

Monday, February 6, 2023

College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

5:00 PM

In-Person at the College Place Fire Department, 629 S College Avenue, College Place Washington

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

Zoom Attendee Link: <https://us06web.zoom.us/j/81498584527>

Or you may call this number to listen: 1-669-900-9128 ID# 814 9858 4527 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items

Subject :	1.01 Call To Order
Meeting :	Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)
Category :	1. Opening Items
Type :	Procedural
Subject :	1.02 Roll Call
Meeting :	Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)
Category :	1. Opening Items
Type :	Information

Public Content

Voting Members

Position 1 - Vacant

Position 2 - Kelli Leen - term expires 12/31/2024- Chair

Position 3 - Doug Case - term expires 12/31/2026

Position 4 - Tom Stokes -term expires 12/31/2024

Position 5 -Vacant

Position 6 - Bruce Morehead - term ends 12/31/2024

Ex-Officio - Kathy Covey - WW Valley Chamber of Commerce Representative

Advisory Members

Mike Rizzitiello-City Administrator

Brian Carleton-Finance Director

Sherri St. Clair- City Clerk

Subject : 1.03 Public Comment

Meeting : Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

Category : 1. Opening Items

Type : Procedural

Public Content

Commission meetings are primarily structured to permit Members to arrive at the decisions necessary to make recommendations to the City Council.

Meeting Protocol for Public Comment:

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

- Your Name
- Your Address

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

Verbal Public Comments may be made during the meeting:

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

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

2. Consent Agenda

Subject : 2.01 Approve Agenda for Monday February 6, 2023

Meeting : Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

Category : 2. Consent Agenda

Type : Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure by Alice Sturgis, 4th Edition, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject : 2.02 Approve Minutes from November 14, 2022

Meeting : Feb 6, 2023 - College Place Economic Development,

Category : 2. Consent Agenda
Type : Action (Consent), Minutes

File Attachments

[2022-11-14_EDTEC_Minutes_Draft_BoardDocs® LT Plus.pdf \(752 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure by Alice Sturgis, 4th Edition, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject : 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing items for approval of the Commission by a single motion. Typically the items listed under the consent agenda are the minutes from previous meetings and the agenda for the current meeting. Documentation concerning these items has been provided to all Commission Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commission Member.

Meeting : Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

Category : 2. Consent Agenda

Type : Action (Consent)

Recommended Action : Motion to approve the consent agenda

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure by Alice Sturgis, 4th Edition, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. Guest Presentations

4. Action Agenda

Subject : 4.01 FY 2023 Community Grants Program Ad Hoc Application Review Committee - Mr. Rizzitiello

Meeting : Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person &

Electronic)

Category :

4. Action Agenda

Type :

Action

Recommended Action :

Motion to appoint member to Ad Hoc Community Grant Review Committee.

Public Content

Historical Perspective:

The application period for the FY 2023 Community Grant program closed on January 20th, 2023. The City received eight applications. The City has \$15,000 to earmark to projects.

Information for Consideration:

The grant applications are typically graded by an ad hoc committee consisting of members of the Park Board, Economic Development Commission, Youth Commission, and Utilities Board.

File Attachments

[Council_CommunityGrantProgram_2023_Application.pdf \(672 KB\)](#)

Subject :

4.02 FY 2023 Economic Development Fliers - Mr. Rizzitiello

Meeting :

Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

Category :

4. Action Agenda

Type :

Action

Recommended Action :

Motion to recommend Economic Development Fliers to the City Council for adoption.

Public Content

Historical Perspective:

Every year city staff puts together economic development fliers for the respective business districts with new data published from ESRI Business Analyst Online (BAO).

Information for Consideration:

City staff put together the following documents that once EDTEC and Council approves are then utilized for marketing in economic development efforts locally and at the International Council of Shopping Centers (ICSC) in Las Vegas.

- Available Sites
- Business Flier
- Residential Flier
- Downtown Flier

- Meadowbrook Flier
- Myra Rd Flier

File Attachments

[EcDev_2023_Data_Downtown_Flier.pdf \(449 KB\)](#)
[EcDev_2023_Data_MeadowbrookandStoneCreek.pdf \(488 KB\)](#)
[EcDev_2023_Data_MyraRdFlier.pdf \(443 KB\)](#)
[EconomicDevelopment_2023_Data_Commercial_MarketingFlier.pdf \(1,199 KB\)](#)
[EconomicDevelopment_2023_Data_Residential_MarketingFlier.pdf \(530 KB\)](#)
[EconomicDevelopment_SiteSelection_2023_AvailablePropertiesSummary.pdf \(4,364 KB\)](#)

Subject : 4.03 Draft Tax Increment Financing Study (Stone Creek /Downtown) - Mr. Rizzitiello
 Meeting : Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)
 Category : 4. Action Agenda
 Type : Action
 Recommended Action : Motion to recommend City Council send draft study to State Treasurers Office for review/comments.

Public Content

Historical Perspective:

The City contracted with Mr. Bob Stowe to complete the Tax Increment Financing Study mandated as part of RCW 39.114 for those who wish to create such districts during the October 11th, 2022 City Council meeting.

Information for Consideration:

The purpose of a Tax Increment Financing is its a mechanism to utilize future revenue from development to put in public infrastructure to make it occur. Mr. Stowe will go over the findings thus far. The study needs to be submitted to the State's Treasurer's Office for the 90 day review to fit cutoff before June 1st. The projects that would be partially covered by this TIF include:

- SW Mojonier Rd Reconstruction (College to Bluvue) - Construction Phase
- East-West Rd from College to Lakeside Property - Engineering and Construction Phase
- Intersection of College Avenue and East-West Rd - Engineering and Construction Phase
- Downtown Parking Lots to Support Businesses - Property Acquisition, Engineering, and Construction Phase

File Attachments

[COLLEGE PLACE Final Draft 1 25 23 Project Analysis.pdf \(12,077 KB\)](#)
[GIS_EconomicDevelopment_TIFDistrict1.pdf \(4,200 KB\)](#)

5. Staff Reports

Subject : 5.01 Broadband Action Team - Mr. Rizzitiello
 Meeting : Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)
 Category : 5. Staff Reports

Type :

Discussion, Information

Public Content

Historical Perspective:

Through the Bipartisan Infrastructure Bill a historic \$43 billion was put into expanding and improving internet footprint.

Information for Consideration:

This grant money will be going out via a BEAD grant. In order to qualify for the BEAD grant each county has to develop a Broadband Action Team (BAT). This team will identify areas that aren't served (under 25 mbps) or underserved (under 300 mbps) within each county and develop a plan to serve those areas. These teams will have a cross section of private sector, public sector, and citizens and will be supported by Washington State University who through contract with State Department of Commerce is supporting such efforts. The plan will take about four months to complete. Community Council through collaboration with the Port will be shepherding the BAT efforts.

File Attachments

[2023-FullWorkbook.pdf \(13,333 KB\)](#)

Subject :

5.02 Development Tracker - February 2023 - Mr. Rizzitiello

Meeting :

Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

Category :

5. Staff Reports

Type :

Discussion, Information

Public Content

Information for Consideration:

Every month the City Administrator presents an overview of development activity in the City.

File Attachments

[DevelopmentTrackSheet_February2023.pdf \(456 KB\)](#)

6. Closing Items

Subject :

6.01 Next Meeting: March 6, 2023

Meeting :

Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)

Category :

6. Closing Items

Type :

Information

Subject :

6.02 Conclude

Meeting :	Feb 6, 2023 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Electronic)
Category :	6. Closing Items
Type :	Procedural

1. Opening Items
Procedural: 1.01 Call To Order

Chair Leen opened the meeting to order at 5:00 PM.

Information: 1.02 Roll Call

PRESENT:

Commission Members	Kelli Leen - Chair, Doug Case, Bruce Morehead
Ex- Officio	Kyle Tarbet - Walla Walla Chamber of Commerce
Staff	City Administrator, Mike Rizzitiello Finance Director, Brian Carleton; City Clerk, Sherri St. Clair;

Also Present: Robert Stowe - Stowe Development and Strategies

MEMBERS EXCUSED:

MEMBERS ABSENT:

Jennifer Fuchs, Christopher Murray, and Susan Sanders

Procedural: 1.03 Public Comment - None

2. Consent Agenda
Action (Consent): 2.01 Approve Agenda for November 14, 2022
Action (Consent), Minutes: 2.02 Approve Minutes from September 12, 2022
Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing items for approval of the Commission by a single motion. Typically the items listed under the consent agenda are the minutes from previous meetings and the agenda for the current meeting. Documentation concerning these items has been provided to all Commission Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commission Member.

Member Morehead made a motion to approve the consent agenda. Second by Member Tarbet and the motion passed 4-0.

3. Guest Presentations
Discussion, Information: 3.01 TIF Presentation -
Robert Stowe of Stowe Development and Strategies gave a presentation on Tax Incremenet Financing (TIF). Mr. Stowe provided an overview of TIF and potenial areas of College Place that it can be applied.

Discussion ensued.

4. Action Agenda
Action: 4.01 2022 Development Code Update -
Mr. Rizzitiello informed the Commission that the City receives applications to update the development code every year. Mr. Rizzitiello outlined changes in the 2022 Development Code Update in comparison to the previous development code.

Member Tarbet made a motion to recommend to City Council the adoption of the 2022 Development Code Updates. Second by Member Morehead and the motion passed 4-0.

Action: 4.02 FY 2023 to 2028 Capital Facility Plan -
Mr. Rizzitiello informed the Commission that every year the City compiles a six-year capital facility plan and that the first year of the six-year plan is more concrete and the years following a prioritized by current needs and funding. Mr. Rizzitiello provided an overview of the projects for 2023.

Member Case made a motion to recommend the Fiscal Year 2023-2028 Capital Facility Plan to the City Council. Second by Member Tarbet and the motion passed 4-0.

Action: 4.03 Lions Park Update -
Mr. Rizzitiello informed the Commission that due to inflation and funding availability, the City would like to establish the general components of the Lions Park renovation. Mr. Rizzitiello provided an overview of the Lions Park renovation plans.

Member Morehead made a motion to recommend City Council approval of 60% engineering plans for Lions Park. Second by Member Case and the motion passed 4-0.

Action: 4.04 Multifamily Tax Exemption -
Mr. Rizzitiello informed the Commission that the City is eligible to offer a Multifamily Tax Exemption. Mr. Rizzitiello provided an overview of the requirements for qualification for a Multifamily Tax Exemption and the areas that may be eligible for this exemption.

Member Case made a motion to recommend to City Council adoption of Chapter 3.52 Multifamily Housing Tax Exemption to the College Place Municipal Code. Second by Member Tarbet and the motion passed 4-0.

Action: 4.05 College Place - Walla Walla Wastewater Treatment Consolidation Feasibility Study -
Mr. Rizzitiello informed the Commission that the City needs to make dramitic improvements to its waterwater treatment plant. Due to the high cost of the upgrades and potential needs in the future, the City is considering making minor improvement and pumping its waterwater to Walla Walla's treatment plant.

Member Tarbet made a motion to accept the report and recommend to Council to direct staff to work on negotiations with City of Walla Walla. Second by Member Case and the motion passed 4-0.

5. Staff Reports

Discussion, Information: 5.01 Draft Hotel Feasibility Market Study -
Mr. Rizzitiello informed the Commission that there is a need for lodging facilities in the City. The key points of the Draft Hotel Feasibility Market Study suggest that the City can support two hotels with a with 60 to 70 rooms each. In addition, recommended areas of Hotel placement include the area around the high school or Meadowbrook Blvd. and locations near the Walla Walla University.

Discussion, Information: 5.02 Event Update - Light Up The Avenue -
Ms. St. Clair provided a verbal update on the upcoming Light Up The Avenue event. Ms. St. Clair informed the Commission that the Light Up The Avenue event is on December 1st, the tree lighting ceremony starts at 5:30 pm, the lighted parade starts at 6:00 pm, and there will be a laser light show at 7:00 pm at the old Roger's School location. Ms. St. Clair added that the City is currently accepting parade participation forms for the event.

Discussion ensued.

Discussion, Information: 5.03 Development Tracker - November 2022 -
Mr. Rizzitiello provided an update on the commercial, industrial, and residential development within the City of College Place.

6. Closing Items

Information: 6.01 Next Meeting: December 5, 2022

Procedural: 6.02 Conclude

Chair Leen concluded the meeting at 6:04 PM.

Approved:

Kelli Leen - Chair

Attest:

Sherri St. Clair – City Clerk

The foregoing minutes are the official record of the Economic Development, Tourism, and Events Commission meeting that occurred November 14, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.



City of College Place Council Funded Programs Community Grants Program

Introduction

The College Place City Council through the Community Grants Program desires to support community efforts to address community needs and build the capacity of the City of College Place. A Committee made up of Economic Development, Tourism, and Events Commission and Park, Arbor, and Recreation Board members will review and rank proposals. City Council will make the ultimate project awards. **Total allotment for FY 2023 is \$15,000**

Grant Program Goals

- Foster civic engagement and involvement
- Develop responses and solutions which steward the community's
 - Health
 - Environment
 - Social network and resiliency
 - Park & Recreation Network
- Develop programs which support community asset building and provide outreach through education and information programs which support program goals.
- Economic Development
- Housing
- Public Art

Program Guidelines

Eligible Applicants: Non-profit organizations, civic groups, neighborhood groups. Partnerships among individuals and/or groups will also be considered.

Eligible Locations: Within the City of College Place

Eligible Expenses: Personnel, professional services, supplies and materials, construction costs, public information and outreach.

Match: Matching funds are encouraged but not required for this program. The following items count as matching funds: cash, volunteer hours, and donated materials, equipment use, or professional services.

Project Timeline

Application Due Dates: Applications must be submitted by January 20th, 2023 at 4 PM PST. Submit completed applications to:

City Administrator's Office
City of College Place
625 S. College Avenue
College Place, WA 99324
Email: mrizzitiello@cpwa.us

Award Decisions: Award decisions will be made within 60 calendar days of the January 20th, 2023.
deadline.

Project Time Limit: All projects must be completed within one years of award.

Application Process

Project Applications: Applications must be made either on paper or electronically on forms provided by the City. Applications can be obtained at City Hall, 625 S. College Avenue, College Place, Washington or on the City's webpage at www.cpwa.us

Project Description: The description of the project should include project purpose, approach, and location.

Goals: Explain how your project addresses the Grant Program Goals as outlined in the application packet and the City's Comprehensive Plan goals, policies and programs. The Comprehensive Plan itself is available on the City's website at:
http://www.cpwa.us/departments/planning/comprehensive_plan.php

Project Milestones: Provide quarterly milestones which indicate concrete progress toward the successful achievement of the project's goals.

Budget Plan: List each resource needed to complete your project. Please show in-kind, applicant cash, and how much of the City's funds to be spent on this resource.

- The value of volunteer labor as established by the Independent Sector's Value of Volunteer hours https://www.independentsector.org/volunteer_time

- Equipment donated is valued at the hourly rental rate for the equipment used for the project.
- Donated professional services are valued at the “reasonable and customary” rate for the services.

Review Process

A committee comprised of Economic Development, Tourism, and Events Commission as well as Park, Arbor, and Recreation Board members will review written applications. All eligible projects will be forwarded to the Committee and scored using the rating form included in the application packet. Higher ranking projects may be requested to present to the Committee.

The presentation, if requested, is limited to 15 minutes. Please give an overview of the project and how it furthers the City’s goals.

The Committee will make a funding recommendation to the City Council. City Council will make the final determination of funding. Applicants may be asked to present their projects to the City Council.

Reporting Requirements and Accountability

A contract will be executed to outline the specific conditions of the project if awarded.

City of College Place Community Grants Program Application

Please limit responses to 3 pages in not less than 10-point type font (not including budget).

Project Description

Contact Person

Name:

Organization Representing:

Contact Address:

City/State/Zip:

Phone:

E-mail:

Project Information Description of the project (include project purpose, approach and location).

Please describe how your project relates to the Community Grant Program Goals and the City's Comprehensive Plan Goals and Policies.

Project Budget (Must provide budget in this format)

Project Revenue	Amount
Grant Request	
Cash Match from Applicant	
In-kind match from Applicant	
Cash from other Sources	
• Source:	
• Source:	
Total Project Revenue	

Project Expenses				
Item	Total Cost	Applicant “In-Kind”	Applicant Cash	Requested Grant
Personnel				
Materials/Supplies				
Professional Services				
Other				
Total Expenses				

Project Milestones Provide quarterly milestones, which indicate concrete progress toward the successful achievement of the project's goals.

Milestone	Responsible Party	Projected Date for Completion	Outcome

Return completed Application to:

City of College Place

City Administrator's Office

625 S. College Avenue

College Place, WA 99324

Email: mrizzitiello@cpwa.us

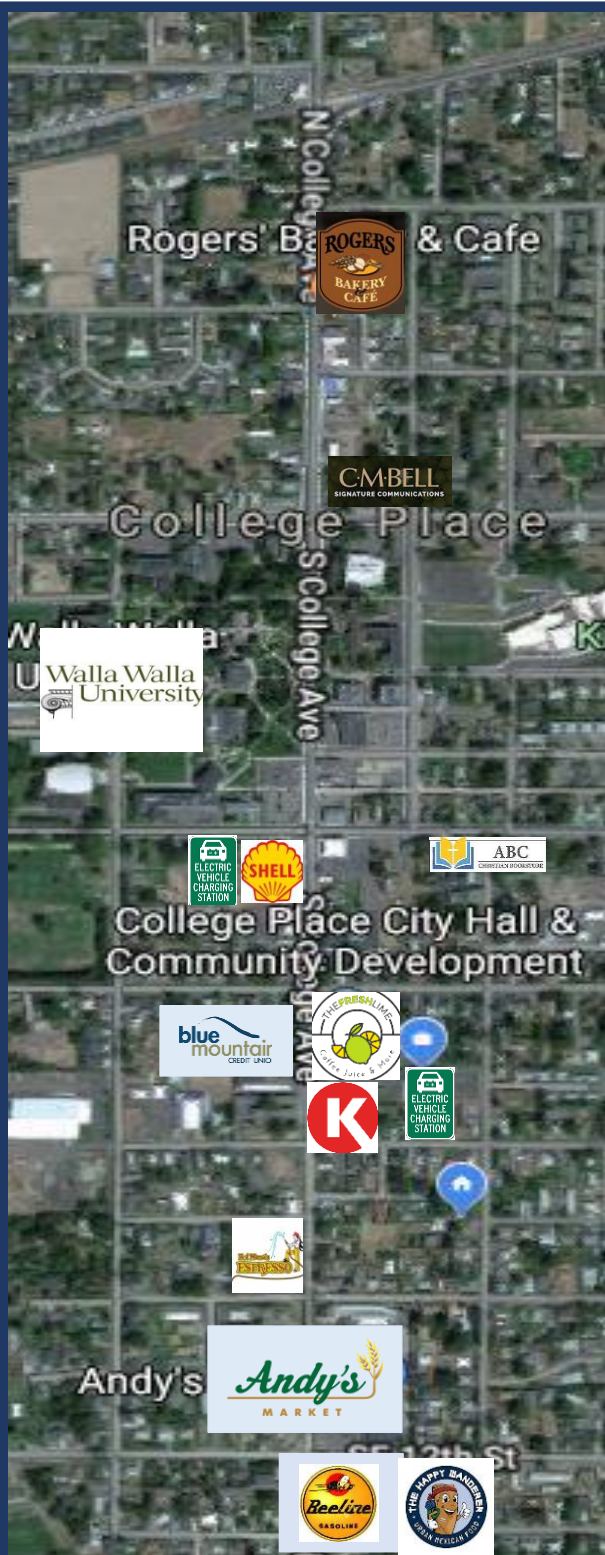
Due Date: January 20th, 2023



College Avenue

Downtown College Place (4th to 13th Streets)

North College Ave Business District (Whitman Drive to Rose Street)



College Avenue serves as the Main Street of the community. The corridor recently underwent a \$15 million reconstruction which includes pedestrian lighting, sidewalks and traffic signals. The corridor consists of a mix of small businesses, offices, and residential. Walla Walla University is at the center of the corridor. It has Bachelor and Graduate Degree Programs and has a student population of 2,000. The long term vision of this corridor is spelled out in the recently adopted College Avenue Design Standards. Community goals for the corridor is to create “small town” atmosphere, be a setting for a “slow pace of life,” and make sure that buildings and storefront are the dominant features. Various properties are available for sale or lease.

Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2022 Population	38,467	69,651	77,173
2027 Population	38,694	69,888	77,408
2022 Daytime Population	42,229	67,656	75,471
2022 Median Household Income	\$59,343	\$64,307	\$64,984
2027 Median Household Income	\$75,213	\$80,089	\$80,728
2022 Median Home Value	\$308,192	\$312,229	\$307,269
2027 Median Home Value	\$468,211	\$440,251	\$425,104
2022 Median Age	38.0	38.5	39.1
2027 Median Age	39.3	39.3	39.9

Consumer Spending (45 Minute Drive Time)

Type	2022 Spending
Apparel and Services	\$63,034,077
Electronics	\$4,931,846
Entertainment	\$99,247,937
Food At Home/Groceries	\$166,513,947
Restaurants	\$112,827,252
Furniture	\$19,104,212
Appliances	\$11,419,119
Lawn & Garden	\$15,885,270
Personal Care Products	\$15,120,535
Housekeeping Supplies	\$24,181,700
Gasoline & Convenience Centers	\$73,936,112

Source: ESRI Business Analyst Online, Retail Demand Outlook Reports Jan 2023.



Meadowbrook/Stone Creek Business District



The Meadowbrook Business District comprises land zoned General Commercial near the intersection of State Route 125 & Meadowbrook Drive. Commercial businesses in the area include Super Walmart, HopThief Tap House, Maurice's, Del Taco, Panda Express, GameStop, Subway, Papa Murphy's Pizza, and more. The new College Place Library is in Meadowbrook Plaza. College Place High School and John Sager Middle School are nearby. Commercially-zoned land is available for sale behind Meadowbrook Plaza and across the street from College Place High School on College Avenue.



Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2022 Population	48,130	69,871	80,460
2027 Population	48,384	70,100	80,687
2022 Daytime Population	49,738	67,785	82,901
2022 Median Household Income	\$63,312	\$64,388	\$64,057
2027 Median Household Income	\$78,967	\$80,190	\$79,744
2022 Median Home Value	\$318,401	\$311,400	\$303,472
2027 Median Home Value	\$461,082	\$438,183	\$417,719
2022 Median Age	38.7	38.5	39.1
2027 Median Age	39.7	39.3	39.8

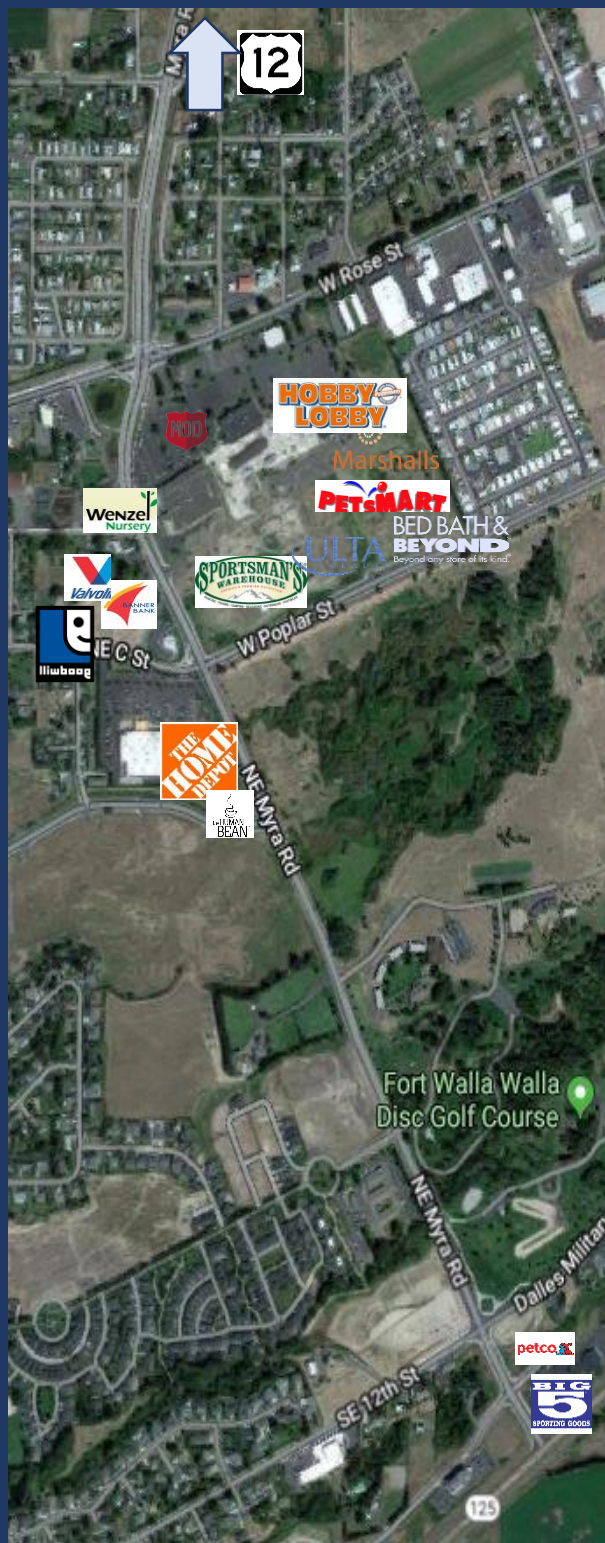
Consumer Spending (45 Minute Drive Time)

Type	2022 Spending
Apparel and Services	\$39,603,125
Computers & Electronics	\$3,088,885
Entertainment	\$60,996,688
Food/Groceries	\$103,211,354
Restaurants	\$70,643,974
Furniture	\$11,922,906
Appliances	\$7,015,575
Lawn & Garden	\$9,499,293
Housekeeping Supplies	\$14,846,337
Personal Care Products	\$9,415,099
Gasoline & Convenience Stores	\$45,438,575

Source: ESRI Business Analyst Online, Retail Demand Outlook Profile Reports – January 2023.



Myra Rd Commercial Corridor



Myra Rd is a two mile long Commercial Corridor that connects US Highway 12 with State Route 125. It also acts as the boundary between City of College Place to the west and the City of Walla Walla to the east. Several commercial establishments already call the Myra Rd Corridor home ranging from Home Depot, Banner Bank, and the new Walla Walla Town Center which comprises several retailers such as Hobby Lobby, Marshalls, Ulta, Famous Footwear, and more. Fort Walla Walla Park and Museum is also located along this corridor. Several pieces of land zoned Commercial ranging from one to over thirty acres is available for lease or purchase in the City of College Place along this corridor. Ideal uses for this corridor include big box retail, restaurants, and office space.

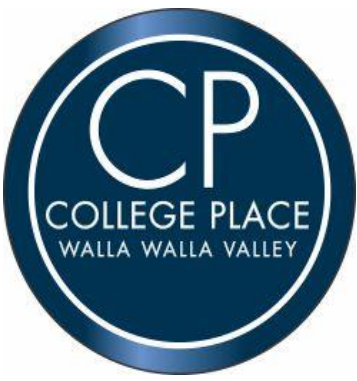
Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2022 Population	45,327	69,769	76,805
2027 Population	45,559	70,008	77,044
2022 Daytime Population	48,079	67,710	75,107
2022 Median Household Income	\$61,810	\$64,318	\$64,987
2027 Median Household Income	\$78,555	\$80,115	\$80,726
2022 Median Home Value	\$320,350	\$312,390	\$307,827
2027 Median Home Value	\$469,465	\$440,852	\$426,227
2022 Median Age	38.3	38.5	39.1
2027 Median Age	39.4	39.3	39.8

Consumer Spending (45 Minute Drive Time)

Type	2022 Spending
Apparel and Services	\$62,727,225
Computers & Electronics	\$4,909,455
Entertainment	\$98,753,825
Food At Home / Groceries	\$165,725,739
Restaurants	\$112,302,169
Furniture	\$19,006,530
Appliances	\$11,361,378
Lawn & Garden	\$15,804,429
Personal Care	\$15,046,657
Housekeeping Supplies	\$24,063,943
Gasoline & Convenience Stores	\$73,607,436

Source: ESRI Business Analyst Online, Retail Demand Outlook Profile Reports Jan 2023.



We are OPEN for business!!!!

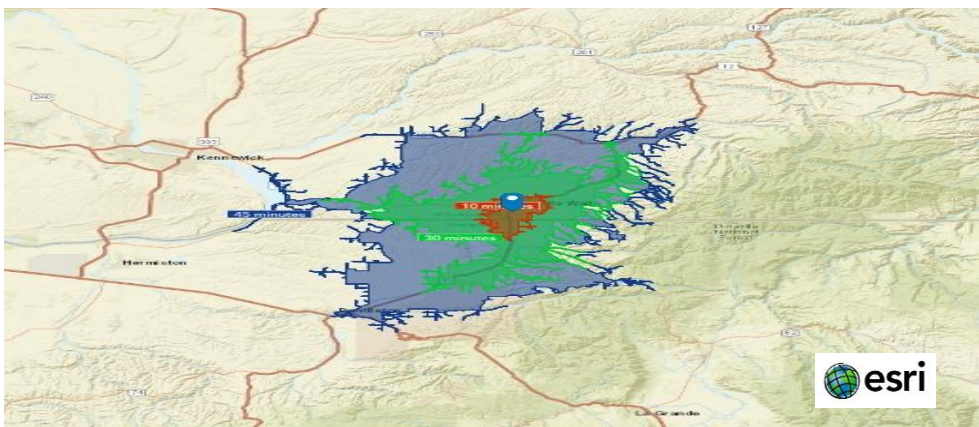
And ready for yours.

Nestled in the picturesque Walla Walla Valley, our stunning blue skies offer more than an ideal climate; they represent the boundless investment opportunities of College Place. College Place offers residents and business direct access to three superb higher education institutions, a quality public and private secondary education system, reliable infrastructure, extensive labor market, efficient transportation systems, and a forward-thinking government that thrives on innovation. College Place offers investors, businesses, and employees the perfect place to live, work, and play. We build upon the foundation of small town character to enhance the quality of life, while providing reliable, innovative, efficient, and courteous service that is second to none.

Demographic Overview

	10 Minute Drive		30 Minute Drive		45 Minute Drive	
	2022	2027	2022	2027	2022	2027
Population	48,130	48,384	69,871	70,100	80,460	80,687
Households	18,583	18,740	26,164	26,331	30,530	30,701
Median Income	\$63,312	\$78,967	\$64,388	\$80,190	\$64,057	\$79,744
Per Capita Income	\$35,837	\$43,074	\$35,259	\$42,442	\$35,758	\$42,860
Median Age	38.7	39.7	38.5	39.3	39.1	39.8

Drive Time Trade Area Map



- ✓ Pro-business attitude
- ✓ Prime location
- ✓ Inexpensive business license and permitting costs
- ✓ Efficient development review process
- ✓ Access to highway, rail, and airports
- ✓ Great quality of life
- ✓ Outstanding public and private K thru 12th grade school systems
- ✓ Three superb higher education institutions
- ✓ Over 85 acres of Infill and greenfield development sites
- ✓ Competitively priced utilities



City of College Place Economic Development

Mike Rizzitiello, City Administrator
625 S. College Ave, College Place, WA, 99324
Phone: (509)-394-8506
Email: mrizzitiello@cpwa.us

Website: www.cpwa.us
www.portwallawalla.com/





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These retailers are
Beautifully positioned
in College Place, Washington!



Based on an analysis of lifestyle characteristics of our households, College Place's consumers match the core customers of concepts such as:



2022 Consumer Spending 45 Minute Drive Time

- Apparel and Services: \$65,140,141
- Electronics: \$5,098,501
- Entertainment & Recreation: \$102,414,400
- Food at Home/Groceries: \$171,915,291
- Restaurants: \$116,558,551
- Furniture: \$19,721,181
- Appliances: \$11,768,011
- Gasoline & Convenience: \$76,300,338



City of College Place Economic Development

Mike Rizzitiello, City Administrator
625 S. College Ave, College Place, WA, 99324
Phone: (509)-394-8506
Email: mrizzitiello@cpwa.us

Website: www.cpwa.us
www.portwallawalla.com/





We are OPEN for Development!!!!

And ready for yours

Nestled in the picturesque Walla Walla Valley, our stunning blue skies offer more than an ideal climate; they represent the boundless investment opportunities of College Place. College Place offers residents and business direct access to three superb higher education institutions, a quality public and private secondary education system, reliable infrastructure, extensive labor market, efficient transportation systems, and a forward-thinking government that thrives on innovation. College Place offers investors, businesses, and employees the perfect place to live, work, and play. We build upon the foundation of small town character to enhance the quality of life, while providing reliable, innovative, efficient, and courteous service that is second to none.



Demographic Overview

Statistic	2022	2027
Population	10,015	10,026
Households	3,802	3,819
Household Size	2.31	2.30
Average Family Size	2.90	2.88
Median Household Income	\$62,287	\$79,432
Median Home Value	\$310,084	\$537,844
Owner-Occupied Average Home Value	\$344,674	\$562,782
Per Capita Income	\$33,124	\$40,378
Median Age	35.0	37.0
Percentage Population White	71.3%	68.9%
Percentage Population Other Races	28.7%	31.1%
Percentage Population Hispanic	22.9%	23.6%
Owner Occupied: (<\$299,999)	47.5%	6.5%
Owner Occupied: (\$300k to \$499k)	33.8%	36.9%
Owner Occupied: (\$500k to \$749k)	16.5%	43.9%
Owner Occupied: (\$750k to \$1mil)	2.0%	9.4%
Population Age (0 to 17)	18.0%	18.0%
Population Age (18 to 34)	35.4%	21.8%
Population Age (35 to 64)	28.6%	28.6%
Population Age (65+)	21.5%	23.7%

ESRI Business Analyst Online forecast for 2022 and 2027.

- ✓ Pro-business attitude
- ✓ Prime location
- ✓ Efficient development review process
- ✓ Access to highway, rail, and airports
- ✓ Great quality of life
- ✓ Outstanding public and private K thru 12th grade school systems
- ✓ Three superb higher education institutions
- ✓ Several development ready sites
- ✓ Competitively priced utilities



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COLLEGE PLACE-WASHINGTON

WALLA WALLA VALLEY

COMMERCIAL PROPERTIES



Michael Rizzitiello, City
Administrator
City of College Place
625 S. College Ave.
College Place, WA 99324
City Hall (509)394-8506
Mobile (509) 520-9091



COLLEGE PLACE AT-A-GLANCE

■ POPULATION (Trade Area)

- College Place – 9,902
- Walla Walla – 34,020
- WW County – 62,625
- Columbia County (WA) – 3,950
- Umatilla County (OR) – 81,495
- Union County (OR) – 26,840
- Wallowa County (OR) – 7,160
- **Total Trade Area – 182,070**

■ MEDIAN HOUSEHOLD INCOME

- \$60,615 – Walla Walla County
- \$49,406 – City of College Place
- \$54,412 – City of Walla Walla

■ RETAIL SALES (2021)

- College Place – \$222,226,343
- Walla Walla – \$864,603,334
- Walla Walla Unincorporated – \$398,937,465
- Prescott – \$6,158,683
- Waitsburg – \$12,076,242
- **Walla Walla County Totals – \$1,504,002,067**

■ AVERAGE DAILY TRAFFIC COUNTS

- Meadowbrook BLVD – 8,000 ADT
- Myra Road – 12,000 ADT
- HWY 125 – 19,000 ADT



CITY OF COLLEGE PLACE

LOCAL AND REGIONAL BUSINESSES

- Wal-Mart
- Home Depot
- Cost Less Carpet
- Conner's Flooring
- Les Schwab Tires
- Valvoline
- Honda
- Panda Express
- Del Taco
- Game Stop
- Papa Murphy's Pizza
- Subway (Two Locations)
- GNC
- Chase Bank
- Community Bank
- Banner Bank
- HAPO Credit Union
- Andy's Grocery
- Walla Walla University
- Walla Walla Community College
- Whitman College
- Comprehensive Mental Health
- Animal Clinic of Walla Walla
- Sally Beauty Supply
- Verizon Wireless
- Providence Express Services
- Armed Forces Career Center
- Papa Murphys
- Sprint
- Human Bean
- Fresh lime
- P1FCU
- HopThief Taphouse
- Sportsman Warehouse
- ULTA
- Bed Bath & Beyond
- Pet Smart
- Marshalls
- Ross
- Famous Footwear
- Staples
- Bi-mart
- Dollar Store
- Starbucks (2)
- Dutch Brothers Coffee
- Safeway
- Albertsons
- Super 1 Foods
- Rite Aid
- Roasters
- Chevrolet
- Toyota
- Dodge Jeep Chrysler
- Nissan
- General Motors
- Auto Zone, NAPA & O'Reilly's
- Radio Shack
- McDonalds (2)
- Burger King
- Jack in the box
- Arby's
- Pizza Hut
- Dominos
- Papa Murphy's
- Little Cesar's
- Applebee's
- Taco Bell
- Big 5 Sporting
- Petco



COLLEGE PLACE LOCAL INVESTMENT

- Drinking Water Well #4 Replacement – \$4.5 Million
- Southwest Wastewater Trunk Line & Lift Station – \$7.5 Million
 - Wastewater Treatment Plant Upgrade - \$26 Million
 - Wastewater Lift Station #5 Replacement: \$1.5 Million
 - Wastewater Sewer Lining: \$100,000 Annually
- Drinking Water Well #6 Improvements – \$4.5 Million
 - 4th & Academy Way Reconstruction - \$1.3 Million
 - C Street Reconstruction - \$3.5 Million
- Walla Walla University – Approximately \$5.0 Million Annually



COLLEGE PLACE COMMERCIAL PROJECTS

Project	Type	Physical Address	Sq Ftg
▪ Wal-Mart Superstore	Retail	1700 Meadowbrook	214,000
▪ Home Depot	Retail	1100 NE "C" St	128,571
▪ Meadowbrook Plaza – A & B Retail		1605/1705 SE Meadowbrook	26,274
▪ Elsom Roofing	Retail	639 NE Spitzenburg	3,996
▪ Wenzel Nursery	Retail	1015 NE Spitzenburg	703
▪ Del Taco	Restaurant	1725 SE Meadowbrook	2,568
▪ State Farm Ins	Retail	1296 SE 12th	2,576
▪ Banner Bank	Bank	1125 NE "C" Street	3,610
▪ Oil Can Henry's	Retail	325 NE Myra Rd	2,842
▪ Graphic Apparel	Retail	860 NE Rose	6,534
▪ Community Bank	Bank	1288 SE Commercial Dr	21,507
▪ Chase Bank	Bank	1715 SE Meadowbrook	4,225
▪ Les Schwab Tire	Retail	1735 SE Meadowbrook	9,518
▪ Panda Express	Restaurant	1721 SE Meadowbrook	2,448
▪ Honda of America	Retail	1240 SE Commercial Dr	21,829
▪ HAPO Credit Union	Bank	2376 Taumaron Rd	3,683
▪ GSA Building	Soc. Security	880 NE Rose	4,600
▪ Paragon Auto	Retail	990 NE Rose	2,239
▪ Comprehensive Mental Health	Medical	1250 SE Commercial Dr	16,233
▪ Human Bean	Retail	1195 E. Whitman Dr	494
▪ HopThief Taphouse	Retail	795 SE Sydnee Ln	10,000
▪ Goodwill College Place	Retail	1017 NE C Street	25,341

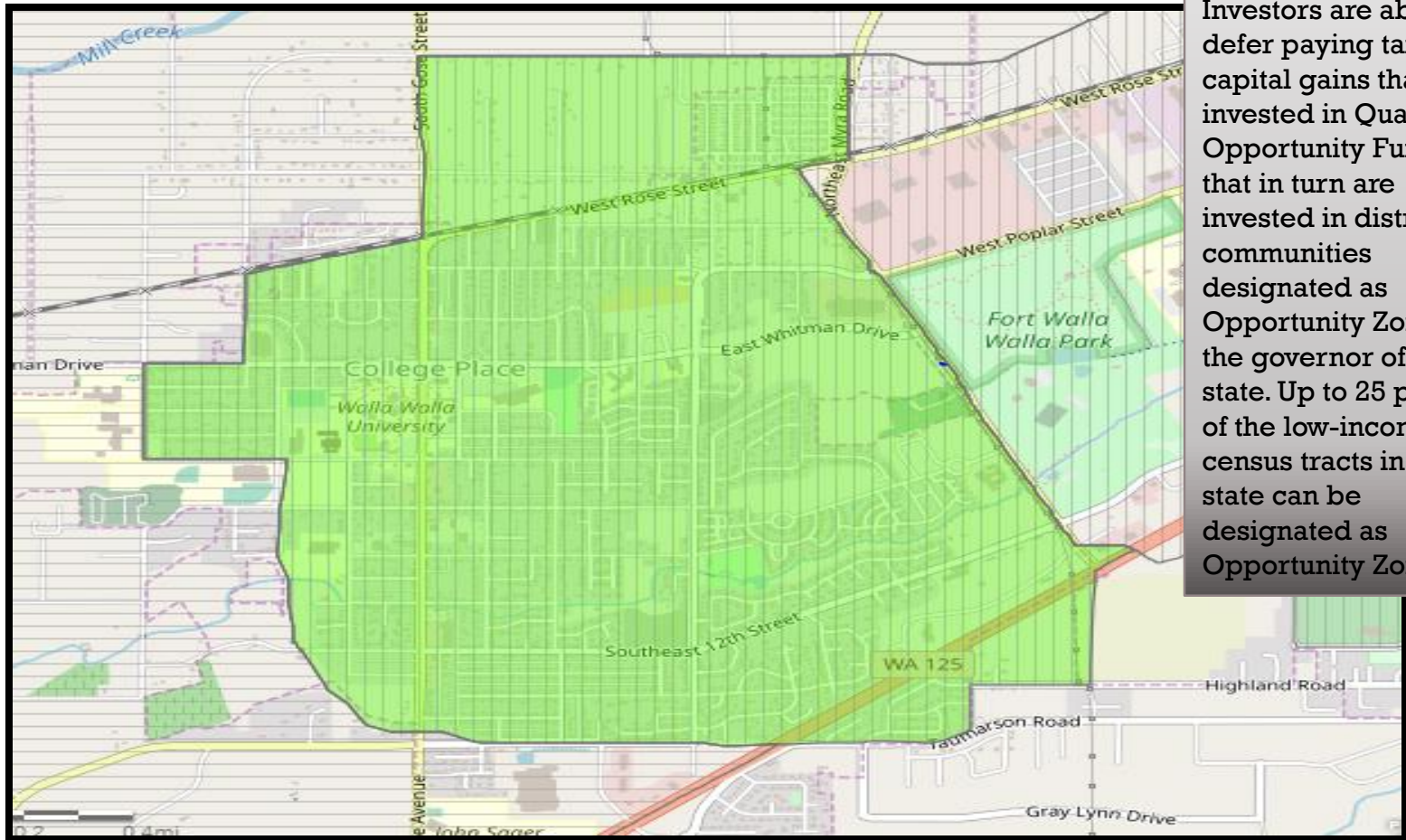
❖ **TOTAL Square Footage**

520,511



OPPORTUNITY ZONE

COLLEGE PLACE IS AN OPPORTUNITY ZONE



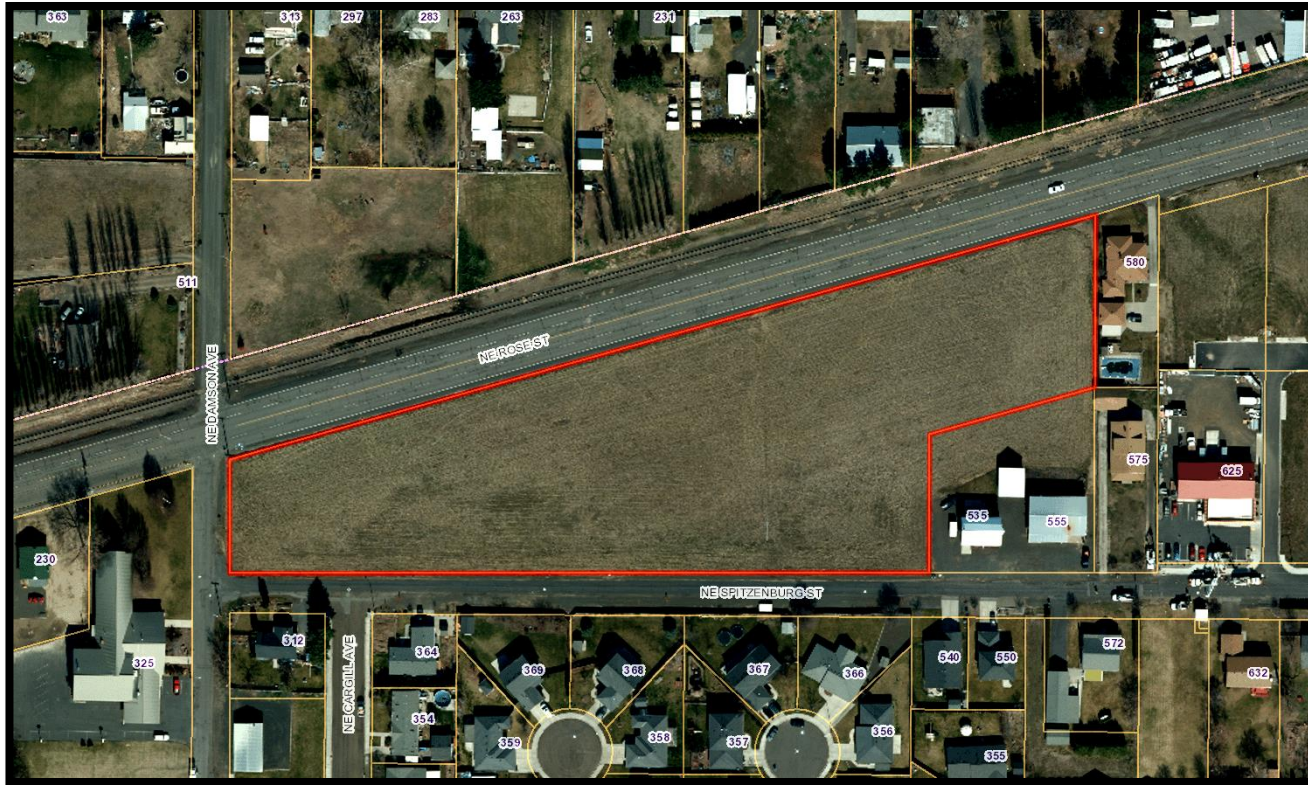
Investors are able to defer paying taxes on capital gains that are invested in Qualified Opportunity Funds that in turn are invested in distressed communities designated as Opportunity Zones by the governor of each state. Up to 25 percent of the low-income census tracts in each state can be designated as Opportunity Zones.

<https://www.commerce.wa.gov/growing-the-economy/opportunity-zones/>



SITE 1

4.54 and acre General Commercial, Parcel #350725522434
Located on NE Rose St. with good access to Myra Rd. Opportunity Zone



Contact Pauline S. Guglielmelli (509) 525-9057



SITE 2

Southwest Corner of NE Rose St & Carey Ct
1.5 acres General Commercial, Parcel #350725522310
Located on NE Rose St with excellent access to Myra Rd. Opportunity Zone



Adjacent to Sportsman Warehouse, Ulta, Bed Bath & Beyond,
Pet Smart, Marshalls, Ross, Famous Footwear, Valvoline,
Home Depot

**Contact – David Corbett – 509-525-4110 / Email:
david@lloydsinsurance.net**



SITE 3

Outlet in front of Home Depot
0.22 acres General Commercial, Parcel #350725590103
Located on NE "C" St with excellent access to Myra Rd. Opportunity Zone



Adjacent to Sportsman Warehouse, Goodwill, Ulta, Bed Bath
& Beyond, Pet Smart, Marshalls, Ross, Famous Footwear,
Valvoline, Home Depot, Walmart, Honda

Contact – Jayne DiDario – 509-956-6097 /
jayne@wallawallasir.com



SITE 4

Village at Fort Walla Walla / SW Corner of Myrd Rd & Whitman Dr
33.23 acres General Commercial . Opportunity Zone
Approximately 200,000 SF of Retail / Office Space
Planning and Environmental Permitting Completed



Contact – Bob Price 757-805-8198 / robertprice1@gmail.com

SITE 5

6.43 acres, Myra Road Frontage, across from Fort Walla Walla Park.

Parcel # 350736110047, 360731220044 . Opportunity Zone



Sportsman Warehouse, ULTA, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Bob & Natalie Rugar 509-529-6191 / Natalie.rugar@gmail.com



SITE 6

**6.11 acres, Close to HWY 125, Corner of Myra Rd & SE 12th
Parcel # 360731230060 . Opportunity Zone**



Sportsman Warehouse, ULTA, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Bob & Natalie Rupar (509)-529-6191 / Natalie.rupar@gmail.com



SITE 7

1.09 acres, Corner of SR 125 & Myra Road
Parcel # 360731320069 . Opportunity Zone



Excellent location for Auto Dealer

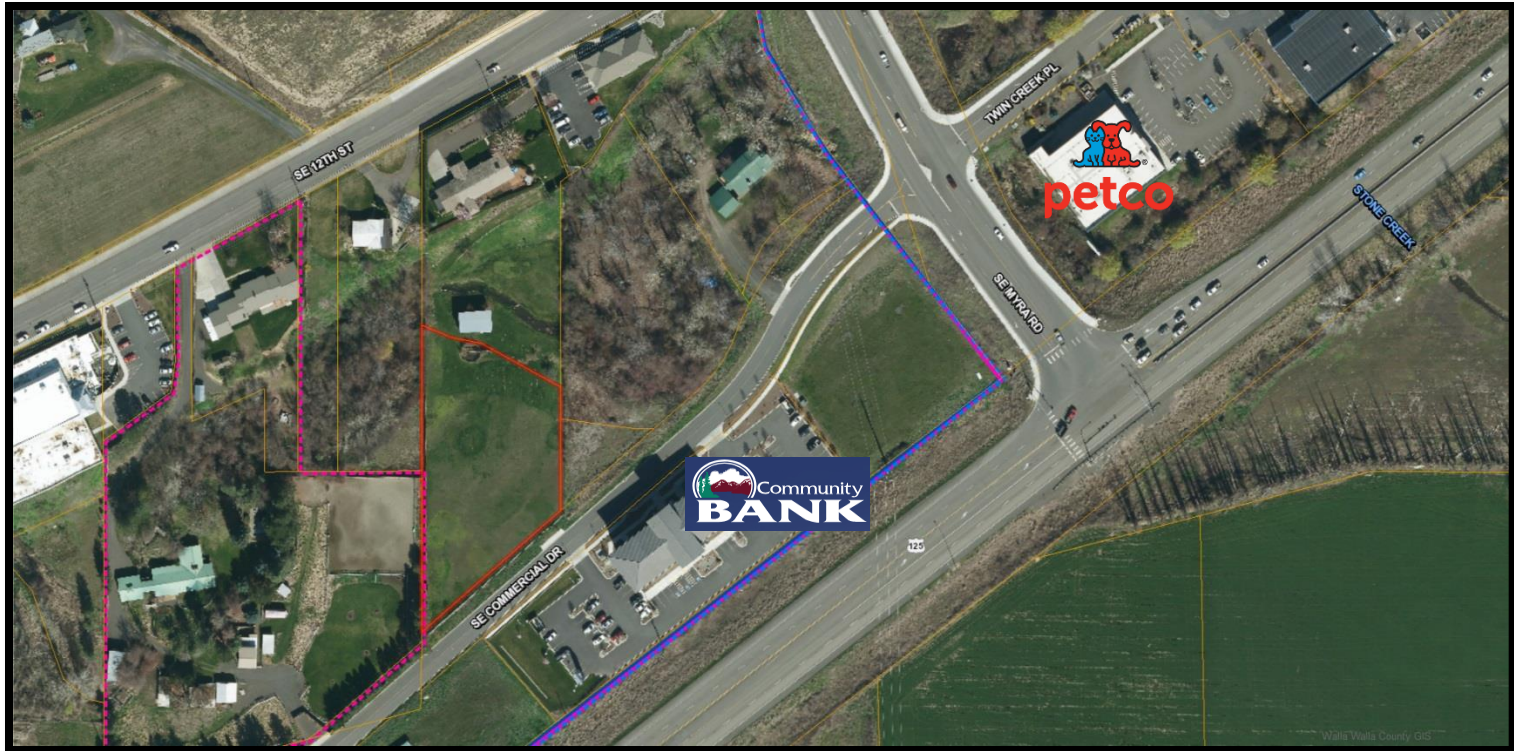
Near Sportsman Warehouse, Ulta, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Tom Moran (509) 525-0804 / tmoran@communitybanknet.com



SITE 8

1.09 acres, Commercial Dr, SR 125 & Myra Road, 1279 SE Commercial Drive
Parcel # 350731320075 . Opportunity Zone



Excellent location for Auto Dealer
Near Sportsman Warehouse, Ulta, Bed Bath & Beyond,
Pet Smart, Marshalls, Ross, Famous Footwear,
Goodwill, Valvoline, Home Depot, Walmart, Honda
Contact – Dave Corbett (509)-525-4110 / david@lloydsinsurance.net



SITE 9

2.76 & 3.32 acres. Direct access to SR 125 w/signal, 1255 SE Commercial Drive
Parcel # 350736060001, 350736410054 . Opportunity Zone



Excellent location for Auto Dealer
Near Petco, Big 5 Sporting Goods, Walmart, Honda

Contact – Randy McPherson (541) 746-2110

Broker – David Corbett (509)-525-4110 / david@lloydinsurance.net



SITE 10

0.95 & 0.36 ac, Adjacent to SR 125 w/signal.
Parcel # 350601210093, 350601210095



North to.



Near Sportsman Warehouse, Game Stop, Papa Murphy's, Sally Beauty Supply, Del Taco, Famous Footwear, Verizon Wireless, Maurices, Walmart, Honda

Broker – Rob Ellsworth Ph: (509)-430-2378 Em: rob.ellsworth@svn.com



SITE 11

6.72 acres, Adjacent to SR 125 w/signal. / 1655 SE Meadowbrook Drive
Parcel # 350601210090



Excellent Location for a Hotel, Retail, or Restaurants
Contact – Travis Watts 509-386-0955 /travisw@cbfr.biz

SITE 12

27 acres, Near Intersection of SR 125 & College Avenue
Parcel # 35060211002



Excellent Location for a Hotel
Near Future Residential (300SFR)
Near College Place High School, Wal-Mart, Les Schwab,
HopThief Taphouse, Panda Express, Del-Taco

Contact – Michael McKeirnan 509-301-5341 / stonecreekdevelopment@Hotmail.com



SITE 13

0.43 acres, Close to Walla Walla University on College Avenue (Downtown)
Parcel # 350736600506 . Opportunity Zone . 603 S. College Avenue



Walla Walla University, Shell Gas Station, Circle K, Post Office, Blue Mountain Credit Union, Fresh Lime, United Country Real Estate

Contact: Travis Watts – Realtor 509-386-0955 / travis@teamwatts.com



CITY CONTACTS

- Michael Rizzitiello, City Administrator 509-394-8506 or 509-520-9091
 - Email: mrizzitiello@cpwa.us
- Jon Rickard, Community Development Director 509-394-8524
 - Email: jrickard@cpwa.us
- Robert McAndrews, Public Works Director 509-394-8526
 - Email: rmcandrews@cpwa.us
- Scott Hall, Building Official 509-394-8522
 - Email: shall@cpwa.us



COLLEGE PLACE STONE CREEK & DOWNTOWN Tax Increment Financing (TIF) PROJECT ANALYSIS

DRAFT



January 25, 2023

ACKNOWLEDGEMENTS

This Project Analysis was prepared for the City of College Place by Stowe Development & Strategies, LLC in association with ECONorthwest (SDS/ECO team).

The Project Analysis represents a thorough and comprehensive evaluation of a future Tax Increment Financing program and establishment of a Tax Increment Area for a significant and development opportunity in the Stone Creek and Downtown areas. The production of this report would not have been possible without the participation, collaboration, and guidance of the following individuals and groups.

College Place Mayor & City Council

- Mayor Norma Hernandez
- Councilmember Paul Jessup
- Councilmember Michael Cleveland
- Councilmember Tito Espinoza
- Councilmember Loren Peterson
- Councilmember Melodie Williams
- Councilmember Heather Schermann
- Councilmember Monica Boyle

City of College Place Staff

- Mike Rizzitiello, City Administrator
- Rea Culwell, City Attorney
- Brian Carleton, Finance Director
- Jon Rickard, Community Development Director
- Robert McAndrews, Public Works Director

Legal and Financial Consultants

Bond Counsel?

Financial Consultant?

Tax Increment Financing Consultants

- Bob Stowe, Stowe Development & Strategies (TIF Project Manager)
- Morgan Shook, ECONorthwest

Table of Contents

About College Place:	4
Introduction/Summary	5
Overview of TIF Allocation Revenues	12
TIA Allocation Revenue Modeling	14
TIA Allocation Results	14
Debt Service Payments and Coverage	20
Construction Employment	22
On-going Employment	22
Impact Assessment and Mitigation	23
Early Outreach to Impacted Taxing Districts	24
Additional Incremental Taxes	26
City of College Place	26
Tax Base Productivity Assumptions	28
Summary of Additional Tax Results	28
College Place TIF Team	32
Future TIF Actions	33
Findings / Bottom Line	35
APPENDICES	36

About College Place:

The City of College Place is located in the Walla Walla Valley of Southeastern Washington State adjacent to the City of Walla Walla. The City was incorporated on January 19, 1946 and has a Strong Mayor form of government. College Place is a full service municipality providing police, fire, community development, public works, and a host of other services with 55 staff.

The City has 9,902 residents and is anchored by Walla Walla University (a Seventh-Day Adventist Higher Education Institution). The City also features a public K-12 and Seventh-Day Adventist K-12 School System. The City has a Downtown Business District focused around College Avenue as well as big box commercial districts focused around Myra Rd as well as State Route 125 & Meadowbrook.

Figure1: College Ave./Walla Walla University



Source: City of College Place, 2023

Introduction/Summary

Tax Increment Financing (TIF) is a powerful economic development tool and was adopted into law in Washington State in 2021. The Washington State Legislature created the TIF authority through House Bill 1189 (now codified as RCW 39.114) for a city, county, or port to create a tax increment area (TIA). TIFs are used throughout the United States to promote economic development.

In general, our State's TIF is a financing option that allows a public agency (city, county, or port) to fund publicly-owned infrastructure determined necessary to encourage the envisioned private development within a TIA designated by the public agency. As private development occurs (as a result of the public agencies' investment in the identified public improvements), property values rise, and the public agency uses the property tax generated by that development in the TIA to pay for the public improvement projects. After the project costs are paid, the public agency retires the TIA.

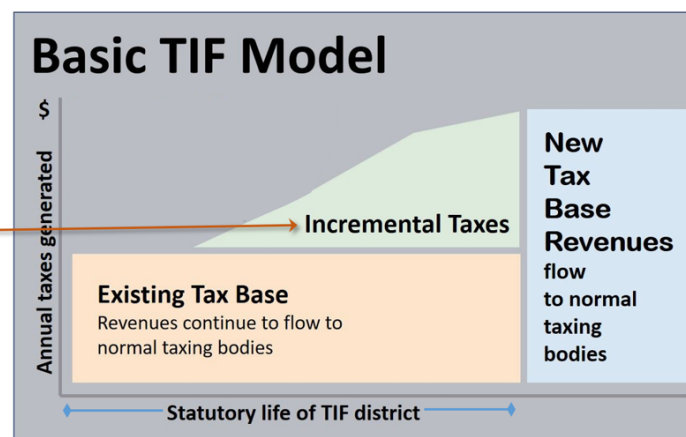
Figure 2: TIF Model

Generally, TIF captures property taxes generated from the increased assessed valuation on the site that results from private development following infrastructure investment.

Washington State TIF law excludes State property tax and voter approved school levies.

Revenues from **REGULAR** property taxes assessed against the **Increment Value** only, are captured:

- ✓ To pay "public improvement costs"
- ✓ To repay bonds issued for "public improvements"



Source: Stowe Development & Strategies, 2023

There are several key limitations to TIF in this State which include the following:

- No more than two active increment areas per sponsoring jurisdiction and they may not overlap.
- Increment areas may not total more than \$200 million in assessed valuation, or more than 20% of the total assessed valuation of the sponsoring jurisdiction, whichever is less.
- Cannot add additional public improvements or change the boundary of the increment area once adopted.
- Must include a deadline of 5 years following the TIF adoption ordinance by when construction of public improvements will begin (ability to extend for good cause).
- The local government may only receive TIF revenues for the period of time necessary to pay the costs of the public improvements.
- If the local government finances the public improvements, the increment area must be retired no more than 25 years after the adoption of the ordinance designating the increment area.

A key element and consideration when forming a TIA are to evaluate the risks associated with such an action along with the development of a mitigation plan. Using local property tax revenues to finance certain public improvements can encourage and generate the desired or envisioned private development; however, using TIF has risks. The largest risks are that: 1) the expected private development does not occur; occurs slower than expected; and/or, the type of development and its magnitude is less than expected, and, 2) the cost projected for the infrastructure improvements is higher than projected. These risks impact the expected revenues to be generated within the TIA or the costs for the identified public infrastructure improvements. If risks are not mitigated, a local government must then use other sources of revenue to pay for the public improvements. Other related risks include over-investment of infrastructure funding by TIF which can waste limited tax dollars for other uses. Local governments can guard against and potentially avoid over-investing and under-investing by carefully evaluating the local market conditions and performing the analysis associated with the But-For-Requirement identified in this memorandum. When TIF is used correctly, the growth and development pay for the infrastructure investments that encouraged it.

A risk and mitigation plan is included in this Project Analysis. This Project Analysis also examines other anticipated revenues from the projected private development (e.g., sales tax on construction, on-going sales tax, etc.) and the potential to sequence the appropriate infrastructure improvements with multiple bond issues over time (e.g., 5-year period) as well as structuring the debt service to align with projected property tax revenues generated within the TIA to better manage potential development and revenue risks. Following the adoption of a TIA, the City has multiple levers in which to direct a successful project utilizing property tax revenues generated by the TIA and/or safeguard its other resources. These levers or options include how much debt should be issued and when to issue the debt based the expected private development scope (product type and scale), as well as more refined infrastructure cost estimates. By law, construction of the TIF infrastructure must commence within five years after the adoption of the ordinance forming the TIA, subject to extensions for good cause. Depending on the development interest in the TIA, and the anticipated interest rates, the City could select the debt amount and proceed on the schedule identified in the Project Analysis or modify based on the known conditions at that time. Alternatively, the City could choose not to issue any debt, especially if development interest substantially changes to a very low level or the cost of debt is too high. In this situation, the City could use a pay-as-you-go strategy for the infrastructure. This, however, will likely significantly change the timing and scale of the private development. Finally, the City could also rescind or retire the TIA by ordinance prior to the issuance of any debt.

The City of College Place has been planning for the Stone Creek and Downtown area's for many years. Planning for the Stone Creek area dates back to the early 2000's when the land was brought into the College Place Urban Growth area and then annexed into the City in 2018. The land has been slated for a mix of residential and commercial development as was expounded upon in the 2018 Comprehensive Plan: Likewise, the vision for College Avenue as a mixed-use Downtown corridor can also be traced in the City's 2018 Comprehensive Plan as well as the College Avenue Design Standards.

Figure 3: Comprehensive Plan Meeting



The projects to support the development of the Stone Creek area (SW Mojonnier Road, East-West Road, and intersection of College Avenue & East-West Road) have existed in the City's Comprehensive Plan and Capital Facilities Plan for several years.

Infrastructure Needs

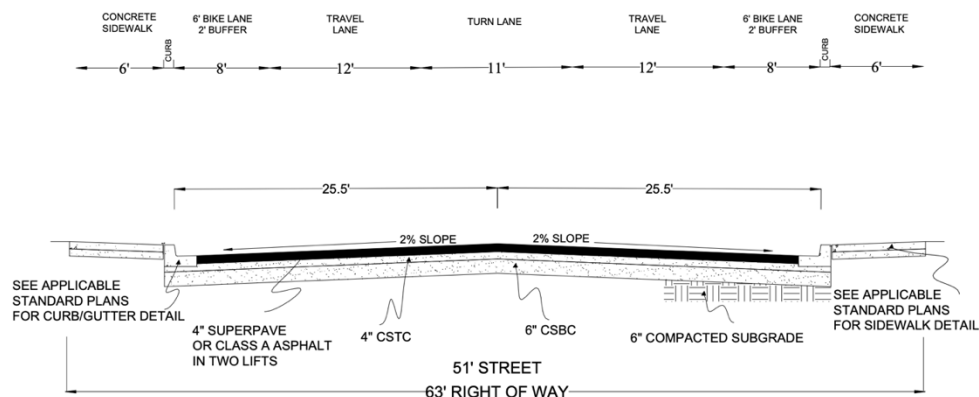
To support the envisioned private development within the Stone Creek and Downtown will require a public infrastructure investment of **\$8,186,000 from TIF**. The proposed public infrastructure improvements will correct inadequate infrastructure that currently exists, provide regional transportation benefits, and will support the proposed residential and commercial development. The four projects below were identified as candidates to be supported by TIF on the basis that they were unlikely to be built by any single development and may take over a decade to complete, and proactively building them now will provide the necessary support for the City's redevelopment vision.

Mojonnier Road

Cost: \$9.3 million

TIF is proposed to fund **\$4,300,000** with the balance coming from Federal earmark funds (already received, and expected State grant and State earmark funds). The current condition of this critical road is inadequate to support current development and traffic to and from College Place Highschool/Sager Middle School campuses (CPHS/Sager campuses) and the proposed future development of the Stone Creek area.

Figure 4:



East-West Road**Cost: \$7.1 million**

TIF is proposed to fund **\$1,936,000 (for improvements across the McKiernan Property planned for commercial development)** with the balance coming from the Stone Creek developer, College Place School District, and the City of College Place. The specific funding contributions will be determined at a later date. This new road is needed to allow circulation into the development and to connect the CPHS/Sager campuses with the eventual new intermediate school at the far west end of the East-West Road.

Signalization at College Avenue and East/West Road**Cost: \$1.1 million**

TIF is proposed to fund **\$550,000** with the balance coming from the Stone Creek developer, College Place School District, and the City of College Place. The specific funding contributions will be determined at a later date. The improvements will make getting into/out of CPHS/Sager campuses safer since the parking lot entrance will line up with the new east-west road via a controlled intersection and support the increased traffic from the envisioned private development.

Downtown Parking Lots**Cost: \$1.4 million**

TIF is proposed to fund the full cost of \$1,400,000. City officials have cited a lack of parking in the Downtown area along College Avenue as deterring business and private investment in the Downtown. TIF funds would be used to acquire land and build 3-4 surface parking lots in the Downtown corridor likely providing up to 183 parking spaces that could be accessed by the land uses Downtown. Simultaneously, City administration plans to advance legislation for the City Council to consider reducing and/or eliminating parking requirements in the Downtown to further encourage private investment in concert with the proposed TIF improvements.

Private Development

The proposed TIA includes two development areas of Stone Creek and Downtown. The Stone Creek area is owned by two property owners. The largest area of 131 acres is owned by Lakeside Capital. McKiernan Commercial owns the other parcel of land comprising 47.5 acres. The remaining properties are owned by multiple parties in Downtown along College Avenue. Within the Stone Creek area, it is envisioned that a mixed-use development will be built that contains 829 residential units (including senior housing), a 200-room hotel, and both small and large commercial retail stores totaling 280,000 square feet. Based on discussions with the Stone Creek property owners and review of the Draft Conceptual Site Plan (see next page) created by the Stone Creek property owner/developers, SDS has developed a preliminary Base Development Scenario below for purposes of evaluating potential TIF revenues. The Baseline Development Scenario represents over \$414 million of private market value in the TIA.

Figure 5: Baseline Development Scenario

Phase 1 - North	Value Per Unit	Number of Units	Start Year	Build-Out/Years	Total Value
SF Homes - 5,200 Lot	\$676,554	130	2024	4 years	\$87,952,020
SF Homes - 7,800 Lot	\$817,148	44	2026	2 years	\$35,954,512
Sub-Total					\$123,906,532
Phase 2 - South					
Row Homes	\$448,880	50	2030	2 years	\$22,444,000
Cottage BTR	\$448,880	37	2032	2 years	\$16,608,560
SF Homes- 3850 Lot	\$524,635	24	2029	3 years	\$12,591,240
SF Homes - 5720 Lot	\$676,554	58	2030	2 years	\$39,240,132
SF Homes - 8640 Lot	\$817,148	20	2031	2 years	\$16,342,960
Sub-Total					\$107,226,892
Phase 3					
Apartments (Market)	\$225,000	176	2034	2 years	\$39,600,000
Apartments (Workforce)	\$175,000	120	2036	2 years	\$21,000,000
Sub-Total					\$60,600,000
Phase 4					
Senior Housing	\$200,000	170	2038	2 years	\$34,000,000
Sub-Total					\$34,000,000
McKiernan					
Hotel (Rooms)	\$150,000	200	2026	2 years	\$30,000,000
Retail - Large Format (SF)	\$150	200,000	2030	4 years	\$30,000,000
Retail/Restaurant (SF)	\$325	80,000	2026	10 years	\$26,000,000
Sub-Total					\$86,000,000
Downtown					
Retail/Restaurant (SF)	\$325	10,000	2024	5 years	\$3,250,000
Sub-Total					\$3,250,000
TOTAL					\$414,983,424

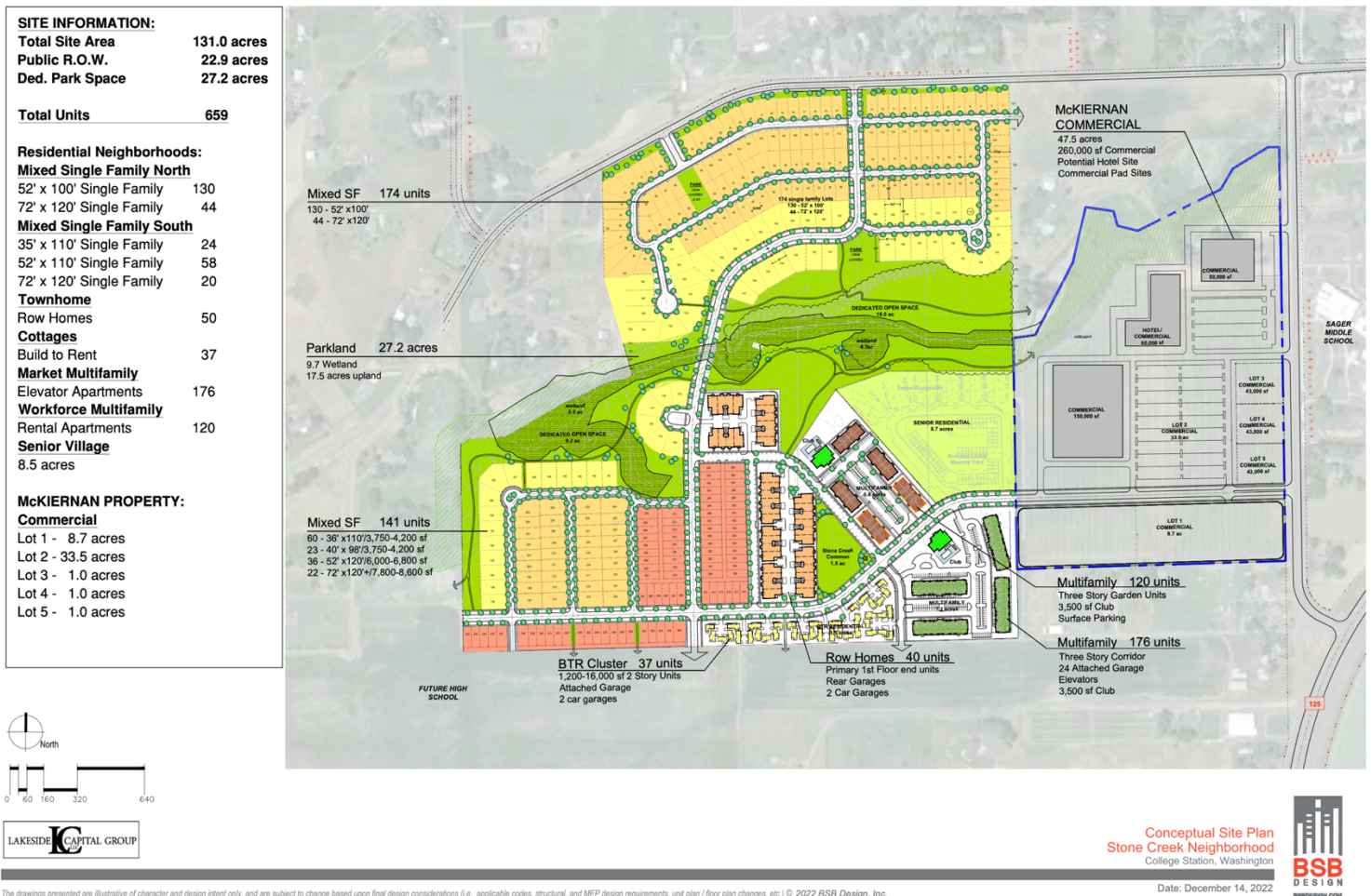
Source: Stowe Development & Strategies; Values Per Unit for Phase 1 and 2 provided by Lakeside Capital Group/John Burns Real Estate Consulting

The Base Development Scenario has been developed to help assess potential opportunities and risks within the TIA. The Baseline Development Scenario represents the most aggressive development program. Two additional development scenarios (Alternative 1 and Alternative 2) have also been developed as part of a sensitivity analysis to further help assess the risks and provide

greater certainty that the City will have sufficient resources to pay for the proposed infrastructure improvements before the issuance of any bonds. Understanding and accepting a certain level of risk is important as the City will be obligated for the repayment of any bond debt that is issued for the infrastructure improvements, regardless if the projected private development and property tax materialize.

DRAFT CONCEPTUAL SITE PLAN: SUBJECT TO CHANGE

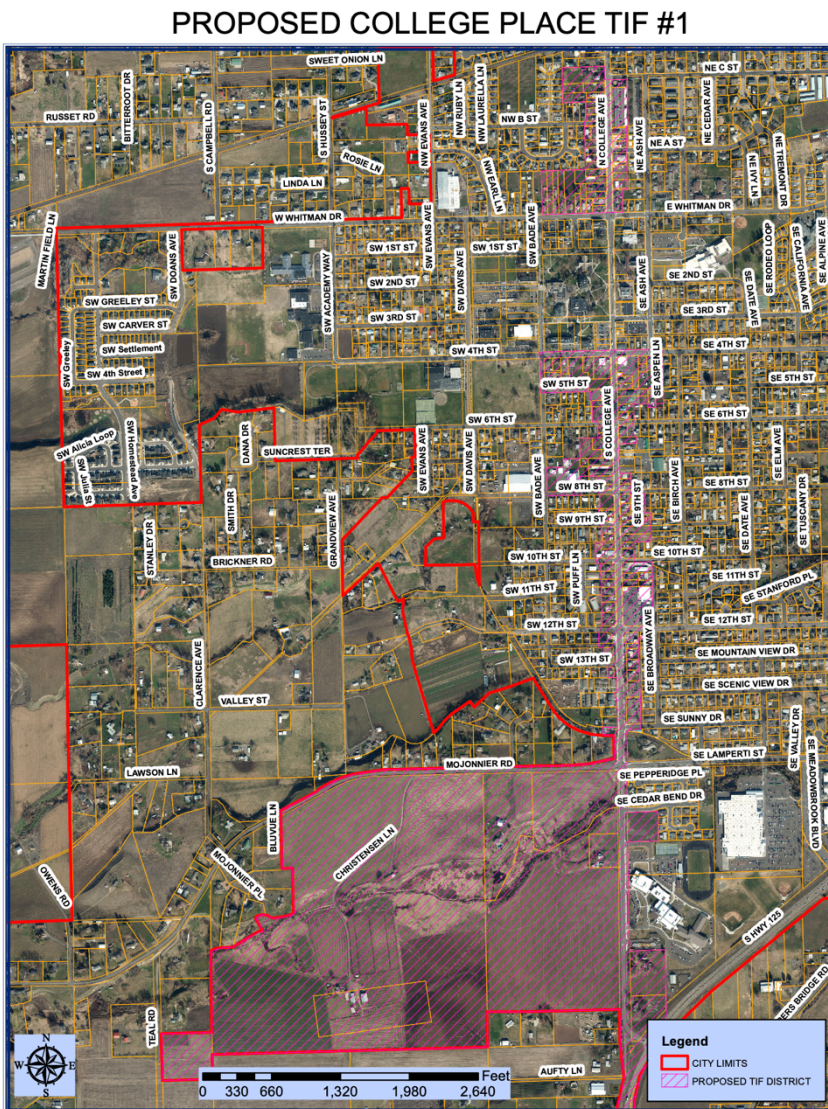
Figure 6: Draft Conceptual Pan



Tax Increment Area

The TIA includes the Stone Creek and Downtown areas shown below which represents approximately 258.9 acres. The assessed valuation of the TIA in 2022 for 2023 taxes is approximately \$42,835,090, well below either the \$200 million assessed valuation threshold or the 20 percent of the City of College Place's total assessed valuation of \$907,140,360 at \$181,428,072.¹ The TIA is 4.7% of the total City valuation. The TIA boundary was selected in part because it represents key areas that are expected to redevelop over time as the result of the infrastructure improvements funded by TIF and also reserves some capacity to form another TIA in the future provided that the assessed value of a second TIA is less than \$138,592,982.

Figure 7: Map of TIA



Source: City of College Place, 2023

¹ The Walla Walla County Assessor has not published 2023 valuations for 2024 taxes at the time of this analysis.

The following table in the figure summarizes the parcel identification numbers and assessed values of properties in the TIF area.

Figure 8: Summary TIF Parcels

Parcel ID	Appraised Land Value	Appraised Improvement Value	Total Appraised Value	Parcel ID	Appraised Land Value	Appraised Improvement Value	Total Appraised Value	Parcel ID	Appraised Land Value	Appraised Improvement Value	Total Appraised Value
350601230047	\$94,410	\$155,110	\$249,520	350726523811	\$0	\$0	\$0	350736600514	\$39,900	\$132,300	\$172,200
350735602419	\$60,010	\$286,820	\$346,830	350735602514	\$65,780	\$0	\$65,780	350726523928	\$0	\$0	\$0
350726523978	\$49,140	\$271,070	\$320,210	350736600404	\$67,900	\$0	\$67,900	350735601747	\$105,500	\$0	\$105,500
350726523936	\$60,900	\$25,100	\$86,000	350736600446	\$61,670	\$291,640	\$353,310	350601230032	\$103,600	\$240,480	\$344,080
350726523821	\$61,040	\$109,780	\$170,820	350735602413	\$35,400	\$0	\$35,400	350736600445	\$77,380	\$111,810	\$189,190
350736601209	\$61,300	\$201,810	\$263,110	350735602805	\$61,080	\$240,470	\$301,550	350726523932	\$0	\$0	\$0
350602110002	\$0	\$0	\$0	350736600417	\$61,710	\$298,230	\$359,940	350735601722	\$62,070	\$298,380	\$360,450
350736601211	\$38,480	\$221,610	\$260,090	350736601213	\$32,060	\$133,840	\$165,900	350736601215	\$45,400	\$13,800	\$59,200
350725570412	\$28,400	\$130,600	\$159,000	350735602530	\$56,700	\$41,810	\$98,510	350725620001	\$28,500	\$103,500	\$132,000
350726523983	\$81,310	\$170,110	\$251,420	350735602528	\$0	\$0	\$0	350735602427	\$72,890	\$0	\$72,890
350736601746	\$211,700	\$517,800	\$729,500	350726523828	\$62,510	\$263,060	\$325,570	350735602803	\$61,080	\$247,150	\$308,230
350736600416	\$213,300	\$1,003,400	\$1,216,700	350726523935	\$0	\$247,010	\$247,010	350736601334	\$397,900	\$1,586,100	\$1,984,000
350736601321	\$59,230	\$0	\$59,230	350736600429	\$23,970	\$0	\$23,970	350735601723	\$41,300	\$312,300	\$353,600
350736580118	\$61,100	\$101,500	\$162,600	350735602420	\$47,250	\$265,310	\$312,560	350726523920	\$63,820	\$213,650	\$277,470
350736600418	\$47,960	\$201,650	\$249,610	350735602424	\$67,910	\$294,970	\$362,880	350735602808	\$61,140	\$275,910	\$337,050
350735601737	\$61,570	\$273,110	\$334,680	350736601201	\$68,310	\$154,330	\$222,640	350736600515	\$37,130	\$288,520	\$325,650
350726523919	\$63,820	\$333,100	\$396,920	350725330018	\$204,400	\$0	\$204,400	350735602521	\$46,300	\$231,200	\$277,500
350735440053	\$63,010	\$261,770	\$324,780	350725330014	\$60,940	\$217,130	\$278,070	350736580111	\$62,720	\$143,110	\$205,830
350735601708	\$61,250	\$232,110	\$293,360	350726523971	\$66,700	\$307,150	\$373,850	350736600507	\$72,700	\$154,800	\$227,500
350736601234	\$44,550	\$168,500	\$213,050	350726523918	\$64,800	\$290,840	\$355,640	350735602804	\$61,080	\$253,940	\$315,020
350735601703	\$61,200	\$274,620	\$335,820	350726523933	\$58,850	\$284,960	\$343,810	350736601237	\$64,050	\$142,550	\$206,600
350736600421	\$12,600	\$43,100	\$55,700	350736600401	\$61,350	\$97,500	\$158,850	350726523822	\$61,310	\$202,490	\$263,800
350735602525	\$106,300	\$174,500	\$280,800	350735601724	\$30,380	\$155,540	\$185,920	350726523970	\$2,030	\$0	\$2,030
350735602523	\$66,000	\$0	\$66,000	350602110005	\$0	\$0	\$0	350736601328	\$53,760	\$197,560	\$251,320
350736580115	\$42,200	\$3,000	\$45,200	350725570414	\$46,200	\$175,800	\$222,000	350736580101	\$85,600	\$1,418,000	\$1,503,600
350736601239	\$73,000	\$390,080	\$463,080	350735602802	\$64,550	\$262,480	\$327,030	350726523979	\$19,090	\$31,810	\$50,900
350735601744	\$159,200	\$698,200	\$857,400	350726523823	\$0	\$0	\$0	350735601725	\$62,400	\$0	\$62,400
350726523931	\$70,700	\$234,600	\$305,300	350736600443	\$43,620	\$0	\$43,620	350736600506	\$72,600	\$331,900	\$404,500
350602130001	\$0	\$159,200	\$159,200	350601320073	\$75,500	\$0	\$75,500	350602110003	\$158,000	\$123,350	\$281,350
350725330061	\$41,200	\$0	\$41,200	350735440128	\$5,090	\$0	\$5,090	350736600523	\$50,200	\$10,700	\$60,900
350726523915	\$52,500	\$0	\$52,500	350735602545	\$25,400	\$110,100	\$135,500	350735601706	\$33,800	\$131,600	\$165,400
350735602807	\$62,570	\$248,120	\$310,690	350725570105	\$54,200	\$258,700	\$312,900	350735601728	\$30,380	\$137,180	\$167,560
350735601727	\$30,780	\$248,370	\$279,150	350725570107	\$8,500	\$0	\$8,500	350736601329	\$61,060	\$303,670	\$364,730
350736580116	\$75,100	\$215,100	\$290,200	350726523934	\$49,000	\$237,200	\$286,200	350726523810	\$62,210	\$10,200	\$72,410
350602230040	\$259,700	\$0	\$259,700	350735602544	\$35,400	\$199,090	\$234,490	350736601333	\$163,700	\$121,000	\$284,700
350726523843	\$9,870	\$0	\$9,870	350736600513	\$0	\$0	\$0	350725570413	\$73,600	\$639,000	\$712,600
350726523927	\$69,500	\$397,890	\$467,390	350736600406	\$61,990	\$229,560	\$291,550	350726523926	\$68,630	\$118,210	\$186,840
350736601203	\$68,310	\$152,680	\$220,990	350725330063	\$54,100	\$1,143,250	\$1,197,350	350726523925	\$68,040	\$159,700	\$227,740
350725620002	\$28,100	\$98,700	\$126,800	350735602809	\$49,800	\$434,130	\$483,930	350726523972	\$4,860	\$0	\$4,860
350725570109	\$20,300	\$93,400	\$113,700	350725330062	\$98,100	\$64,000	\$162,100	350736600403	\$67,900	\$456,500	\$524,400
350735602411	\$88,100	\$762,300	\$850,400	350736601208	\$0	\$0	\$0	350735602412	\$60,930	\$113,350	\$174,280
350736600408	\$46,240	\$252,560	\$298,800	350735601704	\$62,020	\$269,000	\$331,020	350736600407	\$27,840	\$174,020	\$201,860
350736600444	\$41,320	\$269,450	\$310,770	350735440061	\$87,000	\$573,090	\$660,090	350735602417	\$54,300	\$593,800	\$648,100
350736601210	\$53,400	\$64,100	\$117,500	350725570111	\$37,800	\$121,500	\$159,300	350726523969	\$53,840	\$262,020	\$315,860
350602120006	\$0	\$0	\$0	350735602541	\$12,150	\$0	\$12,150	350726523901	\$63,820	\$302,180	\$366,000
350736600437	\$63,470	\$247,980	\$311,450	350602110004	\$222,470	\$470,610	\$693,080	350735601701	\$104,000	\$284,800	\$388,800
350735601748	\$71,800	\$271,760	\$343,560	350726523842	\$66,260	\$257,800	\$324,060	350735601726	\$30,800	\$157,550	\$188,350
350736601212	\$61,820	\$334,890	\$396,710	350735440027	\$40,090	\$216,550	\$256,640	350735601729	\$112,500	\$391,400	\$503,900
350736601322	\$61,210	\$0	\$61,210	350735602519	\$48,600	\$189,590	\$238,190	350726523817	\$61,860	\$112,740	\$174,600
350735602410	\$175,600	\$1,707,000	\$1,882,600	350736580109	\$62,810	\$250,600	\$313,410	350735602426	\$20,760	\$54,630	\$75,390
350736580106	\$66,500	\$0	\$66,500	350736580113	\$62,700	\$19,100	\$81,800	350735601741	\$18,590	\$0	\$18,590
350735602414	\$66,700	\$605,220	\$671,920	350726523982	\$0	\$0	\$0	350601220067	\$94,860	\$0	\$94,860
Total Assessed Value											\$22,446,010

Source: ECONorthwest, 2023

Tax Increment Revenue Projections

Overview of TIF Allocation Revenues

Following guidance issued by the Washington State Department of Revenue (June 29, 2022), the analysis estimates the apportionment of taxes to the TIA. These revenues are available to the sponsoring local jurisdiction for funding the identified public infrastructure projects (that are

named in the ordinance). Under the TIF legislation, only certain regular levies are available to the TIA. Using 2022 levy rates in the preliminary TIA, only \$4.17 of the \$11.68 total levy, approximately 35.7%, would be available.²

Since these are regular levies, the taxes must conform with the constitutional 1% limit as well as the \$5.90 aggregate limits. Both parts of the State School levy, local school district excess levies, and voted bond levies are excluded. In addition, any taxes levied by port districts for the purpose of making payments on bonds would be excluded.

Broadly, TIF in Washington allocates a portion of incremental property taxes to the TIA based on the amount of assessed value added to the TIA. This means that each taxing district in the TIA will receive that portion of its regular property taxes produced by the rate of tax levied by the taxing district based on the assessed value of real property located in the area for taxes imposed in the year that the TIA was created. This amount will flow to the member districts for the period that the TIA is in place. The local government that created the TIA will receive a portion of the regular property taxes levied by each taxing district based on the increment value within the increment area. For the local government that created the TIA, this includes their portion of their regular levy. Property taxes from the TIA begin on the calendar year following the passage of the ordinance. The County Treasurer will distribute these funds to the agency that created the TIA. The table on the following page shows the Levy Rate Composition for 2023 Taxes.

Figure 9: Levy Rate Composition for 2023 Taxes

Levy Code Area 74	2022 Taxes Rates	Exempt: State Schools	Exempt: Excess and Other Levies	Available for TIF allocation
Total	\$11.6779	\$2.8308	\$4.6769	\$4.1703
State				
Part 1	\$1.83965	\$1.8397		\$0.0000
Part 2	\$0.99115	\$0.9911		\$0.0000
County				
Regular_Current Expense	\$1.20642			\$1.2064
Regular_Veterans Aid	\$0.01560			\$0.0156
Regular_Mental Health	\$0.02500			\$0.0250
Port				
General Fund	\$0.29279			\$0.2928
Bond Fund			\$0.00000	\$0.0000
City of College Place				
Regular Levy	\$1.75704			\$1.7570
City Bond	\$0.54596		\$0.54596	\$0.0000
EMS				
Regular Levy	\$0.44688			\$0.4469
School				
#250 Enrichment	\$1.85621		\$1.85621	\$0.0000
#250 Bond	\$1.85621		\$1.85621	\$0.0000
#250 Capital	\$0.41849		\$0.41849	\$0.0000
Library District				
Regular Levy	\$0.42655			\$0.4265
Bond Levy			\$0.00000	\$0.0000

Source: ECONorthwest, 2023

² The Walla Walla County Assessor has not published 2024 levy rates.

TIA Allocation Revenue Modeling

New incremental development in the TIA will drive future growth in incremental assessed value. These values will then be multiplied by the levy rate in the respective years to estimate the amount of TIA allocation revenues. To accomplish this, four separate analyses must be completed.

- **Forecast incremental TIA assessed value.** Based on the development program, the future assessed value is estimated by assigning market-based improvement prices based on the land use and size of the proposed development.
- **Forecast jurisdiction assessed value.** Outside of growth in the incremental assessed value in the TIA, it is necessary to forecast growth in the City's overall assessed value (not counting the incremental growth in the TIA).
- **Forecast the highest lawful levy.** For each taxing jurisdiction in the TIA, future levies must be estimated. To do so, the amount of new construction, other add-on value, 101% limit factor, total levy limit, and the maximum allowable levy must be taken into consideration. From that interplay, it is possible to estimate what the given levy will be for any respective jurisdiction in the future.
- **Forecast levy rates.** Once the levy and assessed value are known in future years, it is possible to calculate the levy rate (divide levy by thousands of assessed value). TIA allocations are made by multiplying the levy rate by the incremental TIF assessed value.

To model TIA allocation property tax revenues, a 25-year cash flow model was created to reflect development over time and applied the appropriate property tax base productivity and property tax rates to estimate the stream of future property tax revenues. Additional assumptions in the forecast modelling include:

- Inflation (impacting the cost of construction) is assumed to be 3%.
- The City's assessed valuation growth is assumed to grow at a rate of 2.8% a year. This is the average real growth in assessed value growth.
- Once new built structures are placed on the tax assessments, these properties are also assumed to grow at a real rate of 2.8% a year after their initial assessment.
- Outside of new construction growth within the tax increment area, new construction within the City is assumed to be no more than 2.9% of the City's assessed value base (based on a historical average of the relationship).

TIA Allocation Results

Assumptions on Incremental Assessed Value Growth

Using the assumptions identified in the Baseline Development Scenario, plus two additional scenario alternatives), future assessed values of those improvements are estimated and serve as a foundation for the expected TIA allocation revenues.

TIA Allocation Revenues

The following tables summarize the discounted value of 25 years of TIA allocation revenues that would flow to the preliminary TIA created by the City of College Place (first year of revenues is 2024) based on a Base Development Scenario. The revenues are discounted at a rate of 4.5% to approximate the City's cost of capital (debt and issuance costs) and a slightly higher rate of 5.0% to address rate uncertainty. The Base Development scenario supported by TIF could generate between \$15.9 and \$17.0 million in TIF allocation revenues (25-year PV at 4.5 and 5.0 percent). As stated previously, the Base Development scenario is the most aggressive development program.

Two other scenarios have also prepared. Alternative 1 doubles the build-out/years for completion of all development identified in the Baseline Scenario and reduces the single-family home value by 20 percent. Alternative 2 also doubles the build-out/years for completion of all development identified in the Baseline Scenario; reduces the single-family home value by 30 percent; reduces the number of senior housing units by fifty percent and only includes the hotel development for modeling purposes. These alternatives generate between \$9.2 and \$13.8 million depending on the alternative and discount rate. The following tables summarize the discounted values of TIA allocation revenues for each of the development scenario alternatives.

Baseline

- Represents Full Development

Alternative 1

- **Extends the Build-Out/Year for All Development by 2X; and,**
- **Reduce Single-Family Home valuation developed by 20 percent.**

Alternative 2

- **Extend Build-Out/Year for All Development by 2X;**
- **Reduce Single-Family Home Value by 30 percent;**
- **Reduce Senior Housing by 50 percent; and,**
- **Hotel Development Only on McKiernan Parcel.**

Figure 10: Summary of TIF Allocation Revenues

4.50% Discount Rate				5.00% Discount Rate			
	Baseline	Alternative 1	Alternative 2	Baseline	Alternative 1	Alternative 2	Alternative 2
College Place	\$7,130,000	\$5,800,000	\$4,150,000	College Place	\$6,640,000	\$5,380,000	\$3,850,000
Walla Walla County	\$5,150,000	\$4,190,000	\$3,000,000	Walla Walla County	\$4,800,000	\$3,890,000	\$2,780,000
Port of Walla Walla	\$1,190,000	\$970,000	\$690,000	Port of Walla Walla	\$1,110,000	\$900,000	\$640,000
EMS	\$1,820,000	\$1,480,000	\$1,060,000	EMS	\$1,690,000	\$1,370,000	\$980,000
Library	\$1,730,000	\$1,410,000	\$1,010,000	Library	\$1,610,000	\$1,310,000	\$930,000
Total	\$17,020,000	\$13,850,000	\$9,910,000	Total	\$15,850,000	\$12,850,000	\$9,180,000

Source: ECONorthwest, 2023

The table in the figure below summarizes the 1) the property taxes that will remain in the affected taxing districts and 2) identifies the property tax allocation values that will flow to the TIA. They are shown for:

- The City of College Place
- Walla Walla County
- The Port of Walla Walla
- Emergency Medical District (EMS)
- Library

Figure 11: TIF Allocation Revenues to City and Other Taxing Jurisdictions – Baseline Scenario

City of College Place													
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Base Value	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
Increment Value	\$0	\$0	\$26,000,000	\$53,490,000	\$114,270,000	\$178,490,000	\$184,170,000	\$195,460,000	\$254,180,000	\$325,540,000	\$365,750,000	\$397,370,000	\$433,770,000
Levy Rate	\$1.67	\$1.64	\$1.62	\$1.59	\$1.56	\$1.54	\$1.51	\$1.49	\$1.46	\$1.44	\$1.41	\$1.39	\$1.37
Total Property Tax	\$40,000	\$40,000	\$80,000	\$120,000	\$210,000	\$310,000	\$310,000	\$320,000	\$400,000	\$500,000	\$550,000	\$580,000	\$620,000
Tax Allocated to TIF	\$0	\$0	\$40,000	\$90,000	\$180,000	\$270,000	\$280,000	\$290,000	\$370,000	\$470,000	\$520,000	\$550,000	\$590,000
Tax Allocated to City	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
\$471,940,000	\$503,340,000	\$536,160,000	\$602,660,000	\$672,550,000	\$691,040,000	\$710,050,000	\$729,570,000	\$749,640,000	\$770,250,000	\$791,430,000	\$813,200,000	\$835,560,000	\$858,540,000	\$858,540,000
\$1.35	\$1.32	\$1.30	\$1.28	\$1.26	\$1.24	\$1.22	\$1.20	\$1.18	\$1.16	\$1.14	\$1.12	\$1.10	\$1.08	\$1.08
\$670,000	\$700,000	\$730,000	\$800,000	\$870,000	\$880,000	\$890,000	\$900,000	\$910,000	\$920,000	\$930,000	\$940,000	\$940,000	\$950,000	\$950,000
\$630,000	\$670,000	\$700,000	\$770,000	\$850,000	\$860,000	\$870,000	\$880,000	\$890,000	\$900,000	\$900,000	\$910,000	\$920,000	\$930,000	\$930,000
\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$20,000	\$20,000	\$20,000

Walla Walla County													
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Base Value	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
Increment Value	\$0	\$0	\$26,000,000	\$53,490,000	\$114,270,000	\$178,490,000	\$184,170,000	\$195,460,000	\$254,180,000	\$325,540,000	\$365,750,000	\$397,370,000	\$433,770,000
Levy Rate	\$1.25	\$1.19	\$1.17	\$1.15	\$1.13	\$1.11	\$1.09	\$1.07	\$1.06	\$1.04	\$1.02	\$1.00	\$0.99
Total Property Tax	\$30,000	\$30,000	\$60,000	\$90,000	\$150,000	\$220,000	\$230,000	\$230,000	\$290,000	\$360,000	\$400,000	\$420,000	\$450,000
Tax Allocated to TIF	\$0	\$0	\$30,000	\$60,000	\$130,000	\$200,000	\$200,000	\$210,000	\$270,000	\$340,000	\$370,000	\$400,000	\$430,000
Tax Allocated to County	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
\$471,940,000	\$503,340,000	\$536,160,000	\$602,660,000	\$672,550,000	\$691,040,000	\$710,050,000	\$729,570,000	\$749,640,000	\$770,250,000	\$791,430,000	\$813,200,000	\$835,560,000	\$858,540,000	\$858,540,000
\$0.97	\$0.96	\$0.94	\$0.92	\$0.91	\$0.89	\$0.88	\$0.86	\$0.85	\$0.84	\$0.82	\$0.81	\$0.80	\$0.78	\$0.78
\$480,000	\$500,000	\$530,000	\$580,000	\$630,000	\$640,000	\$640,000	\$650,000	\$660,000	\$660,000	\$670,000	\$680,000	\$680,000	\$690,000	\$690,000
\$460,000	\$480,000	\$500,000	\$560,000	\$610,000	\$620,000	\$620,000	\$630,000	\$640,000	\$640,000	\$650,000	\$660,000	\$660,000	\$670,000	\$670,000
\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Port of Walla Walla													
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Base Value	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
Increment Value	\$0	\$0	\$26,000,000	\$53,490,000	\$114,270,000	\$178,490,000	\$184,170,000	\$195,460,000	\$254,180,000	\$325,540,000	\$365,750,000	\$397,370,000	\$433,770,000
Levy Rate	\$0.28	\$0.27	\$0.27	\$0.27	\$0.26	\$0.26	\$0.25	\$0.25	\$0.24	\$0.24	\$0.24	\$0.23	\$0.23
Total Property Tax	\$10,000	\$10,000	\$10,000	\$20,000	\$40,000	\$50,000	\$50,000	\$50,000	\$70,000	\$80,000	\$90,000	\$100,000	\$100,000
Tax Allocated to TIF	\$0	\$0	\$10,000	\$10,000	\$30,000	\$50,000	\$50,000	\$50,000	\$60,000	\$80,000	\$90,000	\$90,000	\$100,000
Tax Allocated to Port	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
\$471,940,000	\$503,340,000	\$536,160,000	\$602,660,000	\$672,550,000	\$691,040,000	\$710,050,000	\$729,570,000	\$749,640,000	\$770,250,000	\$791,430,000	\$813,200,000	\$835,560,000	\$858,540,000	\$858,540,000
\$0.22	\$0.22	\$0.22	\$0.21	\$0.21	\$0.21	\$0.21	\$0.20	\$0.20	\$0.20	\$0.19	\$0.19	\$0.19	\$0.18	\$0.18
\$110,000	\$120,000	\$120,000	\$130,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$160,000	\$160,000	\$160,000
\$110,000	\$110,000	\$120,000	\$130,000	\$140,000	\$140,000	\$140,000	\$140,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$160,000
\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Figure 11: TIF Allocation Revenues to City and Other Taxing Jurisdictions – Baseline Scenario Continued

EMS														
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Base Value	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	
Increment Value	\$0	\$0	\$26,000,000	\$53,490,000	\$114,270,000	\$178,490,000	\$184,170,000	\$195,460,000	\$254,180,000	\$325,540,000	\$365,750,000	\$397,370,000	\$433,770,000	
Levy Rate	\$0.43	\$0.42	\$0.41	\$0.40	\$0.40	\$0.39	\$0.39	\$0.38	\$0.37	\$0.37	\$0.36	\$0.35	\$0.35	
Total Property Tax	\$10,000	\$10,000	\$20,000	\$30,000	\$50,000	\$80,000	\$80,000	\$80,000	\$100,000	\$130,000	\$140,000	\$150,000	\$160,000	
Tax Allocated to TIF	\$0	\$0	\$10,000	\$20,000	\$50,000	\$70,000	\$70,000	\$70,000	\$90,000	\$120,000	\$130,000	\$140,000	\$150,000	
Tax Allocated to EMS	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
	\$471,940,000	\$503,340,000	\$536,160,000	\$602,660,000	\$672,550,000	\$691,040,000	\$710,050,000	\$729,570,000	\$749,640,000	\$770,250,000	\$791,430,000	\$813,200,000	\$835,560,000	\$858,540,000
	\$0.34	\$0.34	\$0.33	\$0.33	\$0.32	\$0.32	\$0.31	\$0.30	\$0.30	\$0.29	\$0.29	\$0.29	\$0.28	\$0.28
	\$170,000	\$180,000	\$190,000	\$200,000	\$220,000	\$220,000	\$230,000	\$230,000	\$230,000	\$230,000	\$240,000	\$240,000	\$240,000	\$240,000
	\$160,000	\$170,000	\$180,000	\$200,000	\$220,000	\$220,000	\$220,000	\$220,000	\$220,000	\$230,000	\$230,000	\$230,000	\$230,000	\$240,000
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Library														
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Base Value	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	
Increment Value	\$0	\$0	\$26,000,000	\$53,490,000	\$114,270,000	\$178,490,000	\$184,170,000	\$195,460,000	\$254,180,000	\$325,540,000	\$365,750,000	\$397,370,000	\$433,770,000	
Levy Rate	\$0.41	\$0.40	\$0.39	\$0.39	\$0.38	\$0.37	\$0.37	\$0.36	\$0.36	\$0.35	\$0.34	\$0.34	\$0.33	
Total Property Tax	\$10,000	\$10,000	\$20,000	\$30,000	\$50,000	\$80,000	\$80,000	\$80,000	\$100,000	\$120,000	\$130,000	\$140,000	\$150,000	
Tax Allocated to TIF	\$0	\$0	\$10,000	\$20,000	\$40,000	\$70,000	\$70,000	\$70,000	\$90,000	\$110,000	\$130,000	\$130,000	\$140,000	
Tax Allocated to Library	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000	\$22,450,000
	\$471,940,000	\$503,340,000	\$536,160,000	\$602,660,000	\$672,550,000	\$691,040,000	\$710,050,000	\$729,570,000	\$749,640,000	\$770,250,000	\$791,430,000	\$813,200,000	\$835,560,000	\$858,540,000
	\$0.33	\$0.32	\$0.32	\$0.31	\$0.31	\$0.30	\$0.30	\$0.29	\$0.29	\$0.28	\$0.28	\$0.27	\$0.27	\$0.26
	\$160,000	\$170,000	\$180,000	\$190,000	\$210,000	\$210,000	\$220,000	\$220,000	\$220,000	\$220,000	\$230,000	\$230,000	\$230,000	\$230,000
	\$150,000	\$160,000	\$170,000	\$190,000	\$210,000	\$210,000	\$210,000	\$210,000	\$210,000	\$220,000	\$220,000	\$220,000	\$220,000	\$230,000
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

Financing Plan/Duration of TIA

The City anticipates issuing Limited Term General Obligation (LTGO no-voted debt) tax-exempt bonds to pay for the TIF infrastructure projects in the amount not to exceed \$8.186 million. The City anticipates issuing the debt in mid 2023 or early 2024 to coincide with the public infrastructure and private development timelines.

The City plans the LTGO bonds to be structured with a 25-year amortization and a 10-year par call. Additionally, the City is not currently expecting to capitalize interest during the first three years of the financing when TIF revenues alone are not expected to be sufficient to cover debt service. Instead, the City plans to pay any difference between debt service and TIF revenues from non-TIF revenues. The City will reimburse itself for any feasibility studies, including engineering design work to accurately project costs that occurred prior to the expected adoption of the Ordinance designating a TIA in May 2023. The City also plans to reimburse itself for any non-TIF revenue sources that are needed to meet the City's debt service payments associated with the TIF Infrastructure.

Debt Capacity

The maximum limit for LTGO non-voted debt cannot exceed 1.5 percent of the value of taxable property within the City. Based on an assessed value of \$907,140,360 in 2022, the City has \$13,607,105 million in total non-voted debt capacity and will have \$16,050,895 in 2023. As shown below, the City has sufficient capacity for the issuance of the proposed \$8.186 million LTGO bonds related to the TIF public improvements and is expected to have approximately \$3.988 million, in debt capacity available after the proposed issuance.

Figure 12: Debt Capacity Table

	2022	2023
Assessed Valuation for 2022/2023 Collections	\$907,140,360	\$1,070,059,643
Non-Voted Debt Capacity (1.5% of AV)	\$13,607,105	\$16,050,895
<i>Less: Outstanding Non-Voted Debt</i>	\$4,138,800	\$3,877,052
New Non-Voted Debt	\$9,468,305	\$12,173,843
<i>Less: Financing Proposed</i>		\$8,186,000
Projected Remaining Non-Voted Capacity		\$3,987,843

Source: Stowe Development & Strategies & City of College Place, 2023

Debt Service Payments and Coverage

Assuming the City issues \$8,186,000 of debt in mid 2023 or early 2024 to fund the proposed infrastructure project, it will need to service that debt with available resources regardless of whether the anticipated private development occurs and regardless of whether assessed values increase within the TIA. The debt service in Figure 13 assumes an interest rate of 4.5% and the schedule is illustrative of the range of debt but does not have the precision of working with bond professionals in the issuance of debt.

However, given the nature of TIF, incremental revenues early in the TIF period may not be sufficient to service the debt as private development construction will be in progress, and it will take time to build incremental assessed values contributions that ultimately determine the TIF allocation revenues estimated in this report.

Figure 14 summarizes potential debt service payments (assuming equal debt service) relative to the different TIF tax allocation revenue scenarios that would flow to the City. Until private development (and more specifically increases in assessed valuation in the TIA) catches up and matches the City's debt service payment, the City will need to cover these early deficits by using revenues identified in this Project Analysis (see Additional Incremental Tax and Impact Assessment and Mitigation Sections below) or structure their debt payments in line with their revenue stream (such as interest only).

Figure 13: Illustrative Debt Service Schedule – Level Payments

Year	Debt Payment	Year	Debt Payment
2023		2036	\$629,308
2024	\$629,308	2037	\$629,308
2025	\$629,308	2038	\$629,308
2026	\$629,308	2039	\$629,308
2027	\$629,308	2040	\$629,308
2028	\$629,308	2041	\$629,308
2029	\$629,308	2042	\$629,308
2030	\$629,308	2043	\$629,308
2031	\$629,308	2044	
2032	\$629,308	2045	
2033	\$629,308	2046	
2034	\$629,308	2047	
2035	\$629,308		

Source: ECONorthwest calculations

Figure 14: Summary Equal Debt Payments and TIF Revenue Allocations

TIF Allocation Revenues													
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Baseline													
TIF Revenues	\$0	\$0	\$100,000	\$200,000	\$430,000	\$660,000	\$660,000	\$690,000	\$890,000	\$1,120,000	\$1,230,000	\$1,320,000	\$1,420,000
TIF Debt Service	\$0	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000
Annual Surplus/Deficit	\$0	(\$630,000)	(\$530,000)	(\$430,000)	(\$200,000)	\$30,000	\$30,000	\$60,000	\$260,000	\$490,000	\$600,000	\$690,000	\$790,000
Cumulative Surplus/Deficit	\$0	(\$630,000)	(\$1,160,000)	(\$1,590,000)	(\$1,790,000)	(\$1,760,000)	(\$1,730,000)	(\$1,670,000)	(\$1,410,000)	(\$920,000)	(\$320,000)	\$370,000	\$1,160,000
TIF Allocation Revenues													
	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Revenues	\$1,520,000	\$1,590,000	\$1,670,000	\$1,840,000	\$2,020,000	\$2,040,000	\$2,060,000	\$2,080,000	\$2,110,000	\$2,130,000	\$2,150,000	\$2,170,000	\$2,200,000
TIF Debt Service	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$0	\$0	\$0	\$0	\$0
Annual Surplus/Deficit	\$890,000	\$960,000	\$1,040,000	\$1,210,000	\$1,390,000	\$1,410,000	\$1,430,000	\$1,450,000	\$2,110,000	\$2,130,000	\$2,150,000	\$2,170,000	\$2,200,000
Cumulative Surplus/Deficit	\$2,050,000	\$3,010,000	\$4,050,000	\$5,260,000	\$6,650,000	\$8,060,000	\$9,490,000	\$10,940,000	\$13,050,000	\$15,180,000	\$17,330,000	\$19,500,000	\$21,700,000
TIF Allocation Revenues													
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Alternative 1													
TIF Revenues	\$0	\$0	\$110,000	\$120,000	\$230,000	\$260,000	\$430,000	\$540,000	\$760,000	\$800,000	\$880,000	\$1,050,000	\$1,150,000
TIF Debt Service	\$0	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000
Annual Surplus/Deficit	\$0	(\$630,000)	(\$520,000)	(\$510,000)	(\$400,000)	(\$370,000)	(\$200,000)	(\$90,000)	\$130,000	\$170,000	\$250,000	\$420,000	\$520,000
Cumulative Surplus/Deficit	\$0	(\$630,000)	(\$1,150,000)	(\$1,660,000)	(\$2,060,000)	(\$2,430,000)	(\$2,630,000)	(\$2,720,000)	(\$2,590,000)	(\$2,420,000)	(\$2,170,000)	(\$1,750,000)	(\$1,230,000)
TIF Allocation Revenues													
	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Revenues	\$1,220,000	\$1,290,000	\$1,370,000	\$1,490,000	\$1,620,000	\$1,750,000	\$1,880,000	\$1,900,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
TIF Debt Service	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$0	\$0	\$0	\$0	\$0
Annual Surplus/Deficit	\$590,000	\$660,000	\$740,000	\$860,000	\$990,000	\$1,120,000	\$1,250,000	\$1,270,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
Cumulative Surplus/Deficit	(\$640,000)	\$20,000	\$760,000	\$1,620,000	\$2,610,000	\$3,730,000	\$4,980,000	\$6,250,000	\$8,170,000	\$10,110,000	\$12,070,000	\$14,050,000	\$16,050,000
TIF Allocation Revenues													
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Alternative 2													
TIF Revenues	\$0	\$0	\$50,000	\$100,000	\$140,000	\$180,000	\$240,000	\$330,000	\$460,000	\$560,000	\$600,000	\$700,000	\$830,000
TIF Debt Service	\$0	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000
Annual Surplus/Deficit	\$0	(\$630,000)	(\$580,000)	(\$530,000)	(\$490,000)	(\$450,000)	(\$390,000)	(\$300,000)	(\$170,000)	(\$70,000)	(\$30,000)	\$70,000	\$200,000
Cumulative Surplus/Deficit	\$0	(\$630,000)	(\$1,210,000)	(\$1,740,000)	(\$2,230,000)	(\$2,680,000)	(\$3,070,000)	(\$3,370,000)	(\$3,540,000)	(\$3,610,000)	(\$3,640,000)	(\$3,570,000)	(\$3,370,000)
TIF Allocation Revenues													
	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Revenues	\$890,000	\$940,000	\$1,000,000	\$1,100,000	\$1,200,000	\$1,300,000	\$1,400,000	\$1,420,000	\$1,430,000	\$1,450,000	\$1,460,000	\$1,480,000	\$1,490,000
TIF Debt Service	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$0	\$0	\$0	\$0	\$0
Annual Surplus/Deficit	\$260,000	\$310,000	\$370,000	\$470,000	\$570,000	\$670,000	\$770,000	\$790,000	\$1,430,000	\$1,450,000	\$1,460,000	\$1,480,000	\$1,490,000
Cumulative Surplus/Deficit	(\$3,110,000)	(\$2,800,000)	(\$2,430,000)	(\$1,960,000)	(\$1,390,000)	(\$720,000)	\$50,000	\$840,000	\$2,270,000	\$3,720,000	\$5,180,000	\$6,660,000	\$8,150,000

Jobs Analysis

The job analysis considers two sources of employment tied to the TIA. First, the construction of the development program will create jobs in the construction industry. These jobs will occur during the construction and are therefore “one-time” events. In contrast, once the buildings are constructed, commercial-oriented buildings will be occupied by firms and workers engaged in different sectors of the economy. These jobs are “on-going”, meaning they are permanent on the condition of occupation within the TIA. The following sections summarize these job estimates, and the methods used to derive them.

Construction Employment

Construction of the development over the anticipated build-out period would create temporary construction jobs within the region and state. The jobs estimated in Figure 15 are derived by using the 2023 value of construction investment for the Development Program Scenarios (Baseline, Alternative 1, and Alternative 2) and interpolating them into the Washington State Office of Financial Management’s Input/Output model.

The model relates spending in an industry sector to the number of jobs that would be directly supported by that same investment. While the model estimates the number of jobs generated in the state of Washington, it is likely that most of these workers would come from the immediate region. The region is rapidly growing in population, meaning many of these jobs would be additive to existing jobs within the region. Ultimately, the income earned by workers would bring additional spending to the City that would not have otherwise occurred.

ECONorthwest estimates the total number of construction jobs based on the spending by scenario. The number of jobs at any given time would vary depending on how development buildings are phased and developed. As expected, the scale of the investment in the Baseline scenario produces the largest amount of construction jobs, in this case, 1,130 construction jobs.

Figure 15: Construction Jobs

	Baseline	Alt 1	Alt 2
Construction Jobs	1,130	1,030	770
Investment (millions)	\$311	\$282	\$211

Source: ECONorthwest calculations and Office of Financial Management Input/Output Model, 2022.

On-going Employment

Based on the types of uses and square feet of building area, ECONorthwest estimated the potential number of jobs the development would support when built. These numbers are derived from ratio estimates building area to number of employees. The U.S. Energy Information Administration releases data from the 2018 Commercial Buildings Energy Consumption Survey (CBECS) that provides building characteristics information for commercial buildings in 2018 in the U.S. (the latest year of data). The data contain the average building square foot per worker by building use. Using the amount of planned development square footage by building use at full buildout of the scenarios, these ratios can be applied (less a vacancy rate of 5 percent) to estimate the number of

on-going jobs. The Baseline scenario, by measure of having more commercial space than either of the other scenarios has the largest number of on-going jobs at 270.

Figure 16: On-going Jobs

Employment Uses	Jobs: Baseline	Jobs: Alt 1	Jobs: Alt 2	Mean SqFt/Work
Retail and Food & Beverage	230	230	0	750-1,500
Hotel	40	40	40	2,200
Total Jobs	270	270	40	

Source: 2018 CBECS, Table B1. Summary table: total and means of floorspace, number of workers, and hours of operation, 2018 (Release date: September 2021)

Impact Assessment and Mitigation

Affordable Housing:

No residential housing will be displaced from the development. It is expected that as additional housing is built, demand is lowered and housing costs are reduced over the long-term and become more affordable. The increased number of units stemming from this development will help house the growing population base, meeting the demand with supply. Without additional housing in College Place and Walla Walla County, affordability will only become increasingly challenging. Additionally, the City supports and is implementing (subject to available resources) a Regional Housing Assistance Plan prepared on behalf of a coalition of cities in Walla Walla County.

Local Business Community: In addition to the new residents, between 40 and 270 on-going jobs will be introduced depending on which Development scenario occurs. Likewise, between 770 and 1,130 construction jobs will be introduced based on private investment for the vertical development that would be between \$211 million to \$311 million based on the specific Development Program growth scenario. These new jobs supported by significant private investment will benefit other businesses in the City of College Place as well as the Walla Walla County area.

Local School District: The College Place School District's property tax levies (enrichment, capital, and bond) are excluded from the TIF under the law. The increased assessed values generated in the TIA will operate to lower the rate per thousand of assessed value of levies imposed by the district. School district Enrichment and Capital Levies are excess levies, and the districts periodically ask voters to maintain existing levels of purchasing power via voted ballots. Bond levies ask voters to approve bonds to expand or improve their facilities and to approve excess property tax levies as necessary to pay debt service on the bonds. The effect of growth in the tax base coming from TIF will have two implications. First, it increases the tax base of the district, meaning that lower overall tax rates (per thousand of AV) are needed to fund a similar level of service. Second, it increases the proportion of the tax base that is commercial which leverages the relative voting power of residential households to support school expenditures backed by these excess levies (voter approved or otherwise).

Local Fire Service: State law requires a mitigation plan if the TIA will impact at least 20 percent of the assessed value of an impacted fire district. Local fire service is provided by the City of College Place and therefore there is no impact to another taxing district. Increased revenues from

the TIA are expected to be sufficient, to provide at a minimum, the City's existing levels of services to the area.

Early Outreach to Impacted Taxing Districts

While Washington State law requires formal notice to be provided to each impacted taxing districts upon approval of the Tax Increment Area (TIA), the City of College Place has engaged the Walla Walla County Commissioners, Treasurer and Assessor earlier in the process. This early outreach has allowed the City to collect feedback focused on the logistics of implementing TIF.

The taxing districts whose property tax levy would be directly impacted by TIF include:

- The City of College Place
- Walla Walla County
- The Port of Walla Walla
- Emergency Medical District (EMS)
- Library

The levy rate from each of these jurisdictions will be applied to the increased assessed valuation within the TIA and remitted to the City to pay the bonds associated with constructing the public infrastructure to support the anticipated private development. Alternatively, if TIF revenues exceed the amount necessary to pay the bonds then excess revenues will be distributed to these taxing districts.

The City intends to provide the formal notice once the City Council approves the ordinance establishing the TIA.

But-For-Requirement

Washington State's TIF law requires its local government sponsor to make the following findings:

- (i) The public improvements proposed to be paid or financed with tax allocation revenues are expected to encourage private development within the increment area and to increase the assessed value of real property within the increment area;
- (ii) Private development that is anticipated to occur within the increment area as a result of the proposed public improvements will be permitted consistent with the permitting jurisdiction's applicable zoning and development standards;
- (iii) The private development would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future without the proposed public improvements; and,
- (iv) The increased assessed value within the increment area that could reasonably be expected to occur without the proposed public improvements would be less than the increase in the assessed value estimated to result from the proposed development with the proposed public improvements.

These findings (specifically sections i, ii, and iv) are commonly referred to as the “But-For-Requirement”. The name comes from the assertion that private development would not occur but-for the use of TIF. This requirement is a foundational element of TIF which directs public tax dollars generated by the development to only those public improvement projects necessary to support the proposed development. Although TIF is new to Washington State governments, the But-For-Requirement and associated analysis is not. Many local governments that have invested in infrastructure as part of economic development projects have examined the public agency’s return on its infrastructure investment from the generation of on-going tax revenues associated with new development. Additionally, for most local governments, infrastructure demand exceeds revenue capacity, forcing local governments to make priority decisions regarding infrastructure projects that get funded with tax dollars and determining which projects can be paid for by developers. The But-For-Requirement for TIF formalizes the analysis and requires the local government sponsoring TIF to provide convincing evidence showing that tax dollars from the TIA are necessary to make the development possible.

If the proposed development would occur without TIF, public tax dollars should not be used because it will cost taxpayers more than it should for the resulting development or growth. However, if TIF is used to encourage a development that would not otherwise happen, the tax base can be increased. A larger tax base helps pay for needed services and can control the growth of new taxes. The But- For-Requirement is critical as a means to determining the proper use of public tax dollars.

This area of College Place has not seen new levels of development in the recent past. The city and its development partners have zeroed in on the cost inadequate infrastructure in the area necessary to support community expectations for land development. If the cost of the proposed TIF infrastructure below (estimated at \$8.186 million) were required to be funded by private developers it would likely mean that only the most profitable single-family market rate housing could be built and the project may not be able to deliver on the same amount of public benefits such as proposed with the Stone Creek development. The levels of TIF infrastructure allow for development to reach greater levels of intensity and economies of scale. The road projects improve the transportation access to public schools. Without the TIF investments in the transportation environment, it may be financially difficult to achieve the same level of investment by the private development and/or place an additional burden on the School District to accommodate access to students in the area. Finally, without the investment in parking, insufficient downtown parking would continue to be a drag on existing commercial performance and stunt the investment in new downtown commercial properties due to the lack of proximate on-street parking.

Expected Development Without TIF Improvements

The City of College studied the expected development within the TIA. Without the proposed TIF funding, the area is expected to accommodate less development and take a longer time to develop. This includes about 75% fewer housing units and no commercial components. The figure below compares the amount of assessed valuation growth anticipated in the area with TIF and without TIF for each development scenario.

The figure below compares the amount of assessed valuation growth in both conditions.

Figure 17: Comparison of Assessed Value Growth Between TIF Scenarios and No TIF

Assessment Year	2023	2028	2033	2038	2043	2048
Baseline	\$0	\$184,174,000	\$397,375,000	\$602,661,000	\$749,635,000	\$858,537,000
Alternative 1	\$0	\$118,557,000	\$316,867,000	\$488,655,000	\$682,738,000	\$781,922,000
Alternative 2	\$0	\$66,052,000	\$210,713,000	\$358,625,000	\$509,824,000	\$583,887,000
No TIF	\$0	\$37,345,000	\$79,037,000	\$121,391,000	\$146,974,000	\$168,325,000

Source: ECONorthwest calculations, 2023

Summary of “But-For-Requirement”

Based on the above analysis the proposed private development could not occur without the identified TIF infrastructure improvements. Additionally, the assessed values from projected private development within the TIA would be less than the increase in assessed values from private development with the TIF improvements.

Additional Incremental Taxes

The City’s LTGO bonds will be backed the City’s full faith and credit, meaning bond holders can make a legal claim against the general revenue of the City if a default occurs. However, the City can use any unrestricted revenue sources it has available to satisfy its debt obligations. Washington state tax policy has conditions that allow governments that grow their tax bases to collect additional revenues. This relationship creates a mutually reinforcing benefit of housing and commercial development with additional tax revenues. New land development represents a direct financial investment in land preparation and building structures. Those structures are then occupied by residential neighborhoods and businesses that increase the lands' productive economic capacity. That economic value generates taxable bases at the land, business operation, and transaction levels, represented in land value, retail sales, business income, etc. State tax policy allows government jurisdictions to tax these bases (subject to rate, annual increase and other limitations) to fund needed public services and infrastructure.

Outside of the TIF allocations and the base value of property tax that would flow to TIF jurisdictions, the development and occupation of buildings in the TIA will generate other incremental taxes to those jurisdictions. Tax revenues can be differentiated into three categories:

- **One-time Revenues.** These revenues are tied to construction. Specifically, they include the retail sales tax on construction (materials and labor), which is taxable under Washington state law.
- **Recurring Revenues.** These revenues are derived from the occupation of structures by residents and businesses. Specific revenues include retail sales tax, and utility taxes.
- **Capital Restricted Revenues.** These revenues are restricted to capital and include real estate excise taxes.

City of College Place

The City of College Place is the local service provider for police, fire, public works, community development, parks, and other local services. To support these services, the City collects a range of general and restricted taxes, these include the following.

Sales & Use Taxes

Sales Tax. Of the 8.7% sales tax currently collected in the City on general retail purchases, a 1% "local" share of the tax accrues to local jurisdictions. The City receives 85% of the 1% local tax and King County gets 15%. This tax is levied on businesses in the area, and also on construction activity and some transactions related to housing and business, such as certain online purchases and the delivery of personal and commercial goods. The current rate accruing to the City for the local option is 0.85%. The County levies a 0.3% Public Safety sales tax. The revenue collected by the county is shared back to the cities in the county. The incremental growth of this revenue is based on pro-rata population growth in the TIF development. The City also receives a population pro rata share of 90% of the city allocation of Walla Walla County's 0.1% criminal justice sales tax. Increase in the criminal justice tax is modeled on net increases in population due to development.

The sales tax relies on estimates of new construction value and consumer taxable retail sales spending. These assumptions are driven by valuation and use assumptions in the development program detailed below.

Utility Taxes

The City imposes utility taxes on gross purchases of electricity, water, wastewater, solid waste, telephones, cable, and natural gas. Current tax rates are used for this analysis. A generalized utility expenditure productivity factor (on a per person and employee basis) was used to generate estimates of utility purchases with the follow utility tax rates.

- Water: 10%
- Wastewater: 10%
- Electric: 6%
- Natural Gas: 6%
- Solid Waste: 10%
- Cable/Internet: 10%
- Telephone/Mobile: 6%

State Shared Motor Vehicle Fuel Tax & Liquor Board/Taxes

Local governments receive a gas tax distribution that is unrestricted for street purposes from the State. The distribution is determined using a formula that is heavily weighted towards population. ECONorthwest used a proxy of this formula to derive these revenues to the City. Cities also receive pro rata payments from Liquor Excise Tax & Liquor Board Profits.

Real Estate Excise Tax (REET)

Real estate transactions are subject to a 0.5 percent tax on the value of the transaction. REET revenues are placed in the capital restricted funds to finance capital projects. REET revenues are uncertain given volatility in the real estate market. Since REET is based on the total value of real estate transactions in a given year, the amount of REET revenues the City receives can vary substantially from year to year based on the normal fluctuations in the real estate market. During years when the real estate market is active, revenues are higher, and during softer real estate markets, revenues are lower. For the purposes of this analysis, it is assumed that all new completed projects would be sold and then 0.4 percent of all property value would turn over (re-sold) in any

given year (this ratio in the historical average of REET sales to total assessed value in the city in 2021).

Tax Base Productivity Assumptions

It is assumed that each housing unit will house on average 2.4 persons and that the development will be 90 percent occupied (to account for times when homes sit vacant). Construction costs represent the average per square foot cost for different building types based on recent construction comparable projects (note: these costs are different from what a project is assessed at for property tax purposes).

These below costs are subject to retail sales taxes on construction activity:

- Large Format: \$115 per square foot
- Retail: \$245 per square foot
- Hotel: \$225 per square foot
- Multi-family Unit: \$150,000 per unit
- Single Family and Townhouses: \$330,000 to 400,000 per unit

On-going taxable retail sales are based on assumed comparable businesses:

- Large Format: \$400 per square foot
- Retail: \$325 per square foot
- Hotel: \$50 per square foot
- Multi-family Unit: \$2,500 per unit
- Single Family and Townhouses: \$3,500 to \$5,000 per unit

Summary of Additional Tax Results

Based on the approximate timing of the new development the Baseline Scenario is estimated to generate approximately \$21.7 million in additional tax revenues generated from the private development for the City (Figure 18). The Alternative 1 Scenario generates respectively less at \$19.3 million and Alternative 3 at \$6.9 million. These figures represent a 25-year cash flow (2023-2047) of tax revenues to the to the City in 2023 dollars (e.g., all future tax revenues have been discounted at 4.5% back to 2023 values).

Figure 18: Summary of additional tax benefits (present value, 2023\$)

	Baseline	Alternative 1	Alternative 2
Sales Tax	\$14,840,000	\$13,170,000	\$2,020,000
B&O Tax	\$580,000	\$550,000	\$150,000
Utility Tax	\$1,590,000	\$1,430,000	\$1,140,000
Criminal Justice and Public Safety	\$1,210,000	\$1,100,000	\$1,010,000
State Shared	\$1,400,000	\$1,260,000	\$1,160,000
REET	\$1,480,000	\$1,260,000	\$920,000
Hotel Motel	\$580,000	\$500,000	\$500,000
Total	\$21,680,000	\$19,270,000	\$6,900,000

Source: ECONorthwest calculations, 2023

Risk Assessment and Mitigation Plan

TIF is a powerful tool available to local governments for encouraging development. Using local property tax revenues to finance certain public improvements can encourage and generate the desired or envisioned private development; however, using TIF has risks. The largest risks are that: 1) the expected private development does not occur; occurs slower than expected; and/or, the type of private vertical (office, retail, housing) development and its magnitude is less than expected; and, 2) the cost projected for the infrastructure improvements is higher than projected. These risks impact the expected revenues to be generated within the TIA or the costs for the identified public infrastructure improvements. If risks are not mitigated, a local government must then use other sources of revenue to pay for the public improvements. The City will be obligated to pay for the TIF infrastructure even if little or no private development materializes. As stated previously in this report, the City anticipates issuing LTGO bonds which will be backed by the City's full faith and credit, meaning bond holders can make a legal claim against the general revenue of the City if a default occurs.

Other related risks include over-investment of infrastructure funding by TIF which can waste limited tax dollars for other uses. Local governments can guard against and potentially avoid the over-investing and under-investing by carefully evaluating the local market conditions and performing the analysis associated with the But-For-Requirement identified in this report. When TIF is used correctly, the growth and development pay for the infrastructure investments that encouraged it.

For purposes of this Project Analysis, the City has identified the Alternative 1 as the likely development scenario that will occur. Based on this scenario the TIA is projected to generate approximately \$13,850,00 (present value) in additional property tax revenues over a 25-year TIF period (2024-2048). This value exceeds the projected infrastructure cost of \$8,186,000.

The City will need to fill the financial gap (e.g., the difference between TIF allocation revenues and debt payments) that is projected to occur in the first 7 years for a total gap of \$2.7 million in the Alternative 1 Scenario with other sources of revenue that are identified below. This amount can then be repaid back from increased TIF revenues after the proposed private development stabilizes in later years or from additional local taxes coming from the development. Notwithstanding these projections, the City has prepared the mitigation plan below to respond to possible development and financial risks.

Figure 19: Summary of Alternative 1 TIF Allocations and Level Debt Payments

TIF Allocation Revenues	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Alternative 1													
TIF Revenues	\$0	\$0	\$110,000	\$120,000	\$230,000	\$260,000	\$430,000	\$540,000	\$760,000	\$800,000	\$880,000	\$1,050,000	\$1,150,000
TIF Debt Service	\$0	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000
Annual Surplus/Deficit	\$0	(\$630,000)	(\$520,000)	(\$510,000)	(\$400,000)	(\$370,000)	(\$200,000)	(\$90,000)	\$130,000	\$170,000	\$250,000	\$420,000	\$520,000
Cumulative Surplus/Deficit	\$0	(\$630,000)	(\$1,150,000)	(\$1,660,000)	(\$2,060,000)	(\$2,430,000)	(\$2,630,000)	(\$2,720,000)	(\$2,590,000)	(\$2,420,000)	(\$2,170,000)	(\$1,750,000)	(\$1,230,000)

TIF Allocation Revenues	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Revenues	\$1,220,000	\$1,290,000	\$1,370,000	\$1,490,000	\$1,620,000	\$1,750,000	\$1,880,000	\$1,900,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
TIF Debt Service	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$0	\$0	\$0	\$0	\$0
Annual Surplus/Deficit	\$590,000	\$660,000	\$740,000	\$860,000	\$990,000	\$1,120,000	\$1,250,000	\$1,270,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
Cumulative Surplus/Deficit	(\$640,000)	\$20,000	\$760,000	\$1,620,000	\$2,610,000	\$3,730,000	\$4,980,000	\$6,250,000	\$8,170,000	\$10,110,000	\$12,070,000	\$14,050,000	\$16,050,000

Source: ECONorthwest, 2023

Development Mitigation

Development Program Sensitivity Analysis: Three different private development program scenarios (Baseline, Alternative 1 and Alternative 2) have been developed and evaluated to identify potential TIF revenues and sufficient mitigation measures should development not occur (worst case) or occur at a different speed and magnitude.

Development Agreement: The City of College Place will seek development agreements with developers of key development sites in order to provide predictable timeframes and possible assurances that private development will occur based on the Alternative 1 Development Scenario being relied upon by the City.

Financial Mitigation

The following mitigation plan is proposed to provide multiple levels of financial protection to fill any financial gaps that occur in the early years of the TIA until private development and TIF revenues stabilize or should the expected private development occur slower than planned.

Level 1:

Debt Issuance Timing & Structure. The City may reduce its financial exposure related to the timing and scope of private development by strategically timing the issuance of LTGO bond debt to coincide with the public infrastructure and private development timelines. The City may issue \$4,300,000 in debt (funding the Mojonner Road improvements) in 2023/2024 and the remaining \$3,886,000 (funding the remaining TIF improvements) no later than 2028, subject to private development advancement providing for greater development and TIA revenue certainty.

The City may also make additional adjustments in the timing of the initial debt issuance based on development activity, the nexus between the identified infrastructure improvements and the proposed private development providing for greater development and tax revenue certainty to help pay the debt service associated with TIF infrastructure improvements. The Figure 20 below shows the City will need to fill the financial gap (e.g., the difference between TIF allocation revenues and debt payments) that is projected to remain the same at 7 years but the annual deficits are reduced from \$2.7 million to \$1.5 over that time.

Figure 20: Net Surplus Deficit with Split Debt Issue

TIF Allocation Revenues	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
TIF Revenues	\$0	\$0	\$110,000	\$120,000	\$230,000	\$260,000	\$430,000	\$540,000	\$760,000	\$800,000	\$880,000	\$1,050,000	\$1,150,000
TIF Debt Service	\$0	\$330,000	\$330,000	\$330,000	\$330,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000
Annual Surplus/Deficit	\$0	(\$330,000)	(\$220,000)	(\$210,000)	(\$100,000)	(\$370,000)	(\$200,000)	(\$90,000)	\$130,000	\$170,000	\$250,000	\$420,000	\$520,000
Cumulative Surplus/Deficit	\$0	(\$330,000)	(\$550,000)	(\$760,000)	(\$860,000)	(\$1,230,000)	(\$1,430,000)	(\$1,520,000)	(\$1,390,000)	(\$1,220,000)	(\$970,000)	(\$550,000)	(\$30,000)

TIF Allocation Revenues	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Revenues	\$1,220,000	\$1,290,000	\$1,370,000	\$1,490,000	\$1,620,000	\$1,750,000	\$1,880,000	\$1,900,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
TIF Debt Service	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$630,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
Annual Surplus/Deficit	\$590,000	\$660,000	\$740,000	\$860,000	\$990,000	\$1,120,000	\$1,250,000	\$1,270,000	\$1,620,000	\$1,640,000	\$1,660,000	\$1,680,000	\$2,000,000
Cumulative Surplus/Deficit	\$560,000	\$1,220,000	\$1,960,000	\$2,820,000	\$3,810,000	\$4,930,000	\$6,180,000	\$7,450,000	\$9,070,000	\$10,710,000	\$12,370,000	\$14,050,000	\$16,050,000

Source: ECONorthwest, 2023

Figure 21 below is a modified debt service structure (interest only for first 5 years) designed to limit the City's need to borrow from other sources to pay the projected debt service under the Alternative 1 Development Scenario. In this situation, the interest only shows the City will need to fill the financial gap (e.g., the difference between TIF allocation revenues and debt payments)

that is projected to remain the same at 7 years but the annual deficits are reduced from \$2.7 million to \$1.7 over that time.

Figure 21: Net Surplus Deficit with Interest Only Debt Service (first five years)

TIF Allocation Revenues	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
TIF Revenues	\$0	\$0	\$110,000	\$120,000	\$230,000	\$260,000	\$430,000	\$540,000	\$760,000	\$800,000	\$880,000	\$1,050,000	\$1,150,000
TIF Debt Service	\$0	\$370,000	\$370,000	\$370,000	\$370,000	\$370,000	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000
Annual Surplus/Deficit	\$0	(\$370,000)	(\$260,000)	(\$250,000)	(\$140,000)	(\$110,000)	(\$330,000)	(\$220,000)	\$0	\$40,000	\$120,000	\$290,000	\$390,000
Cumulative Surplus/Deficit	\$0	(\$370,000)	(\$630,000)	(\$880,000)	(\$1,020,000)	(\$1,130,000)	(\$1,460,000)	(\$1,680,000)	(\$1,680,000)	(\$1,640,000)	(\$1,520,000)	(\$1,230,000)	(\$840,000)

TIF Allocation Revenues	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Revenues	\$1,220,000	\$1,290,000	\$1,370,000	\$1,490,000	\$1,620,000	\$1,750,000	\$1,880,000	\$1,900,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
TIF Debt Service	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000	\$730,000	\$0	\$0	\$0	\$0	\$0
Annual Surplus/Deficit	\$460,000	\$530,000	\$610,000	\$730,000	\$860,000	\$990,000	\$1,120,000	\$1,170,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
Cumulative Surplus/Deficit	(\$380,000)	\$150,000	\$760,000	\$1,490,000	\$2,350,000	\$3,340,000	\$4,460,000	\$5,630,000	\$7,550,000	\$9,490,000	\$11,450,000	\$13,430,000	\$15,430,000

Source: ECONorthwest, 2023

Alternatively, debt could be structured to proportionally match the expected tax allocation revenues with a longer interest only payment or more backloaded payments by capitalizing the interest. The tradeoff with both of these measures is more interest paid on the bond proceeds.

Level 2:

Additional Taxes from Alternative Development Scenario:

Based on the Alternative 1, it is projected the City will receive a present value of \$19.3 million in additional tax revenues generated by the proposed development. A portion of these incremental additional taxes can be used to support any infrastructure debt service gap in TIF revenues. Netting out tax revenues that must be restricted to specific uses (and not available to service debt such as criminal justice sales taxes and hotel-motel taxes) and holding 30% to cover potential increases in public service operating costs, there are additional revenues that can be dedicated to service debt shown below. Applying these additional tax revenues (assumed to be 70% of the total) and interest only for the first 5-years to this Alternative 1 Scenario, the number of years of deficit drops from 7 to 4 years and the amount of deficit decreases from \$1.7 million to \$1.5 million (as compared to the interest only example).

Figure 22: Comparison of Debt Payment Surplus/Deficits; Other Additional Taxes; Interest Only Example

TIF Allocation Revenues	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Alternative 1													
TIF Surplus/Deficit	\$0	(\$630,000)	(\$520,000)	(\$510,000)	(\$400,000)	(\$370,000)	(\$200,000)	(\$90,000)	\$130,000	\$170,000	\$250,000	\$420,000	\$520,000
Additional Taxes	\$0	\$130,000	\$110,000	\$150,000	\$210,000	\$370,000	\$490,000	\$650,000	\$610,000	\$610,000	\$870,000	\$970,000	\$990,000
Surplus/Deficit	\$0	(\$500,000)	(\$410,000)	(\$360,000)	(\$190,000)	\$0	\$290,000	\$560,000	\$740,000	\$780,000	\$1,120,000	\$1,390,000	\$1,510,000

Assessment Year	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
TIF Surplus/Deficit	\$590,000	\$660,000	\$740,000	\$860,000	\$990,000	\$1,120,000	\$1,250,000	\$1,270,000	\$1,920,000	\$1,940,000	\$1,960,000	\$1,980,000	\$2,000,000
Additional Taxes	\$1,090,000	\$1,220,000	\$1,440,000	\$1,550,000	\$1,630,000	\$1,710,000	\$1,580,000	\$1,550,000	\$1,590,000	\$1,630,000	\$1,670,000	\$1,720,000	\$1,770,000
Surplus/Deficit	\$1,680,000	\$1,880,000	\$2,180,000	\$2,410,000	\$2,620,000	\$2,830,000	\$2,830,000	\$2,820,000	\$3,510,000	\$3,570,000	\$3,630,000	\$3,700,000	\$3,770,000

Source: ECONorthwest Calculations, 2023

Level 3:

General Fund Reserves & Re-Prioritization of Existing Capital Projects. Over the last 6 years (2018 to 2023) the City has averaged approximately \$9 million in available General Fund reserves that are not allocated to any specific operating or capital expense that can be used for payment of debt service for its infrastructure obligations for the Stone Creek and Downtown Area if property

tax revenue from the TIA is insufficient. Additionally, the City may reprioritize some capital project expenditures to respond to any gaps between TIF revenues and debt payments.

Financial Mitigation Summary:

Depending on the actual revenue-debt gap, the City will likely be required to use multiple levels of mitigation identified above to satisfy its debt obligations if development does not occur as expected in accordance with the Alternative 1 scenario.

Additional Mitigation Measures

Public Infrastructure Cost Containment. Municipal agencies have vast experience with building horizontal infrastructure (streets, water, sewer, etc.). The City of College Place is no exception and takes pride in its ability to provide conservative construction estimates, create clear construction bid documents, and effectively manage the construction delivery process. The cost estimates for the TIF public infrastructure improvements are currently planning level estimates and include a 30 percent contingency at this time to buffer any volatility in the construction industry. Construction costs will be further refined prior to the issuance of any debt.

There are other risks that a municipal government faces regularly such as: construction delays which increase costs for public infrastructure improvements; economic slowdown or recession; higher borrowing costs than even accounted for in the Project Analysis; and lower levy rates within the TIA than anticipated. The City of College Place has been successful in addressing these secondary type risks by using conservative estimates and adherence to prudent fiscal and construction management policies. The City will continue these same practices as it implements the proposed TIA and the associated infrastructure improvements.

College Place TIF Team

City of College Place

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- Jon Rickard, Community Development Director
- Robert McAndrews, Public Works Director

Tax Increment Financing Consultants

- Bob Stowe, Stowe Development & Strategies (TIF Project Manager)
- Morgan Shook, ECONorthwest

Legal & Financial Advisors

Bond Counsel?

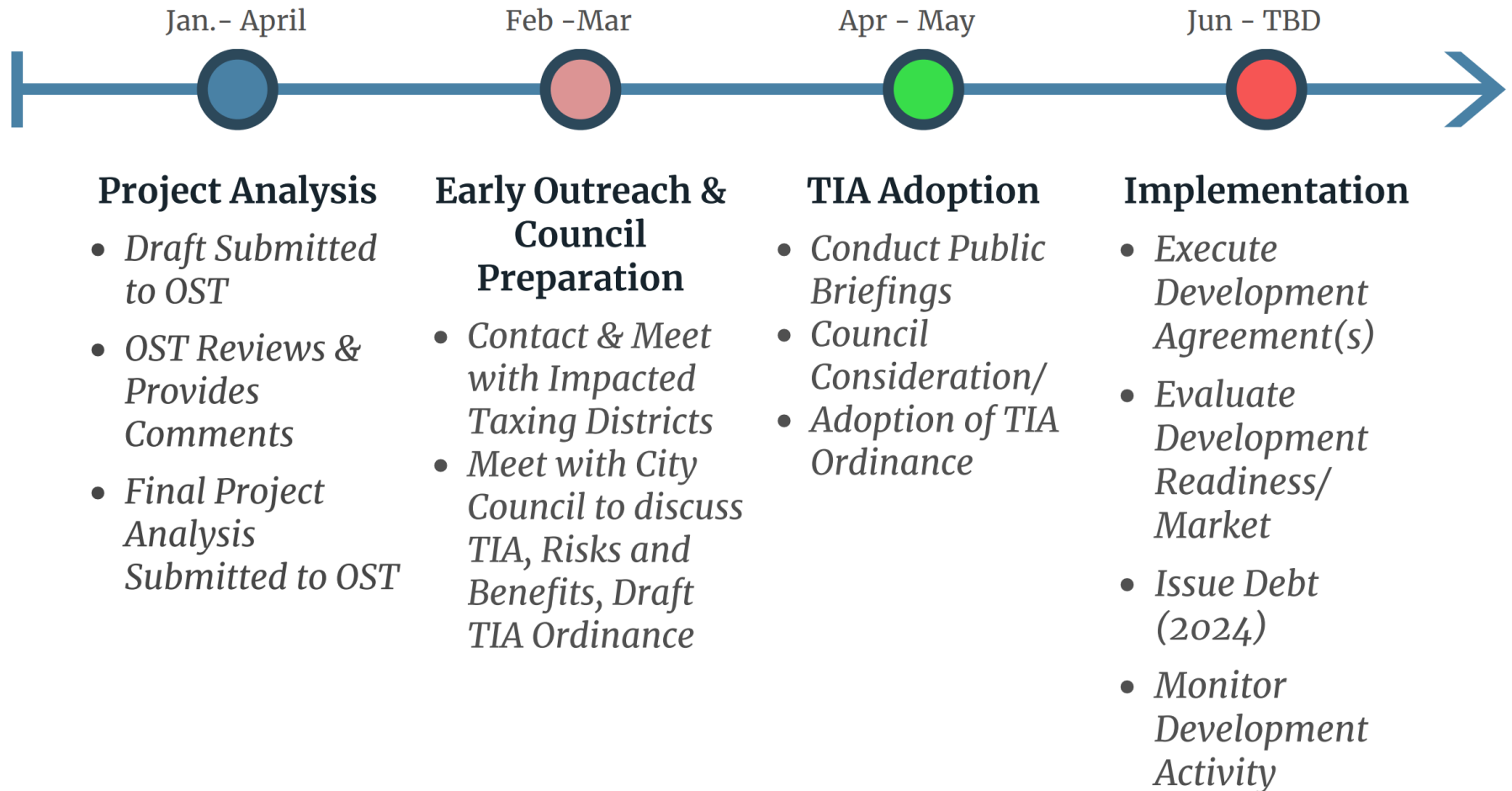
Financial Advisors?

Future TIF Actions

There are a number of actions that will occur before the College Place City Council formally considers the formation of a TIA for Stone Creek and Downtown Area. First, is to receive and review feedback offered by the Office of the State Treasurer related to this Project Analysis. Second, based on any feedback, the TIF team will evaluate and make appropriate adjustments to its proposed TIF program. Third, it will conduct two separate public briefings on the proposed TIA for the Stone Creek and Downtown Area and provide formal notice in the local newspaper. The City will continue to engage its local partners and taxing districts as discussions continue. There are also a number of planning, engineering, finance, and legal activities that will occur to advance the proposed public infrastructure and private development for the Stone Creek and Downtown Area. Below is an expected schedule for the future TIF actions.

Timeline

College Place Key TIF Elements: 2023



Findings | Bottom Line

The envisioned Stone Creek and Downtown Development would not be viable without the City's intervention to provide the identified infrastructure via the establishment of a TIA. The City has demonstrated a strong nexus between the proposed development and the proposed infrastructure. The City is conservatively estimating the potential revenues that will be generated by the formation of a TIA and has available resources to pay for infrastructure debt service should the expected TIA revenues not materialize.

There are no negative impacts to affordable housing, the local business community, the local school district, and there are no local fire districts. The Stone Creek and Downtown Development will provide for jobs and investment into the local and regional economy.

Based on all of the above findings and information contained in this Project Analysis, the Stone Creek and Downtown Development and its proposed TIA meets both the spirit and the letter of Washington's State's new law.

APPENDICES

- State Audit Report Summary
- Consultant Team Bios

The City of College Place



State Audit Report Summary

The City of College Place



City of College Place - Debt Service Balances

	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Budget 2023
Beginning Cash Available for Debt Service	9,719,694	14,120,270	13,210,627	14,396,114	17,519,503	18,493,082
Operating Revenue Available for Debt Service						
Operating Revenue	21,684,262	24,737,700	24,840,150	35,873,201	31,017,700	61,658,208
Operating Expenditures	17,283,685	25,647,342	23,654,663	32,749,812	29,955,735	62,739,740
Operating Income (Loss)	4,400,577	(909,642)	1,185,487	3,123,389	1,061,965	(1,081,532)
Total Revenue Available for Debt Service	14,120,271	13,210,628	14,396,114	17,519,503	18,581,468	17,411,550
Debt Service (General Obligation)	630,234	729,062	953,566	676,235	677,235	537,451
Debt Service - Other	1,490,077	1,163,926	1,198,625	1,169,505	1,049,974	1,638,218
TIF GO Debt Obligation						
Total Debt Service	2,120,311	1,892,988	2,152,191	1,845,740	1,727,209	2,175,669
Reserve Restrictions	3,224,994	4,685,106	4,383,286	4,776,701	4,896,509	5,553,475
Ending Cash Available for Debt Service	8,774,966	6,632,534	7,860,637	10,897,062	11,957,750	9,682,406

Consultant Team Bios

The City of College Place



Bob Stowe - Principal



Bob Stowe is the principal and founder of Stowe Development & Strategies — a company he formed in 2016 to help public sector clients succeed with their economic and community development interests. With 34 years of experience in progressive community transformations, Bob is one of the Northwest's most innovative and entrepreneurial real estate and community developers. He uses sound long- range fiscal planning skills and has achieved enviable results in leading redevelopment efforts from the dream stage to construction. This is true for projects large and small, straightforward and complex.

Bob's understanding and experience with tax increment financing, master plan development, transit oriented development, placemaking, negotiation of purchase and sale agreements, development agreements, public benefit agreements, and his ability to create public private partnerships make him an ideal public sector development partner.

Bob has been responsible for leading, managing, coordinating, and implementing a wide variety of complex and multi-faceted projects including, downtown revitalization plans, civic center plans and development, master plans, public-private partnerships, and transit-oriented developments to name a few.

Bob was the City Manager for the City of Bothell, Washington from 2005 to 2016 where he was the architect and leader of Washington's largest and most successful publicly-led downtown revitalization. Under Bob's leadership, this project utilized a Local Infrastructure Financing Tool award (AKA TIF light) as part of the funding package that stimulated private investment of over \$300 million; a very big step in achieving the City's 25-year goal of \$650 million. The fact that nearly half that goal was reached in just a few years, during the Great Recession, and with leverage from public/private collaboration, made it all the more remarkable.

Bob guided the development of approximately \$150 million in public sector improvements (relocation of a state highway, creation of new streets, storm water system, parks, environmental clean-up, etc.) identified as necessary to achieve the revitalization vision. The massive public development plan and schedule also needed to align with private sector purchase of surplus land from the City, environmental remediation, public streets to be developed by the private sector, and on-site mixed-use development. Precise scheduling, communication and the ability to respond to changing conditions were skills that Bob successfully delivered on this project.

Before arriving in Bothell, Bob was the City Manager for the City of Mill Creek for nine years and helped lead development of the award-winning Mill Creek Town Center in the early 2000s. His first downtown transformation project began with the revitalization of Downtown Dayton, Washington in the late 1980s.

The hallmark of Bob's effort is his commitment to create well designed and environmentally sustainable places where people want to live, work, and come together to celebrate. Bob has tackled the most difficult and complex projects, achieving the redevelopment and economic dreams of several communities with his failure is not an option approach.

EDUCATION

- MBA, Albers School of Business & Economics, Seattle University (with honors).
- BA, Urban and Regional Planning, Eastern Washington University.

Morgan Shook - Director/Partner



Morgan Shook is a Senior Policy and Economic Analyst working in real estate, land use, and transportation economics, and finance. He has deep expertise in economic, market and financial analytics that he brought to bear in business, enterprise, and policy settings.

Morgan has worked for a range of government, business, and non-profit clients to advance their missions that in diverse set areas and topics.

Morgan has worked on every form of tax increment financing in Washington including Community Revitalization Financing, Local Infrastructure Financing Tool, Local Revitalization Financing LRF, Landscape Conservation and Local Infrastructure Program, as well as the recently passed Tax Increment Financing bill in the 2021 legislative session.

Before joining ECONorthwest, Morgan worked in biotechnology development at the Institute for Systems Biology, and health disparities research at the University of Chicago. Morgan recently served on the Seattle Planning Commission.

EDUCATION

- M.U.R.P., Portland State University
- B.S. Molecular Biology, University of Puget Sound
- Certificate in Commercial Real Estate Development, University of Washington Extension

Areas of Expertise

- Economic Development
- Affordable Housing
- Land Use Planning
- Market & Feasibility Analysis
- Infrastructure & Finance Funding
- Transit-Oriented Development

The City of College Place



Prepared by:



In association with:

ECONorthwest
ECONOMICS • FINANCE • PLANNING

[illegible]

0 330 660 1,320 1,980 2,640 Feet

Legend

-  CITY LIMITS
 PROPOSED TIF DISTRICT



WASHINGTON STATE UNIVERSITY
EXTENSION



Washington State
Department of
Commerce

Writing Broadband Action and Digital Equity Plans

A workbook for Washington communities



January 2023

Table of Contents

[Introduction](#).....1

[How To Use This Workbook](#).....2

[BEAD and Digital Equity Programs Overview](#).....4

[Broadband Equity Access and Deployment \(BEAD\) Program](#).....4

[BEAD Planning in Washington](#).....4

[Role of Local Broadband Action Plans](#).....5

[Digital Equity Act Programs](#).....6

[Covered Populations in the Digital Equity Act](#).....6

[The Role of Local Digital Equity Plans](#).....6

[Anticipated Timeline with Tasks](#).....8

[Resources](#).....10

[Building and Strengthening a Broadband Action Team \(BAT\)](#).....15

[Vision, Goals, and Objectives](#).....16

[Broadband Action Plan](#).....17

[Digital Equity Action Plan](#).....20

[Executive Summary Development](#).....22

[Worksheet Templates](#).....23

Introduction

With the passage of the Infrastructure Investment and Jobs Act (IIJA), the federal government is making historic investments in [broadband](#) and [digital equity](#), establishing \$65 billion in programs aimed at bringing all U.S. residents online. The bulk of these programs will be implemented at the state level. The successful implementation of this generational opportunity will rely on significant coordination between the State and a wide range of stakeholders, including local and Tribal governments, community-based organizations, [community anchor institutions](#), [Internet Service Providers](#), and others. In Washington, Broadband Action Teams (BATs) and Tribes will play a critical role in the Washington State Broadband Office's (WSBO) local coordination efforts.

[WSBO](#) has partnered with Washington State University (WSU) Extension to support the capacity of BATs and Tribes, and the development of their local Broadband Action Plans and Digital Equity Action Plans. These plans will provide a local framework for planning and implementing projects to expand broadband infrastructure and promote [digital equity](#) for everyone in our communities.

In addition to building this foundational planning framework, the local Action Plans will support the State's local coordination efforts required under the Broadband, Equity, Access, and Deployment (BEAD) and Digital Equity Act (DEA) programs established under the IIJA. This local coordination will provide [WSBO](#) the local input and data they need to ensure that the implementation of these programs serves Washingtonians for decades to come.

Your participation is critical to Washington having a well-informed broadband and digital equity plan that encompasses the diverse realities across Washington and makes inroads into solving the digital divide.

A BAT, community, or Tribe that receives BAT Planning funds will submit the results from these efforts to WSU Extension Broadband and Digital Equity Support team. Results from across the State and Tribal Governments will be compiled and utilized to inform [WSBO](#) and Legislative priorities and allocation strategy for the State's BEAD funding.



What is the role of WSU Extension?

In this partnership, WSU Extension is working on behalf of the [WSBO](#) to provide technical, operational, and planning funding support for local and Tribal efforts to develop Broadband and Digital Equity Action Plans, which will inform the State's Five-Year Action Plan under the BEAD Program and the State Digital Equity Plan under the DEA Program.

Each participating BAT and Tribe will be paired with a dedicated Support Team, which includes a Regional Project Coordinator, Project Manager, and dedicated Advisory Support. Additionally, participants will be supported by tools, resources, and expertise provided by WSU Extension and our partners.

BATs and Tribes are not required to apply for planning funding support to participate or receive the available technical and operational support. However, those that do receive funds will be required to submit the relevant Action Plans.

The Action Plans developed under this program will be provided to [WSBO](#) to inform the development of Washington's Five-Year Action Plan and the State Digital Equity Plan.



WASHINGTON STATE UNIVERSITY
EXTENSION

WSU Extension is the front door to the University. Extension builds the capacity of individuals, organizations, businesses and communities, empowering them to find solutions for local issues and to improve their quality of life. With a presence in every county in Washington, as well as offices serving the Confederated Tribes of the Colville Reservation and the Kalispel Tribe, Extension has been helping counties and tribes form BATS over the past six years.

WSU

How To Use This Workbook

This Workbook is a program guide developed to support Broadband Action Teams (BATs), County and Tribal Governments in developing Broadband Action Plans and Local Digital Equity Plans. It provides a roadmap for communities to collect data and develop plans that establish a shared understanding of needs and alignment of priorities that creates a foundation for locally-driven solutions to bring the benefits of the Internet.

As [WSBO](#) undertakes the development and implementation of a statewide plan for broadband and digital equity, local and Tribal input and feedback will be critical to ensure unique realities across our diverse communities are understood and integrated. The plans developed using this Workbook will be provided to [WSBO](#) in a manner that will support the development of robust, locally-informed plans for the entire state of Washington, including Tribes located in this area.

What is included?

This Workbook is built around a planning guide and related worksheets that are designed to support the development and alignment of local and Tribal Broadband and Digital Equity Action Plans. Filled with templates and tips, this workbook has been designed to walk your team through the steps required to develop robust strategies to ensure your community is prepared to ensure everyone has access to reliable, affordable, high-speed Internet, as well as the skills, technologies, and capacity to use it effectively.

1 Overview of BEAD and DEA Programs

To support these local planning efforts, the Workbook begins with an Overview of the BEAD and DEA Programs, as well as Washington State's Digital Equity Act, established by HB 1723. Aligning with these programs can feel complicated at times. This overview will always be there if you need a refresher.

2 Anticipated Planning Timeline

To provide you with a better idea of what to expect and how to structure your planning processes, there is a timeline of anticipated tasks associated with the completion of the Action Plans. Each BAT and Tribe are starting from a different place, so this timeline can be adjusted and customized as needed.

3 Guide to Resources

There are various resources that WSU Extension and our partners are providing to support local planning efforts. The Guide to Resources will give you a rundown of the different forms of support and how they will be provided to BATs and Tribes that choose to participate.

4 Guide to Developing Your Action Plans

At the core of this Workbook is the guide to Developing Your Action Plans, which includes recommendations for aligning your planning efforts, steps to build or strengthen your BAT, where applicable, and a walkthrough of the various components of your Action Plans.

5 Worksheet Templates

To support a common structure to the Action Plans, Worksheet Templates are provided. These can be used to structure your thoughts, jot down notes, and collect feedback. Each Template will also be made available in an online form, which will be included in a suite of project management tools.

6 Glossary

The terminology used throughout this booklet may not be a part of your everyday vocabulary. The glossary provided at the end of this Workbook will provide the definitions to navigate and effectively use this document to implement your planning efforts.

BEAD and Digital Equity Programs Overview

Approximately \$48 billion of the funding allocated for [broadband](#) and [digital equity](#) under the IIJA will be administered by the National Telecommunications and Information Administration (NTIA), with the bulk of the funding flowing to states. This guide is focused on two programs that account for the bulk of the available funds—the Broadband Equity Access and Deployment (BEAD) and Digital Equity Act (DEA) Programs.

Broadband Equity Access and Deployment (BEAD) Program

The \$42.5 billion BEAD Program funds states and territories to develop partnerships with communities and various stakeholders to deploy broadband infrastructure in unserved and underserved areas with the goal to get everyone in the United States online. The NTIA will use the new [FCC Broadband Data Maps](#) to determine funding allocation amounts for each state and territory.

Eligible Service Areas

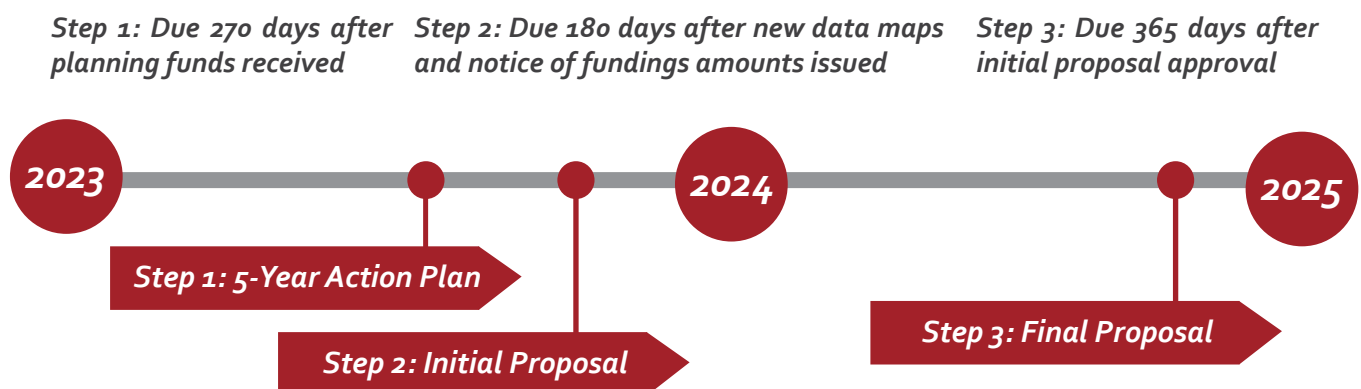
Each state will be responsible for implementing a subgrant program that allocates BEAD funding for the deployment of broadband infrastructure in eligible areas, which include:

Unserved Area—Any service area in which 80% or more of the [broadband serviceable locations](#) do not have access to Internet service at, or above, 25/3**Mbps**.

Underserved Area—Any service area in which 80% or more of the [broadband serviceable locations](#) do not have access to Internet service at, or above, 100/20**Mbps**.

BEAD Planning in Washington

The Washington State Broadband Office will be responsible for administering the statewide program under BEAD. To secure Washington’s allocation, [WSBO](#) is required to develop a series of plans and proposals, which include a Five-Year Action Plan, Initial Proposal, and Final Proposal.



Source: National Telecommunications and Information Administration, “The Broadband Equity, Access, and Deployment Program: Program Details for Applicants” (webinar, May 2022, <https://broadbandusa.ntia.doc.gov/sites/default/files/2022-06/June-1-Webinar-Presentation.pdf>)

Step 1

Five-Year Action Plan

Due August 2023

The Five-Year Action Plan (FYAP) will provide a foundation for BEAD planning by establishing broadband goals, priorities, and a comprehensive needs assessment that the Initial Proposal and Final Proposal will build upon.

Step 2

Initial Proposal

Due December 2023

The Initial Proposal is the “first draft” of the Final Proposal. It is intended to explain how the State intends to use the BEAD funds and other sources of funding to ensure that every resident has access to a reliable, affordable, high-speed broadband connection. Upon the NTIA’s approval of the Initial Proposal, a minimum of 20% Washington’s allocation will be made available.

Step 3

Final Proposal

Due Late 2024

The Final Proposal is intended to explain how the State intends to use the BEAD funds and other sources of funding to ensure that every resident has access to a reliable, affordable, high-speed broadband connection, including how it complied with what was included in the Initial Proposal. Upon the NTIA’s approval of the Final Proposal, the remaining 80% Washington’s allocation will be made available.

Role of Local Broadband Action Plans

Each of these planning phases will directly inform how BEAD funds are deployed in Washington. Throughout the entire planning process, [WSBO](#) will rely on robust local, Tribal, and stakeholder coordination to inform the development of statewide plans and ensure the program’s success in bringing every resident and business in Washington online.

The Broadband Action Plans, as outlined in this Workbook, will serve the critical function of developing local plans alongside the development of the Statewide Five-Year Action Plan. These plans will serve as a foundation upon which communities can build to contribute to the development of the Initial Proposal and Final Proposal while pursuing local solutions.



Washington Spotlight: *The public and private sectors partnered in Whitman County, Washington to bring a fiber to the home network to five rural, farming communities on the Palouse.*

Digital Equity Act Programs

The combined funding pool of \$2.75 billion for the Digital Equity Act established two programs – the State Digital Equity Capacity Grant and Digital Equity Competitive Grant Programs. Both programs aim to ensure that all people and communities have the skills, technology, and capacity needed to reap the full benefits of our digital society. The NTIA established a partnership with the U.S. Census Bureau to determine the allocation of funding to each state.



Covered Populations in the Digital Equity Act

The Digital Equity Act Programs are designed to prioritize programs that serve the following “Covered Populations.” In reaching these Covered Populations, you should begin by reaching out to the entities that serve those populations, rather than reaching out directly to those populations.

- Populations whose income is under 150% of the federal poverty level
- [Aging Individuals](#)
- Incarcerated, or formerly incarcerated, individuals
- Veterans
- Individuals with disabilities
- Individuals of racial or ethnic minority groups
- Individuals who primarily reside in a rural area
- Individuals with a language barrier, including those who are English learners, or have low levels of literacy

The Washington State Legislature has also identified “Underserved Populations” in HB 1723 which must be considered in state digital equity planning. The Underserved Populations include the Covered Populations identified in IJJA and additionally include:

- Children and youth in foster care
- Individuals experiencing housing instability

This Workbook is designed to support the development of local digital equity plans that provide a foundation of local understanding for digital equity planning in Washington. Therefore, the local plans will include these Underserved Populations in the planning for Covered Populations.

Role of Local Digital Equity Plans

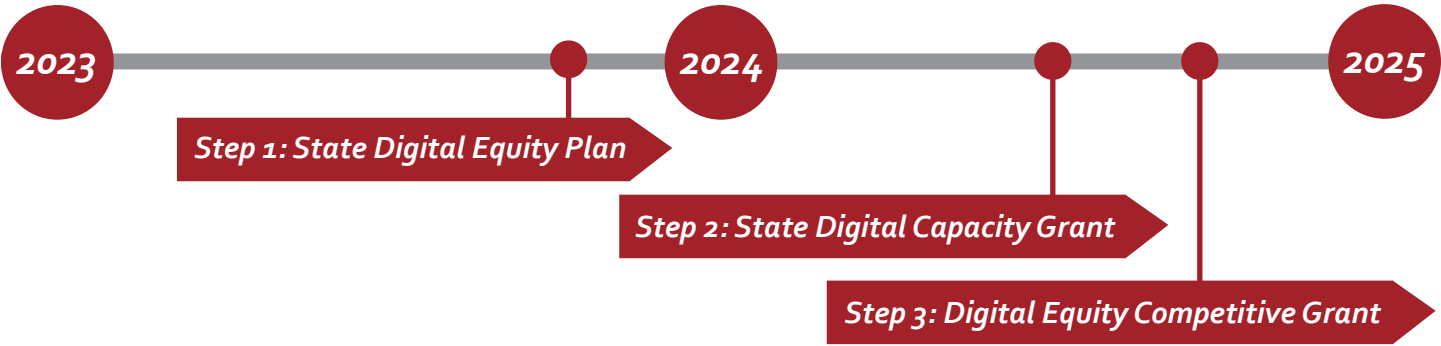
The local digital equity plans developed using this Workbook will be useful for both Digital Equity Act programs, however they are specifically designed for the state grant.

The State Digital Equity Plan and the State Digital Equity Capacity Grant proposal will directly inform how DEA funds are implemented in the state of Washington. Throughout the entire planning process, [WSBO](#) will rely on robust local, Tribal, and stakeholder coordination to inform the development of statewide plans and ensure the

program’s success in ensuring that all people and communities have the skills, technology, and capacity needed to reap the full benefits of our digital society. Through the data gathered in this effort, your team will send valuable information on local assets and areas of concern regarding [digital equity](#). These will inform the statewide plan and will ensure that funds and resources are distributed in the most impactful way possible.

Digital Equity Planning in Washington

To secure Washington’s allocation of DEA funding, [WSBO](#) is required to use State Digital Equity Planning Grant funds to develop a State Digital Equity Plan (SDEP).



- Step 1

State Digital Equity Plan

Due December 2023 (Submission Date Likely September 2023)

The State Digital Equity Plan (SDEP) is a prerequisite to the State Digital Equity Capacity Grant. The SDEP will assess the current state of [digital equity](#) in Washington and establish the State’s vision, strategy, and goals. The plan will serve as a foundation to pursue funding through the State Digital Equity Capacity Grant and amplify the objectives of stakeholders, including community based regional, local, and Tribal governmental entities, and community-based organizations.
- Step 2

State Digital Equity Capacity Grant

Estimated Due Date: Mid 2024

The \$1.44 billion State Digital Equity Capacity Grant Program is designed to support capacity for [digital inclusion](#) initiatives, programs, and the implementation of the SDEP. These may include a wide range of activities including support for resources for developing digital skills, digital navigator programs, and other activities to support the adoption and application of the Internet and connected. Upon the approval of a proposal, Washington will receive its allocation to support a five-year grant program.
- Step 3

Digital Equity Competitive Grant Program

Estimated Due Date: Mid-Late 2024

The \$1.25 billion Competitive Grant Program will be launched shortly after the NTIA begins distributing funds under the State Digital Equity Capacity Grant, providing an opportunity for local governments, tribes, non-profits, [community anchor institutions](#), education agencies, workforce development organizations, and other entities to apply directly to the NTIA for funding to implement digital equity programs. Funding will be made available directly to successful applicants.

Anticipated Timeline with Tasks

January 2023

- ☐ Program Launch Webinars (January 19 and 20)

February 2023

- ☐ Local BAT and Tribal Launch Session with your Regional Project Director
- ☐ Inform [WSBO](#) of your Recurring BAT Meeting Schedule for BATs
- ☐ Review Workbook as a Team
- ☐ Discuss Program and Tasks Ahead
- ☐ Review Community Broadband Base Map and Discuss Data
- ☐ Complete "Building and Strengthening Your BAT" Template
- ☐ Identify a Team or Tribal Lead Responsible for Collecting and Submitting Team Data
- ☐ Begin Outreach to Entities Serving Covered Populations in Your Community
- ☐ Identify Local Data Sources for Broadband and Digital Equity Asset Inventory
- ☐ End of Month: Upload Any Information Collected to Online Project Folder

March 2023

- ☐ Develop Vision Statement for Your Team
- ☐ Define Your Team or Tribe's Goals and Objectives
- ☐ Review Community Broadband Map
- ☐ Begin to Identify Infrastructure Gaps and Areas of Concern
- ☐ Begin to Identify Digital Equity Gaps and Areas of Concern
- ☐ Continue Collecting Local Data and Resources
- ☐ End of Month: Upload Any Information Collected to Online Project Folder

April 2023

- ☐ Review Community Broadband Map with any Updated Data
- ☐ Identify Infrastructure Gaps and Areas of Concern
- ☐ Identify Digital Equity Gaps and Areas of Concern
- ☐ Discuss Potential Solutions
- ☐ Send Draft Sections for Upload

May 2023

- ☐ Integrate Solutions into Community Map
- ☐ Complete Executive Summary

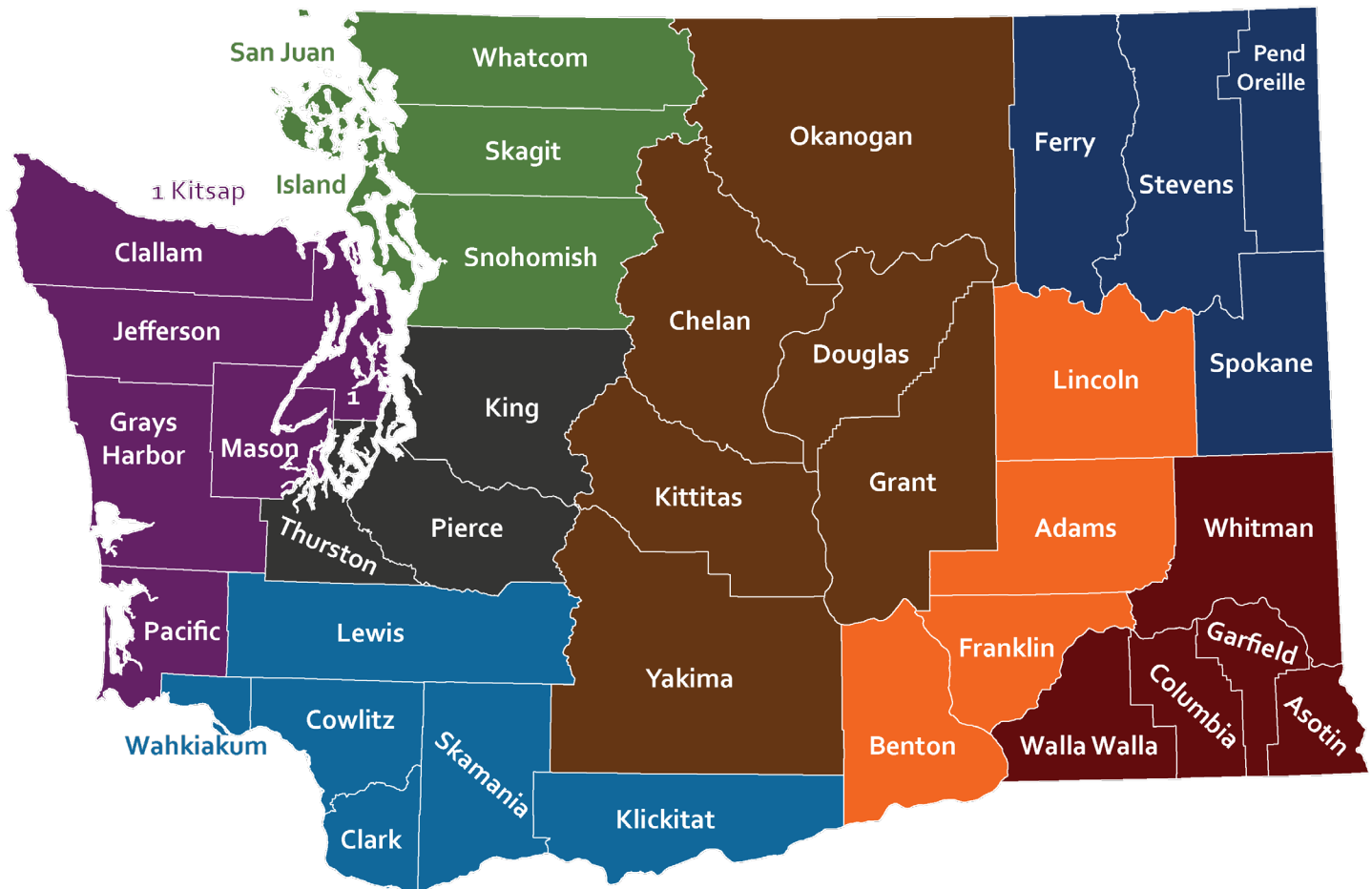
June 2023

- ☐ Submit Workbook Data to WSU Extension
- ☐ Workbooks Statewide are Compiled and Delivered to [WSBO](#)

Planning Regions

The State has been divided up into 8 Regions by counties for regional planning efforts and to allocate program support resources. Each county will have a Broadband Action Team that will be engaging in this effort. The regions are shown in the map below.

Tribes have been allocated a resource set outside of these regions for tribally-specific planning efforts. Tribes may also, and are encouraged to, participate in the county and regional planning efforts if they so choose.



- Region 1:** Clallam, Jefferson, Kitsap, Grays Harbor, Mason, and Pacific Counties
- Region 2:** Whatcom, Skagit, Snohomish, San Juan, and Island Counties
- Region 3:** Ferry, Stevens, Pend Oreille, and Spokane Counties
- Region 4:** Okanogan, Grant, Chelan, Douglas, Kittitas, and Yakima Counties
- Region 5:** Pacific, Lewis, Wahkiakum, Clark, Cowlitz, Skamania, and Klickitat Counties
- Region 6:** Adams, Lincoln, Benton, and Franklin Counties
- Region 7:** Walla Walla, Columbia, Garfield, Asotin, and Whitman Counties
- Region 8:** King, Pierce, and Thurston Counties

Resources

There is a lot of information and work included in this Workbook—but you’re not facing this task alone. A team has been assembled to support your work throughout this process and ensure that your community is well-represented in this broadband infrastructure and digital equity planning effort.



Regional Support Teams

Broadband Action Teams and Tribes will be assigned a regional program coordinator, advisory support, and a project manager to support the development of local plans. These team members will be available to attend your in-person and virtual meetings, support the gathering of data, help with keeping timelines and tasks on track, and linking your team to tools and resources that will support the development of your local inventory assessment and digital equity plans. If you need support throughout the process—we’re here to help!

Regional Program Coordinators

The Regional Program Coordinator assigned to your region will be your primary point of contact throughout this planning process. They will provide general support for your overall planning efforts and help navigate each step of the process. Your Coordinator will be prepared to provide a wide range of project and technical support, pulling in support from the advisory staff, project manager, and the statewide team as additional expertise is required.

The Regional Program Coordinators will be available to attend your regularly scheduled BAT or Tribal planning meetings to provide answer questions and provide updates and support, as needed. They will also be available to attend special planning meetings, as schedule allows.

If you have any questions, concerns, or requests your Regional Program Coordinator will be your go-to and the rest of the team will be ready to jump in at your request!

Regional Advisory Support

The Regional Advisory Support will primarily be available to provide additional subject matter expertise to support you throughout the planning process. They are primarily tasked with providing additional technical support, but will occasionally provide project support as needed, when your Coordinator is not available. Advisory Support will generally be requested through your Coordinator.

Planning and Project Management Tools

Worksheets

Starting on page 23 of this Workbook, you will find worksheets that provide a template for completing each component of the Broadband and Digital Equity Plans. There is at least one worksheet associated with each necessary component.

In the format provided in this document these worksheets are perfect for organizing thoughts, taking notes, or gathering feedback at meeting or events. These worksheets will also be made available to each participating BAT and Tribe as an online form for collecting input and a spreadsheet for reviewing and processing the data and information.

Base Map

Each participating BAT and Tribe will be provided with a Base Map that includes known infrastructure data and known digital equity indicators. These maps can be improved with the addition of local data. These maps will help identify where current assets exist and where there are gaps.

Project Management Suite

Each participating BAT and Tribe will be provided with a collection of tools that are designed to support the completion of plan components, tracking of deliverables, compiling the plan, assist with outreach, and more. The Project Managers will configure each suite of tools for each participating entity and provide support as needed in using the tools.

Workshops and Office Hours

Workshops and office hours will be held throughout the duration of the project to provide support.

Digital Equity Support Team

The Digital Equity Support Team will provide workshops, office hours, and other forms of support throughout the planning process. These efforts will provide direct support for local digital equity planning processes, provide examples of proven approaches for specific planning needs, and facilitate connections around common challenges and opportunities.

Digital Equity Planning Workshops

Digital Equity Planning Workshops will be held on Tuesdays from 2-3pm, starting January 31st. Each workshop will focus on a specific component of the Digital Equity Action Plan, strategies for reaching covered populations, or highlight proven approaches to local planning.

A schedule will be published at broadband.wsu.edu and updated regularly.

Digital Equity Planning Office Hours

Digital Equity Planning office hours will be held on Fridays from 2-3 p.m., starting February 3. Each session will provide an open time for questions and sharing information for anyone who wants direct equity planning support or has specific questions.

Broadband Infrastructure Support Team

The Broadband Infrastructure Support Team will provide workshops, office hours, and other forms of support throughout the planning process. These efforts will provide direct support for local broadband action planning processes, provide examples of proven approaches for specific planning needs, and facilitate connections around common challenges and opportunities.

Broadband Action Planning Workshops

Broadband Action Planning Workshops will be held as needed, based on common themes. Each workshop will focus on a specific component of the Broadband Action Plan, strategies for reaching covered populations, or highlight proven approaches to local planning.

A schedule will be published at broadband.wsu.edu and updated regularly.

Broadband Action Planning Office Hours

Broadband Action Planning Office Hours will be scheduled during critical junctures in the planning process. Each Office Hours sessions will provide an open time for questions and sharing information for anyone who wants broadband action planning support or has specific questions.

Go to broadband.wsu.edu for the most up-to-date online resources to accompany this workbook.

Welcome

This site will help support Broadband Action Teams in their formation and development of a Five-year Broadband plan and a Digital Equity Plan.

Webinars

Join us for our kickoff webinar.

- Thursday, January 19th, 10 AM: [Registration Link](#)
- Friday, January 20th 2 PM: [Registration Link](#)



WASHINGTON STATE UNIVERSITY
EXTENSION



Washington State
Department of
Commerce

You're invited to join WSU Extension, Washington State Broadband Office, and our partners for a workshop to kickoff the process for developing local Broadband Action Plans and Digital Equity Plans, discuss the critical role of Broadband Action Teams, and clearly outline how local efforts will align with the statewide planning for the Broadband, Equity, Access, and Deployment (BEAD) and Digital Equity Act programs.

During this workshop we will:

- Provide an overview of the partnership between WSBO and WSU Extension
- Define the roles within the process of WSBO, WSU Extension, and other partners and contractors
- Walk through the process for developing Broadband Action Plans and Digital Equity Plans, including how to use the guides, tools, and other resources that we have available to support your efforts.
- And answer all your questions!

Prior to the webinar, you will be receiving a copy of the Workbook designed to provide a comprehensive guide to the planning process.

Developing Your Action Plans

The Broadband and Digital Equity Action Plans will provide local frameworks for communities to ensure that meaningful broadband access, adoption, and application is available to everyone.

While broadband and digital equity planning each have distinct components, they should be viewed as complementary efforts aimed at the core objective of closing the digital divide. As the BEAD program highlights, successful infrastructure deployment requires that all communities can meaningfully adopt and use high-speed internet services, particularly those that have historically been excluded from access, such as communities of color, Tribal nations, rural areas, and lower-income areas. To support this alignment, we recommend that the planning efforts are closely coordinated.



Washington Spotlight: Nearly 700 homes and businesses in rural Pomeroy, Washington have access to high-speed broadband since the Port of Garfield completed its fiber-to-the-home project in 2021. Previously, most of Garfield County was limited to aging copper systems that exceeded the distance limitations for all except the slowest DSL services.

Aligning Broadband And Digital Equity Plans

This Workbook and the included planning templates are designed to support distinct, yet coordinated planning processes. The Broadband and Digital Equity Action Plans may be led by different working groups, or separate entities, but should regularly coordinate and provide updates through a central process, most likely the local Broadband Action Team.

Unified Plan Components

To facilitate this coordination, both plans should share an executive summary and a general overview that includes unified vision, goals, and objectives. Each plan will then identify specific needs, assets, gaps, obstacles, and paths forward. Between the two plans, there should collectively be priorities, activities, and strategies, ensuring that each of the stated goals and objectives is addressed by at least one, if not both, of the plans.

Coordination Between Teams

If the Broadband and Digital Equity Action Plans are developed by different teams or lead entities, there are several recommendations to support ongoing collaboration:

- Include at least one member from Broadband Action Plan Team on the Digital Equity Action Plan Team and vice versa
- Establish a clear process to share information and updates between planning teams
- Ensure that Broadband and Digital Equity planning progress is shared during BAT Meetings

For participating Tribes, the section on Building and Strengthening your BAT and associated Worksheets may not be directly relevant, but could provide useful information.

Coordinated Stakeholder Outreach

Stakeholder engagement and outreach should be coordinated throughout the process of developing broadband and digital equity plans. Conducting outreach as a cohesive effort for the two programs will reduce the burden and confusion on community stakeholders. Some initial outreach tasks may include:

- Assembling a comprehensive lists of stakeholders, identify overlaps, and coordinate or combine outreach to those stakeholders
- Planning and hosting combined meetings and events

Building and Strengthening Your BAT

Broadband Action Teams (BATs) are community-driven collaborations that meet regularly to develop local capacity to identify and address opportunities, challenges, opportunities, goals, strategies, and plans to address the [broadband](#) and [digital equity](#) needs for their communities. Tribes are encouraged to engage with local BATs and can choose to develop and submit their Broadband Action and Digital Equity Plans with that BAT and/or independently.

An active BAT can assist in the identification of broadband gaps then work with providers and funders to target investments to the locations with the greatest need and highest demand. The local knowledge and engagement of BAT members can help reduce telecommunications overbuilds. Establishing or strengthening a BAT is an important step in supporting planning and coordination at the local and state level.

It's easy to see why BATs play an important role in identifying the [broadband](#) and [digital equity](#) needs of Washington's communities, and how important they will be in developing the plans for the state's BEAD strategy.



A BAT can help a community:

- Centralize the [broadband](#) conversation,
- Assist local and statewide [digital equity](#) and inclusion efforts,
- Represent community technology and accessibility needs,
- Connect participants to collaborative project goals, and
- Bring early awareness of community projects to funding opportunities.

We have included worksheets in this workbook that can help you along the path, whether you are a seasoned Broadband Action Team, or you are just launching to facilitate the efforts of these programs.

Worksheet #1: Pre-BAT Effort Inventory

If your community doesn't have an active BAT, Worksheet #1: Pre-BAT Effort Inventory may help you launch.

Worksheet #2: Building Your BAT

Worksheet #2: Building Your BAT may be utilized to log the members of your team and help you determine who should/could participate in your BAT to ensure you have a diverse and representative group. Fundamental to planning efforts, is ensuring that key stakeholders including covered populations have representation. Take a moment to identify the members of your team and determine who should/could participate in your BAT to ensure you have a diverse and representative group.

Worksheet #3: Defining BAT Roles

Every BAT will want to have certain people identified who will carry out the tasks needed to maintain the group. These include leadership roles, note takers, the data collector, and folks who specialize in specific topics related to [broadband](#) and [digital equity](#). This worksheet will help you identify and log what members of your BAT are committed to engaging those roles.

Worksheet #4: BAT Communications

Communicating with the community will be central to developing a broadband infrastructure and digital equity plan. This worksheet will help your team define the methods of communication you will utilize to spread the word about efforts you're engaging in and solicit feedback from the community.

Visions, Goals, and Objectives

Having a clearly defined vision can support team cohesion through the development of alignment for what success looks like for your community. This vision will inform strategies, serve as a guide for setting goals and objectives, and determine the activities the community will choose to identify as prioritize in its Broadband Action Plan.

Worksheet #5: Writing a Vision Statement

Worksheet #5 provides examples of vision statements, and a space for you to write down your team's vision of what success looks like for this planning process.

Defining Your Goals and Objectives

The goals outlined in the Broadband Action Plan will inform later plans, applications, and projects and should consider long-term objectives for deploying [broadband](#), closing the digital divide, addressing access, affordability, equity and adoption issues, and enhancing economic growth and job creation.

Worksheet #6: Defining Your Team's Goals And Objectives

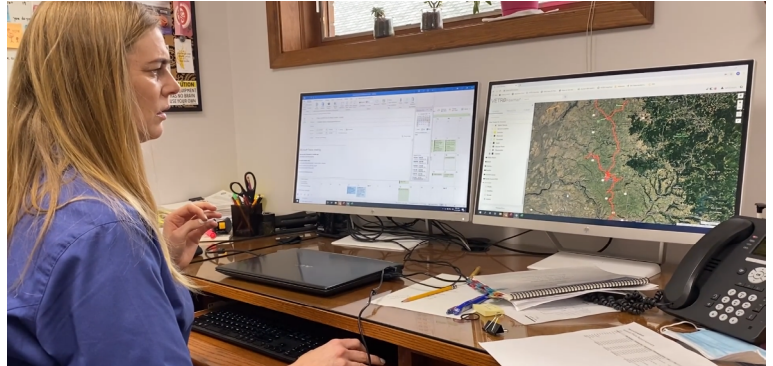
Use Worksheet #6 with your team to outline the collective goals and objectives for broadband deployment and digital equity in your community.

Broadband Action Plan

Each BAT and Tribe participating in this effort will be provided a Broadband Base Map at the onset of this planning effort that has been developed from publicly available data. This may be utilized as a jumping-off point for understanding the current services, infrastructure, and demographic attributes in the area.

Local resources such as GIS datasets, previously collected survey data, studies, projects, etc., may be integrated into this mapping resource to further understand the needs and dynamics of the area, and strategize solutions for gaps that are known or found to exist.

Asset mapping at the state level helps to identify and build on the state's existing resources, networks, and strengths; these are the assets. This process helps emphasize capacity building and community-based solutions, and it works with community members and organizations as partners invested in solutions, rather than as problems to be solved. By mapping the connections of core assets in a region or community, and then expanding iteratively, the asset mapping process can generate a robust network of potential partners and stakeholders.



Local resources, such as GIS datasets, may be integrated into the County or Reservation-wide Broadband Needs Map provided to each participating BAT and Tribe.

Asset mapping is also particularly effective at uncovering resources in the community that would not otherwise have been invited to “a seat at the table” in a more traditional planning or engagement approach. Identifying the opportunities, interpersonal networks, and resources already present in a community will help identify areas to support and scale strategies that are already in place – which reduces duplicative efforts. In turn, asset mapping supports the empowerment of community institutions and people by sharing ownership in the local coordination efforts.

This section of the workbook is broken down into five parts:

- 1 Review Local Broadband Base Map Data**
- 2 Collect Local Broadband Asset Inventory Data**
- 3 Broadband Infrastructure Needs Assessment**
- 4 Obstacles And Barriers To Broadband Infrastructure Deployment**
- 5 Potential Paths Forward**

1. Review Local Broadband Base Map Data

We have collected publicly available data from various sources to create a broadband base map for you community. The layers on this map will include things like data from the Washington State Broadband Office's Speed Test, NTIA's Indicators of Broadband Need, Public Broadband Networks, [Community Anchor Institutions](#), and more. As a group, we'll review this base map and look to understand if the data reflects what local community members know to be true. We'll also be trying to assess what data is missing from this map.

Worksheet #7: Reviewing Your Broadband Base Map

Worksheet #7 provides a space for you to write the URL of your local base map and take notes on your observations of the characteristics of the map. This will allow for you and your team to not only understand what the existing data is saying about broadband availability in the area, but also perhaps notice specific areas that are served, underserved, and unserved according to the public data.

2. Collect Local Broadband Asset Inventory Data

After reviewing the broadband base map data, your team will be tasked with collecting additional local data that would help to inform what assets exist in your community that are not represented on the base map. This may include:

- ☐ Requesting shapefiles of local networks from [local internet service providers](#)
- ☐ Locating any previously conducted local broadband survey or feasibility study data
- ☐ Surveying anchor institutions about the quality of their services
- ☐ Asking for GIS Data from your local utility and municipal entities, such as:
 - ☐ Tribal Entities
 - ☐ The County
 - ☐ Cities
 - ☐ PUDs
 - ☐ Ports
 - ☐ Other Local Utilities

You may also request a No-Cost Rapid Design Broadband Study Grant from the Washington State Broadband Office to add to your data set. To request this, have a representative from the County email [WSBO](#) at wsbo@commerce.wa.gov.

Worksheet #8: Local Asset Inventory

The broadband base map is just a start- your local assets being mapped on your local broadband map will help to develop this resource for your community. The local asset inventory form may be utilized to request data from local utilities and municipalities to support the collection of data from these organizations that may provide useful for local broadband planning efforts.

Worksheet #9: Community Anchor Institution Service Inventory

The Washington State Broadband Office has set the goal that all [community anchor institutions](#) should have access to 1/1Gbps services by the year 2028. In order to meet this goal, it will be critical that we have good information on the current level of services that these organizations are getting today. This worksheet can help create an inventory of your local CAls and serve as a place to tabulate what you learn about their current services.

Worksheet #10: Internet Service Provider Outreach

[Local Internet Service Providers](#) are the current organizations providing internet services in your community. This worksheet can serve as a template request form to ask for more information about the services and programs they may have in your community.

3. Broadband Infrastructure Needs Assessment

Now that you and your team have reviewed the broadband base map and have collected your local asset data it's time to take a look and identify areas that appear to be struggling with the infrastructure component to broadband access. You may notice from this data that there are areas that appear to be well-served, under-served, and unserved.

Worksheet #11: Infrastructure Gaps On Our Community Broadband Map

4. Obstacles To Broadband Infrastructure Deployment

From the conversations you've had with local leaders, [Internet Service Providers](#), Utility Providers, and community members. What do you perceive to be the obstacles to broadband infrastructure deployment in your community? Worksheet #12 gives you space to brainstorm as a team about what the barriers your area is facing to ubiquitous high-speed [broadband](#).

Worksheet #12: Obstacles To Broadband Infrastructure Deployment

5. Potential Paths Forward

Through this process, you've likely learned a lot about the assets and challenges that exist within your community. With this information, now your team can imagine potential paths forward for how to overcome those barriers to infrastructure access in your community.

Worksheet #13 gives you and your team space to write down those potential paths forward.

Worksheet #13: Potential Paths Forward For Broadband

Digital Equity Action Plan

The Digital Equity Action Plan is a local plan developed to identify the needs, existing assets, barriers to full use, and strategies to support Covered Populations. The plan should be as inclusive as possible of local stakeholders. The activities planned and implemented through this process build toward achieving digital equity.

[Digital Equity](#) is a phrase that is used to encompass that digital access and skills are now required for full participation in many aspects of society and the economy. Digital Equity links [Digital Inclusion](#) to social justice and highlights that a lack of access and/or skills can further isolate individuals and communities from a broad range of opportunities. Things that support [digital equity](#) include Public Internet Access, Public Device Access, Affordability, Adoption, [Digital literacy](#) skills, Online safety, and internet-connected device availability/affordability. These are all things that are as important as the physical network infrastructure for communities to achieve bridging the digital divide.

Each BAT and Tribe participating in this effort will be provided digital equity data at the onset of this planning effort that has been developed from publicly available data. This may be utilized as a jumping-off point for understanding the demographics of the area and common digital equity measurements. Local resources and discussions are critical to further understand the needs and dynamics of the area and strategize solutions for gaps that are known or found to exist.

This section of the workbook is broken down into five parts:

- 1 Review Local Population Demographic Base Map Data
- 2 Collect Local Digital Equity Asset Inventory Data
- 3 Conduct a Digital Equity Needs Assessment
- 4 Identify Barriers to Broadband Access and Adoption
- 5 Potential Paths Forward

1. Review Local Digital Equity Indicators Base Map Data

Similar to the broadband infrastructure data we have reviewed on this map, we have also collected publicly available data from various sources on demographic and digital equity indicators for the populations in your community and have integrated them into the broadband base map for your community. The layers on this map will include things like data from the census on income levels, access to device ownership, unemployment, median age, level of education attained, Affordable Connectivity Program eligibility and participation, and more. As a group, we'll review these indicators to understand if there are populations or areas that may benefit from additional programs or resources to support with realization of the benefits and opportunities that high-speed Internet service can bring.

We will also work with you to identify what additional data is available or may be needed to develop a more comprehensive understanding of the needs and barriers to broadband access, adoption, and use.

Worksheet #14: Reviewing Local Demographic Data In Your Broadband Base Map

Worksheet #14 provides space for you to write the URL of your local base map and take notes on your observations on the population and demographic characteristics of the map. This will allow for you and your team to understand what the existing data says relating to demographics in your area, but also perhaps allow you to notice data that is inaccurate, missing, or surprising.

2. Collect Local Digital Equity Asset Inventory Data

After reviewing the demographic base map data, it will be the task for your team to collect additional local data for the Digital Equity Asset Inventory that will help identify what resources, plans, and programs already exist to support digital equity for Covered Populations in your community. The Digital Equity Asset Inventory is an iterative product that will be developed and remain useful throughout and beyond this planning process.

Steps to Building Your Asset Inventory

- ☐ Review pre-identified digital equity assets available to your community
- ☐ Ask BAT members to identify and input known assets
- ☐ Coordinate community outreach efforts
 - ☐ Identify local stakeholders that may play a role in digital equity efforts
 - ☐ Assign outreach tasks
 - ☐ Ask stakeholders to provide input using Worksheet #15
- ☐ Analyze and develop a summary report of asset inventory
 - ☐ Identify which types of services are available throughout the region
 - ☐ Identify service areas of available services
 - ☐ Identify which services are available for Covered Populations
 - ☐ Identify any regional, sub-regional, tribal, or stakeholder digital equity plans
- ☐ Recommend any necessary follow-up with stakeholders
- ☐ Add to the inventory and summary report iteratively throughout planning process

Each community will have different assets available and different stakeholder networks for collecting the necessary data. A successful asset inventory process involves coordinated outreach and reflects the input of a range of stakeholders in your community.

Worksheet #15: Digital Equity Asset Inventory

The base map with population data is just a start- local assets being added to your broadband map will help develop this resource for your community. The local asset inventory form may be utilized to request data from local organizations working to support digital equity and inclusion initiatives. Documenting and organizing data from these organizations may provide useful for local broadband planning efforts. Worksheet #15 can be utilized as a sheet to distribute to local agencies to help document their current and future efforts.

3. Conduct a Digital Equity Needs Assessment

Once your team has reviewed the population and demographic data on your broadband base map and have collected your local digital equity asset data it's time to take a look and identify areas that appear to be left behind when it comes to support services around the digital equity and access component to broadband access. What areas are you seeing that seem to be missing public computer centers, digital navigator programs, or other needed programs?

Worksheet #16: Digital Equity And Access Needs Assessment

4. Identify Barriers To Broadband Access And Adoption

From the conversations you've had with local stakeholders, including those with lived experience, what do you perceive to be the obstacles to broadband access, adoption, and use in your community? Worksheet #17 gives you space to brainstorm as a team about what the barriers your area is facing to ubiquitous high-speed [broadband](#).

Worksheet #17: Obstacles To Broadband Access And Adoption

5. Potential Paths Forward

You've also learned about the assets your community has for [broadband](#). In your discussions have you learned things that have helped you define potential paths forward for bringing better broadband access to your area? Worksheet #13 gives you and your team space to think through potential paths forward for how to overcome the barriers that exist for your community.

Worksheet #18: Potential Paths Forward For Digital Equity

Executive Summary Development

You've reached the end of your Broadband Infrastructure and Digital Equity Planning Effort. **Congratulations!**

Now it is time to go through all that you've learned and assemble an executive summary. Your worksheets should make this part a breeze. Key questions you'll answer in your executive summary include:

- What has been accomplished in our community already for [broadband](#)?
- What assets exist?
- Where does our community have infrastructure gaps?
- What kinds of digital equity issues is our community facing?
- What is our vision for overcoming these issues?

One final worksheet is waiting for you that will help you compile notes for this summary.

Worksheet #19: Key Points For Your Executive Summary

Worksheet Templates

<u>Worksheet #1: Pre-BAT Effort Inventory</u>	24
<u>Worksheet #2: Building Your BAT</u>	25
<u>Worksheet #3: Defining BAT Roles</u>	28
<u>Worksheet #4: BAT Communications</u>	29
<u>Worksheet #5: Writing Your Vision Statement</u>	30
<u>Worksheet #6: Defining Your Team's Goals and Objectives</u>	31
<u>Worksheet #7: Reviewing Your Broadband Base Map</u>	32
<u>Worksheet #8: Local Asset Inventory</u>	33
<u>Worksheet #9: Community Anchor Institution Service Inventory</u>	36
<u>Worksheet #10: Internet Service Provider Outreach</u>	38
<u>Worksheet #11: Infrastructure Gaps on our Community Map</u>	41
<u>Worksheet #12: Obstacles to Broadband Infrastructure Development</u>	42
<u>Worksheet #13: Potential Paths Forward for Broadband</u>	43
<u>Worksheet #14: Digital Equity Asset Inventory</u>	45
<u>Worksheet #15: Digital Equity and Access Needs Assessment</u>	48
<u>Worksheet #16: Obstacles to Broadband Access and Adoption</u>	49
<u>Worksheet #17: Potential Paths Forward for Digital Equity</u>	50
<u>Worksheet #18: Key Points for Your Executive Summary</u>	52

Worksheet #1: Pre-BAT Inventory

Consider these questions and decisions as you think about forming a local Broadband Action Team:

Leadership: Are there already broadband champions in your community? Is there more than one? Who are they?

Team: Does your community already have a formal or informal broadband planning team? If so, who are they, and can you coordinate your efforts?

Pre-BAT Questions and Decisions

- Will we have an advisory group that provides insight and direction on broadband projects?
- Will we have our meetings open to the public?
- Will planning documents and meeting notes be publicly available?
- How will we document stakeholder input?
- Will project plans be regularly adjusted to reflect input from stakeholders?
- How will stakeholder plans include engagement with people who have concerns or who may be critical of our efforts?
- How will we determine stakeholder engagement activities to be appropriate to each audience?
- Will public-private partnerships be a part of our broadband plan?

Existing Plans: Does your community have a broadband plan? Who has that plan?

Online Presence: Does your broadband planning team have a website? Is the broadband plan available online?

Worksheet #2: Building Your BAT

This worksheet will help you determine who should/could participate in your BAT.

- 1 List by name those already involved in your broadband activity.
- 2 Identify and list those you would like to involve in your BAT.
- 3 Assign who will invite them and the due date for this outreach.
- 4 Revisit this worksheet frequently to add members as identified and needed.

	Already involved	Want to involve	Who will follow up?	When?
Municipal Governments				
County Governments				
Tribal Governments				
Council of Governments				
Elected Officials & Staff (State)				
Elected Officials & Staff (Federal)				
State Agencies				
Public Utility Districts				
Port Authorities				
Internet Service Providers				
Libraries				
Healthcare Providers				
K-12 Education Agencies				
Higher Education Agencies				

Worksheet #2: Building Your BAT (Continued)

	Already involved	Want to involve	Who will follow up?	When?
Nonprofit organizations				
Econ. dev. authorities				
Workforce dev. authorities				
Public housing authorities				
Orgs. serving individuals with disabilities				
Orgs. serving English language learners				
Orgs. serving individuals with low literacy levels				
Orgs. serving veterans				
Social services organizations				
Public safety & emergency mgmt.				
Orgs. for incarcerated individuals				
Orgs. for rural interests				
Civil rights organizations				
State & Local Corrections				
Local Businesses				

Worksheet #2: Building Your BAT (Continued)

	Already involved	Want to involve	Who will follow up?	When?
Planning organizations				
Churches and faith-based org.				
Chambers of commerce				
Transportation planners				
Community members: Civic leaders				
Community members: youth & older adults				

Worksheet #3: Defining BAT Roles

Use this worksheet to Identify core team member roles. Who will serve the following roles?

Local Team Leader: Champion, meeting convener, facilitator

Team Secretary: Note taker, task tracker

Data Collector: Collector of data from the BAT and coordinator with LDA to submit to project folder

Community Outreach Team: Social media folks, people with email distribution lists, newsletter writers

Infrastructure Team: The people who focus on physical infrastructure (poles, wires, pipes, etc.)

Digital Equity Team: The people who focus on on affordability, digital literacy, access to devices, etc.

Worksheet #4: BAT Communications

Use this worksheet to determine communications plan for:

- BAT members, key stakeholders, and supporters
- Community members

What modes of communication will you use (email, website, social media, press, etc.)?

**How will you communicate with BAT members, key stakeholders and supporters?
Who will be responsible for this communication?**

What information will you communicate with the general public? How will that communications take place, and who will be responsible for this?

Worksheet #5: Writing Your Vision Statement

Vision statement examples:

Example #1

Our vision is to ensure our county has access to affordable, reliable, high-speed broadband infrastructure to facilitate economic development, public welfare, digital equity, and quality of life for today and the foreseeable future for area residents, businesses and community facilities.

Example #2

Our vision is to evaluate the feasibility of ensuring every premise in our county has access to affordable and reliable high-speed broadband infrastructure to meet current and future social, educational, and economic development needs.

Example #3

Our vision is to develop a telecommunications network plan for purpose of bringing low-cost, high-capacity, reliable broadband to our county's homes and businesses.

Example #4

Our vision is to bring the highest quality broadband and future-proof telecommunications technologies and digital equity services to the residents and businesses that are currently unserved in our county.

Our BAT, Community, or Tribal Vision Statement

Worksheet #6: Defining Your Goals & Objectives

Example goals and objectives:

- Ensure the BAT is made up of representatives from frequently underrepresented populations to ensure a holistic approach is taken in both digital equity barriers and solutions
- Address the results of a needs assessment for underrepresented communities
- Identify existing broadband service providers in our community
- Develop an asset inventory of ongoing digital equity activities in our community
- Identify areas that are not well-served by existing infrastructure
- Identify areas where other digital equity needs are a barrier to access (affordability, know-how)
- Identify infrastructure barriers and solutions
- Identify digital equity barriers to accessibility and solutions
- Increase participation in the Affordable Connectivity Program
- Provide outreach and digital education programs to the aging populations in our community
- Launch or enhance a digital support program at the local library

The goals and objectives for our team's or Tribe's broadband and digital equity planning process are:

Worksheet #7: Reviewing Your Broadband Base Map

URL to locate base map: _____

Broadband Infrastructure Characteristics

Does the data reflect what you know about services in your community or Tribal area?

Service Availability

Speed Tests

Are all local service providers reflected on the map? ☐ YES ☐ NO

What layers are missing that are significant to our community or Tribal area?

Digital Equity Characteristics

Does the data reflect what you know about population attributes in our community or Tribal area?

What areas on this map may be having digital equity issues?

Worksheet #8: Local Asset Inventory

The local Broadband Action Team is working to identify broadband deployment assets that we have that may support broadband infrastructure development and digital equity planning. Could you please share this list with your team and help us collect any information (ideally .kmz or shapefiles) that will help us identify what assets our community already has in place?

Organization Name: _____

Contact Information: _____

Our organization currently has:

- ☐ GIS Department
- ☐ Telecommunications staff
- ☐ Current or forthcoming capital projects, which would allow providers to lay new fiber at lower costs (e.g., road construction, water, or sewer projects);

☐ If yes, please describe:

☐ We have utility Infrastructure Assets that may be of benefit to broadband deployment efforts:

- ☐ Broadband or Telecommunications Networks
- ☐ Dark Fiber
- ☐ Conduit
- ☐ Existing duct systems
- ☐ Public rights-of-way, including roads and bridges
- ☐ Towers
- ☐ Tall Buildings
- ☐ Streetlights
- ☐ Water Towers
- ☐ Water Distribution Systems
- ☐ Wastewater Systems
- ☐ Water Tanks
- ☐ Other _____

**For each asset you have, please answer the questions on the following two pages.*

Worksheet #8: Local Asset Inventory (Continued)

Type of Asset: _____

Physical Addresses: _____

Do you have GIS data for this asset that we could map on our community broadband map?

- ☐ Yes, on local map
- ☐ Yes, on local and state maps
- ☐ No

Asset Owner: _____

Asset Owner Contact Information:

What is required to access this asset for broadband utilization?

--



Type of Asset:

Physical Addresses:

Do you have GIS data for this asset that we could map on our community broadband map?

- ☐ Yes, on local map
- ☐ Yes, on local and state maps
- ☐ No

Asset Owner: _____

Asset Owner Contact Information:

What is required to access this asset for broadband utilization?

Worksheet #8: Local Asset Inventory (Continued)

Type of Asset: _____

Physical Addresses: _____

Do you have GIS data for this asset that we could map on our community broadband map?

- ☐ Yes, on local map
☐ Yes, on local and state maps
☐ No

Asset Owner: _____

Asset Owner Contact Information: _____

What is required to access this asset for broadband utilization?

.....

Type of Asset: _____

Physical Addresses: _____

Do you have GIS data for this asset that we could map on our community broadband map?

- ☐ Yes, on local map
☐ Yes, on local and state maps
☐ No

Asset Owner: _____

Asset Owner Contact Information: _____

What is required to access this asset for broadband utilization?

Worksheet #9: Community Anchor Institution Service Inventory

Community Anchor Institutions (CAIs) are defined by the FCC to include such entities as schools, libraries, hospitals and other medical providers, public safety entities, institutions of higher education, and community support organizations that facilitate greater use of broadband by vulnerable populations, including low-income, the unemployed, and the aged.

Broadband needs assessment and planning for CAIs is one of the most critical steps that your BAT can take to improve broadband connectivity and promote economic growth in your region. Conducting an inventory of the locations and speeds of the existing broadband services for CAIs – and identifying the gaps in broadband coverage – can help attract new funding and target investments to the areas with the most need. Conducting an inventory among all CAIs can also facilitate meaningful partnerships and strategies to ensure that your entire community has adequate broadband connectivity.

- 1 Identify the CAIs in your region.
- 2 Survey CAIs about their broadband needs and level of satisfaction with existing broadband services.

Consider these institutions:			
Tribes and Gov. Agencies	Healthcare - Hospitals	Libraries	Education - K-12
Community Support Orgs	Healthcare - Clinics	Public Safety - Fire	Education - Higher Ed
Public Housing	Healthcare - Community	Public Safety - Police	Education - Technical

Institution	Contact	Current Speeds	Current Provider

Worksheet #9: Community Anchor Institution Service Inventory (Continued)

[illegible]

Worksheet #10: Internet Service Provider Outreach

Discussion Guide

Thank you for taking the time to talk with our Broadband Action Team (BAT)/Tribe. We would like to share information about our team and BAT/Tribal priorities, learn about your business and how you would like to be involved in this project.

Our Broadband Action Team/Tribal Leads includes the following individuals:

We have identified the following initial BAT/Tribal priorities:

To help us better understand your role in providing services within our county, we have a few questions:

Where do you currently provide service in our county/Tribal area?

What services do you offer in our county/Tribal area? Please provide price points.

Do you participate in ACP or any other low-income affordability and digital equity programs?

Worksheet #10: Internet Service Provider Outreach (Continued)

Are there areas in the county/Tribal area where network expansion is underway?

Who are your staff working in the county or Tribal area? What are their roles?

What challenges are there to providing internet services in our county/Tribal area?

What gaps in awareness or knowledge about internet availability and uses are you aware of in the area?

Have you provided any training or other resources to residents and/or businesses to help them understand the benefits of internet use? If yes, can you please provide additional information (what, when, where, how, etc.)?

Worksheet #10: Internet Service Provider Outreach (Continued)

Are you interested in working with our BAT/Tribe to address broadband needs in the community?
If yes, how? (Participate in BAT meetings, help with projects, sponsor events, etc.)?

Can you provide a map of where your infrastructure is? ☐ YES ☐ NO

If so, please upload the file to our project folder or email: _____

We very much appreciate your time and welcome opportunities to work together to improve broadband access and digital equity services for our community.

Worksheet #11: Infrastructure Gaps on our Community Map

Now that the Broadband Action Team has collected local data and it is integrated into their local broadband map, reevaluate the map and reflect upon these questions.

What areas of our community appear to lack access to broadband services?

What areas only have access to unlicensed wireless?

What areas are missing middle mile infrastructure?

What areas are missing last mile (end user connections) infrastructure?

Worksheet #12: Obstacles To Broadband Infrastructure Deployment

Through this process, you and your team have likely learned a lot about the broadband landscape of your community/Tribal area. Have you noticed some barriers or obstacles being brought to the surface? This worksheet will give you space to identify the issues that may be preventing broadband infrastructure to be deployed to all the residences and businesses within your area.

These financial needs may be preventing broadband infrastructure deployment:

These workforce gaps may be preventing broadband infrastructure deployment:

These policy barriers may be inhibiting broadband infrastructure deployment:

These community awareness issues may be inhibiting broadband infrastructure deployment:

These geographic issues may be inhibiting broadband infrastructure deployment:

These other things may be inhibiting broadband infrastructure deployment:

Worksheet #13: Potential Paths Forward For Broadband

Possible Funding Mechanisms

- State Broadband Programs _____
- Tribal or Local Government _____
- Federal Programs _____
- Other _____

Entities Already Working on Expanding Broadband in Our Area

Local Entities Interested in Taking a Leadership Role for Local Broadband Expansion

Possible Workforce Planning Solutions

Possible Policy Solutions To Accelerate Infrastructure Deployment

Potential Service Zones for Broadband Infrastructure Development

Worksheet #13: Potential Paths Forward For Broadband (Continued)

Local Service Providers Interested in Partnership or Expanding Services

Upcoming Municipal or Tribal Projects Where Conduit or Fiber Might be Deployed

Worksheet #14: Digital Equity Asset Inventory

The local Broadband Action Team/Tribe is working to identify digital equity assets that we have that may support broadband infrastructure development and digital equity planning. Could you please share this list with your team and help us collect any information that will help us identify our community's existing assets?

Organization Name: _____

Contact Information: _____

The Area or Region our organization serves is: _____

Our organization currently has:

- ☐ A Digital Equity Plan or identified digital equity priorities
- ☐ Staff dedicated to providing digital equity services
- ☐ Marketing and outreach staff
- ☐ An interest in engaging digital equity, but no current programs or plans
- ☐ Current or forthcoming projects or events which would allow for digital equity outreach or services to be advertised or facilitated:

☐ If yes, please describe project/event and timeline:

We currently serve the following populations that are targeted by the IIJA Digital Equity Program:

- ☐ Populations who live in low-income households
- ☐ [Aging Individuals](#)
- ☐ Incarcerated Individuals
- ☐ Veterans
- ☐ Individuals with Disabilities
- ☐ Individuals with a language barrier, such as English learners, or those with low levels of literacy
- ☐ Individuals of racial or ethnic minority groups
- ☐ Individuals who primarily reside in a rural area
- ☐ Children and youth in foster care
- ☐ Individuals experiencing housing instability
- ☐ Other _____

Worksheet #14: Digital Equity Asset Inventory (Continued)

We have assets that can be leveraged to support digital equity efforts:

- ☐ Communications channels to share information, such as newsletter
- ☐ Meeting space for classes, trainings, or meetings
- ☐ Public computer workspaces
- ☐ Public Wi-Fi
- ☐ Mobile hot-spot or device lending program
- ☐ Digital literacy and skills classes or training
- ☐ Training to support online privacy and cybersecurity
- ☐ Staff that provide digital navigation services as part of their job
- ☐ Local Digital Navigator programs
- ☐ Assess online accessibility of public resources and services
- ☐ Programs to provide affordable devices to low-income community members
- ☐ Available assistance for Affordable Connectivity Program Enrollment
- ☐ Measures to ensure online privacy and cybersecurity
- ☐ Other _____

**For each asset you have, please answer the following questions.*

Type of Asset _____

Service Area _____

Website where services are available or more information can be found:

Physical address(es) where services are provided or available:

Languages supported other than English: _____

Contact Information: _____

Describe how the asset does or can support digital equity efforts:

Worksheet #14: Digital Equity Asset Inventory (Continued)

Type of Asset _____

Service Area _____

Website where services are available or more information can be found:

Physical address(es) where services are provided or available:

Languages supported other than English: _____

Contact Information: _____

Describe how the asset does or can support digital equity efforts:



Type of Asset _____

Service Area _____

Website where services are available or more information can be found:

Physical address(es) where services are provided or available:

Languages supported other than English: _____

Contact Information: _____

Describe how the asset does or can support digital equity efforts:

Worksheet #15: Digital Equity and Access Needs Assessment

What areas appear to lack access to digital equity services?

What populations seem to lack access to digital equity services?

Are there statewide resources that could support or supplement our local efforts?

Are there gaps or barriers that we’ve experienced in being able to assess the digital equity landscape of our community?

Worksheet #16: Obstacles To Broadband Access, Adoption, And Application

Through this process, you and your team have likely learned a lot about the digital equity landscape of your community. Have you noticed some barriers or obstacles? This worksheet will give you space to identify the issues outside of infrastructure that may be preventing digital equity from being realized within your area.

These financial needs may be preventing digital equity support:

These workforce gaps may be preventing digital equity support services:

These community awareness issues may be inhibiting digital equity resources from being utilized:

These social issues may be contributing to a lack of digital equity for our community:

These other things may be inhibiting digital equity services access for our community:

Worksheet #17: Potential Paths Forward For Digital Equity

Possible Funding Mechanisms

- State Broadband Office Programs _____
- Tribal or Local Government _____
- Federal Programs _____
- Community Foundations _____
- Health Foundations _____
- Other _____

Entities Already Working on Digital Equity Issues in Our Community (Affordability, Access, Education, Etc.)

Local Entities Interested in Taking a Leadership Role for Local Digital Equity Programs

Possible Workforce Planning Solutions

Possible Policy Solutions To Accelerate Digital Equity, Access, And Adoption In Our Community

Worksheet #17: Potential Paths Forward For Digital Equity (Continued)

Potential Regions/Populations Of High Focus Or Significance For Digital Equity Programs Outreach In Our Community or Tribal Area

Local Service Providers Interested in Digital Equity Partnerships

Upcoming Projects or Programs Where Digital Equity Awareness May Be Raised

Worksheet #18: Key Points for your Executive Summary

This worksheet is an area to compile all that your team and learned both from a broadband infrastructure and digital equity services standpoints. The bullets below will assist your team in developing your executive summary. The worksheets that you've been working on should have the data to support filling this out and bringing together all the data you've collected over the past couple of months.

Broadband Infrastructure Summary

Broadband Base Map Review

- ☐ Public data does/does not reflect what we know to be true about broadband services in our area
- ☐ Meeting space for classes, trainings, or meetings

Local Broadband Asset Inventory Data

- ☐ Organizations that are currently serving our community with broadband
- ☐ Other assets that are available that may support broadband deployment
- ☐ Upcoming projects that may allow for conduit placement
- ☐ Community anchor institutions being well served
- ☐ ISPs that are currently serving our community
- ☐ Organizations providing data for our community broadband map

Broadband Infrastructure Needs Assessment

- ☐ Community Anchor Institutions that need improved services
- ☐ Areas lacking broadband
- ☐ Areas where the cost of services may be too high for the average household

Obstacles And Barriers To Broadband Infrastructure Deployment

- ☐ Challenges ISPs are facing to broadband deployment
- ☐ Financial gaps preventing infrastructure investment
- ☐ Workforce gaps
- ☐ Policy barriers
- ☐ Community awareness issues

Worksheet #18: Key Points for your Executive Summary (Continued)

Potential Paths Forward

- ☐ ISP planned expansion areas
- ☐ Possible funding sources
- ☐ Local leadership
- ☐ Workforce solutions
- ☐ Policy solutions
- ☐ Upcoming municipal projects

Digital Equity Summary

Demographic Base Map Review

- ☐ Public data does/does not accurately reflect our local population characteristics
- ☐ Areas that appear to lack digital equity resources
- ☐ Covered populations that are prevalent in our community
- ☐ Local layers added to more accurately reflect our community

Digital Equity Asset Inventory

- ☐ Organizations currently serving our community with digital equity services
- ☐ Upcoming events or projects that could support digital equity efforts
- ☐ Organizations currently supporting covered populations but not engaged in DE efforts
- ☐ Community engagement resources

Digital Equity Needs Assessment

- ☐ Regions that face barriers to access or lack available digital equity services
- ☐ Populations that face barriers or lack access to digital equity services

Worksheet #18: Key Points for your Executive Summary (Continued)

Barriers To Broadband Access And Adoption

- ☐ Financial obstacles preventing broadband access or utilization
- ☐ Workforce gaps
- ☐ Policy barriers impacting broadband access or utilization
- ☐ Workforce solutions
- ☐ Community awareness issues around broadband equity
- ☐ Other things that are a barrier to broadband engagement and utilization

Potential Paths Forward

- ☐ Possible funding mechanisms
- ☐ Entities providing leadership in this area
- ☐ Regions/populations of high significance for outreach in our community
- ☐ Local ISPs interested in DE partnerships
- ☐ Upcoming programs or projects that could support DE efforts

Glossary

Term	Definition
Aging Individual	The term “aging individual” means an individual who is 60 years of age or older. ¹
Backbone Infrastructure	A major high-speed transmission line that strategically links smaller high-speed Internet networks across the globe. ²
Bandwidth	The capability of telecommunications and Internet networks to transmit data and signals. ²
Broadband; Broadband Service	The term broadband commonly refers to high-speed Internet access that is always on and faster than traditional dial-up access. Broadband includes several high-speed transmission technologies, such as fiber, wireless, satellite, digital subscriber line and cable. For the Federal Communications Commission (FCC), broadband capability requires consumers to have access to actual download speeds of at least 25 Mbps and actual upload speeds of at least 3 Mbps. ²
Broadband Serviceable Location	The terms “location” and “broadband serviceable location” mean a business or residential location in the United States at which fixed broadband Internet access service is, or can be, installed. ¹
Community Anchor Institution (CAI)	The term “community anchor institution” means an entity such as a school, library, health clinic, health center, hospital or other medical provider, public safety entity, institution of higher education, public housing organization, or community support organization that facilitates greater use of broadband service by vulnerable populations, including, but not limited to, low-income individuals, unemployed individuals, children, the incarcerated, and aged individuals. ¹
Eligible Community Anchor Institution	The term “eligible community anchor institution” means a community anchor institution that lacks access to Gigabit-level broadband service. ¹
Dark Fiber	Fiber optic cable that is in place but not being used for broadband services. (also see “Lit Fiber”) ²

¹ <https://broadbandusa.ntia.doc.gov/sites/default/files/2022-05/BEAD%20NOFO.pdf>

² https://broadbandusa.ntia.doc.gov/sites/default/files/publication-pdfs/bbusa_broadband_glossary.pdf

Glossary (Continued)

Term	Definition
Digital Equity	Recognizes that digital access and skills are now required for full participation in many aspects of society and the economy. Digital Equity links Digital Inclusion to social justice and highlights that a lack of access and/or skills can further isolate individuals and communities from a broad range of opportunities. ²
Digital Inclusion	Implies that individuals and communities have access to robust broadband connections; Internet enabled devices that meet their needs; and the skills to explore, create and collaborate in the digital world. ²
Digital Literacy	The ability to leverage current technologies, such as smartphones and laptops, and Internet access to perform research, create content and interact with the world. ²
Internet Service Provider (ISP)	A company that provides users (individuals or businesses) with access (a connection) to the Internet and related services. ²
Last Mile	The technology and process of connecting the end customer's home or business to the local network provider. ²
Lit Fiber	An active fiber optic cable capable of transmitting data such a broadband service. ²
Mbps	*Mbps (Megabits per second) is the standard measure of broadband speed. It refers to the speed with which information packets are downloaded from, or uploaded to, the internet. ³
Middle Mile Infrastructure	The term "middle mile infrastructure" (A) means any broadband infrastructure that does not connect directly to an end-user location, including a community anchor institution; and (B) includes—(i) leased dark fiber, interoffice transport, backhaul, carrier-neutral internet exchange facilities, carrier-neutral submarine cable landing stations, undersea cables, transport connectivity to data centers, special access transport, and other similar services; and (ii) wired or private wireless broadband infrastructure, including microwave capacity, radio tower access, and other services or infrastructure for a private wireless broadband network, such as towers, fiber, and microwave links. ¹

³<https://www.fcc.gov/consumers/guides/household-broadband-guide>

Glossary (Continued)

Term	Definition
Open Access	The term “open access” refers to an arrangement in which the subgrantee offers nondiscriminatory access to and use of its network on a wholesale basis to other providers seeking to provide broadband service to end-user locations, at just and reasonable wholesale rates for the useful life of the subsidized network assets. ¹
Rights-of-Way	ROW are legal rights to pass through property owned by another. ROW are frequently used to secure access to land for digging trenches, deploying fiber, constructing towers and deploying equipment on existing towers and utility poles. ²
Underrepresented Communities	The term “underrepresented communities” refers to groups that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, including: low-income households, aging individuals, incarcerated individuals, veterans, persons of color, Indigenous and Native American persons, members of ethnic and religious minorities, women, LGBTQI+ persons, persons with disabilities, persons with limited English proficiency, persons who live in rural areas, and persons otherwise adversely affected by persistent poverty or inequality. ¹
Underserved Location	The term “underserved location” means a broadband-serviceable location that is (a) not an unserved location, and (b) that the Broadband DATA Maps show as lacking access to Reliable Broadband Service offered with—(i) a speed of not less than 100 Mbps for downloads; and (ii) a speed of not less than 20 Mbps for uploads; and (iii) latency less than or equal to 100 milliseconds. ¹
Unserved Location	The term “unserved location” means a broadband-serviceable location that the Broadband DATA Maps show as (a) having no access to broadband service, or (b) lacking access to Reliable Broadband Service offered with—(i) a speed of not less than 25 Mbps for downloads; and (ii) a speed of not less than 3 Mbps for uploads; and (iii) latency less than or equal to 100 milliseconds. ¹
WSBO	WSBO is an acronym for the Washington State Broadband Office.



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*For the latest online resources to accompany
this workbook, go to broadband.wsu.edu*

January 2023

City of College Place: Development Activity - February 2023				
Project Name	Use	Location	Status	Lead Generated
Commercial/Industrial				
Project Quickie Mart	Gas Station/Corner Shopping Mart	Meadowbrook Area/Former Chase Bank Building	- April 2022 Inquiry from national gas station/merchant to remodel Former Chase Bank building. - November 2022 Looking instead at other sites on Myra or Meadowbrook. - February 2023 Trying to work with them on seeing if we can do a deal on site of city detention basin on SW corner.	Cold Call
Chipotle	National Mexican Fast Food Restaurant	Meadowbrook	- April 2022 Having plan meeting with establishment this week. - May 2022 National Mexican Fast Casual Restaurant Going into Former Chase Bank Building. - June 2022 Chipotle has closed on Chase Bank building. Will turn in site plans. Confirmed at ICSC. - Sept 2022 Gutting former Chase Bank Bldg. - Dec 2022 Planning for SUMMER 2023 opening. - February 2023 Continue to redo building.	Email

Burger King	Fast Food restaurant	Tamaurson	- May 2022 Yakima area franchisee is looking at rescuing plans and continuing project. - December 2022 Still working with them on resurrecting project adjacent to Aspen Dental.	Cold Call
Project Bed	Hotel	College Avenue or Meadowbrook Area	- interested in investing in/partnering on a branded hotel and beginning due diligence on such a deal. - June 2022 Met with hotel brand exec at ICSC. Planning to meet with investors and see what can be done to move forward. - Sept 2022 Contracted with hotel feasibility consultant to land branded hotel. - Nov 2022 Draft study complete. Says City market can support two hotels. - Dec 2022 In mid January Cobblestone VP is coming to visit area. Interested in hotel going by HopThief. - Feb 2023 Working on putting	Cold Call
Project Red	Big Box Power Center Developer	Stone Creek & Myra Rd Areas	- April 2022 Meeting at ICSC. Interested in doing joint development deal with Hemmingson on Stone Creek and sole deal on Price site. -Nov 2022 No change.	ICSC Las Vegas

Project FM	Medium sized grocery and general merchandise store.	College Avenue, across from College Place High School.	- Jan 2019 This site is shortlisted with another site at end of Myra Rd in Walla Walla. User would like to open up by 2021/2022. - April 2021 Company still interested. Waiting on SW Sewer to be completed. - Dec 2022 Awaiting if Feds will approve merger of Kroger/Safeway. Will have impact on viability of this deal. - Feb 2023 No Change.	Discussion with potential client.
Project C	Large Wholesaler	Myra	- Nov 2022 Commercial retailer had deal in Pasco that went south. Trying to woo them to our market. - Dec 2022 Discussions between Project C folks and Bob Price ongoing. We are shortlisted with Bob Price site, Hermiston site, and West Richland site. - Feb 2023 No Change.	Cold Email
Project D	Sit Down restaurant	Sites are either SR 125/Commercial Drive or SR 125/Tamaurson.	- June 2019 Waiting for the Myra and SR 125 intersection to be improved for site to be acquired. - August 2019 Awaiting permanent Myra/SR 125/Commercial Dr plans. - April 2021 Project on hold. Waiting for left turn lane from North Myra onto Commercial. - Feb 2023 No change.	ICSC Las Vegas

Project Flight	Aerospace Manufacturing	Martin Airfield	- September 2019 Interest by incoming owner of Airfield about potential siting of facility on west side of property. Improve airport. Likely this project will start between four and five years. - February 2022 Working to schedule meeting with Corliss to understand future of property. - Dec 2022 Still master planning development. - Feb 2023 No Change.	Property owner.
Project Medical	Urgent Care Facility	Commercial Drive	Urgent care facility is interested in locating on Commercial Drive. - August 2021 Working on site plans. - Nov 2022 Close to ribbon cutting. - Dec 2022 Will have ribbon cutting - Feb 2023 Project open. Ribbon cutting held.	Random email.
Project Detroit	Car Dealership	Meadowbrook	- Dec 2022 Car dealership potentially looking at some of the lots over in Meadowbrook Development. - Feb 2023 No Change.	Email

Project Arches	Fast Food restaurant	Rose, Myra, or Meadowbrook	- Nov 2022 Site selector is narrowing locations for a CP facility. - Dec 2022 Sites narrowed to Old Paragon Auto site, 12th and Myra, or Old Baker Boyer on College and 6th. - Feb 2023 No Change.	Email
Residential				
Homestead Subdivision Phase 3C, 3D, and 3E.	Residential subdivision constructed by Hayden Homes.	Homestead and Doans Street south of Fourth Street.	- April 2021 Water connections installed for Phase 3E. Homes under construction. - August 2021 Plans submitted for right size homes off of Doans. - December 2021 Reviewing plans for wisesize. - April 2022 No change. - October 2022 Planning to break ground this Fall. - Dec 2022 Wise size development got moved to next Spring. - Feb 2023 No Change.	Hayden Homes has owned property for the last decade.

Villages at Fort Walla Walla	180 multi-family apartment units.	South side of Whitman Drive/Deccion intersection.	- Jan 2019 Plan submittal is being reviewed by development staff. Spring 2019 construction. - November 2021 Developer and original land owner in mediation. - December 2021 Received correspondence this will be a 2022 development. - Nov 2022 Revizing development plans. Likely will develop in 2023. - Feb 2023 Developer paid us bill due. Will turn in new, different plans. Likely will petition for MFTE.	Port of Walla Walla was approached by Farran Group about property and was directed to Bob Price and the City.
Sirmon Development	Multi-family apartments.	942 NE Spitzenburg St	- Jan 2019 Plan submittal is being reviewed by development staff. - November 2019 Planning to develop next Summer. - April 2021 Still planning on doing this development this year. - April 2021 Awaiting final engineering drawings. - August 2021 Final edits to drawings underway. - October 2021 One plat developed. Getting ready for development. - Dec 2022 Project appears to be on ice for now. Tad asked about vesting rights. - Feb 2023 No Change.	Property owner.

Stone Creek Development.	Single & Multi-Family	197 Mojonnier Rd	contents agreed upon with property owners. MOU needed to make this property and others developable. - December 2021 Promoting site to development community. - April 2022 Easement secured. - May 2022 Lakeside is closing on Christianson parcel. - June 2022 Lakeside closed on Christianson parcel. - Nov 2022 Lakeside now owns parcel under dba of College Holdings. - Feb 2023 Development will proceed under Master Planned Development Code - New. Likely will have mix of single family, row houses, town houses, apartment homes, and workforce to own apartments. If they can do a deal with Mike as well they are looking at the concept of a anchor hotel and spa as well as surrounding big box commercial with potential wine village.	Property owner.
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Villages at Garrison Creek Phase 11 and 13	Single Family	Villages at Garrison Creek development.	- December 2021 Received submittal for 72 lot single family in vacant middle donut hole to finish up development. - February 2022 Did public notice. Lots of comments. Developer has to answer comments. - April 2022 City issued letter to developer detailing conditions they need to meet based on comments. - June 2022 Hearing examiner hearing forthcoming. - SEpt 2022 Hearing examiner approved the development with conditions. - October 2022 Planning to see develop in 2023. - Dec 2022 Still planning early 2023 ground breaking. - Feb 2023 No Change	Property developer.
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VESPR	Mixed-Use	8th & College	- February 2022 Still in due diligence. - April 2022 Developer out of Prosser closed on property. Plans to construct mixed-use building. - June 2022 Preliminary plans being worked on. - Sept 2022 SEPA issued on VESPR project. Going for Downtown Incentive. - October 2022 Council considering incentive. - December 2022 Incentive granted. Going through final permitting. Expected to break ground early 2023. - Feb 2023 Expecting to break ground by Q2.	Property owner.
Deer Meadows Subdivision	Townhome	SW 12th	- December 2021 Developer Jeff Kelly out of Tri Cities is planning townhomes for site purchased from Marc Maiuri - February 2022 Developer is working on submitting plans. - June 2022 Site plans ongoing. - Sept 2022 SEPA out now. 13 lot subdivision proposed by Jeff Kelly out of Pasco. - October 2022 Hearing Examiner meeting held. - November 2022 Hearing examiner approved development. Will break ground soon. - December 2022 Going through final entitlements. - February 2023 Planning for a Summer start.	Developer

Maiuri Short Plat	Single Family Homes	359 SW 12th	- February 2023 Had preliminary application meeting. Likely will see a short plat and development of six single-family homes.	Developer
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