

Monday, December 1, 2025

College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
5:00 PM

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

Agenda: <https://go.boarddocs.com/wa/cocp/Board.nsf/goto?open&id=DLYNBQ5F2BCD>

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/84317286897>

Or you may call this number to listen: 1-669-900-9128 ID# 843 1728 6897

Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items

Subject :	1.01 Call To Order
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	1. Opening Items
Access :	Public
Type :	Procedural
Subject :	1.02 Roll Call
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	1. Opening Items
Access :	Public
Type :	Information

Public Content

Voting Members

Position 1 - Tracy Warner - term expires 12/31/2026

Position 2 - Kelli Leen - term expires 12/31/2028

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

Position 4 - Teri Lesmeister - term expires 12/31/2028

Position 5 - Allison Peck - term expires 12/31/2026 - Chair

Position 6 - Kirk Amick - term ends 12/31/2028

Ex-Officio - Arlene Alen - WW Valley Chamber of Commerce Representative

Advisory Members

Brian Carleton - Finance Director

Maryelizabeth E. Garcia - City Clerk

Subject :	1.03 Public Comment
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)

Category :	1. Opening Items
Access :	Public
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 December 1, 2025.
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	2. Consent Agenda
Access :	Public
Type :	Action (Consent)
Recommended Action :	Make a motion to approve the agenda for 12/1/2025.

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 October 6, 2025.
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	2. Consent Agenda

Access :	Public
Type :	Action (Consent), Minutes
Recommended Action :	Make a motion to approve the Minutes from the 10/6 /2025 Meeting.
Minutes :	View Minutes for Oct 6, 2025 - College Place Economic Development, Tourism, and E

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 Excusing the Absence of Commission Chair Peck
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	2. Consent Agenda
Access :	Public
Type :	
Subject :	2.04 Approve Consent Agenda
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	2. Consent Agenda
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Public Content

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.

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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. Presentations

Subject :	3.01 Welcome New City Administrator Troy Rayburn
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	3. Presentations
Access :	Public
Type :	Information
Subject :	3.02 2026 LTAC Funding Recommendations - Ms. Garcia
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	3. Presentations
Access :	Public
Type :	Action
Preferred Date :	Nov 26, 2024
Absolute Date :	Nov 26, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$79,500.00
Budgeted :	Yes
Budget Source :	Fund 130
Recommended Action :	Motion to adopt Resolution #25-057 approving Fiscal Year 2026 LTAC Grant Program funding recommendations.

Public Content

Historical Perspective:

The Lodging Tax Advisory Commission reviews applications each year to recommend funding from the lodging tax funds received by the City.

Information for Consideration:

A Request for Proposals (RFP) for Lodging Tax Funds was published in the Walla Walla Union Bulletin on September 16, 2025 and October 14, 2025. The RFP was also published on social media channels and as well as on the City of College Place website along with the 2025 Application for Lodging Tax Funds. The deadline for applications was October 23, 2025.

Seven of the eight proposals were funded:

- City of College Place in the amount of \$18,000 for the College Place Freedom Festival event for marketing/promotion, promotional items, and live entertainment.
- City of College Place in the amount of \$9,000 for College Place Event Marketing.
- Fort Walla Walla Museum in the amount of \$7,000 for General Operating Support.

- Power House Theatre in the amount of \$15,500 for General Operating Support.
- Visit Walla Walla in the amount of \$15,000 for the Visit Walla Walla 2026 Strategic Marketing Budget with College Place emphasis.
- Downtown College Place Association in the amount of \$16,100 for General Operating Support.
- Walla Walla Movie Crush in the amount of \$1,000 in general operating support for the 10th Annual Walla Walla Movie Crush event.

The total of all funds recommended to be awarded is \$81,600.

Fund 130 - Hotel/Motel Tax

Revenue

\$114,954 2025 Starting Balance

\$ 39,669 2025 Revenue (Jan-Sept)

\$ 14,219 2025 Revenue Forecast (Oct-Dec)

\$ 168,843 Total Available for 2025 Expenditure

Expenses

\$ 42,849 Year-To-Date Expenses

Remaining 2025 Grant Reimbursements

\$ 30,000 (still need to be paid out)

\$ 72,849 Estimated Total 2025 Expenses

\$ 95,994 Est Ending 2025 Fund Balance
-15% Reserve

\$ 81,600 Amount Available for 2026 Funding

File Attachments

[Resolution No. 25-057 FY 2026 LTAC Grant Allocations.pdf \(202 KB\)](#)

[City of CP Lodging Tax RFP Notice-2025BudgetYear.pdf \(210 KB\)](#)

[2025_RFP_Distribution_List.pdf \(93 KB\)](#)

[2025_RFP_Order_confirmation.pdf \(1,121 KB\)](#)

[2025_College-Place_AwardContract-Final.pdf \(1,921 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds - Freedom Festival.pdf \(495 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds - Community Event Marketing.pdf \(498 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds - DCPA General Operating Support.pdf \(483 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds_Fillable.pdf \(1,368 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds_WW Movie Crush.pdf \(1,039 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds from Power House Theatre Walla Walla packet.pdf \(1,795 KB\)](#)

[2025 Application for City of College Place Lodging Tax Funds_Visit Walla Walla.pdf \(1,280 KB\)](#)

4. Action Agenda

Subject : 4.01 Adopt FY 2026 to 2031 Capital Facility Plan - Mr. Carleton

Meeting : Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)

Category :	4. Action Agenda
Access :	Public
Type :	Action
Preferred Date :	Nov 25, 2025
Absolute Date :	Nov 25, 2025
Fiscal Impact :	Yes
Budgeted :	Yes
Budget Source :	Utility Funds, Current Expense, various grants and other financing as outlined in Summary Spreadsheet and Presentation.
Recommended Action :	Motion to recommend the FY 2026-2031 Capital Facility Plan to City Council for budget approval as commission decides.

Public Content

Historical Perspective:

City staff put together six-year capital facility, equipment replacement, and information technology plans every year. This has been done since the FY 2018 budget.

Information for Consideration:

The six-year capital facility plan specifies an investment strategy for a six-year period based on submittals of department heads/community through yearly services survey, needed upgrades to infrastructure, and the availability of grants and other financing mechanisms to make it happen. This document has capital investments above the threshold of \$5,000. This is the first iteration of the Capital Facility Plan for the 2026 budget cycle so things are fairly fluid at this point. This document will get reviewed and recommended by the Planning Commission, Utility & Transportation Commission, Economic Development & Tourism Commission, Youth Advisory Commission, and Parks Board before ultimately going to City Council for consideration.

File Attachments

[Ordinance No. 25-011 2026 to 2031 Capital Facility Plan .pdf \(4.397 KB\)](#)
[2026Budget_2026to2031CapitalFacilityPlan_final.pdf \(531 KB\)](#)
[2026Budget_2026to2031CapitalFacilityPlan 11-25-25.pdf \(3,179 KB\)](#)
[2026 CFP - Final.pdf \(518 KB\)](#)

5. Staff Reports

Subject :	5.01 Proposed 2026 Calendar - Ms. Garcia
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	5. Staff Reports
Access :	Public
Type :	Information

Public Content

See Attached.

File Attachments

[Final 2026 Calendar.pdf \(161 KB\)](#)

Subject :	5.02 2025 Winterfest Plans - Ms. Garcia
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	5. Staff Reports
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

Winterfest will be held on 12/4/2025 from 3-6PM at City Hall and South College Avenue.

Information for Consideration:

Planned activities include:

- Fire Station will be transformed into Santa's Station complete with elves, Santa, and maybe even The Grinch!
- CP Firefighters Association is putting on a kids' zone called Santa's Workshop where kiddos will do crafts, play games, and receive prizes.
- Amazing Alisha and Awesome Andrea are hosting the Elfication Station where kids can get their faces painted like elves, sasquatches, snow men, snow princesses, reindeer, gingerbread people, etc; kids will also receive holiday-themed balloon animals.
- The Provost Team will be handing out 1500 glow sticks and foam light sticks so every child will leave Winterfest with a present!
- Holiday Market featuring holistic, homeopathic, and handcrafted artisan products perfect for gifts, stocking stuffers, and even self care.
- Gingerbread House Decorating Contest.
- LIVE MUSIC: A Calico Christmas by Calico Bones.
- Professional giftwrapping by donation.
- Food and drinks including massive donuts and fry pies, mini donuts, large gourmet cookies, cocoa, coffee, hot cider, and cotton candy redbulls!
- Tree Lighting with the Mayor.
- Light Up The AvenueParade at 6PM on South College Ave.

File Attachments

[2025 GBread Comp Flyer Sign Up.png \(654 KB\)](#)

[Live Music.png \(4.149 KB\)](#)

[All the things.png \(3.307 KB\)](#)

6. Closing Items

Subject :	6.01 Next Meeting: February 2, 2026
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	6. Closing Items
Access :	Public
Type :	Information
Subject :	6.02 Conclude
Meeting :	Dec 1, 2025 - College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online)
Category :	6. Closing Items
Access :	Public
Type :	Procedural

College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online) (Monday, October 6, 2025)

Generated by Maryelizabeth Garcia on Monday, September 29, 2025

1. Opening Items

Procedural: 1.01 Call To Order

Commission Chair Peck called the meeting to order at 5:01 PM.

Information: 1.02 Roll Call

PRESENT:

Commission Members	Tracy Warner; Kelli Leen; Teri Lesmeister; Doug Case; Allison Peck;
Ex - Officio	Arlene Alen - Walla Walla Valley Chamber of Commerce Finance Director, Brian Carleton;
Staff	Community Development Director, Jon Rickard; City Clerk, Maryelizabeth Garcia

Also Present:

MEMBERS EXCUSED: Kirk Amick;

MEMBERS ABSENT:

Procedural: 1.03 Public Comment - None.

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for October 6, 2025.

Action (Consent), Minutes: 2.02 Approve Minutes from July 7, 2025.

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.

Commission Member Leen made a motion to approve the consent agenda. Second by Commission Member Lesmeister and the motion passed 6-0.

3. Presentations

Discussion, Information: 3.01 City of College Place Comprehensive Plan Update - Mr. Rickard

Mr. Rickard informed the Commission of the College Place Comprehensive Plan process and fulfills the City's obligation to update the plan every 20 years. The Comprehensive Plan update reviews elements including land use, zoning, housing, the Capital Facility Plan, economic development, and Climate change & resiliency. Mr. Rickard asked the Commission to take the survey and share it with everyone they know, and invited the Commission to the upcoming Comp Plan Open House on October 28 from 4:00-6:30 at City Hall.

Discussion, Information: 3.02 FY 2026 to 2031 Capital Facility Plan - Mr. Carleton

Mr. Carleton provided an overview of the project prioritization within the Draft FY 2026-2031 Capital Facility Plan and outlined key upcoming projects.

Discussion, Information: 3.03 America's 250th in Washington State - Ms. Garcia

Ms. Garcia provided a brief overview of America's 250th and encouraged the Commission to decide if they would like to spearhead a project for the celebration next year.

4. Action Agenda

Action: 4.01 FY 2026 to 2031 Capital Facility Plan - Mr. Carleton

Mr. Carleton referred to the previously-presented Draft FY 2026-2031 Capital Facility Plan, stating there will be some minor additions, but the core of the CFP has been presented today.

Commission Member Lesmeister made a motion to recommend the FY 2026 to 2031 Capital Facility Plan to Council. Second by Member Alen and the motion passed 6-0.

5. Staff Reports

Discussion, Information: 5.01 2025 Halloween Trunk or Treat Plans - Ms. Garcia

Ms. Garcia provided an overview of tentative plans scheduled for the 2025 Halloween event to be held at City Hall on October 31, 2025 from 3-6PM.

Discussion, Information: 5.02 2025 Winterfest Plans - Ms. Garcia

Ms. Garcia provided an overview of tentative plans scheduled for the 2025 Winterfest and Light up the Avenue Parade scheduled for December 3, 2025 at City Hall and along College Avenue from 3-7PM.

6. Closing Items

Information: 6.01 Next Meeting: December 1, 2025

Procedural: 6.02 Conclude

Commission Member Lesmeister made a motion to conclude the meeting at 5:58 PM. Second by Commission Member Case and with no objection, the meeting concluded.

Approved:

Allison Peck – Chair

Attest:

Maryelizabeth E. Garcia – City
Clerk

The foregoing minutes are the official record of the Economic Development, Tourism, and Events Commission meeting that occurred October 6, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.

City of College Place, Washington
RESOLUTION NO. 25-057

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING FY 2026 LODGING TAX ALLOCATIONS.**

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

Whereas, the City Council created a 4% Excise Tax on lodging by Ordinance No. 17-003; and

Whereas, the Lodging Tax Advisory Commission meets at least once per year to administer the Lodging Tax grant program and to make a recommendation for fund allocations to the City Council; and

Whereas, the FY 2026 Lodging Tax Advisory Commission met twice in 2025 and concluded with the recommendation to fund seven FY 2026 LTAC Grant Program applications.

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

1. Award College Place Freedom Festival: \$18,000
2. Award College Place Event Marketing: \$9,000
3. Award Fort Walla Walla Museum: \$7,000
4. Award the Power House Theatre: \$15,500
5. Award Visit Walla Walla: \$15,000
6. Award Downtown College Place Association: \$16,100
7. Award Walla Walla Movie Crush: \$1,000

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

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

PASSED by the City Council of the City of College Place, Washington, this 25th day of November, 2025.

Attest:

Norma L. Hernández, Mayor

Maryelizabeth Garcia, City Clerk



CITY of COLLEGE PLACE

REQUEST FOR PROPOSALS

Contacts: Maryelizabeth Garcia, City Clerk
509-394-8569/ clerk@cpwa.us

Monica Boyle, LTAC Chair
mboyle@cpwa.us

LODGING TAX FUNDS – REQUEST FOR PROPOSALS

The City of College Place is requesting proposals from parties interested in competing for estimated lodging tax funds available in the 2025 fiscal year. Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing,
 - b. The marketing and operations of special events and festivals designed to attract tourists,
 - c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW,
- or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

Such proposals are to be submitted using the city provided form available on the city website www.cpwa.us . Navigate to Government/Boards And Commissions / Lodging Tax Advisory Commission. Application deadline is Tuesday, October 23rd 2025 by 4:00 p.m. received electronically at clerk@cpwa.us or in person at City Hall, Attn: Lodging Tax Funding Application, 625 S College Ave, College Place WA 99324. Questions may be directed to Maryelizabeth Garcia, City Clerk at 509-394-8569.

Organization

Sherwood Trust
Blue Mountain Community Foundation
WW Valley Chamber of Commerce
Port of Walla Walla
Port of Walla Walla
United Way of Blue Mountains
Walla Walla Union Bulletin
Walla Walla Union Bulletin
Fort Walla Walla Museum
Power House Theatre Walla Walla
Visit Walla Walla
Milton-Freewater Chamber Downtown Alliance
Downtown College Place Association

Contact

Brian Hunt
Kol Medina
Arlene Arlen
Paul Gerola
Pat Reay
Jodi
Classified staff
Simon Sizer
Katy Sassara
Monica Boyle
Guy Glaeser
Claudia Osorio
Chloe Congleton

Title

CEO
President & CEO
President & CEO
Economic Development Director
Executive Director
Director of Development
NA
Legal & Obituary Clerk
Executive Assistant
Executive Director
Executive Director
Executive Director
President

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Walla Walla Union-Bulletin

PO Box 3627
Seattle, WA 98124

City Of College Place
Maryelizabeth Garcia
625 S College Ave
College Place, WA 99324
USA

Order Confirmation

Order #:	101796
Order Ref #:	
Date:	8/9/2025
Advertiser #:	22369
Advertiser Name:	City Of College Place
Agency #:	
Agency Name:	
Account Manager:	Simon Sizer ssizer@yakimaherald.com

WWUB Legals Open Rate Package 4.22 #1**\$ 228.24**

Ad No.	Date	Description	Position	Format
512702	9/16/2025	CITY of COLLEGE PLACE REQUEST FOR PROPOSALS Contacts: Maryelizabeth Garcia, City Clerk 509-394-8569/ clerk@cpwa.us Monica Bo	Walla Walla Union Bulletin Broadsheet - CL-Legals	1.67 × 8.98 in × 1.0000 col.
512703	10/14/2025	CITY of COLLEGE PLACE REQUEST FOR PROPOSALS Contacts: Maryelizabeth Garcia, City Clerk 509-394-8569/ clerk@cpwa.us Monica Bo	Walla Walla Union Bulletin Broadsheet - CL-Legals	1.67 × 8.98 in × 1.0000 col.
512704	9/16/2025	CITY of COLLEGE PLACE REQUEST FOR PROPOSALS Contacts: Maryelizabeth Garcia, City Clerk 509-394-8569/ clerk@cpwa.us Monica Bo	Walla Walla Union-Bulletin CL Online - CL-Legals	1.67 × 8.98 in × 1.0000 col.
512705	10/14/2025	CITY of COLLEGE PLACE REQUEST FOR PROPOSALS Contacts: Maryelizabeth Garcia, City Clerk 509-394-8569/ clerk@cpwa.us Monica Bo	Walla Walla Union-Bulletin CL Online - CL-Legals	1.67 × 8.98 in × 1.0000 col.

Walla Walla Union-Bulletin

PO Box 3627
Seattle, WA 98124

Summary	
Total Net Amount	\$ 228.24
Taxes	\$ 0.00
Total Amount	\$ 228.24

Remittance Address:

Walla Walla Union-Bulletin
PO Box 3627
Seattle, WA 98124
Tel: (206) 464-2550

Walla Walla Union-Bulletin

PO Box 3627
Seattle, WA 98124

Classified Category: Legals|Public Notices

CITY of COLLEGE PLACE REQUEST FOR PROPOSALS

Contacts: Maryelizabeth
Garcia, City Clerk
509-394-8569/ clerk@cpwa.us

Monica Boyle, LTAC Chair
mboyle@cpwa.us

LODGING TAX FUNDS – REQUEST FOR PROPOSALS

The City of College Place is requesting proposals from parties interested in competing for estimated lodging tax funds available in the 2025 fiscal year. Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing,
- b. The marketing and operations of special events and festivals designed to attract tourists,
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW, or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

Such proposals are to be submitted using the city provided form available on the city website www.cpwa.us. Navigate to Government/Boards And Commissions / Lodging Tax Advisory Commission. Application deadline is Tuesday, October 23rd 2025 by 4:00 p.m. received electronically at clerk@cpwa.us or in at City Hall, Attn: Lodging Tax Funding Application, 625 S College Ave, College Place WA 99324. Questions may be directed to Maryelizabeth Garcia, City Clerk at 509-394-8569.

(101796) September 16 and
October 14, 2025

TOURISM PROMOTION AGREEMENT WITH THE CITY OF COLLEGE PLACE

THIS AGREEMENT is made by and between the City of College Place, a non-charter code City of the State of Washington, hereinafter referred to as "City," and _____, hereinafter referred to as "Entity," jointly referred to as "Parties."

DEFINITIONS

1. **Tourism Promotion.** "Tourism promotion" means activities, operations, and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding the marketing of or the operation of special events and festivals designed to attract tourists.

2. **Fund(s).** "Fund(s)" is defined as any amount of compensation derived from the lodging tax monies of the City of College Place allocated to Entity for tourism promotion.

IN CONSIDERATION of the terms and conditions contained herein, the Parties agree as follows:

1. **Purpose of Agreement.** The purpose of this Agreement is for City and Entity to promote tourism in the City of College Place. City agrees to make funds available to Entity for the purpose of tourism promotion in an effort to attract visitors and create business and revenue in the City of College Place.

2. **Administration.** The City Clerk shall administer and be the primary contact for Entity regarding terms of this Agreement. For good cause, as solely determined by City, City may direct that Entity is no longer entitled to the use of said funds for tourism promotion and terminate this Agreement.

3. **Use of funds.** Entity shall timely use funds for tourism promotion in accordance with the proposal submitted by Entity to the City, attached as Exhibit 1 and incorporated herein by reference. Entity shall promptly cure any failure to timely use funds for tourism promotion upon written notice from the City. Any deviation from Entity's proposal must be approved by the City in writing prior to expenditure of funds.

4. **Compliance with law.** Entity shall comply with all laws, rules and policies in performance of this Agreement, including but not limited to the prohibition against discrimination on the basis of race, color, national origin, age, disability, religion, sex, pregnancy, sexual orientation, gender identity, genetic code, military status, or marital status.

5. **Reporting.** Entity shall, no later than thirty (30) days following the conclusion of the grant proposal subject:

- a. Report to the City as required pursuant to Revised Code of Washington 67.28.1816, as amended, using the form at Exhibit 2, regarding number of travelers; and
- b. Report to the City total funding and expenditures, and funding sources.

6. **Modifications.** City, at the City's sole discretion may modify this Agreement and order changes in the work whenever necessary or advisable. Entity will accept modifications consistent with state and local law when directed orally or in writing by the City Clerk or designee.

7. **Term of Contract.** This Agreement shall be in full force and effect upon full execution, and shall remain in effect until either all funds are expended, completion of the tourism promotion activities, or by termination of one or both of the Parties.

Either Party may terminate this Agreement by 30 days written notice to the other Party or with no notice upon a determination by the City that the funds will not be or have not been used for the purpose as stated in this Agreement. In the event of such termination, City shall cease and desist from distributing any further funds to Entity for work performed or otherwise and may seek recoupment of funds from Entity. Nothing in this paragraph or Agreement limits the City's remedies.

8. **Compensation.** City agrees to pay Entity an amount not to exceed \$_____.

9. **Invoice, payment and expenditures.** Entity must use City Lodging Tax Invoice Form (Exhibit 4) and must submit adequate proof of expenditures to receive reimbursement of from the City. The City shall reimburse Entity for expenditures made in accordance with the proposal submitted by the Entity (Exhibit 1). The City will not reimburse Entity for expenditures not in compliance with the proposal submitted and/or lacking adequate proof.

10. **Performance Bond.** If the Funds received are equal or greater than Forty Thousand dollars (\$40,000) Entity shall provide to the City a 100% performance bond within 10 days after execution of this Agreement for the amount of the Funds awarded by the City. The bond must be issued by a bonding company acceptable to the City. Entity shall not use the Funds received from the City to purchase the bond.

11. **Notice.** Notice shall be given in writing as follows:

TO CITY:

Name: City Clerk
Phone Number: 509-394-8569
Address: 625 S College Ave
College Place, WA 9324
Email: clerk@cpwa.us

TO ENTITY:

Name:
Phone Number:
Address:
Email:

12. **Applicable Laws and Standards.** The Parties, in the performance of this Agreement, agree to comply with all applicable federal, state, and local laws, ordinances, and regulations.

13. **Relationship of the Parties.** It is understood, agreed and declared that Entity, including its employees, interns, representatives, contractors, and volunteers, are independent contractors and not

an employee, volunteer, intern, or agent of City, that City is interested in only the results to be achieved, and that the right to control the particular manner, method, and means in which the work is performed is solely within the discretion of Entity. Any and all employees, volunteers, and interns who provide services to City under this Agreement shall be deemed employees solely of Entity. Entity shall be solely responsible for the conduct and actions of all employees, interns, contractors, and volunteers of Entity under this Agreement and any liability that may attach thereto.

14. Records. The City or State Auditor or any of their representatives shall have full access to and the right to examine during normal business hours all of Entity's records with respect to all matters covered in this Agreement. Such representatives shall be permitted to audit, examine and make excerpts or transcripts from such records and to make audits of all contracts, invoices, materials, payrolls and record of matters covered by this Agreement for a period of three years from the date final payment is made hereunder.

15. Insurance. Entity shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to or death of persons or damage to property, which may arise from or in connection with this Agreement.

A. Minimum Scope of Insurance. Entity shall obtain insurance of the types described below:

1. Automobile liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage. If use of vehicles pursuant to the Agreement is only incidental, and Entity will not transport any persons not directly related or affiliated with Entity, then Entity is only required to have automobile liability insurance to meet at least minimum Washington state requirements.
2. Commercial general liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. City shall be named as an additional insured under Entity's commercial general liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' compensation coverage as required by the industrial insurance laws of the State of Washington.

B. Minimum Amounts of Insurance. Entity shall maintain the following insurance limits:

1. Automobile liability insurance with a minimum combined single limit for bodily injury and property damage of no less than \$1,000,000 per accident. If Entity will not use its vehicles in the performance of this Agreement, automobile liability insurance is only required to meet Washington statutory minimum requirements.
2. Commercial general liability insurance shall be written with limits no less than \$1,000,000 for each occurrence, and \$2,000,000 for general aggregate.

C. Other Insurance Provisions. The policies are to contain, or be endorsed to contain, the following provisions for automobile liability, professional liability and commercial general liability insurance:

1. Entity's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of Entity's insurance and shall not contribute with it.

2. Entity shall fax or send electronically in .pdf format a copy of insurer's cancellation notice within two business days of receipt by Entity.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Evidence of Coverage. As evidence of the insurance coverages required by this Agreement, Entity shall furnish acceptable insurance certificates to the City at the time Entity returns the signed Agreement, which shall be Exhibit 4. The certificate shall specify all of the parties who are additional insureds, and shall include applicable policy endorsements, and the deduction or retention level. Insuring companies or entities are subject to City acceptance. If requested, complete copies of insurance policies shall be provided to the City. Entity shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

F. Failure to Maintain Insurance. Failure on the part of the Entity to maintain the insurance as required shall constitute a material breach of this Agreement, upon which the City may, after giving at least five days' written notice to Entity to cure the breach, and Entity failing to cure said breach, immediately terminate the Agreement or, at the City's discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Entity from the City.

G. City Full Availability of Entity's Insurance Limits. If the Entity maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of commercial general and excess or umbrella liability maintained by the Entity, irrespective of whether such limits maintained by the Entity are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Entity.

16 Indemnification and Hold Harmless. Entity shall, at its sole expense, defend, indemnify and hold harmless City and its officers, agents, volunteers, and employees, from any and all claims, actions, suits, liability, loss, costs, attorney's fees and costs of litigation, expenses, injuries, and damages of any nature whatsoever relating to or arising out of the acts, failures to act, errors or omissions of the Entity, Entity's agents, subcontractors, subconsultants and employees to the fullest extent permitted by law, subject only to the limitations provided below.

Entity's duty to defend, indemnify and hold harmless City shall not apply to liability for damages arising out of such services caused by or resulting from the sole negligence of City or City's agents or employees pursuant to RCW 4.24.115.

Entity's duty to defend, indemnify and hold harmless City against liability for damages arising out of such services caused by the concurrent negligence of (a) City or City's agents or employees, and (b) Entity, Entity's agents, subcontractors, subconsultants and employees, shall apply only to the extent of the negligence of Entity, Entity's agents, subcontractors, subconsultants and employees.

Entity's duty to defend, indemnify and hold City harmless shall include, as to all claims, demands,

losses and liability to which it applies, City's personnel-related costs, reasonable attorneys' fees, and the reasonable value of any services rendered by the office of the City Attorney, outside consultant costs, court costs, fees for collection, and all other claim-related expenses.

Entity specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW. These indemnification obligations shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for any third party under workers' compensation acts, disability benefit acts, or other employee benefits acts. Provided, that Entity's waiver of immunity under this provision extends only to claims against Entity by City, and does not include, or extend to, any claims by Entity's employees directly against Entity.

Entity hereby certifies that this indemnification provision was mutually negotiated.

17. Waiver. No officer, employee, agent or other individual acting on behalf of either Party has the power, right or authority to waive any of the conditions or provisions of this Agreement. A waiver in one instance shall not be held to be a waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law, shall be taken and construed as cumulative, and in addition to every other remedy provided herein or by law. Failure of either Party to enforce at any time any of the provisions of this Agreement or to require at any time performance by the other Party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.

18. Assignment and Delegation. Neither Party shall assign, transfer or delegate any or all of the responsibilities of this Agreement or the benefits received hereunder without first obtaining the written consent of the other Party.

19. Subcontracts. Except as otherwise provided herein, Entity shall not enter into subcontracts for any of the work contemplated under this Agreement without obtaining prior written approval of City.

20. Confidentiality. Entity may, from time to time, receive information deemed by the City to be confidential. Entity shall not disclose such information without the prior express written consent of the City or upon order of a Court of competent jurisdiction.

21. Jurisdiction and Venue. This Agreement is entered into in Walla Walla County, Washington. Disputes between the City and Entity shall be resolved in the Superior Court of the State of Washington in Walla Walla County. Notwithstanding the foregoing, Entity agrees that it may, at the City's request, be joined as a party in any arbitration proceeding between the City and any third party that includes a claim or claims that arise out of, or that are related to Entity's services under this Agreement. Entity further agrees that the Arbitrator(s) decision therein shall be final and binding on Entity and that judgment may be entered upon it in any court having jurisdiction thereof.

22. Cost and Attorney's Fees. The prevailing party in any litigation or arbitration arising out of this Agreement shall be entitled to its attorney's fees and costs of such litigation (including expert witness fees).

23. Entire Agreement. This written Agreement constitutes the entire and complete agreement between the Parties and supersedes any prior oral or written agreements. This Agreement may not be changed, modified or altered except in writing signed by the Parties hereto.

24 Anti-kickback. No officer or employee of City, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in this Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from any person with an interest in this Agreement.

25 Funding. Nothing in this Agreement requires the City to appropriate future funding and should any funds appropriated at the time of execution of this Agreement be, at the sole discretion of the City not expended pursuant to this Agreement, the City is not required to expend said funds and the City shall only be responsible to compensate Entity for actual services performed up to the date of notice by City to Entity of reduction or elimination of funding.

26 Severability. If any section, sentence, clause or phrase of this Agreement should be held to be invalid for any reason by a court of competent jurisdiction, such invalidity shall not affect the validity of any other section, sentence, clause or phrase of this Agreement.

27. Exhibits. Exhibits attached and incorporated into this Agreement are:

- Exhibit 1:** LTAC Application
- Exhibit 2:** Final Report on Number of Visitors
- Exhibit 3:** Insurance Certificates
- Exhibit 4:** Invoice

The Parties have executed this Agreement this _____ day of _____, 2025.

City of College Place:

Entity:

City Administrator

Authorized Representative

Attest:

Approved as to form:

Maryelizabeth Garcia, City Clerk

Eric Ferguson, City Attorney

Exhibit 1

[On file with the City Clerk]

Exhibit 2

Final Report on Numbers of Visitors and Paid Room Nights

Actual (or Estimated)

Total Overall Attendance

Select the method used to determine the attendance from the chart below. **

Attendees who traveled 50 miles or more to attend

Total

Of total, attendees who traveled from another state or country

Select the method used to determine the attendance from the chart below. **

Attendees who stayed overnight

*Paid Lodging Nights**

**one lodging night = one or more persons occupying one room for one night*

Select the method used to determine the attendance from the chart below. **

***JLARC defines the Paid Lodging Night as “One Lodging night = one or more persons occupying one room for one night”**

****Methods in determining actual or estimated number of visitors and/or paid room nights:**

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/ participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Other: (please describe)

**Exhibit 2–
Continued
Use of
Funds**

Please complete the following table with amount of funds received under this Agreement, Entity matching amounts for the same event, festival, or purpose, and total amount spent for each category:

CATEGORY	LTAC AMOUNT RECEIVED	ENTITY MATCH	TOTAL
To be filled out by Entity :			
Tourism promotion/marketing	\$	\$	\$
Special event/festival(s)	\$	\$	\$
Operation/capital costs of tourism- related facility(ies)	\$	\$	\$
TOTALS	\$	\$	\$

Please describe how funds received under this Agreement were used:

Exhibit 3

[Please provide your certificate of insurance to the City Clerk]

Exhibit 4

[Please provide your certificate of insurance to the City Clerk]

LTAC Grant
Reimbursement
Form 2025



City of College Place
INVOICE VOUCHER

AGENCY USE ONLY	
Vendor No.	Grant/Job Code

AGENCY NAME
CITY OF COLLEGE PLACE
VENDOR OR CLAIMANT (Warrant is to be payable to)

INSTRUCTIONS TO VENDOR OR CLAIMANT: Submit this form and adequate proof of expenditures to receive reimbursement. The City will not reimburse Entity for expenditures not in compliance with the proposal submitted and/or lacking adequate proof.

Vendor's Certificate. I hereby certify Vendor's Certificate. I hereby certify under penalty of perjury that the items and totals listed herein are proper charges for City of College Place Lodging Tax, and that all goods furnished and/or services rendered are in accordance with the Tourism Promotion Agreement signed with the City of College Place.

BY:

Name & Title	Date

Reporting Period		Received By:		Date Received
Reporting Period Date Range				
Date	DESCRIPTION	Budget	Previously Requested	Award Remaining
		\$ -	\$ -	\$ -
Totals		\$ -	\$ -	\$ -



Application for City of College Place Lodging Tax Funds

Application Deadline: Thursday, October 23, 2025 by 4P.M.

received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 18,000

Organization/Agency Name: City of College Place			
Federal Tax ID Number: 91-600-1412			
Event or Activity Name (if applicable): Freedom Festival			
Contact Name and Title: Rhett Beardemphl, City Events Coordinator			
Mailing Address: 625 S. College Ave	City: College Place	State: WA	Zip: 99324
Phone: 509-394-8511	Email Address: rbeardemphl@cpwa.us		
ELIGIBLE ENTITY  Public Agency  Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application ☐ Tourism promotion/marketing ☒ Operation of special event/festival designed to attract tourists ☐ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:	Title: City Events Coordinator
Printed or Typed Name: Rhett Beardemphl	Date: 10-17-2025

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

Freedom Festival is College Place's annual 4th of July Festival! Sunday, June 28, 2026 will be an evening of local vendors, food trucks, free activities, and a live concert followed by a fireworks show!

2) How do your proposed services promote and enhance tourism in College Place?

Freedom Festival brings in locals AND visitors! The free live concert will bring in members of surrounding communities, that will ideally further explore and spend time and money in College Place.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

Freedom Festival received LTAC funds in 2019, 2022, 2023, 2024, and 2025 Freedom Festivals. These events each surpassed 1,500 attendees. 2024 and 2025 saw an estimated 2,000+ people. The increase in entertainment options allows guests to linger, spending more time and money at the event.

4) Who is your target market / Where are they coming from?

Beyond Eastern Washington: Western, Central, and Northeast Washington, Eastern Oregon and Western Idaho.

5) Describe how you will promote your event or activity.

The marketing plan includes radio and news outlet advertisement, billboard(s), paid and unpaid social media advertisement, fliers, Walla Walla Union Bulletin Visitor Guide, word of mouth/email to local contacts.

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

We collaborate with the College Place Public Schools for the Venue and event support, and with the College Place High School Cheer Team operates our Kid Zone activities.

7) Is this a ticketed event?

No. This event is free and open to the public.

8) What is the overall budget for this event/activity?

\$25,700

9) How will you fund this event/activity if not awarded the full amount?

If not awarded the full amount, marketing and entertainment aspects of the event will be minimized.

10) What are your other funding sources for this event/activity?

Columbia REA sponsors \$5000 in fireworks, and the City of College Place covers all remaining costs for the event. We will be seeking outside sponsorship in 2026, however we are considering inflation and federal/state grant funding as obstacles to 2026 funding opportunities. The City's own events budget will likely suffer in 2026 as well as the City overcomes the above obstacles by cutting unnecessary spending.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 2,250	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 40%	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 15%	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 10%	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 2,250	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Application Schedule

Application Deadline: Thursday, October 23, 2025 by 4 P.M.
received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Attachments to include:

- 1) Budget Form
- 2) If your agency is a non-profit, a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
- 3) If available, a copy of your organization's business plan (please limit to not more than two pages) and annual budget.

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Submit a PDF and one original signed copy to:

City of College Place
City Clerk,
625 S College Ave
College Place WA 99324
mgarcia@cpwa.us

College Place Lodging Tax Application TIMELINE FOR 2025 (2024 BUDGET)

August 25, 2025	Applications available online at www.cpwa.us
October 23	Applications due to City by 4 p.m.
October 24 – October 28	Internal Staff review and scheduled LTAC meeting to review applications
November 6	LTAC meeting to recommend applicants for 2024 funding
November 12	City Council discussion
November 25	City Council decision

City of College Place Lodging Tax Fund Overview

College Place's Lodging Tax Fund is the primary source of city funding for activities, operations, and expenditures designed to increase tourism. The city has elected to create a program to competitively award funds to eligible local entities. In addition, the city intends to maintain a reserve in the fund, and will assess on an annual basis how much of the fund to appropriate in a given year to the program.

The College Place City Council has created a Lodging Tax Advisory Commission (LTAC) to conduct an annual process to solicit and recommend Lodging Tax funded projects to the City Council.

Organizations that are awarded funding will be required by the City to sign a contract.

PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of College Place.
 - Promote the College Place area and/or events, activities, and places in the City of College Place to potential tourists from outside Whitman County.
 - Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to College Place.
 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
- Projected economic impact within the City of College Place, in particular projected overnight stays in College Place lodging establishments.
- The applicant's financial stability.
- The applicant's history of tourism promotion success.

Reporting Requirements

No later than thirty (30) days following the conclusion of the proposed subject in this grant application, organizations funded for tourism promotion or tourism-related operations, individual events, festivals, or activities will submit all documents listed below by email to clerk@cpwa.us:

1. Exhibits 2 and 4 of the FY 2026 Grant Award Contract
2. Certificate of Insurance
3. Final written report, including photos and/or media
4. Receipts for Exhibit 4
5. Current year W-9

Funding recipients may be asked to make an oral presentation to the City Council.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
\$300	Vendor Fees	No
\$2000	City Staff Time	Yes
\$5000	Fireworks Sponsor	No
\$5,000	City Event Operating Expenses	Yes

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel	\$500	\$2,650	\$3,150
Administration	\$0	\$2,000	\$2,000
Marketing/Promotion		\$500	\$4,400
Travel	\$0	\$0	\$0
Consultants	\$0	\$0	\$0
Other (identify)	Swag: \$2,000 Rentals: \$3,000 Contingency: \$3,000	Fireworks: \$7,500	\$15,500
	Entertainment: \$4,000 Kids Zone: \$1,600	\$0	\$5,600
TOTAL	\$18,000	\$12,650	\$30,650



Application for City of College Place Lodging Tax Funds

Application Deadline: Thursday, October 23, 2025 by 4P.M.

received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ \$9000

Organization/Agency Name: City of College Place			
Federal Tax ID Number: 91-600-1412			
Event or Activity Name (if applicable): Community Event Marketing			
Contact Name and Title: Rhett Beardemphl, City Events Coordinator			
Mailing Address: 625 S. College Ave	City: College Place	State: WA	Zip: 99324
Phone: 509-394-8511	Email Address: rbeardemphl@cpwa.us		
ELIGIBLE ENTITY  Public Agency  Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application ☒ Tourism promotion/marketing ☐ Operation of special event/festival designed to attract tourists ☐ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:	Title: City Events Coordinator
Printed or Typed Name: Rhett Beardemphl	Date: 10/18/2025

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

The City already holds outstanding events that attract visitors to the area, and there is a great need for professional marketing campaigns to be created for Block Party, Freedom Festival, Halloween, and Winterfest. The ultimate goal is to increase foot traffic from everyone passing through and living in the region by better-informing the public of the events the City puts the time and effort into.

2) How do your proposed services promote and enhance tourism in College Place?

City of College Place events in 2025 have seen over 100+ different vendors sign up for the various events thus far; each vendor represents a small business from professions and specialties that makes them true artisans of their crafts. People come from far and wide to find these niche and high quality products, free community events, live music, and to experience another place. Community events are perfect venues for people to experience the peace and community of College Place.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

College Place Freedom Festival received LTAC funds in 2019, 2022, 2023, 2024, and 2025 Freedom Festivals.

4) Who is your target market / Where are they coming from?

The Walla Walla Valley region, Tri-Cities, Western Idaho (Freedom Festival), Northern Oregon (Winterfest), and nationally for Block Party, which doubles as a fun and unique downtown College Place event right in the historic district.

5) Describe how you will promote your event or activity.

The marketing plan is designed to support our goals of increasing visibility, showcasing all the great things City events have to offer, and building a strong content library that staff can use now and in the future. This includes vendor recruitment material, photography services, and content for our various platforms.

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

The City has been working with Walla Walla Marketing Solutions to create a similar campaign for the weekly Market in the Park event, and we will use the same plan for this effort as we did for the market. Other stakeholders include Walla Walla University, the many vendors that make a profit at our annual events, business owners in the downtown district, as well as College Place citizens.

7) Is this a ticketed event?

No.

8) What is the overall budget for this event/activity?

\$10,500

9) How will you fund this event/activity if not awarded the full amount?

If not awarded the full amount, we will write grants to other organizations to fund these efforts.

10) What are your other funding sources for this event/activity?

College Place LTAC and City of College Place have allocated funds to cover the other costs of the events, aside from the marketing growth aspects. Marketing campaigns are rare expenses with the goal of having campaigns be somewhat evergreen; we should be able to update pictures and language, but use the framework of the campaigns for years to come.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: ~2,000/event x 3 events: 6,000	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 5%	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 60	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 8,440	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 5,500	☐ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Application Schedule

Application Deadline: Thursday, October 23, 2025 by 4 P.M.
received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Attachments to include:

- 1) Budget Form
- 2) If your agency is a non-profit, a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
- 3) If available, a copy of your organization's business plan (please limit to not more than two pages) and annual budget.

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Submit a PDF and one original signed copy to:

City of College Place
City Clerk,
625 S College Ave
College Place WA 99324
mgarcia@cpwa.us

College Place Lodging Tax Application TIMELINE FOR 2025 (2024 BUDGET)

August 25, 2025	Applications available online at www.cpwa.us
October 23	Applications due to City by 4 p.m.
October 24 – October 28	Internal Staff review and scheduled LTAC meeting to review applications
November 6	LTAC meeting to recommend applicants for 2024 funding
November 12	City Council discussion
November 25	City Council decision

City of College Place Lodging Tax Fund Overview

College Place's Lodging Tax Fund is the primary source of city funding for activities, operations, and expenditures designed to increase tourism. The city has elected to create a program to competitively award funds to eligible local entities. In addition, the city intends to maintain a reserve in the fund, and will assess on an annual basis how much of the fund to appropriate in a given year to the program.

The College Place City Council has created a Lodging Tax Advisory Commission (LTAC) to conduct an annual process to solicit and recommend Lodging Tax funded projects to the City Council.

Organizations that are awarded funding will be required by the City to sign a contract.

PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of College Place.
 - Promote the College Place area and/or events, activities, and places in the City of College Place to potential tourists from outside Whitman County.
 - Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to College Place.
 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
- Projected economic impact within the City of College Place, in particular projected overnight stays in College Place lodging establishments.
- The applicant's financial stability.
- The applicant's history of tourism promotion success.

Reporting Requirements

No later than thirty (30) days following the conclusion of the proposed subject in this grant application, organizations funded for tourism promotion or tourism-related operations, individual events, festivals, or activities will submit all documents listed below by email to clerk@cpwa.us:

1. Exhibits 2 and 4 of the FY 2026 Grant Award Contract
2. Certificate of Insurance
3. Final written report, including photos and/or media
4. Receipts for Exhibit 4
5. Current year W-9

Funding recipients may be asked to make an oral presentation to the City Council.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
\$1500	City of College Place - budgeted extra marketing	Yes

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel			
Administration			
Marketing/Promotion			
Travel			
Consultants	\$3000 x 3 events = \$9000	\$1500	\$10,500
Other (identify)			
TOTAL	\$9000	\$1500	\$10,500



Application for City of College Place Lodging Tax Funds

Application Deadline: Thursday, October 23, 2025 by 4P.M.

received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 30,000

Organization/Agency Name: Downtown College Place Association (DCPA)			
Federal Tax ID Number: 33-4827236			
Event or Activity Name (if applicable): General Operating Support			
Contact Name and Title: Maryelizabeth Garcia, DCPA Secretary			
Mailing Address: 625 S. College Avenue	City: College Place	State: WA	Zip: 99324
Phone: 509-394-8569	Email Address: mgarcia@cpwa.us		
ELIGIBLE ENTITY  Public Agency  Non-Profit	ELIGIBLE ACTIVITY Check all that apply to this application <input checked="" data-bbox="505 1102 537 1144" type="checkbox"/> Tourism promotion/marketing <input checked="" data-bbox="505 1150 537 1192" type="checkbox"/> Operation of special event/festival designed to attract tourists <input checked="" data-bbox="505 1199 537 1241" type="checkbox"/> Operation of a tourism-related facility owned or operated by a non-profit <input data-bbox="505 1247 537 1289" type="checkbox"/> Operation and/or capital costs of a tourism-related facility owned by a municipality		

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:	Title: DCPA President
Printed or Typed Name: Maryelizabeth E. Garcia	Date: 10/17/2025

1) Provide us an overview of your tourism-related activity, event, or service.

Having just received our IRS Determination Letter designating DCPA as a 501(c)3 in early October 2025, DCPA is College Place's newest non-profit bringing the proven Main Street America approach of community revitalization (tourism, economic development, and community identification). We have several goals to complete in the next year, including hiring a full-time Executive Director, before we can become a "Designated Washington Main Street" and receive B&O Tax contributions to the organization, which is how Downtown Walla Walla is funded. B&O Taxes are a reliable and sustainable funding source, but the heaviest financial lift occurs before downtown organizations get to that point. These grant funds are hopefully a one-time ask that will fast-track our organization to financial stability, and allow us to continue trailblazing for the betterment College Place!

2) How do your proposed services promote and enhance tourism in College Place?

Main Street organizations like the one in College Place play a vital role in strengthening the economic foundation of communities by positioning the downtown core as both a local gathering place and a regional destination. Through business support programs, public space enhancements like murals, and community-driven events, our local chapter will work to create an inviting environment that draws wellness tourism visitors and encourages local spending. These efforts not only increase foot traffic, heads in beds, and business visibility but also highlight the city's unique character - its history, culture, and welcoming atmosphere. By fostering a vibrant, experience-rich downtown, the program helps stimulate tourism, attract new investment, and sustain a resilient local economy that benefits both visitors and citizens.

3) Have you received lodging tax before? ☐ yes ☒ no. If yes, describe the prior success of your activity/event in attracting tourists.

4) Who is your target market / Where are they coming from?

Our target tourist audience is people who want to go on a health-conscious retreat and find peace in our international community, while dabbling in the world class arts and wine scene within our valley. Our secondary global audience includes other Adventists as well as people from College Place's new Sister City in Jungapeo, MX, who are also primarily Adventist. We would like to attract more wellness-centric businesses including boutiques, spas, and even hoteliers.

5) Describe how you will promote your event or activity.

DCPA will have an organizational website and CRM system, a social media presence, and free activities through which we will communicate with the public. We will continue to partner with the City of College Place for promotion through newsletters, press releases, and their social media presence. We will happily promote the City's efforts to enhance the City as well!

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

DCPA is and will always be fully reliant on the financial support of the community, whom we aim to serve with promotion and activities designed to draw tourists to the downtown. DCPA's Board consists of people deeply invested in the community: Jim Fry-College Place Public Schools, Vicki Zanes-Andy's Market, DeLona Bell-CM Bell Company, Chloe Congleton-Enable Art, Maryelizabeth Garcia-City of College Place, David Lopez-Walla Walla University, Kirk Amick-Spokane Teachers Credit Union (STCU).

7) Is this a ticketed event?

No. All events will be free and open to the public.

8) What is the overall budget for this event/activity?

\$79,100

9) How will you fund this event/activity if not awarded the full amount?

Donations, Sponsorships, Events, Markets, Vendor Fees, Retail Items Promoting College Place for Sale, and possibly a membership program.

10) What are your other funding sources for this event/activity?

DCPA plans to write for grants and ask for donations for General Operating Support on a continuous basis. After DCPA hires a full-time Executive Director and has met the requirements outlined by Washington Main Street, DCPA plans to become fully Designated, and will be eligible to receive organizationally sustaining Business & Occupation Taxes and conduct funding campaigns.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: Our goal is to initially increase 2000 visitors to the downtown per year, estimated by increase in LTAC and sales tax revenue of downtown businesses	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 500 - 25% of new attendance, estimated by increase in sales tax revenue at events/on event days	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 300 - 15% of new attendance, including visitors from the immediate south in Oregon, estimated by sales tax in downtown district	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 200 - 10% of new attendance, estimated by lodging tax. In coming years as tourism is developed in CP, this number will increase significantly.	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 1800 - 90% of our prospective attendees are local people who are exploring the College Place's bountiful offerings.	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

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Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

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 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
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-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
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- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

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- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
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- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
\$3,500 - Andy's Mural	College Place Community Grant	Yes
\$1,250 - Enable Art Mural	College Place Community Grant	Yes
\$20,000 - 2026 Event Revenue	Various (vendor fees, sponsorships)	No
\$10,000 - Donations	Various Businesses and Individuals	No
\$40,000 - General Operating Support	LTAC, Blue Mtn Comm Foundation, Wildhorse Foundation	No
\$8,495 - Legacy Reimagined LTAC	College Place LTAC Grant	No

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel	\$15,000	\$25,000	\$40,000
Administration	\$5,000 - Insurance, Rent, Phone, Office Supplies	\$7000 - Operational Expenses, Technology, and Supplies	\$12,000
Marketing/Promotion		\$5,000 (website, marketing)	\$5,000
Travel		\$5,000 - WMS and MSA Conferences	\$5,000
Consultants		\$4,000 - Signature Downtown Event	\$4,000
Other (identify)		\$14,000 - Mural Programs	\$13,100
TOTAL	\$20,000	\$60,000	\$79,100



Application for City of College Place Lodging Tax Funds

Application Deadline: Thursday, October 23, 2025 by 4P.M.

received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 7,000

Organization/Agency Name: Fort Walla Walla Museum			
Federal Tax ID Number: 91-6070983			
Event or Activity Name (if applicable): Operations Budget			
Contact Name and Title: Luke Heinen, Executive Assistant			
Mailing Address: 755 NE Myra Road	City: Walla Walla	State: WA	Zip: 99362
Phone: 509-525-7703	Email Address: Luke@fwwm.org		
ELIGIBLE ENTITY  Public Agency  Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application <input checked="" data-bbox="505 1102 537 1144" type="checkbox"/> Tourism promotion/marketing <input data-bbox="505 1150 537 1192" type="checkbox"/> Operation of special event/festival designed to attract tourists <input checked="" data-bbox="505 1199 537 1241" type="checkbox"/> Operation of a tourism-related facility owned or operated by a non-profit <input data-bbox="505 1247 537 1289" type="checkbox"/> Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: <i>Luke Heinen</i>	Title: Executive Assistant
Printed or Typed Name: Luke Heinen	Date: 10/22/2025

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

In addition to our goals of discovering, preserving, and sharing regional heritage, Fort Walla Walla Museum promotes local economic development through tourism. With more than 20,000 square feet of exhibit space, 17 historic buildings, and dozens of events and programs, the museum is our community's best tool to generate revenue from heritage tourists. In a normal year, the museum serves visitors from all 50 states and more than 35 countries. We are open 7 days a week year-round, which brings critical shoulder season traffic to the Walla Walla Valley. We have seen a steady stream of visitors, the great majority being from out of area. Besides individual tourists and families, we have seen multiple bus and caravan groups this year, and have started organizing with cruise groups to get them in regularly. Based on feedback, the Museum is a highlight of their trip for many of their travelers. We seek funding to support the operation, improvement, and promotion of this Museum, and to remain open November through March. While we do not break even on these extra days, we do provide another reason for tourists to stay overnight on Sundays and throughout the slow winter season. LTAC funds have allowed us to remain open in the winter months to support shoulder season tourism for multiple years now. With the difficulty of hiring and paying staff adequately in the current market, we require support to continue rebuilding our capacity. With your support we can continue to offer an attraction 361 days a year (closed January 1, Thanksgiving Day, and December 24 and 25).

2) How do your proposed services promote and enhance tourism in College Place?

Fort Walla Walla Museum has a long tradition of providing quality cultural services to our guests and is a major reason for guests to visit our community and extend their stays. Further support will not only maintain our operations, but we project a continued growth in paid lodging nights. We need your support to continue operating a significant tourism attraction and getting tourists to Walla Walla County throughout the year. Heritage tourism has until now remained a relatively under-marketed source of tourism in comparison to wine tourism. This year we have also seen boat and bus cruises to the Museum, and have grown in popularity among caravan groups from across the region. We provide these groups with unique docent-led tours and living history entertainment. Our Board of Directors is working with partners such as the Port of Walla Walla and American Cruise Lines to make the Burbank high dock a hub for Columbia and Snake River tours, which will increase overall tourism to the Valley. We want to especially promote visitation to the Museum and the Valley by more cruise and tour groups like these.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

A majority of our visitors usually come from beyond 50 miles, and we draw tourists from all 50 states and around 35 countries. In conversations, we learn that many travel to the Walla Walla Valley to see the museum. We also attract groups from tour boats, bus tours and caravan travel clubs. In addition to attracting tourists, we also lengthen the stay of those who come for other reasons.

4) Who is your target market / Where are they coming from?

Due to the Walla Walla Valley's prominent history, we have a broad appeal to enthusiasts of American History beyond our core service area of a 50-mile radius around the museum. Many of our visitors come from Seattle, Portland and the Tri-Cities, as well as Spokane and Idaho. We see a broad range of demographics. Many families visit during the summer, and we create special events and activities for children under 16. Retired couples comprise a greater percentage of visitors from November through March. We continually work to attract all demographics and our current effort to produce a bilingual English/Spanish audio tour is an example of these efforts.

5) Describe how you will promote your event or activity.

We have a long history of close collaboration with local tourism promotion agencies. We also run ads in regional publications and radio stations and pay for boosted visibility on social media ads. We direct mail to schools throughout a 200-mile area. Some of our non-local school tours stay overnight, plus the students bring their families on subsequent trips. Currently, our Board of Directors is working with the Port of Walla Walla and American Cruise Lines to increase tourism to the Valley through development of the Burbank high dock.

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

We provide many of our visitors with information on local events, lodging, meals, and shopping opportunities. We keep our two large brochure racks stocked with information on local tourism activities including the local visitor's guide. All visitors pass by our digital reader board that highlights our local business supporters. A survey from RRC Associates commissioned by Tourism Walla Walla, showed that out-of-county visitors spent an average of \$206 each in our community. For every dollar we make, local business earn about \$30. The total direct impact of museum visitors on our community is between \$2,000,000 and \$3,000,000 annually. These dollars are passed along several times in our community, with the taxes collected from these transactions supporting local infrastructure. We also cross promote with Kirkman House and other regional heritage organizations.

7) Is this a ticketed event?

We are a year-round museum with ticketed admission

8) What is the overall budget for this event/activity?

675,500

9) How will you fund this event/activity if not awarded the full amount?

Continuing normal museum operations without full funding would be extremely difficult. Recent increases to minimum wage as well of the loss of several reliable donors has made many existing programs hard to sustain as it is. A significant decrease in LTAC funding would be a devastating blow for the museum. Most essential operations could continue, but it would be difficult. The free-admission school tour program is already losing funding every year, forcing us to pull from operations funding to keep this essential program running. However, if the operations budget has a deficit this may become too unsustainable to make work. Fort Walla Walla Museum could continue to operate with less funding, but at the loss of much of its community programming.

10) What are your other funding sources for this event/activity?

Our operations budget is funded through a variety of sources. A good amount of the museum's income goes into it, as well as many grant applications to supplement it. Both the County and City of Walla Walla LTACs are also used to fund our operations budget, for example.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 17 500	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 1,500	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 5 000	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 4 900	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 674	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Application Schedule

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received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Attachments to include:

- 1) Budget Form
- 2) If your agency is a non-profit, a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
- 3) If available, a copy of your organization's business plan (please limit to not more than two pages) and annual budget.

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Submit a PDF and one original signed copy to:

City of College Place
City Clerk,
625 S College Ave
College Place WA 99324
mgarcia@cpwa.us

College Place Lodging Tax Application TIMELINE FOR 2025 (2024 BUDGET)

August 25, 2025	Applications available online at www.cpwa.us
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October 24 – October 28	Internal Staff review and scheduled LTAC meeting to review applications
November 6	LTAC meeting to recommend applicants for 2024 funding
November 12	City Council discussion
November 25	City Council decision

City of College Place Lodging Tax Fund Overview

College Place's Lodging Tax Fund is the primary source of city funding for activities, operations, and expenditures designed to increase tourism. The city has elected to create a program to competitively award funds to eligible local entities. In addition, the city intends to maintain a reserve in the fund, and will assess on an annual basis how much of the fund to appropriate in a given year to the program.

The College Place City Council has created a Lodging Tax Advisory Commission (LTAC) to conduct an annual process to solicit and recommend Lodging Tax funded projects to the City Council.

Organizations that are awarded funding will be required by the City to sign a contract.

PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of College Place.
 - Promote the College Place area and/or events, activities, and places in the City of College Place to potential tourists from outside Whitman County.
 - Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to College Place.
 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
- Projected economic impact within the City of College Place, in particular projected overnight stays in College Place lodging establishments.
- The applicant's financial stability.
- The applicant's history of tourism promotion success.

Reporting Requirements

No later than thirty (30) days following the conclusion of the proposed subject in this grant application, organizations funded for tourism promotion or tourism-related operations, individual events, festivals, or activities will submit all documents listed below by email to clerk@cpwa.us:

1. Exhibits 2 and 4 of the FY 2026 Grant Award Contract
2. Certificate of Insurance
3. Final written report, including photos and/or media
4. Receipts for Exhibit 4
5. Current year W-9

Funding recipients may be asked to make an oral presentation to the City Council.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
\$170,200	LTAC Contract & Grants	No
\$146,900	Admissions & Store Sales	No
\$28,000	Business and Corporate Support	No
\$99,200	Temporary Reserve Release for Operating and Board Release	No
\$140,600	Individual Donations and Membership	No
\$74,600	Endowment	Yes
\$16,000	Other	No

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel		\$451,700	
Administration		\$70,000	
Marketing/Promotion		\$23,500	
Travel			
Consultants			
Other (identify)	\$7,000	\$61,800	\$68,800 (programs and store)
Occupancy Expenses		\$59,800	
TOTAL	\$7,000	\$666,800	\$673,800



Application for City of College Place Lodging Tax Funds

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Amount of Lodging Tax Requested: \$ 10,000.00

Organization/Agency Name: Walla Walla Movie Crush			
Federal Tax ID Number: 82-5093774			
Event or Activity Name (if applicable): 10th annual Walla Walla Movie Crush			
Contact Name and Title: Nancy Dragun, Executive Director			
Mailing Address: 9316 28th Ave NW	City: Seattle	State: WA	Zip: 98117
Phone: 206-910-2311	Email Address: nancydragun@gmail.com		
ELIGIBLE ENTITY  Public Agency  Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application ☒ Tourism promotion/marketing ☒ Operation of special event/festival designed to attract tourists ☐ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:	Title: Executive Director
Printed or Typed Name: Nancy Dragun	Date: 10/22/25

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

Now entering its 10th year, the Walla Walla Movie Crush is a nationally respected celebration of short film – the country's most vital, creative cinematic form. Each July, we present a curated weekend of new works from emerging voices and award-winning veterans alike, all screened at the historic Gesa Power House Theatre. It is a deeply cultural gathering, dedicated to meaningful storytelling, representation, and shared experience.

2) How do your proposed services promote and enhance tourism in College Place?

A significant percentage of our guests – approximately 75% – travel from 50+ miles away, many flying in from throughout the West Coast and beyond. These visitors are actively seeking unique, immersive cultural experiences and frequently book AirBnBs and vacation rentals in College Place based on affordability, inventory, and proximity to the venue.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

Lodging tax support has played a measurable role in attracting long-distance travelers, filmmakers, and festival influencers. In 2025, approximately 75% of our 500 guests traveled from outside Walla Walla County, and both staff and guests stayed in College Place lodging.

4) Who is your target market / Where are they coming from?

- Cultural travelers and arts patrons from WA, OR, CA, and ID
- Film industry professionals and emerging filmmakers across the U.S.
- Affluent, educated travelers who seek boutique, experiential tourism with strong culinary and artistic experiences

5) Describe how you will promote your event or activity.

We execute a multi-channel campaign including paid and organic social media, Substack/email marketing, regional partnerships, filmmaker networks, and national short film platforms. College Place hospitality partners are promoted via website logo placement, printed program, on-screen slides, VIP gift bags, and inclusion in travel-planning communications sent directly to all visiting filmmakers and neighbors.

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

Absolutely. The Movie Crush is built on a deeply collaborative model – we believe that cultural success in one corner strengthens all corners of the region. We have partnered with Visit Walla Walla, The City of Walla Walla, The Courtyard by Marriott, The Marcus Whitman Hotel, Foundry Vineyards, Bacon & Eggs, EVC Gallery, and more. We also support The Red Badge Project.

7) Is this a ticketed event?

Yes.

8) What is the overall budget for this event/activity?

\$40,000

9) How will you fund this event/activity if not awarded the full amount?

We will be forced to reduce or eliminate:

Travel stipends and lodging for filmmakers and jurors (critical to tourist draw)

10) What are your other funding sources for this event/activity?

Ticket sales, sponsorships, ad sales, submission fees, merchandise sales, and Walla Walla Lodging Tax funds.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 500	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 375	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 350	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 350	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 150	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate

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ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
14000	Ticket sales	yes
16000	sponsorships	yes
2500	submission fees	yes
2400	donations	no
1000	ad sales	no
500	merch sales	no

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel			
Administration			
Marketing/Promotion			
Travel			
Consultants			
Other (identify)			
TOTAL			



Application for City of College Place Lodging Tax Funds

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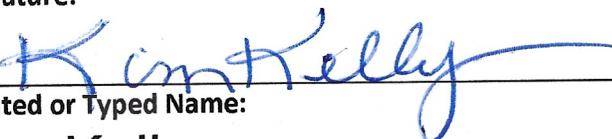
Amount of Lodging Tax Requested: \$ 15,500.00

Organization/Agency Name: Power House Theatre Walla Walla			
Federal Tax ID Number: 32-0498056			
Event or Activity Name (if applicable): N/A			
Contact Name and Title: Kim Kelly, Bookkeeper			
Mailing Address: 111 N 6th Ave	City: Walla Walla	State: WA	Zip: 99362
Phone: 509-529-6500	Email Address: grants@phtww.org		
ELIGIBLE ENTITY  Public Agency  Non-Profit	ELIGIBLE ACTIVITY Check all that apply to this application <input checked="" data-bbox="495 1094 532 1136" type="checkbox"/> Tourism promotion/marketing <input data-bbox="495 1142 532 1184" type="checkbox"/> Operation of special event/festival designed to attract tourists <input checked="" data-bbox="495 1190 532 1232" type="checkbox"/> Operation of a tourism-related facility owned or operated by a non-profit <input data-bbox="495 1239 532 1281" type="checkbox"/> Operation and/or capital costs of a tourism-related facility owned by a municipality		

CERTIFICATION

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- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: 	Title: Bookkeeper
Printed or Typed Name: Kim Kelly	Date: 10/14/2025

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

As the only professional, presenting nonprofit theater in the Walla Walla Valley that offers year-round arts and cultural programming events, we attract tourism with our 100+ annual shows and events. Each year, we welcome a total of approximately 19,000 patrons to our theater for live performances, meetings, fundraisers, and much more. In 2024, our theater was in use for a total of 128 days out of the year with 154 total events. So far in 2025, we project that our theater usage will be 178 days out of year with 210 total events. Our 2026 season will include more than 100 shows and events, plus numerous rental events hosted at our theater, many of which we anticipate will welcome sold-out crowds of 200+ attendees with dates ranging from January 10, 2026 through December 31, 2026. Of our 2026 season programming, we estimate more than half of the events will be held during the shoulder season for tourism in our area.

2) How do your proposed services promote and enhance tourism in College Place?

Our nonprofit theater is a well-established location that attracts out-of-area tourists with our on-going events that span the entire calendar year from January through December. Our events and shows include high-profile entertainers, corporate events, films, and a destination location for weddings. Our historical ticketing data shows we attract 18% of out-of-town visitors. Our new and unique events complement the winery tourism in our region as nearly all of our shows are held in the evening, during the weekend, and in an ideal time frame after most tasting rooms and wineries have closed, further encouraging tourists to stay and play in our area. An example that supports our theater's efforts to attract tourism and spending includes the Americans for the Arts study that estimates that a typical theatre patron spends \$31.47 in addition to their event admission for a show. Additionally, we utilized local hotel accommodations and restaurants to house and feed 100+ out-of-area, touring performers and their crew in 2025 and will do so again in 2026.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

Yes, we were a recipient of City of College Place tourism support in 2023, 2024 & 2025. Our success can be measured by growth in our total annual attendance of 18,090 in 2023 and 19,233 in 2024. So far in 2025, we have already welcomed more than 300 new visitors in comparison to totals from 2024 data, with a significant increase expected as we are hosting many more events at our theater through 12/31/25.

4) Who is your target market / Where are they coming from?

Our target market varies based on each event being promoted and each digital marketing strategy used. It is also customized with each social media post based on audience interest points that are relevant to the particular event that is being advertised. However, the Pacific Northwest region including Washington, Oregon, Idaho, and Montana remains our primary focus. Our marketing reach is approximately 75% female and 25% male reaching 42.4% ages 35-44 and 48.4% ages 45+. To date, our website has over 111,000 views with website traffic from visitors across the US, Canada, and from other countries around the world. Our Google ads, focused on attracting audiences from across the US and Canada, have accounted for nearly 60,000 impressions to date.

5) Describe how you will promote your event or activity.

We continue to adapt our marketing strategies based on data received. Each year, we use a wide range of marketing channels to promote the activities at our theater including print (i.e. Union Bulletin, The Entertainer, Tri-City Herald, East Oregonian, Idaho Statesman, The Seattle Times), radio (i.e. Northwest Public Broadcasting, Bob & Hank FM), digital (i.e. Facebook, Instagram), signage (i.e. Sea-Tac airport ads), and direct mail. New as of 2025, we have created a TikTok account for the theater, to better engage with this demographic of content users.

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

We present shows at our theater and also partner with local organizations and businesses to serve as a host venue for their events. In 2024, we hosted 46 different fundraisers, meetings, and events for 35 different local nonprofits and businesses. In 2025, we expect to host a total of 50 rentals of our theater. At the time of submission, several partner organizations have already confirmed that we will host their events at the theater next year in 2026. Additionally, this annual usage of our theater includes collaborations to host conferences, meetings, corporate dinners, and as a destination wedding location, drawing additional out-of-town guests to our area. For example, we hosted a sold-out FX television series premiere event in Fall of 2025, with The Lowdown.

7) Is this a ticketed event?

Our ticket structure includes both ticketed and non-ticketed events and rentals. In 2024, 49.4% of events held at our theater were non-ticketed. Of the events so far in 2025, 76% were events we presented by our theater and 24% were rentals of our venue, of which 49% were non-ticketed.

8) What is the overall budget for this event/activity?

Our total marketing budget in 2025 was \$168,620. While budget preparations for 2026 are currently underway, we anticipate the marketing budget to be approximately \$168,620 in the FY26 budget.

9) How will you fund this event/activity if not awarded the full amount?

We will continue to diversify our revenue streams as we seek additional support through a variety of sources including in-kind and cash donations, additional grants, memberships at our theater, ads in our season program, and season and series sponsors to support our annual arts programming.

10) What are your other funding sources for this event/activity?

We are on the 2nd year LTAC award from the City of Walla Walla for 2026, and were recently notified that there will be a 7% reduction on the previously contracted amount of \$35,000. We are also seeking LTAC funding from Walla Walla County and the Port of Walla Walla.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 19,000 (estimated on 2025 attendance data)	☒ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 3,420 (estimated based on 18% of tourists in 2025)	☒ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 190 (estimate based on 10% of out-of-state in 2025)	☒ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 2,907 (estimate based on 85% stay overnight paid)	☒ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 513 (estimate based on 15% stay overnight unpaid)	☒ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Application Schedule

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received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Attachments to include:

- 1) Budget Form
- 2) If your agency is a non-profit, a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
- 3) If available, a copy of your organization's business plan (please limit to not more than two pages) and annual budget.

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Submit a PDF and one original signed copy to:

City of College Place
City Clerk,
625 S College Ave
College Place WA 99324
mgarcia@cpwa.us

College Place Lodging Tax Application TIMELINE FOR 2025 (2024 BUDGET)

August 25, 2025	Applications available online at www.cpwa.us
October 23	Applications due to City by 4 p.m.
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City of College Place Lodging Tax Fund Overview

College Place's Lodging Tax Fund is the primary source of city funding for activities, operations, and expenditures designed to increase tourism. The city has elected to create a program to competitively award funds to eligible local entities. In addition, the city intends to maintain a reserve in the fund, and will assess on an annual basis how much of the fund to appropriate in a given year to the program.

The College Place City Council has created a Lodging Tax Advisory Commission (LTAC) to conduct an annual process to solicit and recommend Lodging Tax funded projects to the City Council.

Organizations that are awarded funding will be required by the City to sign a contract.

PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of College Place.
 - Promote the College Place area and/or events, activities, and places in the City of College Place to potential tourists from outside Whitman County.
 - Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to College Place.
 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
- Projected economic impact within the City of College Place, in particular projected overnight stays in College Place lodging establishments.
- The applicant's financial stability.
- The applicant's history of tourism promotion success.

Reporting Requirements

No later than thirty (30) days following the conclusion of the proposed subject in this grant application, organizations funded for tourism promotion or tourism-related operations, individual events, festivals, or activities will submit all documents listed below by email to clerk@cpwa.us:

1. Exhibits 2 and 4 of the FY 2026 Grant Award Contract
2. Certificate of Insurance
3. Final written report, including photos and/or media
4. Receipts for Exhibit 4
5. Current year W-9

Funding recipients may be asked to make an oral presentation to the City Council.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
2nd year award - \$32,550	City of Walla Walla	Yes
\$20,000	Walla Walla County LTAC	No - requested
\$2,000	Port of Walla Walla TAC	No - to be completed
\$98,570	Estimated income from tickets,	No - pending FY26 budget
	ticket protection, merchandise,	
	and concessions in 2026	

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel		\$60,320	\$60,320
Administration			
Marketing/Promotion	8,000	\$85,000	\$93,000
Travel			
Consultants			
Other (identify)	\$7,500 (Creative Services)	\$2,500 (Creative Services)	\$10,000
Wedding Trade Shows		\$5,300 (Trade Shows)	\$5,300
TOTAL	\$15,500	\$153,120	\$168,620

UNITED STATES OF AMERICA

The State of Washington

Secretary of State

I, KIM WYMAN, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF INCORPORATION

to

POWER HOUSE THEATRE WALLA WALLA

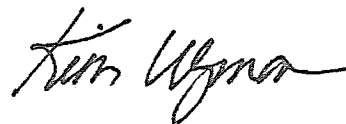
a/an WA Non-Profit Corporation. Charter documents are effective on the date indicated below.

Date: 5/31/2016

UBI Number: 603-622-841



Given under my hand and the Seal of the State of Washington at Olympia, the State Capital

A handwritten signature in cursive script, reading "Kim Wyman".

Kim Wyman, Secretary of State

Date Issued: 6/3/2016

Strategic Plan 2024-2029

Gesa Power House Theatre, community-owned and operated by the 501(c)(3) nonprofit Power House Theatre Walla Walla, is the only professional, presenting nonprofit theater in southeastern Washington/northeast Oregon that offers year-round arts and cultural programming for people of all ages. We bring arts and cultural experiences to our community that may not otherwise be available in our rural area.

VISION: To build Gesa Power House Theatre into a sustainable, world class gathering place for the arts, culture and education.

MISSION: To generate a strong, inclusive community through performing arts.

CORE VALUES:

- We value collaboration and partnership.
- We strive for integrity and quality.
- We are dedicated to creating the best possible experiences in a welcoming environment for all.

Intended Impacts:

OVERARCHING

1.Power House Theatre Walla Walla (PHTWW) aims to build connections and understanding within our local community and our visitors through shared audience experiences and diverse and multicultural performances throughout the year.

FINANCIAL STABILITY

2.By 2030, PHTWW will become financially sustainable by increasing annual contributed revenues to be more than 70% of income received to support daily operations at the theater and allow for approachable, affordable arts programming.

OPERATIONAL EXCELLENCE

3.Over the next 3-5 years, upgrade theater technical elements to meet industry standards and be able to welcome more technically advanced shows in order to increase the diversity, variety, and quality of offerings on our stage.

4.Over the next 3-5 years, through its marketing and outreach efforts, PHTWW will be recognized as a leader in the community for presenting diverse and high-quality arts experiences that resonate with and reflect the community we live in. PHTWW will also strive to create awareness and understanding of our mission and programs and be recognized.

DIVERSITY, EQUITY, & INCLUSION

5.Through a combination of programming, PHTWW will promote performances and cultural experiences that highlight diverse points of view and lived experiences, including those that are historically underrepresented. PHTWW will also provide opportunities to experience many forms of the performing arts, including honoring our roots in Shakespeare and live theater.

Gesa Power House Theatre Profit & Loss

2025 Budget

PHTWW

**Jan - Dec 25
Budget**

Ordinary Income/Expense

Income

Total Contributed Revenue	777,804.48
Total Interest	400.00
Total Production Income	142,300.00
Total Rent	54,000.00
Total Rental (other items)	70,500.00

Total Income	<u>1,045,004.48</u>
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Gross Profit	1,045,004.48
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Expense

Total Development	50,728.00
Total Facilities and Equipment	104,913.00
Total Marketing	168,620.00
Total Operations	343,583.25
Total Production Expenses	214,636.00
Total Rental Event Expense	79,350.00

Total Expense	<u>961,830.25</u>
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Net Ordinary Income	<u>83,174.23</u>
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Net Income	<u><u>83,174.23</u></u>
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Notes:

- 19% of Total Overhead and Total Development is Administrative Overhead for Executive Director; the Administrative and Fundraising Rate (AFR) is 18.8%

- Only confirmed grants and foundation revenue were included in this budget. Contributed revenue includes revenue from Power Club memberships, sponsorships, Adopt a Seat, and community contributions, LTAC funding from governmental entities, foundations, and other granting agencies.

- Net Income represents the amount of committed contributions that will pay down the mortgage principal in 2025, as well as pay for two small capital projects

- Contributed Revenue includes In Kind Contributions for artist hospitality meals



Application for City of College Place Lodging Tax Funds

Application Deadline: Thursday, October 23, 2025 by 4P.M.

received at College Place City Hall or emailed to mgarcia@cpwa.us.

To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 15,000

Organization/Agency Name: Tourism Walla Walla dba Visit Walla Walla			
Federal Tax ID Number: 14-1921202			
Event or Activity Name (if applicable): Visit Walla Walla 2026 Strategic Marketing Budget			
Contact Name and Title: Guy Glaeser, Executive Director			
Mailing Address: 103 E Main St #303	City: Walla Walla	State: WA	Zip: 99362
Phone: 509-730-6684	Email Address: guy@wallawalla.org		
ELIGIBLE ENTITY ☐ Public Agency ☒ Non-Profit	ELIGIBLE ACTIVITY Check all that apply to this application ☒ Tourism promotion/marketing ☐ Operation of special event/festival designed to attract tourists ☒ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality		

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: 	Title: Executive Director
Printed or Typed Name: Guy Glaeser	Date: 10/16/25

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

The mission of Visit Walla Walla is to promote and support the continuing economic growth and quality of life of the Walla Walla Valley through the development and execution of well-planned leisure and business travel sales and marketing strategies, to promote the development of tourism products necessary to promote the growth of tourism to the Walla Walla Valley, and to provide the necessary services to both visitors and group planners.

2) How do your proposed services promote and enhance tourism in College Place?

Visit Walla Walla's initiatives both directly and indirectly support tourism in College Place. With your support last year, we were able to complete our branding project for the Walla Walla Valley. Throughout this year we will be rebranding our messaging and collateral to highlight the unique traits that make each of the municipalities within the valley distinct tourism destinations. Additionally Visit Walla Walla will be conducting training on our Valley wide branding tool kit, which will be free to all local organizations and businesses within the valley. In 2026 there will be a focus on outdoor recreation and cycling. Specifically, Visit Walla Walla and the cycling community will look to highlight bike trails, parks and amenities within College Place the cycling visitor.

The Walla Walla Valley Visitors Guide, an annual publication produced by Visit Walla Walla, covers the entire Walla Walla Valley. It provides detailed listings for each region, with a special focus on College Place. The guide highlights local amenities, events, restaurants, and seasonal attractions in College Place. Typically, 20,000 copies are printed and distributed statewide at various locations, including visitor centers, hotels, tasting rooms, trade shows, and Visit Walla Walla kiosks. Additionally, the guide is mailed directly to individuals upon request. College Place receives dedicated editorial content and purchased ads, ensuring that its attractions are well-represented in the guide.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

Throughout 2025, the Walla Walla Valley has continued to attract new and repeat visitors. We have successfully utilized our multiple channels, including digital advertising, social media, and public relations efforts, to promote the brand of the valley. As a result, the valley has garnered a remarkable 1,314,684 visitors and 1,946,829 visitor days in the market and the brand of the Walla Walla Valley is strong.

4) Who is your target market / Where are they coming from?

The Walla Walla Valley is primarily a drive market, with most visitors coming from major metropolitan areas in the Pacific Northwest, including Seattle, Portland, Boise, Spokane, and the Tri-Cities. Our marketing efforts primarily target these regions, while also expanding into key fly markets such as San Francisco, Los Angeles, and Phoenix to attract a broader audience.

5) Describe how you will promote your event or activity.

Visit Walla Walla applies a strategic, expertise-driven approach to tourism marketing that leverages both local and regional assets to maximize impact. Our efforts integrate destination branding, public relations, and multi-channel marketing campaigns designed to expand reach and inspire travel. By aligning messaging with statewide strategies from Washington State Tourism, we ensure consistent brand visibility while highlighting the unique offerings of the Walla Walla Valley.

6) Is your activity/event a partnership with other organizations? If yes, describe the collaboration with local organizations or businesses.

Visit Walla Walla often partners with other local organizations to promote tourism throughout the valley. Visit Walla Walla will strengthen agritourism and cultural opportunities by collaborating with farms, wineries, arts organizations, and small businesses to deliver authentic visitor experiences. Past successes with partners such as Simply Sawdust, Laht Neppur, Hop Thief, Enable Art, and Atlas Coffee show how these partnerships generate both economic impact and memorable guest experiences.

7) Is this a ticketed event?

N/A

8) What is the overall budget for this event/activity?

Visit Walla Walla's current 2026 budget is \$1,341,000.

9) How will you fund this event/activity if not awarded the full amount?

Should partial funding be recommended and received, the scope and effectiveness of Visit Walla Walla's marketing and destination development initiatives will be reduced. This would limit our ability to execute the full range of planned campaigns, directly impacting the promotion of local businesses, events, and efforts to enhance the overall visitor experience.

10) What are your other funding sources for this event/activity?

City of Walla Walla LTAC Funds -
Hotel Motel TPA Commission -
Walla Walla County LTAC -

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 1,314,684 visitors / 1,946,829 visitor days in market	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 1,314,684 visitors / 1,946,829 visitor days in market	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 662,601 visitors / 981,202 visitor days in market	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 407,166 visitors / 1,039,311 visitor days in market	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: Visit Walla Walla does not track Unpaid Overnight Lodging.	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate

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- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
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ATTACHMENT

Budget

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<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
\$790,000	City of Walla Walla LTAC	
\$501,000	Hotel Motel Commission	
\$50,000	Walla Walla County LTAC	No

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel			
Administration			
Marketing/Promotion			
Travel			
Consultants			
Other (identify)			
TOTAL			

City of College Place, Washington

ORDINANCE NO. 25-011

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE CAPITAL FACILITY PLANS FOR THE YEARS 2026 THROUGH 2031.

WHEREAS, the City of College Place is a non-charter code city with powers set forth in RCW Title 35A.24.010;

WHEREAS, the City formed a Capital Facility Technical Team which has assembled the proposed Capital Facility Plan of the City of College Place. It consists of capital improvements for years 2026 through 2031 identifying the proposed locations and capacities of expanded or new capital and a plan to finance such improvements within projected funding capacities (the “Six-Year Citywide Capital Facility Program” or “CFP”); and

WHEREAS, the City’s Economic Development, Tourism, and Events Commission voted unanimously to recommend adoption of the Capital Facility Plan during its October 6th, 2025 meeting.

WHEREAS, the City’s Utilities & Transportation Advisory Commission voted unanimously to recommend adoption of the Capital Facility Plan during its November 13th, 2025 meeting.

WHEREAS, the College Place City Council held a public hearing on the 2026 to 2031 Capital Facility Plan on November 25th, 2025 ; and

WHEREAS, updates to the six-year Capital Facility Planning documents have been posted on the city budget portal website:

https://www.cpwa.us/departments/finance/budget_2026/index.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. 25-011 which adopts the 2026 to 2031 Capital Facility, Plan as shown in Exhibit 2 attached to this Ordinance.

Section 2. City staff is authorized to apply for state, federal, and private foundation grants in support of the projects identified in the Citywide Capital Facility Plan.

Section 3: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 25th day of November, 2025.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Maryelizabeth Garcia, City Clerk

Eric Ferguson, City Attorney

Exhibit 2

City of College Place: Capital Facility Plan (2026 to 2031) * Many projects subject to availability of grant dollars & future development*							
Department	Name of Project	Project ID	Prioritization	Project Location	Project Description	2026	Funding
Administration/Community Development	Keycard Access City Buildings	1016	Medium	All Facilities	Uniform electronic keycard access for all city buildings. Design in 2026, Cnstruction 2027	\$ 100,000.00	Facility Maintenance Reserve with Transfer from Utilities.
Fire Department	Regional Fire Training Tower Contribution	2016	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Last year of contribution is FY 2026.	\$ 64,900.00	Facility Maintenance Reserve (funded by CE)
Public Works Department - Parks	Lions Park Community Center	4006	High	Lions Park	FY 2026: Demoltion and start of Construction. FY 2027: Finish Construction.	\$ 2,000,000	DOC -EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured, additional funding to be secured.
Public Works Department - Stormwater	Street Waste Decant Facility	5003	High	Owens Rd	Design completed in 2025, Construction in FY 2026.	\$ 2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
Public Works Department - Stormwater	SE Birch (4th to 6th)	5004	High	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	\$ 3,402,450	100% - State Public Works Trust Fund, low interest loan
Public Works Department - Stormwater	SW 10th Street Retrofit (College to Bade)	5005	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	\$ 150,000	2026 Design Grant DOE - \$127,500 - Storm Capital \$22,500 2028 Construction DOE Grant
Public Works Department - Stormwater	Federal US Forest Service Tree and Irrigation Enhancement	6070	High	SW Mojonnier Rd, Whitman Drive, East-West Rd, and SE 12th	Installation of trees and irrigation along key corridors in the community. Design completed in 2025	\$ 315,000	100% US Forest Service Inflation Reduction Grant.
Public Works Department - Stormwater	Public Works Yard Stormwater Improvements.	6032	Medium	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard. FY 2025 - Engineering, FY 2026 - Construction	\$ 300,000	2026 Grant DOE - \$255,000 - Storm Capital \$45,000
Public Works Department - Stormwater	NW Earl Ln Stormwater Improvements	6069	High	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2024. Construct in 2025.	\$ 98,000	DOE - \$83,300, Storm Utility - \$14,700
Public Works Department - Stormwater	Lions Park SW Outfalls		High	Lions Park	Design in 2026	\$ 130,000	DOE - \$110,500, Storm Utility - \$19,500
Public Works Department - Streets	Block Resurfacing/Chipseal Program	6059	High	Streets identified in transportation plan	Grind and overlay roadways. Funds from Transportation Benefit District. Reet1 funds available in 2029	\$ 350,000	2026-2028 TBD Funds, Add \$150k in REET1 funds after 2029
Public Works Department - Streets	CP Downtown Parking Lot Project	6063	High	South College Avenue Corridor from 4th to 13th	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	\$ 1,100,000	100% - Tax Increment Financing
Public Works Department - Streets	SE 8th College to Birch		High	South East 8th Corridor from College to Birch	FY 2026 - Construction	\$ 250,000	WSDOT/MPO Grant \$250k
Public Works Department - Streets	Safewalk College Place	6072	High	Various streets locations	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	\$ 3,333,877	WSDOT Grant Funded
Public Works Department - Streets	SE Lamperti Wall/Guardrail Issue	6066	Medium	SE Lamperti & College Intersection.	Design and build guardrail above wall to improve safety. Design 2026, Construction 2027	\$ 100,000	100.0% Street Improvement Fund.
Public Works Department - Streets	Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006	High	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2025.	\$ 9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% Federal FHWA Earmark Grant, 18.1% College Place TIF 1

Department	Name of Project	Project ID	Prioritization	Project Location	Project Description	2026	Funding
Public Works Department - Streets	Proposed E/W Road & College Avenue Intersection Improvement	6035	Medium - Dependent on future development.	College Avenue, south side of College Place High School.	Installation of signals at College Ave and arterial for the Stone Creek Development.	\$ 318,800	City of College Place TIF 1
Public Works Department - Streets	Proposed E/W Road (College to Teal) Construction	6063	Medium - Dependent on future development.	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	\$ 500,000	College Place TIF 1, FY 2026 - Developer.
Public Works Department - Streets	Whitman Drive & SW Davis Lighting, Pavement, Sidewalk Project	6066	High	West Whitman Drive (Adams to Davis) and SW Davis Avenue (Whitman to 6th)	Pedestrian streetlamps on Whitman and Davis. New sidewalk on SW Davis (4th to 6th), new pavement on SW Davis (4th to 6th) RFBs at Davis and Whitman as well as Davis and Fourth.	\$ 1,000,000	100% - MPO WSDOT Local Programs HSIP Grant
Public Works Department - Streets	Whitman & Home Depot/Commercial Intersection.	6067	Medium	East Whitman Drive and first entrance to Home Depot and Commercial Development.	Remove pork chop and make it fully functional intersection. Maybe turn into traffic circle.	\$ 54,000	Transportation Benefit District, FY 2026 - 90% State TIB Grant or CERB, 8% City Transportation Benefit District, 2% Developer Contribution.
Public Works Department - Wastewater (From Adopted Wastewater Plan)	WWTP Improvements - Implementation Phase 1:	7004	High - Mandated by our Wastewater Permit	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	\$ 10,000,000	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wastewater Fund
Public Works Department - Wastewater (From Adopted Wastewater Plan)	WWTP Check Value Replacement		High	WWTP - 501 Owens Rd	Install new check valves	\$ 455,942	100% Wastewater Capital Reserve Fund.
Public Works Department - Wastewater (From Adopted Wastewater Plan)	Central Avenue Wastewater Line Project (ScenicView to Valley)	7020	Low	Central Avenue from ScenicView to Valley.	Install new sewer line to replace private line in corridor.	\$ 200,000	100% Wastewater Capital Reserve Fund.
Public Works Department - Wastewater (From Adopted Wastewater Plan)	SW Mojonnier Sewer Extension (Bluvue to Teal)	7021	Medium	SW Mojonnier Rd (Bluvue to Teal Rd)	Wastewater extention between	\$ 435,728	100%.0% - Wastewater Capital Reserve Fund
Public Works Department - Water (From Adopted Water Plan)	Well #9 Development	8017	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	\$ 2,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Public Works Department - Water (From Adopted Water Plan)	Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	8018	High	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	\$ 8,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Public Works Department - Water (From Adopted Water Plan)	Reservoir 4 Transmission Main Project	8021	High	Mojonnier Rd	Transmission Main to connect tower to system.	\$ 5,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Public Works Department - Water (From Adopted Water Plan)	Well #3 Rehab	8024	Medium	Lamperti & Larch	Design - 2026 Construction 2027 (FEMA Grant)	\$ 577,892	FY 2026 - State Public Works Trust Fund \$426k Water Reserves \$151k, FY 2027 - 75% FEMA BRIC, 25% - City Water Utility
Public Works Department - Water (From Adopted Water Plan)	Reservoir #1 Repaint, Overflow, and Seismic Retrofit	8020	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursing FEMA Resiliency Grant to conduct seismic upgrades,	\$ 200,000	87.5% - State FEMA HMA, 12.5% - City Water Fund
Public Works Department - Water (From Adopted Water Plan)	SCADA Conrols Upgrades	8029	High	Various Pump Stations	2026 - Tank1 Booster PLC panels (\$125K), Tank Fill Controls (\$45,000) 2027 - Well #3 Controls (\$110k), Radio Upgrade (\$30k)	\$ 170,000	100% Water Capital Reserve Fund.

Department	Name of Project	Project ID	Prioritization	Project Location	Project Description	2026	Funding
Public Works Department - Water (From Adopted Budget)	SE 12th St (College to Myra) Water Infrastructure Replacement Project	6010.4	Medium - Dependent on Grant Funds	SE 12th Street from College to Myra Ave.	Replace water infrastructure under SE 12th St project.	\$ 620,000	\$500k DOH Loan - \$120k Water Reserves
	Grand Total: All Capital Facility Projects					\$ 52,876,589	

City of College Place: Capital Facility Plan (2026 to 2031) * Many projects subject to availability of grant dollars & future development*														
Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Administration/Community Development														
Keycard Access City Buildings	1016	Medium	All Facilities	Uniform electronic keycard access for all city buildings. Design in 2026, Cinstruction 2027	Budgeted	2026	\$ 100,000.00	\$ 400,000.00					\$ 500,000.00	Facility Maintenance Reserve with Transfer from Utilities.
City Hall Improvements	1017	Low	City Hall	Includes: Paint exterior & replace gutters (\$15k) ,ADA sidewalks (\$40k), beam repair (\$40K)	Planned	2027		\$ 95,000.00					\$ 95,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Sallyport Conversion	1018	High	City Hall	Convert former Sallyport to Offices. City Admin Office, Conf Room, Mayor Office.FY 2027 Construction. Delayed due to reorg of FEMA HMGP and BRIC funding	Planned	2027		\$ 2,000,000.00					\$ 2,000,000.00	Funding in development
City Hall Conference Room Furnishings	1013	Low	City Hall	Conference room, eight offices, break room.	Planned	2028			\$ 100,000.00				\$ 100,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Landscaping	1002	Low	City Hall	FY 2028 - Landscaping around City Hall campus.	Planned	2028			\$ 54,269.00				\$ 54,269.00	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	1015	Low	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.	Planned	2028			\$ 60,000.00				\$ 60,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Parking Lot (East End Improvements)	1014	Low	City Hall	Patch, sealcoat, stripe, move dumpster, remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD. underground power to charging stations and remove power pole.	Planned	2029				\$ 100,000.00			\$ 100,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Renovation	1019	Medium	City Hall	remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD. underground power to charging	Planned	2029				\$ 5,000,000.00			\$ 5,000,000.00	Funding in development
Total: Administration/Community Development							\$ 100,000.00	\$ 2,495,000.00	\$ 214,269.00	\$ 5,100,000.00	\$ -	\$ -	\$ 7,909,269.00	
Fire Department														
Regional Fire Training Tower Contribution	2016	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Last year of contribution is FY 2026.	Budgeted	2026	\$ 64,900.00						\$ 64,900.00	Facility Maintenance Reserve (funded by CE)
Fire Station Improvements	2017	High	Fire Station	Renovate Dorm Rooms (\$46K), Replace Furniture (\$35k), Replace Flooring (\$100k)	Planned	2027		\$ 181,000.00					\$ 181,000.00	Facility Maintenance Reserve (funded by CE)
Total: Fire Department							\$ 64,900	\$ 181,000	\$ -	\$ -	\$ -	\$ -	\$ 245,900	
Police Department														
Land purchase for new police station	3010	Medium	Police Department	Purchase WW Rural Library property by High School at cost.	Budgeted	2026		\$ 800,000					\$ 800,000	100% City Current Expense - Depending on Reserves
Replacement Police Department	3011	Medium	Police Department	Rack and Stack earmarks to try to offset cost of construction and go back to voters for voter approved bond in \$6 to \$8 million range.	Planned	2029				\$ 15,000,000			\$ 15,000,000	Funding plan in development:
Total: Police Department							\$ -	\$ 800,000	\$ -	\$ 15,000,000	\$ -	\$ -	\$ 15,800,000	
Public Works Department - Parks														
Lions Park Community Center	4006	High	Lions Park	FY 2026: Demolition and start of Construction. FY 2027: Finish Construction.	Budgeted	2026	\$ 2,000,000	\$ 8,000,000					\$ 10,000,000	DOC -EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured, WW County .09 - \$200K Secured, YMCA Passthrough DOE grant 0 \$102K used for design, additional funding to be secured.

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Park Development near Stone Creek	4003	Low	SW of College Ave & Mojonnier St	Per development standards, parkland will need to be donated to City for development. Will cooperate with State RCO, College Place School District, and developer for quality regional park.	Planned	2028			\$ 500,000	\$ 4,000,000			\$ 4,500,000	50% Developer Fees, 25% State RCO Grants, 12.5% CPPS, 12.5% City REET II
Veterans Park	4004	Medium	Homestead Ave south of 4th Street	Design completed in 2025 via RCO grant. Renovation delayed due to funding gap.	Planned	2028			\$ 2,000,000	\$ -			\$ 2,000,000	30% City REET II, 70% Grants to be Determined
Autum Meadows Park	4007	Medium	Autumn Meadows Park on Newgate.	City is taking over park from HOA with HOA giving City funds to improve infrastructure (roads, etc) to city standard.	Planned	2028			\$ 220,000	\$ 600,000			\$ 820,000	50% State RCO Grant; 50% City REET II
Whitman & Maple Park Site	4009	Low	Southwest corner of Whitman Drive & Maple	Encumbered site with drainage swale adjacent to drinking water well 6. Looking at establishing a park site.	Planned	2030					\$ 2,000,000		\$ 2,000,000	20% Non-Profit Grants (Tony Hawk, AARP, others), 20% City REET II, 30% Developer Impact Fees, 30% State RCO Grants.
Kiwanis Park	4008	Medium	Kiwanis Park	Renovation Phase II: Lighting at Pickleball and Basketball Court, Reroof Gazebo, Walking Path, Turf and resprinkler north field, fix up baseball field.	Planned	2030					\$ 210,254	\$ 1,100,000	\$ 1,310,254	90% - State RCO YAF Grant; 10% - REET II
Total: Public Works Department - Parks							\$ 2,000,000	\$ 8,000,000	\$ 2,720,000	\$ 4,600,000	\$ 2,210,254	\$ 1,100,000	\$ 20,630,254	
Public Works Department - Stormwater														
Street Waste Decant Facility	5003	High	Owens Rd	Design completed in 2025, Construction in FY 2026.	Budgeted	2026	\$ 2,050,000						\$ 2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
SE Birch (4th to 6th)	5004	High	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	Budgeted	2026	\$ 3,402,450						\$ 3,402,450	100% - State Public Works Trust Fund, low interest loan
SW 10th Street Retrofit (College to Bade)	5005	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	Budgeted	2026	\$ 150,000		\$ 600,000				\$ 750,000	2026 Design Grant DOE - \$127,500 - Storm Capital 2028 \$22,500 Construction DOE Grant
Federal US Forest Service Tree and Irrigation Enhancement	6070	High	SW Mojonnier Rd, Whitman Drive, East-West Rd, and SE 12th	Installation of trees and irrigation along key corridors in the community. Design completed in 2025	Budgeted	2026	\$ 315,000	\$ 315,000					\$ 630,000	100% US Forest Service Inflation Reduction Grant.
Public Works Yard Stormwater Improvements.	6032	Medium	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard. FY 2025 - Engineering, FY 2026 - Construction	Budgeted	2026	\$ 300,000						\$ 300,000	2026 Grant DOE - \$255,000 - Storm Capital \$45,000
NW Earl Ln Stormwater Improvements	6069	High	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2024. Construct in 2025.	Budgeted	2026	\$ 98,000		\$ 500,000				\$ 598,000	DOE - \$83,300, Storm Utility - \$14,700
Lions Park SW Outfalls		High	Lions Park	Design in 2026	Budgeted	2026	\$ 130,000						\$ 130,000	DOE - \$110,500, Storm Utility - \$19,500
River Gauge Project	5020	High	Lions Park, WWTP, SE Larch, and SW Teal Rd	Installation of river gauges at upstream and down stream entries along Garrison and Stone Creeks.	Planned	2027		\$ 70,000					\$ 70,000	FY 2027 - 80% Walla Walla Watershed Earmark, 20% City Storm Utility
Outfall Replacement Program	5012	Medium	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.	Planned	2027		\$ 182,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,782,000	75% - State Ecology Grant; 25% - City Storm Utility
Drywell Install	5022	Medium	Community Wide	Earmark funds to install Drywells.	Planned	2027		\$ 99,930		\$ 99,930		\$ 99,330	\$ 299,190	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Military Springs SW Outfalls	6007.2	Low	Cedar-Ash, Cedar-Birch	Stormwater Improvements along corridor. Design in 2027	Planned	2027		\$ 218,000					\$ 218,000	DOE - \$185,300, Storm Utility - \$32,700

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
SE 12th Street (College to Larch)	6010.2	Low	SE 12th (College to Sky)	Replace storm infrastructure on 12th from College to Sky Avenue. Design in 2027	Planned	2028		\$ 180,000	\$ 1,000,000				\$ 1,180,000	DOE - \$153,000, Storm Utility - \$27,000
SE Date Ave (8th to 11th)	5018	Low	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.	Planned	2029				\$ 456,000			\$ 456,000	100% Stormwater Utility.
SE 12th Street (Dewey to Myra)	6039	Low	SE 12th Street (Dewey to Myra)	Stormwater Retrofit on SE 12th (Dewey to Myra).	Planned	2031						\$ 1,400,000	\$ 1,400,000	60% Ecology Storm Grant, 40% Storm Utility
Total: Public Works Department - Stormwater							\$ 6,445,450	\$ 1,064,930	\$ 2,500,000	\$ 955,930	\$ 400,000	\$ 1,899,330	\$ 13,265,640	
Public Works Department - Streets														
Block Resurfacing/Chipseal Program	6059	High	Streets identified in transportation plan	Grind and overlay roadways. Funds from Transportation Benefit District. Reet1 funds available in 2029	Budgeted	2026	\$ 350,000	\$ 350,000	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2026-2028 TBD Funds, Add \$150k in REET1 funds after 2029
CP Downtown Parking Lot Project	6063	High	South College Avenue Corridor from 4th to 13th	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	Budgeted	2026	\$ 1,100,000	\$ 2,056,742					\$ 3,156,742	100% - Tax Increment Financing
SE 8th College to Birch		High	South East 8th Corridor from College to Birch	FY 2026 - Construction	Budgeted	2026	\$ 250,000						\$ 250,000	WSDOT/MPO Grant \$250k
Safewalk College Place	6072	High	FY 2026 - Whitman Drive Multiuse Path Engineering (Davis to Academy), Davis Elementary Safe Routes Project Construction - (Engineering goes back to 2025-2026) (NE Ash - A to Whitman, RFB at 2nd & Ash, RFB at 2nd & Birch, SE Birch (2nd to 4th), 4th & Date RFB) Engineering, Sager Middle School Safe Routes Engineering (Lamperti & Walmart Back Entry RFB, SE Central (12th to Sunny) Sidewalk)	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	Budgeted	2026	\$ 3,333,877						\$ 3,333,877	WSDOT Grant Funded
Safewalk College Place	6073	High	FY 2027 - Whitman Drive Multiuse Path Gap Completion Project (Davis to Academy Way) Construction, NW B Street Sidewalk Gap engineering (College-Spagnuolo, Spagnuolo to Ruby)		Planned	2027		\$ 840,421						WSDOT Grant
Safewalk College Place	6074	High	FY 2028 - NW B Street (College-Spagnuolo, Spagnuolo to Ruby) Construction, SW 2nd (Davis to Academy) Sidewalk Engineering.		Planned	2028			\$ 735,740					WSDOT Grant
Safewalk College Place	6075	High	FY 2029 - SW 2nd (Davis to Academy) Sidewalk Construction, SE Broadway (12th to Sunny) Engineering		Planned	2029				\$ 735,740				WSDOT Grant
Safewalk College Place	6076	High	FY 2030 - SE Broadway (12th to Sunny) Construction, SE 2nd (Ash to Date) Engineering.		Planned	2030					\$ 735,592			WSDOT Grant
Safewalk College Place	6077	High	FY 2031 - SE 2nd (Ash to Date) Construction, SW 13th (College to Bade) Engineering		Planned	2031						\$ 709,715		WSDOT Grant
SE Lamperti Wall/Guardrail Issue	6066	Medium	SE Lamperti & College Intersection.	Design and build guardrail above wall to improve safety. Design 2026, Construction 2027	Budgeted	2026	\$ 100,000	\$ 400,000					\$ 500,000	100.0% Street Improvement Fund.
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006	High	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2025.	Budgeted	2026	\$ 9,600,000						\$ 9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% - Federal FHWA Earmark Grant, 18.1% College Place TIF 1
Proposed E/W Road & College Avenue Intersection Improvement	6035	Medium - Dependent on future development.	College Avenue, south side of College Place High School.	Installation of signals at College Ave and arterial for the Stone Creek Development.	Budgeted	2026	\$ 318,800	\$ 1,229,000					\$ 1,547,800	City of College Place TIF 1
Proposed E/W Road (College to Teal) Construction	6063	Medium - Dependent on future development.	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	Budgeted	2026	\$ 500,000						\$ 500,000	College Place TIF 1, FY 2026 - Developer.

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Whitman Drive & SW Davis Lighting, Pavement, Sidewalk Project	6066	High	West Whitman Drive (Adams to Davis) and SW Davis Avenue (Whitman to 6th)	Pedestrian streetlamps on Whitman and Davis. New sidewalk on SW Davis (4th to 6th), new pavement on SW Davis (4th to 6th) RFBs at Davis and Whitman as well as Davis and Fourth.	Budgeted	2026	\$ 1,000,000	\$ 252,000					\$ 1,252,000	100% - MPO WSDOT Local Programs HSIP Grant
Whitman & Home Depot/Commercial Intersection.	6067	Medium	East Whitman Drive and first entrance to Home Depot and Commercial Development.	Remove pork chop and make it fully functional intersection. Maybe turn into traffic circle.	Budgeted	2026	\$ 54,000	\$ 1,195,544					\$ 1,249,544	FY 2026 - 100% City Transportation Benefit District, FY 2027 - 90% State TIB Grant or CERB, 8% City Transportation Benefit District, 2% Developer
Public Works Yard Replacement	6032	Medium	Replace Yard with Current Day Operations.	FY 2024: Facility Planning, FY 2028: Replace PW Yard with Generational Facility.	Planned	2027		\$ 830,000	\$ 15,500,000				\$ 16,330,000	Funding in development
State Route 125 & College Avenue & Aufte Roundabout	6065	Medium - Dependent upon Future Development	State Route 125 & College Avenue & Aufte Intersection	Conversion of State Route 125 & College Avenue & Aufte Intersection into a double roundabout.	Planned	2027		\$ 300,000	\$ 4,000,000				\$ 4,300,000	FY 2026 - 100% Freight Mobility Board Grant FY 2027 - Developer and other funding in development
12th & Larch Intersection	6011	Low	The 12th and Larch Avenue intersection.	Reconstruction intersection from a four way stop into a roundabout. If awarded grant FY 2025 would be engineering and FY 2026 would be construction.	Planned	2027		\$ 301,376	\$ 1,200,000				\$ 1,501,376	90% - State Transportation Improvement Board UAP Grant, 10% - City Transportation Benefit District
Pedestrian signalization at Myra Rd & Garrison Village Way	6054	Low - Dependent on WSDOT Grant and Developers	Myra Rd at Garrison Village Way	Pedestrian crossing beacon with pedestrian refuge island so folks can get to Fort Walla Walla.	Planned	2027		\$ 100,000					\$ 100,000	City of CP Street Fund
SE 12th Street (College to Larch)	6010.2	Low	SE 12th Street Improvements - Road/Landscape/Sidewalks	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Larch.	Planned.	2027		\$ 1,100,000	\$ 4,400,000				\$ 5,500,000	90% TIB or MPO Funding, Also, Congressional Directed Spending. 10% Street Improvement Fund.
Larch Wall @ 5th	6064	Medium	SE Larch and Fifth Street	Remove portion of failing wall and replace.	Planned	2028			\$ 100,000				\$ 100,000	100.0% Street Improvement Fund.
Larch & Whitman Intersection	6015	Low	Larch & Whitman Intersection	Intersections need to be improved for safe traffic.	Planned	2028			\$ 301,376	\$ 1,200,000			\$ 1,501,376	40% Developer Impact Fees, 40% WSDOT Safety Grants, 20% Street Improvement Fund
NE Cedar Avenue ("A" to "C" Street)	6007.2	Low	NE Cedar Avenue from "A" to "C" Street	Resurface Cedar Avenue	Planned	2029				\$ 63,612	\$ 540,000		\$ 603,612	100.0% - Legislative Appropriation or 90% TIB Complete Street and 10.0% Street Fund
9th Street	6062	Low- Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.	Planned	2030					\$ 700,000		\$ 700,000	80 % via CDBG - General Purpose Grant, LID, or State Grant. 20.0% City Transportation Benefit District
SE 12th Street (Larch to Myra)	6039	Low	SE 12th Street Improvements - Road/Landscape/Sidewalks	Reconstruction of 12th Street from Myra Rd to Larch Ave. Engineering only in 2029. Construction in 2030.	Planned	2030					\$ 900,000	\$ 3,200,000	\$ 4,100,000	90% TIB or MPO Funding, 10% Street Improvement Fund.
SE Dewey Dr	6022	Low	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2030					\$ 730,000		\$ 730,000	100% Street Improvement Fund

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Whitman Dr Reconstruction	6043	Medium - Dependent upon Future Development	Whitman Drive & Maple Ave	Reconstruct roadway from Academy Way to Martin Airfield to Arterial Standards. Also, includes conversion of Academy & Whitman intersection to four way stop.	Planned	2031						\$ 1,400,000	\$ 1,400,000	50% Developer Fees; 50% State TIB or Public Works Trust Fund Grants
Total: Public Works Department - Streets							\$ 16,606,677	\$ 8,955,083	\$ 26,587,116	\$ 2,499,351	\$ 4,105,592	\$ 4,409,715	\$ 57,356,327	
Public Works Department - Wastewater (From Adopted Wastewater Plan)														
WWTP Improvements - Implementation Phase 1:	7004	High - Mandated by our Wastewater Permit	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	Budgeted	2026	\$ 10,000,000	\$ 5,000,000					\$ 15,000,000	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wastewater Fund
WWTP Check Value Replacement		High	WWTP - 501 Owens Rd	Install new check valves	Budgeted	2026	\$ 455,942						\$ 455,942	100% Wastewater Capital Reserve Fund.
Central Avenue Wastewater Line Project (ScenicView to Valley)	7020	Low	Central Avenue from ScenicView to Valley.	Install new sewer line to replace private line in corridor.	Budgeted	2026	\$ 200,000						\$ 200,000	100% Wastewater Capital Reserve Fund.
SW Mojonnier Sewer Extension (Bluvue to Teal)	7021	Medium	SW Mojonnier Rd (Bluvue to Teal Rd)	Wastewater extention between	Budgeted	2027	\$ 435,728	\$ -					\$ 435,728	100%.0% - Wastewater Capital Reserve Fund
12th Street Wastewater Replacement Project	6010.3	Medium	12th Street from College to Myra	Wastewater replacement project below 12th Street project.	Planned	2027		\$ 219,000	\$ 1,000,000				\$ 1,219,000	100% DOE Loan
SE Dewey Dr Sewer Replacement	6022.3	Low	SE Dewey Drive.	Wastewater replacement project	Planned	2030					\$ 410,241		\$ 410,241	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater							\$ 11,091,670	\$ 5,219,000	\$ 1,000,000	\$ -	\$ 410,241	\$ -	\$ 17,720,911	
Public Works Department - Water (From Adopted Water Plan)														
Well #9 Development	8017	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	Budgeted	2026	\$ 2,000,000	\$ 4,000,000					\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	8018	High	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	Budgeted	2026	\$ 8,000,000	\$ 12,000,000					\$ 20,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Reservoir 4 Transmission Main Project	8021	High	Mojonnier Rd	Transmission Main to connect tower to system.	Budgeted	2026	\$ 5,000,000						\$ 5,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Well #3 Rehab	8024	Medium	Lamperti & Larch	Design - 2026 Construction 2027 (FEMA Grant)	Budgeted	2026	\$ 577,892	\$ 1,000,000					\$ 1,577,892	FY 2026 - State Public Works Trust Fund \$426k Water Reserves \$151k, FY 2027 - 75% FEMA BRIC, 25% - City Water Utility
Reservoir #1 Repaint, Overflow, and Seismic Retrofit	8020	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursing FEMA Resiliency Grant to conduct seismic upgrades,	Budgeted	2026	\$ 200,000	\$ 1,850,000					\$ 2,050,000	87.5% - State FEMA HMA, 12.5% - City Water Fund
SCADA Conrols Upgrades	8029	High	Various Pump Stations	2026 - Tank1 Booster PLC panels (\$125K), Tank Fill Controls (\$45,000) 2027 - Well #3 Controls (\$110k), Radio Upgrade (\$30k)	Budgeted	2026	\$ 170,000	\$ 140,000					\$ 310,000	100% Water Capital Reserve Fund.
SE 12th St (College to Myra) Water Infrastructure Replacement Project	6010.4	Medium - Dependent on Grant Funds	SE 12th Street from College to Myra Ave.	Replace water infrastructure under SE 12th St project.	Planned	2026	\$ 620,000		\$ -				\$ 620,000	\$500k DOH Loan - \$120k Water Reserves
High Priority Water Main Replacement Program	8011	High	Spots Identified in Water System Plan - 2026 6th Street from College to Date. - 2027 4th & 5th Date Design in 2027 and construction in - 2028 8th & Elm Design in 2027 and construction in 2028.	Replace water main and services	Planned	2027		\$ 1,250,000	\$ 100,000	\$ 450,000			\$ 1,800,000	100% Water Capital Reserve Fund.

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
NE Lambert 12" Water Replacement	8025	Medium	NE Lambert Street (Rose to C).	Replace decayed 12" line.	Planned	2027		\$ 317,000					\$ 317,000	100% Water Capital Reserve Fund.
SW 8th Street 8" Water Main Replacement	8026	Low	SW 8th (College to Bade)	Replace decayed line as cited in adopted City Water System Plan.	Planned	2027		\$ 10,000					\$ 10,000	100% Water Capital Reserve Fund.
SE Robin 8" Water Main Replacement	8027	Low	SE Robin Drive - Country Estates	Replace decayed line as cited in adopted City Water System Plan.	Planned	2028			\$ 63,000				\$ 63,000	100% Water Capital Reserve Fund.
Well #9 Development	8017	High	TBD	Develop a 9th well	Planned	2028			\$ 6,000,000				\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Dewey Drive Water	6022.2	Low	Dewey Drive	Replace Water main & services	Planned	2030					\$ 286,000		\$ 286,000	100% Water Capital Reserve Fund.
SE 12th Street (Dewey to Myra) Water Replacement	6039	Low	SE 12th Street (Dewey to Myra)	Replace water main and services.	Planned	2031					\$ 916,113	\$ 1,000,000	\$ 1,916,113	100% Water Capital Reserve Fund.
Total: Public Works Department - Water							\$ 16,567,892	\$ 20,567,000	\$ 6,163,000	\$ 450,000	\$ 1,202,113	\$ 1,000,000	\$ 45,950,005	
Grand Total: All Capital Facility Projects							\$ 52,876,589	\$ 47,282,013	\$ 39,184,385	\$ 28,605,281	\$ 8,328,200	\$ 8,409,045	\$ 178,878,306	



FY 2026 TO 2031 CAPITAL FACILITY PLAN

1. WHAT IS A CAPITAL FACILITY PLAN (CFP)?

- ▶ The Capital Facilities & Transportation Improvement Plan (CFP) is a planning tool that lists current and future City capital facilities projects. It is important to note that just because a project is listed in the CFP, it does not mean funds have been budgeted or are available. This document is a tool for current and long-term planning purposes.
- ▶ Each year the city is required by the state to adopt a CFP for planning and funding of capital projects. The CFP is a project planning tool which covers all aspects of infrastructure planning within the city. The projects included in the CFP are those that are needed to meet the concurrency requirements of the Growth Management Act (GMA), transportation projects to be included in the TIP, and other capital projects planned for the next six-year period.
- ▶ The TIP is a transportation planning tool used by the Washington State Department of Transportation (WSDOT) to allocate funding for local agency projects. The WSDOT will not fund transportation projects that are not included in the TIP. Comments received on transportation projects will apply to both the CFP and TIP.
- ▶ Staff has identified and prioritized projects for consideration by the Council. The CFP and TIP are six-year planning tools. The general approach for project selection and prioritization was based on criteria covering City Council goals, infrastructure needs, community benefits, employment impact, safety, and other factors (mandates, obligations, and outside funding). The departments evaluated the proposed projects and results are forwarded to the City Council for consideration.
- ▶ **Many projects in Capital Facility Plan are reprioritized throughout the year based on the pursuit and award outside Federal, State, and Private grant opportunities.**
- ▶ **Inflation and supply chain issues have major impact on investments this year.** The City is able to reconstruct and maintain Federally classified roads better because they are eligible for Federal and State grant funds. These streets include: Rose, C, Whitman, 4th, 12th, Lamperti/Mojonnier, Taumaurson, Myra, Larch, Meadowbrook, College, Academy, and Doans.
- ▶ **All other streets are local and ineligible for Federal and State grants.**
- ▶ **Status Definitions**
 - ▶ **Budgeted:** Project will occur in Fiscal Year 2026.
 - ▶ **Planned:** Project planned for the future. City is in the process of assembling grant funds for the project.



2. COMPLETED PROJECTS IN FY 2025

Capital Facility Projects Completed in FY 2025			
Project	Type	Description	Cost
Lions Park	Park	pond and Garrison Creek channel, eliminate point source pollution of storm	\$ 7,000,000.00
Crosswalk Improvements in front of CP Post Office	Streets	Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.	\$ 158,389.00
Downtown Parking Lot Project	Streets - TIF	Acquired two properties for future Downtown Parking Lot.	\$ 650,000.00
SE 8th Street Sidewalk (College to Larch).	Streets	Installation of sidewalk connecting College to Larch. MPO STBG funds (College to Birch), TIB ATP funds (Birch to Larch).	\$ 900,000.00
NE Rose Street Pedestrian Lighting Project	Streets	NE Rose Street from College Avenue to Carey Ct.	\$ 2,028,547.00
Lift Station 5 Replacement - SW 1st	Wastewater	Replace Wastewater Lift Station #5 and Reconstruct SW 1st from Academy Way to Evans Avenue.	\$ 2,000,000.00
Neighborhood Sewer Lining	Wastewater	Ten years worth of sewer lining.	\$ 2,000,000.00
Well #8 Drilling	Water	New Well on Teal Road	\$ 514,046.00
Total			\$15,250,982.00



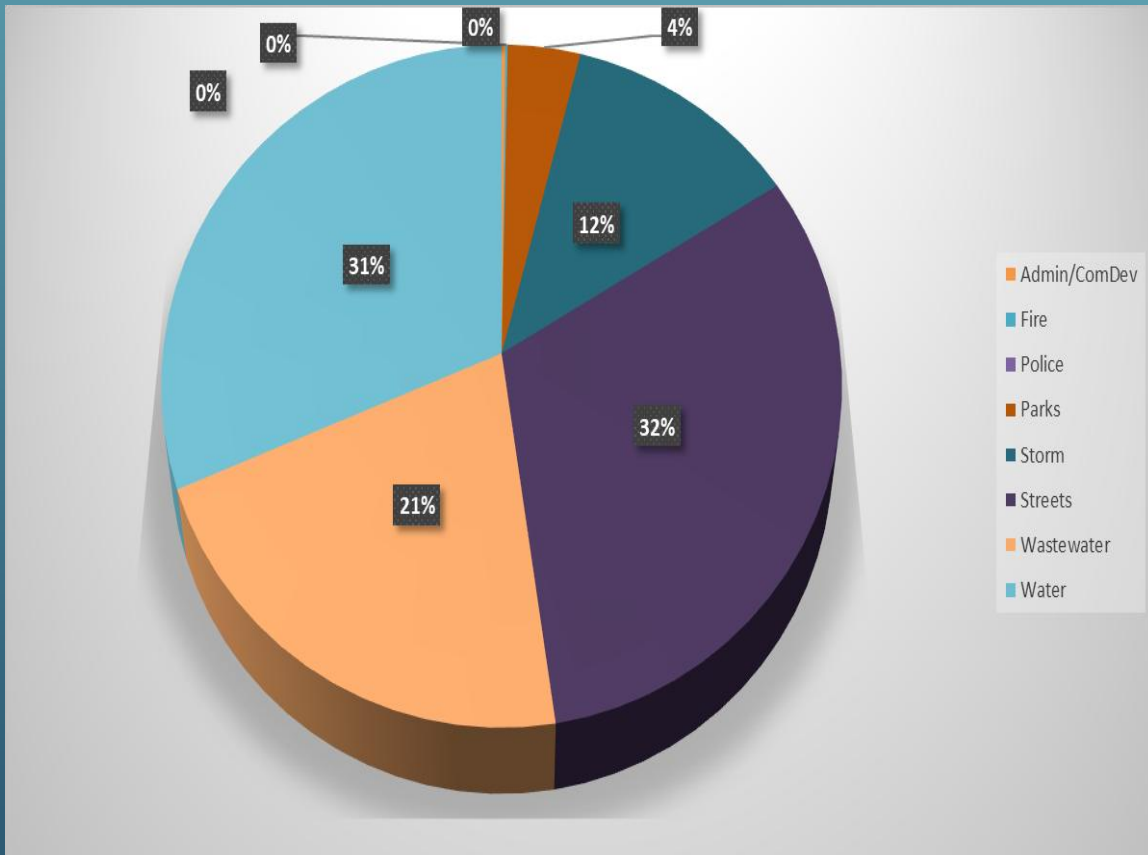
3. FY 2026 PRIORITY PROJECTS

Department	Name of Project	Project Location	Project Description	2026	2026 Funding
Police	Land purchase for new police station	Police Department	Purchase WW Rural Library property by High School at cost.	800,000	2026 -100% City Current Expense - Depending on Reserves
Parks	Lions Park Community Center	Lions Park	FY 2026: Demolition and start of Construction. FY 2027: Finish Construction.	2,000,000	DOC - EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured,
Stormwater	Street Waste Decant Facility - Owens Rd	Owens Rd	Design completed in 2025, Construction in FY 2026.	2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
Stormwater	SE Birch (4th to 6th)	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	3,402,450	100% - State Public Works Trust Fund, low interest loan
Streets	CP Downtown Parking Lot Project	South College Avenue Corridor from 4th to 13th	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	1,100,000	100% - Tax Increment Financing
Streets	Safewalk College Place	FY 2026 - Whitman Drive Multiuse Path Engineering (Davis to Academy), Davis Elementary Safe Routes Project Construction - (Engineering goes back to 2025-2026) (NE Ash - A to Whitman, RFB at 2nd & Ash, RFB at 2nd & Birch, SE Birch (2nd to 4th), 4th & Date RFB) Engineering, Sager Middle School Safe Routes Engineering (Lamperti & Walmart Back Entry RFB, SE Central (12th to Sunny) Sidewalk)	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	3,333,877	WSDOT Grant Funded
Streets	Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2026.	9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% - Federal FHWA Earmark Grant, 18.1% College Place TIF 1
Wastewater	WWTP Improvements - Implementation Phase 1:	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	10,000,000	State Ecology Subsidized Loan/City Wastewater Fund
Water	Well #8 Development	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	4,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Water	Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	8,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Water	Reservoir 4 Transmission Main Project	Mojonnier Rd	Transmission Main to connect tower to system.	5,000,000	25.0% City Water Utility, 25.0% City TIF, 50.0% Federal WRDA
Grand Total: All Capital Facility Projects				49,286,327	

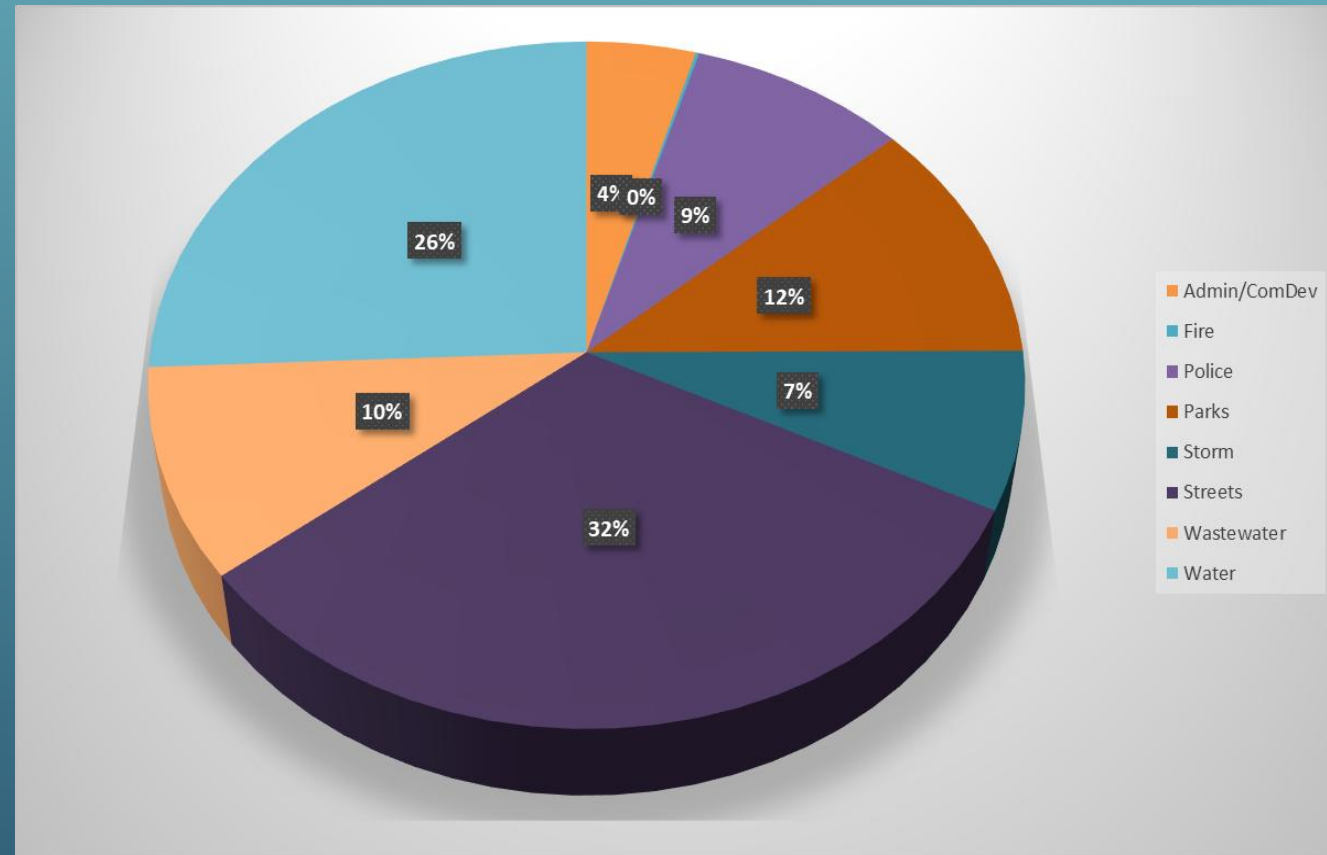


4. CAPITAL FACILITY PLAN SUMMARY – FY 2026 VS. (2026 TO 2031)

Fiscal Year 2026

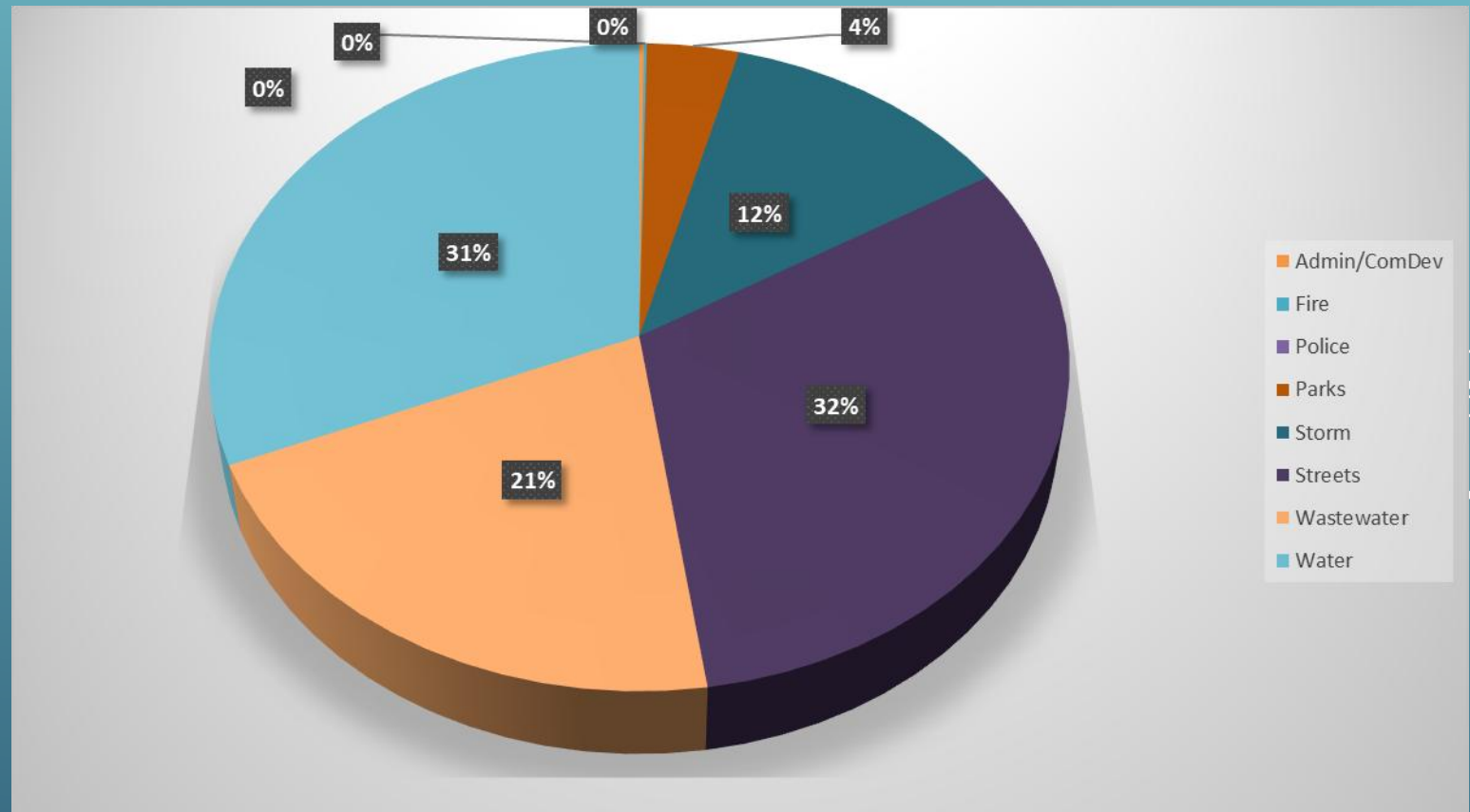


Fiscal Year 2026 to 2031



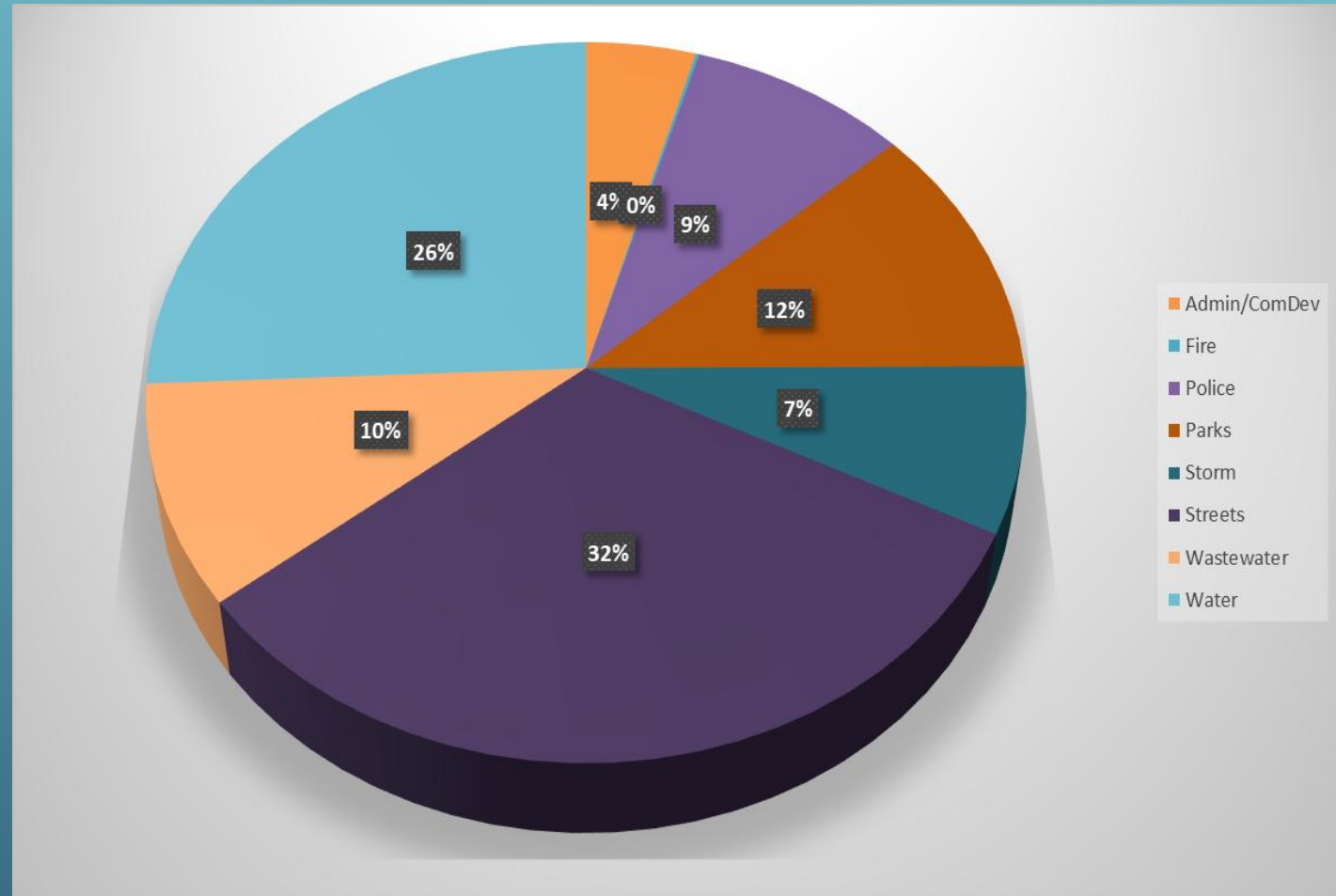
5. CAPITAL FACILITY PLAN – FY 2026

Capital Facility Plan 2026	
Department	Expense
Admin/ComDev	\$ 100,000
Fire	\$ 64,900
Police	\$ -
Parks	\$ 2,000,000
Storm	\$ 6,445,450
Streets	\$ 16,606,677
Wastewater	\$ 11,091,670
Water	\$ 16,567,892
Total	\$ 52,876,589



6. CAPITAL FACILITY PLAN – FY 2026 TO 2031

Capital Facility Plan: 2026 to 2031	
Department	Expense
Admin/ComDev	\$ 7,909,269
Fire	\$ 245,900
Police	\$ 15,800,000
Parks	\$ 20,630,254
Storm	\$ 13,265,640
Streets	\$ 57,356,327
Wastewater	\$ 17,720,911
Water	\$ 45,950,005
Total	\$ 178,878,306



7. PRIORITIZATION EXPLANATION

- ▶ All projects in the Capital Facility Plan (CFP) were assigned a prioritization value.
- ▶ **Prioritization is very important this year due to supply chain and inflation issues. The City will prioritize High priority projects and others will be done as funds permit.**
 - ▶ High: Project needs to happen as soon as possible. Projects to be funded by a combination of city funds, grants, and loan dollars. Infrastructure in very poor condition or solving a key deficiency in existing system.
 - ▶ Medium: Project needs to happen at some point but is not an immediate concern.
 - ▶ Low: Project driven by availability of grants or pace of development. Project will not happen without grant or projected development pattern.



8

. CFP - FACILITIES



9

9. CITY HALL

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Administration/Community Development											
Keycard Access City Buildings	Medium	All Facilities	Uniform electronic keycard access for all city buildings. Design in 2026, Cnstruction 2027	\$ 100,000	\$ 400,000					\$ 500,000	Facility Maintenance Reserve with Transfer from Utilities.
City Hall Improvements	Low	City Hall	Includes: Paint exterior & replace gutters (\$15k) ,ADA sidewalks (\$40k), beam repair (\$40K)		\$ 95,000					\$ 95,000	Facilities Maintenance Reserve (funded by CE)
City Hall Sallyport Conversion	High	City Hall	Convert former Sallyport to Offices. City Admin Office, Conf Room, Mayor Office.FY 2027 Construction. Delayed due to reorg of FEMA HMGP and BRIC funding		\$ 2,000,000					\$ 2,000,000	Funding in development
City Hall Conference Room Furnishings	Low	City Hall	Conference room, eight offices, break room.			\$ 100,000				\$ 100,000	Facilities Maintenance Reserve (funded by CE)
City Hall Landscaping	Low	City Hall	FY 2028 - Landscaping around City Hall campus.			\$ 54,269				\$ 54,269	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	Low	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.			\$ 60,000				\$ 60,000	Facility Maintenance Reserve (funded by CE)
City Hall Parking Lot (East End Improvements)	Low	City Hall	Patch, sealcoat, stripe, move dumpster, remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD. underground power to charging stations and remove power pole.				\$ 100,000			\$ 100,000	Facility Maintenance Reserve (funded by CE)
City Hall Renovation	Medium	City Hall	dumpster, remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD.				\$ 5,000,000			\$ 5,000,000	Funding in development
Total: Administration/Community Development				\$ 100,000	\$ 2,495,000	\$ 214,269	\$ 5,100,000	\$ -	\$ -	\$ 7,909,269	

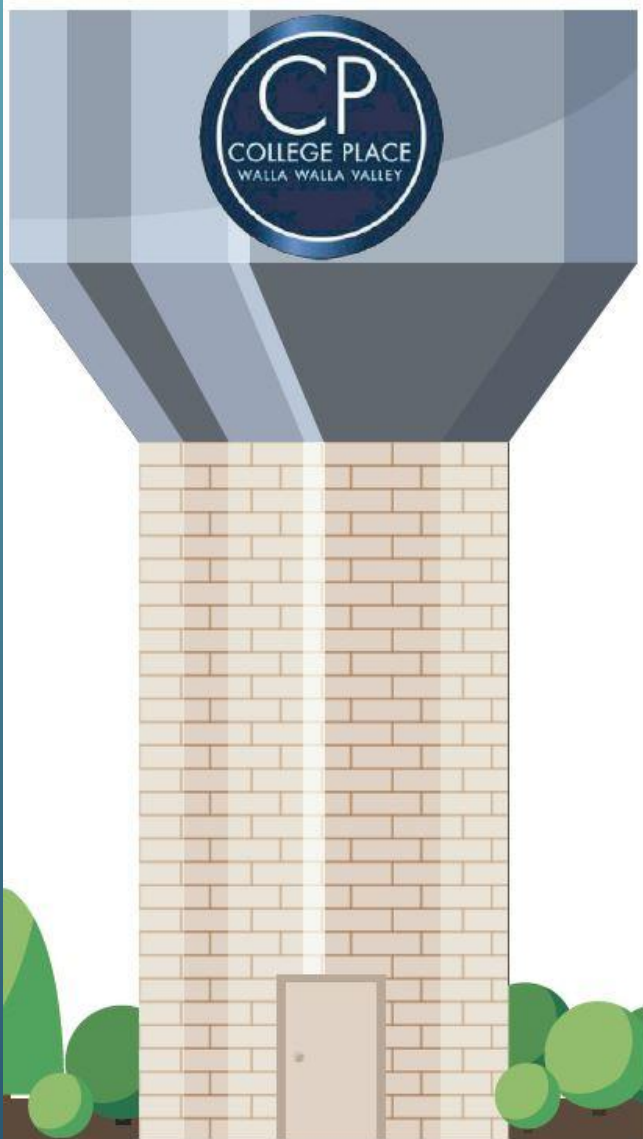
10. FIRE/POLICE DEPARTMENT

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Fire Department											
Regional Fire Training Tower Contribution	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Last year of contribution is FY 2026.	\$ 64,900						\$ 64,900	Facility Maintenance Reserve (funded by CE)
Fire Station Improvements	High	Fire Station	Renovate Dorm Rooms (\$46K), Replace Furniture (\$35k), Replace Flooring (\$100k)		\$ 181,000					\$ 181,000	Facility Maintenance Reserve (funded by CE)
Total: Fire Department				\$ 64,900	\$ 181,000	\$ -	\$ -	\$ -	\$ -	\$ 245,900	
Police Department											
Land purchase for new police station	Medium	Police Department	Purchase WW Rural Library property by High School at cost.		\$ 800,000					\$ 800,000	100% City Current Expense - Depending on Reserves
Replacement Police Department	Medium	Police Department	Rack and Stack earmarks to try to offset cost of construction and go back to voters for voter approved bond in \$6 to \$8 million range.				\$ 15,000,000			\$ 15,000,000	Funding plan in development:
Total: Police Department				\$ -	\$ 800,000	\$ -	\$ 15,000,000	\$ -	\$ -	\$ 15,800,000	

11. PARKS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Parks											
Lions Park Community Center	High	Lions Park	FY 2026: Demolition and start of Construction. FY 2027: Finish Construction.	\$ 2,000,000	\$ 8,000,000					\$ 10,000,000	DOC -EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured, WW County .09 - \$200K Secured, YMCA Passthrough DOE grant 0 \$102K used for design, additional funding to be secured.
Park Development near Stone Creek	Low	SW of College Ave & Mojonnier St	Per development standards, parkland will need to be donated to City for development. Will cooperate with State RCO, College Place School District, and developer for quality regional park.			\$ 500,000	\$ 4,000,000			\$ 4,500,000	50% Developer Fees, 25% State RCO Grants, 12.5% CPPS, 12.5% City REET II
Veterans Park	Medium	Homestead Ave south of 4th Street	Design completed in 2025 via RCO grant. Renovation delayed due to funding gap.			\$ 2,000,000	\$ -			\$ 2,000,000	30% City REET II, 70% Grants to be Determined
Autum Meadows Park	Medium	Autumn Meadows Park on Newgate.	City is taking over park from HOA with HOA giving City funds to improve infrastructure (roads, etc) to city standard.			\$ 220,000	\$ 600,000			\$ 820,000	50% State RCO Grant; 50% City REET II
Whitman & Maple Park Site	Low	Southwest corner of Whitman Drive & Maple	Encumbered site with drainage swale adjacent to drinking water well 6. Looking at establishing a park site.					\$ 2,000,000		\$ 2,000,000	20% Non-Profit Grants (Tony Hawk, AARP, others), 20% City REET II, 30% Developer Impact Fees, 30% State RCO Grants.
Kiwanis Park	Medium	Kiwanis Park	Renovation Phase II: Lighting at Pickleball and Basketball Court, Reroof Gazebo, Walking Path, Turf and resprinkler north field, fix up baseball field.					\$ 210,254	\$ 1,100,000	\$ 1,310,254	90% - State RCO YAF Grant; 10% - REET II
Total: Public Works Department - Parks				\$ 2,000,000	\$ 8,000,000	\$ 2,720,000	\$ 4,600,000	\$ 2,210,254	\$ 1,100,000	\$ 20,630,254	

12. CFP - INFRASTRUCTURE



13. STORM PROJECTS



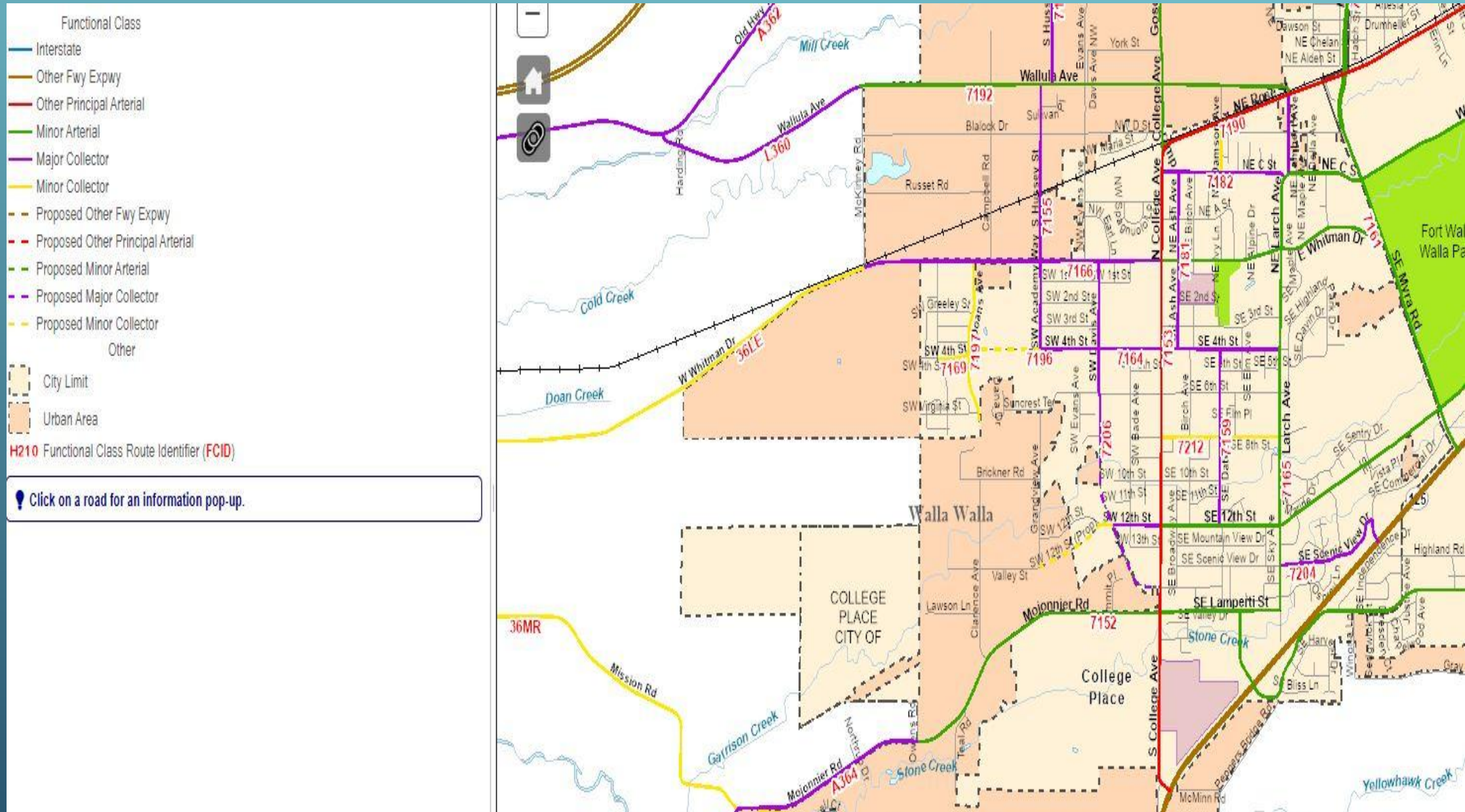
14. STORM PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Stormwater											
Street Waste Decant Facility	High	Owens Rd	Design completed in 2025, Construction in FY 2026.	\$ 2,050,000						\$ 2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
SE Birch (4th to 6th)	High	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	\$ 3,402,450						\$ 3,402,450	100% - State Public Works Trust Fund, low interest loan
SW 10th Street Retrofit (College to Bade)	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	\$ 150,000		\$ 600,000				\$ 750,000	2026 Design Grant DOE - \$127,500 - Storm Capital \$22,500 2028 Construction DOE Grant
Federal US Forest Service Tree and Irrigation Enhancement	High	SW Mojonnier Rd, Whitman Drive, East-West Rd, and SE	Installation of trees and irrigation along key corridors in the community. Design completed in 2025	\$ 315,000	\$ 315,000					\$ 630,000	100% US Forest Service Inflation Reduction Grant.
Public Works Yard Stormwater Improvements.	Medium	Middle of block between 4th, 6th, Birch, and	Stormwater improvements at Public Works Yard. FY 2025 - Engineering, FY 2026 - Construction	\$ 300,000						\$ 300,000	2026 Grant DOE - \$255,000 - Storm Capital \$45,000
NW Earl Ln Stormwater Improvements	High	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2024. Construct in 2025.	\$ 98,000		\$ 500,000				\$ 598,000	DOE - \$83,300, Storm Utility - \$14,700
Lions Park SW Outfalls	High	Lions Park	Design in 2026	\$ 130,000						\$ 130,000	DOE - \$110,500, Storm Utility - \$19,500
River Gauge Project	High	Lions Park, WWTP, SE Larch, and SW	Installation of river gauges at upstream and down stream entries along Garrison and Stone Creeks.		\$ 70,000					\$ 70,000	FY 2027 - 80% Walla Walla Watershed Earmark, 20% City Storm Utility
Outfall Replacement Program	Medium	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.		\$ 182,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,782,000	75% - State Ecology Grant; 25% - City Storm Utility
Drywell Install	Medium	Community Wide	Earmark funds to install Drywells.		\$ 99,930		\$ 99,930		\$ 99,330	\$ 299,190	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Military Springs SW Outfalls	Low	Cedar-Ash, Cedar-Birch	Stormwater Improvements along corridor. Design in 2027		\$ 218,000					\$ 218,000	DOE - \$185,300, Storm Utility - \$32,700
SE 12th Street (College to Larch)	Low	SE 12th (College to Sky)	Replace storm infrastructure on 12th from College to Sky Avenue. Design in 2027		\$ 180,000	\$ 1,000,000				\$ 1,180,000	DOE - \$153,000, Storm Utility - \$27,000
SE Date Ave (8th to 11th)	Low	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.				\$ 456,000			\$ 456,000	100% Stormwater Utility.
SE 12th Street (Dewey to Myra)	Low	SE 12th Street (Dewey to	Stormwater Retrofit on SE 12th (Dewey to Myra).						\$ 1,400,000	\$ 1,400,000	60% Ecology Storm Grant, 40% Storm Utility
Total: Public Works Department - Stormwater				\$ 6,445,450	\$ 1,064,930	\$ 2,500,000	\$ 955,930	\$ 400,000	\$ 1,899,330	\$ 13,265,640	

15. STREET PROJECTS



16. FEDERALLY CLASSIFIED ROADWAYS



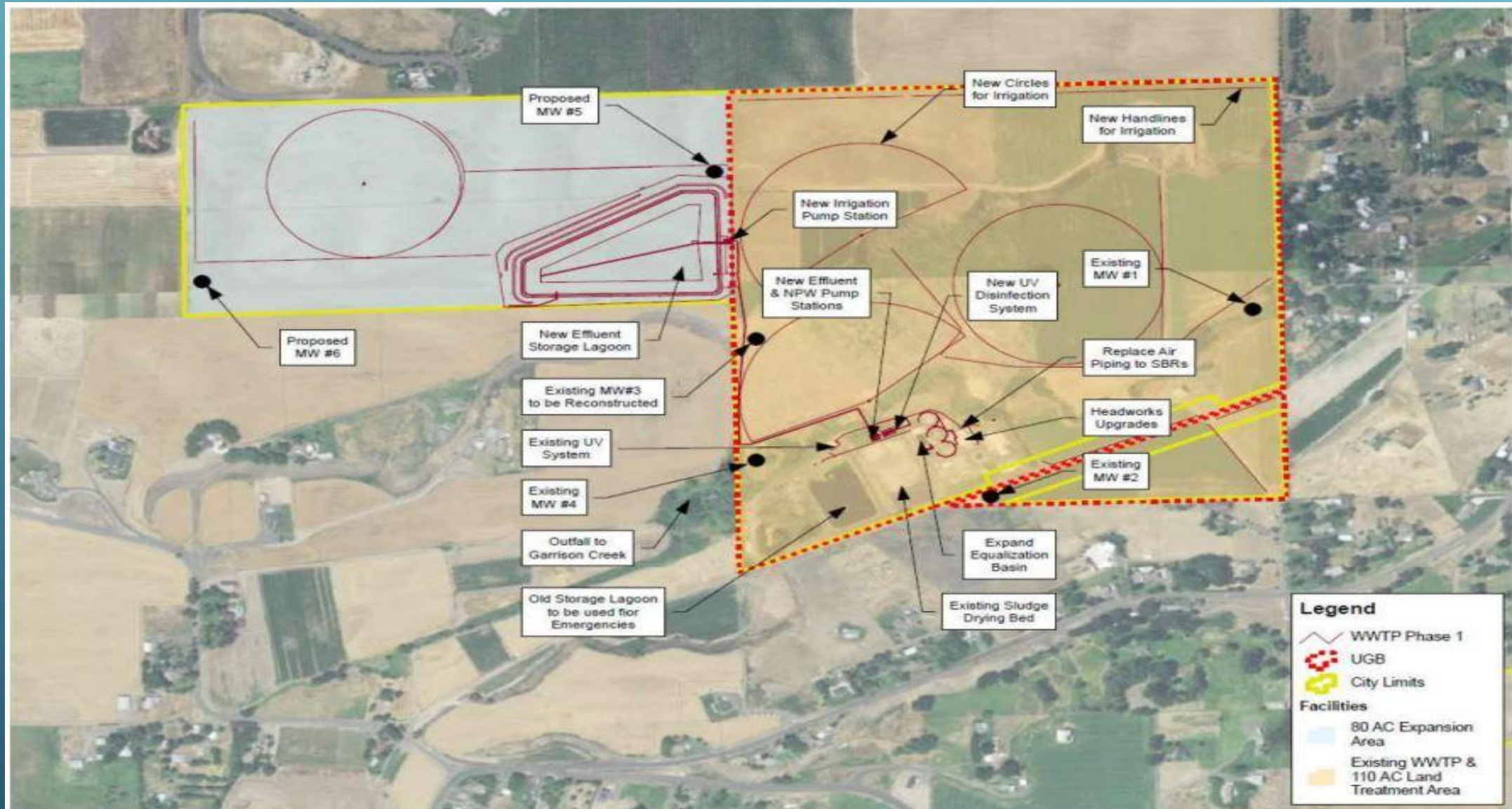
17. STREET PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Streets											
Block Resurfacing/Chipseal Program	High	Streets identified in transportation	Grind and overlay roadways. Funds from Transportation Benefit District. Reet1 funds available in 2029	\$ 350,000	\$ 350,000	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2026-2028 TBD Funds, Add \$150k in REET1 funds after 2029
CP Downtown Parking Lot Project	High	South College Avenue Corridor from	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	\$ 1,100,000	\$ 2,056,742					\$ 3,156,742	100% - Tax Increment Financing
SE 8th College to Birch	High	South East 8th Corridor from	FY 2026 - Construction	\$ 250,000						\$ 250,000	WSDOT/MPO Grant \$250k
Safewalk College Place	High	FY 2026 - Whitman Drive Multiuse Path Engineering (Davis to Academy), Davis Elementary Safe Routes	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	\$ 3,333,877						\$ 3,333,877	WSDOT Grant Funded
Safewalk College Place	High	FY 2027 - Whitman Drive Multiuse Path Gap Completion			\$ 840,421						WSDOT Grant
Safewalk College Place	High	FY 2028 - NW B Street (College-Spagnuolo,				\$ 735,740					WSDOT Grant
Safewalk College Place	High	FY 2029 - SW 2nd (Davis to Academy)					\$ 735,740				WSDOT Grant
Safewalk College Place	High	FY 2030 - SE Broadway (12th						\$ 735,592			WSDOT Grant
Safewalk College Place	High	FY 2031 - SE 2nd (Ash to Date)							\$ 709,715		WSDOT Grant
SE Lamperti Wall/Guardrail Issue	Medium	SE Lamperti & College Intersection.	Design and build guardrail above wall to improve safety. Design 2026, Construction 2027	\$ 100,000	\$ 400,000					\$ 500,000	100.0% Street Improvement Fund.
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	High	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2025.	\$ 9,600,000						\$ 9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% - Federal FHWA Earmark Grant, 18.1% College Place TIF 1
Proposed E/W Road & College Avenue Intersection Improvement	Medium - Dependent on future developmen	College Avenue, south side of College Place High	Installation of signals at College Ave and arterial for the Stone Creek Development.	\$ 318,800	\$ 1,229,000					\$ 1,547,800	City of College Place TIF 1
Proposed E/W Road (College to Teal) Construction	Medium - Dependent on future developmen	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	\$ 500,000						\$ 500,000	College Place TIF 1, FY 2026 - Developer.
Whitman Drive & SW Davis Lighting, Pavement, Sidewalk Project	High	West Whitman Drive (Adams to Davis) and SW Davis Avenue (Whitman to	Pedestrian streetlamps on Whitman and Davis. New sidewalk on SW Davis (4th to 6th), new pavement on SW Davis (4th to 6th) RFBs at Davis and Whitman as well as Davis and Fourth.	\$ 1,000,000	\$ 252,000					\$ 1,252,000	100% - MPO WSDOT Local Programs HSIP Grant

18 - STREET PROJECTS – CONT.

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Whitman & Home Depot/Commercial Intersection.	Medium	East Whitman Drive and first entrance to Home Depot and	Remove pork chop and make it fully functional intersection. Maybe turn into traffic circle.	\$ 54,000	\$ 1,195,544					\$ 1,249,544	FY 2026 - 100% City Transportation Benefit District, FY 2027 - 90% State TIB Grant or CERB, 8% City Transportation Benefit
Public Works Yard Replacement	Medium	Replace Yard with Current Day Operations.	FY 2024: Facility Planning, FY 2028: Replace PW Yard with Generational Facility.		\$ 830,000	\$ 15,500,000				\$ 16,330,000	Funding in development
State Route 125 & College Avenue & Aufte Roundabout	Medium - Dependent upon Future Development	State Route 125 & College Avenue & Aufte Intersection	Conversion of State Route 125 & College Avenue & Aufte Intersection into a double roundabout.		\$ 300,000	\$ 4,000,000				\$ 4,300,000	FY 2026 - 100% Freight Mobility Board Grant FY 2027 - Developer and other funding in development
12th & Larch Intersection	Low	The 12th and Larch Avenue intersection.	Reconstruction intersection from a four way stop into a roundabout. If awarded grant FY 2025 would be engineering and FY 2026 would be construction.		\$ 301,376	\$ 1,200,000				\$ 1,501,376	90% - State Transportation Improvement Board UAP Grant, 10% - City Transportation Benefit District
Pedestrian signalization at Myra Rd & Garrison Village Way	Low - Dependent on WSDOT Grant and Developers	Myra Rd at Garrison Village Way	Pedestrian crossing beacon with pedestrian refuge island so folks can get to Fort Walla Walla.		\$ 100,000					\$ 100,000	City of CP Street Fund
SE 12th Street (College to Larch)	Low	SE 12th Street Improvements - Road/Landscape/Sidewalks	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Larch.		\$ 1,100,000	\$ 4,400,000				\$ 5,500,000	90% TIB or MPO Funding, Also, Congressional Directed Spending. 10% Street Improvement Fund.
Larch Wall @ 5th	Medium	SE Larch and Fifth Street	Remove portion of failing wall and replace.			\$ 100,000				\$ 100,000	100.0% Street Improvement Fund.
Larch & Whitman Intersection	Low	Larch & Whitman Intersection	Intersections need to be improved for safe traffic.			\$ 301,376	\$ 1,200,000			\$ 1,501,376	40% Developer Impact Fees, 40% WSDOT Safety Grants, 20% Street Improvement Fund
NE Cedar Avenue ("A" to "C" Street)	Low	NE Cedar Avenue from "A" to "C" Street	Resurface Cedar Avenue				\$ 63,612	\$ 540,000		\$ 603,612	100.0% - Legislative Appropriation or 90% TIB Complete Street and 10.0% Street Fund
9th Street	Low-Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.					\$ 700,000		\$ 700,000	80 % via CDBG - General Purpose Grant, LID, or State Grant. 20.0% City Transportation Benefit District
SE 12th Street (Larch to Myra)	Low	SE 12th Street Improvements - Road/Landscape	Reconstruction of 12th Street from Myra Rd to Larch Ave. Engineering only in 2029. Construction in 2030.					\$ 900,000	\$ 3,200,000	\$ 4,100,000	90% TIB or MPO Funding, 10% Street Improvement Fund.
SE Dewey Dr	Low	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.					\$ 730,000		\$ 730,000	100% Street Improvement Fund
Whitman Dr Reconstruction	Medium - Dependent upon Future Development	Whitman Drive & Maple Ave	Reconstruct roadway from Academy Way to Martin Airfield to Arterial Standards. Also, includes conversion of Academy & Whitman intersection to four way stop.						\$ 1,400,000	\$ 1,400,000	50% Developer Fees; 50% State TIB or Public Works Trust Fund Grants
Total: Public Works Department - Streets				\$ 16,606,677	\$ 8,955,083	\$ 26,587,116	\$ 2,499,351	\$ 4,105,592	\$ 4,409,715	\$ 57,356,327	

20. WASTEWATER PROJECTS



21. WASTE WATER PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Wastewater (From Adopted Wastewater Plan)											
WWTP Improvements - Implementation Phase 1:	High - Mandated by our Wastewater Permit	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	\$ 10,000,000	\$ 5,000,000					\$ 15,000,000	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wastewater Fund
WWTP Check Value Replacement	High	WWTP - 501 Owens Rd	Install new check valves	\$ 455,942						\$ 455,942	100% Wastewater Capital Reserve Fund.
Central Avenue Wastewater Line Project (ScenicView to Valley)	Low	Central Avenue from ScenicView to	Install new sewer line to replace private line in corridor.	\$ 200,000						\$ 200,000	100% Wastewater Capital Reserve Fund.
SW Mojonier Sewer Extension (Bluvue to Teal)	Medium	SW Mojonier Rd (Bluvue to	Wastewater extention between	\$ 435,728	\$ -					\$ 435,728	100%.0% - Wastewater Capital Reserve Fund
12th Street Wastewater Replacement Project	Medium	12th Street from College to	Wastewater replacement project below 12th Street project.		\$ 219,000	\$ 1,000,000				\$ 1,219,000	100% DOE Loan
SE Dewey Dr Sewer Replacement	Low	SE Dewey Drive.	Wastewater replacement project					\$ 410,241		\$ 410,241	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater				\$ 11,091,670	\$ 5,219,000	\$ 1,000,000	\$ -	\$ 410,241	\$ -	\$ 17,720,911	

22. WATER PROJECTS



23. WATER PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Water (From Adopted Water Plan)											
Well #9 Development	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	\$ 2,000,000	\$ 4,000,000					\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	High	Martin Airfield A	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	\$ 8,000,000	\$ 12,000,000					\$ 20,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Reservoir 4 Transmission Main Project	High	Mojonnier Rd	Transmission Main to connect tower to system.	\$ 5,000,000						\$ 5,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Well #3 Rehab	Medium	Lamperti & Larch	Design - 2026 Construction 2027 (FEMA Grant)	\$ 577,892	\$ 1,000,000					\$ 1,577,892	FY 2026 - State Public Works Trust Fund \$426k Water Reserves \$151k, FY 2027 - 75% FEMA BRIC, 25% - City Water Utility
Reservoir #1 Repaint, Overflow, and Seismic Retrofit	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursuing FEMA Resiliency Grant to conduct seismic upgrades,	\$ 200,000	\$ 1,850,000					\$ 2,050,000	87.5% - State FEMA HMA, 12.5% - City Water Fund
SCADA Conrols Upgrades	High	Various Pump Stations	2026 - Tank1 Booster PLC panels (\$125K), Tank Fill Controls (\$45,000) 2027 - Well #3 Controls (\$110k), Radio Upgrade (\$30k)	\$ 170,000	\$ 140,000					\$ 310,000	100% Water Capital Reserve Fund.
SE 12th St (College to Myra) Water Infrastructure Replacement Project	Medium - Dependent on Grant Funds	SE 12th Street from College to Myra Ave.	Replace water infrastructure under SE 12th St project.	\$ 620,000		\$ -				\$ 620,000	\$500k DOH Loan - \$120k Water Reserves
High Priority Water Main Replacement Program	High	Spots Identified in Water System Plan - 2026 6th Street from College to Date.	Replace water main and services		\$ 1,250,000	\$ 100,000	\$ 450,000			\$ 1,800,000	100% Water Capital Reserve Fund.
NE Lambert 12" Water Replacement	Medium	NE Lambert Street (Rose to	Replace decayed 12" line.		\$ 317,000					\$ 317,000	100% Water Capital Reserve Fund.
SW 8th Street 8" Water Main Replacement	Low	SW 8th (College to Bade)	Replace decayed line as cited in adopted City Water System Plan.		\$ 10,000					\$ 10,000	100% Water Capital Reserve Fund.
SE Robin 8" Water Main Replacement	Low	SE Robin Drive - Country Estates	Replace decayed line as cited in adopted City Water System Plan.			\$ 63,000				\$ 63,000	100% Water Capital Reserve Fund.
Well #9 Development	High	TBD	Develop a 9th well			\$ 6,000,000				\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Dewey Drive Water	Low	Dewey Drive	Replace Water main & services					\$ 286,000		\$ 286,000	100% Water Capital Reserve Fund.
SE 12th Street (Dewey to Myra) Water Replacement	Low	SE 12th Street (D	Replace water main and services.					\$ 916,113	\$ 1,000,000	\$ 1,916,113	100% Water Capital Reserve Fund.
Total: Public Works Department - Water				\$ 16,567,892	\$ 20,567,000	\$ 6,163,000	\$ 450,000	\$ 1,202,113	\$ 1,000,000	\$ 45,950,005	

QUESTIONS?

City of College Place: Capital Facility Plan (2026 to 2031) * Many projects subject to availability of grant dollars & future development*														
Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Administration/Community Development														
Keycard Access City Buildings	1016	Medium	All Facilities	Uniform electronic keycard access for all city buildings. Design in 2026, Cinstruction 2027	Budgeted	2026	\$ 100,000.00	\$ 400,000.00					\$ 500,000.00	Facility Maintenance Reserve with Transfer from Utilities.
City Hall Improvements	1017	Low	City Hall	Includes: Paint exterior & replace gutters (\$15k) ,ADA sidewalks (\$40k), beam repair (\$40K)	Planned	2027		\$ 95,000.00					\$ 95,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Sallyport Conversion	1018	High	City Hall	Convert former Sallyport to Offices. City Admin Office, Conf Room, Mayor Office.FY 2027 Construction. Delayed due to reorg of FEMA HMGP and BRIC funding	Planned	2027		\$ 2,000,000.00					\$ 2,000,000.00	Funding in development
City Hall Conference Room Furnishings	1013	Low	City Hall	Conference room, eight offices, break room.	Planned	2028			\$ 100,000.00				\$ 100,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Landscaping	1002	Low	City Hall	FY 2028 - Landscaping around City Hall campus.	Planned	2028			\$ 54,269.00				\$ 54,269.00	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	1015	Low	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.	Planned	2028			\$ 60,000.00				\$ 60,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Parking Lot (East End Improvements)	1014	Low	City Hall	Patch, sealcoat, stripe, move dumpster, remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD. underground power to charging stations and remove power pole.	Planned	2029				\$ 100,000.00			\$ 100,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Renovation	1019	Medium	City Hall	remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD. underground power to charging	Planned	2029				\$ 5,000,000.00			\$ 5,000,000.00	Funding in development
Total: Administration/Community Development							\$ 100,000.00	\$ 2,495,000.00	\$ 214,269.00	\$ 5,100,000.00	\$ -	\$ -	\$ 7,909,269.00	
Fire Department														
Regional Fire Training Tower Contribution	2016	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Last year of contribution is FY 2026.	Budgeted	2026	\$ 64,900.00						\$ 64,900.00	Facility Maintenance Reserve (funded by CE)
Fire Station Improvements	2017	High	Fire Station	Renovate Dorm Rooms (\$46K), Replace Furniture (\$35k), Replace Flooring (\$100k)	Planned	2027		\$ 181,000.00					\$ 181,000.00	Facility Maintenance Reserve (funded by CE)
Total: Fire Department							\$ 64,900	\$ 181,000	\$ -	\$ -	\$ -	\$ -	\$ 245,900	
Police Department														
Land purchase for new police station	3010	Medium	Police Department	Purchase WW Rural Library property by High School at cost.	Budgeted	2026		\$ 800,000					\$ 800,000	100% City Current Expense - Depending on Reserves
Replacement Police Department	3011	Medium	Police Department	Rack and Stack earmarks to try to offset cost of construction and go back to voters for voter approved bond in \$6 to \$8 million range.	Planned	2029				\$ 15,000,000			\$ 15,000,000	Funding plan in development:
Total: Police Department							\$ -	\$ 800,000	\$ -	\$ 15,000,000	\$ -	\$ -	\$ 15,800,000	
Public Works Department - Parks														
Lions Park Community Center	4006	High	Lions Park	FY 2026: Demolition and start of Construction. FY 2027: Finish Construction.	Budgeted	2026	\$ 2,000,000	\$ 8,000,000					\$ 10,000,000	DOC -EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured, WW County .09 - \$200K Secured, YMCA Passthrough DOE grant 0 \$102K used for design, additional funding to be secured.

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Park Development near Stone Creek	4003	Low	SW of College Ave & Mojonnier St	Per development standards, parkland will need to be donated to City for development. Will cooperate with State RCO, College Place School District, and developer for quality regional park.	Planned	2028			\$ 500,000	\$ 4,000,000			\$ 4,500,000	50% Developer Fees, 25% State RCO Grants, 12.5% CPPS, 12.5% City REET II
Veterans Park	4004	Medium	Homestead Ave south of 4th Street	Design completed in 2025 via RCO grant. Renovation delayed due to funding gap.	Planned	2028			\$ 2,000,000	\$ -			\$ 2,000,000	30% City REET II, 70% Grants to be Determined
Autum Meadows Park	4007	Medium	Autumn Meadows Park on Newgate.	City is taking over park from HOA with HOA giving City funds to improve infrastructure (roads, etc) to city standard.	Planned	2028			\$ 220,000	\$ 600,000			\$ 820,000	50% State RCO Grant; 50% City REET II
Whitman & Maple Park Site	4009	Low	Southwest corner of Whitman Drive & Maple	Encumbered site with drainage swale adjacent to drinking water well 6. Looking at establishing a park site.	Planned	2030					\$ 2,000,000		\$ 2,000,000	20% Non-Profit Grants (Tony Hawk, AARP, others), 20% City REET II, 30% Developer Impact Fees, 30% State RCO Grants.
Kiwanis Park	4008	Medium	Kiwanis Park	Renovation Phase II: Lighting at Pickleball and Basketball Court, Reroof Gazebo, Walking Path, Turf and resprinkler north field, fix up baseball field.	Planned	2030					\$ 210,254	\$ 1,100,000	\$ 1,310,254	90% - State RCO YAF Grant; 10% - REET II
Total: Public Works Department - Parks							\$ 2,000,000	\$ 8,000,000	\$ 2,720,000	\$ 4,600,000	\$ 2,210,254	\$ 1,100,000	\$ 20,630,254	
Public Works Department - Stormwater														
Street Waste Decant Facility	5003	High	Owens Rd	Design completed in 2025, Construction in FY 2026.	Budgeted	2026	\$ 2,050,000						\$ 2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
SE Birch (4th to 6th)	5004	High	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	Budgeted	2026	\$ 3,402,450						\$ 3,402,450	100% - State Public Works Trust Fund, low interest loan
SW 10th Street Retrofit (College to Bade)	5005	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	Budgeted	2026	\$ 150,000		\$ 600,000				\$ 750,000	2026 Design Grant DOE - \$127,500 - Storm Capital 2028 \$22,500 Construction DOE Grant
Federal US Forest Service Tree and Irrigation Enhancement	6070	High	SW Mojonnier Rd, Whitman Drive, East-West Rd, and SE 12th	Installation of trees and irrigation along key corridors in the community. Design completed in 2025	Budgeted	2026	\$ 315,000	\$ 315,000					\$ 630,000	100% US Forest Service Inflation Reduction Grant.
Public Works Yard Stormwater Improvements.	6032	Medium	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard. FY 2025 - Engineering, FY 2026 - Construction	Budgeted	2026	\$ 300,000						\$ 300,000	2026 Grant DOE - \$255,000 - Storm Capital \$45,000
NW Earl Ln Stormwater Improvements	6069	High	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2024. Construct in 2025.	Budgeted	2026	\$ 98,000		\$ 500,000				\$ 598,000	DOE - \$83,300, Storm Utility - \$14,700
Lions Park SW Outfalls		High	Lions Park	Design in 2026	Budgeted	2026	\$ 130,000						\$ 130,000	DOE - \$110,500, Storm Utility - \$19,500
River Gauge Project	5020	High	Lions Park, WWTP, SE Larch, and SW Teal Rd	Installation of river gauges at upstream and down stream entries along Garrison and Stone Creeks.	Planned	2027		\$ 70,000					\$ 70,000	FY 2027 - 80% Walla Walla Watershed Earmark, 20% City Storm Utility
Outfall Replacement Program	5012	Medium	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.	Planned	2027		\$ 182,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,782,000	75% - State Ecology Grant; 25% - City Storm Utility
Drywell Install	5022	Medium	Community Wide	Earmark funds to install Drywells.	Planned	2027		\$ 99,930		\$ 99,930		\$ 99,330	\$ 299,190	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Military Springs SW Outfalls	6007.2	Low	Cedar-Ash, Cedar-Birch	Stormwater Improvements along corridor. Design in 2027	Planned	2027		\$ 218,000					\$ 218,000	DOE - \$185,300, Storm Utility - \$32,700

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
SE 12th Street (College to Larch)	6010.2	Low	SE 12th (College to Sky)	Replace storm infrastructure on 12th from College to Sky Avenue. Design in 2027	Planned	2028		\$ 180,000	\$ 1,000,000				\$ 1,180,000	DOE - \$153,000, Storm Utility - \$27,000
SE Date Ave (8th to 11th)	5018	Low	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.	Planned	2029				\$ 456,000			\$ 456,000	100% Stormwater Utility.
SE 12th Street (Dewey to Myra)	6039	Low	SE 12th Street (Dewey to Myra)	Stormwater Retrofit on SE 12th (Dewey to Myra).	Planned	2031						\$ 1,400,000	\$ 1,400,000	60% Ecology Storm Grant, 40% Storm Utility
Total: Public Works Department - Stormwater							\$ 6,445,450	\$ 1,064,930	\$ 2,500,000	\$ 955,930	\$ 400,000	\$ 1,899,330	\$ 13,265,640	
Public Works Department - Streets														
Block Resurfacing/Chipseal Program	6059	High	Streets identified in transportation plan	Grind and overlay roadways. Funds from Transportation Benefit District. Reet1 funds available in 2029	Budgeted	2026	\$ 350,000	\$ 350,000	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2026-2028 TBD Funds, Add \$150k in REET1 funds after 2029
CP Downtown Parking Lot Project	6063	High	South College Avenue Corridor from 4th to 13th	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	Budgeted	2026	\$ 1,100,000	\$ 2,056,742					\$ 3,156,742	100% - Tax Increment Financing
SE 8th College to Birch		High	South East 8th Corridor from College to Birch	FY 2026 - Construction	Budgeted	2026	\$ 250,000						\$ 250,000	WSDOT/MPO Grant \$250k
Safewalk College Place	6072	High	FY 2026 - Whitman Drive Multiuse Path Engineering (Davis to Academy), Davis Elementary Safe Routes Project Construction - (Engineering goes back to 2025-2026) (NE Ash - A to Whitman, RFB at 2nd & Ash, RFB at 2nd & Birch, SE Birch (2nd to 4th), 4th & Date RFB) Engineering, Sager Middle School Safe Routes Engineering (Lamperti & Walmart Back Entry RFB, SE Central (12th to Sunny) Sidewalk)	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	Budgeted	2026	\$ 3,333,877						\$ 3,333,877	WSDOT Grant Funded
Safewalk College Place	6073	High	FY 2027 - Whitman Drive Multiuse Path Gap Completion Project (Davis to Academy Way) Construction, NW B Street Sidewalk Gap engineering (College-Spagnuolo, Spagnuolo to Ruby)		Planned	2027		\$ 840,421						WSDOT Grant
Safewalk College Place	6074	High	FY 2028 - NW B Street (College-Spagnuolo, Spagnuolo to Ruby) Construction, SW 2nd (Davis to Academy) Sidewalk Engineering.		Planned	2028			\$ 735,740					WSDOT Grant
Safewalk College Place	6075	High	FY 2029 - SW 2nd (Davis to Academy) Sidewalk Construction, SE Broadway (12th to Sunny) Engineering		Planned	2029				\$ 735,740				WSDOT Grant
Safewalk College Place	6076	High	FY 2030 - SE Broadway (12th to Sunny) Construction, SE 2nd (Ash to Date) Engineering.		Planned	2030					\$ 735,592			WSDOT Grant
Safewalk College Place	6077	High	FY 2031 - SE 2nd (Ash to Date) Construction, SW 13th (College to Bade) Engineering		Planned	2031						\$ 709,715		WSDOT Grant
SE Lamperti Wall/Guardrail Issue	6066	Medium	SE Lamperti & College Intersection.	Design and build guardrail above wall to improve safety. Design 2026, Construction 2027	Budgeted	2026	\$ 100,000	\$ 400,000					\$ 500,000	100.0% Street Improvement Fund.
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006	High	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2025.	Budgeted	2026	\$ 9,600,000						\$ 9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% - Federal FHWA Earmark Grant, 18.1% College Place TIF 1
Proposed E/W Road & College Avenue Intersection Improvement	6035	Medium - Dependent on future development.	College Avenue, south side of College Place High School.	Installation of signals at College Ave and arterial for the Stone Creek Development.	Budgeted	2026	\$ 318,800	\$ 1,229,000					\$ 1,547,800	City of College Place TIF 1
Proposed E/W Road (College to Teal) Construction	6063	Medium - Dependent on future development.	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	Budgeted	2026	\$ 500,000						\$ 500,000	College Place TIF 1, FY 2026 - Developer.

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Whitman Drive & SW Davis Lighting, Pavement, Sidewalk Project	6066	High	West Whitman Drive (Adams to Davis) and SW Davis Avenue (Whitman to 6th)	Pedestrian streetlamps on Whitman and Davis. New sidewalk on SW Davis (4th to 6th), new pavement on SW Davis (4th to 6th) RFBs at Davis and Whitman as well as Davis and Fourth.	Budgeted	2026	\$ 1,000,000	\$ 252,000					\$ 1,252,000	100% - MPO WSDOT Local Programs HSIP Grant
Whitman & Home Depot/Commercial Intersection.	6067	Medium	East Whitman Drive and first entrance to Home Depot and Commercial Development.	Remove pork chop and make it fully functional intersection. Maybe turn into traffic circle.	Budgeted	2026	\$ 54,000	\$ 1,195,544					\$ 1,249,544	FY 2026 - 100% City Transportation Benefit District, FY 2027 - 90% State TIB Grant or CERB, 8% City Transportation Benefit District, 2% Developer
Public Works Yard Replacement	6032	Medium	Replace Yard with Current Day Operations.	FY 2024: Facility Planning, FY 2028: Replace PW Yard with Generational Facility.	Planned	2027		\$ 830,000	\$ 15,500,000				\$ 16,330,000	Funding in development
State Route 125 & College Avenue & Aufte Roundabout	6065	Medium - Dependent upon Future Development	State Route 125 & College Avenue & Aufte Intersection	Conversion of State Route 125 & College Avenue & Aufte Intersection into a double roundabout.	Planned	2027		\$ 300,000	\$ 4,000,000				\$ 4,300,000	FY 2026 - 100% Freight Mobility Board Grant FY 2027 - Developer and other funding in development
12th & Larch Intersection	6011	Low	The 12th and Larch Avenue intersection.	Reconstruction intersection from a four way stop into a roundabout. If awarded grant FY 2025 would be engineering and FY 2026 would be construction.	Planned	2027		\$ 301,376	\$ 1,200,000				\$ 1,501,376	90% - State Transportation Improvement Board UAP Grant, 10% - City Transportation Benefit District
Pedestrian signalization at Myra Rd & Garrison Village Way	6054	Low - Dependent on WSDOT Grant and Developers	Myra Rd at Garrison Village Way	Pedestrian crossing beacon with pedestrian refuge island so folks can get to Fort Walla Walla.	Planned	2027		\$ 100,000					\$ 100,000	City of CP Street Fund
SE 12th Street (College to Larch)	6010.2	Low	SE 12th Street Improvements - Road/Landscape/Sidewalks	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Larch.	Planned.	2027		\$ 1,100,000	\$ 4,400,000				\$ 5,500,000	90% TIB or MPO Funding, Also, Congressional Directed Spending. 10% Street Improvement Fund.
Larch Wall @ 5th	6064	Medium	SE Larch and Fifth Street	Remove portion of failing wall and replace.	Planned	2028			\$ 100,000				\$ 100,000	100.0% Street Improvement Fund.
Larch & Whitman Intersection	6015	Low	Larch & Whitman Intersection	Intersections need to be improved for safe traffic.	Planned	2028			\$ 301,376	\$ 1,200,000			\$ 1,501,376	40% Developer Impact Fees, 40% WSDOT Safety Grants, 20% Street Improvement Fund
NE Cedar Avenue ("A" to "C" Street)	6007.2	Low	NE Cedar Avenue from "A" to "C" Street	Resurface Cedar Avenue	Planned	2029				\$ 63,612	\$ 540,000		\$ 603,612	100.0% - Legislative Appropriation or 90% TIB Complete Street and 10.0% Street Fund
9th Street	6062	Low- Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.	Planned	2030					\$ 700,000		\$ 700,000	80 % via CDBG - General Purpose Grant, LID, or State Grant. 20.0% City Transportation Benefit District
SE 12th Street (Larch to Myra)	6039	Low	SE 12th Street Improvements - Road/Landscape/Sidewalks	Reconstruction of 12th Street from Myra Rd to Larch Ave. Engineering only in 2029. Construction in 2030.	Planned	2030					\$ 900,000	\$ 3,200,000	\$ 4,100,000	90% TIB or MPO Funding, 10% Street Improvement Fund.
SE Dewey Dr	6022	Low	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2030					\$ 730,000		\$ 730,000	100% Street Improvement Fund

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Whitman Dr Reconstruction	6043	Medium - Dependent upon Future Development	Whitman Drive & Maple Ave	Reconstruct roadway from Academy Way to Martin Airfield to Arterial Standards. Also, includes conversion of Academy & Whitman intersection to four way stop.	Planned	2031						\$ 1,400,000	\$ 1,400,000	50% Developer Fees; 50% State TIB or Public Works Trust Fund Grants
Total: Public Works Department - Streets							\$ 16,606,677	\$ 8,955,083	\$ 26,587,116	\$ 2,499,351	\$ 4,105,592	\$ 4,409,715	\$ 57,356,327	
Public Works Department - Wastewater (From Adopted Wastewater Plan)														
WWTP Improvements - Implementation Phase 1:	7004	High - Mandated by our Wastewater Permit	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	Budgeted	2026	\$ 10,000,000	\$ 5,000,000					\$ 15,000,000	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wastewater Fund
WWTP Check Value Replacement		High	WWTP - 501 Owens Rd	Install new check valves	Budgeted	2026	\$ 455,942						\$ 455,942	100% Wastewater Capital Reserve Fund.
Central Avenue Wastewater Line Project (ScenicView to Valley)	7020	Low	Central Avenue from ScenicView to Valley.	Install new sewer line to replace private line in corridor.	Budgeted	2026	\$ 200,000						\$ 200,000	100% Wastewater Capital Reserve Fund.
SW Mojonnier Sewer Extension (Bluvue to Teal)	7021	Medium	SW Mojonnier Rd (Bluvue to Teal Rd)	Wastewater extention between	Budgeted	2027	\$ 435,728	\$ -					\$ 435,728	100%.0% - Wastewater Capital Reserve Fund
12th Street Wastewater Replacement Project	6010.3	Medium	12th Street from College to Myra	Wastewater replacement project below 12th Street project.	Planned	2027		\$ 219,000	\$ 1,000,000				\$ 1,219,000	100% DOE Loan
SE Dewey Dr Sewer Replacement	6022.3	Low	SE Dewey Drive.	Wastewater replacement project	Planned	2030					\$ 410,241		\$ 410,241	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater							\$ 11,091,670	\$ 5,219,000	\$ 1,000,000	\$ -	\$ 410,241	\$ -	\$ 17,720,911	
Public Works Department - Water (From Adopted Water Plan)														
Well #9 Development	8017	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	Budgeted	2026	\$ 2,000,000	\$ 4,000,000					\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	8018	High	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	Budgeted	2026	\$ 8,000,000	\$ 12,000,000					\$ 20,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Reservoir 4 Transmission Main Project	8021	High	Mojonnier Rd	Transmission Main to connect tower to system.	Budgeted	2026	\$ 5,000,000						\$ 5,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Well #3 Rehab	8024	Medium	Lamperti & Larch	Design - 2026 Construction 2027 (FEMA Grant)	Budgeted	2026	\$ 577,892	\$ 1,000,000					\$ 1,577,892	FY 2026 - State Public Works Trust Fund \$426k Water Reserves \$151k, FY 2027 - 75% FEMA BRIC, 25% - City Water Utility
Reservoir #1 Repaint, Overflow, and Seismic Retrofit	8020	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursing FEMA Resiliency Grant to conduct seismic upgrades,	Budgeted	2026	\$ 200,000	\$ 1,850,000					\$ 2,050,000	87.5% - State FEMA HMA, 12.5% - City Water Fund
SCADA Conrols Upgrades	8029	High	Various Pump Stations	2026 - Tank1 Booster PLC panels (\$125K), Tank Fill Controls (\$45,000) 2027 - Well #3 Controls (\$110k), Radio Upgrade (\$30k)	Budgeted	2026	\$ 170,000	\$ 140,000					\$ 310,000	100% Water Capital Reserve Fund.
SE 12th St (College to Myra) Water Infrastructure Replacement Project	6010.4	Medium - Dependent on Grant Funds	SE 12th Street from College to Myra Ave.	Replace water infrastructure under SE 12th St project.	Planned	2026	\$ 620,000		\$ -				\$ 620,000	\$500k DOH Loan - \$120k Water Reserves
High Priority Water Main Replacement Program	8011	High	Spots Identified in Water System Plan - 2026 6th Street from College to Date. - 2027 4th & 5th Date Design in 2027 and construction in - 2028 8th & Elm Design in 2027 and construction in 2028.	Replace water main and services	Planned	2027		\$ 1,250,000	\$ 100,000	\$ 450,000			\$ 1,800,000	100% Water Capital Reserve Fund.

Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
NE Lambert 12" Water Replacement	8025	Medium	NE Lambert Street (Rose to C).	Replace decayed 12" line.	Planned	2027		\$ 317,000					\$ 317,000	100% Water Capital Reserve Fund.
SW 8th Street 8" Water Main Replacement	8026	Low	SW 8th (College to Bade)	Replace decayed line as cited in adopted City Water System Plan.	Planned	2027		\$ 10,000					\$ 10,000	100% Water Capital Reserve Fund.
SE Robin 8" Water Main Replacement	8027	Low	SE Robin Drive - Country Estates	Replace decayed line as cited in adopted City Water System Plan.	Planned	2028			\$ 63,000				\$ 63,000	100% Water Capital Reserve Fund.
Well #9 Development	8017	High	TBD	Develop a 9th well	Planned	2028			\$ 6,000,000				\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Dewey Drive Water	6022.2	Low	Dewey Drive	Replace Water main & services	Planned	2030					\$ 286,000		\$ 286,000	100% Water Capital Reserve Fund.
SE 12th Street (Dewey to Myra) Water Replacement	6039	Low	SE 12th Street (Dewey to Myra)	Replace water main and services.	Planned	2031					\$ 916,113	\$ 1,000,000	\$ 1,916,113	100% Water Capital Reserve Fund.
Total: Public Works Department - Water							\$ 16,567,892	\$ 20,567,000	\$ 6,163,000	\$ 450,000	\$ 1,202,113	\$ 1,000,000	\$ 45,950,005	
Grand Total: All Capital Facility Projects							\$ 52,876,589	\$ 47,282,013	\$ 39,184,385	\$ 28,605,281	\$ 8,328,200	\$ 8,409,045	\$ 178,878,306	



FY 2026 TO 2031 CAPITAL FACILITY PLAN

1. WHAT IS A CAPITAL FACILITY PLAN (CFP)?

- ▶ The Capital Facilities & Transportation Improvement Plan (CFP) is a planning tool that lists current and future City capital facilities projects. It is important to note that just because a project is listed in the CFP, it does not mean funds have been budgeted or are available. This document is a tool for current and long-term planning purposes.
- ▶ Each year the city is required by the state to adopt a CFP for planning and funding of capital projects. The CFP is a project planning tool which covers all aspects of infrastructure planning within the city. The projects included in the CFP are those that are needed to meet the concurrency requirements of the Growth Management Act (GMA), transportation projects to be included in the TIP, and other capital projects planned for the next six-year period.
- ▶ The TIP is a transportation planning tool used by the Washington State Department of Transportation (WSDOT) to allocate funding for local agency projects. The WSDOT will not fund transportation projects that are not included in the TIP. Comments received on transportation projects will apply to both the CFP and TIP.
- ▶ Staff has identified and prioritized projects for consideration by the Council. The CFP and TIP are six-year planning tools. The general approach for project selection and prioritization was based on criteria covering City Council goals, infrastructure needs, community benefits, employment impact, safety, and other factors (mandates, obligations, and outside funding). The departments evaluated the proposed projects and results are forwarded to the City Council for consideration.
- ▶ **Many projects in Capital Facility Plan are reprioritized throughout the year based on the pursuit and award outside Federal, State, and Private grant opportunities.**
- ▶ **Inflation and supply chain issues have major impact on investments this year.** The City is able to reconstruct and maintain Federally classified roads better because they are eligible for Federal and State grant funds. These streets include: Rose, C, Whitman, 4th, 12th, Lamperti/Mojonnier, Taumaurson, Myra, Larch, Meadowbrook, College, Academy, and Doans.
- ▶ **All other streets are local and ineligible for Federal and State grants.**
- ▶ **Status Definitions**
 - ▶ **Budgeted:** Project will occur in Fiscal Year 2026.
 - ▶ **Planned:** Project planned for the future. City is in the process of assembling grant funds for the project.



2. COMPLETED PROJECTS IN FY 2025

Capital Facility Projects Completed in FY 2025			
Project	Type	Description	Cost
Lions Park	Park	pond and Garrison Creek channel, eliminate point source pollution of storm	\$ 7,000,000.00
Crosswalk Improvements in front of CP Post Office	Streets	Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.	\$ 158,389.00
Downtown Parking Lot Project	Streets - TIF	Acquired two properties for future Downtown Parking Lot.	\$ 650,000.00
SE 8th Street Sidewalk (College to Larch).	Streets	Installation of sidewalk connecting College to Larch. MPO STBG funds (College to Birch), TIB ATP funds (Birch to Larch).	\$ 900,000.00
NE Rose Street Pedestrian Lighting Project	Streets	NE Rose Street from College Avenue to Carey Ct.	\$ 2,028,547.00
Lift Station 5 Replacement - SW 1st	Wastewater	Replace Wastewater Lift Station #5 and Reconstruct SW 1st from Academy Way to Evans Avenue.	\$ 2,000,000.00
Neighborhood Sewer Lining	Wastewater	Ten years worth of sewer lining.	\$ 2,000,000.00
Well #8 Drilling	Water	New Well on Teal Road	\$ 514,046.00
Total			\$15,250,982.00



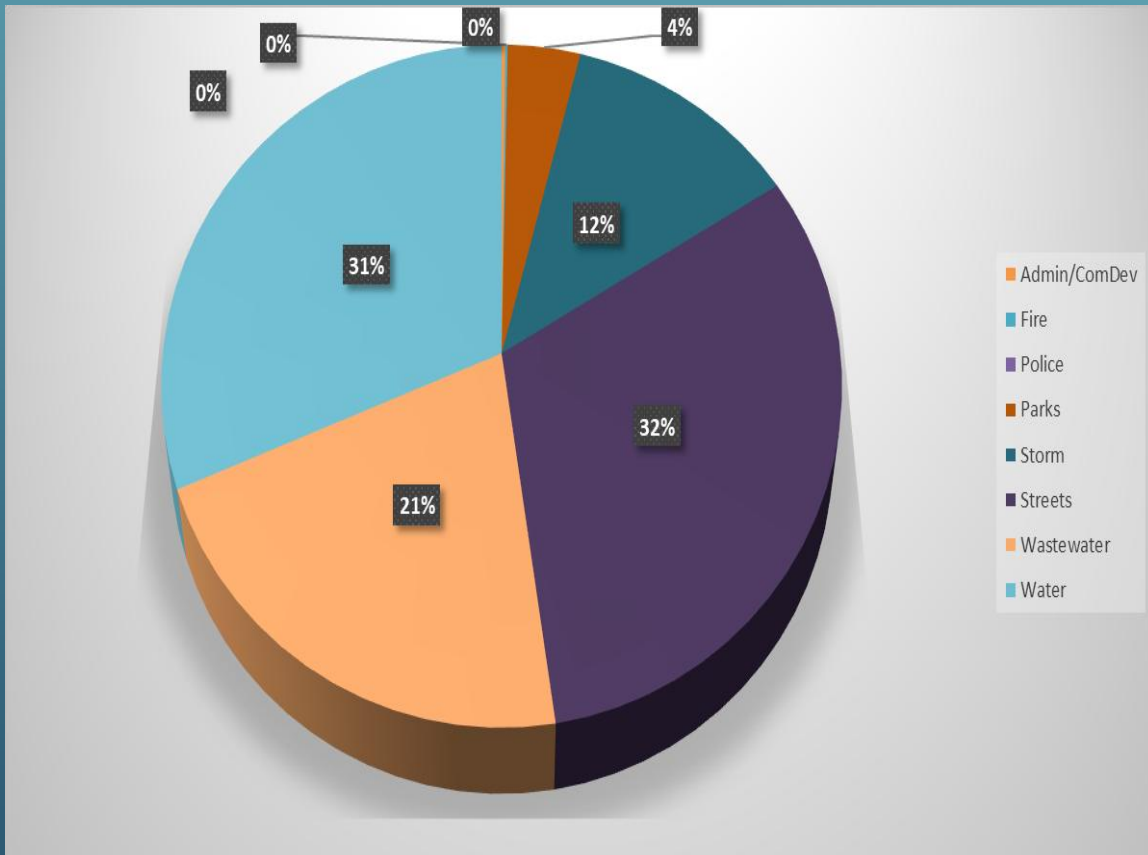
3. FY 2026 PRIORITY PROJECTS

Department	Name of Project	Project Location	Project Description	2026	2026 Funding
Police	Land purchase for new police station	Police Department	Purchase WW Rural Library property by High School at cost.	800,000	2026 -100% City Current Expense - Depending on Reserves
Parks	Lions Park Community Center	Lions Park	FY 2026: Demolition and start of Construction. FY 2027: Finish Construction.	2,000,000	DOC - EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured,
Stormwater	Street Waste Decant Facility - Owens Rd	Owens Rd	Design completed in 2025, Construction in FY 2026.	2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
Stormwater	SE Birch (4th to 6th)	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	3,402,450	100% - State Public Works Trust Fund, low interest loan
Streets	CP Downtown Parking Lot Project	South College Avenue Corridor from 4th to 13th	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	1,100,000	100% - Tax Increment Financing
Streets	Safewalk College Place	FY 2026 - Whitman Drive Multiuse Path Engineering (Davis to Academy), Davis Elementary Safe Routes Project Construction - (Engineering goes back to 2025-2026) (NE Ash - A to Whitman, RFB at 2nd & Ash, RFB at 2nd & Birch, SE Birch (2nd to 4th), 4th & Date RFB) Engineering, Sager Middle School Safe Routes Engineering (Lamperti & Walmart Back Entry RFB, SE Central (12th to Sunny) Sidewalk)	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	3,333,877	WSDOT Grant Funded
Streets	Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2026.	9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% - Federal FHWA Earmark Grant, 18.1% College Place TIF 1
Wastewater	WWTP Improvements - Implementation Phase 1:	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	10,000,000	State Ecology Subsidized Loan/City Wastewater Fund
Water	Well #8 Development	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	4,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Water	Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	8,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Water	Reservoir 4 Transmission Main Project	Mojonnier Rd	Transmission Main to connect tower to system.	5,000,000	25.0% City Water Utility, 25.0% City TIF, 50.0% Federal WRDA
Grand Total: All Capital Facility Projects				49,286,327	

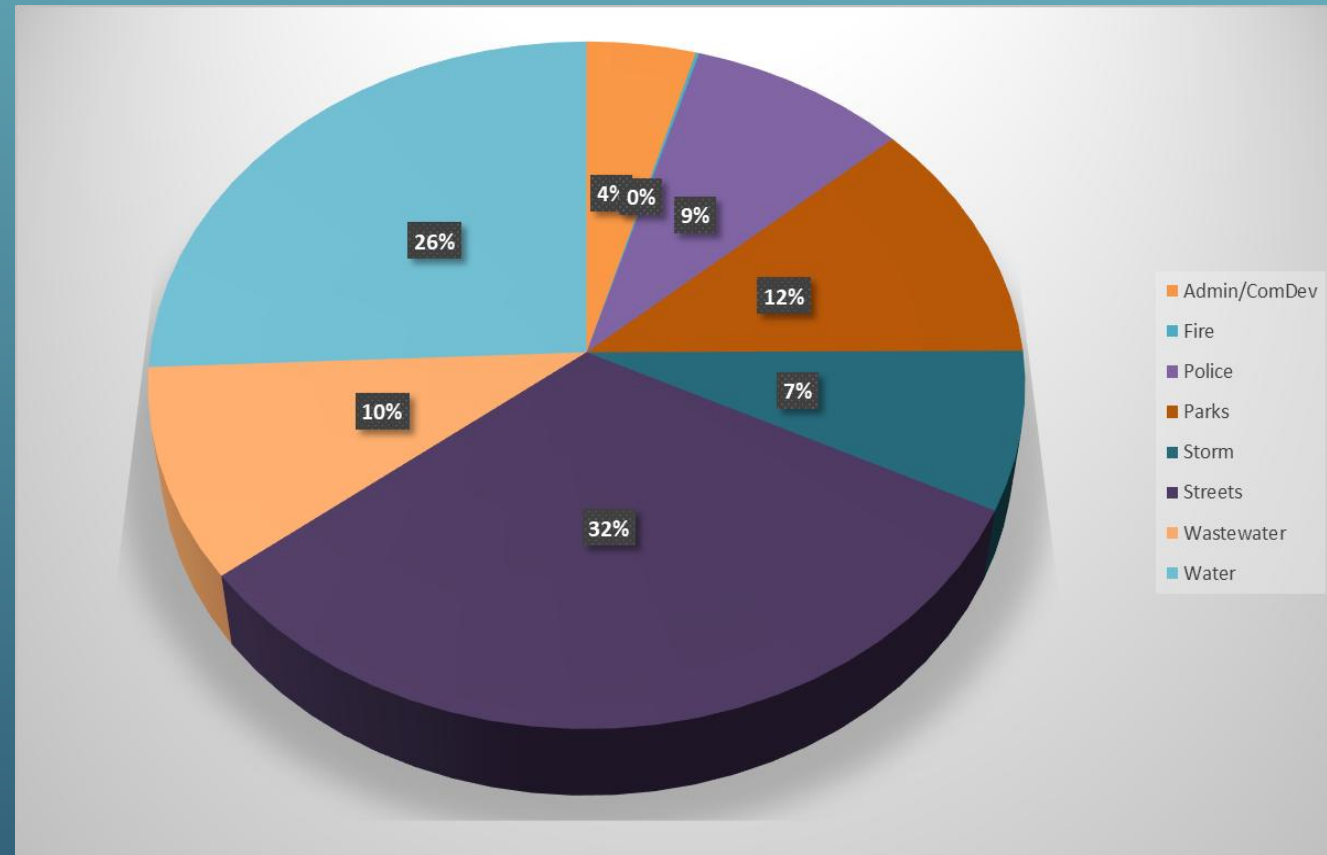


4. CAPITAL FACILITY PLAN SUMMARY – FY 2026 VS. (2026 TO 2031)

Fiscal Year 2026

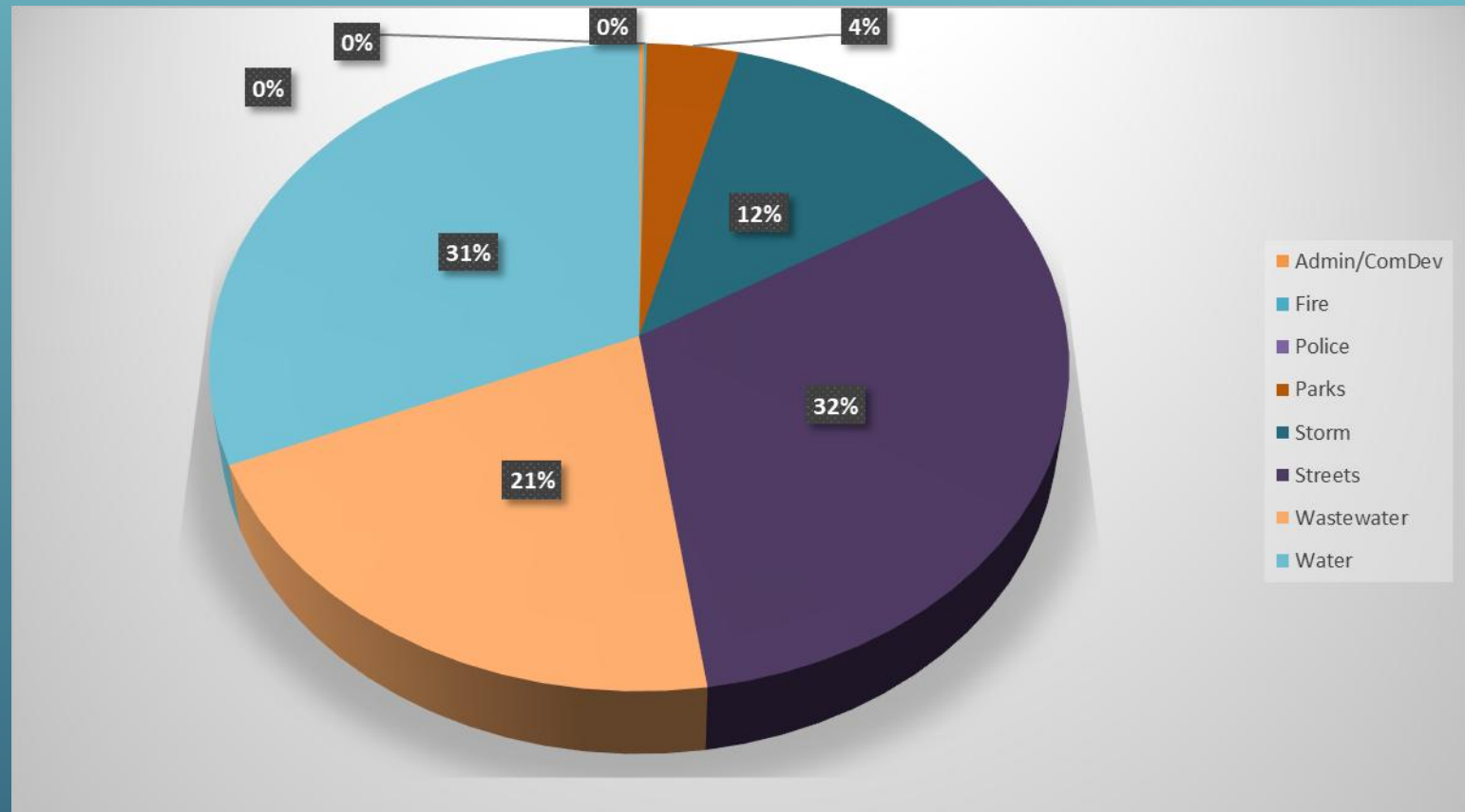


Fiscal Year 2026 to 2031



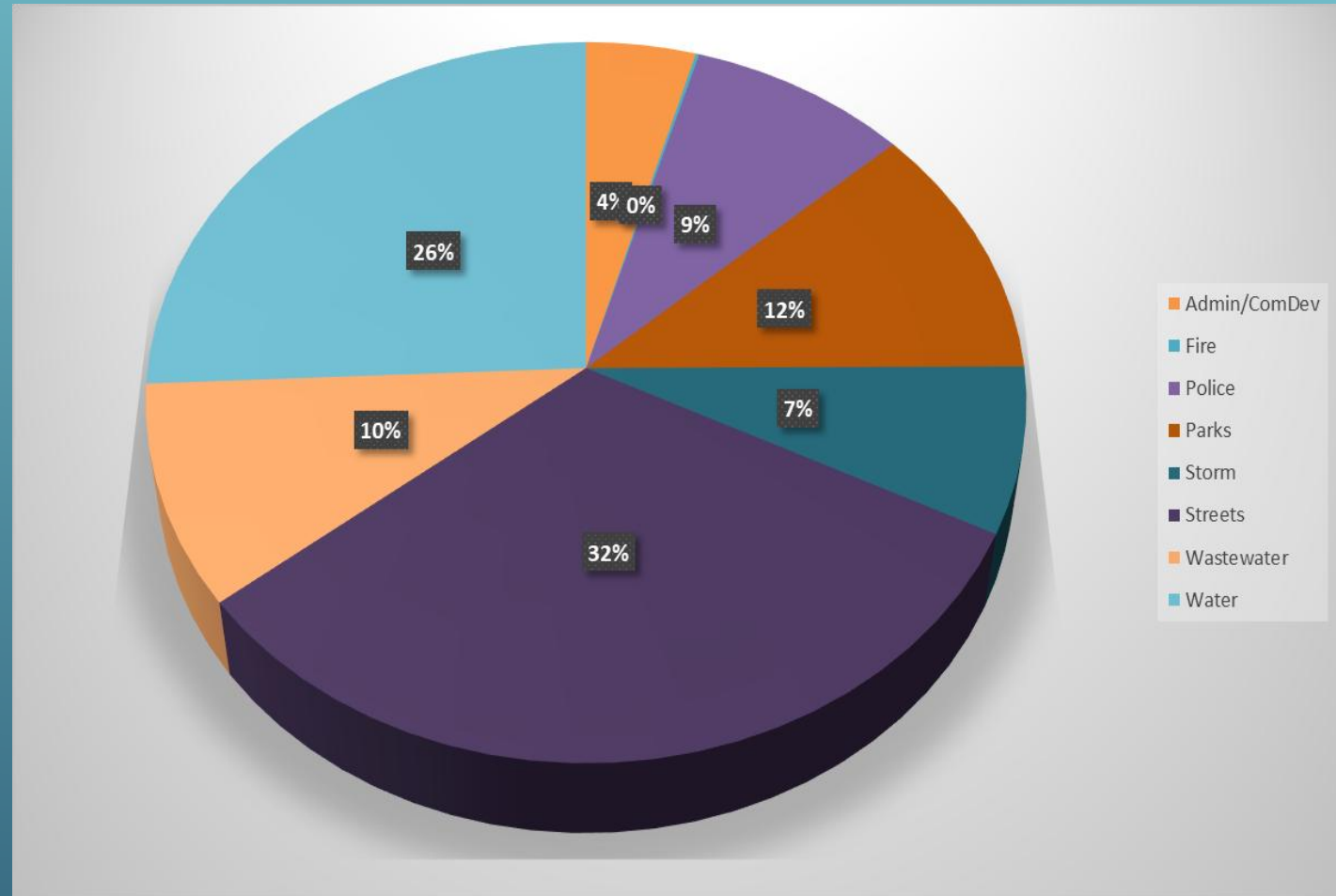
5. CAPITAL FACILITY PLAN – FY 2026

Capital Facility Plan 2026	
Department	Expense
Admin/ComDev	\$ 100,000
Fire	\$ 64,900
Police	\$ -
Parks	\$ 2,000,000
Storm	\$ 6,445,450
Streets	\$ 16,606,677
Wastewater	\$ 11,091,670
Water	\$ 16,567,892
Total	\$ 52,876,589



6. CAPITAL FACILITY PLAN – FY 2026 TO 2031

Capital Facility Plan: 2026 to 2031	
Department	Expense
Admin/ComDev	\$ 7,909,269
Fire	\$ 245,900
Police	\$ 15,800,000
Parks	\$ 20,630,254
Storm	\$ 13,265,640
Streets	\$ 57,356,327
Wastewater	\$ 17,720,911
Water	\$ 45,950,005
Total	\$ 178,878,306



7. PRIORITIZATION EXPLANATION

- ▶ All projects in the Capital Facility Plan (CFP) were assigned a prioritization value.
- ▶ **Prioritization is very important this year due to supply chain and inflation issues. The City will prioritize High priority projects and others will be done as funds permit.**
 - ▶ High: Project needs to happen as soon as possible. Projects to be funded by a combination of city funds, grants, and loan dollars. Infrastructure in very poor condition or solving a key deficiency in existing system.
 - ▶ Medium: Project needs to happen at some point but is not an immediate concern.
 - ▶ Low: Project driven by availability of grants or pace of development. Project will not happen without grant or projected development pattern.



8

. CFP - FACILITIES



9

9. CITY HALL

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Administration/Community Development											
Keycard Access City Buildings	Medium	All Facilities	Uniform electronic keycard access for all city buildings. Design in 2026, Cnstruction 2027	\$ 100,000	\$ 400,000					\$ 500,000	Facility Maintenance Reserve with Transfer from Utilities.
City Hall Improvements	Low	City Hall	Includes: Paint exterior & replace gutters (\$15k) ,ADA sidewalks (\$40k), beam repair (\$40K)		\$ 95,000					\$ 95,000	Facilities Maintenance Reserve (funded by CE)
City Hall Sallyport Conversion	High	City Hall	Convert former Sallyport to Offices. City Admin Office, Conf Room, Mayor Office.FY 2027 Construction. Delayed due to reorg of FEMA HMGP and BRIC funding		\$ 2,000,000					\$ 2,000,000	Funding in development
City Hall Conference Room Furnishings	Low	City Hall	Conference room, eight offices, break room.			\$ 100,000				\$ 100,000	Facilities Maintenance Reserve (funded by CE)
City Hall Landscaping	Low	City Hall	FY 2028 - Landscaping around City Hall campus.			\$ 54,269				\$ 54,269	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	Low	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.			\$ 60,000				\$ 60,000	Facility Maintenance Reserve (funded by CE)
City Hall Parking Lot (East End Improvements)	Low	City Hall	Patch, sealcoat, stripe, move dumpster, remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD. underground power to charging stations and remove power pole.				\$ 100,000			\$ 100,000	Facility Maintenance Reserve (funded by CE)
City Hall Renovation	Medium	City Hall	dumpster, remove fence, parking stops, ADA ramp to City Hall. landscaping around City Hall and PD.				\$ 5,000,000			\$ 5,000,000	Funding in development
Total: Administration/Community Development				\$ 100,000	\$ 2,495,000	\$ 214,269	\$ 5,100,000	\$ -	\$ -	\$ 7,909,269	

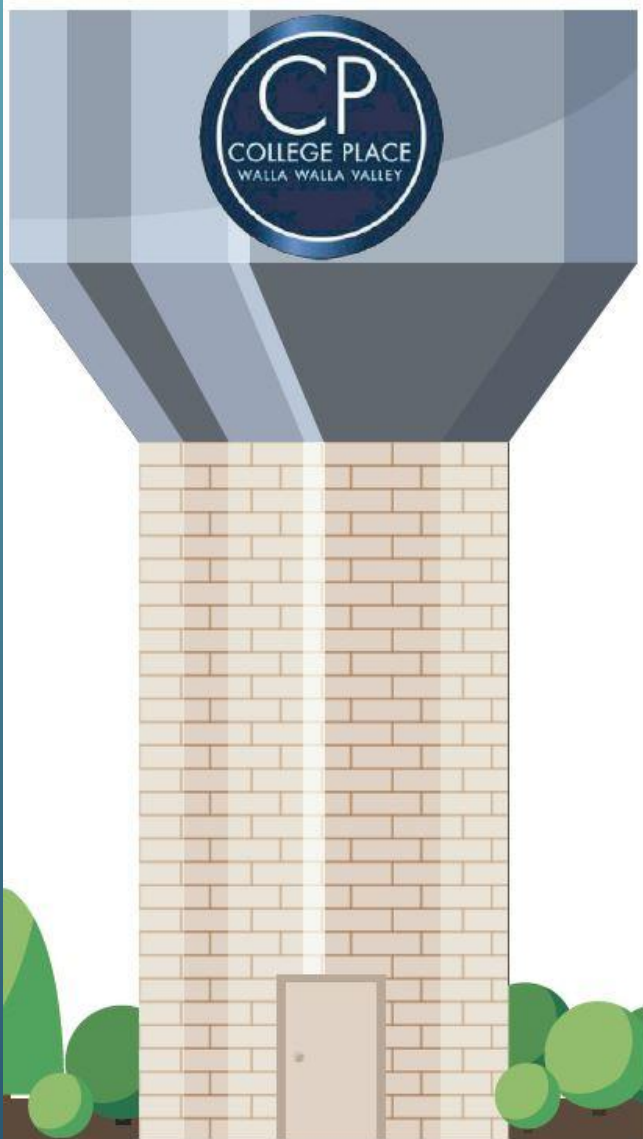
10. FIRE/POLICE DEPARTMENT

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Fire Department											
Regional Fire Training Tower Contribution	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Last year of contribution is FY 2026.	\$ 64,900						\$ 64,900	Facility Maintenance Reserve (funded by CE)
Fire Station Improvements	High	Fire Station	Renovate Dorm Rooms (\$46K), Replace Furniture (\$35k), Replace Flooring (\$100k)		\$ 181,000					\$ 181,000	Facility Maintenance Reserve (funded by CE)
Total: Fire Department				\$ 64,900	\$ 181,000	\$ -	\$ -	\$ -	\$ -	\$ 245,900	
Police Department											
Land purchase for new police station	Medium	Police Department	Purchase WW Rural Library property by High School at cost.		\$ 800,000					\$ 800,000	100% City Current Expense - Depending on Reserves
Replacement Police Department	Medium	Police Department	Rack and Stack earmarks to try to offset cost of construction and go back to voters for voter approved bond in \$6 to \$8 million range.				\$ 15,000,000			\$ 15,000,000	Funding plan in development:
Total: Police Department				\$ -	\$ 800,000	\$ -	\$ 15,000,000	\$ -	\$ -	\$ 15,800,000	

11. PARKS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Parks											
Lions Park Community Center	High	Lions Park	FY 2026: Demolition and start of Construction. FY 2027: Finish Construction.	\$ 2,000,000	\$ 8,000,000					\$ 10,000,000	DOC -EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured, WW County .09 - \$200K Secured, YMCA Passthrough DOE grant 0 \$102K used for design, additional funding to be secured.
Park Development near Stone Creek	Low	SW of College Ave & Mojonnier St	Per development standards, parkland will need to be donated to City for development. Will cooperate with State RCO, College Place School District, and developer for quality regional park.			\$ 500,000	\$ 4,000,000			\$ 4,500,000	50% Developer Fees, 25% State RCO Grants, 12.5% CPPS, 12.5% City REET II
Veterans Park	Medium	Homestead Ave south of 4th Street	Design completed in 2025 via RCO grant. Renovation delayed due to funding gap.			\$ 2,000,000	\$ -			\$ 2,000,000	30% City REET II, 70% Grants to be Determined
Autum Meadows Park	Medium	Autumn Meadows Park on Newgate.	City is taking over park from HOA with HOA giving City funds to improve infrastructure (roads, etc) to city standard.			\$ 220,000	\$ 600,000			\$ 820,000	50% State RCO Grant; 50% City REET II
Whitman & Maple Park Site	Low	Southwest corner of Whitman Drive & Maple	Encumbered site with drainage swale adjacent to drinking water well 6. Looking at establishing a park site.					\$ 2,000,000		\$ 2,000,000	20% Non-Profit Grants (Tony Hawk, AARP, others), 20% City REET II, 30% Developer Impact Fees, 30% State RCO Grants.
Kiwanis Park	Medium	Kiwanis Park	Renovation Phase II: Lighting at Pickleball and Basketball Court, Reroof Gazebo, Walking Path, Turf and resprinkler north field, fix up baseball field.					\$ 210,254	\$ 1,100,000	\$ 1,310,254	90% - State RCO YAF Grant; 10% - REET II
Total: Public Works Department - Parks				\$ 2,000,000	\$ 8,000,000	\$ 2,720,000	\$ 4,600,000	\$ 2,210,254	\$ 1,100,000	\$ 20,630,254	

12. CFP - INFRASTRUCTURE



13. STORM PROJECTS



14. STORM PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Stormwater											
Street Waste Decant Facility	High	Owens Rd	Design completed in 2025, Construction in FY 2026.	\$ 2,050,000						\$ 2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500
SE Birch (4th to 6th)	High	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	\$ 3,402,450						\$ 3,402,450	100% - State Public Works Trust Fund, low interest loan
SW 10th Street Retrofit (College to Bade)	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	\$ 150,000		\$ 600,000				\$ 750,000	2026 Design Grant DOE - \$127,500 - Storm Capital \$22,500 2028 Construction DOE Grant
Federal US Forest Service Tree and Irrigation Enhancement	High	SW Mojonner Rd, Whitman Drive, East-West Rd, and SE	Installation of trees and irrigation along key corridors in the community. Design completed in 2025	\$ 315,000	\$ 315,000					\$ 630,000	100% US Forest Service Inflation Reduction Grant.
Public Works Yard Stormwater Improvements.	Medium	Middle of block between 4th, 6th, Birch, and	Stormwater improvements at Public Works Yard. FY 2025 - Engineering, FY 2026 - Construction	\$ 300,000						\$ 300,000	2026 Grant DOE - \$255,000 - Storm Capital \$45,000
NW Earl Ln Stormwater Improvements	High	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2024. Construct in 2025.	\$ 98,000		\$ 500,000				\$ 598,000	DOE - \$83,300, Storm Utility - \$14,700
Lions Park SW Outfalls	High	Lions Park	Design in 2026	\$ 130,000						\$ 130,000	DOE - \$110,500, Storm Utility - \$19,500
River Gauge Project	High	Lions Park, WWTP, SE Larch, and SW	Installation of river gauges at upstream and down stream entries along Garrison and Stone Creeks.		\$ 70,000					\$ 70,000	FY 2027 - 80% Walla Walla Watershed Earmark, 20% City Storm Utility
Outfall Replacement Program	Medium	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.		\$ 182,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,782,000	75% - State Ecology Grant; 25% - City Storm Utility
Drywell Install	Medium	Community Wide	Earmark funds to install Drywells.		\$ 99,930		\$ 99,930		\$ 99,330	\$ 299,190	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Military Springs SW Outfalls	Low	Cedar-Ash, Cedar-Birch	Stormwater Improvements along corridor. Design in 2027		\$ 218,000					\$ 218,000	DOE - \$185,300, Storm Utility - \$32,700
SE 12th Street (College to Larch)	Low	SE 12th (College to Sky)	Replace storm infrastructure on 12th from College to Sky Avenue. Design in 2027		\$ 180,000	\$ 1,000,000				\$ 1,180,000	DOE - \$153,000, Storm Utility - \$27,000
SE Date Ave (8th to 11th)	Low	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.				\$ 456,000			\$ 456,000	100% Stormwater Utility.
SE 12th Street (Dewey to Myra)	Low	SE 12th Street (Dewey to	Stormwater Retrofit on SE 12th (Dewey to Myra).						\$ 1,400,000	\$ 1,400,000	60% Ecology Storm Grant, 40% Storm Utility
Total: Public Works Department - Stormwater				\$ 6,445,450	\$ 1,064,930	\$ 2,500,000	\$ 955,930	\$ 400,000	\$ 1,899,330	\$ 13,265,640	

15. STREET PROJECTS



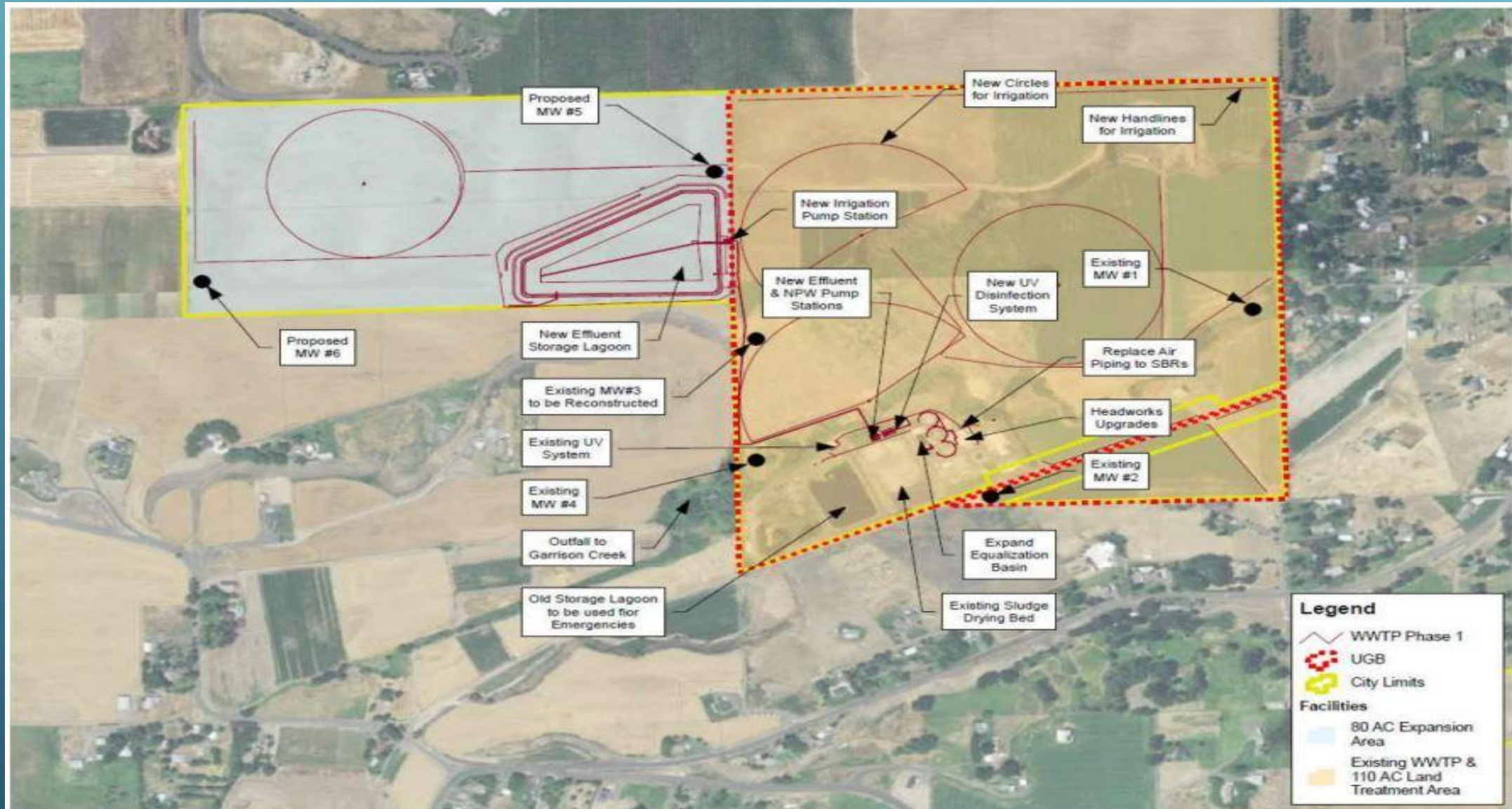
17. STREET PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Streets											
Block Resurfacing/Chipseal Program	High	Streets identified in transportation	Grind and overlay roadways. Funds from Transportation Benefit District. Reet1 funds available in 2029	\$ 350,000	\$ 350,000	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2026-2028 TBD Funds, Add \$150k in REET1 funds after 2029
CP Downtown Parking Lot Project	High	South College Avenue Corridor from	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	\$ 1,100,000	\$ 2,056,742					\$ 3,156,742	100% - Tax Increment Financing
SE 8th College to Birch	High	South East 8th Corridor from	FY 2026 - Construction	\$ 250,000						\$ 250,000	WSDOT/MPO Grant \$250k
Safewalk College Place	High	FY 2026 - Whitman Drive Multiuse Path Engineering (Davis to Academy), Davis Elementary Safe Routes	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	\$ 3,333,877						\$ 3,333,877	WSDOT Grant Funded
Safewalk College Place	High	FY 2027 - Whitman Drive Multiuse Path Gap Completion			\$ 840,421						WSDOT Grant
Safewalk College Place	High	FY 2028 - NW B Street (College-Spagnuolo,				\$ 735,740					WSDOT Grant
Safewalk College Place	High	FY 2029 - SW 2nd (Davis to Academy)					\$ 735,740				WSDOT Grant
Safewalk College Place	High	FY 2030 - SE Broadway (12th						\$ 735,592			WSDOT Grant
Safewalk College Place	High	FY 2031 - SE 2nd (Ash to Date)							\$ 709,715		WSDOT Grant
SE Lamperti Wall/Guardrail Issue	Medium	SE Lamperti & College Intersection.	Design and build guardrail above wall to improve safety. Design 2026, Construction 2027	\$ 100,000	\$ 400,000					\$ 500,000	100.0% Street Improvement Fund.
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	High	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2025.	\$ 9,600,000						\$ 9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% - Federal FHWA Earmark Grant, 18.1% College Place TIF 1
Proposed E/W Road & College Avenue Intersection Improvement	Medium - Dependent on future developmen	College Avenue, south side of College Place High	Installation of signals at College Ave and arterial for the Stone Creek Development.	\$ 318,800	\$ 1,229,000					\$ 1,547,800	City of College Place TIF 1
Proposed E/W Road (College to Teal) Construction	Medium - Dependent on future developmen	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	\$ 500,000						\$ 500,000	College Place TIF 1, FY 2026 - Developer.
Whitman Drive & SW Davis Lighting, Pavement, Sidewalk Project	High	West Whitman Drive (Adams to Davis) and SW Davis Avenue (Whitman to	Pedestrian streetlamps on Whitman and Davis. New sidewalk on SW Davis (4th to 6th), new pavement on SW Davis (4th to 6th) RFBs at Davis and Whitman as well as Davis and Fourth.	\$ 1,000,000	\$ 252,000					\$ 1,252,000	100% - MPO WSDOT Local Programs HSIP Grant

18 - STREET PROJECTS – CONT.

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Whitman & Home Depot/Commercial Intersection.	Medium	East Whitman Drive and first entrance to Home Depot and	Remove pork chop and make it fully functional intersection. Maybe turn into traffic circle.	\$ 54,000	\$ 1,195,544					\$ 1,249,544	FY 2026 - 100% City Transportation Benefit District, FY 2027 - 90% State TIB Grant or CERB, 8% City Transportation Benefit
Public Works Yard Replacement	Medium	Replace Yard with Current Day Operations.	FY 2024: Facility Planning, FY 2028: Replace PW Yard with Generational Facility.		\$ 830,000	\$ 15,500,000				\$ 16,330,000	Funding in development
State Route 125 & College Avenue & Aufte Roundabout	Medium - Dependent upon Future Development	State Route 125 & College Avenue & Aufte Intersection	Conversion of State Route 125 & College Avenue & Aufte Intersection into a double roundabout.		\$ 300,000	\$ 4,000,000				\$ 4,300,000	FY 2026 - 100% Freight Mobility Board Grant FY 2027 - Developer and other funding in development
12th & Larch Intersection	Low	The 12th and Larch Avenue intersection.	Reconstruction intersection from a four way stop into a roundabout. If awarded grant FY 2025 would be engineering and FY 2026 would be construction.		\$ 301,376	\$ 1,200,000				\$ 1,501,376	90% - State Transportation Improvement Board UAP Grant, 10% - City Transportation Benefit District
Pedestrian signalization at Myra Rd & Garrison Village Way	Low - Dependent on WSDOT Grant and Developers	Myra Rd at Garrison Village Way	Pedestrian crossing beacon with pedestrian refuge island so folks can get to Fort Walla Walla.		\$ 100,000					\$ 100,000	City of CP Street Fund
SE 12th Street (College to Larch)	Low	SE 12th Street Improvements - Road/Landscape/Sidewalks	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Larch.		\$ 1,100,000	\$ 4,400,000				\$ 5,500,000	90% TIB or MPO Funding, Also, Congressional Directed Spending. 10% Street Improvement Fund.
Larch Wall @ 5th	Medium	SE Larch and Fifth Street	Remove portion of failing wall and replace.			\$ 100,000				\$ 100,000	100.0% Street Improvement Fund.
Larch & Whitman Intersection	Low	Larch & Whitman Intersection	Intersections need to be improved for safe traffic.			\$ 301,376	\$ 1,200,000			\$ 1,501,376	40% Developer Impact Fees, 40% WSDOT Safety Grants, 20% Street Improvement Fund
NE Cedar Avenue ("A" to "C" Street)	Low	NE Cedar Avenue from "A" to "C" Street	Resurface Cedar Avenue				\$ 63,612	\$ 540,000		\$ 603,612	100.0% - Legislative Appropriation or 90% TIB Complete Street and 10.0% Street Fund
9th Street	Low-Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.					\$ 700,000		\$ 700,000	80 % via CDBG - General Purpose Grant, LID, or State Grant. 20.0% City Transportation Benefit District
SE 12th Street (Larch to Myra)	Low	SE 12th Street Improvements - Road/Landscape	Reconstruction of 12th Street from Myra Rd to Larch Ave. Engineering only in 2029. Construction in 2030.					\$ 900,000	\$ 3,200,000	\$ 4,100,000	90% TIB or MPO Funding, 10% Street Improvement Fund.
SE Dewey Dr	Low	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.					\$ 730,000		\$ 730,000	100% Street Improvement Fund
Whitman Dr Reconstruction	Medium - Dependent upon Future Development	Whitman Drive & Maple Ave	Reconstruct roadway from Academy Way to Martin Airfield to Arterial Standards. Also, includes conversion of Academy & Whitman intersection to four way stop.						\$ 1,400,000	\$ 1,400,000	50% Developer Fees; 50% State TIB or Public Works Trust Fund Grants
Total: Public Works Department - Streets				\$ 16,606,677	\$ 8,955,083	\$ 26,587,116	\$ 2,499,351	\$ 4,105,592	\$ 4,409,715	\$ 57,356,327	

20. WASTEWATER PROJECTS



21. WASTE WATER PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Wastewater (From Adopted Wastewater Plan)											
WWTP Improvements - Implementation Phase 1:	High - Mandated by our Wastewater Permit	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	\$ 10,000,000	\$ 5,000,000					\$ 15,000,000	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wastewater Fund
WWTP Check Value Replacement	High	WWTP - 501 Owens Rd	Install new check valves	\$ 455,942						\$ 455,942	100% Wastewater Capital Reserve Fund.
Central Avenue Wastewater Line Project (ScenicView to Valley)	Low	Central Avenue from ScenicView to	Install new sewer line to replace private line in corridor.	\$ 200,000						\$ 200,000	100% Wastewater Capital Reserve Fund.
SW Mojonner Sewer Extension (Bluvue to Teal)	Medium	SW Mojonner Rd (Bluvue to	Wastewater extention between	\$ 435,728	\$ -					\$ 435,728	100%.0% - Wastewater Capital Reserve Fund
12th Street Wastewater Replacement Project	Medium	12th Street from College to	Wastewater replacement project below 12th Street project.		\$ 219,000	\$ 1,000,000				\$ 1,219,000	100% DOE Loan
SE Dewey Dr Sewer Replacement	Low	SE Dewey Drive.	Wastewater replacement project					\$ 410,241		\$ 410,241	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater				\$ 11,091,670	\$ 5,219,000	\$ 1,000,000	\$ -	\$ 410,241	\$ -	\$ 17,720,911	

22. WATER PROJECTS



23. WATER PROJECTS

Name of Project	Prioritization	Project Location	Project Description	2026	2027	2028	2029	2030	2031	Total Project Cost	Funding
Public Works Department - Water (From Adopted Water Plan)											
Well #9 Development	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	\$ 2,000,000	\$ 4,000,000					\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	High	Martin Airfield A	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	\$ 8,000,000	\$ 12,000,000					\$ 20,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Reservoir 4 Transmission Main Project	High	Mojonnier Rd	Transmission Main to connect tower to system.	\$ 5,000,000						\$ 5,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Well #3 Rehab	Medium	Lamperti & Larch	Design - 2026 Construction 2027 (FEMA Grant)	\$ 577,892	\$ 1,000,000					\$ 1,577,892	FY 2026 - State Public Works Trust Fund \$426k Water Reserves \$151k, FY 2027 - 75% FEMA BRIC, 25% - City Water Utility
Reservoir #1 Repaint, Overflow, and Seismic Retrofit	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursuing FEMA Resiliency Grant to conduct seismic upgrades,	\$ 200,000	\$ 1,850,000					\$ 2,050,000	87.5% - State FEMA HMA, 12.5% - City Water Fund
SCADA Conrols Upgrades	High	Various Pump Stations	2026 - Tank1 Booster PLC panels (\$125K), Tank Fill Controls (\$45,000) 2027 - Well #3 Controls (\$110k), Radio Upgrade (\$30k)	\$ 170,000	\$ 140,000					\$ 310,000	100% Water Capital Reserve Fund.
SE 12th St (College to Myra) Water Infrastructure Replacement Project	Medium - Dependent on Grant Funds	SE 12th Street from College to Myra Ave.	Replace water infrastructure under SE 12th St project.	\$ 620,000		\$ -				\$ 620,000	\$500k DOH Loan - \$120k Water Reserves
High Priority Water Main Replacement Program	High	Spots Identified in Water System Plan - 2026 6th Street from College to Date.	Replace water main and services		\$ 1,250,000	\$ 100,000	\$ 450,000			\$ 1,800,000	100% Water Capital Reserve Fund.
NE Lambert 12" Water Replacement	Medium	NE Lambert Street (Rose to	Replace decayed 12" line.		\$ 317,000					\$ 317,000	100% Water Capital Reserve Fund.
SW 8th Street 8" Water Main Replacement	Low	SW 8th (College to Bade)	Replace decayed line as cited in adopted City Water System Plan.		\$ 10,000					\$ 10,000	100% Water Capital Reserve Fund.
SE Robin 8" Water Main Replacement	Low	SE Robin Drive - Country Estates	Replace decayed line as cited in adopted City Water System Plan.			\$ 63,000				\$ 63,000	100% Water Capital Reserve Fund.
Well #9 Development	High	TBD	Develop a 9th well			\$ 6,000,000				\$ 6,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Dewey Drive Water	Low	Dewey Drive	Replace Water main & services					\$ 286,000		\$ 286,000	100% Water Capital Reserve Fund.
SE 12th Street (Dewey to Myra) Water Replacement	Low	SE 12th Street (D	Replace water main and services.					\$ 916,113	\$ 1,000,000	\$ 1,916,113	100% Water Capital Reserve Fund.
Total: Public Works Department - Water				\$ 16,567,892	\$ 20,567,000	\$ 6,163,000	\$ 450,000	\$ 1,202,113	\$ 1,000,000	\$ 45,950,005	

QUESTIONS?

Exhibit 2

City of College Place: Capital Facility Plan (2026 to 2031) * Many projects subject to availability of grant dollars & future development*								
Department	Name of Project	Project ID	Prioritization	Project Location	Project Description	2026	Funding	
Administration/Community Development	Keycard Access City Buildings	1016	Medium	All Facilities	Uniform electronic keycard access for all city buildings. Design in 2026, Cinstuction 2027	\$ 100,000.00	Facility Maintenance Reserve with Transfer from Utilities.	
Fire Department	Regional Fire Training Tower Contribution	2016	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Last year of contribution is FY 2026.	\$ 64,900.00	Facility Maintenance Reserve (funded by CE)	
Public Works Department - Parks	Lions Park Community Center	4006	High	Lions Park	FY 2026: Demoltion and start of Construction. FY 2027: Finish Construction.	\$ 2,000,000	DOC -EIF Grant - \$2.5mil secured, WA DAHP - \$970k secured, additional funding to be secured.	
Public Works Department - Stormwater	Street Waste Decant Facility	5003	High	Owens Rd	Design completed in 2025, Construction in FY 2026.	\$ 2,050,000	DOE - \$1,742,500, Storm Utility - \$307,500	
Public Works Department - Stormwater	SE Birch (4th to 6th)	5004	High	SE Birch (4th to 6th)	Reconstruction of SE Birch (4th to 6th) and then SE 6th Street (Date to Bade)	\$ 3,402,450	100% - State Public Works Trust Fund, low interest loan	
Public Works Department - Stormwater	SW 10th Street Retrofit (College to Bade)	5005	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	\$ 150,000	2026 Design Grant DOE - \$127,500 - Storm Capital \$22,500 2028 Construction DOE Grant	
Public Works Department - Stormwater	Federal US Forest Service Tree and Irrigation Enhancement	6070	High	SW Mojonnier Rd, Whitman Drive, East-West Rd, and SE 12th	Installation of trees and irrigation along key corridors in the community. Design completed in 2025	\$ 315,000	100% US Forest Service Inflation Reduction Grant.	
Public Works Department - Stormwater	Public Works Yard Stormwater Improvements.	6032	Medium	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard. FY 2025 - Engineering, FY 2026 - Construction	\$ 300,000	2026 Grant DOE - \$255,000 - Storm Capital \$45,000	
Public Works Department - Stormwater	NW Earl Ln Stormwater Improvements	6069	High	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2024. Construct in 2025.	\$ 98,000	DOE - \$83,300, Storm Utility - \$14,700	
Public Works Department - Stormwater	Lions Park SW Outfalls		High	Lions Park	Design in 2026	\$ 130,000	DOE - \$110,500, Storm Utility - \$19,500	
Public Works Department - Streets	Block Resurfacing/Chipseal Program	6059	High	Streets identified in transportation plan	Grind and overlay roadways. Funds from Transportation Benefit District. Reet1 funds available in 2029	\$ 350,000	2026-2028 TBD Funds, Add \$150k in REET1 funds after 2029	
Public Works Department - Streets	CP Downtown Parking Lot Project	6063	High	South College Avenue Corridor from 4th to 13th	FY 2026 - Engineer and Construct Parking Lot on College Avenue between SW 6th and 8th.	\$ 1,100,000	100% - Tax Increment Financing	
Public Works Department - Streets	SE 8th College to Birch		High	South East 8th Corridor from College to Birch	FY 2026 - Construction	\$ 250,000	WSDOT/MPO Grant \$250k	
Public Works Department - Streets	Safewalk College Place	6072	High	Various streets locations	The purpose of this project is to install six foot wide concrete sidewalk at least on one side of every street in the community.	\$ 3,333,877	WSDOT Grant Funded	
Public Works Department - Streets	SE Lamperti Wall/Guardrail Issue	6066	Medium	SE Lamperti & College Intersection.	Design and build guardrail above wall to improve safety. Design 2026, Construction 2027	\$ 100,000	100.0% Street Improvement Fund.	
Public Works Department - Streets	Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006	High	Mojonnier Rd from Bluvue Ct to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. ROW acquisition in 2025. Bid out construction and start construction in later 2025.	\$ 9,600,000	30.4% - Transportation Improvement Board UAP Grant; 11.87% MPO STBG Grant; 39.6% Federal FHWA Earmark Grant, 18.1% College Place TIF 1	

Department	Name of Project	Project ID	Prioritization	Project Location	Project Description	2026	Funding
Public Works Department - Streets	Proposed E/W Road & College Avenue Intersection Improvement	6035	Medium - Dependent on future development.	College Avenue, south side of College Place High School.	Installation of signals at College Ave and arterial for the Stone Creek Development.	\$ 318,800	City of College Place TIF 1
Public Works Department - Streets	Proposed E/W Road (College to Teal) Construction	6063	Medium - Dependent on future development.	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	\$ 500,000	College Place TIF 1, FY 2026 - Developer.
Public Works Department - Streets	Whitman Drive & SW Davis Lighting, Pavement, Sidewalk Project	6066	High	West Whitman Drive (Adams to Davis) and SW Davis Avenue (Whitman to 6th)	Pedestrian streetlamps on Whitman and Davis. New sidewalk on SW Davis (4th to 6th), new pavement on SW Davis (4th to 6th) RFBs at Davis and Whitman as well as Davis and Fourth.	\$ 1,000,000	100% - MPO WSDOT Local Programs HSIP Grant
Public Works Department - Streets	Whitman & Home Depot/Commercial Intersection.	6067	Medium	East Whitman Drive and first entrance to Home Depot and Commercial Development.	Remove pork chop and make it fully functional intersection. Maybe turn into traffic circle.	\$ 54,000	Transportation Benefit District, FY 2026 - 90% State TIB Grant or CERB, 8% City Transportation Benefit District, 2% Developer Contribution.
Public Works Department - Wastewater (From Adopted Wastewater Plan)	WWTP Improvements - Implementation Phase 1:	7004	High - Mandated by our Wastewater Permit	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements:	\$ 10,000,000	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wastewater Fund
Public Works Department - Wastewater (From Adopted Wastewater Plan)	WWTP Check Value Replacement		High	WWTP - 501 Owens Rd	Install new check valves	\$ 455,942	100% Wastewater Capital Reserve Fund.
Public Works Department - Wastewater (From Adopted Wastewater Plan)	Central Avenue Wastewater Line Project (ScenicView to Valley)	7020	Low	Central Avenue from ScenicView to Valley.	Install new sewer line to replace private line in corridor.	\$ 200,000	100% Wastewater Capital Reserve Fund.
Public Works Department - Wastewater (From Adopted Wastewater Plan)	SW Mojonnier Sewer Extension (Bluvue to Teal)	7021	Medium	SW Mojonnier Rd (Bluvue to Teal Rd)	Wastewater extention between	\$ 435,728	100%.0% - Wastewater Capital Reserve Fund
Public Works Department - Water (From Adopted Water Plan)	Well #9 Development	8017	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	\$ 2,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Public Works Department - Water (From Adopted Water Plan)	Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	8018	High	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	\$ 8,000,000	25.0% - State DOH Grant, 25.0% - State DOH Loan, 25.0% Federal WRDA Army Corps Grant, 25.0% Federal Congressional Earmark.
Public Works Department - Water (From Adopted Water Plan)	Reservoir 4 Transmission Main Project	8021	High	Mojonnier Rd	Transmission Main to connect tower to system.	\$ 5,000,000	50.0% - State DOH Grant, 50.0% - State DOH Low-Interest Loan
Public Works Department - Water (From Adopted Water Plan)	Well #3 Rehab	8024	Medium	Lamperti & Larch	Design - 2026 Construction 2027 (FEMA Grant)	\$ 577,892	FY 2026 - State Public Works Trust Fund \$426k Water Reserves \$151k, FY 2027 - 75% FEMA BRIC, 25% - City Water Utility
Public Works Department - Water (From Adopted Water Plan)	Reservoir #1 Repaint, Overflow, and Seismic Retrofit	8020	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursing FEMA Resiliency Grant to conduct seismic upgrades,	\$ 200,000	87.5% - State FEMA HMA, 12.5% - City Water Fund
Public Works Department - Water (From Adopted Water Plan)	SCADA Conrols Upgrades	8029	High	Various Pump Stations	2026 - Tank1 Booster PLC panels (\$125K), Tank Fill Controls (\$45,000) 2027 - Well #3 Controls (\$110k), Radio Upgrade (\$30k)	\$ 170,000	100% Water Capital Reserve Fund.

Department	Name of Project	Project ID	Prioritization	Project Location	Project Description	2026	Funding
Public Works Department - Water (From Adopted Budget)	SE 12th St (College to Myra) Water Infrastructure Replacement Project	6010.4	Medium - Dependent on Grant Funds	SE 12th Street from College to Myra Ave.	Replace water infrastructure under SE 12th St project.	\$ 620,000	\$500k DOH Loan - \$120k Water Reserves
	Grand Total: All Capital Facility Projects					\$ 52,876,589	

2026 Regular Meetings and Events

Subject to change by Committee action

JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

S	M	T	W	T	F	S
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Key:

Holiday
City Hall Closed

Holiday
1/2 Day

Workshop 5:30PM
1st Tuesday

Council 7:00PM
2nd & 4th Tuesday

EDTEC 5:00PM
1st Monday (quarterly)

LTAC 3:30PM
1st Thursday (Aug & Nov)

Civil Service 12PM
2nd Thursday

UTAC 3:30PM
2nd Thursday (quarterly)

Planning 6:00PM
3rd Tuesday

YAC 6:00PM
Varies - 3rd Wednesday

Historic Preservation 4PM
3rd Thursday (quarterly)

PAR 8:00AM
4th Friday

Movies in the Park
Starts @ Sundown

City Block Party
1-6PM

Farmer's Market
Thurs May-Sept 4-7PM

Freedom Festival
6-10 PM

Fall Festival
3-6PM

Winterfest 4-6PM
First Thursday in Dec

Salary 12:00PM
1st Wednesday (as needed)



GINGERBREAD HOUSE COMPETITION



AT COLLEGE PLACE WINTERFEST!



DEC

4

3-6 PM



GINGERBREAD HOUSES ARE TO BE DROPPED OFF IN COMPLETE
CONDITION AT COLLEGE PLACE FIRE DEPARTMENT
(629 S. COLLEGE AVE) FROM 12-2PM ON DECEMBER 4, 2025.

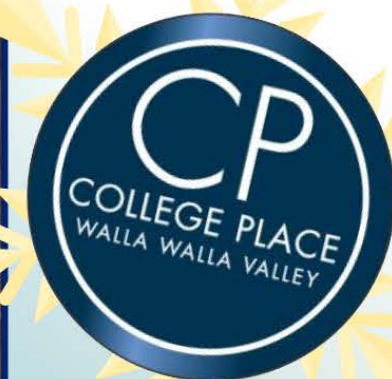
- One submission per household
- No age limit or categories, just 1st, 2nd, and 3rd Place
- Winterfest event Attendees will vote for their favorite submission
- Winners will be notified on Tuesday December 9 via email
- TAKE PICTURES of your submission and the builders!
- Winning Gingerbread Houses will be posted online

SUBMISSIONS MUST BE PICKED UP
ON DECEMBER 4 BY 7:30 PM, OR
IT WILL BE DISPOSED OF

SIGN UP →



Winterfest



A CALICO CHRISTMAS

FEAT: CALICO BONES

DECEMBER 4
CP FIRE DEPARTMENT

3:30-5:30 PM
629 S. COLLEGE AVE



Winterfest

KIDS ZONE & PRIZES

HOLIDAY GIFTS

TREATS & COCOA

ELFICATION STATION

LIVE MUSIC

PICS WITH SANTA

& MR. GRINCH

GINGERBREAD HOUSE

COMPETITION

DECEMBER 4

CP FIRE DEPARTMENT

3:00-6:00 PM

629 S. COLLEGE AVE



Winterfest

ARTISAN MARKET

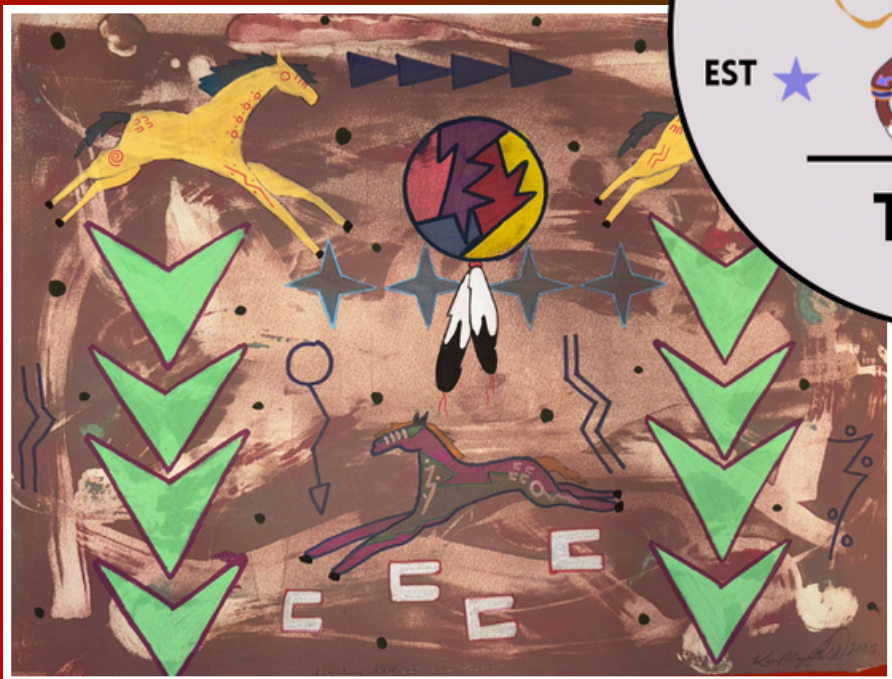
UNIQUE FOOD & GIFTS

DECEMBER 4
CP FIRE DEPARTMENT

3:00-6:00 PM
629 S. COLLEGE AVE

Native American Art

IMAGI-NATIVE TRAILS



PAINTINGS • PRINTS • APPAREL

Homeopathic & Holistic SKINCARE • TEA • STONES



WATERLILLY BOTANICALS
Native Owned



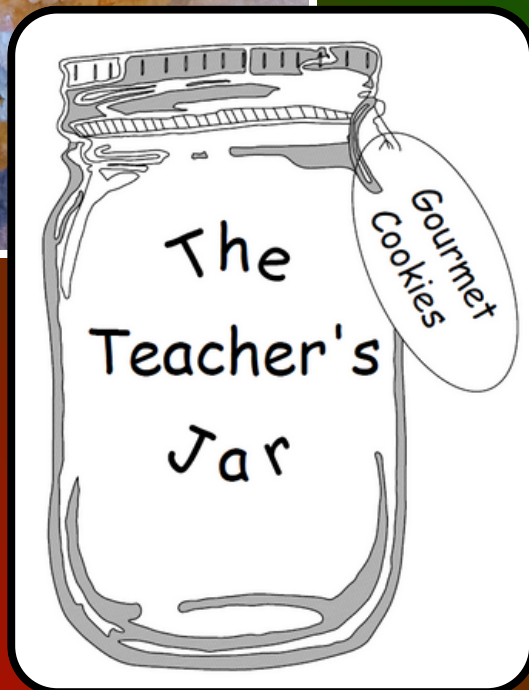
Keepsakes

Handmade & Crocheted

GOOSEY GIRLS
CREATIONS



Gourmet Cookies



THE
TEACHER'S JAR

LOCALLY *Handcrafted*

THE
GLIMMERS
STORE



Hot Cocoa & Cider

WHITMAN
ACRES



WHITMAN
ACRES

MOBILE LEMONADE &
BEVERAGE BAR

Locally Caught

SMOKED

&

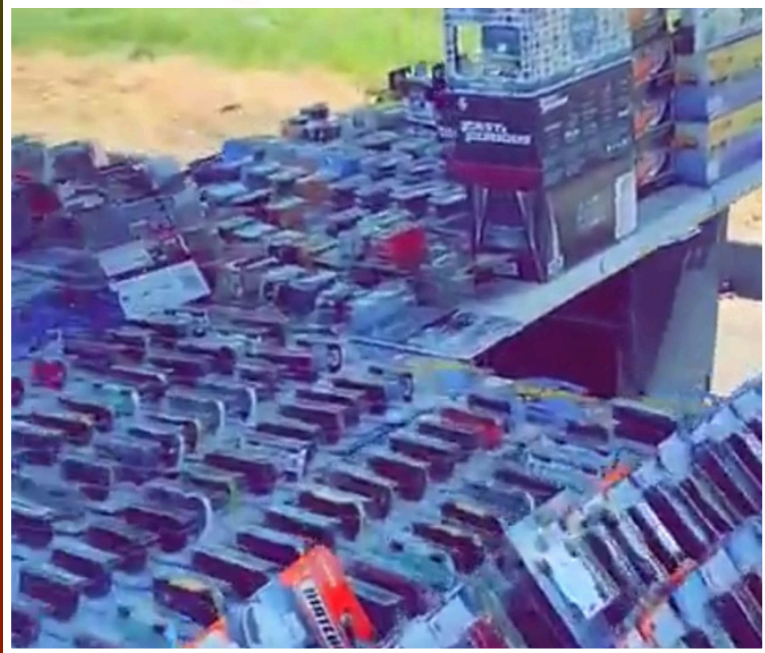
CANNED

SALMON



Native Owned

Hobbies & Toys



BIG HAPPY
COLLECTIBLES

Organic Dog Chews



HORNDAWG
ANTLER CHEWS
& APPAREL

Mini Donuts

&
COTTON CANDY
REDBULL



SWEET
SNACK
ATTACK



Gift Wrapping

Gift Wrapping

Suggested Donations



IRREGULAR SHAPE +\$1

BOW AND RIBBON +\$2

HOLIDAY CHEER = PRICELESS



**WRAPPED WITH CARE.
POWERED BY ROTARY.**

BLUE MOUNTAIN EVENING ROTARY AND WALLA WALLA ROTARACT

FOR A CAUSE