



... the best of the best of the Northwest.

WALLA WALLA CITY COUNCIL

Regular Meeting Agenda

May 14, 2025 - 6:30 p.m.

Live stream of the meeting may be viewed on the City's website at <https://www.wallawallawa.gov/government/city-council>. Members of the public also may attend and participate in this regular meeting by using this Zoom meeting link: <https://us02web.zoom.us/j/88394861450> or by calling 253-215-8782 and entering meeting ID 883 9486 1450#.

Individuals who need auxiliary aids for effective communication are encouraged to make their needs and preferences known by contacting the Human Resources Department at 509-527-4475.

Mission: Dedicated to enhancing the quality of life in Walla Walla.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND PROCLAMATIONS

- A. Pgs. 4-5 Proclamation - Bike Month - May 2025
- B. Pgs. 6-7 Proclamation - Older Americans Month - May 2025
- C. Pgs. 8-9 Proclamation - National Public Works Week - May 18-24, 2025.
- D. Pg. 10 Civics Bee Recognition

4. **PUBLIC COMMENTS:** (3 Min. Time Limit) Persons making irrelevant, personal, impertinent, overly redundant, vulgar, or slanderous remarks that disrupt, disturb or otherwise render orderly conduct of the meeting unfeasible may be barred by the presiding officer from making further comments before the Council during the meeting.

The public may comment at this time *on matters of City business*. To provide comments virtually, please use the Zoom meeting link, raise your virtual hand, wait to be recognized, and then unmute. If you are calling in, dial *9 to raise your virtual hand, wait to be recognized, and dial *6 to unmute the connection. Public comments may also be provided by emailing the City Clerk at ineissl@wallawallawa.gov

If you would like to request staff follow-up regarding your public comments, please email your contact information (email and phone number) to CouncilFollowup@wallawallawa.gov and please summarize the topic of your comment so it can be directed to the correct department.

5. CONSENT AGENDA

- A. Pgs. 11-14 Resolution 2025-041: Authorizes the retirement of three obsolete Landfill assets.
- B. Pgs. 15-22 Resolution 2025-042: Authorizes a five-year contract with Geosyntec Consultants for landfill on-call environmental consulting and operation and maintenance services in an annual not to exceed amount of \$349,020.
- C. Pgs. 23-28 Approves the minutes of the April 21, 2025 Work Session and the April 23, 2025 Regular Meeting.

6. ACTIVE AGENDA

- A. Pgs. 29-75 Ordinance No. 2025-07: Adopting code amendments relating to middle housing to Title 13: Water and Sewers, Title 19: Subdivisions, and Title 20: Zoning to implement Walla Walla Comprehensive Plan 2040.
- B. Pgs. 76-80 Resolution 2025-043: Authorizes a professional services contract with RH2 Engineering, Inc. for design and construction engineering services to add generators at Wells 1 and 6, in the amount of \$105,714.
- C. Pgs. 81-92 Ordinance 2025-08: Amending the 2025-26 Biennial Budget
Ordinance 2025-09: Amending the Capital Improvement Projects Budget
- D. Pgs. 93-102 Resolution 2025-044: Accepts Lodging Tax Advisory Committee Funding Recommendations
- E. Pgs. 103-119 Approve April 2025 Accounts Payable Register
- F. Pgs. 120-122 Approve the April 2025 Payroll and Benefit Transactions

7. COUNCIL MEMBER MEETING REPORTS

8. UNFINISHED AND NEW BUSINESS

- A. Pgs. 123-125 City Central Newsletter
- B. Pgs. 126-138 2025 Quarterly Report

9. EXECUTIVE SESSION

- A. Executive Session Subject: RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

10.

MEETING ENDS

Values: Service, Integrity, Collaboration, Equity, Leadership, and Community

The City of Walla Walla complies with Title VI, ADA, and other applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, religion, veteran status, sexual orientation, gender identity, or sex.



ar-5649

Pgs. 4-5

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation - Bike Month - May 2025

Attachments

Proclamation



PROCLAMATION

Whereas, the bicycle is an economical, healthy, convenient, and environmentally sound form of transportation and an excellent tool for recreation and enjoyment of Walla Walla's scenic and historic beauty; and

Whereas, throughout the month of May, the residents of Walla Walla and its visitors will experience the joys of bicycling through educational programs, commuting events, or by simply getting out and going for a ride; and

Whereas, Walla Walla's Road and trail system attracts bicyclists each year, providing economic health, transportation, tourism, and scenic benefits; and

Whereas, creating a bicycling-friendly community has been shown to improve citizens' health, well-being, and quality of life, growing the economy of Walla Walla, attracting tourism dollars, improving traffic safety, reducing pollution, congestion, and wear and tear on our streets and roads; and

Whereas, the city's Bicycle Pedestrian Advisory Committee and other groups promote greater public awareness of bicycle operation and safety education in an effort to reduce collisions, injuries, and fatalities and improve health and safety for everyone on the road;

NOW, THEREFORE, I, Tom Scribner, Mayor of the City of Walla Walla, do hereby proclaim May 2025 as:

BIKE MONTH

in the city of Walla Walla, and I urge every resident to join me in this special observance.

Given under my hand and Seal of the City of Walla Walla on this 14th day of May 2025.

Mayor, Tom Scribner

| A WONDERFUL PLACE TO **LIVE WORK PLAY** |



ar-5676

Pgs. 6-7

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation - Older Americans Month - May 2025

Attachments

Proclamation



PROCLAMATION

WHEREAS, May is Older Americans Month, a time for us to recognize and honor Walla Walla County older adults and their immense influence on every facet of American society; and,

WHEREAS, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and,

WHEREAS, older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and,

WHEREAS, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and,

WHEREAS, Walla Walla must ensure that older Americans have the resources and support needed to stay involved in their communities—reflecting our commitment to inclusivity and connectedness.

NOW, THEREFORE, I, Tom Scribner, Mayor of the City of Walla Walla, do hereby proclaim May 2025 as:

Older Americans Month

in the city of Walla Walla. This year’s theme, “Flip the Script” focuses on transforming how society perceives, talks about, and approaches aging. It encourages individuals and communities to challenge stereotypes and dispel misconceptions.

I call upon all residents to join me in recognizing the contributions of our older residents and promoting programs and activities that foster connection, including, and support for older adults.

Given under my hand and Seal of the City of Walla Walla on this 14th day of May, 2025.

Tom Scribner

| A WONDERFUL PLACE TO **LIVE WORK PLAY** |



ar-5641

Pgs. 8-9

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation - National Public Works Week - May 18-24, 2025.

Attachments

Proclamation



PROCLAMATION

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets, wastewater treatment, engineering, equipment maintenance, and solid waste collection and disposal; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction is vitally dependent upon the efforts and skill of public works professionals; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, I, Tom Scribner, Mayor of the City of Walla Walla, do hereby proclaim the week of May 18-24, 2025 as:

NATIONAL PUBLIC WORKS WEEK

in the city of Walla Walla, and I call upon all residents and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

Given under my hand and Seal of the City of Walla Walla on this 14th day of May 2025.

Mayor, Tom Scribner

| A WONDERFUL PLACE TO **LIVE WORK PLAY** |



ar-5691

Pg. 10

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: Elizabeth Chamberlain, City Manager Office

Add'l Contributors:

Information

ITEM TITLE:

Civics Bee Recognition

Attachments

No file(s) attached.



ar-5642

Pgs. 11-14

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Asset Retirement of Landfill Equipment

Submitted For: Anna Murillo, Public Works Department, Public Works Administration

Financial Comments:

These items will be sent to auction and the proceeds will be returned to the Landfill fund.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Retirement of three Landfill assets. All three items listed are no longer used/needed for operations (obsolete).

Orian Rover GPS System and Components – Acquired on 3/07/2017

Methane Monitoring Equipment – Acquired on 2/20/2004

Paint Can Crusher – Acquired on 4/17/2000

Information

HISTORY:

Surplus landfill items no longer needed or used (obsolete).

POLICY ISSUES:

City Council action on declaring items surplus.

ALTERNATIVES:

NA

STAFF RECOMMENDATION:

Staff recommends sending the 3 Landfill assets to auction.

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Res 2025-041

Landfill Asset Retirement Form >\$5,000

RESOLUTION NO. 2025-041

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO SELL OR OTHERWISE DISPOSE OF CERTAIN SURPLUS PROPERTY OF THE CITY OF WALLA WALLA

WHEREAS, the City Administration has determined that certain property of the City of Walla Walla is surplus, and has recommended that the City Council declare said property to be surplus and to authorize its sale at public auction or other disposition as recommended by the City Manager, and

WHEREAS, the Walla Walla City Council has received recommendation and has determined that such property is no longer needed by the City of Walla Walla and should be declared surplus and sold or otherwise disposed of for the common benefit of the citizens of Walla Walla, and

WHEREAS, the Walla Walla City Council has considered this matter during a regular and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that sale or disposal of the property is an appropriate function for the city and that the best interests of the City of Walla Walla, and good government of the city will be served by passage of this Resolution;

NOW THEREFORE, the City Council of the City of Walla Walla do resolve as follows:

Section 1: That the following described personal property of the City of Walla Walla is hereby declared to be surplus to the needs of the City of Walla Walla and no longer needed:

Landfill

Quantity	Description	S/N	Asset Tag #
1	Orion Rover GPS System & Components		868 6097
1	Methane Monitoring Equipment		240 3853
1	Paint Can Crusher		177 2793

Section 2: The City Manager of the City of Walla Walla is hereby authorized, to sell or dispose of the above-described surplus equipment in such manner as deemed to be in the best interests of the City of Walla.Walla.

PASSED by the City Council of the City of Walla Walla, Washington, this 14th day of May, 2025.

Mayor

Attest:

Approved as to form

City Clerk

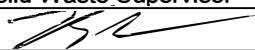
City Attorney

CITY OF WALLA WALLA RETIREMENT FORM

			ITEM DESCRIPTION Year, Manufacturer, Model, VIN/Serial #, and reason item is being surplused	Authorizing Resolution	DISPOSAL METHOD (Auction, Donation, Trade-in, Salvage, Total Loss)		
TAG #	ASSET #	EQ #				Date	Sale Price
6097	868		Orion Rover GPS System & Components				
3853	240		Methane Monitoring Equipment				
2793	177		Paint Can Crusher				
(All 3 Items listed are no longer used/needed for operations)							

Retired by (Print Name): Brandon Leno

Title: Solid Waste Supervisor

Signature: 

Date: 3/3/2025

Department Signature: _____

Date: _____

Finance Signature: _____

Completion Date: _____

Processing Steps:

1. Columns 1 through 5 must be completed by the department as Phase I of the asset surplus request, submitted to City Attorney's Office.
2. Approval to surplus is obtained from City Council via resolution and noted in column 6.
3. Upon Council approval, assets may be retired.
4. Columns 7 through 10 must be completed as Phase II of the asset retirement process. (Specify details of the disposal, including the date the asset left the city's possession)
5. Attach the asset disposal documentation and indicate results in column 10.
6. Submit the signed, completed form to the Finance Division.



ar-5610

Pgs. 15-22

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Contract with Geosyntec Consultants

Submitted For: Leah Rohan, Public Works Department, Engineering Capital Programs

Project No:
N/A - LF O&M

Financial Comments:

Five-year, time and materials contract with an annual not to exceed amount of \$349,020 (1,315 labor hours). This equates to an average hourly rate of \$265.41. This average hourly rate is consistent with consulting support on similar past projects that require specialized expertise in groundwater monitoring, environmental consulting, and landfill environmental control systems.

All Contracts:

Yes

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Authorizes a five-year, time and materials, not to exceed contract with Geosyntec Consultants for landfill on-call environmental consulting and operation and maintenance services.

Information

HISTORY:

WHAT IS THIS CONTRACT FOR?

This contract is for landfill on-call environmental consulting and operation and maintenance services at the City's three landfills (Sudbury Road, Tausick Way, and Isaacs Inert Waste). Previously this work was provided by two separate contracts – one for on-call environmental and a separate one for landfill gas and leachate collection system operations and maintenance. Consolidating services into a single contract simplifies administration and unifies environmental control, management, and reporting.

Services include, but are not limited to:

- Landfill environmental consulting (on-call as/when needed)
- Regulatory compliance monitoring and data review (including sampling and testing) for air, groundwater, landfill gas, and leachate
- Regulatory reporting and coordination
- Maintenance of the groundwater monitoring well infrastructure
- Environmental permitting assistance (on-call as/when needed)
- Landfill gas collection and flare operations and maintenance
- Leachate collection system operation and maintenance

WHY DO WE NEED TO HIRE A CONSULTANT?

This is specialized work in landfill engineering, groundwater monitoring, and landfill control systems. Landfill gas (mainly methane) is corrosive, explosive, and is very hard on gas system sensors. These gas systems require considerable maintenance and technical knowledge to keep them operational. Leachate collection systems are similar in that they deal with a corrosive and toxic substance. Groundwater monitoring and reporting is required to be conducted by a licensed geologist or by a professional engineer with the appropriate background in groundwater. City staff does not have the expertise required to perform this work. Due to the complexity and specialized technical nature of this work, the City has historically contracted out this work to firms possessing the technical expertise and training.

IS THE COST REASONABLE?

The not to exceed cost of \$349,020 per year was negotiated by staff with Geosyntec Consultants. The cost of this work was compared against past groundwater monitoring, environmental consulting, and operation and maintenance contracts for similar work and found to be consistent, fair, and reasonable. Below are the fees for these contracts for the past 3 years:

Year	Annual Contract	Actuals
2022	\$284,278.00	\$249,124.45

2023	\$329,840.00	\$299,294.05
2024	\$355,695.00	\$232,250.48

CONSULTANT SELECTION DETAILS:

A request for qualifications was issued on March 13, 2025. Three (3) statements of qualifications were received and reviewed by City staff. Geosyntec Consultants was selected as the most qualified firm to perform the work.

HISTORY:

Sudbury Road Landfill:

The Sudbury Road Landfill (SRL) operates in accordance with the standards of Chapter 173-351 Washington Administrative Code (WAC), Criteria for Municipal Solid Waste Landfills, and a Municipal Solid Waste Landfill permit issued by the Walla Walla County Department of Community Health (WWCDCH). Both require groundwater monitoring at the facility.

In 2005, the City constructed Area 7 for waste disposal at the SRL. This landfill area includes a liner and leachate collection system that contains and collects the leachate (any liquid that is created when garbage breaks down or when stormwater comes into contact with garbage). Leachate is collected at the bottom of the landfill and pumped to a leachate evaporation pond. The leachate collection system consists of piping that must be periodically leak-tested and pumps that must be properly maintained to ensure that leachate does not collect at the bottom of the landfill. As the SRL waste disposal areas are expanded, the leachate collection system will also expand and become more complex.

In 2010, the City closed Area 6 at the SRL. Closure included installation of a landfill gas collection system, flow meter, and flare for the collection and destruction of landfill gas. This system became operational in January 2011 and in 2016, the landfill gas collection system was expanded to include Area 1, Area 2, and Area 5. There are a total of 23 vertical gas extraction wells and two leachate cleanout wells. Landfill gas is a very potent greenhouse gas and, as a result, it is destroyed before entering the atmosphere by flaring (burning) the gas at extremely high temperatures (approximately 1,500 degrees Fahrenheit). The Department of Ecology issued an air permit for the SRL which requires the continuous operation of the landfill flare.

Tausick Way Landfill:

The Tausick Way Landfill (TWL) is a closed municipal solid waste landfill that covers approximately 78 acres. The TWL operated from 1935 until 1978 (approximate dates) as both City and County municipal solid waste disposal facilities. Since closure, private development has occurred on the northern and western landfill boundaries of the TWL. These developments include apartment units, retail stores, and storage units. A landfill gas monitoring system has been constructed to monitor methane levels within the landfill boundaries and at many of the developments adjacent to the landfill. Five landfill gas monitoring wells are located on the landfill property and 18 monitoring points have been established adjacent to the landfill. Landfill gas monitoring is conducted to assess gas levels on the landfill property and to assess possible off-site migration of landfill gas to adjacent properties. An annual report is prepared by the consultant that summarizes the landfill gas sampling and monitoring results. Future needs for this site may include groundwater and landfill gas evaluations, report preparation, remediation investigations, and communications with the City and regulatory agencies.

Isaacs Inert Waste Landfill:

The Isaacs Inert Waste Landfill (IIWL), also known as the Burdine Landfill, is a closed inert waste landfill that covers approximately 14 acres. The site was permitted for disposal of inert waste fill (concrete, asphalt, dirt, etc.) by the previous owner in the 1990s. The City purchased the property in 1999 from the bank after the former owner declared bankruptcy. In February 2004, the Ecology Toxics Cleanup Program submitted an Early Notice Letter to the City indicating that Ecology had received reports from the bank that solid waste and contaminated soil had been discovered on the property. As a remedial action, the City proposed to construct a cover over the municipal solid waste using inert waste. A Solid Waste Permit Application was submitted to the WWCDCH on August 1, 2006, and an inert waste landfill permit was granted in accordance with WAC 173-350 by the WWCDCH on August 30, 2006. In 2021, the landfill was filled to capacity and the solid waste permit was closed. The City is still responsible for maintaining the site. Six groundwater and three landfill gas wells are located on the property. The groundwater wells were sampled during preliminary studies, but have not been sampled since 2017. The landfill gas wells are monitored quarterly by City staff. Future needs for this site may include groundwater and landfill gas evaluations, report preparation, remediation investigations, evaluation of potential developments on site, acquisition of grant funding, and communications with the City and regulatory agencies.

POLICY ISSUES:

Contracts greater than \$50,000 require Council authorization.

PLAN COMPLIANCE:

COMPREHENSIVE PLAN:

Environment and Natural Resources Goal 1 Water, air, and soil resources in Walla Walla are protected.
 ENR Policy 1.10: Plan for the anticipated impacts of climate change, and participate in broader efforts to minimize climate change.

CITY OF WALLA WALLA - GREENHOUSE GAS EMISSION REDUCTION POLICIES (Res. 2012-31)

General Policy Details:

- Protect and seek to enhance the environment and public health and safety when providing services and facilities

2014 WALLA WALLA COUNTY SOLID WASTE AND MODERATE RISK WASTE MANAGEMENT PLAN

- Maintain the solid waste infrastructure and programs to meet or exceed the Minimum Functional Standards for Solid

Waste Handling, contained in Chapter 70A.205 (formerly 70.95) RCW and the Plan goals and objectives.

- Ensure compliance with state and local solid and moderate risk waste regulations.

ALTERNATIVES:

Council may:

1. Authorize the contract as recommended.
2. Direct staff to renegotiate the scope of work (and fee) and return at a later date for Council authorization.

STAFF RECOMMENDATION:

Staff recommends Council adopt a resolution authorizing the contract.

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Res 2025-042

Vicinity Map

RESOLUTION NO. 2025-042

A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla requires on-call environmental consulting, operations, and maintenance services for its landfills; and

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the City of Walla Walla is authorized to procure professional services from rosters maintained in accordance with Chapter 39.80 RCW; and

WHEREAS, the City of Walla Walla published a request for qualifications on March 13, 2025 in accordance with the requirements of RCW 39.80.030 requesting submission of proposals and statements of qualifications and performance data from qualified professionals for on-call environmental consulting, operations, and maintenance services for its landfills; and

WHEREAS, the City of Walla Walla evaluated the statement of qualifications and performance data and finds that Geosyntec Consultants is the most qualified firm to provide such services to the City of Walla Walla; and

WHEREAS, the price of the professional services contract negotiated with Geosyntec Consultants to provide services is fair and reasonable to the City of Walla Walla; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:

Section 1: The City Manager of the City of Walla Walla is hereby authorized, empowered and directed to execute a contract on behalf of the City of Walla Walla with Geosyntec Consultants to on-call environmental consulting, operations, maintenance, and related services for city landfills.

Section 2: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and change orders to the contract approved by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council, and provided further the aggregate value of all amendments, modifications, and change orders may not exceed fifty thousand dollars (\$50,000) annually.

Section 3: The City Manager of the City of Walla Walla is also hereby authorized and empowered to execute amendments, modifications, and change orders to the contract authorized by section 1 herein, which do not materially alter such contract, and also do not increase the financial obligations beyond amounts authorized by sections 1 and 2 herein.

Section 4: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the contract and any amendments, modifications or change orders authorized by this resolution, and to attach to each duplicate thereof a copy of this Resolution.

PASSED on May 14, 2025 by the Walla Walla City Council.

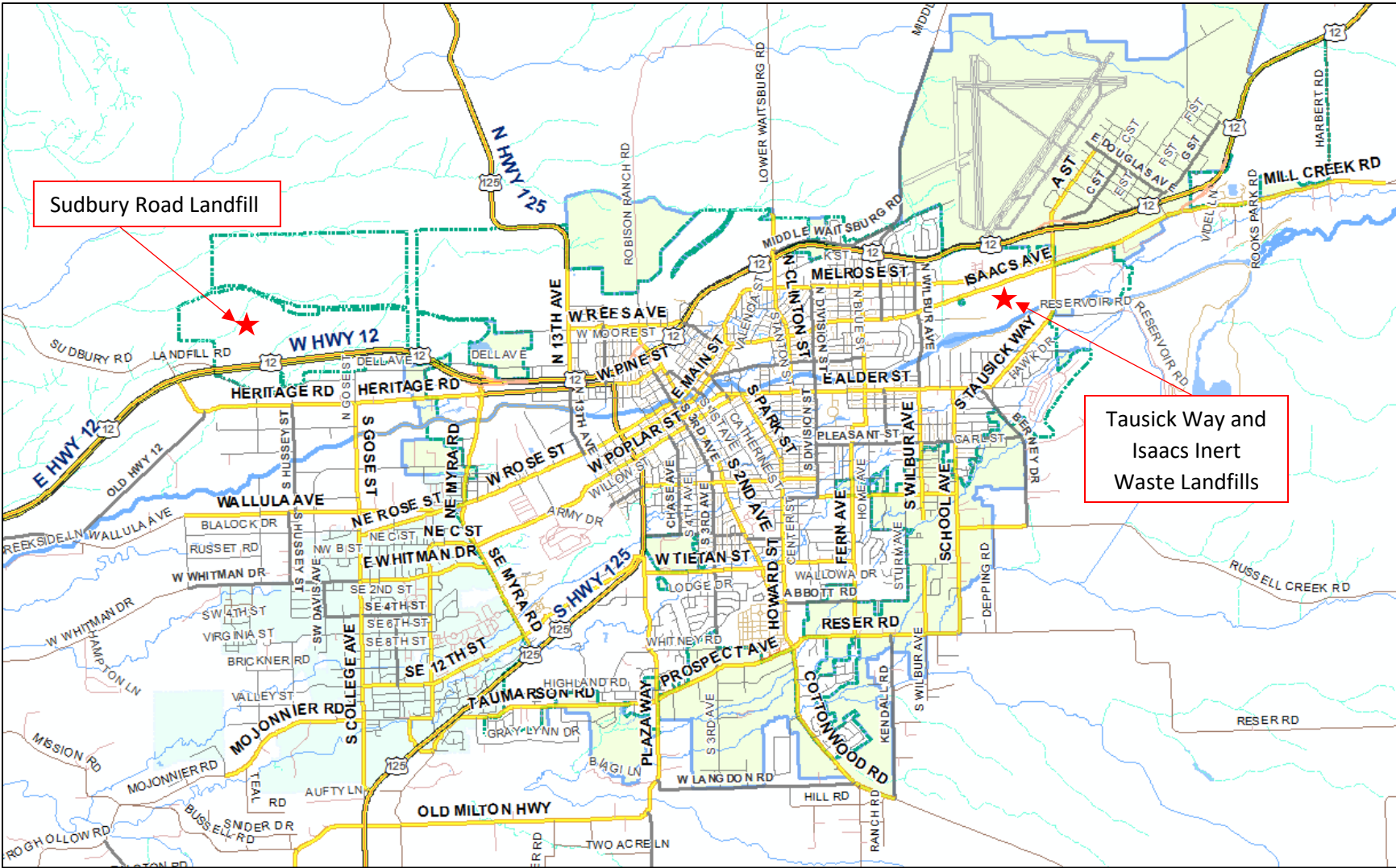
Mayor

Attest:

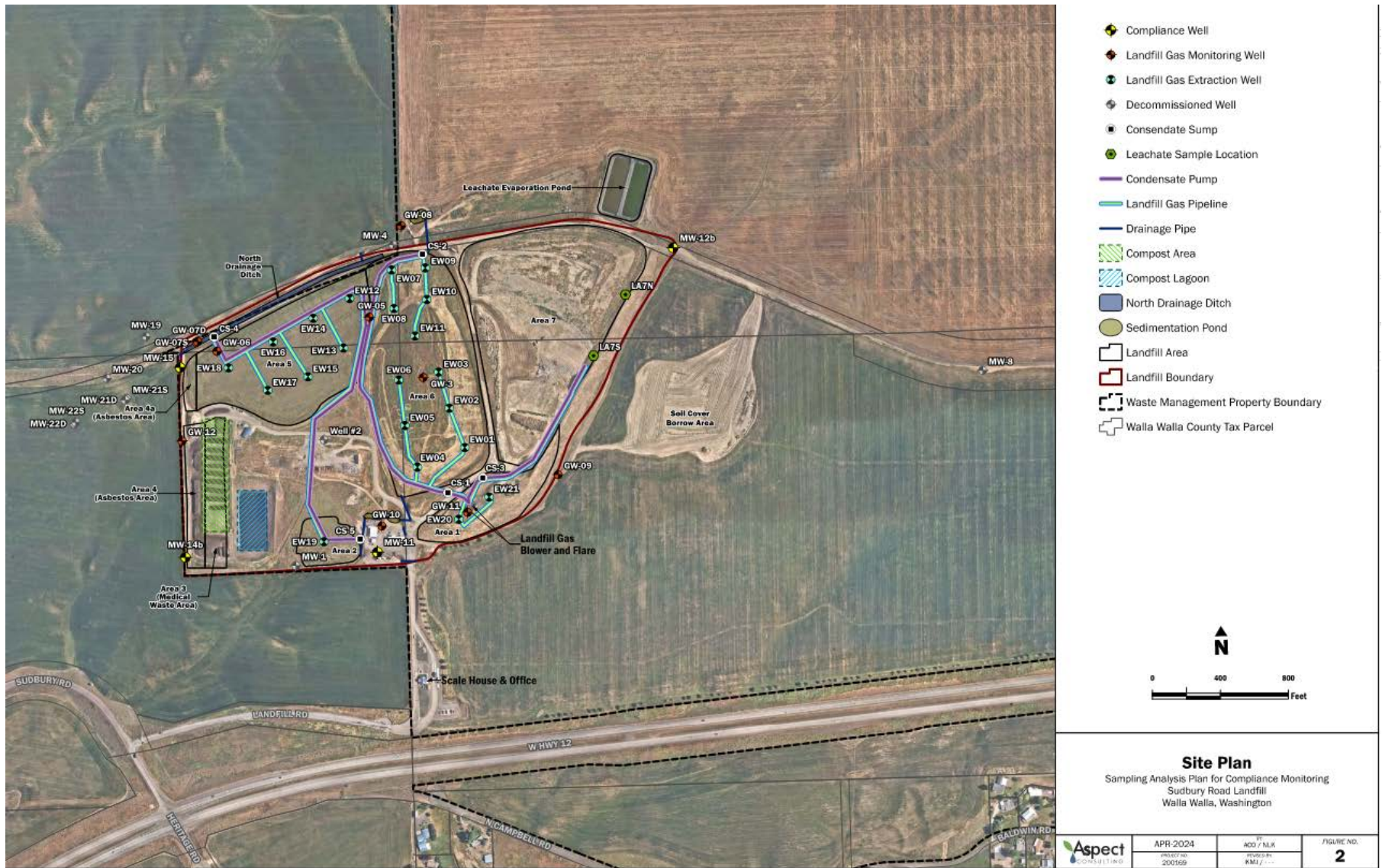
City Clerk

Approved as to form:

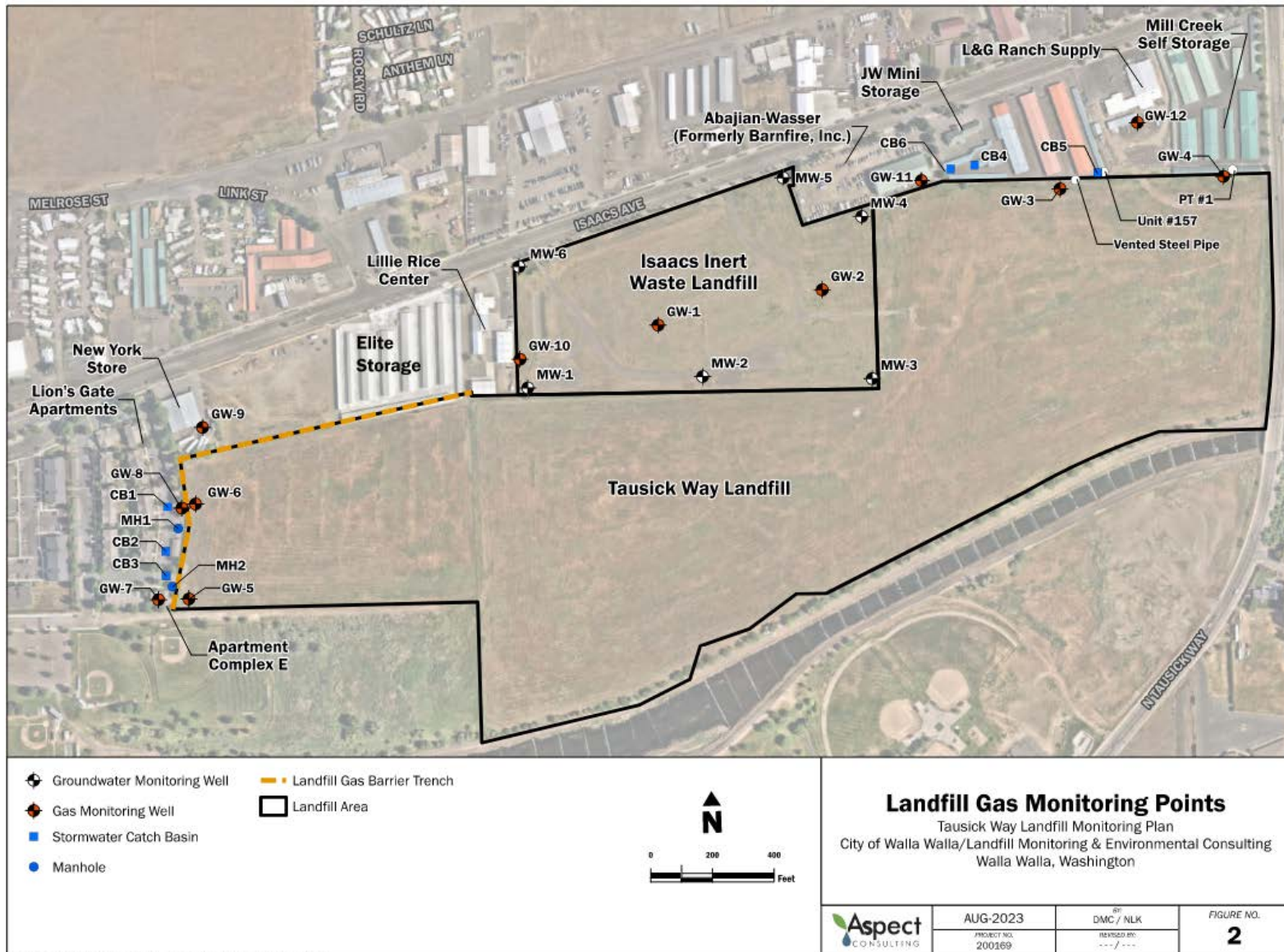
City Attorney



Vicinity Map: Sudbury Road Landfill, Tausick Way Landfill, and Isaacs Inert Waste Landfill



Sudbury Road Landfill: Groundwater and Landfill Gas Monitoring Well Location Map



Data source credits: Note 1 | BaseMap Service Layer Credits: © OpenStreetMap (contributors), © Esri

Tausick Way and Isaacs Inert Waste Landfill: Landfill Gas Monitoring Location Map



ar-5682

Pgs. 23-28

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Approves the minutes of the April 21, 2025 Work Session and the April 23, 2025 Regular Meeting.

Attachments

04-21-2025 Minutes

04-23-2025 Minutes

DRAFT

WALLA WALLA CITY COUNCIL Work Session Minutes April 21, 2025

1. CALL TO ORDER

Present: Councilmember Brian Casey; Councilmember Rick Eskil; Councilmember/Mayor Pro Tempore Steve Moss; Councilmember Gustavo Reyna; Councilmember Jeffrey Robinson; Mayor Tom Scribner; Councilmember Monte A. Willis

City Staff in attendance: City Manager Elizabeth Chamberlain; Deputy City Manager Preston Frederickson; Public Works Director Ki Bealey; City Clerk Lisa Neissl

Attendees: Brook Beeler, Dept. of Ecology, Nick Acklam, Dept. of Ecology, Beth Kercher, Dept. of Ecology, Angie Peters, Valley Transit

Mayor Scribner called the meeting to order at 4:00 p.m.

2. ACTIVE AGENDA

- A. Update from the Department of Ecology on the Stillwater Holdings Cleanup
Presenters: Brook Beeler, Eastern Region Director; Nick Acklam, Toxics Cleanup Program Section Manager; and Beth Kercher, Toxic Cleanup Program Leaking Underground Storage Tank Site Manager

Department of Ecology staff provided an update on the status of the Stillwater Holdings cleanup. There was discussion on:

- The complexity of the spill
- Various options and challenges with cleanup of soils and groundwater.
- Challenges of tanks being located against the building.
- Impacts on adjacent properties.
- Mechanism for those impacted to seek relief.
- Public safety.
- Remediation is needed for solvent contaminants.
- Tanks were installed in 1981 and prior tanks were removed.
- The process of decommissioning underground tanks.
- Estimation of leak beginning in late June or early July 2023.
- Current use status of the 106 building.
- The hotel hired a contractor and did their own work to be able to open earlier.
- Options for Ecology cost recovery and no liability for the City.

- B. Presentation by Angie Peters, General Manager of Valley Transit

Angie Peters, General Manager of Valley Transit, gave a presentation on the local transit system. There was discussion on:

- The importance of the Job Access Program.
- The makeup of the governing board.
- Potential impacts of changes in federal funding.
- The mix of the fleet includes CNG, diesel, and electric vehicles.
- Charging needs and length of operation for electric vehicles.
- Current challenges, other than funding, are staff recruitment/retention and succession planning.
- Partnership with the WW Community College CDL program and on-the-job driver training.
- How data is gathered, monitored, and used in planning.
- Challenges experienced with the recent new electric vehicle purchase.
- How ride-share works, and how much cost is reimbursed.
- Access to bus services for new annexation areas.
- The price point of many new annexation areas are likely high enough to include "by choice" riders who

- are not reliant on public transit.
- Total ridership is 420,000 to 620,000 for fixed route and deviated fixed routes.

3. MEETING ENDS

There being no further business, the meeting ended at 5:53 p.m.

Approved:

Mayor

Attest:

City Clerk

DRAFT

WALLA WALLA CITY COUNCIL Regular Meeting Minutes April 23, 2025

1. CALL TO ORDER

Present: Councilmember Brian Casey; Councilmember/Mayor Pro Tempore Steve Moss;
Councilmember Gustavo Reyna; Councilmember Jeffrey Robinson; Mayor Tom Scribner;
Councilmember Monte A. Willis

Absent: Councilmember Rick Eskil

City Staff in attendance: City Manager Elizabeth Chamberlain; City Attorney June Riley; Parks & Recreation Director
Andy Coleman; Arborist Kyle Clemens; Senior Planner Jon Maland; Fire Chief Eric Wood;
Public Works Director Ki Bealey; Finance Director Liz Moeller; City Clerk Lisa Neissl

Mayor Scribner called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE - Led by Councilmember Moss.

3. PRESENTATIONS AND PROCLAMATIONS

A. Proclamation - Walla Walla Arbor Day - April 24, 2025

Mayor Scribner read a proclamation declaring April 24, 2025 as Arbor Day in Walla Walla.

B. Proclamation - Professional Municipal Clerks Week - May 4-10, 2025

Mayor Scribner read a proclamation declaring the week of May 4-10, 2025 as Professional Municipal Clerks Week in Walla Walla.

C. Proclamation - Child Care Provider Appreciation Day - May 9, 2025.

Mayor Scribner read a proclamation declaring May 9, 2025, as Child Care Provider Appreciation Day in Walla Walla.

4. PUBLIC COMMENTS: None.

5. CONSENT AGENDA

Staff introduced consent agenda items A through E as follows:

A. Ordinance 2025-06: Updating the 2025-26 Biennium Budget.

B. Resolution 2025-036: Authorizes a professional services contract with DKS Associates to update the Transportation Element of the Comprehensive Plan in an amount not to exceed \$127,190.

- C. Resolution 2025-037: Authorizes the acceptance of a State Revolving Fund Loan for the Wastewater Treatment Plant Digester Project
- D. Resolution 2025-038: Authorizes the Fire Station Alerting and Automated Dispatch upgrade project
- E. Minutes of the April 7, 2025 Work Session and the April 9, 2025 Regular Meeting.

At the request of the Council, staff provided information on items A, B, C, and D.

Moved by Councilmember Gustavo Reyna, **seconded by** Councilmember Jeffrey Robinson to approve consent agenda items A through E.

Yes: Councilmember Brian Casey, Councilmember/Mayor Pro Tempore Steve Moss, Councilmember Gustavo Reyna, Councilmember Jeffrey Robinson, Mayor Tom Scribner, Councilmember Monte A. Willis

Carried - Unanimously

6. ACTIVE AGENDA

- A. Resolution 2025-039: Determines that the City will accept and geographically modify the proposed ten percent annexation petition for the Aichele Annexation at 3rd Avenue and Whitney Road.

Staff provided information about the requested annexation and staff proposed modification to include adjacent roadways.

Public Comment: Susan Akers of Coldwell Banker, representing the property owner, spoke in favor of the annexation. R.L. McFarland spoke in favor of the modification to include the roadway.

There was discussion on:

- Reasoning behind including the roadway in the annexation area.
- Expected future use as a residential development.
- Whitney Road and the adjacent Third Ave would need to be improved at the time of development.
- Annexation improves the value of the property.
- This action is only to accept modification of the boundary. Approval of the annexation will be at a later date with a public hearing.

Moved by Councilmember Jeffrey Robinson, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss to approve Resolution 2025-039 which determines that the City will accept and geographically modify the proposed ten percent annexation petition for the Aichele Annexation at 3rd Avenue and Whitney Road.

Yes: Councilmember Brian Casey, Councilmember/Mayor Pro Tempore Steve Moss, Councilmember Gustavo Reyna, Councilmember Jeffrey Robinson, Mayor Tom Scribner, Councilmember Monte A. Willis

Carried - Unanimously

- B. Resolution 2025-040: Authorize the City Manager to enter into a professional services agreement with FCS Group in an amount not to exceed \$125,860.

Staff provided information on the purpose of the proposed contract with FCS Group.

Public Comment: Robert Leigh said the project makes sense, but expressed concerns about the timing of the contract. R.L. McFarland asked for clarification about the selection of the vendor and RFP process.

There was discussion on:

- What data would be used to create the forecast model?
- The focus would be on Parks and Recreation and Development Services for recovery of costs for administrative and programming services.
- Organizational review would focus on staffing and work efficiencies.
- The vendor would build a tool to be used for forecasting as things change.

- The historical relationship with this vendor makes them the best fit for this project.
- The City Manager has discretion on directly contracting with a vendor when there is such familiarity with the related areas of the City due to previous work with the City.
- The reasons behind moving forward now are to assist with future budget planning for revenue and expenditures.
- There is flexibility built into the plan.

Moved by Councilmember Gustavo Reyna, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss to approve Resolution 2025-040 authorizing the City Manager to enter into a professional services agreement with FCS Group in an amount not to exceed \$125,860.

Yes: Councilmember Brian Casey, Councilmember/Mayor Pro Tempore Steve Moss, Councilmember Gustavo Reyna, Councilmember Jeffrey Robinson, Mayor Tom Scribner, Councilmember Monte A. Willis

Carried - Unanimously

7. COUNCIL MEMBER MEETING REPORTS

Councilmember Robinson reported attendance at the following:

The work session, the Good Roads Transportation Association meeting, and a meeting with Chief Buttice about joining the Chief's Advisory Board.

Councilmember Willis reported attendance at the following:

The work session, the Downtown Walla Walla Foundation Board meeting, and the Finance Committee meeting.

Councilmember Reyna reported attendance at the following:

The work session, the Blue Mountain Action Council Board meeting, the Valley Transit Board meeting, the Walla Walla Community College Board of Trustees meeting, and the Emergency Management Board meeting.

Councilmember Casey reported attendance at the following:

The work session, the Good Roads Transportation Association meeting, and the Water/Wastewater Advisory Committee meeting.

Councilmember Moss reported attendance at the following:

The work session, the agenda setting, the Valley Transit Board meeting, the Finance Committee meeting, and the Chief's Advisory Board.

Mayor Scribner reported attendance at the following:

The work session, the agenda setting, the Finance Committee meeting, a meeting with the Library Project fundraiser, and served as a judge at a middle school Civics B.

8. UNFINISHED AND NEW BUSINESS

City Manager Chamberlain provided updates on the following:

Geosyntec Consultants, Inc. has been selected to do a project at the landfill, paid for by a grant from the Department of Ecology to do some methane reduction work.

Inviting everyone to attend the Arbor Day celebration at Green Park Elementary tomorrow at 1:00 p.m.

Letting them know, she will be in Washington DC next week on a legislative trip advocating for BRIC funding for our watershed project among other city priorities.

There was a discussion about providing a letter of support for the FEMA BRIC funding for the Mayor to sign.

9. MEETING ENDS

There being no further business, the meeting ended at 8:04 p.m.

Approved:

Mayor

Attest:

City Clerk



ar-5560

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Middle Housing Code Project - Adoption of Code Amendments

Submitted For: Lisa Wasson-Seilo, Development Services Department

Add'l Contributors: Preston Frederickson, Deputy City Manager

Financial Comments:

N/A

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Adopting code amendments relating to middle housing.

Information

HISTORY:

The City received a Middle Housing Planning Grant from the Washington State Department of Commerce for \$75,000, authorized under Resolution No. 2023-128. The City hired Kimley-Horn and Associates, a planning, design, and engineering firm, to execute the scope of work, which included a gap analysis report with recommendations and policy considerations related to middle housing code amendments, and draft and final development regulation amendments related to middle housing requirements.

"Middle housing" means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing. (House Bill 1110)

In 2023, the Washington State Legislature passed House Bill 1110, which requires cities across the State to adopt development regulations allowing for middle housing on all lots zoned predominately for residential use. The City of Walla Walla is required to adopt new zoning and development regulations in compliance with these new requirements by June 30, 2026. If no action is taken, the legislation will become effective.

Brief project history/ timeline:

January 2024: City receives a middle housing grant from the Washington State Department of Commerce and enters into a contract with Commerce.

March 2024: City contracts with consultant, Kimley-Horn, to execute the scope of work for this project.

May 20, 2024: First City Council work session to introduce the project.

June 3, 2024: First Planning Commission work session to introduce the project.

July 25–August 30, 2024: Community survey available for residents to fill out. The survey was posted to the City website, posted on the City's social media accounts, a press release was sent out, flyers with the survey QR code were distributed at the Public Library, City Hall, and the Service Center. Almost 400 responses were received.

October 7, 2024: Second City Council work session and Planning Commission work session. The project team also met with city staff to discuss the project, the requirements of House Bills 1110 and 1337, and potential impacts to city departments.

October 2024 to January 2025: Drafting of the proposed code amendments based on discussions with Planning Commission, City Council, and city staff, as well as the community survey results.

February 3, 2025: Third Planning Commission work session to review draft middle housing code amendments.

February 2025: Revisions of the proposed code amendments based on Planning Commission's feedback at the February 3 work session.

March 11, 2025: The 60-day Notice of Intent to Adopt Amendments Notice was sent to the Washington State Department of Commerce.

April 1, 2025: Project update provided at the Housing Ad Hoc Committee meeting.

April 8, 2025: Notice of application and notice of public hearing issued. Notices were posted on the city's website, published in the Union Bulletin newspaper, posted on the City's social media accounts, a City press release was sent out, sent to

community survey respondents that supplied their email addresses, and uploaded to the Washington State Department of Ecology's SEPA register.

April 25, 2025: Public comment period end date. Four public comments were received.

May 5, 2025: Planning Commission held a public hearing and unanimously recommended the code amendments as written. There was one member of the public in attendance, who had submitted written comments during the public comment period. Staff and project consultant, Clay White with Kimley-Horn, addressed the public comments, noting that they were outside the scope of what this project was contemplating. The comment letters have, however, been added to the staff's working list of code amendments and will be considered at a later date.

May 8, 2025: A comment letter was received from the Washington State Department of Commerce, recommending a few additions to the middle housing code amendments. Staff are proposing to add language for a middle housing definition consistent with state definition of middle housing (RCW 36.70A.030(26)), based on one of the recommendations in the comment letter. The other recommendations from Commerce have been added to the staff's working list of code amendments and will be pursued at a later date.

May 12, 2025: A City Council Work Session was held. Linked reports below were available for review:

- [Middle Housing Code Updates for Public Comment](#)
- [Middle Housing Code Amendments - Staff Report](#)
- [Middle Housing Code Amendments - Planning Commission Packet](#)

The proposed code amendments would primarily apply in the Neighborhood Residential (RN) zoning district, with some applications throughout the City of Walla Walla. Updates to the following chapters and sections of the Walla Walla Municipal Code are being proposed:

Chapter 13.03 Sewer Utility – Regulations and Rates. 13.03.645 Schedule of miscellaneous sewer-related fees and charges. Adds clarification of sewer connections for accessory dwelling units, depending on the situation, and adds middle housing types to the code section, clarifying that they shall be assessed capital facilities charges for each residential unit.

Chapter 19.06 Construction and Definitions. 19.06.020 Definitions. Adds definitions relating to “unit lot subdivision”.

Chapter 19.16 Unit Lot Subdivision – NEW CHAPTER. 19.16.010 – 19.16.060. Per House Bill 1110, the City of Walla Walla is required to include procedures for “fee simple unit lot subdivision”, allowing the division of a parent lot into separately owned unit lots. See image below, courtesy of WA State Department of Commerce, depicting some examples of how unit lot subdivision could work.

Chapter 20.06 Construction and Definitions. 20.06.030.C C Definitions, D Definitions, F Definitions, M Definitions, S Definitions, and T Definitions. C Definitions: Amends the definitions of “cottage housing” and “courtyard apartments” to match the State’s definitions in the Revised Code of Washington (RCW). D Definitions: Adds a definition for “detached accessory dwelling unit”, simplifies the definition of “duplex”, and removes the definition of “dwelling, two family”. Adds a definition for “dwelling unit, primary”. F Definitions: Clarifies the definition of “fourplex”. M Definitions: adds a definition for “middle housing” to match the State’s definitions in the RCW. S Definitions: Adds a definition for “unit lot subdivision” and references the new Unit Lot Subdivision chapter, 19.16 as well as the RCW. T Definitions: Adds a definition for “triplex”.

Chapter 20.50 Land Use Zones. 20.50.020 RN Neighborhood Residential. Adds references to the new “cottage housing” chapter for yard setbacks specific to cottage housing. Adds an allowance for rear yard setbacks to be reduced when certain conditions are met.

Chapter 20.100 Table of Permitted Land Uses. 20.100.040.F Residential. Adds asterisks to land uses that are defined in the municipal code and adds a reference to the new cottage housing chapter.

Chapter 20.102 Site Design, Density and Dimensional Regulations. 20.102.020 Setbacks and yard requirements. Adds clarification in 20.102.020 that the setback requirements are for primary dwelling units. In subsection C, Residential Covered Rear Patios, adds clarification that the patio is no closer than five feet to the rear property line.

Chapter 20.106 Landscaping and Screening. 20.106.020 Applicability. Clarifies that the Landscaping and Screening requirements of this chapter would not apply to residential development where four or fewer dwelling units are proposed on a single lot, and when the development is not part of a short plat process.

Chapter 20.117 Cottage Housing – NEW CHAPTER. 20.117.010 Cottage housing standards. Adds a new chapter relating to cottage housing. The intent is to incentivize the building of more cottage housing, as cottage housing was ranked as a top housing type by respondents of the project community survey, which ran the month of August 2024.

The cottage housing chapter includes a density bonus, a maximum unit size, a maximum cottage height, cottage housing setbacks, gentle design requirements, a maximum garage size, parking standards, and open space requirements.

Chapter 20.118 Residential Accessory Standards. 20.118.030 Accessory dwelling units. Removes the requirement that accessory dwelling units (ADU's) may only be permitted as accessory to a single-family residence or duplex, to comply with House Bill 1337. This bill states that ADU's must be allowed on any residential lot that allows for single-family homes. Code updates also include amending the number of ADU's per lot from one to two and adding clarification that ADU's count towards the total number of dwelling units per lot.

Chapter 20.216 Off-Street Parking and Loading Standards. 20.126.070 Location of required spaces. Clarifies that within the Neighborhood Residential zone, parking facilities and driveways shall be located on the same parcel as the building/s, and clarifies that for multifamily dwellings, parking spaces shall be served by a driveway.

Chapter 20.127 Table of Off-Street Parking Standards. 20.127.010 Table of Off-Street Parking Standards. Amends the parking table to clarify that no off-street parking is required for accessory dwelling units. Per the House Bill 1110 requirements, this code update adds that one space per middle housing unit is required on lots less than 6,000 square feet.

POLICY ISSUES:

The proposed middle housing code amendments shall revise, update, and add to sections of the Municipal Code, to be in compliance with House Bill 1110 and 1337. In addition to compliance with state legislation, the code updates aim to allow for additional middle housing development throughout the City of Walla Walla.

PLAN COMPLIANCE:

STRATEGIC PLAN:

- Livability Strategic Objective 1: Addressing the housing crisis in our community.
- Livability Initiatives 1.2: Implement the Regional Housing Action Plan Policy Recommendations

COMPREHENSIVE PLAN:

- Community Character Goal 2: All of Walla Walla's residential communities are livable and attractive.
- Land Use Policy 1.1: Accommodate new residential and commercial development in areas with available infrastructure and services.
- Land Use Policy 1.3: Encourage infill development that provides additional housing in the city.
- Land Use Goal 3: There are a variety of uses allowed throughout Walla Walla that encourage options for housing and businesses.
- Land Use Policy 3.7: Support a variety of housing types such as tiny homes, duplexes, multifamily development, cottage housing, and single family residential.
- Housing Goal 1: A broad range of housing choices is available to meet the needs of people of diverse socioeconomic status, household type, and age.
- Housing Policy 1.1: Provide an array of housing choices such as apartments, small lot single-family housing, accessory dwelling units, townhomes, manufactured homes, and cottages to meet the needs of people of all incomes throughout their lifespan.

ALTERNATIVES:

City Council may approve, deny, or approve with modifications the proposed middle housing code amendments.

STAFF RECOMMENDATION:

Staff recommends the adoption of the proposed ordinance, approving the Planning Commission's recommendation from the May 5 Public Hearing.

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Ord 2025-07
Bryan Pickle Public Comment
Chuck Hindman Public Comment
Timothy Russell Public Comment
Penny P Public Comment
Commerce Comment Letter

ORDINANCE NO. 2025-07

AN ORDINANCE ADOPTING AMENDMENTS TO TITLES 13, 19, AND 20 OF THE WALLA WALLA MUNICIPAL CODE AND TAKING SUCH OTHER ACTION RELATED THERETO

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Walla Walla County Board of Commissioners passed County Resolution number 90-449 on October 30, 1990 opting into planning activities under the Washington Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, the Walla Walla City Council passed City Ordinance 2018-15 on June 13, 2018 adopting an updated Comprehensive Plan for the City of Walla Walla; and

WHEREAS, RCW 36.70A.130 provides that development regulations shall be subject to continuing review and evaluation by the city that adopted them; and

WHEREAS, RCW 35A.63.100 authorizes the Walla Walla City Council, by ordinance or other action to the extent the Walla Walla City Council deems necessary or appropriate, to implement or give effect to the comprehensive plan or parts thereof in developing the City of Walla Walla and in regulating the use of land herein; and

WHEREAS, the City of Walla Walla Planning Commission reviewed the project and discussed the draft code amendments at the regularly scheduled work sessions on June 3, 2024; October 7, 2024; and February 3, 2025; and

WHEREAS, a community survey was conducted to gather information on the community's preferences relating to middle housing types, and the challenges and opportunities of infill development; and

WHEREAS, the community survey was available in English and Spanish, was open from July 25, 2024 to August 30, 2024, and received 387 responses; and

WHEREAS, the City of Walla Walla issued a Notice of Application on April 8, 2025 with comments due April 25, 2025; and

WHEREAS, the City of Walla Walla issued a State Environmental Policy Act (SEPA) Determination of Non-Significance (DNS) on April 8, 2025 and posted it on the City website and circulated it with the SEPA contact list, and published the DNS in the Union-Bulletin on April 25, 2025; and

WHEREAS, the City of Walla Walla Planning Commission reviewed the development regulations at the regular scheduled meetings on June 3, 2024; October 7, 2024; and February 3, 2025, and May 5, 2025; and

WHEREAS, the Notice of Public Hearing was posted on the City's website on April 8, 2025, at least 14-days prior to the date of hearing, published in the Union Bulletin on April 8, 2025; and

WHEREAS, the proposed code amendments were transmitted to the Washington State Department of Commerce, Growth Management Services Division, and other state agencies for the 60-day state review period in accordance with RCW 36.70A.106 on March 11, 2025; and

WHEREAS, the proposed amendments to Titles 13, 19, and 20 were presented to the Planning Commission at the June 3, 2024; October 7, 2024; and the February 3, 2025 work

sessions before formal application and the May 5, 2025 public hearing; and

WHEREAS, at the public hearing the City of Walla Walla Planning Commission heard and considered the public testimony and the evidence and exhibits presented to it; and

WHEREAS, the City of Walla Walla Planning Commission thereafter made their recommendation on the proposed code amendments on May 5, 2025; and

WHEREAS, the Walla Walla City Council reviewed the Planning Commission's recommendations at a regular work session on May 12, 2025; and

WHEREAS, the Walla Walla City Council conducted a duly noticed public meeting on the proposed development regulations on May 14, 2025; and

WHEREAS, the Walla Walla City Council has considered the matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this ordinance.

NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:

Section 1: Section 13.03.645 of the Walla Walla Municipal Code are hereby amended as follows (added items are in bold and italicized and removed items are stricken):

13.03.645 Schedule of miscellaneous sewer related fees and charges.

The schedule of miscellaneous sewer related fees and charges to be assessed and paid is as follows:

A. Any party desiring or required to connect to the city system of sewerage or to increase the size of its service shall pay sewer capital facilities charges to the city at the rates set forth in the city's rate ordinance(s). The city council has determined that the sewer capital facilities charges established herein are proper and reasonable connection charges in order that such property owners shall bear their equitable share of the cost of city system of sewerage. Sewer capital facility charges are ordinarily determined with reference to the size and number of water meters at a location, because sewage is not usually measured and there is a rational correlation between water consumption and sewer discharge. If a property or premises is not served by metered water from the city, the city engineer or his/her designees will determine the meter equivalents for the connection.

1. Increases in the size of service are deemed to occur upon increase of the size of a water meter at a location, increase of the number of water meters at a location, subdivision of a property, or addition of occupancies at a location.

a. "Addition of occupancies" for residential properties does not include *the* addition of accessory dwelling units as defined by Title 20, *unless the accessory dwelling unit is being subdivided from the primary dwelling unit, an applicant requests a separate connection, or where the accessory dwelling unit is the only dwelling unit on the property.*

2. Duplexes, triplexes and quadruplexes, *fourplexes, townhomes, cottage housing, stacked flats, and tiny homes* shall be assessed capital facilities

charges for each residential unit regardless of the number of water meters installed. Each residential unit shall be assessed the capital facilities charge set forth in the city's rate ordinance(s) for a three-fourths-inch meter size.

3. All parties desiring or required to increase the size of service shall pay prorated capital facilities charges. The amount to be assessed in such instances shall be the difference between the facilities charges that would have been required for the existing size of service and the charges applicable to the increased size of service. In no event shall the total amount of any credits exceed the amount of the capital facilities charges.

4. The sewer capital facilities charges established herein shall apply in addition to the costs of connection and any other applicable charges.

5. No one shall be entitled to a refund, rebate, or rate reduction for any decrease in the size of service at a location.

B. A side sewer charge will be assessed in an amount set forth in the city's rate ordinance(s) for side sewers installed on capital improvement projects by the city.

C. Additional charges may be set forth in the city's rate ordinance(s).

D. Additional sewer connection charges for sewers, pumping stations, disposal plants, or other appurtenances constructed by developers or property owners to serve their own property, but that make sewer service available to intervening property owned by others, shall be established by "latecomer" or "reimbursement" agreements, that reflect the cost of constructing said facilities. These agreements may be effective for twenty years, after which the connection charges shall revert to the normal connection fees in effect at that time; provided, however, that the term of such agreements may be extended as provided by law.

E. The city public works department is authorized to additionally charge customers for actual costs not otherwise set forth in the Walla Walla Municipal Code or the city's rate ordinance(s).

Section 2: Section 19.06.020 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

19.06.020 Definitions.

As used in this code, the following words and phrases shall mean:

"Access" means the right to cross between public and private property allowing pedestrians and vehicles to enter and leave property.

"Access way" means a pedestrian and/or bicycle connection between two rights-of-way, or to achieve other connectivity needs as determined by the director or designee. An access way conforms to city standards and is in either an off-street public right-of-way or a public access easement on private property.

“Adjacent” means having a common boundary and is not to be construed as that which is across a street or alley.

“Alley” means a service way providing a secondary means of public access to abutting property and not intended for general traffic circulation.

“Approving authority” means the director, city manager, planning commission, hearing examiner, or city council of the city of Walla Walla as used in this code.

“Binding site plan” means a survey together with a developer agreement which, when approved and recorded as required by this code, provides a method of land division for the purpose of sale or lease of commercial, industrial or public property, including condominiums.

“Block” means a group of lots, tracts or parcels within well defined and fixed boundaries.

“Boundary adjustment” means modification of the size or alignment of adjacent parcels through relocation of their common boundary where an additional parcel is not created, and where the existing parcel which is being reduced in size is not reduced below the minimum lot size established by the zone which applies to the property. (See Division IV of this title.)

“City engineer” means the head of the engineering division of the department of public works.

“City manager” means the chief administrative officer of the city appointed by and responsible to the city council.

“Common open space” means an area or areas within a development designed and developed for the use or enjoyment of all residents of the development, or of the public in general.

“Comprehensive plan” means the most recent generalized coordinated land use policy statement of the Walla Walla city council, as amended, adopted pursuant to Chapter 36.70A RCW.

“Concurrency requirements” means Chapter 20.51 and other ordinances, regulations and rules adopted by the city to ensure that at the time of new development, public facilities and services are in place or are adequately planned.

“Condominium” means a building, or group of buildings, in which dwelling units are owned individually, and common areas and facilities are owned by all the owners in various ways as provided by state statute.

“Contiguous land” means two or more parcels or units of land under a single ownership which are not separated by an intervening parcel of land under different ownership, including limited access right-of-way which would deny access between the two parcels under single ownership.

“Council” means the legislative authority of the city.

“Covenant” means a binding and solemn agreement made by two or more individuals, parties, etc., to do or keep from doing a specified thing or things.

“Cul-de-sac” means a street closed at one end by a circular area of sufficient size for convenient reversal of traffic movement.

“Dedication” means the deliberate appropriation of land by an owner for any general and public uses, reserving for himself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted. Acceptance by the public shall be evidenced by council approval of the dedication document for filing.

“Developer” means any person, corporation, partnership or other legal entity who creates a “subdivision” or “short subdivision” or “binding site plan” as defined herein and Chapter 58.17 RCW.

“Development services department” (known and referred to alternatively herein as the “department,” “staff,” or “planning staff”) means the department created by Section 2.17.010(F).

“Director” (known and referred to alternatively herein as the “development services manager,” “department head,” “administrator,” or “zoning administrator”) means the official appointed by the city manager in accordance with Section 2.17.070, and such other staff granted authority to act on behalf of the director.

“Director of parks and recreation” means the head of the department of parks and recreation, appointed by and responsible to the city manager.

“Director of public works” means the head of the department of public works appointed by and responsible to the city manager.

“Grade (ground level)” means the average of the finished ground level on each exterior wall of the building.

“Hearing examiner” means the hearing examiner of the city.

“Homeowners’ association” means an incorporated, nonprofit corporation as used in this code for planned unit developments, which operates under recorded land agreements through which (1) each property owner is a member, and (2) each property owner is subject to a charge for a proportionate share of the expenses for the organization’s activities and maintenance of common property.

“Improvements” means street grading or graveling, permanent street and corner monuments, street pavement, curbs and sidewalks, pedestrian ways, water mains, storm and sanitary sewers, and other required or necessary facilities.

“Lot” means a designated parcel, tract or area of land established by plat, subdivision or as otherwise permitted by law, to be used, developed or built upon as a unit.

Lot, Double Frontage. “Double frontage lot” means a lot which fronts upon two parallel streets, or which fronts upon two streets which do not intersect at the boundaries of the lot. Also known as a through-lot.

Lot, Flag. “Flag lot” means a lot, with a narrow portion fronting a public/private street and where access to that street is across that narrow portion for the exclusive use of that lot only.

“Lot frontage” means that portion of a lot nearest the street or private lane. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to public streets shall be considered frontage.

Lot, Interior. “Interior lot” means a lot other than a corner lot.

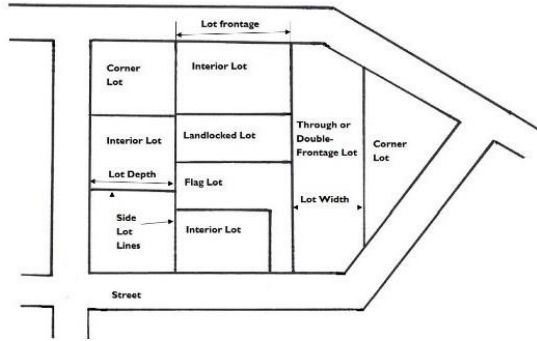


Figure 19.06-1 – Lot Layout

“Lot, parent” means a lot which is subdivided into unit lots through the unit lot subdivision process.

“Lot, unit” means a lot created from a parent lot and approved through the unit lot subdivision process.

“Low impact development best management practice” or “LID BMP” has the same meaning as defined in Section 12.01.050.

“Monument” means an object used to permanently mark a surveyed location. The size, shape and design of the monument are to be in accordance with standards specified by the Washington State Department of Natural Resources as authorized by Chapter 58.17 RCW.

“Natural drainage systems” consist of concentrated sheet flow, swales, depressions, and stream or river channels that are used to convey runoff.

“Parcel” is synonymous with “lot.”

“Person” means every natural person, firm, partnership, association or corporation.

“Planned unit development (P.U.D.)” means a development designed as a unified combination of land uses. It may include a mixture of residential, open space or recreation areas for the direct use and benefit of all the lot owners within the development. A P.U.D. includes an owners’ association and common open space.

“Planning commission” means the planning commission of the city of Walla Walla.

“Plat” means a map or representation of a subdivision showing thereon the division of a tract or parcel of land into lots, blocks, streets, alleys, easements or other divisions and dedications.

1. “Preliminary plat” means a neat and approximate drawing showing the general layout of streets and alleys, easements, lots, blocks and other elements of a subdivision.
2. “Final plat design” means the map of a development which conforms to the dimensional information required for final plats in Chapter 19.40, “Table of Required Information.”
3. “Final plat” means the final drawing of a subdivision prepared for filing for record with the county auditor and containing all elements and requirements set forth in Chapter 58.17 RCW and in this code.
4. Short Plat. A “short plat” is the map of a short subdivision set forth in Chapter 58.17 RCW and in this code.

“Plat certificate” means a title report by a title insurance company certifying the ownership, deed restrictions, covenants, etc., of the land being subdivided.

“Private lane” means a privately owned and maintained access to property from a public right-of-way.

Reviewing Body. The hearing examiner reviews subdivision preliminary plats, holds public hearing and makes recommendation to city council; and the planning commission reviews planned unit developments, holds public hearing and makes recommendation to city council.

“Right-of-way” means the platted portion of a development for purposes of a street or alley for vehicular and/or pedestrian traffic.

“SEPA” means State Environmental Policy Act.

“Short plat” means the division of land into nine or fewer lots, tracts or parcels for the purpose of sale or lease or transfer of ownership, a “short subdivision” as defined in Chapter 58.17 RCW.

Short Subdivision. “Short subdivision” is synonymous with “short plat.”

“Site plan review committee” means the site plan review committee (SPRC) consisting of the development services manager, director of public works, city engineer, director of parks and recreation, fire chief, chief of police, or their designee.

“Stormwater facility” has the same meaning as defined in Section 13.06.010.

“Street” means the entire width between the boundary lines of every public way for the purposes of vehicular and pedestrian traffic.

Street, Arterial. “Arterial street” means a street primarily for fast through and heavy traffic, minimizing intersecting streets and direct access to abutting properties and primarily for the purpose of accommodating general traffic circulation of the community.

Street, Collector. “Collector street” means a street which carries traffic from residential streets to one or more arterial streets.

Street, Half. “Half street” means a portion of the width of a street, usually along the edge or boundary of a development, where the remaining portion of the street is to be provided by the development of adjacent property.

Street, Residential. “Residential street” means a street which primarily provides the principal means of access to abutting property.

“Subdivision” means the division of land into ten or more lots, tracts, parcels, sites or divisions for the purpose of sale, lease or transfer of ownership and shall include all resubdivision of land.

“Subdivision, unit lot” means the division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process.

“Turnaround” means the turnaround area of a cul-de-sac having sufficient size and shape for convenient reversal of traffic movement.

“Utility” means an agency or business which provides necessary services to the public and includes services such as telephone, gas, electric power, railroad, television cable, water, stormwater and sewer.

“Utility facilities” means any structure operated by a utility for the purpose of distributing services to customers including switching or secondary transmission facilities. Utility facility does not include administrative offices, fleet parking lots or other support services not directly connected with service delivery.

“Wetlands” means wetlands as defined in the city of Walla Walla critical areas ordinance.

Section 3: Chapter 19.16 is hereby added as a new chapter to the Walla Walla Municipal Code as follows:

19.16 Unit Lot Subdivision.

19.16.010 Purpose. The primary purpose of these provisions is to allow for the creation of fee simple unit lots for attached and detached dwelling units while applying only those site development standards applicable to the parent site as a whole.

19.16.020. The development as a whole shall meet development standards applicable at the time the permit application is vested. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all the development standards of this title based on analysis of the individual unit lot, except that any private open space for each dwelling unit shall be provided on the same lot as the dwelling unit it serves.

19.16.030. Unit lot subdivisions and subsequent platting actions, additions or modifications to the structure(s) may not create or increase any nonconformity of the parent lot.

19.16.040. Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot or tract other than the lot with the dwelling unit, if the right to use that parking is formalized by an easement or otherwise defined on the final plat, as recorded with Walla Walla County.

19.16.050. Except as provided for in WWMC 19.16.010-.060, unit lot subdivisions are subject to all subdivision or short plat requirements, based upon the number of lots created through the unit lot subdivision process.

19.16.060. Unit lot subdivisions shall be processed as a subdivision or short plat, based upon the number of lots created through the unit lot subdivision process.

Section 4: Section 20.06.030.C, 20.06.030.D, 20.06.030.F, 20.06.030.M, 20.06.030.S, and 20.06.030.T of the Walla Walla Municipal Code are hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.06.030.C C definitions.

“Cabana” means a freestanding roof supported only by columns or pillars with no enclosing walls between them, and having no enclosures under the roof itself.

“Camp, tourist, or trailer park” means any area or tract of land used or designed to accommodate two or more recreational vehicles, tents or outfits, the primary purpose of which is to rent space to any person for a fee.

“Campground” means a developed area consisting of more than one campsite used for the purposes of camping.

“Cargo containers” are standardized reusable vessels that were (1) originally, specifically or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities, and/or (2) designed for or capable of being mounted or moved by rail, truck or ship by means of being mounted on a chassis or similar transport device. This definition includes the terms “transport containers” and “portable site storage containers” having a similar appearance to and characteristics of cargo containers.

“Carport” means a roofed structure providing space for the parking or storage of motor vehicles and enclosed only by the exterior walls of the associated structure if it is to be attached, and supported on all other sides by columns or pillars with no enclosing walls between them.

“Change of use” means alteration of the purpose for which land or a structure is designated, arranged, or intended from an existing use, or an actual use in the last twelve months, to a different use for the location in question.

Child Care, Home. These facilities are covered by definitions of day care center. (See “Day care center, mini” or “Day care center, family.”)

“Circulation area” means that portion of the vehicle accommodation area used for access to parking or loading areas or other facilities on the lot. Driveways and other maneuvering areas comprise the circulation area.

“City” means city of Walla Walla, Washington.

“City council” or “council” means the city council of the city of Walla Walla, Washington.

“Clearview triangle” means a triangular area at an intersection which is to be kept clear of visual obstructions for the safety of pedestrian and vehicular traffic. Clearview triangle regulations are set forth in Chapter 20.114.

“Combination use” means a use consisting of a combination of two or more principal uses on one lot separately listed in Chapter 20.100, Tables of Permitted Land Uses. (Under some circumstances, a second principal use may be regarded as accessory to the first, and thus a combination use is not established. In addition, when two or more separately owned or separately operated enterprises occupy the same lot, and all such enterprises fall within the same principal use classification, this shall not constitute a combination use.)

“Commission” means the Walla Walla city planning commission.

“Common open space” or “common areas” means an area or areas within a development designed or intended for the use or enjoyment of all residents of the development or for the use and enjoyment of the public in general.

“Community center” means a structure owned and operated by a nonprofit public or private corporation and used as a public meeting place for recreation, education, and the general good of the community.

“Comprehensive plan” means the most recent generalized coordinated land use policy statement of the Walla Walla city council, as amended, adopted pursuant to Chapter 36.70A RCW.

“Concentrated animal feeding operation” means a structure or pens for the concentrated feeding or holding of animals or poultry, including but not limited to horses, cattle, or sheep. This definition includes dairy confinement areas, slaughterhouses, shipping terminal holding pens, poultry and/or egg production facilities and fur farms but does not include animal husbandry.

“Concurrency requirements” means Chapter 20.51 and other ordinances, regulations and rules adopted by the city to ensure that at the time of new development, public facilities and services are in place or are adequately planned.

“Conditional use” means a use listed as permissible in a zone, but one which due to potential interaction with adjacent uses or public facilities, requires additional public input and which may require certain additional development standards to ensure that the purposes of this code are met. Conditional use requests are reviewed and approved by the Walla Walla city hearing examiner in accordance with Chapter 20.26, Level III Review; and Chapter 20.216, Conditional Use.

“Condominium” means a building or group of buildings, in which dwelling units are owned individually, common areas and facilities are owned by all the owners on a proportional, undivided basis as provided by the subdivision code in Title 19, and in accordance with Chapter 64.34 RCW, Condominium Act of Washington.

“Congregate care facility” means a structure, primarily for senior citizens, containing more than five living units consisting of separate or confined sleeping and living room, bathroom, but without a kitchen (hot plate and small sink may be provided for supplementary cooking in the room) with food service provided in a commons by the management of the facility.

“Contiguous land” means two or more parcels or units of land under a single ownership which are not separated by an intervening parcel of land under a separate ownership, including limited access right-of-way which would deny access between the two parcels under single ownership.

Convalescent, Nursing Homes. See “Nursing care home” and “Nursing care facility.”

“Convenience store” means a one-story retail store containing less than two thousand square feet of gross floor area that is designed and stocked to sell primarily food, beverages, and other household supplies to customers who purchase only a relatively few items (in contrast to a “supermarket”). It is designed to attract and depends upon a large volume of stop-and-go traffic.

“Cottage housing” *shall have the same meaning as defined in RCW 36.70A.030.* ~~means multiple detached dwelling units sharing common areas. A dwelling unit in cottage housing, within the Neighborhood Residential zone, shall not be more than one thousand square feet.~~

“Courtyard apartments” *shall have the same meaning as defined in RCW 36.70A.030.*
~~means one-story attached dwelling units oriented around a landscaped courtyard which is adjacent to the front public right-of-way.~~

“Critical root zone” means the line encircling the base of the tree with half the diameter of the drip line.

“Curb line” means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the public works department according to city standard plans for future streets.

20.06.030.D D definitions.

“Day care center, family” means any nursery school, preschool, child day care nursery or other structure or premises used for the day care, apart from their parents or guardians, of thirteen or more children twelve years of age or younger.

“Day care center, mini” means any nursery school, preschool, child day care nursery or other structure or premises used for the day care, apart from their parents or guardians, of fewer than thirteen children twelve years of age or younger.

“Deck, high level” means a structure which conforms to the description of a low level deck, but which is higher than the fence height allowance in the yard in which the deck is located.

“Deck, low level” means an unroofed exterior wood frame structure, either attached to a dwelling or freestanding, which provides a surface for outdoor activities. A low level deck, and any railings, benches or attachments must be no higher than the fence height allowed in the yard in which the deck is located.

“Deck roof” means a roof enclosed only by exterior walls of the associated dwelling and supported on all other sides by columns or pillars with no enclosing walls between them. A deck roof is a structure for calculation of setbacks and lot coverage.

“Department” (known and referred to alternatively herein as the “planning department,” “development services department,” “development services,” “planning and building department,” “staff,” or “planning staff”) means the department created by Section 2.17.010(F).

“Detached accessory dwelling unit” shall have the same meaning as defined in RCW 36.70A.696.

“Developer” means a person who is responsible for any undertaking that requires an approval decision, and/or additional permits such as a special use permit, conditional use permit, or sign permit.

“Development” means that which is to be done pursuant to an approval decision. Approval may be conditioned upon other permits such as a special use permit, conditional use permit, a variance, or site plan review approval.

“Diameter at breast height (DBH)” means the diameter of the tree measured four and one-half feet above the ground.

“Dimensional nonconformity” means a nonconforming situation that occurs when the height, size, or minimum floor space of a structure or the relationship between an existing building or buildings and other buildings or lot lines does not conform to the regulations applicable to the district in which the property is located.

“Director” (known and referred to alternatively herein as the “development services director,” “development services manager,” “administrator,” or “zoning administrator”) means the official appointed by the city manager in accordance with Section 2.17.070, and such other staff granted authority to act on behalf of the director.

“District” or “zone” means an area defined as to the boundaries and location on the official zoning map and within which area certain land use regulations as prescribed by the text of this code apply.

“Dormitory,” “fraternity,” or “sorority house” means a building occupied by and maintained exclusively for students affiliated with an academic or professional college or university or other recognized institution of higher learning, and regulated by such institution.

“Downtown” means a subset of the Central Commercial Zone; the boundaries of downtown are as identified on the Walla Walla Comprehensive Plan Land Use Map.

“Drip line” means the area located directly under the outer circumference of a tree’s branches.

“Duplex” means *a residential building with two attached dwelling units.* ~~a building designed exclusively for occupancy by two families living independently of each other and containing two attached dwelling units on the same lot.~~

“Dwelling” means a building designed exclusively for residential purposes, including one-family, two-family, and multiple-family dwellings but not including hotels or motel units.

“Dwelling, multifamily” means three or more attached residential dwelling units on one lot or parcel.

Dwelling, One-Family. “One-family dwelling” means a detached building designed exclusively for occupancy by one family and containing one dwelling unit.

~~Dwelling, Two Family. “Two family dwelling” means a building designed exclusively for occupancy by two families living independently of each other and containing two attached dwelling units on the same lot. This definition includes the term “duplex.”~~

“Dwelling unit” means one or more rooms designed for or occupied by one family for living and sleeping and sanitation purposes, and containing permanent kitchen facilities used solely by one family. All rooms comprising a dwelling unit shall have access through an interior door to other parts of the dwelling unit. (See “Accessory dwelling unit.”)

Dwelling unit, primary. “Primary dwelling unit means a single-family residence on a parcel. Where there is more than one attached or detached home on the property, the primary dwelling unit is the larger of the dwelling units on the parcel.

20.06.030.F F definitions.

“Facilities, public” means those structures, systems, or areas, such as streets, utilities, parks and public buildings customarily provided by or on behalf of government for use by the general public. This term may also include structures or features required of a private developer which are dedicated to the public as a condition of development.

“Family” means one or more persons related by blood, marriage, adoption, or guardianship or persons who are not related by blood, marriage, adoption or guardianship, living together as a single household unit in a single dwelling unit.

“Family home, adult” shall have the same meaning as defined in RCW 70.128.010.

“Fence” means a barrier for the purpose of enclosing space or separating parcels of land.

“Fence, sight-obscuring” means a fence where more than half of the area of the fence cannot be seen through.

“Flood hazard area” means the area which has been or may be covered by a one-hundred-year flood as defined by the Federal Emergency Management Agency Flood Hazard Boundary Map.

“Flood Hazard Boundary Map” means an official map of the community furnished by the Federal Insurance Administration, labeled as Flood Hazard Boundary Map and delineating the boundaries as the special hazard areas.

Foster Care, Adult. Referred to in this code as adult family home.

“Fourplex” means a *residential* building with four *attached* dwelling units.

Frontage, Lot. “Lot frontage” means that portion of a lot nearest the street. For the purposes of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to public streets shall be considered frontage.

20.06.030.M M definitions.

“Manufactured home, Class A” means a new single-section, single-wide or multi-wide manufactured home certified as meeting or exceeding the Construction and Safety Standards promulgated by the U.S. Department of Housing and Urban Development and the design and appearance minimum standards in accordance with Section 20.180.050.

“Manufactured home, Class B” means a new manufactured home certified as meeting or exceeding the Construction and Safety Standards promulgated by the U.S. Department of Housing and Urban Development but does not satisfy the design and appearance minimum standards in accordance with Section 20.180.050.

“Manufactured home, Class C” means a used manufactured home certified as meeting the Construction and Safety Standards promulgated by the U.S. Department of Housing and Urban Development which upon inspection is found to be in good condition and safe and fit for human occupancy.

“Manufactured home, Class D” means used manufactured homes whether or not certified as meeting the U.S. Department of Housing and Urban Development Construction and Safety Standards or prior codes, found on inspection to be in poor condition and unsafe and/or unfit for residential occupancy.

“Manufactured home within a manufactured home park” means a structure which is designed and built as a permanent dwelling unit but which is: (1) not constructed in accordance with the standards set forth in the International Residential Code (IRC) and local codes applicable to site-built homes, and (2) is constructed with an integral frame of “I” beams or tubular steel which is the structural foundation of the home itself and which provides the attachment for transport assemblies used to tow the mobile home to the point of use. This definition does not include mobile homes, modular homes, commercial coach, or recreational vehicles.

“Manufactured (mobile) home park” means any real property which is rented or held out for rent to others for the placement of two or more mobile homes, manufactured homes, or park models for the primary purpose of production of income, except where such real property is rented or held out for rent for seasonal recreational purpose only and is not intended for year-round occupancy as defined in RCW 59.20.030. (See Chapter 20.184.)

“Middle housing” shall have the same meaning as defined in RCW 36.70A.030.

“Moderate-income household” shall have the same meaning as defined in RCW 84.14.010.

“Modular home” means a dwelling unit constructed in accordance with the standards set forth in the International Residential Code (IRC) and local codes applicable to site-built homes and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation. Among other possibilities, a modular home may consist of single or two or more sections transported to the site in a manner similar to a manufactured home, or a series of panels or room sections transported on a truck and erected or joined together on the site.

“Multi-use pathway” means an on-site pathway designed to provide pedestrian and bicycle access and circulation through and within a site.

20.06.030.S S definitions.

“Sand and gravel pits” means an area where earthen materials in excess of five hundred cubic yards are extracted from the site for commercial purposes which may or may not include stockpiling.

Satellite Dishes. (See Chapter 20.170, Wireless Communication Facilities.)

SEPA – State Environmental Policy Act/Rules. Refers to Chapter 43.21C RCW and SEPA Rules in Chapter 197-11 WAC adopted by the Washington State Department of Ecology. Refers further to the city’s environmental ordinance in Title 21 and Chapter 20.134.

“Service station” means a retail facility to provide motor fuel and other petroleum products to motor vehicles, and may include lubrication and minor repair service and incidental sale of motor vehicle accessories.

Sight Visibility Triangle. Referred to in this code as “clearview triangle.”

“Sign” means any device, structure, fixture (including the supporting structure) or any other surface that identifies, advertises and/or promotes an activity, product, service,

place, business, political or social point of view, or any other thing. (See Division VI of this title, Sign Regulations.)

“Significant tree” means a tree in good condition at least six inches in diameter at breast height (DBH) where the diameter of the tree is measured four and one-half feet above the ground, as determined by the municipal arborist.

“Site plan” means the development plan for one or more lots on which is shown the existing and proposed conditions of the lot including: topography, vegetation, drainage, flood plains, marshes and waterways; open spaces, walkways, means of ingress and egress, utility services, landscaping, structures and signs, lighting and screening devices; any other information that reasonably may be required in order that an informed decision can be made by the reviewing body and/or approving authority. (See Chapter 20.46, Site Plan Review Committee.)

“Special events” means circuses, fairs, carnivals, festivals, or other types of special events that (1) run for longer than one day but not longer than two weeks, (2) are intended to or likely to attract substantial crowds, and (3) are unlike the customary or usual activities generally associated with the property where the special event is to be located.

“Special use permit” means a permit issued by the hearing examiner that authorizes the recipient to make use of property which has lost its nonconforming status. (See Chapter 20.224, Special Use Permits.)

“Stacked flat” shall have the same meaning as defined in RCW 36.70A.030.

“Stall” means the parking space into which vehicles park. (See “Parking space, stall.”)

“Storage facilities, bulk” means either enclosed or outdoor areas designed for the storage of either large quantities of materials or materials of large size.

“Storage facilities, commercial” means enclosed storage areas designated as support facilities for commercial activities and used for the storage of retail materials.

“Storage facilities, residential mini-storage” means enclosed areas providing storage for residential goods and/or recreational vehicles within the structure.

“Stormwater drainage system” shall have the same meaning as defined in Chapter 13.06.

“Stormwater facility” shall have the same meaning as defined in Chapter 13.06.

“Street” means the entire width between the boundary lines of every way which provides for public use for the purposes of vehicular and pedestrian traffic and including the terms “road,” “highway,” “lane,” “place,” “avenue,” or other similar designations. Nothing may be placed or located within this area except public facilities landscaping subject to clearview triangle standards (in Chapter 20.114, and off-premises directional signs as provided in Section 20.204.150(B)).

“Structural alteration” means any change to the supporting members of a structure including foundations, bearing walls, or partitions, columns, beams, girders, or any structural change in the roof or in the exterior walls.

“Structure” or “building” means that which is built or constructed. An edifice or building of any kind or any piece of work artificially built up or composed of parts joined together in some definite manner and which requires a location on the ground or which is attached to something having a location on the ground, whether assembled on site, or assembled elsewhere and placed on the site. This definition does not include paved areas or fences under six feet in height.

“Subarea plan” means a land use plan for a subarea designated by the Comprehensive Plan which is adopted by the Walla Walla city council pursuant to Chapter 36.70A RCW. Subdivision. See Title 19, Subdivisions. Refers also to Chapter 58.17 RCW.

“Subdivision, Unit Lot” See Title 19, Subdivisions and 19.16, Unit Lot Subdivision. Refers also to Chapter 58.17 RCW.

20.06.030.T T definitions

Temporary or Emergency Housing. The terms “temporary” or “emergency housing” in this code are synonymous with “shelter.”

“Temporary structure” means a structure without any foundation or footings and which is removed when the designated time period, activity, or use for which the temporary structure was erected has ceased.

“Temporary use” means a use established for a period of time fixed in the permit which authorizes the use.

“Tiny Home” means a permanent dwelling unit no larger than 400 square feet, including provisions for living, sleeping, eating, cooking and sanitation.

“Tower” means any structure whose principal function is to support an antenna.

“Townhouse” shall have the same meaning as defined in RCW 36.70A.030.

Tract. The term “tract” is used interchangeably with the term “lot.”

“Transitional housing” shall have the same meaning as defined in RCW 84.36.043.

“Triplex” means a residential building with three attached dwelling units.

Section 5: Section 20.50.020 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.50.020 RN Neighborhood Residential.

The Neighborhood Residential Zone is intended to provide for a variety of housing dwelling unit types including but not limited to single-family residential, duplexes, triplexes, fourplexes, townhomes, cottage housing, tiny homes, stacked flats, and accessory dwelling units.

A. Level of Uses. The uses allowed by Level I, II, III, or IV procedures in this zone are designated by a 1, 2, 3, or 4 respectively on the Tables of Permitted Land Uses, Chapter 20.100.

B. The subdivision of an existing lot in the Neighborhood Residential Zone requires a minimum net density of four dwelling units per acre.

C. The Neighborhood Residential Zone allows for up to four dwelling units per lot.

D. Minimum Yard Requirements.

1. Front yard: twenty feet. ***Front setbacks for cottage housing: see Chapter 20.117.*** Corner lots have two front yards: primary and secondary. The primary front yard (generally off-street parking side) shall be full depth; the secondary front yard shall be one-half the required front yard depth. Front yard setback for garage or carport must be twenty feet; front yard setback for house may be reduced to fifteen feet.

2. Side yard: five feet; attached housing with a shared wall/property line can be zero feet except for end units that shall be five feet.

3. Rear yard: twenty feet. ***Rear yards for cottage housing: see Chapter 20.117.*** Rear yards for detached accessory structures: see Chapter 20.118. Corner lots are not considered to have rear yards. ***Rear yard setbacks subject to the setbacks in 20.50.020.D.3 may be reduced to ten feet for when the following conditions are met:***

a. Two parking spaces are provided per dwelling unit; and

b. The rear yard abuts an alley; or

c. The rear yard does not abut an alley but the maximum building height is no greater than 27 feet.

4. For exceptions to these minimum standards, see Section 20.102.020.

E. Lot Coverage. Buildings shall occupy a maximum of fifty percent of the lot.

F. Building Height. No building shall exceed thirty-five feet.

G. Off-Street Parking. See Chapter 20.127 for residential parking requirements.

Section 6: Section 20.100.040.F of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.100.040.F Residential.

Land Uses	Zoning Districts							
	RN	RM	PR	CC	CH	IL/C	IH	AD
Accessory Dwelling Unit, Attached (*)	1	1	x	x	x	x	x	x
Accessory Dwelling Unit, Detached (*)	1	1	x	x	x	x	x	x
Adult Family Home	1	1	1	x	x	x	x	x

Animals	See Chapter 20.130								
Boarding House (*)	2	1	x	x	x		x	x	x
Congregate Care Facility (*)	3	3	3	1	1		x	x	x
Conversion of Historic Structures to Nonresidential Use	See Chapter 20.146								
Cottage Housing (*) – <i>See Chapter 20.117</i>	1	1	x	x	2		x	x	x
Detached Single-Family Dwelling	1	1	x	x	x		x	x	x
Dwelling Unit, Security Personnel	x	x	x	x	1		1	1	1
Duplex, Triplex and Fourplex (*)	1	1	x	x	See Chapter 20.169		x	x	x
Garage Sales (*) (1)	1	1	1	1	1		x	x	x
Group Housing for Persons with a Disability (6 or fewer clients) (*)	1	1	1	x	x		x	x	x
Group Housing for Persons with a Disability (More than 6 clients) (*)	3	1	1	x	x		x	x	x
Home Occupations (*)	See Chapter 20.122								
Manufactured Home Parks (*)	3	2	x	x	1		x	x	x
Mobile Home (*) or Manufactured Homes (*) (2)	1	1	x	x	x		x	x	x
Multifamily Dwelling (*)	See Section 20.50.0 20	1	2	2	See Chapter 20.169		x	x	x
Nursing Care Home (9 or fewer clients) (*)	3	2	2	2	2		x	x	x
Nursing Care Facility (10 or more clients) (*)	3	3	3	3	3		x	x	x

Permanent Supportive Housing (*)	3	3	x	3	3	3	x	x
Planned Residential Development (Level 4 Review)	See Title 19, Subdivisions Code							
Residential Use, Commercial Districts (3)	x	x	x	1	1	1	x	x
Satellite Dishes, Receive Only Earth Station, Residential Use (4)	1	1	x	x	x	x	x	x
Short-Term Rental Type 1 (Principal Residence)	1	1	x	1	1	x	x	x
Short-Term Rental Type 2 (Not Owner-Occupied)	x	x	x	1	1	x	x	x
Stacked Flat (*)	1	1	x	x	See Chapter 20.169	x	x	x
Temporary Hardship Units (Mobile Home)(2)	2	2	2	x	x	x	x	x
Tiny Home (*)	1	1	x	x	2	x	x	x
Townhouse (*)	1	1	x	x	See Chapter 20.169	x	x	x
Transitional Housing (*)	3	3	x	3	3	3	x	x

NOTES:

1. No residential premises shall have more than 4 per year for a total of 12 days a year. See Section 20.118.060.
2. Subject to specific development standards. See Division V.
3. Second story and above.
4. Subject to specific development standards. See Chapter 20.170.

Section 7: Section 20.102.020 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.102.020 Setbacks and yard requirements for primary dwelling units.

A. Additional Yard Requirements.

1. All yards shall be measured from the property line to the foundation line of the structure.
2. The following intrusions may extend up to two feet into a front, rear, or side yard:
 - a. Eaves, bay windows, dormers, chimneys, solar collectors.
 - b. Stairways, fire escapes.
 - c. Planting boxes.
 - d. Other architectural features similar to those listed above.
3. The yard requirements for property abutting future street rights-of-way are as follows:
 - a. If a lot abuts a street having only a portion of its required width dedicated, no building or structure shall be constructed on that portion of the lot needed to complete the road width plus width and/or depth of the yards required on the lot measured from the future right-of-way line.
 - b. Where a precise plan adopted pursuant to law includes the plans for widening the existing streets, the connecting of existing, or the establishment of new streets, the placement of buildings and maintenance of yards, where required by this title, shall adhere to the future street boundaries as determined by said precise plans.
4. No required yard or other open space dedicated to a particular structure or use shall be considered as providing required yard or open space for any other structure or use.
5. The following exceptions to the front yard requirement are authorized for a residential lot:
 - a. If there are dwellings on both abutting lots with front yards of less than the required depth for the zone, the front yard for the lot need not exceed the average front yard of the abutting dwellings.
 - b. If there is a dwelling on one abutting lot with a front yard of less than the required depth for the zone, the front yard for the lot need not exceed a depth halfway between the depth of the abutting lot and the required front yard depth.
6. Low impact development best management practices, if required, may be permitted in the setback/yard area.

B. Residential Covered Porches.

1. Covered entry porches on dwelling units may extend **up to** eight feet into the front yard setback, if:
 - a. The porch is covered and no higher than one story;
 - b. Three sides of the porch are open;

c. The porch roof form is architecturally compatible with the roof form of the main house; and

2. Provided a porch meets the criteria of this section, the following are also permitted:

a. Solid walls or railings may extend up to forty-two inches above the porch floor;

b. Eaves on the porch roof may extend an additional two feet into the required front yard;

c. Steps may extend an additional five feet into the required front yard.

3. Uncovered porches may extend eight feet into the front yard setback.

4. On the secondary front yard of a corner lot, a porch may not be less than five feet from the property line.

5. An uncovered deck or balcony may be placed on the roof of the porch within the required front yard.

C. Residential Covered Rear Patios.

1. Covered rear patios on dwelling units may extend *up to* eight feet into the rear yard setback, if:

a. The rear patio is covered and no higher than one story;

b. Three sides of the rear patio are open;

c. The rear patio roof form is architecturally compatible with the roof form of the main house; and

d. The patio is not closer than five feet to the rear property line.

2. Provided a rear patio meets the criteria of this section, the following are also permitted:

a. Eaves on the covered rear patio may extend an additional two feet into the required rear yard.

D. The following exceptions to the front yard requirement are authorized for a commercial property:

1. The front yard area for commercial uses may include service station fuel pump canopies; open recreational amusement accessory facilities to a principal use; subject to approval of the site plan review committee.

Section 8: Section 20.106.020 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.106.020 Applicability.

The provisions of this chapter shall apply to all new developments within the city of Walla Walla except for ~~single-family~~ residential development ***where four or fewer***

dwelling units are proposed on a single lot, and the development is not part of a short plat process and lots of less than ten thousand square feet. Properties being redeveloped shall be subject to the provisions of this chapter related to street frontage landscaping. The SPRC may recommend waiver of the strict compliance with the requirements of this chapter and Section 12.04.190 upon the following conditions:

- A. The proposed project permit, use, or activity is consistent with the Comprehensive Plan and Zoning Code, and the granting of the waiver will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the use or activity is situated;
- B. The proposed project permit, use, or activity is consistent with the general purpose and intent of this title;
- C. The waiver is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the property where the use or activity is situated, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located, or because a project is a public improvement planned in accordance with the Comprehensive Plan; and
- D. Written findings and conclusions are made which state the reasons for the waiver and determine that appropriate provisions are made in substitute for any and all waived requirements.

Section 9: Chapter 20.117 is hereby added as a new chapter to the Walla Walla Municipal Code as follows:

20.117.010 Cottage Housing standards.

Cottage housing developments are subject to all dimensional and density requirements of the underlying zone except as provided for in this Chapter:

- A. Cottage housing development encourages the development of smaller residential units, which may result in more affordable housing options, while providing greater development flexibility when applicable design standards are met.
- C. Density, site layout, design standards, parking, and open space

Standard	Requirement
Density	Cottage housing is permitted in the Neighborhood Residential zone shall allow up to six dwelling units per lot when the provisions of this chapter are met.
Cottage unit total size maximum	Twelve hundred square feet. Garages shall not count towards maximum unit size.
Height	Twenty-seven feet

Setbacks	<p>Front setbacks – fifteen feet. Front setbacks can be reduced to ten feet when parking for each cottage unit is provided via an alley or parking is provided in the rear of the lot when alley access is not available.</p> <p>Rear setbacks – ten feet</p> <p>Side setbacks – five feet</p>
Number of cottages in a cluster	<p>Cluster must contain a minimum of 2 dwelling units, but no more than 6 dwelling units in a cluster. A development may include more than one cluster. Clusters shall be separated by landscaping, common open space, or critical areas/buffers.</p>
Cottage unit orientation	<p>Cottage units abutting a public street (not including alleys) shall include one or more of the following facing a public street:</p> <ul style="list-style-type: none"> - Cottage housing entrance - Porch - Bay window; or - Building modulation with a depth measuring at least one foot
Cottage unit design	<p>For a cottage housing project building more than one cluster of cottage housing units, diversity of cottage units shall be achieved by incorporating at least two of the following:</p> <ul style="list-style-type: none"> - Alternative porch styles - Alternative siding or facades - Alternating siding detail on roof gables - Pitched roofs
Maximum garage size	Two hundred forty square feet
Parking	<ul style="list-style-type: none"> - Access for off street parking shall utilize an alley, where applicable. - Parking shall be screened from public streets and adjacent residential uses by garage doors, landscaping, or other architectural features.
Open space minimum (active or passive)	Two hundred square feet of public and/or private open space per unit.

Section 10: Section 20.118.030 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.118.030 Accessory dwelling units.

A. An accessory dwelling unit (ADU) is a habitable living unit that provides the basic requirements of shelter, heating, cooking and sanitation. The purpose of accessory dwelling units is to:

1. Provide homeowners with a means of obtaining, through tenants in either the ADU or the primary *dwelling* unit, rental income, companionship, security, and services.
2. Add affordable units to the existing housing.
3. Make housing units available to moderate-income people who might otherwise have difficulty finding homes within the city.
4. Develop housing units in neighborhoods that are appropriate for people at a variety of stages in the life cycle.
5. Protect neighborhood stability, property values, and the residential appearance of the neighborhood by ensuring that ADUs are installed under the conditions of this code.

B. Accessory dwelling units are permitted in residential zones subject to the following standards:

~~1. Accessory dwelling units are permitted only as an accessory use to a single-family residence or duplex in a residential zone.~~

~~1-2.~~ The maximum size of an accessory dwelling shall be one thousand square feet.

~~2-3.~~ A building permit application is required for all accessory dwelling units.

~~3-4.~~ The maximum number of accessory dwelling units allowed on any lot shall be ~~two-one~~. ***Accessory dwelling units may be attached or detached from a permitted residential unit.***

4. Accessory dwelling units shall count towards the number of allowed dwelling units per lot in the RN zone per Section 20.50.020.

5. The setbacks for an ADU shall be a minimum of five feet from the side property line, five feet from the rear property line, and up to, but not within the required front yard. ADUs situated above an accessory structure for vehicular use shall be held to the required setbacks for the vehicular use as in Section 20.118.040.

C. Application for an ADU shall be made in accordance with the permit procedures established in Chapter 20.14.

Section 11: Section 20.126.070 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.126.070 Location of required spaces.

Off-street parking facilities shall be located according to the following:

A. ~~For single and two-family dwellings~~ ***Within the RN zone***, parking facilities and driveways shall be located on the same ~~building site~~ ***parcel*** as the buildings they are required to serve.

B. For hospitals, convalescent, nursing or rest homes, parking facilities shall be located not more than one hundred fifty feet from the buildings they are required to serve.

C. For uses other than those specified above, parking facilities shall not be located over four hundred feet from the buildings they are required to serve.

D. For ***multifamily dwelling*** uses ~~other than single family, duplex or triplex residential~~, all parking spaces shall be served by a driveway so that no vehicular backing or maneuvering movement will occur within a public right-of-way other than an alley.

E. No parking lot serving a nonresidential use in a commercial or industrial district shall be located in a residential zoning district, except as approved by Level III review.

F. Recreational vehicles (campers, fifth wheelers, trailers, buses, conversions, etc.) shall be parked off-street behind the required front yard setback in all residential zoning districts at all times.

G. New development and redevelopment should locate parking lots behind buildings when possible.

Section 12: Section 20.127.010 of the Walla Walla Municipal Code is hereby amended as follows (added items are in bold and italicized and removed items are stricken):

20.127.010 Table of off-street parking standards.

How to use Table of Off-Street Parking Standards:

1. Calculate the gross floor area for the structure. (See Section 20.126.050 to determine gross floor area.)
2. Determine the amount of gross floor area used for storage rooms.
3. Required off-street parking for storage rooms is one space per five hundred square feet.
4. Find the proposed use in the Table of Off-Street Parking Standards to determine the off-street parking requirement for the rest of the structure.

Example:

- The gross floor area of the structure is 3,000 sq. ft.
 - 1,000 sq. ft. of the structure is used for storage. The parking standard for storage rooms is one space per 500 sq. ft. (Section 20.126.060.)
- $1,000/500 = 2$ off-street parking spaces for the storage area.

– The proposed use is a shoe shop. According to the Table of Off-Street Parking Standards, shoe shops require one off-street parking space for each 300 sq. ft. of gross floor area.

$2,000/300 = 6.6$ or seven spaces since fractions of parking spaces are rounded up.

– The total required off-street parking for this use is:

2 spaces (for storage area)

+ 7 spaces (for the rest of the gross floor area)

a total of 9 spaces

Table of Off-Street Parking Standards

Land Use	Parking Standards
Agricultural (Commercial)	
Agriculturally related industries:	
packing processing plants	1 sp. for ea. 1,000 sq. ft. of gross floor area
storage facilities	1 sp. for ea. 1,000 sq. ft. of gross floor area
Amusement and Recreation	
Game rooms, card rooms, electronic game rooms	1 sp. for ea. playing table, or ea. 3 machines, whichever is greater
Horse racing tracks, speedways, grandstands	1 sp. for ea. 3 fixed seats or 54" of bench seating
Bowling alleys	1 sp. per 300 sq. ft.
Gymnasiums, exercise facilities	1 sp. for ea. 500 sq. ft. of gross floor area

Table of Off-Street Parking Standards

Land Use	Parking Standards
Roller skating rink	1 sp. for ea. 300 sq. ft.
Swimming pools	1 sp. for ea. 150 sq. ft. of water surface area
Movie theaters	1 sp. for ea. 6 seats
Auditoriums, exhibition halls	1 sp. for ea. 100 sq. ft. of gross floor area
Community Services	
Churches, synagogues, temples and funeral homes	1 sp. per 75 sq. ft. of main assembly area
Convalescent, nursing homes	0.5 sp. for ea. 4 beds
Fire and police stations	1 sp. for ea. 200 sq. ft. of gross floor area
Halfway house (detention center)	1 sp. for ea. 4 beds
Hospital	1 sp. per 300 sq. ft.
Schools: primary, elementary junior, senior	3 sp. for ea. classroom, or 1 sp. for ea. 3 seats (54" bench type seating) in the assembly area, whichever is greater Same as Primary/Elementary and 1 sp. for ea. 4 students over 16 yrs.

Table of Off-Street Parking Standards

Land Use	Parking Standards
Junior or community colleges	1 sp. for ea. 400 sq. ft. of gross floor area
Juvenile detention centers	4 sp. for ea. bed
Libraries	1 sp. for ea. 100 sq. ft. of gross floor area
Museums, art galleries	1 sp. for ea. 200 sq. ft. of gross floor area
Preschools, daycare centers	1 sp. per 400 sq. ft.
Vocational schools	1 sp. for ea. 400 sq. ft. of gross floor area
Manufacturing (Mass Production)	
All uses listed under manufacturing in Table 20.100.040.D	1 sp. for ea. employee per maximum shift
Residential	
Duplex	2 spaces per unit
<i>Accessory Dwelling Unit</i>	<i>No off-street parking required</i>
Multifamily dwelling	1.5 spaces per unit
Single-family dwelling	2 spaces per unit
<i>All other housing types permitted in the RN zone</i>	<i>2 spaces per unit, except 1 space per unit on lots less than 6,000 sq. ft.</i>

Table of Off-Street Parking Standards

Land Use	Parking Standards
Studio apartment, cottage housing unit	1 space per unit
Congregate care facilities	1 space for each residential unit
Retail Trade and Services	
Addressing, mailing, and stenographic services	1 sp. for ea. 500 sq. ft. of gross floor area
Advertising agencies	1 sp. for ea. 500 sq. ft. of gross floor area
Automobile and truck, manufactured home, travel trailer sales	1 sp. for ea. 500 sq. ft. of showroom and 1 sp. for ea. 1,000 sq. ft. of retail sales floor area
Automotive: automobile maintenance and service shops	2 sp. per service area including work bays
Car wash	1 sp. per wash bay
Paint and body repair	2 sp. per service area including work bays
Specialized repair shops	2 sp. per service area including work bays
Wrecking and dismantling yards	1 sp. for ea. 1,000 sq. ft. of gross floor area

Table of Off-Street Parking Standards

Land Use	Parking Standards
Beauty and barber shops	1 sp. for ea. 400 sq. ft. of gross floor area
Bed and breakfast inns	0.75 space per guest room, plus 1 space per 200 sq. ft. of restaurant area if open to public (not guests). B&Bs shall also provide 1 space for the primary <i>dwelling unit</i> residence.
Building and contractors	1 sp. for ea. 1,000 sq. ft. of gross floor area
Bulk retail, storage and warehousing (e.g., auto, boat, trailers, nurseries, lumber and construction materials, furniture, appliances and similar sales)	1 sp. for ea. 1,000 sq. ft. of structure and covered storage area
Drug stores	1 sp. for ea. 400 sq. ft. of gross floor area
Employment agencies (private)	1 sp. for ea. 400 sq. ft. of gross floor area
Farm supplies	1 sp. for ea. 1,000 sq. ft. of gross floor area

Table of Off-Street Parking Standards

Land Use	Parking Standards
Financial institutions	1 sp. for ea. 200 sq. ft. of gross floor area
Furniture, home furnishings, appliance	1 sp. for ea. 800 sq. ft. of gross floor area
Hardware store	1 sp. for ea. 300 sq. ft. of gross floor area of structure and permanent outside display sales area
Health clubs and gyms	1 sp. for ea. 500 sq. ft. of gross floor area
Heating and plumbing equipment stores	1 sp. for ea. 400 sq. ft. of gross floor area
Heavy equipment, tractor and farm equipment repair	1 sp. for ea. 300 sq. ft. of gross floor area
Household appliance, small engine, TV and furniture repair	1 sp. for ea. 300 sq. ft. of gross floor area
Insurance agents, brokers and service agencies	1 sp. for ea. 200 sq. ft. of gross floor area
Liquor stores	1 sp. for ea. 300 sq. ft. of gross floor area
Lumber yards	1 sp. for ea. 400 sq. ft. of gross floor area of structure and

Table of Off-Street Parking Standards

Land Use	Parking Standards
	covered storage area
Nursery	1 sp. for ea. 400 sq. ft. of gross floor area of structure and permanent outside display and sales area
Medical and dental laboratories, offices and clinics	1 sp. for ea. 200 sq. ft. of gross floor area
Motels and hotels	1 sp. for ea. guest room + 1 sp. for each 2 employees + standards for any associated use
Paint, glass and wallpaper stores	1 sp. for ea. 400 sq. ft. of gross floor area
Professional office building for use by accountants, architects, attorneys, etc.	1 sp. for ea. 200 sq. ft. of gross floor area
Radio and TV studios, offices	1 sp. for ea. 200 sq. ft. of gross floor area
Real estate offices	1 sp. for ea. 200 sq. ft. of gross floor area
Residential mini-storage	1 sp. for ea. storage space

Table of Off-Street Parking Standards

Land Use	Parking Standards
Restaurants, cafes, drive-in eating facilities, and tasting rooms	1 sp. for ea. 100 sq. ft. of gross floor area
Retail trade establishments in table but not listed above: – having less than 7,000 sq. ft. of G.F.A. – having more than 7,000 sq. ft. of G.F.A.	1 sp. for ea. 300 sq. ft. of gross floor area 1 sp. for ea. 300 sq. ft. of G.F.A. up to 7,000 sq. ft.
Service stations	2 sp. for working/service area, including bays
Shoe repair and shoe shops	1 sp. for ea. 300 sq. ft. of gross floor area
Taverns and bars, dine, drink and dance establishments	1 sp. for ea. 100 sq. ft. of gross floor area
Transportation	
Bus terminals, storage and maintenance facilities	1 sp. for ea. 500 sq. ft. of gross floor area
Air, rail and truck terminals	1 sp. for ea. 300 sq. ft. of gross floor area
Taxicab terminals, maintenance and dispatching centers	1 sp. for ea. 300 sq. ft. of gross floor area
Utilities	

Table of Off-Street Parking Standards

Land Use	Parking Standards
Utility services	1 sp. for ea. 800 sq. ft. of gross floor area
Wholesale Trade	
Wholesale trade/warehouses	1 sp. for ea. 500 sq. ft. of gross floor area
Residential mini-storage	See residential mini-storage under retail, trade and service

Section 13: The Walla Walla City Council finds that the development regulation amendments adopted by this Ordinance and the Comprehensive Plan as adopted by Ordinance No. 2018-15 conform to the requirements of Chapter 36.70A RCW and are consistent with and implement the Walla Walla Comprehensive Plan Update 2040. The Walla Walla City Council finds that the amendments adopted herein advance state interests which are stated in RCW 36.70A.010 and in the policies, goals, and other provisions of the City of Walla Walla's comprehensive plan, as amended. The specific policies supporting the amendments are as follows:

Community Character Goal 2: All of Walla Walla’s residential communities are livable and attractive.

Land Use Policy 1.1: Accommodate new residential and commercial development in areas with available infrastructure and services.

Land Use Policy 1.3: Encourage infill development that provides additional housing in the city.

Land Use Policy 3.7: Support a variety of housing types such as tiny homes, duplexes, multifamily development, cottage housing, and single family residential.

Housing Goal 1: A broad range of housing choices is available to meet the needs of people of diverse socioeconomic status, household type, and age.

Housing Policy 1.1: Provide an array of housing choices such as apartments, small lot single-family housing, accessory dwelling units, townhomes, manufactured homes, and cottages to meet the needs of people of all incomes throughout their lifespan.

Section 14: The Walla Walla City Council finds that this matter was duly scheduled for the City Council's regular meeting for May 14, 2025 in accordance with section 2.05.040 of the Walla Walla Municipal Code and notice regarding the Council agenda was made publicly available in advance of the meeting. The City Council further finds that proper notice was given and an

opportunity for appropriate public participation was provided prior to adoption of this ordinance.

Section 15: The notice given by the City of Walla Walla for the Planning Commission public hearing conducted on May 5, 2025, review by the City Council at their work session on May 12, 2025, and the duly noticed public meeting before the City Council on May 14, 2025 constitutes the City's public participation procedures for this ordinance which are adopted pursuant to RCW 36.70A.035.

Section 16: If any part of this ordinance is for any reason declared or held to be invalid or unconstitutional by any court or tribunal of competent jurisdiction, such part shall be deemed a separate and distinct and independent provision and such holding shall not affect the validity of the remaining parts hereof.

Section 17: The Walla Walla City Clerk is directed to publish a copy of a summary and notice of adoption of this ordinance as permitted by section 36A.12.160 of the Revised Code of Washington.

Section 18: The Walla Walla 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 19: Notice is hereby given that any petition requesting Growth Board review of this zoning ordinance must be filed with the Eastern Washington Growth Management Hearings Board within sixty (60) days after publication of this summary and notice of adoption in accordance with Chapter 36.70A of the Revised Code of Washington.

PASSED by the City Council of the City of Walla Walla, Washington, this 14th day of May, 2025.

Mayor

Attest:

Approved as to form:

City Clerk

City Attorney

SUMMARY AND NOTICE OF ADOPTION OF ORDINANCE NO. 2025-07

AN ORDINANCE ADOPTING AMENDMENTS TO TITLES 13, 19, AND 20 OF THE WALLA WALLA MUNICIPAL CODE AND TAKING SUCH OTHER ACTION RELATED THERETO

The Walla Walla City Council passed Ordinance No. 2025-07 at its May 14, 2025 open public meeting which in summary:

- Amends Titles 13, 19, and 20 of the Walla Walla Municipal Code to comply with state legislation, specifically House Bills 1110 and 1337 regarding middle housing and accessory dwelling units.

The Walla Walla City Council finds that the development regulation amendments as adopted by this Ordinance conform to the requirements of Chapter 36.70A RCW as evidenced in the staff report to the Planning Commission. The Walla Walla City Council finds that the amendments adopted herein are consistent with and implement the City of Walla Walla's comprehensive plan. The Walla Walla City Council finds that the amendments adopted herein advance state interests which are stated in RCW 36.70A.010 and in the policies, goals, and other provisions of the City of Walla Walla's comprehensive plan.

The full text of the ordinance will be mailed upon request made to the Walla Walla City Clerk at Walla Walla City Hall, 15 N. 3rd Avenue, Walla Walla, WA 99362.

Notice is hereby given that any petition requesting Growth Board review of the zoning code amendment must be filed with the Eastern Washington Growth Management Hearings Board within sixty (60) days after publication of this summary and notice of adoption in accordance with Chapter 36.70A of the Revised Code of Washington.

Summary approved as to form:

City Attorney

Pamela Ransier

From: Bryan Pickle <bryanepickle@gmail.com>
Sent: Saturday, April 19, 2025 5:27 PM
To: Permits
Subject: Comments to City of Walla Walla - Middle Housing Code Updates Draft

Hello:

Firstly, I would like to thank the City of Walla Walla's Development Services department and the Planning Commission for making the draft changes to Walla Walla's Middle Housing Code available for public comment. I greatly value the efforts by the city to make housing more available and to provide an opportunity to make housing distribution denser within the city. I wholeheartedly believe that creating a denser city and neighborhood environment establishes a greater equity of movement for all residents and that by creating a denser built environment, one's ability to move around the city is not defined by their access to cars.

Here are my comments:

1. "Middle Housing" does not appear to be defined in the middle housing code, nor in the WWMC's 20.06.030 definitions. I recommend this be added to the "M definitions" section to have the same meaning as RCW 36.70A.030.
2. "Fiveplexes" and "sixplexes" were omitted from the F and S definitions, respectively. I recommend that these be included in the definitions section of the WWMC so that their omission is not construed as a prohibition of these housing types from the code. (These terms are omitted from the amendments made to section 13.03.645 and should be added to that amendment for consistency).
3. I recommend updating building height restrictions in WWMC 20.50.020.F. to a maximum height between 38 and 42 feet (to be determined by the Planning Commission). In the case of sixplexes in residential neighborhood zones, it will be difficult to build new buildings when each floor is not allowed more than 11'-8" in height. Considering building services (HVAC and wiring above ceilings) will be critical in building more dense quality housing, and not accounting for these building elements may reduce the amount of housing able to be built on a single lot.
4. "Fiveplexes" and "sixplexes" are omitted from the WWMC 20.100.040.F table. I recommend including these two housing types be added to the table in either the duplex, triplex, and fourplex row or in the multifamily dwelling row.
5. In the WWMC 20.127.010 table, I recommend lowering the multifamily dwelling requirement down to 1 space per unit or 1.17 spaces per unit instead of 1.5. I live in The Lodge Apartments, and since moving in 4 years ago, I have never seen the parking lot at full capacity. The parking requirement eats into the available lot land that could be used for more dwelling units instead.

Thank you for consideration of these comments.

Respectfully,
Bryan Pickle
(423) 741-3122

From: Chuck & Karen <chuck.karen.hindman@gmail.com>
Sent: Sunday, April 13, 2025 5:42 PM
To: Lisa Wasson-Seilo
Subject: Middle housing comments

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am writing in support of the middle housing plan that the city of Walla Walla is proposing. We know that there is a shortage of low and moderate income housing, and this plan seeks to encourage more development of that type.

Having been involved with the Alliance for the Homeless since its inception ten years ago and the STAR Project before that, I know how critical affordable housing is to our community. The escalating cost of rent is a major driver of homelessness, and the greatest barrier we have is finding housing for clients who are ready to move from homelessness to better situations.

Of course, new construction is unlikely to be affordable for very low income residents. However, as middle housing becomes more available, it tends to lower the pressure on less valuable housing that has been around for a while.

Having served on two planning councils in other communities, I know that your work is often thankless and tedious. I want to thank staff members, planning council members, and city council members for their work on this critical area.

Chuck Hindman
57 Paintbrush Court

From: Permits
Sent: Friday, April 11, 2025 7:28 AM
To: Jon Maland; Lisa Wasson-Seilo
Subject: FW: Middle housing code amendments

FYI

-----Original Message-----

From: Timothy Lee Russell <timothy@anatone.net>
Sent: Tuesday, April 8, 2025 3:19 PM
To: Permits <permits@wallawallawa.gov>
Subject: Middle housing code amendments

The changes look good to me. I think cottage housing is our best hope for improving the situation while also keeping the unique character of Walla Walla but a mix of strategies is warranted. Thanks for taking community feedback w/ the initial survey. Good work being done here.

--

Thanks,
Timothy

* * * * * SPECIAL PUBLIC DISCLOSURE NOTICE TO RECIPIENT(S): Information contained in any communication to or from the City of Walla Walla, including attachments, may be subject to the disclosure requirements of Washington's Public Records Act, Ch. 42.56 RCW.

From: Penny P <gemstone1950@hotmail.com>
Sent: Tuesday, April 8, 2025 12:26 PM
To: Lisa Wasson-Seilo
Subject: Re: City of Walla Walla - Middle Housing Code Updates Project

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Property tax exemption limits need to be upped severely for those of us on retirement income only and NOT on any public assistance. We are behind the Tri Cities and other areas and our incomes are not more. Our property values should not be based on Seattle homes, and I know they are. We have worked hard to pay for our homes, have insurances for home, cars and health supplements, which are constantly going up as well. We shouldn't be reduced to 2000 and a car in order to get a break. And don't get me started on pampers for 4 year olds....and supporting those who won't work.

Penny

From: Lisa Wasson-Seilo <lwasson-seilo@wallawallawa.gov>
Sent: Tuesday, April 8, 2025 11:19 AM
Subject: City of Walla Walla - Middle Housing Code Updates Project

Hi everyone,

You are receiving this email because you responded to the middle housing community survey last August and noted that you wanted to receive project updates.

The middle housing draft code updates are now available for public comment. Please see the notice of application and notice of public hearing attached, as well as the draft code amendments.

Public comments on these middle housing code amendments are due by 5pm on April 25, 2025. Please send comments in writing to permits@wallawallawa.gov.

A public hearing will be held on the middle housing code amendments by the Planning Commission on Monday, May 5, 2025 at 6:30pm.

Let us know if you have any questions.

Thank you,

Lisa

Lisa Wasson Seilo

Senior Planner | Development Services

City of Walla Walla, Washington

55 E Moore Street | 509-524-4717



***** SPECIAL PUBLIC DISCLOSURE NOTICE TO RECIPIENT(S): Information contained in any communication to or from the City of Walla Walla, including attachments, may be subject to the disclosure requirements of Washington's Public Records Act, Ch. 42.56 RCW.



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DRAFT LETTER

05/08/2025

Ms. Lisa Wasson Seilo
Senior Planner
City of Walla Walla
15 N 3rd Avenue
Walla Walla, WA 99362

Sent Via Electronic Mail

Re: Proposed Changes to City of Walla Walla's 60-day Notice of Intent to Adopt Amendment--
2025-S-8165

Dear Ms. Wasson Seilo:

Thank you for the opportunity to comment on the proposed changes to City of Walla Walla's 60-day Notice of Intent to Adopt Amendment. We appreciate your coordination with our agency as you work to achieve the community's vision consistent with the goals and requirements of the Growth Management Act (GMA). We encourage you and your community to consider the following as you present these amendments to your appointed and elected officials. The GMS housing team recommends the following:

- Include language in 20.118.030 to allow conversion of existing structures to an ADU even if they violate current code setbacks and lot coverage requirements.
- Include language in 20.118.030(6) to allow detached ADUs up to the lot line abutting an alley, unless the alleyway is routinely plowed.
- Add language for a middle housing definition consistent with state definition of middle housing ([RCW 36.70A.030\(26\)](#)).
- Please note that state law prohibits the assessment of impact fees on the construction of ADUs that are greater than 50 percent of the impact fees that would be imposed on the principal unit. Typically, this is found within a fee schedule or other documents and not within development regulation submittals. It is recommended to review and ensure this is included for your jurisdiction.
- Please note that middle housing state law exempts certain areas from middle housing requirements. The environmental and development review process will need to be the same for middle housing as single-family residential. It is recommended to review these processes for consistency with state statute.

Thank you again for the opportunity to comment. If you have any questions or need technical assistance, please feel free to contact me at suzanne.austin@commerce.wa.gov or (509) 407-7955.

Sincerely,

Suzanne Austin, AICP
Senior Planner
Growth Management Services

cc:

Ben Serr, AICP, Eastern Regional Manager, Growth Management Services



ar-5632

Pgs. 76-80

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Professional Services Contract Amendment for RH2 Engineering - Emergency Generators for Wells 1 & 6

Submitted For: Michael Vantzelfden, Public Works Department, Engineering

Add'l Contributors: Adam Klein

Project No:

WTP2602

Financial Comments:

Time and materials, not-to-exceed professional services contract amendment in the amount of \$105,714 to design, bid, and provide construction engineering/administration for the Emergency Generators - Well 1 & 6 project.

458 labor hours covering all phases of work (design, bidding, construction engineering/administration).

Staff considers the scope and fee to be fair and reasonable and consistent with the cost of services on similar past projects.

This project is 90% federally funded with City and State shares at 5% each. As such, the City share of this Professional Services contract is \$5,285.70.

Overall project amount, to include design, construction, startup and closeout is \$504,915.90. Breakout of overall financial responsibilities is as follows:

Federal Grant: \$454,424.31

State Share: \$25,245.79

Local (City) Share: \$25,245.80

All Contracts:

Yes

Federally funded contracts only:

Yes

Construction contracts only:

Yes

Brief Summary of Requested Action:

Authorizes a professional services contract amendment with RH2 Engineering Inc. for design and construction engineering of backup power generators at Wells 1 and 6.

Information

HISTORY:

WHAT IS THE CONTRACT FOR?

This is a Professional Services Contract amendment for design and construction engineering support to add generators at Wells 1 and 6. The current on-call professional services contract with RH2 Engineering, Inc. was within the City Manager's authority. This amendment requires council authorization.

WHY DO WE NEED TO HIRE A CONSULTANT?

There are aspects of this project that staff does not have the qualifications to perform for example, electrical and controls system design.

PROJECT INFORMATION:

This project will add backup (emergency) power generators at Wells 1 and 6. Both are aquifer storage and recovery wells (ASR wells) and are used to supplement surface water when needed. Adding backup power improves water supply resiliency and reliability.

CONSULTANT SELECTION DETAILS:

A Request for Proposals (RFP) for on-call water engineering services was published in the Union Bulletin on July 25 and August 1, 2024. Four (4) Proposals were received for consideration. Staff reviewed the proposals and selected RH2 as the most highly qualified per RCW 39.80. Staff then negotiated a scope and fee for the project. Staff have coordinated with FEMA representatives and have received concurrence that an addendum to the existing on-call water engineering services contract to include professional engineering services for the Backup Power Generators for Wells 1 & 6 is appropriate.

POLICY ISSUES:

Contracts greater than \$50,000 require Council authorization.

PRIOR COUNCIL ACTIONS RELATED TO THIS PROJECT:

Resolution 2018-117 – Authorized applying for and accepting the grant.

Ordinance 2024-34 – 2025-2030 Capital Facilities Plan.

PLAN COMPLIANCE:

STRATEGIC PLAN:

SAFE COMMUNITY – Organizational readiness around emergency management, infrastructure stability (maintenance/ repair/multimodal), and overall community safety.

COMPREHENSIVE PLAN:

Capital Facilities and Utilities Goal 1

Walla Walla’s capital facilities and utilities are well maintained and up-to-date to meet the demands of growth and economic development.

CFU Policy 1.2 Monitor all public or private water systems; regularly maintain public systems.

Capital Facilities and Utilities Goal 2

Capital facilities and utilities are located in such a way as to provide safe and efficient service to all residents.

CFU Policy 2.5 Situate emergency service facilities to maximize ease of access and minimize response time.

Capital Facilities and Utilities Goal 3

The provision of capital facilities and utilities is coordinated through collaboration with neighboring governments and private providers.

CFU Policy 3.2 Work with State and regional partners to ensure a safe and sufficient supply of potable water is provided to residents, keeping demand in balance with natural supply and growth.

Capital Facilities and Utilities Goal 5

The sound fiscal management of government services and facilities promotes a transparent and collaborative relationship between government and residents.

CFU Policy 5.1 Plan for rehabilitation of the City’s utility infrastructure to ensure safe, reliable, and efficient service.

CFU Policy 5.2 Encourage and pursue, whenever feasible, opportunities to share facilities and costs with different public or private agencies/entities.

ALTERNATIVES:

Council May:

- Authorize the Professional Services Contract Amendment
- Direct staff to renegotiate the scope (and fee)
- Direct staff to issue a new RFP for the project.

STAFF RECOMMENDATION:

Authorize the contract as presented.

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Res 2025-043

Vicinity Map

RESOLUTION NO. 2025-043

A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH RH2 ENGINEERING, INC. AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla requires design and construction engineering support for the installation of backup power generators at city wells 1 and 6; and

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have “the broadest powers of local self-government consistent with the Constitution of this state.” RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[;]”and

WHEREAS, the City of Walla Walla is authorized to procure professional services in accordance with RCW 39.080; and

WHEREAS, the City of Walla Walla published a request for qualifications on July 25 and August 1, 2024 in accordance with the requirements of RCW 39.80.030 requesting submission of statements of qualifications and performance data by qualified professionals for drinking water engineering support; and

WHEREAS, the City of Walla Walla evaluated the statement of qualifications and performance data and finds that RH2 Engineering, Inc. is the most qualified firm to provide the scope of services needed by the City; and

WHEREAS, the price of the professional services contract negotiated with RH2 Engineering, Inc. is fair and reasonable to the City of Walla Walla; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:

Section 1: The City Manager of the City of Walla Walla is hereby authorized, empowered and directed to execute an agreement on behalf of the City of Walla Walla with RH2 Engineering, for design and construction engineering support for the installation of backup power generators at city wells 1 and 6 and related work.

Section 2: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and change orders to the agreement approved by section 1 herein on behalf of the City of Walla Walla, provided that sufficient

appropriations have been made by the Walla Walla City Council, and provided further the value of all amendments, modifications, and change orders may not exceed fifty thousand dollars (\$50,000).

Section 3: The City Manager of the City of Walla Walla is also hereby authorized and empowered to execute amendments, modifications, and change orders to the contract authorized by section 1 herein, which do not materially alter such contract, and also do not increase the financial obligations beyond amounts authorized by sections 1 and 2 herein.

Section 4: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the contract and any amendments, modifications or change orders authorized by this resolution, and to attach to each duplicate thereof a copy of this resolution.

PASSED on May 14, 2025 by the Walla Walla City Council.

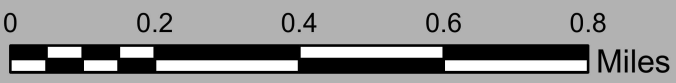
Mayor

Attest:


City Clerk

Approved as to form:

City Attorney



The City of Walla Walla does not warrant, guarantee or accept any liability for the accuracy, precision or completeness of any information shown or described hereon or for any inferences made therefrom. Any use made of this information is solely at the risk of the user.



Emergency Generators - Well 1 & 6



ar-5678

Pgs. 81-92

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Amending the 2025-26 Biennial Budget

Submitted For: Elizabeth Moeller, Finance Department

Financial Comments:

The May 15th budget amendment will increase the City's total revenues by \$4,294,079 and expenditures/expenses by \$5,276,791. The adjusted General Fund appropriations for the 2025-26 biennium will be \$113,143,339.

Highlights of the amendment include the following:

- Appropriating \$543,941 in Department of Commerce CHIP grant funding to pass through to the Habitat for Humanity's building project.
- Appropriating \$154,870 of MOBE revenue for the City's participation in the CA wildfire disaster.
- Appropriating the \$75,000 LTAC award for the Parks Department supporting recreation and maintenance programs.
- Appropriating \$1,740,000 in the Street Construction fund for the Sumach and Howard Street construction projects.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Second quarterly budget amendment, amending the 2025-26 biennial budget.

Information

HISTORY:

Any adjustment that increases the overall size of the City's budget, either through new external revenue, or a transfer between City funds that adds new revenue to the fund, requires an appropriation adjustment. Each appropriation adjustment requires Council action as it adjusts the budget previously adopted by ordinance.

State statute allows cities to amend their budgets throughout the biennium and the City has opted to amend our budget quarterly. The second quarterly adjustment is being presented early in order to appropriate grant funds to be used on construction and other projects.

POLICY ISSUES:

This amendment was developed following established budgeting policies, procedures, and statutory requirements.

PLAN COMPLIANCE:

STRATEGIC PLAN: The budget amendment supports all areas of the City's adopted strategic plan.

ALTERNATIVES:

The City Council can direct staff to revise the budget amendment.

STAFF RECOMMENDATION:

That the Council approves the attached ordinance amending the budget for the 2025-26 biennium.

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Ord 2025-08

Ord 2025-09

2025-2026 Budget Summary

2025-26 Biennial Budget Amendment Summary

Amendment Details

CIP Amendment Summary

ORDINANCE NO. 2025-08

AN ORDINANCE AMENDING THE 2025-2026 CITY OF WALLA WALLA BIENNIAL BUDGET

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970, which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, section 35A.33.120 of the Revised Code of Washington authorizes budget adjustments; and

WHEREAS, certain anticipated revenues included in the 2025-2026 Maintenance and Operations and CIP Budgets will not be received and new sources have been identified; and

WHEREAS, certain necessary expenditures were not anticipated and therefore not included in the 2025-2026 Biennial Budget; and

WHEREAS, the Walla Walla City Council considered this ordinance during regularly and duly called public meeting of said Council, and has given said ordinance careful review and consideration, and finds passage of this ordinance to be in the best interest of the City;

NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:

Section 1: That the 2025-2026 Biennial Budget be amended to include the following adjustments to revenues:

	2025
General Fund	2,251,269
Street Fund	234,000
Code Enforcement Fund	5,000
Fire Bond Fund	1,380
Street Construction Fund	1,740,000
Ambulance Fund	62,430

Section 2: That the 2025-2025 Maintenance and Operations Budget and CIP Budget be amended to include the following adjustments to expenditures:

	2025
General Fund	970,951
Street Fund	234,000
REET Fund	370,000
Forfeiture and Seizure Fund	51,000
Fire Bond Fund	21,940
Street Construction	1,740,000
Water Fund	780,565
Wastewater Fund	589,435
Ambulance Fund	77,530
510 WESCOM E911	223,370
Health Insurance Fund	90,000
Industrial Insurance Fund	128,000

Section 3: The 2025-2026 Maintenance and Operations Budget should be amended to include the following adjustments to/(from) the committed fund balance.

Unassigned Fund Balance	\$ (300,000)
Committed Fund Balance - For Reserves	\$ 300,000

Section 4: This ordinance is in the best interest of the City of Walla Walla.

Section 5: That if any item, section, or part of this ordinance be adjudged invalid, such adjudication shall not affect the validity of this ordinance as a whole, or any item, section, or part thereof not adjudged to be invalid.

Section 6: This ordinance, being one required by law, shall take effect and be in full force and effect upon its passage in its entirety as provided by law.

PASSED by the City Council of the City of Walla Walla, Washington, on this 14th day of May 2025.

Mayor

Attest:

Approved as to form:

City Clerk

City Attorney

SUMMARY OF ORDINANCE NO. 2025-08

AN ORDINANCE AMENDING THE 2025-2026 CITY OF WALLA WALLA BIENNIAL BUDGET

Revenue- Appropriations:

General Fund	2,251,269
Street Fund	234,000
Code Enforcement Fund	5,000
Fire Bond Fund	1,380
Street Construction Fund	1,740,000
Ambulance Fund	62,430

Expenses:

General Fund	970,951
Street Fund	234,000
REET Fund	370,000
Forfeiture and Seizure Fund	51,000
Fire Bond Fund	21,940
Street Construction	1,740,000
Water Fund	780,565
Wastewater Fund	589,435
Ambulance Fund	77,530
510 WESCOM E911	223,370
Health Insurance Fund	90,000
Industrial Insurance Fund	128,000

Unassigned Fund Balance:

Unassigned Fund Balance	\$ (300,000)
Committed Fund Balance - For Reserves	\$ 300,000

The Walla Walla City Council passed Municipal Ordinances 2025-08 at its May 14, 2025, regular meeting, which, in summary, amends the budget for the years 2025-2026.

The full text of Municipal Ordinance 2025-08 will be provided upon request to the Walla Walla City Clerk at Walla Walla City Hall, 15 N. Third Ave., Walla Walla, WA 99362.

Summary approved as to form:

Tim Donaldson
City Attorney

ORDINANCE NO. 2025-09

AN ORDINANCE ESTABLISHING NEW CAPITAL PROJECTS AND AMENDING THE CITY OF WALLA WALLA CAPITAL IMPROVEMENT PROJECT BUDGET.

WHEREAS, certain new projects need to be established in the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, certain existing projects need to be amended to the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, certain existing projects are completed and need to be removed from the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given careful review and consideration, and finds that adjustment of the Capital Improvements Project (CIP) Budget is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by making said adjustments,

NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:

Section 1: The following projects are amended.

Project ID	Project Title	Revenue Estimate	Expense Estimate	Committed Cash
BR2501	Bridge City-wide Maintenance	234,000	234,000	-
IRRP030	Howard (Juniper to Bryant)		1,000,000	1,000,000
ST2601	Sumach (4th to 6th Ave)		740,000	740,000

Section 2: This ordinance is in the best interest of the City of Walla Walla.

Section 3: That if any item, section, or part of this ordinance can be adjudged invalid, such adjudication shall not affect the validity of this ordinance, as a whole, or any item, section or part thereof, not adjudged invalid.

Section 4: This ordinance, being one required by law, shall take effect and be in full force upon its passage and publication as provided by law.

PASSED by the City Council of the City of Walla Walla, Washington, on this 14th day of May 2025.

Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

SUMMARY OF ORDINANCE NO. 2025-09

AN ORDINANCE CITY OF WALLA WALLA CIP PROJECTS BUDGET.

The Walla Walla City Council passed Municipal Ordinances 2025-09 at its May 14, 2025, regular meeting, which, in summary, amends the budget for the years 2025-2026 and amends the capital improvement project budget.

Project ID	Project Title	Revenue Estimate	Expense Estimate	Committed Cash
BR2501	Bridge City-wide Maintenance	234,000	234,000	-
IRRP030	Howard (Juniper to Bryant)		1,000,000	1,000,000
ST2601	Sumach (4th to 6th Ave)		740,000	740,000

The full text of Municipal Ordinance 2025-09 will be provided upon request to the Walla Walla City Clerk at Walla Walla City Hall, 15 N. Third Ave., Walla Walla, WA 99362.

Summary approved as to form:

Tim Donaldson
City Attorney

City of Walla Walla 2025-26 Fund Summary

Fund	Beginning Fund Balance	2025 Revenues	2025 Expenditures	Estimated Ending Fund Balance	Ending FB %/ Expenditures	2026 Revenues	2026 Expenditures	Estimated Ending Fund Balance	Ending FB %/ Expenditures
Governmental									
General	9,087,198	48,921,971	49,361,807	8,647,362	17.52%	46,391,930	47,052,360	7,986,932	16.97%
Parks Restricted	315,635	22,060	14,240	323,455		16,560	9,520	330,495	
LEOFF 1 Retirement	30,665	105,080	104,890	30,855		100,490	100,480	30,865	
Street Maintenance	1,832,455	3,994,630	3,504,460	2,322,625		3,781,870	3,480,080	2,624,415	
REET	663,920	662,500	614,580	711,840		651,570	583,000	780,410	
Housing	17,541	100	-	17,641		100	-	17,741	
Lodging Tax	601,943	1,385,000	1,704,000	282,943		1,418,000	1,400,000	300,943	
Tourism Promotion	-	391,100	391,100	-		391,200	391,200	-	
Opioid Settlement	738,326	197,700	103,000	833,026		195,700	103,000	925,726	
Forfeiture & Seizure	384,715	12,000	500	396,215		10,000	510	405,705	
Code Enforcement	213,660	500	5,500	208,660		500	3,500	205,660	
General Debt	2,234	229,840	229,840	2,234		228,950	228,950	2,234	
Fire Bond	20,560	1,380	21,940	-					
Police Voted	450,069	890,850	850,200	490,719		892,450	863,300	519,869	
Pool Voted	122,132	435,740	416,090	141,782		425,540	513,890	53,432	
General Construction	1,211,618	173,900	1,027,999	357,518				357,518	
Street Construction	1,536,537	15,012,430	16,462,943	86,024		10,846,740	10,846,740	86,024	
TBD Construction	3,947,058	1,991,930	1,293,560	4,645,428		1,976,930	1,281,620	5,340,738	
Enterprise									
Golf Course	27,111	165,640	122,860	69,891		166,280	118,720	117,451	
Sanitation	2,792,302	7,973,690	8,823,220	1,942,772		8,005,910	9,037,720	910,962	
Water	17,393,298	19,966,220	26,166,454	11,193,064		17,314,680	22,501,440	6,006,304	
Stormwater	3,098,064	5,916,150	5,495,387	3,518,827		3,212,930	4,241,440	2,490,317	
Wastewater	11,768,629	14,907,230	15,527,261	11,148,598		15,019,550	23,876,210	2,291,938	
Landfill	6,781,815	7,044,520	7,599,993	6,226,343		6,927,110	10,587,170	2,566,283	
Ambulance	1,652,912	6,135,100	6,213,939	1,574,074		6,325,300	6,347,970	1,551,404	
Internal Service									
WESCOM - E911	1,361,351	2,815,500	3,069,856	1,106,995		2,887,620	2,860,030	1,134,585	
Service Center	311,702	407,390	407,420	311,672		426,570	426,600	311,642	
Fleet	117,863	1,835,200	1,866,380	86,683		1,891,200	1,896,740	81,143	
Vehicle Replacement	11,104,324	2,365,580	3,403,940	10,065,964		2,370,130	3,037,590	9,398,504	
Medical Insurance	752,191	7,712,430	7,712,430	752,191		8,142,820	8,142,820	752,191	
Workers Comp Self Insurance	199,141	844,360	808,280	235,221		847,360	773,840	308,741	
Totals	\$ 78,536,966	\$ 152,517,721	\$ 163,324,068			\$ 140,865,990	\$ 160,706,440		

General Fund - Fund Balance Classifications

Unassigned - Used for Expenditures	8,347,362	16.91%
Committed Parking Lot	69,587	
Committed -	1,150,000	
Restricted - Parks	314,635	
Non - Spendable - Prepays	23,619	
Total General Fund Balance	9,905,203	

Unassigned Fund Balance	\$ (300,000)
Committed Fund Balance - For Reserves	\$ 300,000

City of Walla Walla
Summary of 2025/2026 Biennial Budget Adjustments

	Original Biennial Budget	Ord 2025-04 (03/25)	Ord 2025- (05/14)	Ammended Biennial Budget
General Government				
General Fund	\$ 109,576,570	\$ 1,321,000	\$ 2,245,769	\$ 113,143,339
Parks Restricted	33,120	-	5,500	38,620
Special Revenue				
Streets Fund		-	234,000	234,000
Code Enforcement Fund		-	5,000	5,000
Debt Service				
Fire Bond Fund		-	1,380	1,380
		-		
Capital Projects				
General Construction Fund	1,211,618	173,900	-	1,385,518
Street Construction	17,478,197	(688,880)	1,740,000	18,529,317
Enterprise				
Ambulance Fund	13,820,312	-	62,430	13,882,742
Water Fund	54,674,198	730,200	-	55,404,398
Wastewater Fund	41,403,549	291,860	-	41,695,409
Stormwater Fund	11,103,234	965,110	-	12,068,344
Total	\$ 249,300,798	\$ 2,793,190	\$ 4,294,079	\$ 256,388,067

Unassigned Fund Balance \$ (300,000) Move excess 2024 ending fund balance to committed for reserves.
Committed Fund Balance \$ 300,000

City of Walla Walla
2025 Quarter 2 Budget Amendment Operations

Account Description	Adopted Budget	Proposed Adjustment	Amended Budget	Explanation
General Fund Revenues				
Unassigned Beginning Fund Balance	7,672,740	1,414,458	9,087,198	
Fire State Mobilization	60,000	154,870	214,870	Actual MOBE revenue from participating in the 2025 California fires
CHIP Grant Funding	712,660	543,941	1,256,601	WA Dept Commerce pass through grant to Habitat for Humanity
State Cemetery Grant	-	50,000	50,000	Archeolgy and Historical Presevation Grant for Veteran Headston Maintenance Grant
Parks Maintance	-	60,000	60,000	2025 Lodging Tax Allocation for Parks Maintenance
Carnigie Lease	-	7,500	7,500	Annual School District lease for Carnigie Center
Parks Recreations	-	15,000	15,000	2025 Lodging Tax Allocation for Parks Recreation
Net Increase (Decrease) in Revenues		<u><u>\$ 2,245,769</u></u>		
General Fund Expenditures				
County Court Services	517,000	75,000	592,000	District Court expenditures higher than original budget estimate.
Worker's Comp Contribution	80,360	184,010	264,370	Worker's Comp Self Insurance Contribution
MOBE Overtime	-	88,000	88,000	Overtime for employee CA MOBE participation and backfill
CHIP Grant Expenditures	487,913	543,941	1,031,854	WA Dept Commerce pass through grant to Habitat for Humanity
Parks Maintenance - Temp Expenses	217,940	60,000	277,940	Additional temp hires from lodging tax allocation
Parks Recreation Expense	99,570	15,000	114,570	Additional expenses for lodging tax allocation
Net Increase (Decrease) in Expenditures		<u><u>\$ 965,951</u></u>		
Restricted General Fund				
Private Contributions	-	5,500	5,500	Restricted grant contribution for Memorial Pool Programs
Net Increase (Decrease) in Revenues		<u><u>\$ 5,500</u></u>		
Parks Scholarships	4,680	5,000	9,680	Increased scholarship awards from private contribution
Net Increase (Decrease) in Expenditures		<u><u>\$ 5,000</u></u>		
137 Seizure and Forfeiture Fund				
Contractual Services	-	51,000	51,000	Flock Camera Expense
Net Increase (Decrease) in Expenditures		<u><u>\$ 51,000</u></u>		
168 Code Enforcement				
Non-Traffic Infraction Penalty	500	5,000	5,500	Expenditure reimbursement for property clean-up
Net Increase (Decrease) in Revenues		<u><u>\$ 5,000</u></u>		
252 Fire Bond				
Previous Year Property Tax	-	1,200	1,200.00	
Investment Interst	-	180	180.00	
Net Increase (Decrease) in Revenues	500	<u><u>\$ 1,380</u></u>	1,380	
Transfer to Ambulance	-	21,940	21,940	Fire Station Alerting System
Net Increase (Decrease) in Expenditures	1,000	<u><u>\$ 21,940</u></u>	21,940	
Ambulance Fund				
Revenues				
EMS Levy	1,875,000	40,490	1,915,490	2025 EMS Levy is higher than original estimate
Transfer in Fire Bond	-	21,940	21,940	Fire alerting system funding
Net Increase (Decrease) in Revenues	<u><u>1,875,000</u></u>	<u><u>\$ 62,430</u></u>		

Expenses

Contractual Services	107,800	77,530
Net Increase (Decrease) in Expenditures		<u><u>\$ 77,530</u></u>

185,330 Fire alerting system installation

510 WESCOM E911

Contractual Services	156,425	55,370
Equipment Maintenance	-	168,000
Net Increase (Decrease) in Expenditures	4,016,225	<u><u>\$ 223,370</u></u>

211,795 Fire alerting system installation

168,000 Radio site maintenance unknown during 2025-26 budget prep

526 Health Insurance

AWC Premiums	4,631,080	90,000
Net Increase (Decrease) in Expenditures	12,663,530	<u><u>\$ 90,000</u></u>

4,721,080 2025 actual premiums are higher than estimated amount.

527 Worker's Compensation

Contractual Services	4,500	4,000
Labor and Industries	126,000	28,000
Liability Claims	450,000	76,000
Contractual Services	180,000	20,000
Net Increase (Decrease) in Expenditures		<u><u>\$ 128,000</u></u>

8,500 Adjusted estimate based on 2024 ending actuals

154,000 Adjusted estimate based on 2024 ending actuals

526,000 Adjusted estimate based on 2024 ending actuals

200,000 Adjusted estimate based on 2024 ending actuals

City of Walla Walla
Quarter 2 Budget Amendment CIP Detail

Munis Org Code	Munis Object Code	Account Description	2025 Revised Budget	2025 Proposed Adjustment	2025 Amended Budget	Explanation
Streets Fund Revenue						
11260000	333200	Federal Indirect DOT	728,310	234,000	962,310	Bridge Maintenance WSDOT Grant Construction Ph
Net Increase (Decrease) in Revenues			728,310	234,000	962,310	
Streets Fund Expenses						
11260250	4100	Contractual/Professional Serv	2,288,735	234,000	2,522,735	Bridge Maintenance WSDOT Grant Construction Ph
Net Increase (Decrease) in Expenses			2,288,735	234,000	2,522,735	
REET Fund Expenses						
12259700	0320	Transfers-Out Streets Const	614,580	370,000	984,580	Sumach (4th to 6th Ave) Construction Phase
Net Increase (Decrease) in Expenses			614,580	370,000	984,580	
Street Construction Revenue						
32009000	397122	Transfer-In REET	614,580	370,000	984,580	Sumach (4th to 6th Ave) Construction Phase REET C
32039009	397436	Transfer-In WA IRRP	487,050	281,200	768,250	Sumach Construction
32039009	397438	Transfer-In WW IRRP	519,520	88,800	608,320	Sumach Construction
				500,635		Howard Construction
Net Increase (Decrease) in Revenues			1,621,150	1,740,000	2,361,150	
Street Construction Expenses						
32059530	6735	CIP - Sumach (4th-6th Ave)	116,599	740,000	856,599	Sumach (4th to 6th Ave) Construction Phase
32090530	6773	CIP - Howard (Juniper/Bryant)	1,085,939	1,000,000	2,085,939	Howard Construction
Net Increase (Decrease) in Expenses			116,599	1,740,000	856,599	
Water Fund Expenses						
41659739	0320	Transfers-Out Streets Const	487,050	281,200	768,250	Sumach Construction
				499,365		Howard Construction
Net Increase (Decrease) in Expenses			487,050	780,565	768,250	
Wastewater Fund Expenses						
41859739	0320	Transfers-Out Streets Const	519,520	88,800	608,320	Sumach Construction
				500,635		Howard Construction
Net Increase (Decrease) in Expenses			519,520	589,435	608,320	

1,974,000 Total Revenues
3,714,000 Total Expenses



ar-5684

Pgs. 93-102

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: LTAC Funding - Outside Walla Walla and Walla Walla Pride Festival

Submitted For: Preston Frederickson, Support Services

Financial Comments:

This resolution awards an additional \$45,000 in Lodging Tax revenue to Outside Walla Walla, which was previously awarded \$30,000 by Resolution 2024-090 and \$5,000 in Lodging Tax revenue for the promotion of the Walla Walla Pride Festival. Even with these grants, the 15% Lodging Tax reserve fund balance is maintained for the 2025-2026 biennium.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

The Lodging Tax Advisory Committee (LTAC) is recommending reallocating previously awarded funds from a canceled event to correct a staff error in contracted funding for Outside Walla Walla and also recommending an out-of-cycle funding request for Walla Walla Pride Festival.

Information

HISTORY:

Executive Summary:

On April 30, 2025, the City of Walla Walla LTAC held its regularly scheduled meeting. As part of the active agenda, two items were reviewed for funding. The Lodging Tax Advisory Committee recommends increasing the Lodging Tax grant award to Outside Walla Walla from \$30,000 to \$75,000, and also recommends granting \$5,000 to support the Walla Walla Pride Festival.

Outside Walla Walla:

In the fall of 2024, Outside Walla Walla filled out an application for a single-year funding request of \$75,000 to brand, develop, create, and distribute specific, itinerary-driven guides, which is a current untapped market in the Walla Walla Valley. LTAC recommended, and City Council approved a \$30,000 grant via Resolution 2024-090. In March 2025, upon delivery of the first quarter invoicing and reimbursement request from OWW, staff discovered an error in the LTAC grant amount in the OWW contract. Although the contract should have been for \$30,000, the contract was erroneously executed at the full request amount of \$75,000. The incorrect contract amount was due to a staff error that was not caught through the contract approval process. Additional measure have been put into place to ensure this error does not reoccur.

In a memo delivered to LTAC, which is also attached to this agenda report, staff reviewed the balance of the 126 lodging tax fund balance and the impact of covering the remaining balance as OWW has entered into obligations with the assumption of the full request of \$75,000. Staff noted that a previously awarded grant recipient, Grenache Fest, will no longer be hosting an event in Walla Walla. As such, \$30,000 in 2025 and \$30,000 in 2026, remains in the fund balance. By reallocating that award and using \$15,000 from the fund balance, Outside Walla Walla will be able to complete the project proposed in its initial request and the lodging tax fund will see minimal impact on the 15% reserve fund balance.

The attached memo to LTAC dated April 23, 2025, gives further background regarding this funding. After a presentation by a representative of Outdoor Walla Walla and LTAC discussion, the LTAC moved to approve a recommendation to increase the Lodging Tax Grant funds to Outdoor Walla Walla from \$30,000 to \$75,000 by a vote of 6-0.

Walla Walla Pride Festival:

Walla Walla Pride Festival (WW Pride) - On April 16, 2025, representatives from WW Pride submitted an electronic application for out of cycle funding for the upcoming festival on June 7, 2025. The attached draft minutes review the discussion regarding this request specific to marketing in the Pacific Northwest region with a request of \$5,000. After discussion regarding the timing of the out of cycle request and clarification of the future of the event and how it will track out of area attendee, LTAC moved to approve the request of \$5,000 for marketing to the City Council for final approval.

POLICY ISSUES:

LTAC's recommendations align with the City of Walla Walla Municipal Code Section 3.15.060 and RCW 67.28.1817

PLAN COMPLIANCE:

STRATEGIC PLAN:

Economic health key focus area: sustainable revenue sources, attracting new businesses and shopping opportunities.

COMPREHENSIVE PLAN:

Land Use Policy 2.4: Support the region's tourism agencies in promoting the region as a welcoming place to live and destination for entertainment, recreation, and tourism.

Economic Development Policy 6.4: Continue to support and encouragement of Tourism based commerce within the Downtown.

Economic Development Goal 8: Tourism continues to be an important part of Walla Walla's economy, including heritage and wine tourism.

Economic Development Policy 8.1: Work with local and regional partners to encourage tourism and an increase of commerce within the City of Walla Walla.

ALTERNATIVES:

As provided by State statute the City Council has two options:

1. Council may approve the L TAC funding recommendation as submitted.
2. Council could send back a revised funding proposal to LTAC but must wait forty-five days and then Council may adopt a new proposal.

STAFF RECOMMENDATION:

Staff recommends City Council adopt the resolution allocating lodging tax funding to the entities identified as recommended by LTAC.

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Res 2025-044

LTAC Memo 4.25

LTAC Draft Minutes 4.30.25

RESOLUTION NO. 2025-044

A RESOLUTION REGARDING USE OF LODGING TAX REVENUES AND TAKING OTHER ACTION RELATED THERETO

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.11.020 provides in pertinent part that “[t]he legislative body of each code city shall have all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law;” and

WHEREAS, Walla Walla has “all of the powers which any city of any class may have and shall be governed in matters of state concern by statutes applicable to such cities in connection with such powers to the extent to which such laws are appropriate and are not in conflict with the provisions specifically applicable to code cities” pursuant to RCW 35A.21.160; and

WHEREAS, chapter 67.28 RCW authorizes cities to levy and collect lodging taxes; and

WHEREAS, the City of Walla Walla charges an excise tax on lodging through chapter 3.78 of the Walla Walla Municipal Code and ordinances and resolutions of the City; and

WHEREAS, RCW 67.28.1816 establishes the process for allocating lodging taxes in accordance with recommendations made by a lodging tax advisory committee; and

WHEREAS, RCW 67.28.1817 establishes the process for a city council to change the use of lodging tax funds; and

WHEREAS, the City of Walla Walla has established a Lodging Tax Advisory Committee through Municipal Code sections 2.25.160 and 2.25.170; and

WHEREAS, the Walla Walla City Council passed City Resolutions 2024-090 (Oct. 23,2024) and 2024-111 (Dec. 18,2024) regarding use of lodging tax revenues; and

WHEREAS, the Lodging Tax Advisory Committee met on April 30, 2025 regarding the allocation of lodging tax revenues for 2025 and made recommendations to the City Council which were considered at its May 14, 2025 regular meeting; and

WHEREAS, the Walla Walla City Council considered this matter during a regularly and duly called public meeting of said Council, has given careful review and consideration, and finds that passage of this resolution is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by passage of this resolution;

NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:

Section 1: The Walla Walla City Council hereby amends City Resolutions 2024-090 (Oct. 23, 2024) and 2024-111 (Dec. 18, 2024), and following identified recipients are

conditionally approved for receipt of lodging tax revenues in the following identified amounts:

Recipient	2025 allocation amount	2026 allocation amount
Visit Walla Walla	\$850,000	\$850,000
Walla Walla Wine Alliance	\$240,000	\$240,000
Walla Walla Valley Chamber of Commerce	\$35,000	\$35,000
Downtown Walla Walla Foundation	\$140,000	\$140,000
Fort Walla Walla Museum	\$100,000	\$100,000
City Parks & Recreation	\$100,000	\$100,000
Powerhouse Theatre	\$35,000	\$35,000
Walla Walla Summer Theater	\$9,000	\$9,000
W3 Concerts	\$50,000	\$50,000
Walla Walla Valley Guitar Festival	\$25,000	\$25,000
Burwood Brewing Co/Walla Walla Food Truck Night	\$8,000	\$8,000
Blood of Gods Zine	\$9,000	n/a
CoWalla/ArtWalla Creative District	\$12,000	n/a
Little Theatre of Walla Walla	\$8,000	n/a
Outside Walla Walla	\$75,000	n/a
Walla Walla Chamber Music Festival	\$8,000	n/a
Walla Walla Movie Crush	\$10,000	n/a
Walla Walla Pride Festival	\$5,000	n/a
Washington Junior Golf Association	\$5,000	n/a
Retained in Lodging Tax fund (uncommitted)	lodging tax revenues exceeding amounts allocated	lodging tax revenues exceeding amounts allocated

Section 2: The receipt of lodging tax revenues by the recipient identified in section 1 is dependent upon the lodging tax fund receiving sufficient revenues to make appropriate the allocations and conditioned upon the recipient entering into an agreement with the City of Walla Walla in a form acceptable to the city that limits the purposes for which the revenues may be used, ensures accountability for the receipt and use of lodging tax revenues, and provides reporting requirements. The City of Walla Walla is not required to enter into a contract or agreement with itself regarding amounts allocated above to the city, but it must properly use and account for its use of lodging tax revenues.

Section 3: The City Manager of the City of Walla Walla is hereby authorized and empowered to a execute contract, agreement, other documents, and amendments thereto, with the recipient identified in section 1 regarding receipt and use of lodging tax revenues, and the City Clerk of the City of Walla Walla is hereby authorized and directed to attest such contract, agreement, other documents, and amendments and to attach to each duplicate thereof a copy of this resolution. All such contracts, agreements, other documents, and amendments thereto shall be reported to the City Council and made available for public inspection and copying.

Section 4: The City Manager of the City of Walla Walla is designated as the chief administrative official and authorized representative in all matters relating to the use of lodging tax revenues and administration of any contract, agreement, other documents, and amendments thereto regarding its use; provided, however, that the City Manager may delegate authority and assign duties to members of the City of Walla Walla's administrative service.

Section 5: The City Manager of the City of Walla Walla may authorize use of uncommitted revenues retained in the lodging tax fund upon prior review and approval by the lodging tax advisory committee; provided that the use qualifies under Ch. 67.28 RCW, sufficient funds have been appropriated by the City Council, and any agreement for the use of such funds falls within the authority of the City Manager established by Walla Walla Municipal Code section 2.09.030. All agreements regarding the use of revenues under this section shall be reported to the City Council and made available for public inspection and copying.

Section 6: This resolution is remedial and supersedes City Resolutions 2024-090 (Oct. 23, 2024) and 2024-111 (Dec. 18, 2024).

PASSED by the Walla Walla City Council on May 14, 2025.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



MEMORANDUM
Deputy City Manager
Support Services

To: City of Walla Walla Lodging Tax Advisory Committee (LTAC)

From: Preston Frederickson, Deputy City Manager

Date: April 23, 2025

RE: Budget Update and Staff Request for Outside Walla Walla Contract Change Order for Lodging Tax Fund 126 Balance

Budget Update:

This memo serves as a notice of the year end fund balance (2024) for the Lodging Tax Fund 126. The table below outlines the current rolling fund balance at the beginning of the 2025 fiscal and calendar year.

	Budget	Actual
Beginning Fund Balance	\$ 664,526	\$ 664,526
Revenues		
Hotel/Motel Tax	\$ 1,400,000	\$ 1,356,815
Investment Interest	25,000	29,079
Total Revenue	\$ 1,425,000	\$ 1,385,894
LTAC Awards	\$ 1,517,958	\$ 1,448,478
Ending Fund Balance	\$ 571,568	\$ 601,943
Ending Reserve		41.6%

The fund balance of \$601,943 represents the amount “rolled forward” to be used for 2025 and 2026 awards.

	2025 Budget
Beginning Fund Balance 01/01/2025	\$ 601,943
Hotel/Motel Tax	\$ 1,360,000
Investment Interest	\$ 25,000
Total Revenue	\$ 1,385,000
2025 LTAC Awards	\$ 1,704,000
Estimated Ending Fund Balance	\$ 282,943
Estimated Ending Reserve	16.6%

April 23, 2025
Page 2 of 2

The 2025 estimated ending fund balance for the LTAC fund is 16.6% which is higher than the 15% reserve requirement.

Outside Walla Walla Grant

Staff gives the above Budget update to support a staff recommended change order request for the 2025 Outside Walla Walla (OWW) lodging tax grant.

In the fall of 2024 OWW filled out an application for a single year funding request of \$75,000 to brand, develop, create, and distribute specific, itinerary-driven guides that is a current untapped market in the Walla Walla Valley. LTAC recommended and City Council approved a \$30,000 grant via Resolution 2024-090.

In March 2025 upon delivery of the first quarter invoicing and reimbursement request from OWW, staff discovered an error in the LTAC grant amount in the OWW contract. Although the contract should have been for \$30,000, the contract was erroneously executed at the full request amount of \$75,000. The incorrect contract amount was due to a staff error that was not caught through the contract approval process.

Upon discovery, staff immediately contacted grantee representative for OWW to explain this issue. At the meeting with OWW, learned that OWW's current contractual obligations relied upon the full grant request amount and retracting back the contract amount will jeopardize the desired outcome.

In order to correct this error, staff asks the LTAC to raise the funding recommendation to the full \$75,000 original grand request. Staff would then take that recommendation back to the City Council for award.

As to the budget impact of this request, it is my understanding that the two-year grantee, Grenache Fest, will no longer be happening as the promoter has relocated from the area. This grant contract was not executed due to no response from the applicant. This grant would have been for \$30,000 in 2025 and for \$30,000 in 2026 thus freeing up this money in the overall LTAC budget making them available to be re-allocated in part to OWW.

In summary, staff requests that LTAC recommend the reallocation of that grant to OWW increasing the grant amount from \$30,000 to \$75,000.

Respectfully submitted,

Preston Frederickson
Deputy City Manager
rg



LODGING TAX ADVISORY COMMITTEE MEETING

DRAFT Minutes

April 30, 2025

10:00 AM

Hybrid Meeting

Present: Dan Leeper, Guy Glaeser, Liz Knapke, Rob Barrett, Justin Robbins

Council Liaison/Chair: Tom Scribner

Staff Liaison: Preston Frederickson, Deputy City Manager

Staff support: Rikki Gwinn

- I. **Meeting Commencement:** Chair Tom Scribner called the meeting to order at 10:00 AM.
- II. **Approval of February 26, 2025, Minutes:** Guy Glaeser made a motion to approve the minutes as submitted; seconded by Dan Leeper. *Motion carried 6-0.*
- III. **Review of 2024 Year End Budget and Staff Memo:** Preston Frederickson reviewed the memo that was distributed to the committee in advance of this meeting. The memo details the 2024-year end fund balance for fund 126 (lodging tax) showing the current allocations and projected fund balance for 2025. As part of the memo, a detailed explanation was given regarding the staff error in the contract execution for the 2025 grant to Outside Walla Walla (OWW). Staff distributed and later executed a grant for the full request of \$75,000 as opposed to the recommendation of \$30,000 which was approved via Resolution 2024-090. Internal controls have been reviewed and set to ensure this does not happen again, however, at this point, OWW had entered into contractual obligations under the assumption of the full request. Staff requested LTAC review and use reallocated funding from the canceled Grenache Fest and \$15,000 from fund balance to ensure that OWW is able to fully complete its mission and obligations. OWW representative, Gwen Dildine, reviewed the request for funding for a single year that will produce a quarterly guide for outdoor recreational activities. There was discussion regarding clarification of the staff error and program activities.
 1. **Motion** – A motion to approve the recommendation reallocation of funding to City Council to execute a full grant of \$75,000 was made by Guy; seconded by Liz Knapke. *Motion carried 6-0*
- IV. **Review of New Application:** On April 16, 2025, staff received an out-of-cycle funding request from Walla Walla Pride Festival. This application was distributed to LTAC prior to the meeting for review and discussion. The request for \$5,000 for funding of marketing efforts in the Pacific Northwest to attract attendees from out of area was reviewed by Pride representative Rob Wohr. A follow-up discussion was held regarding the future plans for funding applications and how the festival will track out of area attendees for reporting purposes.
 1. **Motion** – A motion to recommend funding of \$5,000 for Council approval was made by Guy; seconded by Liz. *Motion carried 6-0*

- V. **Small Grant Authority:** Preston reported on the request to research this committee's ability to recommend smaller grant amounts without going to Council each time if the grant application is received out of cycle. The City Attorney stated that this is possible if LTAC recommends to Council, and Council approves, a set amount for the City Manager to execute on a case-by-case basis. LTAC will still review each application and recommend to the City Manager the grant amount. The City Manager would then execute a contract from that fund. Discussion was held on whether this complicates current funding requests and the balances available and whether or not this streamlines the process. The LTAC requests that staff add this item for continued discussion at the next regular meeting.
- VI. **Next Meeting Date:** Per current LTAC by-laws, the next meeting date is scheduled for an August 2025 meeting. The committee will meet:
- 10:00am August 6, 2025, in Council Chambers

With no further business, the meeting was adjourned at 11:45 AM.

Respectfully submitted,
Rikki Gwinn
Executive Assistant



ar-5652

Pgs. 103-119

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Approve the April 2025 Accounts Payable Register

Submitted For: Elizabeth Moeller, Finance Department

Financial Comments:

- Printed Transactions: 31649, 31651-31683, 31708-31728, 31738-31807, 31826-31851, 31861-31872, 31874-31938, 31941, 31977-32009 = \$1,734,078.84
- ACH Transactions: 31631-61648, 31684-31706, 31729-31737, 31808-31809, 31811-31825, 31852-31860, 31939, 31942-31976 = \$614,445.89
- Wire Transactions: 961, 963-965, 967-977, 980 = \$449,674.20

Total Check Register: \$2,798,198.93

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Approve April 2025 Accounts Payable Register

Information

HISTORY:

Ordinance 2016-05 appointed the Finance Director as the auditing officer for the City of Walla Walla.

POLICY ISSUES:

The City's internal controls include certifying the validity of all hours by the appropriate department before the payment submission. City Departments and Divisions review all claim payments, and a Finance Department staff member performs final review before issuing payments.

- RCW42.24.080 requires that all claims presented against the City by a person furnishing materials, rendering services, or performing labor must be certified by the appropriate official to ensure that the materials have been furnished, the services rendered, or the labor performed as described and that the claims are just, due, and unpaid obligations against the City before payments can be made.
- RCW 42.24.180 allows expedited processing of the payment of claims when certain conditions have been met. The statute allows the issuance of warrants or checks in payment of claims before the legislative body has acted to approve the claims when: 1 the appropriate officers have furnish official bonds, 2 the legislative body has adopted policies that implement effective internal controls; 3 the legislative body has provided for review of the documentation supporting the claims within a month of issuance; and 4 that if claims are disapproved, they shall be recognized as receivables and diligently pursued.
- WVMC 2.17.025 grants the Finance Director's duties, including keeping a full and accurate account of all money disbursed on behalf of the City.

PLAN COMPLIANCE:

STRATEGIC PLAN:

All areas of the Strategic Plan

ALTERNATIVES:

Not to approve the April 2025 AP register and direct staff to pursue repayment to the City diligently.

STAFF RECOMMENDATION:

Approve April 2025 Accounts Payable Register

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

Council Check Register April 2025



City of Walla Walla
Monthly Check Register
04/1/2025 to 4/30/2025

Check #	Date	Vendor	Description	Amount	Clear
961	4/3/2025	Cardconnect	Merchant card services Pool March 25	114.89	Y
963	4/2/2025	Chase Paymentech	Merchant card service IVP phone 3/25	408.82	Y
964	4/2/2025	Chase Paymentech	Merchant card service City Hall 3/25	1,120.79	Y
965	4/2/2025	Chase Paymentech	Merchant card service City Hall online 3/25	10,486.63	Y
967	4/2/2025	Chase Paymentech	Merchant card service General billing online 3/25	106.18	Y
968	4/1/2025	Washington Dental Services Inc	Dental Premiums for All Employees - April 2025	36,511.26	Y
969	4/3/2025	AWC Employee Benefits Trust	AWC Medical/Vision Premiums for April 2025	391,664.00	Y
970	4/3/2025	Cardconnect	Merchant card services Landfill March 25	313.89	Y
971	4/2/2025	Bank of America	Merchant card services Landfill 3/25	3,859.71	Y
972	4/3/2025	Bank of America	Merchant card services Landfill 3/25	261.36	Y
973	4/2/2025	Chase Paymentech	Merchant card service Development Ser 3/25	1,153.92	Y
974	4/11/2025	Clover Network LLC	Merchant card services Pool March 25	114.13	Y
975	4/14/2025	Pitney Bowes Global Financial Services LLC	April postage	3,000.00	Y
976	4/2/2025	Globalpayments	Merchant card services Parks March 2025	158.07	Y
977	4/2/2025	Globalpayments	Merchant card services Parks Dev Services 2025	88.55	Y
980	4/29/2025	Washington State Department of Licensing	April 2025 concealed pistol licenses	312.00	N
31631	4/3/2025	Benjamin Howrey	FDIC International Conference Indianapolis 2025	544.00	Y
31632	4/3/2025	Conсор North America, Inc	ProSer thru 2/28/25 Watershed Master Resiliency PI	34,619.75	Y
	4/3/2025	Conсор North America, Inc	ProSer thru 2/28/25 Watershed Master Resiliency PI	21,576.75	Y
31633	4/3/2025	Elizabeth Chamberlain	NW City Manager's Conference Vancouver 2025	482.00	Y
31634	4/3/2025	Emily Thompson	Hawaii International Summit Honolulu 2025	598.50	Y
31635	4/3/2025	Eric Eastman	WSTOA Tactical Conference Richland 2025	43.00	Y
31636	4/3/2025	Ignacio Colin	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31637	4/3/2025	Jason Langley	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31638	4/3/2025	Julissa Virrey Soto	Reimbursement for Purchase	28.46	Y
31639	4/3/2025	Keltan Fulmer	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31640	4/3/2025	Leah Fisk	NWPWI 2025 event Lacey 2025	176.00	Y
31641	4/3/2025	Leoff Health & Welfare Trust	LEOFF Trust Invoice for April 2025 - Police	96,501.71	Y
	4/3/2025	Leoff Health & Welfare Trust	LEOFF Trust Invoice for April 2025 - Fire	108,975.18	Y
31642	4/3/2025	Melissa Coleman	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y

31643	4/3/2025	Michael Bump	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31644	4/3/2025	Nicholas Klicker	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31645	4/3/2025	Nicholas Loudermilk	Hawaii International Summit Honolulu 2025	598.50	Y
31646	4/3/2025	Paul Renwick	FDIC International Conference Indianapolis 2025	544.00	Y
31647	4/3/2025	Saul Reyna	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31648	4/3/2025	Steven Potter	WSNIA Training Summit Coeur d'Alene 2025	296.00	Y
31649	4/3/2025	Blue Mountain Action Council	2024 CDBG BMAC Public Service	2,173.43	Y
31651	4/3/2025	Cascade Natural Gas Inc	Library natural gas FEB25	1,062.05	Y
	4/3/2025	Cascade Natural Gas Inc	02/25 Natural Gas - 15 N 3rd Ave	947.03	Y
	4/3/2025	Cascade Natural Gas Inc	02/25 Natural Gas - 55 E Moore St	1,497.97	Y
	4/3/2025	Cascade Natural Gas Inc	02/25 Natural Gas - 75 E Moore St	2,399.54	Y
	4/3/2025	Cascade Natural Gas Inc	02/25 Natural Gas - 65 E Moore St	2,716.77	Y
31652	4/3/2025	CenturyLink	March Landfill alarm line.	46.56	Y
	4/3/2025	CenturyLink	55 E Moore Alarm Line 03/25	48.22	Y
	4/3/2025	CenturyLink	City Hall Router 03/25	62.07	Y
	4/3/2025	CenturyLink	City Hall Router/Finance CC Machine 03/25	62.07	Y
	4/3/2025	CenturyLink	Building 65B Alarm Line 03/25	64.67	Y
	4/3/2025	CenturyLink	April 2025 fax and phone service for WWPD	206.73	Y
31653	4/3/2025	CenturyLink	Long Distance 03/25	2,525.11	Y
31654	4/3/2025	City of Walla Walla	Landfill trip, WTP	560.98	Y
	4/3/2025	City of Walla Walla	Landfill Use - #82, #52, UF	253.75	Y
31655	4/3/2025	Walla Walla Print Co.	FOG brochures, WWFOG	272.25	Y
31656	4/3/2025	Ewing Irrigation Products Inc	Golf Irrigation	596.31	Y
31657	4/3/2025	Flock Group, Inc	Replacement AC power kit for Task Force equipment	163.35	Y
31658	4/3/2025	Herrera Environmental Consultants Inc	On-call Landfill development support.	6,142.09	Y
31659	4/3/2025	J-U-B Engineers Inc	ProSer 2/2-3/1/25 Digesters Design	16,744.35	Y
31660	4/3/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Repair	223.62	Y
	4/3/2025	Kennewick Industrial and Electrical Supply Inc	Fire Station 2 Irrigation	400.24	Y
	4/3/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Parts	144.12	Y
	4/3/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Parts	274.26	Y
31661	4/3/2025	Koncrete Industries Inc	Cemetery Grave	333.45	Y
	4/3/2025	Koncrete Industries Inc	Cemetery Gravel	321.91	Y
	4/3/2025	Koncrete Industries Inc	84 Bags of Concrete for Traffic Sign Installation	760.64	Y
31662	4/3/2025	Lakeside Industries	1 Load (30 Ton) Cold Mix	6,409.55	Y
31663	4/3/2025	MBG Cleaning Services	3.25 Janitorial Services	1,600.00	Y
31664	4/3/2025	McDonald Zaring Insurance Inc	Rider: Increase Self-Insurer Pension Bond	185.00	Y
31665	4/3/2025	Midwest Tape LLC	Audiobook/marc record, salnitzki FOL	48.33	Y
	4/3/2025	Midwest Tape LLC	Audiovisual, DVDs	141.31	Y
31666	4/3/2025	North Industrial LLC	ProSer 3/24-3/28/25 Interior Tank Painting Mill Cr	34,575.75	Y
31667	4/3/2025	Katy Baffney	Softball Refund	50.00	N

31668	4/3/2025	Delia Lugo De Martinez	Close 528 Cayuse St	157.08	Y
31669	4/3/2025	OverDrive Inc	Electronic books/audiobooks	2,057.04	Y
31670	4/3/2025	Pacific Power Inc	02/25 Power - Vehicle Outlets (2/13/25 - 3/14/25)	49.29	Y
	4/3/2025	Pacific Power Inc	2/24-3/25 Pike's Peak radio site power svc	240.22	Y
	4/3/2025	Pacific Power Inc	03/25 Power - Service Center (2/13/25 - 3/14/25)	4,154.04	Y
31671	4/3/2025	Parametrix, Inc	ProSer thru 2/28/25 Pioneer Park Pedestrian Improv	6,156.32	Y
31672	4/3/2025	PlayCore Wisconsin Inc.	Double Deck Replacement	1,984.49	Y
31673	4/3/2025	Public Safety Testing Inc	Jan-March 2025 police recruitment assistance	780.00	Y
31674	4/3/2025	Shea, Carr & Jewell, Inc.	Jan 2025 Comprehensive Plan Update Consultant	10,621.13	Y
31675	4/3/2025	Testcomm LLC	Library renovation & Expansion	1,200.00	Y
31676	4/3/2025	USA Bluebook	Chemical calibration, WTP	645.56	Y
31677	4/3/2025	Valence Inc	4.25 Phone/Radio monthly maintenance services	2,504.70	Y
31678	4/3/2025	Washington State Patrol	March 2025 background checks	102.00	Y
31679	4/3/2025	WATECH	March 2025 VPN service for WWPD	285.00	Y
31680	4/3/2025	Wilbur-Ellis Inc	Herbicide	2,345.56	Y
31681	4/3/2025	Walla Walla County	March highway litter cleanup service fees.	1,325.00	Y
31682	4/3/2025	Walla Walla Grainger Inc	City Hall Supplies	38.46	Y
31683	4/3/2025	Walla Walla Transmission Specialist	Transmission Filter, Fleet #03/2025	39.67	Y
	4/3/2025	Walla Walla Transmission Specialist	Transmission Filter, Fleet #14446, 03/2025	39.67	Y
	4/3/2025	Walla Walla Transmission Specialist	Transmission Filter, Fleet #14445, 03/2025	39.67	Y
31684	4/4/2025	Barry Jaquins	Medicare Reimbursement 4/2025	177.00	Y
31685	4/4/2025	Charles Hawman	Medicare Reimbursement 4/2025	168.00	Y
31686	4/4/2025	Dan Aycock	Medicare Reimbursement 4/2025	185.00	Y
31687	4/4/2025	Dennis Kralman	Medicare Reimbursement 4/2025	185.00	Y
31688	4/4/2025	Donald Lechner	BAT Refresher Course Spokane 2025	344.00	Y
31689	4/4/2025	Floyd E Bloom	Medicare Reimbursement 4/2025	185.00	Y
31690	4/4/2025	Fred Moore	Medicare Reimbursement 4/2025	272.70	Y
31691	4/4/2025	Greg Van Donge	Medicare Reimbursement 4/2025	272.70	Y
31692	4/4/2025	Jack Pinza	Medicare Reimbursement 4/2025	182.00	Y
31693	4/4/2025	Jason Langley	Axon Taser recertification Puyallup 2025	219.30	Y
31694	4/4/2025	John Martin	Medicare Reimbursement 4/2025	272.70	Y
31695	4/4/2025	Kenneth Butherus	Medicare Reimbursement 4/2025	185.00	Y
31696	4/4/2025	Kevin Toon	Claim exp EVOC Instructor training Richland 2025	43.00	Y
31697	4/4/2025	Mike Kyle	Medicare Reimbursement 4/2025	174.70	Y
31698	4/4/2025	Paul Lommasson	Medicare Reimbursement 4/2025	185.00	Y
31699	4/4/2025	Randal Wright	Medicare Reimbursement 4/2025	185.00	Y
31700	4/4/2025	Randy Allessio	Medicare Reimbursement 4/2025	179.00	Y
31701	4/4/2025	Richard Westphal	Claim exp EVOC Instructor training Richland 2025	43.00	Y
31702	4/4/2025	Robert Wheeler	Medicare Reimbursement 4/2025	185.00	Y
31703	4/4/2025	Ronald Sams	Medicare Reimbursement 4/2025	185.00	Y

31704	4/4/2025	Steven Slawson	Medicare Reimbursement 4/2025	148.00	Y
31705	4/4/2025	Tim Gehlhausen	Medicare Reimbursement 4/2025	158.00	Y
31706	4/4/2025	Wallace Fisher	Medicare Reimbursement 4/2025	185.00	Y
31708	4/4/2025	Byrnes Oil Company Inc	Pacific Pride Fuel Transactions, Fleet, 03/2025	21,071.49	Y
	4/4/2025	Byrnes Oil Company Inc	3/31/25 fuel for patrol use	251.35	Y
31709	4/4/2025	Chuck Fulton	Medicare Reimbursement 4/2025	185.00	Y
31710	4/4/2025	Fred Mitchell	Medicare Reimbursement 4/2025	405.30	Y
31711	4/4/2025	Larry Warren	Medicare Reimbursement 4/2025	272.70	N
31712	4/4/2025	Michael Everett	Medicare Reimbursement 4/2025	185.00	Y
31713	4/4/2025	Neil Hinton	Medicare Reimbursement 4/2025	185.00	Y
31714	4/4/2025	Lillian Parra	Ambulance refund E Parra 103124 DOS	110.70	Y
31715	4/4/2025	Marian Schmidt	Ambulance refund A Schmidt 09092024 DOS	17.14	Y
31716	4/4/2025	Susanna Ramirez	Ambulance refund N Ramirez 08242024 DOS	34.81	Y
31718	4/4/2025	HAYDEN HOMES LLC	CLOSE 627 AVA ST	176.02	Y
31719	4/4/2025	HAYDEN HOMES LLC	CLOSE 765 AVA ST	59.87	Y
31720	4/4/2025	HAYDEN HOMES LLC	CLOSE 667 AVA ST	182.62	Y
31721	4/4/2025	HAYDEN HOMES LLC	CLOSE 651 AVA ST	107.45	Y
31722	4/4/2025	RICHLAND 132 LLC	CLOSE 1372 BILL AVE	93.88	N
31723	4/4/2025	WELCOME HOME PROPERTIES	JAN AND FEB CREDIT CARD FEE REFUNDS	48.67	Y
31724	4/4/2025	WHITMAN COLLEGE	JAN AND FEB CREDIT CARD FEE REFUNDS	14.48	N
31725	4/4/2025	Ronald Brookshire	Medicare Reimbursement 4/2025	185.00	Y
31726	4/4/2025	Ronald Mailloux	Medicare Reimbursement 4/2025	185.00	Y
31727	4/4/2025	Terry Thompson	Medicare Reimbursement 4/2025	203.50	Y
31728	4/4/2025	Tom Anderson	Medicare Reimbursement 4/2025	185.00	Y
31729	4/7/2025	Luke Watson	WSNIA Training Summit Coeur d'Alene ID 2025	296.00	Y
31730	4/8/2025	Tristar Claims Management Services, Inc.	March 25 Worker's Compensation Disbursements	21,365.21	Y
31731	4/10/2025	Anna Murillo	Claim expense AWC Healthy Worksite Lynwood 2025	163.40	Y
31732	4/10/2025	CDW Government Inc	Novotx Elements XS EAM	51,101.63	Y
31733	4/10/2025	Duane Ward Robinson Jr	Walla Walla Public Library Exp	9,000.00	Y
31734	4/10/2025	Equifax Workforce Solutions	Unemployment Claims MGT Quarterly 4/1/25-6/30/25	855.00	Y
31735	4/10/2025	Lewellyn Law Office PLLC	3.25 Monthly Fee - Indigent Defense	8,750.00	Y
31736	4/10/2025	Lisa Denney	Claim expense APCO-NENA Spring Forum Olympia 2025	129.78	Y
31737	4/10/2025	J Preston Frederickson	Airfare for ICSC Conf - Frederickson	352.00	Y
31738	4/10/2025	1-2-3 Printing Inc	Business Cards for A Sutor & L Cota, WAD	76.23	Y
31739	4/10/2025	American Public Works Association Inc	Membership Base 6 WA Charter Dues	1,378.00	Y
31740	4/10/2025	Aspect Consulting, LLC	Landfill gas, flare, leachate O&M for Feb. 2025.	10,859.14	Y
31741	4/10/2025	Blue 360 Media LLC	WA Criminal & Law Manual 2025	85.95	N
31742	4/10/2025	Blue Mountain Action Council	BMAC Home and Rental repair pr	1,019.57	Y
31743	4/10/2025	BuildingWork	Walla Walla Public Library Exp	66,191.17	Y
31744	4/10/2025	Byrnes Oil Company Inc	Pacific Pride Fuel Transactions, Fleet, 03/2025	23,516.75	Y

31745	4/10/2025	Cascade Natural Gas Inc	March 2025 Utility Bill for Fire St. 2	746.37	Y
	4/10/2025	Cascade Natural Gas Inc	Natural Gas - 940 E Alder St (3/6/25 - 4/4/25)	80.50	Y
	4/10/2025	Cascade Natural Gas Inc	Natural Gas - 2120 S 2nd Ave 03/25	234.08	Y
31746	4/10/2025	Chantey M Morris	Leoff 1 Medical Ed Bloom 3/2025	200.00	Y
31747	4/10/2025	City of Walla Walla	Drop Box #85 & UF Yard Debris	398.71	Y
31748	4/10/2025	Code Publishing Company	Muni Code Web Update	160.09	Y
31749	4/10/2025	Community Council	2025 Sponsorship/Support	7,500.00	Y
31750	4/10/2025	Corporate Translation Services LLC	3.25 Interpretative services/dedicated line	262.61	Y
31751	4/10/2025	Cummins Northwest LLC	Nox Sensor, Fleet #18716, 03/2025	1,047.44	Y
31752	4/10/2025	Blue Mountain Tools, Corp	Cleaner Towels, Fleet, 04/2025	209.09	Y
31753	4/10/2025	DataProse LLC	Utility billing services	9,452.03	Y
31754	4/10/2025	Dell Marketing LP	OptiPlex 7020 SFF - Dev Services 2025 PC Refresh	5,195.51	Y
31755	4/10/2025	Doyle Electric Inc	2024 Fire Alarm Testing/Fire Station 1	620.73	Y
31756	4/10/2025	Fisher Scientific Company LLC	Lab chemical supplies, WTP	432.34	Y
31757	4/10/2025	Global Energy & Water Consulting, LLC	Consulting fees for CREA billing, WTP	1,815.00	Y
31758	4/10/2025	Huber Technology Inc	Res 2025-006 Labor and Parts	19,811.09	Y
31759	4/10/2025	Insight Public Sector	IQ NETSOLUTIONS ONE YEAR SOFTWARE SUPPORT	920.79	Y
	4/10/2025	Insight Public Sector	DocuSign License Renewal	2,160.50	Y
31760	4/10/2025	J-U-B Engineers Inc	ProSer 2/2-3/1/25 Hydro Controls Upgrade	4,751.19	Y
31761	4/10/2025	Jones Excavation	CH ROW Improvements	110,822.25	Y
31762	4/10/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Repairs	188.05	Y
	4/10/2025	Kennewick Industrial and Electrical Supply Inc	Golf Course Repairs	3,379.90	Y
	4/10/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Repairs	15.24	Y
	4/10/2025	Kennewick Industrial and Electrical Supply Inc	Golf Supplies	97.43	Y
31763	4/10/2025	Larry Warren	Leoff 1 Dental Reimbursement 3/26/25	245.00	N
31764	4/10/2025	Lemons Law Office, PLLC	3.25 Monthly Fee - Indigent Defense	8,750.00	Y
31765	4/10/2025	LexisNexis Coplogic Solutions Inc	March 2025 DeskOfficer Online Rep	1,045.44	Y
31766	4/10/2025	Matrix Sciences International Inc	Roughing Filter, WTP	48.00	Y
31767	4/10/2025	Midland Scientific, Inc	Chemical testing supplies, WTP	179.18	N
31768	4/10/2025	Midwest Tape LLC	Audiovisual, DVDs	148.08	Y
	4/10/2025	Midwest Tape LLC	Audiobooks, Salnitzki FOL	48.33	Y
31769	4/10/2025	Phillip A Brown	ProSer 3/5-3/31/25 ASR On-Call Consulting	1,657.50	Y
31770	4/10/2025	One Call Concepts Inc	Excavation Notifications March	118.75	Y
	4/10/2025	One Call Concepts Inc	March 2025 Excavation Notifications: 203, WAD	118.76	Y
31771	4/10/2025	Stephanie Alvord	Sportsplex Invite Refund	725.00	Y
31772	4/10/2025	Stephanie Alvord	Sweet Onion Refund	725.00	Y
31773	4/10/2025	Candace Bracher	CLOSE 216 ASSUMPTION DR	60.55	Y
31774	4/10/2025	CRAIG ROUSE	CLOSE 1708 STUART ST	198.10	Y
31775	4/10/2025	FALLON F BRACHER	CLOSE 216 ASSUMPTION DR	60.55	Y
31776	4/10/2025	J TIMOTHY BLACKWELDER	CLOSE 1240 LANCER DR	327.10	Y

31777	4/10/2025	KEVIN C HARMON	CLOSE 353 CHARDONNAY CT	283.97	Y
31778	4/10/2025	KURT LINSENMEYER	CLOSE 712 HOBSON ST	148.82	N
31779	4/10/2025	NEW BEGINNINGS CHAPEL	CLOSE 822 W MAIN ST	835.91	Y
31780	4/10/2025	PONDART PROPERTIES LLC	CLOSE 603 S WILBUR AVE	102.96	Y
31781	4/10/2025	ROBERT RANDALL	CLOSE 1524 MELROSE ST	657.21	Y
31782	4/10/2025	SUZANNE MARIE HARRYMAN	Close 136 Winnebago St	479.74	Y
31783	4/10/2025	VIRGINIA L GREENWAY	CLOSE 244 ARABICA RD	257.59	Y
31784	4/10/2025	WALLAONE LLC	CLOSE 208 S 8TH AVE	114.61	N
31785	4/10/2025	Pacific Power Inc	Feb 2025 Electricity 201 E Reese Pump house. WTP	143.08	Y
	4/10/2025	Pacific Power Inc	2/28-3/31 Wallula radio site power services	154.80	Y
	4/10/2025	Pacific Power Inc	3/4-4/2 Dispatch center power services	1,519.14	Y
31786	4/10/2025	Pacific Power Inc	Feb 2025 Electricity for Intake, WTP	1,373.18	Y
31787	4/10/2025	Perteet Inc	ProSer 3/3-3/30/25 FEMA BRIC Grant Writing	3,227.50	Y
31788	4/10/2025	Pioneer City Oil Inc	Oil/Brake Clean, Fleet #10000, 04/2025	2,093.97	Y
31789	4/10/2025	Protect Youth Sports	Monthly background checks March 25	274.60	Y
31790	4/10/2025	Rack Simply LLC	SAS Raid Controller for M21 Server	239.00	Y
31791	4/10/2025	Regency Pacific Management LLC	Leoff 1 Room & Board Stroe, Mihai 3/2025	12,400.00	Y
31792	4/10/2025	Rotary Club of Walla Walla Inc	Q2 2025 - Chamberlain	250.00	Y
	4/10/2025	Rotary Club of Walla Walla Inc	Q1 & 2, Vest & Admission - Frederickson	435.00	Y
31793	4/10/2025	Serengeti Care Partners LLC	Leoff 1 Medical Wright, Randall 12/22-12/28/24	900.00	Y
31794	4/10/2025	Snyder-Creclius Paper Company	January Paper Order	333.23	Y
31795	4/10/2025	SolarWinds Inc	SolarWinds Kiwi Syslog Server Maintenance Renewal	328.88	Y
31796	4/10/2025	Systems Design West LLC	March 2025 Ambulance Billing Service	7,949.71	Y
31797	4/10/2025	Tallmans Inc	Leoff 1 Medical Prescriptions	178.18	Y
31798	4/10/2025	Tyler Technologies Inc	PCI service fee 3 ea 04/01 -03/31/26 Finance	588.06	Y
	4/10/2025	Tyler Technologies Inc	Custom Programing for Utility Billing	1,400.00	Y
31799	4/10/2025	Visit Walla Walla	3.25 TPA Collected (1.25 Reporting)	29,150.27	Y
31800	4/10/2025	WebCheck Inc	Webcheck services for Finance 3/25	490.05	Y
31801	4/10/2025	Western Equipment Distributors Inc	Seal Oil/Cover, Fleet #11712, 01/2025	315.17	N
	4/10/2025	Western Equipment Distributors Inc	Planetary Gear Set, Fleet #11712, 03/2025	3,723.42	N
	4/10/2025	Western Equipment Distributors Inc	Mower Blades, Fleet #11715, 04/2025	180.49	N
	4/10/2025	Western Equipment Distributors Inc	Seals/Ring Retainer, Fleet #11712, 04/2025	62.73	N
31802	4/10/2025	Wilbur-Ellis Inc	Ground Sterilant f/Training Tower	571.10	Y
31803	4/10/2025	Walla Walla Alliance for the Homeless	3.2025 Sleep Center Mgmt Services	3,809.90	Y
31804	4/10/2025	Walla Walla County	3.25 MSAG reimbursement for Kendall Korn	4,670.10	Y
31805	4/10/2025	Walla Walla Nursery Company Inc	Perennial Plants for Pioneer Park	3,138.57	Y
31806	4/10/2025	Walla Walla Recycling Inc	March 2025 recycling fees for the Landfill.	995.40	Y
31807	4/10/2025	Walla Walla Regional Water Testing Service LLC	Nitrate Test, WTP	40.00	Y
31808	4/17/2025	Austin Maiuri	ARIDE and Controlled Drinking Session Union Gap 25	173.40	Y
	4/17/2025	Austin Maiuri	Fingerprint Evidence Processing Richland 2025	107.50	Y

31809	4/17/2025	Benjamin Carpenter	GIS LOGIN meeting Pasco 2025	96.68	Y
31811	4/17/2025	Christopher Buttice	FBINAA Spring 2025 Training Bellevue 2025	119.60	Y
31812	4/17/2025	Esther Click	Claim expense APCO-NENA Conference Lacey 2025	362.60	Y
31813	4/17/2025	Ferguson Enterprises , LLC	24-25 OMNI Resubmittal	17,088.02	Y
31814	4/17/2025	Government Portfolio Advisors	March 25 Investment Advisory Services	2,485.89	Y
31815	4/17/2025	Jeff Warner	ARIDE and Controlled Drinking Session Union Gap 25	173.40	Y
31816	4/17/2025	Jennifer Hartzell	Claim expense AI System meeting Moses Lake 2025	17.00	Y
31817	4/17/2025	Joseph Lettrick	GIS LOGIN meeting Pasco 2025	21.50	Y
31818	4/17/2025	Joshua Mayberry	ARIDE and Controlled Drinking Session Union Gap 25	173.40	Y
31819	4/17/2025	Matthew Seward	GIS LOGIN meeting Pasco 2025	21.50	Y
31820	4/17/2025	Richard Westphal	ARIDE and Controlled Drinking Session Union Gap 25	173.40	Y
31821	4/17/2025	Sarah Erlebach Shaaban	Peer Support Training Ellensburg 2025	217.60	Y
31822	4/17/2025	Shad Caldwell	Claim expense Pesticide Training Kennewick 2025	43.00	Y
31823	4/17/2025	Sierra Roberts	ARIDE and Controlled Drinking Session Union Gap 25	173.40	Y
31824	4/17/2025	Thomas Deccio	Claim expense AI System meeting Moses Lake 2025	17.00	Y
31825	4/17/2025	Zachary Pacheco	Fingerprint Evidence Processing Richland 2025	107.50	Y
31826	4/17/2025	1-2-3 Printing Inc	Business cards for S Holbrook & A Sutor, WAD	82.76	Y
31827	4/17/2025	Anderson Perry & Associates Inc	Eagan-McAuliff Alley ROW Pro Services thru 3/31/25	3,537.50	Y
31828	4/17/2025	Best Pest Control	04/25 Pest Control - Ft WW Rotary Shelter	119.79	Y
31829	4/17/2025	Byrnes Oil Company Inc	3/15/2025 fuel for task force investigations	93.61	Y
	4/17/2025	Byrnes Oil Company Inc	Landfill Diesel Fuel, Fleet, 04/2025	14,028.65	Y
31830	4/17/2025	Cascade Natural Gas Inc	March 2024, Gas for Mill Creek Admin Bldg, WTP	339.08	Y
	4/17/2025	Cascade Natural Gas Inc	Feb 2025 Monthly gas, 1505 Strum Ave, WTP	112.53	Y
	4/17/2025	Cascade Natural Gas Inc	March 2025, Gas for Mill Creek Rd, WTP	185.91	Y
	4/17/2025	Cascade Natural Gas Inc	March 2025, Gas for Mill Creek Rd UV Bldg, WTP	381.90	Y
31831	4/17/2025	CenturyLink	March 2025 Serv. line 541-558-3794, WTP	42.84	Y
	4/17/2025	CenturyLink	April 2025, Alarm Dialer Millcreek, WTP	64.71	Y
31832	4/17/2025	City of College Place	60% reimbursement Bushkovskiy bulletproof vest	567.41	Y
31833	4/17/2025	Washington State Department of Corrections	Offender Work Crew - Picnic Table Refurbish	286.40	Y
31834	4/17/2025	DirectTV LLC	4/5-5/4 Dispatch weather/news monitoring	60.78	Y
31835	4/17/2025	Downtown Walla Walla Foundation	Q1 2025 Lodging Tax Grant	35,000.00	Y
31836	4/17/2025	ESF Development LLC	ProSer 1/1-3/31/25 Clinton Street Overlay	20,777.00	N
31837	4/17/2025	Kennewick Industrial and Electrical Supply Inc	Golf Repairs	791.79	Y
31838	4/17/2025	Midwest Tape LLC	Audiovisual, DVDs	65.38	Y
	4/17/2025	Midwest Tape LLC	Audiobook, FOL Salnitzki	45.06	Y
31839	4/17/2025	Northwest Playground Equipment Inc	MCSP Playground Repairs	149.24	Y
31841	4/17/2025	CITY OF WALLA WALLA	ACCT 009634 & 012964	1,225.17	Y
31842	4/17/2025	Outside Walla Walla LLC	Q1 2025 Lodging Tax Grant	18,750.00	Y
31843	4/17/2025	Pacific Power Inc	Power for Street Lights 3/4/25 - 4/2/25	78.73	Y
	4/17/2025	Pacific Power Inc	March 2025 Electricity bill for Summach, WTP	1,898.60	Y

	4/17/2025	Pacific Power Inc	Power for Street Lights 3/4/25 - 4/2/25	153.54	Y
	4/17/2025	Pacific Power Inc	Power for Street Lights 3/5/25 - 4/3/25	29.75	Y
	4/17/2025	Pacific Power Inc	Power for Street Lights 3/4/25 - 4/2/25	37.89	Y
	4/17/2025	Pacific Power Inc	03/25 Power - 21 S Division St	69.90	Y
	4/17/2025	Pacific Power Inc	03/25 Power - Martin Field	73.91	Y
	4/17/2025	Pacific Power Inc	03/25 Power - Misc. Parks	347.91	Y
31844	4/17/2025	Pacific Security	3.2025 Sleep Center Guard Services	9,816.13	Y
31845	4/17/2025	Port of Walla Walla	3.25 Federal Representation Share	2,000.00	Y
31846	4/17/2025	Power House Theatre	Q1 2025 Lodging Tax Grant	8,750.00	Y
31847	4/17/2025	Providence Health & Service - Washington	DOT physical exam March 2025	240.00	Y
	4/17/2025	Providence Health & Service - Washington	A.Bushkovskiy pre-employment drug screen	187.50	Y
31848	4/17/2025	TLO LLC	March 2025 investigative service	81.68	Y
31849	4/17/2025	Washington State Criminal Justice Training	Records Class; 3/24-28/25; Montgomery/Sandgathe	200.00	Y
31850	4/17/2025	Washington State Department of Ecology	2025 Biosolids Annual Permit Fee	7,483.43	Y
31851	4/17/2025	Washington State Department of Retirement Systems	OASI 2024 Tax year invoice	73.52	Y
31852	4/24/2025	ATS Inland NW Automation LLC	2025 Quarterly HVAC Maintenance Agreement	5,019.45	Y
31853	4/24/2025	Basin Disposal of Washington	3.25 Dispatch recycling service	17.75	Y
31854	4/24/2025	CDW Government Inc	Adobe Acrobat Pro Annual Subscription	100.60	Y
31855	4/24/2025	Conсор North America, Inc	ProSer 3/1-3/31/25 Watershed Master Resiliency PI	40,632.35	Y
	4/24/2025	Conсор North America, Inc	ProSer 3/1-3/31/25 Watershed Master Resiliency PI	11,406.80	Y
31856	4/24/2025	David Evans and Associates	ProSer 2/16-3/15/25 Preventative Bridge Maintenanc	2,276.36	Y
	4/24/2025	David Evans and Associates	ProSer 2/16-3/15/24 4th & 6th Ave Bridge Replaceme	46,110.75	Y
	4/24/2025	David Evans and Associates	ProSer 2/16-3/15/25 Poplar Street 5th to 15th Desi	31,095.63	Y
31857	4/24/2025	DKS Associates	ProSer 1/1-03/31/25 Myra Road Traffic Signal Timin	1,791.88	Y
	4/24/2025	DKS Associates	ProSer 3/1-3/31/25 9th Ave Pedestrian Study	6,422.03	Y
31858	4/24/2025	Humana Health Care Plans	Leoff 1 Medical Insurance Premiums 5/2025	16,397.44	Y
31859	4/24/2025	Jason Strang	Image Trend Training St Paul MN 2025	266.80	Y
31860	4/24/2025	Lisa Wasson-Seilo	PAW Conference Chelan 2025	91.80	Y
31861	4/24/2025	Aspect Consulting, LLC	Landfill groundwater monitoring services.	20,052.08	Y
	4/24/2025	Aspect Consulting, LLC	Landfill gas, flare & leachate O&M.	12,408.44	Y
31862	4/24/2025	Auto Magic, LLC	Monthly Vehicle Wash Services-PD, Fleet, 03/2025	150.00	Y
31863	4/24/2025	Beam Global	EV ARC-Service/Batteries Replacement, Fleet, 03/25	6,440.00	Y
31864	4/24/2025	Best Pest Control	April 2025 pest control service 54 E Moore	141.57	Y
	4/24/2025	Best Pest Control	Pest Control at Fire St. 1	136.13	Y
	4/24/2025	Best Pest Control	Pest Control at Fire St. 2	136.13	Y
	4/24/2025	Best Pest Control	04/25 Pest Control - City Hall	114.35	Y
	4/24/2025	Best Pest Control	04/25 Pest Control - City Shop & Maint. Yard	163.35	Y
31865	4/24/2025	Brown and Caldwell	ProSer 2/21-3/27/25 Wastewater Pretreatment Progra	9,747.71	Y
31866	4/24/2025	Byrnes Oil Company Inc	Cemetery Diesel Fuel, Fleet, 04/2025	817.37	Y
31867	4/24/2025	Carpenter Drilling LLC	wtp2301 Well 5 Cleaning & Reconst Retain Release	18,662.87	Y

31868	4/24/2025	CenturyLink	03/25 City Hall Elevator	113.82	Y
	4/24/2025	CenturyLink	4/1-4/30 Dispatch fax line	48.26	Y
	4/24/2025	CenturyLink	4/1-4/30 Dispatch non-emergency line services	856.69	Y
	4/24/2025	CenturyLink	4/1-4/30 Alt dispatch center phone service	201.92	Y
	4/24/2025	CenturyLink	April 2025 - Fire St. 1 Alarm Line	48.26	Y
	4/24/2025	CenturyLink	April 2025 - Fire St. 1 Router	48.26	Y
	4/24/2025	CenturyLink	April 2025 - Fire St. 1 Fax Line	50.48	Y
	4/24/2025	CenturyLink	Alarm dialer lines APR25	96.52	Y
	4/24/2025	CenturyLink	Monthly Phone Bill, Fleet, 04/2025	44.55	Y
31869	4/24/2025	Charter Communications Inc	4/13-5/12 VPN services for jail radio room	114.99	Y
31870	4/24/2025	Code Publishing Company	Municipal Code Web Update	80.05	Y
31871	4/24/2025	Columbia County Public Hospital District	Medications for Ambulances	226.80	Y
31872	4/24/2025	Washington State Department of Corrections	March cleanup services at the Landfill.	575.08	N
31874	4/24/2025	Dobbs Heavy Duty Holdings, LLC	Heater Block, Fleet #10553, 03/2025	86.60	N
	4/24/2025	Dobbs Heavy Duty Holdings, LLC	Axle Seals, Fleet #10553, 03/2025	53.49	N
	4/24/2025	Dobbs Heavy Duty Holdings, LLC	Power Steering Filter, Fleet #05564, 04/2025	123.26	N
	4/24/2025	Dobbs Heavy Duty Holdings, LLC	Oil Filter, Fleet, 04/2025	83.95	N
31875	4/24/2025	Doyle Electric Inc	Burglar Alarm monitoring OCT-Sept 2024	239.58	Y
31876	4/24/2025	ESF Development LLC	ARPA02 Heritage Square retainage release	136,878.92	N
31877	4/24/2025	Gary Bainter	Medicare Reimbursement Q2	555.00	N
31878	4/24/2025	Harry Wiessner OD	Leoff 1 Refraction Martin, John 4/8/25	61.00	Y
31879	4/24/2025	Herrera Environmental Consultants Inc	March on-call support services for the Landfill.	5,316.39	N
31880	4/24/2025	Insight Public Sector	Manage Engine Cloud Renewal - Library	1,360.80	N
31881	4/24/2025	iWater Inc	2025 Cloud software renewal, Water Dist.	4,000.00	N
31882	4/24/2025	Kanopy Inc.	Kanopy Streaming MAR25	491.00	Y
31883	4/24/2025	Kelley Connect Co.	March 2025 Admin copier use	78.14	Y
	4/24/2025	Kelley Connect Co.	March 2025 Special Teams copier use	55.38	Y
	4/24/2025	Kelley Connect Co.	Copier Overage 3/15-4/14/25	139.87	Y
	4/24/2025	Kelley Connect Co.	April 2025 Records copier use	182.56	Y
31884	4/24/2025	Koncrete Industries Inc	sand for back patio/Fire St. 2	154.04	Y
	4/24/2025	Koncrete Industries Inc	Gravel-no spoils out, WAD	1,397.44	Y
	4/24/2025	Koncrete Industries Inc	3/4" Minus for 10th & Moore	436.96	Y
	4/24/2025	Koncrete Industries Inc	3/4" Minus for 10th & Moore	668.59	Y
	4/24/2025	Koncrete Industries Inc	Cemetery Gravel	677.14	Y
31885	4/24/2025	Life-Assist, Inc	April 2025 Narcotics Tracking	609.84	Y
31886	4/24/2025	MBG Cleaning Services	April 2025 Janitorial Services for Police	3,100.00	Y
31887	4/24/2025	Midwest Tape LLC	Audiovisual/DVDs	50.60	N
	4/24/2025	Midwest Tape LLC	Audiovisual, DVDs	98.15	N
31888	4/24/2025	Moreno & Nelson Construction	ProSer thru 3/31/25 Rose St Preservation	68,626.87	Y
31889	4/24/2025	Mountain Hi Truck and Equipment LLC	Accident Repair, Fleet #05564, 04/2025	5,719.96	Y

31890	4/24/2025	Phillip A Brown	ProSer 3/1-3/28/25 Well 5 Rehab & ASR Fea	11,432.81	N
31891	4/24/2025	Northwest Solutions Consulting	3.25 Monthly Fee for State Lobbying	1,750.00	N
31892	4/24/2025	612 PLEASANT STREET LLC	CLOSE 612 PLEASANT ST	250.31	N
31893	4/24/2025	ABALARDO ARCEO	CLOSE 219 BROCK ST	189.97	N
31894	4/24/2025	ARIEL WARTOFSKY	CLOSE 993 AVA ST	217.87	N
31895	4/24/2025	AUSENCIO BALDERAS	CLOSE 529 CAYUSE ST	89.07	N
31896	4/24/2025	BROOKE ROBERTSON	CLOSE 1117 S 3RD AVE	288.17	N
31897	4/24/2025	CARRIE DIEDE	CLOSE 62 S MADISON ST	118.50	N
31898	4/24/2025	CITY OF WALLA WALLA	REFUND OF TEMP HYDRANT/PAY INVOICE 6069 & 5900	256.20	Y
31899	4/24/2025	CONTRAIL LLC	CLOSE 2034 MARY LN	132.71	N
31900	4/24/2025	DAVID HULL	CLOSE 212 MCAULIFF ST	439.15	N
31901	4/24/2025	GARY BOONE	CLOSE 40 RESER RD	215.57	N
31902	4/24/2025	HAYDEN HOMES LLC	CLOSE 1348 PAT AVE	81.94	Y
31903	4/24/2025	HAYDEN HOMES LLC	CLOSE 1361 PAT AVE	100.05	Y
31904	4/24/2025	JOSEPH GUTIERREZ	CLOSE 516 S PALOUSE ST	165.70	Y
31905	4/24/2025	JUDAH G PIRA	CLOSE 161 BRYANT AVE	180.30	Y
31906	4/24/2025	JULIE A ROBINSON	CLOSE 347 N 9TH AVE	172.13	Y
31907	4/24/2025	KATY SCHECK	CLOSE 707 S PARK ST	132.36	Y
31908	4/24/2025	KENNETH LARKINS	CLOSE 1629 FERN AVE	132.50	N
31909	4/24/2025	MARY J GORDON	CLOSE 1620 E ALDER ST	285.94	Y
31910	4/24/2025	MELISSA WILCOX	CLOSE 1917 STEVENS ST	328.45	Y
31911	4/24/2025	MONTANA REAL ESTATE INC.	CLOSE 401 CHASE AVE	101.23	N
31912	4/24/2025	NADINE MESSER	CLOSE 743 JUNIPER ST	105.85	Y
31913	4/24/2025	PHILIP BENGE	CLOSE 720 S PALOUSE ST	249.70	N
31914	4/24/2025	RACHAEL ADKINS	CLOSE 550 BALM ST	313.42	Y
31915	4/24/2025	SUSAN MOORE	CLOSE 125 COMMERCIAL ST	124.32	N
31916	4/24/2025	THOMAS C HEFFRON	CLOSE 64 RANSOM RD	145.31	N
31917	4/24/2025	VIRGINIA BURNETT	CLOSE 614 WILSON ST	154.83	N
31918	4/24/2025	WHITMAN COLLEGE	11 CLOSING BILLS	1,868.64	N
31919	4/24/2025	WILLIAM ASHBY	CLOSE 682 VILLAGE WAY	202.35	Y
31920	4/24/2025	YEEHAW ALOHA	CLOSE 9 W BIRCH ST	677.13	Y
31921	4/24/2025	Oregon Tread Rubber Co.	Plow Blade Rubber, Fleet #04000/03000, 02/25	1,230.61	Y
31922	4/24/2025	OverDrive Inc	eAudiobooks	404.40	Y
31923	4/24/2025	Pacific Power Inc	Mar 2025 -Pacific Power f/Training Classroom	149.24	Y
	4/24/2025	Pacific Power Inc	03/25 Power - Fire 1, Library, City Hall	5,334.79	Y
	4/24/2025	Pacific Power Inc	03/25 Power - Memorial Pool	2,080.46	Y
	4/24/2025	Pacific Power Inc	Mar 2025 - Pacific Power f/Fire St. 2	1,075.46	Y
31924	4/24/2025	Pasco Tire Factory, Inc	New Tires, Fleet #14000, 04/2025	2,996.27	Y
31925	4/24/2025	QRS Consulting, LLC	ProSer 3/2-3/29/25 Design Dam Sediment Gate	13,201.91	Y
31926	4/24/2025	Solid Waste Systems Inc	Hydraulic Cylinders, Fleet #05565, 04/2025	12,057.53	Y

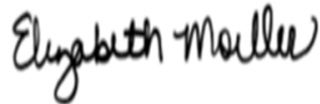
31927	4/24/2025	Soren Baney	FF Physical PSMCC/Baney	214.20	N
31928	4/24/2025	Sound Audiology and Hearing Aids	Seth Minson Hearing Test	35.00	N
31929	4/24/2025	Teresa Ann Andre	Yellowstone Trail program speaker	250.00	N
31930	4/24/2025	Trilogy Medwaste West LLC	March 2025 - Disposal of Medical Waste	162.89	N
31931	4/24/2025	Truventus Inc	Truvariant Qualys Express Suite renewal	3,700.00	N
31932	4/24/2025	United Tactical System, LLC	Less lethal pepperball items for SWAT	2,783.00	N
	4/24/2025	United Tactical System, LLC	Maintenance kit for pepperball for SWAT	92.00	N
31933	4/24/2025	Washington State Department of Transportation	ProSer 3/1-3/31/25 Pine-2nd-9th Ave	1,415.64	N
31934	4/24/2025	Western Equipment Distributors Inc	O-Ring, Fleet #11712, 04/2025	24.49	N
	4/24/2025	Western Equipment Distributors Inc	Nut-Hex, Fleet #11715, 04/2025	50.09	N
	4/24/2025	Western Equipment Distributors Inc	Mount/Cable/Motor, Fleet #11715, 04/2025	3,197.33	N
31935	4/24/2025	World Wide Travel Service Inc	DC Legislative Travel - Bealey	827.49	N
	4/24/2025	World Wide Travel Service Inc	DC Legislative Travel - Chamberlain	890.00	N
31936	4/24/2025	Walla Walla Electric Inc	3.25 Labor to Re-Program Card Access	340.32	Y
	4/24/2025	Walla Walla Electric Inc	New paging amplifier for Police bldg	1,921.00	Y
	4/24/2025	Walla Walla Electric Inc	April 2025 fire alarm monitoring at WWPD	25.97	Y
	4/24/2025	Walla Walla Electric Inc	April 2025, Alarm, monitoring service, WTP	25.97	Y
	4/24/2025	Walla Walla Electric Inc	Labor to evaluate/repair building paging system	170.16	Y
31937	4/24/2025	Walla Walla Saw LLC	Motor Starter, Fleet #07556, 04/2025	201.45	Y
31938	4/24/2025	Lum's of Walla Walla LLC	2025 Toyota RAV4, Fleet #13185, 04/2025	36,199.70	N
31939	4/25/2025	Wesley Carney	Medicare Reimbursement 4/2025	185.00	Y
31941	4/29/2025	District 3 WASA	Softball Umpires	10,670.00	Y
31942	4/30/2025	Adam Klein	PNWS-AWWA 2025 Conference Boise ID	141.90	Y
31943	4/30/2025	Alexandra Blanc	Labor Relations Institute HR conference Yakima 25	142.80	Y
31944	4/30/2025	Basin Disposal of Washington	March residential recycling charges.	6,922.72	Y
	4/30/2025	Basin Disposal of Washington	03/25 Aviary Recycling	6.66	Y
31945	4/30/2025	Brandon Leno	2025 Eastern Regional Organics Summit Spokane	111.80	Y
31946	4/30/2025	CDW Government Inc	Windows Server 2025 DataCenter Licenses - 6	29,083.03	Y
31947	4/30/2025	Cody King	PNWS-AWWA 2025 Conference Boise ID	141.90	Y
31948	4/30/2025	David Evans and Associates	ProSer 10/13/24-12/14/24 Poplar St 5th-15th Design	2,259.20	Y
31949	4/30/2025	Donald Lechner	Claim expense BAT Refresher Test Spokane 2025	233.52	Y
31950	4/30/2025	Eric Eastman	SPD K-9 Advanced Handler Spokane 2025	344.00	Y
31951	4/30/2025	Fredrick Hector	National Fallen FF Memorial Emmitsburg MD 2025	204.00	Y
31952	4/30/2025	Ignacio Colin	NWGIA Conference Spokane 2025	430.00	Y
31953	4/30/2025	Jed Eastman	PNWS-AWWA 2025 Conference Boise ID	141.90	Y
31954	4/30/2025	Jennifer Hartzell	Tyler Connect Conference San Antonio TX 2025	277.50	Y
31955	4/30/2025	Jose Meza	PNWS-AWWA 2025 Conference Boise ID	141.90	Y
31956	4/30/2025	Joseph Langlois	Per diem; NWGIA Conference; 5/4-9/25; Spokane WA	430.00	Y
31957	4/30/2025	Julissa Virrey Soto	Labor Relations Institute HR conference Yakima 25	142.80	Y
31958	4/30/2025	Kara Thonney	Regional Peer Training Kennewick 2025	21.50	Y

31959	4/30/2025	Katherine Loney	WHIA Conference Suquamish 2025	187.00	Y
31960	4/30/2025	Kirk Brown	PNWS-AWWA 2025 Conference Boise ID	141.90	Y
31961	4/30/2025	Luke Watson	NWGIA Conference Spokane 2025	430.00	Y
31962	4/30/2025	Marcus Goodwater	WHIA Conference Suquamish 2025	187.00	Y
31963	4/30/2025	Marlon Calton	WHIA Conference Suquamish 2025	187.00	Y
31964	4/30/2025	Melissa Coleman	NWGIA Conference Spokane 2025	430.00	Y
31965	4/30/2025	Michael Bump	NWGIA Conference Spokane 2025	430.00	Y
31966	4/30/2025	Pamela Taylor	Labor Relations Institute HR conference Yakima 25	142.80	Y
31967	4/30/2025	Ponti Law PLLC	4.25 Indigent Defense Contract - Biel	8,750.00	Y
	4/30/2025	Ponti Law PLLC	4.25 Indigent Defense Contract - Ponti	13,125.66	Y
31968	4/30/2025	J Preston Frederickson	WCIA Training Cle Elum 2025	386.00	Y
31969	4/30/2025	Sarah Erlebach Shaaban	Regional Peer Training Kennewick 2025	21.50	Y
31970	4/30/2025	Saul Reyna	NWGIA Conference Spokane 2025	430.00	Y
31971	4/30/2025	Scott Holbrook	PNWS-AWWA 2025 Conference Boise ID	141.90	Y
31972	4/30/2025	Steven Potter	NWGIA Conference Spokane 2025	430.00	Y
31973	4/30/2025	Tammy Smith	Regional Peer Training Kennewick 2025	21.50	Y
31974	4/30/2025	Thomas Beyer	Per diem; NWGIA Conference; 5/4-9/25; Spokane WA	430.00	Y
31975	4/30/2025	Thomas Deccio	Tyler Connect Conference San Antonio TX 2025	277.50	Y
31976	4/30/2025	Travis Goodwin	SPD K-9 Advanced Handler Spokane 2025	344.00	Y
31977	4/30/2025	Blue Mountain Action Council	Covid-19 HUD Award 3	1,047.77	N
	4/30/2025	Blue Mountain Action Council	2024 CDBG BMAC Public Service	4,418.23	N
31978	4/30/2025	Byrnes Oil Company Inc	4/15/25 Fuel for task force use	156.16	N
31979	4/30/2025	Cascade Natural Gas Inc	March 2025, Gas for Mill Creek Rd RF Bldg., WTP	401.67	N
	4/30/2025	Cascade Natural Gas Inc	April 2025 natural gas for Police Department	956.04	N
	4/30/2025	Cascade Natural Gas Inc	3/14-4/14 Dispatch generator fuel usage	42.61	N
	4/30/2025	Cascade Natural Gas Inc	03/25 Natural Gas - 505 E Rees Ave	148.01	N
	4/30/2025	Cascade Natural Gas Inc	04/25 Natural Gas - 940 E Alder St	80.50	N
	4/30/2025	Cascade Natural Gas Inc	03/25 Natural Gas - 925 W Whitman Dr	134.85	N
	4/30/2025	Cascade Natural Gas Inc	03/25 Natural Gas - 15 N 3rd Ave	460.96	N
	4/30/2025	Cascade Natural Gas Inc	03/25 Natural Gas - 55 E Moore St	714.18	N
	4/30/2025	Cascade Natural Gas Inc	03/25 Natural Gas - 75 E Moore St	1,060.75	N
	4/30/2025	Cascade Natural Gas Inc	03/25 Natural Gas - 65 E Moore St	1,428.14	N
31980	4/30/2025	CenturyLink	April 2025 Internet for intake, WTP	48.26	N
	4/30/2025	CenturyLink	4/18-5/17 CAD/RMS AS400 services	48.26	N
31981	4/30/2025	CenturyLink	04/25 Service Center Fire Alarm	44.55	N
	4/30/2025	CenturyLink	04/25 Service Center Router	44.55	N
	4/30/2025	CenturyLink	04/25 Cemetery Router	48.26	N
	4/30/2025	CenturyLink	04/25 City Hall	182.88	N
31982	4/30/2025	Charter Communications Inc	Fitness Room TV Services	41.92	N
31983	4/30/2025	City of Walla Walla	Drop Box #52	54.58	N

	4/30/2025	City of Walla Walla	Landfill - Municipal	17.50	N
31984	4/30/2025	Cummins Northwest LLC	Nox Sensor CREDIT, Fleet #18716, 04/2025	(249.93)	N
	4/30/2025	Cummins Northwest LLC	Generator, Fleet #18243A, 04/2025	6,316.20	N
31985	4/30/2025	Washington State Department of Corrections	Picnic Table Refurbishing	584.20	N
31986	4/30/2025	Financial Consulting Solutions Group Inc	Middle Housing Grant - Capital	260.00	N
31987	4/30/2025	Gruber Power Services	4/15/25-4/14/26 UPS maintenance renewal	2,198.04	N
31988	4/30/2025	J-U-B Engineers Inc	ProSer 3/2-3/29/25 Improvements Phase 1 Desi	3,294.85	N
	4/30/2025	J-U-B Engineers Inc	ProSer 3/2-3/29/25 Facility Plan General Sewer PI	99,582.01	N
31989	4/30/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	2,786.04	N
	4/30/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	178.20	N
	4/30/2025	Kennewick Industrial and Electrical Supply Inc	Golf Irrigation Supplies	185.83	N
	4/30/2025	Kennewick Industrial and Electrical Supply Inc	Irrigation Repair	19.00	N
31990	4/30/2025	Koncrete Industries Inc	Gravel and Haul/Disposal Spoil	10,028.37	N
	4/30/2025	Koncrete Industries Inc	Gravel and Haul/Disposal Spoil	10,973.91	N
	4/30/2025	Koncrete Industries Inc	Concrete for Sidewalk Repair at 922 Blue Mt. Dr.	1,071.58	N
	4/30/2025	Koncrete Industries Inc	Decorative Rock for Sidewalk at 922 Blue Mt. Dr.	139.87	N
	4/30/2025	Koncrete Industries Inc	Expansion Joints for Palouse St.	22.87	N
31991	4/30/2025	Phillip A Brown	ProSer 4/1-4/24/25 ASR On-Call Consulting	9,945.00	N
31992	4/30/2025	CITY OF WALLA WALLA	DROP BOX REFUND PAY INVOICE 35996	291.00	N
31993	4/30/2025	DENNIS YALE	CLOSE 175 BRADLEY ST	106.61	N
31994	4/30/2025	DOROTHY WILLIS TRUST	CLOSE 843 WALLOWA DR	280.98	N
31995	4/30/2025	JENNIFER CONGROVE	CLOSE 519 COLUMBIA ST	323.35	N
31996	4/30/2025	LINDSAY KEITH HANSON	CLOSE 64 TALON LOOP	218.45	N
31997	4/30/2025	MARIA HERNANDEZ RAMOS	CLOSE 1015 WILLOW ST	101.84	N
31998	4/30/2025	MEGAN J MURPHY	CLOSE 610 BALM ST	267.24	N
31999	4/30/2025	RICHARD HINZ	CLOSE 621 PEARSON ST	129.39	N
32000	4/30/2025	RUSSELL LEIGHTY	CLOSE 511 E CHESTNUT ST	96.18	N
32001	4/30/2025	Pacific Power Inc	March 2025 Various wells, WTP	3,308.61	N
	4/30/2025	Pacific Power Inc	March '25 Electricity Street lights Millcreek, WTP	8.28	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/14/25 - 4/14/25	262.93	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/5/25 - 4/3/25	319.43	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/14/25 - 4/14/25	323.45	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/4/25 - 4/2/25	2,018.96	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/10/25 - 4/8/25	190.17	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/5/25 - 4/3/25	5,083.19	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/10/25 - 4/8/25	25.47	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/10/25 - 4/8/25	446.75	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/14/25 - 4/14/25	145.97	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/12/25 - 4/10/25	14,804.51	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/7/25 - 4/7/25	26.82	N

	4/30/2025	Pacific Power Inc	Power for Street Lights 3/10/25 - 4/8/25	492.64	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/12/25 - 4/10/25	71.85	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/4/25 - 4/2/25	158.86	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/14/25 - 4/14/25	41.64	N
	4/30/2025	Pacific Power Inc	Power for Street Lights 3/14/25 - 4/14/25	185.21	N
	4/30/2025	Pacific Power Inc	03/25 Power - Cemetery	622.83	N
	4/30/2025	Pacific Power Inc	03/25 Power - Ruth & McKinley St	0.92	N
	4/30/2025	Pacific Power Inc	03/25 Power - Fort WW Restrooms	87.81	N
	4/30/2025	Pacific Power Inc	03/25 Power - Garden Center	90.89	N
	4/30/2025	Pacific Power Inc	03/25 Power - Misc. Parks	3,006.90	N
	4/30/2025	Pacific Power Inc	03/25 Power - 755 NE Myra Rd	26.51	N
	4/30/2025	Pacific Power Inc	03/25 Power - Ft Walla Walla Amphitheater	49.35	N
	4/30/2025	Pacific Power Inc	03/25 Power - 1530 Dalles Military Rd	64.29	N
	4/30/2025	Pacific Power Inc	03/25 Power - Fort Walla Walla	392.32	N
32002	4/30/2025	Pacific Power Inc	March 2025, 37 Interchange Rd, WAD	39.74	N
	4/30/2025	Pacific Power Inc	April 2025 power for Police Department	3,892.28	N
	4/30/2025	Pacific Power Inc	04/25 Power - Service Center	3,726.01	N
32003	4/30/2025	PBS Engineering and Environmental	ProSer thru 3/28/25 Howard-Juniper-Bryant	1,268.00	N
32004	4/30/2025	Reese Concrete Products Manufacturing Inc	Lids, risers and rings for Storm & Sewer	12,332.93	N
32005	4/30/2025	Taurus Power & Controls Inc.	Walla Walla WTP SCADA 3	8,497.16	N
32006	4/30/2025	US Bank National Association	April Us Bank Charges 2025	368,053.85	N
32007	4/30/2025	Valence Inc	4.25 Network Clocks/Installation for Radio Sites	65,811.75	N
32008	4/30/2025	Walla Walla County	Pool Water General Use Permit	150.00	N
	4/30/2025	Walla Walla County	Splash Pad General Use Permit	150.00	N
32009	4/30/2025	Walla Walla Valley Chamber of Commerce	Q1 2025 Lodging Tax Grant	8,750.00	N
Total				2,798,198.93	

I, Elizabeth Moeller, Finance Director, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is



Elizabeth Moeller, Finance Director

The payments on this claims roster are comprised of the following:

PRINTED (Numbers 31649, 31651-31683 31708-31728 31738-31807 31826-31851 31861-31872 31874-31938 31941, 31977-32009)

\$1,734,078.84

TRANSFER (Numbers 31631-61648 31684-31706 31729-31737 31808-31809 31811-31825 31852-31860 31939 31942-31976)

\$614,445.89

WIRE (Number 961, 963-965 967-977,980)

\$449,674.20

TOTAL

\$2,798,198.93



ar-5661

Pgs. 120-122

City Council - Regular Meeting

Meeting Date: 05/14/2025

Item Title: Approve the April 2025 Payroll and Benefit Transactions

Submitted For: Elizabeth Moeller, Finance Department

Financial Comments:

Fiscal Impact:

Payroll and benefit direct deposit transactions of \$1,671,214.63

Payroll and benefit telephone and wire transfers of \$1,015,771.19

Payroll and benefit check transactions of \$154,919.33

Total April 2025 payroll and benefits: \$2,841,905.15

These payments were budgeted, and sufficient funds are available in the 2025 budget to cover these payments.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Approve the April 2025 Payroll and Benefit Transactions

Information

HISTORY:

Ordinance 2016-05 appointed the Finance Director as the auditing officer for the City of Walla Walla.

All payments made during this period were valid claims against the City. The Finance Department has details.

The City's internal controls include certifying the validity of all hours by the appropriate department before the payment submission. Finance Department staff review all claim payments, and Payroll performs system validation and exception reviews to validate payroll records. The Finance Director, Accounting Supervisor, Accountant, and Payroll Accountant perform a detailed review of the batch report to ensure that the hours employees reported are correct, and the payment amounts are accurate.

POLICY ISSUES:

RCW42.24.080 requires that all claims presented against the City by persons furnishing materials, rendering services, or performing labor must be certified by the appropriate official to ensure that the materials have been furnished, the services rendered, or the labor performed as described and that the claims are just, due, and unpaid obligations against the City, before payments can be made.

RCW 42.24.180 allows expedited processing of the payment of claims when certain conditions have been met. The statute allows the issuance of warrants or checks in payment of claims before the legislative body has acted to approve the claims when:

1. The appropriate officers have furnished official bonds,
2. The legislative body has adopted policies that implement effective internal controls;
3. The legislative body has provided for review of the documentation supporting the claims within a month of issuance; and 4 that if claims are disapproved, they shall be recognized as receivables and diligently pursued.

WWMC 2.17.025 grants the Finance Director's duties, including paying city employees upon presentation of the property-certified payroll.

PLAN COMPLIANCE:

STRATEGIC PLAN: All areas of the strategic plan.

ALTERNATIVES:

Not approve the April 2025 Payroll and Benefit Transactions

STAFF RECOMMENDATION:

Approving the April 2025 Payroll and Benefit Transactions

CITY MANAGER COMMENTS:

Concur with the staff recommendation and approved for City Council action.

Attachments

April 2025 Payroll Certification

City of Walla Walla
Payroll Check Approval Register
Pay Period: April 2025
Check Date: 05/05/2025

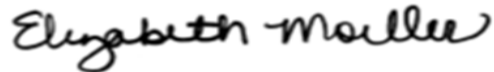
City of Walla Walla
Payroll Final Check List
Pay Period: April 2025
Check Date: 05/05/2025

Check Total:	\$ 154,919.33
Direct Deposit Total:	1,671,214.63
Wires & Electronic Funds Transfers:	<u>1,015,771.19</u>
Grand Total:	<u><u>2,841,905.15</u></u>

Total Checks and Direct Deposit	\$ 1,826,133.96
Total Telephone Electronic Transfers	1,015,771.19
Grand Total:	<u><u>2,841,905.15</u></u>

I, the Finance Manager, do hereby certify to the City Council that the checks and direct deposits presented are true and correct to the best of my knowledge.

All checks numbered **848779** through **848857**, and
Direct deposit numbers **799770** through **800098**, and
Electronic Fund transfer **800099** through **800111**
are approved for payment in the amount of \$ **2,841,905.15**
on this 5th day of May, 2025



Finance Director, City of Walla Walla

Walla Walla, Washington



ar-5687

Pgs. 123-125

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: Elizabeth Chamberlain, City Manager Office

Add'l Contributors:

Information

ITEM TITLE:

City Central Newsletter

Attachments

Memo City Central Newsletter



MEMORANDUM

To: City Council
From: Elizabeth Chamberlain, City Manager
Date: May 8, 2025
RE: City Central Newsletter

After the discussion at the April 9 City Council meeting, staff met to work on a plan for the City Central Newsletter going forward.

As outlined below, staff will proceed as follows:

- Continue producing the City Central Newsletter electronically
- Beginning with the June utility bill mailing through December 2025 utility bill mailing:
 - Include 1/3 page, plain colored paper, black ink, English one side/Spanish one side reminder in each bill for customers that receive a paper utility bill statement similar to the below statement:



Missing the monthly City Central newsletter?

As a reminder, the monthly newsletter is no longer a printed version in your utility bill. The newsletter is electronically only now and can be viewed at wallawalla.gov/newsletter (will also have a QR code)

If you prefer a printed copy, you can pick one up at:

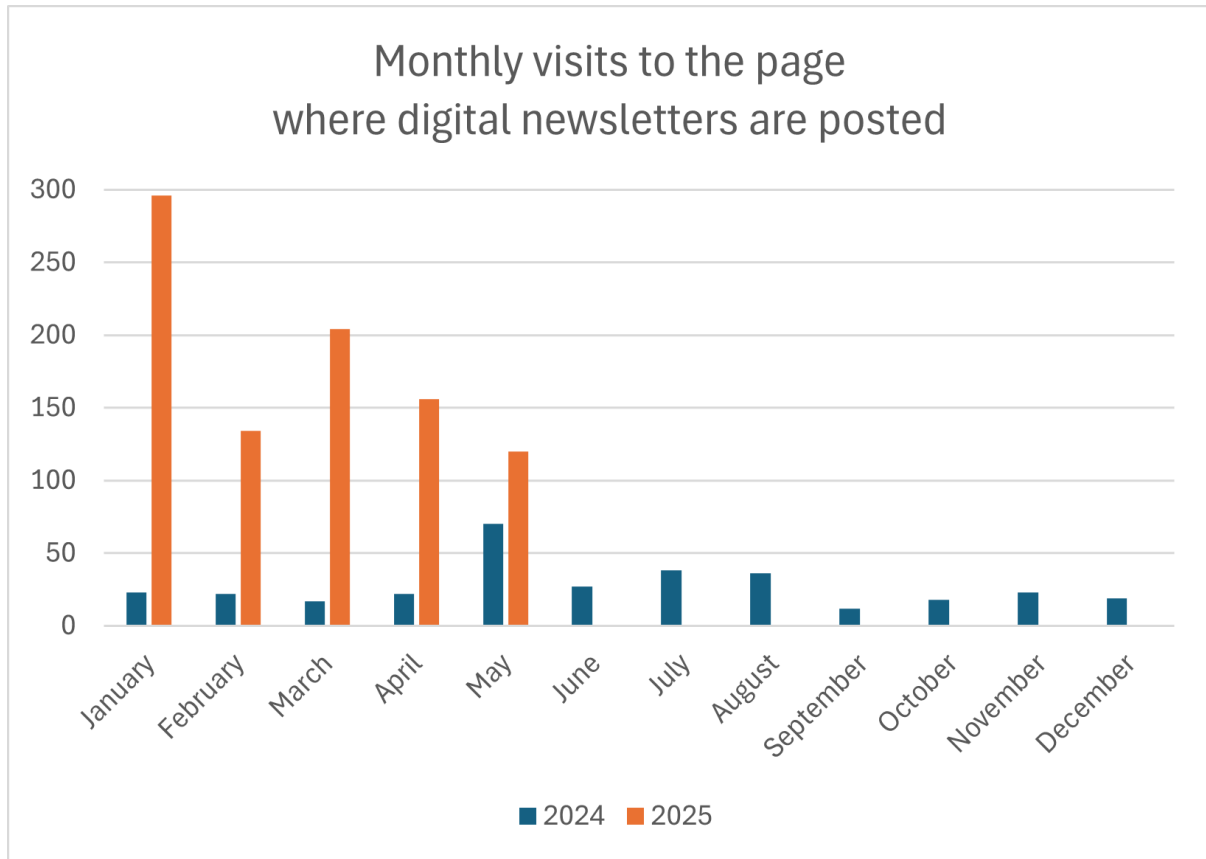
- City Hall (15 N. 3rd Ave)
- City Service Center (55 E. More Street)
- Walla Walla Public Library (238 E. Alder St)
- Blue Mountain Action Council (8 E. Cherry St)
- Walla Walla Housing Authority (501 Cayuse St)

If you can't make it to one of these locations but still want a printed newsletter, please call 509-524-4436 and one can be mailed.

A WONDERFUL PLACE TO **LIVE WORK PLAY**

- For those customers that receive an electronic utility bill statement, a link to the City Central Newsletter is included in the email sent to the customer
- Continue providing paper copies of the monthly City Central Newsletter at the following locations:
 - City Hall Finance counter
 - Service Center front desk area
 - Walla Walla Public Library
 - Blue Mountain Action Council front desk
 - Walla Walla Housing Authority front desk
- Continue providing paper copies to the 12 people who have requested one

Providing the 1/3 sheet reminder will cost approximately \$5,344. The city has 686 accounts on e-bills leaving 12,600 accounts receiving a paper statement. Finance staff are working with other property management companies to transition to e-bills as well. Below is the current statistics on the monthly visits to the city central newsletter page.





ar-5677

Pgs. 126-138

City Council - Regular Meeting

Meeting Date: 05/14/2025

Submitted For: Elizabeth Chamberlain, City Manager Office

Add'l Contributors: Liz Moeller

Information

ITEM TITLE:

2025 Quarterly Report

Attachments

Q1 2025 City Manager Report

2025 Quarter 1 Financial Report



CITY MANAGER'S QUARTERLY REPORT JANUARY - APRIL 2025*

Presented to the **City Council**
May 14, 2025

I. INTRODUCTION

Dear City Council,

I am pleased to present the **January – April 2025 report** for the City Walla Walla. This report highlights key updates, achievements, ongoing projects, and upcoming initiatives. Our team continues to work diligently to deliver services and improve the enhance the quality of life for our residents.

**Since I'm providing this first report in May, the information is through April 2025. Going forward, the report's information with be a quarterly timeframe.*

II. ADMINISTRATIVE & FINANCIAL OVERVIEW

- **Budget & Finance:**
 - See the attached quarterly budget report.
- **Human Resources:**
 - The department is working on hiring the many temporary employees the city brings on annually to operate Memorial Pool, assist with street maintenance, and parks maintenance.
 - The department is in the process of implementing NeoGov – a software program that will streamline and deploy efficiencies in our recruitment process. This was a decision package included in the 2025-2026 biennial budget.
 - Notable promotions, retirements, or new hires (January 2025 to April 2025):
 - Emily Arteche, Deputy Development Services Director
 - Kyle Clemmens, Public Safety Administrator
 - Kejuan Smith, Aquatic Recreation Coordinator
 - Leslie Brown, Emergency Services Dispatcher
 - Dennis Schweizer, Water Treatment Operator II
 - Soren Baney, Firefighter
 - Peter Sinclair, Firefighter

- Laurencio Cota, Regulatory Compliance Specialist
 - Robert Van Dorn, Assistant City Attorney II
 - Michel Vantzelfden, Civil Engineer II
 - Jeffrey Linn, Fleet Technician
 - Anton Bushovski, Police Officer
-

III. NOTABLE UPDATES

- **Road & Infrastructure Projects:** see <https://www.gowallawalla.us/current-projects> for on-going updates on all current city construction projects.
 - Myra Road South Extension: construction started
 - Howard IRRP: Howard Street from Juniper to Bryan closed April 28 and will be closed through September. New roundabout at Howard/Chestnut intersection.
- **WESCOM:**
 - Walla Walla County Commissioners voted to place on the August ballot a 2/10 of 1% sales tax measure to provide on-going support for the regional 911 system. Staff will be presenting at an upcoming work session.
- **Permitting Activity:**
 - 26 new single family home permits issued year to date.
- **Legislative Update:**
 - 2025 State Legislative Session concluded on the 105th day, April 27, 2025. Governor has until May 20 to take action on the bills sent to him. Attached is AWC's summary of the session for further detail (full recap of the session will be published by AWC on May 27).
 - Recycling Reform Act adopted (SB 5284)
 - HB 2015 adopted creating a new grant program for public safety. Allocates \$100M towards the grant program and authorizes a councilmanic sales tax.
 - Final transportation budget relies on a 6 cents/gallon tax increase that will increase 2% annually to account for inflation. Cities will receive a modest 2.5% of the new revenues.
 - Highway 12, Phase 8 was allocated additional funding in the transportation budget. The total amount is unclear as the funding is



lumped together with the previous Phase 7 funding (see attached update brief) but estimate \$54.2M included for Phase 8 in the next biennium.

- o Visited Washington DC along with the Port of Walla Walla and Walla Walla County to advocate for our federal priorities including Highway 12, Phase 8; Mill Creek Channel project, Mill Creek Watershed, and FEMA grant funding.

IV. CONTRACTS AND AGREEMENTS

Reporting on the contracts and agreements executed by the City Manager that are \$50,000 and under. Contracts and agreements greater than \$50,000 require City Council approval and are not reported separately here as those have been previously discussed at prior council meetings.

Contract Information	Contract Amount
Contracts for the Lodging Tax funding were executed during Q1. While these contracts were approved by City Council, some of the amounts are under \$50,000.	See Resolution 2024-090 for details.
Golf Course Irrigation System Evaluation: Baer Design Group LLC	\$10,000
Occupational Health Solutions audiometric testing services	\$11,295
WSDOT Agreement for Myra Road ROW review	\$16,965.13
Western Display Fireworks, Ltd. 2025 4 th of July display show	\$20,200
Contract Land Staff ROW acquisition along Futura Rd. and Electric Avenue (amendment added \$5,000 to contract)	\$36,500
Compensation Connections, LLC – Salary Review for the AFSCME 1191-W positions	\$39,600
Coating Specialists and Inspection Services, Inc. – Inspection for Mill Creek Tanks; contract amendment to extend date to 12/31/25	\$43,000
Smith Brothers Mill Creek Sportsplex Backstop improvements	\$45,030.15
TestComm_LLC - LEED fundamental and enhances commissioning - Library project	\$45,250
OTM CYBER - Cybersecurity Services	\$45,460.96



Parametrix – Pioneer Park Archeology Consultation	\$48,333
Perteet_Inc. FEMA BRIC grant application support	\$50,000
Downtown Walla Walla Foundation – Farmer’s Market	Extended the lease/contract for an additional two years.

V. FLEET PURCHASES

City Council adopted Resolution 2025-026 on March 26, 2025 authorizing the purchase and/or lease of eight pieces of equipment. The following items have been purchased and/or leased since the adoption of the resolution:

- Purchase Orders processed for the five commercial trim mowers, one commercial wide area mower, and Landfill trommel screen.

CONCLUSION

As we move forward, our team remains committed to transparent governance, fiscal responsibility, and community-driven improvements aligned with our strategic plan. I welcome any feedback on the quarterly report as this is a new communication tool with the City Council and community.

Respectfully submitted,

Elizabeth Chamberlain
City Manager



April 28, 2025

That's a wrap on the 2025 legislative session

After 105 long days, the Legislature adjourned on Sunday having voted on the three biennial budgets—operating, capital, and transportation. Attention now shifts to the Governor, who has until May 20 to take action on the bills sent to him. You can find out more information on Governor Ferguson's [bill action](#) webpage.

2025 was a mixed session for cities. It brought new funding tools for public safety (HB 2015) and modest sharing of the new gas tax, along with adoption of a long-awaited producer funded recycling proposal (SB 5284). Unfortunately, we weren't successful in revising the property tax cap, and the Legislature still swept significant amounts from the Public Works Assistance Account to balance the budget (though we were able to preserve future funding to the account).

Today's issue of the *Legislative Bulletin* isn't a full recap of the session—instead, it focuses on some of the final action and budget outcomes. Watch for our recap edition coming out on May 27 and join us for a comprehensive session recap briefing on May 22 (registration information below).

Thank you to all who engaged with us and your legislators throughout the session. Your work is the most important part of our advocacy efforts. We appreciate everyone who sent emails, testified on bills, and met with your legislators all throughout session. The city voice is impactful and is the reason for our successes this session.

Candice Bock
Government Relations Director

Hot topics

Legislature reaches budget deal in final days

A deal on the state budget for 2025-27 was announced in the final days of the session and released and passed over the weekend. The final deal includes less new revenue and more program cuts than the initial proposals released in March. While the budgets provide significant new funding for public safety, housing, and behavioral health, they still rely on sweeps from the Public Works Assistance Account. [More](#)



New public safety funding mechanism passed by Legislature, awaits Governor's signature

The Legislature successfully landed [HB 2015](#) on the desk of Gov. Ferguson, creating substantial new pathways for cities to grow their public safety funding, with \$100 million allocated towards a new grant program. The legislation sets up two processes for cities and counties to obtain funding for co-response, new officer hires, and other public safety purposes. Read about the new grant program and councilmanic sales tax to learn how your city can prepare to access these funds for local public safety. [More](#)



City advocacy helps keep PWAA intact, Legislature diverts \$288 million to general fund but backfills with bonds

The 2025-27 state budgets contain good and bad news for the PWAA: the operating budget transfers \$288 million from the account to the general fund in the next biennium, while the capital budget backfills the account with \$100 million in state bond revenues and appropriates another \$265 million, for a total of \$365 million in new spending authority. Critically, PWAA supporters successfully stopped [SB 5804](#), which would have redirected the account's primary revenue streams indefinitely to fund state-owned culvert removals. Thanks in part to the advocacy of city officials across Washington, the PWAA can continue to fund critical local infrastructure projects in the coming years. [More](#)



Final transportation budget relies on gas tax increase, shares new revenue with cities



On the final day of session, the Legislature adopted a 2025-27 transportation budget, which raises the state motor fuel tax by six cents per gallon. The additional six cents will increase by 2% annually, to account for inflation, and cities will receive a modest 2.5% of the new revenues. Diversions from the Public Works Assistance Account to the Move Ahead WA Account remain through 2038, with a temporary redirection to the general fund in the coming biennium. Funding for state culverts remains in the transportation budget after the Senate proposal to shift responsibility to the capital budget failed. Read on to learn more about the final transportation budget and city impacts. [More](#)

Take action

Register for AWC's 2025 legislative session recap

May 22 | Online

Join the AWC Advocacy team for a full recap of city-related issues from the 2025 legislative session. Hear AWC's team of lobbyists provide an overview of outcomes on AWC's legislative priorities, summarize the impacts of passed legislation on cities, and talk through the adopted state budget. [Register now](#).

AWC Annual Conference: Essential insights for city leaders

June 24-27 | Kennewick

The AWC Annual Conference is where over 400 municipal leaders from across Washington come together to connect, learn, and discover opportunities to leverage limited resources. Check out the [session lineup](#) we have so far. This year's sessions are just as diverse as our cities and towns, offering essential training on topics such as legal requirements and roles and responsibilities; budget and finance; infrastructure, land use, and technology; safe, healthy, and thriving communities; and leadership skills and development. Learn about [scholarship opportunities](#) and [register today](#).



AWC bill tracker and coverage

Visit AWC's [bill tracker](#) for easy access to the bills you're most interested in and to filter by the information you're looking for, whether it's a brief description of a bill, the status of bills you're tracking, or AWC's comprehensive coverage.

Tip: Don't forget to [bookmark the tracker](#) and check it regularly for the latest updates.

This week's bill highlights:

Affordable housing

- Condo construction insurance reform proposal heads to Governor for signature (**HB 1403**) [More](#)

Budget & finance

- State budgets pass in final days (**SB 5167**) [More](#)
- Hopes dashed yet again—property tax revision unlikely to get spotlight again soon (**HB 2049**) [More](#)

Environment & natural resources

- Recycling Reform Act passes the Senate and heads to Governor for signature (**SB 5284**) [More](#)

General government

- Governor set to sign new funding method for local public libraries (**SB 5365**) [More](#)

HR & labor relations

- PFML job protection bill sent to Governor (**HB 1213**) [More](#)
- Cities encouraged to ask Governor for partial veto of bill restricting grievance settlements (**SB 5503**) [More](#)
- House and Senate agree on final version of UI benefits for striking workers (**SB 5041**) [More](#)

Human services

- Co-response bill clears House and Senate, awaits action from Governor (**HB 1811**) [More](#)

Open government

- AWC urges Governor to sign bill clarifying PRA exemption on investigation records (**HB 1934**) [More](#)

Public works & infrastructure

- Updates to “Dig Law” adopted by Legislature and sent to Governor for signature (**SB 5627**) [More](#)
- New subcontractor licensing requirement adopted by Legislature (**HB 1633**) [More](#)

Transportation

- Legislature increases cap to relocation assistance payments requirement (**SB 1733**) [More](#)

Need to know

Understanding the impact of federal directives on local funding. Several federal agencies recently issued new directives and have cancelled federal funding. [More](#)

Rulemaking notice: Public Works Board seeks input on broadband emergency funding draft rules. Review the draft rules and submit public comment by May 27 and attend the public hearing online May 28. [More](#)

Advocacy corner

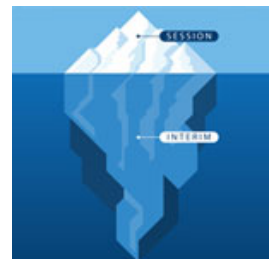
Session is just the tip of the iceberg

Remember, advocacy is a year-round job—and the end of the session marks the beginning of the next phase of your advocacy outreach. Now is the time to contact legislators to thank them for their work and invite them to provide a session recap for you and your council. For more ideas on what to do during the interim check out our [advocacy tools](#).

CityVoice Podcast: Advocating for your city outside of legislative session, with Carl Schroeder

AWC Deputy Director of Government Relations Carl Schroeder discusses strategies that city and town leaders can use to strengthen relationships and secure support for their communities' priorities between legislative sessions.

Communication, coalition-building, and inviting state legislators into local budget processes are all methods of building bridges to future success in Olympia. [Listen here](#). Then download the [Strong cities advocacy guide](#) to see why session is just the tip of the iceberg and to find practical advice on year-round advocacy.



wacities.org/Advocacy | [Legislative issues](#)

AWC's mission is to serve our members through advocacy, education, and services.

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US 12 Phase 8 Corridor Completion Project

Project Schedule

On-going

- Public Open Houses and Community Engagement events.
- Property owner outreach to discuss project impacts.

Summer/Fall 2024

- Survey and Environmental/Cultural Evaluations (COMPELTED)

Spring 2025

- Environmental Documentation and Permitting (NEPA/SEPA)
- Continuing Preliminary Geotechnical Investigation (Evaluating depth of bedrock and soil layers)
- Limited Access report. Begin Limited Access process.

Fall 2025

- Right of Way Plan preparation.
- Preliminary Bridge and Structure Plans.

2026

- Right of Way acquisition phase.

July 2027

- Advertisement

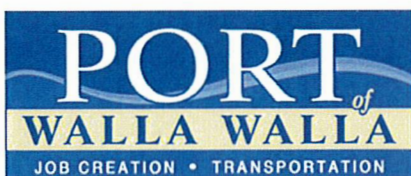


Project Updates:

Additional Funding in 2025 Washington State Transportation Bill ESSB 5131 (Found on page 82 of bill)

US 12, Tri-Cities to Walla Walla - Corridor Improvements					17,667	39,387	5,438	0	274,067
012	501203X	US 12/Frenchtown Vicinity to Walla Walla - Add Lanes	16	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	40	0	0	0	51,652
012	501210T	US 12/Nine Mile Hill to Woodward Canyon Vic - Build New Highway	16	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	16	0	0	0	5,371
012	L2021147	US 12 Bridge Replacement	16	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	836	0	0	0	836
012	T20900R	US-12/Walla Walla Corridor Improvements	16	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	16,775	39,387	5,438	0	216,208

(18) \$23,000,000 of the move ahead WA account—state appropriation, \$10,000,000 of the move ahead WA account—private/local appropriation, and \$6,387,000 of the connecting Washington account— state appropriation are provided solely for the US-12/Walla Walla Corridor Improvements project (T20900R). The legislature recognizes the importance of this project and intends to provide additional matching funds if additional competitive federal funding is awarded for the final remaining four-lane section between Wallula and Nine Mile Hill and the Port of Walla Walla provides right-of-way at no cost to the state for this project. The department, in consultation with local governments in the vicinity, must pursue any federal funding available.

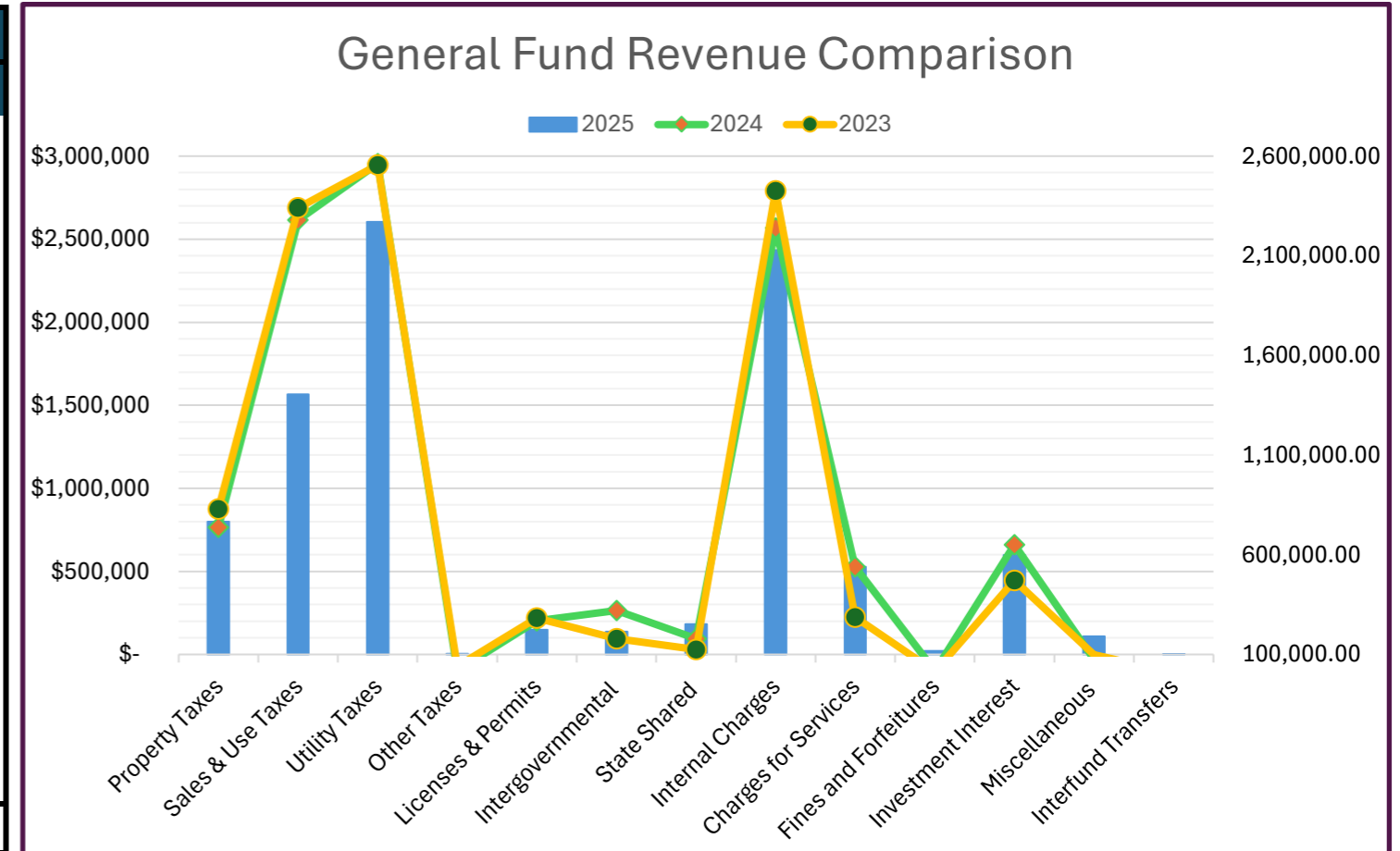


City of Walla Walla 2025 Quarterly Financial Report

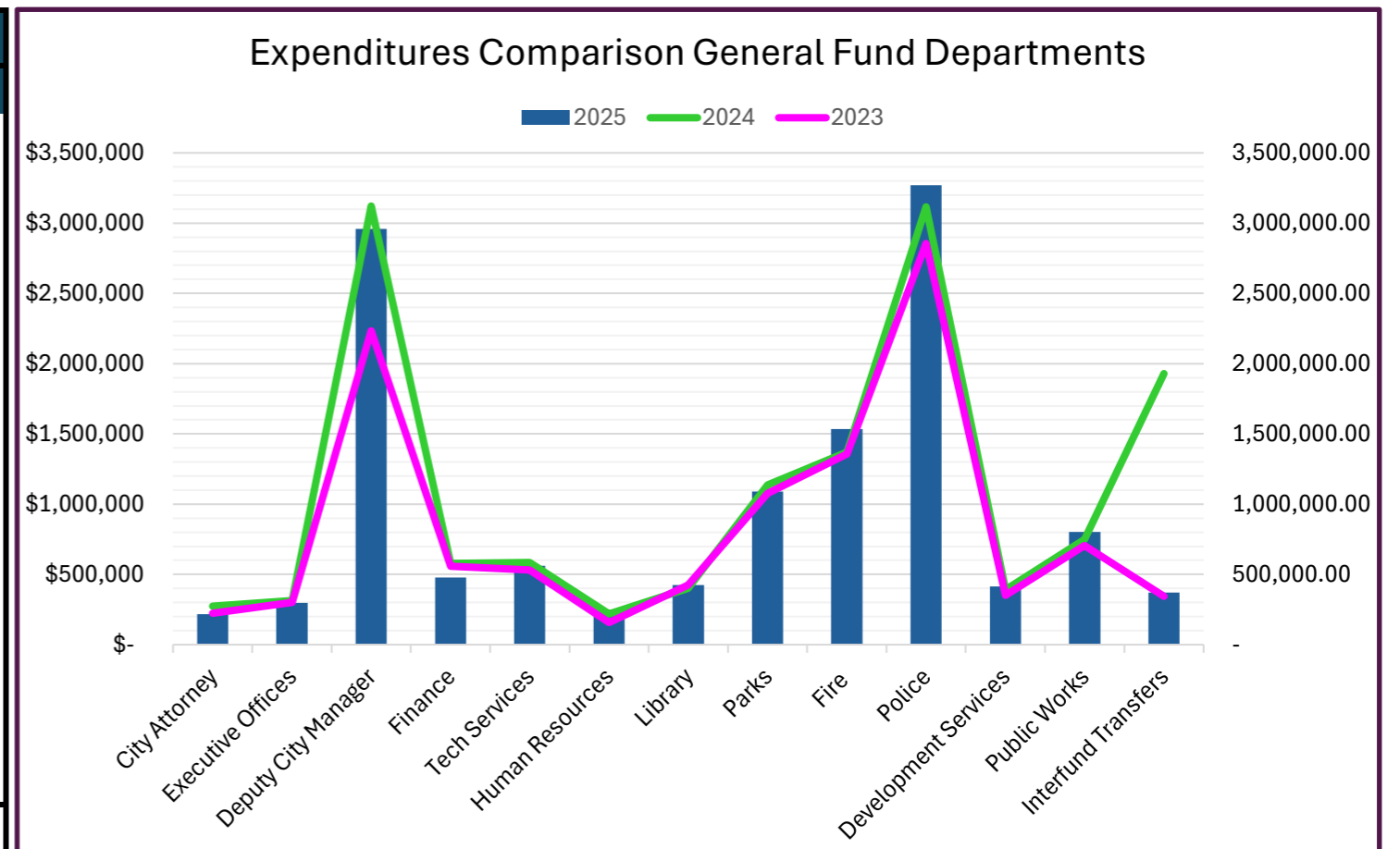
Quarter 1 2025

The City of Walla Walla records revenues in the General fund using modified accrual accounting. Which means the City records the revenue in the period it was earned and post the cash in the period payment was received. There is a two-month lag for taxes collected by the State of Washington on behalf of the City. We account for state shared revenues using the same method. These revenue types are posted through February 2025. Property Taxes are due on April 1 and October 30th, the City receives these payments in May and December. The General Fund pays the annual liability insurance payment and other annual software maintenance expenses in January. In quarter one expenditures are higher than revenues which impact monthly fund balance and cash balances. Once we receive property and sales tax revenue the General Fund's cash and fund balance will improve.

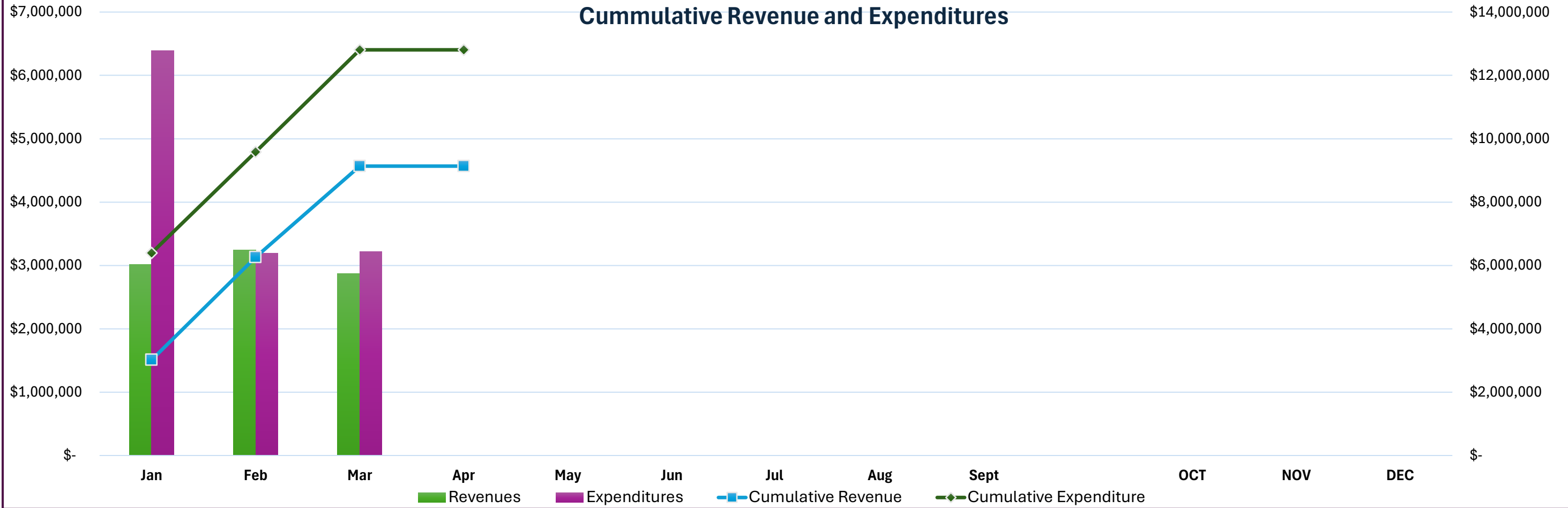
General Fund Revenues				
Revenue Type	Budget	Actual	% Recorded	% Variance
Property Taxes	\$ 7,642,790	\$ 799,507	10.46%	89.54%
Sales & Use Taxes	10,423,000	1,567,261	15.04%	84.96%
Utility Taxes	10,764,690	2,605,123	24.20%	75.80%
Other Taxes	164,150	3,083	1.88%	98.12%
Licenses & Permits	801,080	147,273	18.4%	81.6%
Intergovernmental	1,690,860	136,919	8.1%	91.9%
State Shared	715,500	182,937	25.6%	74.4%
Internal Charges	9,175,040	2,434,433	26.5%	73.5%
Charges for Services	3,754,520	528,691	14.1%	85.9%
Fines and Forfeitures	88,000	21,787	24.8%	75.2%
Investment Interest	1,400,000	598,062	42.7%	57.3%
Miscellaneous	511,620	110,338	21.6%	78.4%
Interfund Transfers	725,970	764	0.1%	99.9%
Total Revenues	\$ 47,857,220	\$ 9,136,179	19.1%	80.9%



General Fund Expenditures				
Department	Budget	Actual	% Expended	% Variance
City Attorney	\$ 934,940	\$ 215,719	23.1%	76.9%
City Manager/City Council	792,510	298,914	37.7%	62.3%
Deputy City Manager	5,234,930	2,958,585	56.5%	43.5%
Finance	2,711,046	478,364	17.6%	82.4%
Tech Services	2,422,840	562,091	23.2%	76.8%
Human Resources	853,790	233,238	27.3%	72.7%
Library	1,633,260	427,770	26.2%	73.8%
Parks	6,221,280	1,099,687	17.7%	82.3%
Fire	5,443,668	1,535,106	28.2%	71.8%
Police	13,837,831	3,270,139	23.6%	76.4%
Development Services	1,653,356	417,615	25.3%	74.7%
Public Works	3,568,840	805,632	22.6%	77.4%
Interfund Transfers	2,215,680	504,336	22.8%	77.2%
Total Expenditures	\$ 47,523,971	\$ 12,807,196	26.9%	73.1%



2025 General Fund Revenue and Expenditure Comparison Cummulative Revenue and Expenditures



2025 General Fund Cash Flow

General Fund Beginning Cash and Investment Balance: \$ 10,075,203

	Revenues	Expenditures	Cash Balance
SOY			\$ 10,075,203
Jan-25	\$ 2,094,983	\$ 6,106,720	\$ 6,063,467
Feb-25	\$ 2,082,526	\$ 3,409,081	\$ 4,736,912
Mar-25	\$ 2,399,900	\$ 3,341,849	\$ 3,794,964
Apr-25			
May-25			
Jun-25			
Jul-25			
Aug-25			
Sep-25			
Oct-25			
Nov-25			
Dec-25			
Totals	\$ 6,577,410	\$ 12,857,649	\$ 3,794,964

2025 General Monthly Fund Balance

Beginning Fund Balance	Revenues	Expenditures	Balance
9,087,198			
Jan-25	\$ 3,017,398	\$ 6,391,729	\$ 5,712,868
Feb-25	\$ 3,243,114	\$ 3,188,956	\$ 5,767,027
Mar-25	\$ 2,875,667	\$ 3,066,114	\$ 5,576,579
Apr-25			
May-25			
Jun-25			
Jul-25			
Aug-25			
Sep-25			
Oct-25			
Nov-25			
Dec-25			
Totals	\$ 9,136,179	\$ 12,646,798	\$ 5,576,579

All Funds Budget to Actual Quarter 1 2025

	Revenue				Expenditure				
	Budget	Actual	Reported %	% Variance	Budget	Actual	Expended %	% Variance	
Special Revenue Funds									
Street Fund	\$ 5,405,050	\$ 548,975	10.2%	89.8%	\$ 3,504,460	\$ 1,151,004	32.8%	67.2%	
REET Fund	6,625,001	114,360	1.7%	98.3%	614,580	-	0.0%	100.0%	
Housing Fund	100	287	286.8%	-186.8%	-	-			
Lodging Tax	1,385,000	120,178	8.7%	91.3%	1,704,000	227,952	13.4%	86.6%	
Tourism Promotion	391,100	56,587	14.5%	85.5%	391,100	29,150	7.5%	92.5%	
Opioid Settlement Fund	197,700	12,786	6.5%	93.5%	103,000	-	0.0%	100.0%	
Forfeiture & Seizure Fund	12,000	5,246	43.7%	56.3%	500	-	0.0%	100.0%	
Code Enforcement Fund	5,500	7,365	133.9%	-33.9%	30,500	5,653	18.5%	81.5%	
Debt Service									
Governmental Bond Fund	229,840	-			229,840	-	0.0%	100.0%	
Voted Police Bond Fund	890,850	31,612	3.5%	96.5%	850,200	-	0.0%	100.0%	
Voted Pool Bond Fund	435,740	15,585	3.6%	96.4%	416,090	-	0.0%	100.0%	
Construction Funds									
General Construction	173,900	63,941	36.8%	63.2%	1,027,999	364,364	35.4%	64.6%	
Street Construction	15,012,430	545,501	3.6%	96.4%	16,462,943	499,898	3.0%	97.0%	
TBD Fund	1,991,930	331,935	16.7%	83.3%	2,705,192	126,068	4.7%	95.3%	
Enterprise Funds									
Golf Course Fund	165,640	74,532	45.0%	55.0%	122,860	35,455	28.9%	71.1%	
Sanitation	7,973,690	2,073,275	26.0%	74.0%	8,823,220	1,933,272	21.9%	78.1%	
Ambulance	6,135,100	1,253,511	20.4%	79.6%	6,213,939	1,442,972	23.2%	76.8%	
Water	22,621,760	2,868,431	12.7%	87.3%	26,526,584	2,927,227	11.0%	89.0%	
Wastewater	14,907,230	3,491,828	23.4%	76.6%	15,877,261	2,212,439	13.9%	86.1%	
Stormwater	5,916,150	813,465	13.7%	86.3%	5,521,327	604,708	11.0%	89.0%	
Landfill	7,044,520	1,573,416	22.3%	77.7%	7,341,310	1,193,396	16.3%	83.7%	
Internal Service Funds									
WESCOM - E911 Fund	2,815,500	776,500	27.6%	72.4%	2,825,295	736,089	26.1%	73.9%	
Service Center Fund	458,050	108,594	23.7%	76.3%	656,380	113,932	17.4%	82.6%	
Fleet Maint Fund	1,835,200	365,794	19.9%	80.1%	1,829,300	416,798	22.8%	77.2%	
Vehicle Replacement Fund	2,365,580	720,475	30.5%	69.5%	3,968,050	1,031,850	26.0%	74.0%	
Health Insurance Fund	7,712,430	2,023,055	26.2%	73.8%	7,712,430	1,930,302	25.0%	75.0%	
Workers Compensation Fund	844,360	227,044	26.9%	73.1%	808,280	154,855	19.2%	80.8%	

Fund Balance All Other Funds

Quarter 1 2025

	Beginning Fund Balance Revenues Expenditures Balance			
Special Revenue Funds				
Street Fund	\$ 1,832,455	\$ 548,975	\$ 1,151,004	\$ 1,230,426
REET Fund	663,920	114,360	-	778,280
Housing Fund	17,541	287	-	17,828
Lodging Tax	601,943	120,178	227,952	494,169
Tourism Promotion	391,100	56,587	29,150	418,537
Opioid Settlement Fund	438,326	12,786	-	451,112
Forfeiture & Seizure Fund	384,715	5,246	-	389,961
Code Enforcement Fund	213,660	7,365	5,653	215,372
Debt Service				
Governmental Bond Fund	2,234	-	-	2,234
Voted Police Bond Fund	450,069	31,612	-	481,681
Voted Pool Bond Fund	122,132	15,585	-	137,717
Construction Funds				
General Construction	1,211,618	63,941	364,364	911,195
Street Construction	1,536,537	545,501	499,898	1,582,139
TBD Fund	3,947,058	331,935	126,068	4,152,924
Enterprise Funds				
Golf Course Fund	27,111	74,532	35,455	66,188
Sanitation	2,792,302	2,073,275	1,933,272	2,932,304
Ambulance	1,805,624	1,253,511	1,442,972	1,616,163
Water	17,393,298	2,868,431	2,927,227	17,334,502
Wastewater	11,768,629	3,491,828	2,212,439	13,048,018
Stormwater	3,098,064	813,465	604,708	3,306,821
Landfill	6,781,815	1,573,416	1,193,396	7,161,835
Internal Service Funds				
WESCOM - E911 Fund	1,361,351	776,500	733,343	736,089
Service Center Fund	311,702	108,594	99,273	113,932
Fleet Maint Fund	117,863	365,794	408,867	416,798
Vehicle Replacement Fund	11,104,324	720,475	1,031,850	1,031,850
Health Insurance Fund	752,191	2,023,055	1,930,302	1,930,302
Workers Compensation Fund	199,141	227,044	154,855	154,855