

The purpose of this chapter is to promote the marketability and transferability of real property by regulating charitable transfer fees and shall apply to all conveyances of real property located in whole or in part within city limits.

5.20.010 – Definitions

The definitions contained in Revised Code of Washington State (RCW) 64.60.010, and as amended or recodified, apply in addition to the following:

“benefiting the real property” means actual goods, services, or things of value provided by an organization qualified under section 501(c)(3) or 501(c)(4) of the internal revenue code of 1986 (charitable organization) are received or realized by the owner of the real property being transferred. The benefit to the real property transferred must be direct and cannot be a benefit realized by the public as a whole.

5.20.020 – Establishing a charitable transfer fee

- A. Registration required. No charitable transfer fee shall be established without a determination by the city that the proposed transfer fee meets the requirements of this chapter and chapter 64.60.
- B. Opt-in required. No charitable transfer fee shall be established without the affirmative approval and consent of the purchaser/grantee of the real property. Such approval and consent shall be in written form and must require the purchaser/grantee to answer in the affirmative that the purchaser/grantee agrees to the charitable transfer fee.
- C. Opt-out prohibited. No charitable transfer fee shall be established as a result of the purchaser/grantee failing to opt out of the charitable transfer fee.
- D. Prior to establishing a charitable transfer fee on real property, the party seeking to establish the charitable transfer fee shall:
 1. Register the charitable organization receiving the fee with the city. Registration shall be in the form as directed by the city to include:
 - a. Organization name
 - b. Purpose(s) of the organization
 - c. Concise statement of the direct benefit to the subject real property

- d. Name(s) and title(s) of individual(s) with authority to act on behalf of the organization and to bind it to an agreement
- e. Proof of registration and compliance with Washington state Office of the Secretary of State
- f. Proof of Washington state business license and city endorsement
- g. Other information as required by the City

2. Pay to the city a registration fee as adopted by city council.

- E. Upon receipt of a registration application, the city shall, within 30 days, make a written determination as to whether the proposed charitable transfer fee meets the requirements of this chapter and chapter 64.60 RCW.
- F. Seller/grantor shall have the right to appeal the city's determination. Said appeal must be in writing and delivered to the city clerk within 14 calendar days of the city's written determination. The city administrator or designee shall affirm, reverse, or modify the decision and, within 14 calendar days of receipt of the written appeal, issue a written decision. The city administrator's decision shall be final.

5.20.030 – Notice of charitable transfer fee and opt-in

At least 30 days prior to transfer of real property in whole or in part, subject to a proposed charitable transfer fee or subject to an established charitable transfer fee, the seller/grantor of the property shall provide separate written notice to the purchaser/grantee of the proposed or established charitable transfer fee. The notice shall notify the purchaser/grantee the amount of the transfer fee, at least two examples of the amount of the transfer fee based on two different approximate values of a piece of real property. The notice shall include notification that the purchaser/grantee must opt in to or agree with the charitable transfer fee prior to its imposition. The notice shall include a form for the purchaser/grantee to opt in to the charitable transfer fee.

5.20.040 – Removal of charitable transfer fee

If the purchaser/grantee does not opt in to the charitable transfer fee as required pursuant to 5.20.030, an established charitable transfer fee shall be removed from the real property at or before transfer.

5.20.050 – Enforcement

- A. Failure to comply with any provision of this chapter or chapter 64.60 RCW will result in a fine twice the amount of the charitable transfer fee applied to the Walla Walla County assessed value at the time of the violation.
- B. Each day of non-compliance is a violation pursuant to subsection A.

City of College Place
RESOLUTION NO. 24-xxx

A RESOLUTION ADOPTING THE 2025 TO 2030 TRANSPORTATION IMPROVEMENT PLAN FOR CONSTRUCTION AND REPAIR OF ARTERIAL AND COLLECTOR STREETS IN THE CITY OF COLLEGE PLACE, WASHINGTON, ALL IN ACCORDANCE WITH THE LAWS OF THE STATE OF WASHINGTON.

WHEREAS, a public hearing was held by the College Place City Council on July 9th, 2024, relating to a six-year transportation improvement plan for the City of College Place, pursuant to the laws of the State of Washington, pertaining to the construction and maintenance of certain arterial and collector streets; and

WHEREAS, notice of said hearing having been given as required by law; and

WHEREAS, the proposed plan would result in needed and essential construction work on certain arterial, collector and local streets, all as set forth in the proposed plan which is attached to this resolution and made a part hereof as fully set forth in this plan; and

WHEREAS, the City Council having heard the statements and having obtained complete information from the College Place Public Works Department:

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of College Place, Washington, that the six-year street plan for the development and construction of arterial, collector and local streets, under provision of the laws of the State of Washington, and as attached hereto and made a part hereof shall be and the same is hereby fully adopted; and

BE IT FURTHER RESOLVED, that certified copies of this resolution and said six-year transportation improvement plan be immediately forwarded to the State of Washington that control and manages said arterial and collector street plans.

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

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

PASSED AND APPROVED by the College Place City Council this 9th day of July, 2024.

APPROVED:

ATTEST:

Norma Hernandez– Mayor

Sherri St. Clair – City Clerk

2025-2030 SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP)

July 9th, 2024

MAP #	Year	Street Segment Description	Federal Classification	Scheduled Project Type
1	2025	College/Southside Development Intersection #1	Principal Arterial	Signalized Intersection
2	2025	Whitman Drive & Home Depot Roundabout	Minor Arterial	Intersection Reconstruction
3	2025	SE Birch (4th-6th)	Local	Full Section/Stormwater
4	2025	Southside Development East-West Corridor	Major Collector	Corridor Reconstruction
5	2025	SW Mojonier Road (College to Bluvue-Ln)	Minor Arterial	Corridor Reconstruction
6	2025	SE 8 th Street (Larch to College)	Minor Collector	Corridor Reconstruction
7	2026	SE Birch Avenue (2 nd to 4 th Street)	Local	Corridor Reconstruction
8	2026	SE 9 th Reconstruction (College to Dead End)	Local	Corridor Reconstruction
9	2026	SE 11th (Birch to Date)	Local	Grind and 2-1/2" Overlay
10	2026	NE Cedar Ave (A to C)	Local	Corridor Reconstruction
11	2026	SE 12th St & SE Larch Avenue Intersection	Minor Arterial	Intersection Improvement
12	2026	SW 10 th Street (College to Bade)	Local	Full Section/Stormwater
13	2026	SW Davis/SE Ash Lighting Project (Whitman to 4 th)	Major Collector	Lighting Project
14	2026	Whitman Drive Pedestrian/Lighting (Adams to Academy)	Major Collector	Pedestrian/Bicycle Improvements
15	2027	College Avenue/SR 125/Aufte Roundabout	Principal Arterial	Intersection Improvement
16	2027	SE 12 th Street (Sky to College)	Minor Arterial	Corridor Reconstruction
17	2027	W Whitman Dr -north half (Doans to City Limits)	Major Collector	Corridor Reconstruction
18	2029	SE 12th St (Dewey to Myra)	Minor Arterial	Corridor Reconstruction
19	2029	Whitman Drive & Larch Avenue Intersection	Minor Arterial	Signalized Intersection
20	2030	SE Dewey Dr	Local	Grind and 2-1/2" Overlay
21	Ten-year Plan	Southside Development South (Lakeside) Extension	Major Collector	Corridor Construction
22	Ten-Year Plan	SW Aufte Rd Development (SR 125 to Teal Rd)	Major Collector	Corridor Construction
23	Ten-year Plan	Myra Road & Garrison Village Way Intersection	Minor Arterial	Signalized Intersection
24	Ten-year Plan	SW Davis Extension (6th to 8th)	Major Collector	Corridor Reconstruction

25	Ten-year Plan	SW Davis Extension (8th to 12th)	Minor Collector	Corridor Reconstruction
26	Ten-year Plan	Lambert (Rose to "C" St)	Major Collector	Corridor Reconstruction
27	Ten-year Plan	NE Birch Ave (Whitman to C)	Local	Corridor Reconstruction
28	Ten-year Plan	SW Homestead/Owens Rd Connection	Minor Collector	Corridor Construction
29	Long-term Plan	"C" Street & Larch Avenue Intersection	Minor Arterial	Signalized Intersection
30	Long-term Plan	Peppers Bridge (McMinn Rd to Old Milton Hwy)	Local	Corridor Reconstruction
31	Long-term Plan	SW 4th (Academy Way to Doans Avenue)	Minor Collector	Corridor Reconstruction
32	Long-term Plan	Taumarson/Peppers Bridge Intersection	Minor Arterial	Signalized Intersection

2025-2030 SAFEWALK SIDEWALKS IMPROVEMENT PROGRAM

July 9th, 2024



MAP #	Year	Street Segment Description
33	2025	SE 8 th Street (Larch to College)
34	2026	SE Larch Avenue (12 th to ScenicView)
35	2026	Whitman Drive Multiuse Path Completion (Evans to Davis Area) – South Side
36	2026	SW 2nd Street (Davis Avenue to Academy Way) – South Side
37	2026	NW B Street (College Avenue to Evans Avenue) – South Side
38	2027	SE Birch Avenue (4 th to 12 th Street)
39	2027	NE Ash Street (A Street to Whitman Drive)
40	2028-2030	SE Central Avenue (12 th Street to Valley Way)
41	2028-2030	SE Broadway Avenue (12 th Street to Sunny Drive)
42	2028-2030	SE 2 nd Street (Ash Avenue to Date Avenue)
43	2028-2030	SW 13 th Street (Bade Avenue to College Avenue)
44	2028-2030	SW Bade Avenue (12 th Street to 13 th Street)
45	2028-2030	SW 3 rd Street (Davis Avenue to Academy Way)
46	2028-2030	SE 11 th Street (Birch Avenue to Date Avenue)
47	2028-2030	NE A Street (Ash Avenue to Tremont Avenue)
48	2028-2030	NE Tremont Avenue (A Street to Whitman Drive)
49	2028-2030	SE Mountainview Drive (Sky Avenue to Central Avenue)
50	Ten-year Plan	SE Sky Ave (12th to Scenicview)

NOTES:

1. Ten-year Transportation Improvement Plan projects and Long-term Transportation Improvement Plan projects are Six-year Plan candidates that will be included on the Six-year Transportation Improvement Plan Projects list as need and funding dictate throughout the six-year cycle.
2. Projects listed in the Six-year, the Ten-year and the Long-term Transportation Improvement Plan Projects include a pedestrian facility (sidewalks and street-side amenities) component to be constructed as funds allow.
3. The City's chip seal program is a part of the Six-year Transportation Improvement Plan.
4. The City's Sefewalk Sidewalk Program is a part of the Six-year Transportation Improvement Plan.

2025-2030 BLOCK RESURFACING PROGRAM

July 9th, 2024



MAP #	Year	Street Segment Description
51	2025	SE Cotter Place
52	2025	SW 4 th Street (College to Bade Avenue)
53	2025	SE 10 th (Birch to Date)
54	2025	SE Larch Avenue (4 th to 12 th Street)
55	2025	SE Birch (11 th to 12 th)
56	2026	SE Broadway (SE Scenic View to SE Mountain View)
57	2027	SE/NE Larch Avenue (C to 4 th Street)
58	2027	NE C Street (Larch to Myra)
59	2027	SE Mockingbird Drive (Through Country Estates)
60	2027	Country Estates Subdivision
61	2028	NW Evans (105' S. of Earl to B St)
62	2028	Sunset Villa
63	2029	SW Davis (6th to 4th)
64	2030	Highland Park Addition
65	Ten-Year Plan	SW 5 th Street (Bade to Dead End)
66	Ten-Year Plan	SE 5th St (Hillcrest Dr to Larch)
67	Ten-Year Plan	SE Vista (12th St to cul de sac east)
68	Ten-Year Plan	SE 6th St (College to Larch)
69	Ten-Year Plan	SE Hillcrest (dead end S of 5th to 4th)
70	Ten-Year Plan	SE Brentwood (Larch to Cul de Sac west)
71	Ten-Year Plan	Wallula Ave (Rose to city limits)

NOTES: This program is funded by REET 1 Funds and entails simple pavement resurfacing of a street. No other items included.

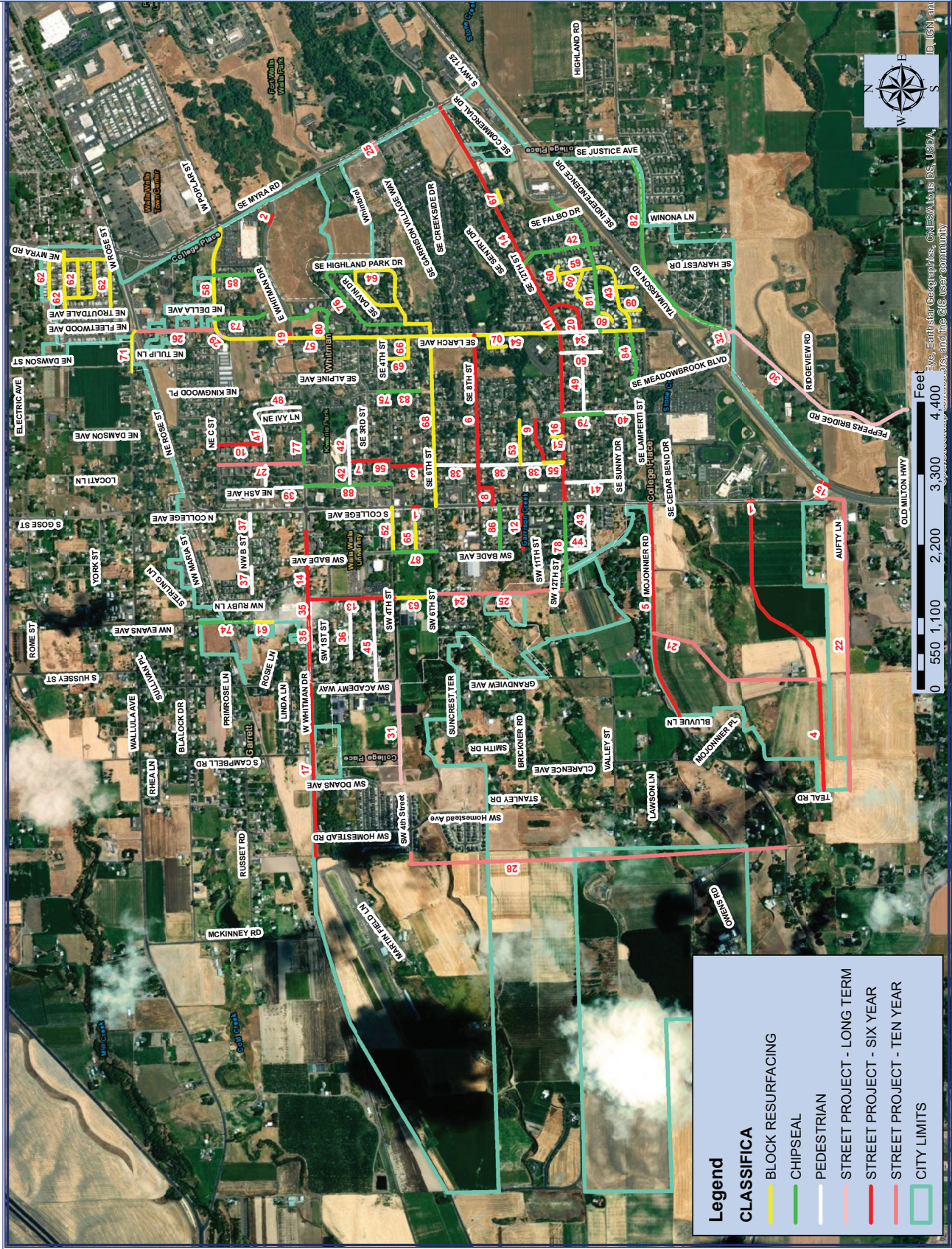
2025-2030 CHIP SEAL PROGRAM

July 9th, 2024



MAP #	Year	Street Segment Description
73	2025	NE Maple (dead end south of Makiah to C St)
74	2025	NW Evans (B St to city limits north)
75	2025	SE Elm St (150' S of 3rd to 3rd)
76	2025	SE Highland Park Dr (150 N of Davin Dr to Highland Park Dr)
77	2026	E Whitman (Birch to 440 ft east of Birch)
78	2026	SW 12th St (College Avenue to Deer Meadows Subdivision)
79	2026	SE Central Avenue (Scenic View to 12th Street)
80	2026	SE Maple Ave & SE Tamarack
81	2026	SE Scenic View Dr (Commercial Drive to Larch Avenue)
82	2026	Taumarson Rd (Justice Ave to SR 125)
83	2027	SE Elm Street (4 th to Dead End)
84	2027	Sherburne Addition Subdivision
85	2027	NE Deccio Rd (C Street to Whitman Drive)
86	2027	SW 9 th Street
87	2027	SW Bade Avenue (4 th to 6 th)
88	2028	SE Ash Ave (Whitman to 4th)

2025 TO 2030 TRANSPORTATION IMPROVEMENT PLAN



Projects

- 1. College/Southside Development Intersection: 2025
- 2. Whitman Drive & Home Depot Roundabout: 2025
- 3. SE Birch (4th to 6th): 2025
- 4. SE Birch (6th to 8th): 2025
- 5. SW Mogomier Rd (College to Buwa): 2025
- 6. SE 8th Street (College to Larch): 2025
- 7. SE 8th Avenue (2nd to 4th): 2025
- 8. SE 8th Avenue (4th to 6th): 2025
- 9. SE 11th (Birch to Date): 2025
- 10. NE Cedar Avenue (A to C): 2025
- 11. NE Cedar Avenue (C to E): 2025
- 12. NE Cedar Avenue (E to G): 2025
- 13. SW Davis/SE Ash Lighting (Whitman to 4th): 2026
- 14. Whitman Drive Lighting (Academy to Adams): 2026
- 15. SE 12th Street (Sky to Court): 2027
- 16. SE 12th Street (Sky to Court): 2027
- 17. West Whitman Drive (Doans to City Limits): 2027
- 18. SE 12th (Dewey to Mira): 2029
- 19. SE 12th & 2030 Intersection: 2029
- 20. SE 12th & 2030 Intersection: 2029
- 21. Southside Development South Extension: Ten-Year
- 22. SW Ault Rd (SR 125 to Teal): Ten-Year
- 23. SW Ault Rd (Teal to 4th): Ten-Year
- 24. SW Davis Extension (8th to 8th): Ten-Year
- 25. SW Davis (8th to 12th): Ten-Year
- 26. NE Lambert (Rose to C): Ten-Year
- 27. NE Lambert (Rose to C): Ten-Year
- 28. SW Homestead Owners Rd Connection: Ten-Year
- 29. NE C & Larch Intersection: Long-Term
- 30. SE Peppers Bridge Rd (Tanner to Old Millen): Long-Term
- 31. SE Peppers Bridge Rd (Tanner to Old Millen): Long-Term
- 32. SE Tanner & Peppers Bridge Intersection: Long-Term

Sidewalk

- 33. SE 8th Street (College to Larch): 2025
- 34. SE Larch (12th to Seaside): 2026
- 35. Whitman Drive Multiuse Path Completion (Davis to Academy): 2026
- 36. SE 10th (Larch to Seaside): 2026
- 37. NW B (College to Evans): 2026
- 38. SE Birch (4th to 12th): 2027
- 39. NE Ash (A to Whitman): 2027
- 40. NE Ash (A to Whitman): 2027
- 41. SE Broadway (12th to Sunny): 2028 to 2030
- 42. SE 2nd (Ash to Date): 2028 to 2030
- 43. SW 13th (College to Buwa): 2028 to 2030
- 44. SW 13th (College to Buwa): 2028 to 2030
- 45. SW 3rd (Davis to Academy): 2028 to 2030
- 46. SE 11th (Birch to Date): 2028 to 2030
- 47. NE Ash (Ash to Merritt): 2028 to 2030
- 48. NE Ash (Ash to Merritt): 2028 to 2030
- 49. SE Mountainview Dr (Sky to Central): 2028 to 2030
- 50. SE Sky (12th to Seaside): Ten-Year

Block Resurfacing

- 51. SE Cedar Pl: 2025
- 52. SE Cedar Pl: 2025
- 53. SE 10th (Larch to Seaside): 2025
- 54. SE Larch (4th to Seaside): 2025
- 55. SE Birch (11th to 12th): 2025
- 56. SE Birch (11th to 12th): 2025
- 57. SE Birch (11th to 12th): 2025
- 58. NE C Street (Larch to Myra): 2027
- 59. SE Modelling (County Estates): 2027
- 60. SE Modelling (County Estates): 2027
- 61. NW Evans (East to B): 2028
- 62. Sunset Villa Road: 2028
- 63. SW Davis (4th to 8th): 2029
- 64. SW Davis (4th to 8th): 2029
- 65. SW 5th (Bade to Dead End): Ten-Year
- 66. SE 5th (Hilbert to Larch): Ten-Year
- 67. SE 5th (Hilbert to Larch): Ten-Year
- 68. SE 5th (Hilbert to Larch): Ten-Year
- 69. SE 5th (Hilbert to Larch): Ten-Year
- 70. SE 5th (Hilbert to Larch): Ten-Year
- 71. NE Wallula (Rose to City Limits): Ten-Year

Chipseal

- 72. NE Maple: 2025
- 73. NE Maple: 2025
- 74. SE Elm (3rd to 4th): 2025
- 75. SE Elm (3rd to 4th): 2025
- 76. SE Highland Park (North of Davis): 2025
- 77. SE Whitman Dr (Birch to Ivy): 2026
- 78. SE Whitman Dr (Birch to Ivy): 2026
- 79. SE Central (12th to Seaside): 2026
- 80. SE Maple & Tanner: 2026
- 81. SE Seasideview (Larch to Commerce): 2026
- 82. SE Seasideview (Larch to Commerce): 2026
- 83. SE Elm (4th to Dead End): 2027
- 84. Seasideview Addition: 2027
- 85. SE 5th (Hilbert to Larch): 2027
- 86. SE 5th (Hilbert to Larch): 2027
- 87. SW Bade (4th to 6th): 2027
- 88. SE Ash (Whitman to 4th): 2028