

Monday, May 4, 2026

College Place Economic Development, Tourism, and Events Commission - (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/Public>

Meeting may be viewed via the Zoom Attendee Link: <https://us06web.zoom.us/j/89554279609>

Or you may call this number to listen: 1-669-900-9128 ID# 89554279609

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

Meetings will be uploaded the following day to City of College Place You Tube Channel.

1. Opening Items

Subject :	1.01 Call To Order
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	1. Opening Items
Access :	Public
Type :	Procedural
Subject :	1.02 Roll Call
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (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

City Administrator, Troy Rayburn;

Brian Carleton - Finance Director

Subject :	1.03 Public Comment
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (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.usno 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 February 2, 2026.
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	2. Consent Agenda
Access :	Public
Type :	Action (Consent)

Consent

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

Subject :	2.02 Approve Minutes from December 1, 2025.
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	2. Consent Agenda
Access :	Public
Type :	Action (Consent), Minutes

File Attachments

[12-1-25 meeting min EDTEC.pdf \(677 KB\)](#)

Consent

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

Subject :	2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing items for approval of the Commission by a single motion. Typically the items listed under the consent agenda are the minutes from previous meetings and the agenda for the current meeting. Documentation concerning these items has been provided to all Commission Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commission Member.
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	2. Consent Agenda
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Consent

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

3. Staff Reports

Subject :	3.01 America's 250th: Washington State
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	3. Staff Reports
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

This year is the semiquincentennial (250th) anniversary of the signing of the Declaration of Independence on July 4, 1776. The national committee, the US Semiquincentennial

Commission, was established by Congress in 2016, and is comprised of political advisors across the states including senators, representatives, the Attorney General, Secretary of the Smithsonian Institution, Secretary of the Interior, etc. The hope is to get all 50 states to participate.

Washington has its own committee, Washington State Americas 250th (WSA250), which is chaired by the Lieutenant Governor and administered by the Washington State Historical Society. The state committee is hoping to engage every county and museum in the state to tell our local stories and participate in nationwide programs on behalf of our community. Due to the budget shortfalls, neither the state nor the national committee are providing funding.

Key Themes:

- **We the People-** identifying pivotal moments in WA history, the founding principles of democracy, who is we the people in our states history and who has been excluded
- **Power of Place-** What was happening during and after the Revolutionary era, appreciating our natural environment, what sites and structures give us a shares sense of identity
- **Sharing History-** telling inclusive history, supporting local tribes and history organizations, new approaches to improve history and civics education, finding common ground

Key Programs:

1. **Out of Many, One** all communities in partnership with their local museums submitting artifacts that represent our American Experience; the community selects 5 for public voting, and 1 artifact is sent to represent our region.
2. **Build Civic Duty in Youth** Bring students to work day: select students acting Mayor and City Council, City Administrator, Fire Chief, Police Chief, etc; suggested having students run a city council meeting too. Could potentially involve Youth Advisory Commission for this piece.

Key Dates in 2026:

- **June 14: Day of Service.** Communities are encouraged to organize local service projects as part of the largest public service initiative in American history.
- **July 4: Independence Day.** Organizations can incorporate our official themes of America's 250th anniversary into existing July 4th activities.
- **Aug 8: Washington Museum Day.** Museums around the state will be open and offer free or discounted admission.
- **Sept. 17: Day of Civic Engagement.** Communities are invited to plan activities to inspire civic participation.

Information for Consideration:

WSA250 has several, separate asks:

1. Become a partner- its free and we use their marketing materials, among other benefits. More information about being a partner [here](#).
2. Establish our own City Commission to plan and execute a year of celebrations

3. Participate in their four key service days and their Out of Many, One Program **OR** create our own initiative(s).
4. Read the full Declaration of Independence out loud (several times if possible)

Other potential Ideas:

- Displaying historical objects in the City Hall lobby
- Rebranding/Reinterpreting local history and pay homage to our first story: our tribal story.

File Attachments

[America250 Brochure V2.pdf \(17,072 KB\)](#)

Subject :	3.02 Summary of Upcoming City Events- City Clerk Holm
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	3. Staff Reports
Access :	Public
Type :	Information

Public Content

Historical Perspective:

Information for Consideration:

File Attachments

[EventsPPT26-4-7\(1\).pptx \(47,033 KB\)](#)

[EventsPPT26-4-7\(1\).pptx \(47,033 KB\)](#)

Subject :	3.03 Status of New Residential Development City Administrator Troy Rayburn
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	3. Staff Reports
Access :	Public
Type :	Discussion

Public Content

Stonecreek by Stonehenge Development

Homestead Village PUD (final phase) by Hayden Homes

Latitude 180 Apartments (formally Villages at Fort Walla Walla)

Subject :	3.04 Vacant lots around town? - City Administrator Troy
-----------	---

Rayburn

Meeting : May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)

Category : 3. Staff Reports

Access : Public

Type : Discussion

Public Content

Does anyone know through their contacts if development is proposed?

Whitman & Myra

Between SE Lamperti St & Hwy 125 / Close to Hop Thief

SE Larch Ave & SE 6th St

NE Rose St & NE Spitzenburg St

Subject : 3.05 Followup from Previous City Administrator Rizzitiello- City Administrator Troy Rayburn

Meeting : May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)

Category : 3. Staff Reports

Access : Public

Type : Discussion

Public Content

Was anything left undone when Mike Rizzitiello left the city?

Subject : 3.06 Proposed EDTEC direction ideas for 2026 City Administrator Troy Rayburn

Meeting : May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)

Category : 3. Staff Reports

Access : Public

Type : Discussion

Public Content

What ideas does EDTAC have for economic growth, tourism & events ?

Subject :	3.07 Insight and Direction to Administrator from Commission
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	3. Staff Reports
Access :	Public
Type :	Discussion

Public Content

Any insight or advice the Commission wants to pass onto the new city administrator?

Subject :	3.08 Good of the Order
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	3. Staff Reports
Access :	Public
Type :	Discussion

4. Closing Items

Subject :	4.01 Next Meeting: August 3, 2026 at 5:00 p.m.
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	4. Closing Items
Access :	Public
Type :	Information
Subject :	4.02 Conclude
Meeting :	May 4, 2026 - College Place Economic Development, Tourism, and Events Commission - (In-Person & Online)
Category :	4. Closing Items
Access :	Public
Type :	Procedural

College Place Economic Development, Tourism, and Events Commission - Hybrid (In-Person & Online) (Monday, December 1, 2025)

Generated by Maryelizabeth Garcia on Monday, December 1, 2025

1. Opening Items

Procedural: 1.01 Call To Order

Commission Member Amick called the meeting to order at 5:00 PM.

Information: 1.02 Roll Call

PRESENT:

Commission Members	Tracy Warner; Kelli Leen; (arrived 5:02 PM) Doug Case; Kirk Amick;
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: Allison Peck; Teri Lesmeister;

MEMBERS ABSENT:

Procedural: 1.03 Public Comment - None.

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for December 1, 2025.

Action (Consent), Minutes: 2.02 Approve Minutes from October 6, 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 Case made a motion to approve the consent agenda. Second by Commission Member Alen and the motion passed 4-0.

3. Presentations

Information: 3.01 Welcome New City Administrator Troy Rayburn

City Administrator Rayburn introduced himself to the Commission and gave a brief synopsis of his professional and personal background.

Discussion ensued.

Action: 3.02 2026 LTAC Funding Recommendations - Ms. Garcia

Clerk Garcia presented the Lodging Tax Advisory Commission recommendation to fund seven grant applications as indicated by the Lodging Tax Advisory Commission.

4. Action Agenda

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

Clerk Garcia stated this action item had been erroneously added to the agenda as it had been previously presented to the Commission and recommended to Council at the October meeting. Mr. Carleton presented the final iteration of the FY 2026-2031 Capital Facility Plan.

5. Staff Reports

Information: 5.01 Proposed 2026 Calendar - Ms. Garcia

Clerk Garcia presented the proposed 2026 calendar to the Commission.

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

Clerk Garcia informed the Commission of 2025 Winterfest Plans at the Fire Department, in the Parking lot, and along South College Avenue.

6. Closing Items

Information: 6.01 Next Meeting: February 2, 2025

Procedural: 6.02 Conclude

Commission Member Case made a motion to conclude the meeting at 5:25 PM. Second by Commission Member Alen and with no objection, the meeting concluded.

Approved:

Kirk Amick, Acting Commission
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 December 1, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.



WHAT IS AMERICA'S 250TH?

The year 2026 will mark 250 years since the founding of the United States as marked by the signing of the Declaration of Independence in 1776.

This commemoration is a once-in-a-generation opportunity to come together with a shared purpose in reflecting on the past, while working together to build stronger, more connected communities in the future.

As part of the ongoing work of forming “a more perfect union,” we invite all Washington communities—regardless of size, capacity, or location—to join us by participating in America’s 250th.

Washington’s Semiquincentennial (250) Committee provides guidance for our state’s official observance of the 250th anniversary of the founding of the United States. The committee is chaired by the lieutenant governor, managed by the Washington State Historical Society, and comprised of state legislators and a variety of representatives from state agencies and commissions.

CONTACT US

Website:

America250WA.org

Email:

info@America250WA.org

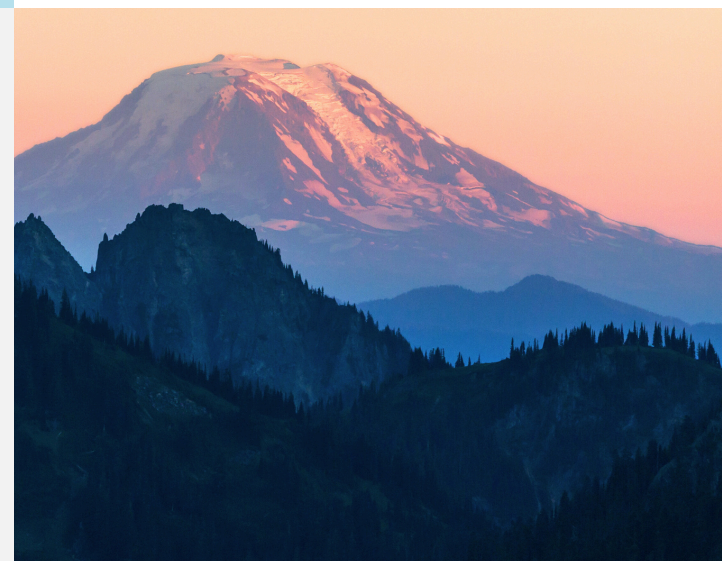
Social Media:

[@America250WA](https://www.facebook.com/America250WA)   



The 250th anniversary of the United States’ Declaration of Independence is coming in 2026

Join the effort by becoming an official partner



KEY 2026 DATES

June 14 (Flag Day): Day of Service

Organize service projects or volunteer for a local cause. Anyone can participate on any date in 2026—June 14 is just a suggestion!

July 4: Independence Day

Incorporate our official themes—We the People, Power of Place, and Sharing History—into your local activities.

August 8: Washington Museum Day

Museums across the state will offer free or discounted admission and promote their participation in our *Out of Many, One* statewide exhibition project.

September 17 (Constitution Day): Day of Civic Engagement

Plan activities to support civic participation and education such as a voter registration drive or a civics-themed trivia night.

Out of Many, One

Out of Many, One is a statewide exploration of the American experience through objects, images, and artwork from Washington museums selected by their communities. During summer 2026, visit museums around the state to see the variety of Washington experiences!

America250WA.org/OMO



COMMEMORATIVE THEMES

We the People

Democracy is an ongoing effort that requires a collective commitment to our shared values of liberty and equality. How can your 250 activities explore democratic principles and support active civic participation in your community?

Power of Place

Our places—natural, built, and cultural—help shape Washington communities and stories. What historic and cultural places that contribute to our shared senses of identity and community can you highlight during the 250th?

Sharing History

Sharing inclusive histories will help us better understand the past and build stronger, more connected communities in the future. How can we use the 250th to support local history organizations and improve history and civics education in our state?

BECOME A PARTNER

Join the team!

If you're a governmental, educational, or non-profit organization who wants to participate, our partnership program is FREE and benefits include:

- Organization name and website listed on our partner page
- Ability to post 250-related events and activities on the statewide calendar of events
- Use of the official logos, a variety of digital templates, and other marketing materials
- Access to toolkits and guides designed to help you plan local activities, including a print-on-demand historical panel exhibit
- Monthly partner e-news that includes planning suggestions, highlights from other partners, and updates from the state and national levels



**Become an
official 250
partner today!**

America250WA.org/Partners



College Place 2026 Community Events

Lineup

- **Spring Block Party**
- **Market in the Park**
- **Freedom Festival**
- **Movies @ the Park**
- **College Place Car Show**
- **Trunk-or-Treat**
- **Winterfest**
- **Advertisement**

Spring Block Party

- May 17th, 1-6 PM @ College Ave
- 55+ Vendors
- Vendor diversity
- Facepainting
- Inflatable obstacle Course
- Spring Jam



Market in the Park

- **May 28th, 4-7 PM @ Lions Park**
- **Every Thursday until Sept 24th (excluding 9/10)**
- **Vendor apps went live 11 days ago**
- **Vendor Liability Insurance**
- **College Place Lions Annual Fishing Derby May 28th**
- **WW Valley Exchange Car Show June 4th**
- **2026 College Place Car Show August 20th**



Freedom Festival



- June 28th, 6 - 10 PM @ CPHS Facilities
- Kids Zone by CPHS Cheer
- Firework Funding



Movies @ the Park

- July 25th, Sundown @ Lions Park
- Every other Saturday until September 19th
- 5 movies
- Hopefully free popcorn & kettle corn again!



College Place Car Show

- **August 20th, 4 PM @ Lions Park Lawn**
- **Classic cars, hot rods & other head-turning vehicles**
- **Held in tandem with Market in the Park**
- **50 car limit (tentative)**
- **Website & sign-up are live**
- **Self funded** 🤞
- **Local dealership & auto stores are providing prizes**



The poster for the 2026 College Place Car Show features a white background with a light blue border. At the top left is the Honda logo, and at the top right is the O'Reilly Auto Parts logo. The title "THE 2026 College Place CAR SHOW" is prominently displayed in the center, with "2026" in blue, "College Place" in green script, and "CAR SHOW" in large blue block letters. Below the title is a black and white illustration of a classic muscle car. To the right of the car, the date and time "AUGUST 20 | 4PM" are written in blue, with the "CP" logo to the left. Below this, "Lions Park" is written in green script, followed by the address "801 SE LARCH AVE, COLLEGE PLACE, WA 99324". A white box at the bottom contains the text "FOR MORE INFO GO TO" and the URL "cpwa.us/residents/events/college_place_car_show.php". At the bottom left is the "UNDERRINER Honda of Walla Walla" logo, and at the bottom right is the "AutoZone" logo.


HONDA



THE **2026**
College Place
CAR SHOW



 **AUGUST 20 | 4PM**

Lions Park
801 SE LARCH AVE, COLLEGE PLACE, WA 99324

FOR MORE INFO GO TO
cpwa.us/residents/events/college_place_car_show.php

 **UNDERRINER**
Honda of Walla Walla



Trunk-or-Treat

- **October 30th, 3-6 PM @ City Hall / Municipal Complex**



Winterfest & Lighted Parade

- December 3rd, 3-7 PM @ City Hall / Municipal Complex
- Extend the Holiday Market by 1 hour
- Lighted Parade starts at 6 PM
- Kids Zone Funding



Have you seen me?



There are six of me hiding in this building
I bet you can't find all six... hehe

Winterfest
CP COLLEGE PLACE
KIDS ZONE & PRIZES
HOLIDAY GIFTS
TREATS & COCOA
ELFICATION STATION
LIVE MUSIC
PICS WITH SANTA
& **MR. GRINCH**
GINGERBREAD HOUSE
COMPETITION
DECEMBER 4 | 3:00-6:00 PM
CP FIRE DEPARTMENT | 629 S. COLLEGE AVE

GINGERBREAD HOUSE COMPETITION
DEC 4 3-6PM
• One submission per household
• No age limit or categories
• All components must be edible, besides lights
SIGN UP NOW
QR CODE
FREE ENTRY



CP Event Advertisement

with
Walla Walla Marketing
Solutions

Pre-event social media posts

Event vendor recruitment posts

Day of event social media posts

Photo capture during events

After event highlight/recap post



Thank you



CP EVENTS