

Tuesday, October 13, 2020
Electronic City Council Meeting

7:00 P.M.
2061 Regular City Council Meeting - Electronic Attendance

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

Or you may call this number to listen: 1-669-900-9128 ID# 973 4593 4150

1. Opening Items.

Subject :	1.01 Council Reference Materials
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Private
Type :	Information
Subject :	1.02 Call To Order
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	1.03 Pledge of Allegiance
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

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

Subject :	1.04 Moment of Silence for Reflection / Invocation - Any City Employee or Elected Official; delivering the invocation, does so in his/her capacity as a private citizen, and not in his /her official position as a city employee/elected city official.
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Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Public
Type :	Procedural
Subject :	1.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Public
Type :	Information

Public Content

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

COVID-19 Virtual Meeting Protocol for Public Comment:

When submitting public comments, include the following regardless of the manner you are using: - Note that there are deadlines for each method of commenting.

- Your Name
- Your Address

Public comments may be provided in one of three ways:

- Comments in writing of no more than 1 page (If typewritten, no less than 11 pt font.) may be submitted no later than 4:30PM on the meeting date to be included in the record.
- Comments may be madeby telephone during the meeting by calling a number that will be provided to you upon notification to the City Clerkno later than 4:30 PM the day of the meeting.*
- Comments may be made by virtual meeting attendance with a link that will be provided to your email upon notification to the City Clerkno later than 4:30 the day of the meeting.*

*If you would like to make a public commentby either phone or virtual meeting, you can contact the clerk at lneissl@cpwa.usor by phone at 509-394-8511 no later than 4:30 on the meeting date.

2. Consent Agenda.

Subject :	2.01 AB 20199 - Approve Agenda for October 13, 2020
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council 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 Council Member.

Subject :	2.02 AB 20200 - Approve Council Minutes from September 22, 2020 Meeting
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes

File Attachments

[BoardDocs® LT Plus_2020-09-22_Draft_Minutes.pdf \(952 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council 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 Council Member.

Subject :	2.03 AB 20201 - Approve Council Minutes from October 6, 2020 Workshop
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes

File Attachments

[BoardDocs® LT Plus_2020-10-06_Workshop_Draft_Minutes.pdf \(926 KB\)](#)

Consent

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Subject :	2.04 AB 20202 - Renew Jail Contract - Chief
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Tomaras

Meeting : Oct 13, 2020 - Electronic City Council Meeting
Category : 2. Consent Agenda.
Access : Public
Type : Action (Consent)

Public Content

Current contract has expired - This is a renewal.

City Attorney Rea Culwell has read and approved language.

The new contract will be good for five years. (Retroactive to January 1, 2020 through December 31, 2024)

File Attachments

[2020-01-01_to_2024-12-31_City_of_College_Place_use_of_the_County_Jail_Agreement.pdf \(65 KB\)](#)
[Redline_City of College Place use of the County Jail Agreement DRAFT.pdf \(69 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council 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 Council Member.

Subject : 2.05 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council 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 Council Member.

Meeting : Oct 13, 2020 - Electronic City Council Meeting
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, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council 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 Council Member.

3. Presentations.

Subject :	3.01 AB 20203 - 2020 Arbor Day Proclamation
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

CITY OF COLLEGE PLACE
PROCLAMATION
OFFICE OF THE MAYOR

WHEREAS, Arbor Day was established in 1872 by J. Sterling Morton of Nebraska as a day set aside to plant trees; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce erosion by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, the addition of trees to the landscape has been shown to stimulate economic development; and

WHEREAS, the City of College Place recognizes that trees and parks are important to enhance the beauty of the City, and actively encourages the planting and care of trees throughout the City; and

NOW THEREFORE,

I, Norma L. Hernandez, Mayor of the City of College Place, Washington, do hereby proclaim October 13th, 2020

COLLEGE PLACE ARBOR DAY

and appeal to the residents of College Place to celebrate Arbor Day and encourage everyone to tune in to the Walla Walla County Rural Library District online story time during the month of October, as they will be showcasing stories about trees. I further encourage residents to plant and care for the trees in College Place for the well-being of this and future generations.

Given under my hand and seal as Mayor of the City of College Place, Washington, this 13th day of October, 2020.

File Attachments

[City_of_CP_Proclamation-Arbor_Day_2020.pdf \(282 KB\)](#)

Subject :	3.02 AB 20204 - September 2020 Yard of the Month - 29 NE C ST - Chief Tomaras
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

Historical Perspective:

The City of College Place adopted a "Yard of the Month Program" to be awarded during the months of June, July, August and September. An additional award will be presented in the month of December for seasonal decorations.

Information for Consideration:

The September Yard of the Month recipients are the Gurnett family. Marla and Greg Gurnett have lived in their home for 10 years. Greg credits his wife for making their yard look so nice.

File Attachments

[Photos.pdf \(2,377 KB\)](#)

Subject :	3.03 AB 20205 - Pre-Charging Diversion Program Proposal - COVID-19 -
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

Public Content

Regina Myers, Division Director of Comprehensive Healthcare to present.

4. Public Hearings-None.

5. Action Items.

Subject :	5.01 AB 20206 - Permit Sherwood Trust Class of 2020 Leadership Group to Construct 12th Street Parklet - Mr. Rizzitiello
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to approve Resolution No. 20-036 which permits the acceptance of parklet design by the Sherwood Leadership Group and permits them to construct it.

Public Content

Historical Perspective:

The 12th Street parklet property was acquired by the City of College Place on March 18th, 2019. The project is in the FY 2020 to FY 2025 Capital Facility Plan adopted via Ordinance 19-023 on December 10th, 2019. This was reviewed at the October 6th, 2020 City Council workshop.

Information for Consideration:

The concept of developing a parklet has gone through extensive discussion through the Park, Arbor, and Recreation Advisory Board as well as an open house held at the College Place Farmers Market on September 24th, 2020. The Sherwood Trust Class of 2020 Leadership Group wants to take on construction of the 12th Street parklet as their class volunteer project. The Sherwood Trust Class of 2020 Leadership Group will develop the parklet to what is shown in the infographic.

File Attachments

[Parks_12thStreet_VisualFinal.pdf \(2.244 KB\)](#)

[Resol_No_20-036_12th_Street_Parklet.pdf \(114 KB\)](#)

Subject :	5.02 AB 20207 - On-Call Engineering & Surveying Services - Mr. Rizzitiello
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes
Budgeted :	Yes
Budget Source :	Expenditure will replace salary/benefit costs budgeted for Robert Gordon.
Recommended Action :	Motion to adopt Resolution No. 20-037 which appoints

Public Content

Historical Perspective:

City Engineer Robert Gordon passed away on Tuesday, August 25th, 2020. The volatility of city engineering projects, development review, grant work, and more leads to difficulty for the city to fully staff this function adequately in house. This was reviewed at the October 6th, 2020 City Council Workshop.

Information for Consideration:

The City put out a RSQ for On-Call Engineering Services on September 1st, 2020. The City received five responses: JUB, RH2, PBS, Anderson Perry, and TD&H. One of the requirements is the firm have an office within 100 miles of the City. Six city staff graded proposals. JUB was chosen based on the multitude of services offered within the firm, adequate staffing, and city satisfaction with previous projects they have done for us. JUB has a similar setup with the cities of Umatilla, Oregon and Deer Park, Washington.

The plan is when we recruit to fill the Public Works Director when Paul Hartwig retires that this position will be reimagined as a Public Works Director/City Engineer in which a PE license will be required. The on call contract term is for four years.

File Attachments

[Procurement_Engineering_RSQ_OnCallEngineeringServices_92020.pdf \(322 KB\)](#)

[Procurement_Engineering_RSQ_MRSCSmallWorksRoster.pdf \(36 KB\)](#)

[Procurement_Engineering_RSQ_OnCallEngineeringServices_JUBProposal.pdf \(2.389 KB\) Grades.pdf \(405 KB\)](#)

[Resol_No_20-037_J-U-B_Engineers_On-Call_Services.pdf \(110 KB\)](#)

[A-COCP_OnCallMaster.pdf \(139 KB\)](#)

Subject :	5.03 AB 20208 - Project Funding Prioritization for State COVID Grant Addendum - Mr. Rizzitiello
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes
Dollar Amount :	\$144,975.00
Budgeted :	Yes
Recommended Action :	Motion to adopt Resolution No. 20-038 which certifies the prioritization for projects funded by the States CARES COVID Grant Addendum given to the City in early September 2020.

Public Content

Historical Perspective:

The City received the original state passthrough CARES Grant in May 2020. This was spent on business grants, utility assistance, tables for businesses, PPE, staff time, and a host of activities. This addendum was given to us in early September which afforded the City an additional \$144,975.

Information for Consideration:

The City Administrator put out a call for projects to City department heads. the resulting list came from responses to that email. Projects were ranked based on need and impact to city operations and efficiencies. This list was reviewed at the City Council workshop on October 6th, 2020. The City has \$20,000 left from the original States CARES COVID Grant to put toward projects. The grant must be spent down by November 30th, 2020.

File Attachments

[CARES Money Potential Projects.pdf \(87 KB\)](#)

[Resol_No_20-038_State_CARES_COVID_Grant_Assistance_Program_Funds.pdf \(110 KB\)](#)

[Council_AgendaItem_COVIDGrantDistribution.pdf \(109 KB\)](#)

Subject :	5.04 AB 20209 - Traffic Box Wraps - Mr. Rizzitiello
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution No. 20-039 which accepts the ad hoc jurying committee's ranking for commissioned art that will appear on the traffic utility box wraps along College Avenue.

Public Content

Historical Perspective:

The City Council approved via Resolution 20-024 accepting P1FCU's sponsorship of eight stipends and wraps for eight traffic utility boxes throughout the College Avenue corridor during the June 9th, 2020 City Council meeting.

Information for Consideration:

The ad hoc jurying committee consisted of Mathew Pierce, Brandon Hallsted, Nadine Stecklein, Jim Dumont, Jim Fry, Erin Hutchison, and Norma Hernandez as the tie breaker vote. The proposals were ranked as is follows:

1. Autumn Uhrig - 625 points
2. Ellen Heath - 624 points
3. Dale Hom - 618 points
4. Samara Clary - 596 points
5. Laurie Nichols - 569 points

6. Joanne Maclean - 548 points
7. Lorna Barth - 542 points
8. Lindsey Tebeck - 535 points
9. (Alternate). Novaille Whitney - 534 points

If this ranking is approved, we will notify artists and have a artist contract that will memorialize the agreement. They will be paid stipends directly by P1FCU once the final drawings are complete (one month time period to do this). P1FCU is sponsoring eight artist stipends (\$350 a piece) and eight traffic box wraps (\$650 a piece). We will try to get this entire project completed by first quarter 2021.

File Attachments

[Copy of EconomicDevelopment_Projects_TrafficBoxArtWrap_GradesSummarySheet.pdf \(82 KB\)](#)
[DraftArtistContract.pdf \(27 KB\)](#)
[Barth1.JPG \(3.114 KB\)](#)
[Barth2Rotated.JPG \(3.231 KB\)](#)
[Clay1.JPG \(2.551 KB\)](#)
[Clay3Rotated.JPG \(2.687 KB\)](#)
[Clay4Rotated.JPG \(2.747 KB\)](#)
[Clay2Rotated.JPG \(2.532 KB\)](#)
[Clay5Rotated.JPG \(2.958 KB\)](#)
[Heath1Rotated.JPG \(2.556 KB\)](#)
[Heath2Rotated.JPG \(2.468 KB\)](#)
[Hom1Rotated.JPG \(3.798 KB\)](#)
[Hom2Rotated.JPG \(3.031 KB\)](#)
[Maclean1Rotated.JPG \(2.776 KB\)](#)
[Maclean2Rotated.JPG \(2.953 KB\)](#)
[Nichols1Rotated.JPG \(3.138 KB\)](#)
[Nichols2Rotated.JPG \(3.119 KB\)](#)
[Tebeck1Rotated.JPG \(3.026 KB\)](#)
[Tebeck2Rotated.JPG \(2.617 KB\)](#)
[Tebeck3Rotated.JPG \(2.785 KB\)](#)
[Tebeck4Rotated.JPG \(2.709 KB\)](#)
[Tebeck5Rotated.JPG \(2.644 KB\)](#)
[Tebeck6Rotated.JPG \(2.818 KB\)](#)
[Uhrig1Rotated.JPG \(2.771 KB\)](#)
[Uhrig2Rotated.JPG \(2.795 KB\)](#)
[Uhrig3.JPG \(2.500 KB\)](#)
[Uhrig4Rotated.JPG \(2.845 KB\)](#)
[Whitney1Rotated.JPG \(3.178 KB\)](#)
[Whitney2Rotated.JPG \(2.460 KB\)](#)
[Whitney3Rotated.JPG \(2.696 KB\)](#)
[Resol_No_20-039_Traffic_Box_Graphic_Wrap_Awards.pdf \(115 KB\)](#)

Subject :	5.05 AB 20210 - Resolution to Support Department of Natural Resources Community Forestry Assistance Grant for Tree Inventory Arterial Urban Forestry Management Plan for Local Roadway Street Trees - Mr. Rizzitiello
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes

Dollar Amount :	\$20,000.00
Budgeted :	No
Budget Source :	Project will occur only if we obtain the State grant.
Recommended Action :	Motion to approve Resolution No. 20-040 in support of State of Washington Department of Natural Resources 2021 Community Forestry Assistance Grant Request.

Public Content

Historical Perspective:

The City of College Place first obtained Tree City USA status in 2017. As such, we are now eligible to apply for State of Washington Department of Natural Resources Tree City program grants.

Information for Consideration:

This grant would support collection of Geographic Information System/GPS work for trees within the City's roughly 28.93 miles of locally classified roadway. Additionally, an Urban Forestry Management Plan would be created which would catalog the location/information of existing trees and set forth a plan to maintain them and add upon the city's tree canopy.

File Attachments

[Resol_No_20-040_DNR_Inventory_&_Management_Plan_Grant_Support.pdf \(110 KB\)](#)

6. Administrative Reports.

Subject :	6.01 AB 20211 - Amendment of CPMC 10.16.160 - Riding on Sidewalks (Bicycles) - Chief Tomaras
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The existing code was written in 1986 prior to sidewalk and roadway improvements to College Ave and Myra Road. Discussion over improved bicycle access has prompted a review of the Municipal code. Currently, cyclists cannot ride on sidewalks in business district. We recommend eliminating this and allowing

Information for Consideration:

Currently cyclists cannot ride on sidewalks in the business district (College Ave & Myra Road). We recommend eliminating line "A. No person shall ride a bicycle upon a sidewalk in a business district." We recommend amending line "B. A person may ride a bicycle on a sidewalk or any roadway unless restricted or prohibited by traffic-control devices." And retaining "C. Whenever any person is riding a bicycle upon a sidewalk, such person shall yield the right-of-way to any pedestrian."

File Attachments

[Existing Code 10.16.160___Riding_on_sidewalks..pdf \(38 KB\)](#)

[ORDINANCE AMENDMENT -10.16.160 Riding on Sidewalks-Draft.pdf \(110 KB\)](#)

Subject : 6.02 AB 20212 - Public Defender Contract - Mr. Rizzitiello

Meeting : Oct 13, 2020 - Electronic City Council Meeting

Category : 6. Administrative Reports.

Access : Public

Type : Discussion, Information

Public Content

Historical Perspective:

The City has contracted with Rachel Cortez as public defender since 2015.

Information for Consideration:

Since the time the contract was written the caseloads out of College Place has risen substantially. Throughout 2020 the City and Ms. Cortez have had dialogue over what the correct value of contractual services to the community should be.

File Attachments

[College Place Letter.pdf \(43 KB\)](#)

[cljcrllj3.1Standards.pdf \(110 KB\)](#)

Subject : 6.03 AB 20213 - Water Conservation Programming - Mr. Rizzitiello

Meeting : Oct 13, 2020 - Electronic City Council Meeting

Category : 6. Administrative Reports.

Access : Public

Type : Discussion, Information

Public Content

Historical Perspective:

The previous adopted City Water System Plan has a water conservation goal. The City is in the midst of updating its Water System Plan with RH2 Engineering developing it. At a council meeting a month ago it was mentioned that there was interest in exploring water conservation programming. It was mentioned this may not be a bad idea due to the declining deep water aquifer.

Information for Consideration:

Cities our size locally that have well established water conservation programs include the City of Moscow, Idaho and the City of Pullman, Washington.

City of Moscow, Idaho: <https://www.ci.moscow.id.us/446/Conservation>

The City has a water conservation program within its rate model. They offer toilet leak tabs, five minute shower timer, earth shower heads. bathroom aerator, kitchen aerators, rain guage, dramm pistol nozzle, hunter rain click, low flow toilet rebates, and wiscape credits/rebates. The City of Moscow provided city staff with an itemized cost of their conservation program back from 2012. When prorated to reflect City of College Place connections (38%) it has a estimated cost of \$11,275.37 in 2021 dollars.

City of Pullman, Washington: https://www.pullman-wa.gov/government/departments/public_works/maintenance_operations/pullman_conserve#:~:text=Water%20Conservation%20Incentive%20Programs&text=In%20an%20effort%20to%20encourage.up%20to%20%24125%20are%20available!

The City of Pullman, Washington offers an identical program. Their fiscal breakdown and items they are offer are listed in the adjoining source documents.

Running the numbers from the City of Moscow, Idaho Report and reducing it by 38% to reflect utility customers /residents over the planning period of nine years in College Place it would curtail water usage by 16,571,331.46 gallons.

File Attachments

[MoscowPullmanDailyNewsArticle.pdf \(67 KB\)](#)

[Moscow_ConservationOptions.pdf \(99 KB\)](#)

[Moscow_WaterConservationPlan2015.pdf \(1.681 KB\)](#)

[Moscow_WaterConservationProgramming_Cost.pdf \(2.187 KB\)](#)

[Moscow_WisescapeToiletRebateForm.pdf \(145 KB\)](#)

[Pullman_WaterConservationPrograms.pdf \(776 KB\)](#)

Subject :	6.04 AB 20214 - November Workshop Election Night Schedule Conflict
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Discuss options for workshop to potentially eliminate conflict with election night.

- Could leave meeting as regularly scheduled, Tuesday, November 3rd at 5:30 PM
- Could move to Wednesday, November 4th at 5:30 PM
- Could move to a pre-meeting work session on Tuesday, November 10th at 6:00 PM
- Could cancel the workshop and address any items at the regular meeting on the 10th.

Please think about the options and what your preference may be. We can take the necessary action (if a change is desired) at the October 27th meeting.

7. Informational Reports

Subject :	7.01 Draft FY 2021 to FY 2026 Capital Facility Plan
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Meeting : Oct 13, 2020 - Electronic City Council Meeting

Category : 7. Informational Reports

Access : Public

Type : Information

Public Content

The six-year plan details all projects on the radar for the next six fiscal years. Projects are ranked high, medium, low. High means the project really needs to happen. Medium means the infrastructure is in deteriorating condition or no longer meets the demands put upon it but will be prioritized if grants become available or from other project savings. Low means project likely won't happen unless the City receives grant funds. The estimated total facility need in FY 2021 is \$16.2 million. The total estimate over 2021 through 2026 is \$79.9 million. This will be presented at every City Council meeting until its passage in December. Also, it will go to the Utilities & Transportation Advisory Commission, Parks, Arbor, and Recreation Board, and the Economic Development, Tourism, and Events Commission for concurrence.

File Attachments

[2021Budget_SixYearPlans_Draft2021to2026Plan_September2020Rendition.pdf \(12.626 KB\)](#)
[CFP_Draft_Ordinance.pdf \(115 KB\)](#)
[Draft2021to2026CFP_Summary.pdf \(493 KB\)](#)

Subject : 7.02 Draft FY 2021 to FY 2026 Equipment Replacement Plan

Meeting : Oct 13, 2020 - Electronic City Council Meeting

Category : 7. Informational Reports

Access : Public

Type : Information

Public Content

Key equipment (ranked high) proposed for replacement this year includes the following:

- Fire Department: Turnouts - \$12,000, Vehicle #UT303 Fire Marshall Replacement - \$9,000 (Lease), SCBA Replacement - \$27,744, and Vehicle #304 Fire Captain - \$9,000 (Lease)
- Police Department: Police Vehicle Leasing Program : \$72,520.32, Taser Replacement: \$17,000
- Streets: Replacement #509 Grader: \$160,000
- Wastewater: Jacobs Equipment Contract: \$191,000
- Water: Vehicle #603: \$37,000

File Attachments

[2021Budget_SixYearPlans_ERR_Booklet.pdf \(2.294 KB\)](#)
[Draft_Ordinance.pdf \(114 KB\)](#)
[DraftFY2021to2026_ERRPlanSummary.pdf \(461 KB\)](#)

Subject :	7.03 Draft FY 2021 to FY 2026 Information Technology Plan
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	7. Informational Reports
Access :	Public
Type :	Information

Public Content

The goal at the City is to get computer terminals into a seven-year rotation as that is the length of the warranties. This year includes the city's share toward a new server out a dispatch WESCOM (911).

The lions share of software expense in 2021 is software maintenance on a variety of modules across the City organization. If the City can swing it projects we would like to accomplish in 2021 is replacing the AV system in the City Council Chambers, bring in video walls to Council Chamber, and establish a AV/Computer Server Room in the old jail section of City Hall.

From a staffing perspective the City will continue to contract with the Intermountain Education Service District for 12 hours a week of service and as a Tier II member with the Association of Washington Cities GIS Consortium.

8. Executive Session-None.

9. Closing Items.

Subject :	9.01 Adjournments
Meeting :	Oct 13, 2020 - Electronic City Council Meeting
Category :	9. Closing Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adjourn the meeting

Electronic City Council Meeting (Tuesday, September 22, 2020)

Generated by Lisa Neissl on Tuesday, September 22, 2020

PRESENT:

Mayor – Via Web Norma L. Hernández

Council Members – Via Web Jerry Bobbitt, Michael Cleveland, Loren Peterson, Melodie Selby, Heather Schermann, Byron Trop

City Attorney – Via Web Rea Culwell (left meeting at 7:29 PM returned at 7:36 PM)
Administrator, Mike Rizzitiello; Police Chief, Troy Tomaras;
HR Manager, Shawn Doering; City Clerk, Lisa Neissl;

Staff – Via Web Deputy Clerk; Carolyn Holm

MEMBERS EXCUSED: Marge Nyhagen - computer issues, attended from 7:12 to 7:20

MEMBERS ABSENT:

1. Opening Items.

Information: 1.01 Council Reference Materials

Procedural: 1.02 Call To Order

Mayor Hernández called the meeting to order at 7:01 PM.

Procedural: 1.03 Pledge of Allegiance

Procedural: 1.04 Moment of Silence for Reflection / Invocation - Any City Employee or Elected Official; delivering the invocation, does so in his/her capacity as a private citizen, and not in his/her official position as a city employee/elected city official.

Information: 1.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

The City Clerk noted that no one had submitted comments in writing or contacted to make arrangements for telephone or video comments.

2. Consent Agenda.

Action (Consent): 2.01 AB 20190 - Approve Agenda for September 22nd, 2020

Action (Consent), Minutes: 2.02 AB 20191 - Approve Council Minutes from September 8th, 2020

Action (Consent): 2.03 AB 20192 - CDBG Microbusiness Assistance Grant Award Acceptance.

Action (Consent): 2.04 AB 20193 - CDBG Stormwater Study Grant Award Acceptance

Action (Consent): 2.05 AB 20194 - August 2020 Check Register and Financials

Action (Consent): 2.06 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council 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 Council Member.

Council Member Schermann made a motion to approve the consent agenda with the addition of excusing Council Member Nyhagen. Second by Council Member Selby and the motion passed 6-0.**3. Presentations.**

Discussion, Information: 3.01 Update on COVID-19 & Wildfires -

Mr. Rizzitiello gave a presentation on the status of the City and region affected by the pandemic and recent wildfires.

4. Public Hearings-None.**5. Action Items.**Action: 5.01 AB 20181 - Creation of Chapter 8.28 - Litter Ordinance in the College Place Municipal Code -

Mr. Rizzitiello requested that Council approve an ordinance to give law enforcement a tool to use when dealing with the dumping of litter in the City.

Discussion ensued.

Council Member Trop made a motion to adopt Ordinance No. 20-016 which permits the addition of Chapter 8.28 - Litter to the College Place Municipal Code. Second by Council Member Cleveland and the motion passed 6-0.

Action: 5.02 AB 20196 - Award CERB Light Industrial/Flex Study to J-U-B Engineers -

Mr. Rizzitiello requested authority to execute a contract with J-U-B Engineers to perform the light industrial / flex space study using funds received from the Community Economic Revitalization Board Grant accepted at the July 28th meeting. He noted there were six responses to the RFP and J-U-B was identified as the best selection.

Discussion ensued.

Council Member Trop made a motion to approve contract with J-U-B Engineers to conduct light industrial/flex space study. Second by Council Member Schermann and the motion passed 6-0.

Action: 5.03 AB 20197 - Contract Award to J-U-B Engineers for Hazardous Pipeline GIS Work -

Mr. Rizzitiello requested authority to execute a contract with J-U-B Engineers for the work funded by the Federal Hazardous Pipeline GIS Grant which Council accepted on September 8th. He spoke about the various items that will be done through this grant funded contract.

Discussion ensued.

Council Member Bobbitt made a motion to approve contract with J-U-B Consultants for development of a GIS System as outlined in agreement for Professional Service. Second by Council Member Peterson and the motion passed 6-0.

Action: 5.04 AB 20198 - City Stormwater Plan Finalization -

Mr. Rizzitiello spoke to Council about the issues plaguing the City Stormwater Plan. He noted that the original consultant contract with Parametrix has been terminated for non-performance. While our City Engineer, Robert Gordon was working on completion of the plan in-house, he unfortunately passed away before its completion. The Department of Ecology has agreed to push back the deadline to December 31st to complete the plan. Due to the existing staffing limitations, we needed to put the remainder of the project out to bid. Two firms responded and it was determined that J-U-B was the best selection for the City. He requested authorization to execute the contract with them.

Council Member Cleveland made a motion to approve contract with J-U-B Engineers to finalize the City Stormwater Plan. Second by Council Member Bobbitt and the motion passed 6-0.

6. Administrative Reports-None.

7. Informational Reports. The following reports were included in the packet for review.

Information: 7.01 CPPD Monthly Report

Information: 7.02 Public Works/Water Department Monthly Report

8. Executive Session-None.

9. Closing Items.

Action: 9.01 Adjournments

Council Member Selby made a motion to adjourn the meeting at 7:39 PM. Second by Council Member Bobbitt and, with no objection, the meeting adjourned.

Approved:

Norma L. Hernández –
Mayor

Attest:

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred September 22, 2020. Further detail may be obtained by reviewing the actual audio recording made during this session.

Electronic City Council Workshop (Tuesday, October 6, 2020)

Generated by Lisa Neissl on Tuesday, October 6, 2020

PRESENT:

Mayor – Via Web Norma L. Hernández

Council Members – Via Web Loren Peterson, Melodie Selby, Heather Schermann, Byron Trop

Staff – Via Web Administrator, Mike Rizzitiello; Finance Director, Brian Carleton;
Deputy Finance Director, DaShari Cinnamon; HR Manager, Shawn
Doering; City Clerk, Lisa Neissl; Deputy Clerk; Carolyn Holm

MEMBERS EXCUSED: Jerry Bobbitt

MEMBERS ABSENT: Michael Cleveland, Marge Nyhagen

1. Opening Items.

Procedural: 1.02 Call To Order

Mayor Hernández called the meeting to order at 5:30 PM

Information: 1.05 Note: Council Member Bobbitt Excused

2. Workshop Topics.

Discussion, Information: 2.01 Permit Sherwood Trust Class of 2020 Leadership Group to Construct 12th Street Parklet -

Mr. Rizzitiello spoke to Council about the planned parklet on the land acquired through a trade with Cascade Natural Gas. He noted that the Sherwood Trust Leadership Group of 2020 would like to take on construction of the project. Two of our Parks, Arbor and Recreation Board members are in that cohort. He showed the plans for the parklet and answered questions.

Discussion, Information: 2.02 On-Call Engineering & Surveying Services -

Mr. Rizzitiello informed Council of the need to have an on-call engineering company to help with the large gap left with the passing of City Engineer Robert Gordon. He spoke about the long term plans for the department and how, moving forward, contracting with an engineering firm is the best option for the City. JUB Engineers was the high scoring Statement of Qualifications and he will bring a request to execute a four-year contract with them at the next meeting.

Discussion ensued.

Discussion, Information: 2.03 COVID Grant Distribution -

Mr. Rizzitiello spoke about additional COVID Grant funds that the City will be receiving. He noted the various projects that were identified as potential uses of the funds and explained his priority of the list. He noted this will be brought forward at the next meeting for approval as the funds must be used by the end of November.

Discussion ensued.

Discussion, Information: 2.04 Fiscal Year 2021 State & Federal Legislative Agenda -

Mr. Rizzitiello briefly reviewed the 2021 State Legislative Agenda and requested council members review the materials in anticipation of adoption at a future meeting.

Discussion, Information: 2.05 Draft FY 2021 to 2026 Capital Facility Plan -

Mr. Rizzitiello reviewed the highlights of the 2021 Capital Facility Plan and requested that the documents be reviewed in anticipation of adoption at a future meeting.

Discussion, Information: 2.06 FY 2020 to 2025 Equipment Replacement Plan -

Mr. Rizzitiello reviewed the highlights of the 2021 Equipment Replacement Plan and requested that the documents be reviewed in anticipation of adoption at a future meeting.

Discussion, Information: 2.07 FY 2021 to 2026 Information Technology Plan -

Mr. Rizzitiello reviewed the highlights of the 2021 Information Technology Plan and requested that the documents be reviewed in anticipation of adoption at a future meeting.

Discussion, Information: 2.08 FY 2021 Budget -

Mr. Carleton gave a presentation on the preliminary 2021 budget. He reviewed the fund balances and where planned draw down of fund balances were. He spoke about the estimated revenue and proposed utility billing rates. He reviewed the planned staffing and next steps in the budget process. Discussion ensued.

With no further business, Council Member Selby made a motion to adjourn the meeting at 6:42 PM. Second by Council Member Trop and, with no objection, the meeting adjourned.

Approved:

Norma L. Hernández –
Mayor

Attest:

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council workshop that occurred October 6, 2020. Further detail may be obtained by reviewing the actual audio recording made during this session.

INTERGOVERNMENTAL AGREEMENT FOR USE
OF THE WALLA WALLA COUNTY ADULT CUSTODY
(JAIL) FACILITIES

THIS AGREEMENT is made and entered into by and between WALLA WALLA COUNTY, a political subdivision of the State of Washington, hereinafter referred to as "County," and the CITY OF COLLEGE PLACE, a Municipal Corporation of the State of Washington, hereinafter referred to as "City."

W I T N E S S E T H:

For and in consideration of the conditions, covenants and agreements contained herein, the parties agree as follows:

1. PURPOSE: The City, desiring to utilize the Walla Walla County Adult Custody (hereinafter "Jail") Facilities and Services maintained by the County for the incarceration of City prisoners, has, in accordance with the Interlocal Cooperation Act (Chapter 39.34 RCW) and the City and County Jails Act (Chapter 70.48 RCW), previously entered into an agreement with the County for the use of the County jail facility and personnel for confinement of City prisoners. It is the purpose of this agreement to provide for the joint use by the parties of the jail facilities and services that the jail, owned and operated by the County, and to supplant the previous agreements for the use of said jail facilities between the parties which was effective thru January 1, 2020.

2. DEFINITIONS:

a. "City Prisoner" shall mean a person housed in the County Jail when the basis for confinement is the violation of a City municipal code, or pursuant to a warrant, commitment or order of the Walla Walla County District Court applied for by the City or during or as a result of a City case, or following an arrest by a City police officer for any reason including violations of state law and City municipal codes. It excludes: a person confined by reason of a state felony indictment, information or complaint filed in court by the County Prosecuting Attorney; a person confined by reason of a federal indictment, information, complaint, warrant, commitment or order filed in a federal court; a person confined by reason of a warrant, commitment or order of a court other than the Walla Walla

County District Court applied for by the City or during or as a result of a City case; or a prisoner detained pursuant to a City “hold” for a City municipal code violation after said “hold” has been released. Costs of prisoners being held on charges from the City as well as charges from other jurisdictions will be split equally among all jurisdictions that have a current hold on the prisoner.

b. “Jail Costs” shall mean actual, annual total jail facility operation costs, maintenance and utility costs, as well as administrative costs associated with said operation and as outlined in Attachment A of this Agreement.

3. AVAILABILITY OF JAIL FACILITIES: The jail facilities and personnel shall be available for confinement of City prisoners held upon arrest, awaiting trial and serving sentences of jail terms. The jail facilities and personnel shall be available for the confinement of City prisoners in the same manner and to the same extent as they are available for the confinement of County prisoners.

The County will provide housing for City prisoners on a space available basis. When the jail population exceeds the capacity authorized by federal, state or local regulation, the City shall be responsible for providing housing for said additional prisoners.

Nothing in this agreement precludes the City, at its own discretion and convenience, from housing sentenced City prisoners in a jail facility other than the Walla Walla County Jail. Responsibility of transport to such facility shall not be the responsibility of the County, unless separately agreed.

4. COMPENSATION: The City shall pay the County of Walla Walla as total compensation for its provision of jail facilities and personnel as specified herein:

a. Establishment of Jail Costs. The County will supply the City with the July 1st through June 30 actual costs, as defined in attachment A, by August 15th. The hourly cost for the following calendar year will be based on the actual cost, as mentioned above, and increased by the June Seattle CPI-U. In the event the Seattle CPI-U is negative, no adjustment for the CPI-U will be made.

b. Estimation and Payment of Jail Costs. The method of cost distribution shall be an actual use proportionate system based on total jail costs. Any grants or funds received, with the exception of Inmate Welfare Benefit Fund, which would reduce jail costs shall be

deducted from the overall costs utilized to determine the City's jail costs. The actual costs will be divided by the average prisoner days for the prior three fiscal years (July 1 – June 30) to arrive at the hourly rate for the following calendar year.

The City agrees to pay for the utilization of the Walla Walla County Jail for each year this Agreement remains in effect. City Prisoners' confinement shall be paid for by the City at a rate based on actual cost per prisoner hour of confinement. For each prisoner booked, the City will incur a minimum of four hours' cost.

c. The County shall budget an amount equal to at least 3% of its total compensation annually received from the City to a fund dedicated as a capital reserve for the enhancement or replacement of equipment or facility. The balance of the reserve fund and the capital expenditures of that fund shall be reported to the City on an annual basis as required under section 4(a) or section 7 of this agreement.

5. PAYMENT: The County shall bill the City monthly for custodial care services which shall be payable within THIRTY (30) calendar days after receipt of a billing statement from the County setting forth the number of "prisoner hours" being billed and the charges therefore.

6. MEDICAL COSTS AND TREATMENT:

a. The County will provide medical services for all prisoners within the jail in accordance with the provisions of Chapter 289-20 WAC.

b. The City shall pay providers directly for all medical services for outside emergency or necessary health care for its prisoners in accordance with the provisions of RCW 70.48.130.

c. The County will supply all insurance information in its possession to outside medical vendors for billing purposes. The County will also provide the City with all information needed for the City to seek reimbursement.

d. There shall be no right of payment to the County for emergency or mandated health care for "City prisoners" held in the County Jail facilities after they have ceased to be a "City prisoner" as defined in Section 2 of this agreement.

7. RECORDKEEPING: The County shall keep a detailed and accurate record of all operating and maintenance costs actually incurred in such a manner as will meet the

requirements of the Washington State Auditor. Said record shall be made available for review or audit by the City or its duly authorized representative upon request during regular County business hours.

8. TRANSPORTATION OF PRISONERS; NOTIFICATION OF RELEASE:

The City shall be responsible for initially delivering and for transporting all City prisoners to the Jail. Upon implementation of the usage of the closed circuit judicial television system, the County shall be responsible for presenting City prisoners in the appropriate forum via the in-house television system. This may require the presence of City staff. The County shall be responsible for transporting City prisoners for required medical or dental treatment or care or District Court appearances.

The City shall notify the jail of all City prisoners to be released.

9. POSTING OF BAIL: The County shall serve as agent for the City in receipt of bail bonds or monies posted for City prisoners. Such monies shall be transmitted to the District Court on a daily basis during court hours as received.

10. ACCESS TO PRISONERS: City police officers, law enforcement investigators, City Prosecuting Attorneys and Defense Attorneys shall have the right to interview prisoners at any reasonable time within the jail and shall be afforded equal priority for use of jail interview rooms with other departments, including the Walla Walla County Sheriff's Office.

11. WORK RELEASE: In the event it is desired that a City prisoner participate in a jail work release program, City prisoners shall be treated exactly as County prisoners and shall be entitled to participate in the work release program solely upon a space available basis.

12. CITY PRISONERS: City prisoners shall be released from the jail only:

- a. Upon the authorized, written request of the City police; or
- b. By order of the court having jurisdiction of a City prisoner and the matter for which such prisoner is being confined; or
- c. As necessary when jail population exceeds capacity; or
- d. For appearance by the Prisoner in the court in which the prisoner has been charged; or

- e. In compliance with a valid writ of habeas corpus, or
- f. For necessary medical or dental treatment or care not available within jail; or
- g. When the prisoner has completed service of the sentence and the charge pending against the prisoner has been dismissed, or bail or other satisfactory recognizance has been posted as required by the court.

13. INDEMNIFICATION:

a. The City shall indemnify and hold harmless the County and its officers, agents and employees from and against any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever resulting from, arising out of or incident to any act or omission of the City, its officers, agents or employees, in the performance of this agreement or in arresting, detaining, charging, transporting, interrogating or otherwise dealing with persons either before or after presentation to and acceptance by the County for confinement in the jail.

In the event that any suit based upon such a claim, action, loss, cost, expense or damage is brought against the County, the City shall defend the County at its sole cost and expense; provided, that the County retains the right to participate in any such suit if any principle of governmental or public law is involved. If final judgment is entered against the County or its officers, agents, or employees, the City shall satisfy the same in full.

b. The County shall indemnify and hold harmless the City and its officers, agents and employees, from and against any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever resulting from, arising out of or incident to any act or omission of the County, its officers, agents or employees in the performance of this agreement or in confining persons who have been presented by the City to and accepted by the County for confinement in the jail while said persons are in the jail or in the custody of the County outside the jail.

In the event any suit based on such a claim, action, loss, cost, expense or damage is brought against the City, the County shall defend the City at its sole cost and expense; provided that the City retains the right to participate in any such suit if any principle of governmental or public law is involved. If final judgment is entered against the City or its officers, agents or employees, the County shall satisfy the same in full.

c. In the event of any concurrent act or omission of the parties, negligent or otherwise, each party shall pay its proportionate share of any damages awarded based upon comparative liability. The parties agree to maintain a consolidated defense to claims made against them and to reserve all indemnity claims against each other until after liability to the claimant and damages, if any, are adjudicated. If any claim is resolved by voluntary settlement and the parties cannot agree upon apportionment of damages and defense costs, they shall submit apportionment to binding arbitration.

d. The parties agree all indemnity obligations shall survive the completion, expiration or termination of this Agreement.

14. AUTHORITY: This agreement is executed in accordance with the authority of RCW 70.48.090 and Chapter 39.34 RCW, the Interlocal Cooperation Act. The following information is given pursuant to the provisions of RCW 39.34.030:

- a. The duration of this agreement shall be FIVE (5) years;
- b. The Walla Walla County Corrections Department Director shall be responsible for the administration of this agreement as provided in Section 15 below;
- c. The purpose of this agreement is to permit the joint use of the Walla Walla County Jail for confinement of prisoners of the City, promoting maximum use and efficiency of the Walla Walla County Jail;
- d. The financing of the joint use of the jail pursuant to this agreement shall be by contribution of the City as specified in Section 4 above;
- e. Termination of this agreement shall be as provided in Section 19 below;
- f. This agreement shall be administered as provided in Section 15 below;
- g. Unless otherwise specifically agreed by the parties, all property, personal and real, utilized by the parties hereto in the execution of this agreement shall remain the property of the party initially owning it; and
- h. Nothing in this agreement shall preclude the City from maintaining and utilizing its own holding facilities.

15. ADMINISTRATION: This agreement shall be administered by the Walla Walla County Corrections Department Director or his/her designee.

16. REMEDIES: No waiver of any right under this agreement shall be effective unless made in writing by the authorized representative of the party to be bound thereby. Failure to insist upon full performance on any occasion shall not constitute consent to or waiver of any continuation of nonperformance or any later nonperformance, nor does payment of a billing or continued performance after notice of a deficiency in performance constitute acquiescence thereto.

17. DURATION: This agreement shall become effective January 1, 2020, and shall remain in effect for a period of FIVE (5) years pursuant to RCW 70.48.090 unless terminated prior thereto pursuant to the provisions of Section 19 below.

18. MODIFICATION: This agreement may be modified only by written mutual agreement of the parties.

19. TERMINATION: This agreement may be terminated by either of the parties hereto upon not less than one hundred eighty (180) days advance written notice to the other party, which notice shall set forth the basis for termination and specific plans for accommodating the affected jail population.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this _____ day of _____, 2020.

COUNTY OF WALLA WALLA

By _____
Commissioner

By _____
Commissioner

By _____
Commissioner

Attest:

Clerk, Board of County Commissioners

Approved as to Form this ____ day of _____, 2020

Walla Walla County Prosecuting Attorney

Approved as to Content:

Walla Walla County Corrections Department Director (interim)

CITY OF COLLEGE PLACE

By _____
City Manager

Attest:

City Clerk

Approved as to Form this ____ day of _____, 2020

College Place City Attorney

INTERGOVERNMENTAL AGREEMENT FOR USE
OF THE WALLA WALLA COUNTY ADULT CUSTODY
(JAIL) FACILITIES

THIS AGREEMENT is made and entered into by and between WALLA WALLA COUNTY, a political subdivision of the State of Washington, hereinafter referred to as "County," and the CITY OF COLLEGE PLACE, a Municipal Corporation of the State of Washington, hereinafter referred to as "City."

W I T N E S S E T H:

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2. DEFINITIONS:

a. "City Prisoner" shall mean a person housed in the County Jail when the basis for confinement is the violation of a City municipal code, or pursuant to a warrant, commitment or order of the Walla Walla County District Court applied for by the City or during or as a result of a City case, or following an arrest by a City police officer for any reason including violations of state law and City municipal codes. It excludes: a person confined by reason of a state felony indictment, information or complaint filed in court by the County Prosecuting Attorney; a person confined by reason of a federal indictment, information, complaint, warrant, commitment or order filed in a federal court; a person confined by reason of a warrant, commitment or order of a court other than the Walla Walla

County District Court applied for by the City or during or as a result of a City case; or a prisoner detained pursuant to a City “hold” for a City municipal code violation after said “hold” has been released. Costs of prisoners being held on charges from the City as well as charges from other jurisdictions will be split equally among all jurisdictions that have a current hold on the prisoner.

b. “Jail Costs” shall mean actual, annual total jail facility operation costs, maintenance and utility costs, as well as administrative costs associated with said operation and as outlined in Attachment A of this Agreement.

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Nothing in this agreement precludes the City, at its own discretion and convenience, from housing sentenced City prisoners in a jail facility other than the Walla Walla County Jail. Responsibility of transport to such facility shall not be the responsibility of the County, unless separately agreed.

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b. Estimation and Payment of Jail Costs. The method of cost distribution shall be an ~~annual~~, actual use proportionate system based on total jail costs. Any grants or funds received, with the exception of Inmate Welfare Benefit Fund, which would reduce jail costs

shall be deducted from the overall costs utilized to determine the City's jail costs. The actual costs will be divided by the average prisoner days for the prior three fiscal years (July 1 – June 30) to arrive at the hourly rate for the following calendar year.

The City agrees to pay for the utilization of the Walla Walla County Jail for each year this Agreement remains in effect. City Prisoners' confinement shall be paid for by the City at a rate based on actual cost per prisoner hour of confinement. For each prisoner booked, the City will incur a minimum of four hours' cost.

c. The County shall budget an amount equal to at least 3% of its total compensation annually received from the City to a fund dedicated as a capital reserve for the enhancement or replacement of equipment or facility. The balance of the reserve fund and the capital expenditures of that fund shall be reported to the City on an annual basis as required under section 4(a) or section 7 of this agreement.

5. PAYMENT: The County shall bill the City monthly for custodial care services which shall be payable within THIRTY (30) calendar days after receipt of a billing statement from the County setting forth the number of "prisoner hours" being billed and the charges therefore.

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a. The County will provide medical services for all prisoners within the jail in accordance with the provisions of Chapter 289-20 WAC.

b. The City shall pay providers directly for all medical services for outside emergency or necessary health care for its prisoners in accordance with the provisions of RCW 70.48.130.

c. The County will supply all insurance information in its possession to outside medical vendors for billing purposes. The County will also provide the City with all information needed for the City to seek reimbursement.

d. There shall be no right of payment to the County for emergency or mandated health care for "City prisoners" held in the County Jail facilities after they have ceased to be a "City prisoner" as defined in Section 2 of this agreement.

7. RECORDKEEPING: The County shall keep a detailed and accurate record of all operating and maintenance costs actually incurred in such a manner as will meet the

requirements of the Washington State Auditor. Said record shall be made available for review or audit by the City or its duly authorized representative upon request during regular County business hours.

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The City shall be responsible for initially delivering and for transporting all City prisoners to the Jail. Upon implementation of the usage of the closed circuit judicial television system, the County shall be responsible for presenting City prisoners in the appropriate forum via the in-house television system. This may require the presence of City staff. The County shall be responsible for transporting City prisoners for required medical or dental treatment or care or District Court appearances.

The City shall notify the jail of all City prisoners to be released.

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10. ACCESS TO PRISONERS: City police officers, law enforcement investigators, City Prosecuting Attorneys and Defense Attorneys shall have the right to interview prisoners at any reasonable time within the jail and shall be afforded equal priority for use of jail interview rooms with other departments, including the Walla Walla County Sheriff's Office.

11. WORK RELEASE: In the event it is desired that a City prisoner participate in a jail work release program, City prisoners shall be treated exactly as County prisoners and shall be entitled to participate in the work release program solely upon a space available basis.

12. CITY PRISONERS: City prisoners shall be released from the jail only:

- a. Upon the authorized, written request of the City police; or
- b. By order of the court having jurisdiction of a City prisoner and the matter for which such prisoner is being confined; or
- c. As necessary when jail population exceeds capacity; or
- d. For appearance by the Prisoner in the court in which the prisoner has been charged; or

- e. In compliance with a valid writ of habeas corpus, or
- f. For necessary medical or dental treatment or care not available within jail; or
- g. When the prisoner has completed service of the sentence and the charge pending against the prisoner has been dismissed, or bail or other satisfactory recognizance has been posted as required by the court.

13. INDEMNIFICATION:

a. The City shall indemnify and hold harmless the County and its officers, agents and employees from and against any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever resulting from, arising out of or incident to any act or omission of the City, its officers, agents or employees, in the performance of this agreement or in arresting, detaining, charging, transporting, interrogating or otherwise dealing with persons either before or after presentation to and acceptance by the County for confinement in the jail.

In the event that any suit based upon such a claim, action, loss, cost, expense or damage is brought against the County, the City shall defend the County at its sole cost and expense; provided, that the County retains the right to participate in any such suit if any principle of governmental or public law is involved. If final judgment is entered against the County or its officers, agents, or employees, the City shall satisfy the same in full.

b. The County shall indemnify and hold harmless the City and its officers, agents and employees, from and against any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever resulting from, arising out of or incident to any act or omission of the County, its officers, agents or employees in the performance of this agreement or in confining persons who have been presented by the City to and accepted by the County for confinement in the jail while said persons are in the jail or in the custody of the County outside the jail.

In the event any suit based on such a claim, action, loss, cost, expense or damage is brought against the City, the County shall defend the City at its sole cost and expense; provided that the City retains the right to participate in any such suit if any principle of governmental or public law is involved. If final judgment is entered against the City or its officers, agents or employees, the County shall satisfy the same in full.

c. In the event of any concurrent act or omission of the parties, negligent or otherwise, each party shall pay its proportionate share of any damages awarded based upon comparative liability. The parties agree to maintain a consolidated defense to claims made against them and to reserve all indemnity claims against each other until after liability to the claimant and damages, if any, are adjudicated. If any claim is resolved by voluntary settlement and the parties cannot agree upon apportionment of damages and defense costs, they shall submit apportionment to binding arbitration.

d. The parties agree all indemnity obligations shall survive the completion, expiration or termination of this Agreement.

14. AUTHORITY: This agreement is executed in accordance with the authority of RCW 70.48.090 and Chapter 39.34 RCW, the Interlocal Cooperation Act. The following information is given pursuant to the provisions of RCW 39.34.030:

- a. The duration of this agreement shall be FIVE (5) years;
- b. The Walla Walla County Corrections Department Director shall be responsible for the administration of this agreement as provided in Section 15 below;
- c. The purpose of this agreement is to permit the joint use of the Walla Walla County Jail for confinement of prisoners of the City, promoting maximum use and efficiency of the Walla Walla County Jail;
- d. The financing of the joint use of the jail pursuant to this agreement shall be by contribution of the City as specified in Section 4 above;
- e. Termination of this agreement shall be as provided in Section 19 below;
- f. This agreement shall be administered as provided in Section 15 below;
- g. Unless otherwise specifically agreed by the parties, all property, personal and real, utilized by the parties hereto in the execution of this agreement shall remain the property of the party initially owning it; and
- h. Nothing in this agreement shall preclude the City from maintaining and utilizing its own holding facilities.

15. ADMINISTRATION: This agreement shall be administered by the Walla Walla County Corrections Department Director or his/her designee.

16. REMEDIES: No waiver of any right under this agreement shall be effective unless made in writing by the authorized representative of the party to be bound thereby. Failure to insist upon full performance on any occasion shall not constitute consent to or waiver of any continuation of nonperformance or any later nonperformance, nor does payment of a billing or continued performance after notice of a deficiency in performance constitute acquiescence thereto.

17. DURATION: This agreement shall become effective January 1, ~~2015~~2020~~1~~, and shall remain in effect for a period of FIVE (5) years pursuant to RCW 70.48.090 unless terminated prior thereto pursuant to the provisions of Section 19 below.

18. MODIFICATION: This agreement may be modified only by written mutual agreement of the parties.

19. TERMINATION: This agreement may be terminated by either of the parties hereto upon not less than one hundred eighty (180) days advance written notice to the other party, which notice shall set forth the basis for termination and specific plans for accommodating the affected jail population.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this _____ day of _____, ~~2015~~2020.

COUNTY OF WALLA WALLA

By _____
Commissioner

By _____
Commissioner

By _____
Commissioner

Attest:

Clerk, Board of County Commissioners

| Approved as to Form this ____ day of _____, ~~2015~~2020

Walla Walla County Prosecuting Attorney

Approved as to Content:

Walla Walla County Corrections Department Director (interim)

CITY OF COLLEGE PLACE

By _____
City Manager

Attest:

City Clerk

| Approved as to Form this ____ day of _____, ~~2015~~2020

College Place City Attorney

CITY OF COLLEGE PLACE

PROCLAMATION

OFFICE OF THE MAYOR

WHEREAS, Arbor Day was established in 1872 by J. Sterling Morton of Nebraska as a day set aside to plant trees; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce erosion by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, the addition of trees to the landscape has been shown to stimulate economic development; and

WHEREAS, the City of College Place recognizes that trees and parks are important to enhance the beauty of the City, and actively encourages the planting and care of trees throughout the City; and

NOW THEREFORE,

I, Norma L. Hernandez, Mayor of the City of College Place, Washington, do hereby proclaim October 13th, 2020

COLLEGE PLACE ARBOR DAY

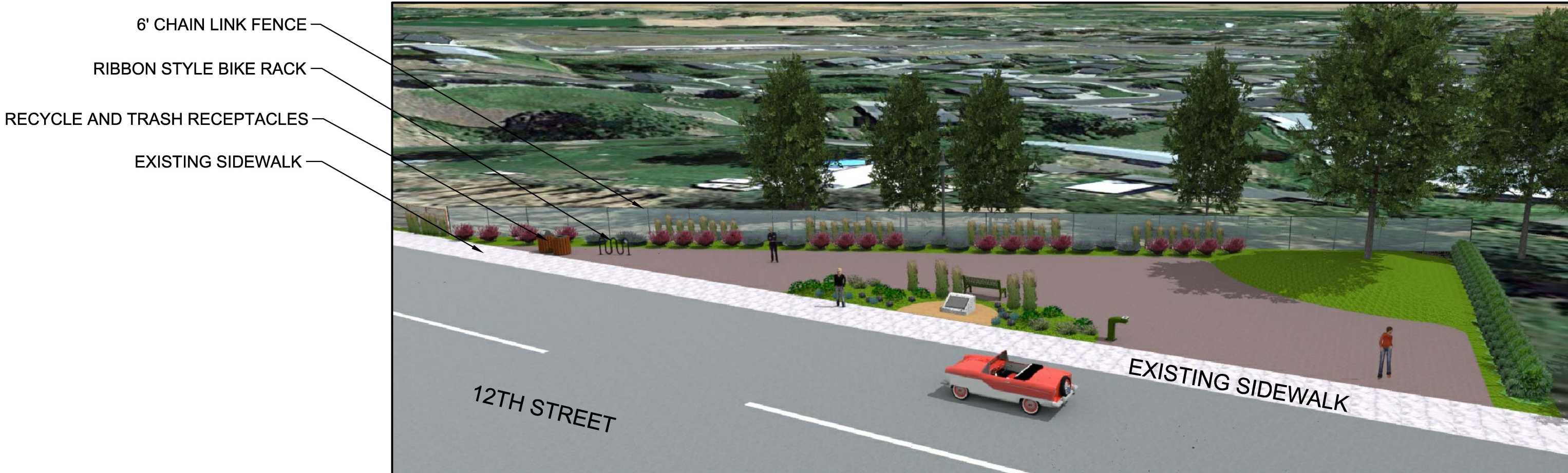
and appeal to the residents of College Place to celebrate Arbor Day and encourage everyone to tune in to the Walla Walla County Rural Library District online story time during the month of October, as they will be showcasing stories about trees. I further encourage residents to plant and care for the trees in College Place for the well-being of this and future generations.

Given under my hand and seal as Mayor of the City of College Place, Washington, this 13th day of October, 2020.

Approved

Norma L. Hernandez, Mayor





- HEDGE BUFFER
- 6' PARK BENCH
- MONUMENT/SIGNAGE
- DRINKING FOUNTAIN



12TH STREET PARKLET
SEPTEMBER, 2020

City of College Place, Washington
RESOLUTION NO. 20-036

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING ACCEPTANCE OF PARKLET DESIGN BY SHERWOOD LEADERSHIP GROUP AND
ALLOWANCE OF GROUP TO CONSTRUCT PARKLET.**

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 obtained a triangular piece of property on SE 12th Street near Newgate Drive commonly identified by Walla Walla County as #35073642CITY_CP via a land swap agreement that was approved by the College Place City Council via Agenda Bill 17262 on January 23rd, 2018; and

Whereas, consultant SPVV developed a conceptual plan for the 12th Street Parklet on March 18th, 2019; and

Whereas, the concept of developing a parklet has gone through extensive discussion through the Park, Arbor, and Recreation Advisory Board as well as an open house held at the College Place Farmers Market on September 24th, 2020; and

Whereas, the 12th Street parklet is listed as a project under the FY 2020 to FY 2025 Capital Facility Plan adopted by Ordinance 19-023 on December 10th, 2019; and

Whereas, a Sherwood Trust Class of 2020 Leadership Group wants to take on construction of the 12th Street parklet as their class volunteer project; and

Whereas, the Sherwood Trust Class of 2020 Leadership Group will develop the parklet to what is shown in the infographic; and

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

- 1.** Hereby grants permission to the Sherwood Trust Class of 2020 to construct the 12th Street Parklet to what is shown in the infographic furnished to the College Place City Council.
- 2.** The CITY will cover the cost of the water connection/right-of-way permit since the resulting project is a city-owned parklet to be enjoyed by all community members.

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 13th day of October, 2020.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

Request for Qualifications
City of College Place
On-Call Engineering & Surveying Services

Project Description

City of College Place (City) is seeking written Statements of Qualifications (SOQ) from engineering firms (Consultants) interested in providing on-call professional engineering and surveying services to the City. This RFQ is for a four-year term. A new RFQ will be issued every four years.

Minimum qualifications/information required:

- A. General statement of the understanding of the City and its future needs from a transportation, stormwater, wastewater, and water standpoint.
- B. Have an organizational office within **100 miles** of the College Place City Hall which is located at (625 S. College Avenue, College Place, Washington, 99324)
- C. Working knowledge of the Walla Walla Valley Metropolitan Planning Organization (WWVMPO), Walla Walla County (WWC), and the ability to work with WWVMPO, WWC, Washington State Department of Transportation (WSDOT), Washington State Department of Health (DOH) , Washington State Department of Ecology (DOE) , and the Washington State Transportation Improvement Board (TIB) on the City's transportation and utility needs.
- D. Working knowledge of the city's/Walla Walla Valley's private developer community and experience with development review.
- E. Ability to assist with updating the City's engineering and planning documents to comply with federal and state law.
- F. The experience of the managers and personnel that would work with the City most frequently.
- G. Consultant's experience with Federal, State, and other project funding applications.
- H. Experience with IJR's and access revisions involving FHWA and WSDOT.
- I. Experience with development plat reviews.
- J. Approach to managing and completing projects (general).
- K. Experience with other engineering disciplines: electrical, structural, and mechanical engineering.
- L. Experience with environmental permitting, mitigation, design and review (SEPA, NEPA, etc).
- M. Experience with Geographic Information Systems and AutoCAD files.

Here are some documents that may serve as supporting documentation:

- A. Comprehensive Plan:
http://www.cpwa.us/departments/planning/comprehensive_plan.php
- B. Development Code:
http://www.cpwa.us/departments/planning/development_code.php
- C. Critical Areas Ordinance:
http://www.cpwa.us/departments/planning/critical_area_maps.php
- D. College Avenue Design Standards:
http://www.cpwa.us/departments/planning/design_standards.php
- E. Engineering Standards and Specifications:
http://www.cpwa.us/departments/engineering/engineering_standards.php
- F. Six-Year Capital Facility Plan:
http://cms6.revize.com/revize/cityofcollegeplace/document_center/Finance/Budget%202020/2020to2025_CFPBooklet_Final.pdf
- G. Right-of-Way & Street Cut Restoration:
http://www.cpwa.us/departments/engineering/right_of_way.php
- H. Walla Walla County Comprehensive Plan and Development Regulations including Urban Growth Areas: https://www.co.walla-walla.wa.us/government/community_development/2018_update.php
- I. Walla Walla Valley MPO 2040 & 2045 Metropolitan and Regional Transportation Plan: <https://www.mpo.org/2040-plan.html>
- J. Walla Walla Valley Transportation Improvement Program: <https://www.mpo.org/transportation-improvement-program.html>
- K. Blue Mountain Regional Trails Plan: <https://www.mpo.org/blue-mountain-region-trails-plan.html>
- L. College Place Municipal Code:
https://library.municode.com/wa/college_place/codes/code_of_ordinances
- M. College Place Public City Map Viewer:
<https://cocp.maps.arcgis.com/apps/webappviewer/index.html?id=86f9039347fa48749100523105fc84bb>

Project Title: City of College Place General Engineering and Surveying Services

Any firm failing to submit information in accordance with the procedures set forth in the RFQ may be considered unresponsive and may therefore be subject to disqualification by the City.

Background

Throughout the contract the City may require the services of a professional engineering firm for planning, concept, design, estimating, and specification work for various public projects. The City may require the services of a professional engineering firm for assistance with private development plat reviews, SEPA, NEPA, and other associated work. The City may also require assistance applying grants, loans, or other sources of

project funding. The City does not expect that one firm will have all the minimum qualifications listed. A team of consultants may meet the minimum qualifications.

Procurement Process

General Information

- A. Compliance with Legal Requirements: The procurement of these consultant services will be in accordance with applicable city, federal, state, and local laws, regulations, and procedures. The City reserves the right to reject any and all submittals received. Any Consultant failing to submit information in accordance with the procedures set forth herein may not be considered responsive and may therefore subject to disqualification by the City. In accordance with the provisions of this RFQ, the City will evaluate the Submittals. The final selection, if any, will be that Consultant which, in the opinion of the City, best meets the requirements set forth in the RFQ and is determined to be the most highly qualified.
- B. Clear and Concise Submittal: Consultants are discouraged from submitting lengthy Submittals (20-page maximum). The City requests that Submittals be concise and clearly written containing only essential information.
- C. Cost Borne by Proposers. All cost incurred in the preparation for and in participation of this RFQ and negotiations process shall be borne by the proposing firms.
- D. Paper Reduction. The RFQ shall be provided to the City digitally via email. The RFQ shall be emailed to Mr. Mike Rizzitiello, City Administrator, at mrizzitiello@cpwa.us **No paper copies will be accepted.**
- E. Public Disclosure. Once in the City's possession, Submittals shall become property of the City and considered public documents under applicable Washington State law. All documentation provided to the City may be subject to disclosure in accordance with Washington State public disclosure laws.
- F. **Schedule**

The selection process is anticipated to proceed as outlined below:

Date	Selection Process
September 2 nd , 2020	Announcement of the RFQ
September 18 th , 2020	Submittals due (5 P.M to mrizzitiello@cpwa.us)
September 21 st , 2020	Announce finalists
September 22 nd thru 25 th , 2020	Interview over Zoom, if deemed necessary
September 25 th , 2020	Email out Notice of Selection
September 28 th to October 2 nd , 2020	Complete contract negotiations
October 3 rd , 2020	Council authorize Mayor & City Administrator to sign and execute consultant contract.

- G. Addenda: Updates on this RFQ opportunity will be posted on this webpage:
http://www.cpwa.us/businesses/doing_business_with_the_city.php

Negotiations

- A. At the completion of the selection process, the selected Consultant will enter into contract negotiations with the City. Negotiations of a contract will be in conformance with applicable Federal, state, and local laws, regulations and procedures. The negotiated cost and pricing data once agreed to by the City and the Consultant, shall form the basis for a billing/payment provision.
- B. If the City and the selected Consultant cannot come to terms after three (3) revisions, the City may discontinue negotiations and go to the next highest ranked Consultant. Failure to reach agreement after three (3) revisions demonstrates an inability to reach agreement within a reasonable timeframe.

Cost and Pricing Data

The selected consultant shall provide the following information within two (2) business days after receiving Notice of Selection. Failure to provide such information in a timely manner may result in the City determining to discontinue negotiations with the selected Consultant and start negotiations with the next highest ranked Consultant.

Standard Rate Table

Please provide a standard rate table where it shows the hourly rate charged for the role/title independent of the individual.

Evaluation and Selection Criteria

- A. Evaluation and Technical Competence (50 points): The City will evaluate the experience and technical competence of the Consultant's Team to provide the services as listed in the Project Description.
- B. Record of Past Performance & Project Examples (50 Points):
 - 1. The City will evaluate the Consultant's record of performance on previous projects with consideration given to quality of work, ability to meet schedules and budget, cooperation, responsiveness, and other managerial considerations.
 - 2. The City will evaluate the project examples provided with respect to the Consultant's experience with similar projects and the amount of involvement the Consultant had with the project examples. The project examples provided should demonstrate the Consultant's experience in providing services similar to those listed in the Project Description.
- C. Interviews (50 Points Potentially):

1. The City may or may not conduct an interview. If the City determines that interviews are necessary, the City will conduct interviews with the short listed Consultants (finalists).
2. Consultants will be notified in writing of the interview request and provided the date and time of the interview. Interview would be conducted via Zoom. The interview process may or may not include a Consultant presentation and the Consultant will not be given questions to prepare for in advance of the interview. The City may choose different criteria for the interview, in which case the Consultants will be notified in writing.

Questions

Questions must be directed to Michael Rizzitiello, City Administrator at mrizzitiello@cpwa.us or by phone 509-394-8506.

Publication Dates: September 3rd and 5th, 2020 MRSC Consultant Roster

Americans with Disabilities Act (ADA) Information

The City in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. The material can be made available in an alternate format by emailing Michael Rizzitiello, City Administrator at mrizzitiello@cpwa.us or by calling 509-394-8506.

Title VI Statement

The City in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Public Agency Name: City of College Place
Roster Type: Consultant Roster
Date: 09/01/2020
Time: 06:14 pm
Main-Category: Engineering Services
Sub-Category: Civil Engineering

Consultant Roster Businesses:

AGR Management Group, Inc.
AHBL, Inc.
Alta Planning + Design
Alta Science and Engineering, Inc.
Anchor QEA, LLC
Anderson Perry & Associates
Apex Engineering
Applied Pavement Technology, Inc.
Arculus Design & Technical Services, PLLC
Art Anderson Associates
Aspect Consulting, LLC
Baer Testing Inc
Belsby Engineering-Horrocks Engineers
BHC Consultants
BLUEFIN LLC
Blueline
Budinger & Associates, Inc.
Burgess & Niple, Inc.
Burns & McDonnell
Cardno
Cascade Earth Sciences, LTD
Century West Engineering
Clear Creek Solutions, Inc
Clearway Environmental LLC
CM Design Group, LLC
Coast & Harbor Engineering, A Division of Mott MacDonald
Coffman Engineers
Coffman Engineers
Collins Engineers, Inc.
Complete Design, Inc.
CONSOR Engineers, LLC
COWI North America Inc.
CPH Consultants
CRW Engineering Group, LLC
Dahle Engineering, LLC
D A Hogan & Associates, Inc.
Daramola, Inc.
David Evans and Associates, Inc.
DCI Engineers
DKS Associates
DN Traffic Consultants
DOWL LLC, D.B.A. DOWL
Dragon Analytical Laboratory
Duncanson Company, Inc.
E&H Engineering, Inc.
EA Engineering, Science, and Technology, Inc., PBC
Echelon Engineering, Inc.
EHS-International, Inc.
Electric Power Systems, Inc.
Element Solutions
Energy Northwest
Epic Land Solutions, Inc.
Erlandsen & Associates
ESA
Evergreen Coating Engineers, LLC
Exeltech Consulting, Inc.

Fehr & Peers
Fisheries Engineers, Inc.
Floyd|Snider
Forsgren Associates, Inc
GeoDesign, Inc., An NV5 Company
GeoEngineers Inc.
GEO Group Northwest, Inc.
GeoResources, LLC
GeoTek, Inc.
GHD Inc.
Golder Associates Inc.
Gray and Osborne, Inc.
Great West Engineering, Inc.
Hanson Professional Services Inc.
Harms Engineering Inc.
Harper Houf Peterson Righellis Inc.
Harris Group Inc.
HDR Engineering, Inc.
Herrera Environmental Consultants, Inc.
HLA Engineering and Land Surveying, Inc.
HMA Engineering
Huitt-Zollars, Inc.
HWA GeoSciences Inc.
IDAX
Impact Design
Integral Consulting Inc.
Inter-Fluve, Inc.
J-U-B ENGINEERS, Inc.
Jackola Engineering & Architecture, PC
Jacobs Engineering Group Inc.
Jerome W. Morrisette & Associates Inc., P.S.
JF Engineering, PLLC
KBA, Inc.
Keller Associates, Inc.
Kimley-Horn
Kindred Hydro, Inc.
Kleinfelder
KPFF Consulting Engineers
KPG
Landau Associates
Land Development Consultants, Inc.
Larson & Associates, Inc.
Leslie Engineering, LLC
Lochner (H.W. Lochner)
MacKay Sposito
Mackenzie
Maul Foster & Alongi, Inc.
Mead & Hunt, Inc.
Meier Architecture • Engineering
MICHAEL F. WNEK, PE., PS
MIG, Inc.
Migizi Group, Inc.
Morrison-Maierle
Mott MacDonald
Murraysmith
Nicholls Kovich Engineering, PLLC
Northwest Hydraulic Consultants
OAC Services, Inc.
Osborn Consulting Inc
Otak, Inc.
PACE Engineers, Inc.
Pacific Engineering & Design, PLLC
Pacific Surveying and Engineering Services
PACLAND - Seattle, P.C.

Parametrix
PBS Engineering and Environmental Inc.
Perteet Inc.
Peterson Structural Engineers
PH Consulting LLC
PLACE LA
PND Engineers, Inc.
Quanta Utility Engineering Services
Raedeke Associates, Inc.
Ramboll
Red Barn Engineering, Inc.
Reid Middleton, Inc.
RH2 Engineering, Inc
RHC Engineering Inc.
Rock Project Management Services, L.L.C.
Salaga Design, LLC
Sargent Engineers, Inc.
SCE, Inc.
SCJ Alliance
SCS Engineers
Seahurst Electric, Inc.
Sealaska Technical Services
Shannon & Wilson, Inc.
Sitts & Hill Engineers, Inc.
Skillings, Inc.
SRT Consultants
Staheli Trenchless Consultants, Inc.
Stantec
STRATA
Strata Inc.
SubTerra, Inc
SynTier Engineering, Inc
T-O Engineers
TD&H Engineering, Inc.
TerraGraphics Environmental Engineering, Inc.
Tetra Tech, Inc.
Toole Design Group LLC
Tower Engineering Company
Transpo Group
TRANSPORTATION ENGINEERING NORTHWES
TranTech Engineering, LLC
Tri-City Engineers
TripleNet Technologies, Inc.
Varela & Associates, Inc.
Varius Inc.
Vikek Environmental Engineers, LLC
W.E.S. Landscape Architecture
Waterfall Engineering, LLC
Welch Comer Engineers
WEST Consultants, Inc.
Western Pacific Engineering & Survey, Inc.
White Shield, Inc.
WHPacific, Inc.
Wilson Engineering, LLC
Windsor Engineers
Wood
WSP USA Inc.
YOY INC DBA Verdis

STATEMENT OF QUALIFICATIONS
CITY OF COLLEGE PLACE

**On-Call Engineering &
Surveying Services**

September 18, 2020



J-U-B ENGINEERS, INC.



**THE
LANGDON
GROUP**
a J-U-B Company



**GATEWAY
MAPPING
INC.**
a J-U-B Company

OTHER J-U-B COMPANIES

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J-U-B ENGINEERS, INC.

J-U-B COMPANIES



**THE
LANGDON
GROUP**



**GATEWAY
MAPPING
INC.**

September 18, 2020

Mike Rizzitiello
City Administrator
College Place City Hall
625 South College Avenue
College Place, WA 99324

Re: 2020-2024 City of College Place: On-Call Engineering & Surveying Services

Dear Mike and the Selection Committee:

College Place is a city on the move, with the vision to build opportunities and improvements that will allow the City to thrive and grow. You want a community that children want to come back to, a destination location for travelers, a prime location for businesses, and a place where people want to be. We share that vision and are excited to continue working together to create tomorrow's College Place, Washington.

College Place is near and dear to my heart. I lived in a house on Liberty Way during my childhood and still have a host of relatives in the area. I get a sense of personal satisfaction when I am able to practice my profession in an area that can impact the lives of family and loved ones. I truly appreciate the opportunity to have worked on your Wastewater Treatment Plant Upgrades and more recently, on the sewer collection system improvements. We have been pleased with our funding successes and look forward to updating your GIS system.

We are deeply saddened by the loss that your staff recently suffered. Our commitment is to provide whatever assistance you may need to fill in the gaps until you are able to re-staff the engineering department. We look forward to continuing our long-term relationship as a trusted advisor.

This Statement of Qualifications presents our understanding of your needs and the qualifications of our team, tailored to the needs you discussed during our meetings and identified in the RFQ. We have a significant amount of experience that is not specifically mentioned in this SOQ, so don't hesitate to ask what else we can do for you. We will join with you in taking a holistic approach to your community needs, evaluating all aspects of community services and developing a coordinated approach each of your projects.

Respectfully submitted,
J-U-B ENGINEERS, Inc.

A handwritten signature in blue ink that reads "Alex Fazzari".

Alex Fazzari, PE
Client Services Manager &
Kennewick Area Manager

FIRM INTRODUCTION

FIRM BACKGROUND

What has kept J-U-B in business for 66 years? We work hard, we work smart, and we work with integrity. **Hard work builds character, smart work builds confidence, and working with integrity builds trust**—our longevity is a reflection of our work ethic. Our clients trust us and we work hard to make them successful. They know we will be honest, ethical, and deliver quality engineering, because this is our culture. From engineering services including wastewater, water resources, transportation, stormwater, and irrigation to construction and environmental services, public involvement and GIS services, our appeal grows as our clients learn of the breadth and depth of our expertise.

Established in 1954, J-U-B is an employee-owned professional consulting corporation. We are headquartered in Meridian, Idaho and employ more than 430 personnel who are located in 20 offices across seven states with local offices in Kennewick, Spokane, and Clarkston. We have steadily and sustainably grown in staff and areas of expertise over the years through listening to our clients and providing responsible engineering, innovative ideas, practical solutions, and high-quality products.

WHAT DOES THE J-U-B TEAM OFFER?

Expertise and Experience

J-U-B has provided practical, real-world, value-driven solutions for numerous municipal clients and projects throughout the Intermountain and Northwest. Our staff's breadth of expertise and experience, depth of manpower (430 multi-disciplinary staff firm-wide), and a 43-year local understanding of surrounding infrastructure is unmatched.

Local and Institutional Knowledge

Our appreciation of the College Place area and personal relationships with your staff will be the greatest assets to your projects. We understand and support your long-term vision, infrastructure, local stakeholders, and policies. This immediate, local, and personal

assistance results in efficient, cost-effective, and successful projects. For example, in the Southwest Sewer project we teamed with local subconsultants and worked with land owners to identify the best alignment for the Southwest Sewer trunk which will serve 1500 acres of future development for the City.

Trusted Advisors and Clear, Concise Solutions

Successful working relationships are based on trust and forthright, honest communication. We always have your interests and those of the community members in mind. We provide straightforward solutions and clear, concise deliverables. For example, presentations made to the City Council and the Utility Committee for both the WWTP Facility planning process and the Southwest Sewer project delivered a clear vision of the benefits of these projects to the City.

J-U-B's two independent, but related subsidiaries, The Langdon Group and Gateway Mapping, Inc., offer the City of College Place access to specialists in public involvement and Geographic Information Systems (GIS). Both subsidiary firms work as extensions of J-U-B's staff providing seamless breadth of services for our clients.

THE LANGDON GROUP, INC. (TLG)

The Langdon Group supports J-U-B projects and provides public involvement, public relations, mediation, facilitation, and conflict resolution services to help facilitate public and stakeholder approval of challenging projects.

GATEWAY MAPPING, INC. (GMI)

Gateway Mapping, Inc. (GMI) has provided Geographic Information Systems (GIS) and asset management services since 1991, including enterprise master planning, application development, system design and implementation, presentation mapping, custom GIS application development, programming and training. They specialize in using GIS to help you better manage your infrastructure.

SUBCONSULTANTS

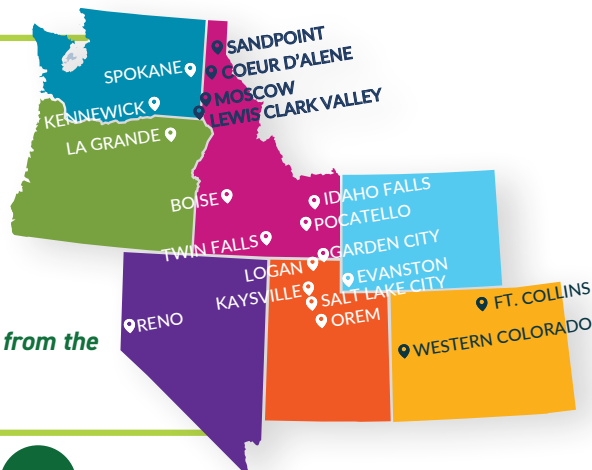
J-U-B determines the need for subconsultants on a project by project basis. Once a project is defined, we will contract with the appropriate subconsultants that will give the City the best value.

CONTACT INFORMATION FOR THE NEAREST OFFICE:

2810 W Clearwater Ave., Ste. 201
Kennewick, WA 99336

Client Contact: Alex Fazzari, PE
afazzari@jub.com | 509.783.2144

We are 50 miles and 59 minutes away from the City of College Place's City Hall



ORGANIZATIONAL CHART

Organized to Deliver

Led by Alex Fazzari, PE, J-U-B's professional engineering team selected for these services is organized to efficiently deliver a full range of expertise. The team is structured to provide results-oriented, streamlined, and scalable project teams. It shows direct reporting lines and depicts key personnel in general and support service areas.

As Client Manager, Alex will function as the key contact for the City. His 20 years of engineering consulting experience has centered on a wide range of infrastructure projects throughout Washington. Alex has the authority to commit and allocate sufficient resources to successfully accomplish projects.

As tasks arise, Alex will contact the appropriate Service Area Lead and, together, they will identify the right-size project team with a sufficient breadth of expertise; an appropriate mix of senior, mid, and junior staff; and the availability to accomplish the project's needs, while maximizing value for the City. That said, we are also informal and encourage the City to reach out directly to members as needed.

Our Leads work hand-in-hand with City staff as though they are an extension of the City staff. They are responsible for quality, cost and schedule control, and progress reporting. Project Engineers assist Service Area Leads to direct, coordinate, and manage technical team assignments and deliverables. The technical and support services staff are responsible for executing their assignments on time with a focus on quality and accuracy.



ON-CALL SERVICES & CONTRACT ADMINISTRATION

Holistic On-Call Engineering Services

College Place has a lean engineering staff that has recently experienced some key losses – on top of trying to prepare for the pending retirement of the Public Works Director. You are looking for a local engineering firm that can help fill in the gaps until you are able to hire a City Engineer and/or Public Works Director. J-U-B is uniquely suited to fill this need. We already have great relationships with City Staff. J-U-B is a full-service firm that has the experience to handle all of the services identified in your RFQ. We are only an hour away and provide the responsiveness and service of a local firm backed by the technical expertise of a larger firm.

J-U-B has vast experience with private land development including residential, commercial, and industrial developments. We have been on the receiving end of many development review comments from several municipalities throughout Eastern Washington. Although we are familiar with the private developer community in the Walla Walla Valley, we aren't actively involved in any developments there – this will allow us to represent the City without any perceived conflicts of interest when it comes to development review.

Our partnership with Deer Park is a great example of how we can partner with you and how you can learn from other cities we work with. Deer Park has been willing to share its tools and experience with other communities that J-U-B serves. We have been able to make those connections between communities and create a network that helps other communities elevate their knowledge and preparation and help City staff elevate their careers. **To us, you are more than your projects.**

College Place is thriving and experiencing a level of interest similar to what Deer Park has experienced in recent years. Key to Deer Park's success has been a holistic approach to municipal planning and infrastructure development beginning with a municipal code and development review process that assures the City can grow in a healthy and properly managed fashion.

Through integrated comprehensive planning, they have been able to anticipate and encourage smart growth wherein growth pays for itself.

The following are some examples of on-call services we provide for other similar communities. We currently provide these services for including Deer Park, Umatilla, and City of West Richland. College Place can benefit from what we've learned together and can apply the following to your growing community:

- Provide **third-party plan review services for new residential and commercial developments**, assuring that the developments meet standards and do not produce undesirable impacts on the infrastructure or adjacent landowners and uses.

- Offer **construction observation services** during construction to assure that the developer complies with the approved plans and specifications. These review costs are passed along to the developer to assure that the cost of development does not impact the existing citizens.
- Advise the City on how to assure that mandates placed upon them by **regulatory agencies** are implemented in a fair and reasonable fashion and do not create undue burdens on the City.
- Work closely with the City legal counsel to **provide the technical basis for responses to legal inquiries** or claims on the City and to avoid scenarios that could result in a legal liability for the City.
- Maintain continuous availability to City staff to provide them with **technical support** when situations require the latest knowledge or technology or a creative solution to a challenging problem.
- Make our experts immediately available to the City when emergencies arise, to provide solutions to resolve the emergency as quickly as possible.
- Work with the City staff to **procure funding**, maximizing grants for all their project needs. We attend funding coordination meetings with funding agencies and partners, help them prepare funding applications and even make visits to legislators when needed to secure the needed funding.
- Assist the City in **securing or updating water rights** for their drinking water sources.
- Assist the City in **acquiring right-of-way** for projects.
- Coordinated multiple **pre-development conferences** between the City and private parties considering property improvements over the last five years. These meetings outline the City's typical expectations and schedules for processing various types of projects and the related infrastructure impacts. The City goal in these efforts is **to minimize surprise costs or timing** for developers relative to residential.





SEWER COLLECTION SYSTEMS & WASTEWATER TREATMENT

What Makes Our Projects Flow

'Value' summarizes our approach to wastewater facilities — giving you as much as possible and helping leverage grant dollars. Our focus is to provide wastewater collection, treatment, and reclamation projects that are operator friendly, as well as master planning, asset management, and mapping that are truly useful. We track regulatory changes, apply innovative approaches, and stay current with industry trends. We are active listeners, critical thinkers, and thoughtful problem solvers.

Familiarity and Understanding

Wastewater projects account for a full 36% of your 6-year Capital Facility Plan. The two largest projects are the Wastewater Treatment Plant Improvements and the SW Sewer Trunk and Lift Station No. 7 projects that we are currently assisting you with.

Wastewater Treatment. J-U-B completed your WWTP Facility Plan in 2015 and we are currently working on design of the Phase 1 improvements. The goal is to complete design by the end of 2021. We are also actively assisting you in securing funding to cover the enormous expense of this project. We have appreciated assisting you on this journey and look forward to helping you construct these improvements and meet the compliance schedule in your permit.

General Sewer Plan. Although you don't currently have a General Sewer Plan on file, we are working on getting you headed in that direction. We are developing a Fiscal Sustainability Plan that is essentially an asset management program for your sewer collection system. Once this Plan is complete, we simply need to add a few more elements (such as hydraulic modeling to identify any bottlenecks) and then we can submit it as a General Sewer Plan for Ecology review. Having an approved GSP on file allows you to apply for Ecology funding for any projects identified in the GSP.

Pipe Rehabilitation. We recently assisted in the development of plans, specifications, and bid documents for a Cured-In-Place-Pipe rehabilitation project in College Place. These bid documents can be easily updated for each of the CIPP lining projects identified in your 6-year Capital Facility Plan. The Fiscal Sustainability Plan may even identify some other areas of the collection system to focus on. These CIPP projects are a great way of extending the life of assets and reducing the flows conveyed to the WWTP for treatment and disposal.

Wastewater Permitting. Our relationship with College Place began back in 2014 when we helped you negotiate some permit compliance issues with Ecology. These negotiations allowed you to defer some requirements and buy some valuable time. The City is expecting a new permit from Ecology sometime this year and J-U-B is willing and ready to provide a review of the draft permit and compliance schedule on your behalf. As the State of Washington tightens regulations, the City will need support to review and negotiate future permit changes which may include PCBs, metals, temperature, and nutrients.

You have recently seen several proposals from J-U-B which have highlighted our project experience with sewer collection systems and wastewater treatment. Here, we have highlighted a few wastewater projects, demonstrating the range of wastewater services we can provide College Place. We are a regional leader when it comes to sewer collection systems and wastewater treatment and are excited to continue advising you on all things wastewater.

How We Can Help You Address Sewer Collection & Wastewater Treatment Challenges

The Wastewater Treatment Group within J-U-B includes a vibrant group of over 40 professionals focused on treatment process engineering and related water resources infrastructure. This network excels at resource sharing and assigning the best person(s) for the task at hand. Our team's skills are closely aligned with your needs. Specifically, we offer:

We are #1 in
the #2 business!



Treatment Systems:

- Permitting
- Treatment facilities
- Reclamation/disposal
- Biosolids management
- Construction administration
- Procurement

Collection Systems:

- Collection system modeling
- Asset condition assessment

Lift Stations:

- Trenchless rehabilitation solutions
- System-wide inflow and infiltration reduction
- Condition assessment and asset management
- GIS integration for updated modeling and long-range planning

Funding:

- Leverage available funding
- Strategic phasing/planning
- Knowledge of funding sources



Similar Successful Sewer Team Experience

Wastewater Facility Plan Update | Deer Park, WA

J-U-B recently updated the City's Wastewater Facility Plan. The Plan update evaluated existing system basins, facilities, lift station functions, and background waste-load generation for the entire City. Future system basin needs, population projections, facilities, and recommended capital cost improvement data were also generated. Current and future regulatory issues and potential issues were evaluated and discussed within the framework of the current system and planned improvements. A special section of the Plan discussed the potential for reclaimed water facilities to be funded and constructed within the City. This plan update is now complete and includes a detailed project phasing schedule.



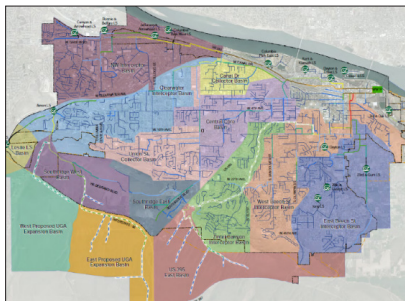
Collection, Treatment, General Sewer Plan and Modeling | Walla Walla, WA

The City of Walla Walla retained J-U-B to provide facilities planning, capacity and condition analysis, a phased upgrade, schedule, Capital Improvement Plan (CIP), design, construction management, and funding support to rebuild virtually the entire facility, which upgrades the Walla Walla WWTP to Class A reclaimed water standards (the first in eastern Washington) and increases the capacity to 9.5 mgd. Technical aspects of the project included biological nutrient removal, solids handling, hypochlorite backup, and UV disinfection. A national consultant firm

had estimated \$54 million for the project, but our value-driven approach reduced the completed construction cost to \$30 million over a 10-year period. We also recently helped the City with a Quality Assurance Project Plan that helped them meet their PCB limits without additional treatment and a General Sewer Plan that helped prioritize collection system upgrades. Value was a key driver for Walla Walla, so J-U-B consistently looked toward options that give Walla Walla the biggest bang for their buck.

Collection and Treatment System Planning | Sandpoint, ID

The City of Sandpoint and J-U-B began working together in 2005 on a combined collection system master plan and treatment facility plan. Using flow monitoring data and a system-wide hydraulic model, J-U-B identified hot spots for targeted inflow/infiltration (I/I) removal and developed a comprehensive I/I removal plan to reduce peak flows (often exceeding 10 mgd). We helped the City through NPDES permit negotiations, getting a 10 year compliance schedule and removing several onerous requirements in the permit. In 2017, we revisited the facility plan and developed a CIP to provide 100% biological treatment for all flows (including peak I/I) in a phased approach over the next 20 years. The phasing allows existing debts to be paid off to keep user rates as low as possible, while systematically removing risks associated with not achieving permit compliance.



General Sewer Plan and Treatment Plant Expansion | City of Kennewick, WA

J-U-B recently completed both a General Sewer Plan and an update to the City's facility plan. We are currently upgrading the City's UV disinfection system. The phased plan will completely update the facility over the next 10 years with minimal impact to rates. This work builds on our work with the City in the mid-1990s to develop a unique solution that addressed capacity, compliance, and odor concerns by maximizing the use of its existing facilities and processes instead of making major changes. The General Sewer Plan involved an update and calibration of the existing collection system hydraulic model and analysis of existing system bottlenecks. A master plan was developed for the expansion of the existing collection system to serve approximately 5,000 acres of future growth

Collection System Prioritization | Wallace, ID

J-U-B evaluated the condition of the City's sanitary sewer collection system including mainline pipe and manholes, which identified the most critical pipelines for replacement, prioritized them by need, and developed an implementation plan based on available City funds. The City was awarded nearly \$6M in grant funding for sewer replacement, including mainlines and service laterals. Part of the prioritization process was to coordinate sanitary sewer replacement with roadway improvements based on pipeline condition rating, which allowed the City to recognize a significant cost savings.



WATER STORAGE, WELLS, DISTRIBUTION, AND TREATMENT

A Thirst for Water Projects

The J-U-B water team loves everything about water — where it comes from, who owns it, how it flows, where it's stored, how it's treated, and how to get it into your glass — crystal clear. Our fascination with water coupled with our expertise allows us to solve even the most challenging water problems. J-U-B offers the industry's finest water supply, treatment, storage, and distribution engineers.

Familiarity and Understanding

Source water is vital for a growing community. College Place has recently persevered through several major challenges with the source water supply — including declining groundwater levels. The City is in the middle of reconstructing two new groundwater source wells. Several other projects have also been identified which represent 17% of the budget in the Capital Facility Plan.

Asset Management Plan. We understand that RH2 is currently completing your Water System Plan Update. We have performed several Water System Plan updates and could provide a third-party review of the document. To take things to the next level, it would be a good idea to develop an asset management plan for the water system — similar to what we are doing for the sewer system. Documenting the condition of this infrastructure, identifying what is missing and prioritizing maintenance projects will help the City focus their growth and development. The asset management plan will also help the City be efficient as they coordinate utility improvements under roadways, so that roadways do not need to be disturbed after they are rebuilt.

New Wells. The City's wells are smaller and there is a need to drill two new wells to achieve higher flows to meet future growth and demand. There is a benefit of operating and maintaining multiple wells to spread the pumping demand instead of having fewer wells carrying the full load. Helping communities drill and develop wells is something J-U-B is well-versed in.

Tanks. A need has been identified for a new elevated storage tank in the southwest portion of the City. This tank is needed to provide standby storage and increase resiliency and reliability of the water system. J-U-B has engineered over 50 storage tanks and can provide quality designs for College Place.

Pipelines. Several water main replacement projects have been identified throughout the City. J-U-B has completed design on hundreds of miles of water pipelines through out the seven western states. Having done so, we are equipped with the expertise to provide College Place with high-quality pipeline design for future projects.

RH2 has been a reliable firm for your water and system planning and design in the past. We can provide third-party reviews of their

deliverables. J-U-B can also assist with securing funding for your future water projects. We have the experience and desire to step in and take the lead on the planning and design if you wish, we are here to help in whatever capacity that you need!

How We Can Help You Face Water System Challenges

You supply the water, we will help you plan, design, construct, and fund it. Our J-U-B staff brings expertise in many areas, some of which include:

Planning:

- Comprehensive planning
- Review of developer requests
- Energy efficiency evaluations
- Asset - condition assessment and management
- Water right evaluations and regulation compliance

Design/Construction:

- Wells, wellhead and spring systems
- Pump station rehabilitation or new construction
- Water mains, transmission and distribution lines
- Storage tanks and reservoirs
- Treatment systems
- Groundwater protection zone delineation and plans
- Distribution system hydraulic modeling
- Construction administration
- Procurement of equipment

Funding:

- Funding applications and funding process support
- Leverage available funding
- Strategic phasing/planning
- Knowledge of funding sources

"J-U-B's personal attention to our issues and their expertise are a unique combination.

We have found larger engineering firms usually do not have the personal feel that comes along with J-U-B. They are easily the most cost effective solution for engineering, where you get big engineering quality and expertise for that home town price and feel. It truly is the best of both worlds."

Barney Metz, General Manager Lewiston Orchards Irrigation District

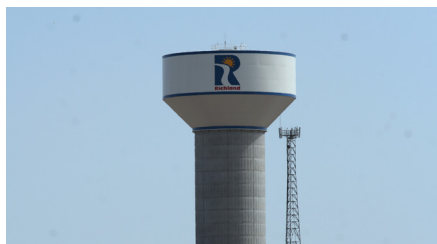
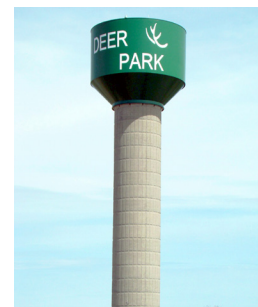


Similar Successful Water Team Experience

Cedar Road Reservoir | Deer Park, WA

2010 IACC Outstanding Achievement Infrastructure Award • 2010 APWA Best Project of the Year Structures

The Cedar Road Reservoir, Booster Station and Watermain Improvements project consisted of constructing a 170-foot-tall, 500,000 gallon elevated water storage tank; a 1.8 mgd booster pumping station; 3,700 lineal feet of water main improvements and telemetry controls to serve the upper pressure zone in Deer Park. The concrete base and steel composite elevated reservoir provides a much lower life cycle cost for the City of Deer Park than two other reservoir types considered. Extensive system planning was required to site this tank. This was also one of the first composite tanks constructed in this area and saved the City almost \$1.0M compared to the other alternatives.



Horn Rapids Reservoir | Richland, WA

J-U-B assisted the City of Richland with the design and construction service for a new 1 MG elevated storage tank on the northwest corner of the water system. After a location was selected for the new tank, J-U-B performed a cost/benefit analysis evaluating the life-cycle cost for various tank options and materials. Ultimately, it was decided that a welded steel tank on top of a concrete pedestal would provide the lowest life-cycle cost. At the time, this was one of the first composite water tanks in Washington State. Therefore, this evaluation included a site visit to the

Landmark Structures manufacturing plant in Texas. J-U-B assisted the City in preparing engineering reports and approval documentation for the Department of Health. The new well provides essential storage for this portion of the water system that experiencing rapid growth.

Water System Upgrades | Brewster, WA

2017 Infrastructure Assistance Coordinating Council (IACC) Best of Drinking Water Award

J-U-B worked hand-in-hand with the City of Brewster to establish emergency funding for a critical tank repair project after the Carleton Complex Fires. The project included adding 600,000 gallons of storage to the system and repairing an existing 500,000-gallon tank that had significant cracking and leakage. Funding included State Revolving Funds, State Appropriation and a Community Development Block Grant. J-U-B utilized the success of the storage project as a springboard to work with funding agencies and the State to obtain a State Appropriation and significant grant funding from USDA Rural Development to identify new supply wells, well houses and a new public utilities building. The existing supply wells had extremely high manganese levels causing both maintenance issues and concern for public health. Supply well location identification was challenging, and seven test wells were drilled, and many other local wells were evaluated, before two (2) sites were selected that met criteria for both quality and quantity. Funding included the replacement of a large portion of the undersized distribution system to improve overall system performance and fire flows. The project also included cleaning of the system to remove as much residual manganese as possible.



Water Improvements | City of West Richland, WA

J-U-B has been providing potable water system planning for the City of West Richland for over twenty years. The 2009 Water System Plan identified a future source deficiency and planned for a new groundwater well to be drilled and developed. J-U-B assisted the City in securing funding for the design and construction of the proposed Well No. 11 in 2013. Development of this well was conducted in a systematic approach and required close monitoring of neighboring groundwater levels with Washington State Department of Ecology. The 1,100' depth groundwater well was drilled and developed in 2015-2016. Upon a successful pump test and source approval, J-U-B then developed construction plans and specifications for the wellhouse and transmission main. The transition main consists of approximately 10,000 LF of 16-inch diameter ductile iron pipe. The wellhouse consists of

an approximately 1,200 SF CMU block building that houses an electrical/control room and onsite hypochlorite generation system. A removable structure houses the 300 hp vertical turbine well pump. The project was completed in 2019.



DEVELOPMENT REVIEW

Residential and Commercial Development – Helping Create Better Communities

Private land development has always been a key service provided by J-U-B. We are proud of our residential, commercial, and industrial developments and the impacts they have had on our communities. J-U-B combines the expert skills of land planners, engineers, and landscape architects to help bring together those interests and goals. Through inspired design, we create communities—and families.

Familiarity and Understanding

College Place has an immediate need for help with the development review process. Existing developments are expanding and new planned developments are coming. Historically, you have relied upon SAFEbuilt for assisting with development review; however, they are not local. Plan review comments are always better received by those that have a familiarity with the area and a good reputation amongst the regional engineering firms.

Lessons Learned. Our Kennewick Office has a team of engineers that specialize in private land development. They have performed site civil designs for hundreds of residential, commercial, and industrial land development projects throughout the Northwest. They have worked with many different municipalities and have experienced both good and bad development review processes. Our team understands the fast-paced world of private land development and are committed to help provide timely reviews to keep projects moving along smoothly. You can rest assured that we will provide thorough reviews and will be paying attention to all of the details. We will endeavor to streamline the development review process and make development in College Place a positive experience for everyone involved.

We have been on the receiving end of many development review comments from several municipalities throughout eastern Washington. Although we are familiar with the private developer community in the Walla Walla Valley, we aren't actively involved in any developments there – this will allow us to represent the City without any perceived conflicts of interest when it comes to development review.

Construction Phase Services. Should the need arise to have assistance with inspection of the construction phases of projects, we have a construction services group in our Kennewick Office that includes four full-time and part-time construction inspectors. They have been around the block and have over 100 years of combined experience. They have experience with underground utilities, above ground structures, residential development review under construction, and miles and miles of paving experience, we can assist the City in inspection during construction if needed.

How We Can Help You Face Development Review Challenges

Our J-U-B staff brings expertise in many areas, some of which include:

Planning:

- Code review
- Plat review
- Review of developer requests

Design Review:

- Timely construction plan review
- Thorough construction plan review with detailed comment letters
- Availability for meetings with developers and engineers
- Familiarity with local issues such as shallow groundwater

Construction:

- Surveying and construction staking
- Construction inspection
- Subconsultants that can provide materials testing
- Drone capabilities to document progress

We have performed Development Reviews for the Clients:

- Deer Park, WA
- Umatilla, OR
- Millville, UT
- Kaysville, UT
- Clinton City, UT
- Nibley City, UT
- Cache County, UT
- Lewiston, UT



TRANSPORTATION & TRAFFIC IMPROVEMENTS

Paving the Way

Our local and responsive transportation team has helped many cities like College Place evaluate traffic volumes and growth impacts on roadways; align community needs, such as downtown revitalization, with funding sources; consider complete street design for multimodal uses; analyze intersection configurations including signals and roundabouts; and understand and mitigate potential transportation impacts on arterials and collectors from area development. Our expertise lends itself to helping College Place navigate transportation decisions holistically, including public input, City leadership goals, traffic needs, simultaneous roadway improvements along with sewer and water upgrades and project funding.

Familiarity and Understanding WWVMO

The Walla Walla Valley Metropolitan Planning Organization (WWVMO) supports regional planning for transportation projects. Regional projects can be funded fully or in phases from the STP allocations that come from FHWA through WSDOT to the regional WWVMO. J-U-B can assist the City in scoping projects and developing the 6-year Transportation Improvement Program for planned projects. WWVMO uses the local agency 6-year TIP to submit the fiscally constraint 4-year year regional projects to be incorporated into the State Transportation Improvement Program (STIP).

Funding and Working with Federal, State and Local Agencies

In reviewing the City of College Place Capital Improvement Plan (2018 to 2023) many of the projects refer to a potential federal funding source of FASTLANE grants. Since 2018, FASTLANE grants have been replaced with the INFRA grant program. Recently, J-U-B led one of two successful funding applications from INFRA on the west coast. Because many of the planned projects will no longer qualify for federal funds, J-U-B can work with the City to identify potential projects that would qualify for INFRA along the few selections of highways in College Place that can qualify for those grants. We can work with the City to update the project list to meet the requirements of the INFRA if desired.

Transportation Improvement Board (TIB) has long been a reliable resource of transportation funding. J-U-B has designed over 50 TIB projects. TIB's budget is not as protected as WSDOT gas tax funding protection by the 18th Amendment. There have been years that their funds have been allocated to other state priorities. Planning to promote projects that meets TIB's scoring criteria is important in success.

An good project example of coordinating with TIB and positioning the project for success is the Asotin County SR 129/Fleshman Way Interchange project. We conducted a one-day workshop-- sort of a mini VE study with our TIB Engineer, WSDOT and the County looking for creative ways to fund the construction phase. We had developed concepts of phasing the project. During this workshop, it was obvious

changed had to be made to qualify for funding. Working closely with TIB and WSDOT led to a revised design, enabling the project to receive a \$3.3 M TIB grant. The project was completed in 2019.

WSDOT

J-U-B provides Transportation design services for local, state, and federal-aid projects throughout Washington, Oregon, Idaho, Utah, and Colorado. These projects range from local road overlay projects to major interchanges. As such, we are very familiar with access modifications and coordination with the FHWA and state DOTs.

J-U-B has worked extensively with WSDOT's South Central Region's (SCR) Highways and Local Programs Office on many federal and state funded transportation projects. We recently assisted SCR with the Red Mountain Interchange Justification Report (IJR) by providing specific tasks under the WSDOT On-Call Transportation Studies agreement. Between our On-Call WSDOT agreements, we have completed 31 projects involving surveying, design PS&E and Transportation Studies. In addition to our on-call services agreements we provided the design documentation for the US395 Hillsboro Interchange in Pasco and have participated in two WSDOT Design-Build projects.

The proposed SR 125 S. College Avenue improvements will require an Intersection Plan for Approval process with WSDOT. Access revisions for State Routes do not require FHWA approval. J-U-B has done many Intersection Plans for Approval for local agencies. Most recent example is the SR 240 / Duportail Avenue intersection for the City of Richland Duportail Bridge Project which is currently

"J-U-B has completed numerous significant projects for the City over the past 10 years, ranging from large Federally funded corridor projects like Bombing Range Road to small locally funded sidewalk and pathway projects along Keene Road. J-U-B understands the pressure local agencies are under to complete the required work within the funding available and are very good at catering projects to fit within budgetary constraints."

Andrew Woodruff, PE, City Engineer, West Richland, WA



under construction. Because the S. College Place and SR 125 is part of the National Highway System, the design will require full WSDOT standards. This was the case for SR 240 / Duportail as well as the SR 240 / Stevens Drive project constructed in 2007.

J-U-B is experienced in following procedures in accordance with the Local Agency Guidelines (LAG) Manual, and just as important, we strive to keep current with the ever-changing process and procedures. We regularly send key staff to LTAP trainings including the recent Stormwater Runoff Manual Training, NEPA Categorical Exclusions training, and the Local Agency Right-of-Way meeting. As a representative for local agencies, we are familiar with and can assist you in preparing WSDOT forms such as the Local Agency Project Authorization Package, Local Agency Prospectus, Local Agency Agreements, Supplements, and reimbursable forms for submittal at the appropriate times. One J-U-B advantage in having two WSDOT certified biologists that can provide Biological Assessments when required. Having a full environmental group with WSDOT experience is important in keeping projects moving. J-U-B also has WSDOT certified noise experts and several Highway Runoff Manual Certified individual within the Kennewick office.

J-U-B's Transportation group uses exclusively APWA/WSDOT standard specifications in contract document preparation. Contractors are accustomed to the APWA/WSDOT format, so this ensures expectations including methods of construction. For City specific

preferences Special Provisions can be written following the same standard format to customize the project documents.

During construction, we maintain records for materials, observation, reports, testing, progress payments, and general oversight in accordance with WSDOT Construction Manual procedures.

How We Can Help You Address Transportation Needs

Our expertise in this area includes:

- Serve as a trustworthy extension of your staff, allowing for candid conversations and practical solutions
- Clearly defined project scope and budget
- Complete contract documents to minimize the potential for change orders
- Look ahead to identify and start projects on schedule
- Planning
- Intersection design including extensive roundabout experience
- Railroad crossings and grade separation projects
- Signal design
- Illumination design
- Corridor studies
- Federal aid
- Signage and pavement marking
- Traffic studies and modeling
- Environmental
- Structures (bridges and retaining walls)

Similar Successful Transportation Team Experience

6th Street and Cedar Road Construction | Deer Park, WA

J-U-B assisted the City of Deer Park in obtaining an Economic Development Grant for the development of light industrial lands adjacent to the City of Deer Park Airport. The project constructed a new roadway to provide an extension of the existing 6th street to the east to connect to Cedar Road. Stormwater drainage was accomplished by the construction of a continuous 208 swale along both sides of Cedar Road and 6th street. Curb cuts were constructed at low points in the concrete curb and at specific intervals along the curb to provide the stormwater a means of entering the swales from the roadway. Infrastructure improvements also included the installation of new 12" PVC watermain and services to provide fire suppression and potable water services for the individual parcels adjacent to 6th Street and Cedar Road. Sanitary sewer was extended to provide service to the adjoining parcels for future development.

Schweitzer Cutoff Roundabout | Sandpoint, ID

J-U-B addressed a mobility need in a critical area, the Schweitzer Cutoff Road (SCO) intersection with Boyer Avenue. Immediately adjacent and east of the intersection, federal funds were secured by the City to reconstruct the SCO bridge over Sand Creek. West of the intersection, additional federal funds were obtained to reconstruct the SCO alignment. Both the east and west adjacent project designs were initiated by J-U-B, knowing the City would eventually plan on constructing a roundabout between them. The roundabout design was accelerated, and J-U-B designed a single-lane roundabout tying the east and west improvements together. J-U-B's careful planning and foresight to align all three projects under one design system allowed the City to improve intersection safety concurrent with adjacent federally funded improvements.

Similar Successful Transportation Team Experience

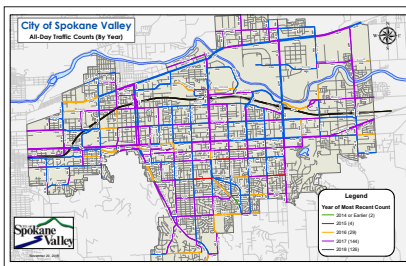
Main Avenue Reconstruction Phases 1 & 2 | Brewster, WA

J-U-B provided the design engineering and construction administration and observation for the reconstruction of Main Avenue through five city blocks. This project included public involvement with public meetings to get input as to the types of amenities desired. Design included bulbout curbs with ADA ramps, decorative street lighting, a new storm drain system and full sidewalks.



Main Street Reconstruction | Latah, WA

J-U-B provided the design engineering services and construction engineering/inspection services for the reconstruction of approximately 0.35 miles of Main Street in the Town of Latah. The project included the construction of new curb, gutter, sidewalks, ADA compliant ramps, pulverization of the existing asphalt, storm drainage swales and other facilities in this residential area. The existing pavement condition of Main Street was severely deteriorated and was approximately 60' in width. Pedestrian sidewalks were approximately 4' wide and were separated from the existing curb and not used by individuals walking along the corridor. The improvements called for the construction of a new arterial roadway 40' in width, curb to curb, new curb and gutter and adjacent 6' sidewalk to encourage pedestrian use. During the planning and preliminary design phase, three public meetings were held at the town hall, to explain the project to the residents and gather input and suggestions for the project. The project also included the replacement of approximately 250 linear feet of existing sidewalk along the portion of Main Street south of State Highway 27.



Street Master Plan | City of Spokane Valley, WA

The City selected J-U-B to assist in the preparation of the first Street Master Plan. The City's vision included using modern GIS tools and databases to assist in the evaluation of the transportation system that would facilitate the decision making process. This database tool facilitated evaluation of funding alternatives and was developed to help the City balance the potential funding from various sources from year to year. It has been modified over time to meet the City's changing needs.



STORMWATER MANAGEMENT

A Perfect Storm

When you combine our engineering skills with our GIS expertise, you get the perfect storm of valuable tools to help plan, analyze, and manage all of your organization's stormwater needs. Today's regulations have made stormwater management even more complex, but J-U-B's stormwater professionals are well-versed in the current and ever-changing state and federal regulations so you can sing when it rains.

Familiarity and Understanding

We understand that College Place does not currently have a city-wide stormwater collection and disposal system, but that you have a collection of various catch basins, swales, and outfalls to address the disposal of stormwater. The City recently completed (nearly) a stormwater management plan to serve as guidance for the future as the community grows. Stormwater improvements represent 6% of the budget for your 6-year Capital Facility Plan. The stormwater projects identified include a few roadways, several outfalls, a decant facility, and a regional stormwater facility.

Stormwater Team Expertise

J-U-B had three years of involvement in writing the 2006 Washington Department of Ecology "Stormwater Management Manual for Eastern Washington." This manual has been updated to the 2019 version, which includes clarifications for the Underground Injection Control (UIC) program, updated best management practices (BMP), and

updated definitions to be consistent with the Municipal Stormwater Permit for eastern Washington. Our expertise includes the following:

- Master planning and capital facilities planning
- Stormwater system mapping and modeling
- Stormwater capital facilities plans
- Phase II Stormwater Management Program Development for Eastern Washington
- Stormwater utilities and impact fee analysis
- Hydrologic/hydraulic modeling
- Stormwater Quantity and Quality System Design
- LID Design
- Flood plain analysis

Similar Successful Stormwater Team Experience

Stormwater Decant Facility | West Richland, WA

In 2014, the City of West Richland selected J-U-B for permitting and design of a proposed Street Waste Decant Facility that handles waste from street sweepers and vector trucks in accordance with state stormwater and solid waste requirements. The Decant Facility provides a centralized facility for street sweepers and eductor trucks to more efficiently maneuver, empty/clean vehicles, manage stockpiled solids, and provide additional treatment for the decant wastewater. This facility will improve the efficiency of the street sweeping operations and allow the City to increase the miles of roadway swept per year - thus resulting in significant water quality benefits. J-U-B developed permits, construction plans, and bid documents and also developed a successful grant application which covered 75% of the cost of this \$1.1 million facility. Construction was completed in 2015.



Stormwater Master Plan and Utility Support | Lewiston, ID

J-U-B conducted a planning-level storm drainage study to provide for uniform development of future storm-drainage systems and identify improvement needs within the existing system. Work included defining storm-drainage basin boundaries and developing a storm-drainage layout.

Hydraulic analysis of the existing and proposed system was conducted to assess the capacity needs and preliminary sizing of each system segment. To facilitate daily use by City staff, maps of each drainage basin were provided showing the existing pipe size, preliminary pipe sizing, flow direction, and peak flow at key locations. Subsequent work included GIS mapping of impervious areas to support the City's stormwater utility.



GIS

Places for People

Gateway Mapping, Inc. (GMI). We credit our longevity to taking great care of clients and staying on the leading edge of technology. Our clients' success with GIS is our priority. This means that with your selection of GMI, we will become your trusted advisor, we are committed to your success, and you will benefit from over twenty-five years of GIS experience.

Our experience alone isn't what makes us great advisors and team members – what makes us great is that we focus our efforts on user needs and work for long-term relationships with our clients. Our goal is to do excellent work and meet your needs.

Familiarity and Understanding

GMI is currently working with the City to create a comprehensive GIS and asset management system which includes the water, sewer, storm, and transportation systems. Work will include GIS mapping, GPS data collection, and the conversion of existing City as-builts data to a map-based system. By gathering this data to one system will help the City better understand the City infrastructure and needs which will assist in providing for more informed decisions. Once the GIS system and data are collected, future analysis can be conducted to assist in the asset management system.

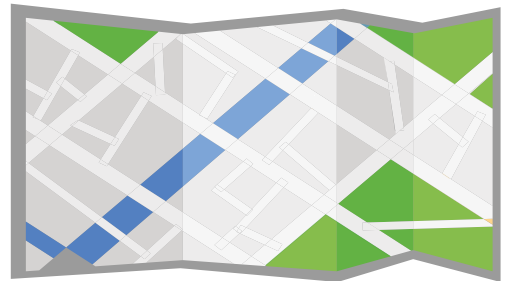
GIS Team Expertise

Our GIS team provides experience in data analysis, system design, analytical cartography, and online/mobile map development. We routinely coordinate with local governments to support their GIS needs, offering training and suggesting innovations to enhance GIS services across departments and improve data sharing and analysis. We specialize in producing maps to effectively communicate information supporting decision making, design, and public involvement.

Similar Successful Parks & Recreation Experience

County-wide GIS | Bingham County, Idaho

Gateway Mapping Inc. (GMI) has worked with Bingham County, Idaho on an ongoing basis since 2003. We have helped the County accomplish a series of GIS projects, including the mapping of school district/school zone boundaries, implementation of mapping for E911, the creation of a county-wide GIS parcel layer, and implementation of a GIS based asset management program for streets, signs, culverts and bridges. We credit our excellent working relationship with the County as a primary factor in the success of these projects. County staff members and Gateway Mapping employees have been able to work together as a single team with the same vision, resulting in the accomplishment of the County's GIS goals.



City-wide GIS Implementation and Support | Midvale City, UT

Since 2010 Gateway Mapping Inc. (GMI) has supported Midvale City's GIS. This has included developing, managing and maintaining the City GIS library, implementing GIS software and hardware, along with Server for ArcGIS, and ArcGIS Online. GMI has created specific web applications for both the public and for internal staff. GMI has also supported initiating third-party mapping tools to meet specific regulations and requirements. The City's GIS is also used for code enforcement as well as in the engineering and planning departments in their day-to-day operations.

City GIS Implementation and Support | Lindon City, UT

Gateway Mapping Inc. (GMI) has supported Lindon City and helped the City implement GIS data and applications for over 20 years. Lindon has the benefit of having established map-based systems that provide a working knowledge base for the planning and zoning as well as public works departments. Many of the GIS users at the City consume it through web interfaces. Lindon has implemented Esri's ArcGIS Online tools as the primary center for GIS data, maps, and applications. City staff use web-based GIS daily as they review development and manage City assets. Some specific examples of applications are street sweeping records, water share tracking, ADA curb ramp compliance, sidewalk and trail condition, and speed limit mapping.



SUPPORT SERVICES

One Stop Shop

In addition to the major service categories listed on the previous pages, we provide significant support services necessary to provide a complete suite of services. These services are used on a variety of projects, so are included separately here. This section provides a brief overview of those services. We have listed example projects for each support service, but have dozens more to show additional experience, if requested.



Grant Writing/Administration • Alex Fazzari, PE

J-U-B is poised to assist the City of College Place in every aspect of project funding and grant administration, and we bring a broad range of tools to carry projects from vision to reality. The key to any successful project is to acquire and properly utilize available funding and affordable financing. State and federal funding programs are often critical to help communities upgrade their infrastructure systems at an affordable cost. And many of the programs can be leveraged against each other as a match. J-U-B recognizes the importance of this and has secured funding and administered grant funds for a variety of projects for communities throughout the western United States. **Our Funding Team has helped clients receive more than \$728 million for planning and infrastructure improvements over the past 12 years.**

Example Projects:

- City of West Richland Stormwater Projects (\$1.4M grant; \$740k loan)
- City of West Richland Water System Projects (5.6M loan)
- City of West Richland Wastewater Projects (180k grant, 740k loan)
- City of Union Gap Regional Roadway Connectors (9M grant)
- City of Newport Wastewater Master Planning (\$160K grant; \$160K loan)



Public Involvement • Bryant Keuchle, Public Involvement Practitioner

The Langdon Group (TLG), a subsidiary of J-U-B, provides public involvement, facilitation, mediation, conflict management and strategic visioning to design and conduct project-specific and context-appropriate processes that help our clients and their communities solve problems as well as implement solutions. Processes involve a variety of proven communication tools, such as stakeholder interviews, websites, citizen groups, open houses and media relations, to provide cost-effective and successful public engagement and consensus-building during all phases of transportation, land-use and environmental planning issues. Having TLG as an integrated part of our company, yet with unique offerings and perspectives, helps projects progress more smoothly and with a higher likelihood for funding and stakeholder support.

Example Projects:

- Lake Chelan Airport Master Plan. Chelan, WA
- Yakima County Trails Plan. Yakima County, WA
- Downtown Connectivity Study. City of Richland, WA
- Reimann Industrial Park Master Plan. Port of Pasco, WA
- Moyie Dam Bond Election. City of Bonners Ferry, ID



Survey • John Shae, PLS, Survey Manager

J-U-B's Survey Group has extensive experience in many types of surveying projects including boundary surveys, subdivision plats, short plats, boundary line adjustments, construction staking, GPS control networks, hydrographic and photogrammetric surveys, topographic surveys, Airport AGIS surveys and ALTA/NSPS Land Title surveys. J-U-B field crews utilize both conventional and GPS surveying methods, as well as drones and terrestrial LiDar.

Example Projects:

- City of College Place Wastewater Treatment Plant Design. College Place, WA
- City of Walla Walla General Sewer Plan. Walla Walla, WA
- City of Kennewick Wastewater Treatment Plant. Kennewick, WA
- City of West Richland Industrial Collection System. West Richland, WA



Land Use Planning & Community Economic Development • Justin Baerlocher, AICP

J-U-B offers a full-service planning team specializing in land use, transportation, and environmental planning. This group's focus is the successful municipal planning for residential, commercial, mixed-use, and institutional projects for public and private clients. With support from our engineering staff, project planners perform development review, comprehensive land use planning, ordinance and policy development, entitlements, conceptual and master planning, permitting, design guidelines, and management plans. J-U-B's certified planners can also act as your planning staff to perform many planning-related projects on an on-call basis.



Example Projects:

- South College Place Planning Study. City of College Place, WA
- College Place UGA Analysis. City of College Place, WA
- Miles-Smith Industrial Site Feasibility Study. Port of Sunnyside, WA
- Comprehensive Plan Update Review. City of Waitsburg, WA
- Comprehensive Park & Recreation Plan Update. City of Deer Park, WA



Environmental Services • Marti Hoge, MA

Our Environmental Services Group provides reliable science, in-house specialists, and a direct link to regulatory agencies. Their knowledge of environmental processes and regulations, proactive coordination with regulatory agencies, and writing proficiency ensures that projects are completed in a timely and cost-effective manner. The Environmental Services Group's experience includes NEPA and SEPA compliance, biological assessments, wetland delineations, and environmental permitting.

Example Projects:

- City of College Place Sanitary Sewer Life Station No. 7 Project. Walla Walla County, WA
- Port of Grandview Business Park Project. Yakima County, WA
- Southway Bridge Pavement Rehabilitation Project. Asotin County, WA
- Cascade Natural Gas Corporation Regulator Site 124 Construction Project. Benton County, WA



Structural Engineering • Robert St. Michell, SE

J-U-B has in-house structural engineers because of the frequency with which we design hydraulic structures, treatment plant buildings and bridges for road transportation. Our structural group is always looking for innovative solutions for our clients such as the rehabilitation of your old 500,000 gallon tank. We have successfully completed many structural projects, including culverts, bridges, buildings, tanks, dams, and tunnels. We perform structural engineering in concrete, steel, masonry, and timber, as well as inspection services for existing structures.

Example Projects:

- Rehabilitation of Existing Tank and Two New Tanks, Water System Improvements. Brewster, WA
- Steptoe Avenue/Spring Creek Bridge Replacement. Oakesdale, WA
- New Booster Pump Station for Northeast Quadrant. Coeur d'Alene, ID
- Bridge Street Pedestrian Bridge. Sandpoint, ID
- Rock Creek Road Bridge. North Latah County Highway District, ID



Parks and Recreation • Greg Graves, PLA

The J-U-B Landscape Architecture Group provides full Landscape Architectural services that support and complement our engineering services. Engineers and Landscape Architects collaborate to find solutions. Both try to find creative solutions to a problem but go about it in different ways. Engineers tend to focus on generating solutions that address a specific functional problem. Landscape Architects tend to focus on "place", which includes the solution's function and its surroundings (context, aesthetics, people). The landscape architecture group can assist with any project that is outdoors where the built environment interfaces with the natural environment and where people will visit, work, use, maintain, or see.

Example Projects:

- Barnes Park Pickleball Courts. Kaysville City, UT
- Neptune Park. City of Saratoga Springs, UT
- 50-Acre Regional Park Master Plan. Syracuse City, UT



Construction Services • Ben Hoppe, PE, Construction Manager

J-U-B has provided construction engineering and management for a majority of the projects previously described, many of which required stringent federal and state monitoring and documentation. Important to all state and/or federally-funded projects is maintaining quality records, procedures, and related documentation so our clients, if audited, pass the test. We believe in partnering with contractors so we can each do what we do best, while making sure you get top notch projects. J-U-B's construction group staff includes construction managers, engineers, administrative support, and full-time construction observers to oversee your projects and ensure the City of College Place is getting the quality their construction projects deserve

Example Projects:

- Port-Wide Annual Pavement Maintenance. Port of Benton, WA
- UPRR Interceptor Sewer. Kennewick, WA
- SR 129/Fleshman Way Interchange. Asotin County, WA

PROJECT TEAM QUALIFICATIONS

Local, Experienced Team

We've developed a team of both familiar faces and technical experts to meet the full range of your needs. Please note that we have not included resumes for every technical expert due to space limitations, but would be happy to provide any additional information you need.

Alex Fazzari, PE • Client Services Manager



EDUCATION

B.S., Biological Systems Engineering, Washington State University, 2001

REGISTRATION

Washington

Alex Fazzari has over 19 years of planning, design, and construction experience in a variety of private and public works projects. Alex specializes in water and wastewater utility support and project management. His experience includes planning, permitting, funding, and design review for a number of communities, agencies, and private companies throughout Eastern Washington and Oregon. His areas of expertise include potable water, sanitary sewer, industrial wastewater, irrigation, and stormwater management. Alex has developed solid relationships with WDOH and WDOE which are beneficial when negotiating with the regulatory agencies. Alex also has a passion for infrastructure funding, and you have already experienced some of his successes in College Place. As Area Manager, he will ensure that our best corporate resources are dedicated to your project.

When an on-call need arises, Alex will be your first point of contact and then Alex will engage the appropriate team members for each assignment. Alex will routinely follow up and remain in constant communication with you. Alex regularly visits the Walla Walla Valley and is always a phone call, email, or text message away – as you have come to experience over the past several years. Alex is committed to responsiveness and further developing our relationship with College Place as a trusted advisor.

Ben Haws, PE • Water/Wastewater Lead



EDUCATION

M.S., Water Resources Emphasis - Civil Engineering Brigham Young University

REGISTRATION

Washington, Oregon

Ben is a Project Engineer with over 12 years of experience, specializing in water and wastewater planning, modeling, design, and construction. His background includes various municipal engineering efforts including capital facility plans, water storage tanks, pump stations, booster stations, distribution piping, comprehensive water system plans and comprehensive sewer system plans. His wastewater experience includes collection system modeling, master planning, lift station analysis and design, sewer trunk design, WWTP upgrades and construction engineering.

Wastewater/Water Projects

- L-853 and L-854 Sewer Connection | Hanford, WA
- WWTP Phase 1 Improvements | Kennewick, WA
- 24-inch Sewer Interceptor Rehabilitation | Kennewick, WA
- Winery Wastewater Pretreatment Facility | Kennewick, WA
- Biosolids Facility | West Richland, WA

Vince Loftus, PE • Land Development Lead



EDUCATION

B.S. Civil Engineering Washington State University, 1985

REGISTRATION

Washington, Oregon, and Idaho

Vince Loftus, PE, Vice President is J-U-B's Corporate Land Development Lead and has over 32 years of engineering experience managing private and public land development projects. These projects have included hospitals, schools, medical office buildings distribution centers, operation and maintenance facilities, "Big Box" retail stores, shopping centers, research facilities, and master planned residential communities. He has the leadership, public relations skills, and project management expertise to make complicated land development projects successful. Vince specializes in site and urban planning, street and highway engineering, land and site development, hydraulic engineering, storm drainage, and permit facilitation.

Land Development Projects

- Henningsen Cold Storage | Port of Grandview, WA
- Columbia Colstor Distribution Centers | Kennewick, Othello, Quincy, and Woodland, WA
- AutoZone Retail Stores and Distribution Hubs | WA, OR, ID, MT, UT, and CO
- Dollar General Stores | WA, OR, and ID
- Hansen Park 780-Acre Master Planned Residential Community | Kennewick, WA

Darral Moore, PE • Stormwater Lead



Darral has over 25 years of engineering experience, specializing in land development for industrial, commercial, residential and institutional developments. Extensive engineering experience includes land use, site feasibility, site layout planning, storm drainage design, modeling and studies, utility design, and transportation engineering.

Stormwater Projects

- Hansen Park Comprehensive Storm Drainage Plan | Kennewick, WA.
- Ben Franklin Transit (BFT) Operations SWPPP | Richland, WA.
- Yakima Regional Stormwater Manual | Yakima, WA.

EDUCATION

B.S., Civil Engineering
Washington State
University 2005

REGISTRATION

Washington, Oregon

Rick Door, PE • Transportation Lead



Rick has over 36 years of transportation engineering experience, including 7.5 years with the Washington State Department of Transportation where he was involved with design and construction of various roads, highways and bridge projects. Rick manages the Kennewick J-U-B office transportation group. Rick's specialties include project management, transportation engineering and planning, federal aid highway projects, county highways, city streets, interchange design, location studies, and enhancement projects.

Transportation Projects

- Fleshman Way/SR 129 Interchange; Asotin County, WA
- Keene Road Extension and Reconstruction Phases 1, 2 & 3; Richland and West Richland, WA
- Main Street Downtown Revitalization Project; Brewster, WA

EDUCATION

B.S., Civil Engineering
Technology Oregon
Institute of Technology
1983

REGISTRATION

Washington, Oregon

Justin Baerlocher, AICP • GIS Lead



Justin is a GIS Specialist located in the Kennewick Office. He over 18 years of experience working in a variety of GIS and land use planning projects. He has particular expertise in ArcGIS mapping, analysis, and data-set development. During the past 10+ years, Justin has been the GIS lead in the J-U-B Kennewick office. His responsibilities include geospatial data creation, CAD to GIS data conversion and data management, designing and providing presentation mapping and cartographic services, manage GPS data collection and processing, and aerial photo interpretation.

GIS Mapping Projects

- GIS system development and support, Franklin County Irrigation District| Pasco, WA
- GIS-Based Roadway Re-Classification Analysis | Whitman County, WA
- Primary GIS service provider, Water Rights Mapping, West Extension Irrigation District| Umatilla, OR
- CAD to GIS conversion Mapping, Columbia Irrigation District| Kennewick, WA
- GIS-Based Land Capacity Analysis | City of Richland, WA

EDUCATION

B.A. Urban and Regional
Planning Eastern
Washington University
2002

REGISTRATION

American Institute of
Certified Planners

REFERENCES

Something to Talk About

We encourage you to talk with other clients we have worked with. After all, the best predictor of future performance is past performance on similar work!



City of Deer Park, WA
Roger Krieger, Community Service Director
509.276.8802
rkrieger@ci.deerpark.wa.us



City of Brewster, WA
Lee Webster, Public Works Director
509.689.3464
lee.webster@brewsterwa.us



City of Walla Walla, WA
Frank Nicholson, Utility Engineer
509.524.4510
fnicholson@wallawallawa.gov



Town of Rosalia, WA
Leland Root, Mayor
509.523.5991
mayorroot@rosaliatown.org



Town of Rockford, WA
Dave Thompson, Public Works Director
509.291.4716
publicworks@rockfordwa.com



City of West Richland, WA
Roscoe Slade III, PE, Public Works Director
509.967.5434
roscoe@westrichland.org



City of Kennewick, WA
Cary Roe, PE, Public Works Director
509.585.4292
cary.roe@ci.kennewick.wa.us



City of Richland, WA
Pete Rogalsky, PE
509.942.9161
progalsky@ci.richland.wa.us

LONG-TERM relationships with many cities spanning four states demonstrates J-U-B's ability to provide **HIGH-QUALITY, RELIABLE**, and **RESPONSIVE** services. A few of these relationships (there are many, many more) include:

- City of Brewster – 22 years, 16 projects
- City of Walla Walla – 19 years, 22 projects
- City of Deer Park – 16 years, 98 projects
- Town of Rockford – 9 years, 18 projects
- City of Pullman – 12 years, 10 projects
- Town of Rosalia – 16 years, 48 projects
- City of Richland – 20 years, 29 projects
- City of Kennewick – 22 years, 20 projects

***Icons used to represent the various service categories throughout this Statement of Qualifications are used above to indicated the range of services provided for each reference.**

Proposal	Grader A Review	Grader B Review	Grader C	Grader D	Grader E	Grader F	Out Of	Total Score
RH2	94	98	97	71	98	65	100	523
JUB	98	98	99	97	98	75	100	565
TD&H	76	91	92	56	98	60	100	473
PBS	92	94	95	86	100	55	100	522
Anderson Perry	80	96	94	93	100	75	100	538

City of College Place, Washington
RESOLUTION NO. 20-037

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING APPOINTMENT OF J-U-B ENGINEERS TO A FOUR (4) YEAR TERM AS ON CALL ENGINEER FOR THE CITY.

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

Whereas, a RSQ for on-call engineering and surveying services was issued on September 1st, 2020 with a deadline of September 18th, 2020 ; and

Whereas, five (5) engineering firms responded to the RSQ and a team of staff graded proposals;

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

1. J-U-B Engineers shall be appointed as on-call engineer for a period of four (4) years per the conditions outlined within the RSQ advertisement.

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 13th day of October, 2020.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk



J-U-B ENGINEERS, Inc. AGREEMENT FOR PROFESSIONAL SERVICES

J-U-B Project No.: 30-20-075
J-U-B Project Manager: AJF

This Agreement entered into and effective this 13th day of October 2020, between the City of College Place, hereinafter referred to as the "CLIENT" and J-U-B ENGINEERS, Inc., an Idaho corporation, hereinafter referred to as "J-U-B".

WITNESSETH:

WHEREAS the CLIENT intends to: enter into a Master Agreement with J-U-B to provide miscellaneous engineering and planning services for a period of four (4) years, hereinafter referred to as the "Project". The Services to be performed by J-U-B are hereinafter referred to as the "Services."

NOW, THEREFORE, the CLIENT and J-U-B, in consideration of their mutual covenants herein, agree as set forth below:

CLIENT INFORMATION AND RESPONSIBILITIES

The CLIENT will provide to J-U-B all criteria and full information as to CLIENT's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards, rules and laws which CLIENT or others will require to be included in the drawings and specifications, and upon which J-U-B can rely for completeness and accuracy.

The CLIENT will furnish to J-U-B all data, documents, and other items in CLIENT's possession, or reasonably obtainable by CLIENT, including, without limitation: 1) borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; 2) appropriate professional interpretations of all of the foregoing; 3) environmental assessment and impact statements; 4) surveys of record, property descriptions, zoning, deeds and other land use restrictions, rules and laws; and 5) other special data or consultations, all of which J-U-B may use and rely upon in performing Services under this Agreement.

The CLIENT will obtain, arrange and pay for all advertisements for bids, permits and licenses, and similar fees and charges required by authorities, and provide all land, easements, rights-of-ways and access necessary for J-U-B's Services and the Project.

In addition, the CLIENT will furnish to J-U-B those items described in **Attachment 1**.

PROJECT REPRESENTATIVES

The CLIENT and J-U-B hereby designate their authorized representatives to act on their behalf with respect to the Services and responsibilities under this Agreement. The following designated representatives are authorized to receive notices, transmit information, and make decisions regarding the Project and Services on behalf of their respective parties, except as expressly limited herein. These representatives are not authorized to alter or modify the TERMS AND CONDITIONS of this Agreement.

For the CLIENT:

1.	Name	<u>Mike Rizzitiello, City Administrator</u>	Work telephone	<u>509-394-8506</u>
	Address	<u>625 South College Avenue</u>	Home/cell phone	<u>509-520-9091</u>
		<u>College Place, WA 99324</u>	FAX telephone	<u>509-525-5352</u>
			E-mail address	<u>MRizzitiello@cpwa.us</u>

For J-U-B:

1.	Name	<u>Alex Fazzari, Area Manager</u>	Work telephone	<u>509-783-2144</u>
	Address	<u>2810 West Clearwater Avenue, Suite 201</u>	Cell phone	<u>509-947-3004</u>
		<u>Kennewick, WA 99336</u>	FAX telephone	<u>509-736-0790</u>
			E-mail address	<u>afazzari@jub.com</u>

In the event any changes are made to the authorized representatives or other information listed above, the CLIENT and J-U-B agree to furnish each other timely, written notice of such changes.

SERVICES TO BE PERFORMED BY J-U-B ("Services")

J-U-B will perform the Services described in **Attachment 1** in a manner consistent with the applicable standard of care. J-U-B's services shall be limited to those expressly set forth therein, and J-U-B shall have no other obligations, duties, or responsibilities for the Project except as provided in this Agreement.

SCHEDULE OF SERVICES TO BE PERFORMED

J-U-B will perform said Services in accordance with the schedule described in **Attachment 1** in a manner consistent with the applicable standard of care. This schedule shall be equitably adjusted as the Project progresses, allowing for changes in scope, character or size of the Project requested by the CLIENT or for delays or other causes beyond J-U-B's control.

BASIS OF FEE

The CLIENT will pay J-U-B for their Services and reimbursable expenses as described in **Attachment 1**. A ten percent administrative fee will be applied to sub-consultant invoices.

Other work that J-U-B performs in relation to the Project at the written request or acquiescence of the CLIENT, which are not defined as Services, shall be considered "Additional Services" and subject to the express terms and conditions of this Agreement. Unless otherwise agreed, the CLIENT will pay J-U-B for Additional Services on a time and materials basis. Resetting of survey and/or construction stakes shall constitute Additional Services.

File Folder Title: City of College Place - On-Call Engineering

Remarks: _____

The Notice to Proceed, by the CLIENT, verbal or written, or execution of the Agreement shall constitute acceptance of the terms of this Agreement. THE TERMS AND CONDITIONS ON PAGES 3 AND 4, INCLUDING RISK ALLOCATION, ARE PART OF THIS AGREEMENT. THE CLIENT AGREES TO SAID TERMS AND CONDITIONS FOR ALL SERVICES AND ADDITIONAL SERVICES. Special Provisions that modify these TERMS AND CONDITIONS, if any, are included in Attachment 2. All other modifications to these terms and conditions must be in writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written. These parties represent and acknowledge that they have authority to execute this Agreement.

CLIENT:
City of College Place

NAME
625 South College Avenue

STREET
College Place, WA 99324

CITY / STATE / ZIP CODE

BY (Signature)
Mike Rizzitiello, City Administrator

NAME / TITLE

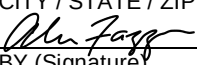
BY (Signature)

ADDITIONAL NAME / TITLE

J-U-B ENGINEERS, Inc.:
2810 West Clearwater Avenue, Suite 201

STREET
Kennewick, WA 99336

CITY / STATE / ZIP CODE


BY (Signature)

Alex Fazzari, Area Manager

NAME / TITLE

*Applicable
Attachments or
Exhibits to this
Agreement are
indicated as
marked.*

- ☒ **Attachment 1** – Scope of Services, Schedule, and Basis of Fee
- ☐ **Attachment 2** – Special Provisions
- ☐ **Standard Exhibit A** – Construction Phase Services

REV: 5/20

DISTRIBUTION: Accounting; Project File; CLIENT

J-U-B ENGINEERS, Inc.

TERMS AND CONDITIONS

GENERAL

All J-U-B Services shall be covered by this Agreement. The Services will be performed in accordance with the care and skill ordinarily used by members of the subject profession practicing under like circumstances at the same time and in the same locality. **J-U-B MAKES NO WARRANTY EITHER EXPRESS OR IMPLIED ON BEHALF OF IT OR OTHERS.** Nothing herein shall create a fiduciary duty between the parties.

The CLIENT acknowledges and agrees that requirements governing the Project may be ambiguous and otherwise subject to various and possibly contradictory interpretations and J-U-B is, therefore, only responsible to use its reasonable professional efforts and judgment to interpret such requirements. Accordingly, CLIENT should prepare and plan for clarifications or modifications which may impact both the cost and schedule of the Project.

J-U-B shall not be responsible for acts or omissions of any other party involved in the Project, including but not limited to the following: the failure of CLIENT or a third party to follow J-U-B's recommendations; the means, methods, techniques, sequences or procedures of construction; safety programs and precautions selected by third parties; compliance by CLIENT or third parties with laws, rules, regulations, ordinances, codes, orders or authority; and delays caused by CLIENT or third parties. CLIENT, therefore, releases and shall indemnify, defend and hold J-U-B harmless from the acts, errors, or omissions of CLIENT or third parties involved in the Project.

J-U-B shall not be required to execute any documents, no matter by whom requested, that would result in J-U-B's having to certify, guarantee or warrant the existence of conditions. CLIENT acknowledges that subsurface conditions can vary widely between adjacent samples and test points, and therefore J-U-B makes no warranty or other representation regarding soil investigations and characterization of subsurface conditions for the Project.

Any sales tax or other tax on the Services rendered under this Agreement, additional costs due to changes in regulation, and fees for credit card payment transactions shall be paid by the CLIENT.

CLIENT grants J-U-B and its subsidiaries the unrestricted right to take, use, and publish images, or edited images, of the project site and workers for J-U-B's purposes including, but not limited to, website, intranet, and marketing. This right shall survive the termination of this Agreement.

REUSE OF DOCUMENTS

Documents that may be relied upon by CLIENT as instruments of service under this Agreement are limited to the printed copies (also known as hard copies) that are signed or sealed by J-U-B (including non-vector PDF facsimiles thereof). All printed materials or other communication or information ("Documents") that may be prepared or furnished by J-U-B pursuant to this Agreement are instruments of service with respect to the Project. J-U-B grants CLIENT a limited license to use the Documents on the Project subject to receipt by J-U-B of full payment for all Services related to preparation of the Documents.

Although CLIENT may make and retain copies of Documents for reference, J-U-B shall retain all common law, statutory and other reserved rights, including the copyright thereto, and the same shall not be reused on this Project or any other Project without J-U-B's prior written consent. Submission or distribution of Documents to meet regulatory or permitting requirements, or for similar purposes, in connection with the Project, including but not limited to distribution to contractors or subcontractors for the performance of their work, is not to be construed as publication adversely affecting the reserved rights of J-U-B.

Any reuse without written consent by J-U-B, or without verification or adoption by J-U-B for the specific purpose intended by the reuse, will be at CLIENT's sole risk and without liability or legal exposure to J-U-B. The CLIENT shall release, defend, indemnify, and hold J-U-B harmless from any claims, damages, actions or causes of action, losses, and expenses, including reasonable attorneys' and expert fees, arising out of or resulting from such reuse.

CONSTRUCTION PHASE SERVICES

It is understood and agreed that J-U-B does not have control over, and neither the professional activities of J-U-B nor the presence of J-U-B at the Project Site shall give, J-U-B control over contractor(s) work nor shall J-U-B have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by contractor(s), for safety precautions and programs incident to the work of the contractor(s) or for any failure of contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to contractor(s)

furnishing and performing their work or providing any health and safety precautions required by any regulatory agencies. Accordingly, J-U-B does not guarantee or warrant the performance of the construction contracts by contractor(s), nor assume responsibility of contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

The CLIENT agrees that the general contractor shall be solely responsible for jobsite safety, and CLIENT agrees that this intent shall be set forth in the CLIENT's contract with the general contractor. The CLIENT also agrees that the CLIENT, J-U-B, and J-U-B's subconsultants shall be indemnified by the general contractor in the event of general contractor's failure to assure jobsite safety and shall be made additional insureds under the general contractor's policies of general liability insurance.

NOTE on Coronavirus: The contractor and contractor's COVID-19 Site Supervisor are responsible for full monitoring, compliance, and enforcement of the contractor's plan. J-U-B's review or other actions related to the contractor COVID-19 plan do not extend to the means, methods, techniques, sequences, or procedures of construction or to the safety precautions and programs incident thereto.

If **Standard Exhibit A – Construction Phase Services** is attached, the additional terms contained therein apply to this Agreement.

OPINIONS OF COST AND PROJECT FINANCIAL INFORMATION

CLIENT understands that J-U-B has no control over the cost of labor, materials, equipment or services furnished by others, the contractor(s)' methods of determining prices, nor bidding or market conditions. J-U-B's opinions of probable Project costs and construction, if any, are to be made on the basis of J-U-B's experience, and represent J-U-B's best judgment as a professional engineer, familiar with the construction industry.

CLIENT understands and acknowledges that J-U-B cannot and does not guarantee that proposals, bids or actual Project or construction costs will not vary from opinions of probable cost prepared by J-U-B. J-U-B's Services to modify the Project to bring the construction costs within any limitation established by the CLIENT will be considered Additional Services and paid for as such by the CLIENT in accordance with the terms herein.

CLIENT agrees that J-U-B is not acting as a financial advisor to the CLIENT and does not owe CLIENT or any third party a fiduciary duty pursuant to Section 15B of the Exchange Act with respect to J-U-B's professional Services. J-U-B will not give advice or make specific recommendations regarding municipal securities or investments and is therefore exempt from registration with the SEC under the municipal advisors rule. CLIENT agrees to retain a registered financial municipal advisor as appropriate for Project financing and implementation.

TIMES OF PAYMENTS

J-U-B shall submit monthly statements for Services rendered and for expenses incurred, which statements are due on presentation. CLIENT shall make prompt monthly payments. If CLIENT fails to make any payment in full within thirty (30) days after receipt of J-U-B's statement, the amounts due J-U-B will accrue interest at the rate of 1% per month from said thirtieth day or at the maximum interest rate allowed by law, whichever is less.

If the CLIENT fails to make payments when due or otherwise is in breach of this Agreement, J-U-B may suspend performance of Services upon five (5) days' notice to the CLIENT. J-U-B shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension caused by any breach of the Agreement by the CLIENT. Upon cure of breach or payment in full by the CLIENT within thirty (30) days of the date breach occurred or payment is due, J-U-B shall resume Services under the Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension, plus any other reasonable time and expense necessary for J-U-B to resume performance. If the CLIENT fails to make payment as provided herein and cure any other breach of this Agreement within thirty (30) days after suspension of Services, such failure shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by J-U-B.

CLIENT shall promptly review J-U-B's invoices and shall notify J-U-B in writing of any dispute with said invoice, or portion thereof, within thirty (30) days of receipt. Failure to provide notice to J-U-B of any dispute as required herein shall constitute a waiver of any such dispute. CLIENT shall pay all undisputed portions of such invoice as required by this Agreement. Client shall not withhold any payment or portion thereof as an offset to any current or prospective claim.

TERMINATION

The obligation to provide further Services under the Agreement may be terminated by either party upon thirty (30) days' written notice. If this Agreement is terminated by either party, J-U-B will be paid for Services and Additional Services rendered and for expenses incurred. In addition to any other remedies at law or equity, if the Agreement is terminated by the CLIENT for reasons other than J-U-B's material breach of this Agreement, or is terminated by J-U-B for CLIENT's material breach of this Agreement, J-U-B shall be paid a termination fee which shall include: the cost and expense J-U-B incurs in withdrawing its labor and resources from the Project, the costs and expense incurred by J-U-B to obtain and engage in a new Project with the labor and resources withdrawn from the Project, and the lost profit on the remainder of the work.

RISK ALLOCATION

In recognition and equitable allocation of relative risks and benefits of the Project, CLIENT limits the total aggregate liability of J-U-B and its employees and consultants, whether in tort or in contract, for any cause of action, as follows: 1) for insured liabilities, to the amount of insurance then available to fund any settlement, award, or verdict, or 2) if no such insurance coverage is held or available with respect to the cause of action, twenty five thousand dollars (\$25,000.00) or one hundred percent (100%) of the fee paid to J-U-B under this Agreement, whichever is less. J-U-B shall provide certificates evidencing insurance coverage at the request of the CLIENT. For purposes of this section, attorney fees, expert fees and other costs incurred by J-U-B, its employees, consultants, insurance carriers in the defense of such claim shall be included in calculating the total aggregate liability.

The CLIENT agrees that J-U-B is not responsible for damages arising directly or indirectly from any delays for causes beyond J-U-B's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; emergencies or acts of God; failure of any government agency or other third party to act in a timely manner; failure of performance by the CLIENT or the CLIENT's contractors or consultants; or discovery of any hazardous substance or differing site conditions. In addition, if the delays resulting from any such causes increase the cost or time required by J-U-B to perform its Services in an orderly and efficient manner, J-U-B shall be entitled to an equitable adjustment in schedule and compensation.

Notwithstanding any other provision contained within this Agreement, nothing shall be construed so as to void, vitiate, or adversely affect any insurance coverage held by either party to this Agreement. The CLIENT further agrees that, to the fullest extent permitted by law, no shareholder, officer, director, or employee of J-U-B shall have personal liability under this Agreement, or for any matter in connection with the professional services provided in connection with the Project.

Neither CLIENT nor J-U-B shall be responsible for incidental, indirect, or consequential damages.

HAZARDOUS WASTE, ASBESTOS, AND TOXIC MATERIALS

The CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless J-U-B, its officers, employees, successors, partners, heirs and assigns (collectively, J-U-B) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project location, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of J-U-B.

RIGHT OF ENTRY

The CLIENT shall provide J-U-B adequate and timely access to all property reasonably necessary to the performance of J-U-B and its subconsultant's services. The CLIENT understands that use of testing or other equipment may unavoidably cause some damage, the correction of which, or compensation for, is expressly disclaimed by J-U-B. Any such costs incurred are CLIENT's sole responsibility.

MEDIATION BEFORE LITIGATION

Any and all disputes arising out of or related to the Agreement, except for the payment of J-U-B's fees, shall be submitted to nonbinding mediation before a mutually-acceptable mediator as a condition precedent to litigation or other binding adjudicative procedure unless the parties mutually agree otherwise. The CLIENT further agrees to include a similar mediation provision in all agreements with independent contractors,

consultants, subcontractors, subconsultants, suppliers and fabricators on the Project, thereby providing for mediation as the primary method for dispute resolution among all the parties involved in the Project. In the event the parties are unable to agree on a mediator, said mediator shall be appointed by a court of competent jurisdiction or, if not possible, the American Arbitration Association. If a dispute relates to, or is the subject of a lien arising out of J-U-B's Services, J-U-B or its subconsultants may proceed in accordance with applicable law to comply with the lien notice and filing deadlines prior to submission of the matter by mediation.

LIMITATION PERIODS

For statutes of limitation or repose purposes, any and all CLIENT claims shall be deemed to have accrued no later than the date of substantial completion of J-U-B's Services.

LEGAL FEES

For any action arising out of or relating to this Agreement, the Services, or the Project, each party shall bear its own attorneys fees and costs.

SURVIVAL

All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

EXTENT OF AGREEMENT

In entering into this Agreement, neither party has relied upon any statement, estimate, forecast, projection, representation, warranty, action, or agreement of the other party except for those expressly contained in this Agreement. CLIENT shall include a similar provision in its contracts with any contractor, subcontractor, or consultant stating that any such contractor, subcontractor, or consultant is not relying upon any statement, estimate, forecast, projection, representation, warranty, action, or agreement of J-U-B when entering into its agreement with CLIENT.

This Agreement represents the entire and integrated agreement between the CLIENT and J-U-B and supersedes all prior negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written instrument signed by both CLIENT and J-U-B.

In the event any provision herein or portion thereof is invalid or unenforceable, the remaining provisions shall remain valid and enforceable. Waiver or a breach of any provision is not a waiver of a subsequent breach of the same of any other provision.

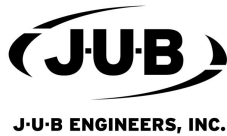
SUCCESSORS AND ASSIGNS

Neither party shall assign, sublet, or transfer any rights or interest (including, without limitation, moneys that are due or may become due) or claims under this Agreement without the prior, express, written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated in any written consent to an assignment, no assignment will release the assignor from any obligations under this Agreement.

No third party beneficiary rights are intended or created under this Agreement, nor does this Agreement create any cause of action in favor of any third party hereto. J-U-B's Services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against J-U-B because of this Agreement or the performance or nonperformance of Services hereunder. In the event of such third party claim, CLIENT agrees to indemnify and hold J-U-B harmless from the same. The CLIENT agrees to require a similar provision in all contracts with contractors, subcontractors, consultants, vendors and other entities involved in the Project to carry out the intent of this provision to make express to third parties that they are not third party beneficiaries.

CONTROLLING LAW, JURISDICTION, AND VENUE

This Agreement shall be interpreted and enforced in and according to the laws of the state in which the Project is primarily located. Venue of any dispute resolution process arising out of or related to this Agreement shall be in the state in which the Project is primarily located and subject to the exclusive jurisdiction of said state.



**J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES**

Attachment 1 – Scope of Services, Basis of Fee, and Schedule

PROJECT NAME: On-Call Engineering and Surveying Services

CLIENT: City of College Place

J-U-B PROJECT NUMBER: 30-20-075

ATTACHMENT TO:

☒ **AGREEMENT DATED: 10/13/2020**

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

Provide miscellaneous engineering, surveying, and planning services for a period of four (4) years.

PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

J-U-B will provide engineering, surveying, and planning services for individual task assignments to be identified in one or more Task Orders. A blank sample Task Order is included as Attachment 1A.

PART 3 - BASIS OF FEE AND SCHEDULE OF SERVICES

J-U-B's Basis of Fee will be established in one or more separate Task Orders for specific project assignments and will be based on J-U-B's standard billing rates. Schedules will also be identified in each Task Order.

Period of Service: If the period of service for the task identified above is extended beyond 12 months, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments and extended duration of project management and administrative services.

NOTE on Coronavirus and Schedule: *J-U-B is committed to meeting your project schedule commitments as delineated above. As our response to the COVID-19 pandemic, J-U-B is engaging in safety procedures in help to protect clients, staff, their families, and the public. Our staff or offices may be subject to quarantine or other interruptions. Since COVID-19 impacts are beyond J-U-B's control, we are not responsible for the force majeure impacts to delivery timelines, or subsequent project delays and related claims, costs, or damages. Should circumstances related to the COVID-19 issue arise with J-U-B staff or in a J-U-B office that will impact our delivery schedule, we will notify you of the circumstances and mutually agree to a schedule adjustment.*

For internal J-U-B use only:

PROJECT LOCATION (STATE): WA

TYPE OF WORK: City

R&D: No

GROUP: Municipal

PROJECT DESCRIPTION(S):

1. Municipal/Utility Engineering (203)
2. None

**J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES**

**Task Order No. 30-20-075-000
City of College Place**

DATE: TBD

PROJECT: On-Call Engineering Services

RE: Master Engineering Services Agreement between the City of College Place (CLIENT) and J-U-B ENGINEERS, Inc., (J-U-B), dated October 13, 2020.

Upon execution of this Task Order by CLIENT and J-U-B in the space provided below, this Task Order will serve as authorization for J-U-B to carry out and complete the services set forth below in accordance with the referenced Agreement between the CLIENT and J-U-B.

1. Purpose: *TBD description of work to be performed for task order.*
2. Scope of Services: *TBD detailed scope of work for task order.*
3. Time for Performance of Services: *TBD Schedule for task order.*
4. Compensation for Services: *TBD estimated fee amount for specific task order.*

SIGNATURES

CLIENT:

City of College Place

ENGINEER:

J-U-B ENGINEERS, Inc.

By: Mike Rizzitiello

Title: City Administrator, City of College Place

Date: _____

By: Alex Fazzari, P.E.

Title: Area Manager

Date: _____

Extra CARES Money - \$144,975 Extra+\$20,000 from first allocation = \$164,975

Project	Priority	Type	Department	Dollars
Smash	High	Text metadata app	Clerk	\$ 5,000.00
More tables and chairs for businesses	High	Furniture	Planning - EcDev	\$ 20,000.00
Digital Readerboard	High	Warning Signage, Public Works (\$14,800/piece) (2)	Public Works	\$ 32,480.00
Classroom	High	Regional PD Classroom at Shooting Range	Police	\$ 50,000.00
Pole Building	High	Shelter and space to enable social distancing in Public Works Yard	Public Works	\$ 50,000.00
Automated Chest Compression	High	Machine	Fire	\$ 14,220.00
Heart Monitor	Medium	Machine	Fire	\$ 41,434.21
Radios	Medium	Radios	Fire	\$ 10,000.00
Community Development Dept Remodel	Low	Demo old jail cells and sallyport, ready it for socially distanced office space.	Community Development	\$ 460,000.00
Computers	High	Three (3) Computers at Public Works Yard	Public Works	\$ 3,000.00
Diversion Program		Diversion program for the shoplifting and minor offenses (Thinking we fund \$5,955 from COVID, remainder from money used for staffing, that got covered from COVID monies).	City Attorney	\$ 30,240.00
Media package for videos	High	Camcorder kit, computer and software	Police	\$ 2,000.00
Neogov Eforms	Low	Secure electronic repository to centralize personnel files, create electronic HR forms (Can work to fund in next years IT Budget)		\$ 6,616.57
			Total - Requests	\$ 724,990.78
			Total - City Admin Recommended	\$ 164,975.00

City of College Place, Washington
RESOLUTION NO. 20-038

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING PROJECT FUNDING PRIORITIZATION FOR STATES CARES COVID GRANT
ADDENDUM.**

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 received a grant agreement addendum in early September 2020 that it was awarded another \$144,975 through the State CARES COVID Grant Assistance Program; and

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

- 1.** The project list for the State CARES COVID Grant Addendum is accepted and the City Administrator is hereby directed to pursue procurement for the respected projects marked as City Admin Recommended and Green in the spreadsheet.

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 13th day of October, 2020.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

14N 2nd Ave, Suite #202
Walla Walla, WA 99362
509-301-1068
www.wwlifelaw.com



Rea L Culwell, Attorney
rea@wwlifelaw.com
Victoria Van Mierlo,
Legal Assistant
victoria@wwlifelaw.com

MEMORANDUM

TO: NORMA HERNANDEZ, COLLEGE PLACE MAYOR; MIKE RIZZITIELLO, CITY ADMINISTRATOR; TROY TOMARAS, CHIEF OF POLICE; CITY COUNCIL

FROM: REA CULWELL, CITY ATTORNEY & PROSECUTOR

RE: PRE-CHARGING DIVERSION PROGRAM PROPOSAL - **\$30,240 – COVID-19 PANDEMIC RESPONSE**

DATE: 09/25/2020

In recognizing possible additional funding from the CARES act, this Memorandum is in request that you consider creating a Pre-Charging Diversion Program in response to the COVID pandemic on the City's Criminal Justice services.

Summary:

I am seeking funding for a Pre-charging/Pre-filing diversion program as an alternative to the criminal prosecution for non-violent criminal misdemeanors. Participants would be given the opportunity to complete the diversion program in lieu of criminal prosecution. If the participant completes all program requirements, no criminal charges are filed. Such diversion programs in other jurisdictions have reduced the cost of criminal prosecution and overall costs of public safety services and have resulted in reduced recidivism and more services received by those in need, as well as increase in restitution payments to victims.

Much of my and the indigent defense attorneys' "work" is in counseling a client to take the steps to rectify their behavior, obtain treatment and services needed, and make any victim whole, all the while trying to avoid a conviction, incarceration, and additional economic hardship of the defendant. If I could never convict anyone again, I would love being a prosecutor. Fortunately, we in the criminal justice system do our best to avoid a conviction, however having three lawyers (me, the defense attorney, and the judge) working on this is expensive. This proposal would place the "system" within the community, not only where I believe it should be for certain criminal offenses, but also where it should cost the City much less.

This proposal comes at a time and in **direct response to the COVID-19 Pandemic**, in that basically our criminal justice system was shut down for 7 months resulting in a very large backlog of misdemeanor cases. In addition, **as a result of COVID-19 Pandemic**, defendants who were already in a socioeconomic precarious situation, find themselves in a worse position

due to personal job or income loss or reduction, increase of others being dependent upon them for financial and basic needs assistance, or having to care for or educate family and friends. The **COVID-19 Pandemic** is pushing those at the edge over the edge and we are seeing the charges of theft, and other crimes associated with lack of income (Driving While License Suspended, Failure to Transfer Title etc), increasing in rate.

With this program the City would be avoiding what can be a systemic failure of our most vulnerable members of society. This will not be for every defendant. DUI matters and Domestic Violence matters will always result in charges, however our current one price fits all is a disservice to our City and our community and I believe funding of a Pre-Charging diversion program will be a service to the City and our community.¹

Finally, criminal justice costs are increasing at an alarming rate and attorneys are in limited supply in the Valley. College Place will see an increase in indigent defense and court costs. I believe reducing the number of individuals who are in the “system” while achieving the same goals thereof will be financially beneficial.

Background:

Walla Walla District Court provides court services to College Place by statute and agreement; College Place has adopted state criminal laws and enacted additional proscriptions against criminal activity by way of city ordinances. Walla Walla District Court also provides pre-trial supervision and post-resolution probation services to College Place. Walla Walla County also provides jail services to College Place by agreement.

All felony crimes that occur in the City are referred to the County Prosecuting Attorney’s Office for consideration of filing charges in Superior Court. All misdemeanor and gross misdemeanor crimes (misdemeanor crimes) committed in College Place are filed in District Court (unless a misdemeanor and gross misdemeanor crime is charged along with a felony). If the County Prosecutor declines to file felony charges, the report is referred to me as the City Prosecutor to consider filing misdemeanor charges in District Court.

How does an alleged misdemeanor crime in College Place become a case in District Court?

Upon witnessing of a crime, or the gathering of sufficient evidence that a crime has been committed, a College Place Police Officer will charge a person with a crime. CPPD (as does all other law enforcement agencies across the state) uses a program called SECTOR, (Statewide Electronic Collision & Ticket Online Records). Information is pulled up from the database using a suspect’s identifying information and information is inputted by the investigating officer. Within the citation, the crime alleged is identified along with the specifics of the alleged crime,

¹ Note, this is a separate and distinct diversion program from that in which the City is currently working with Behavioral Health to implement and will supplement that program which is to address those accused of crimes who qualify for in-patient or intensive outpatient behavioral health treatment and will be monitored by the Court.

(date, location, etc.). Once complete, the Officer prints a copy of the criminal citation and gives (serves) it on the offender. If the individual is not arrested at the time of the incident/investigation, the citation specifies a date the individual must appear in District Court to respond to the allegation, the arraignment. If the individual is arrested, they appear before the District Court judge, usually the morning after the arrest, (or on a Monday if the arrest is on a Friday or Saturday, but usually a judge is available over the weekend for a release hearing).

The timeframe from citation to first appearance in court varies from 3 weeks to 6 weeks after the date of the alleged crime, dependent on numerous factors, mostly how many cases are already set to be heard on any particular scheduled court date. (Note, College Place, City of Walla Walla, and Walla Walla County all utilize the same District Court; each jurisdiction has their own “docket days” where only cases arising in one jurisdiction are heard).

Cost of Criminal Case:

At arraignment, a public defender is appointed to represent the defendant. Approximately 95% of all criminal cases field qualify for a public defender. The City pays the contract public defender for all indigent criminal matters. The City pays Cortez Law Office an annual amount to provide indigent defense services. As I understand it, the amount paid to Cortez was not dependent upon the number of cases, however, College Place is at or near, and is trending to go over, the annual misdemeanor case load cap established by the Washington State Supreme Court. Currently, the contract amount is under negotiations as we have seen our case count rise significantly over the past few years and there appears to be no let up in the increase at this time. I anticipate that the City will be required to pay the equivalent of a full time employee, plus administrative costs to provide sufficient indigent defense representation.

As stated above, the City pays Walla Walla District Court for all court services, Walla Walla County Jail to incarcerate individuals suspected or convicted of a misdemeanor crime that occurred in College Place, and criminal defense attorneys for indigent defense services. In addition, if a trial occurs, (versus a non-trial resolution of a case), the City pays me, the City Attorney \$150/hour for all trial related work.

Benefit of Criminal Prosecution:

In general, we as a society identify and punish criminal activity to reduce harm to others. By identifying harmful activity and proscribing it, we dictate the behavior we want from our fellow humans. However, simply saying an act is prohibited proves fruitless if there is no ramification for such acting. Therefore, we punish individuals who commit criminal acts by restricting their freedom (incarceration), making them pay money (criminal fines), and requiring them to do or not do certain things, (e.g. domestic violence perpetrator treatment, substance abuse treatment). The goal of the “punishment” is to deter the individual from reoffending, deter others who consider committing the same or similar act, (promote respect for the law by providing just punishment), protect the public, offer the offender an opportunity to improve himself or herself; make frugal use of the governments’ resources.

Ideally, if working perfectly, there would be no crime. Unfortunately, we are imperfect beings and can only strive to effectively and efficiently reduce criminal activity and the impact it has on our community.

Room for improvement in College Place:

I constantly question as to whether what I am doing in prosecuting crimes on behalf of College Place is making the world, College Place in particular, a better place. A deep dive into the College Place criminal justice trends is beyond the scope of this memorandum, however I can say with certainty that the current system is economically inefficient.

We currently treat criminal cases in a systemically similar way. The result is much time (and money) is spent on cases resulting in little or no benefit to the defendant, a victim, or the community. For example, a 19 year old with no criminal history is charged with MIP. Before her first appearance in court she has obtained a substance abuse evaluation that recommended Alcohol & Drug Information School (ADIS) and she has completed the program and brings proof to court. Another 19 year old with extensive criminal history is charged with MIP and fails to show up for court as ordered three times in a row and is arrested on a warrant only to be released without bail and then reoffends and doesn't show up to court on now two matters. In the former case, the City would dismiss the charges without prejudice (should she reoffend, the City could refile the original charges). In the later case, the City would try and negotiate a resolution short of conviction with substance abuse treatment. In both of these cases, the City pays for a public defender.

I propose that we keep the first example out of the court system in the first place. This type of case is perfect for a pre-charging diversion. The Police Officer can refer the suspect to the diversion program. A contract is signed and upon completion of ADIS and perhaps a few hours of community service, the matter is solved to the benefit of everyone.

Program Specifics and Benefits:

A Policy and Procedures for the program must be developed. Only certain types of non-DUI, non-Domestic Violence crimes should qualify for pre-charging diversion. For example, the crimes of Theft, Driving While License Suspended, MIP, Failure to Transfer Title, etc. will be eligible. A review of a client's criminal history, socioeconomic status, barriers to justice, and other factors will be evaluated to determine those most likely to succeed in the program.

1. Reduction in costs, in increase in costs, and in rate of increase in costs associated with providing public defense services;
2. Possible future reduction in costs of court and/or jail services with reduction in cases or reduction in increase of cases filed in court;
3. Reduction in crime, particularly recidivism;
4. Provision of community resources to individuals;
5. Community ownership in criminal justice system;
6. Increase in restitution payments to victims; and
7. Community service hours.

Program Costs:

In researching pre-filing diversion programs in other cities and counties, the costs associated therewith are wide ranging, but nearly all comprise of a prosecution authority administering the program and at least one part-time employee or volunteer or a partnership with a probation officer to administer the program. In all the programs I have looked at, the costs savings was immediate.

Proposal Costs:

While this is very preliminary estimate based on statistics from other jurisdictions and College Place case load.

- \$10,000 Initial startup costs:
 - o Setting up program and administering;
 - o Soliciting and engaging community partners;
 - o “hiring” coordinator
- \$800/mo. \$9,600/year – Prosecuting Authority services, (first year only) (NOTE: based upon the number of cases, types of cases and anticipated qualifying cases, this charge is \$75/case; depending on the amount of attorney involvement, this figure most likely will be reduced);
 - o Case review;
 - o Weekly/bi-weekly/monthly meetings;
 - o Graduations etc.
- \$587/mo. \$7,040/year – coordinator (work from home – stipend for expenses)
- \$300/mo. \$3,600/year – supplies and equipment

TOTAL REQUESTED (year 1):

\$30,240

Future:

I hope to fund future years through indigent defense and prosecution costs to the City, partnering with community based providers and volunteers, and through grant monies. In addition, I anticipate the “startup” funds will not be necessary every year and we can tweak the program for effectiveness and efficiency. Furthermore, if we are successful in our endeavor, we may have the option to provide other jurisdictions with our services for a fee.

Proposals	Grader 1	Grader 2	Grader 3	Grader 4	Grader 5	Grader 6
Autumn Uhrig	95	90	68	76	100	96
"Farmers Market" by Ellen Heath	100	95	84	90	94	63
Dale Hom	82	100	98	69	95	76
Samara Clay	87	90	79	79	76	90
"In the Shadows" by Laurie Nichols	84	70	98	73	81	70
Joanne Maclean	71	90	92	63	86	52
Lorna Barth	72	95	35	84	93	78
Lindsey Tebeck	56	70	94	96	89	30
Novaille Whitney	81	90	95	65	64	49

Grader 7	Grader 8 (Only Needed in Case of Tie)	Total	Out of
100	99	625	700
98	100	624	700
98	94	618	700
95	96	596	700
93	92	569	700
94	98	548	700
85	79	542	700
100	79	535	700
90	86	534	700

City of College Place
Public Art Contract

This Agreement is between The City of College Place (City) (address) and (Artist) _____, (Address). The agreement is for the artist to produce a work of art based on specifications and timelines detailed in this contract. The artwork will be digitally reproduced and installed on one of eight traffic utility boxes located on College Avenue, College Place, Washington

AGREEMENT

1. SCOPE OF ARTIST SERVICES

Artist agrees to create a 2 dimension work of art ("the Work") to be digitally reproduced by the Contractor for installation on a traffic utility box on College Avenue in downtown College Place.

The Work must conform to the following dimensions: 30" x 64" x 5 8 ½"

The City will work with the company that digitally reproduces the image and the artist agrees that there may need to be adjustments to the image to allow it to fit to the traffic utility box. The contractor will endeavor to stay as true to the image as possible as these adjustments are made.

Location of Work: The City will have full discretion to choose the location of each Work.

2. COMPENSATION

The agreed upon fee to the Artist is \$350. Upon signing of this agreement by all parties involved, the Artist agrees to produce the Work according to his or her approved proposal. The fee will be paid in the following manner:

\$350 upon completion, submission, and acceptance of the final Work. Payment will come from P1FCU who is the sponsor of this competition.

The fee includes just the production of the original work and the City is responsible for the digital reproduction and installation on the traffic utility box.

3. COMPLETION DATE

The Artist agrees to complete and submit the Work by _____.

4. INDEPENDENT CONTRACTOR STATUS

The Artist is engaged as an independent contractor and will be responsible for any federal, state and local taxes and fees applicable to payments.

5. OWNERSHIP/COPYRIGHT/REPRODUCTION/RESALE/DEACCESSION

The Work created under this agreement shall be the property of the City of College Place. The Artist shall deliver a bill of sale or other appropriate evidence of transfer to College Place upon final payment of the Artist's fee.

COPYRIGHT - The Artist shall retain copyright and shall make "no exact duplications to full scale of the Work. Copyright shall not be transferred absent a written agreement signed by the artist.

REPRODUCTIONS - The Artist shall allow The City of College Place to make and authorize the making of photographs and other two-dimensional reproductions of the Work for education, public relations, arts promotional and other limited commercial purposes. On any such reproductions, the City will acknowledge the Artist's authorship and provide copyright notification in compliance with the U.S. copyright law.

CREDITS - The Artist agrees that photographic reproductions of the work made by Artist for publicity purposes shall refer to the fact that the Work is installed at the site in the City's Public Art Collection.

RESALE - The Work may not be sold.

DEACCESSION - The City can consider deaccession of an artwork if there is a change to the configuration of utility boxes, the work becomes damaged or in a condition such that it cannot reasonably be returned to like new condition, if there is a change to public art project, or for any other reason.

6. WARRANTY, LOSS OR DAMAGE

Artist warrants that the work is and will be the original product of Artist's own creative efforts. This shall not, however preclude Artist from subcontracting certain processes in the creation of the Work.

Artist shall assume all risk of loss or damage to the Work prior to completion and delivery. The City shall assume all risk of loss or damage to the Work after acceptance of the Work, provided such loss or damage is not the fault of the Artist.

6. MAINTENANCE

The City, as the City deems reasonably necessary shall be responsible for the proper cleaning, maintenance and protection of the Work after installation.

7. INDEMNIFICATION

The City assumes all risk and responsibility, and releases and indemnifies Artist from all claims and liability for any injuries and/or property damage that may be sustained by any person or entity, arising out of or in any way connected with the Work during the period that the Work is owned, in possession, or under

City's control. Except that, such indemnification shall not be required of the City for injuries, damage or death caused by the Artist.

8. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the parties with respect to the subject matter of this Agreement, and supersedes and replaces any prior written or oral agreements, or understandings between the parties. No waiver or modification hereof shall be valid unless in writing and signed by both parties.

9. GOVERNING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The venue for any action commenced under this agreement shall be exclusively in College Place, Walla Walla County, Washington.

10. ARBITRATION

Any dispute between the parties, including but not limited to disputes arising out of this Agreement, shall, upon written notice, be submitted to binding arbitration pursuant to Washington law by a professional arbitration service acceptable to the parties. Unless otherwise agree, the arbitration shall be conducted in College Place, Washington. If the parties are able to agree on an arbitrator or an arbitration service within 15 days from receipt of written notice, the dispute shall be submitted to the presiding court judge for the County of Walla Walla. The parties agree that all facts and other information relating to any arbitration arising under this Agreement shall be kept confidential to the fullest extent permitted by law.

11. ATTORNEY'S FEES

In the event of arbitration or litigation arising out of, or in any way related to any term set forth in the Agreement, the prevailing party, in addition to any other relief awarded, shall be entitled to recover its reasonable attorney's fees and court costs at arbitration, trial and/or on appeal.

SIGNATURES

ARTIST

Name:

Address:

Phone:

Email:

Signature: _____

Date: _____

CITY OF COLLEGE PLACE

Name:

Title:

Signature: _____

Date: _____

P1FCU

Name: _____

Title: _____

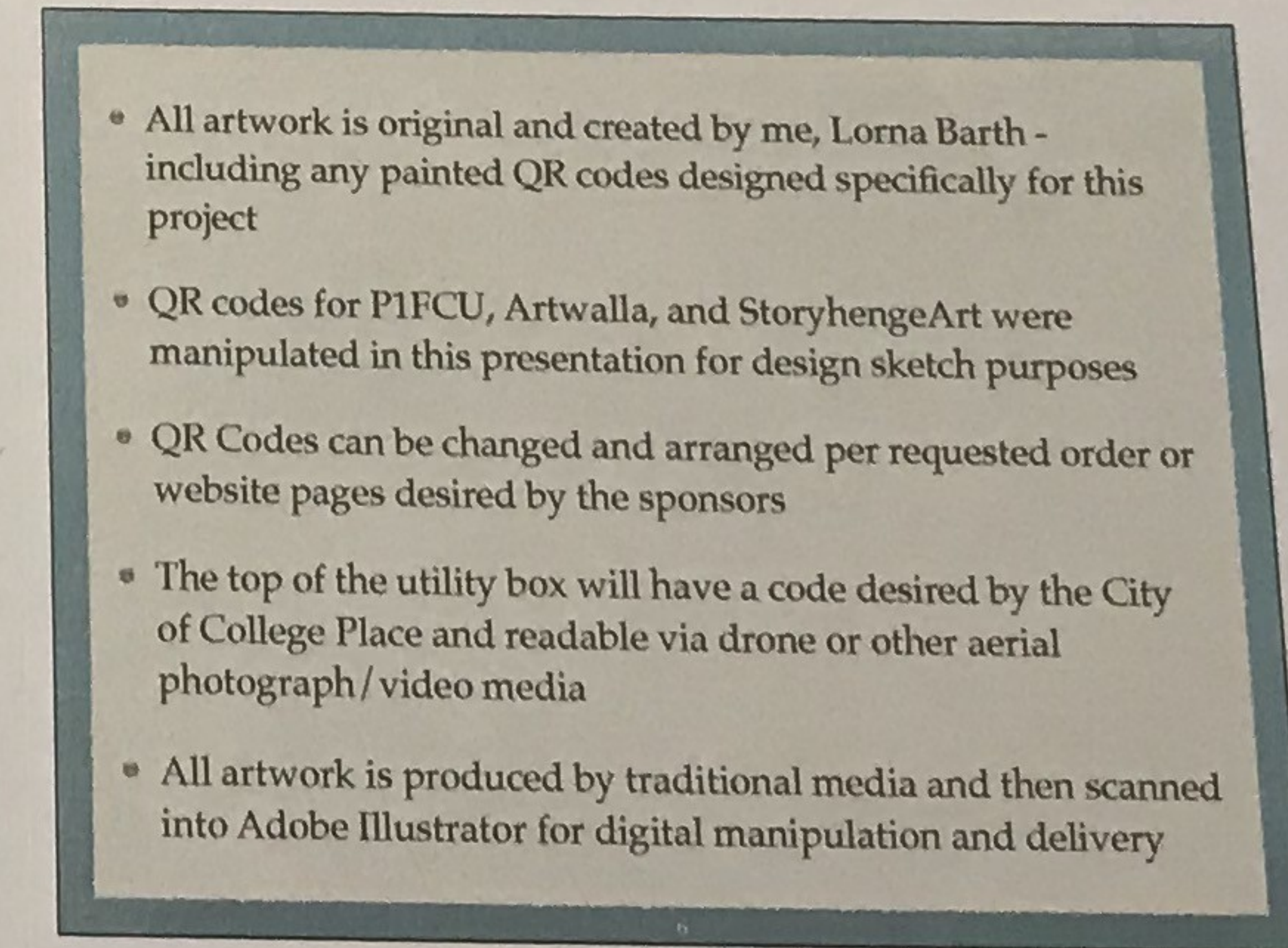
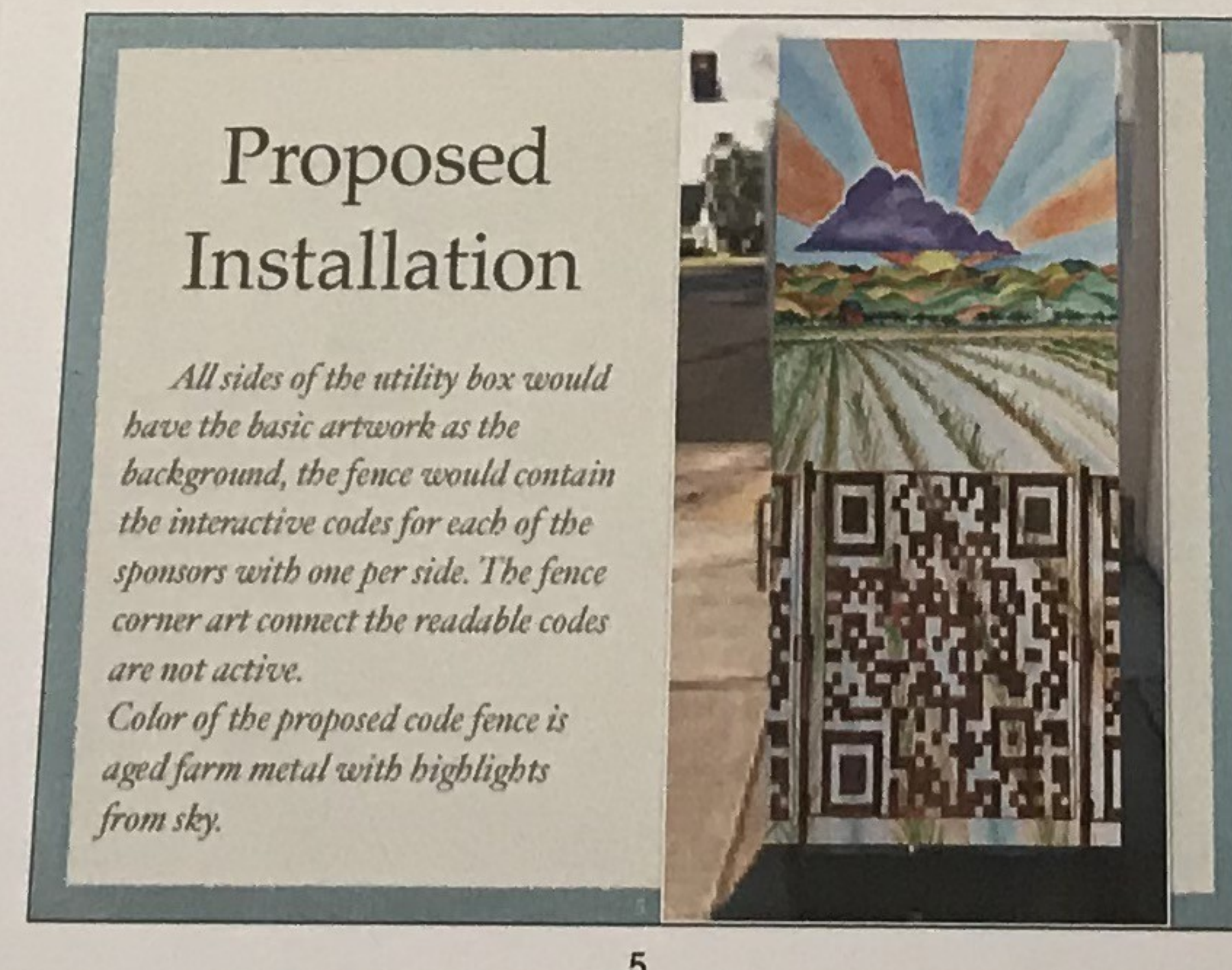
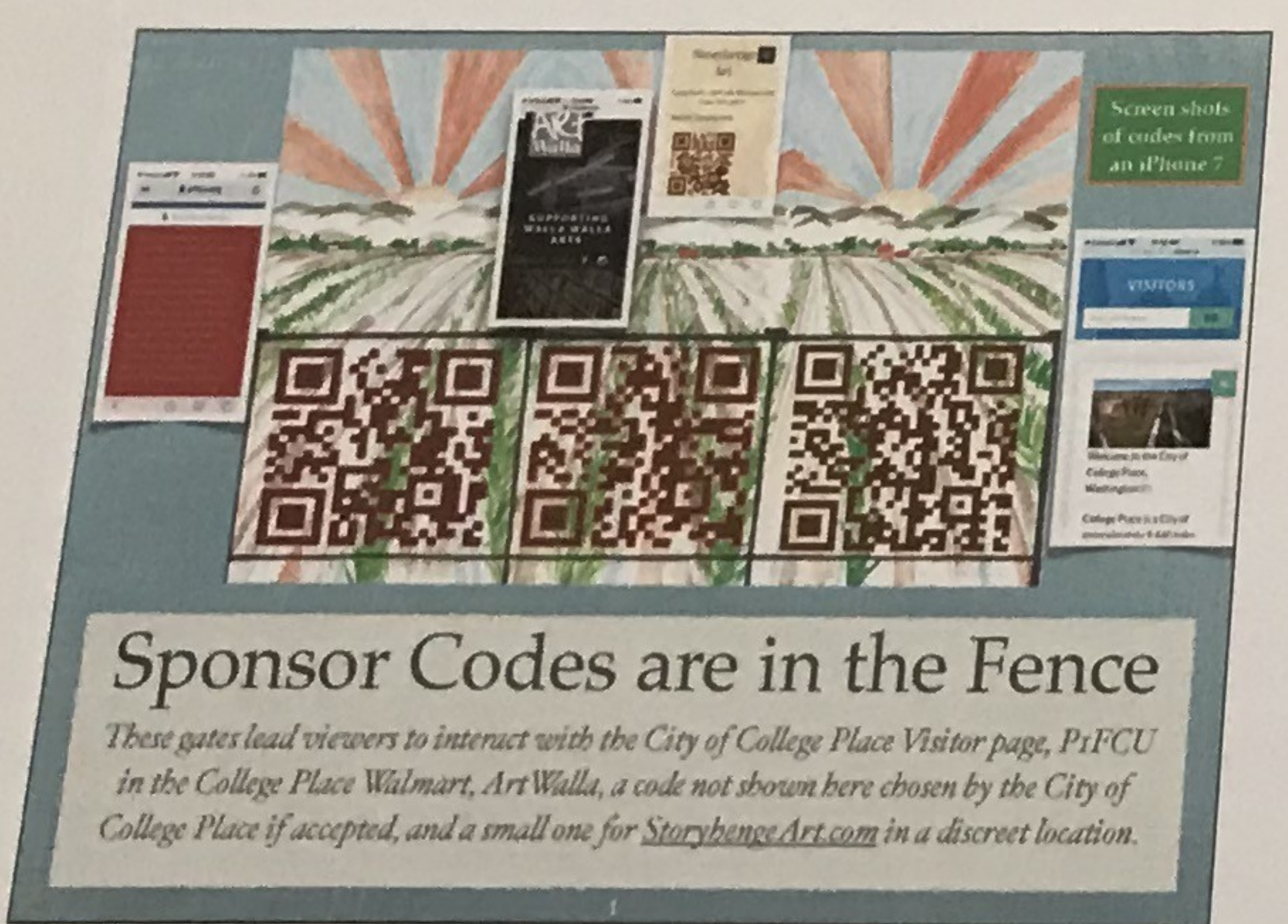
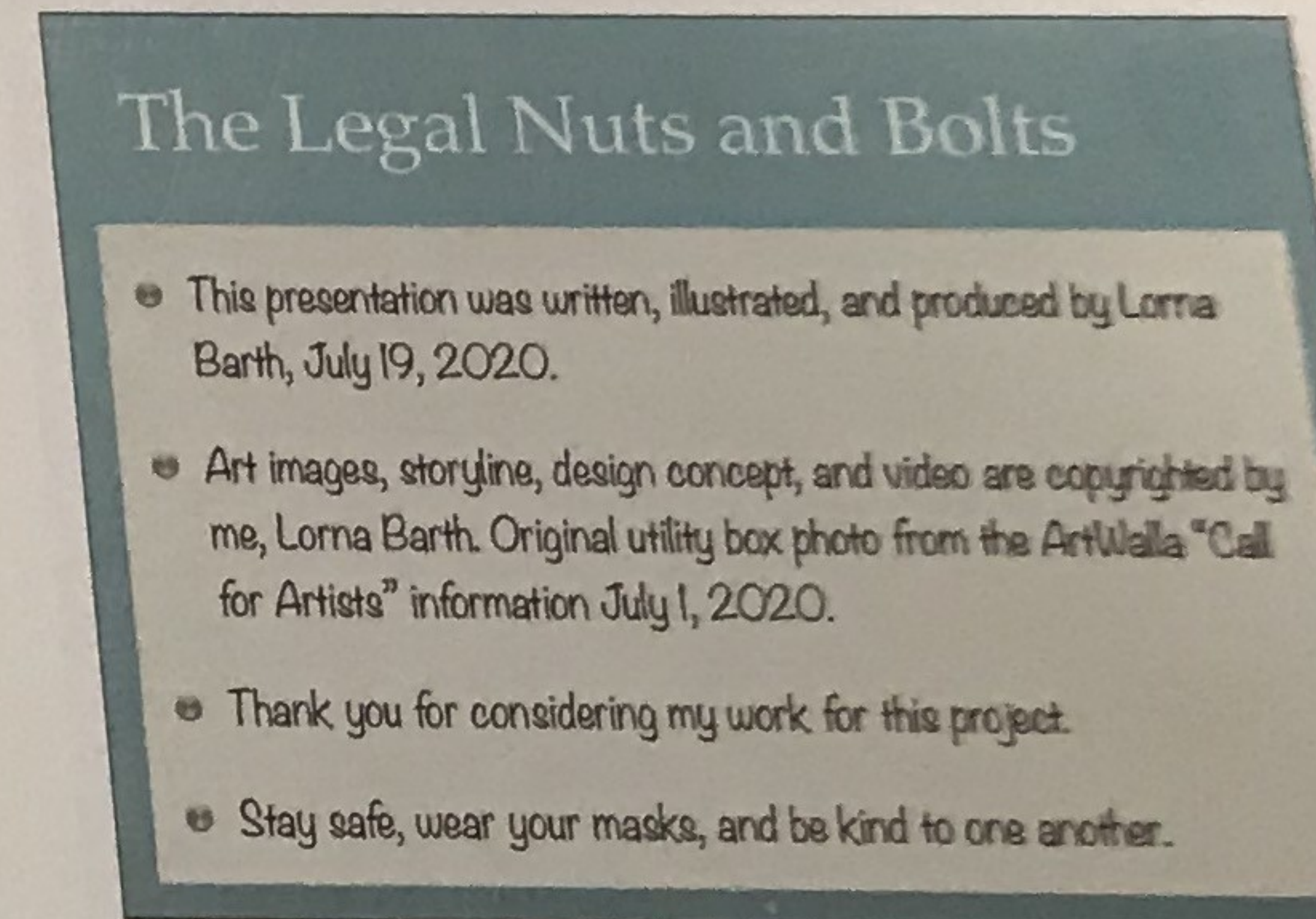
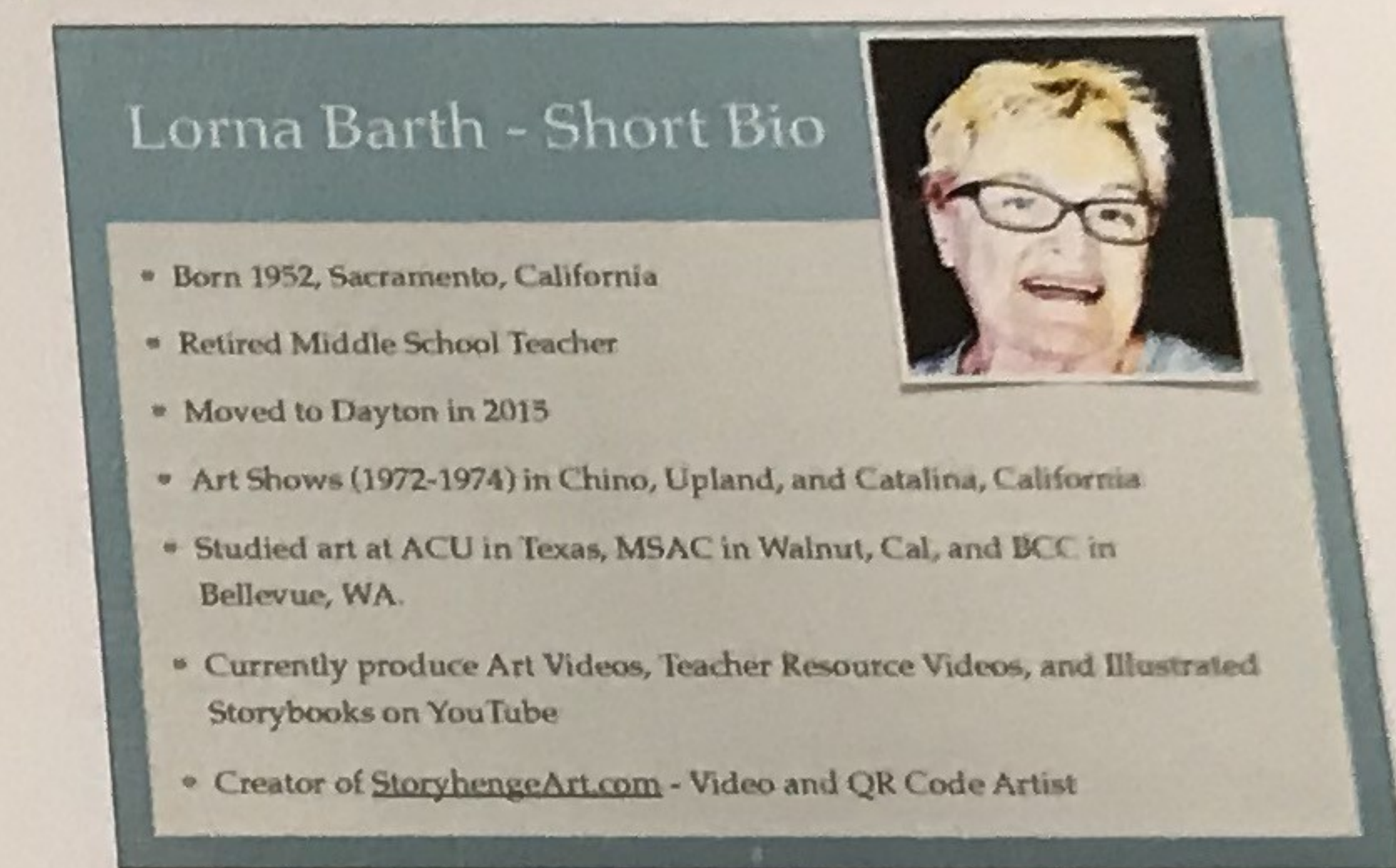
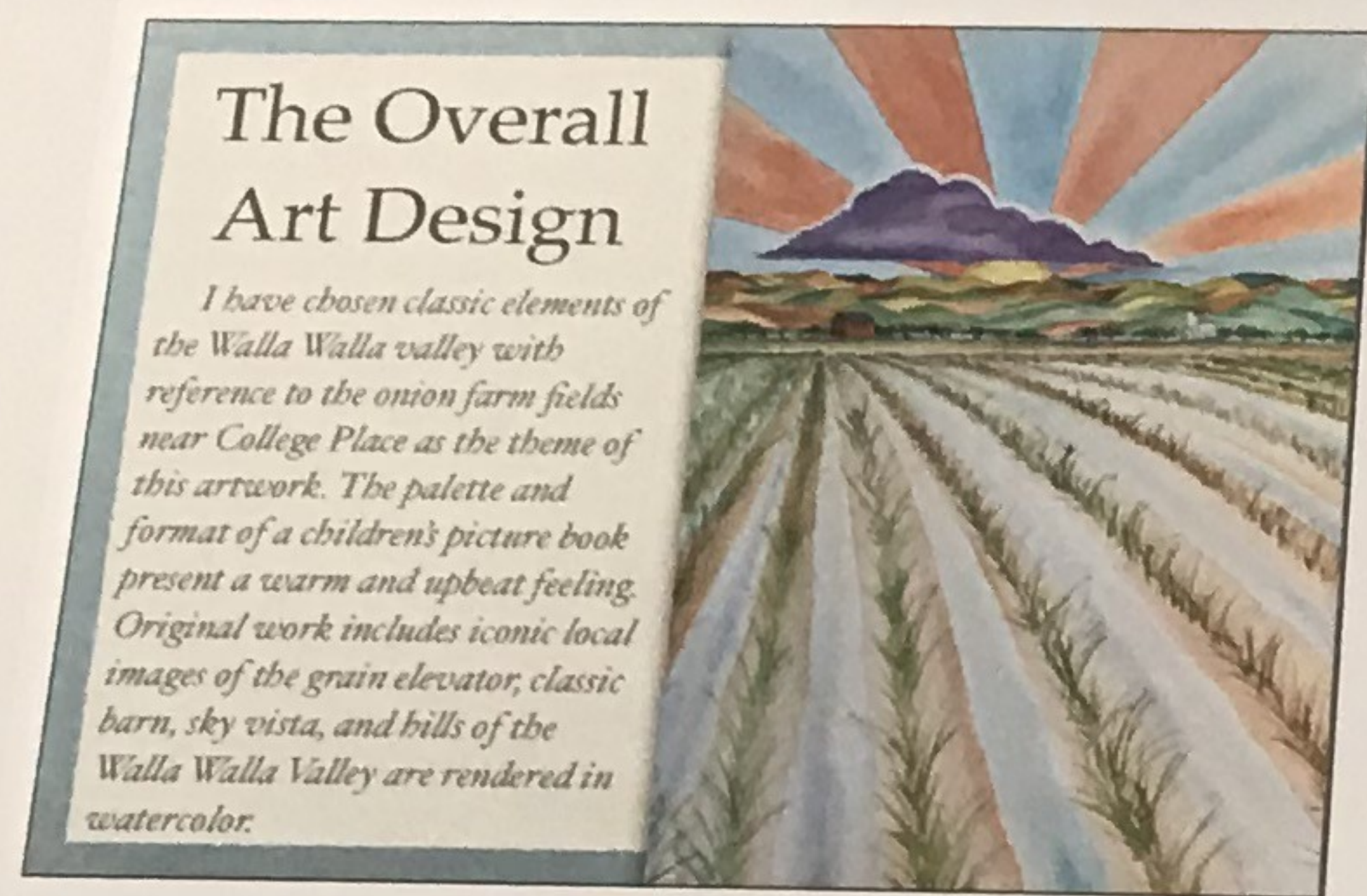
Signature: _____

Date: _____



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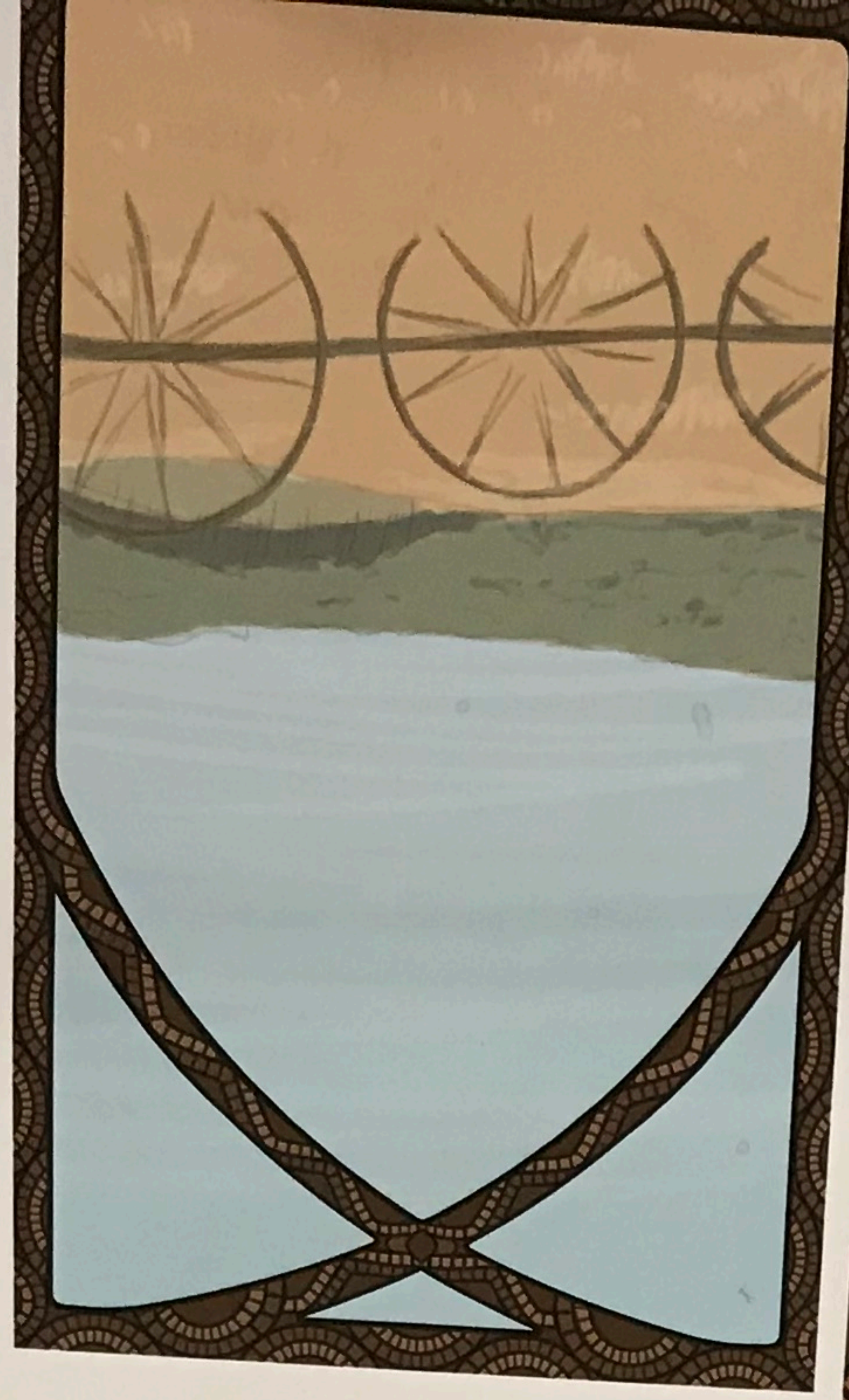
Scan Code for Presentation Video

Brief Description of Concept, Design, and Approach

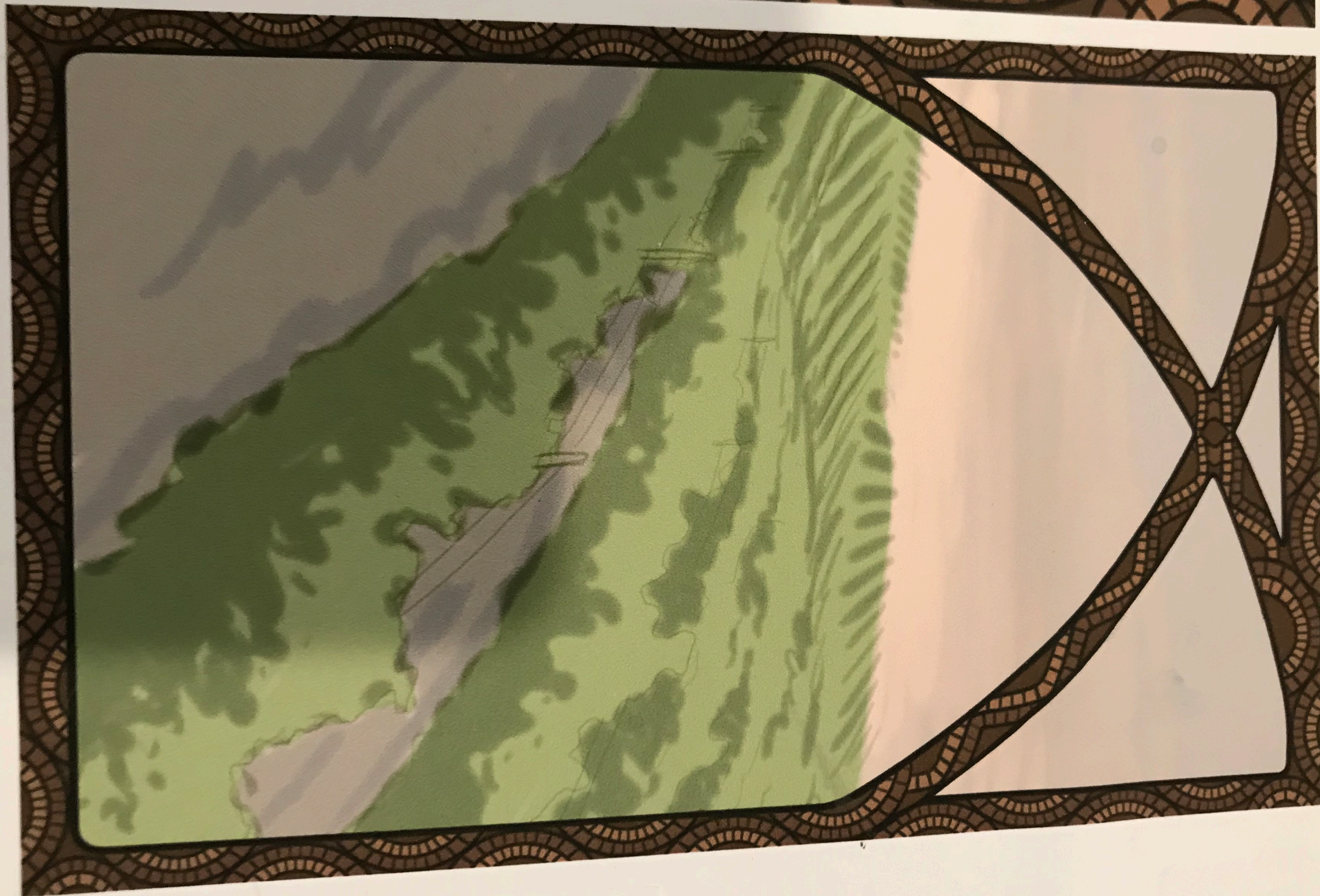
I wanted to create something that was more related to Walla Walla than College Place specifically, and with that in mind the first things that I think of are the wheat fields and vineyards. The big picture would be on the front of the box, with the two smaller ones on the sides.

When drawing the girl, I wanted to mesh my style with an art nouveau style because it has the same vintage feeling that I get from Walla Walla. The landscapes will be stylized the same way, and have their colors brightened. The frames of each picture are lined up so they'll transition from one side of the box to the next smoothly.

When approaching this project I decided that I wanted to get the front side close to done, so it would be clear what style I would use for the sides, and give a good example of how they would all turn out when finished. Most of what I draw is done digitally, which makes transitioning from sketching to lining to coloring and shading a fast and clean process. I was able to change and adjust colors easily, then get it printed off to attach to the board.







Samara Clay

(360)-907-0722

samaraclayarts@gmail.com

Objective:

- Get Accepted for the Traffic Utility Box Program

Education:

- Insight School of Washington: Graduated 2017-2018

Experience:

- Sold Custom Commissioned Drawings
- Completed Multiple Wall Murals in Local Stores
- Selling TShirts with Original Designs Online
- Sold Commissioned Family Portrait

Computer Skills:

- Proficient with Multiple Photo Editing Softwares

Strengths:

- Learns Quickly and Adapts Easily
- Good Multitasker
- Organized and Efficient
- Good Communication Skills
- Needs Little Direction

Professional Reference:

Black Pearl Boba Tea

Steve Solas and Brandi Dunlap

boisebobatea@gmail.com

(505)-259-3596



Farmer's Market

Watercolor by Ellen Heath

We have a very special community. People who live in College Place and the surrounding Walla Walla Valley, and those that come to visit, think of a lush and sunny area. They know they will find it full of colorful fruits and vegetables, grains and produce. We wait each year for that special season when we can grow or buy corn, carrots and crispy greens, as well as melons, apples, pears, and especially the local onions that rival any across the United States. I wanted my art to reflect this bright, bountiful beauty all year round.



Farmer's Market

Watercolor by Ellen Heath
ellen@heathfamily.us
509-529-4765(best) or 509-520-4497(cell)
15 Scott Road, Waitsburg, WA 99361

Artistic Experience

Watercolor Painting for over 15 years
ArtWalla Member, Blue Mountain Artists Guild Member
Displayed work in Washington and Eastern Oregon
Currently have work at Kingfisher Gallery and Main Street Furniture in Walla Walla.
Etsy art shop: <https://www.etsy.com/shop/EllensArtShop>

Education

Watercolor classes from Joyce Anderson and other local and national artists
Pottery and art classes at Walla Walla Community College
Washington State University, Pullman, WA 1998 Master in Teaching
Art, Reading and Elementary Endorsements
Washington State University, Tri-Cities, WA 1996 - 1998 BA
Whitman College 1969 - 1971

Work Experience

2001-2017 Classroom teacher grades 1-4 and School Librarian
Grove Elementary School
Milton-Freewater Schools 1020 South Mill Street, Milton-Freewater, Oregon 97862
2018 - 2020 Substitute teacher grades K-5
Dixie Elementary School
10520 US-12, Dixie, Washington, 99329

Professional References:

Joyce Anderson, Watercolor Artist, Watercolor Instructor for Walla Walla Community College
and local schools, member of Allied Arts and NW Watercolor Society. anderson@pocketinet.com

Sylvia Beuhler, President, Blue Mountain Artists Guild - beuhlers@yahoo.com

Lorna Barth, Artist, ArtWalla Member, Blue Mountain Artists Guild Member -
barth.lorna71@gmail.com



I'M IN AWE OF THE PRESENCE OF WILDLIFE IN THE VALLEY. THERE'S THE RED FOX EMERGING FROM A WHEAT FIELD, A COVEY OF QUAIL BURSTING INTO FLIGHT, A MOUSE HIDING FROM THE KEEN EYES OF A SOARING HAWK - COEXISTING WITH HUMAN ACTIVITIES IN VINEYARDS OR BALLOONS FLOATING IN THE SKY. I WOULDN'T EXPECT LESS!

Deblom



ORIGINALLY, THE ARTWORK WAS INTENDED TO WRAP AROUND THE ENTIRE BOX AS AN EXTENDED SCENE. HOWEVER, SPECIFIC ELEMENTS CAN BE 'STAND ALONE' SUCH AS THE RED FOX BY HIMSELF, OR THE SOARING HAWK WITH HOT AIR BALLOONS.



DALE HOM

Walla Walla WA

dh.jazzyart@gmail.com

(360)878-0839

Fb: DALE HOM, Graphic Novels

Background: Natural resource manager for federal government (1976-2013); self-trained freelance graphic illustrator; award winning editorial cartoonist; and graphic novel writer/illustrator. Provided artwork for federal government publications, nongovernmental organization publications, and promotional art for community groups. Served on the board for Methow Valley Arts Council; editorial cartoonist (Alaska); art instructor for Kids Arts in the Park (Twin Falls ID), instructor for adult continuing education on cartooning (Twin Falls ID); affiliation with Arts Olympia (WA).

Primary Medium: Pen & ink, watercolor pencil, design markers, and mixed media. Also work in 3-D such as papier mache, paper and wood sculpture.

Recent Publications:

Walk Don't Run: Growing Up Asian in Seattle by Dale Hom

Walk Tall Y'All: Feeling Grumpy in Transmogrified Seattle by

Dale Hom

Ampersand Magazine (Graphic story about land conservation)



Project Concept

My vision for this project was to portray a Spring bike ride through The Villages after making a stop at the Thursday Farmer's Market. I wanted the colors to be bright and colorful, with the total look being whimsical.



Joanne MacLean

Work Experience

January, 1981 – February, 2012
District Administrative Assistant • JCPenney Company • Portland, OR
and San Diego, CA

May, 2012 – May, 2017
Guest Experience Team Member • SeaWorld • San Diego, CA

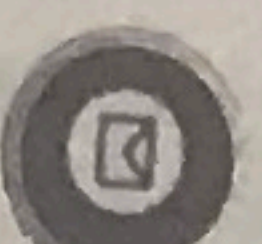
Currently retired



644 SE Whimbrel Loop
College Place, WA 99324



509-876-8876



rl2maclean@yahoo.com

Artistic Background

I have been painting for pleasure with acrylics for 30+ years, going back to the days of painting. While living in San Diego I took an acrylic "senior" class through a community college. The teacher stressed "museum quality" painting and covered design and color theory. When we moved to Walla Walla three years ago, I started watercolor classes thru Walla Walla Community College to broaden my painting expertise. Acrylics are my medium of choice, but I have learned to appreciate the beauty of watercolor painting. I participated in the ArtWalla ArtSquared event for the first time last year and will be participating again this year. Examples of my artwork are attached (acrylic, watercolor, colored pencil and pastels).

References

Joyce Anderson, 1658 Cambridge Drive, Walla Walla, WA 99362
509-529-8095

Contact Info

Joanne MacLean
644 SE Whimbrel Loop
College Place, WA 99324
Home: 509-876-8876
Cell: 509-629-9013

"In the Shadows"
Acrylic on Canvas, By Laurie Nichols 2019



Blue Mountain Artists Guild - Dayton, Washington

This painting is my take on the classic fairy tale "Little Red Riding Hood". This story has always stuck with me, ever since I first read it as a child. What causes me to always be drawn to this tale, is the innocence and curiosity of the young girl, ultimately winning out over the sly and dangerous wolf. It is a classic Good vs. Evil story, but one that also encourages you to not always take things at face value and ask lots of questions to gain knowledge. I chose a limited color pallet to convey a sense of danger and suspense, with the bold red cape standing out as a beacon of hope against the evil that lurks in the shadows.

About the Artist

My name is Laurie Nichols, I am 34 years old, and I live in Dayton, Washington with my family and three cats. I grew up in the culturally diverse Seattle area and have always loved learning about various people groups, foods, and traditional arts and crafts. I tend to draw inspiration from those different cultures and from nature when creating my artwork. My personal style is one I usually describe as "Illustration" style, because I like for each piece to tell its own story. My favorite medium is acrylic, because I love bold, bright colors, it is easy to work with and dries quickly. I have been a member of the Blue Mountain Artists Guild since 2018 and plan on continuing to be a part of it for as long as I can. BMAG has helped me to stretch myself as an artist and explore new mediums, as well as sharing ideas and creativity with like-minded people. My main goal in creating is to brighten the world and bring a smile to your face. The world can be such a dark place at times, so if I can bring you a ray of sunshine and lighten a heavy heart, that is enough for me.





Lindsay Tebeck
Illustrator at Tebeck Illustrations
lindsay@tebeckillustrations.com | 509.386.4913

- 1. The Plains (earth)**
Vast and beautiful plains embellished with wheat fields make up much of our Valley. These plains are filled with docile wildlife such as the white tailed deer.
- 2. The Creek (Water)**
The Mill Creek propels life in the Valley, from thistle, to Chinook Salmon and Great Blue Herons.

Wise trees and historic architecture enrich our city. (Like the buildings of the Walla Walla University, Downtown area and Whitman College) Us, the viewers, complete the image by being the present inhabitants.

A sketch of a book cover. It features several abstract, overlapping shapes in yellow, green, and pink. The word "Colors" is written vertically in a cursive script across the center. The background is a light, textured surface.

Colors

[illegible]

Public Library

NEW CO (2013)

Seattle, WA | Walla Walla, WA
 Spokane, WA | Walla Walla, WA
 I believe in you | Walla Walla, WA
 Walla Walla, WA | Walla Walla, WA
 Walla Walla, WA | Walla Walla, WA

2019 | Part VII: Carnegie PictureLab, Walla Walla WA
2018 | Part VIII: Light Gray Art Lab, Minneapolis MN

Company, CA
10000 Wilshire Blvd, Suite 1000
Beverly Hills, CA 90210
Tel: 310.277.1000
Fax: 310.277.1001
www.10000wilshire.com

2020 | M.F.S., Current Student, U
2015 | S.F.A., Summa Cum Laude
2012 | A.A., Running Start, Penn

www.lebeckillustrations.com

ndsay Tebeck

1

V

ur Valley
Utility Box is treated as a distinct area (or element) of the Valley. When
ed together, the four panels represent the whole of the Walla Walla Valley.
hat the most prominent features of our Valley were the plains (earth),
y (fire), and mountains (air). Each panel matches in that it depicts native
habitant.

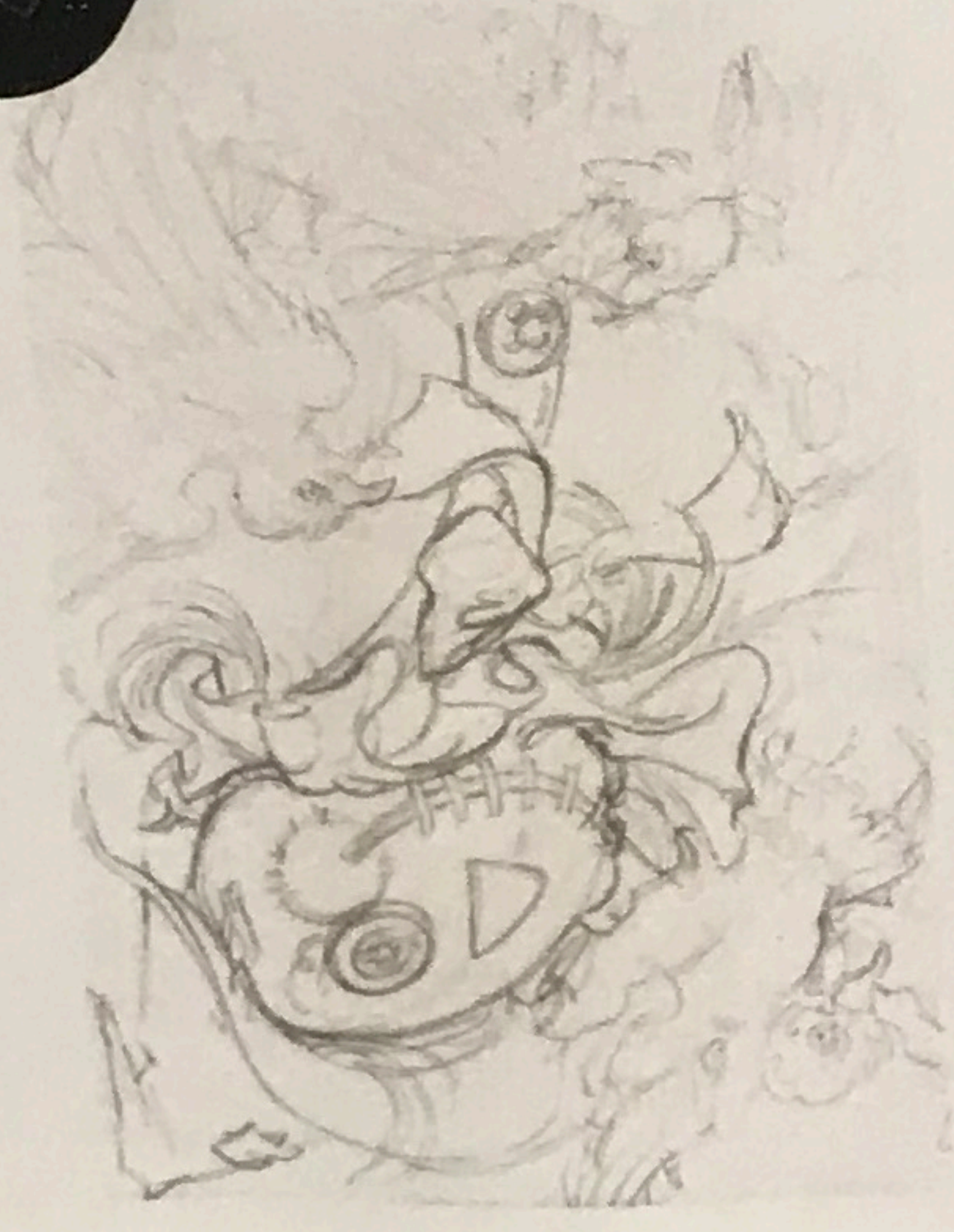
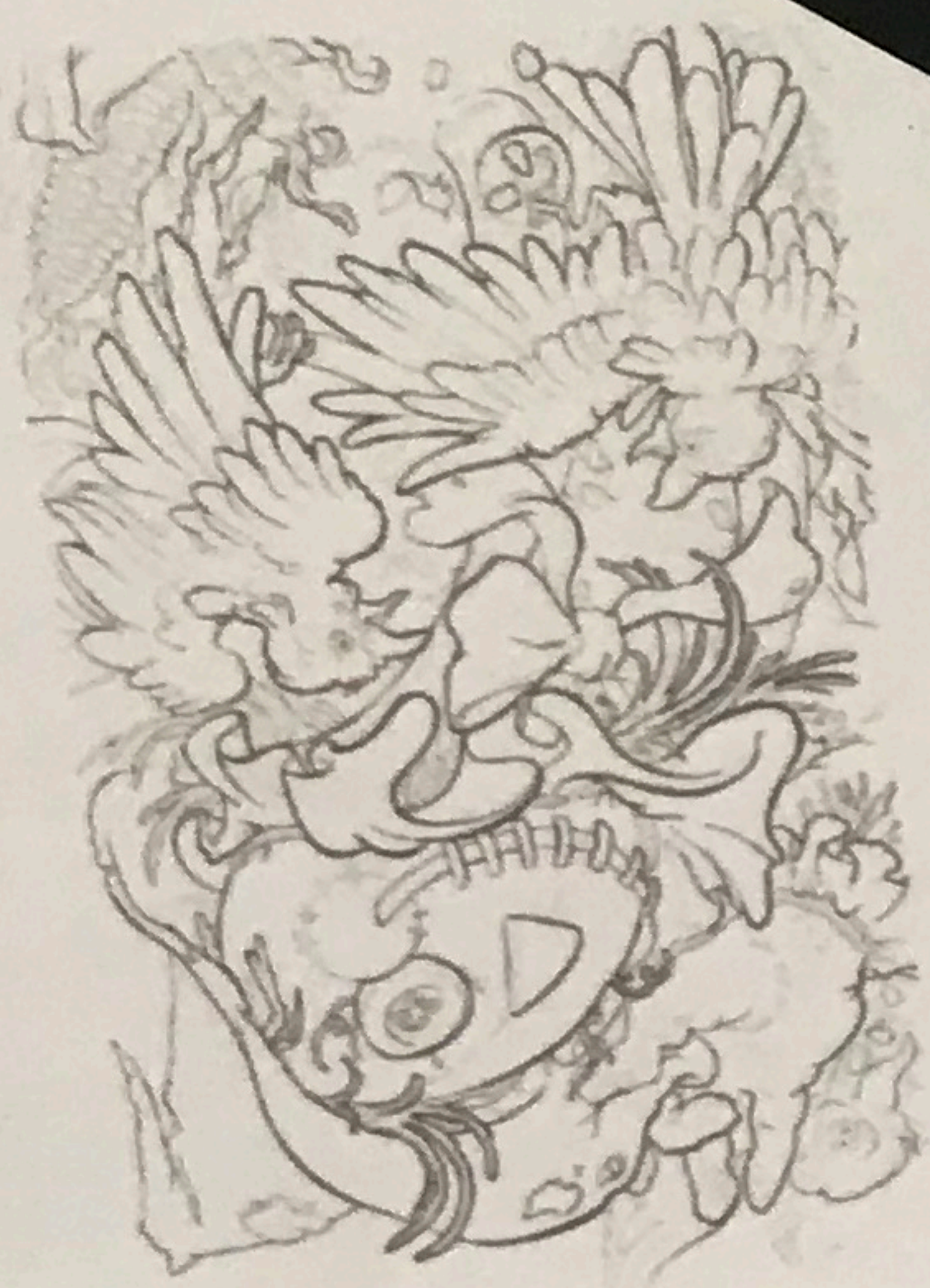
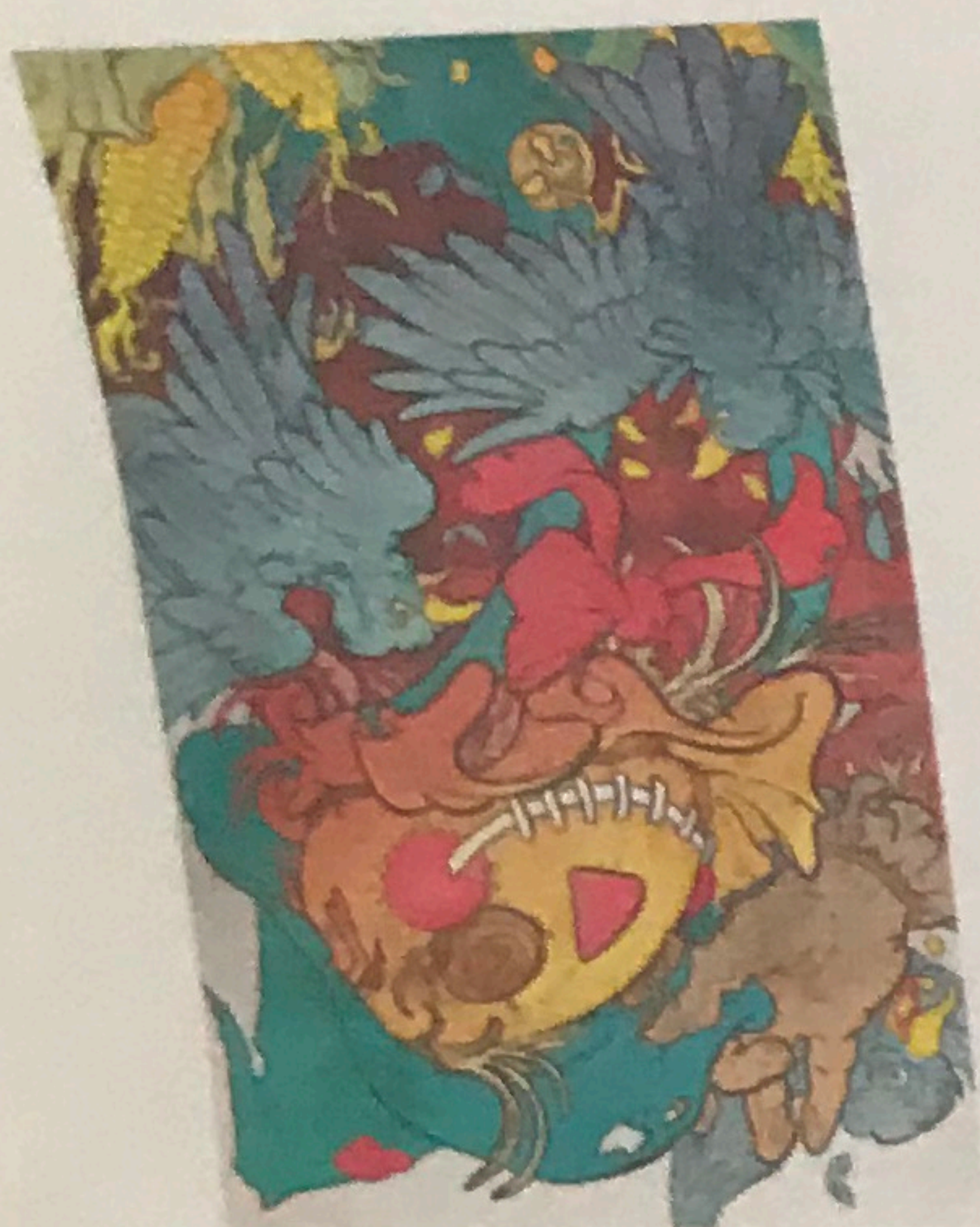
s (Earth)
Beautiful plains embellished with wheat fields make up much of our Valley.
ns are filled with docile wildlife such as the white tailed deer.

(Water)
reek propels life in the Valley, from thistle, to Chinook Salmon and Great

re)
and historic architecture enrich our city. (Like the buildings of the Walla
rsity, Downtown area and Whitman College) Us, the viewers, complete
y being the present inhabitants.

ins (Air)
untains reach nobly into the air, are dotted with pines, and are
such notably powerful predators as the Mountain Lion.

pletion
ould headline the proposed sketches to accurate detail and scale to
The line work would then be scanned and colorized digitally to assure
nd saturation of color as it is transferred to a vinyl sticker. E.g. :



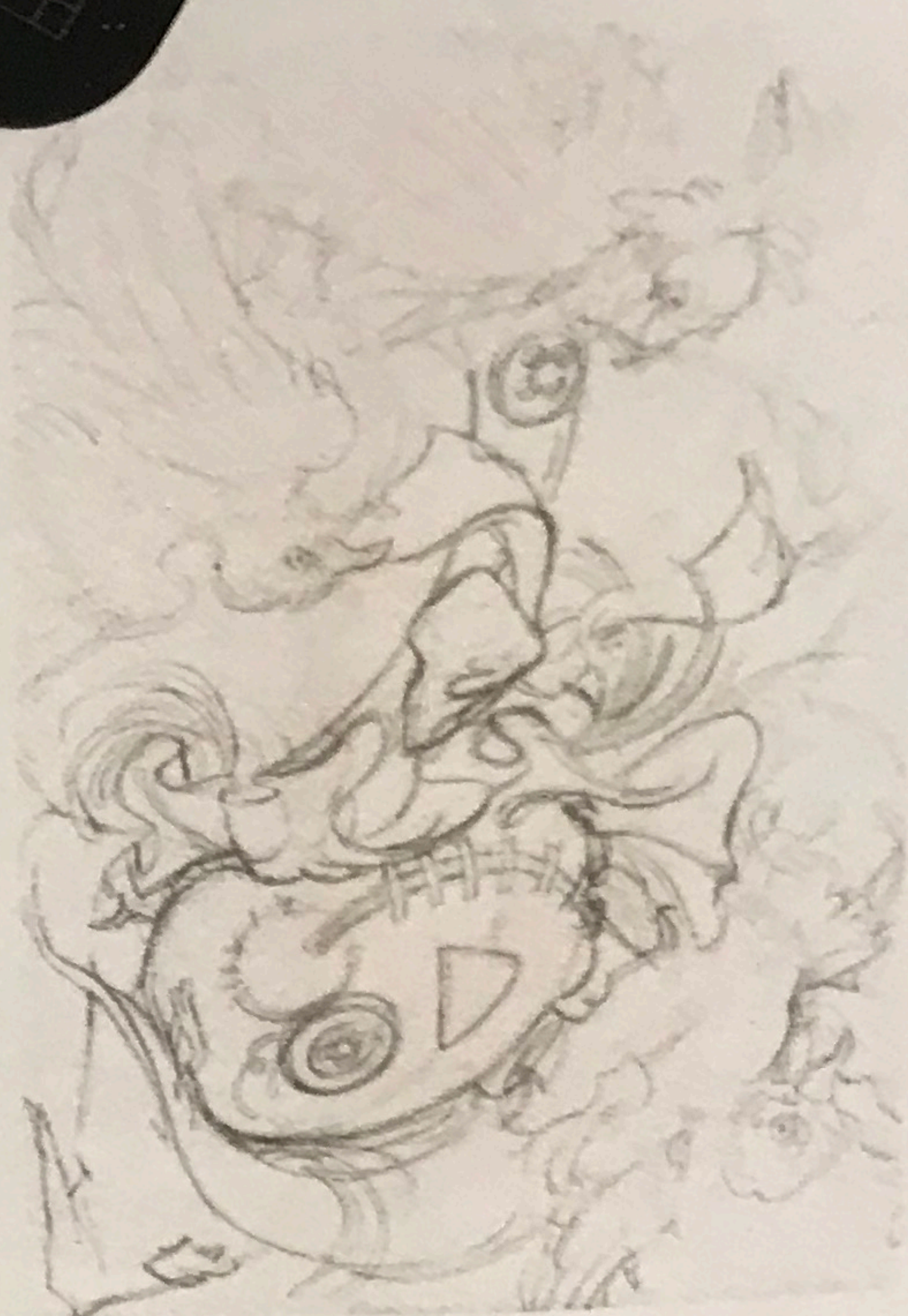
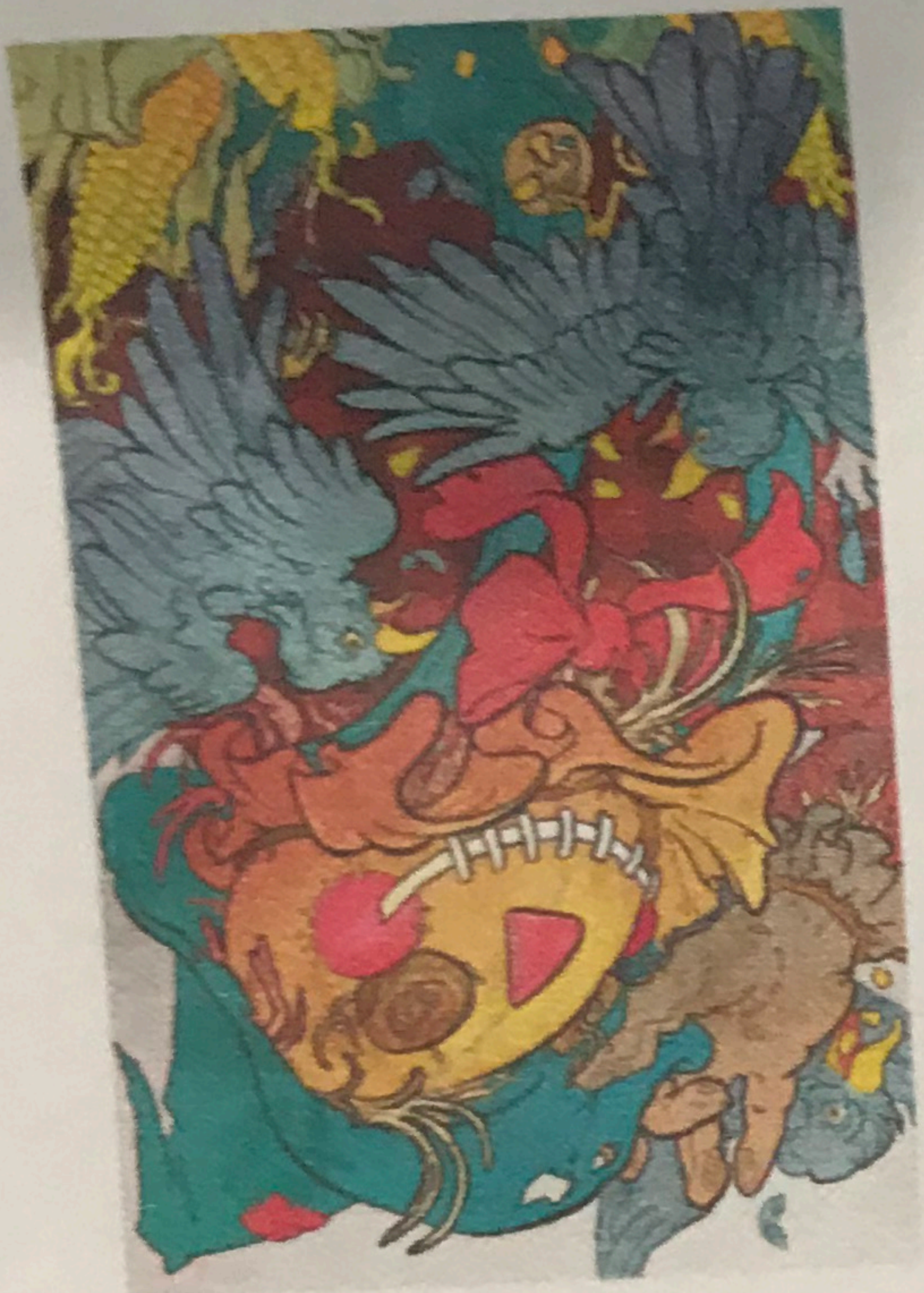
TEBECK ILLUSTRATIONS
Illustration & Design by Lindsay Tebeck



TebeckIllustrations.com | 509.386.4913

Mountains (Mountain Lion) 4

TEBECK ILLUSTRATIONS
Illustration & Design by Lindsay Teph



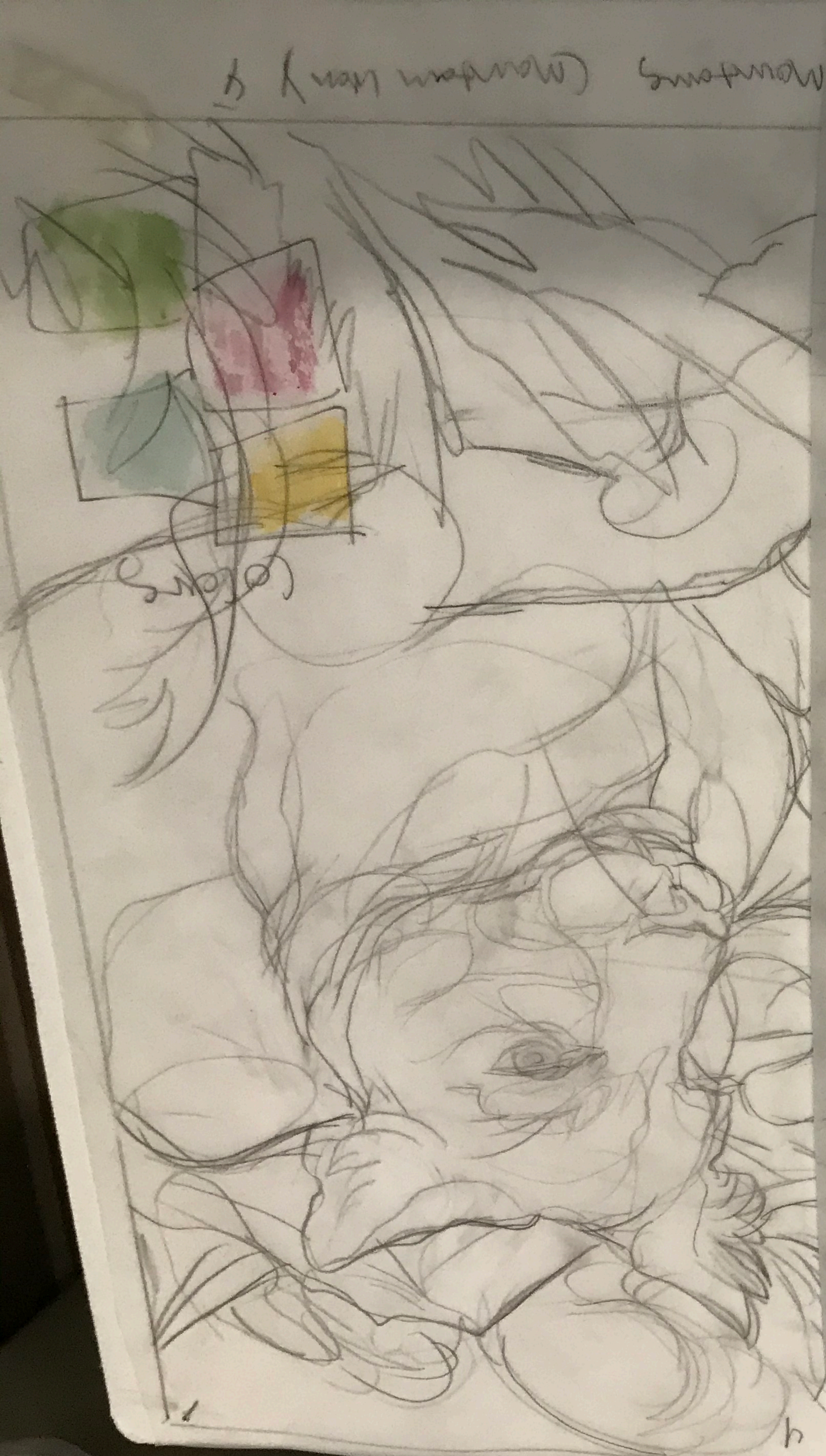
Mountains Canyon Hwy 4

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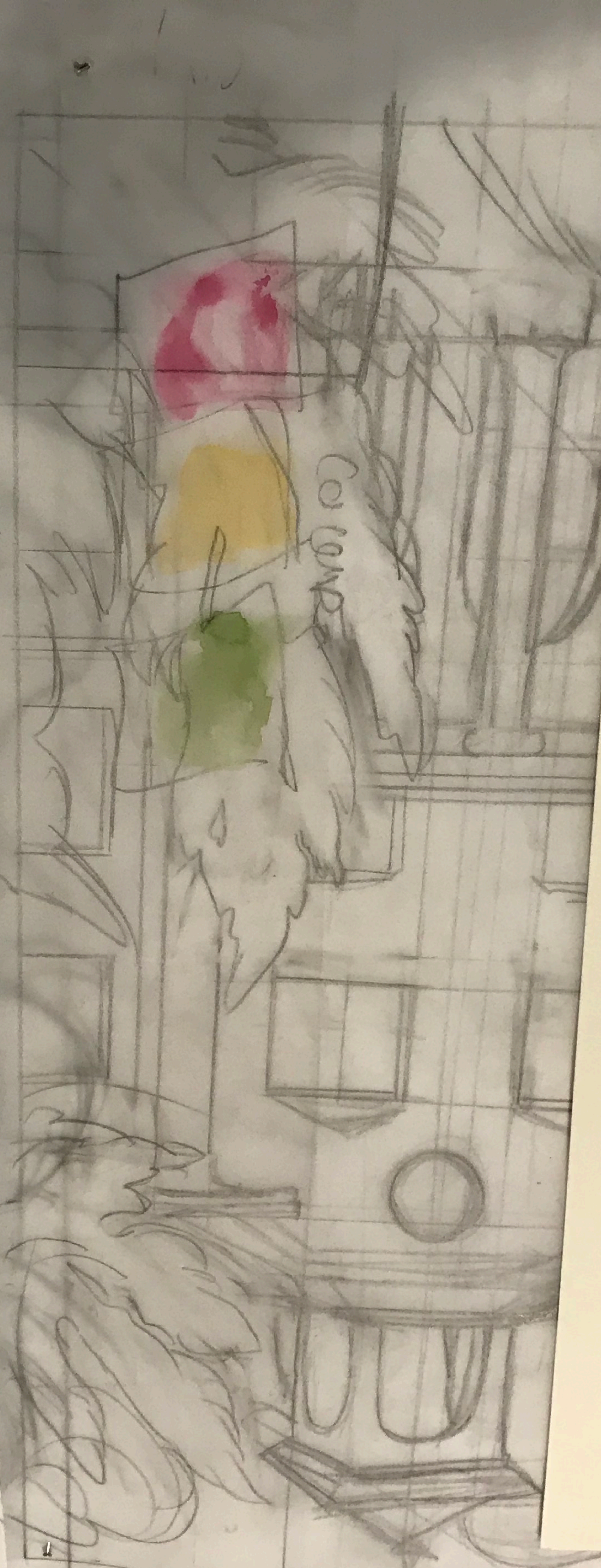
ur Valley.

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Mountains (Mountain View) 4



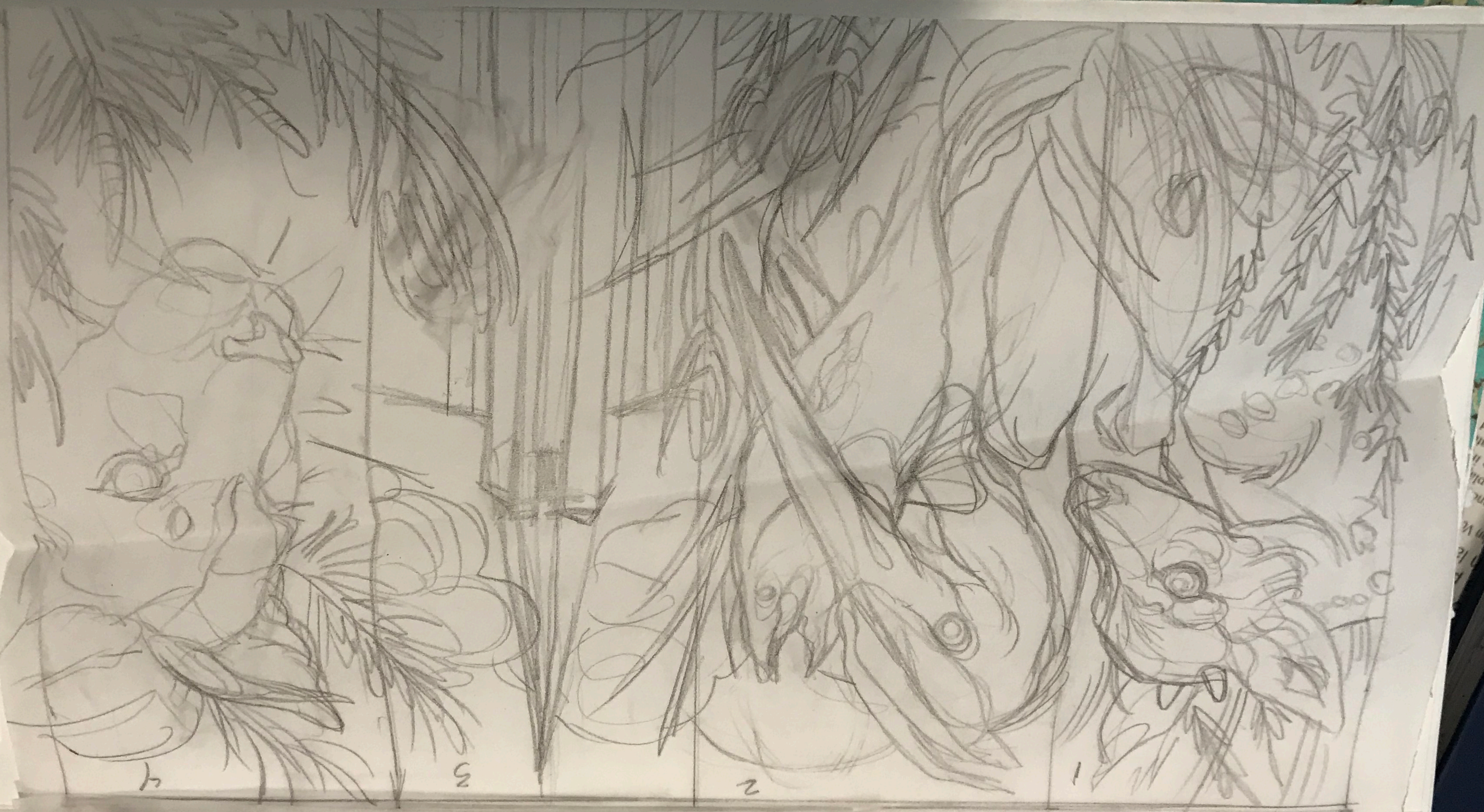
My drawings 3

Lindsay Tebeck
Illustrator at Tebeck Illustrations
www.TebeckIllustrations.com | LindsayTebeck@pm.me | 509.386.4913

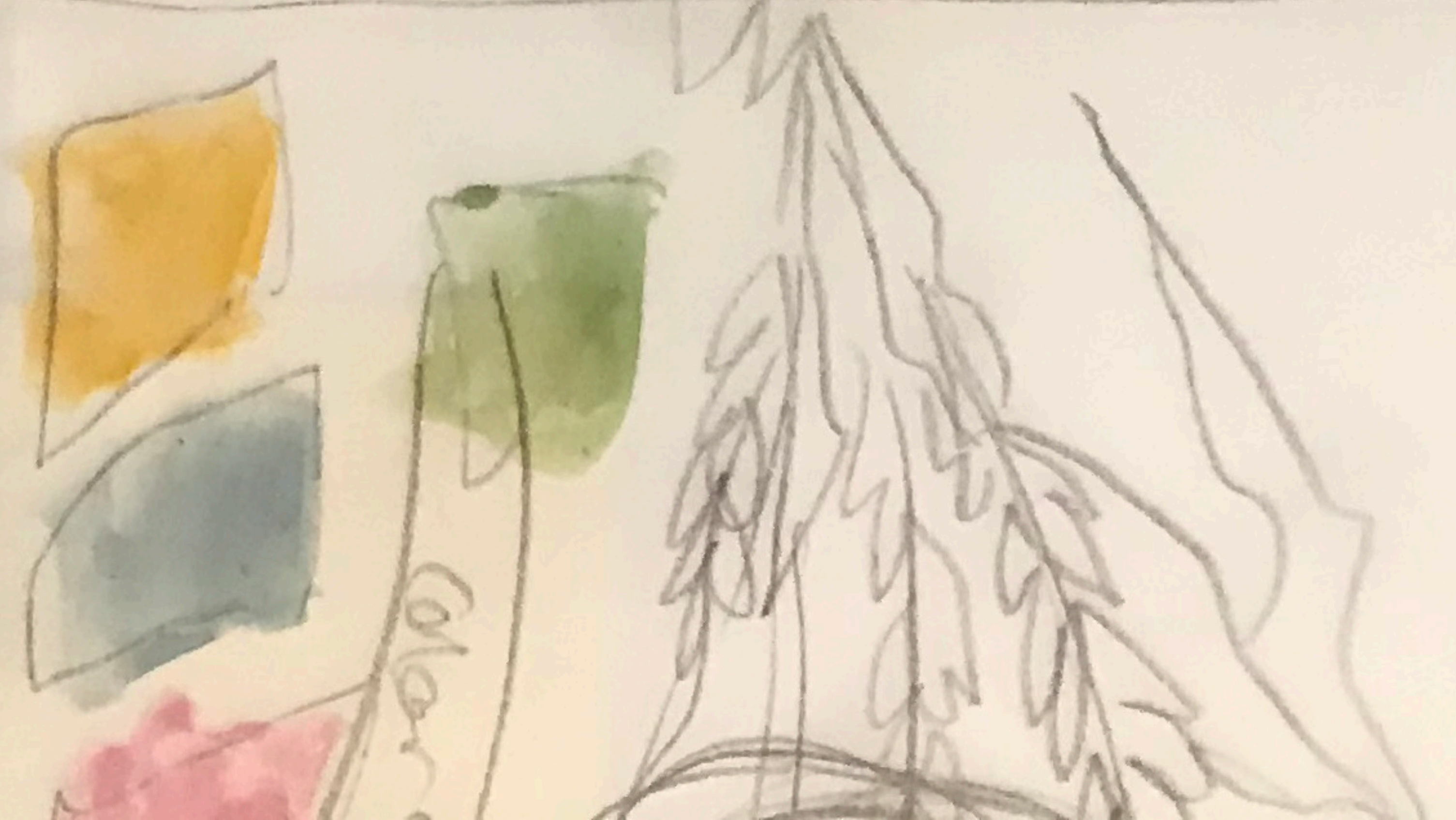
Education

2020 | M.F.S. Current Student, University of Washington, Seattle WA
2015 | B.F.A. Summa Cum Laude, Rocky Mountain College of Art + Design, Denver CO
2012 | A.A. Running Start, President's List, Walla Walla Community College, Walla Walla WA
2012 | Diploma Honors, Walla Walla High School, Walla Walla WA

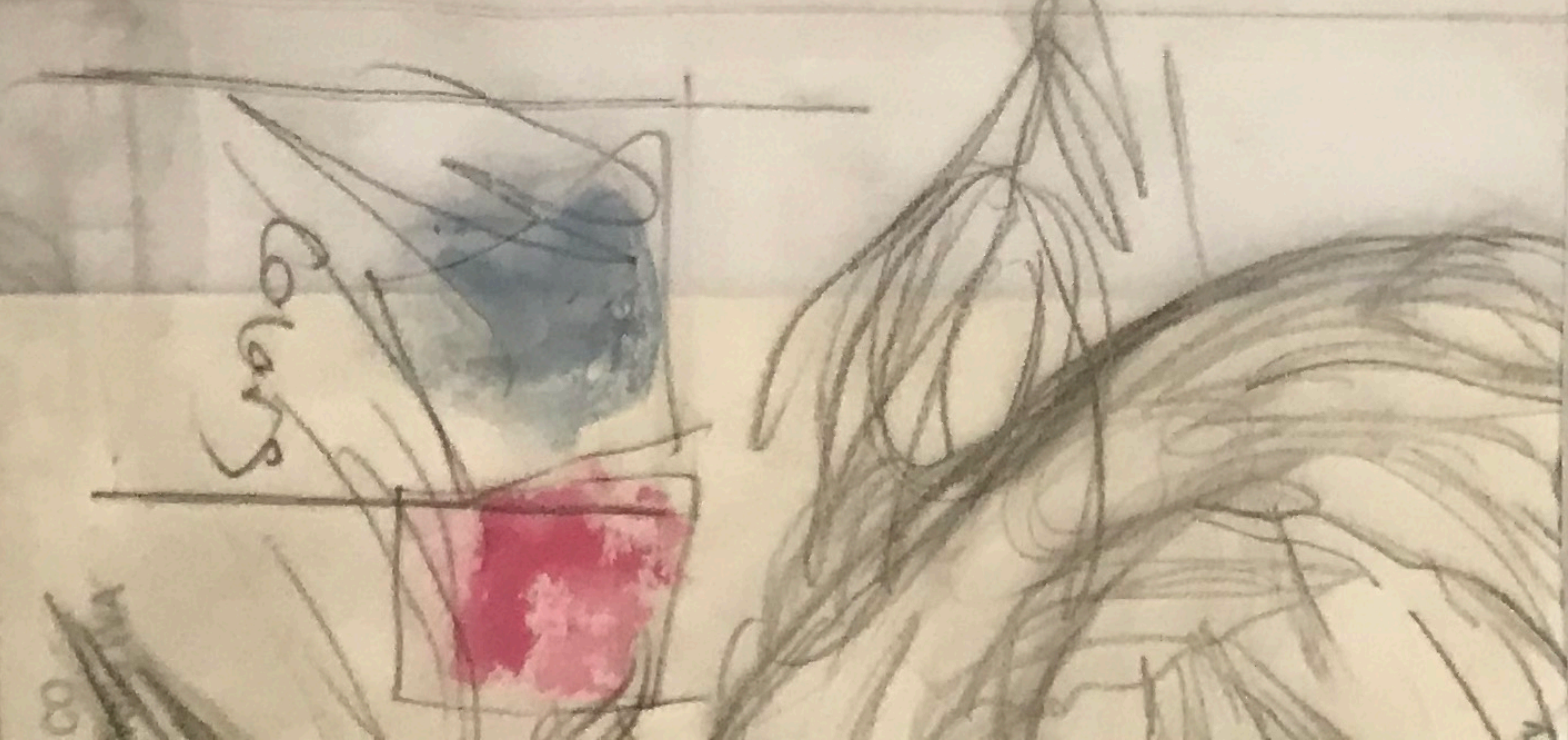
Traffic Box Art
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 creek (water), c
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Plums (Beer/Wheat)



2 Creek









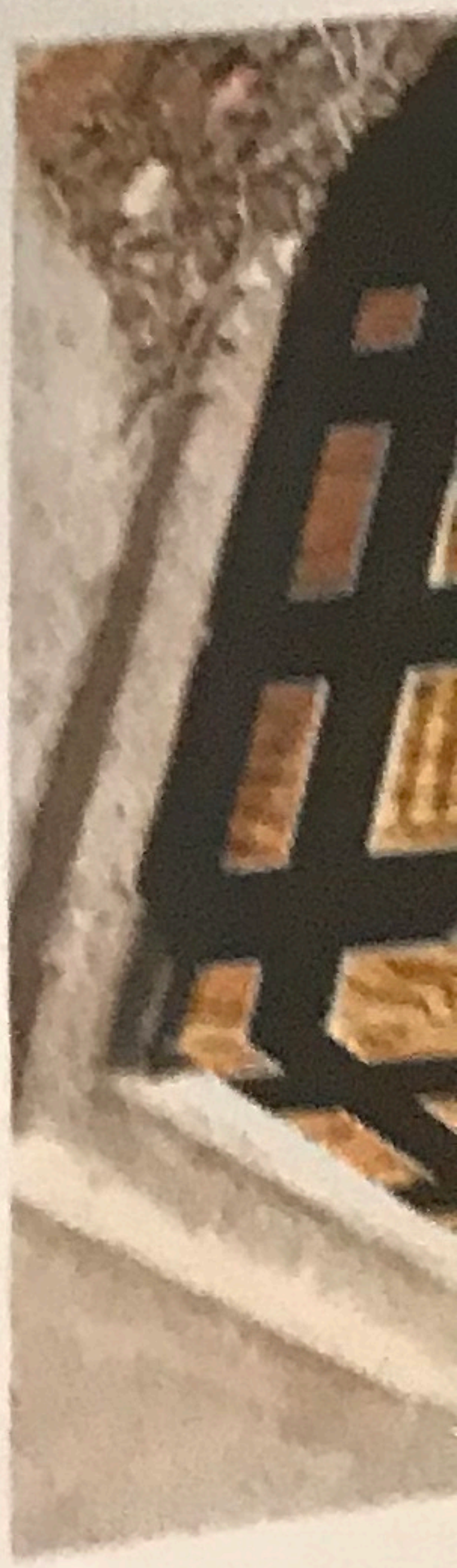
I began this project by asking different friends and family members what things came to mind when they thought about Walla Walla. Many of them listed things like, sunsets, beautiful views, art, college, and above all, fields. Fields of onions, fields of grape vines, and fields of wheat. I took these ideas and did my best to combine them in a way that would also look good on the utility boxes. Something very vertical, since the boxes are tall, and something not too detailed as people likely will just pass them by. The drawing should be easy to understand and pleasant to look at. I went with wheat because of its verticality and also because the bright yellow would catch the eye. I played around with the idea of having a blue sky versus the sunset, but ultimately everyone liked the sunset more, and it fit more with their vision of Walla Walla. The thick black outlines were to incorporate the artsy nature of Walla Walla, as well as to make everything pop off the "page." The black and the white throughout the piece tie it all together and give it a pop art feel, like something trendy and young, just like Walla Walla.

Autumn Uhrig
(630) 962-8805
afaitnu@gmail.com
instagram.com/afaitnu

I began this project by asking different friends and family members what things came to mind when they thought about Walla Walla. Many of them listed things like, sunsets, beautiful views, art, college, and above all, fields. Fields of onions, fields of grape vines, and fields of wheat. I took these ideas and did my best to combine them in a way that would also look good on the utility boxes. Something very vertical, since the boxes are tall, and something not too detailed as people likely will just pass them by. The drawing should be easy to understand and pleasant to look at. I went with wheat because of its verticality and also because the bright yellow would catch the eye. I played around with the idea of having a blue sky versus the sunset, but ultimately everyone liked the sunset more, and it fit more with their vision of Walla Walla. The thick black outlines were to incorporate the artsy nature of Walla Walla, as well as to make everything pop off the "page." The black and the white throughout the piece tie it all together and give it a pop art feel, like something trendy and young, just like Walla Walla.

on of Concept, Design, and

thing that was more related to Walla Walla, and with that in mind the first thing I did vineyards. The big picture would be taller ones on the sides. I wanted to mesh my style with an art nintage feeling that I get from Walla Walla the same way, and have their colors are are lined up so they'll transition smoothly.



Novavilla June Whitney Freelance Illustrator - Artist Personal Summary

Artist with 10+ years of experience, specialized in painting, sculpture, visual art, illustration, and story boarding. expand horizons and push a unique style of expression.

novawhitney@gmail.com
(509) 386-0166

Website

instagram.com/novajune_

Education

Associates in Arts
Walla Walla Community College
Start program from Walla Walla Public Schools. Was on the vice-president's list for 4 quarters, and on the president's list for 1 quarter.

High School Degree
Walla Walla High School
Attended 4 years of art classes, including AP art for the senior year. Additionally attended 1 year of pottery class.

Artistic Achievements
Coffee Perk displays
Networked to market various artistic pieces at local coffee shop. Sold various pieces during and after displaying.

Walla Walla University
Recognition Award of
Walla Public Schools. Competed with various artists across the whole district.

Won grand prize second place, and first place for the art show for the piece "Expressive Hands". Won champion for "Personal Growth".

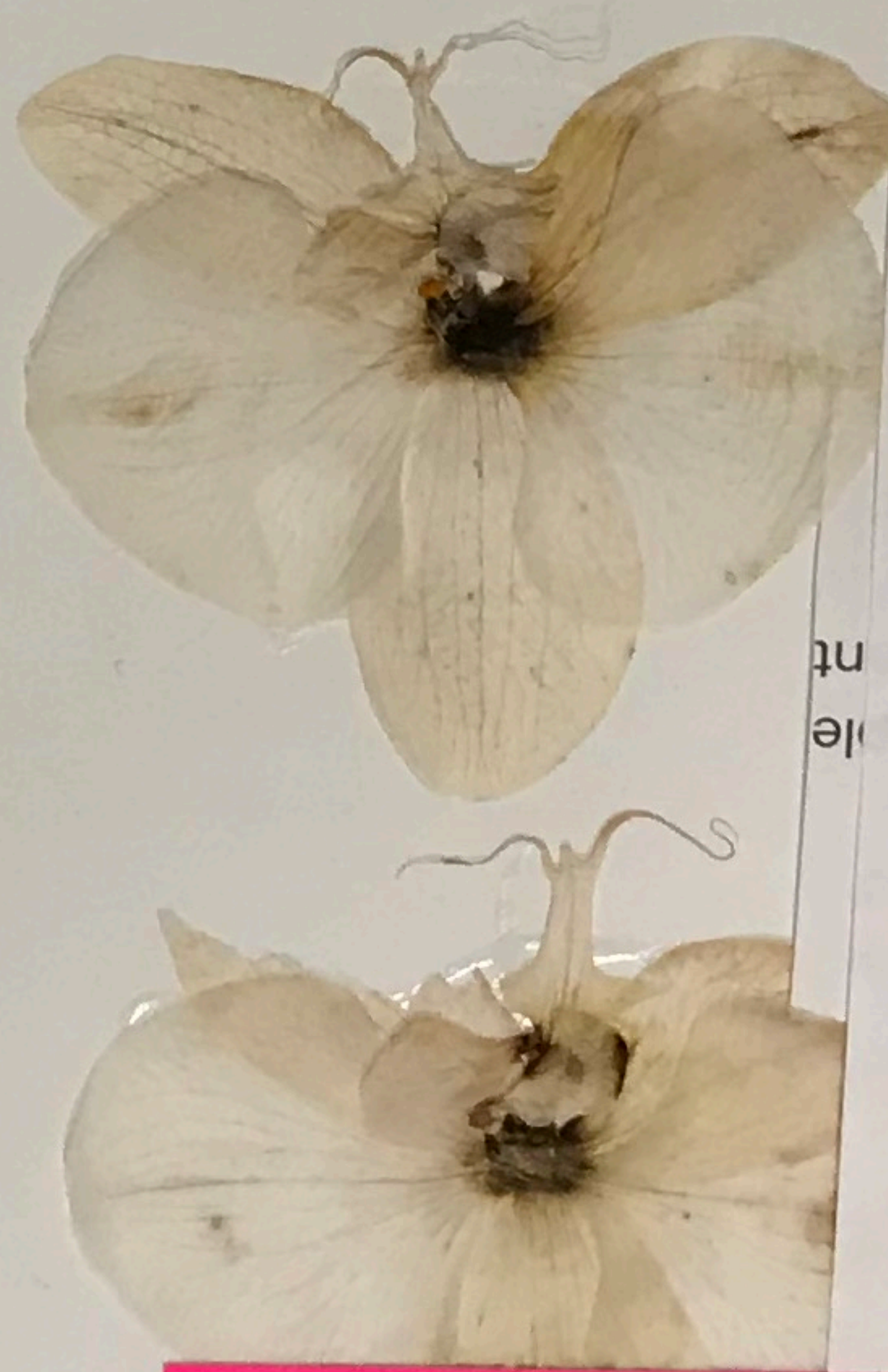
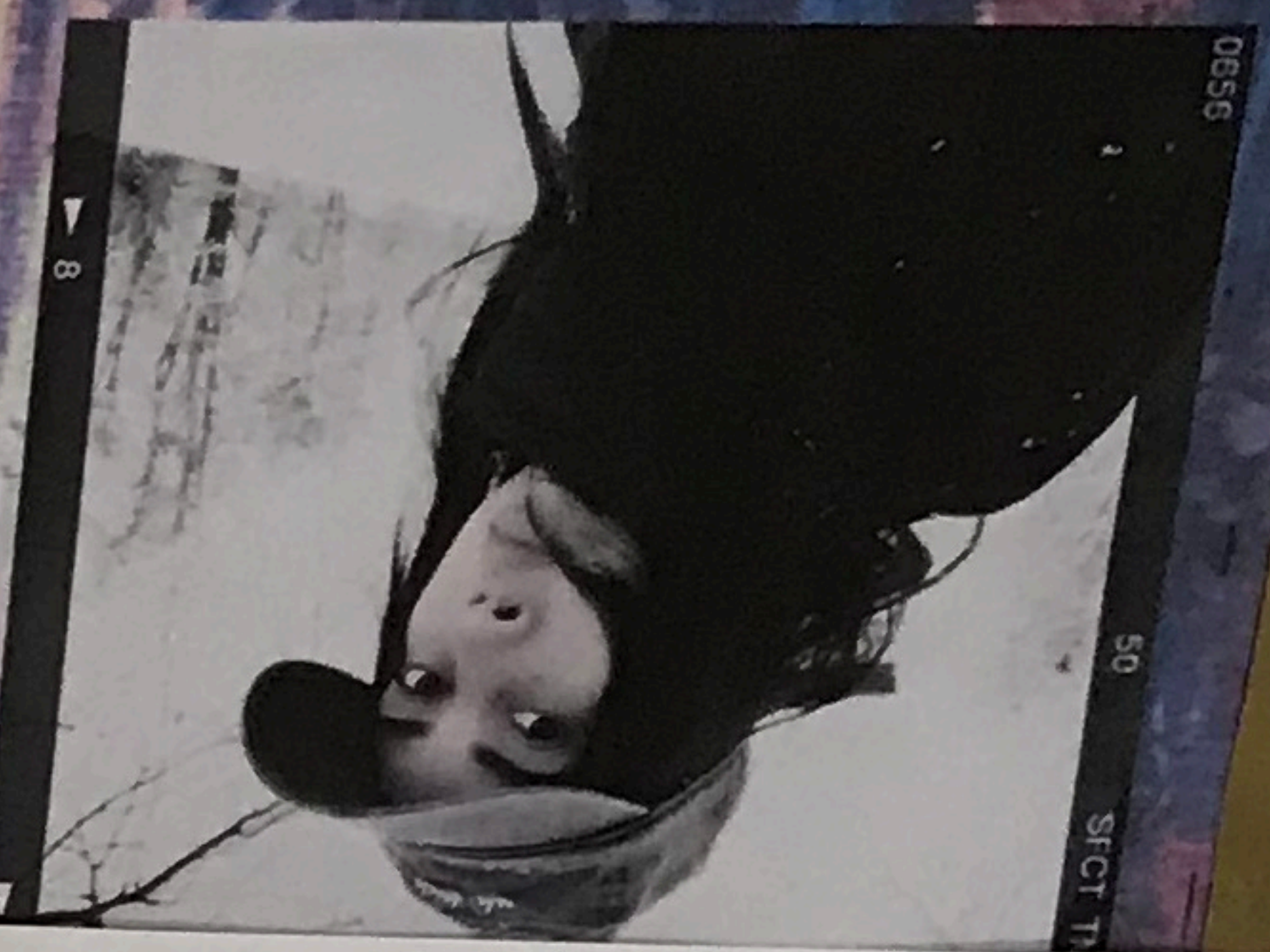
Illustrating
Planning
Independent
Analytical Skills
Fine Motor Skills
Flexibility
Problem Solver
Adaptable

Received 7.30.2020
Please email invoice
of postage to send
back.

Novavilla Whitney

Born and raised here in small-town Walla Walla, WA. A self-taught artist since childhood, I would draw inspiration and interest in the simplest of things. I adore wildlife and nature, often foraging for natural curiosities and adding them to my ever-growing collection. I enjoy herbalism; from gardening, tea drinking, wildcrafting, etc. Incorporating a bit of wild wonder in my art and everyday life.

Email: novawhitney@gmail.com Instagram: novawhitney



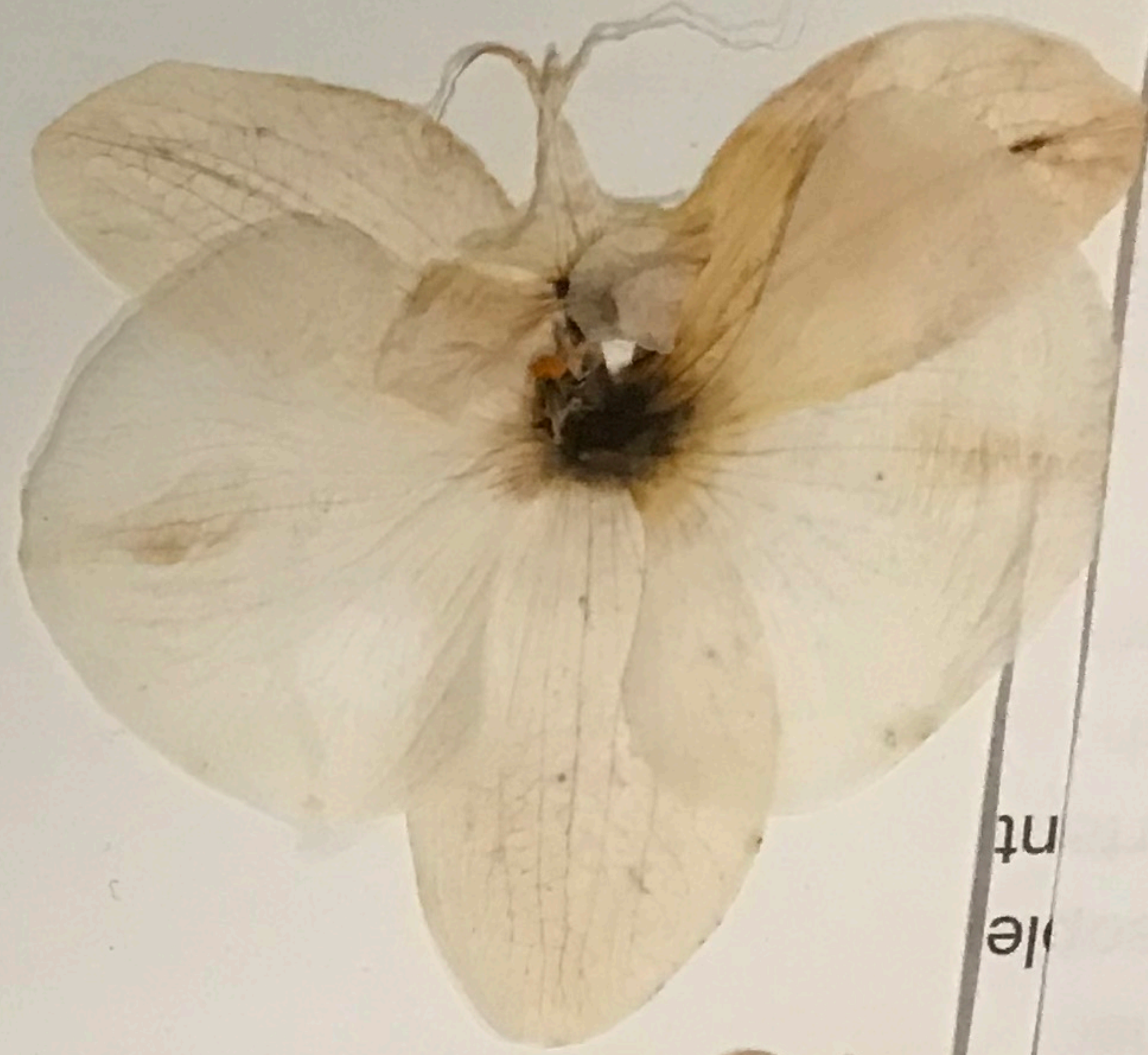
"Here Before"

City of College Place
Attn: Michael R. ziztello
625 S. College Place Ave
College Place, WA 99324



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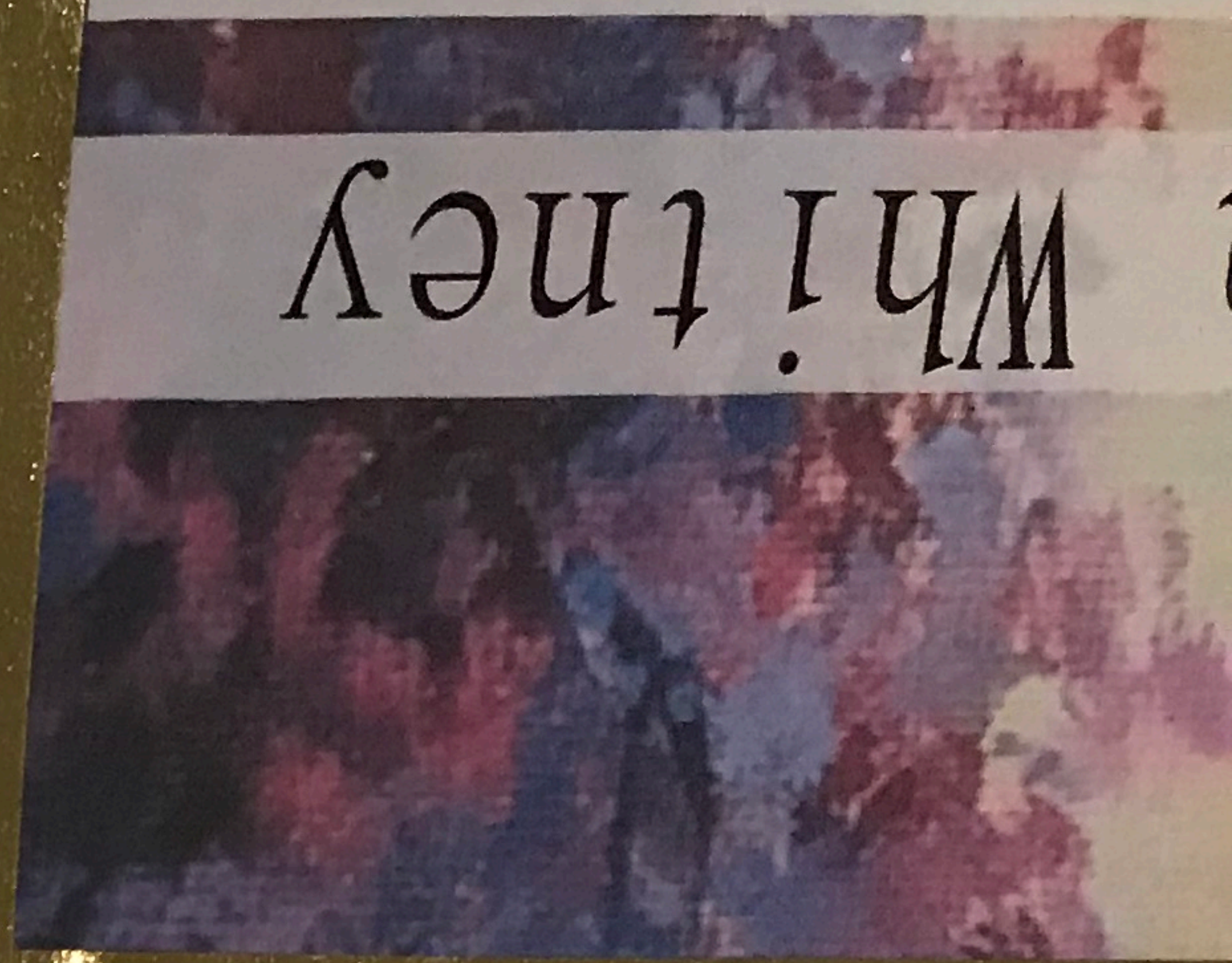
College Place Ave
Place, WA. 99324



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Whitney

in small-town Walla Walla,
ce childhood, I would draw



"Here Before"



City of College Place, Washington
RESOLUTION NO. 20-039

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING ACCEPTANCE OF RANKED LIST OF ART ENTRIES FOR COLLEGE PLACE TRAFFIC
UTILITY BOX ART WRAP PROJECT**

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 of College Place, seeks to deter graffiti and other similar damage to City infrastructure; and

Whereas, the City of College Place, has enabled the College Place Parks, Arbor, and Recreation Board as well as ArtWalla to identify artistic means to beautify the City while seeking ways to lower City costs associated with damage mitigation; and

Whereas, the City of College Place, ArtWalla, and College Place Parks, Arbor, and Recreation Board, seeks to make public art improvements; and

Whereas, on June 9th, 2020 a sponsorship agreement was adopted by the College Place City Council with P1FCU via Resolution #20-024; and

Whereas, the addition and maintenance of public art in public places are in the best interest of the public and in meeting the objective to deter damage to public infrastructure;

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

Section 1. Terms and Conditions

- 1.1 The City Council approves the ranked art submission list graded by the jurying committee. The top (8) entries will be chosen for the utility box art wrap installations. The ninth (9) entry will be maintained as an alternate in case one of the top eight artists decides not to complete the final work of art.
- 1.2 An art contract as in the agenda packet will be provided to artist to memorialize the relationship between parties.
- 1.3 P1FCU will pay for stipends to artists upon submittal of final works of art.

1.4 Governing Law, Venue, Applicable Law, and Personal Jurisdiction. The existence, validity, construction, and enforcement of this Agreement shall be governed in all respects by the laws of the State of Washington, and all questions related to this Agreement shall be resolved under the laws of the State of Washington. In the event that either party deems it necessary to institute legal action arising from this Agreement, such action shall be instituted in Walla Walla County Superior Court. The parties consent to the personal jurisdiction of such court. The parties each consent to waive jury trial in the event either party deems it necessary to institute legal proceedings.

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 13th day of October, 2020.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

City of College Place, Washington
RESOLUTION NO. 20-040

A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, AUTHORIZING & SUPPORTING A STATE OF WASHINGTON DEPARTMENT OF NATURAL RESOURCES 2020 COMMUNITY FORESTRY ASSISTANCE GRANT FOR DEVELOPMENT OF AN INVENTORY & URBAN FORESTRY MANAGEMENT PLAN FOR TREES WITHIN CITY PARK & ARTERIAL RIGHT-OF-WAYS.

WHEREAS, the City of College Place is a non-charter code city under Title 35A RCW; and

WHEREAS, the City of College Place was recognized as a Tree City in 2019 for the third time; and

WHEREAS, the City of College Place is now eligible to apply to the Department of Natural Resources for Tree City grants; and

WHEREAS, the State Department of Natural Resources has a Community Forestry Assistance Grant Program which awards grants at or under \$20,000 to cities and non-profits for small capital projects; and

WHEREAS, the City Council of the City of College Place (City) wishes to submit and support a grant application for the conducting a tree inventory and development of an urban forestry management plan for trees within city parks and arterial roadway right-of-ways.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. The City Council of College Place, Washington authorizes and fully supports the State of Washington Department of Natural Resources 2021 Community Forestry Assistance Grant Application.

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 13th day of October, 2020.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

10.16.160 - Riding on sidewalks.

- A. No person shall ride a bicycle upon a sidewalk in a business district.
- B. A person may ride a bicycle on any other sidewalk or any roadway unless restricted or prohibited by traffic-control devices.
- C. Whenever any person is riding a bicycle upon a sidewalk, such person shall yield the right-of-way to any pedestrian.

(Ord. 577 § 3(G), 1986)

City of College Place, Washington
ORDINANCE NO. 20-XXX

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON TO MODIFY CHAPTER 10.16.160 OF THE COLLEGE PLACE MUNICIPAL CODE REGARDING RIDING BICYCLES ON SIDEWALKS.

Whereas, the City of College Place is a non-charter code city entitled to the privileges and provisions of RCW 35A; and

Whereas, RCW 35A.11.020 allows non-charter code cities to adopt and enforce ordinances pertaining to local affairs;

Now therefore, the City Council of the City of College Place does hereby Ordain as follows:

Section 1: Ordinance No. 20-XXX is hereby adopted to modify College Place Municipal Code 10.16.160 – Riding on Sidewalks, which shall now read as follows:

10.16.160 – Riding on sidewalks.

A. A person may ride a bicycle on a sidewalk or any roadway unless restricted or prohibited by traffic-control devices.

B. Whenever any person is riding a bicycle upon a sidewalk, such person shall yield the right-of-way to any pedestrian.

Section 2: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this _____ day of _____, 2020.

Norma L. Hernández,
Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney

LAW OFFICE OF RACHEL CORTEZ

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October 8, 2020

Mr. Mike Rizzitiello
City Administrator
625 S. College Ave
College Place, WA 99324

Dear Mr. Rizzitiello:

I am writing to update my request for a raise with the City of College Place. My office is willing to stay on, but we do require a significant raise. In order for my office to keep in compliance with the Case Load Standards the current contract needs to be capped at 250 cases or my office will be required to bring on another attorney. I'm not sure that I have done a good job explaining Case Load Standards. I have attached a copy of the Case Load Standards for you to review. A full-time misdemeanor case load is 400 cases. Right now, the City of College Place is getting close to becoming a full-time contract. I will need to hire another attorney in order to stay in compliance with the rules. The amount that has been suggested by the City is just not enough for me to hire the extra help we would require. I cannot drop my higher paying contracts in order to comply with the standards on this caseload. I will be more than happy to keep the contract, but my office cannot accept anything below \$80,000 for a 400-case cap. That is approximately \$200 a case which is still below what I receive in any other jurisdiction in which I work and less than what conflict counsel is paid. Alternatively, we are willing to do a 250-case cap for \$50,000. With a cap of 250 cases, I would not need to hire another attorney to stay in compliance with the rules.

Following is the letter I have previously sent that breaks down my other contracts.

Presently, the City provides an annual salary of \$28,800. In 2016, my office received 153 cases, resulting in \$188 per case. In 2017, my office received 177 cases, resulting in payment of \$162 per case. In 2018, my office received 164 cases, resulting in \$175 per case. This year, my office is averaging 17 cases per month. At this rate, we will have been appointed to 204 cases by the end of the year, resulting in \$141 per case. That number does not reflect probation matters which we are also required to cover. A majority of cases that we conclude will have a probation violation which is why this contract is almost full time. The City pays conflict counsel \$350 per case. There is no distinction between these cases, or the services rendered.

For comparison, my office receives approximately \$351 per case from Walla Walla County to handle half the district court caseload, and my office receives approximately \$461 per case from Columbia County to handle half the district court caseload. Further, as conflict counsel, my office receives \$452 per case from Walla Walla City.

Although my office does not record specific hours spent per case, my office spends approximately three hours in court every other week, and it takes several hours of preparation time before each docket. This does not include client meetings, research, or other services related to the contract. My associate presently handles the docket, and all told, this docket requires almost half of her time every week. As you may be aware, the Washington Supreme Court implemented indigent defense standards that put a hard cap on how many cases an

attorney may have per year. For misdemeanors, the cap is 400 cases per year. Thus, the College Place contract heavily impacts my office's ability to handle additional cases, and it limits the income my office receives.

Since receiving the contract for indigent defense services from the City of College Place, my office has not requested an increase, and no increase has been awarded. However, this amount is untenable given the time requirements associated with the caseload. I am recommending the City budget an amount comparable to Walla Walla County's, Walla Walla City's, or Columbia County's budget.

I appreciate the opportunity to serve the City of College Place and hope that we can come to an agreement so that we can continue our representation.

Sincerely,

Rachel Cortez
Attorney at Law

CrRLJ 3.1
STANDARDS FOR INDIGENT DEFENSE

Preamble

The Washington Supreme Court adopts the following Standards to address certain basic elements of public defense practice related to the effective assistance of counsel. The Certification of Appointed Counsel of Compliance with Standards Required by CrR 3.1/CrRLJ 3.1/JuCR 9.2 references specific “Applicable Standards.” The Court adopts additional Standards beyond those required for certification as guidance for public defense attorneys in addressing issues identified in *State v. A.N.J.*, 168 Wash.2d 91 (2010), including the suitability of contracts that public defense attorneys may negotiate and sign. To the extent that certain Standards may refer to or be interpreted as referring to local governments, the Court recognizes the authority of its Rules is limited to attorneys and the courts. Local courts and clerks are encouraged to develop protocols for procedures for receiving and retaining Certifications.

[Adopted effective October 1, 2012.]

Standard 1. Compensation

[Reserved.]

Standard 2. Duties and Responsibilities of Counsel

[Reserved.]

Standard 3. Caseload Limits and Types of Cases

Standard 3.1. The contract or other employment agreement shall specify the types of cases for which representation shall be provided and the maximum number of cases which each attorney shall be expected to handle.

[Adopted effective October 1, 2012.]

Standard 3.2. The caseload of public defense attorneys shall allow each lawyer to give each client the time and effort necessary to ensure effective representation. Neither defender organizations, county offices, contract attorneys, nor assigned counsel should accept workloads that, by reason of their excessive size, interfere with the rendering of quality representation. As used in this Standard, “quality representation” is intended to describe the minimum level of attention, care, and skill that Washington citizens would expect of their state’s criminal justice system.

[Adopted effective October 1, 2012.]

Standard 3.3. General Considerations. Caseload limits reflect the maximum caseloads for fully supported full-time defense attorneys for cases of average complexity and effort in each case type specified. Caseload limits assume a reasonably even distribution of cases throughout the year.

The increased complexity of practice in many areas will require lower caseload limits. The maximum caseload limit should be adjusted downward when the mix of case assignments is weighted toward offenses or case types that demand more investigation, legal research and writing, use of experts, use of social workers, or other expenditures of time and resources. Attorney caseloads should be assessed by the workload required, and cases and types of cases should be weighted accordingly.

If a defender or assigned counsel is carrying a mixed caseload including cases from more than one category of cases, these standards should be applied proportionately to determine a full caseload. In jurisdictions where assigned counsel or contract attorneys also maintain private law practices, the caseload should be based on the percentage of time the lawyer devotes to public defense.

The experience of a particular attorney is a factor in the composition of the case types in the attorney's caseload, but it is not a factor in adjusting the applicable numerical caseload limits except as follows: attorneys with less than six months of full time criminal defense experience as an attorney should not be assigned more than two thirds of the applicable maximum numerical caseload limit. This provision applies whether or not the public defense system uses case weighting.

The following types of cases fall within the intended scope of the caseload limits for criminal and juvenile offender cases in standard 3.4 and must be taken into account when assessing an attorney's numerical caseload: partial case representations, sentence violations, specialty or therapeutic courts, transfers, extraditions, representation of material witnesses, petitions for conditional release or final discharge, and other matters that do not involve a new criminal charge.

Definition of case. A case is defined as the filing of a document with the court naming a person as defendant or respondent, to which an attorney is appointed in order to provide representation. In courts of limited jurisdiction multiple citations from the same incident can be counted as one case.

[Adopted effective October 1, 2012; amended effective January 1, 2015.]

Standard 3.4. Caseload Limits. The caseload of a full-time public defense attorney or assigned counsel should not exceed the following:

150 felonies per attorney per year; or

300 misdemeanor cases per attorney per year or, in jurisdictions that have not adopted a numerical case weighting system as described in this standard, 400 cases per year; or

250 juvenile offender cases per attorney per year; or

80 open juvenile dependency cases per attorney; or

250 civil commitment cases per attorney per year; or

1 active death penalty trial court case at a time plus a limited number of non-death-penalty cases compatible with the time demand of the death penalty case and consistent with the professional requirements of standard 3.2; or

36 appeals to an appellate court hearing a case on the record and briefs per attorney per year. (The 36 standard assumes experienced appellate attorneys handling cases with transcripts of an average length of 350 pages. If attorneys do not have significant appellate experience and/or the average transcript length is greater than 350 pages, the caseload should be accordingly reduced.)

Full-time rule 9 interns who have not graduated from law school may not have caseloads that exceed twenty-five percent (25%) of the caseload limits established for full-time attorneys.

In public defense systems in which attorneys are assigned to represent groups of clients at first appearance or arraignment calendars without an expectation of further or continuing representation for cases that are not resolved at the time (except by dismissal) in addition to individual case assignments, the attorneys' maximum caseloads should be reduced proportionally recognizing that preparing for and appearing at such calendars requires additional attorney time. This provision applies both to systems that employ case weighting and those that do not.

Resolutions of cases by pleas of guilty to criminal charges on a first appearance or arraignment docket are presumed to be rare occurrences requiring careful evaluation of the evidence and the law, as well as thorough communication with clients, and must be counted as one case. This provision applies both to systems that employ case weighting and those that do not.

In public defense systems in which attorneys are assigned to represent groups of clients in routine review hearing calendars in which there is no potential for the imposition of sanctions, the attorneys' maximum caseloads should be reduced proportionally by the amount of time they spend preparing for and appearing at such calendars. This provision applies whether or not the public defense system uses case weighting.

[Adopted effective October 1, 2013, except paragraph 3, regarding misdemeanor caseload limits, effective January 1, 2015; amended effective January 1, 2015.]

Standard 3.5. Case Counting and Weighting. Attorneys may not count cases using a case weighting system, unless pursuant to written policies and procedures that have been adopted and published by the local government entity responsible for employing, contracting with, or appointing them. A weighting system must:

- A. recognize the greater or lesser workload required for cases compared to an average case based on a method that adequately assesses and documents the workload involved;
- B. be consistent with these Standards, professional performance guidelines, and the Rules of Professional Conduct;
- C. not institutionalize systems or practices that fail to allow adequate attorney time for quality representation;
- D. be periodically reviewed and updated to reflect current workloads; and
- E. be filed with the State of Washington Office of Public Defense.

Cases should be assessed by the workload required. Cases and types of cases should be weighted accordingly. Cases which are complex, serious, or contribute more significantly to attorney workload than average cases should be weighted upward. In addition, a case weighting system should consider factors that might justify a case weight of less than one case.

[Adopted effective October 1, 2012; amended effective January 1, 2015.]

Standard 3.6. Case Weighting Examples. The following are some examples of situations where case weighting might result in representations being weighted as more or less than one case. The listing of specific examples is not intended to suggest or imply that representations in such situations should or must be weighted at more or less than one case, only that they may be, if established by an appropriately adopted case weighting system.

- A. Case Weighting Upward. Serious offenses or complex cases that demand more-than-average investigation, legal research, writing, use of experts, use of social workers, and/or expenditures of time and resources should be weighted upward and counted as more than one case.
- B. Case Weighting Downward. Listed below are some examples of situations where case weighting might justify representations being weighted less than one case. However, care must be taken because many such representations routinely involve significant work and effort and should be weighted at a full case or more.
 - i. Cases that result in partial representations of clients, including client failures to appear and recommencement of proceedings, preliminary appointments in cases in which no charges are filed, appearances of retained counsel, withdrawals or transfers for any reason, or limited appearances for a specific purpose (not including representations of multiple cases on routine dockets).
 - ii. Cases in the criminal or offender case type that do not involve filing of new criminal charges, including sentence violations, extraditions,

representations of material witnesses, and other matters or representations of clients that do not involve new criminal charges. Noncomplex sentence violations should be weighted as at least 1/3 of a case.

- iii. Cases in specialty or therapeutic courts if the attorney is not responsible for defending the client against the underlying charges before or after the client's participation in the specialty or therapeutic court. However, case weighting must recognize that numerous hearings and extended monitoring of client cases in such courts significantly contribute to attorney workload and in many instances such cases may warrant allocation of full case weight or more.
- iv. Representation of a person in a court of limited jurisdiction on a charge which, as a matter of regular practice in the court where the case is pending, can be and is resolved at an early stage of the proceeding by a diversion, reduction to an infraction, stipulation on continuance, or other alternative noncriminal disposition that does not involve a finding of guilt. Such cases should be weighted as at least 1/3 of a case.

[Adopted effective October 1, 2012; amended effective January 1, 2015.]

Related Standards

ABA STANDARDS FOR CRIMINAL JUSTICE: PROSECUTION FUNCTION AND DEFENSE FUNCTION Defense Function std. 4-1.2 (3d ed. 1993)

ABA STANDARDS FOR CRIMINAL JUSTICE: PROVIDING DEFENSE SERVICES std. 5-4.3 (3d ed. 1992)

AM. BAR ASS'N, GUIDELINES FOR THE APPOINTMENT AND PERFORMANCE OF DEFENSE COUNSEL IN DEATH PENALTY CASES (rev. ed. 2003)

ABA Comm. on Ethics & Prof'l Responsibility, Formal Op. 06-441 (2006) (*Ethical Obligations of Lawyers Who Represent Indigent Criminal Defendants When Excessive Caseloads Interfere With Competent and Diligent Representation*)

Am. Council of Chief Defenders, *Statement on Caseloads and Workloads* (Aug. 24, 2007)

ABA House of Delegates, *Eight Guidelines of Public Defense Related to Excessive Caseloads* (Aug. 2009)

TASK FORCE ON COURTS, NAT'L ADVISORY COMM'N ON CRIMINAL STANDARDS & GOALS, COURTS std. 13.12 (1973)

MODEL CODE OF PROF'L RESPONSIBILITY DR 6-101.

ABA House of Delegates, *The Ten Principles of a Public Defense Delivery System* (Feb. 2002)

ABA House of Delegates, *Standards of Practice for Lawyers Who Represent Children in Abuse and Neglect Cases* (Feb. 1996)

Nat'l Legal Aid & Defender Ass'n, Am. Council of Chief Defenders, Ethical Opinion 03-01 (2003).

Nat'l Legal Aid & Defender Ass'n, *Standards for Defender Services* std. IV-1 (1976)

Nat'l Legal Aid & Defender Ass'n, *Model Contract for Public Defense Services* (2000)

Nat'l Ass'n of Counsel for Children, *NACC Recommendations for Representation of Children in Abuse and Neglect Cases* (2001)

Seattle Ordinance 121501 (June 14, 2004)

Indigent Defense Servs. Task Force, Seattle-King County Bar Ass'n, *Guidelines for Accreditation of Defender Agencies* Guideline 1 (1982)

Wash. State Office of Pub. Defense, *Parents Representation Program Standards of Representation* (2009)

BUREAU OF JUDICIAL ASSISTANCE, U.S. DEP'T OF JUSTICE, INDIGENT DEFENSE SERIES NO. 4, KEEPING DEFENDER WORKLOADS MANAGEABLE (2001) (NCJ 185632)

Standard 4. Responsibility of Expert Witnesses

[Reserved.]

Standard 5. Administrative Costs

Standard 5.1. [Reserved.]

Standard 5.2.

A. Contracts for public defense services should provide for or include administrative costs associated with providing legal representation. These costs should include but are not limited to travel; telephones; law library, including electronic legal research; financial accounting; case management systems; computers and software; office space and supplies; training; meeting the reporting requirements imposed by these standards; and other costs necessarily incurred in the day-to-day management of the contract.

B. Public defense attorneys shall have (1) access to an office that accommodates confidential meetings with clients and (2) a postal address, and adequate telephone services to ensure prompt response to client contact.

[Adopted effective October 1, 2012.]

Standard 6. Investigators

Standard 6.1. Public defense attorneys shall use investigation services as appropriate.

[Adopted effective October 1, 2012.]

Standards 7-12

[Reserved.]

Standard 13. Limitations on Private Practice

Private attorneys who provide public defense representation shall set limits on the amount of privately retained work which can be accepted. These limits shall be based on the percentage of a full-time caseload which the public defense cases represent.

[Adopted effective October 1, 2012.]

Standard 14. Qualifications of Attorneys

Standard 14.1. In order to assure that indigent accused receive the effective assistance of counsel to which they are constitutionally entitled, attorneys providing defense services shall meet the following minimum professional qualifications:

- A. Satisfy the minimum requirements for practicing law in Washington as determined by the Washington Supreme Court; and
- B. Be familiar with the statutes, court rules, constitutional provisions, and case law relevant to their practice area; and
- C. Be familiar with the Washington Rules of Professional Conduct; and
- D. Be familiar with the Performance Guidelines for Criminal Defense Representation approved by the Washington State Bar Association and when representing youth, be familiar with the Performance Guidelines for Juvenile Defense Representation approved by the Washington State Bar Association; and
- E. Be familiar with the consequences of a conviction or adjudication, including possible immigration consequences and the possibility of civil commitment proceedings based on a criminal conviction; and
- F. Be familiar with mental health issues and be able to identify the need to obtain expert services; and
- G. Complete seven hours of continuing legal education within each calendar year in courses relating to their public defense practice.

[Adopted effective October 1, 2012; amended effective April 24, 2018.]

Standard 14.2. Attorneys' qualifications according to severity or type of case¹:

- A. Death Penalty Representation. Each attorney acting as lead counsel in a criminal case in which the death penalty has been or may be decreed and which the decision to seek the death penalty has not yet been made shall meet the following requirements:

¹ Attorneys working toward qualification for a particular category of cases under this standard may associate with lead counsel who is qualified under this standard for that category of cases.

- i. The minimum requirements set forth in Section 1; and
- ii. At least five years' criminal trial experience; and
- iii. Have prior experience as lead counsel in no fewer than nine jury trials of serious and complex cases which were tried to completion; and
- iv. Have served as lead or co-counsel in at least one aggravated homicide case; and
- v. Have experience in preparation of mitigation packages in aggravated homicide or persistent offender cases; and
- vi. Have completed at least one death penalty defense seminar within the previous two years; and
- vii. Meet the requirements of SPRC 2.²

The defense team in a death penalty case should include, at a minimum, the two attorneys appointed pursuant to SPRC 2, a mitigation specialist, and an investigator. Psychiatrists, psychologists, and other experts and support personnel should be added as needed.

B. Adult Felony Cases—Class A. Each attorney representing a defendant accused of a Class A felony as defined in RCW 9A.20.020 shall meet the following requirements:

- i. The minimum requirements set forth in Section 1; and
- ii. Either:
 - a. has served two years as a prosecutor; or

At least two lawyers shall be appointed for the trial and also for the direct appeal. The trial court shall retain responsibility for appointing counsel for trial. The Supreme Court shall appoint counsel for the direct appeal. Notwithstanding RAP 15.2(f) and (h), the Supreme Court will determine all motions to withdraw as counsel on appeal.

A list of attorneys who meet the requirements of proficiency and experience, and who have demonstrated that they are learned in the law of capital punishment by virtue of training or experience, and thus are qualified for appointment in death penalty trials and for appeals will be recruited and maintained by a panel created by the Supreme Court. All counsel for trial and appeal must have demonstrated the proficiency and commitment to quality representation which is appropriate to a capital case. Both counsel at trial must have five years' experience in the practice of criminal law (and) be familiar with and experienced in the utilization of expert witnesses and evidence, and not be presently serving as appointed counsel in another active trial level death penalty case. One counsel must be, and both may be, qualified for appointment in capital trials on the list, unless circumstances exist such that it is in the defendant's interest to appoint otherwise qualified counsel learned in the law of capital punishment by virtue of training or experience. The trial court shall make findings of fact if good cause is found for not appointing list counsel.

At least one counsel on appeal must have three years' experience in the field of criminal appellate law and be learned in the law of capital punishment by virtue of training or experience. In appointing counsel on appeal, the Supreme Court will consider the list, but will have the final discretion in the appointment of counsel.

- b. has served two years as a public defender; or two years in a private criminal practice; and
 - iii. Has been trial counsel alone or with other counsel and handled a significant portion of the trial in three felony cases that have been submitted to a jury.
- C. Adult Felony Cases—Class B Violent Offense. Each attorney representing a defendant accused of a Class B violent offense as defined in RCW 9A.20.020 shall meet the following requirements:
 - i. The minimum requirements set forth in Section 1; and
 - ii. Either;
 - a. has served one year as a prosecutor; or
 - b. has served one year as a public defender; or one year in a private criminal practice; and
 - iii. Has been trial counsel alone or with other counsel and handled a significant portion of the trial in two Class C felony cases that have been submitted to a jury.
- D. Adult Sex Offense Cases. Each attorney representing a client in an adult sex offense case shall meet the following requirements:
 - i. The minimum requirements set forth in Section 1 and Section 2(C); and
 - ii. Has been counsel alone of record in an adult or juvenile sex offense case or shall be supervised by or consult with an attorney who has experience representing juveniles or adults in sex offense cases.
- E. Adult Felony Cases—All Other Class B Felonies, Class C Felonies, Probation or Parole Revocation. Each attorney representing a defendant accused of a Class B felony not defined in Section 2(C) or (D) above or a Class C felony, as defined in RCW 9A.20.020, or involved in a probation or parole revocation hearing shall meet the following requirements:
 - i. The minimum requirements set forth in Section 1, and
 - ii. Either:
 - a. has served one year as a prosecutor; or

- b. has served one year as a public defender; or one year in a private criminal practice; and
 - iii. Has been trial counsel alone or with other trial counsel and handled a significant portion of the trial in two criminal cases that have been submitted to a jury; and
 - iv. Each attorney shall be accompanied at his or her first felony trial by a supervisor if available.
- F. Persistent Offender (Life Without Possibility of Release) Representation. Each attorney acting as lead counsel in a “two strikes” or “three strikes” case in which a conviction will result in a mandatory sentence of life in prison without parole shall meet the following requirements:
 - i. The minimum requirements set forth in Section 1;³ and
 - ii. Have at least:
 - a. four years’ criminal trial experience; and
 - b. one year’s experience as a felony defense attorney; and
 - c. experience as lead counsel in at least one Class A felony trial; and
 - d. experience as counsel in cases involving each of the following:
 - 1. Mental health issues; and
 - 2. Sexual offenses, if the current offense or a prior conviction that is one of the predicate cases resulting in the possibility of life in prison without parole is a sex offense; and
 - 3. Expert witnesses; and
 - 4. One year of appellate experience or demonstrated legal writing ability.
- G. Juvenile Cases—Class A. Each attorney representing a juvenile accused of a Class A felony shall meet the following requirements:

³ RCW 10.101.060(1)(a)(iii) provides that counties receiving funding from the state Office of Public Defense under that statute must require “attorneys who handle the most serious cases to meet specified qualifications as set forth in the Washington state bar association endorsed standards for public defense services or participate in at least one case consultation per case with office of public defense resource attorneys who are so qualified. The most serious cases include all cases of murder in the first or second degree, persistent offender cases, and class A felonies.”

- i. The minimum requirements set forth in Section 1, and
 - ii. Either:
 - a. has served one year as a prosecutor; or
 - b. has served one year as a public defender; or one year in a private criminal practice; and
 - iii. Has been trial counsel alone of record in five Class B and C felony trials; and
 - iv. Each attorney shall be accompanied at his or her first juvenile trial by a supervisor, if available.
- H. Juvenile Cases—Classes B and C. Each attorney representing a juvenile accused of a Class B or C felony shall meet the following requirements:
- i. The minimum requirements set forth in Section 1; and
 - ii. Either:
 - a. has served one year as a prosecutor; or
 - b. has served one year as a public defender; or one year in a private criminal practice, and
 - iii. Has been trial counsel alone in five misdemeanor cases brought to a final resolution; and
 - iv. Each attorney shall be accompanied at his or her first juvenile trial by a supervisor if available.
- I. Juvenile Sex Offense Cases. Each attorney representing a client in a juvenile sex offense case shall meet the following requirements:
- i. The minimum requirements set forth in Section 1 and Section 2(H); and
 - ii. Has been counsel alone of record in an adult or juvenile sex offense case or shall be supervised by or consult with an attorney who has experience representing juveniles or adults in sex offense cases.
- J. Juvenile Status Offenses Cases. Each attorney representing a client in a “Becca” matter shall meet the following requirements:
- i. The minimum requirements as outlined in Section 1; and

- ii. Either:
 - a. have represented clients in at least two similar cases under the supervision of a more experienced attorney or completed at least three hours of CLE training specific to “status offense” cases; or
 - b. have participated in at least one consultation per case with a more experienced attorney who is qualified under this section.
- K. Misdemeanor Cases. Each attorney representing a defendant involved in a matter concerning a simple misdemeanor or gross misdemeanor or condition of confinement, shall meet the requirements as outlined in Section 1.
- L. Dependency Cases. Each attorney representing a client in a dependency matter shall meet the following requirements:
 - i. The minimum requirements as outlined in Section 1; and
 - ii. Attorneys handling termination hearings shall have six months’ dependency experience or have significant experience in handling complex litigation.
 - iii. Attorneys in dependency matters should be familiar with expert services and treatment resources for substance abuse.
 - iv. Attorneys representing children in dependency matters should have knowledge, training, experience, and ability in communicating effectively with children, or have participated in at least one consultation per case either with a state Office of Public Defense resource attorney or other attorney qualified under this section.
- M. Civil Commitment Cases. Each attorney representing a respondent shall meet the following requirements:
 - i. The minimum requirements set forth in Section 1; and
 - ii. Each staff attorney shall be accompanied at his or her first 90 or 180 day commitment hearing by a supervisor; and
 - iii. Shall not represent a respondent in a 90 or 180 day commitment hearing unless he or she has either:
 - a. served one year as a prosecutor; or

- b. served one year as a public defender; or one year in a private civil commitment practice, and
- c. been trial counsel in five civil commitment initial hearings; and
- iv. Shall not represent a respondent in a jury trial unless he or she has conducted a felony jury trial as lead counsel; or been co-counsel with a more experienced attorney in a 90 or 180 day commitment hearing.

N. Sex Offender “Predator” Commitment Cases. Generally, there should be two counsel on each sex offender commitment case. The lead counsel shall meet the following requirements:

- i. The minimum requirements set forth in Section 1; and
- ii. Have at least:
 - a. Three years’ criminal trial experience; and
 - b. One year’s experience as a felony defense attorney or one year’s experience as a criminal appeals attorney; and
 - c. Experience as lead counsel in at least one felony trial; and
 - d. Experience as counsel in cases involving each of the following:
 - 1. Mental health issues; and
 - 2. Sexual offenses; and
 - 3. Expert witnesses; and
 - e. Familiarity with the Civil Rules; and
 - f. One year of appellate experience or demonstrated legal writing ability.

Other counsel working on a sex offender commitment case should meet the minimum requirements in Section 1 and have either one year’s experience as a public defender or significant experience in the preparation of criminal cases, including legal research and writing and training in trial advocacy.

O. Contempt of Court Cases. Each attorney representing a respondent shall meet the following requirements:

- i. The minimum requirements set forth in Section 1; and

- ii. Each attorney shall be accompanied at his or her first three contempt of court hearings by a supervisor or more experienced attorney, or participate in at least one consultation per case with a state Office of Public Defense resource attorney or other attorney qualified in this area of practice.
- P. Specialty Courts. Each attorney representing a client in a specialty court (e.g., mental health court, drug diversion court, homelessness court) shall meet the following requirements:
 - i. The minimum requirements set forth in Section 1; and
 - ii. The requirements set forth above for representation in the type of practice involved in the specialty court (e.g., felony, misdemeanor, juvenile); and
 - iii. Be familiar with mental health and substance abuse issues and treatment alternatives.

[Adopted effective October 1, 2012.]

Standard 14.3. Appellate Representation. Each attorney who is counsel for a case on appeal to the Washington Supreme Court or to the Washington Court of Appeals shall meet the following requirements:

- A. The minimum requirements as outlined in Section 1; and
- B. Either:
 - i. has filed a brief with the Washington Supreme Court or any Washington Court of Appeals in at least one criminal case within the past two years; or
 - ii. has equivalent appellate experience, including filing appellate briefs in other jurisdictions, at least one year as an appellate court or federal court clerk, extensive trial level briefing, or other comparable work.
- C. Attorneys with primary responsibility for handling a death penalty appeal shall have at least five years' criminal experience, preferably including at least one homicide trial and at least six appeals from felony convictions, and meet the requirements of SPRC 2.

RALJ Misdemeanor Appeals to Superior Court: Each attorney who is counsel alone for a case on appeal to the Superior Court from a court of limited jurisdiction should meet the minimum requirements as outlined in Section 1, and have had significant training or experience in either criminal appeals, criminal motions practice, extensive trial level briefing, clerking for an appellate judge, or assisting a more experienced attorney in preparing and arguing a RALJ appeal.

[Adopted effective October 1, 2012.]

Standard 14.4. Legal Interns.

- A. Legal interns must meet the requirements set out in APR 9.
- B. Legal interns shall receive training pursuant to APR 9, and in offices of more than seven attorneys, an orientation and training program for new attorneys and legal interns should be held.

[Adopted effective October 1, 2012.]

Standards 15-18

[Reserved.]

CERTIFICATION OF COMPLIANCE

For criminal and juvenile offender cases, a signed Certification of Compliance with Applicable Standards must be filed by an appointed attorney by separate written certification on a quarterly basis in each court in which the attorney has been appointed as counsel.

The certification must be in substantially the following form:

SEPARATE CERTIFICATION FORM

Court of Washington for _____	[] No.: _____ [] Administrative Filing
Plaintiff vs. Defendant	CERTIFICATION OF APPOINTED COUNSEL OF COMPLIANCE WITH STANDARDS REQUIRED BY CrR 3.1 / CrRLJ 3.1 / JuCR 9.2

The undersigned attorney hereby certifies:

1. Approximately _____% of my total practice time is devoted to indigent defense cases.
2. I am familiar with the applicable Standards adopted by the Supreme Court for attorneys appointed to represent indigent persons and that:

a. Basic Qualifications: I meet the minimum basic professional qualifications in Standard 14.1.

b. Office: I have access to an office that accommodates confidential meetings with clients, and I have a postal address and adequate telephone services to ensure prompt response to client contact, in compliance with Standard 5.2.

c. Investigators: I have investigators available to me and will use investigative services as appropriate, in compliance with Standard 6.1.

d. Caseload: I will comply with Standard 3.2 during representation of the defendant in my cases. [Effective October 1, 2013 for felony and juvenile offender caseloads; effective January 1, 2015 for misdemeanor caseloads: I should not accept a greater number of cases (or a proportional mix of different case types) than specified in Standard 3.4, prorated if the amount of time spent for indigent defense is less than full time, and taking into account the case counting and weighting system applicable in my jurisdiction.]

e. Case Specific Qualifications: I am familiar with the specific case qualifications in Standard 14.2, Sections B-K and will not accept appointment in a case as lead counsel unless I meet the qualifications for that case. [Effective October 1, 2013]

Signature, WSBA#

Date _____

https://dnews.com/local/moscow-saving-lots-of-water-on-toilet-rebates/article_bd517544-7a8e-58ce-955e-05fb6a2a0205.html

Moscow saving lots of water on toilet rebates

City official expects programs to 'explode' in future

By Garrett Cabeza, Daily News staff writer

Feb 28, 2017

Moscow is saving hundreds of thousands of gallons of water with the Water Conservation Plan that the Moscow City Council adopted last February.

The 64 households that replaced 85 toilets with more water-efficient ones in 2016's rebate program should expect a total annual savings of 555,714 gallons of water, Nichole Baker, Moscow environmental services coordinator for water conservation and sustainability, told the Moscow City Council Public Works/Finance Committee Monday.

Baker said the 14 households that switched from a lawn to wisescape rebate in 2016 should expect a total annual water savings of 173,583 gallons.

The Water Conservation Plan was originally developed to help reduce the pressure on the declining Grande Ronde Aquifer, Baker said. She said the City Council expanded the conservation program to include a fixture rebate program and an irrigated lawn-to-wisescape rebate program.

The toilet, or fixture, rebate program is available to single-family, multi-family and commercial customers, Baker said.

"Depending on what toilet or urinal for the commercial customer they take out, and what they replace it with, determines the amount that they are allowed for the rebate," Baker said.

A customer will receive a \$50 rebate by switching from a pre-code toilet to a code toilet, or 1.6 gallons per flush; \$75 from a code toilet to a high-efficiency toilet, or 1.28 gpf or less; or \$125 from a pre-code toilet to a high-efficiency toilet.

A single-family household can apply for up to two toilets for the rebate while a multi-family household can apply for one toilet per unit. Four toilet rebates are allowed per commercial customer and one low-volume urinal is allowed per commercial customer.

Baker said one customer replaced a 1956 toilet that used at least five gallons of water per flush and replaced it with a high-efficiency toilet that uses 1.28 gallons per flush. The household can expect to save 16,000 gallons of water each year.

Baker said a customer switching from a lawn to wisescape will receive a \$150 rebate if the customer replaces 300 square feet or more of irrigated lawn and replaces it with water-efficient landscaping. The rebate is available for single-family, multi-family and commercial customers.

One customer took out about 1,200 square feet of irrigated lawn and transformed it to wisescape, Baker said. Once the wisescape is established, the customer can save 9,300 gallons for that irrigation season, she said.

The 14 households that received rebates removed a total of 22,220 square feet of turf.

"The conservation plan is a living document," Baker said. "I think it's too soon to make any amendments to it."

However, she said the City Council might want to consider increasing the amount of allowable rebate toilets per household.

Baker said she recommended the committee consider increasing to three toilet rebates allowed for a single-family household and two allowed per unit for a multi-family household.

Committeeman Walter Steed asked that if the intent of the rebate program is to replace older toilets, why would the city limit the amount of rebates on toilets per household.

Baker said budget concerns were the reason.

Committeeman Jim Boland agreed with Steed.

"From a cost-benefit standpoint it seemed like a reasonable thing to invest in," Boland said.

Baker said she thinks the rebate program is going to "explode and get busier."

- The committee recommended approval of a professional services agreement with Castellaw Kom Architects in the amount of \$6,920.02 for Fire Station No. 2 renovation and expansion evaluation study. The item will be on the consent agenda for Monday's City Council meeting.
- The committee also recommended acceptance of a low bid from Sandry Construction, Inc. for a project that includes construction of about 800 linear feet of ductile iron water main to connect Well No. 10 to the distribution system. The contract is worth \$128,100 for the project. The item will be placed on the City Council's regular agenda.

Garrett Cabeza can be reached at (208) 883-4631, or by email to gcabeza@dnews.com.

CONSERVATION PROGRAMS

The Moscow Water Department is offering free water saving devices for inside and outside the home to the citizens of Moscow. Please note that the City can only give devices to residents who obtain their water from the Moscow Water Department.

To pick up your free water conserving devices please stop by 201 North Main Street between the hours of 7 a.m.to 4 p.m.

Toilet Leak Tabs

Five Minute Shower Timer





Earth Shower Head



Earth Shower Head



Bathroom Aerator



Kitchen Aerator



Rain Guage



Dramm Pistol Nozzle



Hunter Rain Click



Contact Us



City Of Moscow

Water Conservation Plan

December 2015

By M. Nichole Baker

Conservation Program Coordinator

City of Moscow

Adopted February 2016

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Executive Summary

Introduction

The City of Moscow has an established Water Conservation Program in support of the City's commitment to the Palouse Basin Aquifer Committee (PBAC). PBAC generated the Ground Water Management Plan (GWMP) of 1992 that includes voluntary water use goals. Reduction of the City's production rate has been consistent with the Moscow Action Plan component of the GWMP which attempts to limit aquifer pumping increases to 1% of the pumping volume based on a five year moving average to not exceed the accumulated total pumping of 875 million gallons (MG). The City of Moscow's water efficiency goal is to continue this success within reasonable limits due to population growth. This plan reviews current and recommended programs. The City of Moscow is a growing city which draws water from two aquifers, the Grande Ronde and the Wanapum. Because the amount of water in the aquifers is unknown, it is wise for the City to be proactive in the management of water consumption in order to maintain a reliable water supply while addressing increasing demand. It is also important for the City of Moscow to meet the growth expectations and comply with the September 1992 Ground Water Management Plan set in place by the Pullman-Moscow Water Resources Committee, now called the Palouse Basin Aquifer Committee (PBAC). In order to meet the goals set by PBAC, the City encourages efficient use and reuse of available water supplies and promotes the adoption of new conservation programs. Furthermore, this is a long-term conservation plan geared to extend our current supply of aquifer water and is not a curtailment plan.

Beyond the use of tiered rates, ordinances and resolutions are means to motivate individuals to save water. However, some aspects of water conservation cannot be imposed on the public and must be addressed as a voluntary and willing objective to be attained by the public and municipality. Conservation is fundamental to many residents' lifestyles, aspirational to some, and unrecognized by others. All have roles in realizing our community's water conservation goals. Local government should lead by example and offer the assistance and support necessary for citizens to participate in resource stewardship to conserve water in the Palouse Basin. This 2015 Water Conservation Plan includes several proposed water conservation support programs for our community. Solutions were developed, costs and benefits were calculated, and several support programs are included in order to raise public awareness and participation. Measures and incentives which proved to be less productive are discussed briefly, but have been eliminated from the final list of recommended programs.

In 2003, the Water Department hired the consulting firm Economic and Engineering Services (EES) in association with JUB Engineers to produce the City of Moscow Water Conservation Plan of April 9, 2004. That plan suggested several different conservation package options and is a reference for this report.

Forecasts

Population growth and its impact on water use is a key factor in predicting the benefits of a water conservation plan. Consequently, water demand estimates based on a 1.42% population growth (see Section 2.2 for details on population growth estimates) are used in this plan. The following is a summary of water production forecasts which take into account growth with and without conservation efforts.

The primary method used to forecast future water demand is based on a projection by customer class, which allows us to look at different water use categories. The per capita water use data (Section 2.3.4) were not chosen for forecast projections because per capita does not allow us to look at different water use categories. The forecast also assumes that each customer class will grow by 1.42% (see Section 2.2) and employment will remain steady (Appendix C). The demographic information can be more closely reviewed as part of Appendix C. The total non-billed water use is also applied, but not included with the customer class forecasts, an attribute the per capita data cannot provide.

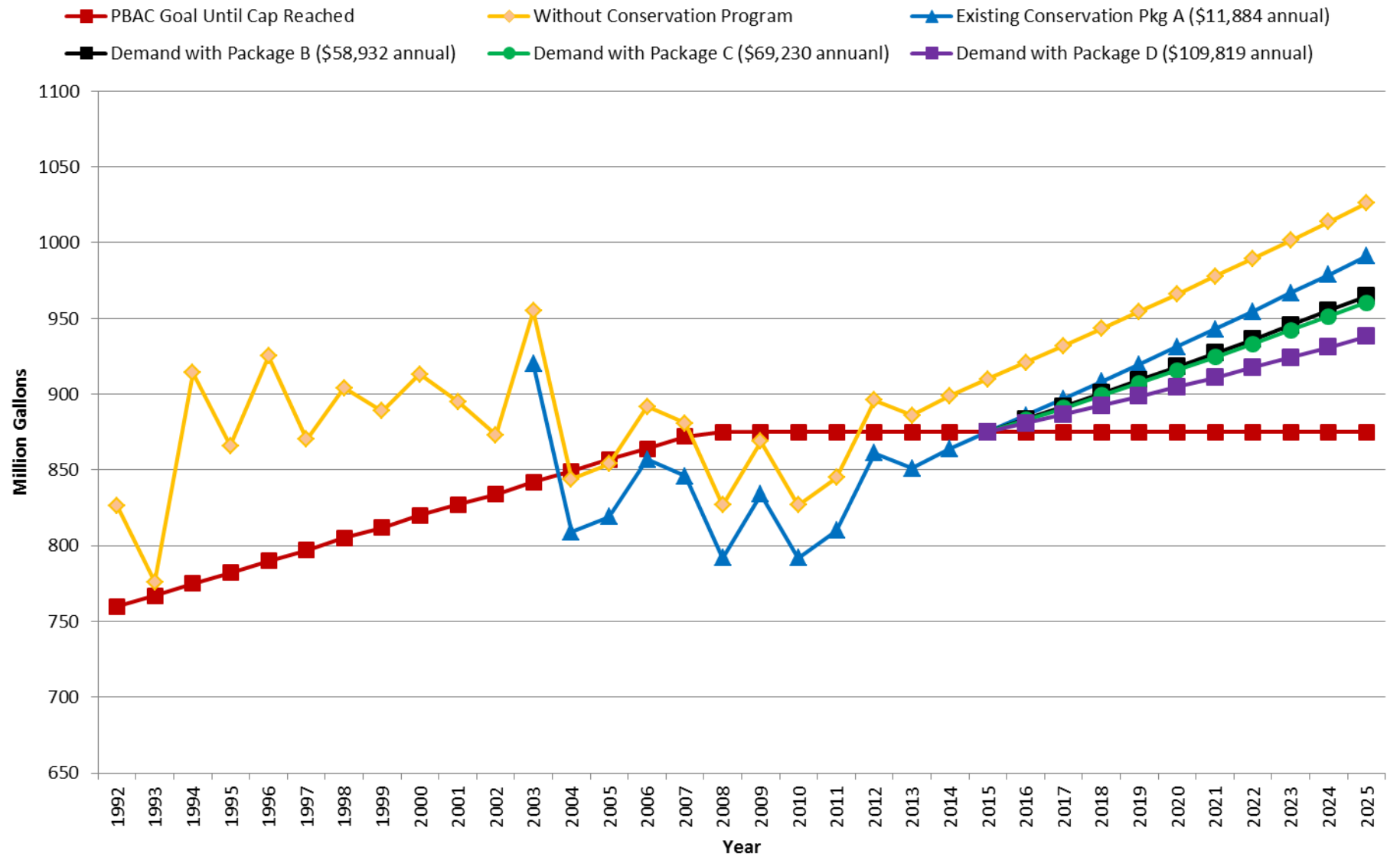
In order to exclude the university residential population (those who receive water from the University of Idaho system), the population is based on customer accounts as opposed to Census Population data. In using these accounts, it is assumed that there are 10 units per Multi-Family account and that each household has 2.25 individuals. Single Family and Multi-Family households are combined to account for residential use and are separate from Commercial use. The irrigation needs for Single Family and Multi-Family houses may differ in that there is potentially less landscape per Multi-Family resident than there is for Single Family residents. There are also difficulties in determining irrigation needs between Single Family and Multi-Family households because some of the Multi-Family accounts could partly comprise of the transient populations of students that leave for the summer. The two categories are considered for outdoor residential water use as well as residential indoor water use. The calculated per capita values for Table ES-1 vary significantly from those in Section 2.3.4 because this forecast does not include commercial or non-revenue use as part of each customer's daily use. Additionally, all non-revenue water is calculated as unbilled water. There also is a variation from the units reported in Table ES-1 from Table 2-9. Forecast population data were extrapolated from the 2012 HDR Comprehensive Water System Plan while utility account billing data were used for Table 2-9. The account billing data can fluctuate depending on open accounts. The following table (ES-1) uses the calculated use factor to project water use without the adoption of additional conservation efforts by the City. In the American Water Works Association Manual 52 on water conservation planning, two ways to determine per capita water use are presented. One method looks at total water production as proportional to population growth, while assuming that per capita use will not change in the future. However, the second method used is a projection by customer class. This method can look at residential use and commercial use, thereby creating a more accurate look at per capita consumption. Demand forecasts are sensitive to pumping data.

Exhibit ES-1 compares the forecast of water consumption without further conservation efforts against the forecast consumption with the conservation packages described in this

plan. Recommended measures to save water are included as part of the conservation package descriptions in Section 8. Incentives also are included in the plan. However, not all the incentives are calculated as part of the conservation forecasts because incentives serve to highlight additional, underlying benefits of such a plan (i.e. outreach and education). Forecasts in Exhibit ES-1 show the spread of the cost over the plan period (10 years) and the annual water savings shown as a gradual implementation (assumed evenly phased in) across the planning period with full implementation only at the final plan year.

Table ES- 1 Forecast Projections					
by Customer Class and Non-revenue (Unbilled) Water without Additional Conservation Measures					
2014 Data		2014 Total Pumped MG			864
Customer Class	Units	Total Billed Water(MG)	Billed(mgd)	Population	*Use Factor (gal)
Residential-SF HH	5,569	321	0.88	12,530	70
Residential-MF	4,884	222	0.61	10,989	55
Residential Total	10,453	543	1.49	23,519	63
Commercial	648	171	0.47	9,072	52
Unbilled Water		150			17.4%
1st Planning Year 2016		2016 Total Pumped MG			886
		Total Billed Water (MG)			
Customer Class	Units	Existing Program	Billed(mgd)	Population	
Residential-SF	5,705	329	0.90	12,836	
Residential-MF	5,057	230	0.63	11,378	
Residential Total	10,762	559	1.53	24,215	
Commercial	654	173	0.47	9,163	
Unbilled Water		154			
Last Planning Year 2025		2025 Total Pumped MG			991
		Total Billed Water (MG)			
Customer Class	Units	Existing Program	Billed(mgd)	Population	
Residential-SF	6,365	367	1.01	14,321	
Residential-MF	5,898	268	0.73	13,271	
Residential Total	12,263	635	1.74	27,592	
Commercial	685	181	0.50	9,584	
Unbilled Water		175			
Notes: Units are dwellings for SF and MF (HDR), units are accounts for Commercial (Finance 2014) with growth of .5% (2010 HDR)					
MF = 5.7 units per account (2012 HDR Comprehensive Water System Plan)					
Account and Population Data from 2012 HDR Comprehensive System Plan (Springbrook not used due to meter # inconsistencies)					
SF = Single Family (Duplexes included), MF = Multi Family (Apts and Mobile Homes), C = Commercial, HH = Household					
Population are estimates which results in some variation					
Population data from 2012 HDR Comprehensive Systems Plan with 1.42% growth					
Percentage of billed water from Utility Data Source 2014, non-revenue water based on 2014 Data					
Commercial = Employment is an assumption based on fixed data from 2004 EES Plan of 14 employees per customer account					
National Average of 2.25 persons per HH					
Total Billed = Year 2014 Billed Water according to Springbrook Data					
*Use Factor is used to determine forecast projections, AWWA manual 52, pages 45-46					
*Use Factor: Residential Factor gpcd = gallons per person per day, Commercial Factor ged = gallons per employee per day					

Exhibit ES -1 - Conservation Impact on Demand



Projection forecasts have been derived by using actual pumping data with projected future population growth and how that affects the Use Factor (gallons per person per day) as shown in Table ES-1. There is an assumed annual water increase rate of 1.42% to match the projected population increase of 1.42% (2012 HDR Comprehensive Water System Plan). The potential water savings for each conservation package that has suggested program additions (Package B, C, and D) are then deducted from the usage without conservation. All packages account for the reduction of water use that is expected with the existing program. The projected savings are based on average annual water savings of a fully implemented program and does not account for a phase-in approach. According to these projected forecasts, if additional (beyond the Existing Program – Package A) conservation efforts are not implemented in the near future, by 2016 the City of Moscow may exceed the PBAC cap of 875 MG pumped annually. However, the additional conservation efforts recommended in this plan could extend the years until the City exceeds the PBAC cap.

Plan Recommendations

Measures are discussed in detail in Section 3 and conservation plan packages in Section 8. Table 3-8 reproduced below compares the four proposed conservation program packages and Table 3-3 provides an overview of the screened results of measures. In addition to the Package options, plan phasing (briefly discussed in Section 3.7.1) could lower cost by choosing one of the packages, but limiting the funds allowed for a measure. For example, a first-come first-served approach to toilet rebates until the budget is reached.

Recommended incentives may be viewed in greater detail in Section 3.6 and many have already been implemented by the City. Accepted incentives are those that have already been implemented and would be low cost and capable of being combined with other programs. Regulatory incentives are currently a part of the City's conservation efforts with additional ones listed. Refer to Sections 6 and 7 for details regarding Public Facilities and Industry Professional Sector recommendations.

The comparison of the offered measures for each package is summarized in Table 3-6. The evaluation of the four packages summarizes the water savings and cost, Table 3-8. Additional combinations of the accepted measures are possible, as well as having rebates at a first-come, first-served basis as funding allows. The following table is the cost spread over the ten year plan period and the water savings once the plan is fully implemented. The cost for staffing, outreach, or incentives are not included due to the difficulty of determining that cost. Also shown is the water savings over the complete plan period of 10 years, which assumes an evenly phased in approach, with the exception to Package A. Package A is the existing conservation measures program, so water savings is shown as fully implemented and the existing conservation measures are calculated as fully implemented within Package B, C, and D. Although none of the conservation packages in this report meet the voluntary PBAC goal throughout the planning period, the Water Conservation Plan is the best action to limit the city's impact on the resource.

Table 3-6 - City of Moscow Conservation Package Details												
	Package A			Package B			Package C			Package D		
	SF	MF	CI	SF	MF	CI	SF	MF	CI	SF	MF	CI
Existing Conservation Measures	X	X	X	X	X	X	X	X	X	X	X	X
Toilet Rebate				X	X	X	X	X	X	X	X	X
Low Volume Urinal Rebate						X			X			X
Waterless Urinal Rebate									X			X
Hot Water Valve Rebate										X	X	
Efficient Clothes Washer Rebate												X
Free Landscape Book				X			X			X		
Lawn Replacement Rebate							X	X	X	X	X	X
Automatic Irrigation Audit										X	X	

SF=Single Family, MF = Multi Family, CI = Commercial

Table 3-8 - City of Moscow Conservation Package Comparison				
	Package A~	Package B	Package C	Package D
Package Measures (Includes Existing Measures)	Existing Measures Only	Existing + Toilet Rebate + Landscape Book	Existing + Toilet + Landscape Bk + Lawn Rebate	Existing + All Accepted Measures
Estimated Annual Water Savings (MG) at Full Implementation of Program*	34.9	61.2	65.5	87.9
Total Water Savings Over Plan Period (MG)**	348.8	493.8	517.2	640.4
Reduction in Year 2025 Demand (Planning Period 2016-2025)	3.4%	6.0%	6.4%	8.6%
Achieve PBAC Goal	No	No	No	No
Annual Cost^ (Includes Existing Measures Costs and Phased-In New)	\$11,884	\$58,932	\$69,230	\$109,819
Total Cost for Plan Period 2016-2025	\$118,839	\$589,318	\$692,296	\$1,098,193
Notes:				
*Annual water savings once all measures are implemented.				
**The planning period is from 2016-2025, it is assumed the program would be evenly phased in over the planning period.				
~Package A is already at full implementation and will not be phased in.				
^Annual costs vary depending on how plan is phased in, costs will vary depending on how the program is phased in.				
Table includes direct cost, not including staff, advertising, and distribution for plan period 2016-2025.				

MG = Millions of Gallons

Staff Recommendation

As is seen in Exhibit ES-1 and Table 3-8, none of the conservation packages recommended in this report meet the voluntary PBAC goal throughout the planning period but the Water Conservation Plan is the best adjustment to that goal to limit the City's impact on the resource. Considering water production goals and anticipated available financing, the staff recommendation is Package C with future evaluations on effectiveness. Package C will add the toilet rebate and urinal rebate programs, lawn replacement rebate program and landscape guide book for an additional average annual cost of \$57,346 for an additional average annual water savings of 30.6 MG (\$69,230 annual total, resulting in a savings of 65.5 MG per year) at full implementation. Additional personnel resources include the need for creation, implementation, management, advertising, and administration of the new program. Personnel resources are unknown at this time and could require additional funding.

Table 3-3 - City of Moscow Potential Conservation Screening for Measures							
Customer Class	Conservation Measure and Incentives	Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			Results of Screening
		gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Instant Hot Water Valve	5,924,446	High	\$63,080	\$1.06	Low	Accept - New
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Efficient clothes washers	2,052,564	Med	\$126,159	\$6.15	High	Reject
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Audits for automatic irrigation	6,890,846	High	\$207,156	\$3.01	Med	Accept - New
	Audits for manual irrigation	4,803,670	Med	\$588,469	\$12.25	High	Reject
	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	50 gallon Rain Barrel Catchment	90,892	Low	\$6,365	\$7.00	High	Reject
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Instant Hot Water Valve	5,491,924	High	\$29,237	\$0.53	Low	Accept - New
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Efficient clothes washers	1,060,819	Med	\$65,202	\$6.15	High	Reject
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Audits for automatic irrigation	2,961,508	Med	\$97,309	\$3.29	Med	Accept - New
	Audits for manual irrigation	2,045,836	Med	\$109,121	\$5.33	High	Reject
	Outdoor device giveaways	57,900	Low	\$3,622	\$6.25	High	Accept -Existing
	Low water use plants guide book	60,381	Low	\$129	\$0.21	Low	Reject
	50 gallon Rain Barrel Catchment	7,370	Low	\$516	\$7.00	High	Reject
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
	Sub-Meter Multi-Family Households	2,893,740	Med	\$231,688	\$8.01	High	Reject
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets - 1.28gpf	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Waterless urinals	336,218	Med	\$4,110	\$1.22	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient clothes washers	789,654	Med	\$5,005	\$0.63	Low	Accept -New
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Hotel bedding and towel message	16,005	Low	\$0	\$0.00	Low	Reject
	Audits for automatic irrigation	1,736,989	Med	\$171,250	\$9.86	High	Reject
	Audits for manual irrigation	1,116,636	Med	\$171,250	\$15.34	High	Reject
	Outdoor device giveaways	41,117	Low	\$3,429	\$8.34	High	Accept -Existing
	Low water use plants guide book	26,483	Low	\$57	\$0.21	Low	Reject
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
	Full Implementation Annual Water Savings for All Measures	103,805,784	Total Cost (All)	\$2,568,399	Annual Cost (All)	\$256,840	
	Full Implementation Annual Water Savings for All Accepted (Existing + New)	87,894,400	Total Cost Existing+New	\$1,098,193	Annual Cost Accept Existing + Accept New	\$109,819	
	Full Implementation Annual Water Savings for Accept Existing	34,880,657	Total Cost Acpt Exisiting	\$118,839	Annual Cost Accept Existing	\$11,884	
	Full Implementation Annual Water Savings for Accept New	53,013,743	Total Cost Accept New	\$979,354	Annual Cost Accept New	\$97,935	
Cost are direct Cost to City, not including staff, marketing, and distribution costs. See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

Table Package A - City of Moscow Existing Conservation Measures, Existing Program Only with No Additional Measures							
Customer Class	Conservation Measure or Incentive	Annual Water Savings (excluding savings from free riders)		Costs (excluding savings from free riders)			Results of Screening Rankings
		gpy	Ranking	Total Cost Over Plan	Cost per 1000 gals Over Plan	Ranking	
SF Indoor	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
MF Indoor	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept -Existing
CI Indoor	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept -Existing
Annual Water Savings Currently at Full Implementation		34,880,657	Total Cost	\$118,839	Annual Cost	\$11,884	
Cost are direct Cost to City, not including staff, marketing, and distribution costs.							

Table Package B - City of Moscow Existing Measures with Additional Measures (Toilet Rebate + Landscape Book)							
Customer Class	Conservation Measure or Incentive	Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			Results of Screening
		gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept - Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept - Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept - Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept - Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept - Existing
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept - Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept - Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept - Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept - Existing
SF Outdoor	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept - Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept - Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept - Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept - Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept - Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept - Existing
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept - Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept - Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept - Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept - Existing
MF Outdoor	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept - Existing
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets - 1.28gpf	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept - Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept - Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept - Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept - Existing
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept - Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept - Existing
Package B - Full Implementation Annual Water Savings		61,244,069	Total Cost Pkg B	\$589,318	Annual Cost Package B		\$58,932
			Additional Annual Cost of Toilet Rebate + Landscape Book				\$47,048
Cost are direct Cost to City, not including staff, marketing, and distribution costs.					& Annual Savings (gpy)		26,363,412
See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

Table Package C - City of Moscow Existing Measures with Additional Measures (Toilet Rebate + Landscape Book + Lawn Rebate)							
Customer Class	Conservation Measure or Incentive	Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			Results of Screening
		gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept -Existing
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets - 1.28p	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept -Existing
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
Pkg C - Full Implementation Annual Water Savings		65,499,804	Total Cost Pkg C	\$692,296	Annual Cost Package C		\$69,230
			Additional Annual Cost of Toilet Rebate + Landscape Book + Lawn Rebate			\$57,346	
Cost are direct Cost to City, not including staff, marketing, and distribution costs.					& Annual Savings (gpy)		30,619,147
See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

Table Package D - City of Moscow Existing Measures with Additional Measures (All Accepted)							
		Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			
Customer Class	Conservation Measure or Incentive	gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	Results of Screening
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Instant Hot Water Valve	5,924,446	High	\$63,080	\$1.06	Low	Accept - New
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Audits for automatic irrigation	6,890,846	Med	\$207,156	\$3.01	Low	Accept - New
	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Instant Hot Water Valve	5,491,924	High	\$29,237	\$0.53	Low	Accept - New
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Audits for automatic irrigation	2,961,508	Med	\$97,309	\$3.29	Med	Accept - New
	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept -Existing
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets -1.28gpf	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Waterless urinals	336,218	Med	\$4,110	\$1.22	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient clothes washers	789,654	Med	\$5,005	\$0.63	Low	Accept -New
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept -Existing
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
Pkg D - Full Implementation Annual Water Savings		87,894,400	Total Cost Pkg D	\$1,098,193	Annual Cost Package D		\$109,819
			Additional Annual Cost of Toilet Rebate + Landscape Book + Lawn Rebate				\$97,935
Cost are direct Cost to City, not including staff, marketing, and distribution costs.					& Annual Savings (gpy)		53,013,743
See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

Future Evaluation and Effectiveness of Plan

Evaluating what works and does not work with the Water Conservation Plan and adjusting accordingly for cost benefit analysis, budget constraints, and water savings can help to improve its effectiveness. It also will be useful to determine which measures and incentives have higher participation rates as well as to identify the source of our water savings, despite the difficulty in identifying the exact cause of why pumping levels decrease (i.e. weather, rates, measures, incentives, etc.). Finally, the plan should be flexible in amending the program in response to the evaluation process.

1 Introduction

1.1 Background

The City of Moscow water system relies on groundwater from two aquifers: the Grande Ronde and the Wanapum aquifers. Together these aquifers make up the Palouse Ground Water Basin. Water from the aquifers is pumped to the surface through five groundwater wells: two in the shallow Wanapum (Wells No. 2 and 3) and three in the deep Grande Ronde (Wells No. 6, 8, and 9). Moscow is one of many users, including regional cities and towns, two major universities, and others that draw upon these water sources.

While the two aquifers have been studied extensively, supply and recharge remains to be understood. While it is thought the Grande Ronde recharges at a slow rate, the Wanapum is known to recharge more readily. Locations and quantity of recharge remain unknown. Consequently, if a finite amount of water is available in the Grande Ronde, ground water withdrawals by all parties need to be managed in order to keep the aquifers available for continued use. The City has participated in the Palouse Basin Aquifer Committee (PBAC) for many years to share information with other water users and develop ground water management approaches. In the 1992 Ground Water Management Plan, PBAC established a voluntary water consumption goal for Moscow based on a one percent growth rate from the 1986-1990 average pumping level. The plan included a consumption ceiling for Moscow of 125% of the 1981-1985 average pumping level (875 MGY). In 2006 through 2014, the City met its PBAC voluntary 1% target goal, with 5-year moving average production ranging from as low as 815 MG up to 856 MG. While this goal was met, the City is approaching the 875 MGY production limit, placing further emphasis on the conservation program for a reduction of per capita water consumption.

This Water Conservation Plan (WCP) completed in 2015 reviews a range of techniques to reduce the City of Moscow's water consumption, thereby reducing ground water withdrawals. Conservation methods implementing measures and incentives are presented for four major water user types:

- Single and Multi-Family Sector
- Commercial and Institutional Sector
- Public Facility Sector
- Industry Professional Sector

Several conservation measures and incentives are evaluated in this WCP (Section 3). To reduce the potential cost of implementation of individual measures, four plan package options (Section 8) are evaluated.

The WCP was prepared by Water Conservation Program Coordinator Nichole Baker. This plan references work previously done by Economic and Engineering Services in

association with JUB Engineers. City of Moscow Water Conservation Plan dated April 9, 2004 and with several other references (Appendix E).

1.2 Conservation Methods

Water conservation methods have been divided into two categories: measures and incentives. Measures are defined as hardware and behavior changes that promote water savings, such as low flow showerheads or taking shorter showers. Incentives are defined as motivators for people to enact such measures and fall into three categories: educational, financial, and regulatory. Beneficial water conservation methods have been highlighted in the sections to follow. See Section 3, Water Conservation Element Overview, for more details.

1.3 Goals and Objectives

The following is a statement of goals and objectives developed for the Water Conservation Plan. It is important to note that while the primary goal and objectives are interrelated, the order in which they appear does not imply priority of one objective over another.

Moscow Water Conservation Plan Goal

Implement the Water Conservation Plan over the next ten years to continue to meet the Palouse Basin Aquifer Committee (PBAC) voluntary goals set forth by the Ground Water Management Plan of September 1992.

Goal: Limit annual increases in aquifer pumping to 1% of the pumping volume, based on a five-year moving average, to not exceed 125% of the five-year moving average (875 MG).

Goal Establishment: In the 1992 Ground Water Management Plan, PBAC established a voluntary water consumption goal for Moscow based on a one percent growth rate from the 1986-1990 average pumping level. The plan also states that pumping shall not exceed 125% of the 1981-1985 average pumping level (875 MGY).

Moscow Water Conservation Plan Objectives

As the City of Moscow approaches the 875 MGY production limit, further conservation efforts and programs may contribute to a prolonged and sustainable use of the aquifers. The following conservation principles and practices, supported by the American Water Works Association (AWWA) 2006 M52 Manual, may assist the City in reaching conservation goals. The following concepts are included in the conservation plan package options (Section 8) or are existing City practices.

1. Efficient use of sources of supply;
2. Appropriate facility rehabilitation or replacement;
3. Leak detection and repair;

4. Accurate monitoring of consumption and billing based on metered usage;
5. Establishment of water-use efficiency standards for new plumbing fixtures and appliances, and the change of existing high-water-use plumbing fixtures to a more efficient design;
6. Encouragement of the use of an efficient irrigation system, landscape materials, and landscape design and preparation;
7. Development and use of education materials on water conservation;
8. Public information programs promoting efficient practices and water conservation by all customers;
9. Integrated resource planning;
10. Water reuse for appropriate uses; and
11. Continued research on efficient water use practices.

1.4 Plan Organization

Section 2 describes the City of Moscow's population and water production and sales. Section 3 gives an overview of the conservation elements and screening process. Sections 4 through 7 cover the main areas of water conservation techniques listed as measures and incentives. In addition, each water user type is defined along with the conservation methods to be implemented for each user type. User types include Single Family Sector (SF) and Multi-Family Sector (MF), Commercial/Industrial Sector (CI), Public Facilities Sector (PF), and Industry Professional Sector (IP).

The appendices summarize water conservation activities and list all measures and incentives that were considered. The plan also evaluates the measures and incentives and includes a list of references used to complete the Water Conservation Plan. Tables and exhibits can be found throughout the document.

1.5 Pricing for Conservation

Water pricing is an effective tool for managing consumption. In the fall of 2005, the City of Moscow adopted a tiered rate pricing structure (Table 1-1) in addition to fixed charges. This tiered rate structure is based on a block design and organized according to consumption and customer class. The three-tiered consumption rates apply to residential, duplex and triplex customers (served by a single meter per dwelling unit) only. Rates are based on low, medium, and high use with cost per hundred cubic feet (ccf) increasing with each increased consumption tier/block. Commercial and Multi-Family (one connection/meter per rental complex with several dwelling units) customers are priced at one bulk water rate with pricing staying consistent regardless of water use. Single Family residential and duplex consumers make up approximately 45% of the City's water consumption, Multi-Family customers make up approximately 31% and Commercial customers make up approximately 24% of the City's water consumption (Table 2-9).

A change in water consumption can impact sewer revenues for accounts that are charged sewer rates in correlation with water consumption. However, this will not affect the majority of customers because they are billed on a fixed monthly rate. Churches, schools, bars, taverns, restaurants, and other commercial properties (i.e. apartments above a restaurant) services are billed based on metered water use.

Table 1-1 City of Moscow Pumping (millions of gallons MG) with Tiered Rate Highlighted													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total MG
2002	51.9	50.2	54.2	57.4	66.8	89.5	131.3	*108.1	96.1	64.4	52.5	51.1	765.4
2003	52.9	55.7	58.9	61.7	69.1	110.8	140.3	121.8	87.7	64.6	48.3	47.8	919.5
2004	51.7	50.1	50.5	57.0	62.5	79.4	123.7	103.8	71.1	60.7	49.4	49.2	809.3
2005	51.4	48.5	52.4	53.7	60.4	72.4	114.5	119.5	89.8	57.6	48.4	50.5	819.0
2006	50.4	48.1	52.1	54.2	73.4	75.4	125.9	122.9	92.2	64.2	49.7	48.0	856.5
2007	52.9	48.6	53.6	52.9	69.0	83.6	124.3	118.7	85.3	57.6	51.0	49.2	846.4
2008	51.0	49.1	51.2	52.5	61.1	70.6	114.2	108.0	84.0	56.8	46.2	47.4	792.1
2009	49.1	47.4	51.5	53.2	64.6	87.2	113.4	105.7	96.4	65.2	48.3	52.2	834.2
2010	53.3	50.9	51.4	58.3	54.1	54.5	110.5	123.3	78.1	60.0	49.0	48.5	792.0
2011	50.9	48.2	51.4	55.6	52.9	65.0	103.5	123.0	101.4	60.2	48.6	49.2	809.7
2012	50.5	50.7	53.8	53.9	65.6	71.0	110.6	128.5	103.9	68.3	51.9	52.5	861.2
2013	56.3	51.4	53.5	53.7	63.1	81.3	117.5	120.1	89.7	60.6	52.0	52.2	851.4
2014	52.9	51.4	52.4	54.9	69.6	86.0	118.6	116.3	102.7	60.8	50.1	48.1	863.8

Tiered water system in place.

Although Moscow met its PBAC water conservation goals for 2006 through 2014, it is difficult to know the extent to which the tiered rate structure has influenced citizen water use. Rates are currently adjusted every October in accordance with the most recent rate study. Understanding the impact the City's tiered rate structure has had on water use can help determine conservation success by way of the tiered rate.

2 Population, Water Production and Water Sales

2.1 General Information

The purpose of this section is to review the available data on water production, consumption, and projected growth. The following data sources were reviewed:

- 2004 City of Moscow Water Conservation Plan by Economic and Engineering Sources (EES) with JUB Engineers.
- Palouse Basin Aquifer Committee (PBAC) Annual Reports.
- City of Moscow, Water Department Production Records and PBAC Modified (1999 discovery of Wells No. 2 and 8 over-registering, adjusted 1986 to 1998), 1986-2015 Production Records.
- City of Moscow, Water Department, Annual Water Metered Records, including top water users by generic category.
- City of Moscow Comprehensive Plan 1995, 1999, revised in 2009.
- City of Moscow Census Data, 1970-2010.
- City of Moscow January 2012 Comprehensive Water System Plan prepared by HDR.
- Conversation with City staff: Dwight Curtis, Parks and Recreation Director (10/30/14), Mike Dimmick Water Production Lead Operator (10/31/14).

2.2 Population Forecast

Population growth in Moscow will bring with it a water demand component that must be considered in both the conservation plan and in setting benchmarks to determine whether the City is meeting its conservation goals.

Census data since 1970 is shown in Table 2-1, below:

Table 2-1 City of Moscow Census Data		
Year	Population	Growth Rate
1970	14,146	
1980	16,513	1.6%
1990	18,519	1.2%
2000	21,291	1.4%
2006	22,352	0.8%
2010	23,800	0.5%

The census figures include the University of Idaho student population that live in Moscow, some of whom live on campus and primarily use the University's water system, which is separate from the City's system. As of 2010, the most recent census population estimate for Moscow was 23,800.

Table 2-2 shows the total population estimates for Moscow taken from the 2012 Comprehensive Water System Plan (CWSP) based on an average 1.42% residential population increase estimate.

Table 2-2 Moscow Population Projections from the 2012 CWSP		
Year	Census	Comp Plan Estimate
2010	23,800	24,946
2016		27,148
2025		30,821

Moscow population from 2012 HDR Comprehensive Water System Plan Data

Table 2-3 shows the population estimates for Moscow water customers taken from the 2012 Comprehensive Water System Plan. These estimates will be used in the demographic screening section of this plan because it is more specific to the number of water customers and does not include the complete population (i.e. students not on City water). Based on the available data, the Water Conservation Plan will assume an overall population growth rate of 1.42% over the programs plan period 2016 through 2025.

Table 2-3 Moscow Population Projections Based on Water Customers and 1.42% Growth Projection From the 2012 CWSP		
Year	Census Population	Served by Moscow Water
2010	23,800	22,950
2016		24,976
2025		28,355

Served by Moscow Water from 2012 HDR Comprehensive Water System Plan Data

2.2.1 Large Customer Additions and Subtractions

One large new water user is the Moscow School District Community Playfields complex on Joseph Street and Mountain View. The site has approximately 13.1 irrigated acres and was developed in 2014. To establish the new turf, construction water use and 6 weeks of irrigating was needed during the 2014 Irrigation Season (May 23 – Nov 1), which used approximately 3.3 million gallons. With full use projected by the spring of 2016, assuming 13.1 acres of ball field are irrigated at the new complex, the average seasonal demand would be estimated at 15 million gallons after establishment.

Subdivisions and commercial developments, regardless of size, were not considered separately from the previously identified growth rates. This is due to the anticipated 1.42% growth rate and includes ongoing subdivision and development activity.

2.3 Water Production

The City of Moscow has historically obtained its municipal water supply from groundwater. Shallow wells in the Wanapum aquifer originally supplied the City's water. However, due to declining water levels and water quality in that aquifer, deeper wells

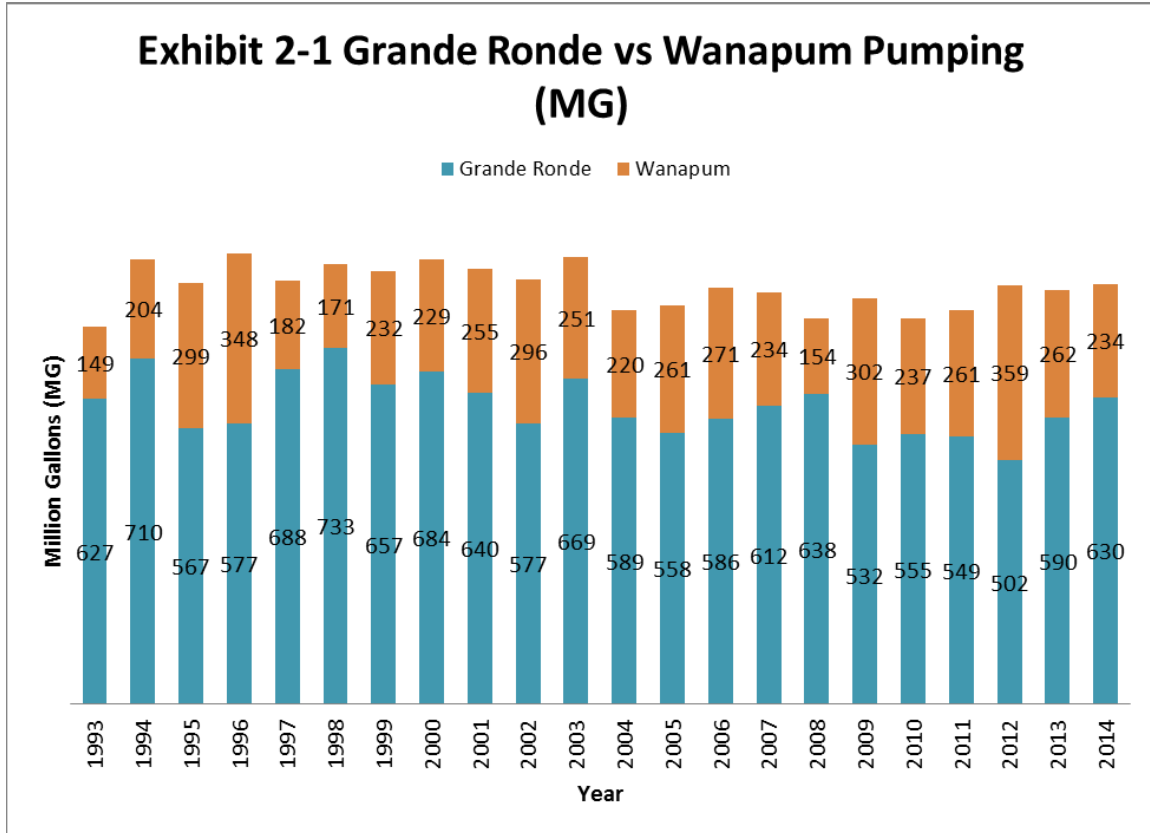
were later drilled into the Grande Ronde aquifer. Since the City began pumping water from the Grande Ronde aquifer, the Wanapum aquifer has recovered substantially and the City currently has wells in both aquifers. In recent years, City production from the Grande Ronde aquifer has essentially stabilized with more emphasis on production from the Wanapum wells (see Table 2-4 and Exhibit 2-1).

Table 2-4 Combined Grande Ronde Aquifer (Wells 6, 8, 9) and Wanapum Aquifer (Wells 2,3)					
Water Production By Year and Percent Pumped					
Year	Combined MG	Grande Ronde	Wanapum	% Grande R.	% Wanapum
1993	776	627	149	81%	19%
1994	914	710	204	78%	22%
1995	866	567	299	65%	35%
1996	925	577	348	62%	38%
1997	870	688	182	79%	21%
1998	904	733	171	81%	19%
1999	889	657	232	74%	26%
2000	913	684	229	75%	25%
2001	895	640	255	72%	28%
2002	873	577	296	66%	34%
2003	920	669	251	73%	27%
2004	809	589	220	73%	27%
2005	819	558	261	68%	32%
2006	857	586	271	68%	32%
2007	846	612	234	72%	28%
2008	792	638	154	81%	19%
2009	834	532	302	64%	36%
2010	792	555	237	70%	30%
2011	810	549	261	68%	32%
2012	861	502	359	58%	42%
2013	851	590	262	69%	31%
2014	864	630	234	73%	27%
Average (7yr)				69%	31%

2.3.1 Yearly Production Volumes

Yearly production volumes for all water sources, based on City records, are shown in Exhibit 2-1. It should be noted that in 1999 the City determined its source meters at Wells No. 2 and 8 were over-registering. PBAC subsequently adjusted production totals for these wells backward from the period of 1986 to 1998. This over-registering also may have also occurred in 2012. However, there is no way to accurately determine how long the meters were out of calibration, nor the magnitude of the calibration problem in each year; therefore the data is from the City of Moscow's pumping records and are not adjusted totals.

A comparison of the relative contributions from each aquifer is shown in Exhibit 2-1.



Over-registering of production can increase the discrepancy between production and sales. Over-registering occurs due to iron buildup on flow meter tubes and turbines. The flow meters on Wells No. 2, 3, 8, and 9 were cleaned of iron deposits and as a result, the metered flow values decreased. Iron buildup has been identified as a problem with all well meters, except Well No. 6. After the City identified the iron buildup problem, a cleaning schedule of the turbine meters was created to address the problem. Currently, the City is in the process of replacing the turbine meters with electromagnetic flow meters (mag meters). The mag meter readings should not be affected by the iron and it is unknown if they will require a cleaning schedule.

2.3.2 Monthly Production Levels

Month to month production from all wells is shown in Table 2-5 and Exhibit 2-2.

Table 2-5 City of Moscow Production (MG) by Month (2000-2014)												
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2000	52.4	51.5	53.9	58.3	70.5	91.9	137.6	148.1	77.9	61.9	54.2	54.4
2001	52.3	50.2	53.3	55.2	71.3	87.2	117.6	136.7	105.0	63.7	51.6	50.7
2002	51.9	50.2	54.2	57.4	66.8	89.5	131.3	108.1*	96.1	64.4	52.5	51.1
2003°	52.9	55.7	58.9	61.7	69.1	110.8	140.3	121.8	87.7	64.6	48.3	47.8
2004^	51.7	50.1	50.5	57.0	62.5	79.4	123.7	103.8	71.1	60.7	49.4	49.2
2005	51.4	48.5	52.4	53.7	60.4	72.4	114.5	119.5	89.8	57.6	48.4	50.5
2006	50.4	48.1	52.1	54.2	73.4	75.4	125.9	122.9	92.2	64.2	49.7	48.0
2007	52.9	48.6	53.6	52.9	69.0	83.6	124.3	118.7	85.3	57.6	51.0	49.2
2008~	51.0	49.1	51.2	52.5	61.1	70.6	114.2	108.0	84.0	56.8	46.2	47.4
2009	49.1	47.4	51.5	53.2	64.6	87.2	113.4	105.7	96.4	65.2	48.3	52.2
2010	53.3	50.9	51.4	58.3	54.1	54.5	110.5	123.3	78.1	60.0	49.0	48.5
2011	50.9	48.2	51.4	55.6	52.9	65.0	103.5	123.0	101.4	60.2	48.6	49.2
2012	50.5	50.7	53.8	53.9	65.6	71.0*	110.6*	128.5*	103.9*	68.3*	51.9*	52.5*
2013	56.3	51.4	53.5	53.7	63.1	81.3	117.5	120.1	89.7	60.6	52.0	52.2
2014	52.9	51.4	52.4	54.9	69.6	86.0	118.6	116.3	102.7	60.8	50.1	48.1

*Emergency measures with Well No. 9 pump failure in 2002, mandatory no outside watering, 2012 Well No 9 off line, voluntary irrigation restrictions

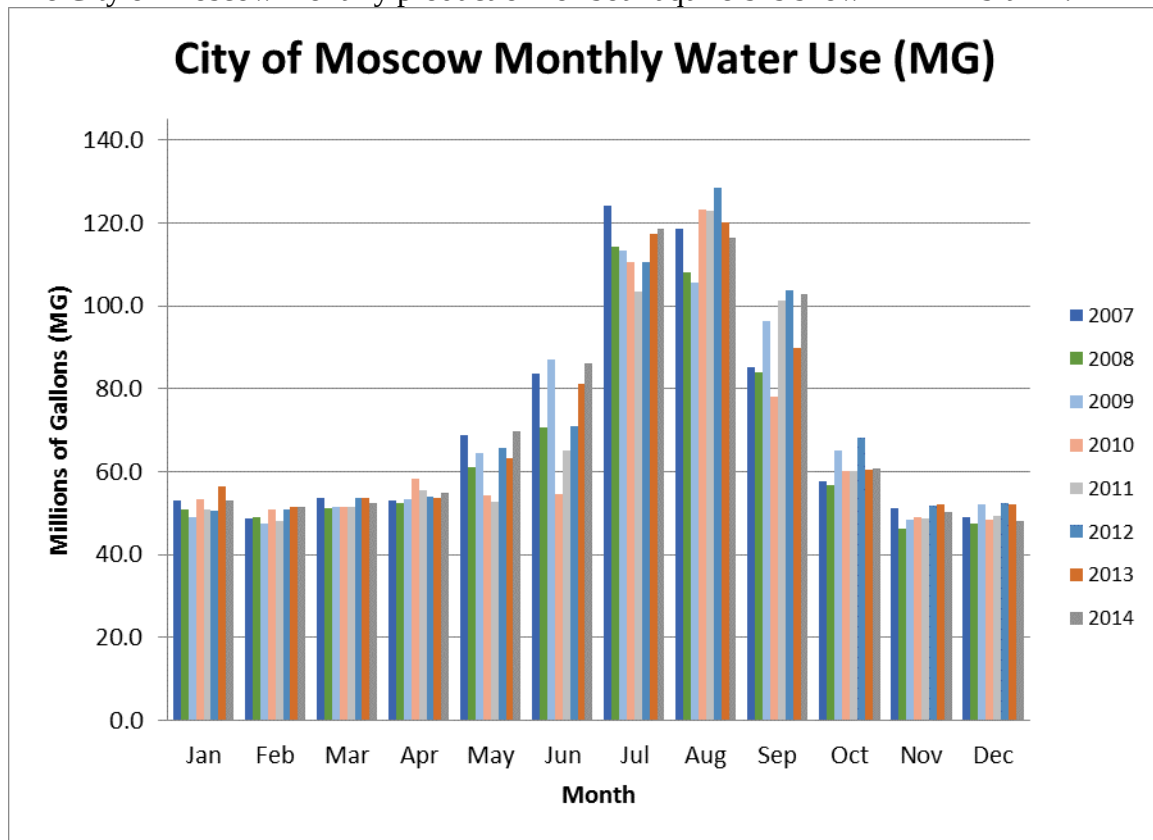
°In 2003, voluntary daytime irrigation restrictions during summer (City Council initiated on June 9, 2003)

^In 2004, mandatory daytime irrigation restrictions from April 1st to Oct 31st (Irrigation Ordinance change)

~In 2008, irrigation season is now declared annually, amendments made in Oct 2007 (Irrigation Season Dates: 2008 5/15/08-10/15/08, 2009 6/1/09-10/16/09, 2010 5/24/10-10/18/10, 2011 6/13/11-10/22/11, 2012 5/28/12-10/23/12, 2013 5/20/13-10/11/13, 2014 5/23/14-11/1/14)

October 2005, Tiered rates

The City of Moscow monthly production for both aquifers is shown in Exhibit 2-2.



Moscow ties in with the University of Idaho water system for emergency purposes. The university system has higher water pressure than the City system, so in the event of a leak, the university system would leak into the City system (the purpose was to provide emergency flow either direction, however the UI has the slightly higher tanks. There has been one instance, over 20 years ago, when the City made water available to the University after a campus fire depleted the U of I system. Moscow does not purchase from other suppliers nor does it provide water to any wholesale customers.

2.3.3 Average and Maximum Day Production

City records were examined to determine the average day and maximum day demand. See Table 2-6.

Table 2-6 Average and Maximum Day Production for the City of Moscow						
	2003	2004	2005	2006	2007	2008
Average Day Demand, MG	2.52	2.22	2.24	2.35	2.32	2.17
Average Day Demand (Nov-Apr)	1.84	1.69	1.68	1.68	1.69	1.64
Average Day Demand (May-Oct)	3.23	2.72	2.79	3.01	2.93	2.69
Maximum Day Demand, MG	5.38	4.95	4.76	4.88	4.59	4.76
Date Max Day Occurred	18-Jul	15-Jul	9-Aug	23-Jul	5-Jul	15-Aug
	2009	2010	2011	2012	2013	2014
Average Day Demand, MG	2.29	2.17	2.22	2.36	2.33	2.37
Average Day Demand (Nov-Apr)	1.67	1.74	1.68	1.73	1.76	1.74
Average Day Demand (May-Oct)	2.69	2.61	2.75	2.98	2.89	3.01
Maximum Day Demand, MG	5.12	4.80	4.74	4.90	4.57	4.97
Date Max Day Occurred	2-Jul	21-Jul	3-Aug	8-Aug	24-Jul	13-Jul

Nov-Apr data is taken from the previous and current year. For example, 2003 represents Nov 2002 - Apr 2003.

Maximum Day Demand varies depending on when the wells were read and recorded.

Max Day Demand = If the highest day demand varied from the previous or following day and/or it was a weekend reading, then the time of the reading was inconsistent; in this case, the next highest demand day was recorded as Max Day Demand.

2.3.4 Per Capita Water Use

The Per Capita table below shows use for all water pumped and billed water (of the water produced, the amount of revenue water). See Table 2-7. Per Capita water use for the Palouse region is 117 gallons (PBAC, 2013) and 187 gallons for the state of Idaho (USGS).

Table 2-7 City of Moscow Per Capita Water Use				
Year	Estimated Population	Served by Moscow Water	Per Capita Billed Water	Per Capita Pumped Water
2008	24,252	22,312	89	97
2009	24,596	22,629	87	101
2010	24,946	22,950	81	95
2011	25,300	23,276	85	95
2012	25,659	23,606	82	100
2013	26,023	23,942	78	97
2014	26,393	24,282	81	97

2.3.5 Events Affecting Production

A few significant events during recent years have affected water production levels. The first occurred in August 2002 when City Well No. 9 experienced a pump failure. On August 12, 2002, the City called for voluntary conservation and on August 14, emergency conservation measures were enacted, including a ban on all outside watering.

The watering restrictions were lifted on September 3, 2002, after the pump had been repaired. On June 23, 2012 Well No. 9 experienced motor failure which once again called for voluntary conservation through the remaining 2012 irrigation season.

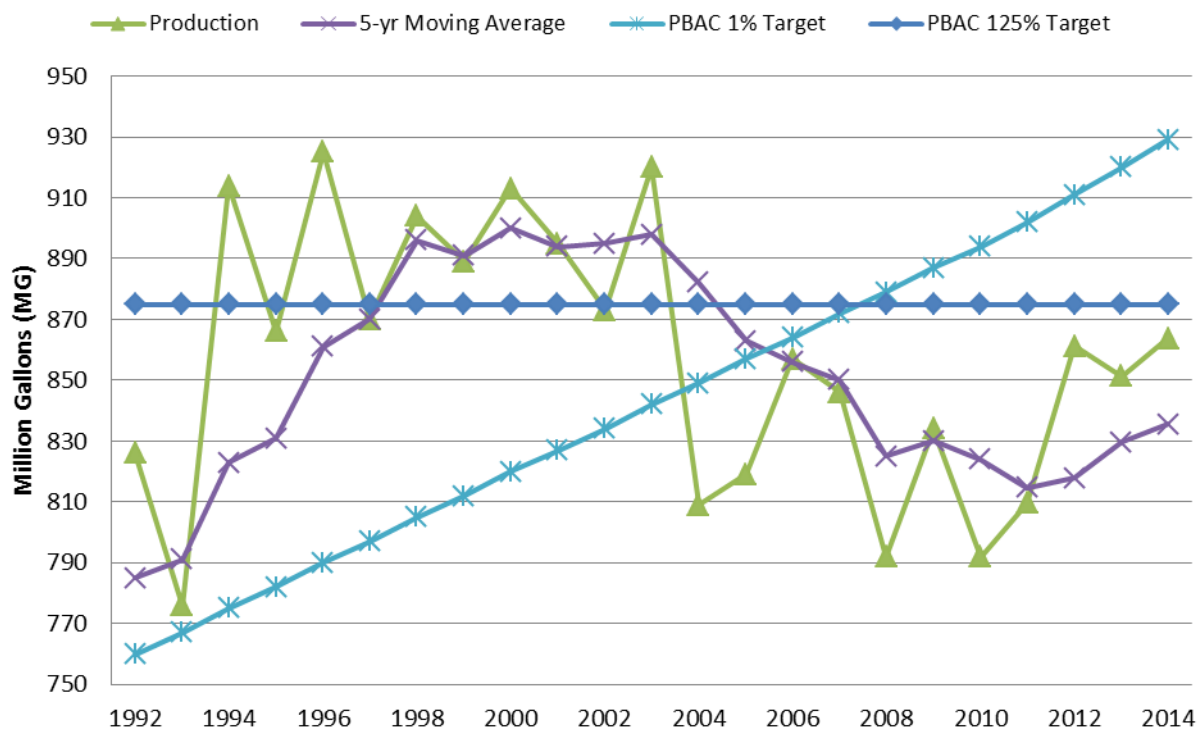
Another event occurred following growing concern over declining aquifer levels. On June 9, 2003, the Moscow City Council instituted a voluntary daytime restriction on outdoor watering through September 15, 2003. That deadline was extended to November 1, 2003 after which the restriction was officially lifted.

To curb landscape watering use, a Water Conservation Ordinance and Water Waste Resolution were passed by the Moscow City Council on May 17, 2004. The Ordinance restricted outdoor watering to the hours of 6 p.m. to 10 a.m. from April 1 to October 31. The Resolution restricted the use of poorly-maintained plumbing and water systems. On October 22, 2007 (changes to start for the Irrigation Season in 2008) the Moscow City Council approved amendments to the ordinance which defined a set landscape irrigation watering season, to be determined annually, and prohibited the watering of impervious surfaces. The ordinance prohibited outdoor irrigation outside of the declared irrigation season.

2.3.6 Historical Pumping vs. PBAC Targets

In 1992, the Palouse Basin Aquifer Committee (PBAC) set voluntary limits for its members of a one percent (1%) pumping increase, based on a five-year moving average beginning with the 1986 period. At no time shall the accumulated total pumping exceed 125% of the 1981-1985 production average (700 MGY to 875MGY). Exhibit 2-3 shows Moscow production data with PBAC voluntary targets. The 125% ceiling is approximately 875 million gallons (MG) per year for the City of Moscow. These voluntary target levels are irrespective of whether the Grande Ronde or Wanapum aquifer is the source of pumping. From 2006 through 2014 the City of Moscow met the PBAC 1% voluntary limit.

Exhibit 2-3 Moscow Water Production and PBAC Goals



2.3.7 Seasonal Production

Seasonal production figures are tabulated in Table 2-8. These calculations are based on May – October designated as the seasonal Irrigation Season months and November – April as the baseline, non-seasonal indoor use only months. Seasonal water use is then compared with the baseline. It is assumed the seasonal difference from the baseline is water associated with outdoor use, such as irrigation for landscaping.

Table 2-8 Seasonal Water Production (MG)			
Year	Nov-April Water Use	May-Oct Water Use	Baseline Difference
2003	333	594	261
2004	305	501	196
2005	305	514	210
2006	304	554	250
2007	306	539	233
2008	304	495	191
2009	295	533	238
2010	314	481	166
2011	304	506	202
2012	307	548	241
2013	319	532	213
2014	316	554	238

2.4 Water Sales

Table 2-9 shows the number of accounts and correlating water consumption figures within the three billing categories. The most current year in which consumption figures were calculated from the City's billing system database was 2014. Consumption totals for each customer class exported from the Utility Data are considered to be the most accurate and were used to calculate Table 2-9. Single Family Residential customers include customers with a single meter per dwelling unit. Multi-Family customers include customers with a single meter for several dwelling units. There are data inconsistencies with the demographics used for population increase and water use forecasts.

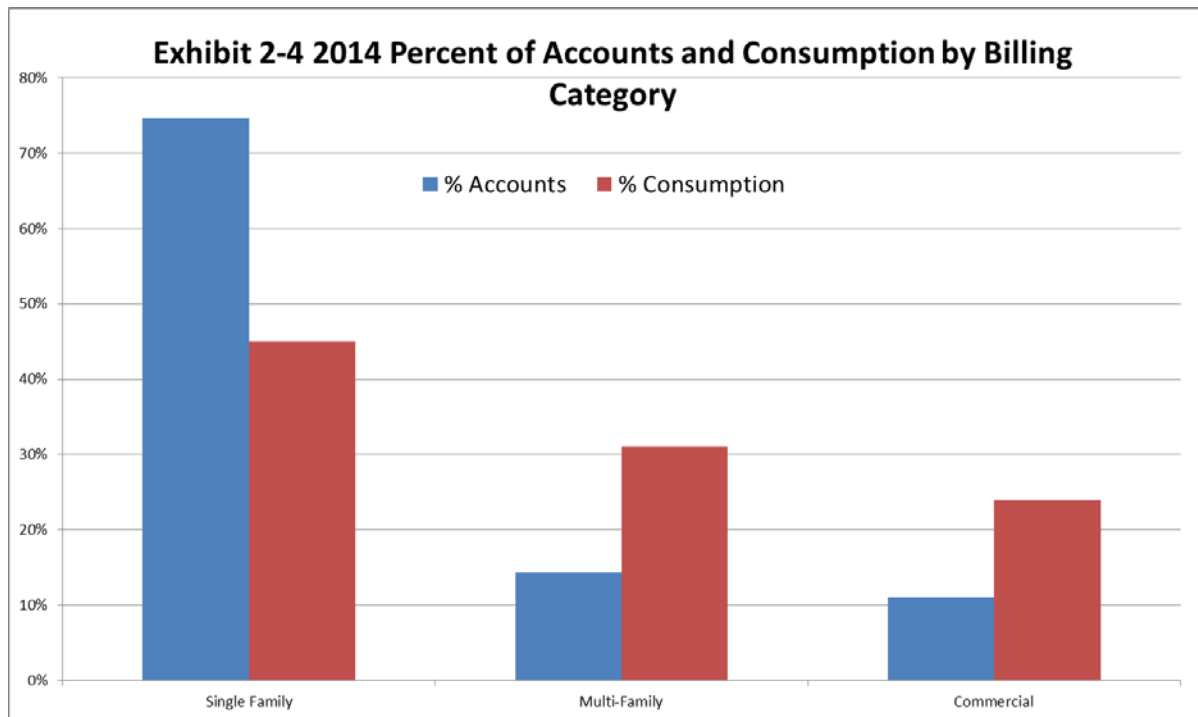
Table 2-9 Accounts and Consumption by Billing Category 2014				
Billing Category	# of Accounts	% of Accounts	Consumption (MG)	% of Total Consumption
Single Family	4396	75%	321	45.00%
Multi-Family	848	14%	222	31.07%
Commercial	649	11%	171	23.93%
Total	5893	100%	714	100%

Single Family Residential = Households, duplexes, and triplexes with separate meters.

Multi-family = Apartments, mobile home courts, duplexes, and triplexes with one meter.

Exhibit 2-4 shows a graph of accounts and consumption by billing category. Because the Single Family Residential customer accounts consist of one meter servicing one

household, they comprise approximately 75% of the number of accounts while consuming about 45% of water production. Multi-Family and Commercial accounts which have one meter to service many people and/or households, represent a smaller share of the overall number of accounts yet amount to more than 50% of consumption.



2.5 Non-Revenue Water

An accounting of all water sources was completed in order to develop a comprehensive data set of the City's water system. In addition to metered sales of water, non-revenue water use needs to be examined. Non-revenue water is either accounted for or unaccounted for. Accounted-for non-revenue sources are filter backwashing, fire hydrant flushing, fire-fighting, dead meter estimates, public facility use, well control valve, new mains, well over-registering, construction water needs, estimates from detected leaks, and City park irrigation. Unaccounted-for sources tend to be inaccurate flow meters and unknown leaking water lines.

An accounting of the City's water is completed annually. The data presented here is based on estimates as well as accurate accounting. The distribution of accounted-for and unaccounted-for water in terms of a percentage of the total amount of water pumped is shown in Table 2-10.

Table 2-10 City of Moscow Non-Revenue Water Use (of total pumped)			
Year	Non-Rev	Accounted	Unaccounted
2007	12.2%	5.6%	6.7%
2008	8.8%	3.9%	4.9%
2009	14.2%	6.0%	8.2%
2010	14.3%	5.4%	8.9%
2011	11.3%	5.2%	6.0%
2012	17.6%	4.8%	12.7%
2013	19.4%	5.7%	13.7%
2014	17.4%	10.8%	6.5%

2.5.1 Accounted-For Water

Accounted-for non-revenue water consumption typically consists of fire hydrant flushing, fire-fighting, filter backwashing, well control valve diversions, estimates from detected leaks, estimates of use through dead meters, public facility use, city park irrigation, new main flushing, over-registering well meters, and construction water needs.

Fire Hydrant Flushing

Fire hydrants are routinely flushed throughout the City in an effort to improve water quality within the distribution system. In addition, flushing is required by Idaho drinking water regulations. Flushing involves opening fire hydrants to flush out stale water by promoting the movement of fresh water through the water mains. Hydrants are flushed until the water flowing from the hydrant is clear, after which they are shut off. Areas susceptible to water quality complaints, such as dead-end water mains, are typically flushed at a higher frequency than areas with greater movement of water through the water lines. Water lines are typically sized to provide an adequate turnover of water, fire flow and domestic uses without pressure loss, but this is not always possible due to future development and topography.

The amount of water used in the hydrant flushing process is calculated based on the approximate flow rate of each hydrant, which have either been metered or tested in the past. In order to save water, the hydrant flushing program is based on a preventative approach per Department of Environmental Quality (DEQ) regulations which require that the system be flushed at six month intervals. Flushing also occurs as needed in response to customer complaints on water quality. Water quality complaints usually refer to odor or taste. Any significant increase of hydrant flushing from one fiscal year to another is due to increased customer complaints. In the past, the Water Department flushed hydrants at a lower capacity to test what amount of flushing was adequate for DEQ regulations and customer satisfaction.

Fire Fighting

Fire-fighting water use varies depending on the needs of the community for the year. Water used for training and the filling of trucks is estimated and not metered.

Filter Backwashing

There are four greensand filters for Wells No. 2 and No. 3 which produce water from the Wanapum aquifer that help improve water quality by removing iron and manganese. After these filters become plugged with iron and manganese, they are cleaned through the process of backwashing. Backwashing generally uses 88,000 gallons per backwash cycle and is conducted for every 3-4 million gallons pumped from the Wanapum. Backwashing occurs most frequently during the peak season summer months when pumping increases. Variations in the amount of water used for backwashing can be caused by the amount of iron present in Well No. 2 (1.25 ppm) and Well No. 3 (7.65 ppm). Well No. 2 produces more water than Well No. 3 before the filters need to be cleaned (backwashed). The City's filter plant treats the water in order to reduce the need for flushing and to increase water quality. Potassium permanganate is added to the iron-rich water pumped from the Wanapum, which is then filtered with greensand filters. Chlorine is added to reduce taste and odor complaints as well as to disinfect.

Well Control Valve Diversions

Well Nos. 2, 3, 6, 8, and 9 constitute the City's total current water production sources. All five wells have flow meters to determine the total volume of pumped water. On start-up every well discharges water for a short period of time to prevent damage from water hammer. The discharge feature on each well, with Well No. 8 being the exception, occurs before the flow meter. Discharge is not metered and is estimated.

Leakage

Some leakage can be accounted for based on estimates of the known start date to the time the leak is repaired. Start dates are based solely on the date Water Department Staff is alerted to the leak therefore any potential water loss before that time is unknown.

Dead Meters

Moscow historically used turbine water meters, with the majority of them being 5/8" meters. Billing software can detect dead meters to inform Water Department staff of the need for replacement. Based on bench test results, decreased accuracy in customer meters tends to under-register the quantity delivered to customers, leading to an increase in non-revenue water. Meters are replaced and/or repaired when they become unreadable or appear to malfunction. Dead meters are replaced when identified and if a misread is caught, it is corrected in the billing software. Currently, electromagnetic flow meters will be replacing the turbine meters to eliminate the iron build up issues.

Public Facilities and Parks

Non-revenue water sources for the City include irrigation of city parks, some school grounds, certain city buildings and public building supply. All parks and facilities are currently metered. City irrigation systems and all other irrigation of parks are maintained by the Parks and Recreation Department or Water Department of the City of Moscow. Upgrades have been made to increase irrigation efficiency. Such upgrades include a

central irrigation management system, which became fully operational in spring 2009. The new irrigation management software allows parks staff to monitor, adjust, and turn systems on and off remotely. The software also allows staff to monitor water use and identify and repair irrigation system breaks in a timely manner.

New Use and New Subdivisions

Water use is calculated based on the need to fill a new main, chlorinate it, flush it, and fill it until the water passes testing for bacteria.

Over-registering Well Meters

In 1999, the City determined that its source meters at Wells No. 2 (1997) and No. 8 (1999) were over-registering due to the accumulation of iron deposits inside these flow meters. This also may have occurred in 2012.

Over-registering of production, and consequently the increased discrepancy between production and sales, occurs due to iron buildup on flow meter tubes and turbines. As the iron buildup coats the inside of the flow tube it reduces the diameter, which increases the velocity through the flow meter for the same volume of water pumped. The flow meters on Well Nos. 2, 3, 8, and 9 were cleaned of iron deposits and as a result, the metered flow values decreased. Iron buildup has been identified as a problem with all well meters, except Well No. 6. After the City identified the iron buildup problem, a cleaning schedule of the turbine meters was created to address the problem. Currently, the City is in the process of replacing the turbine meters with electromagnetic flow meters (mag meters). The mag meter readings should not be affected by the iron and it is unknown if they will require a cleaning schedule.

Bulk Water

Bulk water (water used for construction, Hydro-seeding, Hydro-jetting, street sweeping and filling of swimming pools) is revenue based, but listed as accounted-for non-revenue because it is not billed through the City's utility software billing system. The bulk water uses within the city are billed at the bulk rate of \$99.25 for the first 2500cf, use more than 2500cf adds another \$49.05. For bulk water needed outside the city that rate for the first 2500cf is 2x the City rate plus \$49.05, with use over 2500cf costing 2x the City rate plus and additional \$98.10.

2.5.2 Unaccounted-For Water

Unaccounted-for water is defined as the discrepancy between water being metered at the source to water given to the end use minus accounted for non-revenue water. This discrepancy is analyzed to identify potential revenue-producing opportunities, as well as recoverable losses and leaks. Possible sources of water and revenue losses with the City water system are described below.

According to the American Water Works Association guidelines, Moscow's unaccounted-for water system should not exceed 10% of water production. The City's

past unaccounted-for water (Table 2-10) does run under 10%, with 2012 starting a trend of higher unaccounted-for water. It has been suggested this may have been caused by the over registering of Well Nos. 2 and 3 in 2012.

Leakage

Leaks prior to discovery, undiscovered leaks, and known leak estimation discrepancy can all be causes of water loss which increases non-revenue water loss.

The City's past leak detection program surveyed approximately 90% the City's distribution system for 14 days out of the year. As of 2012, improvements have been made to the leak detection program. The improved leak detection program surveys the City's water distribution system in an ongoing operation that employs the use of six deployable sensor/recorders. These sensors effectively cover three city blocks of water mains for an average of two days per week. The goal of this operation is to continue until the entire distribution system has been surveyed annually.

Customer Meters

Meters that are dead, older, and/or inaccurate can create revenue losses. Bench testing has determined that a decrease in meter accuracy tends to result in under-registering. This leads to an artificial increase in non-revenue water, thereby reducing City revenues from water sales. Currently, electromagnetic flow meters will be replacing the turbine meters (as replacements are needed) to eliminate the iron build up issues.

Water Reservoirs

While uncommon, tanks can overflow during equipment testing and calibration. Tanks occasionally need to be drained for cleaning and for maintenance purposes but the City also cleans the tanks without draining them during underwater inspections.

Pump Control Valves

Every well has a pump control valve that sends a small volume of water to waste when each pump starts and stops. This is necessary to prevent potential damage to water mains caused by water hammer. With the exception of Well No. 8, this discharge occurs prior to being taken into account by each well's production flow meter and is not included with the City's control valve non-revenue water calculations.

3 Water Conservation Element Overview

3.1 Introduction and Definitions

This section defines the conservation measures and incentives evaluated in the Water Conservation Plan. The City has already carried out some water conservation activities and the plan discusses these existing programs as well as new programs. In order to recommend measures and incentives, water savings and direct costs were evaluated.

Methods to promote water conservation consist of measures and incentives, with correlation between the two for the evaluation and screening process. Measures are hardware and behavior changes that promote water savings, such as low flow showerheads or taking shorter showers. Incentives are motivators for people to enact measures and fall into three categories: educational, financial, and regulatory (see Appendix B for Outdoor Irrigation Ordinance and Water Waste Resolution).

The City of Moscow water users consist of Single Family, Multi-Family, and Commercial/Institutional Sectors. However, because water savings can be achieved beyond the major user base, two more sectors are included: Public Facilities and Industry Professionals (landscape and/or irrigation contractors). This section, Section 3, describes the criteria for evaluating possible measures and incentives.

3.2 Conservation Measures Summary

Twenty-eight potential conservation measures (Table 3-1) were evaluated or are already implemented by the City of Moscow for inclusion in this Water Conservation Plan. Not all of these measures were selected due to the screening process (Section 3.5), but each one is listed and evaluated. Because evaluating every possible conservation measure would have been impractical, measures were chosen based on successful programs implemented in other communities that appear to have good applicability to Moscow's community and climate. Sixteen of the measures were evaluated in the 2004 EES Plan and that screening process has been retained in the evaluation toward recommendations.

The measures address both indoor and outdoor water conservation, as well as Residential, Commercial, and Public Facilities sectors. Measures selected for evaluation are listed in Table 3-1 and their specific definitions and target audiences follow. Table 3-1 shows whether each measure can be used for the Single Family/Multi-Family, Commercial, and Public Facilities sectors.

Measures were chosen based on either success in other communities, programs already implemented by the City and from the 2004 EES Plan. Further discussion of the conservation elements for each sector can be found in Sections 4 through 7. As further

described in Section 3.5, measures that proved to be less productive and more expensive to the City were discarded. Those recommended were found to be feasible and cost effective through the screening process. Section 8 presents three alternative plan packages from which the City might choose.

Table 3-1 Evaluated Conservation Measures for WCP				
No.	Measure	SF/MF	CI	PF
1	Low-volume toilets	X	X	X
2	HET toilets	X	X	X
3	Low-volume urinals		X	X
4	Waterless urinals		X	X
5	Toilet-leak detection and repair	X	X	
6	Toilet-tank displacement devices	X	X	
7	Decreased toilet flushes	X		
8	Low-flow showerheads	X	X	
9	Decreased shower use (5-minute timer)	X		
10	Instant Hot Water Valve	X		
11	Faucet aerators-bathroom	X	X	X
12	Faucet aerators-kitchen	X		
13	Decreased faucet use	X		
14	Efficient clothes washers	X	X	
15	Eliminate partial clothes washer loads	X		
16	Audits for automatic irrigation	X	X	X
17	Audits for manual irrigation	X	X	X
18	Outdoor device giveaways	X	X	
19	Low water use plants guide book	X	X	
20	50 gallon Rain Barrel Catchment	X		
21	Less Lawn	X	X	X
22	Efficient restaurant spray heads		X	
23	Hotel bedding and towel message		X	
24	Infrastructure Leak Detection and Repair			X
25	Flushing Water Use Reductions			X
26	Backwashing Water Use Reduction			X
27	Flow Meter Maintenance			X
28	Sub-Meter Multi-Family Households	X		

SF=Single Family, MF=Multi-Family, CI=Commercial/Institutional, PF=Public Facilities

3.3 Conservation Incentives Summary

Thirty-nine potential conservation incentives (Table 3-2) were evaluated or are already implemented by the City of Moscow. Not all of these incentives were selected, but each one is listed and evaluated. Incentives were chosen based on their use in successful programs implemented in other communities that also appear to have good applicability to Moscow's community and climate. Sixteen of the evaluated incentives were evaluated in the 2004 EES Plan and considered in this plan. Incentives that proved to be less productive and more expensive to the City were discarded. Those recommended were found to be feasible and cost effective through the screening process. Table 3-2 lists the incentives found to motivate individuals to enact the previously mentioned measures.

Table 3-2 Evaluated Conservation Incentives for WCP					
No	Incentive	SF/MF	CI	PF	IP
1	PIE: Brochures	X	X		
2	PIE: Flyers	X	X		
3	PIE: Bill Messages	X	X		
4	PIE: Consumption Information to Customer	X	X		
5	PIE: City Website	X	X		
6	PIE: Newsletter	X	X		
7	PIE: Bus Ads	X	X		
8	PIE: Billboards	X	X		
9	PIE: Radio Ads	X	X		
10	PIE: Television Ads	X	X		
11	PIE: School Programs	X			
12	PIE: Community Events	X	X		
13	PIE: Tours of Facilities	X			
14	PIE: Press Releases	X	X		
15	PIE: Demonstration Wisescape Gardens			X	
16	PIE: Lawn Watering Guide	X	X		
17	PIE: Low Water Use Landscape Guide Book	X	X	X	X
18	PIE: Wisescape Program-Award Program	X	X	X	X
19	PIE: Mailings	X	X		
20	PIE: Door Hangers	X	X		
21	PIE: Outreach to home and garden centers	X	X		
22	PIE: Personal Contact	X	X		
23	Financial: Free Devices	X	X	X	
24	Financial: Free Irrigation Audits	X	X	X	
25	Financial: Free Landscape Guide Booklet	X	X	X	X
26	Financial: Rebate Program – Toilet	X	X		
27	Financial: Rebate Program – Urinals		X		
28	Financial: Rebate Program – Hot Water Valve	X			
29	Financial: Rebate Program – Clothes Washer	X	X		
30	Financial: Rebate Program – Rain Barrel	X			
31	Financial: Tiered Rate	X*			
32	Financial: Sub-Meter Program	X**			
33	Financial: Efficient Parks Irrigation System			X	
34	Financial: UI Effluent Program			X	
35	Regulatory: Ordinance	X	X	X	X
36	Regulatory: Resolution	X	X	X	X
37	Regulatory: Certified Irrigator				X
38	Regulatory: New Home Owners Program				X
39	Regulatory: Add to Metered Routes			X	

SF=Single Family, MF=Multi-Family, CI=Commercial/Institutional, PF=Public Facilities, IP=Industry Professionals

PIE=Public Information and Education

*All Single Family residential and some Multi-Family residents are billed on the tiered rate

**Multi-Family only

3.4 Determining Water Savings and Costs for Measures

The Executive Summary shows projected water use with and without the implementation of a water conservation plan for the City of Moscow. Conservation can reduce average and peak water demand as well as lower operations, maintenance, and capital costs. Current water use is shown in Section 2. This section evaluates the benefits, costs and water savings for the measures and incentives described in Sections 4 through 7.

The methodology for determining water savings and cost is generally the same for all conservation measures. The basic method is to compile community demographic information; calculate the participation rate based on those demographics and assumptions; calculate the savings based on industry-accepted values achieved by shifting to more efficient hardware or behavior and calculate the cost based on industry-accepted values for those shifts. A detailed description of this process is provided below and is referenced from Appendix C.

3.4.1 Demographics and Assumptions for Measures

It is important to evaluate demographics for the City of Moscow (see Appendix C for more details) because increased water use demand rates can be slowed by conservation despite the effects of demographic influences.

For this plan, the planning period is from 2016 through 2025, a total of 10 years. The starting year of 2016 was chosen because of the time frame needed to approve the plan through the appropriate steps with the administrative procedures. The length of the planning period was chosen to spread the total cost of the plan over a period of time but also to accelerate water savings. A ten-year period was chosen as a balance between the timeliness of a water conservation plan and its cost to the City.

Numbers for existing Single Family and Multi-Family households, as well as Commercial accounts, were compiled from data provided by the City Finance data. Numbers for additional information such as Multi-Family Households number of units per apartment national average assumptions, national average persons per household assumptions, and businesses are described in greater detail in Appendix C. Population was calculated by applying the annual growth rate of 1.42% referenced in Section 2. A distinction is made between both existing and future households (residential) and commercial accounts because the applicability of a conservation measure may often differ between these two groups.

Appendix C documents the assumptions about the percentage of households and businesses with particular features such as the percentage of households with appliances being evaluated. The assumptions used were taken from the 2004 EES Plan, Appendix C. This information is used to help calculate the participation rate. The assumptions are broken down by Single Family households, Multi-Family households, and Commercial, as well as existing and future housing or businesses. The Public Facilities category is not

included, instead measure recommendations are described in Section 6. The category of Industrial Landscape Professionals also is not included because these are looked at by means of incentives and it is difficult to track them because Landscape Professionals can include businesses outside the Moscow area.

3.4.2 Participation for Measures

Participation is a key component in the evaluation of residential and commercial use of measures. It affects water savings figures as well as the cost associated with implemented programs. Participation is calculated by determining the number of eligible households or businesses, dividing these into the number of target households or businesses, and then considering the anticipated participation rates. Definitions are as follows:

- **Eligible:** Households or businesses that have the appropriate fixture or behavior for the measure. For example, households or businesses that have a toilet.
- **Target:** Eligible households or businesses that have not already implemented the measure. For example, those with a toilet that do not already have an efficient 1.6 gpf model.
- **Participating:** Target households or businesses that implement the measure. For example, households or businesses with a toilet that do not already have an efficient 1.6 gpf model, and who will purchase an efficient 1.6 gpf model, fall under this category. Participation rates can increase or decrease the value of implementing measures. For example, while waterless urinals save more water per use than low-volume urinals, the participation rate for waterless urinals is usually much lower than for low-volume urinals, thus making the overall water savings for waterless urinals lower than that of low-volume urinals.

The following concepts are included in this plan:

- **Free-riders:** Free-riders are households that would implement a measure, even without the conservation plan or incentives. For example, a household that was already planning to replace a toilet and that takes the utility money because it is available would be considered a free-rider. The utility money in this example does not serve as a motivator for the household to implement the measure, as the utility would be spending money on water savings that would have been realized anyway. Free-ridership can have a noticeable impact on program effectiveness. (The assumptions for the percent of free riders are taken from the 2004 EES Plan.)
- **Plumbing Codes:** Another aspect similar to free-riders is plumbing code savings. Plumbing codes make it possible for certain conservation measures to duplicate water savings that would occur eventually without cost to the utility. The plumbing code was changed in 1994 to require toilets, urinals, showerheads, and faucets to be water efficient. Since fixtures have a limited lifespan, pre-1994

fixtures will be replaced with efficient models. The City can accelerate the water savings by offering water efficient fixtures.

- **Participating Households or Businesses:** The number of participating households or businesses is a key factor in calculating both water savings and costs. The number is derived by adding together the existing target and future target, reducing that number according to the participation rate, and then reducing that figure by the number of free-riders. The percentage of the population that has not yet implemented measures and the participation rate source are from the 2004 EES Plan. Participation rates can increase or decrease the value of implementing measures. For example, participation rates for waterless urinals are usually much lower than those for low-volume urinals, thus making the overall water savings for waterless urinals lower than that of low-volume urinals.

The data used were either from the 2004 EES Plan (please refer to Appendix C for more details) or from national averages. The data used by the EES Plan are sound and the sources vary from actual averages to subjective professional estimates. Additional measures are included and, therefore, the best available data and professional estimates were applied.

3.4.3 Water Savings for Measures

Water savings are estimated by determining the unit savings of the conservation measure compared to previous hardware or behaviors of the population served by the Moscow Water Department. The calculations include university students who live off campus. Appendix C estimates assume year-round occupancy of all the account holder households, which is not representative of the transient student population. Savings data were from several sources, including the existing 2004 EES Plan, manufacturer information, and other references (see Appendix D).

3.4.4 Costs for Measures

Costs (refer to Appendix C) are estimated by determining the unit cost of each proposed conservation measure. Participation information (derived from the available demographic estimates) is then used to calculate total costs of the program. Direct costs to the City are included while costs such as labor, marketing, and distribution (indirect costs) are excluded. It is assumed that all measures are installed at the expense of the customer. Averages of the “Measures per Participating Household” calculations are included because some households qualify for more than one measure, such as three bathrooms with three showerheads. The toilet rebate also lists two measures per household, although the average number of bathrooms (toilets) is 2.25. The Total Cost over the Plan Period (ten years) shows how much the program will cost in order to achieve the water savings that measure will produce. The cost for every 1000 gallons saved is used to determine whether a program is cost effective.

3.5 Screening Methodology and Results for Measures

Using the stated goals of the WCP in the screening process allows the City to justify which measures, current and new, should be recommended. Appendix C summarizes the data used for determining how conservation goals will rank (see below) to best fit the goals of the conservation plan. As stated in Section 1.3, the water conservation goals for the City are:

Moscow Water Conservation Plan Goal

Implement Water Conservation Plan over the next ten years to continue to meet the Palouse Basin Aquifer Committee (PBAC) voluntary goals set forth by the Ground Water Management Plan of September 1992.

Goal: Limit increases in aquifer pumping to 1% of the pumping volume, based on a five-year moving average, with a cap of 125% (875 MG).

Goal Establishment: In the 1992 Ground Water Management Plan, PBAC established a voluntary water consumption goal for Moscow based on a one percent growth rate from the 1986-1990 average pumping level. The plan also states that pumping shall not exceed 125% of the 1981-1985 average pumping level (875 MGY).

Moscow Water Conservation Plan Objectives

As the City of Moscow approaches the 875 MGY production limit, further conservation efforts and programs may contribute to a prolonged and sustainable use of the aquifers. The following conservation principles and practices, supported by the American Water Works Association (AWWA) 2006 M52 Manual, may assist the City in reaching conservation goals. The following concepts are included in the conservation plan package options (Section 8) or are existing City practices.

1. Efficient use of sources of supply;
2. Appropriate facility rehabilitation or replacement;
3. Leak detection and repair;
4. Accurate monitoring of consumption and billing based on metered usage;
5. Establishment of water-use efficiency standards for new plumbing fixtures and appliances, and the change of existing high-water-use plumbing fixtures to a more efficient design;
6. Encouragement of the use of an efficient irrigation system and landscape materials;
7. Development and use of education materials on water conservation;
8. Public information programs promoting efficient practices and water conservation by all customers;

- 9. Integrated resource planning;
- 10. Water reuse for appropriate uses; and
- 11. Continued research on efficient water use practices.

The quantity of water savings is the first criterion to be considered. Table 3-3 shows water savings and ranks the savings according to quantity while excluding the savings from free riders. The ranking is consistent with the 2004 EES Plan ranking:

- **Low = Under 100,000 gallons per year (gpy)**
- **Medium = 100,000 – 5,000,000 gpy**
- **High = Over 5,000,000 gpy**

Cost is the second criterion to be considered and Table 3-3 presents these figures. The cost of conservation was compared to the residential peak season variable water rate specific to the City of Moscow. As stated in the 2004 EES Plan, the peak season variable rate is defined in the industry as the variable cost of supplying a unit of water. The middle and last tiers are assumed to be peak season use tiers and ranked as follows:

- **Low = At or below the residential customer middle tier rate of \$2.30**
- **Medium = Up to \$3.90 (residential customer top tier rate)**
- **High = Over \$3.90**

The comparison of water savings rankings to cost is used in determining the probability the measure will be accepted by the public. Measures with relatively high cost-to-water savings ratios are rejected. There is one exception to these rules: outdoor device giveaways considering the public already uses this program and it is supported by the Water Conservation Ordinance. The comparison is as follows:

- **High Savings, Low Cost = Accepted**
- **High Savings, Med Cost = Accepted**
- **High Savings, High Cost = Rejected**
- **Med Savings, Low Cost = Accepted**
- **Med Savings, Med Cost = Accepted**
- **Med Savings, High Cost = Rejected**
- **Low Savings, Low Cost = Rejected**
- **Low Savings, Med Cost = Rejected**
- **Low Savings, High Cost = Rejected**

Table 3-3 shows estimated savings and costs to implement all measures. Several plan package alternatives derived from Table 3-3 are described in Section 8.

While these costs may seem substantial, several of the accepted measures have already been implemented by the City and are included in the existing budget (\$11,884 annual cost with 34.8 MG water savings, denoted as Accept Existing Table 3-3). The existing conservation budget also includes Public Information and Education, and other incentives and measures.

Adjustments for cost could be made through changes to the amount of the rebates, eligibility, and other implementation considerations (see Section 3.7). Appendix C contains detailed information on water savings and cost figures. Also included is the life-cycle of each measure (Appendix C, Costs) as well as how much of the population is eligible now and in the future (Appendix C, Demographics). Table 3-6 summarizes what measures and incentives each conservation package offers and Table 3-8 are summaries the savings and costs of each package.

Table 3-3 - City of Moscow Potential Conservation Screening for Measures							
		Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			
Customer Class			Water Savings	Total Cost	Cost per 1000 gals	Cost	Results of
Class	Conservation Measure	gpy	Rank	Over Plan	Over Plan	Ranking	Screening
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.0gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept - Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept - Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept - Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept - Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept - Existing
	Instant Hot Water Valve	5,924,446	High	\$63,080	\$1.06	Low	Accept - New
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept - Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept - Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept - Existing
	Efficient clothes washers	2,052,564	Med	\$126,159	\$6.15	High	Reject
Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept - Existing	
SF Outdoor	Audits for automatic irrigation	6,890,846	High	\$207,156	\$3.01	Med	Accept - New
	Audits for manual irrigation	4,803,670	Med	\$588,469	\$12.25	High	Reject
	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept - Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	50 gallon Rain Barrel Catchment	90,892	Low	\$6,365	\$7.00	High	Reject
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.0gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept - Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept - Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept - Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept - Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept - Existing
	Instant Hot Water Valve	5,491,924	High	\$29,237	\$0.53	Low	Accept - New
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept - Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept - Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept - Existing
	Efficient clothes washers	1,060,819	Med	\$65,202	\$6.15	High	Reject
Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept - Existing	
MF Outdoor	Audits for automatic irrigation	2,961,508	Med	\$97,309	\$3.29	Med	Accept - New
	Audits for manual irrigation	2,045,836	Med	\$109,121	\$5.33	High	Reject
	Outdoor device giveaways	57,900	Low	\$3,622	\$6.25	High	Accept - Existing
	Low water use plants guide book	60,381	Low	\$129	\$0.21	Low	Reject
	50 gallon Rain Barrel Catchment	7,370	Low	\$516	\$7.00	High	Reject
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
	Sub-Meter Multi-Family Households	2,893,740	Med	\$231,688	\$8.01	High	Reject
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Waterless urinals	336,218	Med	\$4,110	\$1.22	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept - Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept - Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept - Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept - Existing
	Efficient clothes washers	789,654	Med	\$5,005	\$0.63	Low	Accept - New
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept - Existing
	Hotel bedding and towel message	16,005	Low	\$0	\$0.00	Low	Reject
CI Outdoor	Audits for automatic irrigation	1,736,989	Med	\$171,250	\$9.86	High	Reject
	Audits for manual irrigation	1,116,636	Med	\$171,250	\$15.34	High	Reject
	Outdoor device giveaways	41,117	Low	\$3,429	\$8.34	High	Accept - Existing
	Low water use plants guide book	26,483	Low	\$57	\$0.21	Low	Reject
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
Annual Water Savings for All Measures		103,805,784	Total Cost (All)	\$2,568,399	Annual Cost (All)		\$256,840
Annual Water Savings for All Accepted (Accept Existing + Accept New)		87,894,400	Total Cost Existing+New	\$1,098,193	Annual Cost Accept Existing + Accept New		\$109,819
Annual Water Savings for Accept Existing		34,880,657	Total Cost Acpt Existing	\$118,839	Annual Cost Accept Existing		\$11,884
Annual Water Savings for Accept New		53,013,743	Total Cost Accept New	\$979,354	Annual Cost Accept New		\$97,935
Cost are direct Cost to City, not including staff, marketing, and distribution costs. See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

Table 3-6 - City of Moscow Conservation Package Details												
	Package A			Package B			Package C			Package D		
	SF	MF	CI	SF	MF	CI	SF	MF	CI	SF	MF	CI
Existing Conservation Measures	X	X	X	X	X	X	X	X	X	X	X	X
Toilet Rebate				X	X	X	X	X	X	X	X	X
Low Volume Urinal Rebate						X			X			X
Waterless Urinal Rebate												X
Hot Water Valve Rebate										X	X	
Efficient Clothes Washer Rebate												X
Free Landscape Book				X			X			X		
Lawn Replacement Rebate							X	X	X	X	X	X
Automatic Irrigation Audit										X	X	

Table 3-8 - City of Moscow Conservation Package Comparison				
Package Measures (Includes Existing Measures)	Package A Existing Measures, No Additional Measures	Package B Existing + Toilet Rebate + Landscape Book	Package C Existing + Toilet Rebate + Landscape Book + Lawn Rebate	Package D Existing + All Accepted Measures
Estimated Annual Water Savings (MG) at Full Implementation of Program*	34.9	61.2	65.5	87.9
Reduction in Year 2025 Demand (Planning Period 2016-2025)	4.3%	5.9%	6.3%	8.5%
Achieve PBAC Goal	No	Yes, until 2017	Yes, until 2018	Yes, until 2020
Annual Cost^ (Includes Existing Measures Costs)	\$11,884	\$58,932	\$69,230	\$109,819
Total Cost for Plan Period 2016-2025~	\$118,839	\$589,318	\$692,296	\$1,098,193
Notes:				
*Annual water savings once all measures are implemented.				
^Annual costs vary depending on how plan is phased in, but assumed phased in evenly over planning period.				
~Direct cost, not including staff, advertising, and distribution for plan period 2016-2025.				

3.6 Determining Program Incentives

Incentives are evaluated separately from measures because they create difficulty in calculating the amount of water saved. Educational incentives do not save water in and of themselves but play a critical role in motivating people to enact a measure. The following is a description of accepted, rejected and recommended incentives based on generalized cost estimates:

- Low Cost (up to \$1000 per year) = Accepted
- Med Cost (\$1001 - \$5000 per year) = Accepted
- High Cost (over \$5000 per year) = Rejected
- Already Implemented = Accepted
- Determined in Measures Evaluation = Accepted or Rejected
- Incentives by Other City Departments = Recommended

Table 3-4 Ranking of Conservation Incentives for WCP		
Incentive	Ranking Parameter	Ranking Results
PIE: Brochures	Already Implemented	Accepted
PIE: Flyers	Already Implemented	Accepted
PIE: Bill Messages	Already Implemented	Accepted
PIE: Consumption Information to Customer	Already Implemented	Accepted
PIE: City Website	Already Implemented	Accepted
PIE: Newsletter	Already Implemented	Accepted
PIE: Bus Ads	Not Evaluated	Rejected
PIE: Billboards	High Cost	Rejected
PIE: Radio Ads	Already Implemented	Accepted
PIE: Television Ads	Already Implemented	Accepted
PIE: School Programs	Already Implemented	Accepted
PIE: Community Events	Already Implemented	Accepted
PIE: Tours of Facilities	Already Implemented	Accepted
PIE: Press Releases	Already Implemented	Accepted
PIE: Demonstration Wisescape Gardens	Already Implemented	Accepted
PIE: Lawn Watering Guide	See Measures Results	Accepted
PIE: Landscape Guide Book	See Measures Results	Accepted
PIE: Wisescape Program-Award Program	Already Implemented	Accepted
PIE: Mailings	Already Implemented	Accepted
PIE: Door Hangers	Already Implemented	Accepted
PIE: Outreach to home and garden centers	Low Cost	Accepted
PIE: Personal Contact	Already Implemented	Accepted
Financial: Free Devices	See Measures Results	Accepted
Financial: Free Auto Irrigation Audits	See Measures Results	Accepted
Financial: Free Landscape Guide Booklet	See Measures Results	Accepted
Financial: Rebate Program – Toilet	See Measures Results	Accepted
Financial: Rebate Program – Urinals	See Measures Results	Accepted
Financial: Rebate Program – Hot Water Valve	See Measures Results	Accepted
Financial: Rebate Program – Clothes Washer	See Measures Results	Accepted
Financial: Rebate Program – Ice Machines	See Measures Results	Accepted
Financial: Rebate Program – Rain Barrel	See Measures Results	Rejected
Financial: Tiered Rate	Already Implemented	Accepted
Financial: Sub-Meter Program	See Measures Results	Rejected
Financial: Efficient Parks Irrigation System	Already Implemented	Accepted
Financial: UI Effluent Program	Already Implemented	Accepted
Regulatory: Ordinance	Already Implemented	Accepted
Regulatory: Resolution	Already Implemented	Accepted
Regulatory: Certified Irrigator	Other Department	Recommended
Regulatory: New Home Owners Program	Other Department	Recommended

3.7 Implementation Considerations

In order to successfully implement this conservation plan, it is important to evaluate factors that include the combination of measures and incentives, marketing and distribution, and cost.

3.7.1 Plan Phasing, Combining Measures and Incentives

It will be more efficient to combine some measures and incentives, rather than to implement them separately. Combining measures and incentives is advantageous because it reduces marketing and distribution costs. Combining is appropriate when the target audience and marketing and distribution methods for the measure/incentive are the same.

While it would be beneficial to begin implementing all measures and incentives during the first year, this would require higher staffing needs and increase costs. Consequently, the phasing of measures and incentives over the course of the planning period is recommended. The packages listed thus far break down the annual cost as implemented evenly over the 10 year plan, therefore limiting customer rebate benefits per fiscal year.

Industry standards for phasing are classified by customer class, measure or incentive, or a combination of both. Customer class phasing means that all measures or incentives aimed at a particular customer class are implemented first, after which the focus moves to another customer class. Phasing by measure or incentive pertains to the implementation of a specific measure or incentive for a customer class. Combining both standards may also prove to be more time and cost effective.

3.7.2 Marketing and Distribution

Costs, staffing, and customer participation rates are affected by how a measure or incentive is marketed. Typically, the conservation measure or incentive can be marketed through advertising, individual contact, and door-to-door marketing. The approach is dependent on the target audience size and the marketing methods for the product. Providing information about the benefits of water conservation serves as an effective marketing tool and helps motivate a positive change in people's behavior.

3.7.3 Costs

In addition to the costs for conservation materials, there are indirect costs such as staffing, marketing, and distribution. A majority of this indirect cost is in the form of the current Water Conservation Program Coordinator position. Marketing and distribution is not included in the screening process (includes direct costs only, i.e. hardware costs) and will add to the cost of the program. Combining measures and incentives will help to keep these costs down and is more likely to enable the existing Water Conservation Program Coordinator to implement measures and incentives without requiring additional staffing.

4 Water Conservation Elements for the Single Family and Multi-Family Residential Sectors

4.1 Introduction

Measures (hardware and behavior changes that promote water savings) are described in the following section, although not all may be recommended.

Conservation measures for the Multi-Family sector are identical to the Single Family sector and are therefore combined. However, for conservation incentives, the two sectors do differ, as explained in each section below. Single Family and duplexes are defined by a single meter servicing each dwelling unit. Multi-Family units are defined by a meter servicing more than one dwelling unit.

Pre-1994 households offer more water savings opportunities due to the 1992 U.S. Energy Policy Act which established national maximum allowable water-flow rates for toilets (1.6 gpf), urinals (1 gpf), showerheads (2.5 gpm), and faucets (2.2 gpm), and which became effective in 1994.

Single Family and Multi-Family households are combined to account for residential use. The irrigation needs for Single Family and Multi-Family households may differ in that there is potentially less landscape per Multi-Family resident than there is for Single Family residents. However, both residential categories will be similar in indoor use needs.

4.2 Single Family and Multi-Family Conservation Measure Descriptions

Low-Volume Toilets

Target: Housing older than 1994

Provide rebates for residents to replace inefficient toilets with efficient 1.6 gallon per flush (gpf) toilets. The target is current housing, older than 1994, that has not already had toilet upgrades. All residences since 1994 were built with 1.6 gpf toilets due to the 1992 U.S. Energy Policy Act which established national maximum allowable water-flow rates for toilets, urinals, showerheads, and faucets, and became effective in 1994.

High Efficiency Toilets (HETs)

Target: All households

Provide rebates for residents to replace inefficient toilets with high efficiency toilets of 1.28 gpf or less. This measure does not require behavioral changes for there to be water savings. The target is all households wanting to upgrade their toilet.

Toilet-leak Detection and Repair**Target: All households**

Provide free toilet-leak detection tablets in order for residents to determine whether their toilets leak. Additionally, provide detailed information on how leaks can be fixed. The target is all Single Family and Multi-Family households, of which 25 percent will find leaks, according to national averages. Moscow currently offers free toilet-leak detection tablets to its residents.

Toilet-tank Displacement Devices**Target: Housing older than 1994**

Provide free toilet-tank displacement devices, which are placed in the toilet-tank to displace water. The target is current housing, older than 1994, that has not already had toilet upgrades or displacement devices installed. The City currently offers free toilet-tank displacement bags for its residents.

Decrease Toilet Flushes**Target: All households**

Induce residents to flush less by not using the toilet as a trash receptacle. Public outreach could help to motivate customers.

Low-flow Showerheads**Target: All households**

Provide free efficient (2.0 gpm or less) showerheads for residents to replace their non-efficient showerheads. The target is all households. Moscow currently offers free low-flow showerheads to its residents.

Decrease Shower Use**Target: All households**

Persuade residents to shorten their shower times. The target is all households. The City currently offers free shower timers aimed at educating and assisting customer to reduce their shower times.

Instant Hot Water Valve**Target: All households**

This measure does not require behavioral changes to affect water savings. The valve is installed near where hot water is used to prevent the waste of water due to waiting for hot water to get to the faucet. When the water in the hot water pipe and the control valve cools below the user adjustable temperature (77-140 degrees F), the thermal materials within the control valve contract, and silently open the valve. Thermal convection within a hot water tank naturally circulates the cooled water through the cold water pipes and back to the hot water tank for reheating.

Faucet Aerators (Bathroom)**Target: All households**

Provide free efficient (2.0 gpm or less) bathroom faucet aerators for residents to replace their inefficient faucet aerators. Target audience is all households. The City currently offers free low-flow aerators to its residents.

Faucet Aerators (Kitchen)**Target: All households**

Provide free efficient (2.0 gpm or less) kitchen faucet aerators for residents to replace their inefficient faucet aerators. Target audience is all households. The City currently offers free low-flow aerators to its residents.

Decreased Faucet Use**Target: All households**

Persuade residents to shorten their combined bathroom and kitchen faucet use by two minutes. This could be accomplished by turning off the tap when lathering hands, brushing teeth, or scrubbing dishes. Public outreach could help to motivate customers.

Efficient Clothes Washing Machines**Target: All households**

Provide rebates for residents with inefficient washing machines to replace with efficient washing machines (15 gallons per load). The target is all households with inefficient washing machines.

Eliminate Partial Washing Machine Loads**Target: All households**

Persuade residents with washing machines to eliminate partial loads of laundry. The target is all households with washing machines. Public outreach could help to motivate customers.

Audit for Automatic Irrigation**Target: Households with automatic irrigation systems**

Provide free landscape water use audits to customers to identify both hardware and scheduling improvements that could be made to conserve water. Additionally, in order to help ensure savings, the audits may include suggestions for reprogramming irrigation controllers based on the audit results. Furthermore, a free rain sensor shut-off device which can be installed in the system by the customer will be available to systems not already equipped with one. The City currently offers free audits and rain sensors to residents with automatic irrigation systems.

Audits for Manual Irrigation**Target: Households with manual irrigation systems**

Provide free landscape water use audits to customers to identify both hardware and schedule improvements that could be made to conserve water. Additionally, in order to help ensure savings, the audits shall include provision of an automatic shut-off timer for sprinklers attached to hoses and providing a rain gauge to help residents determine if

enough rain has fallen to eliminate the need for supplemental watering. Rain gauges can also be used to determine the precipitation output of sprinklers to help customers determine the most efficient amount of water to apply to their lawn. The City currently offers free rain gauges and hose timers to its residents.

Outdoor Device Giveaway

Target: All households

Provide free outdoor devices to all interested households. Hose timers, rain gauges, and hand-held spray nozzles will be given out to manual irrigators. Rain sensors, rain gauges, and hand-held spray nozzles will be given out to automatic irrigators. Rebates or free rotator irrigation heads may be worth investigating. The target is any household that could have a more efficient landscaping system. The City currently gives out all of these items free to its residents.

Low Water Use Plant Guide Book

Target: Households with landscaping

Landscape with low water use plants through the use of a landscape guide booklet. This booklet will need to be created specifically for the Moscow region. The target is new household construction, as well as households redoing their landscape.

50 gallon Rain Barrel Catchment

Target: All households

Offer rebates and purchase information to individuals interested in this alternative form of landscape watering. The target will be all households.

Less Lawn

Target: All households with existing landscaping

Offer a rebate to residents with an existing traditional turf landscaping to replace it with low water use landscaping. The target will be all households with existing landscaping that want to convert to a low water use yard.

Sub-Meters added to Multi-Family Households

Target: Multi-Family households

Work in cooperation with primary owners and managers to add sub-meters to mobile home courts and apartment complexes that currently have only main connections and not individual household connections. The target is mobile home courts and apartments with residents that do not have separate meters.

4.3 Conservation Incentives

Incentives are motivators and underlying benefits that encourage people to enact measures. These incentives fall into three categories: educational, financial, and regulatory. They are described below, although not all may be recommended.

The incentives are the same for both Single Family and Multi-Family with two exceptions: tiered rate billing and metered billing. Multi-Family customers, such as the

owners, pay a bulk water rate instead of the tiered rate. However, Multi-Family residents who receive water from the same meter as the other units are not held accountable for their water use. To address both of these issues, additional recommendations are made.

4.3.1 Public Information and Education (PIE) Incentives

Brochures

Brochures can be produced to accommodate a variety of conservation messages and are currently being used as part of the PIE Program administered by the City. The content can be general or detailed. They are distributed at events, presentations, and at City buildings. The costs involved include production, printing, and distribution. Additional costs are low because the majority of production and distribution is done in-house.

Flyers

Flyers can also be produced to accommodate a variety of conservation messages and are currently being used as part of the PIE Program administered by the City. The content is usually general given their limited space. They are distributed at events and presentations, and are posted around town and at City buildings. The costs involved include production, printing, and distribution. Costs are low because the majority of production and distribution is done in-house.

Bill Message

Conservation messages are currently being used by the City. However, the bill message is limited to one line of text due to the City's billing system software. The Water Conservation phone number is included on the bill and the cost is free due to adding a line of text to an already existing bill. Being able to expand the billing statement would allow for additional conservation messages, tips, program awareness, and program benefits to reach the customer.

Consumption Information on Bill

It is a common practice for utilities to include consumption information on utility bills. This is available to help customers understand how much water they use in comparison to previous time periods. There are several comparisons that can be used to inform the customer about their water use. However, due to the limitations of the City's billing system software, the consumption information available to customers is also limited. If a customer logs on to their online account, the current consumption information compares the current billing cycle consumption to that of the same time period for the previous year. If using the mailer, only consumption for the current month is stated. The cost for a billing system upgrade could be substantial. Having this information available would allow the customer to easily track water use changes as conservation efforts are made.

City Website

The City's website is an excellent venue for conveying water conservation messages since it has unlimited space and can be frequently updated. Although websites reach only customers who seek out the information they are a great tool for support of other PIE vehicles.

Newsletter

Newsletters are a common way for utilities to communicate with Water Division customers through multi-focused or specific articles about conservation. The City has distributed a newsletter since 2004 and currently distributes a quarterly newsletter to approximately 11,000+ customer households and businesses. The newsletter focuses on conservation, with an occasional multi-focused article. Billing stuffers are not an option for the City because the bills are sent out on a postcard, so the newsletter is distributed separately by direct mail. Costs for the newsletters are high but reach nearly all of the customers (however, some are not included due to mailing list limitations and not all members of the household check and read the mail). Costs include production (in-house staff and PCEI staff), printing, and postage. If a bill stuffer option was available, that would save the cost of postage to get a message out to the customer.

Bus advertisements

Brief conservation messages can be advertised on or in buses. In Moscow, SMART Transit is the current available bus system which does not offer advertisement opportunities.

Billboards

Billboards are less frequently used for water conservation messages and the amount of information contained in a billboard is limited. Costs include production, printing, advertising and the lease of billboard space and monthly costs vary. Overall costs are high, but exposure is effective.

Radio Advertisements

Radio ads are a cost effective medium and can reach a wide range of customers based on station demographics. The City currently uses an annual contract with Inland Northwest Broadcasting (KZZL, KROA, KMAX, and KRPL), KHTR and KQQQ. All radio stations donate free air time to match the purchased radio advertisements. There typically is an annual rate increase of 5%. Total costs (from Fiscal Year 2015 budget) of the radio contract were \$10,288 or \$5.68 average per 30 second advertisement. In the past, the average cost for a 30 second advertisement was approximately \$8.00, but a promotional pricing for a new station offered a lower rate for the 2015 Fiscal Year.

Television Advertisements

The Water Department has used the City's channel TV-13 to advertise conservation messages. The costs are low because production is done in house and there is no fee for use of the TV-13 air time.

School Programs

The 2010 U.S. Census indicates that 16.4% of the homes in Moscow had school age children living with them. School visits have been used by the City to relay conservation messages since 1999, the year the first school tour of the filter plant took place. Changes have been made to this program in that more schools are visited since the inception of the program. The current school program includes visits to the Water Department when

requested as well as a visit by trained professionals from The Palouse-Clearwater Environmental Institute (PCEI), paid by the City. In addition, conservation oriented school events are funded by the City. A detailed curriculum has been created via contracted work with PCEI and approximately 26 lesson plans which meet Idaho State Standards and Common Core State Standards Initiative have been created. Currently (from Fiscal Year 2015 budget) PCEI is scheduled to make 63 classroom visits at \$142.95 each visit, for a total of \$9,000 and one school event for a total of \$1,500. The City funded school program is projected to reach 1,285 students during the 2015 school year.

Community Events

Community events have been utilized by the City to promote conservation messages since 1997. Events visited are chosen based on previous attendance history. Events can target a wide range of user types and are more cost-effective because the City can go to the people, thereby saving on advertising costs. An exception that brings the people to the City is the Public Works Open House which includes a water conservation table as one of the multi-focused booths.

Tours of Facilities

The City offers free tours of the water treatment plant, which is also a way to promote water conservation. Interested parties and schools contact the Water Department to schedule a tour date. Tours also take place during the annual Water Department Open House. Costs involve staff time needed to lead the tours.

Press Releases

Press releases are used by the City to get the conservation message out regarding upcoming events. However, the City is not in control of whether the press release is picked up by media outlets. Costs include production of the press release, but are otherwise free.

Wisescape Award Program

In 2008, the City developed a Wisescape Award Program which recognizes those businesses and residents that have made conservation efforts by minimizing resources used for landscape purposes. The program also is intended to motivate others to switch to more efficient landscaping while maintaining an aesthetically pleasing landscape. Costs to continue this program include production, labor, printing, display materials, and the purchase of awards.

Lawn Watering Guide

The creation of a detailed booklet for those that have and prefer to keep a traditional landscape can help spread the conservation message. The booklet may include efficiency guidelines for their landscape, tips, audit guidelines, etc. This guide can reach customers who chose not to have a Wisescape yard. Costs include production, printing, and distribution.

Landscape Guide Book

The creation of a detailed booklet for those that would like to transform their landscape into a water efficient landscape can help customers save water. The booklet may include efficiency guidelines for their landscape, planning, tips, audit guidelines, etc. This guide can reach customers who choose to have a Wisescape yard and can be supported by demonstration gardens (description in Public Sector Incentives). Costs include production, printing, and distribution.

Mailings

Postcards can be mailed to inform customers of events such as Wisescape, Water Summit, and Public Works Open House. The City currently uses postcard mailings to inform customers of irrigation regulations. Costs include production, printing, and postage.

Door Hangers

The City currently uses door hangers when a customer needs a reminder regarding irrigation regulation. This is cost effective when only a small portion of the customers receive a door hanger. Costs include production, printing, and distribution.

Outreach to home and garden centers

Outreach to home and garden centers can be difficult and time consuming because it requires their cooperation with the City. The City has contacted local nurseries in regards to the Wisescape Award with little success. Only one entity agreed to display a Wisescape brochure. Costs include labor and educational materials.

Personal Contact

The City currently contacts customers needing reminders regarding the irrigation season, after more efficient lines of communication have been attempted. This is cost effective when only a small portion of the customers are contacted. Costs are labor related.

4.3.2 Financial Incentives**Device Giveaway**

Financial incentive to help support this measure described in Section 4.2. Free to all Moscow residents with no initial cost for the customer to implement. There are potential savings for water and electricity. Costs to the City are evaluated in Section 3.5.

Free Irrigation Audits

Financial incentive to help support this measure described in Section 4.2. Free to all Moscow residents with no initial cost to the customer. Products may need to be purchased to increase irrigation efficiency; however, the consultation, audit testing, and potential water savings will save the customer money. Costs to the City are evaluated in Section 3.5.

Free Landscape Guide Book

Financial incentive to help support this measure described in Section 4.2. Free to all Moscow residents with the motivation for customers to save money through their water savings. The purchase of labor and products may be necessary by the customer; however, free landscape ideas on how to convert to more efficient landscaping would mean additional savings to the customer. Costs to the City are evaluated in Section 3.5.

Toilet Rebate

Financial incentive to help support this measure described in Section 4.2. Moscow currently does not have a toilet rebate program. A financial rebate in the Moscow area may motivate customers to remove high water use toilets. It may be pertinent to discuss with Latah Sanitation the possibility of a toilet recycling option for the unwanted toilets. This option may further motivate customers that would feel wasteful about replacing an older (pre-1994) toilet that is still in working condition. Costs to the City are evaluated in Section 3.5.

Instant Hot Water Valve Rebate

Financial incentive to help support this measure described in Section 4.2. Instant hot water valve rebates may motivate customers to replace older hot water valves with an instant hot water valve. Costs to the City are evaluated in Section 3.5.

Clothes Washing Machine Rebate

Financial incentive to help support this measure described in Section 4.2. Washing machine rebates may motivate customers to replace inefficient washing machines with water efficient ones. Costs to the City are evaluated in Section 3.5.

Rain Barrel Rebate

Financial incentive to help support this measure described in Section 4.2. Rain barrel rebates may motivate customers to supplement landscape irrigation with a rain barrel catchment system. Costs to the City are evaluated in Section 3.5.

Tiered Rate

The current Single Family rate structure, as of October of 2014, is the Inclining Block Structure with three (3) tiers for pricing. All customers in the same class pay a \$26.00 base rate plus the rate dependent on consumption. The tiered system allows for progressively higher rates per block of water charged. The 2015 Fiscal Year rate for residential/duplex/triplex customers is \$1.90 ccf for the 0-700 ccf block, \$2.30 ccf for the 701-2000 ccf block, and \$3.90 ccf for the over-2000 ccf block. Multi-Family and Commercial users pay a flat fee of \$2.55 ccf in addition to a base fee. The City could implement a tiered rate for all users in addition to the residential user.

Sub-Meter Program

Financial incentive to help support this measure described in Section 4.2. The target is Multi-Family residents who receive water from the same meter as other unit dwellings. By offering a rebate to the owners to install a sub-meter for each unit dwelling, residents

of the rental unit will be accountable for their water use, thus allowing the owner to bill each tenant according to what they use.

4.3.3 Regulatory Incentives

Ordinance #2007-13

City of Moscow Ordinance #2004-27 was adopted to limit the use of sprinklers to 6 p.m. to 10 a.m., with the use of watering with an automatic shut-off nozzle allowed at all times. The watering season was from April through October, with no regulations outside of those months. This ordinance was modified when Ordinance #2007-13 was adopted in 2007 prohibiting the watering of impervious surfaces for irrigation purposes as well as defining an irrigation season. The irrigation season will be declared each year and irrigating with sprinklers, drip, and soaker irrigation outside of that defined season is prohibited. Automatic shut-off nozzle use is allowed at all times.

Resolution #2004-12

Resolution #2004-12 was approved in 2004 with the goal to prevent water waste by requiring maintenance of connected facilities. Every water user is required to keep sprinklers, faucets, valves, hoses and all other devices connected to the City water system in good condition. In the event of ill-working devices, the City will contact the owner. If maintenance is not carried out by the owner, a series of fines can follow, starting at \$50 and up to \$200 with a discontinuation of service possible.

Reduced Lawns for New Developments

New homes with non-established yards are easier to transform into water efficient landscapes because the cost will be incurred to install some form of landscape and it is easier to convince the owner to invest initially in order to save later in water use. An ordinance or voluntary program (much like the City's Green Building Program) for new homes to avoid large turf areas could save water use during the peak season. Cost would be to create, implement, and support the ordinance.

5 Water Conservation Element for the Commercial and Institutional Sectors

5.1 Introduction

Measures (hardware and behavior changes that promote water savings) are described in the following section, although not all may be recommended.

The conservation measures and incentives for the commercial and institutional sectors target non-residential water customers. Non-residential, business water consumption in Moscow comprises 24% (see Table 2-9) of the total water used.

The target audience for indoor devices will be pre-1994 businesses, due to the 1992 U.S. Energy Policy Act which established national maximum allowable water-flow rates for toilets (1.6 gpf), urinals (1 gpf), showerheads (2.5 gpm), and faucets (2.2 gpm), which became effective in 1994.

5.2 Commercial Conservation Measures

Low-Volume Toilets

Target: Businesses older than 1994

Provide rebates for business owners/managers to replace low efficiency toilets with 1.6 gallon per flush (gpf) toilets. The target is current businesses, older than 1994, that have not already had toilet upgrades.

High Efficiency Toilets (HETs)

Target: All businesses wanting to upgrade their toilet

Provide rebates for business owners/managers to replace low efficiency toilets with HET toilets of 1.28 gpf or less. This measure does not require significant behavioral changes for there to be water savings.

Low-Volume Urinals

Target: All businesses wanting to upgrade their urinals

Provide rebates for replacing high water use urinals for lower flow urinals. This measure does not require significant behavioral changes for there to be water savings.

Waterless Urinals

Target: All businesses wanting to upgrade their urinals

Provide rebates for replacing high water use urinals for waterless urinals. This measure does not require significant behavioral changes for there to be water savings.

Toilet-leak Detection and Repair**Target: All businesses with tank toilets**

Provide free toilet-leak detection tablets in order for businesses to determine if their toilets leak. Additionally, provide detailed information on how leaks can be fixed. The City currently offers free toilet-leak detection tablets to businesses.

Toilet-tank Displacement Devices**Target: Businesses older than 1994**

Provide free toilet-tank displacement devices, which are placed in the toilet-tank to displace water. The target is current businesses, older than 1994, that have not already had toilet upgrades or displacement devices installed. The City currently offers free toilet-tank displacement bags for Moscow businesses.

Low-flow Showerheads**Target: Hotels and/or motels**

Provide free efficient (2.0 gpm or less) showerheads for businesses such as hotels/motels to replace their inefficient showerheads. The target is current hotels/motels older than 1994 that have not already had showerhead upgrades.

Faucet Aerators (Bathroom)**Target: All businesses**

Provide free efficient (2.0 gpm or less) bathroom faucet aerators for businesses to replace their inefficient faucet aerators. The target is current businesses older than 1994 that have not already had aerator upgrades.

Efficient Clothes Washing Machines**Target: All businesses**

Provide rebates for businesses with inefficient washing machines to replace with efficient washing machines (15 gallons per load). The target is all businesses with inefficient washing machines.

Audits for Automatic Irrigation**Target: Businesses with auto irrigation systems**

Provide free landscape water use audits to customers to identify both hardware and scheduling improvements that could be made to conserve water. Additionally, in order to help ensure savings, the audits shall include suggestions for reprogramming the customers' irrigation controllers based on the audit results. Furthermore, a free rain sensor shut-off device which can be installed in the system by the customer will be available to systems not already equipped with one. The City currently offers free audits and rain sensors to Moscow businesses with automatic irrigation systems.

Audits for Manual Irrigation**Target: Businesses with manual irrigation systems**

Provide free landscape water use audits to customers to identify both hardware and schedule improvements that could be made to conserve water. Additionally, in order to help ensure savings, the audit shall include provision of an automatic shut-off timer for

sprinklers attached to hoses and a rain gauge to help business owners determine if enough rain has fallen to eliminate the need for supplemental watering. Rain gauges can also be used to determine the precipitation output of sprinklers to help customers determine the most efficient amount of water to apply to their lawn. The City currently offers free rain gauges and hose timers to Moscow businesses.

Outdoor Device Giveaway

Target: All businesses

Provide free outdoor devices to all interested businesses. For manual irrigators, hose timers, rain gauges, and hand-held spray nozzles will be given out. For automatic irrigators, rain sensors, rain gauges, and hand-held spray nozzles will be given out, as well. Rebates or free rotator irrigation heads may be worth investigating. The target is any business that would like to have more efficient landscaping. The City currently gives out all of these items to Moscow businesses.

Low Water Use Plant Guide Book

Target: Businesses with landscaping

Landscape with low water use plants through the use of a landscape guide booklet. This booklet needs to be created for the Moscow region specifically.

Less Lawn

Target: All businesses with landscaping

Offer a rebate to businesses with an existing traditional turf landscaping to replace it with low water use landscaping. The target will be all business with existing landscaping that want to convert to a low water use yard.

Efficient Restaurant Spray Heads

Target: All commercial businesses with rinse nozzles

Offer free water efficient dish washing power rinse nozzles to restaurants not already outfitted with one. The target is businesses with inefficient rinse nozzles, such as restaurants, bars, hotels, and motels.

Hotel bedding and towel message

Target: All commercial hotels/motels

Offer free message cards to be placed within each room to reuse bedding and towels for the same customer.

5.3 Commercial Conservation Incentives

Conservation incentives are motivators for people to enact measures that will help conserve water and they fall into three categories: educational, financial, and regulatory. The incentives are described below, although not all may be recommended.

5.3.1 Public Information and Education (PIE) Incentives

Brochures

Brochures can be produced to accommodate a variety of conservation messages and are currently being used as part of the PIE Program administered by the City. The content can be general or detailed. They are distributed at events, presentations, and at City buildings. The costs involved include production, printing, and distribution. Additional costs are low because the majority of production and distribution is done in-house.

Flyers

Flyers can also be produced to accommodate a variety of conservation messages and are currently being used as part of the PIE Program administered by the City. The content is usually general given their limited space. They are distributed at events and presentations, and are posted around town and at City buildings. The costs involved include production, printing, and distribution. Costs are low because the majority of production and distribution is done in-house.

Bill Message

Conservation messages are currently being used by the City. However, the bill message is limited to one line of text due to the City's billing system software. The Water Conservation phone number is included on the bill and the cost is free due to adding a line of text to an already existing bill. Being able to expand the billing statement would allow for additional conservation messages, tips, program awareness, and program benefits to reach the customer.

Consumption Information on Bill

It is a common practice for utilities to include consumption information on utility bills. This is available to help customers understand how much water they use in comparison to previous time periods. There are several comparisons that can be used to inform the customer about their water use. However, due to the limitations of the City's billing system software, the consumption information available to customers is also limited. If a customer logs on to their online account, the current consumption information compares the current billing cycle consumption to that of the same time period for the previous year. If using the mailer, only consumption for the current month is stated. The cost for a billing system upgrade could be substantial. Having this information available would allow the customer to easily track water use changes as conservation efforts are made.

City Website

The City's website is an excellent venue for conveying water conservation messages since it has unlimited space and can be frequently updated. Although websites reach only customers who seek out the information they are a great tool for support of other PIE vehicles.

Newsletter

Newsletters are a common way for utilities to communicate with Water Division customers through multi-focused or specific articles about conservation. The City has

distributed a newsletter since 2004 and currently distributes a quarterly newsletter to approximately 11,000+ customer households and businesses. The newsletter focuses on conservation, with an occasional multi-focused article. Billing stuffers are not an option for the City because the bills are sent out on a postcard, so the newsletter is distributed separately by direct mail. Costs for the newsletters are high but reach nearly all of the customers (however, some are not included due to mailing list limitations and not all members of the household check and read the mail). Costs include production (in-house staff and PCEI staff), printing, and postage. If a bill stuffer option was available, that would save the cost of postage to get a message out to the customer.

Bus advertisements

Brief conservation messages can be advertised on or in buses. In Moscow, SMART Transit is the current available bus system which does not offer advertisement opportunities.

Billboards

Billboards are less frequently used for water conservation messages and the amount of information contained in a billboard is limited. Costs include production, printing, advertising and the lease of billboard space and monthly costs vary. Overall costs are high, but exposure is effective.

Radio Advertisements

Radio ads are a cost effective medium and can reach a wide range of customers based on station demographics. The City currently uses an annual contract with Inland Northwest Broadcasting (KZZL, KROA, KMAX, and KRPL), KHTR and KQQQ. All radio stations donate free air time to match the purchased radio advertisements. There typically is an annual rate increase of 5%. Total costs (from Fiscal Year 2015 budget) of the radio contract were \$10,288 or \$5.68 average per 30 second advertisement. In the past, the average cost for a 30 second advertisement was approximately \$8.00, but a promotional pricing for a new station offered a lower rate for the 2015 Fiscal Year.

Television Advertisements

The Water Department has used the City's channel TV-13 to advertise conservation messages. The costs are low because production is done in house and there is no fee for use of the TV-13 air time.

Community Events

Community events have been utilized by the City to promote conservation messages since 1997. Events visited are chosen based on previous attendance history. Events can target a wide range of user types and are more cost-effective because the City can go to the people, thereby saving on advertising costs. An exception that brings the people to the City is the Public Works Open House which includes a water conservation table as one of the multi-focused booths.

Press Releases

Press releases are used by the City to get the conservation message out regarding upcoming events. However, the City is not in control of whether the press release is picked up by media outlets. Costs include production of the press release, but are otherwise free.

Wisescape Award Program

In 2008, the City developed a Wisescape Award Program which recognizes those businesses and residents that have made conservation efforts by minimizing resources used for landscape purposes. The program is also intended to motivate others to switch to more efficient landscaping that is still aesthetically pleasing. Costs to continue this program include production, labor, printing, display materials, and purchase of awards.

Lawn Watering Guide

The creation of a detailed booklet for those that have and prefer to keep a traditional landscape can help spread the conservation message. The booklet may include efficiency guidelines for their landscape, tips, audit guidelines, etc. This guide can reach customers who chose not to have a Wisescape yard. Costs include production, printing, and distribution.

Landscape Guide Book

The creation of a detailed booklet for those that would like to transform their landscape into a water efficient landscape can help customers save water. The booklet may include efficiency guidelines for their landscape, planning, tips, audit guidelines, etc. This guide can reach customers who choose to have a Wisescape yard and can be supported by demonstration gardens (description in Public Sector Incentives). Costs include production, printing, and distribution.

Mailings

Postcards can be mailed to inform customers of events, such as Wisescape, Water Summit and Public Works Open House. The City currently uses postcard mailings to inform customers of irrigation regulations. Costs include production, printing, and postage.

Door Hangers

The City currently uses door hangers to contact customers needing a reminder regarding irrigation regulations. This is cost effective when only a small portion of the customers receive a door hanger. Costs include production, printing, and distribution.

Outreach to home and garden centers

Outreach to home and garden centers can be difficult and time consuming because it requires cooperation from local home and garden centers. The City has contacted local nurseries in regards to the Wisescape Award with little success. Only one entity agreed to participate. Costs include labor and educational materials.

Personal Contact

The City currently contacts customers needing reminders regarding the irrigation season after other, more efficient lines of communication, have been attempted. This is cost effective when only a small portion of the customers are contacted. Costs are labor-related.

5.3.2 Financial Incentives**Device Giveaway**

Free to all Moscow businesses with no initial cost for the customer to implement, with potential savings for water and electricity. Costs to the City are evaluated in Section 3.5.

Free Irrigation Audits

Free to all Moscow businesses with no initial cost to the customer. Products may need to be purchased to increase irrigation efficiency; however, the consultation, audit testing, and potential water savings will save the customer money. Costs to the City are evaluated in Section 3.5.

Free Landscape Guide Book

Free to all Moscow businesses with the motivation for customers to save money through their water savings. Although the purchase of labor and products may be necessary to the customer, free landscape ideas on how to convert to more efficient landscaping would mean additional savings to the customer. Costs to the City are evaluated in Section 3.5.

Toilet Rebate

Financial incentive to help support this measure described in Section 5.2. A financial rebate may motivate customers to remove high water use toilets. It may be pertinent to discuss with Latah Sanitation the possibility of a toilet recycling option for the unwanted toilets. This option may further motivate customers who would feel wasteful about replacing an older (pre-1994) toilet that is still in working condition. Costs to the City are evaluated in Section 3.5.

Low-Volume Urinal Rebate

Financial incentive to help support this measure described in Section 5.2. Low-volume urinal rebates may motivate customers to replace inefficient urinals with efficient 1.0 gpf urinals or waterless urinals. Costs to the City are evaluated in Section 3.5.

Clothes Washing Machine Rebate

Financial incentive to help support this measure described in Section 5.2. Washing machine rebates may motivate customers to replace inefficient washing machines with water efficient ones. Costs to the City are evaluated in Section 3.5.

5.3.3 Regulatory Incentives

Ordinance #2007-13

City of Moscow Ordinance #2004-27 was adopted to limit the use of sprinklers to 6 p.m. to 10 a.m., with the use of watering with an automatic shut-off nozzle allowed at all times. The watering season was from April through October, with no regulations outside of those months. This ordinance was modified when Ordinance #2007-13 was adopted in 2007 prohibiting the watering of impervious surfaces as well as defining an irrigation season. The irrigation season will be declared each year and irrigating with sprinklers, drip, and soaker irrigation outside of that defined season is prohibited. Automatic shut-off nozzle use is allowed at all times.

Resolution #2004-12

Resolution #2004-12 was approved in 2004 with the goal to prevent water waste by requiring maintenance of connected facilities. Every water user is required to keep sprinklers, faucets, valves, hoses and all other devices connected to the City water system in good condition. In the event of ill-working devices, the City will contact the owner. If maintenance is not carried out by the owner, a series of fines can follow, starting at \$50 and up to \$200 with a discontinuation of service possible.

Reduced Lawns for New Developments

New businesses with non-established yards are easier to transform into water efficient landscapes because the cost will be incurred to install some form of landscape and it is easier to convince the owner to invest initially in order to save later in water use. An ordinance or voluntary program (much like the City's Green Building Program) for new businesses to avoid large turf areas could save water use during the peak season. Cost would be to create, implement, and support the ordinance.

6 Water Conservation Element for the Public Facility Sector

6.1 Introduction

Currently there are 57 public meters that are read on a monthly basis; 23 for public buildings and 34 for irrigation. In 2014, the public buildings accounted for 6.7 MG of water use and irrigation accounted for 20.5 MG (2.4%) of water use in the City. This section discusses recommended measures and incentives for the City to follow. Many have already been implemented, with additional suggestions made. It is important for the City to lead by example and thus far the City is progressive toward the community's conservation goals. Measures and incentives are listed in Table 3-5, although not all may be necessary. The selection parameters are as follows:

- **Already Implemented** = **Accepted**
- **When Replacements Needed** = **Accepted**
- **Other** = **Recommended**

Table 3-5		
Ranking of Conservation Measures and Incentives for Public Facilities		
Measure or Incentive	Ranking Parameter	Ranking Results
Low-volume toilets	When Replacements Needed	Accepted
HET toilets	When Replacements Needed	Accepted
Low-volume urinals	When Replacements Needed	Accepted
Faucet aerators-bathroom	Already Implemented	Accepted
Audits for automatic irrigation	Facilities Dept to Perform	Recommended
Audits for manual irrigation	Facilities Dept to Perform	Recommended
Less Lawn	Facilities Dept to Perform	Accepted
Infrastructure Leak Detection and Repair	Already Implemented	Accepted
Flushing Water Use Reductions	Already Implemented	Accepted
Backwashing Water Use Reduction	Already Implemented	Accepted
Flow Meter Maintenance	Already Implemented	Accepted
PIE: Demonstration Wisescape Gardens	Already Implemented	Accepted
PIE: Wisescape Program-Award Program	Already Implemented	Accepted
Financial: Free Devices	Already Implemented	Accepted
Financial: Free Irrigation Audits	Facilities Dept to Perform	Recommended
Financial: Free Landscape Guide Booklet	See Measures Results	Accepted
Financial: Efficient Parks Irrigation System	Already Implemented	Accepted
Financial: UI Effluent Program	Already Implemented	Accepted
Regulatory: Add to Metered Routes	To track non-revenue water	Accepted

6.2 Public Facilities Conservation Measures

Low-Volume Toilets

Target: Public Buildings older than 1994

Replace inefficient toilets with efficient 1.6 gallon per flush (gpf) toilets in public buildings. The target is public buildings older than 1994 that have not already had toilet upgrades. All buildings since 1994 were built with 1.6 gpf toilets due to the 1992 U.S. Energy Policy Act which established national maximum allowable water-flow rates for toilets, urinals, showerheads, and faucets, which became effective in 1994.

High Efficiency Toilets (HETs)

Target: Public Buildings

Replace inefficient toilets with efficient HET toilets of 1.28 gpf or less. This measure does not require significant behavioral changes for there to be water savings. The target is public buildings that have not already had HET toilet upgrades.

Low-Volume Urinals

Target: Public Buildings

Replace high water use urinals for lower flow urinals. This measure does not require significant behavioral changes for there to be water savings. The target is public buildings that have not already had urinal upgrades.

Faucet Aerators (Bathroom)

Target: Public Buildings

Replace the inefficient aerators with efficient (2.0 gpm or less) bathroom faucet aerators. The target is public buildings older than 1994 that have not already had aerator upgrades.

Audit for Automatic Irrigation

Target: Public Parks with irrigation systems

Encourage City parks and facility managers to set up an irrigation audit schedule/irrigation management program that routinely identifies both hardware and scheduling improvements that could be made to conserve water. Furthermore, a free rain sensor shut-off device which can be installed into the system by the parks facility crew will be available to systems not already equipped with one. Currently, the Parks Department has upgraded many of the irrigation systems within the City.

Audits for Manual Irrigation

Target: Public Parks with manual irrigation systems

Encourage City parks and facility managers to set up an irrigation audit schedule that routinely identifies both hardware and scheduling improvements that could be made to conserve water. Additionally, in order to help ensure savings, rain gauges can be provided to assist the parks facility crew in determining if enough rain has fallen to eliminate the need for supplemental watering. Rain gauges can also be used to determine the precipitation output of sprinklers to help managers determine the most efficient amount of water to apply to their lawns.

Less Lawn**Target: All public buildings with landscaping**

Limit lawn to functional areas and maintain a low water use landscape. The target will be all public building landscapes that have new or existing landscape that is not used for public recreation.

Infrastructure Leak Detection**Target: Public Works Department**

Maintain system to keep leaks at a minimum and repair any leaks found within a reasonable amount of time. Set water main replacement priorities based on water leaks repaired.

Flushing**Target: Public Works Department**

Maintain water quality in accordance with DEQ regulations while minimizing flushing for conservation. Currently, the water system is in compliance and no recommendations are needed.

Backwashing**Target: Public Works Department**

Maintain water quality in accordance with DEQ regulations while minimizing the needed backwashing for conservation. Currently, the water system is in compliance and no recommendations are needed.

Flow Meter Cleaning**Target: Public Works Department**

Maintain well flow meters to keep accurate data of water pumped. Currently the Public Works Department is replacing the turbine meters with electromagnetic flow meters. A maintenance schedule will be determined and no recommendations are needed.

6.3 Conservation Incentives

Incentives are motivators for people to enact measures and fall into three categories: educational, financial, and regulatory. The City would benefit from reduced water use through incentives by way of cost savings and reduced maintenance and demand.

6.3.1 Public Information and Education (PIE) Incentives

Demonstration Wisescape Gardens

Demonstration gardens are often used to show the principles of water-wise landscaping and to show that landscaping with low water use plants and limited lawn can be attractive. Demonstration gardens are usually put in visible and key locations such as City parks, City Hall, utility headquarters, and water and wastewater treatment plants. The City has helped finance a demonstration garden at the University of Idaho arboretum since 2001. In 2008, the Water Department wanted to lead by example by transforming the site at 201 North Main from the traditional grass landscape to a Wisescape

Demonstration Garden. Planting was completed in 2009, with signs, brochure guide, and other details to follow as funding permits. Additional City funded Wisescape gardens are at the 120 West A St Water Filter Plant and along Highway 8, both planted in 2010 as well as 3rd St planted in 2011. Once the initial planting and reconstruction costs are paid for, cost will include upkeep and maintenance of the property. This is considered to be a low cost because once the Wisescape plantings are established, labor and resource needs will be reduced from what was traditionally planted.

Wisescape Award Program

In 2008, the City developed a Wisescape Award Program which recognizes those businesses, residents, nonprofits, and public facilities that have made conservation efforts by minimizing resources used for landscape purposes. The program also is intended to motivate others to switch to more efficient landscaping that is still aesthetically pleasing. Costs to continue this program include production, labor, printing, display materials, and the purchase of awards.

6.3.2 Financial Incentives

Device Giveaway

Free for all Moscow public buildings with no initial cost for the maintenance department to implement, with potential savings for water and electricity.

Irrigation Audits

Irrigation audits to be performed in house on all Moscow public buildings and landscape areas. Products may need to be purchased to increase irrigation efficiency; however, the audit testing will offer potential water savings.

Free Landscape Guide Book

Available to the City's public building maintenance staff. Although the purchase of labor and products may be necessary to the department, free landscape ideas on how to convert to more efficient landscaping would mean additional savings to the City.

Efficient Parks Irrigation System

It is important for the City to lead by example through efficient irrigation practices. Moscow's public parks are currently being metered. City irrigation systems and all other park irrigation are maintained by the Parks and Recreation Department or Water Department of the City of Moscow. Upgrades are being made to increase irrigation efficiency and there are plans to add more automatic in-ground irrigation systems to areas that are currently being manually watered. Other upgrades include a central irrigation management system, which became fully operational in spring 2009. The irrigation management software allows parks staff to remotely monitor, adjust, and turn systems on and off. The software will also allow staff to monitor water use and identify and repair irrigation system breaks in a timely manner. It is recommended that an audit of the irrigated parks be completed for all existing and future public parks. An audit of the City's parks in cooperation with the software management system could lead to more efficient irrigation. Please see Section 2.5 for more details on Moscow's parks.

University of Idaho Effluent Program

Since the 1970's, the City of Moscow has provide treated effluent from the Waste Water Treatment Plant (WWTP) to the University of Idaho's grounds, golf course, and arboretum. This program reduces the amount of potable water used for irrigation on the University campus and provides a disposal site for a portion of the City's WWTP effluent.

6.3.3 Regulatory Incentives**Add to Metered Routes****Target: All Public Facility Buildings and Parks**

Public Facility meters are currently read on a monthly basis but do not receive a statement. It is recommended that all metered Public Facilities departments receive a statement so those departments can better track water use.

7 Water Conservation Element for the Industry Professional Sector

7.1 Introduction

The Industry Professional conservation techniques focus on incentives only. Non-residential commercial customers are covered in Section 5 and consequently there may be some overlap with this section. However, this sector refers more specifically (but not limited) to realtors, developers, irrigation professionals, and landscape architects. The percentage of water use cannot be determined for the Industry Professionals sector but it is important to include this sector due to their leadership roles within the community and their potential to be a metered Moscow water customer. The selection parameters are as follows:

- **Already Implemented** = **Accepted**
- **Low Cost** = **Accepted**

Table 3-7 Ranking of Conservation Incentives for Industry Professionals		
Incentive	Ranking Parameter	Ranking Results
PIE: Wisescape Program-Award Program	Already Implemented	Accepted
Financial: Free Landscape Guide Booklet	Already Implemented	Accepted
Regulatory: Ordinance	Already Implemented	Accepted
Regulatory: Resolution	Already Implemented	Accepted
Regulatory: Certified Irrigator	Low Cost	Accepted
Regulatory: New Home Owners Program	Low Cost	Accepted

7.2 Industry Professionals Conservation Incentives

Incentives in the educational, financial and regulatory categories are discussed in the following sections, although not all may be recommended.

7.2.1 Public Information and Education (PIE) Incentive

Wisescape Award Program

In 2008, the City developed a Wisescape Award Program which recognizes those businesses and residents that have made conservation efforts by minimizing resources used for landscape purposes. The program also is intended to motivate others to switch to more efficient landscaping that is still aesthetically pleasing. Costs to continue this program include production, labor, printing, display materials, and the purchase of awards.

7.2.2 Financial Incentive

Free Landscape Guide Book

Free for all Moscow water customers or Industry Professionals serving Moscow's water customers with the purpose of motivating Industry Professionals to promote more efficient landscape choices to save their customers money through their water savings. Although the purchase of labor and products may be necessary of the customer, free landscape ideas on how to convert to more efficient landscaping would mean additional savings to the customer.

7.2.3 Regulatory Incentives

Ordinance #2007-13

City of Moscow Ordinance #2004-27 was adopted to limit the use of sprinklers to 6 p.m. to 10 a.m., with the use of watering with an automatic shut-off nozzle allowed at all times. The watering season was from April through October, with no regulations outside of those months. This ordinance was modified when Ordinance #2007-13 was adopted in 2007 prohibiting the watering of impervious surfaces as well as defining an irrigation season. The irrigation season will be declared each year and irrigating with sprinklers, drip, and soaker irrigation outside of that defined season is prohibited. Automatic shut-off nozzle use is allowed at all times.

Resolution #2004-12

Resolution #2004-12 was approved in 2004 with the goal to prevent water waste by requiring maintenance of connected facilities. Every water user is required to keep sprinklers, faucets, valves, hoses and all other devices connected to the City water system in good condition. In the event of ill-working devices, the City will contact the owner. If maintenance is not carried out by the owner, a series of fines can follow, starting at \$50 and up to \$200 with a discontinuation of service possible.

Certified Irrigator Program

Home owners often employ irrigation professionals to install, maintain, and/or repair outdoor irrigation systems. As an accepted incentive, this would be a voluntary program (much like the City's Green Building Program) where irrigation professionals can become certified in irrigation efficiency knowledge and techniques, like the one offered through the Irrigation Association, may motivate professionals to practice water wise techniques. The groups of individuals or companies participating could be added to the City's website for potential future clients.

New Home Landscape Program

As an accepted incentive, a voluntary program could be created for realtors selling houses within the City's limits. The City could provide information with conservation messages and available programs, rebates, and giveaways.

8 Water Conservation Element Package Options

As stated in Chapter 3, Table 3-3 (table below), the cost to implement all measures, accepted and rejected, over the ten-year period would be approximately \$2.6 million with an annual savings of approximately 103.8 million gallons of water at full implementation of the conservation plan (see Appendix C). To allow for a more economical conservation plan, alternative plan packages have been evaluated in this chapter.

Table 3-3 - City of Moscow Potential Conservation Screening for Measures							
Customer Class	Conservation Measure and Incentives	Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			Results of Screening
		gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Instant Hot Water Valve	5,924,446	High	\$63,080	\$1.06	Low	Accept - New
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Efficient clothes washers	2,052,564	Med	\$126,159	\$6.15	High	Reject
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Audits for automatic irrigation	6,890,846	High	\$207,156	\$3.01	Med	Accept - New
	Audits for manual irrigation	4,803,670	Med	\$588,469	\$12.25	High	Reject
	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	50 gallon Rain Barrel Catchment	90,892	Low	\$6,365	\$7.00	High	Reject
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Instant Hot Water Valve	5,491,924	High	\$29,237	\$0.53	Low	Accept - New
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Efficient clothes washers	1,060,819	Med	\$65,202	\$6.15	High	Reject
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Audits for automatic irrigation	2,961,508	Med	\$97,309	\$3.29	Med	Accept - New
	Audits for manual irrigation	2,045,836	Med	\$109,121	\$5.33	High	Reject
	Outdoor device giveaways	57,900	Low	\$3,622	\$6.25	High	Accept -Existing
	Low water use plants guide book	60,381	Low	\$129	\$0.21	Low	Reject
	50 gallon Rain Barrel Catchment	7,370	Low	\$516	\$7.00	High	Reject
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
	Sub-Meter Multi-Family Households	2,893,740	Med	\$231,688	\$8.01	High	Reject
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets - 1.28gpf	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Waterless urinals	336,218	Med	\$4,110	\$1.22	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient clothes washers	789,654	Med	\$5,005	\$0.63	Low	Accept -New
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
	Hotel bedding and towel message	16,005	Low	\$0	\$0.00	Low	Reject
CI Outdoor	Audits for automatic irrigation	1,736,989	Med	\$171,250	\$9.86	High	Reject
	Audits for manual irrigation	1,116,636	Med	\$171,250	\$15.34	High	Reject
	Outdoor device giveaways	41,117	Low	\$3,429	\$8.34	High	Accept -Existing
	Low water use plants guide book	26,483	Low	\$57	\$0.21	Low	Reject
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
	Full Implementation Annual Water Savings for All Measures	103,805,784	Total Cost (All)	\$2,568,399	Annual Cost (All)	\$256,840	
	Full Implementation Annual Water Savings for All Accepted (Existing + New)	87,894,400	Total Cost Existing+New	\$1,098,193	Annual Cost Accept Existing + Accept New	\$109,819	
	Full Implementation Annual Water Savings for Accept Existing	34,880,657	Total Cost Acpt Existing	\$118,839	Annual Cost Accept Existing	\$11,884	
	Full Implementation Annual Water Savings for Accept New	53,013,743	Total Cost Accept New	\$979,354	Annual Cost Accept New	\$97,935	
Cost are direct Cost to City, not including staff, marketing, and distribution costs. See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

All the proposed packages include the same demographics, assumed participation rates, and assumed eligible customers (Appendix C). The differences between the packages are the measures chosen to be included in the City's program.

The comparison of the offered measures for each package is summarized in Table 3-6. The evaluation of the four packages summarizes the water savings and cost, Table 3-8. Additional combinations of the accepted measures are possible, as well as having rebates at a first come, first serve basis as funding allows. The following table is the cost spread over the ten year plan period and the water savings once the plan is fully implemented. The cost for staffing, outreach, or incentives are not included. Also shown is the water savings over the complete plan period of 10 years, which assumes an evenly phased in approach, with the exception to Package A. Package A is the existing conservation measures program, so water savings is shown as fully implemented and the existing conservation measures are calculated as fully implemented within Package B, C, and D. Although none of the conservation packages in this report meet the voluntary PBAC goal throughout the planning period, the Water Conservation Plan is the best action to limit the City's impact on the resource.

Table 3-6 - City of Moscow Conservation Package Details												
	Package A			Package B			Package C			Package D		
	SF	MF	CI	SF	MF	CI	SF	MF	CI	SF	MF	CI
Existing Conservation Measures	x	x	x	x	x	x	x	x	x	x	x	x
Toilet Rebate				x	x	x	x	x	x	x	x	x
Low Volume Urinal Rebate						x			x			x
Waterless Urinal Rebate												x
Hot Water Valve Rebate										x	x	
Efficient Clothes Washer Rebate												x
Free Landscape Book				x			x			x		
Lawn Replacement Rebate							x	x	x	x	x	x
Automatic Irrigation Audit										x	x	

SF=Single Family, MF = Multi Family, CI = Commercial

Table 3-8 - City of Moscow Conservation Package Comparison				
	Package A~	Package B	Package C	Package D
Package Measures (Includes Existing Measures)	Existing Measures Only	Existing + Toilet Rebate + Landscape Book	Existing + Toilet + Landscape Bk + Lawn Rebate	Existing + All Accepted Measures
Estimated Annual Water Savings (MG) at Full Implementation of Program*	34.9	61.2	65.5	87.9
Total Water Savings Over Plan Period (MG)**	348.8	493.8	517.2	640.4
Reduction in Year 2025 Demand (Planning Period 2016-2025)	3.4%	6.0%	6.4%	8.6%
Achieve PBAC Goal	No	No	No	No
Annual Cost^ (Includes Existing Measures Costs and Phased-In New)	\$11,884	\$58,932	\$69,230	\$109,819
Total Cost for Plan Period 2016-2025	\$118,839	\$589,318	\$692,296	\$1,098,193
Notes:				
*Annual water savings once all measures are implemented.				
**The planning period is from 2016-2025, it is assumed the program would be evenly phased in over the planning period.				
~Package A is already at full implementation and will not be phased in.				
^Annual costs vary depending on how plan is phased in, costs will vary depending on how the program is phased in.				
Table includes direct cost, not including staff, advertising, and distribution for plan period 2016-2025.				

MG = Millions of Gallons

8.1 Package A - Existing Measures

The City of Moscow has an existing conservation program. The existing measures included in the plan have passed the screening process (Section 3.5). Since the City has an expansive and economical existing program, an evaluation of that program served as a basis on which to compare the other alternatives. The following table (Package A) presents the program measures as is, with no additional measures, if the City does not do anything more than what the City is already doing. The existing conservation budget also includes the Public Information and Education and other programs (Appendix A, Table 2), which are not included in the table below. These costs do not include staffing, marketing, or distribution costs.

Table Package A - City of Moscow Existing Conservation Measures, Existing Program Only with No Additional Measures							
Customer Class	Conservation Measure or Incentive	Annual Water Savings (excluding savings from free riders)		Costs (excluding savings from free riders)			Results of Screening Rankings
		gpy	Ranking	Total Cost Over Plan	Cost per 1000 gals Over Plan	Ranking	
SF Indoor	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
MF Indoor	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept -Existing
CI Indoor	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept -Existing
Annual Water Savings Currently at Full Implementation		34,880,657	Total Cost	\$118,839	Annual Cost	\$11,884	
Cost are direct Cost to City, not including staff, marketing, and distribution costs.							

8.2 Package B - Existing Measures + Toilet Rebate + Landscape Book

This approach is Package A, plus additional measures which were chosen based on popularity with other city conservation efforts and inquiries within the City of Moscow. Selection was also determined by targeting the highest water use at the average home. Outdoor water use can account for up to half of the water pumped during the Irrigation Season months in the City of Moscow. For indoor water use, the bathroom is responsible for 60%, with toilet flushes alone accounting for 30% of daily household water consumption. The additional measures that were chosen are:

Single Family, Multi-Family - \$50.00 toilet rebate for a 1.6 gpf toilet, dwellings 1994 or older are eligible and a \$125.00 High Efficiency Toilet (HET) rebate for dwellings 1995 or newer. The toilet rebate is based on 2 toilet rebates allowed per household for Single Family, and 1 toilet rebate allowed per Multi-Family unit (based on a 10 unit national average). The water efficient landscape guide book would be provided for free to Single Family customers.

Commercial - \$50.00 toilet rebate for a 1.6 gpf toilet, buildings 1994 or older are eligible and a \$125.00 High Efficiency Toilet (HET) rebate for buildings 1995 or newer and \$50.00 rebate for low volume or waterless urinals. The toilet rebate is based on 4 allowed toilet rebates and 1 urinal rebate per participating commercial customer.

The table below (Package B) lists the measures already in place for the City (all those in Package A) with the additional measures added. The table includes the cost of the measures to the City with the assumed number of residents that are eligible and how many will participate. The annual cost is assuming that those eligible and participating would be collecting rebates over the planning period of ten years. These costs do not include staffing, marketing, or distribution costs.

Table Package B - City of Moscow Existing Measures with Additional Measures (Toilet Rebate + Landscape Book)							
Customer Class	Conservation Measure or Incentive	Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			Results of Screening
		gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept - Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept - Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept - Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept - Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept - Existing
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept - Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept - Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept - Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept - Existing
SF Outdoor	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept - Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept - Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept - Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept - Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept - Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept - Existing
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept - Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept - Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept - Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept - Existing
MF Outdoor	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept - Existing
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets - 1.28gpf	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept - Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept - Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept - Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept - Existing
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept - Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept - Existing
Package B - Full Implementation Annual Water Savings		61,244,069	Total Cost Pkg B	\$589,318	Annual Cost Package B		\$58,932
			Additional Annual Cost of Toilet Rebate + Landscape Book				\$47,048
Cost are direct Cost to City, not including staff, marketing, and distribution costs.					& Annual Savings (gpy)		26,363,412
See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

8.3 Package C - Existing Measures + Toilet Rebate + Landscape Book + Lawn Rebate

This approach is Package B plus the additional measure of the \$150.00 lawn replacement rebate to those Single Family and Multi-Family customers that remove 300+ square feet of existing lawn turf and replace it with water efficient landscaping. This measure was chosen based on popularity with other city conservation efforts. Selection was also determined by targeting the highest water use at the average home. Outdoor water use can account for up to half of the water pumped during the Irrigation Season months in the City of Moscow. The additional measures that were chosen are:

Single Family, Multi-Family – The same as Package B with the addition of the \$150.00 lawn replacement rebate. Customers that remove 300+ square feet of existing lawn turf and replace it with water efficient landscaping are eligible.

Commercial – The same as Package B with the addition of the \$150.00 lawn replacement rebate. Customers that remove 300+ square feet of existing lawn turf and replace it with water efficient landscaping are eligible.

The table below (Package C) lists the measures in Package B with the additional lawn replacement rebate. The table includes the cost of the measures to the City with the assumed number of residents that are eligible and how many will participate. The annual cost is assuming that those eligible and participating would be collecting rebates over the planning period of ten years. These costs do not include staffing, marketing, or distribution costs.

Table Package C - City of Moscow Existing Measures with Additional Measures (Toilet Rebate + Landscape Book + Lawn Rebate)							
Customer Class	Conservation Measure or Incentive	Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			Results of Screening
		gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept -Existing
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets - 1.28p	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept -Existing
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
Pkg C - Full Implementation Annual Water Savings		65,499,804	Total Cost Pkg C	\$692,296	Annual Cost Package C		\$69,230
			Additional Annual Cost of Toilet Rebate + Landscape Book + Lawn Rebate			\$57,346	
Cost are direct Cost to City, not including staff, marketing, and distribution costs.					& Annual Savings (gpy)		30,619,147
See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

8.4 Package D - Existing Measures + All Accepted Additional Measures

This approach includes all of the measures that passed the screening process (Chapter 3.5). The additional measures that were chosen are:

Single Family, Multi-Family – The same as Package C with the addition of a hot water valve \$50.00 rebate (1 allowed) and automatic irrigation audits (1 allowed/ 5 years).

Commercial – The same as Package C with the addition of a waterless urinal \$75.00 rebate (1 allowed), and an efficient clothes washer \$200.00 rebate (12 allowed).

The table below (Package D) lists the measures in Package C with all the additional accepted measures. The table includes the cost of the measures to the City with the assumed number of residents that are eligible and how many will participate. The annual cost is assuming that those eligible and participating would be collecting rebates over the planning period of ten years. These costs do not include staffing, marketing, or distribution costs.

Table Package D - City of Moscow Existing Measures with Additional Measures (All Accepted)							
		Annual Water Savings (excluding free rider savings)		Costs (excluding savings from free riders)			
Customer Class	Conservation Measure or Incentive	gpy	Water Savings Rank	Total Cost Over Plan	Cost per 1000 gals Over Plan	Cost Ranking	Results of Screening
SF Indoor	Low-volume toilets - 1.6gpf	10,878,036	High	\$252,161	\$2.32	Med	Accept - New
	HET toilets - 1.28gpf	1,518,707	Med	\$40,746	\$2.68	Med	Accept - New
	Toilet-leak detection and repair	1,520,492	Med	\$514	\$0.03	Low	Accept -Existing
	Toilet-tank displacement devices	2,390,777	Med	\$4,062	\$0.17	Low	Accept -Existing
	Decrease toilet flushes	1,640,729	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,799,764	Med	\$10,760	\$0.38	Low	Accept -Existing
	Decreased shower use	1,200,678	Med	\$23,778	\$1.98	Low	Accept -Existing
	Instant Hot Water Valve	5,924,446	High	\$63,080	\$1.06	Low	Accept - New
	Faucet aerators-bathroom	3,318,238	Med	\$1,382	\$0.04	Low	Accept -Existing
	Faucet aerators-kitchen	933,255	Med	\$2,630	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,473,560	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	928,141	Med	\$0	\$0.00	Low	Accept -Existing
SF Outdoor	Audits for automatic irrigation	6,890,846	Med	\$207,156	\$3.01	Low	Accept - New
	Outdoor device giveaways	673,327	Med	\$42,115	\$6.25	High	Accept -Existing
	Low water use plants guide book	521,778	Med	\$1,114	\$0.21	Low	Accept - New
	Less Lawn	3,536,530	Med	\$85,575	\$2.42	Med	Accept - New
MF Indoor	Low-volume toilets - 1.6gpf	8,437,152	High	\$97,790	\$1.16	Low	Accept - New
	HET toilets - 1.28gpf	1,985,249	Med	\$26,632	\$1.34	Low	Accept - New
	Toilet-leak detection and repair	1,397,740	Med	\$236	\$0.02	Low	Accept -Existing
	Toilet-tank displacement devices	1,854,319	Med	\$1,575	\$0.08	Low	Accept -Existing
	Decrease toilet flushes	1,272,572	Med	\$0	\$0.00	Low	Accept -Existing
	Low-flow showerheads	2,751,498	Med	\$5,287	\$0.19	Low	Accept -Existing
	Decreased shower use	1,179,980	Med	\$11,684	\$0.99	Low	Accept -Existing
	Instant Hot Water Valve	5,491,924	High	\$29,237	\$0.53	Low	Accept - New
	Faucet aerators-bathroom	3,261,035	Med	\$679	\$0.02	Low	Accept -Existing
	Faucet aerators-kitchen	917,166	Med	\$2,585	\$0.28	Low	Accept -Existing
	Decreased faucet use	1,448,157	Med	\$0	\$0.00	Low	Accept -Existing
	Eliminate partial clothes wash loads	290,636	Med	\$0	\$0.00	Low	Accept -Existing
MF Outdoor	Audits for automatic irrigation	2,961,508	Med	\$97,309	\$3.29	Med	Accept - New
	Outdoor device giveaways	57,900	Med	\$3,622	\$6.25	High	Accept -Existing
	Less Lawn	313,483	Med	\$7,586	\$2.42	Med	Accept - New
CI Indoor	Low-volume toilets	1,982,520	Med	\$37,830	\$1.91	Low	Accept - New
	HET toilets -1.28gpf	256,933	Med	\$5,698	\$2.22	Low	Accept - New
	Low-volume urinals	783,036	Med	\$8,508	\$1.09	Low	Accept - New
	Waterless urinals	336,218	Med	\$4,110	\$1.22	Low	Accept - New
	Toilet-leak detection and repair	217,207	Med	\$24	\$0.01	Low	Accept -Existing
	Toilet-tank displacement devices	1,066,636	Med	\$990	\$0.09	Low	Accept -Existing
	Low-flow showerheads	85,105	Low	\$2,050	\$2.41	Med	Accept -Existing
	Faucet aerators-bathroom	2,017,295	Med	\$270	\$0.01	Low	Accept -Existing
	Efficient clothes washers	789,654	Med	\$5,005	\$0.63	Low	Accept -New
	Efficient restaurant spray heads	143,334	Med	\$1,168	\$0.81	Low	Accept -Existing
CI Outdoor	Outdoor device giveaways	41,117	Med	\$3,429	\$8.34	Low	Accept -Existing
	Less Lawn	405,722	Med	\$9,817	\$2.42	Med	Accept - New
Pkg D - Full Implementation Annual Water Savings		87,894,400	Total Cost Pkg D	\$1,098,193	Annual Cost Package D		\$109,819
			Additional Annual Cost of Toilet Rebate + Landscape Book + Lawn Rebate				\$97,935
Cost are direct Cost to City, not including staff, marketing, and distribution costs.					& Annual Savings (gpy)		53,013,743
See Appendix C for calculation tables.							
Annual water saving at full implementation of the plan.							
Toilet rebate assumes pre-1994 homes will use the 1.6gpf low-flow rebate, while post-1994 homes will use the HET rebate 1.28gpf.							

Appendix A - City of Moscow's Conservation Efforts

1.0 General Information

Water conservation involves a variety of methods, devices, and incentives to reduce water consumption. The City of Moscow has implemented some water conservation measures in the past. The following appendix reviews some of the City's existing conservation efforts.

2.0 Previous Conservation Activities

The City has undertaken a number of water conservation related activities. These include planning activities within the Public Works Department and in conjunction with the Palouse-Clearwater Environmental Institute specified via contract. The City's Sustainable Environment Commission has worked with the Public Works Department to meet conservation goals. Distribution of water-saving devices and educational incentives to city citizens and households also has been included in the City's water conservation efforts.

In 2003, the Water Department hired the consulting firm of EES in association with JUB Engineers to produce the City of Moscow Water Conservation Plan of April 9, 2004. That plan suggested several different conservation package options and is a reference for this report.

The City of Moscow Conservation History by Date, shown in Appendix B Table 1 below, was collected from the following sources:

- Tom Scallorn, Moscow Public Works Department
- Gary Smith, Moscow Public Works Department
- Nichole Baker, Moscow Public Works Department
- 2005, 2006, 2007 Distribution Expenditures
- Palouse-Clearwater Environmental Institute Invoices
- Water Division history files from 2005 and 2007
- Water Conservation Activities Report, 11/18/2003
- Conservation Summary City of Moscow, 3/6/2007
- Water Division conservation files up through 2014

Coordinated conservation measures began in the City as early as 1997. Efforts have been concentrated on data gathering and distribution of educational information and conservation devices to the public. Appendix B Table 1 outlines various water conservation related activities completed by the City of Moscow through 2014.

Appendix B Table 1 City of Moscow Conservation History by Date	
1970-current	Supply University of Idaho with Waste Water Treatment Plant effluent for parks and lawns.
1992-current	Pumping data is provided to Palouse Basin Aquifer Committee (PBAC) on a regular basis.
1992	Ground Water Management (GWMP) goals are set.
4/16/1997	The distribution of conservation devices began.
5/22/1997	Sealed an abandoned well on Taylor Ave. to protect aquifer from contamination.
10/1997	Meters for Well Nos. 2 and 3 calibrated at Sparling Instruments
10/15/1997	Meter tubes were pulled and cleaned for Well Nos. 2 and 3 (iron buildup causes high readings).
10/20/1997	New meter tube for Well No. 2 is installed.
1997	Started program to recalibrate flow meters every five years.
2/2/1998	Installed poly pipe into Well No. 2 for new Drexelbrook static level measurement (more accurate air measurement).
5/6/1998	Expanded conservation giveaway program.
5/26/1998	Well No. 8 control water no longer dumped into Well No. 7 (plugged).
1/29/1999	Meters for Well Nos. 8 and 9 sent to Sparling for calibration.
5/4/1999	Conservation education program implemented.
10/22/1999	Checked Well No. 2 for iron buildup on the impeller.
4/17/2001	Started part-time conservation employee.
5/9/2001	Water Week Open House implemented for annual event.
2001-current	Participated with University of Idaho Arboretum to install and maintain ¼ acre demonstration garden for low water use landscaping.
2001-current	Conservation information is included in the Consumer Confidence Report for annual mailing.
3/29/2002	Planted test plots for turf grass at the Waste Water Treatment Plant.
7/19/2002	Expanded the water-saving device giveaway program.
11/21/2002	Provided aquifer model for a Water Forum at the 1912 Center.
6/9/2003	City Council implemented voluntary water restrictions.
9/30/2003	Cleaned the iron from all well meters and tubes to determine the effects of the iron buildup.
11/17/2003	Wrote history of conservation.
11/18/2003	Water Conservation Activities report written.
11/19/2003	Report on device water savings prepared.
2003	Customer survey on conservation sent to customers.
2003	Metered city parks and buildings and started tracking non-revenue water.
2003	Conservation display board with devices at City Hall billing area.
4/1/2004	Sparling meter calibration for Well No. 2 for more accurate readings.
4/9/2004	EES Water Conservation Plan for City of Moscow completed.
5/2004	Water Matters newsletter publication implemented.
5/17/2004	Water Conservation Ordinance # 2004-27 adopted by the City Council.

5/17/2004	Water Waste Resolution # 2004-12 adopted by the City Council.
9/30/2004	Standard Operating Procedure written for meter cleaning to include routine meter cleaning schedule.
10/2004	Water Matters Newsletter sent to customers.
11/23/2004	Water Department assisted with preparation of an old well on private property (owned by Chuck Bond) for a PBAC test well.
2/28/2005	Proposal of Public Works Department's PIE released.
3/14/2005	Conservation Channel 13 advertisements begun.
3/15/2005	Ordinance and devices flyer distributed throughout town.
3/27/2005	Radio advertising regarding Water Conservation Ordinance begun.
3/30/2005	Internet conservation advertisement implemented.
4/3/2005	Certified Landscape Irrigation Auditor program implemented.
4/14/2005	Water Conservation Specialist start date.
5/23/2005	Bus poster advertising for water conservation ordinance and devices.
6/2/2005	Rate design presented to City Council.
7/9/2005	Booth event program implemented.
10/2005	Tiered rate billing structure started.
10/6/2005	Palouse Basin Water Summit sponsorship implemented.
10/17/2005	Informational video made for Water Department.
12/5/2005	Conservation message added to utility billing.
12/16/2005	PCEI contract implemented.
2005 - present	Xeriscape flower bed at Water Department planted and maintained
5/2/2006	Workshop program implemented.
9/2006	Lesson plan program implemented.
10/2006	Divers used to clean Vista and SE reservoirs.
3/6/2007	Conservation Summary for City of Moscow written.
3/26/2007	Water Conservation Specialist hired.
April 2007-present	Device Giveaway Upgrades
May 2007-2010	Annual Water Department Open House
May 2007-present	Pumping and Weather Data Review - Monthly
May 2007-present	Quarterly Newsletter Publication
June 2007	Irrigation postcard mailing to landscape contractors.
Sept 2007-present	Latah County Fair – Annual Booth
Aug 2007-present	PIE Contract to Council – Annual Contract
Oct 2007-present	Annual Palouse Basin Water Summit –with monthly organizational meetings.
Oct 2007	Amendments to Water Conservation Ordinance, now #2007-13
Sept 2007	Outreach for Water Conservation Ordinance amendments.

Feb 2008-present	Annual Radio Contracts
Feb 2008-present	Water Use Report to Council – Annual Report
June 2008-present	Irrigation Ordinance postcard created
Sept 2008-present	Implemented the Wisescape Award – Annual Award with Council
May 2009	Water Department Demonstration Garden Planted
April 2010	Troy highway Wisescape demonstration garden is planted.
May 2011	Water Office natives planted on the north side of the building.
June 2011	Water Division Department Open House/Art Walk
June 2011	3 rd St Demonstration Garden Planted
June 2012-present	Annual Public Works Open House/Art Walk – Expanded to other Departments
May 2014	Pollinators, Plants, and Wisescape Workshop
10/17/14	Bathroom devices to Waters of the West (WOW) students at MHS.
11/6/14	Bathroom devices to PCEI for classroom outreach.
11/17/14	Mayor’s Wisescape Award presented to Council.
11/18/14	Water Conservation Plan public draft 1 presented to the Sustainability and Environment Commission.
Jan 2015	Public meter route created in utility software.
February 2015	Water Conservation Program Coordinator becomes a board member of the Palouse Basin Water Summit, Inc.
3/11/15	Irrigation Ordinance and Wisescape presented to the Garden Club.
March 2015	Water Conservation Plan public draft 2 presented to the Sustainability and Environment Commission.

3.0 Current Conservation Budget

The City of Moscow has identified water conservation-related items in its Fiscal Year 2015 Budget some are direct, while others are indirect. These are shown in Appendix B Table 2. The appliance rebate budget line has not yet been utilized and has been accumulated.

Appendix B Table 2	
City of Moscow Fiscal Year 2015 Conservation-Related Budget Items	
Item	Budget Amount (\$)
Full-Time Water Conservation Staff	53,913
Appliance Rebate	60,000
Public Information and Education Contract	20,000
Devices	10,000
Xeriscape University of Idaho	1,500
Educational Material	2,000
Educational Activity	1,500
Advertising	8,200
Printing and Postage	21,000
Travel and Meetings	750
Wisescape Landscape	2,000
Wisescape Awards	1,000
Community Events	5,000
Wisescape Grant	3,000
Total	189,863

4.0 Water Saved from Previous Conservation Activities

4.1 Indoor Device Water Savings

The City of Moscow Public Works Department prepared an estimate of the water saved based on conservation devices distributed to the public. The assumptions for the data are based on 2002 census data stating there are 2.58 people per household (HH) and based on 90% utilization of the devices. This participation is assumed to be high because the individual had to pick up the devices at the Water Office; therefore it is assumed that if the effort was made, the installation would follow. Please see Appendix B Table 3 for the estimated water saved by average indoor conservation devices distributed by the City.

Appendix B Table 3 Estimated Residential Water Saved by Average Conservation Devices Distributed		
Conservation Device Measure	Average Annual Conservation Devices Distributed	Total Water Savings (gallons per Year)
Showerhead SF	147	1,730,047
Showerhead MF	125	1,686,712
Shower Timer SF, MF	978	547,064
Dye Tablets SF, MF	127	245,020
Toilet Tank Bags	74	270,817
Faucet Aerators SF	138	2,372,707
Faucet Aerators MF	82	1,702,518
Total	1671	8,554,885
Data from 2007-2014 Device Work Order Tracking SF=Single Family, MF=Multi-family, HH=Household Assumptions: Source, if not specified, Amy Vickers & Associates 2.58 persons per occupied U.S. household per 2002 U.S. Census Bureau, Current Population Reports, P20-547, (infoplease.com) Toilet leakage is somewhat less than the average 9.5 gals per capita reported in 1999 REUS with 25% of US homes having toilet leaks. Showerheads 2.5 gpm flow rates based on 80 psi is equivalent to a showerhead with a flow rate of 2.2 gpm at 60 psi The average residential indoor water-use rate for showering is 8.2 min. per shower; however, on a daily basis, 11.6 gallons per capita is used for showering at an average flow rate of 2.2 gpm, or 5.3 minutes per capita per day for showering. Shower timers distributed are 5 minutes. The average faucet use per person per day is 8.1 min/day at 2.2 gpm at 60 psi The national average number of flushes per person per day is 5.1. City of Moscow Average system pressure is 60 psi per Tom Scallorn 12/4/07 Average Water Use Assumptions based on National Averages: 8.5 gal per capita for toilet leaks 1994-present toilets 1.6 gpf 1980-1994 toilets 4 gpf 1950-1960 toilets 5 gpf Pre-1950 toilets 7 gpf 1994-present showerhead 2.5 gpm 1980-1994 showerhead 3.25 gpm Pre-1980 showerhead 6.5 gpm 1994-present aerator 2.5 gpm 1980-1997 aerator 2.75 gpm Pre-1980 aerator 5 gpm		

Showerhead: The showerhead savings includes the average number of Moscow households that received showerheads, handheld showerheads, and/or shower shut-off valves. The number of people per residential household or per multi-family unit was calculated according to the information turned in by those who received the devices. According to national averages, residential indoor shower duration is 8.2 min. per shower; however, on a daily basis, 11.6 gallons per capita is used for showering at an average flow rate of 2.2 gpm, or 5.3 minutes per capita per day for showering. The Moscow City system has an average pressure of 60 psi.

Shower Timer (5 min): The national average shower time of 5.3 minutes was reduced by 0.3 minutes with the flow rate of 2.2 gpm at 60 psi, per capita per day. It was assumed

that for each visitor who received a shower timer at a Moscow public event, they represented a household in the Moscow area.

Dye Tablets: A national average of 25% of all U.S. households have a leaking toilet that toilet leaks account for the majority of the 9.5 gallons per capita indoor leaks. For the Moscow water savings estimate, 8.5 gallons per capita was used for water loss due to toilet leaks.

Toilet Tank Bags: The toilet tank bags displace up to 0.8 gallon of water per flush. The number of people per residential household or per multi-family unit was calculated according to the information submitted by those who received the devices. The national average is 5.1 flushes per capita per day.

Faucet Aerators: Both the kitchen and the bathroom aerators are included in the estimate for the single family and multi-family residential water savings. The number of people per residential household or per multi-family unit was calculated according to the information submitted by those who received the devices. According to national averages, residential indoor faucet usage is 8.1 min. per day at an average flow rate of 2.2 gpm at 60 psi. The Moscow City system has an average pressure of 60 psi.

4.2 Outdoor Device Water Savings

The peak irrigation season for Moscow is the months of May through October, with a varying declared Irrigation Season. The savings estimates for outdoor devices are based on devices distributed because that is the data available for gallons saved. The calculations are based on the average water use during the months of May through October. This average was subtracted from the average use of the months September through April in order to account for irrigation use. Based on this data, an average of 230 million gallons of water was attributed to irrigation for the months of May through October. This participation is assumed to be high because the individual had to pick up the devices at the Water Office. Therefore, it is assumed that if the effort was made, installation and use would follow.

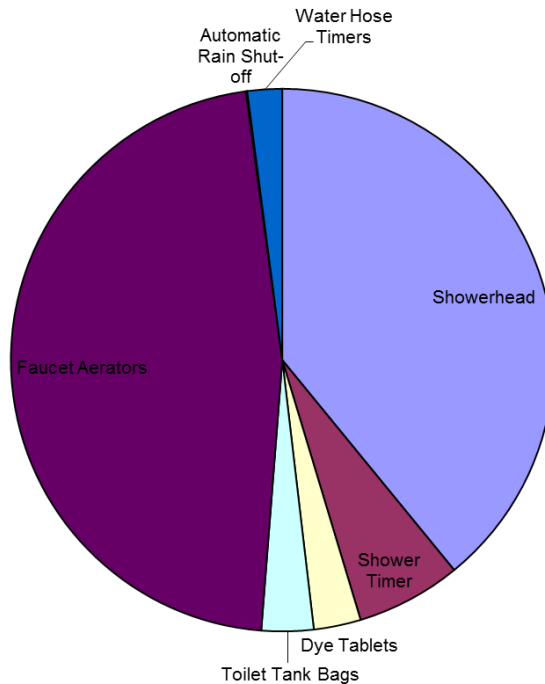
Appendix B Table 4		
Residential Estimated Water Saved by Average Outdoor Conservation Devices		
Conservation Device Measure	Average Annual Conservation Devices Distributed	Total Water Savings (gallons per Year)
Automatic Rain Shut-off	14	6,699
Water Hose Timers	378	180,884
Automatic Shut-off Nozzle	256	unknown
Total	648	187,583
Assumptions: Source EES 2004 WCP, City of Plant City Florida Study Based on a 90% participation rate Based on the irrigation peak months of pumping May – October 90% participation		

Automatic Rain Shutoff for Auto Sprinkler System: National average for this type of device is 7.5% of total irrigation.

Water Hose Timers for Irrigation: National average for this type of device is 7.5% of total irrigation.

Automatic Shut-off Nozzles: This device is given out in order to allow individuals the option of 1) supplemental watering, 2) irrigating at times not allowed by other forms of irrigation as per the Irrigation Season Ordinance, and 3) a way to save water by preventing water from running straight from a hose. A study indicates there is a 5 gpm savings when an automatic shut-off nozzle is used as compared to it not being used. However, it is difficult to calculate how much irrigation is used by customers by way of automatic shut-off nozzles compared to a hose with an open end.

**Appendix B Exhibit 1
Average Water Savings by Device**



Appendix B - Ordinance and Resolution

ORDINANCE NO. 2007 - 13

AN ORDINANCE OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE AMENDMENT OF MOSCOW CITY CODE TITLE 5, CHAPTER 17, TO ESTABLISH AN ANNUAL OUTDOOR IRRIGATION SEASON, TO LIMIT IRRIGATION TO SUCH SEASON, AND TO PROHIBIT IRRIGATION OF IMPERVIOUS SURFACES; PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE BE DEEMED SEVERABLE; AND PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM THE DATE OF ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, City Council recognizes that the Grand Ronde aquifer that supplies most of Moscow's water is declining; and

WHEREAS, City Council recognizes the need to conserve water as a precious resource; and

WHEREAS, Council desires to highlight the importance of conserving water resources; and

WHEREAS, Council believes this Water Conservation Ordinance to be an important part of a broad and concerted effort to promote reasonable and responsible water use and conservation within the City; and

WHEREAS, Council believes that appropriate regulation of outdoor irrigation will result in water conservation; and

WHEREAS, Council believes that regulation of outdoor irrigation as provided herein is a reasonable measure which will not unduly interfere with the practices of Moscow citizens; and

WHEREAS, Council provides for certain exemptions to the outdoor irrigation restrictions; and

WHEREAS, Council wishes to prohibit watering of impervious surfaces;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MOSCOW, IDAHO, AS FOLLOWS:

SECTION 1: That Moscow City Code Title 5 shall be amended by the addition of Chapter 17 as follows:

Sec. 17-1. Purpose.

The purpose of this Chapter is to highlight the importance of water conservation and to promote the responsible use of water within the City through reasonable regulation.

Sec. 17-2. General Water Usage Regulations.

No person who uses water from the City water supply system shall make, cause, use or permit the use of such water in a manner contrary to the provisions of this Chapter whether or not such person is an account holder or customer of such City water supply system.

Sec. 17-3. Definitions.

For purposes of this Chapter, the following term(s) shall have the meaning given herein:

- A. Automatic shut-off mechanism. A device or attachment which immediately and automatically shuts off the flow of water from a hose when the hose is not being physically held or operated by a person, such as a pistol or trigger spray hose nozzle or other automatic positive shut-off nozzle. A device or attachment which shuts off water flow by measuring or metering water (such as a mechanized water timer) or a device or attachment which shuts off water flow after a certain measurement of time (such as an electronic water timer), is not an automatic shut-off mechanism for purposes of this Chapter.
- B. Impervious Surface. A durable surface made of or similar to gravel, asphalt, concrete, cement, brick, or combination thereof, which is laid down on or applied to an area including, but not limited to, a sidewalk, parking lot, etc., for the purpose of creating a permanent or semi-permanent surface which could sustain vehicular, foot, or bicycle traffic or other means of transportation, and where vegetation is unlikely to grow.
- C. Irrigation System. Any device(s) or system(s) utilizing a hose, pipe, and/or other conduit which connects to any source of ground and/or surface water and through which water is conveyed and/or drawn in order to apply such water to land, crops, plants, and/or other vegetation including, but not limited to, sprinklers, in-ground irrigation, or a similar system. "Irrigation system" shall not include an automatic shut-off mechanism, as defined in this Chapter.
- ~~B~~CD. Outdoor Irrigation. The act or process of watering or wetting landscaping, grass, trees, plants, and/or other vegetation by causing water from the City's water supply to flow upon, over, through or into property with sprinklers, sprinkler hoses, soaker hose(s) (water weeping types), drip irrigation systems, in-ground irrigation systems, or by other similar means. Irrigation with hand-held hose(s) of ~~three-quarters~~ one inch (1" ³/₄") or less ~~in~~ inside diameter equipped with an automatic shut-off mechanism or irrigation using a container of five (5) gallons or less shall not be considered outdoor irrigation for purposes of this Chapter.
- ~~D~~E. Outdoor Irrigation Season. The period within each calendar year declared by the Public Works Director during which Outdoor Irrigation is allowed within City limits. The Public Works Director shall declare and advertise the beginning date of the Outdoor Irrigation Season no later than May 1st of each year. The Public Works Director shall declare and advertise the ending date of the Outdoor Irrigation Season at least two (2) weeks prior to such ending date.

Sec. 17-4. Outdoor Irrigation of Impervious Surfaces Prohibited.

No person shall cause or permit an irrigation system under the ownership, supervision, and/or control of such person to apply water directly or indirectly to an impervious surface, unless otherwise allowed by this Chapter.

Sec. 17-4~~5~~. Outdoor Irrigation Season and Hours.

~~From April 1 to October 31, o~~Outdoor irrigation shall be allowed only between the hours of 6:00 p.m. and 10:00 a.m. local time, during the Outdoor Irrigation Season unless modified by variance pursuant to this Chapter.~~City Engineer. Outdoor irrigation shall be prohibited at all times not within the declared Outdoor Irrigation Season. Outdoor i~~rrigation by means of soaker hose(s), (water weeping types) or drip-irrigation systems may occur at any time during the ~~o~~Outdoor ~~i~~Irrigation ~~s~~Season specified herein.

Sec. 17-56. Exemptions from Water Conservation Regulations.

The following uses of water shall not be regulated by this Chapter:

- A. Water required to be used for the control of dust or compaction of soil by this Code or by State and/or Federal statute or regulation;
- B. Water used to prevent or abate public health, safety or accident hazards including, but not limited to, fire suppression, fire prevention, and sanitation when a reasonable alternative method is not available;
- C. Water used for inspection, maintenance, installation or repair of automatic landscape sprinkling systems or of the City's water supply system (including fire hydrants and training facilities);
- D. Water used by City or its agents or franchisees for street sweeping, construction, and maintenance; sewer maintenance; or other established utility and/or public works practices;
- E. Water used for purposes other than outdoor irrigation in the normal and customary course of a business operation and water used by a commercial nursery for watering of nursery stock;
- F. Where water used for outdoor irrigation is gray water (household waste water other than from water closets or kitchen sinks), treated waste water or effluent, reused water, or water from a source other than the City water system, such as collected rainwater.

Sec. 17-67. Variance from Water Conservation Regulations.

The ~~City Engineer~~Public Works Director or designee may grant permission to an applicant for variance from the provisions of this Chapter where it is established that there is a hardship or special circumstance which requires such a variance (e.g., establishment of newly seeded or sodded turf grass and/or landscaping; application of chemicals which requires immediate irrigation to preserve lawn or landscaping; physical necessity; etc.). When granting a variance, the ~~City Engineer~~Public Works Director or designee shall establish such conditions and limitations as are necessary to further the purposes of this Chapter.

Sec. 17-78. Penalties

- A. Any person violating any of the provisions of this Chapter shall be guilty of a misdemeanor and, upon conviction thereof in a court of competent jurisdiction, shall be punished pursuant to this Code and the Idaho Code.
- B. The imposition of a penalty for any violation of this Chapter shall not excuse the violation or permit it to continue.
- C. Each day or part thereof in which an activity occurs which is prohibited by this Chapter, shall constitute a separate offense.
- D. For purposes of this Chapter, no violation shall be prosecuted unless the ~~City Engineer~~Public Works Director or designee or the City Police Department has made at least one (1) attempt to contact and to request relief from the person responsible for the violation ~~and the violation has continued or resumed within two (2) hours of the initial contact or attempt to contact.~~

SECTION 2: SEVERABILITY. Provisions of this Ordinance shall be deemed severable and the invalidity of any provision of this Ordinance shall not affect the validity of remaining provisions. The remaining sections of Title 5 shall be in full force and effect.

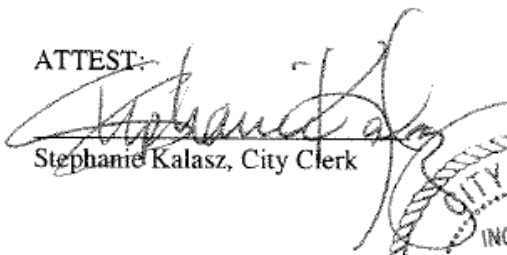
SECTION 3: EFFECT ON OTHER ORDINANCES. Where the definitions contained in this Ordinance are in conflict with relevant portions of the City of Moscow, Idaho, Municipal Code, the

definitions contained within those portions of the Moscow Municipal Code will be unaffected until such time, if any, as they are amended to be consistent with this Ordinance.

SECTION 4: EFFECTIVE DATE. This Ordinance shall be effective upon its passage, approval, and publication according to law.

PASSED by the City Council and APPROVED by the Mayor this 19th day of November, 2007.


Nancy Chaney, Mayor

ATTEST:

Stephanie Kalasz, City Clerk



RESOLUTION NO. 2004 - 12

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO; ESTABLISHING CERTAIN POLICIES, GUIDELINES AND SURCHARGES TO ENCOURAGE AND SUPPORT WATER CONSERVATION WITHIN CITY LIMITS; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, City Council recognizes that the Grande Ronde aquifer that supplies most of Moscow's water is declining; and

WHEREAS, City Council recognizes the need to conserve water as a precious resource; and

WHEREAS, Council desires to highlight and support the importance of conserving water resources; and

WHEREAS, Council believes this Water Conservation Resolution to be an important part of a broad and concerted effort to promote reasonable and responsible water use and conservation within the City; and

WHEREAS, Council desires to encourage responsible water use and to discourage wasteful practices; and

WHEREAS, Council believes that the policies, guidelines and surcharges related to water conservation herein are meant to recognize what is a practical approach to water conservation and meant to grant to the City Engineer the ability to use discretion and expertise when promoting water conservation within the City in accordance with this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow as follows:

1. Purpose.

The purpose of this Resolution is to establish certain policies, guidelines and surcharges related to use of water within City limits in order to promote the responsible use of water within the City and to resolve issues related to water waste within the City in a reasonable and fair manner.

2. Policy.

It shall be the policy of the City to take measures not to interrupt water service to a water user as long as such measures do not create or sustain an unreasonable risk to the City's water system and do not allow a water user to unnecessarily or recklessly waste water. All water users shall be kept informed of the City's intentions where practicable. Education and accommodation will be practiced when working to resolve issues related to water waste. Water service will be interrupted only to the extent reasonably necessary to resolve water waste issues. In no case shall interruption of water service endanger the life or health of a water user.

3. Definitions.

For purposes of this Resolution, the following term(s) shall have the meaning given herein:

Water User or User: Any person who uses or causes, permits or allows the use of water from the City water supply system, whether or not such person is an account holder or customer of such City water supply system.

4. Water Waste. Maintenance of Connected Facilities.

Every water user shall be required to keep sprinklers, faucets, valves, hoses and all apparatuses connected to the City water system in good condition at such user's own expense and shall keep all faucets which discharge to a point of use closed when not in use. When it shall be found that any water fixture on the user's premises is broken or not in serviceable condition and such a condition results in the waste of a significant amount of water (as determined by the City Engineer or designee), the user shall be notified by the City of the fact by a method calculated to give actual notice and, should user fail to remedy the defect within five (5) working days of notification by the City, such user shall be charged and shall pay the following surcharge(s) for such defect:

1 st Water Waste Event		\$50
2 nd Water Waste Event	If within 19 months of first offense	\$100
3 rd Water Waste Event	If within 19 months of first offense	\$200

Any surcharge assessed shall be collected in the same manner as collection of fees for City water services.

5. Discontinuance of Service to Connected Facility.

- A. If a water user is found by the City Engineer or designee to have four (4) water waste events within any nineteen (19) month period the City Engineer or designee may give notice to such user of intent to discontinue such user's water service.
- B. The City Engineer shall inform the City Supervisor of the decision to discontinue service. The City Supervisor shall review the City Engineer's decision and relevant supporting documentation within three (3) days of its receipt. If the City Supervisor agrees with the determination of the City Engineer or designee, the City Supervisor shall give notice to the user of the intention to discontinue water service at least five (5) working days prior to a meeting at which the water user and/or representative, City Engineer or designee, and City Supervisor may discuss the matter. Notice shall inform the user of the time and place of the meeting and generally of the facts which led to the recommendation to discontinue water service. The user may either appear in writing or in person (with or without legal counsel) to discuss reasons why water service should not be discontinued. Failure by any user or their representative to appear before the City Supervisor at the scheduled meeting shall result in the forfeiture of the user's right to be heard by the City Supervisor. Upon consideration, the City Supervisor shall notify the user in writing of the determination within five (5) working days of the meeting. If the determination of the City Supervisor is to discontinue the user's water service, the City shall notify said user of the period during which the services will remain discontinued.

6. Restoration of Water Service.

Water service shall be restored under such terms and conditions the City Engineer determines are appropriate within the guidelines established by this Resolution.

7. Temporary Service Interruption Allowed For Water Waste.

Notwithstanding other provisions hereinabove, if the City Engineer or designee determines that a user engages or has engaged in practices which result in the reckless waste of water and continues to do so after reasonable notice (i.e., not less than six (6) hours) to discontinue said waste has been given, the City Engineer may do either of the following:

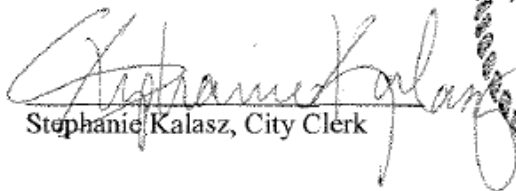
- A. Interrupt water service for a period of time not to exceed twenty four (24) hours per act of water waste; and/or
- B. Seek the assistance of the City Attorney to abate the water waste as a nuisance.

8. No Effect on Charges or Collections.

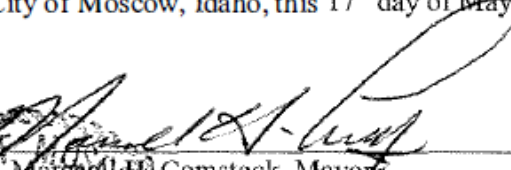
Nothing in this Resolution shall interfere or adversely affect in any way ordinances, policies and practices of the City related to payment and/or collection of fees and/or charges for water service.

PASSED AND APPROVED by the Mayor of the City of Moscow, Idaho, this 17th day of May, 2004.

ATTEST:


Stephanie Kalasz, City Clerk




Marshall H. Comstock, Mayor

Appendix C - Screening

- Demographics
- Assumptions
- Participation
- Water Savings
- Cost

Demographics			
Parameter	First Planning Year	Last Planning Year	Change
Year	2016	2025	10
Population	24,976	28,355	3,379
SF Households	5,705	6,365	660
MF Household	5,057	5,898	841
Commercial Accounts	654	685	31
Person Per HH	2.25	2.25	0
Employees per Commercial	14	14	0
Employment	9,163	9,590	427
Notes:			
HH = Household			
Population from 2012 HDR Comp Water System Plan data with 1.42% assumed growth and 2.25 persons per HH			
SF HH includes Duplexes			
MF HH = number of MF accounts to include the National Average of 10 units per MF account			
Commercial Accounts include Churches and Schools			
Employment is an assumption based on data from 2004 EES Plan			

Population Growth Projections				
Year	Served by Moscow	SF HH Served	MF HH Served	CI Acct Served
2014	24,282	5,569	4,884	648
2015	24,626	5,636	4,970	651
2016	24,976	5,705	5,057	654
2017	25,331	5,775	5,145	658
2018	25,690	5,845	5,235	661
2019	26,055	5,916	5,326	664
2020	26,425	5,988	5,417	668
2021	26,800	6,061	5,511	671
2022	27,181	6,136	5,606	674
2023	27,567	6,212	5,702	678
2024	27,958	6,288	5,799	681
End Planning Year:				
2025	28,355	6,365	5,898	685
Assumed Growth of 1.42%, Source 2012 HDR Comprehensive Water Plan (Commercial source Springbrook Billing Software 2014)				
SF HH = SF + Duplexes				
MF HH + Apt = Mobile Homes				
CI Acct = Commercial				

Assumptions of Eligibility						
Percent of HH/businesses with the Following Features:	Eligible SF HH		Eligible MF HH		Eligible CI	
	Existing	Future	Existing	Future	Existing	Future
Toilet - Tank Style more than 1.6gpm	80%	0%	70%	0%	85%	0%
Toilet - Tank with leaks	25%	10%	25%	10%	5%	5%
Urinals	N/A	N/A	N/A	N/A	80%	80%
Showerhead	100%	100%	100%	100%	5%	5%
Faucet	100%	100%	100%	100%	100%	100%
Clotheswasher	90%	100%	50%	90%	2%	2%
In-ground Irrigation	25%	35%	45%	60%	50%	50%
Not In-ground Irrigation	75%	65%	55%	40%	50%	50%
New Landscapes	5%	100%	5%	100%	5%	50%
Irrigated Landscaping	80%	80%	70%	70%	50%	50%
Hot Water Valve	100%	100%	100%	100%	N/A	N/A
Restaurant Dish Rinse Nozzle	N/A	N/A	N/A	N/A	10%	10%
Single Meter, Many Users	N/A	N/A	100%	100%	100%	100%
Toilet - Tank Style 1.6gpm	20%	100%	30%	100%	15%	100%
Established Landscaping	100%	0%	100%	0%	100%	0%
Notes: Source from 2004 EES Plan						
SF = Single Family, MF = Multi Family, HH = Household, CI = Commercial						
Hotels in Moscow ID (as of 1/16/15)	Hotel SH	CI + Hotel SH	% of CI Accouts	# Restaurants	% Restaurants	
University Inn	173	1,348	52	56	9	
Palouse Inn	109					
Super 8	60					
Royal Motor Inn	36					
La Quinta	76					
Hillcrest	35					
Idaho Inn	85					
Fairfield Inn	74					
Hillcrest Motel	52	Mean Unit/hotel				
Total	700	78				

Appendix C Continued - City of Moscow Potential Conservation Participation Rates			Existing (E) or Future (F) Customers	Free Riders	Existing			Future		Total Target	Participation Rate	Total	
Customer Class	Conservation Measure or Incentive	Target Group			Existing Eligible	Existing Not Already Implemented	Existing Target	Future Eligible	Future Target			With Free Riders	W/out Free Riders
SF Indoor	Low-volume toilets - 1.6gpf	SF HH w/out efficient toilet	EF	50%	80%	85%	3,879	0%	0	3,879	65%	2,522	1,261
	HET toilets - 20% more savings	SF HH w/out HET efficient toilet	EF	10%	20%	85%	970	100%	660	1,630	10%	163	147
	Toilet-leak detection and repair	SF HH w/ leaks	EF	0%	25%	50%	713	10%	66	779	25%	195	195
	Toilet-tank displacement devices	SF HH w/ old fixture and w/o device	E	50%	80%	50%	2,282	0%	0	2,282	50%	1,141	571
	Decrease toilet flushes	SF HH	EF	0%	80%	50%	2,282	0%	0	2,282	25%	571	571
	Low-flow showerheads	SF HH w/ old fixtures	EF	5%	100%	35%	1,997	100%	660	2,657	50%	1,328	1,262
	Decreased shower use (5-minute timer)	SF HH	EF	0%	100%	35%	1,997	100%	660	2,657	25%	664	664
	Instant Hot Water Valve	SF HH	EF	10%	100%	99%	5,648	100%	660	6,308	10%	631	568
	Faucet aerators-bathroom	SF HH w/ old fixtures	EF	5%	100%	35%	1,997	100%	660	2,657	50%	1,328	1,262
	Faucet aerators-kitchen	SF HH w/ old fixtures	EF	5%	100%	35%	1,997	100%	660	2,657	50%	1,328	1,262
	Decreased faucet use	SF HH	EF	0%	100%	35%	1,997	100%	660	2,657	25%	664	664
	Efficient clothes washers	SF HH w/ non-efficient model	EF	10%	100%	99%	5,648	100%	660	6,308	10%	631	568
	Eliminate partial clothes washer loads	SF HH w/ closewashers	EF	0%	90%	50%	2,567	100%	660	3,227	25%	807	807
SF Outdoor	Audits for automatic irrigation	SF HH w/ in-ground systems	EF	10%	25%	100%	1,426	35%	231	1,657	25%	414	373
	Audits for manual irrigation	SF HH w/out in-ground systems	EF	10%	75%	100%	4,279	65%	429	4,708	25%	1,177	1,059
	Outdoor device giveaways	SF HH w/ irrigating landscape	EF	10%	80%	35%	1,597	80%	528	2,125	50%	1,063	956
	Low water use plants guide book	SF HH new construction, remodel	EF	0%	5%	100%	285	100%	660	945	10%	95	95
	50 gallon Rain Barrel Catchment	SF HH irrigating landscape	EF	0%	80%	100%	4,564	80%	528	5,092	5%	255	255
	Less Lawn	SF HH new construction, remodel	EF	0%	100%	100%	5,705	0%	0	5,705	10%	571	571
MF Indoor	Low-volume toilets - 1.6gpf	MF HH w/out efficient toilet	E	50%	70%	85%	3,009	0%	0	3,009	65%	1,956	978
	HET toilets - 20% more savings	MF HH w/out HET efficient toilet	EF	10%	30%	85%	1,290	100%	841	2,131	10%	213	192
	Toilet-leak detection and repair	MF HH w/ leaks	EF	0%	25%	50%	632	10%	84	716	25%	179	179
	Toilet-tank displacement devices	MF HH w/ old fixture and w/o device	E	50%	70%	50%	1,770	0%	0	1,770	50%	885	442
	Decrease toilet flushes	MF HH	EF	0%	70%	50%	1,770	0%	0	1,770	25%	442	442
	Low-flow showerheads	MF HH w/ old fixtures	EF	5%	100%	35%	1,770	100%	841	2,611	50%	1,305	1,240
	Decreased shower use (5-minute timer)	MF HH	EF	0%	100%	35%	1,770	100%	841	2,611	25%	653	653
	Instant Hot Water Valve	MF HH	EF	10%	100%	99%	5,006	100%	841	5,847	10%	585	526
	Faucet aerators-bathroom	MF HH w/ old fixtures	EF	5%	100%	35%	1,770	100%	841	2,611	50%	1,305	1,240
	Faucet aerators-kitchen	MF HH w/ old fixtures	EF	5%	100%	35%	1,770	100%	841	2,611	50%	1,305	1,240
	Decreased faucet use	MF HH	EF	0%	100%	35%	1,770	100%	841	2,611	25%	653	653
	Efficient clothes washers	MF HH w/ shared non-efficient	EF	10%	50%	99%	2,503	90%	757	3,260	10%	326	293
	Eliminate partial clothes washer loads	MF HH w/ shared closewashers	EF	0%	50%	50%	1,264	90%	757	2,021	25%	505	505
MF Outdoor	Audits for automatic irrigation	MF accounts w/ in-ground systems	EF	10%	45%	100%	228	60%	50	278	50%	139	125
	Audits for manual irrigation	MF accounts no in-ground systems	EF	10%	55%	100%	278	40%	34	312	50%	156	140
	Outdoor device giveaways	MF account w/ irrigating landscape	EF	10%	70%	35%	124	70%	59	183	50%	91	82
	Low water use plants guide book	MF accts new construction,remodel	EF	0%	5%	100%	25	100%	84	109	10%	11	11
	50 gallon Rain Barrel Catchment	MF accounts irrigating landscape	EF	0%	70%	100%	354	70%	59	413	5%	21	21
	Less Lawn	MF accts new construction,remodel	EF	0%	100%	100%	506	0%	0	506	10%	51	51
	Sub-Meter Multi-Family Households	MF accounts one meter/mult.units	EF	25%	100%	75%	3,793	100%	841	4,634	10%	463	348
CI Indoor	Low-volume toilets	CI accounts w/old toilets	E	50%	85%	85%	473	0%	0	473	40%	189	95
	HET toilets - 20% more savings	CI accounts w/old toilets	EF	10%	15%	85%	83	100%	31	114	10%	11	10
	Low-volume urinals	CI accounts w/old urinals	E	50%	80%	65%	340	0%	0	340	50%	170	85
	Waterless urinals	CI accounts w/ old urinals	EF	50%	80%	100%	524	80%	24	548	10%	55	27
	Toilet-leak detection and repair	CI accounts w/ tank toilets	EF	0%	5%	50%	16	5%	2	18	25%	4	4
	Toilet-tank displacement devices	CI accounts w/ tank toilets	E	50%	85%	50%	278	0%	0	278	50%	139	70
	Low-flow showerheads	CI accounts w/ showers	EF	5%	5%	35%	11	5%	2	13	50%	6	6
	Faucet aerators-bathroom	CI accounts w/ old fixtures	EF	5%	100%	35%	229	100%	31	260	50%	130	123
	Efficient clothes washers	CI w/ non-efficient model	EF	10%	2%	75%	10	2%	1	10	20%	2	2
	Efficient restaurant spray heads	CI accounts w/ non-efficient sprayer	EF	10%	10%	35%	23	10%	3	26	50%	13	12
	Hotel bedding and towel message	CI motel/hotel accounts	EF	50%	5%	50%	16	5%	2	18	50%	9	4
CI Outdoor	Audits for automatic irrigation	CI accounts w/ in-ground systems	EF	10%	50%	100%	327	50%	15	343	50%	171	154
	Audits for manual irrigation	CI accts w/out in-ground systems	EF	10%	50%	100%	327	50%	15	343	50%	171	154
	Outdoor device giveaways	CI w/ irrigation landscape	EF	10%	50%	35%	115	50%	15	130	50%	65	58
	Low water use plants guide book	CI accts new construction,remodel	EF	0%	5%	100%	33	50%	15	48	10%	5	5
	Less Lawn	CI accts new construction,remodel	EF	0%	100%	100%	654	0%	0	654	10%	65	65

Notes For - City of Moscow Potential Conservation Participation Rates

Eligible = Have the fixture/behavior for the measure, i.e. those with an inefficient toilet
Target = Those that have not already implemented the measure, i.e. those that have a toilet that is not an efficient model
Participating = Those willing to implement the measure, i.e. those with an inefficient toilet, that do not already have one, willing to purchase and efficient one
Calculation of Existing Target based on first year population
Calculations of Future Target based on difference between first and last planning year population
HH = Household, SF=Single Family, MF = Multi Family, CI = Commercial
Source from 2004 EES and assumptions = Free Rider, Eligible, and Not Already Implemented. Participation Rate
Tankless Water Heater percentages = used efficient clothes washer number due to lack of information on participation potential
Existing or Future = Whether the measure affects existing or future customers
Eligible percentage based on assumption data
Free riders = those would implement regardless of program, but still use program resources. City spends but does not gain water savings
CI Hotel based on number of units = one showerhead

Appendix C Continued - City of Moscow Potential Conservation Savings			Savings														
			gal per capita or employee per day	gal per HH or business per day	gal per HH or business per year	Annual gpy				Annual gpd		Peak Season gpd		Gallons Per Plan Period		1,000 Gallons Per Plan Period	
Customer Class	Conservation Measure or Incentive	Target Group				W/ free riders (inflated savings)	Without free riders (true savings)	Season	Days in Effect	W/ free riders (inflated savings)	Without free riders (true)	W/ free riders (inflated savings)	Without free riders (true savings)	W/ free riders (inflated)	Without free riders (true savings)	W/ free riders (inflated savings)	Without free riders (true savings)
SF Indoor	Low-volume toilets - 1.6gpf	SF HH w/out efficient toilet	10.5	23.6	8,628	21,756,073	10,878,036	Full Year	365	59,606	29,803	59,606	29,803	217,560,728	108,780,364	217,561	108,780
	HET toilets - 1.28gpf	SF HH w/out HET efficient toilet	12.6	28.4	10,353	1,687,452	1,518,707	Full Year	365	4,623	4,161	4,623	4,161	16,874,522	15,187,069	16,875	15,187
	Toilet-leak detection and repair	SF HH w/ leaks	9.5	21.4	7,806	1,520,492	1,520,492	Full Year	365	4,166	4,166	4,166	4,166	15,204,917	15,204,917	15,205	15,205
	Toilet-tank displacement devices	SF HH w/ old fixture and w/o device	5.1	11.5	4,191	4,781,554	2,390,777	Full Year	365	13,100	6,550	13,100	6,550	47,815,545	23,907,772	47,816	23,908
	Decrease toilet flushes	SF HH	3.5	7.9	2,876	1,640,729	1,640,729	Full Year	365	4,495	4,495	4,495	4,495	16,407,295	16,407,295	16,407	16,407
	Low-flow showerheads	SF HH w/ old fixtures	2.7	6.1	2,219	2,947,119	2,799,764	Full Year	365	8,074	7,671	8,074	7,671	29,471,195	27,997,635	29,471	27,998
	Decreased shower use (5-minute timer)	SF HH	2.2	5.0	1,808	1,200,678	1,200,678	Full Year	365	3,290	3,290	3,290	3,290	12,006,783	12,006,783	12,007	12,007
	Instant Hot Water Valve	SF HH	12.7	28.6	10,436	6,582,718	5,924,446	Full Year	365	18,035	16,231	18,035	16,231	65,827,180	59,244,462	65,827	59,244
	Faucet aerators-bathroom	SF HH w/ old fixtures	3.2	7.2	2,629	3,492,882	3,318,238	Full Year	365	9,570	9,091	9,570	9,091	34,928,824	33,182,382	34,929	33,182
	Faucet aerators-kitchen	SF HH w/ old fixtures	0.9	2.0	740	982,373	933,255	Full Year	365	2,691	2,557	2,691	2,557	9,823,732	9,332,545	9,824	9,333
	Decreased faucet use	SF HH	2.7	6.1	2,219	1,473,560	1,473,560	Full Year	365	4,037	4,037	4,037	4,037	14,735,597	14,735,597	14,736	14,736
	Efficient clothes washers	SF HH w/ non-efficient model	4.4	9.9	3,615	2,280,627	2,052,564	Full Year	365	6,248	5,623	6,248	5,623	22,806,267	20,525,640	22,806	20,526
	Eliminate partial clothes washer loads	SF HH w/ closewashers	1.4	3.2	1,150	928,141	928,141	Full Year	365	2,543	2,543	2,543	2,543	9,281,410	9,281,410	9,281	9,281
SF Outdoor	Audits for automatic irrigation	SF HH w/ in-ground systems	n/a	n/a	18,480	7,656,495	6,890,846	Peak	152	20,977	18,879	50,372	45,335	76,564,950	68,908,455	76,565	68,908
	Audits for manual irrigation	SF HH w/out in-ground systems	n/a	n/a	4,535	5,337,412	4,803,670	Peak	152	14,623	13,161	35,115	31,603	53,374,116	48,036,704	53,374	48,037
	Outdoor device giveaways	SF HH w/ irrigating landscape	n/a	n/a	704	748,141	673,327	Peak	152	2,050	1,845	4,922	4,430	7,481,408	6,733,267	7,481	6,733
	Low water use plants guide book	SF HH new construction, remodel	n/a	n/a	5,520	521,778	521,778	Peak	152	1,430	1,430	3,433	3,433	5,217,780	5,217,780	5,218	5,218
	50 gallon Rain Barrel Catchment	SF HH irrigating landscape	n/a	n/a	357	90,892	90,892	Peak	152	249	249	598	598	908,922	908,922	909	909
	Less Lawn	SF HH new construction, remodel	n/a	n/a	6,199	3,536,530	3,536,530	Peak	152	9,689	9,689	23,267	23,267	35,365,295	35,365,295	35,365	35,365
MF Indoor	Low-volume toilets - 1.6gpf	MF HH w/out efficient toilet	10.5	23.6	8,628	16,874,304	8,437,152	Full Year	365	46,231	23,115	46,231	23,115	168,743,037	84,371,519	168,743	84,372
	HET toilets - 1.0gpf	MF HH w/out HET efficient toilet	12.6	28.4	10,353	2,205,832	1,985,249	Full Year	365	6,043	5,439	6,043	5,439	22,058,324	19,852,491	22,058	19,852
	Toilet-leak detection and repair	MF HH w/ leaks	9.5	21.4	7,806	1,397,740	1,397,740	Full Year	365	3,829	3,829	3,829	3,829	13,977,399	13,977,399	13,977	13,977
	Toilet-tank displacement devices	MF HH w/ old fixture and w/o device	5.1	11.5	4,191	3,708,638	1,854,319	Full Year	365	10,161	5,080	10,161	5,080	37,086,382	18,543,191	37,086	18,543
	Decrease toilet flushes	MF HH	3.5	7.9	2,876	1,272,572	1,272,572	Full Year	365	3,486	3,486	3,486	3,486	12,725,719	12,725,719	12,726	12,726
	Low-flow showerheads	MF HH w/ old fixtures	2.7	6.1	2,219	2,896,314	2,751,498	Full Year	365	7,935	7,538	7,935	7,538	28,963,138	27,514,981	28,963	27,515
	Decreased shower use (5-minute timer)	MF HH	2.2	5.0	1,808	1,179,980	1,179,980	Full Year	365	3,233	3,233	3,233	3,233	11,799,797	11,799,797	11,800	11,800
	Instant Hot Water Valve	MF HH	12.7	28.6	10,436	6,102,138	5,491,924	Full Year	365	16,718	15,046	16,718	15,046	61,021,382	54,919,244	61,021	54,919
	Faucet aerators-bathroom	MF HH w/ old fixtures	3.2	7.2	2,629	3,432,668	3,261,035	Full Year	365	9,405	8,934	9,405	8,934	34,326,682	32,610,348	34,327	32,610
	Faucet aerators-kitchen	MF HH w/ old fixtures	0.9	2.0	740	965,438	917,166	Full Year	365	2,645	2,513	2,645	2,513	9,654,379	9,171,660	9,654	9,172
	Decreased faucet use	MF HH	2.7	6.1	2,219	1,448,157	1,448,157	Full Year	365	3,968	3,968	3,968	3,968	14,481,569	14,481,569	14,482	14,482
	Efficient clothes washers	MF HH w/ shared non-efficient	4.4	9.9	3,615	1,178,688	1,060,819	Full Year	365	3,229	2,906	3,229	2,906	11,786,881	10,608,193	11,787	10,608
	Eliminate partial clothes washer loads	MF HH w/ shared closewashers	0.7	1.6	575	290,636	290,636	Full Year	365	796	796	796	796	2,906,363	2,906,363	2,906	2,906
MF Outdoor	Audits for automatic irrigation	MF accounts w/ in-ground systems	n/a	n/a	23,671	3,290,565	2,961,508	Peak	152	9,015	8,114	21,648	19,484	32,905,649	29,615,084	32,906	29,615
	Audits for manual irrigation	MF accounts no in-ground systems	n/a	n/a	14,582	2,273,152	2,045,836	Peak	152	6,228	5,605	14,955	13,459	22,731,515	20,458,364	22,732	20,458
	Outdoor device giveaways	MF account w/ irrigating landscape	n/a	n/a	704	64,334	57,900	Peak	152	176	159	423	381	643,338	579,004	643	579
	Low water use plants guide book	MF accts new construction, remodel	n/a	n/a	5,520	60,381	60,381	Peak	152	165	165	397	397	603,805	603,805	604	604
	50 gallon Rain Barrel Catchment	MF accounts irrigating landscape	n/a	n/a	357	7,370	7,370	Peak	152	20	20	48	48	73,696	73,696	74	74
	Less Lawn	MF accts new construction, remodel	n/a	n/a	6,199	313,483	313,483	Peak	152	859	859	2,062	2,062	3,134,834	3,134,834	3,135	3,135
	Sub-Meter Multi-Family Households	MF accounts one meter/mult.units	n/a	22.8	8,327	3,858,320	2,893,740	Full Year	365	10,571	7,928	10,571	7,928	38,583,197	28,937,398	38,583	28,937
	CI Indoor	Low-volume toilets	CI accounts w/old toilets	4.1	57.4	20,962	3,965,041	1,982,520	Full Year	365	10,863	5,432	10,863	5,432	39,650,406	19,825,203	39,650
HET toilets		CI accounts w/old toilets	4.9	68.6	25,053	285,481	256,933	Full Year	365	782	704	782	704	2,854,809	2,569,328	2,855	2,569
Low-volume urinals		CI accounts w/old urinals	1.8	25.2	9,203	1,566,072	783,036	Full Year	365	4,291	2,145	4,291	2,145	15,660,722	7,830,361	15,661	7,830
Waterless urinals		CI accounts w/ old urinals	2.4	33.6	12,271	672,435	336,218	Full Year	365	1,842	921	1,842	921	6,724,355	3,362,177	6,724	3,362
Toilet-leak detection and repair		CI accounts w/ tank toilets	9.5	133.0	48,572	217,207	217,207	Full Year	365	595	595	595	595	2,172,073	2,172,073	2,172	2,172
Toilet-tank displacement devices		CI accounts w/ tank toilets	3	42.0	15,338	2,133,271	1,066,636	Full Year	365	5,845	2,922	5,845	2,922	21,332,715	10,666,357	21,333	10,666
Low-flow showerheads		CI hotel/motel accounts	2.7	37.8	13,805	89,584	85,105	Full Year	365	245	233	245	233	895,838	851,046	896	851
Faucet aerators-bathroom		CI accounts w/ old fixtures	3.2	44.8	16,361	2,123,468	2,017,295	Full Year	365	5,818	5,527	5,818	5,527	21,234,683	20,172,949	21,235	20,173
Efficient clothes washers		CI w/ non-efficient model	n/a	1152.0	420,710	877,393	789,654	Full Year	365	2,404	2,163	2,404	2,163	8,773,931	7,896,538	8,774	7,897
Efficient restaurant spray heads		CI accounts w/ non-efficient sprayer	2.4	33.6	12,271	159,260	143,334	Full Year	365	436	393	436	393	1,592,601	1,433,341	1,593	1,433
Hotel bedding and towel message		CI motel/hotel accounts	0.7	9.8	3,579	32,009	16,005	Full Year	365	88	44	88	44	320,095	160,047	320	160
CI Outdoor		Audits for automatic irrigation	CI accounts w/ in-ground systems	n/a	n/a	11,270	1,929,988	1,736,989	Peak	152	5,288	4,759	12,697	11,428	19,299,875	17,369,888	19,300
	Audits for manual irrigation	CI accts w/out in-ground systems	n/a	n/a	7,245	1,240,706	1,116,636	Peak	152	3,399	3,059	8,163	7,346	12,407,063	11,166,356	12,407	11,166
	Outdoor device giveaways	CI w/ irrigation landscape	n/a	n/a	704	45,686	41,117	Peak	152	125	113	301	271	456,856	411,171	457	411
	Low water use plants guide book	CI accts new construction, remodel	n/a	n/a	5,520	26,483	26,483	Peak	152	73	73	174	174	264,8			

Notes For - City of Moscow Potential Conservation Savings

HH = Household, SF=Single Family, MF = Multi Family, CI = Commercial
Source from City of Moscow Water Conservation Plan, 2004 EES and assumptions, Rain Barrel = 55 gal barrel, Outdoor devices based on 2007 giveaway data Exhibit 5, National Average of 2.25 persons per HH
Savings Assumptions Source from Handbook of Water Use and Conservation by Amy Vickers
Peak = Average Irrigaion Season Duration from 2009-2014
Hot Water Water Valve data from GAMA (American Manufacturing Association)
Outdoor data source: City of Moscow Water Conservation Plan 2004 EES Plan, device giveaway, Amy Vickers, and Wisescape Demo Garden Water Use (2010-2014)for 300 sq ft

Appendix C Continued - City of Moscow Potential Conservation Costs			Lifespan (years)	Times Implemented in Planning Period		Measure Per Participation HH or Business			Cost \$ / 1,000 Gal Saved Over Plan Period	
Customer Class	Conservation Measure or Incentive	Target Group			Cost per Fixture		Cost Per HH or Business	Total Cost Over Plan	With savings from free riders	Without savings from free riders
SF Indoor	Low-volume toilets - 1.6gpf	SF HH w/out efficient toilet	25	1	\$50.00	2.00	\$100.00	\$252,161	\$1.16	\$2.32
	HET toilets - 1.28gpf	SF HH w/out HET efficient toilet	25	1	\$125.00	2.00	\$250.00	\$40,746	\$2.41	\$2.68
	Toilet-leak detection and repair	SF HH w/ leaks	7.5	2	\$0.66	2.00	\$1.32	\$514	\$0.03	\$0.03
	Toilet-tank displacement devices	SF HH w/ old fixture and w/o device	5	2	\$0.89	2.00	\$1.78	\$4,062	\$0.08	\$0.17
	Decrease toilet flushes	SF HH	1	10	\$0.00	2.00	\$0.00	\$0	\$0.00	\$0.00
	Low-flow showerheads	SF HH w/ old fixtures	12.5	1	\$4.05	2.00	\$8.10	\$10,760	\$0.37	\$0.38
	Decreased shower use (5-minute timer)	SF HH	1	10	\$1.79	2.00	\$3.58	\$23,778	\$1.98	\$1.98
	Instant Hot Water Valve	SF HH	20	1	\$50.00	2.00	\$100.00	\$63,080	\$0.96	\$1.06
	Faucet aerators-bathroom	SF HH w/ old fixtures	10	1	\$0.52	2.00	\$1.04	\$1,382	\$0.04	\$0.04
	Faucet aerators-kitchen	SF HH w/ old fixtures	10	1	\$1.98	1.00	\$1.98	\$2,630	\$0.27	\$0.28
	Decreased faucet use	SF HH	1	10	\$0.00	1.00	\$0.00	\$0	\$0.00	\$0.00
	Efficient clothes washers	SF HH w/ non-efficient model	13	1	\$200.00	1.00	\$200.00	\$126,159	\$5.53	\$6.15
	Eliminate partial clothes washer loads	SF HH w/ closewashers	1	10	\$0.00	1.00	\$0.00	\$0	\$0.00	\$0.00
	SF Outdoor	Audits for automatic irrigation	SF HH w/ in-ground systems	5	2	\$250.00	1.00	\$250.00	\$207,156	\$2.71
Audits for manual irrigation		SF HH w/out in-ground systems	5	2	\$250.00	1.00	\$250.00	\$588,469	\$11.03	\$12.25
Outdoor device giveaways		SF HH w/ irrigating landscape	12.5	1	\$26.42	1.50	\$39.63	\$42,115	\$5.63	\$6.25
Low water use plants guide book		SF HH new construction, remodel	20	1	\$11.79	1.00	\$11.79	\$1,114	\$0.21	\$0.21
50 gallon Rain Barrel Catchment		SF HH irrigating landscape	10	1	\$25.00	1.00	\$25.00	\$6,365	\$7.00	\$7.00
Less Lawn		SF HH new construction, remodel	20	1	\$150.00	1.00	\$150.00	\$85,575	\$2.42	\$2.42
MF Indoor	Low-volume toilets - 1.6gpf	MF HH w/out efficient toilet	25	1	\$50.00	1.00	\$50.00	\$97,790	\$0.58	\$1.16
	HET toilets - 1.0gpf	MF HH w/out HET efficient toilet	25	1	\$125.00	1.00	\$125.00	\$26,632	\$1.21	\$1.34
	Toilet-leak detection and repair	MF HH w/ leaks	7.5	2	\$0.66	1.00	\$0.66	\$236	\$0.02	\$0.02
	Toilet-tank displacement devices	MF HH w/ old fixture and w/o device	5	2	\$0.89	1.00	\$0.89	\$1,575	\$0.04	\$0.08
	Decrease toilet flushes	MF HH	1	10	\$0.00	1.00	\$0.00	\$0	\$0.00	\$0.00
	Low-flow showerheads	MF HH w/ old fixtures	12.5	1	\$4.05	1.00	\$4.05	\$5,287	\$0.18	\$0.19
	Decreased shower use (5-minute timer)	MF HH	1	10	\$1.79	1.00	\$1.79	\$11,684	\$0.99	\$0.99
	Instant Hot Water Valve	MF HH	20	1	\$50.00	1.00	\$50.00	\$29,237	\$0.48	\$0.53
	Faucet aerators-bathroom	MF HH w/ old fixtures	10	1	\$0.52	1.00	\$0.52	\$679	\$0.02	\$0.02
	Faucet aerators-kitchen	MF HH w/ old fixtures	10	1	\$1.98	1.00	\$1.98	\$2,585	\$0.27	\$0.28
	Decreased faucet use	MF HH	1	10	\$0.00	1.00	\$0.00	\$0	\$0.00	\$0.00
	Efficient clothes washers	MF HH w/ shared non-efficient	13	1	\$200.00	1.00	\$200.00	\$65,202	\$5.53	\$6.15
	Eliminate partial clothes washer loads	MF HH w/ shared closewashers	1	10	\$0.00	0.20	\$0.00	\$0	\$0.00	\$0.00
	MF Outdoor	Audits for automatic irrigation	MF accounts w/ in-ground systems	5	2	\$350.00	1.00	\$350.00	\$97,309	\$2.96
Audits for manual irrigation		MF accounts no in-ground systems	5	2	\$350.00	1.00	\$350.00	\$109,121	\$4.80	\$5.33
Outdoor device giveaways		MF account w/ irrigating landscape	12.5	1	\$39.63	1.00	\$39.63	\$3,622	\$5.63	\$6.25
Low water use plants guide book		MF accts new construction,remodel	20	1	\$11.79	1.00	\$11.79	\$129	\$0.21	\$0.21
50 gallon Rain Barrel Catchment		MF accounts irrigating landscape	10	1	\$25.00	1.00	\$25.00	\$516	\$7.00	\$7.00
Less Lawn		MF accts new construction,remodel	20	1	\$150.00	1.00	\$150.00	\$7,586	\$2.42	\$2.42
Sub-Meter Multi-Family Households		MF accounts one meter/mult.units	15	1	\$50.00	10.00	\$500.00	\$231,688	\$6.00	\$8.01
CI Indoor	Low-volume toilets	CI accounts w/old toilets	25	1	\$50.00	4.00	\$200.00	\$37,830	\$0.95	\$1.91
	HET toilets	CI accounts w/old toilets	25	1	\$125.00	4.00	\$500.00	\$5,698	\$2.00	\$2.22
	Low-volume urinals	CI accounts w/old urinals	20	1	\$50.00	1.00	\$50.00	\$8,508	\$0.54	\$1.09
	Waterless urinals	CI accounts w/ old urinals	20	1	\$75.00	1.00	\$75.00	\$4,110	\$0.61	\$1.22
	Toilet-leak detection and repair	CI accounts w/ tank toilets	7.5	2	\$0.66	4.00	\$2.64	\$24	\$0.01	\$0.01
	Toilet-tank displacement devices	CI accounts w/ tank toilets	5	2	\$0.89	4.00	\$3.56	\$990	\$0.05	\$0.09
	Low-flow showerheads	CI hotel/motel accounts	12.5	1	\$4.05	78.00	\$315.90	\$2,050	\$2.29	\$2.41
	Faucet aerators-bathroom	CI accounts w/ old fixtures	10	1	\$0.52	4.00	\$2.08	\$270	\$0.01	\$0.01
	Efficient clothes washers	CI w/ non-efficient model	13	1	\$200.00	12.00	\$2,400.00	\$5,005	\$0.57	\$0.63
	Efficient restaurant spray heads	CI accounts w/ non-efficient sprayer	5	2	\$45.00	1.00	\$45.00	\$1,168	\$0.73	\$0.81
	Hotel bedding and towel message	CI motel/hotel accounts	1	10	\$0.00	78.00	\$0.00	\$0	\$0.00	\$0.00
	CI Outdoor	Audits for automatic irrigation	CI accounts w/ in-ground systems	5	2	\$500.00	1.00	\$500.00	\$171,250	\$8.87
Audits for manual irrigation		CI accts w/out in-ground systems	5	2	\$500.00	1.00	\$500.00	\$171,250	\$13.80	\$15.34
Outdoor device giveaways		CI w/ irrigation landscape	12.5	1	\$52.84	1.00	\$52.84	\$3,429	\$7.51	\$8.34
Low water use plants guide book		CI accts new construction,remodel	20	1	\$11.79	1.00	\$11.79	\$57	\$0.21	\$0.21
Less Lawn		CI accts new construction,remodel	20	1	\$150.00	1.00	\$150.00	\$9,817	\$2.42	\$2.42

Notes For - City of Moscow Potential Conservation Costs

HH = Household, SF=Single Family, MF = Multi Family, CI = Commercial
Source from City of Moscow Water Conservation Plan, City of Moscow Water Conservation Plan, 2004 EES and assumptions
Savings Assumptions Source from Handbook of Water Use and Conservation by Amy Vickers
Outdoor data source: City of Moscow Water Conservation Plan, 2004 EES Plan, specifically for City of Moscow unless otherwise specified
Quote for Landscape Guide Book = Supplier Allegra, 20 pp, spiral bound, 100 quantity, not including labor or distribution
National Average of 2 bathrooms per residential home
MF HH = number of MF accounts to include the National Average of 10 units per MF account

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Table 5-4 Conservation Package A

Sector	Measure	Annual Water Savings at Full Program Implementation (gallons) ¹	Direct Cost over Planning Period	Cost per 1,000 Gallons Saved Over Planning Period ²
Single Family Indoor	Free toilet-leak detection tablets and repair information	1,448,090	\$551	\$0.04
	Free toilet-tank displacement devices	2,848,084	\$5,444	\$0.19
	Encourage reduced toilet flushes	2,403,216	\$0	\$0.00
	Free low-flow showerheads - 2.5 gpm	2,662,976	\$7,676	\$0.29
	Encourage reduced shower use (5-minute timer)	1,142,017	\$16,962	\$1.49
	Free bathroom faucet aerators - 2.2 gpm	3,156,120	\$1,478	\$0.05
	Free kitchen faucet aerators - 2.2 gpm	887,659	\$2,502	\$0.28
	Encourage reduced faucet use	1,401,567	\$0	\$0.00
	Encourage reduced partial clothes washer loads	883,104	\$0	\$0.00
Single Family Outdoor	Free audits for automatic irrigation	5,472,000	\$102,547	\$1.87
	Free outdoor irrigation devices	168,825	\$22,591	\$13.38
	Encourage less lawn	645,914	\$0	\$0.00
Multifamily Indoor	Free toilet-leak detection tablets and repair information	1,305,579	\$276	\$0.02
	Free toilet-tank displacement devices	2,470,400	\$2,623	\$0.11
	Encourage reduced toilet flushes	2,266,968	\$0	\$0.00
	Free low-flow showerheads - 2.5 gpm	2,577,247	\$4,952	\$0.19
	Encourage reduced shower use (5-minute timer)	1,105,252	\$10,944	\$0.99
	Free bathroom faucet aerators - 2.2 gpm	3,054,515	\$795	\$0.03
	Free kitchen faucet aerators - 2.2 gpm	859,082	\$2,421	\$0.28
	Encourage reduced faucet use	1,356,446	\$0	\$0.00
	Encourage reduced partial clothes washer loads	272,424	\$0	\$0.00
Multifamily Outdoor	Free outdoor irrigation devices	168,825	\$19,131	\$11.33
	Encourage less lawn	184,623	\$0	\$0.00
Non-Residential Indoor	Free toilet-leak detection tablets and repair information	316,019	\$34	\$0.01
	Free toilet-tank displacement devices	366,204	\$340	\$0.09
	Free low-flow showerheads - 2.5 gpm	876,693	\$20,847	\$2.38
	Free bathroom faucet aerators - 2.2 gpm	2,931,782	\$392	\$0.01
	Free efficient restaurant spray heads	208,311	\$1,698	\$0.82
Non-Residential Outdoor	Free outdoor irrigation devices	168,825	\$2,108	\$1.25
Total		43,608,767	\$226,312	\$0.52

1. The savings from free riders, those who would have implemented the measure even without the City's program, are excluded in order to reflect the true cost-effectiveness of the measures.
2. This cost effectiveness number is based on the 2012-2021 planning period and assumes full implementation of each measure in 2012. Additionally, the savings from free riders are excluded in order to reflect the true cost-effectiveness of the measures.

Cp 13 38% population of Moscow

$$226,312 \times .38 = 85,998.56/yr =$$

$$\text{\$}9,555.40/\text{year} = 2\% \text{ inflation/year}$$

\\$11,275.37 in 2021. Bonitas

Table 5-5 Conservation Package B

Sector	Measure	Annual Water Savings at Full Program Implementation (gallons) ¹	Direct Cost over Planning Period	Cost per 1,000 Gallons Saved Over Planning Period ²
Single Family Indoor	Ultra low flow toilet (ULFT) rebates - 1.6 gpf	11,434,200	\$298,185	\$2.61
	Free toilet-leak detection tablets and repair information	1,448,090	\$551	\$0.04
	Free toilet-tank displacement devices	2,848,084	\$5,444	\$0.19
	Encourage reduced toilet flushes	2,403,216	\$0	\$0.00
	Free low-flow showerheads - 2.5 gpm	2,662,976	\$7,676	\$0.29
	Encourage reduced shower use (5-minute timer)	1,142,017	\$16,962	\$1.49
	Free bathroom faucet aerators - 2.2 gpm	3,156,120	\$1,478	\$0.05
	Free kitchen faucet aerators - 2.2 gpm	887,659	\$2,502	\$0.28
	Encourage reduced faucet use	1,401,567	\$0	\$0.00
	Encourage reduced partial clothes washer loads	883,104	\$0	\$0.00
Single Family Outdoor	Free audits for automatic irrigation	5,472,000	\$102,547	\$1.87
	Free outdoor irrigation devices	168,825	\$22,591	\$13.38
	Free low water use plants guidebook	645,914	\$1,056	\$0.16
	Encourage less lawn	645,914	\$0	\$0.00
Multifamily Indoor	Ultra low flow toilet (ULFT) rebates - 1.6 gpf	9,917,929	\$143,691	\$1.45
	Free toilet-leak detection tablets and repair information	1,305,579	\$276	\$0.02
	Free toilet-tank displacement devices	2,470,400	\$2,623	\$0.11
	Encourage reduced toilet flushes	2,266,968	\$0	\$0.00
	Free low-flow showerheads - 2.5 gpm	2,577,247	\$4,952	\$0.19
	Encourage reduced shower use (5-minute timer)	1,105,252	\$10,944	\$0.99
	Free bathroom faucet aerators - 2.2 gpm	3,054,515	\$795	\$0.03
	Free kitchen faucet aerators - 2.2 gpm	859,082	\$2,421	\$0.28
	Encourage reduced faucet use	1,356,446	\$0	\$0.00
	Encourage reduced partial clothes washer loads	272,424	\$0	\$0.00
Multifamily Outdoor	Free outdoor irrigation devices	168,825	\$19,131	\$11.33
	Free low water use plants guidebook	184,623	\$1,215	\$0.66
	Encourage less lawn	184,623	\$0	\$0.00
Non-Residential Indoor	Ultra low flow toilet (ULFT) rebates - 1.6 gpf	650,623	\$12,415	\$1.91
	Low volume urinal rebates - 1.0 gpf	1,142,557	\$18,623	\$1.63
	Free toilet-leak detection tablets and repair information	316,019	\$34	\$0.01
	Free toilet-tank displacement devices	366,204	\$340	\$0.09
	Free low-flow showerheads - 2.5 gpm	876,693	\$20,847	\$2.38
	Free bathroom faucet aerators - 2.2 gpm	2,931,782	\$392	\$0.01
	Free efficient restaurant spray heads	208,311	\$1,698	\$0.82
Non-Residential Outdoor	Free outdoor irrigation devices	168,825	\$2,108	\$1.25
Total		67,584,613	\$701,497	\$1.04

BOLD TEXT = Measures in addition to those in Package A.

- The savings from free riders, those who would have implemented the measure even without the City's program, are excluded in order to reflect the true cost-effectiveness of the measures.
- This cost effectiveness number is based on the 2012-2021 planning period and assumes full implementation of each measure in 2012. Additionally, the savings from free riders are excluded in order to reflect the true cost-effectiveness of the measures.

CP IS 38% POP OF MOSCOW

201,497 x .38 = 266,569 / 9 =
\$26,619 / YEAR

281,141,141 / 9 years

\$31,410,942 via 4 years in 2021 16 months



WATER CONSERVATION REBATE APPLICATION FOR CITY OF MOSCOW WATER CUSTOMERS

Rebates only valid on or after Feb 2, 2016 | Return application and supporting documents by

Email: nbaker@ci.moscow.id.us

Fax: 208-883-7113

Mail: Water Dept. | 201 N Main St | Moscow, ID 83843

CITY OF MOSCOW CUSTOMER INFORMATION	CITY OF MOSCOW REBATE SITE REQUEST
Name: (must be legal owner, check will be made out to this name)	Name:
Street Address:	Site Address:
City, State, Zip:	City, State, Zip:
Phone Number:	Phone Number:
Email:	Email:
Account Number:	Type of Building: (Select one) Additional Info: (Fill in for fixture rebate)
Comments:	☐ Single Family Total # of restrooms _____
	☐ Multi Family Total # of units _____
	☐ Commercial Total # of restrooms _____
	☐ Other Total # of restrooms _____

TYPE OF REBATE				
Fixture Program	# Fixture	gpf = gallons per flush		New Installation Date
☐ Existing Toilet Replacement (new toilet must be more efficient than existing toilet)		Existing gpf	Installed gpf	
☐ New Construction Toilet Installation (Dual Flush or Ultra High Efficiency Toilet, 1.28 gpf or less)		Installed gpf		
☐ Low Volume Urinal (High Efficiency Urinal, 0.125 gpf or less)		Existing gpf	Installed gpf	
Lawn Replacement Program Turn in form prior to starting removal process; pre-removal site inspection required.	Total ft² Removed	Removal Date		Replacement Date
☐ Irrigated Lawn to Wisescape® (300 ft ² or more, Staff pre/post inspection required)				

LEGAL OWNER/AGENT SIGNATURE

By signing this application I certify the information provided is true to the best of my knowledge and I acknowledge that I am the legal owner/agent of the property for which the rebate is being requested. I understand the rebate will only be dispersed to me, the legal owner/agent, and not a property manager, tenant or any other party managing or living on the premises. I also acknowledge that the replacement / installation is in accordance with the rebate program.

Legal Owner/Agent (signature)	Date
-------------------------------	------

Legal Owner/Agent (printed)

STAFF

Staff Site Inspections: Irrigated Lawn to Wisescape® <u>Pre-removal Inspection</u> Proposed ft ² _____ Date _____ <u>Completion Inspection</u> Completed ft ² _____ Date _____	Budget Code Number: _____ Date Payment Authorized: _____ Amount of Payment: _____	Authorized Signatures: _____ _____ _____
--	---	---

Fixture Rebate Process: No site inspection by staff required | gpf = gallons per flush

1. Return completed application form with supporting documents by:

Email: nbaker@ci.moscow.id.us, Fax: 208-883-7113, or Mail: Water Dept. | 201 N Main St | Moscow, ID 83843

2. Required Supporting Documents Checklist:

- ☐ Existing Toilet Replacement:
 - ☐ Dated receipt for new lower volume toilet.
 - ☐ Documentation of new lower volume toilet's gpf: can be stated as part of the professional installation receipt OR a copy of the toilet's information literature.
 - ☐ Receipt of professional installation of new lower volume toilet, if it was professionally installed.
 - ☐ Documentation of existing toilet's gpf: can be stated as part of the professional installation receipt OR for do-it-yourself installation, a picture of the existing toilet in the restroom and a picture of the existing toilet's gpf stamp.
 - ☐ Documentation of new toilet's installation: can be stated as part of the professional installation receipt OR for do-it-yourself installation, a picture of the new toilet in the restroom.
- ☐ New Construction Installation:
 - ☐ Dated receipt of the new low volume toilet to not exceed 1.28 gpf.
 - ☐ Documentation of new toilet's gpf: can be stated as part of the professional installation receipt OR a copy of the toilet's information literature.
- ☐ Low Volume Urinal
 - ☐ Dated receipt for new low volume urinal to not exceed 0.125 gpf.
 - ☐ Documentation of the new low volume urinal's gpf: can be stated as part of the professional installation receipt OR a copy of the urinal's information literature.
 - ☐ Receipt of professional installation of new low volume urinal, if it was professionally installed.
 - ☐ For Existing Urinal Replacement, documentation of existing urinal's gpf: can be stated as part of the professional installation receipt OR for do-it-yourself installation, a picture of the existing urinal in the restroom and a picture of the existing urinal's gpf stamp.
 - ☐ Documentation of new urinal's installation: can be stated as part of the professional installation receipt OR for do-it-yourself installation, a picture of the new urinal in the restroom.

3. The completed and approved application will be submitted for rebate payment. Allow three weeks for check processing.

Fixture Rebate Amounts: gpf = gallons per flush

- ☐ Existing Toilet Replacement: NO rebate available for replacing a broken toilet.
 - ☐ Up to a \$50 rebate is offered if your existing toilet is greater than 1.6 gpf and replaced with a 1.6 gpf toilet.
 - ☐ Up to a \$125 rebate is offered if your existing toilet is greater than 1.6 gpf and replaced with a 1.28 or less gpf toilet.
 - ☐ Up to a \$75 rebate is offered if your existing toilet is a 1.6 gpf and replaced with a 1.28 or less gpf High Efficiency Toilet or Ultra High Efficiency Toilet with a maximum of 0.8 gpf.
- ☐ New Construction Toilet Installation
 - ☐ Up to a \$75 rebate is offered for a 1.28 or less gpf Dual Flush High Efficiency Toilet or Ultra High Efficiency Toilet with a maximum of 0.8 gpf if installed during new construction.
- ☐ Low Volume Urinal
 - ☐ Up to a \$50 rebate is offered for replacement of OR a new installation of a High Efficiency Urinal with a maximum 0.125 gpf for commercial properties. Replacements must be more efficient than the existing; replacement maximum is 0.125 gpf.

Irrigated Lawn to Wisescape® Rebate Process: Site inspection by staff required **before removal process.**

1. Return partially completed application form (total ft² removed, removal date or replacement date left blank) by:
Email: nbaker@ci.moscow.id.us, Fax: 208-883-7113, or Mail: Water Dept. | 201 N Main St | Moscow, ID 83843
2. Staff will contact you within five business days of receipt of your application and will set up a time to inspect the existing irrigated turf **prior to any work being done**.
3. Once the work is completed, email nbaker@ci.moscow.id.us or call 208-883-7114 to set up a time for a completion inspection.
4. The completed and approved application will be submitted for rebate payment. Allow three weeks for check processing.

Lawn Replacement Rebate Amounts:

- ☐ Replace an existing area of lawn that is currently being irrigated and is 300 square feet or larger and receive \$150 rebate.

Questions: Nichole Baker, Water Conservation and Sustainability Program Coordinator, nbaker@ci.moscow.id.us or 208-883-7114.

Staff:

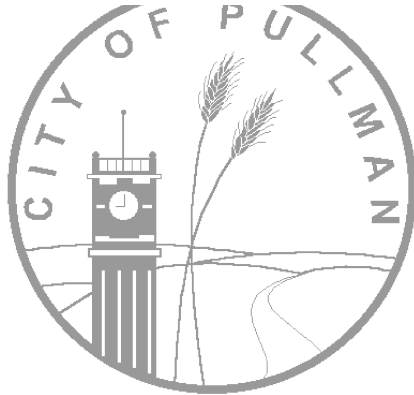
1. Completed applications to be approved and signed by Water Conservation and Sustainability Program Coordinator.
2. Water Department staff to issue a Request for Payment (RFP) and forward to the Finance Department.
3. Finance Department to issue a check to the legal owner of the property.

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PULLMAN CONSERVES

Water Conservation in Pullman

Aquifer-Themed Pullman Transit Bus

[City of Pullman, WA](#) » [Government](#) » [Departments](#) » [Public Works](#) » [Maintenance & Operations](#) » [Pullman Conserves](#) » **Water Conservation in Pullman**

Water Conservation in Pullman

The Washington State Department of Health (DOH) implemented the Water Use Efficiency Rule (WUER) in January 2007. The rule requires water suppliers to develop a Water Conservation Program. The goal is to decrease water demand by means of water use efficiency measures, and to help conserve water for the health of the environment and future generations. The City of Pullman supports these requirements and believes that the program will enhance public

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Conservation Measures

Source Meters

Source meters are a critical conservation tool since accurate water production and usage data provides information for developing conservation priorities, goals and programs. Pullman has source meters at all of the wells; test and calibrations are performed annually on all source meters.

Service Meters

Similarly, service meters are a key component of providing accurate water use information for implementation in conservation planning. Pullman has service meters on all service connections and performs a comprehensive service meter calibration and replacement program

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System Leak Detection and Repair

Water utilities that operate efficient systems that minimize leaks demonstrate a strong commitment to sound financial and resource management. The City of Pullman has an aggressive supply side leak detection and repair program. The City surveys the entire water distribution system every four years. Identified leaks are promptly repaired. Pullman's 2015 distribution system leakage was 3.2% of production or 34.5 million gallons. The previous three-year average is 3.3% of the annual average production or 34.6 million gallons per year. This compares very favorably to the national average of 16% and is well below the 10% or less requirement of the Rule, and demonstrates that Pullman is successfully managing water leaks.

Conservation Goals

The City's conservation program is primarily driven by the desire to minimize the impacts on water resources, namely the regional aquifer, and to meet regulatory requirements. The goal of the current program, initiated in 2015, is to reduce water use by 29,365 gallons per day on an

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factors including applicability to the City of Pullman service area, customer acceptance, cost effectiveness and/or savings potential.

Consumption Based Pricing

Bills Showing Consumptive History

Landscape Management Practices on City Property

Education

Providing Free Toilet Leak Detection Dye Tablets

Providing Free Bathroom Faucet Aerators

Providing Free Showerheads

Toilet Rebate Program

Washing Machine Rebates for Multifamily Shared Laundry Facilities

Conducting Water User Surveys on Public Buildings

Providing Lawn Removal Credits

Providing Free Watering Hose Timers

Conservation Goal Status

Since the program's inception in the spring of 2015 thru December 31, 2015 the City provided 181 toilet rebates and one irrigated lawn removal rebate. In addition, 1454 bathroom faucet aerators, 395 toilet leak detection tablets and 615 showerheads were distributed. The total



FY 2021 TO 2026 CAPITAL FACILITY PLAN

FY 2021 TO 2026 CAPITAL FACILITY PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200 Website: www.collegeplacewa.us

City Council

- Norma Hernandez, Mayor
- Jerry Bobbitt, Council Position #1
- Michael Cleveland, Council Position #2
- Marge Nyhagen, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Selby, Council Position #5
- Heather Schermann, Council Position #6
- Byron Trop, Council Position #7

CFP Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- Troy Tomaras, Police Chief
- David Winter, Fire Chief
- Paul Hartwig, Public Works Director
- Jon Rickard, Community Development Director

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II. 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.



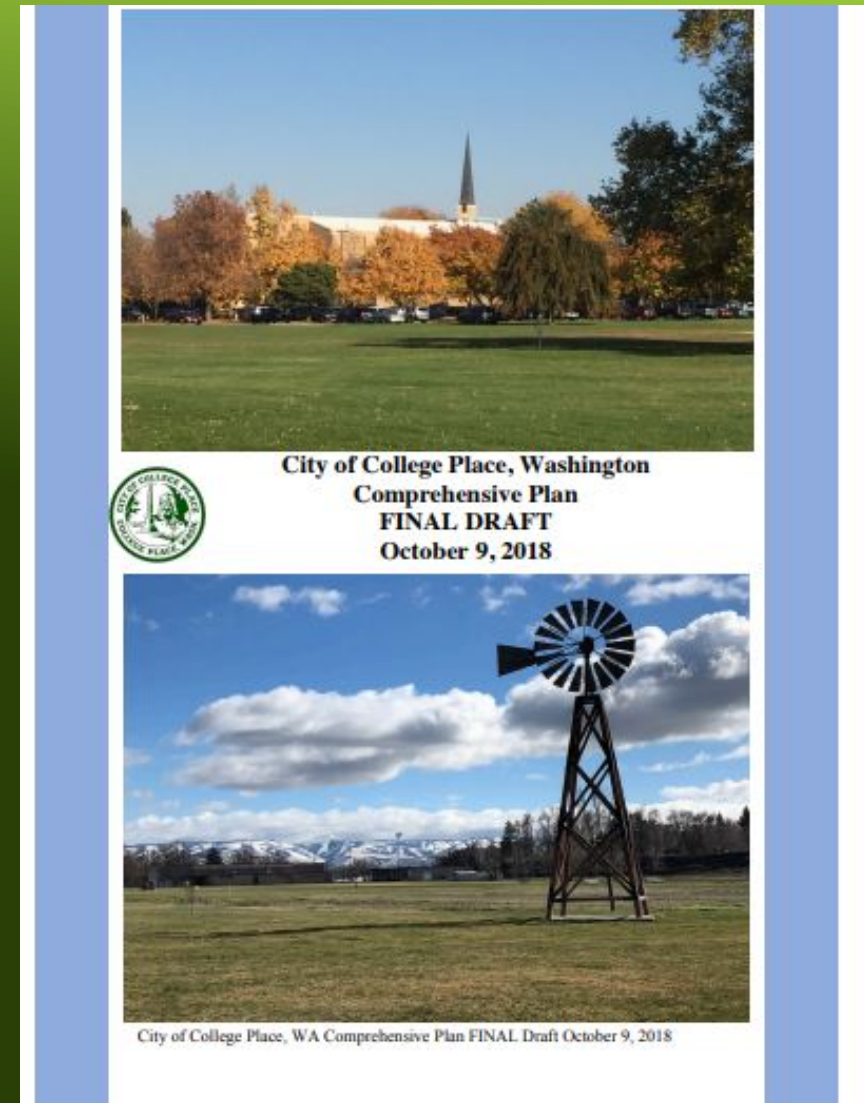
III. FY 2021 PRIORITY PROJECTS

- ▶ A. Southwest College Place Wastewater Trunkline and Lift Station: **\$7,587,097.00** (USDA Grant/Loan, Port, Ecology)
- ▶ B. Finish up Well ##2 Drinking Water Well Replacement: **\$2,986,000.00**(Grant/Loan funded)
- ▶ C. Wastewater Treatment Plant Improvement Design: **\$500,000.00** (Ecology)
- ▶ D. Meadowbrook Grind & Overlay : **\$313,560** (TIB Grant)
- ▶ E. 4Bikes Project: **\$600,000** (TIB Grant)
- ▶ F. Central College Place Sidewalks: **\$339,530** (CDBG Grant)
- ▶ G. Lions Park Renovation : **\$2,000,000** (REET, Grants)



IV. 2018 COMPREHENSIVE PLAN

- Adopted by City Council on October 9th, 2018
- Aspirational goals and objectives for the City over the next twenty years.
- Mandated by the Washington State Growth Management Act.
- Goals that this Capital Facility Plan satisfies:
 - Goal #11: Maintain and improve existing utilities and services while planning for new growth and development.
 - Goal #17: Provide reliable, effective, and efficient utility services at the lowest reasonable cost, consistent with the City's aims of environmental stewardship, social equity, economic development, and the protection of public health.
 - Goal #23: Maintain the city's infrastructure so that it meets the needs of existing employers and targeted industries.



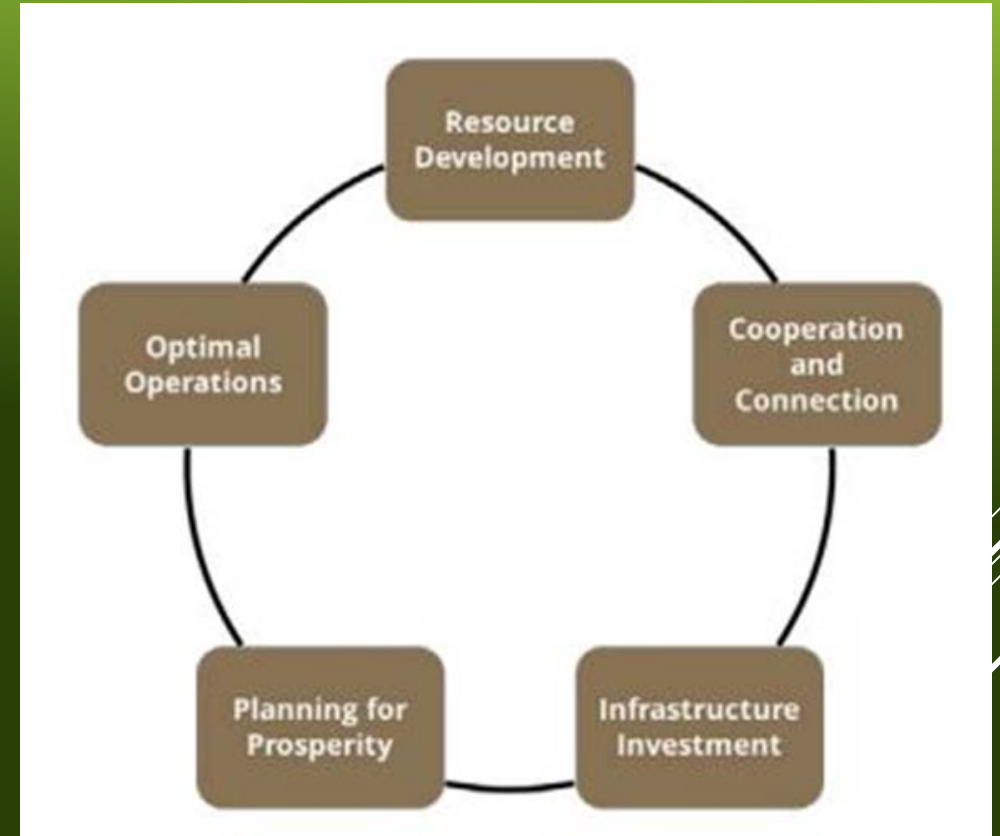
V. STRATEGIC PLAN: 2017 TO 2026

- Adopted by City Council on July 25th, 2017 and revised/adopted via Ordinance No. 19-005 on February 12th, 2019
- Ten year framework for vision, values, and work plan.
- Five Tenants
 - Resource Development
 - Economic Development Strategy
 - Develop Design Standard and Mixed-Use Zone
 - Cooperation and Connection
 - Create annual community events
 - Increase outreach program
 - Increase volunteer commissions
 - Infrastructure Investment
 - Stormwater utility
 - Safe and sustainable water supply
 - Fully funded wastewater utility
 - Local streets are refurbished or rebuilt
 - Planning for Prosperity
 - Optimal Operations



V. STRATEGIC PLAN: 2017 TO 2026

- Adopted by City Council on July 25th, 2017
- Ten year framework for vision, values, and work plan.
- Five Tenants
 - Planning for Prosperity
 - Produces and adopts a Comprehensive Plan
 - City government flexible enough to permit innovation
 - Optimal Operations
 - Staffed to nationally-recognized human resource levels
 - Construct new and modify existing City facilities based on nationally-recognized standards
 - GIS is used for comparative advantage and municipal leadership.



VI. LONG TERM FINANCIAL STRATEGY

Key Financial Principles

- ▶ Make Trade-Offs
- ▶ Do It Well
- ▶ Focus Programs on College Place Residents and Businesses
- ▶ Preserve Physical Infrastructure
- ▶ Use Unexpected One-Time Revenues for One-Time Costs or Reserves
- ▶ Invest in Employees
- ▶ Pursue Innovative Approaches to Service Delivery
- ▶ Contract In/Contract Out
- ▶ Maintain Capacity to Respond to Emerging Community Needs
- ▶ Pursue Entrepreneurial Initiatives
- ▶ Address Unfunded Liabilities
- ▶ Selectively Recover Costs
- ▶ Recognize the Connection Between the Operating and Capital Budgets.

Guidelines

- ▶ What Should the City Do Every Year, Whether the Financial Forecast is Positive or Negative?
 - ▶ Increase operating cost recovery (user fees)
 - ▶ Pursue cost sharing
- ▶ What Should the City DO in the Following Year's Budget When the Financial Forecast is Positive?
 - ▶ Assess the situation
 - ▶ Maintain adequate reserves
 - ▶ Use one-time revenues only for one-time expenses
 - ▶ Use recurring revenues for recurring costs or for one-time expenses
 - ▶ Stay faithful to City goals over the long run
 - ▶ Think carefully when considering revenue cuts
 - ▶ Think long-term
- ▶ What Should the City DO in the Following Year's Budget When the Financial Forecast is Negative?
 - ▶ Assess the situation
 - ▶ Use reserves sparingly
 - ▶ Reduce services
 - ▶ Continue to think carefully when considering tax increases
- ▶ What Should the Council Consider Before Increasing Taxes?
 - ▶ Will the increase result in programs or services that will have a quantifiable public benefit?
 - ▶ Is the tax source related and connected to the services that are to be supported by the new revenue?
 - ▶ Is the increase fully justifiable in terms of need?
 - ▶ Has every effort to educate citizens about the tax been taken in advance of the increase?
 - ▶ Are the services that are intended to be supported by the new revenue supportable into the foreseeable future?
- ▶ What Should the Council Consider Before Asking Residents to Increase Taxes?
 - ▶ Have efforts to educate residents about the tax been made?
 - ▶ Has there been ample time for residents to debate and discuss the issue?
 - ▶ Has the council taken the time to listen to residents' concerns?
 - ▶ Do our residents understand what the results will be following implementation of the new tax?

VII. CAPITAL FACILITY PLAN DEVELOPMENT & REVIEW PROCESS

August

- Department Head Capital Facility Proposals to Administration

September

- Administration prepares draft prioritization of projects.
- Estimate Revenues by Funding Source.
- Draft Capital Facility Plan Booklet Released on website

October

- Announcements in City Newsletter and Social Media.
- City Council: Public Works Committee Meeting
- City Council Workshop
- City Council Presentations
- Advisory Committee Presentations

November

- Advisory Committee Presentations
- City Council Workshop
- City Council presentations
- City Council Public Hearing

December

- City Council Workshop
- City Council Meeting
- Estimated passage at December 10th, 2019 City Council meeting.

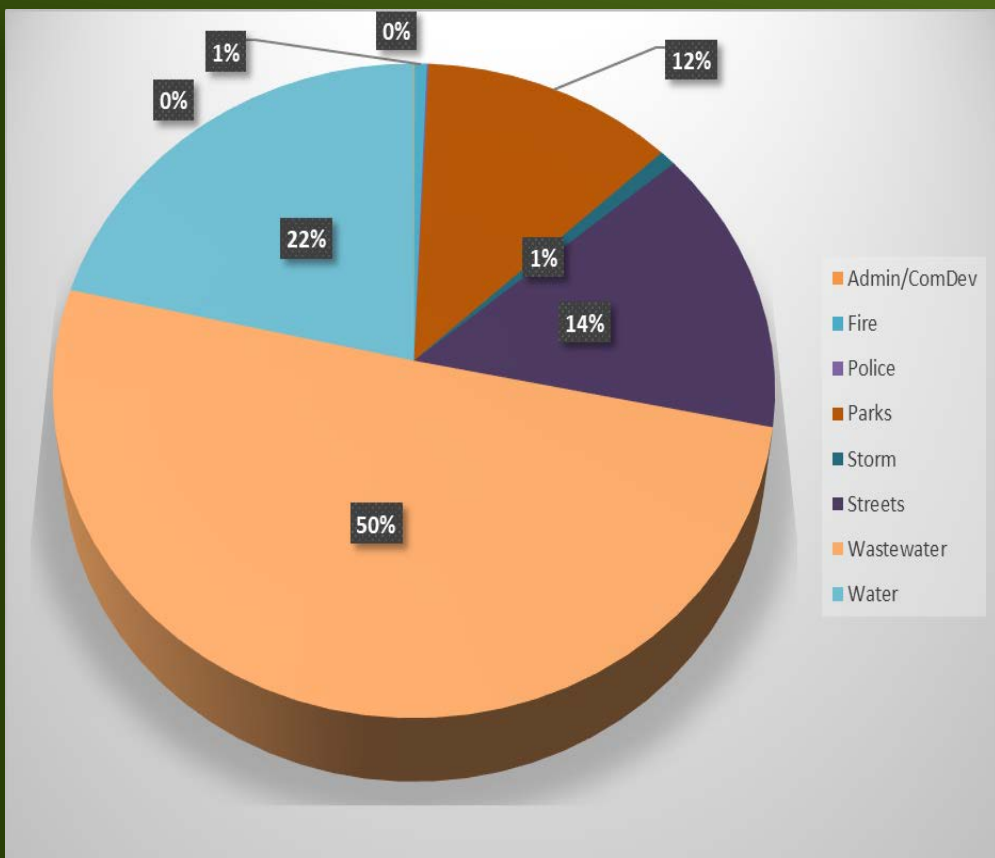
VIII. COMPLETED PROJECTS IN FY 2020

Capital Facility Projects Completed in FY 2020			
Project	Type	Description	Cost
City Hall LED Light Conversion	Administration	Replace old sodium lighting with LED's	\$15,000.00
Admin/Finance Flooring Replacement	Administration	Replace old carpeting with flooring in Admin/Finance side of City Hall	\$10,000.00
ADA Compliant Front Door Automatic Openers	Administration	Automatic Door Openers for City Hall.	\$6,000.00
Balance Thermostats	Administration	Balance & replace thermostats so HVAC works properly.	\$10,000.00
Replace City Hall Exhaust Fans	Administration	Replace exhaust fans.	\$6,000.00
Replace City Hall Windows - Finance & East Side	Administration	Replace windows for east side of the City Hall facility.	\$12,000.00
Water Softener	Fire	Water Softener	\$ 15,000.00
Fire Shower Replacement	Fire	Shower replacements.	\$ 30,000.00
Replace Electric Gate	Police	Replace failing electric gate.	\$ 10,000.00
PD Carport/Storage Project	Police	Construct carport/storage area adjacent to outside PD car parking area.	\$ 110,000.00
Harvest Meadows Park	Park	Improvements include sign and picnic shelter.	\$ 20,000.00
SE 10th Street Retrofit (Birch to College)	Storm	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	\$ 200,000.00
Earl/Destito Storm Outfall Work	Storm	Engineering fix for flooding issues on Earl and Destito.	\$ 40,000.00
SE Lamperti Street Resurfacing	Streets	Resurface SE Lamperti from SE Larch to College.	\$ 323,000.00
FY 2020 Chipseal Program	Streets	Planned annual chip seal for 2020	\$ 41,000.00
Myra Rd Rock	Streets	Replace wood chips with rock along Myra Rd.	\$ 40,000.00
NE Evans Rd Resurface	Streets	Resurface NW Evans from Whitman to Earl.	\$ 24,400.00
Electric Vehicle Charging Stations	Streets	Installation of grant funded charger at City Hall.	\$ 48,831.30
Poplar Tree Removal	Wastewater	Wrap up removal of Poplar Trees at WTPP	\$ 100,000.00
Scenic View/Mountainview Hill Sewer Lining Project.	Wastewater	Sewer Lining	\$ 280,000.00
Well No. 1 Replacement	Water	Finish Replacement of Well No. 1	\$ 2,675,494.00
Total			\$4,016,725.30

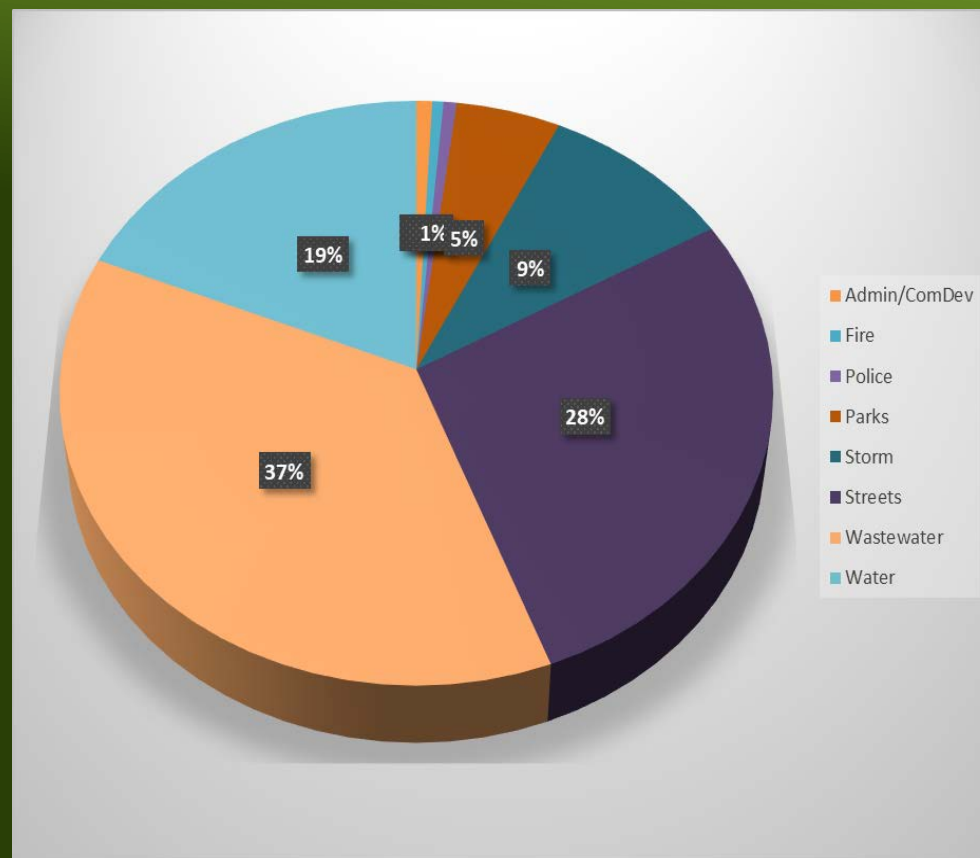


IX. CAPITAL FACILITY PLAN SUMMARY – FY 2021 VS. SIX-YEAR

Fiscal Year 2021

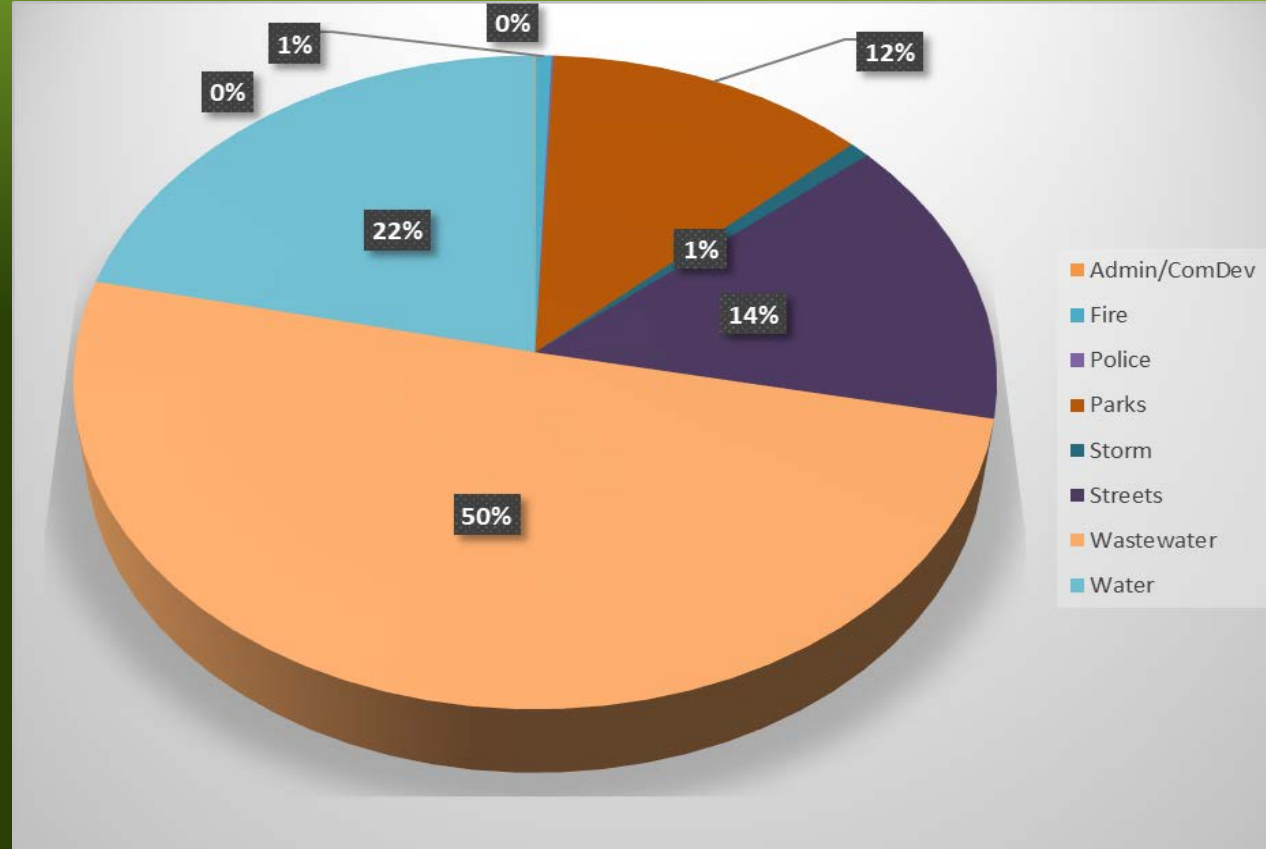


Fiscal Year 2021 to 2026



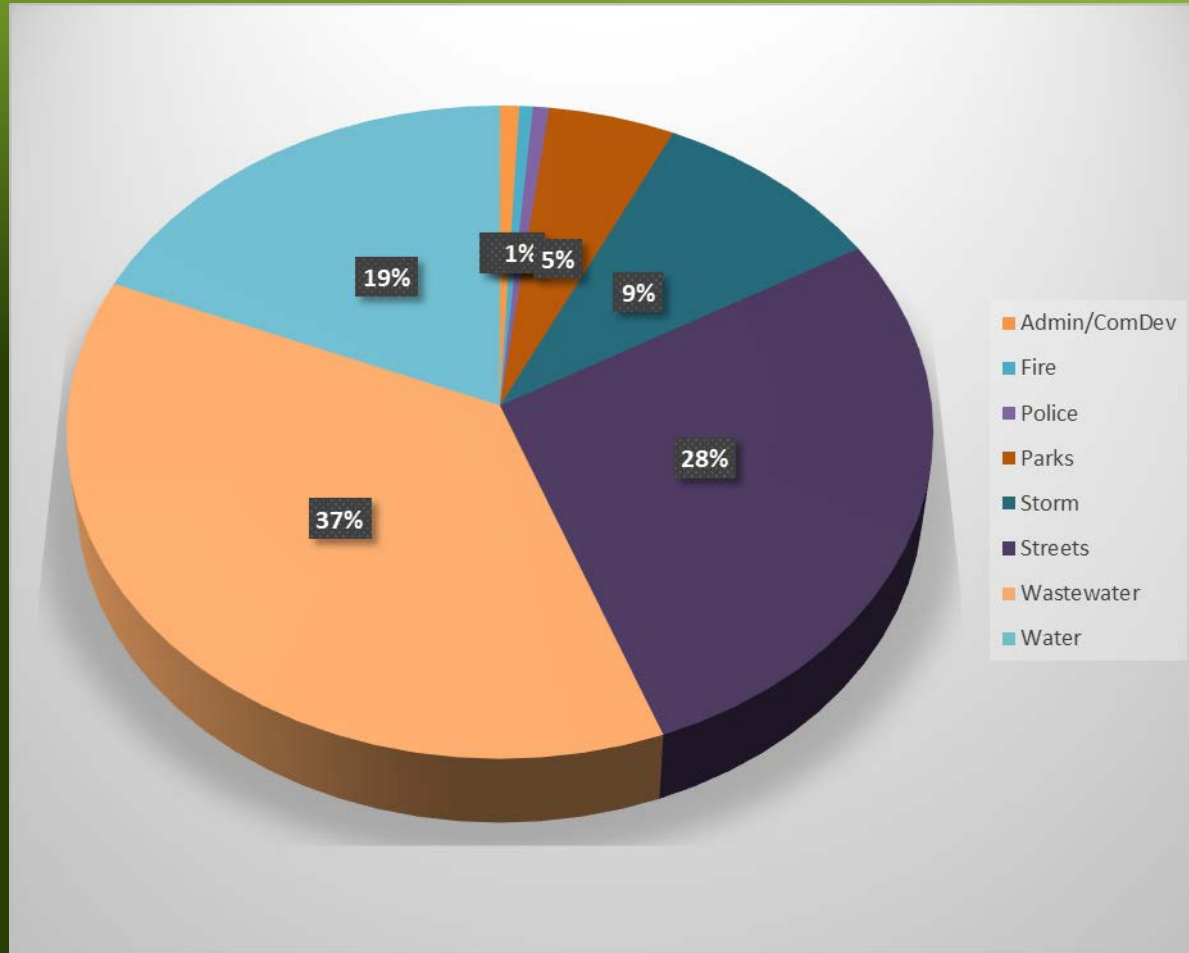
X. CAPITAL FACILITY PLAN – FY 2021

Capital Facility Plan: FY 2021	
Department	Expense
Admin/ComDev	\$ 6,000.00
Fire	\$ 95,300.00
Police	\$ 15,000.00
Parks	\$ 2,010,000.00
Storm	\$ 130,000.00
Streets	\$ 2,335,867.00
Wastewater	\$ 8,187,097.00
Water	\$ 3,486,000.00
Total	\$ 16,265,264.00



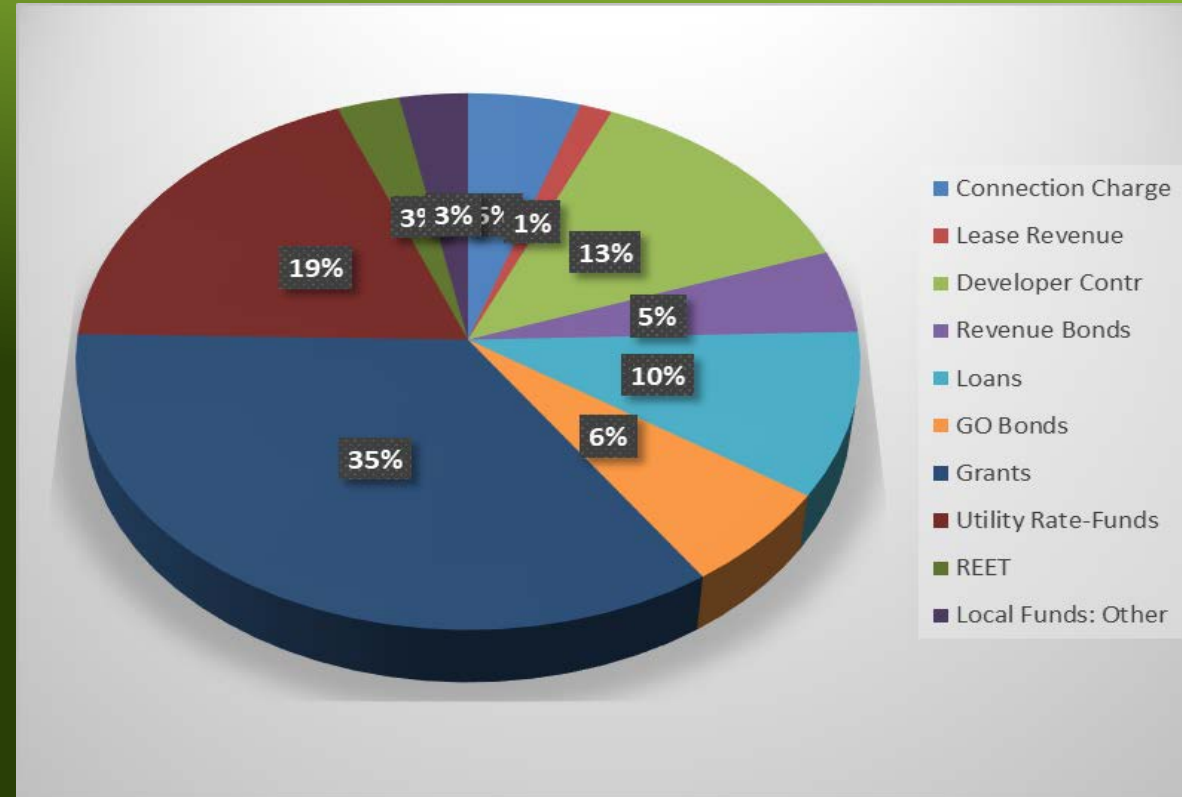
XI. CAPITAL FACILITY PLAN – FY 2021 TO 2026

Capital Facility Plan: FY 2021 to 2026	
Department	Expense
Admin/ComDev	\$ 618,000.00
Fire	\$ 436,950.00
Police	\$ 518,000.00
Parks	\$ 4,095,000.00
Storm	\$ 7,602,009.18
Streets	\$ 22,167,102.50
Wastewater	\$ 29,591,243.00
Water	\$ 14,926,687.00
Total	\$ 79,954,991.76



XII. ANTICIPATED REVENUE SOURCES

Revenue Projection: FY 2021 to 2026	
Revenue Type	Total
Connection Charge	\$ 4,047,755.00
Lease Revenue	\$ 1,140,720.00
Developer Contr	\$ 10,498,988.41
Revenue Bonds	\$ 4,000,000.00
Loans	\$ 7,954,987.20
GO Bonds	\$ 4,907,555.40
Grants	\$ 27,931,891.30
Utility Rate-Funds	\$ 15,112,285.23
REET	\$ 2,240,928.00
Local Funds: Other	\$ 2,450,300.00
Total	\$ 79,954,991.76



Revenue Narrative: The six-year Capital Facility Plan (excluding equipment replacement and Information Technology) amounts to \$79,954,991.76. Over 48% of the plan is contingent upon successful application of grants and future developer contributions. Projects driven by development will not occur unless projected development occurs.

XIII. PRIORITIZATION EXPLANATION

- ▶ All projects in the Capital Facility Plan (CFP) were assigned a prioritization value.
 - ▶ 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.



XV. CFP - FACILITIES



A. CITY HALL

▶ I. 2021

- ▶ City Hall Flooring Community Development - \$6,000 (Medium)

▶ II. 2022

- ▶ City Hall Sallyport/Formal Jail Area Renovation - \$460,000 (High)
- ▶ City Hall Conference Room Furnishings - \$20,000 (Medium)

▶ III. 2023

- ▶ City Hall Restroom Renovation - \$40,000 (Medium)
- ▶ City Hall Exterior Paint - \$12,000 (Low)

▶ IV. 2024

- ▶ City Hall Parking Lot Improvements - \$80,000 (Low)



How do we pay for it?

- 100 % - Current Expense/Facilities Maintenance Reserve

B. FIRE DEPARTMENT

- ▶ Fire Department was constructed in 2001. Little renovation work has occurred since this time.
- ▶ I. 2021
 - ▶ Replace Exterior Staircase on East Side of Building - \$30,000 (Medium)
 - ▶ Facility Fire HVAC - \$15,000 (Medium – ESCO)
 - ▶ Regional Fire Training tower to replace outdated/dangerous one - \$50,300 estimated per year for five years at \$251,500 total to cover our proportional share. (High)
- ▶ III. 2022
 - ▶ Renovate Dorm Rooms - \$25,000 (Medium)
 - ▶ Water Source Heat Pump Replacement - \$90,000 (Medium – ESCO)
- ▶ IV. 2024
 - ▶ Moline Gas Heater Replacement - \$10,000 (Medium – ESCO)
 - ▶ Gas Furnace 75000 BTU HR Replacement - \$13,450 (Medium – ESCO)
- ▶ V. 2025
 - ▶ Hot Water Pump 2 HP - \$2,000 (Low – ESCO)



How do we pay for it?

- 100 % - Current Expense/Facilities Maintenance Reserve

C. POLICE DEPARTMENT

- ▶ All of Police moved into former Annex Building in 2017.
- ▶ I. 2021
 - ▶ Police Department Package 3 Ton Heater/Chiller - \$15,000 (Medium-ESCO)
- ▶ II. 2022
 - ▶ Replace 50 Gallon Water Heater - \$3,000 (Medium – ESCO)
- ▶ III. 2023
 - ▶ Police Department Renovation - \$500,000 (Low)

How do we pay for it?

- 100% - Current Expense/Facilities Maintenance Reserve



XVI. CFP - INFRASTRUCTURE



A. PARKS



LIONS PARK

- ▶ Prioritization: High
- ▶ Estimated Total Cost: \$2 Million (2021)
 - ▶ Park Renovation: \$1.3 Million
 - ▶ Pond Separation: \$700,000
- ▶ Put away REET II funds toward project.
- ▶ Looking for grants for the remainder.
- ▶ Also, replacement irrigation system/electrical system needed.



How do we pay for it?

- 40% State RCO Grants
- 40% REET II Grants
- 20% Foundational Support

12TH STREET PARKLET

- ▶ Prioritization: Medium
- ▶ Estimated Total Cost: \$10,000 (2021)
- ▶ Sherwood Trust Leadership Group is taking on project. Will construct it.
- ▶ Hoping to complete in late 2020. In this plan just in case.
- ▶ Former Cascade Natural Gas Property donated to City of College Place
- ▶ Near intersection of 12th Street & Newgate
- ▶ Cleanup site, remove rock, lower fence, and clean up hillside.
- ▶ Install benches and plantings.

How do we pay for it?

- 100% Current Expense
- \$1,500 from Cascade Natural Gas



HARVEST MEADOWS PARK

- ▶ Prioritization: Medium
- ▶ Estimated Total Cost: \$25,000 (2022)
- ▶ 0.25 city park property dating from the 1980's.
- ▶ Near intersection of Harvest & Larch.
- ▶ Installation of welcome sign and picnic shelter.



How do we pay for it?

- 100% REET II Funds

VETERANS PARK

- ▶ Prioritization: Low
- ▶ Hayden Homes is donating property (1.67 acres) and playground equipment.
- ▶ However, items still missing to make it a completed park.
- ▶ Estimated Total Cost: \$60,000 (22)
 - ▶ Developer Fees
- ▶ Improvements added by City in Future:
 - ▶ Restrooms
 - ▶ Picnic Shelter
 - ▶ Basketball Court

How do we pay for it?

- 100% Developer Fees (Martin Airfield Top Bluff)

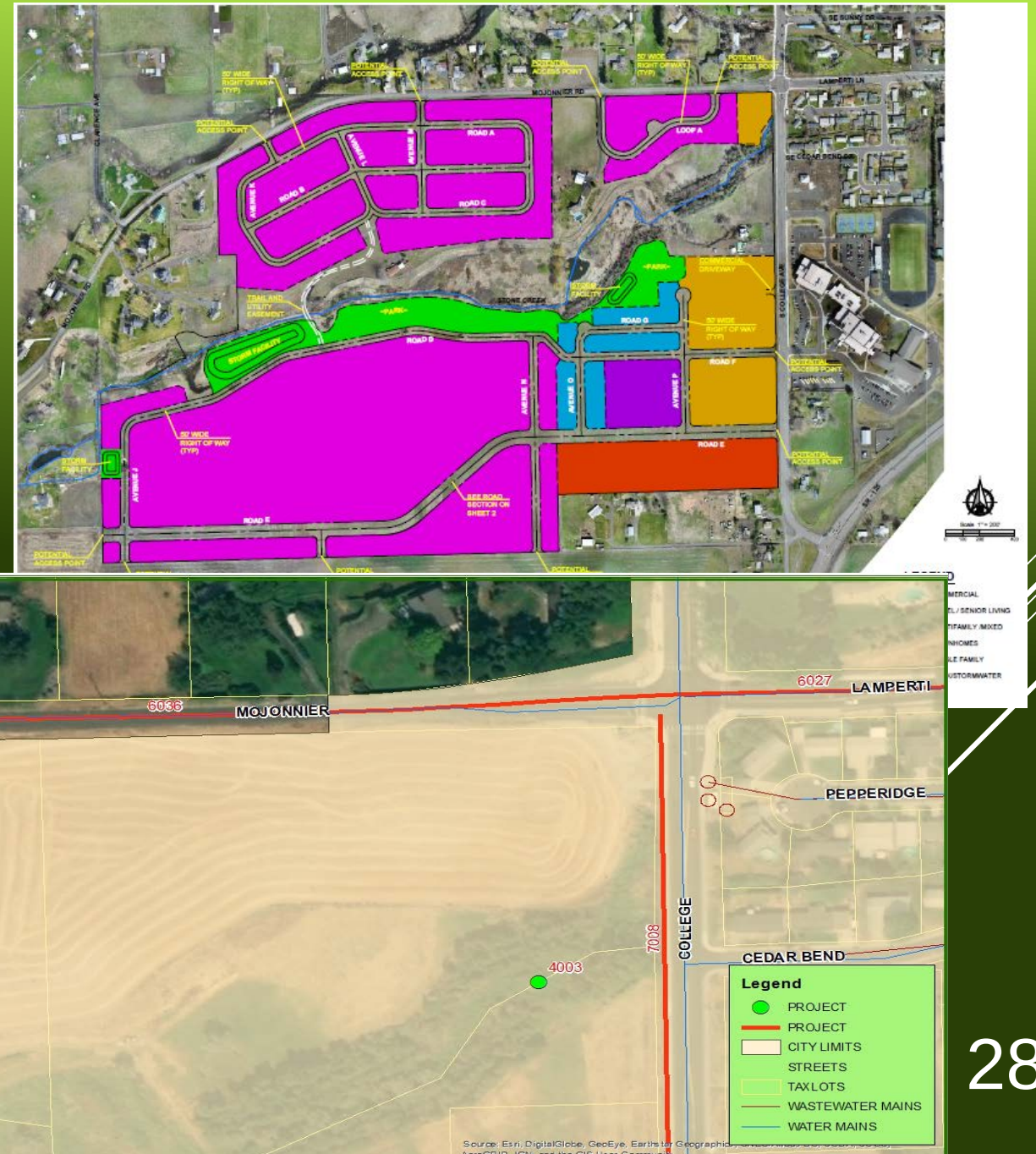


PARK AT MCKIERNAN/ CHRISTIANSON SITE

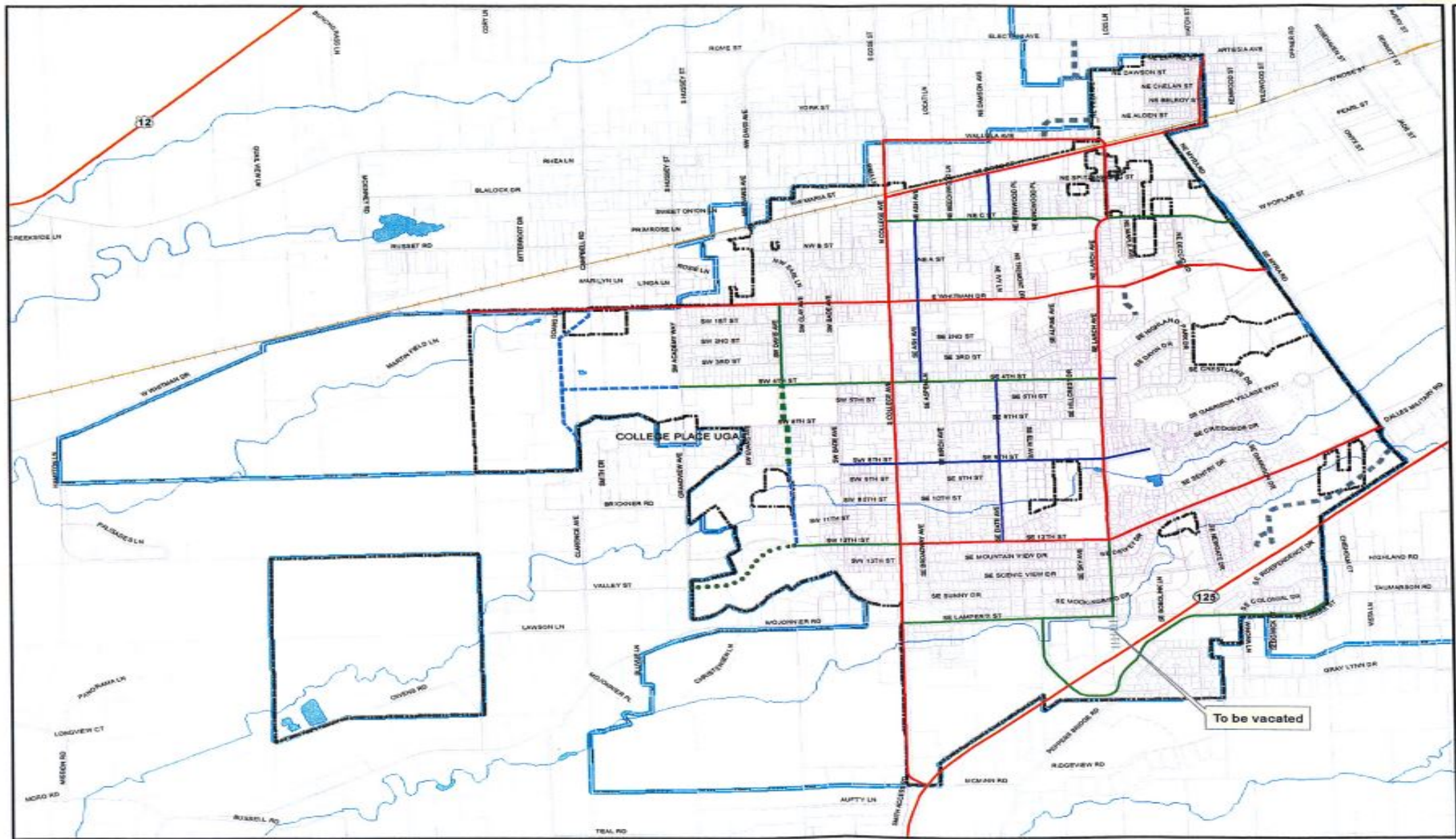
- ▶ Prioritization: Low
- ▶ Driven by development and majority paid for by development.
- ▶ 260 Acres annexed into the City in 2017.
- ▶ Regional park concept.
- ▶ Estimated Cost: \$2,000,000 (22-24)
 - ▶ Along Stone Creek
 - ▶ Trails
 - ▶ Sportsplex

How do we pay for it?

- 50% Developer Impact Fee
- 25% State RCO Grants
- 15% Current Expense – Parks or REET
- 10% Partnership opportunities with CPPS



FEDERALLY CLASSIFIED ROADWAYS



B. FULL CORRIDOR PROJECTS



What does Full Corridor Projects mean?

The roadway and certain associated utilities (water, wastewater, and storm) underneath roadway will be replaced.

SE MOJONNIER RD RECONSTRUCTION

- ▶ Prioritization: High (2021-2023)
- ▶ Road now in city limits per urban growth boundary technical amendments approved by Walla Walla County.
- ▶ Driven by speed of Stone Creek development and grant opportunities.
- ▶ Developer contribution required.
- ▶ Walla Walla Valley MPO STP Grant acquired to cover final engineering and right-of-way acquisition expense.
- ▶ SE Mojonnier Rd: College Ave to Bluevue Lane.
- ▶ Reconstruct 0.64 miles of roadway.
- ▶ Eligible for TIB and State Grants.
- ▶ Estimated Cost
 - ▶ Storm: \$1,488,675
 - ▶ Street: \$4,879,290
 - ▶ **Total: \$6,367,965**

How do we pay for it?

- 20% - MPO/Federal Funds
- 70% - Developer Impact Fee/Contributions
- 10% - City Street Fund (CE), REET, and Partnerships

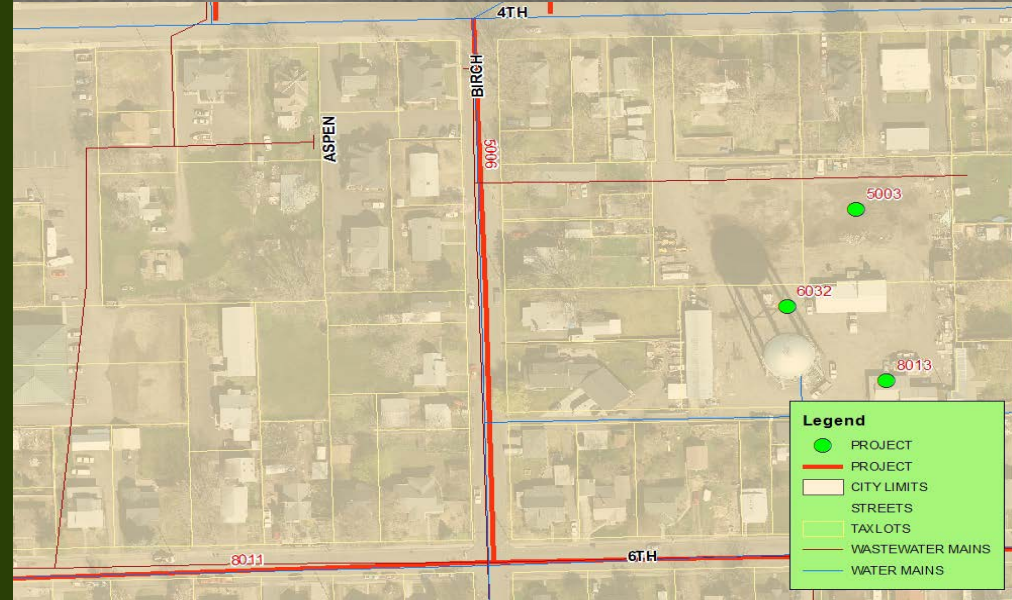


BIRCH AVE(4TH TO 6TH)

- ▶ Prioritization: Medium (2022)
- ▶ Roadway surface bad. Curb dislodged on east side of roadway. Stormwater issues.
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$20,000
 - ▶ Street: \$150,000
 - ▶ **Total: \$170,000**

How do we pay for it?

- 11.8% - Storm
- 88.2% - Streets

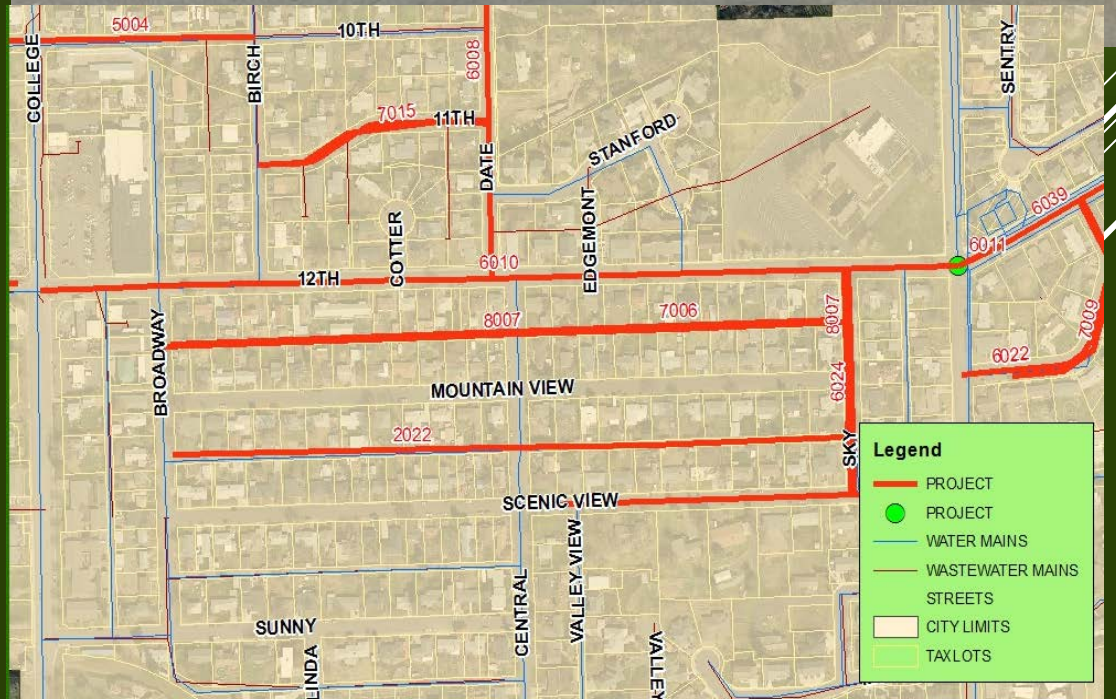


12TH (COLLEGE TO LARCH)

- ▶ Prioritization: High (2023)
- ▶ Eligible for TIB Grants
- ▶ Full corridor reconstruction (0.50 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$628,813.68
 - ▶ Streets: \$2,229,430.32
 - ▶ Wastewater: \$270,742.00
 - ▶ Water: \$617,381.00
 - ▶ **Total: \$3,746,367.00**

How do we pay for it?

- 68.7% - State TIB UAP Grant
- 7.6% - City Streets Fund
- 7.2% - Wastewater Utility
- 16.5% Water Utility

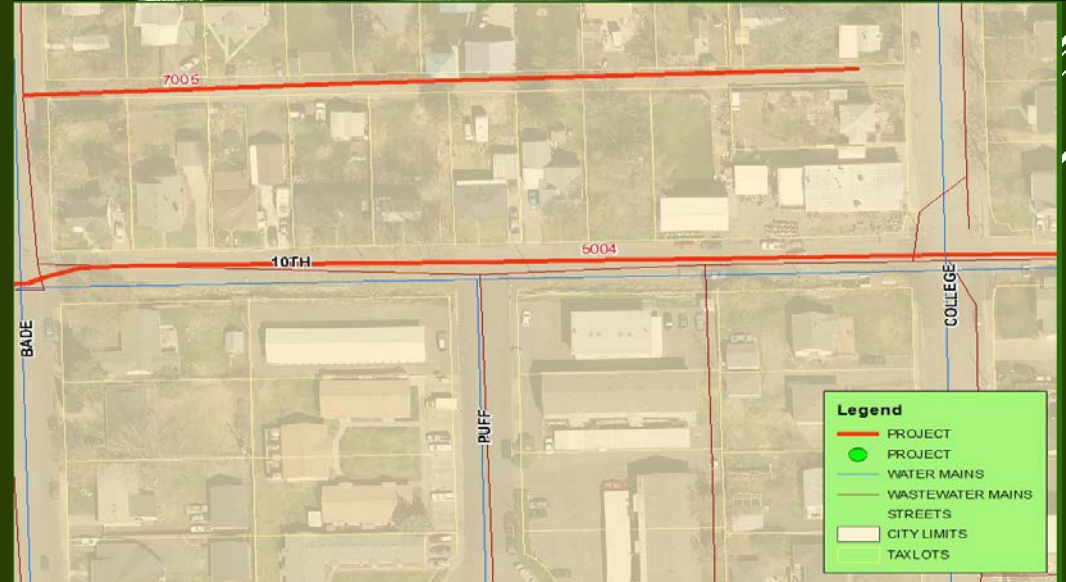


10TH STREET (COLLEGE TO BADE)

- ▶ From College to Bade Avenue
- ▶ Prioritization: High (2024)
- ▶ Reconstruct 10th Street so it has curbs and storm inlets to treat stormwater draining to Garrison Creek adjacent to roadway.
- ▶ Stormwater portion funded by redirect from State Stormwater Hardship Grant.
- ▶ Utilities will cover their portion the project
- ▶ Estimated Cost
 - ▶ Storm Utility (Hardship Grant): \$219,451.98
 - ▶ Streets: \$778,057.02
 - ▶ Water Utility: \$236,643.00
 - ▶ **Total Cost: \$1,234,152.00**

How do we pay for it?

- 17.8% - Stormwater Utility Funds freed up from State Stormwater Hardship Capacity Grant.
- 63.0% - Streets or Ecology Grant.
- 19.2% - Water Utility

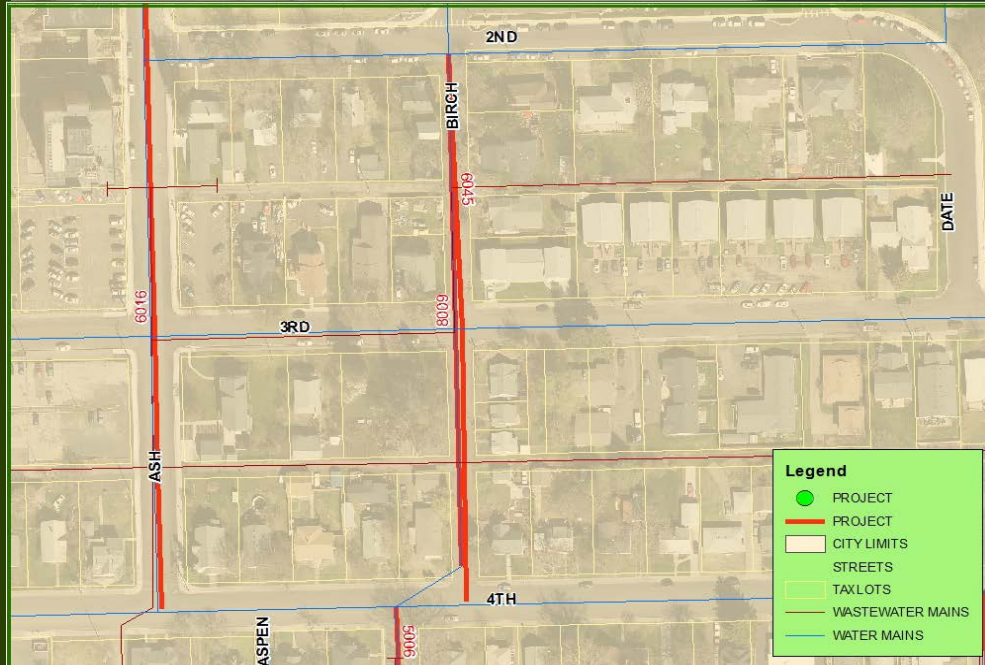


BIRCH AVE (2ND TO 4TH)

- ▶ Prioritization: Medium (2024)
- ▶ Reconstruct Birch from 2nd to 4th including replacement of water system infrastructure.
- ▶ Local funds will need to cover this.
- ▶ Full corridor reconstruction (0.12 Miles)
- ▶ Estimated Cost
 - ▶ Street: \$100,000
 - ▶ Water: \$140,000
 - ▶ **Total: \$240,000**

How do we pay for it?

- 41.7% - Street Improvement (CE) and/or debt/loan
- 58.3% Water Utility



12TH (LARCH TO MYRA RD)

- ▶ Prioritization: Medium (2025)
- ▶ Eligible for TIB Grants
- ▶ Full corridor reconstruction (0.75 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$890,068.52
 - ▶ Street: \$3,155,697.48
 - ▶ Wastewater: \$401,745
 - ▶ Water: \$916,113.00
 - ▶ **Total: \$5,363,624.00**

How do we pay for it?

- 67.9% - State TIB UAP Grant
- 7.6% - City Streets
- 7.4% - Wastewater Utility
- 17.1% Water Utility

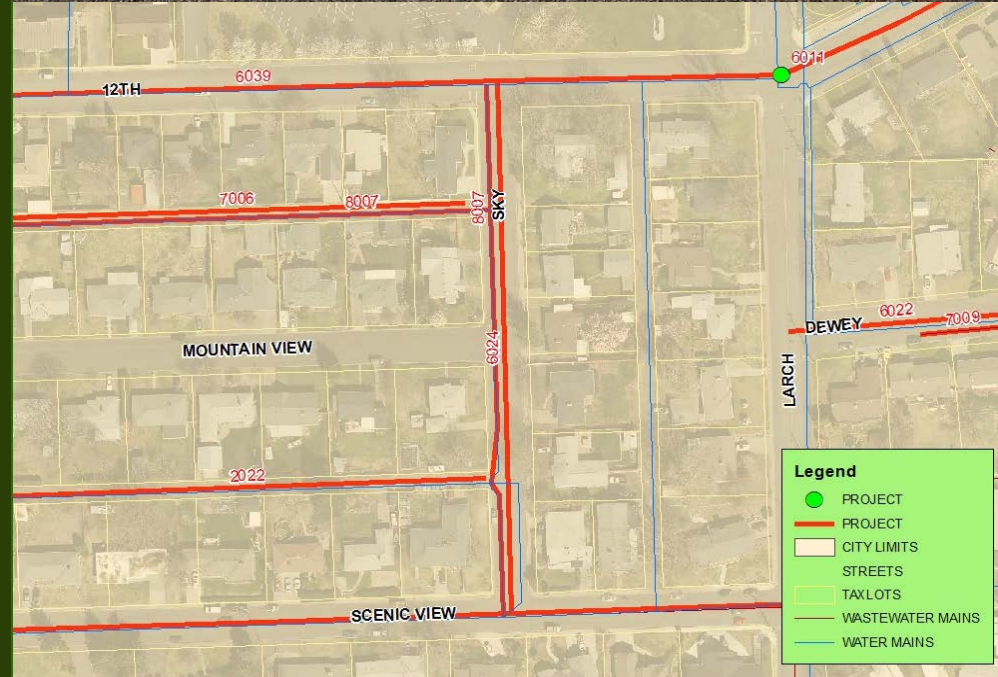


SKY AVE (12TH TO SCENICVIEW)

- ▶ Prioritization: Medium (2026)
- ▶ Local funds will need to cover this.
- ▶ Full corridor reconstruction (0.11 Miles)
- ▶ Estimated Cost
 - ▶ Street: \$502,580
 - ▶ Wastewater: \$61,649
 - ▶ Water: \$140,850
 - ▶ **Total: \$705,079**

How do we pay for it?

- 71.3% - Street Improvement (CE) and/or debt/loan
- 9.1% - Wastewater Utility
- 19.6% Water Utility



DEWEY DRIVE

- ▶ Prioritization: Medium (2026)
- ▶ Local funds will need to cover this.
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Estimated Cost
 - ▶ Street: \$678,483
 - ▶ Water: \$189,783
 - ▶ **Total: \$868,266**

How do we pay for it?

- 50.00% - Street Improvement (CE) and/or debt/loan
- 28.1% - REET
- 21.9% Water Utility

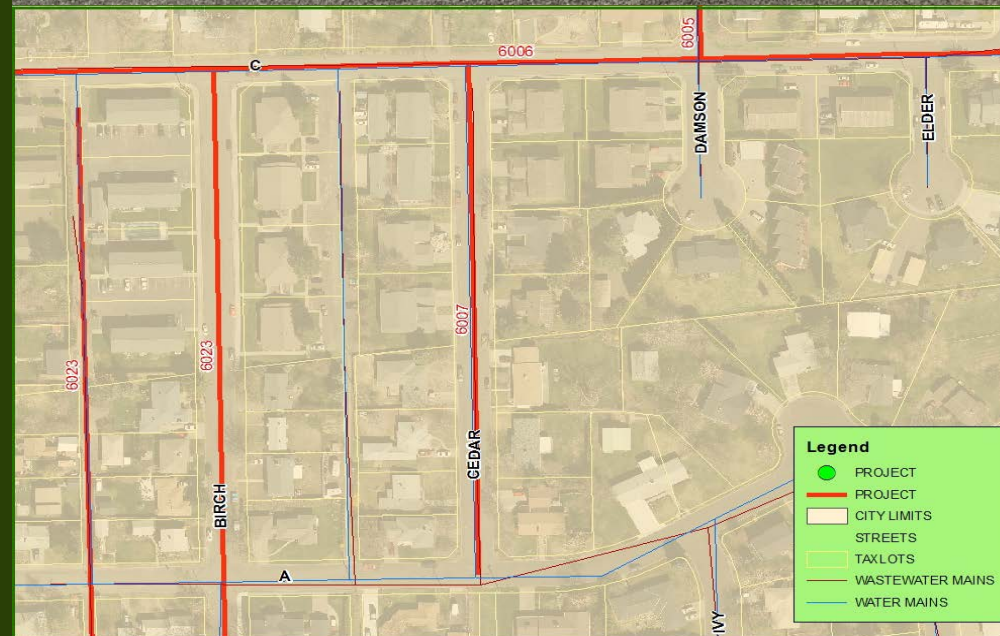


NE CEDAR AVE (A TO C ST)

- ▶ Prioritization: Medium (2026)
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Only happen if obtain State Legislative Appropriation.
- ▶ Almost was awarded in FY 2019. Stalled in Senate.
- ▶ Cost (2020)
 - ▶ Storm: \$250,000
 - ▶ Street: \$358,520.76
 - ▶ Wastewater: \$80,010
 - ▶ Water: \$140,850
 - ▶ **Total: \$838,447.76**

How do we pay for it?

- 100.0% - Going After State Legislative Appropriation for It



C. STORM PROJECTS

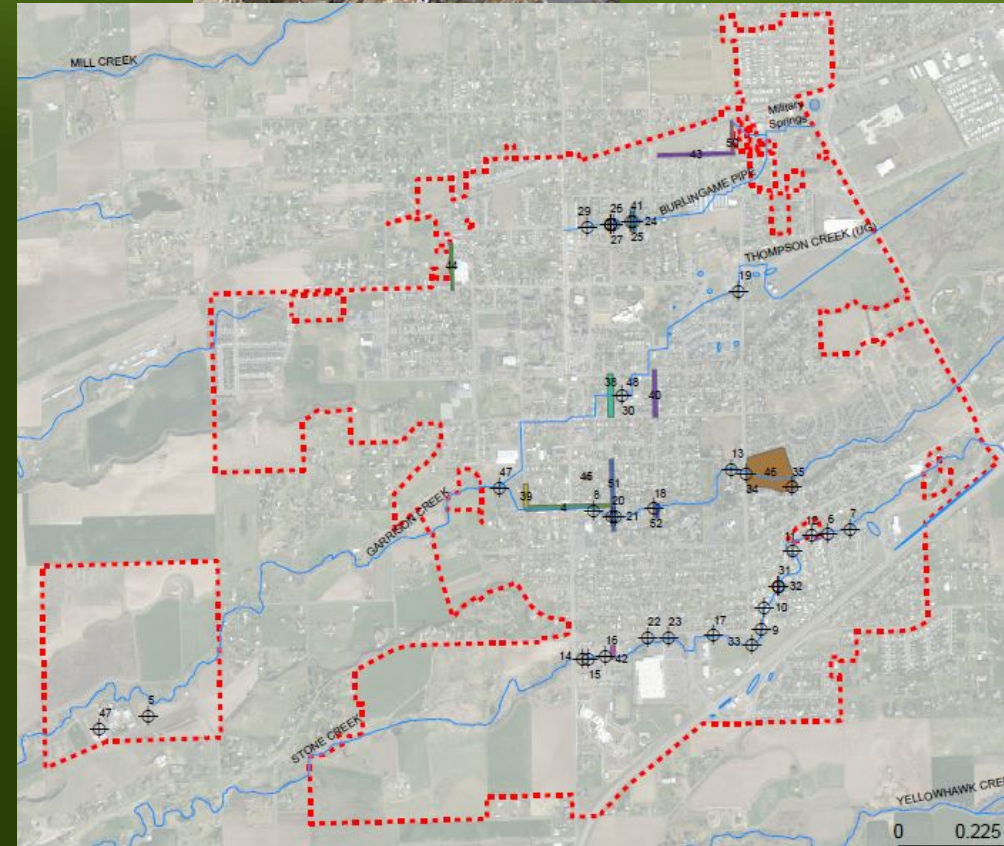


MUNICIPAL OUTFALL PROGRAM

- ▶ Need to replace various storm outfalls across the City that spills stormwater into natural water bodies so it complies with Federal and State National Pollutant Discharge Elimination System (NPDES) standards
- ▶ Prioritization: High (2020-Beyond)
- ▶ Funded 100% by Stormwater Utility
- ▶ \$20,000 cost per Outfall
- ▶ Locations
 - ▶ FY 2021 – Replace #34, Larch #35 Sentry, #13 Brentwood, #8 110 10th, and #34 882 SE Larch : \$100,000
 - ▶ FY 2022 – Replace outfall #48 at Public Works Yard: \$20,000
 - ▶ FY 2023 – Replace outfall #33 at SW 10th Street: \$20,000
 - ▶ FY 2024 – Replace outfall #19 769 Songbird Ln: \$20,000
 - ▶ FY 2025 – Replace outfall #26 and #27 221 NE Birch: \$40,000
 - ▶ FY 2026 – Replace outfall #15 and #7 1152 SE Falbo and 25 SE Cedar Bend: \$40,000
- ▶ Estimated Cost
 - ▶ **Total Cost: \$240,000 (FY 21-26)**

How do we pay for it?

- 100% - Stormwater Utility



NW DESTITO CT & EARL LN STORMWATER SYTEM RENOVATION

- ▶ NW Destito Ct off of NW Spagnuolo Loop
- ▶ NW Earl Lane
- ▶ Prioritization: High (2021)
- ▶ Engineering currently underway by Anderson Perry
- ▶ When construction occurred a long time ago on Destito stormwater pipe got crushed. Now flooding occurs on NW Destito & NW Evans
- ▶ Funded by Stormwater Utility
- ▶ Estimated Cost
 - ▶ **FY 21: \$30,000**

How do we pay for it?

- 100% Stormwater Utility

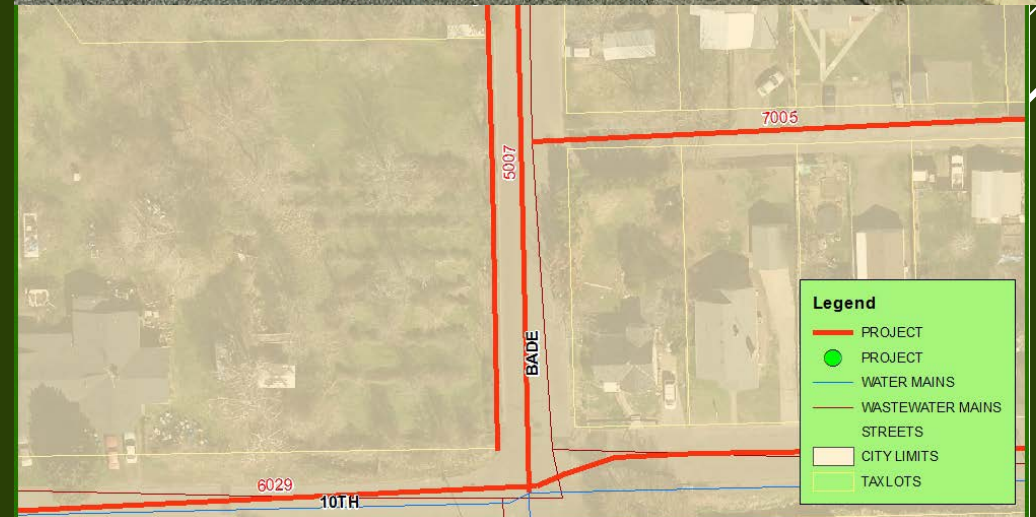


SW BADE AVE (9TH TO 10TH)

- ▶ From 9th to 10th Street
- ▶ Prioritization: Medium(2022)
- ▶ Construct stormwater infrastructure to treat surface water draining to Garrison Creek.
- ▶ Funded by Stormwater Utility
- ▶ Estimated Cost
 - ▶ **FY 22: \$20,000**

How do we pay for it?

- 100% Stormwater Utility

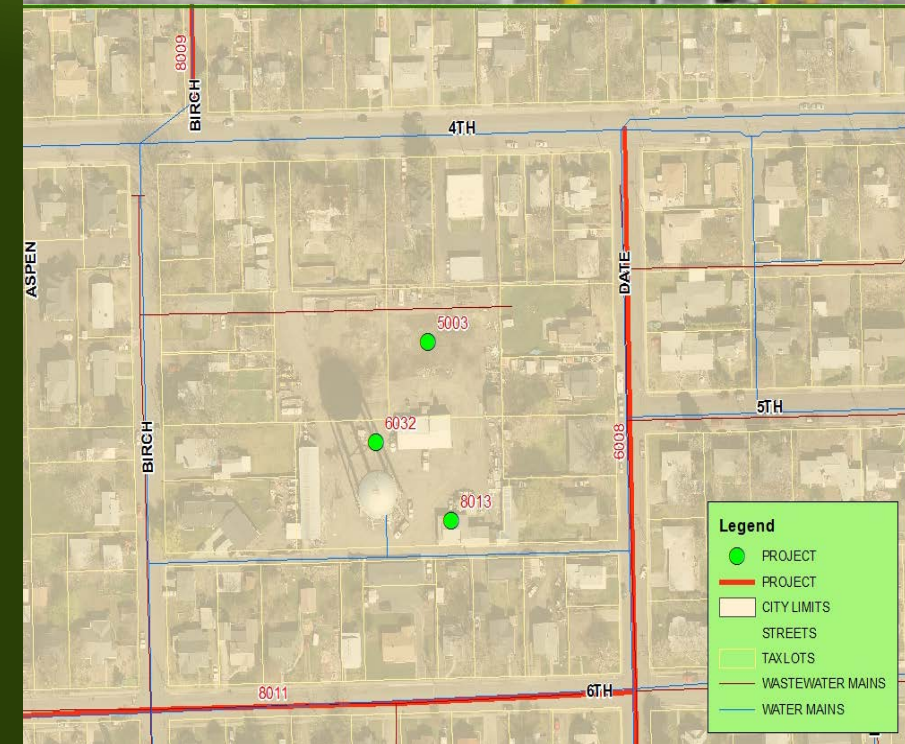


STORM DECANT FACILITY

- ▶ Needed for new Stormwater Utility operations.
- ▶ Prioritization: High (2022)
- ▶ Appropriately dispose of liquid waste generated during street sweeping, catch basin clearing and maintenance, and pipe cleaning.
- ▶ Pursue State Department of Ecology, USDA Rural Development, and other grant sources.
- ▶ Storm Decant Facility: \$700,000
- ▶ Additional Public Works Yard improvements: \$20,000
- ▶ Estimated Cost
 - ▶ **FY 22: \$700,000**

How do we pay for it?

- 75% - State Ecology Grant
- 25% - City Stormwater Utility



NE SPITZENBERG STREET STORMWATER RETROFIT

- ▶ Identified in Stormwater Master Plan
- ▶ Prioritization: Low (2024)
- ▶ Retrofit for Stormwater Infrastructure along Spitzenberg from Cargill to Tulip.
- ▶ 50% Stormwater Utility and 50% Development Fees will pay for this.
- ▶ Estimated Cost
 - ▶ **FY 24: \$75,000**

How do we pay for it?

- 50% Stormwater Utility
- 50% Developer Fees

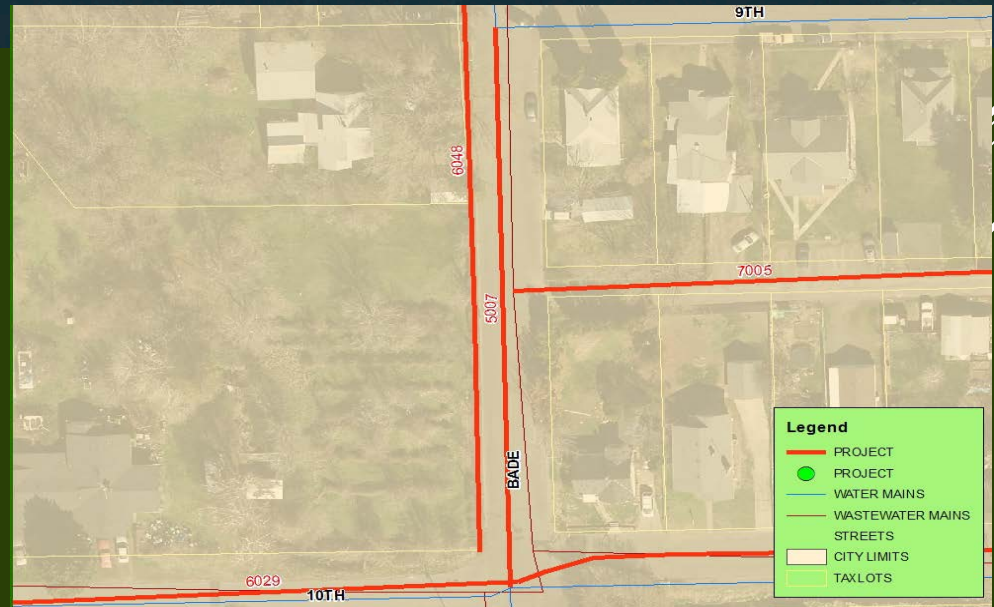
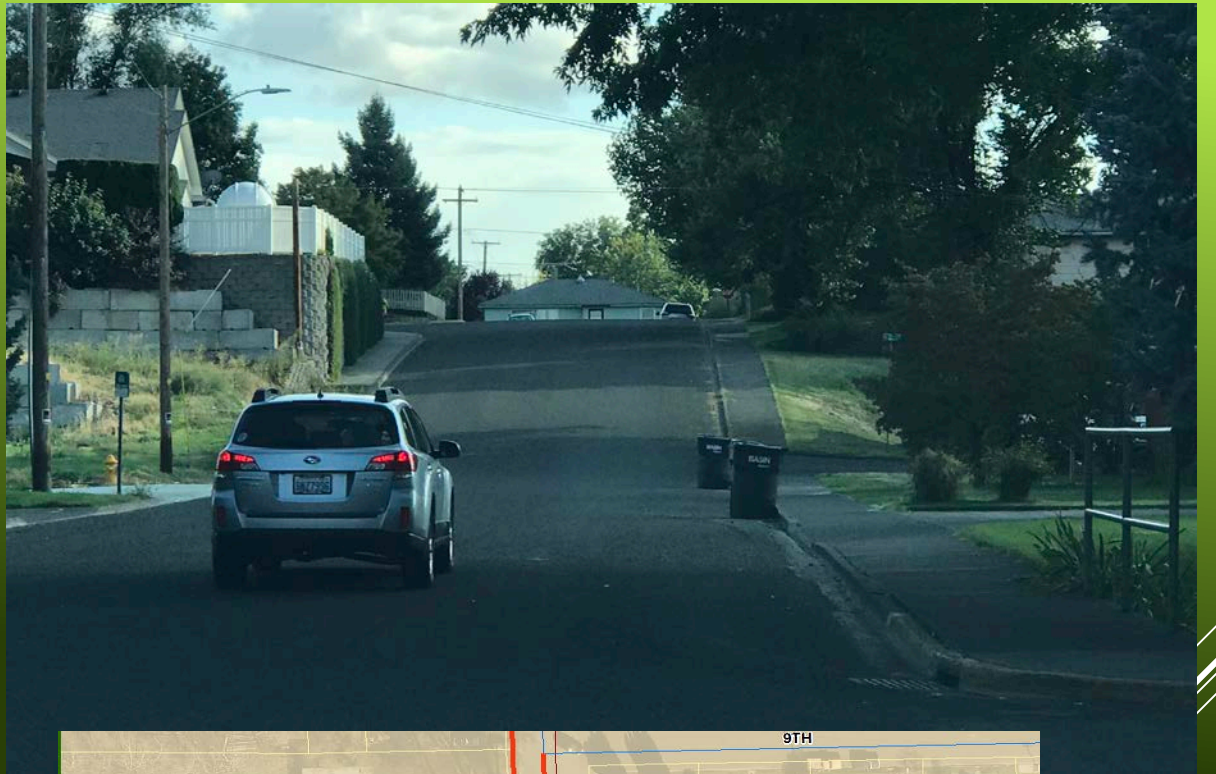


SE DATE AVE (10TH TO 11TH ST)

- ▶ From 10th to 11th Street
- ▶ Prioritization: Medium (2024)
- ▶ Improve stormwater infrastructure on city block so it can more properly treat runoff into Garrison Creek.
- ▶ Funded by Local Stormwater Utility.
- ▶ Estimated Cost
 - ▶ **FY 24: \$20,000**

How do we pay for it?

- 100% Stormwater Utility



REGIONAL STORMWATER FACILITY

- ▶ Location: Likely at City Wastewater Treatment Plant property.
- ▶ Prioritization: Medium (2026 to 2027)
- ▶ Regional stormwater detention facility is needed as many properties within Central College Place do not have storm facilities. This will only occur if we can get grant funding.
- ▶ Funded by Local Stormwater Utility & Grants.
- ▶ Estimated Cost
 - ▶ FY 26 (Engineering-Construction): \$3,000,000
 - ▶ FY 27 (Construction): \$3,000,000
 - ▶ **Total Cost: \$6,000,000**



How do we pay for it?

- 25% Stormwater Utility
- 25% Developer Fees
- 50% State Ecology Grant or Legislative Appropriation

D. STREET PROJECTS

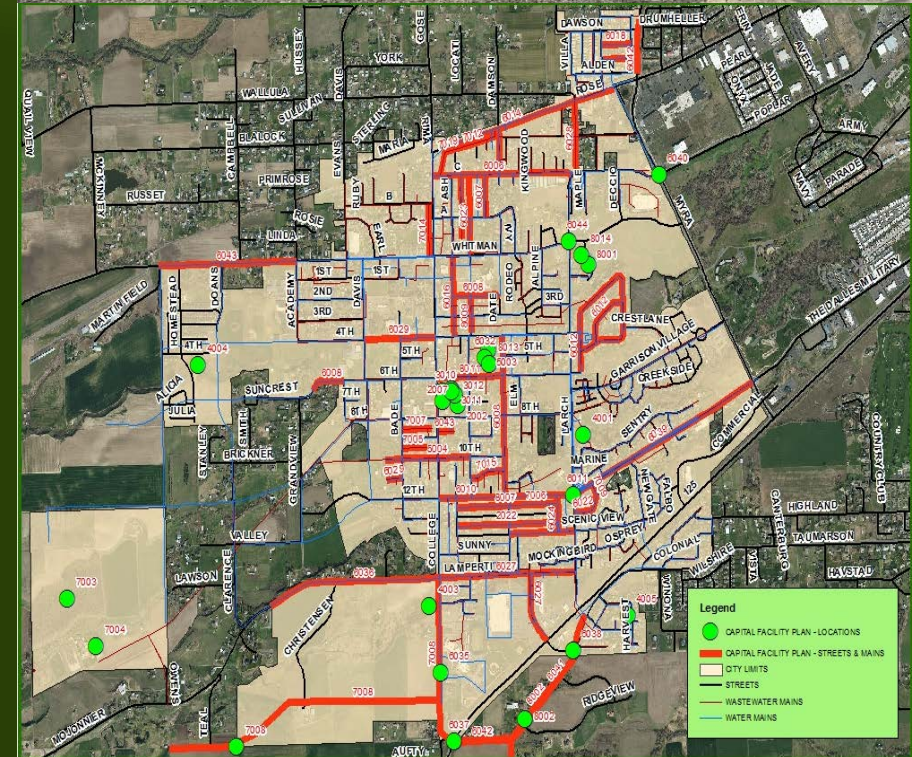
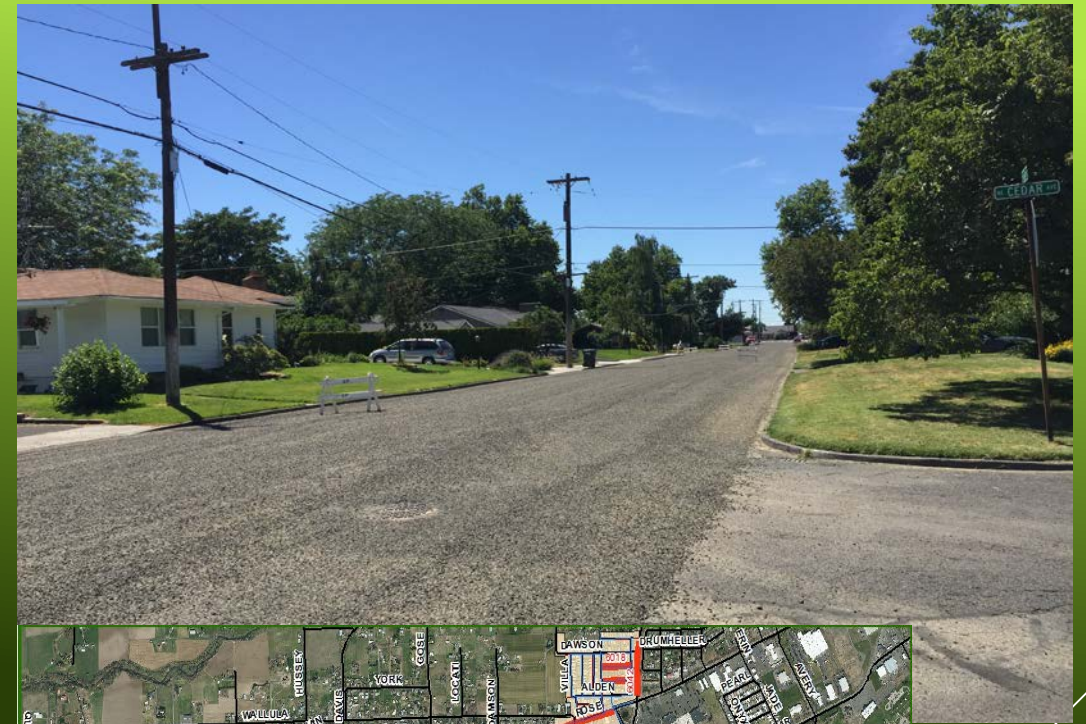


ANNUAL CHIPSEAL PROJECT

- ▶ Annual project that extends life of road by about a decade.
- ▶ Priority: High (Annually)
- ▶ **Annual expense: Around \$50,000 Annually/Reet I**
- ▶ 2021
 - ▶ SE Highland Park Dr
 - ▶ SE Davin Dr
- ▶ 2022
 - ▶ Sunset Villa Area
- ▶ 2023
 - ▶ SE 8th (College to Date)
 - ▶ SE 10th (Birch to Date)
 - ▶ SE Newgate (12th to Scenicview)
 - ▶ SE Scenicview (Mockingbird to Commercial)
- ▶ 2024
 - ▶ SW Bade (4th to 12th)
 - ▶ SW 13th (College to 12th)
- ▶ 2025
 - ▶ Sherburne Estates Subdivision
 - ▶ Puff Lane
- ▶ 2026
 - ▶ NE Deccio Rd

How do we pay for it?

- 100% - REET

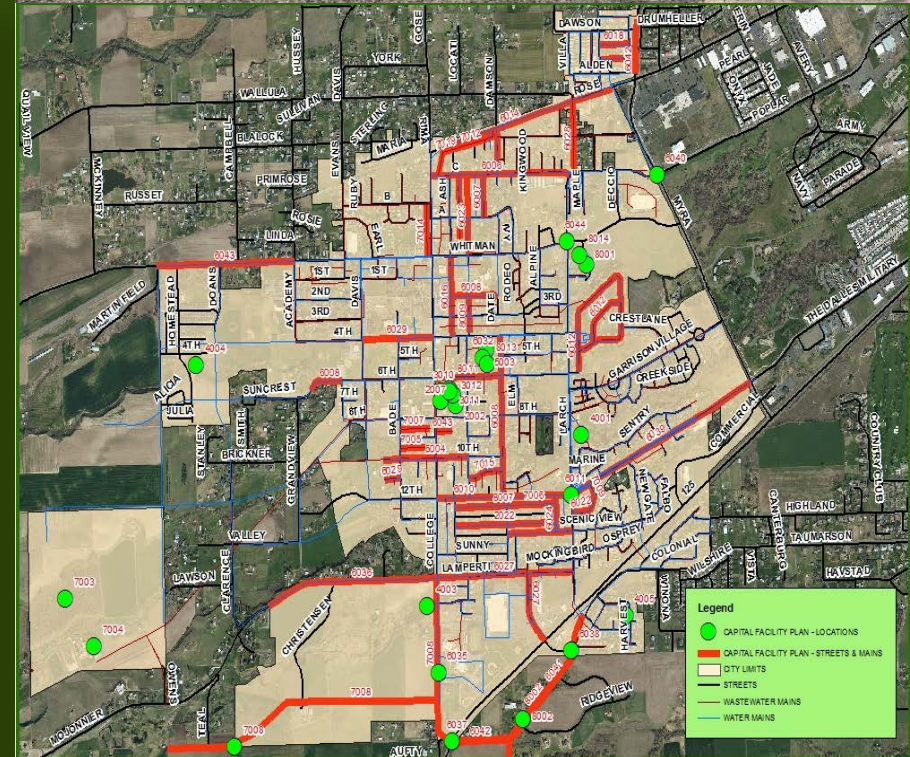
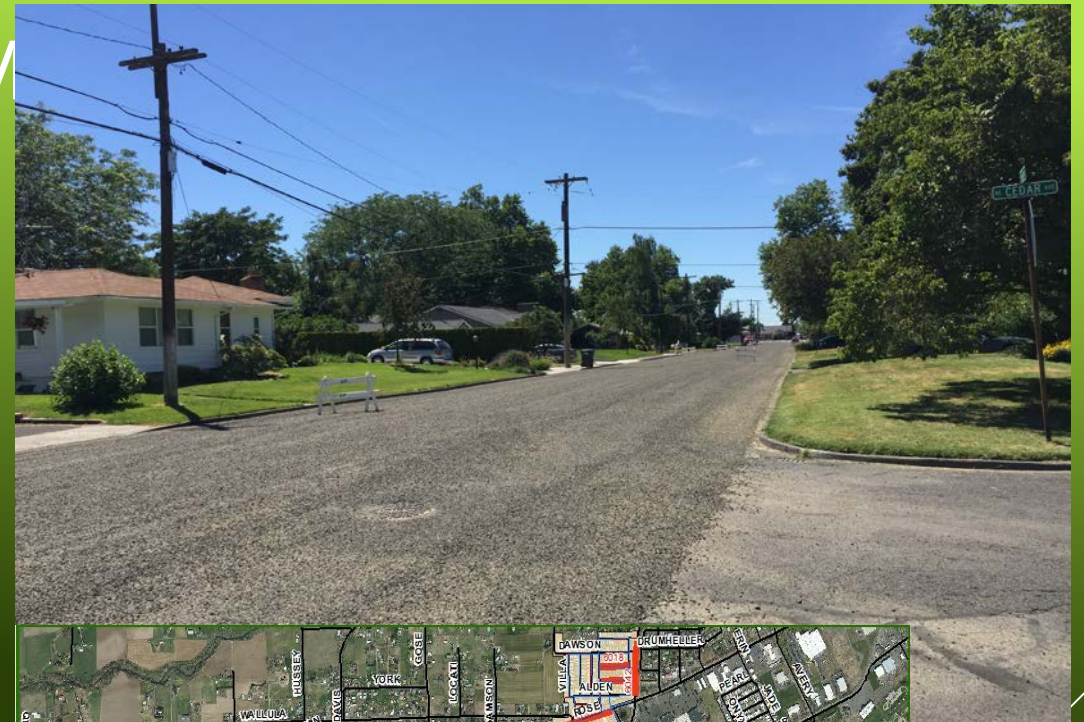


BLOCK RESURFACING PROGRAM

- ▶ Resurface one block of roadway per year. Preserves road for decade.
- ▶ Priority: Medium (Annually)
- ▶ **Annual expense: Around \$30,000 to \$35,000 Annually/Reet I**
- ▶ 2021
 - ▶ SE Mockingbird (Dove to Eagle Ln)
- ▶ 2022
 - ▶ SE Cotter Pl (12th to Dead End)
- ▶ 2023
 - ▶ SW 6th St (Davis to Evans)
- ▶ 2024
 - ▶ SE Elm St (5th to Dead End)
- ▶ 2025
 - ▶ SW 5th St (Bade to Dead End)
- ▶ 2026
 - ▶ SW Bade

How do we pay for it?

- 100% - REET

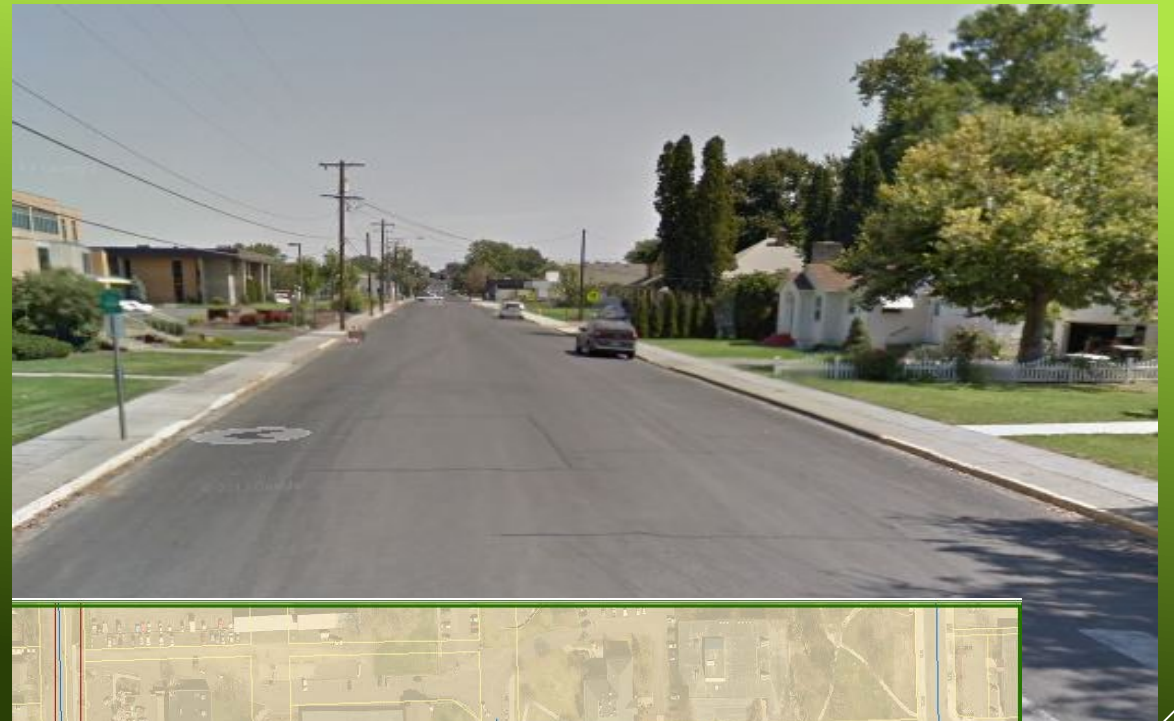


4BIKES PROJECT

- ▶ Fourth Street (College Ave to Davis St)
- ▶ Prioritization: High (2020 to 2021)
- ▶ Awarded Transportation Improvement Board Complete Street Grant (\$500,000)
- ▶ Extend cycle track and improve sidewalks on Fourth Street from College Ave to Davis St. Also, add pedestrian street lamps every 160 to 200 feet.
- ▶ Estimated Cost
 - ▶ **FY 21: \$600,000**

How do we pay for it?

- 83.3% - TIB Complete Street Grant
- 16.7% - Street Fund



MEADOWBROOK

- ▶ Meadowbrook: Lamperti to SR 125
- ▶ Prioritization: High (2021)
- ▶ Awarded State of Washington Transportation Improvement Board (TIB) Resurface Grant for Meadowbrook Blvd.
- ▶ Project paused due to State COVID-19 revenue shortfall
- ▶ Fix sidewalks not ADA Compliant
- ▶ Replace dead trees and fix irrigation
- ▶ No utility improvements needed
- ▶ Estimated Cost
 - ▶ **FY 21: \$313.560**

How do we pay for it?

- 89.5% - State TIB Arterial Preservation Grant
- 10.5% - City Streets (CE)



CP POST OFFICE CROSSWALK

- ▶ 500 S. College Avenue
- ▶ Prioritization: Medium (2021)
- ▶ Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.
- ▶ Trying to obtain WSDOT Grant. Fallback is a MPO Grant.
- ▶ Estimated Cost
 - ▶ **FY 21: \$90,000**

How do we pay for it?

- 75.0% - WSDOT or MPO Grant
- 25.0% - City Streets (CE)



DOWNTOWN PARKING LOT

- ▶ College Avenue Corridor
- ▶ Prioritization: Low (2021-2022)
- ▶ Acquire land and construct parking lot to improve walkability and business climate of College Avenue.
- ▶ Will try to identify USDA Funds to do this.
- ▶ Estimated Cost
 - ▶ FY 2021 - \$200,000
 - ▶ FY 2022 - \$300,000
 - ▶ **Total - \$500,000**



How do we pay for it?

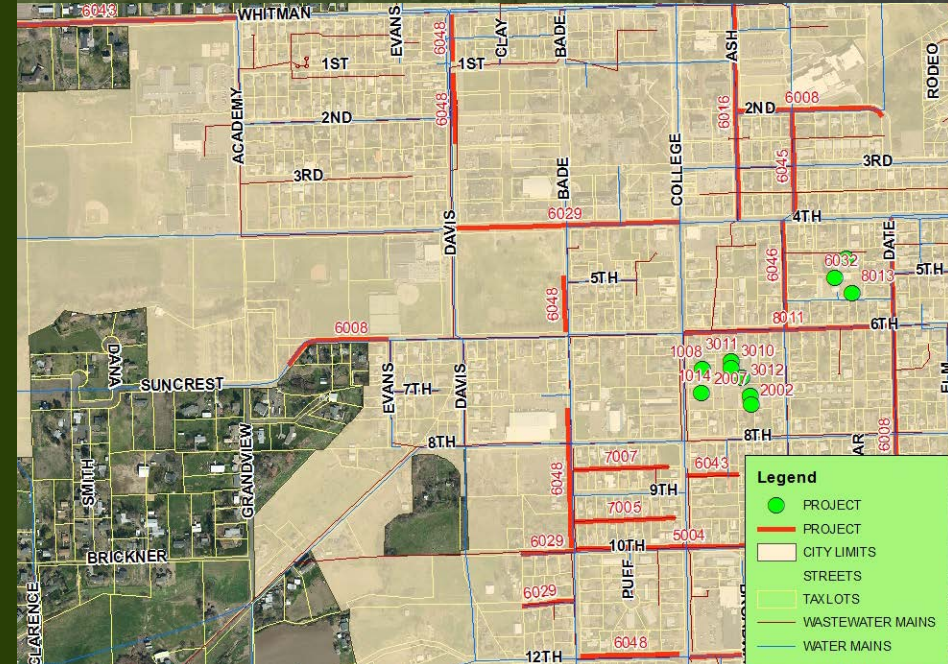
- 100.0% Federal USDA Economic Development and/or Federal EDA Grant Funds

CENTRAL COLLEGE PLACE SIDEWALK PROJECT

- ▶ Prioritization: High (2021), Medium (2022, 2024, 2026)
- ▶ Will pursue CDBG – General Purpose Grants to continue sidewalk work every biennium.
- ▶ Construction of six-foot wide sidewalk on one-side of roadway on following streets lacking any sidewalk.
 - ▶ Davis: Whitman Drive to 3rd Street.
 - ▶ Bade: 5th to 6th Street.
 - ▶ Bade: 7th to 10th Street.
 - ▶ 12th: College to Bade.
- ▶ Will pursue additional awards for sidewalk construction in 2021, 2023, and 2025 grant cycles for 2022 and 2024 construction.
- ▶ Need to acquire right-of-way for 2023 and 2025 projects.
- ▶ Awarded full CDBG General Purpose Grant
- ▶ Estimated Cost
 - ▶ FY 2021: \$339,530
 - ▶ FY 2022: \$500,000
 - ▶ FY 2024: \$400,000
 - ▶ FY 2026: \$600,000

How do we pay for it?

- 100% - State CDBG- General Purpose Grant

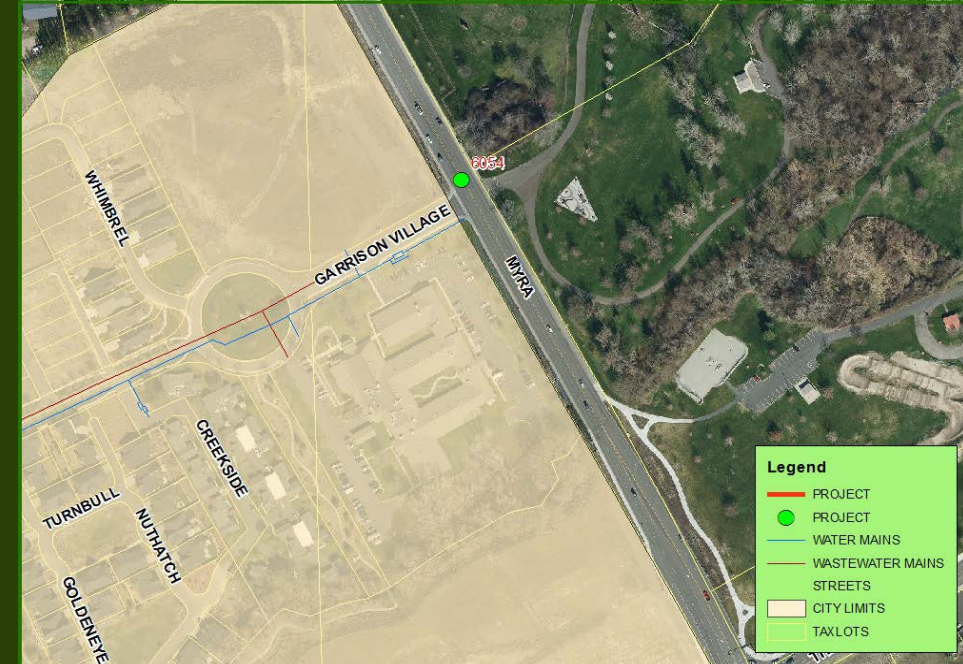


PEDESTRIAN SIGNALIZATION AT MYRA RD & GARRISON VILLAGE WAY

- ▶ Prioritization: Low (2022).
- ▶ Dependent upon either developer contribution or WSDOT Pedestrian Safety Grant.
- ▶ Much pedestrian activity between Villages at Garrison Creek development and Fort Walla Walla park.
- ▶ Myra Rd has ADT of about 15,000
- ▶ Estimated Cost
 - ▶ **FY 22: \$546,000**

How do we pay for it?

- 20% - City of Walla Walla
- 20% - City of College Place Streets
- 30% - Developer Contribution
- 30% - State Grant or HOA Partnership



SIGNALIZATION OF STONE CREEK DEVELOPMENT

- ▶ Prioritization: Medium (2022).
- ▶ Driven by development of Stone Creek Development.
- ▶ Developer contribution required.
- ▶ Two Stoplights needed for entryway into development and College Place High School.
- ▶ Estimated Cost
 - ▶ **FY 22: \$730,340 / \$365,170 per intersection**

How do we pay for it?

- 75% - Developer Impact Fee/Contributions
- 25% - City Streets Contribution

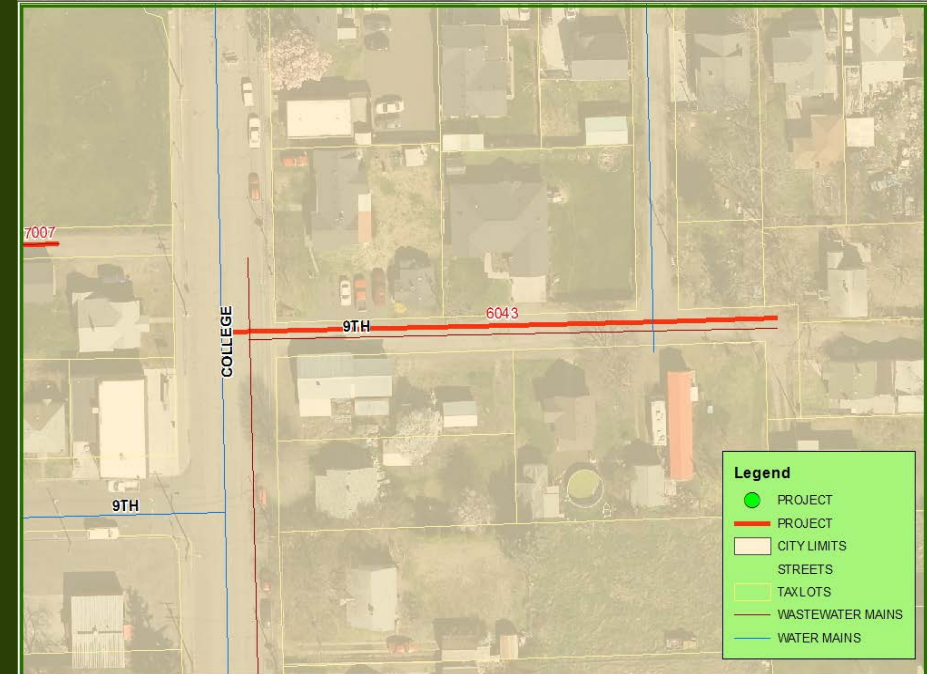


SE 9TH (COLLEGE TO DEAD END)

- ▶ Prioritization: Medium (2022)
- ▶ SE 9th Street: College Ave to Dead End
- ▶ Surface 0.06 miles of gravel/dirt roadway
- ▶ Limited right-of-way. No storm facilities.
- ▶ Fully dependent on Community Development Block Grant (CDBG) – General Purpose Grant.
- ▶ Only five properties have sole access from roadway.
- ▶ Estimated Cost
 - ▶ **FY 22: \$500,000**

How do we pay for it?

- 100% - State CDBG General Purpose Grant or
- Local LID

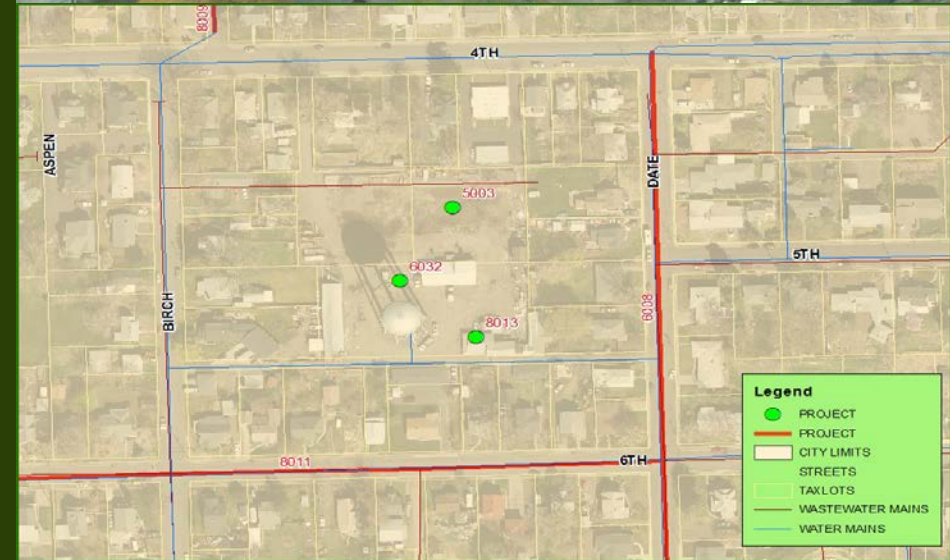


PUBLIC WORKS YARD UPGRADE.

- ▶ Prioritization: Medium (2022).
- ▶ Renovate buildings in Public Works Yard. Many structures in Public Works Yard date to late 1940's
- ▶ General renovation funds for Public Works Yard (\$400,000).
- ▶ Vintage gas heater needs to be replaced (\$21,989).
- ▶ Heat Pump Needs to be replaced (\$20,000).
- ▶ Need additional storage for sensitive equipment.
- ▶ Site never properly renovated.
- ▶ ESCO Opportunity
- ▶ Local funds only.
- ▶ Estimated Cost
 - ▶ FY 22: \$441,389

How do we pay for it?

- Ultimately in Facilities Maintenance Fund
- Transfers From:
 - Streets/Current Expense: 20%
 - Wastewater Utility: 40%
 - Water Utility: 40%



12TH & LARCH INTERSECTION IMPROVEMENT.

- ▶ Prioritization: Medium (2023).
- ▶ Convert 12th & Larch to either a roundabout or a stoplight as recommended in State Community Economic Revitalization Board funded Study from 2018.
- ▶ Eligible for TIB, State, and Federal Grants.
- ▶ Estimated Cost
 - ▶ **FY 23: \$1,600,000**

How do we pay for it?

- 50% - WSDOT Grant or MPO Grant
- 50% - City Street Fund (CE), Debt or Loan, and Partnerships



CONTINUATION OF PEDESTRIAN LIGHTING ON ROSE STREET.

- ▶ Prioritization: Low – Grant dependent (2023).
- ▶ Qualifies for Transportation Improvement Board Complete Street Grant.
- ▶ Continue pedestrian lighting on Rose Street from Ash to Carey Ct.
- ▶ Encourage business development in corridor.
- ▶ Would only happen if obtained grant to cover majority of project.
- ▶ Eligible for TIB and State Grants.
- ▶ Estimated Cost
 - ▶ **FY 23: \$350,000**

How do we pay for it?

- 100%- State Grants (TIB UAP & Complete Streets



WHITMAN & LARCH

- ▶ Prioritization: High (2021) Four rwy a stop
Prioritization: Medium (2025) Stop Sign
Intersection currently functions as two-way stop. Larch is thru intersection.
- ▶ CERB Planning Grant recommended immediate conversion to four-way stop. By 2025 stoplight recommended.
- ▶ Looking at developer contributions, local funds, and TIB for improvements.
- ▶ Estimated Cost
 - ▶ **FY 21: \$10,000 (Developer Contribution)**
 - ▶ **FY 25: \$304,163**

How do we pay for it?

- 40% Developer Fees
- 40% State CERB Construction Grant
- 20% City Street Improvement Fund

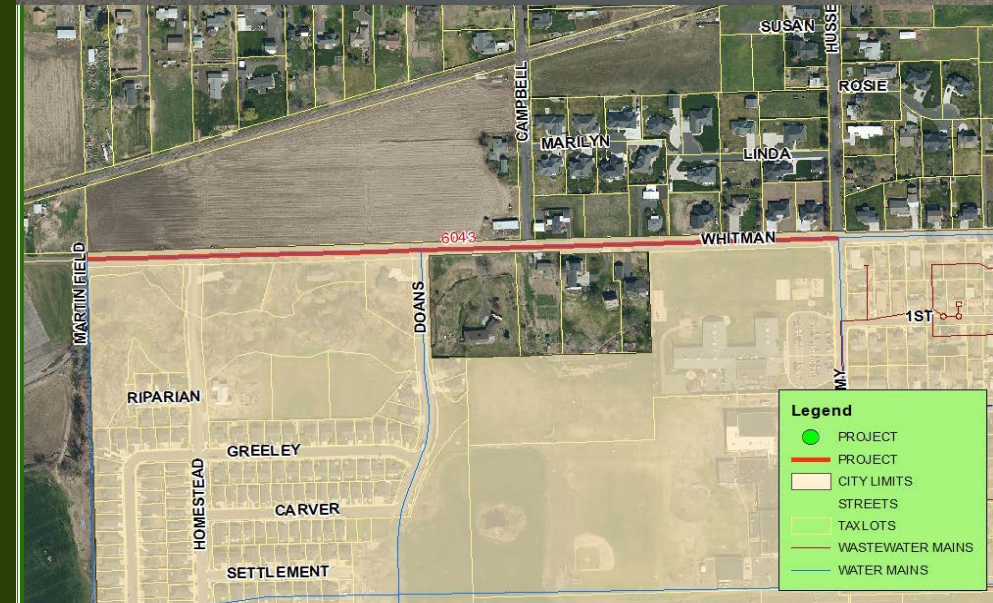


WHITMAN DR IMPROVEMENTS

- ▶ Prioritization: Low (2026).
- ▶ Only ½ street improvements done in 2010.
- ▶ Finish north side with curb, gutter, storm, and new pavement.
- ▶ This project will become critical as Martin Airfield is still in the City's urban growth area and development may occur out their.
- ▶ Academy Way to western City Limit by Martin Airfield. Eligible for TIB, State, and Federal Grants.
- ▶ Estimated Cost
 - ▶ **FY 26: \$971,654.00**

How do we pay for it?

- 50% - Developer Impact Fee/Contributions
- 50% - State TIB Grant/UAP

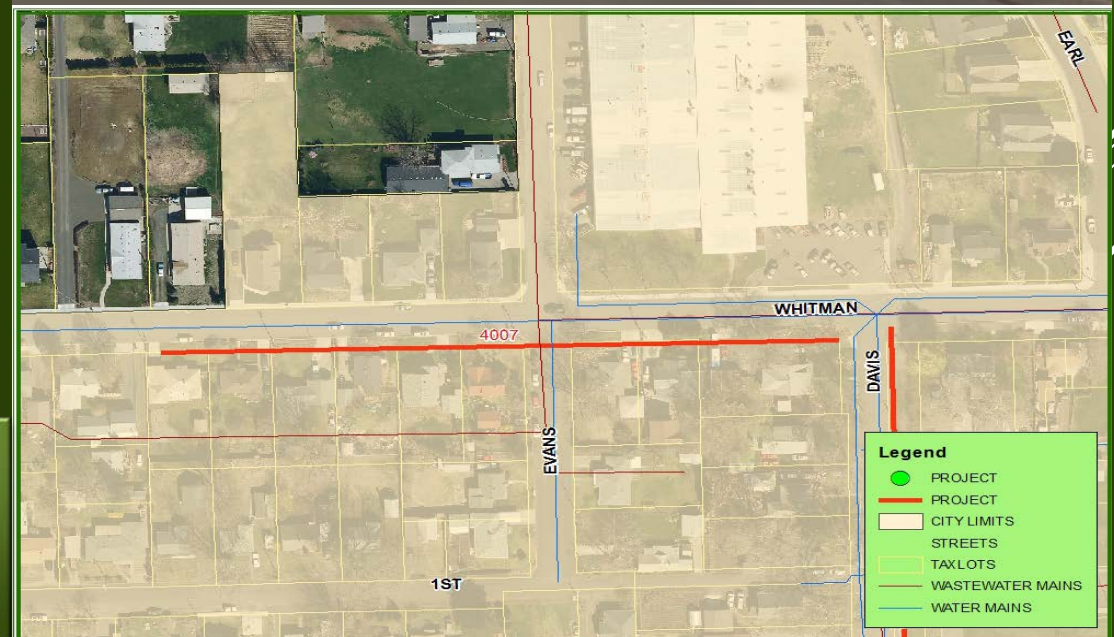


WHITMAN DR MULTIUSE PATH COMPLETION

- ▶ Prioritization: Low (2026)
- ▶ Whitman Drive Multiuse Path now exists continuously for four miles from Fort Walla Walla to Whitman Monument except for a two city block gap.
- ▶ Estimated Total Cost FY 26: \$80,000
 - ▶ 100% Metro Planning Agency STP or State RCO Trail Grant Funds
- ▶ Six foot wide multiuse path would be installed on south side of roadway between intersection of Davis and 609 SE Whitman Drive.

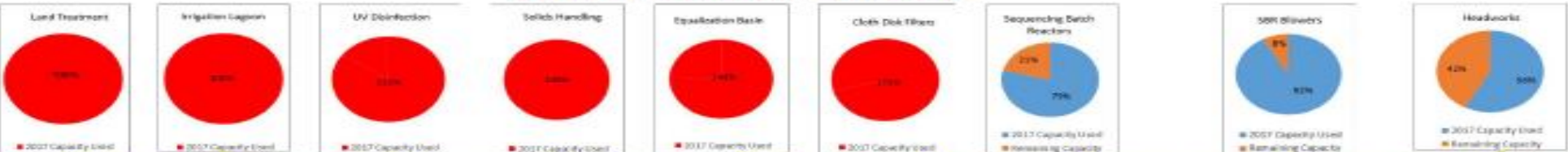
How do we pay for it?

- 100% Metro Planning Agency STP or State RCO Grant Funds



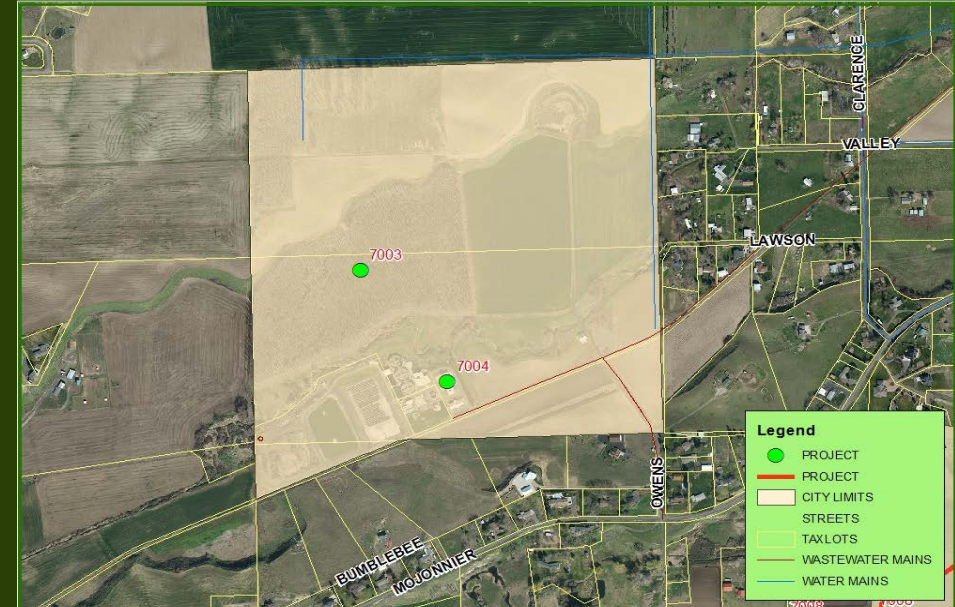
E. WASTEWATER PROJECTS

Figure 5-26 - Existing System Capacity Summary



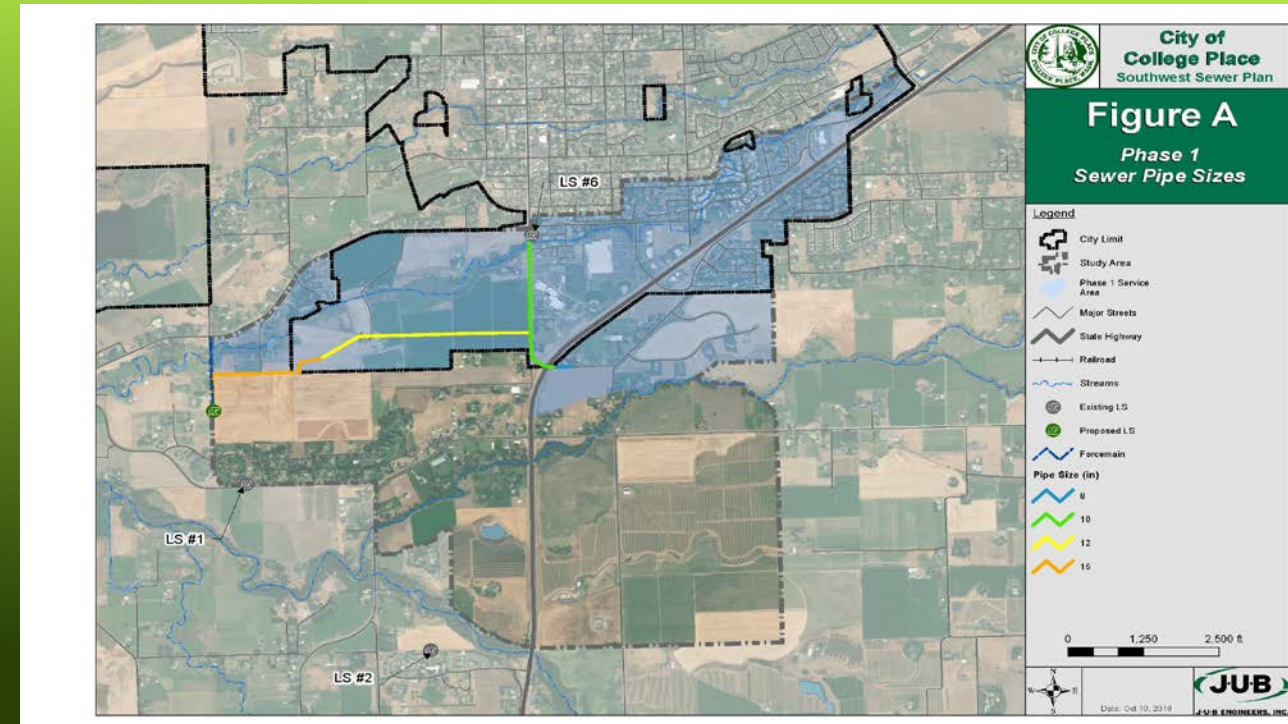
WASTEWATER TREATMENT PLANT IMPROVEMENTS – PHASE I

- ▶ Prioritization: High (2018 thru 2023)
- ▶ Project Location: Owens Rd & Mojonnier.
- ▶ Improvements needed to satisfy new NPDES Permit.
- ▶ Lots of Improvements needed.
- ▶ In negotiations with the State we are able to delay a number of improvements with a larger land treatment/basin area.
- ▶ In 2019 acquired 80 acres for land treatment/basin by State Department of Natural Resources adjacent to site.
- ▶ In 2019 also awarded State Loan of \$2,500,000 for design with \$600,000 principal forgiveness.
- ▶ Funded by Combination of utility rates, Legislative Appropriation, Department of Ecology, and USDA – Rural Development.
- ▶ Estimated Cost
 - ▶ FY 21: Engineering - \$500,000
 - ▶ FY 22: ESCO Mechanical Headworks and Rearation/Cooling: \$1,890,000
 - ▶ FY 23: Land Treatment: \$17,900,000
 - ▶ **Total WWTP: \$20,290,000**



SOUTHWEST COLLEGE PLACE WASTEWATER TRUNK LINE & LIFT STATION

- ▶ Prioritization: High (2021)
- ▶ Project Location: Trunk line will traverse Mike McKiernan/Craig Christenson property from College Ave to property the City acquired for a lift station on Charlie Konen property adjacent to Teal Rd near our wastewater line that comes from Valle Lindo development.
- ▶ Acquired five acres of Konen property for lift station placement in FY 2019.
- ▶ Needed to adequately convey wastewater and provide needed system capacity from Commercial Dr area, Meadowbrook, Future Stone Creek Development.
- ▶ Significant economic development opportunity.
- ▶ Trunk line made up of 10" and 12" segments.
- ▶ Regional lift station development.
- ▶ Engineering in FY 2019-2020 is funded by City Wastewater Fund.
- ▶ USDA Grant/Loan, State Ecology, Port, and Utility Funds pay for project.
- ▶ Estimated Cost
 - ▶ **FY 2021: \$7,587,097**



How do we pay for it?

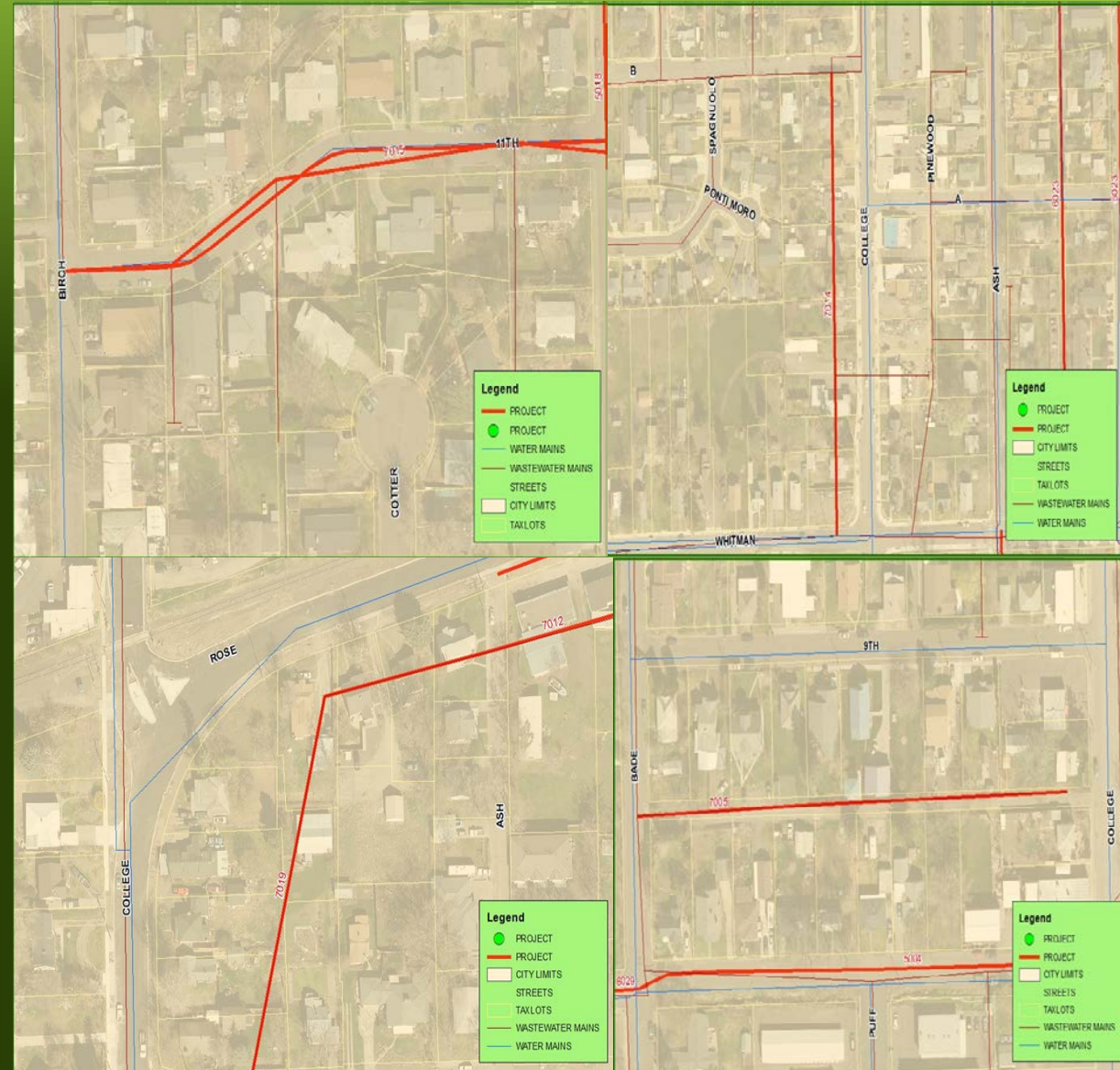
- 5.3% - County/Port 0.09 Grant Funds
- 65.9% - USDA Grant/Loan
- 15.8% - State Ecology Grant/Loan
- 13.0% - Wastewater Utility

NEIGHBORHOOD SEWER LINING PROGRAM

- ▶ Prioritization: High
- ▶ Project Location:
 - ▶ FY 2021: SE 12th & Broadway
 - ▶ FY 2022: SE Birch (4th to 6th)
 - ▶ FY 2023: Rose/C/Ash
 - ▶ FY 2024: SE 10th & Bade/College B
 - ▶ FY 2025: Alley of 8th & 9th/Cotter/11th
 - ▶ FY 2026: Dewey Dr
- ▶ Decayed wastewater main that needs to be lined.
- ▶ Funded by Wastewater Utility
- ▶ Estimated Cost
 - ▶ FY 2021 – FY 2023: \$100,000 per year
 - ▶ FY 2024 to FY 2026: \$200,000 per year

How do we pay for it?

- 100% - Wastewater Utility



F. WATER PROJECTS

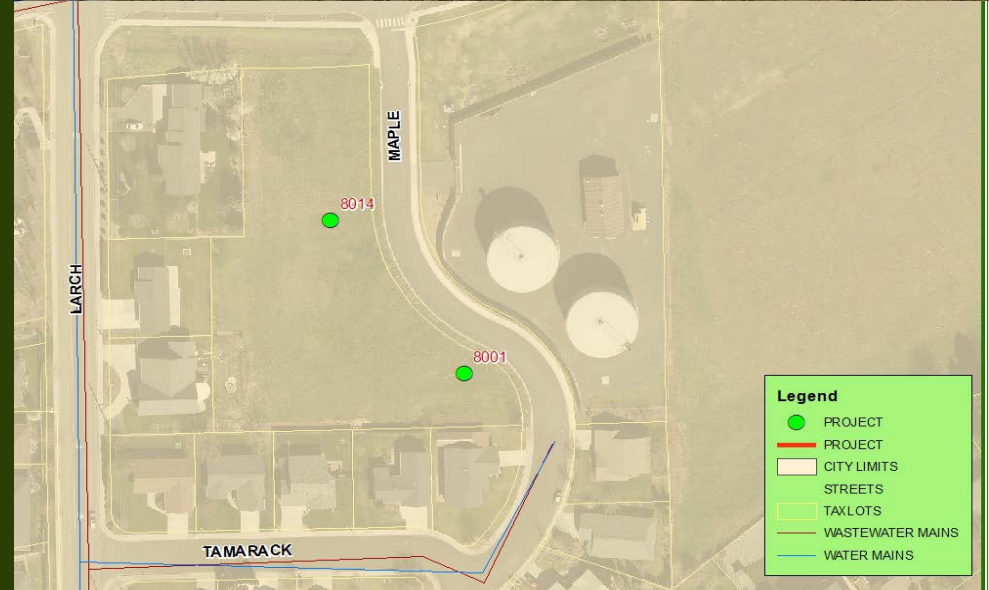


WELL NO# 2. RELOCATION

- ▶ Prioritization: High (2018 - 2021)
- ▶ Project Location: City-owned land on west side of Maple St, south of Whitman Dr.
- ▶ Replacement well for a failing one near 6th & Elm.
- ▶ Drilling and Pump Test Complete.
- ▶ Constructing well pump house. Mechanical equipment.
- ▶ Funded by Legislative Appropriation, DWSRF Grant Dollars, Water Bond, and Water Utility.
- ▶ Will be complete by end of Summer 2021
- ▶ Potential solar array adjacent to facility if can land grant funding (\$300,000)
- ▶ Remaining estimated Cost
 - ▶ **FY 21: \$2,986,000.00**

How do we pay for it?

- 30% Legislative Appropriation (Secured)
- 70% DWSRF State Dept of Ecology Grant/Loan (Secured)

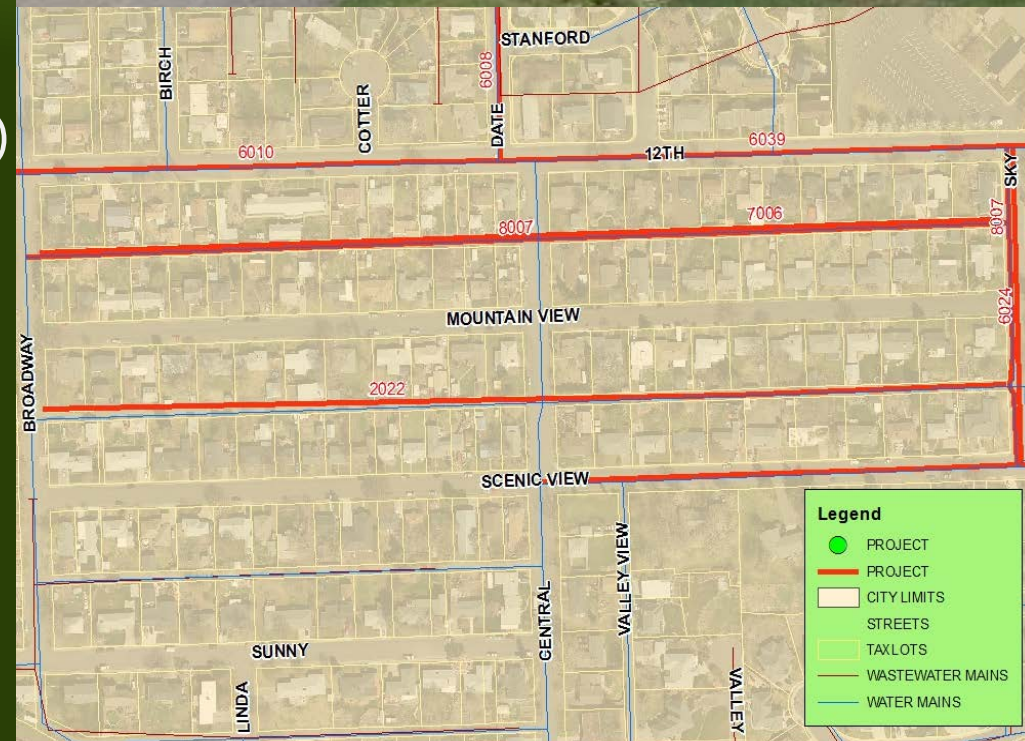


WATER MAIN REPLACEMENT – 12TH, SKY, & MOUNTAINVIEW

- ▶ Prioritization: High (2021)
- ▶ Project Location: Alley between 12th & Mountainview from Broadway to Sky.
- ▶ Replace decayed water line.
- ▶ Funded by Water Utility.
- ▶ Estimated Cost (Engineering & Construction)
 - ▶ **FY 21: Total: \$200,000**

How do we pay for it?

- 100% - Water Utility



SOUTHWEST REGION WATER STORAGE TANK

- ▶ Prioritization: High (2022-2023)
- ▶ Project Location: Location and storage capacity to be determined as Water System Plan is completed in FY 2020.
- ▶ Water storage tank needed to serve southwest section of community as development occurs and to achieve the goal of having 48 hours of potable water storage on hand in the community.
- ▶ Funded by Water Utility and Developer Contribution.
- ▶ Cost
 - ▶ FY 22 –Engineering: \$200,000
 - ▶ FY 23 –Construction: \$2,000,000
 - ▶ **Total: \$2,200,000**

How do we pay for it?

- 30% - Water Fund
- 70% - Developer Contribution

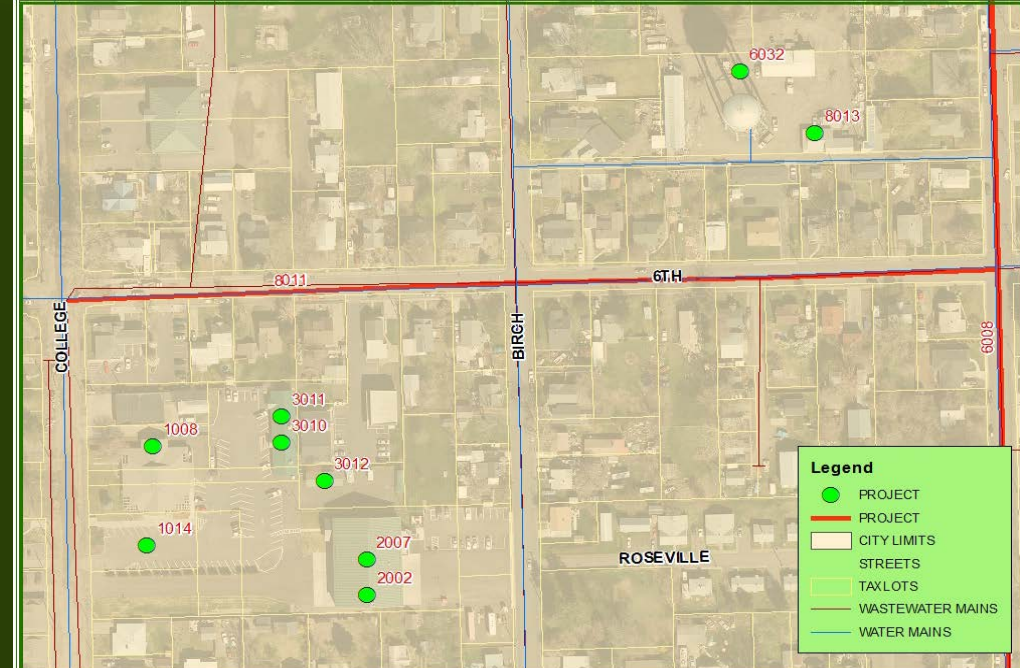


WATER MAIN REPLACEMENT – 6TH (COLLEGE TO DATE)

- ▶ Prioritization: High (2022)
- ▶ Project Location: 6th St from College Ave to Date St.
- ▶ Replace decayed water line.
- ▶ Funded by Water Utility.
- ▶ Estimated Cost
 - ▶ **FY 22: \$150,000**

How do we pay for it?

- 100% - Water Utility or Debt/Loan



WELL NO# 7 DEVELOPMENT

- ▶ Prioritization: High (2024)
- ▶ Project Location: To be determined by Water System Plan completed in 2020.
- ▶ Engineering & Construction in 2024.
- ▶ City needs additional wells to increase resiliency and be able to meet peak demand at geographically dispersed areas of town.
- ▶ Cost.
 - ▶ Engineering \$500,000
 - ▶ Construction \$3,000,000
 - ▶ **FY 2024 Total: \$3,500,000**



How do we pay for it?

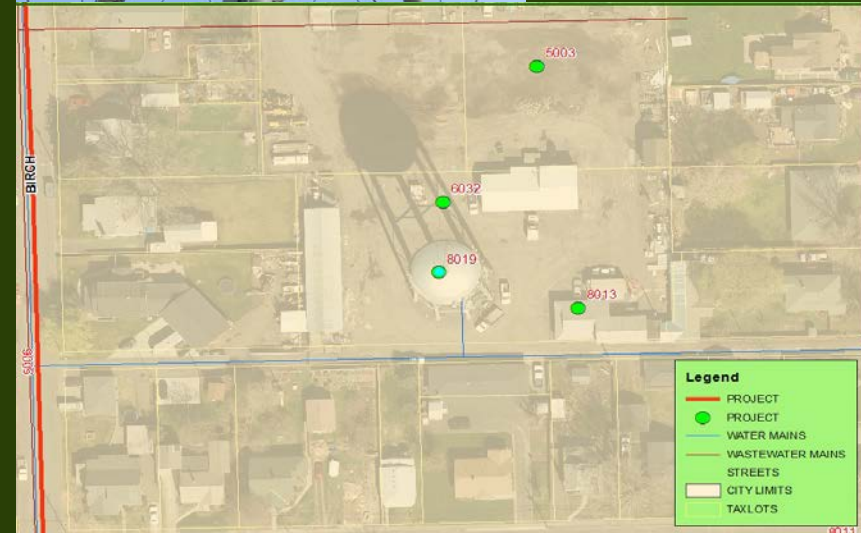
- 40% State Grant/Loan Assistance DWSRF
- 20% Legislative Appropriation Request
- 20% Developer contribution
- 20% Water Fund

REPAINT CENTRAL COLLEGE PLACE WATER TOWER

- ▶ Prioritization: High (2025)
- ▶ Project Location: Public Works Yard located between Birch, Date, 4th, and 6th.
- ▶ Elevated water tank dates back to 1949.
- ▶ Central water tower is due for repainting. Higher cost since exterior paint is lead-based so will need to encase painting work in plastic.
- ▶ Water tower also needs to be seismically retrofitted and have overflow sized to current standards.
- ▶ Water utility will cover repainting cost.
- ▶ FEMA BRIC Grant we are pursuing to cover all of the overflow and seismic retrofit work.
- ▶ **FY 2025: FEMA Grant Request: \$600,000**
- ▶ **FY 2025: Water Utility: \$600,000**
- ▶ **Total: \$1,200,000**

How do we pay for it?

- 50% FEMA BRIC Grant
- 50% Water Utility



MARTIN AIRFIELD AREA WATER STORAGE

- ▶ Prioritization: High (2026)
- ▶ Project Location: This storage site will be sited near Martin Airfield UGA area as/if development occurs.
- ▶ Water storage tank needed to serve west section of community as development occurs and will solely be driven by development in Martin Airfield UGA.
- ▶ Funded Developer Contribution.
- ▶ Cost
 - ▶ **FY 2026: Total: \$2,000,000**

How do we pay for it?

- 100% Developer Contribution



XV. TABLE OF ACRONYMS

- ▶ ADA: Americans with Disabilities Act
- ▶ AMI: Advanced Metering Infrastructure
- ▶ AMR: Automated Metering Infrastructure
- ▶ CDBG: Community Development Block Grant
- ▶ EDA: Economic Development Administration
- ▶ DNR: Department of Natural Resources
- ▶ LID: Local Improvement District
- ▶ LTGO: Limited Tax General Obligation
- ▶ PVC: Polyvinyl Chloride
- ▶ RCO: Recreation and Conservation Office
- ▶ REET: Real Estate Excise Taxes
- ▶ SR: State Route
- ▶ SRTS: Safe Routes to School
- ▶ TIB: Transportation Improvement Board
- ▶ UGA: Urban Growth Area
- ▶ WSDOT: Washington State Department of Transportation
- ▶ WSRB: Washington Survey and Rating Bureau
- ▶ WWTP: Wastewater Treatment Plant



City of College Place, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE CAPITAL FACILITY PLANS FOR THE YEARS 2021 THROUGH 2026

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 2021 through 2026 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 previously adopted the Six-Year Street Program (RCW 35.77.010) on June 23rd, 2020 by Council Resolution 20-025, and that program is incorporated into the CFP; and

WHEREAS, the College Place City Council held a public hearing on the 2020 to 2025 Capital Facility Plan on November 24th, 2020; and

WHEREAS, six-year Equipment Replacement and Information Technology plans are not required by any Federal, State, or Local statute but are a matter of good public policy for future planning of citywide services; and

WHEREAS, updates to the six-year Capital Facility Planning documents have been posted on the city budget portal website: http://www.cpwa.us/departments/finance/budget_2021.php

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

Section 1. Ordinance No. _____ which adopts the 2021 to 2026 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 8th day of December, 2020.

Norma L. Hernández, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney

City of College Place: Capital Facility Plan (2021 to 2026) * Many projects subject to availability of grant dollars & future development*														
Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total Project Cost	How is project funded?
Administration/Community Development														
City Hall Flooring Community Development	1016	Medium	City Hall.	Replace carpet with vinyl plank in four offices.	Budgeted	2021	\$ 6,000.00						\$ 6,000.00	Facility Maintenance Reserve (funded by CE)
Cty Hall Sallyport/Former Jail Area Renovation	1008	High	City Hall	Police Sallyport to move to Police Department. Renovate area to additional	Planned	2022		\$ 460,000.00					\$ 460,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Conference Room Furnishings	1013	Medium	City Hall	Replace City Council Conference Room Furnishings	Planned	2022		\$ 20,000.00					\$ 20,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	1015	Medium	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.	Planned	2023			\$ 40,000.00				\$ 40,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Exterior Paint	1017	Low	City Hall	Paint exterior & replace gutters.	Planned	2023			\$ 12,000.00				\$ 12,000.00	Facilities 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. Also finish landscaping around City Hall and PD. Also, underground power to charging stations and remove power pole.	Planned	2024				\$ 80,000.00			\$ 80,000.00	Facility Maintenance Reserve (funded by CE)
Total: Administration/Community Development							\$ 6,000.00	\$ 480,000.00	\$ 52,000.00	\$ 80,000.00	\$ -	\$ -	\$ 618,000.00	
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. Current one isn't safe to do controlled burns in.	Budgeted	2021	\$ 50,300.00	\$ 50,300.00	\$ 50,300.00	\$ 50,300.00	\$ 50,300.00		\$ 251,500.00	Facility Maintenance Reserve (funded by CE)
Replace Exterior Staircase on East Side of Building.	2017	Medium	Fire Station	Replace Exterior Staircase on East side of Building.	Budgeted	2021	\$ 30,000.00						\$ 30,000.00	Facility Maintenance Reserve (funded by CE)
Facility (Fire HVAC)	2002	Medium - ESCO Performance Contracting Potential	Fire Station	Rebuild ext. Loop circulation pump and PM int. loop	Budgeted	2021	\$ 15,000.00						\$ 15,000.00	Facility Maintenance Reserve (funded by CE)
Renovate Dorm Rooms	2018	Medium	Fire Station	Renovate Dorm Rooms.	Planned	2022		\$ 25,000.00					\$ 25,000.00	Facility Maintenance Reserve (funded by CE)
Water Source Heat Pump Replacement	2010	Medium	Fire Station	Replace 9 Carrier Water Source Heat Pumps.	Planned	2022		\$ 90,000.00					\$ 90,000.00	Facility Maintenance Reserve (funded by CE)
Moline Gas Heater Replacement	2011	Medium - ESCO Performance	Fire Station	Replace Moline Gas Heater 75k BTU HR Unit	Planned	2024				\$ 10,000.00			\$ 10,000.00	Facility Maintenance Reserve (funded by CE)
Gas Furnace 75000 BTU HR	2012	Medium - ESCO Performance Contracting Potential	Fire Station	Replace Gas Furnace 7500 BTU HR Carrier Unit.	Planned	2024				\$ 13,450.00			\$ 13,450.00	Facility Maintenance Reserve (funded by CE)
Hot Water Pump 2 HP	2013	Low - ESCO Performance Contracting Potential	Fire Station	Replace Baldor Hot Water Pump 2 HP	Planned	2025					\$ 2,000.00		\$ 2,000.00	Facility Maintenance Reserve (funded by CE)
Total: Fire Department							\$ 95,300.00	\$ 165,300.00	\$ 50,300.00	\$ 73,750.00	\$ 52,300.00	\$ -	\$ 436,950.00	
Police Department														
Police Department: RTU Package 3 Ton Heater/Chiller	3011	Medium - ESCO Performance Contracting	Police Department	Replace 3 Ton RTU Package Unit Heater/Chiller on roof rated "F" on south side of building. North side chiller failed	Budgeted	2021	\$ 15,000.00						\$ 15,000.00	Facility Maintenance Reserve (funded by CE)
Replace 50 Gallon Water Heater	3012	Medium - ESCO Performance Contracting Potential	Police Department	Replace 50 Gallon Water Heater	Planned	2022		\$ 3,000.00					\$ 3,000.00	Facility Maintenance Reserve (funded by CE)

Police Department Renovation	3010	Low	Police Department	Renovate Police Department	Planned	2023			\$ 500,000.00				\$ 500,000.00	Facility Maintenance Reserve (funded by CE)
Total: Police Department							\$ 15,000.00	\$ 3,000.00	\$ 500,000.00	\$ -	\$ -	\$ -	\$ 518,000.00	
Public Works Department - Parks														
Lions Park Renovation	4001	High - But dependent upon grant dollars.	Lions Park	Dredge and reconstruct pond and Garrison Creek channel, eliminate point source pollution of storm water facility into pond. Includes irrigation plans.	Budgeted	2018	\$ 2,000,000.00						\$ 2,000,000.00	40% RCO, 40% Reet II, 20% Foundational Support (Sherwood, Blue Mountain, Lions Club, Rotary, Exchange, etc)
12th Street Parklet	4008	Medium	West of 12th & Newgate	Upgrade former Cascade Gas property to include parklet with greenery, benches, and lower fence. Clean up weeds on hillside. *The goal is to complete this project in 2020*	Budgeted	2021	\$ 10,000.00						\$ 10,000.00	\$1500 from Cascade Natural Gas, remainder from REET II
Harvest Meadows Park Improvements	4005	Medium	Harvest Meadows Park	Improvements include a welcome sign and picnic shelter as identified in the 2018 Park Master Plan.	Planned	2022		\$ 25,000.00					\$ 25,000.00	100% REET II Funds
Veterans Park at Homestead	4004	Low	Homestead Ave south of 4th Street	Addition of more play equipment and restroom in Park.	Planned	2022		\$ 60,000.00					\$ 60,000.00	100% Developer Fees
Park Development at McKiernan/Christianson Site	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	2022		\$ 400,000.00	\$ 1,600,000.00				\$ 2,000,000.00	15% REET 2, 25% RCO, 50% Developer Fees, 10% Collaboration with College Place School District
Total: Public Works Department - Parks							\$ 2,010,000.00	\$ 485,000.00	\$ 1,600,000.00	\$ -	\$ -	\$ -	\$ 4,095,000.00	
Public Works Department - Stormwater														
Outfall Replacement Program	5012	High	801 S. Larch Street	2021 - Outfalls #34 882 Larch, #35 Sentry, #13 Brentwood, #8 110 10th, #34 882 SE Larch 2022 - CIP 48 PW Yard 2023 - CIP 33 Bade and 10th 2024 - CIP 19 769 Songbird 2025 - CIP 26 and 27 221 NE Birch 2026 - CIP 15 and 7 1152 SE Falbo and 25 SE Cedar Band	Budgeted	2021	\$ 100,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$ 240,000.00	100% Stormwater Utility.
Destito & Earl Ln Stormwater Retrofit	5013	High	NW Destito Ct, NW Earl Ln	Stormwater pipe is crushed at end of Destito Ct which leads to residential flooding. Middle of Earl Ln floods as well. Engineering being done in 2020. Implementation needs to occur immediately.	Budgeted	2021	\$ 30,000.00						\$ 30,000.00	100% Stormwater Utility
SE Birch (4th to 6th)	5006	Medium	SE Birch (4th to 6th)	Stormwater Improvements from 4th to 6th at Birch.	Planned	2022		\$ 20,000.00					\$ 20,000.00	100% Stormwater Utility.
SW Bade Avenue (9th to 10th)	5007	Medium	SW Bade from 10th to 11th.	Stormwater improvements along Bade from 9th to 10th.	Planned	2022		\$ 20,000.00					\$ 20,000.00	100% Stormwater Utility.
Public Works Yard Stormwater Improvements.	6032	Medium	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard.	Planned	2022		\$ 20,000.00					\$ 20,000.00	100% Stormwater Utility
Street Waste Decant Facility	5003	High - But dependent upon grant dollars.	Public Works Yard	Construction of a street waste decant facility.	Planned	2022		\$ 700,000.00					\$ 700,000.00	75% State Ecology Grant, 25% Stormwater Utility.
SW Mojonnier Rd (College to Clarence)	6022	High	SW Mojonnier (College to Clarence)	Stormwater infrastructure for SW Mojonnier .	Planned	2023			\$ 1,488,675.00				\$ 1,488,675.00	70% Developer Fees, 20% WWV MPO STB Grant, 10% Street Improvement Fund.
SE 12th Street (College to Larch)	6010	High	SE 12th (College to Larch)	Replace storm infrastructure on 12th from College to Larch.	Planned	2023			\$ 628,813.68				\$ 628,813.68	100% Transportation Improvement Board Grant.

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.	Planned	2024					\$ 219,451.98			\$ 219,451.98	100% Move around money. Hardship money will cover staffing. Move freed up money to this project. (Freed up money via Stormwater Capacity Hardship Grant)
NE Spitzenberg Street Stormwater Retrofit	5008	Low	NE Spitzenberg from Cargill to Tulip Ln	Retrofit to include stormwater infrastructure along Spitzenberg from Cargill to Tulip.	Planned	2024					\$ 75,000.00			\$ 75,000.00	50% Developer Fees ; 50% Stormwater Utility
SE Date Ave (10th to 11th)	5018	Medium	SE Date (10th to 11th)	Stormwater Retrofit on SE Date from 10th to 11th.	Planned	2024					\$ 20,000.00			\$ 20,000.00	100% Stormwater Utility.
SE 12th Street (Larch to Myra)	6039	High	SE 12th (Larch to Myra)	Replace storm infrastructure on 12th from Larch Avenue to Myra.	Planned	2025						\$ 890,068.52		\$ 890,068.52	100% Transportation Improvement Board Grant.
NE Cedar Ave Storm Improvements	6007	High	NE Cedar from A to C Street	Stormwater Improvements along corridor.	Planned	2026							\$ 250,000.00	\$ 250,000.00	100% Hardship Grant Redirect or Legislative Appropriation.
Regional Stormwater Facility	5011	Medium - Dependent on grant dollars.	For Garrison Creek Watershed likely a section of the College Place Wastewater Treatment Plant property.	Construction of a regional stormwater detention facility to serve areas of College Place without proper detention areas. This facility would likely be located on the Wastewater Treatment Plant property and would act as the primary detention for sections of College Place that feed into the Garrison Creek Watershed. Revized pricing is from the Regional Stormwater Facility Technical Memo by Parametrix from October 2019. Work will begin in 2026. Total cost is around \$6 million with construction estimated to begin in 2026.	Planned	2026							\$ 3,000,000.00	\$ 3,000,000.00	25% Stormwater Utility, 25% Developer Impact Fees, 50% State Ecology Grant or Legislative Appropriation
Total: Public Works Department - Stormwater							\$ 130,000.00	\$ 780,000.00	\$ 2,137,488.68	\$ 334,451.98	\$ 930,068.52	\$ 3,290,000.00	\$ 7,602,009.18		
Public Works Department - Streets															
4Bikes Project (Fourth - College to Academy, Academy - Whitman to 4th)	6029	High - Obtained TIB Complete Street Grant	4th - College Avenue to Academy Way Academy Way - 4th Street to Whitman Drive.	Continuance of cycle track on Fourth Street from Davis Street to College Avenue. Pedestrian streetlamps every 200 feet: Fourth St - College Avenue to Academy Way, Academy Way - Whitman Drive to Fourth Street.	Budgeted	2021	\$ 600,000.00							\$ 600,000.00	Awarded Transportation Improvement Board Complete Street Grant (\$500,000). Remaining funds from Street Improvement Fund. Project to be tracked in the Economic Development Fund 330.
SE Meadowbrook Grind and Overlay	6027	High - But dependent upon grant dollars.	SE Meadowbrook between Lamperti and SR 125.	Grind and overlay SE Meadowbrook between Lamperti and SR 125 and Lamperti from Larch to College Ave. This project is dependent on a grant from th Transportation Improvement Board.	Budgeted	2021	\$ 313,560.00							\$ 313,560.00	TIB funding 90% of work through street resurfacing grant.
Installation of stop signs at Whitman/Larch.	6044	High - Developer Contribution	Whitman Drive & Larch	Installation of solar flashing stop signs on Larch at Whitman Intersection.	Budgeted	2021	\$ 10,000.00							\$ 10,000.00	100% Villages at Fort WW Developer Contribution

Safewalk College Place	6048	High - 2021 / Medium - 2022, 2024, and 2026	- Bade:5th to 6th - Bade:7th to 10th - Davis: Whitman to 3rd - 12th:College to Bade. - 2022 2nd and 8th 2024 B Street 2026 1st and 3rd between Academy and Davis	Install six-foot wide sidewalk on one side of road. Dependent on obtaining a Community Development Block Grant: General Purpose.	Budgeted for 2021 Iteration, Grant Dependent for Future Years	2021	\$ 339,530.00	\$ 500,000.00		\$ 400,000.00		\$ 600,000.00	\$ 1,839,530.00	100% CDBG General Purpose Grant Funds and easement donation from Walla Walla University. Fund 309
Crosswalk Improvements in front of CP Post Office	6058	Medium	500 S. College Avenue	Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.	Planned	2021	\$ 90,000.00						\$ 90,000.00	Trying to pursue WSDOT Ped Grant. May go to MPO for funds. Likely 25% local match from Street Fund.
Chipseal Program	6018	Medium	- 2021: Highland Park & Davin Dr - 2022: Sunset Villa &53:53Cedar Bend subdivisions - 2023: 8th (College to Date), 10th (Birch to Date), Newgate (12th to Scenicview), and ScenicView (Mockingbird to Commercial) - 2024: Bade (4th to 12), 13th (College to 12th) - 2025: Sherburne Estates & Puff Ln - 2026: Deccio Rd	Planned annual chip seal program for 2021.	Budgeted	2021	\$ 41,777.00	\$ 44,907.00	\$ 26,124.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 262,808.00	100% REET 1 Fund
Block Resurfacing Program	6059	Medium	- 2021: Mockingbird (Dove to Eagle Ln) - 2022: Cotter Pl (12th to Dead End - 2023: 6th (Davis to Evans) - 2024: Elm Ave (5th to Dead End) - 2025: 5th St (Bade to Dead End) - 2026: Bade (4th to 6th)	Resurface a block of deteriorated roadway every other year. Provides a ten year fix.	Budgeted	2021	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 195,000.00	100% REET 1 Fund
CP Downtown Parking Lot Project	6059	Low	Center of Block bordered by 8th, 6th, College, and Bade.	Construct parking lot to encourage a dense mixed-use downtown that is walkable.	Planned	2021	\$ 200,000.00	\$ 300,000.00					\$ 500,000.00	100 % Going after USDA Economic Development Grant Funds.
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	6036	Low - Dependent on future development.	Mojonnier Rd from Grandview to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. Engineering (2021 to 2022 with MPO STP Grant Money) Construction in 2023.	Planned	2021	\$ 711,000.00		\$ 4,168,290.00				\$ 4,879,290.00	70% Developer Fees, 20% MPO STP Funds , 10% Street Improvement Fund.

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	2022		\$ 546,000.00					\$ 546,000.00	Likely Scenario: 20% City of WW, 20% City of CP Street Fund, 30% Developer Contrib, 30% State Grant
Birch St (4th to 6th)	5004	Medium	Birch Street from 4th to 6th.	Reconstruct Birch Street from 4th to 6th.	Planned	2022		\$ 150,000.00					\$ 150,000.00	100% Street Improvement Fund
Stone Creek Development Intersection Signalization on College Ave by CPHS	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.	Planned	2022		\$ 365,170.00					\$ 365,170.00	This will be primarily funded by development impact fees. 25% city match likely through Street Fund.
Stone Creek Development Intersection Signalization II on College Avenue by CPHS	6059	Medium - Dependent on future development.	College Avenue, near CPHS	Installation of signals.	Planned	2022		\$ 365,170.00					\$ 365,170.00	This will be primarily funded by development impact fees. 25% local match likely through Street Fund.
9th Street	6044	Medium - Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.	Planned	2022		\$ 500,000.00					\$ 500,000.00	100 % Street Improvement Fund via CDBG - General Purpose Grant, LID, or State Grant.
Vintage Gas HeaterReplacement at Public Works Yard.	6050	Medium - Energy Savings ESCO	Public Works Yard	Replace vintage gas heater.	Planned	2022		\$ 21,989.00					\$ 21,989.00	100% Facility Maintenance Fund.
Heat Pump at Public Works Shop	6056	Medium	Public Works Yard	Replace Heat Pump	Planned	2022		\$ 20,000.00					\$ 20,000.00	100% Facility Maintenance Fund.
Public Works Yard Upgrade	6032	Medium	218 SE 4th St	Upgrade Public Works Yard. New pavement between buildings and gas pumps. General renovation work.	Planned	2022		\$ 400,000.00					\$ 400,000.00	100% Facility Reserve Fund.
Rose Street Lighting	6014	Low	Rose Street from College Ave to Lambert Ave	Rose Ornamental Pedestrian Street Lights	Planned	2023			\$ 350,000.00				\$ 350,000.00	100% Transportation Improvement Board Complete Street Grant.
SE 12th Street (College to Larch)	6010	High - Dependent on grant funds.	SE 12th Street from College to Larch	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Larch.	Planned.	2023			\$ 2,229,430.32				\$ 2,229,430.32	90% TIB or MPO Funding, 10% Street Improvement Fund.
12th & Larch Intersection	6011	Medium	The 12th and Larch Avenue intersection.	Identify, design and construct preferred intersection configuration.	Planned.	2023			\$ 1,600,000.00				\$ 1,600,000.00	50 % Local (City) funds from Street Improvement Fund (funded by the street fund) with 50% WSDOT or MPO Grant.
SW 10th Street Retrofit (College to Bade)	5005	High	SW 10th from College to Bade.	Reconstruction of 10th from College to Dead End.	Planned	2024				\$ 778,057.02			\$ 778,057.02	100% Stormwater Utility via offset from Stormwater Capacity Grant. .
Birch St (2nd to 4th)	6045	Medium	Birch Street from 2nd to 4th.	Reconstruct Birch Street from 2nd to 4th to include curb and gutter.	Planned	2024				\$ 100,000.00			\$ 100,000.00	100% Street Improvement Fund/REET.
SE 12th Street (Larch to Myra)	6039	Dependent on grant funds.	SE 12th Street from Larch to Myra Rd.	Reconstruction of 12th Street from Myra Rd to Larch Ave.	Planned	2025					\$ 3,155,697.48		\$ 3,155,697.48	90% TIB or MPO Funding, 10% Street Improvement Fund.
Larch & Whitman Intersection	6015	Medium	Larch & Whitman Intersection	Intersections need to be improved for safe traffic.	Planned	2025					\$ 304,163.00		\$ 304,163.00	40% Developer Impact Fees, 40% CERB Construction Grant, 20% Street Improvement Fund
SE Sky Ave (12th to Scenic View)	6024	Medium	SE Sky Ave from 12th Street to Scenic View Drive.	Corridor reconstruction on SE Sky Ave from 12th Street to Scenic View Drive to include streets, sidewalks, water and sewer improvements.	Planned	2026						\$ 502,580.00	\$ 502,580.00	100% Street Improvement Fund (funded by the Street Fund), REET, Water Capital Reserve Fund, Wastewater Capital Reserve Fund
NE Cedar Avenue ("A" to "C" Street)	6007	Medium	NE Cedar Avenue from "A" to "C" Street	Resurface Cedar Avenue	Planned	2026						\$ 358,520.76	\$ 358,520.76	100% Legislative Appropriation
SE Dewey Dr	6022	Medium	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2026						\$ 678,483.00	\$ 678,483.00	100% Street Improvement Fund

		Low - Dependent on future development.	Whitman Drive & Maple Ave	Reconstruct roadway from Academy Way to Martin Airfield to Arterial Standards	Planned	2026								\$ 971,654.00	\$ 971,654.00	50% Developer Fees; 50% State TIB or Public Works Trust Fund Grants
Whitman Dr Multiuse Path Completion	4007	Low	Whitman Drive between Evans and Academy.	Assemble right of way to complete gap in multi-use path between Evans and Academy Way.	Planned	2026								\$ 80,000.00	\$ 80,000.00	100% MPO STP Funds and/or State RCO
Total: Public Works Department - Streets							\$ 2,335,867.00	\$ 3,243,236.00	\$ 8,403,844.32	\$ 1,363,057.02	\$ 3,544,860.48	\$ 3,276,237.76	\$ 22,167,102.58			
Public Works Department - Wastewater																
WWTP Improvements - Implementation Phase 1:	7004	High - Mandated by our Wastewater Permit, also dependent on grants.	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements: - 2022: Headworks \$1,740,000 - 2022: Rearation and Cooling: \$150,000 - 2023: Land Treatment: \$17.9 Million	Budgeted	2018	\$ 500,000.00	\$ 1,890,000.00	\$ 17,900,000.00					\$ 20,290,000.00		20% Wastewater Capital Reserve; 40% Department of Ecology Grant/Loan; 40% Legislative Appropriation.
Southwest College Place Trunkline and Lift Station	7008	High	SW Lamperti/College Ave	Contribution to construct new lift station and trunk line better serving Southwest College Place. Expecting about \$250,000 remaining in Engineering Costs. Remainder covered by Private Developer/LID/etc.	Budgeted	2018	\$ 7,587,097.00							\$ 7,587,097.00		5.3% Port .09 Grant, 65.9% USDA RD, 15.8% Ecology Funds, 13% City WW Funds
Neighborhood Sewer Lining	7016	High	Across Community.	Line sewer to maintain structural integrity. - 2021: SE 12th & Broadway Lining - 2022: SE Birch (4th to 6th) Lining - 2023: Rose/C/Ash Lining - 2024: SE 10th & Bade Lining/College & B - 2025: Alley of 8th & 9th/Cotter &11th - 2026: Dewey Drive	Budgeted	2018	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 900,000.00			100% Wastewater Capital Reserve Fund.
12th Street Wastewater Replacement Project	6010	Medium	12th Street from College to Larch.	Wastewater replacement project below 12th Street project.	Planned	2023			\$ 270,742.00				\$ 270,742.00			100% Wastewater Capital Reserve Fund.
NE Cedar Ave Wastewater Replacement Project	6007	High - Dependent on grant funds.	Cedar Ave from C to A Streets	Line Sewer of NE Cedar Avenue from A to C Street.	Planned	2024				\$ 80,010.00			\$ 80,010.00			100% Legislative Appropriation
12th Street Wastewater Replacement Project (Date to Myra)	6039	Medium	12th Street from Myra Rd to Larch St	Wastewater Replacement Project under 12th Street project.	Planned.	2025					\$ 401,745.00		\$ 401,745.00			100% Wastewater Capital Reserve Fund.
Sky Ave Wastewater Replacement Project	6024	Medium	Sky Ave from 12th to ScenicView	Wastewater replacement project below Sky Ave project.	Planned	2026						\$ 61,649.00	\$ 61,649.00			100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater							\$ 8,187,097.00	\$ 1,990,000.00	\$ 18,270,742.00	\$ 280,010.00	\$ 601,745.00	\$ 261,649.00	\$ 29,591,243.00			
Public Works Department - Water																
Well No. 2 Relocation	8001	High	Whitman Drive & Maple Ave	Reconstruction of new well shaft and well-house and installation of pump, motor, controls, and appurtenant equipment and facilities to replace Well No. 2; decommissioning of existing Well No. 2. The goal is to have this well operational by end of Summer 2021. High end estimate is by Paul Cross at RH2	Budgeted	2017	\$ 2,986,000.00						\$ 2,986,000.00			State Legislative Appropriation and 20-year, 1%, 50% forgiveable DWSRF Loan
Sky & 12 Water Main Replacements	8007	Medium	Sky Avenue and Alley of 12th & Mt View	Replace existing steel water main and services	Budgeted	2020	\$ 200,000.00						\$ 200,000.00			100% Water Capital Fund

Whitman Maple Solar Array	8019	Low	Whitman & Maple Drive	The City will continue to look for grant funding to construct a solar array adjacent to Well #6. We will only pursue this project if it is grant funded.	Planned	2021	\$ 300,000.00						\$ 300,000.00	100% either Pacific Power Blue Sky, CREA, or State Department of Commerce Funding
SW region Water Storage Tank	8016	High	Around Stone Creek	Engineering and development of 500,000 water storage tank to serve Southwest region of town.	Planned	2022		\$ 200,000.00	\$ 2,000,000.00				\$ 2,200,000.00	30% Water Capital Reserve Fund, 70% Developer Fees
6th St Water - College to Date	8011	High	6th between College	Replace water main and services	Planned	2022		\$ 150,000.00					\$ 150,000.00	100% Water Capital Reserve Fund.
SE 12th St (College to Larch) Water Infrastructure Replacement Project	6010	Medium - Dependent on Grant Funds	SE 12th Street from College to Larch Ave.	Replace water infrastructure under SE 12th St project.	Planned	2023			\$ 617,381.00				\$ 617,381.00	100% Water Capital Reserve Fund.
Well #7 Development	8017	High	Southwest College Place.	Develop a fourth well to depend on.	Planned	2024				\$ 3,500,000.00			\$ 3,500,000.00	20% Water Capital Reserve Fund, 20% Legislative Appropriation, 20% Developer Fees, 40% DWSRF
SW 10th Street Retrofit (College to Larch)	5005	High	SW 10th from College	Replace water main and services on SW 10th from College to Dead End.	Planned	2024				\$ 236,643.00			\$ 236,643.00	100% Water Capital Reserve Fund.
Birch Ave Water - 2nd to 4th	8009	High	Birch between 2nd & 4th	Replace water main & services	Planned	2024				\$ 140,000.00			\$ 140,000.00	100% Water Capital Reserve Fund.
SE 12th St (Larch to Myra) Water Infrastructure Replacement Project	6039	Medium - Dependent on grant funds.	SE 12th Street from Myra Rd to Larch Ave.	Replacemen water infrastructure under SE 12th St project from Date to Myra Rd.	Planned	2025				\$ 916,113.00			\$ 916,113.00	100% Water Capital Reserve Fund.
Steel (500,000 Gallon) Tower Repaint	8019	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,	Planned	2025				\$ 1,200,000.00			\$ 1,200,000.00	50% Water Capital Reserve Fund, 50% FEMA Bric Grant
SE Sky Ave Water Infrastructure Replacement Project	6024	Medium	SE Sky Ave from 12th to SE Scenic View Dr.	Replace water infrastructure below Sky Ave project.	Planned	2026					\$ 140,850.00		\$ 140,850.00	100 % Water Capital Reserve Fund
NE Cedar Ave Water Infrastructure Replacement Project	6007	High - Dependent on Ave funds.	NE Cedar Avenue from "A" to "C" Street	Replace water infrastructure below Cedar Ave project.	Planned	2026					\$ 149,917.00		\$ 149,917.00	100% Legislative Appropriation
Dewey Drive Water	6022	High	Dewey Drive	Replace Water main & services	Planned	2026					\$ 189,783.00		\$ 189,783.00	100% Water Capital Reserve Fund.
West Martin Airfield Area Water Storage Tank	8018	High	Martin Airfield Area	Engineering and development of 500,000 water storage tank to serve far Western region of College Place around Martin Airfield.	Planned	2026					\$ 2,000,000.00		\$ 2,000,000.00	100% Developer Fees
Total: Public Works Department - Water							\$ 3,486,000.00	\$ 350,000.00	\$ 2,617,381.00	\$ 3,876,643.00	\$ 2,116,113.00	\$ 2,480,550.00	\$ 14,926,687.00	
Grand Total: All Capital Facility Projects							\$ 16,265,264.00	\$ 7,496,536.00	\$ 33,631,756.00	\$ 6,007,912.00	\$ 7,245,087.00	\$ 9,308,436.76	\$ 79,954,991.76	



FISCAL YEAR 2021 TO 2026 EQUIPMENT REPLACEMENT PLAN



FY 2021 TO 2026 EQUIPMENT REPLACEMENT PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200, Website: www.cpwa.us

City Council

- Norma Hernandez, Mayor
- Jerry Bobbitt, Council Position #1
- Michael Cleveland, Council Position #2
- Marge Nyhagen, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Selby, Council Position #5
- Heather Scherrmann, Council Position #6
- Byron Trop, Council Position #7

ER&R Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- DaShari Cinnamon, Deputy Finance Director
- Paul Hartwig, Public Works Director
- Jeff Goodson, Fleet Manager
- Troy Tomaras, Police Chief
- David Winter, Fire Chief

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II. WHAT IS AN EQUIPMENT REPLACEMENT PLAN?

- A six-year plan of replacements for vehicles and other types of operational equipment over a value of \$5,000
- City working toward funding depreciation on equipment. Still short on some items (ex: Fire Truck replacement)
- Across ALL departments.



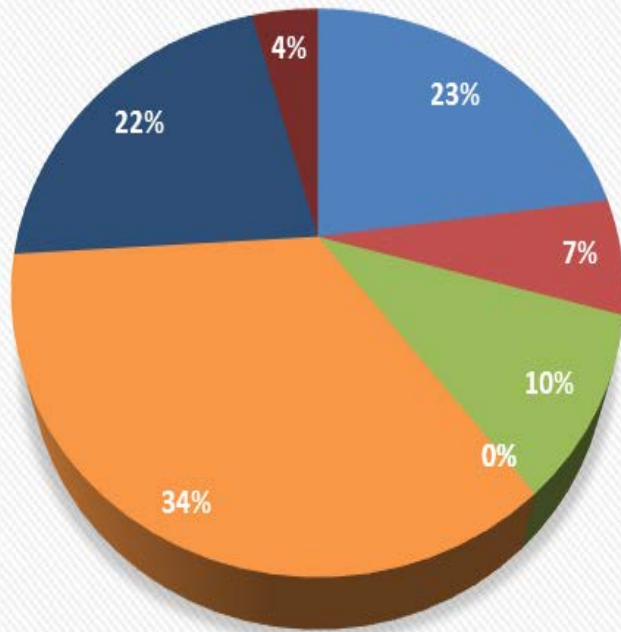
III. COMPLETED FY 2020 EQUIPMENT REPLACEMENTS

Completed Equipment Replacement Plan: FY 2020		
Name	Department	Cost
Travel Vehicle	Administration	\$ 30,000.00
Turnout Replacement	Fire	\$ 12,000.00
Vehicle #WT3021 Water Tender Replacement	Fire	\$ 150,000.00
SCBA Replacement	Police	\$ 25,000.00
Vehicle #804 - Radar Trailer	Police	\$ 27,744.00
Police Officer Vehicle Leasing (Six Dodge Chargers)	Police	\$ 63,455.28
Weapons Replacement	Police	\$ 18,000.00
Vehicle #303 Park Pickup	Storm	\$ 240,000.00
Vehicle #524 Spray Trailer	Streets	\$ 7,000.00
Jacobs Contract Addendum for Wastewater Treatment Plant Equipment	Wastewater	\$ 191,000.00
Vehicle #614 Water Flatbed	Water	\$ 45,000.00
Vehicle #533 Dump Truck	Water	\$ 100,000.00
Total		\$ 909,199.28



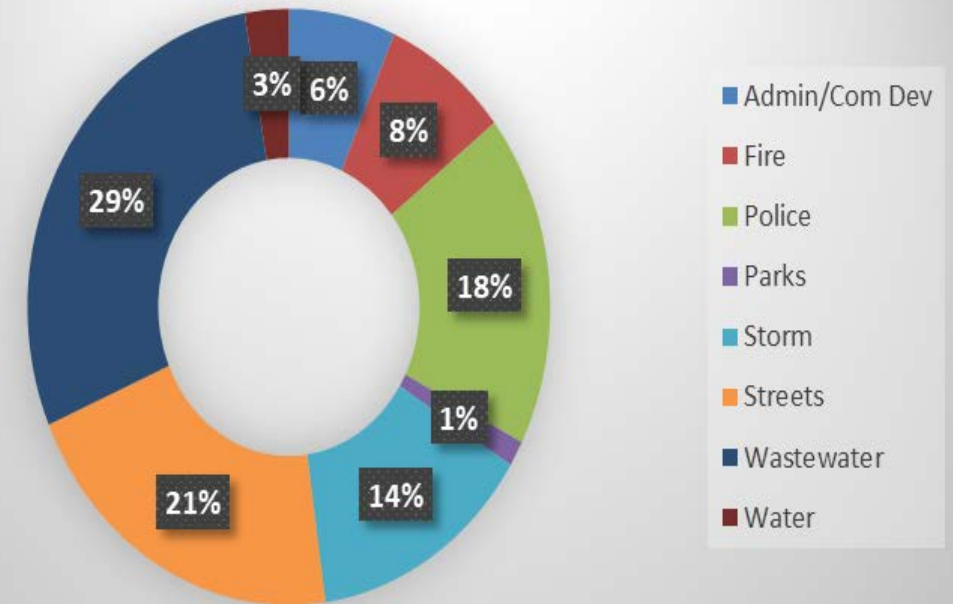
IV. EQUIPMENT REPLACEMENT PLAN SUMMARY

Fiscal Year 2021



Admin/Com Dev Fire Police Parks Storm Streets Wastewater Water

Fiscal Years 2021 to 2026

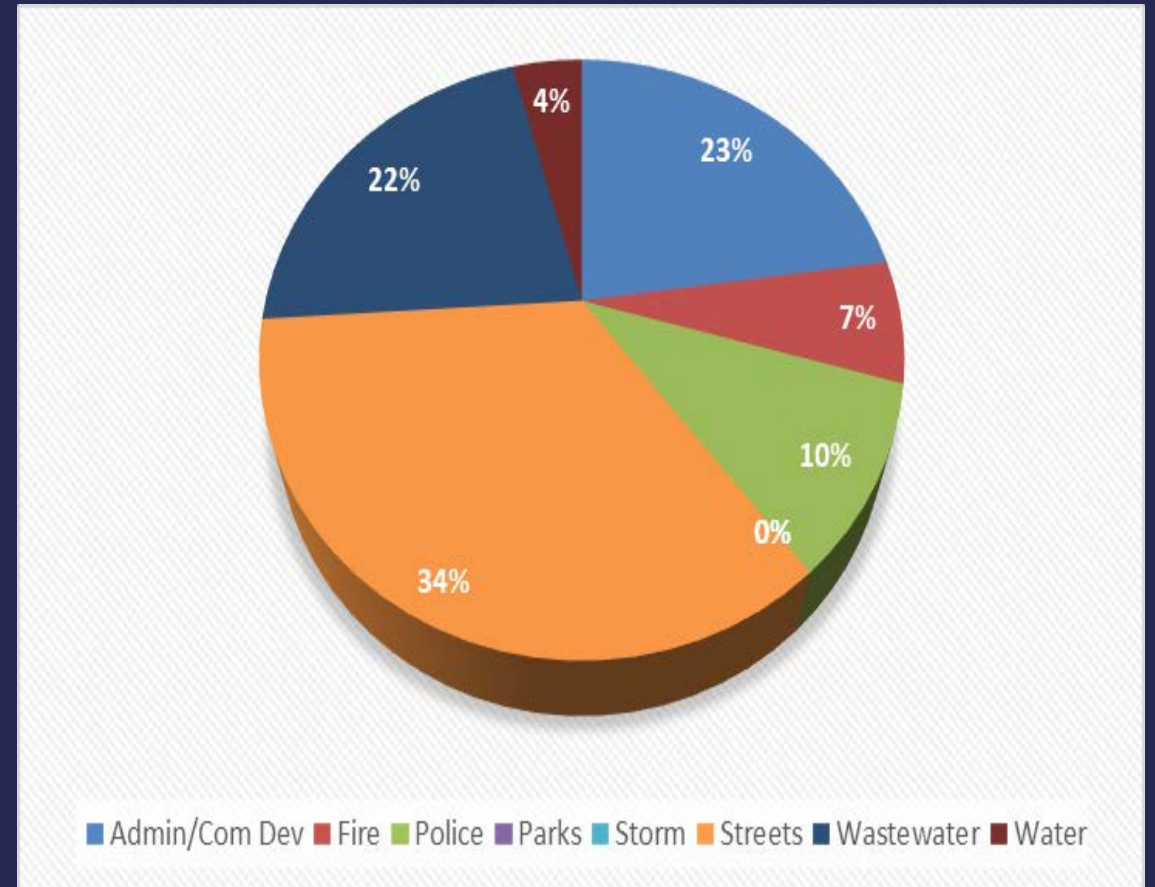


Admin/Com Dev
Fire
Police
Parks
Storm
Streets
Wastewater
Water

V. EQUIPMENT REPLACEMENT PLAN

SUMMARY: FISCAL YEAR 2021

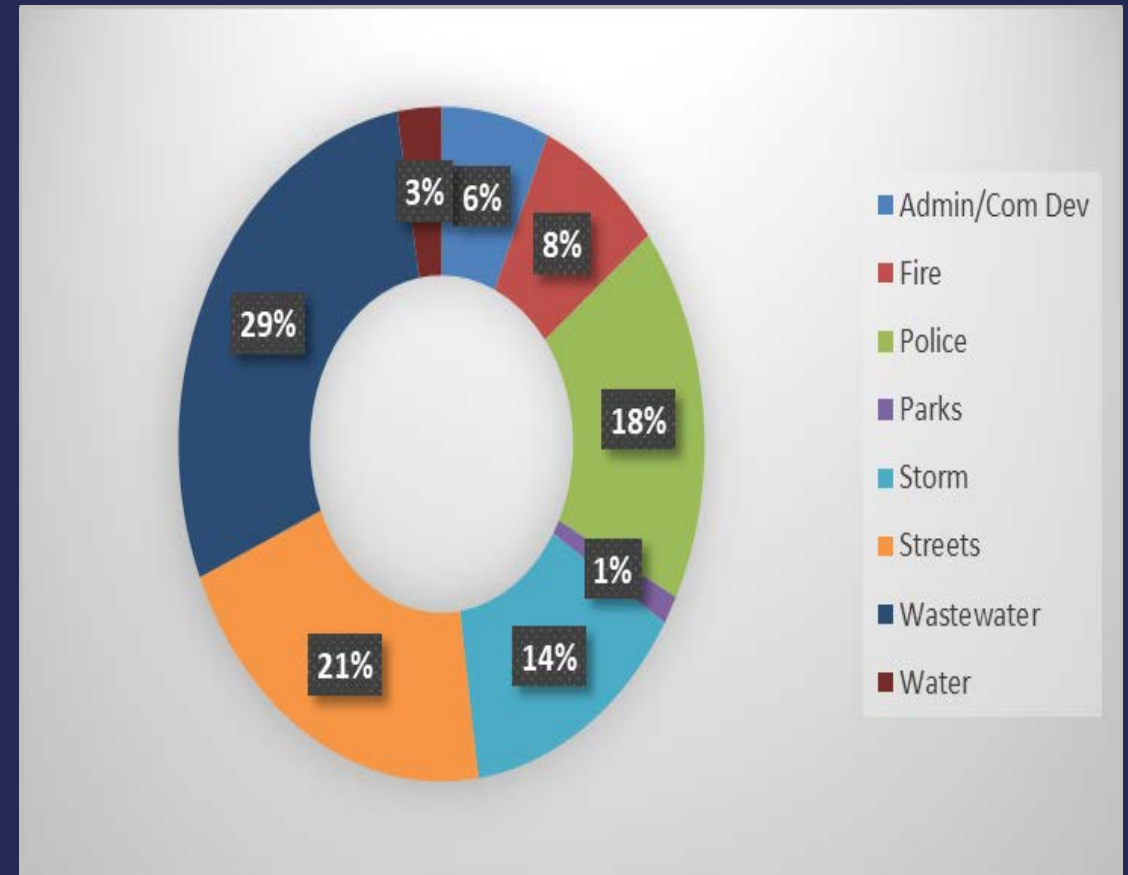
Equipment Replacement Plan: FY 2021	
Department	Total
Admin/Com Dev	\$ 200,000.00
Fire	\$ 57,744.00
Police	\$ 89,520.32
Parks	\$ -
Storm	\$ -
Streets	\$ 302,000.00
Wastewater	\$ 191,000.00
Water	\$ 37,000.00
Total	\$ 877,264.32



VI. EQUIPMENT REPLACEMENT PLAN

SUMMARY: FISCAL YEAR 2021 TO 2026

Equipment Replacement Plan: FY 2021 to 2026	
Department	Total
Admin/Com Dev	\$ 270,000.00
Fire	\$ 318,720.00
Police	\$ 739,943.04
Parks	\$ 57,000.00
Storm	\$ 567,000.00
Streets	\$ 850,000.00
Wastewater	\$ 1,175,034.88
Water	\$ 111,000.00
Total	\$ 4,088,697.92



VII. PRIORITIZATION EXPLANATION

- Priority established to determine importance of equipment replacement.
- Three ratings: High, Medium, and Low.
- High: Equipment Replacement must happen. Needed for safe city operations or to maintain city insurance/fire insurance ratings. Equipment is at the end of its useful life.
- Medium: Equipment Replacement needed if fiscal capacity allows. Equipment is nearing the end of its useful life or is at the end of its useful life but not used daily. Will be prioritized if receive grant or outside financial resources.
- Low: Equipment not prioritized for replacement immediately unless the City identifies grant funding directly applicable for equipment.



VIII. EQUIPMENT REPLACEMENTS



A. ADMINISTRATION/COMMUNITY DEVELOPMENT

- Equipment needs for the operations of Administration, Finance, Community Development, and general City Hall Operations.
- Replacement emergency backup generator properly sized for electrical load of City Hall structure.
 - FY 2021: Engineering/Acquisition of Generator - \$200,000
 - FY 2026: Replace Vehicles #803 & 804 in Building Department - \$35,000 a piece/\$70,000 total
 - Estimated Total: \$270,000



B. FIRE DEPARTMENT

- Equipment needed for operations of the Fire Suppression/Basic Life Support Ambulance functions of the City.
- Replacement Turnouts: \$12,000 Annually.
- Replace SCBA's thru 2025: \$27,744 Annually.
- FY 2021
 - Replace Fire Marshall Vehicle (Lease): \$9,000
 - Replace Fire Captain Vehicle (Lease) : \$9,000
- FY 2022
 - Replace Vehicle #Eo61 Brush Truck: \$125,000
 - Replace Vehicle #A3021 Ambulance: \$250,000
- FY 2023
 - Replace Vehicle #E3012 Fire Truck: \$500,000
- FY 2024
 - Replace Vehicle #R3041 2000 Ambulance: \$250,000
- **Six Year Estimated Total: \$318,720**



C. POLICE DEPARTMENT

- Equipment needed for operations of the Police, Code Enforcement, and Animal Control functions of the City.
- Police vehicle leasing replacement program in effect.
- Six new vehicles delivered in FY 2019 (Dodge Chargers).
- FY 2021:
 - Taser Replacement: \$17,000 a year for three years
- FY 2021 through 2022
 - Cost of \$72,520.32 annually for the six new Police vehicles plus replacement vehicle for Police Chief.
- FY 2023 through 2026
 - Six more replacement vehicles get ordered in 2023. With that annual cost of leases is \$135,975.60 for fourteen (14) vehicles.
- **Six Year Estimated Total: \$739,943.04**



D. PUBLIC WORKS: PARKS DIVISION

- Equipment needed for operations of the park maintenance functions of the City.
- FY 2022
 - Replace Park Pickup Vehicle #303: \$37,000.
- FY 2025
 - Replace lawn mower: \$20,000.
- **Six Year Estimated Total: \$57,000**



E. PUBLIC WORKS: STORMWATER DIVISION

- Equipment needed for operations of the stormwater functions of the City.
- FY 2022
 - Replace Vehicle #901/#701 (Old Wastewater Treatment Plant Vector): \$295,000.
- FY 2023
 - Replace Vehicle #910 Ford F550 Utility Truck: \$37,000
 - Replace Vehicle #920 Ford E450 Box Van: \$200,000
 - Replace Vehicle #970 2014 Ford Explorer: \$35,000
- **Total Estimated Cost: \$567,000.00**



F. PUBLIC WORKS: STREETS DIVISION

- Equipment needed for operations of the street functions of the City.
- FY 2021:
 - Acquire Special Enforcement Vehicle from PD: \$10,000
 - Replace Ford Super Duty Stellar Truck: \$75,000.
 - Replace Vehicle #509 1976 Grader: \$160,000.
 - Replace Vehicle #510 Utility Truck: \$57,000
- FY 2022:
 - Replacement Flusher: \$250,000.
- FY 2023:
 - Replace Vehicle #504 Chevrolet 1500 Pick Up: \$37,000.
- FY 2024:
 - Replace Vehicle #547 Walton 20,000 Tilt Trailer: \$20,000.
- FY 2025:
 - Replace Vehicle #503 Dynapac Roller: \$80,000.
 - Replace Vehicle #507 Bucket Truck: \$150,000.
- FY 2026
 - Replace Vehicle #211 Shop Air Compressor: \$11,000.
- **Total Estimated Cost: \$850,000.00.**



G. PUBLIC WORKS: WASTEWATER DIVISION

- Equipment needed for operations of the wastewater treatment plant and collection system functions of the City.
- Wastewater Treatment Plant (WWTP) operations contracted out to Jacobs Group.
- Jacobs Group provided us with a number to shift wastewater equipment replacement to them starting in FY 2020: \$191,000 in FY 2020 additional for all inclusive equipment including vactor.
- 1% inflationary factor for this contract built into Equipment Replacement Plan year-to-year.



H. PUBLIC WORKS: WATER DIVISION

- Equipment needed for operations of the water treatment and distribution functions of the City.
- FY 2020:
 - Replace flatbed: \$45,000.
 - Replace Dump Truck: \$100,000.
- FY 2021:
 - New Vehicle #603 Pickup: \$37,000.
- FY 2023:
 - Replacement Vehicle #610 Van : \$37,000.
 - Replacement Vehicle #601 Utility Truck: \$37,000.
- **Total estimated cost: \$111,000.**



2021 TO 2026 EQUIPMENT REPLACEMENT PLAN

City of College Place, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE CAPITAL FACILITY PLANS FOR THE YEARS 2021 THROUGH 2026

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 2021 through 2026 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 previously adopted the Six-Year Street Program (RCW 35.77.010) on June 23rd, 2020 by Council Resolution 20-025, and that program is incorporated into the CFP; and

WHEREAS, the College Place City Council held a public hearing on the 2020 to 2025 Capital Facility Plan on November 24th, 2020; and

WHEREAS, six-year Equipment Replacement and Information Technology plans are not required by any Federal, State, or Local statute but are a matter of good public policy for future planning of citywide services; and

WHEREAS, updates to the six-year Capital Facility Planning documents have been posted on the city budget portal website: http://www.cpwa.us/departments/finance/budget_2021.php

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

Section 1. Ordinance No. _____ which adopts the 2021 to 2026 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 8th day of December, 2020.

Norma L. Hernández, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney

City of College Place: Equipment Replacent Plan (FY 2021 to 2026) (\$5,000 ER&R Threshold)													
Name of Project	Project ID	Prioritization	Project Description	Status	First Year Budgeted	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total Project Cost	How is project funded?
Administration/Community Development													
City Hall Generator	1009	Medium	Replacement emergency backup generator for City Hall.	Budgeted	2021	\$ 200,000.00						\$ 200,000.00	Facilities Maintenance Reserve Fund (funded by CE)
Replace Vehicle #803 2011- Ford Escape	1020	Low	Replace Vehicle #803 2011 - Ford Escape Building Department	Planned	2026						\$ 35,000.00	\$ 35,000.00	Equipment Replacement Fund
Replace Vehicle #804 2011 - Ford Escape	1021	Low	Replace Vehicle #803 2011 - Ford Escape Building Department	Planned	2026						\$ 35,000.00	\$ 35,000.00	Equipment Replacement Fund
Total: Administration/Community Development						\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ 70,000.00	\$ 270,000.00	
Fire Department													
Turnouts	2001	High	Annual replacement of turnouts/ \$12,000 a year	Budgeted	Perpetual	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 72,000.00	Current Expense (Fire Budget)
Vehicle #UT303 Fire Marshall Vehicle Replacement	2009	High	New vehicle for Fire Marshal (Lease)	Budgeted	2021	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 54,000.00	Equipment Replacement Fund
SCBA Replacement	2006	High	These are the breathing air packs for firefighters they have a 15 year life.	Budgeted	2021	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00		\$ 138,720.00	Current Expense (Fire Budget) and Grants
Vehicle #304 - Fire Captain's Truck (Lease)	2009	High	New pickup for Fire Dept Captain	Planned	2021	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 54,000.00	Equipment Replacement Fund
Vehicle E061 Brush Truck	2015	Medium	Replace 1985 Chevrolet K3500 - MOB Brush Truck	Planned	2022		\$ 125,000.00						Equipment Replacement Fund
Vehicle #A3021 Ambulance Replacement	2014	Medium	Replace 2001 Ford E450/Road Rescue Ambulance	Planned	2022		\$ 250,000.00						Equipment Replacement Fund
Vehicle #E3012 - Fire Truck Replacement	2007	Medium	Replace #E3012 Fire Truck	Planned	2023			\$ 500,000.00					Equipment Replacement Fund
Replace #R3041 2000 Ambulance	2013	Medium	Replace 2000 Wheeled Coach Box/Chevrolet 4500 Rescue Van	Planned	2024				\$ 250,000.00				Equipment Replacement Fund
Total: Fire Department						\$ 57,744.00	\$ 432,744.00	\$ 557,744.00	\$ 307,744.00	\$ 57,744.00	\$ 30,000.00	\$ 318,720.00	
Police Department													
Police Vehicle Leasing Program	3005	High	Police Vehicle Leasing Program. (#401, #402, #406, #408, #410, #412, #414, and #431 Dodge Chargers picked up in 2019 and will be switched out in 2025. Replace #400 2013 Ford Sedan Interceptor and #411 Ford Escape Hybrid in 2021. Replace #407, #409, #413, #415, #416, #471, and #472 2014/2015 used State Patrol Ford Interectors in 2023	Budgeted	2019	\$ 72,520.32	\$ 72,520.32	\$ 135,975.60	\$ 135,975.60	\$ 135,975.60	\$ 135,975.60	\$ 688,943.04	Equipment Replacement Fund
Taser Replacement	3006	High	Tasers need to be replaced as they are now out of warrantee.	Budgeted	2021	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 102,000.00	Criminal Justice Fund
Total: Police Department						\$ 89,520.32	\$ 89,520.32	\$ 152,975.60	\$ 152,975.60	\$ 152,975.60	\$ 152,975.60	\$ 790,943.04	
Public Works Department - Parks													
Vehicle #303 - Park Pickup	4004	Low	Replace #303 2007 Chevrolet Flat Bed Pick Up	Budgeted	2022		\$ 37,000.00					\$ 37,000.00	Equipment Replacement Fund
Lawn Mower	4005	Medium	Replacement lawn mower.	Planned	2025					\$ 20,000.00		\$ 20,000.00	Equipment Replacement Fund
Total: Public Works Department - Parks						\$ -	\$ 37,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 57,000.00	
Public Works Department - Stormwater													

Replace Vehicle #901/#701	5006	High	Replace Vehicle #901/#701 1999 Serco Vactor/Jetter Sewer Truck	Planned	2022		\$ 295,000.00					\$ 295,000.00	Equipment Replacement Fund
Replace Vehicle #910	5007	Medium	Replace Vehicle #910 2003 - Ford F550 Utility Truck	Planned	2023			\$ 37,000.00				\$ 37,000.00	Equipment Replacement Fund
Replace Vehicle #920	5008	Medium	Replace Vehicle #920 Ford E450 Box Van (Sewer Camera System)	Planned	2023			\$ 200,000.00				\$ 200,000.00	Equipment Replacement Fund
Replace Vehicle #970	5009	Medium	Replace Vehicle #970 2014 - Ford Explorer	Planned	2023			\$ 35,000.00				\$ 35,000.00	Equipment Replacement Fund
Total: Public Works Department - Stormwater						\$ -	\$ 295,000.00	\$ 272,000.00	\$ -	\$ -	\$ -	\$ 567,000.00	
Public Works Department - Streets													
Vehicle #209/#448 Conversion of Special Enformcnent Truck to Equipment Replacement Van	6036	Medium	Have ER&R Fund buy Special Enforcement Vehicle off of PD for its use.	Budgeted	2021	\$ 10,000.00						\$ 10,000.00	Equipment Replacement Fund
Vehicle #501	6020	Medium	Replace #501 1996 Ford Super Duty Stellar Truck	Budgeted	2021	\$ 75,000.00						\$ 75,000.00	Equipment Replacement Fund
Replacement #509 Grader	6033	High	Replace #509 1976 John Deer Grader	Budgeted	2021	\$ 160,000.00						\$ 160,000.00	Equipment Replacement Fund
Vehicle 510 - Street Pickup	6026	Medium	Replace Vehicle #510 2007-Chevrolet 1500 Utility Truck	Budgeted	2021	\$ 57,000.00						\$ 57,000.00	Equipment Replacement Fund
Vehicle #542 - Flusher	6031	Medium	Replace Vehicle #542 1992 Ford L8000 3,000 gallon Street Flusher Truck	Planned	2022		\$ 250,000.00					\$ 250,000.00	Equipment Replacement Fund
Vehicle #504	6030	Low	Replace Vehicle #5404 2008 - Chevrolet 1500 Pick Up	Planned	2023			\$ 37,000.00				\$ 37,000.00	Equipment Replacement Fund
Vehicle #547 - Tilt Trailer Replacement	6037	Low	Replace Vehicle #547 Walton 20,000 lb Tilt Trailer	Planned	2024				\$ 20,000.00			\$ 20,000.00	Equipment Replacement Fund
Vehicle #503 - Roller	6038	Low	Replace Vehicle #503 Dynapac 48" Vibratory Roller	Planned	2025					\$ 80,000.00		\$ 80,000.00	Equipment Replacement Fund
Vehicle #507 - Bucket Truck	6032	Low	Replace Vehicle #507 Ford F550 Utility Bucket Truck	Planned	2025					\$ 150,000.00		\$ 150,000.00	Equipment Replacement Fund
Vehicle #211 Replacement	6039	Low	Vehicle #211 Replacement - 2007 Napa Shop Air Compressor	Planned	2026						\$ 11,000.00	\$ 11,000.00	Equipment Replacement Fund
Total: Public Works Department - Streets						\$ 302,000.00	\$ 250,000.00	\$ 37,000.00	\$ 20,000.00	\$ 230,000.00	\$ 11,000.00	\$ 850,000.00	
Public Works Department - Wastewater (Moving all items in here to all inclusive contract with Jacobs Group - WWTP Operator)													
Jacobs Contract Addendum Cost (Equipment Portion)	7018	High	The equipment portion of the Jacobs contract addendum will put all equipment needs on Jacobs Group, the Wastewater Treatment Plant operator.	Budgeted	2020	\$ 191,000.00	\$ 192,910.00	\$ 194,839.10	\$ 196,787.49	\$ 198,755.37	\$ 200,742.92	\$ 1,175,034.88	Wastewater Capital Reserve Fund
Total: Public Works Department - Wastewater						\$ 191,000.00	\$ 192,910.00	\$ 194,839.10	\$ 196,787.49	\$ 198,755.37	\$ 200,742.92	\$ 1,175,034.88	
Public Works Department - Water													
Vehicle #603	8010	High	Replace Vehicle #603 2006 - Chevrolet Pick Up	Budgeted	2021	\$ 37,000.00						\$ 37,000.00	Water Capital Reserve Fund
Vehicle #610 - Water Pickup	8015	Low	Replace Vehicle #610 2008 - Ford E250 Van	Planned	2023			\$ 37,000.00				\$ 37,000.00	Water Capital Reserve Fund
Vehicle #601 - Utility Truck	8013	Low	Replace Vehicle #601 2003 - Ford F550 Utility Truck	Planned	2023			\$ 37,000.00				\$ 37,000.00	Water Capital Reserve Fund
Total: Public Works Department - Water						\$ 37,000.00	\$ -	\$ 74,000.00	\$ -	\$ -	\$ -	\$ 111,000.00	
Grand Total: All Equipment Replacements						\$ 877,264.32	\$ 1,297,174.32	\$ 1,288,558.70	\$ 677,507.09	\$ 659,474.97	\$ 464,718.52	\$ 4,139,697.92	