



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

WALLA WALLA CITY COUNCIL

Regular Meeting Agenda

May 28, 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/89977660127> or by calling 253-215-8782 and entering meeting ID 899 7766 0127#.

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. 3-4 Proclamation - LGBTQ+ Pride Month - June 2025

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. 5-15 Resolution 2025-045: Authorizes the replacement purchase of a new Street Sweeper at a total purchasing cost of \$388,779; and the surplus of the Street Sweeper being replaced.

B. Pgs. 16-19 Resolution 2025-046: Adopting a Naming Recognition Policy for the Walla Walla Public Library

C. Pgs. 20-23 Resolution 2025-047: Authorizes a lease agreement to attach traffic signal communications equipment on a communications tower on Rose Street.

D. Pgs. 24-32 Approves the minutes of the May 12, 2025 Work Session and the May 14, 2025 Regular Meeting.

6. ACTIVE AGENDA

A. Pgs. 33-37 Ordinance 2025-10: Amends the 2025-26 biennial budget to include the City's operation expenses for the golf course.

7. COUNCIL MEMBER MEETING REPORTS

8. UNFINISHED AND NEW BUSINESS

9. EXECUTIVE SESSION

A. Executive Session Subject: RCW 42.30.110(1)(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;

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-5683

Pgs. 3-4

City Council - Regular Meeting

Meeting Date: 05/28/2025

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation - LGBTQ+ Pride Month - June 2025

Attachments

Proclamation



PROCLAMATION

WHEREAS, the City of Walla Walla welcomes people of all backgrounds and recognizes that the diversity of its people is one of its greatest strengths; and

WHEREAS, the city of Walla Walla has a thriving Lesbian, Gay, Bisexual, Transgender, Nonbinary, Two-Spirit, Intersex, Asexual, and Queer (LGBTQ+) community; and

WHEREAS, LGBTQ+ people contribute to the cultural, civic and economic successes of the City in immeasurable ways; and

WHEREAS, the month of June was chosen to commemorate the dedication and bravery of the LGBTQ+ people who, in 1969 at the Stonewall Tavern in Greenwich Village, sparked what later became the gay liberation movement; and,

WHEREAS, June 2025 marks the 56th annual celebration of LGBTQ+ Pride Month throughout the United States; and,

WHEREAS, LGBTQ+ Pride Month is a time to reflect on the trials the queer community has endured and to rejoice in the triumphs of trailblazing individuals who have bravely fought, and continue to fight, for full equality; and

WHEREAS, Pride is both a jubilant communal celebration of visibility and a personal celebration of self-worth and dignity; and

WHEREAS, all citizens should be free to take pride in their identities and never feel they must hide who they are at work, school, or within their families and communities,

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

LGBTQ+ Pride Month

in the city of Walla Walla, and I urge all community residents to eliminate prejudice wherever it exists and to celebrate our great diversity.

Given under my hand and Seal of the City of Walla Walla on this 28th day of May, 2025.

Tom Scribner

A WONDERFUL PLACE TO **LIVE WORK PLAY**



ar-5625

Pgs. 5-15

City Council - Regular Meeting

Meeting Date: 05/28/2025

Item Title: New Street Sweeper Replacement Purchase and Surplus

Submitted For: Matt Edwards, Support Services

Financial Comments:

Sufficient funding has been set-aside per the replacement program schedule and is available within the (518) Vehicle and Equipment Replacement (V/ER) Fund reserve balance for this replacement purchase. This purchase is part of the 2025-2026 budget.

1. Requesting Council approval for the replacement purchase of a new model Street Sweeper at a total cost of \$388,779.
2. Requesting Council approval for the surplus of the 2010 International 4300M7-Tymco 600BAH Sweeper (VIN: 1HTJTSKN2AH194102) Street Sweeper being replaced.

All Contracts:

Yes

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Authorizes the budgeted and scheduled fleet replacement purchase of a new Street Sweeper using established reserve funding that has been set aside in the Vehicle/Equipment Replacement (V/ER) Fund; authorizes the surplus of the Street Sweeper being replaced.

Information

HISTORY:

The City has in place a Vehicle/Equipment Replacement (V/ER) program for the purpose of having a long-range fleet replacement plan to identify long-term spending needs and associated budgetary requirements, but also to manage the fleet based on an evaluation and prioritization process to identify and take advantage of the most economical opportunities within a specific timeframe. Ensuring an efficient and effective V/ER program provides all divisions and departments with safe, reliable, economical, and environmentally sound transportation and mission-essential equipment in order to provide high-level services and support to the City and Community. This program provides the opportunity to consistently keep up-to-date specifications, technology, ergonomics, and safety features to meet the current mission needs.

Street sweepers are the primary assets needed to comply with statutory requirements associated with stormwater management and pollution prevention. They are used for maintaining clean vehicular roadway surfaces, bicycle lanes, parking lots, and job sites, and while doing so, preventing property damage, stormwater pollution, and other environmental hazards.

The current street sweeper has been serving as a primary unit for 15 years, and has now met the City's fleet replacement program criteria to propose its replacement, surplus, and disposal, which will immediately result in the reduction of operating and downtime costs, along with overall risk.

POLICY ISSUES:

Complies with competitive bidding requirements, RCW 39.34 and the City of Walla Walla Purchasing Manual, Section 3.21.050 of Walla Walla Municipal Code, and the City's Capital Asset Policy (Resolution 2023-126).

PLAN COMPLIANCE:

STRATEGIC PLAN:

Livability: What the City of Walla Walla focuses on to execute the organization's mission of enhancing the quality of life in Walla Walla.

Economic Health: The City's financial stability through sustainable revenue sources, attracting new businesses and shopping opportunities, and support a strong economy through diverse employment sectors.

Safe Community: Organizational readiness around emergency management, infrastructure stability (maintenance/repair/multimodal), and overall community safety.

High Performing Organization: The City will develop a culture of continuous improvement, collaboration with organizations

and partners within the community, and well trained and supported workforce.

COMPREHENSIVE PLAN:

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

ED Policy 8.2 Maintain and improve the built environment of sidewalks, parks, paths and other public amenities that visitors will enjoy and utilize.

Environment and Natural Resources Goal 1 Water, air, and soil resources in Walla Walla are protected.

ENR Policy 1.1 Implement best management practices, where feasible, to ensure protection of surface and groundwater resources and ecosystems in locations where roadway and highway construction projects are occurring.

ENR Policy 1.4 Properly define Aquifer Recharge Areas for the purpose of GMA-driven critical area protection, and ensure that measures are in place to protect aquifer recharge areas from runoff.

ENR Policy 1.8 Protect the community from hazards, including, but not limited to, earthquakes, severe storms, wildfires and flooding.

Transportation Goal 4 Maintain, preserve, and extend the life of the City's transportation infrastructure.

TP Policy 4.2 Maintain the existing transportation infrastructure to preserve the intended function and extend the useful life.

ALTERNATIVES:

To defer this street sweeper replacement and accept the risks associated with continuing to use a less reliable and cost-effective vehicle and equipment beyond the optimal replacement point.

STAFF RECOMMENDATION:

Staff recommends adoption of the resolution that authorizes the City Manager to approve the fleet replacement purchase of a new model Street Sweeper at a total cost of \$388,779 from Tymco dealer Pacwest Machinery, using the established agreement between the City and Sourcewell cooperative purchasing organization.

Staff also recommends adoption of the resolution that authorizes the City Manager to approve the surplus of the 2010 International 4300M7-Tymco 600BAH (VIN: 1HTJTSKN2AH194102) Street Sweeper being replaced.

CITY MANAGER COMMENTS:

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

Attachments

Res 2025-045

2025 Street Sweeper Purchasing Packet

RESOLUTION NO. 2025-045

A RESOLUTION AUTHORIZING THE PURCHASE OF A STREET SWEEPER, DECLARING PROPERTY SURPLUS, AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

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 requires a new street sweeper; and

WHEREAS, Municipal Resolution 98-49 adopted on August 26, 1998 authorizes the Walla Walla City Manager to execute intergovernmental purchasing agreements; and

WHEREAS, the Walla Walla City Manager executed a cooperative purchasing and contracting agreement with Sourcewell on March 22, 2019; and

WHEREAS, the Walla Walla City Manager executed a Master Contract Usage Agreement on June 13, 2013 that allows the City to purchase goods and services from state master contracts; and

WHEREAS, the street sweeper by the City is available from a vendor through a Sourcewell contract; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given this 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 contract to supply a street sweeper is awarded to Pacwest Machinery, and the City Manager of the City of Walla Walla, and designees of the City Manager, are hereby authorized, empowered and directed to purchase such equipment, and execute such purchase orders, contracts, agreements, and other documents that may be required to make such procurement; provided that sufficient appropriations therefor have been made by the Walla Walla City Council.

Section 2: The City Manager of the City of Walla Walla, and designees of the City Manager, are hereby authorized and empowered to execute amendments, modifications, and change orders to the purchase orders, contracts, agreements, and other documents authorized by this resolution 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 annual value of all amendments, modifications, and change orders to each contract may not exceed fifty thousand dollars (\$50,000.00).

Section 3: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the purchase orders, contracts, agreements, and other documents authorized by section 1 herein and any amendments, modifications or change orders authorized by section 2 herein, and to attach to each duplicate thereof a copy of this resolution.

Section 4: The following property is declared surplus to the needs of the City of Walla Walla, and the Walla Walla City Manager and designees of the city manager, are authorized to sell, trade-in, or otherwise dispose of such property as the city manager deems to be in the best interests of the City of Walla Walla: a 2010 International 4300M7-Tymco 600BAH street sweeper (VIN 1HTJTSKN2AH194102).

PASSED on May 28, 2025 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

Sourcewell Quote Form v2.0A - Sourcewell Contract #111522-TYM
Feb. 2, 2023 - Feb. 3, 2027



Customer / Sourcewell Member:	City of Walla Walla, WA
Sourcewell Member #:	38529
Quote Date:	4/17/2025
Quote Validity:	30 Days
Quoted By:	Kaye Morgan
TYMCO Dealer:	Pacwest Machinery

**Purchasing Details: Issue Purchase Orders to TYMCO, Inc., ATTN: Kaye Morgan
(kaye.morgan@tymco.com | 254-799-5546).**

Quote is Good for 30 Days (Unless Otherwise Noted Above) | Pricing is Quoted in US Dollars (USD) | Payment Terms: Net 30 Days

****PRICING NOTE****

Sweeper and chassis are quoted using current pricing. Due to the current market situation, all cost increases for major components, and government mandated requirements, tariff surcharges, tariffs, and raw material surcharges may be added should they apply.

MODEL 600® SWEEPER STANDARD EQUIPMENT

Auxiliary Engine: John Deere diesel turbocharged 4045T Final Tier 4; 4 cylinder; 4.5 L (275 CID); 99 HP @ 2200 RPM; Torque 315 ft. lb. @ 1600 RPM; fuel/water separator, fuel filter; Donaldson PowerCore® air filter with scavenged pre-filter; Remote oil filter; 3.8 useable gallon Diesel Exhaust Fluid (DEF) tank. Includes John Deere Standard Warranty coverage 2 Years / Amber Beacon Light - LED: SAE Class 1/California Title 13 compliant with protective limb guard.

Auxiliary Engine In-Cab Air Filter Restriction Indicator with Gauge: A filter restriction gauge included on the in-cab BlueLogic display with an audio and visual high restriction indicator.

Auxiliary Engine Protection System: Engine ECU to provide automatic engine monitoring with derate or shutdown when engine problem is detected such as high coolant temperature or low oil pressure.

Auxiliary Fuse Panel: A 12V DC fused power source panel for any needed additional electrical components or accessories, i.e. radios, warning lights, controls, etc.

Back-Up Alarm: ECCO Model 510; SAE Type C 97dB

BlueLogic® Control System: Multiplexed electrical system includes hardware and TYMCO designed software that integrates the in-cab controls to the auxiliary engine and all sweeper functions; as well as provides intelligent safety features. The BlueLogic Control System provides sweeper and auxiliary engine data to the operator through the touchscreen display and the multiplexed switch pack. The display is pedestal mounted for improved visibility and includes hour meters (Trip and Total) for the auxiliary engine, gutter brooms, pick-up head, blower, water pump, and BAH broom if applicable; sweeper odometer (records curb miles swept and sweeping hours), service reminders, custom reminders, overspeed warning, low water audible alarm, dust control system winterization guide and On-Board Diagnostics (OBD) for the auxiliary engine and sweeper.

Duo Skids: Warranted for 2 Years / 2000 hours prorated

Dust Control System: 220 gallon capacity polyethylene water tank (Extra Water capacities available); 5 gpm electric diaphragm type pump; low water audible alarm and message on BlueLogic display; external water level indicator; spray nozzles around pick-up head, gutter broom(s) and inside hopper. Peterbilt 156", Autocar 152" Diesel and Autocar 171" CNG chassis REQUIRES Extra Water Capacity (Refer to Dust Control Options Section).

Gutter Brooms, Twin; LED Floodlights and Parabolic Mirrors: Left and right side mounted 43" diameter wire filled digger type; adjustable LED floodlight for each gutter broom; 10.5" parabolic mirrors. Parabolic Mirrors N/A with Cabover Chassis.

High Capacity Dust Separator

Hydraulic System Protection: Hydraulic filter restriction indicator mounted in filter manifold; sight level gauge mounted on tank. BlueLogic control system continually monitors oil temperature.

LED Alternating Warning Light Set: Rear mounted oval lights (2).

LED Stop/Turn/Tail/Clearance Lights

Pressure Bleeder: Air pressure is deflected out, allowing additional suction across the front of pick-up head.

Rear Mounted LED Floodlights (2)

Rear View Camera System: 3rd Eye®, heavy duty rear infrared camera with 7" color monitor mounted in cab

Reverse Pick-Up Head System: Assists in backing up with Pick-Up Head down

Rubber Lined Blower: Warranty: 1 year / 1,000 hours prorated

Water Fill Hose & Rack: Flexible 20 foot long water tank fill hose with 2-1/2 inch hydrant coupling with rack mount. System incorporates air gap.

Work Platform: Easily accessible work platform located between truck cab and sweeper. Standard equipment with conventional chassis with 165" WB and horizontal exhaust. Not available with Extra Water Capacity or Chassis Vertical Exhaust.

Sweeper Warranty: 1 Year / 1000 Hours. Contact factory for details.

Section / Type	Qty	Model 600® Sweeper and Cab/Chassis Equipment	Sourcewell Price	Sourcewell Ext (Includes 5% Discount)
600000	1	Model 600® Sweeper with Standard Equipment (Base Price)	\$196,443.00	\$186,620.00
1 AUXILIARY ENGINE HYDRAULIC OPTIONS:				
600053	1	Auxiliary Hydraulic System	\$1,232.00	\$1,170.00
Unpublished	1	Hydraulic Oil Level Shutdown System	\$422.00	\$400.00
2 GUTTER BROOM OPTIONS:				
600081	1	Gutter Broom Drop Down: Right	\$900.00	\$855.00
600081	1	Gutter Broom Drop Down: Left	\$900.00	\$855.00
600022	1	Gutter Broom Tilt Adjuster: Right	\$900.00	\$855.00
600022	1	Gutter Broom Tilt Adjuster: Left	\$900.00	\$855.00
600070	1	Gutter Broom Variable Speed: Right and Left	\$853.00	\$810.00
3 DUST CONTROL SYSTEM OPTIONS:				
600004	1	A.O.D. (Air Operated Diaphragm) Water Pump with Wash Down Hose & Gun (Exchange)	\$2,227.00	\$2,115.00
600021	1	Extra Water Capacity - 330 Gallons: COMDEX®	\$5,022.00	\$4,770.00
600077	1	Low Emissions Package *South Coast AQMD Rule 1186 Compliant	\$1,706.00	\$1,620.00
Unpublished	1	Water Tank Level Gauge	\$632.00	\$600.00
4 HOPPER OPTIONS:				
600036	1	Abrasion Protection Package	\$1,090.00	\$1,035.00
600084	1	Dump Switch in Cab	\$237.00	\$225.00
Unpublished	1	Hopper Deluge System	\$737.00	\$700.00
600019	1	Hopper Load Indicators	\$474.00	\$450.00
600089	1	Hopper Screen Vibrator	\$1,706.00	\$1,620.00
Unpublished	1	Hopper Suction Inlet Wear Flange with Liner	\$1,579.00	\$1,500.00
Unpublished	1	Hopper Screen Upgrade: Mild Steel Standard Screen (Split)	\$843.00	\$800.00

Section / Type	Qty	Model 600® Sweeper and Cab/Chassis Equipment	Sourcewell Price	Sourcewell Ext (Includes 5% Discount)
5 PICK-UP HEAD OPTIONS:				
601000	1	Broom Assist Pick-Up Head (Exchange)	\$5,543.00	\$5,265.00
600063	1	Pick-Up Head Curtain Lifter	\$1,706.00	\$1,620.00
Unpublished	1	Pick-Up Head Pressure Inlet Water Injection System	\$1,895.00	\$1,800.00
6 AUXILIARY HAND HOSE OPTIONS:				
7 STAINLESS STEEL OPTIONS:				
Unpublished	1	Stainless Steel Hopper Drain System (High Capacity)	\$1,895.00	\$1,800.00
8 AIRPORT OPTIONS:				
9 SWEEPER ADDITIONAL OPTIONS:				
600008-B	1	Camera System - Standard Rear Camera and One Additional Camera	\$1,137.00	\$1,080.00
<i>Location: Pick-Up Head - Full Width</i>				
Unpublished	1	Sweeper Paint: TYMCO Standard White	\$0.00	\$0.00
10 UNPUBLISHED SPECIAL SWEEPER OPTIONS:				
Unpublished	1	Auto Sweep Assist (ASA)	\$2,632.00	\$2,500.00
Unpublished	1	Surcharge - Base Sweeper Unit	\$5,275.00	\$5,010.00
Section / Type	Qty	Model 600® Cab/Chassis Equipment	Sourcewell Price	Sourcewell Ext
11 CAB CHASSIS:				
600704	1	2025 International MV607, 33,000 lb. GVWR, 165" WB, Diesel (1-SPD) EPA *For Use in CARB 2 & EPA States Only	\$117,175.00	\$117,175.00
12 CHASSIS ADDITIONAL OPTIONS:				
Unpublished	1	Air Horn (Dual)	\$500.00	\$500.00
Unpublished	1	Fire Extinguisher	\$100.00	\$100.00
Unpublished	1	Hazard Reflectors	\$100.00	\$100.00
Unpublished	1	LED Amber Light Bar: Cab Mounted	\$1,800.00	\$1,800.00
Unpublished	1	LED Amber Traffic Directing Light: Rear Mounted	\$800.00	\$800.00
Unpublished	1	Slow Moving Vehicle Emblem	\$100.00	\$100.00
Unpublished	1	Truck Paint: Standard Factory White	\$0.00	\$0.00
13 UNPUBLISHED SPECIAL CHASSIS OPTIONS:				
14 DEALER UNPUBLISHED OPTIONS:				
15 TOTAL COST OF ACQUISITION COSTS				
	1	Freight / PDI / Inservice	\$9,500.00	\$9,500.00
	1	WA Sales/Motor Vehicle Tax (8.9%)`	\$31,773.45	\$31,773.45

**Purchasing Details: Issue Purchase Orders to TYMCO, Inc., ATTN: Kaye Morgan
(kaye.morgan@tymco.com | 254-799-5546).**

Quote is Good for 30 Days (Unless Otherwise Noted Above) | Pricing is Quoted in US Dollars (USD) | Payment Terms: Net 30 Days

Total Price:	\$388,778.45
FOB:	Walla Walla, WA
Delivery ARO:	30-60 Days - See NOTE Below

***Pricing Details: TYMCO, Inc. offers Sourcewell Members a 5% discount on all base sweeper models and sweeper options from the Sourcewell Price Catalog (Base + Items in Sections 1 through 10). Chassis, chassis options, dealer unpublished options and Total Cost of Acquisition Costs (Items in Sections 11 – 15) are not discountable. The Sourcewell Discount shown above is reflective of 5% of all applicable items on this quote.**

- Notes 1. Note: Delivery Subject to Truck Availability
2. PRICING NOTE: Sweeper and chassis are quoted using current pricing. Due to the current market situation, all cost increases for major components, and government mandated requirements, tariff surcharges, tariffs, and raw material surcharges may be added should they apply.

**SOURCEWELL
JOINT POWERS AGREEMENT**

This Agreement, made effective on the date hereof, is between the Sourcewell (formerly National Joint Powers Alliance) and the City of Walla Walla (hereinafter referred to as "Governmental Unit").

Recitals

- A. Sourcewell is a service cooperative established by Minn. Stat. § 123A.21 as a local unit of government pursuant to the Minn. Const. art. XII, sec. 3; and
- B. Sourcewell is explicitly authorized to provide cooperative purchasing services to eligible members following a competitive contracting law process to solicit, evaluate and award cooperative purchasing contracts for goods and services; and
- C. Sourcewell cooperative purchasing contracts are made available through the joint exercise of powers law to member agencies through Minn. Stat. § 471.59; and
- D. Membership in Sourcewell is available for all eligible state and local governments, education, higher education and nonprofit entities across North America; and
- E. Governmental Unit asserts it is authorized by its statutes to utilize contracts competitively solicited by another governmental unit; and
- F. Governmental Unit and Sourcewell desire to enter into this Joint Exercise of Powers Agreement for the purpose of Governmental Unit accessing available contracts for goods and services from Sourcewell Awarded Vendors.

Sourcewell and the Governmental Unit hereby agree as follows:

Agreement

- 1. Sourcewell will make its contracts for goods and services and/or other Sourcewell services available to the Governmental Unit. The Governmental Unit will be a Sourcewell Service Member.
- 2. The Governmental Unit may utilize the contracts or services procured or offered through Sourcewell to purchase supplies, equipment, materials and services.
- 3. The Parties to this Agreement will adhere to any and all applicable laws pertaining to the procurement of goods and services as they pertain to the laws of their state or nation.
- 4. This Agreement will become effective on the date hereof and shall remain in effect until canceled by either party upon thirty (30) days' written notice to the other party.

5. Each party agrees that it is responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof. The Governmental Unit will be responsible for all aspects of its purchase, including ordering its goods and services, inspecting and accepting the goods and services, and paying the Vendor who will have directly billed the Governmental Unit placing the order.

6. Both Parties to this Agreement agree to strict accountability of all public funds disbursed in connection with this joint exercise of powers as required by each party's respective laws.

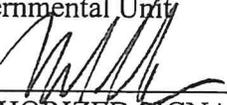
7. To purchase goods and services from Sourcewell contracts, the Governmental Unit must enter into a purchase order or other subsequent agreement in accordance with the terms and conditions of Sourcewell contracts and any requirements applicable to the Governmental Unit's governing body. The Governmental Unit must send purchase orders directly to the applicable Vendor and will make payments directly to the Vendor in accordance with its established procedures and terms of the Sourcewell contract. The Governmental Unit will not use the goods available under Sourcewell contracts for purposes of resale.

8. Pursuant to Minn. Stat. § 471.59, Subd. 5, if applicable, the Parties shall provide for the disposition of any property acquired as the result of such joint or cooperative exercise of powers, and the return of any surplus moneys in proportion to contributions of the several contracting parties after the purpose of the Agreement has been completed.

9. There shall be no financial remunerations by the Governmental Unit to Sourcewell for the use of Sourcewell procurements, contracts or agreements or the payment of any fees to Sourcewell. Both Parties to this Agreement acknowledge their individual responsibility to gain ratification of this agreement through their governing body as required by law.

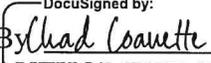
10. The Sourcewell contracts utilized by the Governmental Unit through this Agreement were procured or will be procured through the Uniform Municipal Contracting law, Minn. Stat. § 471.345.

IN WITNESS, WHEREOF, the parties have executed this Project Development Agreement effective the day and year written below.

Governmental Unit
By 
AUTHORIZED SIGNATURE

Its City Manager
TITLE

3/22/2019
DATE

Sourcewell
DocuSigned by:
By 
AUTHORIZED SIGNATURE

Its Executive Director/CEO
TITLE

3/26/2019 | 7:54 AM CDT
DATE

TYMCO

Airport runway equipment

#111522-TYM

Maturity Date: 2/3/2027

Website: tymco.com/purchasing 

[Products & Services](#)[Buy Sourcewell](#)[Documents](#)[Contact Information](#)

Products & Services

Sourcewell contract 111522-TYM gives access to the following types of goods and services:

- Regenerative air sweepers
- Airport runway sweepers
- High-speed runway sweepers
- Multi-purpose airport sweepers
- Blowers
- Glycol recovery sweepers
- Magnet sweepers
- Dustless sweepers
- Alternative fuel & CNG sweepers
- Stormwater catch basin cleaner

Additional information can be found on the vendor-provided, nongovernment website at:

tymco.com/purchasing 

TYMCO

Airport runway equipment

#111522-TYM

Maturity Date: 2/3/2027

Website: tymco.com/purchasing 

[Products & Services](#)[Buy Sourcewell](#)[Documents](#)[Contact Information](#)

Documents

Contract Documentation

 [Contract](#) 

Competitive Solicitation Documentation

 [Request for Proposal \(RFP\)](#) 

 [Proof of Publication](#) 

 [Proposal Opening Record](#) 

 [Proposal Evaluation](#) 

 [Comment & Review](#) 

 [Board Resolutions](#) 

Pricing Documentation

Information in this file is subject to change

 [Contract 111522-TYM-Price Information](#) 



ar-5680

Pgs. 16-19

City Council - Regular Meeting

Meeting Date: 05/28/2025

Item Title: Walla Walla Public Library Naming Recognition Policy

Submitted For: Heather VanTassell, Library

Financial Comments:

N/A

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Walla Walla Public Library Naming Recognition Policy

Information

HISTORY:

As part of the Library Capital Campaign, there is a high likelihood of the opportunity for donors to have name recognition for certain areas of the Walla Walla Library, if that particular donor chooses to do so. Staff is bringing forward a naming recognition policy that will guide this specific capital campaign but also potential future donations.

Council discussed the draft policy at the May 27, 2025 work session.

POLICY ISSUES:

Determine whether to adopt a naming opportunity policy for the Walla Walla Public Library.

ALTERNATIVES:

Not adopt the policy.

STAFF RECOMMENDATION:

City Council adopt the resolution establishing a naming opportunity policy for the Walla Walla Public Library.

CITY MANAGER COMMENTS:

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

Attachments

Res 2025-046

WWPL Draft Naming Opportunities Policy

RESOLUTION NO. 2025-046

A RESOLUTION ADOPTING A LIBRARY NAMING POLICY, AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

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.11.020 of the Revised Code of Washington provides that a city may regulate local or municipal affairs; and

WHEREAS, the Walla Walla City Council has been presented with a proposed library naming policy; 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 Walla Walla City Council hereby approves and adopts the attached library naming policy for the City of Walla Walla.

Section 2: The City Manager of the City of Walla Walla is hereby authorized and empowered to promulgate regulations to implement the naming policy hereby adopted.

PASSED on May 28, 2025 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

Walla Walla Public Library Naming Recognition Policy

Purpose

The purpose of this policy is to establish guidelines to recognize the generosity of individuals, corporations, foundation, or other donors by choosing to create a specific naming designation for facilities, rooms, or spaces. This policy ensures that naming rights recognize and honor significant philanthropic contributions while maintaining the integrity, mission, and values of the City of Walla Walla and the Walla Walla Public Library.

Even though the City of Walla Walla is grateful for and encourages donations, the City holds the right to decline any gift to the Library or reject any naming proposal. The City recognizes that naming a portion of a facility is a decision of immense importance. Therefore, making these decisions is undertaken with an appreciation for that significance. The City considers the granting of Naming Rights one of the highest distinctions it can bestow.

General Principles

1. **Alignment with Library Values** – Naming opportunities must align with the Library’s mission to inspire lifelong learning, foster community engagement, and provide equitable access to knowledge and resources.
2. **Philanthropic Intent** – Naming rights will be granted in recognition of substantial financial contributions toward a capital project.
3. **Approval** – All naming opportunities require approval by the City administration.
4. **Duration of Naming Rights** – The City reserves the right to establish time-limited or perpetual naming rights based on the level of contribution and the nature of the space or asset.
5. **Revocation of Naming Rights** – The City reserves the right to revoke naming rights if the named entity is found to be inconsistent with the values and reputation of the City or the Library.

Recognition & Plaques

- All named spaces will be recognized with appropriate signage, subject to design approval by the City.
- Donors will be recognized in campaign materials, at special donor appreciation events, and in other manners as appropriate.

- The City may work with donors to ensure the appropriate wording and placement of naming recognition.

Duration & Renaming

- Named spaces will typically retain their designation for a minimum of 10-20 years unless otherwise specified in the agreement.
- In cases of major renovations or changes in use, the City reserves the right to modify or retire named spaces, with efforts to honor past donors.
- Donors or their estates will be notified of any potential renaming.

Approval Process

1. Prospective donors will work with Library leadership to discuss naming opportunities.
2. A formal agreement, including terms and duration, will be developed and executed.
3. City administration will review and approve all naming rights agreements.
4. The agreement will be filed with the City Clerk's office and retained as required by state law.

Amendments & Exceptions

The City reserves the right to amend this policy as necessary and to make exceptions in extraordinary circumstances, ensuring that all decisions uphold the City's and Library's mission and values.



ar-5690

Pgs. 20-23

City Council - Regular Meeting

Meeting Date: 05/28/2025

Item Title: Lease Agreement for Traffic Signal Communications

Submitted For: Ki Bealey, Public Works Department

Project No:
NA

Financial Comments:

Lease term: up to 10 years

Year 1-5: \$125/month

Year 6-10 (if extended): \$140/month

Radio communications were determined to be the most cost-effective communication option at this time.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Authorizes a lease agreement to attach traffic signal communications equipment to a privately owned communications tower located off Rose Street.

Information

HISTORY:

Traffic signal operations have been transitioning to a computerized centralized system over the past decade+. The centralized system allows traffic signal operations to be monitored and maintained from a central location (vs. driving to each site). To accomplish this, each signal has to be connected to the central system with two-way communications. This lease agreement allows the city to install a radio on an existing private communications tower off Rose Street, allowing seven signals along and adjacent to the Myra Road corridor to be linked to the central system. This work is related to the Myra Road Traffic Signal Coordination and Illumination project (grant funded; Resolution 2023-062).

POLICY ISSUES:

Lease agreements greater than one year require Council authorization (WWMC 2.09.030C).

PLAN COMPLIANCE:

STRATEGIC PLAN:

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

HIGH PERFORMING ORGANIZATION - The City will develop a culture of continuous improvement, collaboration with organizations and partners within the community, financial stability/sustainability, and a well trained and supported work force.

COMPREHENSIVE PLAN:

Transportation Goal 6 Maintain the predictable movement of goods and people throughout the City of Walla Walla to relieve traffic congestion and improve reliability for freight.

TP Policy 6.3 Improve travel reliability, safety, and efficiency with system management solutions (e.g., coordinated traffic signal timing).

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.

GREENHOUSE GAS REDUCTION POLICY (Res. 2012-31):

- Pursue GHG reduction related initiatives and activities in a cost-effective manner.
- Conserve natural resources to minimize energy used and greenhouse gas emissions and to preserve and promote the ability of such resources to remove carbon from the atmosphere.

ALTERNATIVES:

1. Do not provide communications.
2. Pursue a fiberoptic connection.
3. Use cellular.

STAFF RECOMMENDATION:

Authorization of the lease agreement.

CITY MANAGER COMMENTS:

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

Attachments

Res 2025-047

RESOLUTION NO. 2025-047

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO EXECUTE A LEASE AGREEMENT WITH THE MARSHALL M. KEYMER AND JULIE SANDERS KEYMER TRUST, AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

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.11.010 of the Revised Code of Washington provides that a city may lease property; 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 needs property upon which to locate a radio antenna and equipment on property owned by the Marshall M. Keymer and Julie Sanders Keymer Trust to control traffic lights on Myra Rd.; 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 lease agreement on behalf of the City of Walla Walla to locate a radio antenna and equipment on property owned by the Marshall M. Keymer and Julie Sanders Keymer Trust to control traffic lights on Myra Rd.

Section 2: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and extensions to the lease 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 aggregate value of all amendments, modifications, and change orders may not exceed \$50,000.00 annually.

Section 3: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the lease and any amendments, modifications, or extensions authorized by this resolution, and to attach to each duplicate thereof a copy of this resolution.

PASSED on May 28, 2025 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



ar-5693

Pgs. 24-32

City Council - Regular Meeting

Meeting Date: 05/28/2025

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Approves the minutes of the May 12, 2025 Work Session and the May 14, 2025 Regular Meeting.

Attachments

05-12-2025 Minutes

05-14-2025 Minutes

DRAFT

WALLA WALLA CITY COUNCIL Work Session Minutes May 12, 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; Parks & Recreation Director Andy Coleman; Deputy Director Development Services Emily Arteché; Planner Lisa Wasson-Seilo; City Clerk Lisa Neissl

Attendees: Jackson Anderson, Wiffle Ball Presentation; Clay White, Kimley-Horn and Assoc.

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

2. ACTIVE AGENDA

A. Wiffle Ball Field Project

Jackson Anderson, a student at Garrison Middle School, gave a presentation on his proposal to add a regulation wiffle ball field to Tietan Park.

There was discussion on:

- The history of a wiffle ball tournament put on by the late Andrew Reed in his backyard.
- Information about the game, including players, positions, strike zone, and rules.
- The proposed layout design of the field.
- Offers from local contractors to donate time for construction.
- The need to fundraise for the money to pay for materials.
- Minimal costs for the equipment (a bat and ball) for a person to play the game.
- Tournaments are held in other areas around the state.
- Other games, such as blitz ball, use a similar layout.
- A community engagement plan to get word out about the addition of the field.
- Staff is currently gathering estimates for the materials cost.
- Potential to name the field in honor of Andrew Reed and a tournament in honor of Jackson Anderson.

B. Proposed Middle Housing Code Changes

Staff and the consultant gave a presentation on the proposed Middle Housing Code changes.

There was discussion on:

- The community survey responses.
- The timing of adoption and updates to the comprehensive plan.
- Incentives to add additional parking spaces to allow reduction in setbacks.
- Increase the diversity of the supply of available housing types.
- Affordability - "middle housing" is not always low income, but increases the availability of housing which can free up more affordable options.
- Importance of keeping with the character of the community.
- The types of middle housing available in Walla Walla.
- Some potential barriers in the building codes to building three or four plexes as they are subject to commercial codes, which increases the cost of building.
- If the city does not take action to implement its own ordinance, the default state regulations would automatically be implemented.

C. State of the City Presentation

City Manager Chamberlain gave a presentation on the State of the City and briefly answered questions from council.

3. MEETING ENDS

There being no further business, the meeting ended at 6:07 p.m.

Approved:

Mayor

Attest:

City Clerk

DRAFT

WALLA WALLA CITY COUNCIL Regular Meeting Minutes May 14, 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; City Attorney Tim Donaldson; Environmental Engineer Leah Rohan; Public Works Director Ki Bealey; Finance Director Liz Moeller; Planner Lisa Wasson-Seilo; Deputy Director Development Services Emily Arteche; City Clerk Lisa Neissl

Mayor Scribner called the meeting to order at 6:31 p.m.

2. PLEDGE OF ALLEGIANCE - Led by Council Member Eskil

3. PRESENTATIONS AND PROCLAMATIONS

A. Proclamation - Bike Month - May 2025

Mayor Scribner read a proclamation declaring May 2025 as Bike Month in the City of Walla Walla.

B. Proclamation - Older Americans Month - May 2025

Mayor Scribner read a proclamation declaring May 2025 as Older Americans Month in the City of Walla Walla.

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

Mayor Scribner read a proclamation declaring the week of May 18 - 24, 2025 as National Public Works Week in the City of Walla Walla.

D. Civics Bee Recognition

Mayor Scribner provided an overview of the recent Civics Bee and introduced Arlene Alen of the Walla Walla Valley Chamber of Commerce, who put on the competition. Ms. Alen introduced two of the winners who will be moving forward in the competition at State and potentially Federal competitions.

4. PUBLIC COMMENTS:

Andrew Hunt expressed concerns about the treatment of the chalker.

5. CONSENT AGENDA

Staff introduced consent agenda items A through C as follows:

- A. Resolution 2025-041: Authorizes the retirement of three obsolete Landfill assets.
- B. 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. (Moved to active agenda as item A-1)
- C. Approves the minutes of the April 21, 2025 Work Session and the April 23, 2025 Regular Meeting.

At the request of the Council, item B was moved to the active agenda as item A-1.

Moved by Councilmember Jeffrey Robinson, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss to approve the consent agenda items A and C as presented.

Yes: 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

Carried - Unanimously

6. ACTIVE AGENDA

- A 1. 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. (Formerly consent agenda item B)

Staff gave a presentation on the specifics of the contract and the regulations that make it necessary. There was discussion on:

- This is a continuing service that has been utilized over the past several years.
- The costs of this contract are built into the landfill rate structure.
- The landfill is heavily regulated by state administrative codes that require this work to be done.
- Staff do not have the specialized expertise or licenses to perform these activities.
- Options for solid waste disposal other than operating a landfill.
- Other agencies who use the landfill for their solid waste disposal pay fees to do so.
- This contract would provide services for the next five years.

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Jeffrey Robinson to approve Resolution 2025-042 authorizing 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.

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

No: Mayor Tom Scribner

Carried

- A 2. 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.

Staff provided a brief overview of the presentation given at the Monday work session.
Public Comment: Sharon Schiller expressed concerns over public participation in the process.
There was discussion on:

- Diversifying the housing supply.
- Improving the supply vs. demand ratio will eventually reduce costs.
- If the state model ordinance was implemented, it would not be tailored to our circumstances.
- Outreach activities that have taken place over the development of the proposed codes.
- How the public survey was advertised.
- Incentives to encourage additional off-street parking.

Moved by Councilmember Gustavo Reyna, **seconded by** Councilmember Jeffrey Robinson to approve 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.

Yes: 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

Carried - Unanimously

- B. 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.

Staff provided information on the project and noted that it is almost fully grant-funded.
Council asked questions about what areas of town these wells service and if staff expect any impact on the funding source by federal grant cuts.

Moved by Councilmember Monte A. Willis, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss to approve Resolution 2025-043 authorizing 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.

Yes: 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

Carried - Unanimously

- C. Ordinance 2025-08: Amending the 2025-26 Biennial Budget
Ordinance 2025-09: Amending the Capital Improvement Projects Budget

Staff gave an overview of the information provided in the agenda report.
There was discussion on:

- The details that were provided in the report.
- The reserves will remain above the policy minimums.
- The redistribution of the workers' compensation funds among departments.
- This is the standard quarterly amendment, just done a bit early due to logistics in staff scheduling.

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Jeffrey Robinson to approve Ordinance 2025-08 amending the 2025-2026 Biennial Budget.

Yes: 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

Carried - Unanimously

Moved by Councilmember Jeffrey Robinson, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss to approve Ordinance 2025-09 amending the Capital Improvement Projects Budget.

Yes: 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

Carried - Unanimously

D. Resolution 2025-044: Accepts Lodging Tax Advisory Committee Funding Recommendations

Staff provided information on the recommendations of the LTAC to provide additional awards. Public Comment: Rob Moore and Jonelle McCoy expressed appreciation for the support of the Walla Walla Pride event.

There was discussion on:

- The funding award to Walla Walla Pride, and they are now aware of the application cycle.
- Practices implemented to prevent future contract errors.
- The previous award to Grenechfest has been canceled, saving \$60,000 over the two-year funding cycle.

Moved by Councilmember Gustavo Reyna, **seconded by** Councilmember Jeffrey Robinson to approve Resolution 2025-044 accepting Lodging Tax Advisory Committee Funding Recommendations.

Yes: 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

Carried - Unanimously

E. Approve April 2025 Accounts Payable Register

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Gustavo Reyna to approve the April 2025 accounts payable register except for checks 31649, 31742, & 31977 totaling \$8,659.00 to Blue Mountain Action Council.

Yes: 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

Carried - Unanimously

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Brian Casey to approve payment of checks 31649, 31742, & 31977 totaling \$8,659.00 to Blue Mountain Action Council. (Councilmember Reyna to abstain.)

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

Other: Councilmember Gustavo Reyna (ABSTAIN)

Carried

F. Approve the April 2025 Payroll and Benefit Transactions

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Brian Casey to approve the payroll ending April 30, 2025.

Yes: 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

Carried - Unanimously

7. COUNCIL MEMBER MEETING REPORTS

Councilmember Moss reported attendance at the following:
The work session, the agenda setting, the Walla Walla County Health Advisory Committee, the Arbor Day celebration at Green Park Elementary, and a meeting with Councilmember Robinson and staff regarding CDBG issues.

Councilmember Casey reported attendance at the following:
The work session, and the Metropolitan Planning Organization meeting.

Councilmember Reyna reported attendance at the following:
The work session, the Arbor Day celebration at Green Park Elementary, read a proclamation at the Unity and Diversity event, the library funding meeting, a Whitman Pow Wow, and the West Ward Town Hall planning meeting.

Councilmember Willis reported attendance at the following:
The work session, the Arts Commission meeting, the Solid Waste Advisory Committee meeting, and the Columbia REA annual dinner.

Councilmember Eskil reported attendance at the following:
The work session.

Councilmember Robinson reported attendance at the following:
The work session, a meeting with Councilmember Moss and staff regarding CDBG issues, the library funding meeting, the West Ward Town Hall planning meeting, and announcing the birth of his Great Niece.

8. UNFINISHED AND NEW BUSINESS

A. City Central Newsletter

The City Manager provided an update on the staff plan moving forward with the newsletter.
Mayor Scribner gave a brief statement about where this item was left the last time it was on the agenda.

Moved by Councilmember Monte A. Willis, **seconded by** Councilmember Jeffrey Robinson to take the matter off the table.

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

No: Councilmember Rick Eskil, Mayor Tom Scribner

Carried

Public comment: Barbara Clark provided handouts and expressed her preference for a paper newsletter mailed in utility billing. Sharon Schiller asked how to get a paper copy. R.L. McFarland spoke about who gets the bill for a rental property.

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Jeffrey Robinson to continue the meeting beyond 9:30 p.m.

Yes: Councilmember Brian Casey, Councilmember Rick Eskil, Councilmember/Mayor Pro Tempore Steve Moss, Councilmember Gustavo Reyna, Councilmember Jeffrey Robinson, Mayor Tom Scribner

No: Councilmember Monte A. Willis

Carried

There was discussion on:

- Newsletters are not eliminated, just changing the format.
- Entering the digital age.
- No way to measure how many people read the mailed paper copies or tossing them in the recycle or garbage.
- The upcoming postal rate increases.
- If data is available to evaluate who reads a specific format, and how accurate the available data is.
- Availability to receive a paper copy if so desired.
- Feeling that people like receiving a paper copy in their bill.
- Benefits of an electronic copy with expanded information and additional visuals.
- Costs of mailing paper copies.

Moved by Mayor Tom Scribner, **seconded by** Councilmember Brian Casey to continue providing the paper newsletter in the bills through the end of the year and review early next year.

Yes: Councilmember Brian Casey, Councilmember Rick Eskil, Mayor Tom Scribner

No: Councilmember/Mayor Pro Tempore Steve Moss, Councilmember Gustavo Reyna, Councilmember Jeffrey Robinson, Councilmember Monte A. Willis

Failed

Moved by Councilmember Monte A. Willis, **seconded by** Councilmember Jeffrey Robinson to accept the proposal of the City Manager as presented.

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

No: Mayor Tom Scribner

Carried

B. 2025 Quarterly Report

Staff provided the quarterly report and there was some discussion regarding how this process will take place in the future.

9. EXECUTIVE SESSION

At 9:49 p.m. Mayor Scribner announced the City Council would be recessing to an executive session to discuss with legal counsel representing the City:

- 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.

The executive session will last no longer than 1 hour, and no further business will come before the Council in open session.

The meeting recessed at 9:49 p.m.

10. MEETING ENDS

There being no further business, the meeting ended at 10:16 p.m.

Approved:

Mayor

Attest:

City Clerk



ar-5689

Pgs. 33-37

City Council - Regular Meeting

Meeting Date: 05/28/2025

Item Title: Amending the 2025-26 Biennial Budget for Golf Course Operations

Submitted For: Elizabeth Moeller, Finance Department

Financial Comments:

The City of Walla Walla will assume responsibility for operating the Golf Course on January 1, 2026. This budget amendment will appropriate the operating revenue and the operating expenses.

Original Revenue Budget: \$166,280

Updated Revenue Budget: \$1,312,771, an increase of \$1,146,491

Original Expense Budget: \$118,720

Updated Expense Budget: \$1,202,800, an increase of \$1,084,080.

Staff have attached a listing of all revenue sources.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Amend the 2025-26 biennial budget to include the City's operation expenses for the golf course.

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 its budget quarterly. This adjustment is for the Golf Course.

The current lease agreement with W3 Entertainment, Inc. expires December 31, 2025. Discussions between city staff and lessee have led to the City Manager recommending that the City assume operations of the Golf Course beginning January 1, 2026. Staff briefed the City Council on this recommendation at the March 24, 2025 work session. Parks and Recreation Director, Andy Coleman, held a community meeting at the golf course on April 10, 2025 to share the staff's recommendation and hear from the golfers.

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 and staff would return to City Council with alternatives for golf course operations.

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 2025-10

Golf Course Revenue Sources and Expenses

ORDINANCE NO. 2025 -10

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 biennial budget revenues that 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 a 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:

	2026
Golf Course Fund	\$1,126,600

Section 2: The 2025-2026 Biennial Budget be amended to include the following adjustments to expenses.

	2026
Golf Course Fund	\$1,084,080

Section 3: The City Council agrees that the City will assume responsibility for the daily operations of the golf course beginning January 1, 2026.

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 28th day of May 2025.

Mayor

Attest:

Approved as to form:

City Clerk

City Attorney

SUMMARY OF ORDINANCE NO. 2025-10

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

Revenue- Appropriations:

	2026
Golf Course Fund	\$1,126,600

Expenses:

	2026
Golf Course Fund	1,084,080

The Walla Walla City Council passed Municipal Ordinances 2025-10 at the May 28, 2025, regular meeting. In summary, these amounts amend the budget for the years 2025-2026.

The full text of Municipal Ordinance 2025-10 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

2026 Proposed Golf Course Budget

Revenue

Estimated Beginning FB	\$	19,891
Annual Membership		247,000
Green Fees		450,000
Cart Shed Rental		27,000
Pro Shop		73,000
Food & Bev		164,000
Cart Rental		145,000
Golf Rounds Surcharge		31,000
Driving Range		66,000
Parks Rent - Estimate		18,000
Cell Tower Rent		21,880
Transfer-in GF Support		50,000
Total Revenue	\$	1,312,771

Expenses

Salaries - Benefits FTE	\$	404,500
Salaries - Benefits Temp		235,000
Supplies		100,000
City Utilities		76,300
Utilities		30,000
Golf Cart Lease		75,000
Other Services		10,500
Sales Tax/Other tax		99,500
Admin Service Charges		42,000
Equipment Replacement		72,000
Equipment Maint/Fuel		58,000
Total expense	\$	1,202,800

Estimated Ending FB **\$** **109,971**