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WALLA WALLA CITY COUNCIL
Regular Meeting Agenda
April 8, 2026 - 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/81659504926> or by calling 253-215-8782 and entering meeting ID 816 5950 4926#. 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 - Public Safety Telecommunicators Week - April 12-18, 2026.

B. Pgs. 5-6 Proclamation - Arbor Day - April 17, 2026.

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 CityClerk@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. 7-12 Resolution 2026-028: Adoption of the updated Water Shortage Response Plan

- B. Pgs.13-29 Resolution 2026-029: Authorizes a one year lease agreement with the Washington Water Trust to lease 5.5 cfs of Mill Creek surface water leaving it in the stream during the months of June and July 2026
- C. Pgs. 30-52 Resolution 2026-030: Authorizing City Fleet Vehicle/Equipment Replacement Program Purchases
- D. Pgs. 53-58 Approves the minutes of the March 23rd Work Session and the March 25th Regular Meeting.

6. **ACTIVE AGENDA**

- A. Pgs. 59-63 Resolution 2026-031: Rejects all bids for the construction contract for the renovation and expansion of the Walla Walla Public Library
- B. Pgs. 64-71 Resolution 2026-032: Authorizes an interlocal agreement for reciprocal borrowing
- C. Pgs. 72-103 Resolution 2026-033: Accepts a Connecting Housing to Infrastructure (CHIP) grant from the Washington State Department of Commerce, providing \$115,556 in grant funds to support the Common Roots Housing Trust, Fern Avenue Cottage Homes affordable housing project.
- D. Pgs. 104-108 Resolution 2026-034: Determining that the City of Walla Walla Hearing Examiner will conduct the public hearing on the proposed MC Gateway Development Agreement.
- E. Pgs. 109-127 Approve the March 2026 Accounts Payable Register
- F. Pgs. 128-130 Approve the March 2026 Payroll and Benefits Transactions.

7. **COUNCIL MEMBER MEETING REPORTS**

8. **UNFINISHED AND NEW BUSINESS**

9. **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-5940

Pgs. 3-4

City Council - Regular Meeting

Meeting Date: 04/08/2026

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation - Public Safety Telecommunicators Week - April 12-18, 2026.

Attachments

Proclamation



PROCLAMATION

WHEREAS, the Washington state chapter of the Association of Public-Safety Communications Officials (APCO) and National Emergency Number Association (NENA) is composed of members representing telecommunications from every facet of public safety in Washington state the City of Walla Walla; and

WHEREAS, 9-1-1 telecommunicators in Walla Walla and across the state are available around the clock to answer calls from people in distress; and

WHEREAS, 9-1-1 telecommunicators are also radio lifelines for police officers, firefighters, and emergency medical personnel who respond to emergencies; and

WHEREAS, 9-1-1 telecommunicators are responsible for a wide range of public warnings, including notification of AMBER alerts, earthquakes, tsunamis, hazardous materials releases, and other threats to public safety; and

WHEREAS, countless lives have been saved by prompt, effective, and compassionate responses by 9-1-1 telecommunicators; and

WHEREAS, 9-1-1 telecommunicators are truly the first First Responders;

NOW, THEREFORE, I, Gustavo Reyna, Mayor of the City of Walla Walla, do hereby proclaim the week of April 12-18 as:

Public Safety Telecommunicators Week

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 8th day of April 2026.

Mayor, Gustavo Reyna

A WONDERFUL PLACE TO **LIVE WORK PLAY**

15 N. 3rd Ave., Walla Walla, WA 99362 | 509.527-4424 | wallawallawa.gov



ar-5930

Pgs. 5-6

City Council - Regular Meeting

Meeting Date: 04/08/2026

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation - Arbor Day - April 17, 2026.

Attachments

Proclamation



PROCLAMATION

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

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

WHEREAS, the City of Walla Walla takes great pride in its trees, which increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees are an important part of the storm water system, habitat for wildlife and a source of shade, oxygen, and wellbeing for our residents; and

WHEREAS, the City of Walla Walla has received the Arbor Day Foundation's Tree City USA award for thirty-two consecutive years; and

WHEREAS, a celebration in honor of Arbor Day in the Walla Walla area is scheduled for April 17, 2026.

NOW, THEREFORE, I, Gustavo Reyna, Mayor of the City of Walla Walla, do hereby proclaim April 17, 2026 as:

ARBOR DAY

in the city of Walla Walla, and I urge every resident of whatever age, to undertake tree planting and tree care projects on public and private properties which will enhance Walla Walla's Urban Forest.

Given under my hand and Seal of the City of Walla Walla on this 8th day of April 2026.

Mayor, Gustavo Reyna

A WONDERFUL PLACE TO **LIVE WORK PLAY**

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ar-5927

Pgs. 7-12

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Update to the City's Water Shortage Response Program

Submitted For: Adam Klein, Public Works Department, Engineering - Capital Programs

Add'l Contributors: Adrian Sutor (Water), Joe West (Water Treatment), Scott Holbrook (Water Distribution)

Project No:

NA

Financial Comments:

NA

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Update to the City's Water Shortage Response Program

Information

HISTORY:

Based on input/recommendations from the City's Water/Wastewater Advisory Committee, a water shortage response policy/program was adopted in 2002 (Resolution 2002-37). The purpose was to establish procedures to enact if a (drinking) water shortage reaches emergency proportions (e.g., drought, wildfire, etc.). The policy was reviewed (by the Water/Wastewater Advisory Committee) and updated in 2005 (adopted by Resolution 2005-58).

The Water/Wastewater Advisory Committee reviewed the policy in 2024 and recommended additional updates to the policy. Staff updated the Water Shortage Response Plan, and the Water/Wastewater Advisory Committee reviewed and recommended approval of the updated plan during the November 19, 2025, committee meeting. The draft Water Shortage Response Plan was presented to Council for input at the December 15, 2025, work session. At the December 17, 2025, regular meeting, Council identified a desire to be included in the customer notification/response process and tabled the item. Staff modified the plan and shared with the Water/Wastewater Advisory Committee during the February 18, 2026, committee meeting. Staff provided a revised redlined revision to Council with the March 9, 2026, work session agenda packet covering the City's Water System, Use, and Other Related Items. No additional comments were received.

POLICY ISSUES:

The plan sets thresholds and actions to take during a water shortage — see the attached draft policy.

PLAN COMPLIANCE:

STRATEGIC PLAN:

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

COMPREHENSIVE PLAN:

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

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

ENR Policy 1.10 Plan for the anticipated impacts of climate change, and participate in broader efforts to minimize climate change.

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 1.1 Maintain updated plans for the provision of public utility services.

ALTERNATIVES:

Different thresholds could be set or different actions taken.

STAFF RECOMMENDATION:

Adopt an updated Water Shortage Response Program.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-028

RESOLUTION NO. 2026-028

A RESOLUTION ESTABLISHING A WATER SHORTAGE RESPONSE PROGRAM WITHIN THE CITY OF WALLA WALLA WATER SERVICE AREA BOUNDARY

WHEREAS, the City Council has established a City Water/Wastewater Advisory Committee to study available means of water conservation and waste reduction, as well as other means of protecting and supplementing the City's surface and groundwater resources, and

WHEREAS, the City Water/Wastewater Advisory Committee has determined that the City needs to clarify the specific city procedure and response program in the event of a water shortage that reaches emergency proportions, and

WHEREAS, the water shortage response program is devised to provide public information and a protocol for City action during a water shortage, and

WHEREAS, the purpose of the water shortage response program will be to protect the public health, the drinking water supply, sufficient fire flows, and other municipal water uses, and

WHEREAS, the City's Water/Wastewater Advisory Committee has recommended adoption of a water shortage response program, and it is considered that the best interest of the City of Walla Walla will be served by the adoption of such program,

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 of Walla Walla hereby adopts the following water shortage response program:*

1. **Procedure:** In the event that the Public Works Water Management Team (Public Works Director, Deputy Public Works Director, Water Operations Manager and the Water Utility Engineer) determines that a water shortage may be occurring in the City of Walla Walla, the Director shall contact the City Manager to discuss the potential shortage. If the City Manager concurs that a shortage exists, the City Manager shall authorize the Water Shortage Response Elements (WSRE) necessary to address the water shortage. The City Manager shall promptly notify the City Council of the action.
2. **Notification:** The City Manager (or designee) shall issue public notice of the water shortage and the actions being taken.
3. **Emergency Conservation Levels:** In order to establish the level of response regarding a water shortage event, the Water/Wastewater Advisory Committee has identified levels of shortages as Stage 1 (Monitor), Stage 2 (Voluntary), Stage 3

(Mandatory) and Stage 4 (Emergency). The City Manager shall determine the level in consultation with the Public Works Director and shall direct public notification efforts.

4. **Prompts:** Declarations will be considered when any factor listed below is met.

Stage 1 – Monitor:

- Statewide declaration of drought.
- Maximum production is within 10% of hourly demand

Stage 2 – Public Notice & Voluntary Reduction:

- Maximum production does not meet the highest hourly demand but does equal 100% of demand over a 24-hour period

Stage 3 - Mandatory Reduction:

- Production is < 100% of daily demand over a 24-hour period.

Stage 4 - Emergency:

- Maximum production per 24-hour period is < the daily demand average of the most recent low demand period.
 - The low demand period is during December, January & February.

5. **Water Shortage Response Actions:** In the event of a water shortage, the City will endeavor to use the minimum number of elements necessary to curb water consumption to address the level of shortage. The Water Management team can recommend and/or implement other elements in addition to those listed below:

Stage 1– Monitor & Advise:

- Cease ASR operations.

Stage 2– Public Notice & Voluntary Reduction:

- Begin public education campaign to encourage voluntary water conservation
 - a. Request that residential customers voluntarily reduce water use by 10%
 - b. Request that customers with 2” or greater meter reduce water use by 15%
- Reduce water in City Parks' non-play areas and the golf course.

Stage 3 - Mandatory Reduction:

- Declare Emergency and ratify emergency actions with City Council within two (2 weeks).
- Revise public education campaign to communicate mandatory water use restrictions.
- Implement Mandatory Water use restrictions. Non-compliance can result

in fines.

Enforcement actions against violators of these provisions are based on Chapter 13.04.090 of the Municipal Code.

Mandatory restrictions may include:

- a. No car washing at home or washing sidewalks.
- b. No watering to control dust for construction projects.
- c. No watering of lawns during the day.
- d. Reduced or no water in City Parks
- e. Odd/even address lawn watering during the night.
- f. No watering of commercial or industrial landscape areas.
- g. Other irrigation restrictions as deemed necessary.
- h. Cease intertie water deliveries after contractually required notification.
- i. Audit of large water users to determine if further reductions are possible.
- j. Phased water use restrictions for identified customer groups and/or geographical locations (e.g. water may be used between certain hours during different times across the city, caps on amount used per day, etc.).
- k. Denial of new building permits until the emergency is resolved and system infrastructure is adequate to address reasonable risks in the future.

Stage 4 - Critical:

- Water for essential use only (drinking, bathing, cooking, etc.)

6. **Continuing Action:** In the event that a water shortage event occurs in the city, the Water Management team shall evaluate the success of the response every 7 days and provide recommendations to modify the plan to the City Manager/Council.

Section 2: The water shortage response program hereby adopted replaces and supersedes the program previously adopted by Walla Walla Municipal Resolution 2005-58.

PASSED by the City Council of the City of Walla Walla, Washington, this 8th day of April, 2026.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



ar-5929

Pgs.13-29

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: 2026 Water Rights Lease Agreement with the Washington Water Trust

Submitted For: Adam Klein, Public Works Department, Engineering - Capital Programs

Project No:

NA

Financial Comments:

The Washington Water Trust has extended to the City a maximum allowable compensation rate of \$122.76 per acre-foot, representing a potential payment of up to \$81,691.87 provided all lease conditions are fulfilled. In exchange, the City will operate Well #1 and/or Well #6 during June and July of 2026 to decrease its draw of raw water from Mill Creek. The compensation is structured to offset both well pumping expenses and lost hydropower revenue, with the overall intent that the lease have no net financial impact on the City.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Authorizes a One (1) year lease agreement with the Washington Water Trust to leave 5.5 cubic feet per second (cfs) of the City's Mill Creek water right in Mill Creek during the months of June and July 2026.

Information

HISTORY:

The lease agreement was discussed with Council under new and unfinished business at the February 25 meeting and presented to Council at the March 9 Work Session.

WHAT IS THIS AGREEMENT?

This is a one year lease agreement with the Washington Water Trust to temporarily reduce the City's Mill Creek surface water right by 5.5 cfs during the months of June and July of 2026 by pumping from City Well #1 or Well #6. This is a repeat of water leases signed in 2021 through 2024.

WHY IS IT NEEDED?

Though this is not a "necessary" action, it is supportive of the actions/projects identified in the 2018 Mill Creek Report addressing improvements to the City of Walla Walla's Municipal Water Supply System in association with increasing flows in Mill Creek for Salmonids and Other Native Aquatic Life. Preparation of the report was a permit mandate from the 2016 Washington State Department of Ecology (DOE) Reservoir Permit issued to the City for aquifer storage and recovery (ASR). The report was cooperatively prepared by City staff, the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), and the Washington State Department of Fish and Wildlife (WDF&W).

This water lease agreement was identified as one of the actions to explore to augment in-stream flows during critical timeframes for fish while maintaining and potentially enhancing the City's ability to meet water supply goals. In summary, the purpose of this lease is to temporarily reduce the City's Mill Creek surface water right to increase flows in Mill Creek for salmonids and other native aquatic life.

IS THE COST REASONABLE?

The Washington Water Trust has offered the City the water right compensation they are authorized to give, resulting in a payment of up to \$81,691.87 per year. The compensation from Washington Water Trust will pay for well pumping costs and the loss of hydropower revenue. It is intended to be revenue neutral for ratepayers, and staff has verified this based on previous water leases and pumping costs.

WHAT IF THERE'S A WATER EMERGENCY?

The agreement includes an emergency exception: "In the event of a water shortage emergency, natural disaster or mechanical or other failure of its wells, the CITY OF WALLA WALLA reserves the right in its sole discretion to make use of its WATER RIGHTS in excess of that contemplated by this AGREEMENT. There shall be no compensation made from the

WWT under such conditions."

POLICY ISSUES:

City Council approval is required to approve contracts/agreements greater than or equal to \$50,000 and leases longer than one year.

PREVIOUS COUNCIL ACTIONS RELATED TO THIS ITEM:

Resolution 2020-129: Authorized 2021 water lease.

Resolution 2022-081: Authorized 2022 water lease.

Resolution 2023-068: Authorized 2023-2024 water lease.

PLAN COMPLIANCE:

STRATEGIC PLAN:

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:

Community Character Goal 5 Walla Walla incorporates open spaces and natural features as part of its attractions and regional identity.

CC Policy 5. 1 Work with public and private partners to enhance the Mill Creek corridor with ecological restoration and trails to become a keystone asset in the city's physical identity. CC Policy 5. 2 Protect and revitalize stream corridors and natural areas as the foundation of the city's character and name.

Land Use Goal 2 Walla Walla coordinates with neighboring communities and state agencies for the improvement of the region.

LU Policy 2. 7 Continue coordination with the Confederated Tribes of the Umatilla Indian Reservation, the Army Corp of Engineers, and the Walla Walla County Flood Control District to restore Mill Creek.

WALLA WALLA WATER 2050 STRATEGIC PLAN

This plan lays out strategies to mitigate over-allocated water supplies in the Walla Walla Basin.

Strategic Plan Goals from the 2050 Strategic Plan, which supports a water lease, include:

Improve Instream Flows - A core goal is to improve instream flows to meet targets for critical species.

Fish Population Recovery - Restoring streamflows is essential to increasing critical fish species population and abundance to support sustainable natural production and tribal fisheries.

Water Supply Resiliency - The plan seeks to build resiliency in the water supply to meet both current and future water demands for people and farms while balancing the needs of the ecosystem

The 2050 Strategic Plan also includes several high-priority (Tier 1) strategies that are met by water leasing and acquisition activities:

Water Rights Acquisitions (Strategy 1.04): This Tier 1 strategy specifically calls for water rights acquisitions (including short-term, long-term, and split-season) to restore streamflows.

Restoration of Streamflows: By leaving water in the creek rather than diverting it, the City supports the overarching goal of balancing instream and out-of-stream water needs.

Groundwater and Surface Water Connectivity: Increased surface water in stream channels can boost base flows through improved connectivity with shallow aquifers, especially during low-flow summer periods

ALTERNATIVES:

An alternative would be to not accept the lease or propose modifications.

STAFF RECOMMENDATION:

Adopt a resolution authorizing the lease as presented.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-029

Draft water lease agreement

RESOLUTION NO. 2026-029

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO EXECUTE A WATER RIGHTS LEASE AGREEMENT WITH THE WASHINGTON WATER TRUST AND AMENDMENTS THERETO, AND TAKING OTHER ACTION CONNECTED THEREWITH

WHEREAS, the City of Walla Walla passed 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 Walla Walla City Council has reviewed a water rights lease agreement between the City of Walla Walla and the Washington Water Trust during a regularly called public meeting of said Council, has given said agreement careful review and consideration, and finds that it is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by entering into the agreement,

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, and/or the designee of the Walla Walla City Manager, is hereby authorized, empowered, and directed to execute a water rights lease with the Washington Water Trust to preserve and enhance in-stream flows, and the City Clerk of the City of Walla Walla is hereby authorized and directed to attest said agreement and to attach to each duplicate thereof a copy of this resolution.

Section 2: The City Manager of the City of Walla Walla, and/or the designee of the Walla Walla City Manager, is hereby authorized, empowered, and directed to execute amendments to the agreement authorized by section 1 herein subject to the following conditions: (a) no amendment by the executed in accordance with this section shall relieve the City of Walla Walla from compliance with enactments of the Walla Walla City Council or any other obligation or responsibility imposed by law, (b) any amendment executed in accordance with this section shall be reported to the Walla Walla City Council at the first meeting of the Walla Walla City Council following its execution, and (c) any amendment executed in accordance with this section may be revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council.

Section 3: Unless revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council, the Walla Walla City Clerk

is hereby authorized and directed to attest any amendment executed in accordance with section 2 of this resolution after the meeting at which the agreement is reported to the City Council and prior to its entry in force.

Section 4: The City Manager of the City of Walla Walla, and/or the designee of the Walla Walla City Manager, is hereby authorized, empowered, and directed to apply for any approvals that may be required to implement the agreement accepted and approved by section 1 of this resolution.

PASSED on April 8, 2026 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

2026 LEASE OF WATER RIGHTS

This 2026 LEASE OF WATER RIGHTS (“AGREEMENT”) is entered into between the CITY OF WALLA WALLA, a municipal corporation (“CITY OF WALLA WALLA” or “City)), and WASHINGTON WATER TRUST (“WWT”), a Washington nonprofit corporation as of _____, 2026 (“EFFECTIVE DATE”).

RECITALS

A. The names, addresses, telephone, and fax numbers of the parties to this AGREEMENT are as follows:

CITY OF WALLA WALLA:

CITY OF WALLA WALLA
15 N 3rd Avenue
Walla Walla, WA 99362

Attn: Adam Klein, P.E. Water Eng.
Tel: (509) 524-4573
Fax: (509) 524-7985

Elizabeth Chamberlain, City Manager
Tel: (509) 527-4522
Fax: (509) 524-7900

WWT:

Washington Water Trust
1500 Westlake Ave N, Suite 202
Seattle, WA 98109

Attn: Harlan Gough, Project Manager
Tel: 509-262-8553

James Kraft, Executive Director
Home Office: (206) 322-6906
Work Cell: (206) 459-6528

B. WWT is a “nonprofit nature conservancy organization” as defined in Revised Code of Washington (“RCW”) 64.04.130 and RCW 84.34.250, and is a tax-exempt organization under Internal Revenue Code Section 501(c)(3), whose mission is to restore instream flows in Washington’s rivers and streams by acquiring existing water rights through purchase, lease, or donation and changing those water rights to instream flow uses. WWT will seek funding for this AGREEMENT from the Columbia Basin Water Transactions Program and Department of Ecology (“ECOLOGY”) Office of Columbia River. The CITY OF WALLA WALLA agrees that entities providing funding for this AGREEMENT will be entitled to exercise all the rights and remedies available to WWT under this AGREEMENT.

C. The CITY OF WALLA WALLA is the owner of those certain water rights certificated by the State of Oregon on April 5th, 1940 (“WATER RIGHTS”). The WATER RIGHTS, for purposes of this AGREEMENT, are described in Exhibit A, which is attached to this AGREEMENT and by this reference incorporated herein. The WATER RIGHTS are municipal water supply rights used in the State of Washington but diverted in the State of Oregon.

D. The CITY OF WALLA WALLA delivers water diverted under its WATER RIGHTS for beneficial use by municipal water users of the CITY OF WALLA WALLA.

E. WWT now requests the CITY OF WALLA WALLA to forbear from diverting 5.50 CFS of its WATER RIGHTS between June 1 and July 31, 2026 (“DIVERSION REDUCTION PERIOD”) and to leave this amount of water instream (“LEASED WATER RIGHTS”), as described in Exhibit B, pursuant to the State of Oregon’s instream leasing program under Oregon Revised Statute (“ORS”) 537.348(2). This amount will be in addition to the 2.5 CFS of its WATER RIGHTS the CITY OF WALLA WALLA is required to leave instream between June 1st and July 31st as a condition of Oregon Permit S-54483, subject to certain exceptions as described in that permit (“OREGON PERMIT S-54483 WATER”). The LEASED WATER RIGHTS, along with OREGON PERMIT S-54483 WATER will total 8.00 CFS of instream flow protected by the State of Oregon’s instream leasing program for the conservation, maintenance and enhancement of aquatic, fish and wildlife, fish and wildlife habitat and any other ecological values. The CITY OF WALLA WALLA will divert no more than 20.00 CFS during the DIVERSION REDUCTION PERIOD. Nothing herein shall be construed to impair the CITY OF WALLA WALLA’s surface water rights. The amount of surface water rights referenced herein are stated solely for the purpose of calculating the amounts of Water Not Diverted under this AGREEMENT and may not be used to reduce or limit the CITY OF WALLA WALLA’s full exercise of its surface water rights outside the DIVERSION REDUCTION PERIOD.

F. The CITY OF WALLA WALLA wishes to forbear from diverting the LEASED WATER RIGHTS during the DIVERSION REDUCTION PERIOD, and to leave this amount of water instream to enhance instream flows for fish maintenance and enhancement.

G. The CITY OF WALLA WALLA also has rights to withdraw groundwater for municipal supply, including at Well #1 and Well #6. The CITY OF WALLA WALLA intends to reduce the surface water diversion from the point of diversion (“POD”) described in Exhibit B by relying instead on groundwater withdrawn from Well #1 and/or Well #6 during the DIVERSION REDUCTION PERIOD, but the City may also rely on water withdrawn from Well #2 and Well #3, in the same geologic block if necessary/as needed. If additional City wells are permitted for aquifer storage and recovery (ASR) use, the parties intend to consider further reductions in diversions from Mill Creek in any extensions of this lease.

H. The 5.5 CFS LEASED WATER RIGHTS and the 2.5 CFS of OREGON PERMIT S-54483 WATER, are anticipated to be submitted to the Washington State Department of Ecology to be protected instream as trust water according to RCW 90.90.120. The application to Ecology will be submitted by the Oregon Water Resources Department (“OWRD”) after they issue the Oregon instream permit.

AGREEMENT

For valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the CITY OF WALLA WALLA and WWT agree as follows:

1. **Factual Background.** The foregoing statements of factual background are true, correct, and incorporated into this AGREEMENT by this reference.

2. **Agreement to Reduce Diversion Quantity.** The CITY OF WALLA WALLA agrees not to divert the LEASED WATER RIGHTS during the DIVERSION REDUCTION PERIOD. The CITY OF WALLA WALLA further agrees to measure the amount of water it diverts from the POD described in Exhibit B during the DIVERSION REDUCTION PERIOD in accordance with the MONITORING PLAN described in Section 8 of this AGREEMENT.

3. **Term of AGREEMENT.** The term of this AGREEMENT shall commence upon EFFECTIVE DATE and continue through and include February 28, 2027 (“AGREEMENT TERM”), unless sooner terminated or extended pursuant to the provisions of this AGREEMENT.

4. **AGREEMENT Payment.** WWT will pay the CITY OF WALLA WALLA the amount computed pursuant to this section as and when described in this section.

4.1. **PAYMENT RATE.** WWT will pay CITY OF WALLA WALLA a rate of \$122.76 (one hundred twenty two dollars and seventy six cents) per acre-foot (“PAYMENT RATE”) for each acre-foot of LEASED WATER RIGHTS that CITY OF WALLA WALLA forbears from diverting during the DIVERSION REDUCTION PERIOD under this AGREEMENT, as measured according to the MONITORING PLAN (“Water Not Diverted”).

The amount of water eligible for the PAYMENT RATE shall be calculated with the conversion rate of 1.9835 acre-feet = 1 CFS of flow for 24 hours, provided the City diverts no more than 20.0 CFS on average at any time during that 24-hour period. The 5.50 cfs LEASED WATER RIGHTS for the 61 days of the DIVERSION REDUCTION PERIOD totals 665.46 acre-feet of LEASED WATER RIGHTS, the maximum for which the CITY OF WALLA WALLA will be compensated under this AGREEMENT.

4.2 **When payable.** WWT will pay CITY OF WALLA WALLA the AGREEMENT Payment as calculated under this section as an annual sum. For 2026, the AGREEMENT Payment will be made no later than December 15th, 2026.

4.3 **Funding contingency.** The CITY OF WALLA WALLA acknowledges that WWT’s obligation to make the AGREEMENT Payment is contingent on WWT’s receipt of funding for the AGREEMENT Payment, and that as of the EFFECTIVE DATE of this AGREEMENT WWT has not received such funding. WWT intends to seek funding from the Columbia Basin Water Transactions Program (“CBWTP”). CBWTP will not provide funding until Oregon Water Resources Department (“OWRD”) approves a temporary change transferring the LEASED WATER RIGHTS to the Oregon Instream Lease Program, pursuant to the CHANGE APPLICATION described in Section 5. If at the beginning of the DIVERSION REDUCTION PERIOD WWT has not received

funding for the AGREEMENT Payment, or a firm commitment for such funding, it will immediately notify the CITY OF WALLA WALLA and the CITY OF WALLA WALLA may terminate this AGREEMENT. If the CITY OF WALLA WALLA terminates this AGREEMENT pursuant to this Section 4.3, neither party shall have any further obligations under this AGREEMENT.

5. Oregon Water Resources Department (OWRD) Lease Application.

Within 15 days after the EFFECTIVE DATE of the AGREEMENT, WWT will deliver to the CITY OF WALLA WALLA one or more counterpart applications (collectively, the "INSTREAM LEASE APPLICATION"), in the form prescribed by the OWRD, for transfer of the LEASED WATER RIGHTS to the Oregon Instream Lease Program pursuant to this AGREEMENT. Within 15 days after WWT delivers to the CITY OF WALLA WALLA the INSTREAM LEASE APPLICATION, the CITY OF WALLA WALLA will: (i) duly sign all counterparts of the INSTREAM LEASE APPLICATION and (ii) deliver to WWT all of the original signed counterparts of the INSTREAM LEASE APPLICATION. The CITY OF WALLA WALLA is not required to pay any of the costs associated with the INSTREAM LEASE APPLICATION or its approval by OWRD. However, the CITY OF WALLA WALLA will cooperate with WWT in all aspects of the application process and will allow WWT to defend any objections and pursue any appeals relating to the INSTREAM LEASE APPLICATION. The CITY OF WALLA WALLA is not obligated to pay any of the costs relating to the objections or appeals, unless the objection or appeal is based upon: (i) an action taken by the CITY OF WALLA WALLA, without WWT's written consent, after the EFFECTIVE DATE; or (ii) a breach by the CITY OF WALLA WALLA of any of its representations or warranties contained in this AGREEMENT. In either of such cases, the CITY OF WALLA WALLA will pay all costs relating to the objection or appeal, to the extent that such objection or appeal is related to the actions of the CITY OF WALLA WALLA, as described in the preceding sentence. WWT will file the INSTREAM LEASE APPLICATION with OWRD no later than 5 days after receipt of the signed copies from the CITY OF WALLA WALLA as provided under this section.

6. CITY OF WALLA WALLA Covenants, Warranties, and Representations. In addition to the covenants, warranties, and representations contained elsewhere in this AGREEMENT (and in any of the documents executed in connection with this AGREEMENT) or implied by law, the CITY OF WALLA WALLA makes the following covenants, warranties, and representations, each of which: (i) is material and being relied upon by WWT, (ii) is true in all respects as of the EFFECTIVE DATE, and (iii) will be true in all respects throughout the AGREEMENT TERM. The CITY OF WALLA WALLA will indemnify, protect, defend, and hold WWT (and WWT's agents, employees, officers, directors, and members) harmless from and against any and all claims, liabilities, losses, damages, costs, and expenses, of any nature whatsoever, including, without limitation, reasonable attorneys' fees, arising from or related to any untruth, inaccuracy, or breach of any of the CITY OF WALLA WALLA'S covenants, warranties, or representations, whether contained in this Section or elsewhere in this AGREEMENT.

6.1. Title. To the best of the CITY OF WALLA WALLA'S knowledge, there are no leases, rental agreements, service contracts, option agreements, mortgages, deeds of trust, or other written or oral commitments, arrangements,

agreements, or obligations of any kind affecting the CITY OF WALLA WALLA'S ability to perform its obligations under this AGREEMENT.

6.2. No Takings. To the best of the CITY OF WALLA WALLA'S knowledge, there are no existing, proposed, or contemplated condemnation or eminent domain proceedings which would affect the LEASED WATER RIGHTS in any way.

6.3. No Litigation. To the best of the CITY OF WALLA WALLA'S knowledge, no litigation, suit, arbitration, claim, or proceeding, at law or equity, judicial, municipal, or administrative, is pending or threatened, which does or could materially affect the diversion, use, or possession of the LEASED WATER RIGHTS, or involve the CITY OF WALLA WALLA or WWT.

6.4. No Violation of Agreements. To the best of the CITY OF WALLA WALLA'S knowledge, this AGREEMENT and the performance of the parties hereunder, including, without limitation, the CITY OF WALLA WALLA'S forbearance from diverting the LEASED WATER RIGHTS or any portion thereof, will not violate any written or oral contract, agreement, or instrument to which the CITY OF WALLA WALLA is a party or that affects any portion of the LEASED WATER RIGHTS.

7. Easement for Monitoring. The CITY OF WALLA WALLA hereby grants and conveys to WWT, and to its employees, agents, successors and assigns, at all times during the AGREEMENT TERM, an inspection easement on, over, and across portions of CITY OF WALLA WALLA'S property located in the NW1/4 of the NE1/4 of Section 22, Township 6 N., Range 38 E. W. M. in the state of Oregon ("MONITORING EASEMENT") necessary to inspect the following three areas; City stream gage located downstream of the diversion (that is calibrated by USGS), the point of diversion/fish screen, and the diversion water meter, as outlined in the MONITORING PLAN. If the CITY OF WALLA WALLA sells any of the CITY OF WALLA WALLA'S property described above before the end of the DIVERSION REDUCTION PERIOD, it shall retain an interest sufficient to grant reasonable access for implementation of the MONITORING EASEMENT. The MONITORING EASEMENT will be used solely for the purpose of allowing WWT and its employees, agents, successors and assigns to: (i) monitor and enforce the covenants contained in this AGREEMENT; and (ii) measure instream flow, return flows, and other hydrological data relating to any water body, whether on the surface or underground, affecting or affected by the WATER RIGHTS. WWT will provide the CITY OF WALLA WALLA with actual notice no less than 48 hours prior to using the MONITORING EASEMENT. The CITY OF WALLA WALLA is entitled to be present when the MONITORING EASEMENT is exercised, if it so desires. If the CITY OF WALLA WALLA wishes to be present but is unable to be present within 48 hours of actual notice, CITY OF WALLA WALLA shall advise WWT to that effect. If, however, CITY OF WALLA WALLA is not able to be present within seven (7) days of the original notice from WWT, WWT may exercise its rights under the MONITORING EASEMENT without CITY OF WALLA WALLA being present.

8. **MONITORING PLAN.** The total quantity of Water Not Diverted, and thus eligible for payment under Section 4 of this AGREEMENT, shall be established in accordance with this Section (the MONITORING PLAN). During the DIVERSION REDUCTION PERIOD, the CITY OF WALLA WALLA will record (a) the quantities of water diverted at the POD as measured by the City diversion flow meter, and (b) flows in Mill Creek immediately downstream of the POD at the gage located at 45°59'22.58"N, 118° 3'4.01"W. The CITY OF WALLA WALLA will provide all diversion metering and downstream flow data records to WWT by October 15th, 2026. All measurements shall be in CFS. Water Not Diverted will be calculated on a daily basis as the total volume of LEASED WATER RIGHTS in acre-feet during the DIVERSION REDUCTION PERIOD. For any day during which the CITY OF WALLA WALLA diverts no more than an average daily flow of 20.0 CFS, the quantity of Water Not Diverted will be calculated as follows:

$$5.50 \text{ CFS} \times 1.9835 \text{ acre-feet} = 10.91 \text{ acre-feet/day}$$

For any day during which the CITY OF WALLA WALLA diverts more than an average daily flow of 20.00 CFS, the quantity of Water Not Diverted will be zero. The actual amount paid will be calculated by adding the daily quantities of Water Not Diverted in accordance with this AGREEMENT and multiplying the sum by the PAYMENT RATE.

9. **Remedies, Attorneys' Fees.** If WWT breaches this AGREEMENT, then the CITY OF WALLA WALLA may declare this AGREEMENT to be terminated and sue to recover the payment due (as calculated in accordance with Section 4.1 of this AGREEMENT) for the number of acre-feet of LEASED WATER RIGHTS that CITY OF WALLA WALLA forebears from diverting in accordance with this AGREEMENT prior to termination of the AGREEMENT. If the CITY OF WALLA WALLA breaches this AGREEMENT, WWT may declare this AGREEMENT to be terminated or may sue CITY OF WALLA WALLA for specific performance of CITY OF WALLA WALLA'S obligations under this AGREEMENT.

10. **Entire Agreement; Modifications.** This AGREEMENT constitutes the entire agreement between the CITY OF WALLA WALLA and WWT with respect to the WATER RIGHTS during the AGREEMENT TERM. Any prior correspondence, letters of intent, memoranda, understandings, offers, negotiations, and agreements, oral or written, are replaced in total by this AGREEMENT. This AGREEMENT may not be modified or amended except by a written instrument signed by both parties.

11. **Survival.** Except as expressly otherwise provided in this AGREEMENT, all of the obligations, covenants, indemnities, warranties, representations, and the remedies for breach thereof, as set forth in this AGREEMENT, will survive the termination of this AGREEMENT.

12. **Counterparts/Facsimile Execution.** This AGREEMENT may be executed in any number of counterparts, each of which will be an original, but all of which will constitute one contract, binding on WWT and CITY OF WALLA WALLA, even though the signatures of all parties may not appear on any one counterpart. For purposes of this AGREEMENT, a facsimile of a signed counterpart of this AGREEMENT delivered

to the other party will constitute valid execution and delivery of the AGREEMENT by the party that signs and sends such facsimile.

13. Construction and Venue. This AGREEMENT will be governed by and construed under the laws of the state of Washington. Venue for any court actions shall be Walla Walla County, Washington.

14. Titles. The captions and paragraph titles used in this AGREEMENT are for reference only and will not be used in the interpretation of this AGREEMENT or any related document. If any provision of this AGREEMENT is determined to be illegal or unenforceable, such determination will not affect any other provision of this AGREEMENT and all such other provisions will remain in full force and effect.

15. WWT Not a Guarantor of CITY OF WALLA WALLA'S WATER RIGHTS. Both WWT and CITY OF WALLA WALLA intend that the LEASED WATER RIGHTS deposited into Oregon Instream Lease Program and Washington Trust Water Rights Program will be protected from common law abandonment and statutory forfeiture (and claims thereof) that might otherwise have occurred or been asserted against the CITY OF WALLA WALLA. However, WWT is not a guarantor of the LEASED WATER RIGHTS. Both parties acknowledge that the LEASED WATER RIGHTS will not be transferred to the Oregon Instream Lease Program until Oregon Water Resources Department issues a temporary authorization based on the CHANGE APPLICATION described in Section 5. Both parties further acknowledge that the lease of the LEASED WATER RIGHTS before they are transferred to the Oregon Instream Lease Program may constitute "nonuse" of the LEASED WATER RIGHTS for purposes of Oregon Law, including ORS Chapter 540 and/or common law of abandonment. It is understood and agreed that WWT will not have any liability to CITY OF WALLA WALLA or any other person for any loss of, or claims against, any portion of the LEASED WATER RIGHTS related in any way to this AGREEMENT.

16. Exceptions. In the event of a water shortage emergency, natural disaster or mechanical or other failure of its wells, the CITY OF WALLA WALLA reserves the right in its sole discretion to make use of its WATER RIGHTS in excess of that contemplated by this AGREEMENT. There shall be no compensation made from the WWT under such conditions.

17. Lease Renewal. The parties shall engage in good faith negotiations within the last two months of 2026 to extend this lease.

This AGREEMENT has been signed by CITY OF WALLA WALLA and WWT as of the EFFECTIVE DATE.

CITY OF WALLA WALLA:

CITY OF WALLA WALLA,
a Washington municipality

WWT:

WASHINGTON WATER TRUST,
a Washington nonprofit corporation

By: _____
Elizabeth Chamberlain, City Manager

Address: 15 N 3rd Avenue
Walla Walla, WA 99362

By: _____
James Kraft, Executive Director

Address: 1500 Westlake Ave N, Suite 202
Seattle, WA 98109

ACKNOWLEDGEMENTS

State of Washington

County of _____

I certify that I know or have satisfactory evidence that **Elizabeth Chamberlain** is the person who appeared before me, and said person acknowledged that she signed this instrument and acknowledged as the **City Manager** of the **City of Walla Walla** to be her free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: _____ Name: _____

NOTARY PUBLIC for the State of Washington

residing at _____

My appointment expires: _____

State of Washington

County of _____

I certify that I know or have satisfactory evidence that **James Kraft** is the person who appeared before me, and said person acknowledged that he signed this instrument and acknowledged it as the **Executive Director** of the **Washington Water Trust**, a Washington nonprofit corporation, to be the free and voluntary act of such entity for the uses and purposes mentioned in the instrument.

Dated: _____ Name: _____

NOTARY PUBLIC for the State of Washington

residing at _____

My appointment expires: _____

EXHIBITS

Exhibit A: WATER RIGHTS
Exhibit B: LEASED WATER RIGHTS

Exhibit A: WATER RIGHTS

Oregon Water Right Certificate 13276 – Municipal Water Supply

<u>Source:</u>	Mill Creek, tributary of the Walla Walla River
<u>Purpose of Use:</u>	Municipal water supply
<u>Period of Use:</u>	Annual
<u>Instant. Quantity:</u>	28 CFS
<u>Annual Quantity:</u>	Not given
<u>Priority Date:</u>	1866
<u>Point of Diversion:</u>	City of Walla Walla's diversion located in the NW1/4 of the NE1/4 of Section 22, Township 6 N., Range 38 E. W. M. in the state of Oregon.
<u>Place of Use:</u>	City of Walla Walla, Washington State

Exhibit B: LEASED WATER RIGHTS

Oregon Water Right Certificate 13276 – Instream Flow in the Oregon Instream Lease Program

<u>Source:</u>	Mill Creek, tributary of the Walla Walla River
<u>Purpose of Use:</u>	Instream flow (as a beneficial use under ORS 537.348(2).)
<u>Period of Use:</u>	June 1 st – July 31 st , 2026
<u>Instant. Quantity:</u>	5.50 CFS
<u>Annual Quantity:</u>	665.46 acre-feet
<u>Priority Date:</u>	1866
<u>Point of Diversion:</u>	None.
<u>Place of Use:</u>	Mill Creek



ar-5920

Pgs. 30-52

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Authorizing City Fleet Vehicle/Equipment Replacement Program Purchases

Submitted For: Curtis Allen, Support Services, Fleet 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 these replacement purchases. These purchases are budgeted in the Munis Org/Object Expense Account: 51859448_6400.

Staff requests approval for:

1. Purchase of nine (9) of the 2025-2026 budget vehicle and equipment replacement purchases at a total cost of \$1,328,376
2. Surplus eight (8) pieces of equipment and vehicles.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Authorizes the 2026 budget scheduled fleet replacement purchases using reserve funding from the Vehicle/Equipment Replacement (V/ER) program fund that has been set aside through annual contributions by the user groups; authorizes the surplus of all associated vehicles and equipment 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 time frame. 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 to deliver high-quality services and support to the City and Community. This program provides the opportunity to consistently have up-to-date specifications and technology to meet the current mission needs.

Roll-off Truck & ASL (Automatic Side Load) Truck– Supports the City's Sanitation Department. Purchasing this truck and adding it to the sanitation fleet rotation helps ensure reliable, efficient service to meet the city's garbage collection needs.

Water Distribution Pickup– Supports Water Distribution day-to-day tasks and projects. This truck will be used to maintain our water infrastructure.

(6) Golf Course Mowers – These mowers will support the operations of the Veterans Memorial Golf Course to maintain the course. Maintaining an efficient and reliable fleet to improve and maintain a major city asset. See attached for a more detailed description.

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:

COMPREHENSIVE PLAN:

PR Policy 1.3 Provide adequate funding to support new parks, recreation programs, and urban forestry programs and to maintain the existing facilities.

CFU Policy 2.1: Ensure that City-provided community facilities and services are appropriate for the size and composition of the population they serve.

CFU Policy 2.3 Design and distribute public facilities and services, including streets and utilities, to ensure equitable supply and access to all segments of the population.

ALTERNATIVES:

Council can direct staff to defer these proposed replacements and accept the risks of continuing to use less reliable, cost-ineffective vehicles and equipment, as well as outdated specifications and capacities that no longer align with mission needs.

STAFF RECOMMENDATION:

Staff recommends the adoption of the resolution that: 1) authorizes the City Manager to approve the fleet replacement purchases of nine (9) fleet vehicles and equipment at a total purchasing cost of \$1,328,376 using the established cooperative purchasing agreement, and the continued efforts to buy local, by giving our local dealers or suppliers the opportunity to match or beat cooperative contract pricing; 2) authorizes the City Manager to approve the surplus of eight (8) vehicles and associated equipment from these replacement acquisitions.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-030

04-08-2026 City Council Purchasing Information Packet

RESOLUTION NO. 2026-030

A RESOLUTION AUTHORIZING THE WALLA WALLA CITY MANAGER TO ACQUIRE VEHICLES AND EQUIPMENT, 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, RCW 35A.11.010 authorizes the City of Walla Walla to purchase, lease, convey, and dispose of 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, RCW 35A.13.080(9) authorizes the City Council to determine duties that may be performed by the City Manager; and

WHEREAS, the City of Walla Walla needs to replace various vehicles and equipment; and

WHEREAS, the Walla Walla City Council 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 Manager, and designees of the City Manager, are authorized to acquire the following equipment and vehicles on behalf of the City of Walla Walla as provided in this resolution: an automatic side load garbage truck, a roll-off garbage truck, a hybrid pickup, six golf course mowers. The Walla Walla City Manager is authorized to acquire the equipment and vehicles by purchase and/or lease.

Section 2: The purchase and/or lease of the equipment and vehicles listed in section 1 herein is conditioned upon sufficient funds for their purchase having been appropriated for such purposes in the city’s budget.

Section 3: The purchase and/or lease of the equipment and vehicles listed in section 1 herein is conditioned upon such equipment and vehicles being procured in compliance with City of Walla Walla’s Purchasing Procedures Manual.

Section 4: The City Manager of the City of Walla Walla or designee(s) are authorized to execute contracts, leases, purchase orders, and other documents necessary to purchase and/or lease the equipment and vehicles listed in section 1 herein, made in accordance with sections 2 and 3 herein, without further action by the Walla Walla City Council.

Section 5: The City Manager of the City of Walla Walla is directed to report all purchases and leases made in accordance with this resolution to the City Council and make records of such purchases available for public inspection.

Section 6: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest contracts, leases, purchase orders, and other documents authorized by this resolution and to attach to each duplicate thereof a copy of this resolution if necessary.

Section 7: The following vehicles and equipment are surplus to the City of Walla Walla's needs, and the City Manager and designees of the City Manager are authorized to dispose of such vehicles and equipment in the manner the City Manager deems to be in the best interests of the City of Walla Walla: a 2007 Peterbilt roll-off garbage truck (asset tag #10553), a 2017 Ford transit van (asset tag #04678), a 2010 Toro mower (asset tag #11639), a 2016 Toro mower (asset tag #11705), a 2016 Toro mower (asset tag #11706), a 2016 Toro mower (asset tag #11704), a 2016 Toro mower (asset tag #11703), and a 2016 Smithco turf utility machine (asset tag #11701).

Section 8: The City Manager of the City of Walla Walla or designee(s) are authorized to execute contracts, title transfers, bills of sale, and other documents necessary to dispose of the equipment and vehicles listed in section 7 herein.

Section 9: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest contracts, title transfers, bills of sale, and other documents authorized by this resolution and to attach to each duplicate thereof a copy of this resolution if necessary.

PASSED on April 8, 2026 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

The following quote pertains to the highlighted equipment/vehicle



Fleet Services

Walla Walla City Council Meeting 03/11/2026

Fleet Purchasing Estimate

Department	Planned Purchase	Est. Price w/ tax	Purchase Method	Scheduled Replacement/Addition	Surplus
Sanitation	2026 Peterbilt w/ Hiel Python ASL (Automatic Side Load) Garbage Truck Bed	\$508,764	Sourcewell	Addition	
Sanitation	2026 Peterbilt w/ Advantage Roll-Off Garbage Truck	\$349,066	Sourcewell	2012 Peterbilt rolloff (05563), to Landfill	2007 Peterbilt Rolloff (10553)
Water	2026 Ford F150 Hybrid	\$51,805	WA State DES	2017 Ford Transit Van (04678)	2017 Ford Transit Van (04678)
Golf Course	2026 Toro GM3150, Greens reel mower	\$51,995	Sourcewell	2010 Toro GM310 Greens reel mower (11639)	2010 Toro GM310 Greens reel mower (11639)
Golf Course	2026 Toro GM3150, Tees reel mower	\$57,676	Sourcewell	2016 Toro GM310 Tee reel mower (11705)	2016 Toro GM310 Tee reel mower (11705)
Golf Course	2026 Toro GM3150, Tees Reel mower	\$57,676	Sourcewell	2016 Toro GM310 Tee reel mower (11706)	2016 Toro GM310 Tee reel mower (11706)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcewell	2016 Toro RM5510 Fairway mower (11704) TRADE IN	2016 Toro RM5510 Fairway mower (11704)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcewell	2016 Toro RM5510 Fairway mower (11703) TRADE IN	2016 Toro RM5510 Fairway mower (11703)
Golf Course	2026 Toro GM3500, Sidewinder mower	\$52,766	Sourcewell	2016 Smithco Turf Utility Machine (11701)	2016 Smithco Turf Utility Machine (11701)

\$1,328,376

Total Estimated Purchase Price



DOBBS PETERBILT

January 20, 2026

Mr. Curtis Allen
Fleet Management Supervisor
City of Walla Walla
55 Moore, Bldg 65B
Walla Walla, WA 99362-0216

RE: AGREEMENT FOR SOURCEWELL BID# 032824-PMC.

Dobbs Peterbilt would like to formally extend all bid prices, terms, and conditions to the City of Walla Walla for the purchase of (1) one or more Peterbilt 520 Chassis with a Heil Python Side Load Body through the Sourcewell contract with Peterbilt Motors #032824-PMC and Heil Environmental #110223-THC

Following, please find the breakdown of the base prices and options. Prices are per unit.

-2027 Peterbilt 520 Chassis with Heil Python Body per the
City of Walla Walla specifications.

-Current list price \$304,291 minus 25.00% discount of \$76,072.75 for a total of \$228,218.25.	\$ 228,218.25
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-Flooring or interest cost for 181 days at \$36.27 per day=\$6,565.14.	\$ 6,565.14
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-Delivery to City of Walla Walla	\$ 1,000.00
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-Sub Total	\$ 235,783.39
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-2026 Heil DP Python 28yd Body	\$ 230,545.00
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-Sub Total	\$ 466,328.39
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Washington State Sales Tax(9.1%)	\$ <u>42,435.88</u>
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Total	\$ <u>508,764.27</u> =====
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An Early Pay option of \$5,000.00 per unit can be deducted from the base price of each chassis before Washington State Sales Tax. The chassis must be paid for upon shipment to Heil.

3801 Airport Way South
Seattle, WA, 98108
(206) 624-7383
FAX: (206) 340-0416
1-800-255-7383

2028 Rudkin Rd.
Yakima, WA, 98909
(509) 453-3700
FAX: (509) 457-0702
1-800-734-7383

3443 20th Street, E.
Fife, WA, 98424
(253) 922-7383
FAX: (253) 927-7931
1-800-439-7383

15330 Smokey Point Blvd
Marysville, WA, 98271
(360) 659-7383
FAX: (360) 659-1705
1-888-755-7383

23501 E Knox Ave
Liberty Lake, WA
99109
(509) 535-4241
FAX: (509) 536-3949
1-888-555-6210

1435 E. Hillsboro St.
Pasco, WA, 99301
(509) 545-3700
FAX: (509) 545-1454
1-888-330-7383

2200 Spar Ave.
Anchorage, AK, 99501
(907) 276-2020
FAX: (907) 276-2164

Again, all other terms, prices, delivery quotations and all conditions follow the Sourcewell format. Please see the attached documentation.

Thank you for the opportunity to earn your business!

Ian Griffin

Ian Griffin
Refuse Sales
Dobbs Peterbilt

The following quote pertains to the highlighted equipment/vehicle



Fleet Services

Walla Walla City Council Meeting 03/11/2026

Fleet Purchasing Estimate

Department	Planned Purchase	Est. Price w/ tax	Purchase Method	Scheduled Replacement/Addition	Surplus
Sanitation	2026 Peterbilt w/ Hiel Python ASL (Automatic Side Load) Garbage Truck Bed	\$508,764	Sourcewell	Addition	
Sanitation	2026 Peterbilt w/ Advantage Roll-Off Garbage Truck	\$349,066	Sourcewell	2012 Peterbilt rolloff (05563), to Landfill	2007 Peterbilt Rolloff (10553)
Water	2026 Ford F150 Hybrid	\$51,805	WA State DES	2017 Ford Transit Van (04678)	2017 Ford Transit Van (04678)
Golf Course	2026 Toro GM3150, Greens reel mower	\$51,995	Sourcewell	2010 Toro GM310 Greens reel mower (11639)	2010 Toro GM310 Greens reel mower (11639)
Golf Course	2026 Toro GM3150, Tees reel mower	\$57,676	Sourcewell	2016 Toro GM310 Tee reel mower (11705)	2016 Toro GM310 Tee reel mower (11705)
Golf Course	2026 Toro GM3150, Tees Reel mower	\$57,676	Sourcewell	2016 Toro GM310 Tee reel mower (11706)	2016 Toro GM310 Tee reel mower (11706)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcewell	2016 Toro RM5510 Fairway mower (11704) TRADE IN	2016 Toro RM5510 Fairway mower (11704)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcewell	2016 Toro RM5510 Fairway mower (11703) TRADE IN	2016 Toro RM5510 Fairway mower (11703)
Golf Course	2026 Toro GM3500, Sidewinder mower	\$52,766	Sourcewell	2016 Smithco Turf Utility Machine (11701)	2016 Smithco Turf Utility Machine (11701)

\$1,328,376

Total Estimated Purchase Price



DOBBS PETERBILT

January 5, 2026

Mr. Curtis Allen
Fleet Management Supervisor
City of Walla Walla
55 Moore, Bldg 65B
Walla Walla, WA 99362-0216

RE: AGREEMENT FOR SOURCEWELL BID# 032824-PMC.

Dobbs Peterbilt would like to formally extend all bid prices, terms, and conditions to the City of Walla Walla for the purchase of (1) one or more Peterbilt 520 Chassis with an AA Welding Endless Chain through the Sourcwell contract with Peterbilt Motors.

Following, please find the breakdown of the base prices and options. Prices are per unit.

-2027 Peterbilt 520 Chassis with AA Welding Endless Chain per the City of Walla Walla specifications.

-Current list price \$301,369.00 minus 25.00% discount of \$75,342.25
for a total of \$226,026.75. \$ 226,026.75

-Flooring or interest cost for 181 days at \$35.79 per day=\$6,477.78. \$ 6,477.78

-Sub Total \$ 232,504.53

-Deduct for Early Pay option for the chassis per unit. \$ (5,000.00)

-Sub Total per chassis \$ 227,504.53

-AA Welding Endless Chain \$ 92,446.00

-Sub Total \$ 319,950.53

Washington State Sales Tax(9.1%) \$ 29,115.50

Total **\$ 349,066.03**

An Early Pay option of \$5,000.00 per unit has been deducted from the base price of each chassis before Washington State Sales Tax. The chassis must be paid for upon shipment to AA Welding.

Again, all other terms, prices, delivery quotations and all conditions follow the Sourcewell format. Please see the attached documentation.

Thank you for the opportunity to earn your business!

Ian Griffin

Ian Griffin
Refuse Sales
Dobbs Peterbilt

The following quote pertains to the highlighted equipment/vehicle



Fleet Services

Walla Walla City Council Meeting 03/11/2026

Fleet Purchasing Estimate

Department	Planned Purchase	Est. Price w/ tax	Purchase Method	Scheduled Replacement/Addition	Surplus
Sanitation	2026 Peterbilt w/ Hiel Python ASL (Automatic Side Load) Garbage Truck Bed	\$508,764	Sourcewell	Addition	
Sanitation	2026 Peterbilt w/ Advantage Roll-Off Garbage Truck	\$349,066	Sourcewell	2012 Peterbilt rolloff (05563), to Landfill	2007 Peterbilt Rolloff (10553)
Water	2026 Ford F150 Hybrid	\$51,805	WA State DES	2017 Ford Transit Van (04678)	2017 Ford Transit Van (04678)
Golf Course	2026 Toro GM3150, Greens reel mower	\$51,995	Sourcewell	2010 Toro GM310 Greens reel mower (11639)	2010 Toro GM310 Greens reel mower (11639)
Golf Course	2026 Toro GM3150, Tees reel mower	\$57,676	Sourcewell	2016 Toro GM310 Tee reel mower (11705)	2016 Toro GM310 Tee reel mower (11705)
Golf Course	2026 Toro GM3150, Tees Reel mower	\$57,676	Sourcewell	2016 Toro GM310 Tee reel mower (11706)	2016 Toro GM310 Tee reel mower (11706)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcewell	2016 Toro RM5510 Fairway mower (11704) TRADE IN	2016 Toro RM5510 Fairway mower (11704)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcewell	2016 Toro RM5510 Fairway mower (11703) TRADE IN	2016 Toro RM5510 Fairway mower (11703)
Golf Course	2026 Toro GM3500, Sidewinder mower	\$52,766	Sourcewell	2016 Smithco Turf Utility Machine (11701)	2016 Smithco Turf Utility Machine (11701)

\$1,328,376

Total Estimated Purchase Price

From: NOREPLY@des.wa.gov
To: [Curtis Allen](#)
Cc: descarssystem@des.wa.gov
Date: Tuesday, February 10, 2026 2:07:58 PM

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.

Vehicle Quote Number: 2026-2-192

[Create Purchase Request requests](#)

[View organization purchase](#)

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #: 28423

Dealer: Corwin Of Pasco (W53992)

Dealer Contact: Austin Harvey

Dealer Phone: (509) 316-7221

Organization Information

Organization: WALLA WALLA, CITY OF - 23604

Email: callen@wallawallawa.gov

Quote Notes:

Vehicle Location: WALLA WALLA CITY

Color Options & Qty

YZ OXFORD WHITE - 1

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2026-08086-0001	FORD F-150 ICE 4WD	1	\$41,083.50	\$41,083.50
2026-08086-0011	CREW Cab, 4WD, 145WB, 5.5 ft box, HYBRID #104A [Includes 3.5L PowerBoost Full HYBRID V6 Engine, 10-speed modular hybrid transmission, 1.5 kW-hr lithium-ion battery, 33 kW electric motor (44 horsepower), regenerative braking system, 2.4kW Pro Power Onboard Inverter, fog lamps, 17in silver aluminum wheels, chrome bumpers, privacy glass, automatic temperature control, cloth 40/Flow-Thru Console/40 seat, 8-way power driver seat w/ power lumbar, interior work surface, retains steering column shifter] (Deletes extended range fuel tank - includes 23-gallon fuel tank) (7400#/1755#/3.73 EL RAR #XL6) (Not compatible with VSO special paint) (This option is compatible with XLT Trim Upgrade #301A or #302A) (XL: W1F/104A/99D/44H/145WB/XL6/TTUS) (XLT: 99D/44H)	1	\$5,400.00	\$5,400.00
2026-08086-0032	TOUGH BED SPRAY IN BEDLINER (96W)	1	\$625.00	\$625.00
2026-08086-0401	Delivery to customer location in Southeast Washington (Benton, Franklin, Walla Walla	1	\$100.00	\$100.00
2026-08086-0501	WeatherTech Floor Mats-Front (DLR)	1	\$150.00	\$150.00

2026-08086-0502 WeatherTech Floor Mats-Rear (DLR)	1	\$125.00	\$125.00
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Catalytic Converter Marking

Our organization declines catalytic converter marking

Quote Totals

Total Vehicles:	1
Sub Total:	\$47,483.50
9.1 % Sales Tax:	\$4,321.00
Quote Total:	\$51,804.50

The following quote pertains to the highlighted equipment/vehicle



Fleet Services

Walla Walla City Council Meeting 03/11/2026

Fleet Purchasing Estimate

Department	Planned Purchase	Est. Price w/ tax	Purchase Method	Scheduled Replacement/Addition	Surplus
Sanitation	2026 Peterbilt w/ Hiel Python ASL (Automatic Side Load) Garbage Truck Bed	\$508,764	Sourcwell	Addition	
Sanitation	2026 Peterbilt w/ Advantage Roll-Off Garbage Truck	\$349,066	Sourcwell	2012 Peterbilt rolloff (05563), to Landfill	2007 Peterbilt Rolloff (10553)
Water	2026 Ford F150 Hybrid	\$51,805	WA State DES	2017 Ford Transit Van (04678)	2017 Ford Transit Van (04678)
Golf Course	2026 Toro GM3150, Greens reel mower	\$51,995	Sourcwell	2010 Toro GM310 Greens reel mower (11639)	2010 Toro GM310 Greens reel mower (11639)
Golf Course	2026 Toro GM3150, Tees reel mower	\$57,676	Sourcwell	2016 Toro GM310 Tee reel mower (11705)	2016 Toro GM310 Tee reel mower (11705)
Golf Course	2026 Toro GM3150, Tees Reel mower	\$57,676	Sourcwell	2016 Toro GM310 Tee reel mower (11706)	2016 Toro GM310 Tee reel mower (11706)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcwell	2016 Toro RM5510 Fairway mower (11704) TRADE IN	2016 Toro RM5510 Fairway mower (11704)
Golf Course	2026 Toro RM5010 HybridAR, Fairway reel mower, diesel electric	\$99,315	Sourcwell	2016 Toro RM5510 Fairway mower (11703) TRADE IN	2016 Toro RM5510 Fairway mower (11703)
Golf Course	2026 Toro GM3500, Sidewinder mower	\$52,766	Sourcwell	2016 Smithco Turf Utility Machine (11701)	2016 Smithco Turf Utility Machine (11701)

\$1,328,376

Total Estimated Purchase Price



Date: February 25, 2026

Quotation for City Of Walla Walla

Quote No: Q012564

Prepared For:	Wes Walker City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America	Quote No:	Q012564
		Sales Person:	TM Kelly Bowen Kelly.Bowen@turfstar.com

Pricing on Sourcewell Contract Toro 112624-TTC.
22% off MSRP

Summary

Configuration Name	Qty	Unit Price	Unit Total
04358: Greensmaster 3150-QGas 18HP	1	\$47,657.88	\$47,657.88
04358: Greensmaster 3150-QGas 18HP	2	\$105,730.10	\$105,730.10

Accepted By: _____

Sub Total	153,387.98
Sales Tax	13,958.28
Total	167,346.26



Date: February 25, 2026

Quotation for City Of Walla Walla

Quote No: Q012564

Configuration Product Details 04358: Greensmaster 3150-QGas 18HP

Model	Product Description	Qty	Unit Price	Unit Total
04358	Greensmaster 3150-QGas 18HP	1	\$34,450.26	\$34,450.26
04654	DPA 11Blade C/U	3	\$3,279.12	\$9,837.36
04255	Front Narrow WiehleRoller .200 Spacing (Supersedes 115-7360,107-9037,104-9795,106-6944,106-2628)	3	\$384.54	\$1,153.62
140-5560	FULL REAR ROLLER(2.0IN DIA)(21IN) (Supersedes 120-9595,106-6945,119-4093,105-5776, 115-7356, 99-3840, 107-7632, 107-9036)	3	\$227.21	\$681.63
115-1880	BEDKNIFE-EDGEMAX, MICRO CUT (21IN GR)	1	\$100.88	\$100.88
04646	Rear Roller Scraper DPA	1	\$340.86	\$340.86
106-2648-01	BEDBAR	1	\$286.76	\$286.76
133-1308	COVER SEAT,HI-BACK	1	\$68.63	\$68.63
04554	LED Light KitRiding Greensmower	1	\$737.88	\$737.88

Totals:

\$47,657.88



Date: February 25, 2026

Quotation for City Of Walla Walla

Quote No: Q012564

Configuration Product Details 04358: Greensmaster 3150-QGas 18HP

Model	Product Description	Qty	Unit Price	Unit Total
04358	Greensmaster 3150-QGas 18HP	2	\$34,450.26	\$68,900.52
04654	DPA 11Blade C/U	6	\$3,279.12	\$19,674.72
04256	Front Wide Wiehle Roller.93 Spacing	6	\$386.88	\$2,321.28
04650	Rear Roller BrushNew Gen DPA Greens CU	6	\$1,184.82	\$7,108.92
132-0723	KIT-ADAPTER, RRB	6	\$171.80	\$1,030.80
04555	UNIVERSAL GREENSMaster TRIPLEX LIGHT KIT	2	\$737.88	\$1,475.76
137-0879	BEDKNIFE-EDGEMAX (21 INFAIRWAY) (Superseded to 137-6092)	2	\$89.78	\$179.56
106-2648-01	BEDBAR	2	\$286.76	\$573.52
133-1308	COVER SEAT,HI-BACK	2	\$68.63	\$137.26
04554	LED Light KitRiding Greensmower	2	\$737.88	\$1,475.76
FSD1	Setup	1	\$2,852.00	\$2,852.00

Totals:

\$105,730.10



Date: February 25, 2026

Quotation for City Of Walla Walla

Quote No: Q012564

The following quote pertains to the highlighted equipment/vehicle



Fleet Services

Walla Walla City Council Meeting 03/11/2026

Fleet Purchasing Estimate

Department	Planned Purchase	Est. Price w/ tax	Purchase Method	Scheduled Replacement/Addition	Surplus
Sanitation	2026 Peterbilt w/ Hiel Python ASL (Automatic Side Load) Garbage Truck Bed	\$508,764	Sourcewell	Addition	
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Golf Course	2026 Toro GM3500, Sidewinder mower	\$52,766	Sourcewell	2016 Smithco Turf Utility Machine (11701)	2016 Smithco Turf Utility Machine (11701)

\$1,328,376

Total Estimated Purchase Price



Pacific Northwest Division
PO Box 748728
Los Angeles, CA, 90074-8728
Phone: 800-585-8001

QUOTE

Quote Nbr.: Q012635
Order Date: 2/25/2026
Valid Until: 3/31/2026
Sales Person: TM Kelly Bowen
Customer ID: 03600
Reference:
Payment Terms:
For: Curtis Allen

Notes: Quote on Sourcewell Contract #112624-TTC 22% off of MSRP

Trade-ins- 03607-316001164 (3300hrs) & 03607 -31600117 (3967hrs)

FOR:	SHIP TO:	BILL TO:
City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America	City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America	City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America

NO.	ITEM	QTY.	UOM	PRICE	SALES TOTAL
1	03950: REELMASTER 5010-HYBRIDAR	2.0000	EA	61,071.6600	122,143.32
2	03621: 22in 5in 8Bld RR DPA C/U	10.0000	EA	3,797.8200	37,978.20
3	03651: 5IN DPA CU FINISH KITRM5010-H	2.0000	EA	8,496.5400	16,993.08
4	03406: RRB Only Kit 5in CU	2.0000	EA	3,855.5400	7,711.08
5	03413: Weight 5in Elc CU w/ Attachments	2.0000	EA	332.2800	664.56
6	30669: Universal Sunshade White	2.0000	EA	800.2800	1,600.56
7	FSD1: Setup	1.0000	EA	3,220.0000	3,220.00
8	TRADE-IN: Trade-In RM5510 03607-316001164	-1.0000	EA	5,000.0000	-5,000.00
9	TRADE-IN: Trade-In RM5510 03607-316001117	-1.0000	EA	4,000.0000	-4,000.00

Signature:

Quote Total: 181,310.80
Tax Total: 17,318.29
Total (USD): 198,629.09



Date: February 25, 2026

Quotation for City Of Walla Walla

Quote No: Q012635

Standard Terms and Conditions:

All customer orders require a review and either a customer signature on the final TSW quotation or a customer Purchase Order which includes the TSW quotation. In addition the customer must include a preferred delivery date, and any specific set-up requirements, such as Height of Cut, and the payment method must be pre-approved by TSW before proceeding with the order's acceptance.

All equipment sales are final, as most equipment is custom and specific to an application. Order cancellations must be approved in advance by TSW and will incur a 15% restock and handling fee.

Office Locations:

Northern California:

3928 N. Blattela Lane
Fresno, CA 93727

11373 Sunrise Gold Circle
Rancho Cordova, CA 95742

Southern California:

79-893 Country Club Drive
Bermuda Dunes, CA 92203

955 Beacon Street
Brea, CA 92821

2255 Meyers Avenue
Escondido, CA 92029

Pacific Northwest:

1750 Industrial Dr. NE
Salem, OR 97301

5869 South 194th
Kent, WA 98032

2824 East Garland
Spokane, WA 99207

(800) 585-8001



WARNING:

Cancer and Reproductive Harm - <http://www.P65Warnings.ca.gov>
For more information, please visit <https://www.ttcocalprop65.com>

CALIFORNIA SPARK ARRESTER WARNING:

Operation of this equipment in the State of California may create sparks that can start fires around dry vegetation
A spark arrester may be required.
The operator should contact local fire agencies for laws or regulations relating to fire prevention requirements

The following quote pertains to the highlighted equipment/vehicle



Fleet Services

Walla Walla City Council Meeting 03/11/2026

Fleet Purchasing Estimate

Department	Planned Purchase	Est. Price w/ tax	Purchase Method	Scheduled Replacement/Addition	Surplus
Sanitation	2026 Peterbilt w/ Hiel Python ASL (Automatic Side Load) Garbage Truck Bed	\$508,764	Sourcewell	Addition	
Sanitation	2026 Peterbilt w/ Advantage Roll-Off Garbage Truck	\$349,066	Sourcewell	2012 Peterbilt rolloff (05563), to Landfill	2007 Peterbilt Rolloff (10553)
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\$1,328,376

Total Estimated Purchase Price



Pacific Northwest Division
PO Box 748728
Los Angeles, CA, 90074-8728
Phone: 800-585-8001

QUOTE

Quote Nbr.: Q013236
Order Date: 1/28/2026
Valid Until: 8/31/2026
Sales Person: TM Kelly Bowen
Customer ID: 03600
Reference:
Payment Terms:
For: Wes Walker

Notes: On Sourcewell contract #112624-TTC

FOR:	SHIP TO:	BILL TO:
City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America	City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America	City Of Walla Walla 15 N 3Rd Ave Walla Walla WA 99362-1859 United States of America

NO.	ITEM	QTY.	UOM	PRICE	SALES TOTAL
1	30807: Groundsmaster 3500-D T4Compliant Diesel 24.8HP	1.0000	EA	48,271.0800	48,271.08
2	107-0235-03: BLADE-ATOMIC	3.0000	EA	31.2500	93.75

Signature:

Quote Total: 48,364.83
Tax Total: 4,401.20
Total (USD): 52,766.03



Date: January 28, 2026

Quotation for City Of Walla Walla

Quote No: Q013236

Standard Terms and Conditions:

All customer orders require a review and either a customer signature on the final TSW quotation or a customer Purchase Order which includes the TSW quotation. In addition the customer must include a preferred delivery date, and any specific set-up requirements, such as Height of Cut, and the payment method must be pre-approved by TSW before proceeding with the order's acceptance.

All equipment sales are final, as most equipment is custom and specific to an application. Order cancellations must be approved in advance by TSW and will incur a 15% restock and handling fee.

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11373 Sunrise Gold Circle
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Escondido, CA 92029

Pacific Northwest:

1750 Industrial Dr. NE
Salem, OR 97301

5869 South 194th
Kent, WA 98032

2824 East Garland
Spokane, WA 99207

(800) 585-8001



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The operator should contact local fire agencies for laws or regulations relating to fire prevention requirements



ar-5938

Pgs. 53-58

City Council - Regular Meeting

Meeting Date: 04/08/2026

Submitted For: Lisa Neissl, Support Services, City Clerk

Add'l Contributors:

Information

ITEM TITLE:

Approves the minutes of the March 23rd Work Session and the March 25th Regular Meeting.

Attachments

03-23-2026 Minutes

03-25-2026 Minutes

DRAFT

WALLA WALLA CITY COUNCIL Work Session Minutes March 23, 2026

1. CALL TO ORDER - Mayor Reyna called the meeting to order at 4:00 p.m

Present: Councilmember Rick Eskil; Councilmember Rodney Outlaw; Mayor Gustavo Reyna; Councilmember Monte A. Willis; Councilmember Jeffrey Robinson; Councilmember Emily Brown; Councilmember/Mayor Pro Tempore Steve Moss

City Staff in attendance: City Manager Elizabeth Chamberlain; Deputy City Manager Preston Frederickson; Finance Director Liz Moeller; Fire Chief Eric Wood; City Clerk Lisa Neissl

2. ACTIVE AGENDA

A. Quarter 4 2025 Quarterly Financial Report

Staff provided the fourth quarter 2025 financial report.

There was discussion including:

- 2025 financials were better than expected.
- Staff monitors continually to maintain the long term plan.
- Forecast for 10 years ahead to mitigate future changes.
- Potential impacts of the legislative session:
 - Stability of 2026 budget grant and loan funding.
 - Public works assistance account future funding.
 - Indigent defense changes - budget impacts.
 - Fire & Police pension impacts to LEOFF-1 members.

B. Ladder Truck Replacement through cooperative purchasing agreement.

Staff provided information on the proposed purchase options for a new ladder truck to replace the current one.

There was discussion including:

- A benefit of an interfund loan is the city paying all the interest to itself rather than an outside entity.
- The level of staff input on the design and build of the new truck.
 - Includes Fire Department, Fleet Services, and Engineering (road construction standards)
- Potential effect of interfund loan on other future vehicle needs.
- Plan to implement reserve account for fire trucks which does not currently exist.
- Using purchasing cooperative for contract options.
- Frequency of the ladder truck use and safety impacts.
- Service level of the department and their equipment impacts the fire insurance rates for the entire city (residents).
- Lead time for the build and the lifespan of the current ladder truck.

3. OTHER BUSINESS

There was some discussion regarding an email received about sidewalk seating standards.

4. MEETING ENDS

There being no further business, the meeting ended at 4:55 p.m.

Approved:

Mayor

Attest:

City Clerk

DRAFT

DRAFT

WALLA WALLA CITY COUNCIL Regular Meeting Minutes March 25, 2026

1. **CALL TO ORDER** - Mayor Reyna called the meeting to order at 6:30 p.m

Present: Councilmember Rick Eskil; Councilmember Rodney Outlaw; Mayor Gustavo Reyna; Councilmember Monte A. Willis; Councilmember Jeffrey Robinson; Councilmember Emily Brown; Councilmember/Mayor Pro Tempore Steve Moss

City Staff in attendance: City Manager Elizabeth Chamberlain; Deputy City Manager Preston Frederickson; City Attorney Tim Donaldson; Public Works Director Ki Bealey; Fire Chief Eric Wood; Finance Director Liz Moeller; CDBG Coordinator Lydia Caudill; Code Enforcement Officer Amy Harris; City Clerk Lisa Neissl

2. **PLEDGE OF ALLEGIANCE**

3. **PRESENTATIONS AND PROCLAMATIONS** - None.

4. **PUBLIC COMMENTS:**

Paul Lynn and another expressed concerns with the Tiger Mill project in the watershed. Ian Lovecraft expressed flooding concerns.

5. **CONSENT AGENDA**

Staff introduced consent agenda items A through F as follows:

- A. Resolution 2026-022: Ratifies an emergency declaration for repairs to the open reservoirs at the Water Treatment Plant (WTP).
- B. Resolution 2026-023: Ratifies an emergency declaration to dredge the water intake and fish ladder following the March 13-15 flooding event.
- C. Resolution 2026-024: Authorize the Capital Asset Surplus List
- D. Resolution 2026-025: Acceptance of a Greater Health Now Training and Resiliency Support Program 2026 Grant
- E. Resolution 2026-026: Awards the bid for the 2026 ADA Improvement Project to Moreno & Castillo Construction, LLC, in the amount of \$72,527.30.
- F. Approves the minutes of the March 9th Work Session and the March 11th Regular Meeting.

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

Moved by Councilmember Jeffrey Robinson, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss **to approve consent agenda A through F.**

Yes: Councilmember Rick Eskil, Councilmember Rodney Outlaw, Mayor Gustavo Reyna, Councilmember Monte A. Willis, Councilmember Jeffrey Robinson, Councilmember Emily Brown, Councilmember/Mayor Pro Tempore Steve Moss

7 - 0 Carried - Unanimously

6. **ACTIVE AGENDA**

- A. Public Hearing for 2026 CDBG Annual Action Plan

Mayor Reyna opened the public hearing at 7:04 p.m.

Amy Harris, Code Enforcement Officer for the WW Police Department spoke about the success of the community clean up efforts held last year.

Matt Kilbourne of Catholic Charities spoke in support of this program and thanked the city for the partnership.

Monica Boyle of Gesa Power House Theatre spoke in support of the program and the crossing on Rose Street.

Being no additional testimony, the public hearing was closed at 7:07 p.m.

There was discussion regarding general appreciation of the program, how projects are prioritized, the resident driven advisory board, and ability to leverage additional funds.

- B. Resolution 2026-027: Approves the purchase of Pierce 100' Mid-Mount Aerial from Hughes Fire

Staff provided a brief statement about the purchase that was discussed in-depth during the work session. There were a couple of questions from audience members about the length of the ladder and ability to reach Whitman Towers.

Moved by Councilmember Monte A. Willis, **seconded by** Councilmember Rodney Outlaw **to approve Resolution 2026-027 approving the purchase of Pierce 100' Mid-Mount Aerial from Hughes utilizing option 1 to engage in an interfund loan to make the prepurchase of that vehicle.**

Yes: Councilmember Rick Eskil, Councilmember Rodney Outlaw, Mayor Gustavo Reyna, Councilmember Monte A. Willis, Councilmember Jeffrey Robinson, Councilmember Emily Brown, Councilmember/Mayor Pro Tempore Steve Moss

7 - 0 Carried - Unanimously

- C. City Council consideration of the Petition for Annexation (10% Petition) for property located on Cottonwood Road, west of Kendall Road.

Staff provided information on the petition for annexation and an overview of the petition annexation steps. Staff also provided some history on the property and recommendation should council want to move forward with this application.

Public comment: Robert King spoke, as a representative of the applicant, in favor of the application. David Schmaltz also spoke in favor. The following people spoke against the application: John Brun, Rhonda Olson, Vern Myrick, Colleen Myrick, Jack Connley, Robert Leigh, Daniel Ojcus, Stacy, Carol Merritt, Richard Counsel, Richard Parker, Keith Olson, R.L. McFarland, Kevin Zander and Larry Webber.

There was discussion including:

- Timing for accepting a 10% annexation petition.
- Need for an interim development regulation ordinance or code update.
- How a prior application should or can impact a new application.
- Ability of roads in the area to handle the additional traffic.
- Stormwater and flooding issues.
- Public perception of potential actions of council.
- Housing needs in the city.
- Process for developing and amending the comprehensive plan and municipal code.
- When and how frequently the applicant can apply for annexation.
- Process for annexation petitions to be considered.
- Prior removal of an area to the south that was removed from the UGA due to challenges of providing urban services.
- Urban services were already extended to this area.
- County plans and funding to improve intersections near this annexation area.
- If criteria of the comprehensive plan should be part of the municipal code.

Moved by Councilmember/Mayor Pro Tempore Steve Moss, **seconded by** Councilmember Jeffrey Robinson **to approve the petition for annexation at the 10% level for the property located on Cottonwood Rd, west of Kendall Rd.**
after additional discussion, the motion was withdrawn.

Moved by Councilmember Monte A. Willis, **seconded by** Councilmember Rick Eskil **to decline to adopt the 10% petition.**

There was additional discussion about the code and comprehensive plan.

Yes: Councilmember Rick Eskil, Councilmember Rodney Outlaw, Councilmember Monte A. Willis, Councilmember Emily Brown

No: Mayor Gustavo Reyna, Councilmember Jeffrey Robinson, Councilmember/Mayor Pro Tempore Steve Moss

4 - 3 Carried

There was additional discussion about process and adding discussion to a future agenda.

7. COUNCIL MEMBER MEETING REPORTS

Councilmember Willis reported attendance at the following:

The work session, the Finance Committee meeting, a meeting with City Manager Chamberlain, a meeting with Councilmember Brown, and a meeting with Councilmember Outlaw.

Councilmember Brown reported attendance at the following:

The work session, the Water/Wastewater Advisory Committee meeting, the Valley Transit Board member orientation and the board meeting, the Sasayama Sister City statue unveiling, the Port of WW Economic Development informational meeting, a meeting with Mayor Renya and the Roman Torres soccer foundation, a meeting with Councilmember Willis, a meeting with Councilmember Moss, and a tour of park facilities with Director Coleman and Councilmember Outlaw.

Councilmember Outlaw reported attendance at the following:

The work session, a meeting with City Manager Chamberlain, a meeting with Councilmember Willis, and a tour of park facilities with Director Coleman and Councilmember Brown.

Councilmember Moss reported attendance at the following:

The work session, the agenda setting, the Valley Transit Board meeting, the Finance Committee meeting, and a meeting with Councilmember Brown.

Mayor Reyna reported attendance at the following:

The work session, the agenda setting, the Finance Committee meeting, the Walla Walla Community College Board of Trustees meeting, a meeting with local leaders and the Roman Torres soccer foundation, welcoming the delegation and attending the Sasayama Sister City statue unveiling.

8. UNFINISHED AND NEW BUSINESS

Moved by Councilmember Rodney Outlaw, **seconded by** Councilmember/Mayor Pro Tempore Steve Moss **to add to a future agenda to initiate a code amendment.**

after additional discussion, the motion was amended to:

adding a development code amendment to the agenda at a work session in the future.

Yes: Councilmember Rodney Outlaw, Mayor Gustavo Reyna, Councilmember Jeffrey Robinson,
Councilmember Emily Brown, Councilmember/Mayor Pro Tempore Steve Moss

No: Councilmember Rick Eskil, Councilmember Monte A. Willis

5 - 2 Carried

9. MEETING ENDS

There being no further business, the meeting ended at 9:32 p.m.

Approved:

Attest:

Mayor

City Clerk



ar-5865

Pgs. 59-63

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Rejects all bids for the construction contract for the renovation and expansion of the Walla Walla Public Library

Submitted For: Heather VanTassell, Library

Project No:
785

Financial Comments:

Architect/Engineer Estimate: \$9,900,000 (Base Bid)
Construction budget: \$10,200,000

Bids received:
Kirby Nagelhout Construction Company: \$10,997,704

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

It is requested that City Council reject all bids for the construction contract to renovate the Walla Walla Public Library and direct staff to work with the design team on value engineering to reduce costs within the project scope and rebid the project.

Information

HISTORY:

Bids were advertised on February 20, 2026 for the Walla Walla Public Library Renovation and Expansion Project. Bids were opened on March 25, 2026 with one bid received. The bid was approximately \$1,000,000 above the a/e estimate and \$800,000 more than the project budget. Through discussions with the apparent low bidder and other general contractors who attended the pre-bid site visit, potential cost-saving opportunities and refinements to the project approach have been identified to improve competitiveness and reduce overall risk.

POLICY ISSUES:

City Council holds the authority to reject bids.

PLAN COMPLIANCE:

STRATEGIC PLAN:

- Livability
- Safe Community

COMPREHENSIVE PLAN:

- Community Character Goal 6: Walla Walla adds new and attractive features to its historic qualities as it grows.
- 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.

ALTERNATIVES:

Council may award the contract for \$10,997,704 to Kirby Nagelhout Construction Company or direct staff to not proceed with the project.

STAFF RECOMMENDATION:

Staff recommends that Council reject all bids and direct staff to work with the design team to refine the project to incorporate cost-saving measures and rebid the project.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-031

Bid Tabulation

RESOLUTION NO. 2026-031

A RESOLUTION REJECTING ALL BIDS FOR THE LIBRARY RENOVATION AND EXPANSION CONTRACT

WHEREAS, the City plans to renovate and expand the Walla Walla Public Library;
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, RCW 35A.40.210 provides in pertinent part that public work or improvement contracts for code cities shall be governed by RCW 35.23.352; and

WHEREAS, RCW 35.23.352 provides in pertinent part that competitive public bids are required for projects of “one hundred sixteen thousand one hundred fifty-five dollars if more than one craft or trade is involved with the public works, or seventy-five thousand five hundred dollars if a single craft or trade is involved[;]” and

WHEREAS, the City of Walla Walla published and advertised a call for competitive bids on February 20, 2026 for the project; and

WHEREAS, all timely bid proposals have been evaluated and exceed funding currently available for the project, and

WHEREAS, the Walla Walla City Council 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: All bids for the Walla Walla Public Library Renovation and Expansion Project are hereby rejected.

PASSED on April 8, 2026 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

PROJECT ESTIMATE: \$9,900,000

[illegible]



ar-5931

Pgs. 64-71

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Authorizes an interlocal agreement for reciprocal borrowing

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:

Authorization of an interlocal agreement with Columbia County Rural Library District, Mid-Columbia Libraries, Richland Public Library, Walla Walla County Rural Library District, and Walla Walla Public Library for reciprocal borrowing. Following the successful completion of a pilot project, the parties desire to transition to a perpetual agreement.

Information

HISTORY:

Reciprocal borrowing agreements are a mechanism of augmenting a library's collection by enabling patrons to access the resources of participating libraries. Such agreements are widely adopted both statewide and nationally to enhance community access to information and resources.

In December 2024, the City Council authorized the Walla Walla Public Library to enter into an interlocal agreement establishing a 16-month pilot project to study potential impacts of reciprocal borrowing (Resolution 2024-107). Participating libraries collaborated to identify metrics to allow for comparison, review, and discussion. Each library collected usage statistics and reported on a quarterly basis. A committee composed of two board members from each library, along with the library directors met on a quarterly basis to review statistics, discuss impacts, and explore opportunities for additional collaborations.

Overall, the project has been deemed successful. Reciprocal card use did not negatively impact participating libraries' collections or staff workloads. The agreement led to additional opportunities for collaboration, including shared program performers and staff training that may otherwise be cost-prohibitive for individual libraries. The committee unanimously recommends transitioning the pilot into a permanent agreement, with biannual reporting and an annual review moving forward.

POLICY ISSUES:

Interlocal agreements require Council approval.

ALTERNATIVES:

Council could choose not to authorize an interlocal agreement for reciprocal borrowing, in which case Walla Walla Public Library will not participate in the agreement with other listed libraries.

STAFF RECOMMENDATION:

Staff recommend the Council authorize the City Manager to enter into an interlocal agreement for reciprocal borrowing with Columbia County Rural Library District, Mid-Columbia Libraries, Richland Public Library, and Walla Walla County Rural Library District.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-032

RESOLUTION NO. 2026-032

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE CITY OF RICHLAND, COLUMBIA COUNTY RURAL LIBRARY DISTRICT, MID-COLUMBIA LIBRARIES, AND WALLA WALLA COUNTY RURAL LIBRARY DISTRICT REGARDING RECIPROCAL LIBRARY BORROWING

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, chapter 39.34 of the Revised Code of Washington authorizes political subdivisions to enter into intergovernmental agreements; and

WHEREAS, the Walla Walla City Council has been presented with a proposed interlocal agreement for reciprocal library borrowing between the City of Walla Walla, the City of Richland, Columbia County Rural Library District, Mid-Columbia Libraries, and Walla Walla County Rural Library District; and

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

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

Section 1: The terms of a certain interlocal agreement between the City of Walla Walla, the City of Richland, Columbia County Rural Library District, Mid-Columbia Libraries, and Walla Walla County Rural Library District for reciprocal library borrowing is hereby authorized, empowered and directed to execute said agreement on behalf of the City of Walla Walla.

Section 2: That the City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments to the interlocal agreement authorized by section 1 of this resolution on the following conditions: (a) the content of any amendment executed by the Walla Walla City Manager shall comply with the Washington Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington, (b) no amendment executed by the Walla Walla City Manager shall relieve the City of Walla Walla from compliance with enactments of the Walla Walla City Council or any other obligation or responsibility imposed by law except that to the extent of actual and timely performance thereof by a joint board or other legal or administrative entity created by an interlocal agreement, such performance may be offered in satisfaction of the obligation or responsibility, (c) any amendment executed by the City Manager shall be reported to the Walla Walla City Council at the first meeting of the Walla Walla City Council following execution of the

amendment, and (d) any amendment executed by the City Manager must provide that it may be revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council.

Section 3: The Walla Walla City Clerk is hereby authorized and directed to attest and file, if necessary, a copy of the interlocal agreement executed in accordance with section 1 of this resolution, and, unless revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council, any amendment to the interlocal agreement executed and reported in accordance with section 2 of this resolution as required by Section 39.34.040 of the Revised Code of Washington and prior to its entry in force.

PASSED on April 8, 2026 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

**GREAT RIVERS LIBRARIES INTERLOCAL AGREEMENT
BETWEEN**

**THE CITY OF RICHLAND, THE CITY OF WALLA WALLA, COLUMBIA COUNTY RURAL
LIBRARY DISTRICT, MID-COLUMBIA LIBRARIES, AND WALLA WALLA COUNTY RURAL
LIBRARY DISTRICT TO ESTABLISH RECIPROCAL LIBRARY BORROWING**

This interlocal agreement (the “Agreement”) is made this _____ day of _____, 2026, between the City of Richland, the City of Walla Walla, Columbia County Rural Library District, Mid-Columbia Libraries, and Walla Walla County Rural Library District (collectively “Participating Libraries”).

Whereas, the Cities of Richland and Walla Walla maintain public libraries, which desire to expand the opportunities for its library patrons to utilize library services when they are outside of their respective cities; and

Whereas, the special purpose districts of Columbia County Rural Library District (CCRLD), Mid-Columbia Intercounty Rural Library District (dba Mid-Columbia Libraries, MCL), and Walla Walla County Rural Library District (WWCRLD) maintain public libraries, which desire to expand the opportunities for its library patrons to utilize library services when they are outside of their respective jurisdictions; and

Whereas, the Board of Trustees of the Richland Public Library, the Board of Trustees of the Walla Walla Public Library, the Columbia County Rural Library District Board of Trustees, the Mid-Columbia Libraries Board of Trustees, and the Walla Walla County Rural Library District Board of Trustees find that it is in the best interests of their respective libraries to establish and maintain a reciprocal borrowing process that would allow their respective patrons to borrow library materials in-person from the other participating libraries under the same conditions that apply to resident patrons (excluding non-resident charges for library services); and

Whereas, all parties understand that reciprocal borrowing is not a replacement for, but rather a supplement to, the services their libraries provide,

IT IS NOW THEREFORE AGREED BY THE PARTIES AS FOLLOWS:

1. **Purpose.** The purpose of this Agreement is to facilitate the sharing resources with neighboring libraries through reciprocal borrowing.
2. **Term.** This Agreement shall commence on _____ 2026. It shall be perpetual and remain in effect indefinitely, subject to each Participating Library’s right to withdraw per §15.
3. **Effective date.** This Agreement does not require the signatures of all parties to be effective as to those parties that have executed it. If less than all parties have executed this Agreement, then the terms hereof shall be interpreted as to apply only to the parties that have executed this Agreement. Regardless of the date of this Agreement set forth at the top of page 1, the

actual effective date of this Agreement for each individual party shall be the date that party executed it and posted the Agreement on its website or filed it with the county auditor.

4. **Definitions.** For the purposes of this Agreement, the following terms shall have the following meanings:
 - a. A "Resident Cardholder" shall refer to a library cardholder who resides within the city limits of the City of Richland, the city limits of the City of Walla Walla, the district service area of CCRLD, the district service area of MCL, or the district service area of WWCRLD as well as those entitled by the library policies of each library to resident library cards.
 - b. "Owning Library" refers to the library that owns the item to be checked out.
5. **Specific Provisions.** The Resident Cardholders of one Participating Library's service area may obtain a library card permitting the use of any other Participating Library's facilities and services, without payment of a non-resident fee, under the following conditions:
 - a. The current policies and procedures for the provision of library services of each Participating Library shall remain in effect, with no coordination or standardization required, and specifically including the following provisions:
 - i. Library materials placed on hold must be picked up by the library cardholder at the Owning Library.
 - ii. Library Materials must be returned to the Owning Library.
 - iii. Participating libraries may set borrowing and holds limits specific to cards issued by this Agreement.
 - iv. The cards issued pursuant to this Agreement shall expire when this Agreement's term ends, unless otherwise agreed by the Participating Library that issued the card.
 - b. A Resident Cardholder of any Participating Library shall be entitled to borrowing privileges of physical materials at other Participating Libraries, as well as access to digital databases. The borrowing of digital content (e.g. eBooks and eAudiobooks) and access to licensed streaming content (e.g. Kanopy, Hoopla) shall be excluded from this Agreement.
 - c. Each Participating Library shall provide information, on a biannual basis, to the other Participating Libraries on:
 - i. The number of cards issued pursuant to this Agreement,
 - ii. The composition of the cards issued pursuant to this Agreement by residence of cardholder per §4.a, and
 - iii. The number and general composition of items checked out from their respective libraries by cards issued pursuant to this Agreement.
6. **Review and Administration.** The Directors/Managers of participating libraries shall be the administrators of this Agreement. They will submit a report to their respective boards no later than January 31 each year, reviewing the previous 12-month usage, per §5. c. This Agreement does not create a separate legal or administrative entity.

7. **Financing and Property.** Each party will bear its own cost of performing under this Agreement. No jointly owned real or personal property will be acquired, held, or dispositioned related to this cooperative undertaking, and no budget will be adopted.
8. **Amendment.** This Agreement may be modified only by further written agreement executed by all parties.
9. **Dispute Resolution.** If a dispute arises from or relates to this Agreement or the breach thereof, and if the dispute cannot be resolved through direct discussions between the respective Directors/Managers of each participating library within thirty (30) days, any party may pursue the remedies in section §10 below.
10. **Applicable Law-Venue.** This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. In the event a dispute cannot be resolved in accordance with §9 above or by a party withdrawing from this Agreement pursuant to §15 below, then the dispute shall be resolved in binding arbitration pursuant to RCW 7.04A at a mutually agreed location in Benton County, Washington. In the event the parties are unable to agree upon an arbitrator, the same shall be selected by the presiding judge for the Benton County Superior Court at the request of either party. The mandatory arbitration rules, as implemented in Benton County Superior Court, shall be binding as to procedure. The arbitrator shall have the authority to award attorney fees and costs, including the arbitrator's fees, to the prevailing party if the arbitrator deems it appropriate.
11. **Waiver.** No waiver of any right under this Agreement shall be effective unless made in writing by the authorized representative of the Party to be bound thereby.
12. **Concurrent Originals.** This Agreement may be executed in five or more counterparts, each which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement may also be executed by electronic means.
13. **Ratification and Confirmation.** Any acts consistent with the authority granted by this Agreement that were taken prior to the effective date of this Agreement are hereby ratified and confirmed.
14. **Severability.** If any term, provision, covenant, or condition of this Agreement is held by a court of competitive jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated as a result of such decision.
15. **Withdrawal from Agreement.** Any participating library may leave the Reciprocal Borrowing Agreement without cause and without penalty upon giving 60 days written notice to the other Participating Libraries. Notice shall be directed to the remaining Directors/Managers of the participating libraries.

16. **Other Reciprocal Borrowing Agreements.** This Agreement shall not prevent a Participating Library from entering into a similar reciprocal borrowing agreement with a library that is not a party to this Agreement.

17. **Entire Agreement.** This Agreement constitutes the entire understanding of the parties. It supersedes any oral representations that are inconsistent with or modify its terms and conditions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first written above.

CITY OF RICHLAND:

By: _____
City Manager

Date: _____

Attest:

Library Director

CITY OF WALLA WALLA:

By: _____
City Manager

Date: _____

Attest:

Library Director

COLUMBIA COUNTY
RURAL LIBRARY DISTRICT:

By: _____
Chair, Board of Trustees

Date: _____

Attest:

Library Director

MID-COLUMBIA
LIBRARIES:

By: _____
Chair, Board of Trustees

Date: _____

Attest:

Library Director

WALLA WALLA COUNTY
RURAL LIBRARY DISTRICT:

By: _____
Chair, Board of Trustees

Date: _____

Attest:

Library Director



ar-5932

Pgs. 72-103

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: CHIP Grant Acceptance from the WA State Dept of Commerce

Submitted For: Emily Arteché, Development Services Department

Financial Comments:

This resolution accepts a Connecting Housing to Infrastructure (CHIP) grant from the Washington State Department of Commerce, providing \$115,556 in grant funds to support the Common Roots Housing Trust Fern Avenue Cottage Homes housing project.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

This resolution accepts a Connecting Housing to Infrastructure (CHIP) grant from the Washington State Department of Commerce, providing \$115,556 in grant funds to support the Common Roots Housing Trust Fern Avenue Cottage Homes housing project and to waive system development charges commonly called Capital Facility Charges (CFC).

Information

HISTORY:

The City of Walla Walla, in partnership with the Common Roots Housing Trust, applied for and was awarded grant funding through the Connecting Housing Infrastructure Program (CHIP). The grant award is for \$115,556. The CHIP program was created in 2021 to fund utility connections for affordable housing. By covering the upfront costs of infrastructure and connecting housing to municipal systems, the CHIP program makes affordable housing projects more viable and helps bring more affordable housing units to our community.

The CHIP grant program allows for the use of grant funds to pay for system development charges (Capital Facilities Charges) and utility (water/wastewater/stormwater) improvements for new affordable housing projects that serve and benefit low-income households. These grant funds are intended to be supplemental project financing for necessary utility connection costs for affordable housing projects for qualifying Cities such as the City of Walla Walla.

With these grant funds, Common Roots will build utility (water/wastewater/stormwater) infrastructure improvements at 1502 Fern Avenue, Walla Walla, Washington, to connect its 7 cottage-sized low-income houses to City services. "Affordable housing" means that the payment of monthly housing costs, including utilities other than telephone, is no more than thirty percent of the family's income. Attached to this agenda report is a conceptual architectural rendering of the cottages.

A portion of these grant funds will also be used to pay for City of Walla Walla water/wastewater system development charges; commonly called Capital Facilities Charges.

POLICY ISSUES:

Grants and agreements exceeding \$50,000 require City Council approval.

PLAN COMPLIANCE:

STRATEGIC PLAN:

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

COMPREHENSIVE PLAN:

Land Use Goal 1 Walla Walla grows in a responsible way that maintains or improves the quality of life for its residents.

LU Policy 1.1 Accommodate new residential and commercial development in areas with available infrastructure and services.

LU Policy 3.7 Support a variety of housing types such as tiny homes, duplexes, multi-family 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.

Housing Policy 1.3 Encourage the use of existing housing stock to provide affordable housing for households with middle and lower incomes.

Housing Policy 1.4 Develop incentives for construction of housing affordable to households with low and moderate incomes such as density bonuses, waived fees, multi-family property tax exemption, or a transfer of development rights program.

Housing Policy 1.6 Apply for state and federal housing program funds to support efforts to provide funding for housing to serve people with low and moderate incomes and people with special needs.

Housing Goal 2 Attractive and functional neighborhoods are welcoming to all types of households.

Housing Policy 2.1 Integrate housing for lower and moderate income households and those with special needs into a variety of geographical locations throughout the city.

ALTERNATIVES:

The City Council could choose not to accept the grant. If so, this may jeopardize the ability of Common Roots to successfully construct affordable housing units.

STAFF RECOMMENDATION:

Staff recommends City Council approve a resolution authorizing the City Manager to accept the CHIP Grant offered by the Washington State Department of Commerce.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-033

Support Letter Common Roots Housing Trust CHIP Grant

Chip Award Letter March 11, 2026

Department of Commerce CHIP Draft Agreement

Fern Avenue Cottage Conceptual Drawings

RESOLUTION NO. 2026-033

A RESOLUTION AUTHORIZING ACCEPTANCE OF A CONNECTING HOUSING TO INFRASTRUCTURE PROGRAM (CHIP) GRANT, AND TAKING OTHER NECESSARY ACTION WITH RESPECT 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, RCW 35A.11.040 authorizes the Walla Walla City Council to “accept any gift or grant for any public purpose and may carry out any conditions of such gift or grant when not in conflict with state or federal law;” and

WHEREAS, section 35.21.735 of the Revised Code of Washington declares that “carrying out the purposes of federal grants or programs is both a public purpose and an appropriate function for a city, town, county, or public corporation” and authorizes entry into agreements to receive and expend grant funds; and

WHEREAS, Chapter 39.34 of the Revised Code of Washington authorizes political subdivisions to enter into intergovernmental cooperation agreements, and

WHEREAS, grant funding is available through the Washington State Department of Commerce’s Connecting Housing to Infrastructure grant program; 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 program careful review and consideration, and finds that participation in the program is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by participation in the program;

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 to accept a Connecting Housing to Infrastructure Program (CHIP) grant, and the Walla Walla City Manager, and/or designees of the Walla Walla City Manager, are hereby authorized and empowered to execute a grant agreement and other documents that may be required to

participate in the grant program.

Section 2: The City Manager of the City of Walla Walla is designated as the chief administrative official and authorized representative in all matters arising out of participation in the grant program authorized by Section 1 herein, and the City Manager of the City of Walla Walla, and/or designees of the Walla Walla City Manager, are hereby authorized, empowered, and directed to comply with program requirements and to make such certifications, reports, or other representations which may be necessary on behalf of the City of Walla Walla.

Section 3: The Walla Walla City Manager, and/or designees of the Walla Walla City Manager, are hereby authorized and empowered to approve and execute other documents related to and required by the grant program.

Section 4: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute intergovernmental agreements, sub-recipient agreements, and other agreements regarding acceptance, receipt and use of grant funding and participation in the grant program, and amendments thereto, on the following conditions: (a) the content of any agreement or amendment executed by the Walla Walla City Manager shall comply with grant program requirements, (b) no agreement or amendment executed by the Walla Walla City Manager shall relieve the City of Walla Walla from compliance with enactments of the Walla Walla City Council or any other non-delegable obligation or responsibility imposed by law, (c) any agreement or amendment executed by the City Manager shall be reported to the Walla Walla City Council following execution of the agreement or amendment and made available for public inspection, and (d) any agreement or amendment executed by the City Manager may be revoked and terminated by the Walla Walla City Council at the first council meeting after it is reported to the Walla Walla City Council.

Section 5: The Walla Walla City Council hereby waives system development charges, commonly called Capital Facility Charges for the Common Roots Housing Trust Fern Avenue Cottage Homes affordable housing project to the extent that they are covered by CHIP grant funds.

Section 6: The Walla Walla City Manager, and/or designees of the Walla Walla City Manager, are hereby authorized to reimburse eligible recipients for expenditure of qualified expenses from grant funds.

Section 7: The Walla Walla City Clerk is hereby authorized and directed to attest any agreement or other document executed in accordance with this resolution.

PASSED on April 8, 2026 by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



October 13, 2025

Mischa Venables, CHIP Program Manager
Department of Commerce
PO Box 42525
Olympia, WA 98504

Sent via email: Mischa.Venables@commerce.wa.gov

Dear Ms. Venables:

I am pleased to offer my support to the Common Roots Housing Trust (nonprofit) - Fern Avenue Cottages Project grant application to the Connecting Housing to Infrastructure Program (CHIP). Common Roots Housing Trust is a partner in addressing the region's affordable housing crisis and we look forward to the development of these affordable housing units in our City.

According to the Walla Walla County's Regional Housing Allocations, the City's total 2020-2046 projected affordable need is 2,348 units including 157 units at 50-80% Area Median Income (AMI). The proposed project is to develop 7 cottage sized dwelling units, of which all 7 units will meet affordability requirements under 80% AMI; furthering the City's objective to increase housing and affordable housing.

City staff intend to bring an resolution forward to the City Council to waive the applicable capital facility charges (e.g. utility connection fee) and permit fees for the affordable units in the proposed project contingent on receiving CHIP grant funds for the water, sewer and stormwater utility work. As a side note, the City is working on permanent code language to waive connection charges and permit fees for other affordable housing projects.

The partnership between the Common Roots Housing Trust and the City of Walla Walla with the use of the CHIP grant as well as support for waiving the applicable connection and permit fees, will bring a needed housing project to the community, enhance the neighborhood by developing a vacant lot, and bring improved infrastructure to the neighborhood.

Thank you for your consideration of the Common Roots Housing Trust and City of Walla Walla's CHIP grant application.

Sincerely,

Elizabeth F. Chamberlain, AICP
City Manager

A WONDERFUL PLACE TO **LIVE WORK PLAY**

15 N. 3rd Ave., Walla Walla, WA 99362 | 509.527-4540 | wallawallawa.gov



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

March 11, 2026

City of Walla Walla
15 N 3rd Ave
Walla Walla, WA 99362
Delivered via Email to Emily Arteche: earteche@wallawallawa.gov

RE: Connecting Housing to Infrastructure (CHIP) Grant ***Revised***

Dear CHIP recipient:

Congratulations! I am pleased to inform you that City of Walla Walla has been awarded **\$115,556.00** from the Connecting Housing to Infrastructure Program (CHIP) for the Fern Avenue Cottage Homes project. Funding for this program is provided from the State Building Construction Account, and your grant will be governed by those rules.

Commerce is planning to announce these awards in a press release and other communications. Please keep news of your award embargoed until Commerce's announcement.

This grant will be administered by the Growth Management Services (GMS) unit of the Washington Department of Commerce. All pre-contracting requirements must be met prior to executing a contract and before drawing down any funds. If not already provided, these may include:

- Proof of site control.
- A project schedule showing affordable housing development be able to begin construction within 24 months of the award.
- Documentation of a program that will monitor affordability of units for a minimum of 25 years or securitization (covenant and/or note and deed of trust for affordable housing units) if no other partner.
- For reimbursement of waived system development charges, documentation of waived charges/fees or a letter of commitment that the fees will be waived and the timeframe for such waiver.
- Documentation of consultation with Department of Archeology and Historic Preservation (DAHP) and affected tribes is completed or in process, consistent with GEO 21-02. With this letter, Commerce delegates consultation authority to the grantee. Please complete the

EZ-1 form and submit to DAHP, and ensure Commerce is included in subsequent communications.

Once all pre-contracting requirements have been met, a contract will be prepared and sent for signature via DocuSign. Once both parties have signed the contract, we will send the fully executed contract. More information is available in the CHIP Handbook located at www.commerce.wa.gov/chip/.

Anne Anderson will be in touch with you to develop the contract(s) and answer any questions you may have. Her email is Anne.Anderson@commerce.wa.gov, and her phone number is (206) 613-7498.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Andersen", with a stylized, flowing script.

Dave Andersen, AICP
Managing Director
Growth Management Services

cc:

Anne Fritzel, AICP, Housing Programs Manager, Growth Management Services
Mischa Venables, CHIP Program Manager, Growth Management Services
Anne Anderson, CHIP Contracts Manager, Growth Management Services
pfred@wallawallawa.gov



Capital Agreement with

City of Walla Walla

through

Connecting Housing to Infrastructure Program (CHIP)

Contract Number:

26-96330-121

For

To support the development of affordable housing by reimbursing the City of Walla Walla for waived system development charges of affordable housing units for the Fern Avenue Cottage Homes project.

Dated: Tuesday, July 1, 2025

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Face Sheet

Contract Number 26-96330-121

Growth Management Services Connecting Housing to Infrastructure Program

1. Grantee City of Walla Walla 15 N 3rd Ave Walla Walla, WA 99362		2. Project Name and Address Fern Avenue Cottage Homes 1502 Fern Avenue Walla Walla, WA 99362	
3. Grantee Representative Emily Arteche Deputy Director of Development Services earteche@wallawallawa.gov		4. COMMERCE Representative Mischa Venables CHIP Project Manager (360)725-3088 Mischa.venables@commerce.wa.gov	
5. Contract Amount \$115,556	6. Funding Source Federal: ☐ State: ☒ Other: ☐ N/A: ☐		7. Start Date July 1, 2025
8. End Date June 30, 2027, subject to reappropriation			
9. Federal Funds (as applicable) \$0.00		Federal Agency: N/A	
ALN N/A			
10. Tax ID # 94-3079505	11. SWV # SWV0008135	12. UBI # 363-004-651	13. UEI #
14. Award Method ☐ Non-Competitive x ☒ Competitive		NOFO/RFX # N/A	
Proviso # 40000675			
15. Contract Purpose To support the development of affordable housing by reimbursing the City of Walla Walla for waived system development charges of affordable housing units for the Fern Avenue Cottage Homes project.			
COMMERCE, defined as the Department of Commerce, and Grantee acknowledge and accept the terms of this Contract and attachments and have executed this Contract on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract are governed by this Contract and the following other documents incorporated by reference: Grantee Terms and Conditions including Attachment "A" - Scope of Work, Attachment "B" – Budget, and Attachment "C" – Commitment of Continued Affordability.			
FOR GRANTEE _____ Elizabeth Chamberlain, City Manager City of Walla Walla Walla echamberlain@wallawallawa.gov _____ Date		FOR COMMERCE _____ Mark K. Barkley, Assistant Director Local Government Division _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

Special Terms and Conditions

1. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Grantee and their contact information are identified on the Face Sheet of this Contract.

2. COMPENSATION

COMMERCE shall pay an amount not to exceed \$115,556, (One hundred fifteen thousand, five hundred fifty-six dollars) for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. Grantee's compensation for services rendered shall be in accordance with Attachment A, Scope of Work, Attachment B, Budget, and Attachment C, Commitment of Continued Affordability.

3. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Grantee upon acceptance of services provided and receipt of properly completed invoices, including backup documentation of costs, which shall be submitted to the Representative for COMMERCE via email, or the Commerce Contracts Management System.

Invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees.

Each invoice/reimbursement request will either be submitted through the Commerce Contracts Management System or submitted to Commerce with a complete and signed Invoice Voucher (Form A-19) provided by a COMMERCE Representative and shall include the Contract Number 26-96330-121. Backup documentation detailing each cost, including invoices or receipts, must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Grantee.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Grantee for services rendered if the Grantee fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Duplication of Billed Costs

The Grantee shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Grantee if the Grantee is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

Line Item Modification of Budget

- A. Notwithstanding any other provision of this contract, the Grantee may, at its discretion, make modifications to line items in the Budget (Attachment B) to respond to changes in project costs.
- A. The Grantee shall notify COMMERCE in writing (by email or regular mail) when proposing any budget modification or modifications to a line item of the Budget (Attachment B).
- B. Any such budget modification or modifications as described above shall require the written approval of COMMERCE (by email), and such written approval shall amend the Budget. Each party to this contract will retain and make any and all documents related to such budget modifications a part of their respective contract file.
- C. Nothing in this section shall be construed to permit an increase in the amount of funds available for the Project, as set forth in the Face Sheet of this contract, nor does this section allow any proposed changes to the Scope of Work under Attachment A, without specific written approval from COMMERCE by amendment to this contract.

4. SUBCONTRACTOR DATA COLLECTION

Grantee will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

5. HISTORICAL OR CULTURAL ARTIFACTS

Prior to approval and disbursement of any funds awarded under this Contract, Grantee shall complete the requirements of Governor's Executive Order 21-02, where applicable, or Grantee shall complete a review under Section 106 of the National Historic Preservation Act, if applicable. Grantee agrees that the Grantee is legally and financially responsible for compliance with all laws, regulations, and agreements related to the preservation of historical or cultural resources and agrees to hold harmless COMMERCE and the state of Washington in relation to any claim related to such historical or cultural resources discovered, disturbed, or damaged as a result of the project funded by this Contract.

In addition to the requirements set forth in this Contract, Grantee shall, in accordance with Governor's Executive Order 21-02 coordinate with Commerce and the Washington State Department of Archaeology and Historic Preservation ("DAHP"), including any recommended consultation with any affected tribe(s), during Project design and prior to construction to determine the existence of any tribal cultural resources affected by Project. Grantee agrees to avoid, minimize, or mitigate impacts to the cultural resource as a continuing prerequisite to receipt of funds under this Contract.

The Grantee agrees that, unless the Grantee is proceeding under an approved historical and cultural monitoring plan or other memorandum of agreement, if historical or cultural artifacts are discovered during construction, the Grantee shall immediately stop construction and notify the local historical preservation officer and the state's historical preservation officer at DAHP, and the Commerce Representative identified on the Face Sheet. If human remains are uncovered, the Grantee shall report the presence and location of the remains to the coroner and local enforcement immediately, then contact DAHP and the concerned tribe's cultural staff or committee.

The Grantee shall require this provision to be contained in all subcontracts for work or services related to the Scope of Work attached hereto.

In addition to the requirements set forth in this Contract, Grantee agrees to comply with RCW 27.44 regarding Indian Graves and Records; RCW 27.53 regarding Archaeological Sites and Resources; RCW 68.60 regarding Abandoned and Historic Cemeteries and Historic Graves; and WAC 25-48 regarding Archaeological Excavation and Removal Permit.

Completion of the requirements of Section 106 of the National Historic Preservation Act shall substitute for completion of Governor's Executive Order 21-02.

In the event that the Grantee finds it necessary to amend the Scope of Work the Grantee may be required to re-comply with Governor's Executive Order 21-02 or Section 106 of the National Historic Preservation Act.

6. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program and shall be responsible for losses for which it is found liable.

7. FRAUD AND OTHER LOSS REPORTING

Grantee shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

8. CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR INELIGIBILITY AND VOLUNTARY EXCLUSION- PRIMARY AND LOWER TIER COVERED TRANSACTIONS

- A.** Grantee, defined as the primary participant and its principals, certifies by signing these General Terms and Conditions that to the best of its knowledge and belief they:
 - i.** Are not presently debarred, suspended, proposed for debarment, and declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - ii.** Have not within a three-year period preceding this Grant, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
 - iii.** Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of federal Executive Order 12549; and
 - iv.** Have not within a three-year period preceding the signing of this Grant had one or more public transactions (Federal, State, or local) terminated for cause of default.
- B.** Where the Grantee is unable to certify to any of the statements in this Grant, the Grantee shall attach an explanation to this Grant.
- C.** The Grantee agrees by signing this Grant that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by COMMERCE.
- D.** The Grantee further agrees by signing this Grant that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion- Lower Tier Covered Transaction," as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

LOWER TIER COVERED TRANSACTIONS

- i.** The lower tier Grantee certifies, by signing this Grant that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- i. Where the lower tier Grantee is unable to certify to any of the statements in this Grant, such Grantee shall attach an explanation to this Grant.
- E. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded**, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact COMMERCE for assistance in obtaining a copy of these regulations.

9. **INDEMNIFICATION**

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. **NO THIRD-PARTY BENEFICIARIES**

This Agreement is enforceable only by COMMERCE and GRANTEE and is not intended to establish any third-party entitlements, rights, or causes of action.

11. **OWNERSHIP**

COMMERCE disclaims any ownership in deliverables reimbursed under this grant.

12. **PUBLIC BENEFIT OF LATECOMER FEES**

Any latecomer fees as defined by RCW 35.91.020 collected by the Grantee or Subgrantee at any tier arising from infrastructure funded in whole or in part by this Contract, shall be remitted to the Grantee's affordable housing fund or to another funding source designated by the Grantee in support of affordable housing in the community.

13. **DOCUMENTATION AND SECURITY**

The provisions of this section shall apply to all work performed under this Contract. COMMERCE reserves the right to review all state-funded projects and to require that work performed by Subcontractors of this Contract comply with this section.

- A. Deed of Trust. This Grant Agreement shall be evidenced by a promissory note and secured by a deed of trust or other appropriate security instrument in favor of COMMERCE (the Deed of Trust) executed by landowner/sub recipient of the grant. The Deed of Trust shall be recorded in the County where the Project is located, and the original returned to COMMERCE after recordation within 90 calendar days of Grant Agreement execution. The Deed of Trust must be recorded before COMMERCE will reimburse the GRANTEE for any Project costs. The amount secured by the Deed of Trust shall be the amount of the Grant Agreement as set forth on the Face Sheet.
- B. Term of Deed of Trust; Commitment Period. The Deed of Trust shall remain in full force and effect for a minimum period of 25 years from the date in which the property is improved upon and a statement of occupancy is issued for the purposes of affordable housing as intended under the funding. For single family housing units a partial reconveyance may be issued at the time of sale to qualified homeowner, but the affordability period will remain in effect under a covenant. For multi family housing units a reconveyance will be issued after the 25 year period has expired.
- C. Title Insurance. The GRANTEE shall purchase an extended coverage lender's policy of title insurance insuring the lien position of the Deed of Trust in an amount not less than the amount of the grant.
- D. Covenant. The property shall be covenanted for the purposes intended under the funding for a period of 25 years.
- E. Subordination. COMMERCE may agree to subordinate its Deed of Trust upon request from a private or public lender. Any such request shall be submitted to COMMERCE in writing, and

COMMERCE shall respond to the request in writing within 30 calendar days of receiving the request.

- F. Deed of Trust on Leased Property. COMMERCE may require, at its sole discretion, a Deed of Trust on the fee interest of the real property where the Project is located, if the Project is on leased property.

14. **ORDER OF PRECEDENCE**

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Attachment C – Commitment of Continued Affordability

General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Grantee, including any Exhibits, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Grantee.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Grantee, who is performing all or part of those services under this Contract under a separate contract with the Grantee. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALLOWABLE COSTS

Costs allowable under this Contract are actual expenditures according to an approved budget up to the maximum amount stated on the Contract Award or Amendment Face Sheet.

3. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

4. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

5. AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the "ADA" 28 CFR Part 35

The Grantee must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

6. APPROVAL

This contract shall be subject to the written approval of COMMERCE's Authorized Representative and shall not be binding until so approved. The contract may be altered, amended, or waived only by a written amendment executed by both parties.

7. ASSIGNMENT

Neither this Contract, nor any claim arising under this Contract, shall be transferred or assigned by the Grantee without prior written consent of COMMERCE.

8. ATTORNEYS' FEES

Unless expressly permitted under another provision of the Contract, in the event of litigation or other action brought to enforce Contract terms, each party agrees to bear its own attorneys' fees and costs.

9. CODE REQUIREMENTS

All construction and rehabilitation projects must satisfy the requirements of applicable local, state, and federal building, mechanical, plumbing, fire, energy and barrier-free codes. Compliance with the Americans with Disabilities Act of 1990 28 C.F.R. Part 35 will be required, as specified by the local building Department.

10. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

- i. All material provided to the Grantee by COMMERCE that is designated as "confidential" by COMMERCE;
- ii. All material produced by the Grantee that is designated as "confidential" by COMMERCE; and
- iii. All Personal Information in the possession of the Grantee that may not be disclosed under state or federal law.

B. The Grantee shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Grantee shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Grantee shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Grantee shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Grantee shall make the changes within the time period specified by COMMERCE. Upon request, the Grantee shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Grantee against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Grantee shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

11. CONFORMANCE

If any provision of this contract violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

12. CONFLICT OF INTEREST

Grantee must maintain and comply with written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. Grantee must comply with the following minimum requirements:

- A.** No employee, officer, or agent may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the Grantee may neither solicit nor accept gratuities, favors, or anything of monetary value from Grantees or parties to subcontracts and must comply with RCW 39.26.020. However, Grantee may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the Grantee.
- B.** If the Grantee has a parent, affiliate, or subsidiary organization that is not a state, local government, or federally recognized tribe, the Grantee must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the Grantee is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

13. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Grantee hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Grantee hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Grantee warrants and represents that the Grantee has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Grantee shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Grantee shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Grantee with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Grantee.

14. DISALLOWED COSTS

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractors.

15. DISPUTES

Except as otherwise provided in this Contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the Grantee's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Contract Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Contract shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

16. DUPLICATE PAYMENT

Grantee certifies that work to be performed under this contract does not duplicate any work to be charged against any other contract, subcontract, or other source.

17. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

18. INDEMNIFICATION

To the fullest extent permitted by law, the Grantee shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The Grantee's obligation to indemnify, defend, and hold harmless includes any claim by Grantee's agents, employees, representatives, or any subcontractor or its employees.

The Grantee's obligation shall not include such claims that may be caused by the sole negligence of the State and its agencies, officials, agents, and employees. If the claims or damages are caused by or result from the concurrent negligence of (a) the State, its agents or employees and (b) the Grantee, its subcontractors, agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Grantee or its subcontractors, agents, or employees.

The Grantee waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

19. INDEPENDENT CAPACITY OF THE GRANTEE

The parties intend that an independent Grantee relationship will be created by this Contract. The Grantee and its employees or agents performing under this Contract are not employees or agents of the state of Washington or COMMERCE. The Grantee will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the Grantee make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the Grantee.

20. INDUSTRIAL INSURANCE COVERAGE

The Grantee shall comply with all applicable provisions of Title 51 RCW. If the Grantee fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the Grantee the full amount payable to the Industrial Insurance Accident Fund. COMMERCE may deduct the amount owed by the Grantee to the accident fund from the amount payable to the Grantee by COMMERCE under this Contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Grantee.

21. LAWS

The Grantee shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and federal governments, as now or hereafter amended.

22. LICENSING, ACCREDITATION AND REGISTRATION

The Grantee shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

23. LIMITATION OF AUTHORITY

Only the Authorized Representative or Authorized Representative's designee by writing (designation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract.

24. LOCAL PUBLIC TRANSPORTATION COORDINATION

Where applicable, Grantee shall participate in local public transportation forums and implement strategies designed to ensure access to services.

25. NONDISCRIMINATION

A. Nondiscrimination Requirement. During the performance of this Agreement, the Grantee, including any subcontractor, shall comply with all federal, state, and local nondiscrimination laws, regulations and policies, this shall include but not be limited to the following: Grantee, including any subcontractor, shall not discriminate on the bases enumerated at RCW 49.60.530(3). In addition, GRANTEE, including any subcontractor, shall give written notice of this nondiscrimination requirement to any labor organizations with which GRANTEE, or subcontractor, has a collective bargaining or other agreement.

The funds provided under this Agreement shall not be used to fund religious worship, exercise, or instruction. No person shall be required to participate in any religious worship, exercise, or instruction in order to have access to the facilities funded by this Agreement.

B. Obligation to Cooperate. GRANTEE, including any subcontractor, shall cooperate and comply with any Washington state agency investigation regarding any allegation that GRANTEE, including any subcontractor, has engaged in discrimination prohibited by this Agreement pursuant to RCW 49.60.530(3).

C. Default. Notwithstanding any provision to the contrary, COMMERCE may suspend GRANTEE, including any subcontractor, upon notice of a failure to participate and cooperate with any state agency investigation into alleged discrimination prohibited by this Contract, pursuant to RCW 49.60.530(3). Any such suspension will remain in place until COMMERCE receives notification that GRANTEE, including any subcontractor, is cooperating with the investigating state agency. In the event GRANTEE, or subcontractor, is determined to have engaged in discrimination identified at RCW 49.60.530(3), COMMERCE may terminate this Agreement in whole or in part, and GRANTEE, subcontractor, or both, may be referred for debarment as provided in RCW 39.26.200. GRANTEE or subcontractor may be given a reasonable time in which to cure this noncompliance, including implementing conditions consistent with any court-ordered injunctive relief or settlement agreement.

D. Remedies for Breach. Notwithstanding any provision to the contrary, in the event of Agreement termination or suspension for engaging in discrimination, GRANTEE, subcontractor, or both, shall be liable for contract damages as authorized by law including, but not limited to, any cost difference between the original Grant and the replacement or cover Grant and all administrative costs directly related to the replacement Grant, e.g., cost of the competitive bidding, mailing, advertising and staff time, which damages are distinct from any penalties imposed under Chapter 49.60, RCW. GRANTEE may also be required to repay grant funds pursuant to Section 31 (Recapture) of the General Terms & Conditions if the Agreement is terminated based on a violation of the nondiscrimination requirement. COMMERCE shall have the right to deduct from any monies due to GRANTEE or subcontractor, or that thereafter become due, an amount for damages GRANTEE or subcontractor will owe COMMERCE for default under this provision.

26. PAY EQUITY

The Grantee agrees to ensure that “similarly employed” individuals in its workforce are compensated as equals, consistent with the following:

- A.** Employees are “similarly employed” if the individuals work for the same employer, the performance of the job requires comparable skill, effort, and responsibility, and the jobs are performed under similar working conditions. Job titles alone are not determinative of whether employees are similarly employed;
- B.** Grantee may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:
 - i.** A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.
 - ii.** A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.
 - iii.** A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Contract may be terminated by the Department, if the Department or the Department of Enterprise Services determines that the Grantee is not in compliance with this provision.

27. POLITICAL ACTIVITIES

Political activity of Grantee’s employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17A RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

28. PREVAILING WAGE LAW

The Grantee certifies that all Grantees and subcontractors performing work on the Project shall comply with state Prevailing Wages on Public Works, Chapter 39.12 RCW, to the extent applicable to the Project funded by this contract, including but not limited to the filing of the "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" to the extent required by RCW 39.12.040. The Grantee shall maintain records sufficient to evidence compliance with Chapter 39.12 RCW to the extent applicable, and shall make such records available for COMMERCE's review upon request

29. PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION

The funds provided under this Contract shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such funds or any other approval or concurrence under this Contract provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

30. PUBLICITY

The Grantee agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

31. RECAPTURE

In the event that the Grantee fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Grantee of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

32. RECORDS MAINTENANCE

The Grantee shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Grantee shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

33. REGISTRATION WITH DEPARTMENT OF REVENUE

If required by law, the Grantee shall complete registration with the Washington State Department of Revenue.

34. RIGHT OF INSPECTION

At no additional cost all records relating to the Grantee's performance under this Contract shall be subject at all reasonable times to inspection, review, and audit by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, in order to monitor and evaluate performance, compliance, and quality assurance under this Contract. The Grantee shall provide access to its facilities for this purpose.

35. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten business day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

36. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

37. SUBCONTRACTING

The Grantee may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Grantee shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Grantee to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Grantee from subcontracting with a particular person or entity; or (c) require the Grantee to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Grantee is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Grantee shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Grantee to COMMERCE for any breach in the performance of the Grantee's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

38. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

39. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the Grantee's income or gross receipts, any other taxes, insurance or expenses for the Grantee or its staff shall be the sole responsibility of the Grantee.

40. TERMINATION FOR CAUSE

In the event COMMERCE determines the Grantee has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Grantee in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Grantee shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Grantee from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Grantee or a decision by COMMERCE to

terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Grantee: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

41. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

42. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Grantee to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Grantee the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Grantee and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Grantee such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Grantee shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Grantee under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and

- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Grantee and in which COMMERCE has or may acquire an interest.

43. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Grantee, for the cost of which the Grantee is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Grantee. Title to other property, the cost of which is reimbursable to the Grantee under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Grantee shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Grantee shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Grantee or which results from the failure on the part of the Grantee to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Grantee shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Grantee shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Grantee under this clause shall also include Grantee's employees, agents or Subcontractors.

44. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Attachment A: SCOPE OF WORK:

Scope of Work

Reimburse the City of Walla Walla for waived system development charges of affordable housing units for the Fern Avenue Cottage Homes project.

Project Requirements

Based on the criteria within the state capital budget, SB 5195 Sec 1020, and criteria developed by Commerce to ensure the terms of the appropriation are met, all grants must meet the following criteria:

- Applicant must be a city, county or public utility district, applying in coordination with the developer of a affordable housing project, located within a jurisdiction that imposed a sales and use tax under RCW 82.14.530(1)(a)(ii), 82.14.530(1)(b)(i)(B), 82.14.540, or 84.52.105.
- The utility project must serve new affordable housing projects that serve and benefit low-income households as defined by RCW 43.185A.010 for at least 25 years. If the project is a mixed-income project, the affordable portion of the development must be at least 25%. (See Appendix C, Commitment of Continued Affordability.)
- Project work, meaning breaking ground and starting the construction process, must start by January, 2028.
- For system development charge waiver reimbursement, jurisdictions must have an adopted fee waiver program, and documentation that the fees have been waived for the affordable housing units by each provider for water, sewer, and stormwater, in accordance with the budget. See Appendix B, Budget.

CERTIFICATION PERFORMANCE MEASURE – SCOPE OF WORK

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE as of the date and year written below.

Elizabeth Chamberlain, City Manager
City of Walla Walla Walla

DATE

Attachment B: CHIP Budget

Type of Cost	Recipient	Amount
Waived system development charges (SDCs) for Water	Jurisdiction or public utility waiving the SDCs:	64,988
Waived system development charges for sewer	Jurisdiction or public utility waiving the SDCs:	35,518
Waived system development charges for Stormwater	Jurisdiction or public utility waiving the SDCs:	15,050
Utility improvement costs as detailed in Attachment A: Scope of Work	Pass through funding to affordable housing project costs	0
Contract Total		115,556

CHIP funds can pay for the system development charges for the affordable units. All costs related to CHIP funding must be submitted for reimbursement no later than June 30, 2027, or revised contract end date if reappropriated. Calculations and SDC waiver documentation, along with the ordinance and fee schedule must be provided with the invoice for SDCs.

CERTIFICATION OF THE AVAILABILITY OF FUNDS TO COMPLETE THE ENTIRE PROJECT

CERTIFICATION PERFORMANCE MEASURE - AVAILABILITY OF FUNDS

The GRANTEE by its signature, certifies that GRANTEE has received binding assurances from the Project Developer or other relevant party that project funding from sources other than those provided by this Grant Agreement has either been expended for eligible Project expenses, or is committed in writing and available and will remain committed and available solely and specifically for carrying out the purposes of this Project as described in elsewhere in this Grant Agreement, as of the date and year written below. The GRANTEE shall maintain records sufficient to evidence that the Project Developer has expended or has access to the funds needed to complete the Project, and shall make such records available for COMMERCE's review upon reasonable request.

Elizabeth Chamberlain, City Manager
City of Walla Walla Walla

DATE

Attachment C: Commitment of Continued Affordability

Affordability will be monitored through the Common Roots Housing Trust ground lease model, which requires permanent resale restrictions. CRHT maintains records of all transactions and conducts compliance reviews annually.

If the project is NOT already monitored for affordability by an organization such as the Housing Trust Fund, The Washington State Housing Finance Commission, a housing authority, or a local government monitoring process, then the following is required:

- The project must be enrolled in Commerce's Tracking Housing Affordability Database (THAD), for receiving annual reports and conducting 5-year audits.
- The project must provide a covenant and/or note and deed of trust naming Commerce as part of securitization.
- The project must maintain records for 31 years in accordance with the Records Maintenance in contract General Terms and Conditions.

For the purposes of this contract, the utility project must serve new affordable housing projects that serve and benefit low-income households for at least 25 years.

"Affordable housing" has the same meaning as in RCW 43.185A.010, and means residential housing for rental occupancy which, as long as the same is occupied by low-income households, requires payment of monthly housing costs, including utilities other than telephone, of no more than thirty percent of the family's income. In the context of homeownership, the definition from the [Housing Trust Fund Handbook](#) applies (Section 701.7):

"affordability occurs when a household's monthly housing costs are generally no more than 38 percent of monthly household income and total debt is no more than 45 percent of monthly household income. Housing costs include mortgage principal, interest, property taxes, homeowner insurance, homeowner association fees, and land lease fees, as applicable. Total debt includes other debt and utilities."

¹ "Low-income household" has the same definition as in RCW 43.185.010(6), and means a single person, family or unrelated persons living together whose adjusted income is less than eighty percent of the median family income, adjusted for household size, for the county where the project is located.

Fern Avenue Cottage Homes	
County and parcel number(s) of property:	Walla Walla County, #3607 2831 00 01
Organization monitoring continued affordability:	Common Roots Housing Trust
Term of affordability:	99 years
Documentation evidencing securitization of affordability	Common Roots Housing Trust Land Lease

Enter Number of Units in each category below:	
30% AMI- Studio	
30% AMI- 1 Bedroom	
30% AMI- 2 Bedroom	
30% AMI- 3 Bedroom	
30% AMI- Other	
50% AMI- Studio	
50% AMI- 1 Bedroom	
50% AMI- 2 Bedroom	
50% AMI- 3 Bedroom	
50% AMI- Other	
60% AMI- Studio	
60% AMI- 1 Bedroom	
60% AMI- 2 Bedroom	
60% AMI- 3 Bedroom	
60% AMI- Other	
80% AMI- Studio	
80% AMI- 1 Bedroom	
80% AMI- 2 Bedroom	3
80% AMI- 3 Bedroom	4
80% AMI- Other	

The GRANTEE by its signature, certifies that the project will be monitored to ensure continued affordability for a minimum of 25 years, evidenced by documentation listed above. The GRANTEE shall maintain records sufficient to evidence the continued affordability, and that it will retain and shall make such records available for COMMERCE's review upon reasonable request.

Elizabeth Chamberlain, City Manager
City of Walla Walla Walla

DATE

- Seven single family homes
- 2 to 3 bedroom, 2 bath
- \$170,000 - \$210,000
- Available 2026

FERN AVENUE COTTAGE HOMES





ar-5908

Pgs. 104-108

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Designating the Hearing Examiner to conduct the public hearing on the proposed MC Gateway Development Agreement

Submitted For: Jon Maland, Development Services Department

Project No:
PLN1-26-0006

Financial Comments:

Not applicable on this request.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Request that the City Council determine the Walla Walla Hearing Examiner be the hearing body for the Public Hearing on the proposed MC Gateway Development Agreement.

Information

HISTORY:

MC Gateway, LLC owns the property of approximately 355 acres, which is located north of Mill Creek Road, west of Harbert Road, and adjacent to Highway 12. This property lies within the Urban Planned Communities (UPC) zone.

The purpose of the UPC zone is to provide greater flexibility and encourage more creative land planning solutions on large parcels of land than would be achieved by traditional lot-by-lot development using the other zoning districts in this code, while at the same time ensuring substantial compliance with the goals and policies of the Comprehensive Plan and permitting more advantageous and efficient use of sites and infrastructure through the location and arrangement of structures, circulation, parking, and open spaces. The purpose of this district is to provide flexibility to achieve public benefits, to respond to changing community needs, and the primary land uses shall be commercial, residential, and active and passive open space. See Walla Walla Municipal Code (WWMC) 20.50.110 and 140.

Attached to this agenda report is a conceptual design for the MC Gateway development plan, which shows a mixture of residential development, commercial development, and associated open space and trails, all of which lie within this UPC zone.

A development agreement is required prior to development in the UPC zone. MC Gateway has submitted application materials for the proposed development. A development agreement is a voluntary contract detailing the obligations of both parties and specifying the development standards and conditions that will govern the development of real property. Development standards include but are not limited to: project elements, densities, mitigation measures, design standards, parks/open space, and phasing.

"A development agreement shall only be approved by the city council after a public hearing. The director shall make a recommendation to the city council, who will determine the hearing body based on the nature of the proposed action necessitating a development agreement. A hearing body, if other than the city council, shall conduct a hearing and forward its recommendation to the city council for consideration and decision." See WWMC 20.34.040.

MC Gateway wishes to develop part of its property for residential use, totaling approximately 670 residential units built in multiple phases. An application for a preliminary plat was submitted concurrently with the UPC application. A subdivision of this property follows a Level III review process, which provides for notice and an opportunity to be heard at a public hearing and decision before the City Hearing Examiner.

The Municipal Code allows for a development agreement application and a subdivision application to be processed concurrently with the approval of the development agreement. See WWMC 20.50.060(D). Processing the development agreement concurrently with the subdivision application review process allows for greater coordination of public process requirements, clarity of purpose, and transparency to the public.

In accordance with WVMC 20.34.040, the Director of Development Services recommends that the public hearing on the MC Gateway Development Agreement be conducted by the City of Walla Walla Hearing Examiner. The Hearing Examiner would then conduct the public hearing and forward its recommendation on the Development Agreement to the City Council for consideration and final decision.

POLICY ISSUES:

The Walla Walla City Council, by municipal code, determines the hearing body for development agreements upon recommendation from the Director of Development Services.

PLAN COMPLIANCE:

STRATEGIC PLAN:

Livability: Strategic Objective 1 - Address Housing Crisis in the Community

COMPREHENSIVE PLAN:

Community Character Policy 1.1 Use the land use code and design guidelines to ensure that new development reinforces and is guided by the character of existing land use patterns and the architectural attributes of the applicable character areas.

Land Use Policy 1.4 Review new development proposals to ensure they support the objectives of the Comprehensive Plan, such as land use, transportation, community character, historic preservation, and sustainability.

Land Use Policy 3.3 Allow master planned development to include mixed-use that is compatible with adjacent land uses.

Land Use Policy 5.4 Ensure that new subdivisions maximize green space and common areas to allow opportunities for health and recreation.

Land Use Policy 3.7 Support a variety of housing types such as tiny homes, duplexes, multi-family development, cottage housing, single-family residential, and manufactured home and manufactured housing communities.

ALTERNATIVES:

The City Council may wish to retain the right to conduct the public hearing on the proposed development agreement and divest it from being processed concurrently with the preliminary plat.

STAFF RECOMMENDATION:

In accordance with WVMC 20.34.040, the Director of Development Services recommends that the public hearing on the MC Gateway development agreement be held by the City Hearing Examiner. The Hearing Examiner would then conduct the public hearing and forward the recommendation on the development agreement to the City Council for consideration and a final decision.

CITY MANAGER COMMENTS:

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

Attachments

Res 2026-034

PLN4-26-0001 Concept Map

RESOLUTION NO. 2026-034

A RESOLUTION DESIGNATING THE CITY OF WALLA WALLA HEARING EXAMINER AS THE HEARING BODY FOR A PROPOSED DEVELOPMENT AGREEMENT BETWEEN MC GATEWAY, LLC AND THE CITY OF WALLA WALLA FOR THE DEVELOPMENT OF PROPERTY GENERALLY LOCATED NORTH OF MILL CREEK ROAD, WEST OF HARBERT ROAD, AND EAST OF HIGHWAY 12 AND TAKING SUCH FURTHER ACTION AS MAY BE 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 of Washington (RCW); and

WHEREAS, MC Gateway, LLC proposes the development of property in the general area north of Mill Creek Road, west of Harbert Road, and east of US Highway 12 and seeks a development agreement with the City of Walla Walla under RCW 36.70B.170, *et seq.*, which requires a public hearing; and

WHEREAS, Walla Walla Municipal Code § 20.34.040 provides that the City Council “will determine the hearing body based on the nature of the proposed action necessitating a development agreement,” and

WHEREAS, Walla Walla Municipal Code § 20.34.040 further provides that such “A hearing body, if other than the city council, shall conduct a hearing and forward its recommendation to the city council for consideration and decision;” and

WHEREAS, the Walla Walla City Council 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 of Walla Walla Hearing Examiner is hereby designated as the hearing body for a proposed development agreement between MC Gateway, LLC, and the City of Walla Walla for the development of property in the general area north of Mill Creek Road, west of Harbert Road, and east of US Highway 12.

Section 2: The City of Walla Walla Hearing Examiner is instructed to conduct a public hearing and forward the Hearing Examiner's recommendation to the City Council for consideration and decision.

PASSED on April 8, 2026, by the Walla Walla City Council.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

LEGEND

PHASE 1 BOUNDARY

(A)

PRIMARY ACCESS

(B)

SECONDARY ACCESS

(C)

PRIMARY CONNECTOR ROAD

(ESTIMATED GROSS LANDUSE ACREAGE)

NON-RESIDENTIAL USES

46 Ac.

(D)

- HOSPITALITY / COMMERCIAL

(E)

- RETAIL / COMMERCIAL

(F)

- COMMUNITY COMMERCIAL

- PRIMARY CONNECTOR ROADS

(G)

OPEN SPACE & TRAILS

142 Ac.

- PARKS

- OPEN SPACE

- LAKES / WATER FEATURES

(H)

RESIDENTIAL

167 Ac.

- SINGLE FAMILY

- TOWNHOME

RESIDENTIAL SUMMARY

- ESTIMATED NET AREA (100 Ac.)

- NET AVE DENSITY RANGE (4 - 6.7 U/A)

- ESTIMATED UNIT RANGE (400 - 670 UNITS)

The map displays an aerial view of the MC Gateway Community with Phase 1 boundaries highlighted in red. The site is bounded by Highway 12 to the north and west, and Harbert Rd. to the east. Mill Creek Rd. is visible at the bottom right. The land is divided into several zones: residential (H, tan), open space & trails (G, green), non-residential uses (D, purple; E, red; F, orange), and primary connector roads (C, grey). The map also shows several lakes and water features. A scale bar (0' to 600') and a north arrow are located in the bottom right corner. The text 'PHASE 1' is placed near the bottom center of the map.

CONCEPTUAL LAND USE

MC GATEWAY COMMUNITY

5



ar-5881

Pgs. 109-127

City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Approve the March Accounts Payable Register

Submitted For: Elizabeth Moeller, Finance Department

Financial Comments:

Printed Transactions: 35963-36109, 36126-36251, 36279-36314, 36331 \$2,639,998.61

ACH Transactions: 35921-35962, 36110-36125, 36252-36278, 36315-36330 \$2,179,046.62

Wire Transactions: 1234-1251, 1253, 1255-1256, 1258-1273 \$1,317,061.34

Total Check Register: \$6,136,061.57

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Approve the March 2026 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 having the appropriate department certify the validity of all hours before payment submission. City Departments and Divisions review all claim payments, and a Finance Department staff member performs a 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: This agenda item complies with all areas of the City's Strategic Plan

ALTERNATIVES:

Not to approve the March 2026 Accounts Payable register and direct staff to pursue repayment to the City diligently.

STAFF RECOMMENDATION:

The Council approves the March 2026 Accounts Payable register.

CITY MANAGER COMMENTS:

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

Attachments

Council Check Register March 2026



City of Walla

Monthly Check Register

03/01/2026 thru 03/31/2026

Check #	Date	Vendor	Description	Amount	Clear
1234	3/2/2026	US Bank National Association	February 2026 US Bank charges	340,426.31	Y
1235	3/2/2026	Washington State Department of Licensing	02.25.2026 permit fees	1,081.00	Y
1236	3/2/2026	Washington State Department of Revenue	12/25 Leasehold tax 4QT 2025 Amended	693.24	Y
1237	3/2/2026	Washington State Department of Agriculture	Pesticide License Renewal J. Jones & T. Rakestraw	100.00	Y
1239	3/3/2026	PNC Bank National Association	Golf Cart Rental Lease - Feb 2026	2,950.00	Y
1240	3/3/2026	Pitney Bowes Global Financial Services LLC	03/26 Postage Account Finance	3,000.00	Y
1241	3/3/2026	Cardconnect	02/26 Merchant card services Landfill	1,997.90	Y
1242	3/5/2026	The Odom Corporation	Supplies for Resale	633.32	Y
1243	3/5/2026	Washington State Department of Revenue	01/26 January Excise Tax Correction Golf Course Re	16,573.15	Y
1244	3/3/2026	PNC Bank National Association	Golf Cart Rental Lease - March 2026	2,950.00	Y
1245	3/3/2026	Cardconnect	02/26 Merchant card services Landfill	109.89	Y
1246	3/3/2026	Cardconnect	02/26 Merchant card services Pool	114.89	Y
1247	3/4/2026	Chase Paymentech	02/26 Merchant card services GB online	136.61	Y
1248	3/4/2026	Chase Paymentech	02/26 Merchant card service CH GB counter	57.35	Y
1249	3/4/2026	Chase Paymentech	02/26 Merchant card services CH Utilities	869.78	Y
1250	3/4/2026	Chase Paymentech	02/26 Merchant card services CH Utilities online	12,954.07	Y
1251	3/4/2026	Chase Paymentech	02/26 Merchant Processing Fees IVR Phone Finance	790.96	Y
1253	3/9/2026	City of Walla Walla	02/26 Building Permit fee WW	49,345.23	Y
1255	3/4/2026	Chase Paymentech	01/26 IVR GB Phone	5.37	Y
1256	3/2/2026	Washington Dental Services Inc	Dental Premiums for All Employees - March 2026	42,969.14	Y
1258	3/4/2026	Chase Paymentech	12/25 IVR GB Phone	4.12	Y
1259	3/3/2026	Cardconnect	02/26 Merchant card services Parks	1,146.48	Y
1260	3/4/2026	Chase Paymentech	02/26 Merchant card services Dev serv. FIRE ONLY	880.82	Y
1261	3/4/2026	Chase Paymentech	02/26 Merchant card services Dev Services	1,485.45	Y
1262	3/11/2026	AWC Employee Benefits Trust	AWC Medical/Vision Premiums for March 2026	426,833.89	Y
1263	3/11/2026	Washington State Department of Revenue	Amended Dec 2025 Excise Tax	7,696.32	Y
1264	3/11/2026	Clover Network LLC	02/26 Merchant card Services Memorial Pool	152.63	Y
1265	3/11/2026	Clover Network LLC	03/26 Merchant card Veterans Golf Plan:Essentials	32.68	Y
1266	3/12/2026	City of Walla Walla	Fort Walla Walla Demo Permit	128.50	Y
1267	3/12/2026	The Odom Corporation	Supplies for Resale	875.05	Y
1268	3/18/2026	The Odom Corporation	Supplies for Resale	301.33	Y
1269	3/27/2026	City of Walla Walla	ProSer 3/28/26 SEPA Fee 571 Hatch St.	190.00	Y
1270	3/26/2026	The Odom Corporation	Supplies for Resale	934.05	Y
1271	3/30/2026	US Bank National Association	March 2026 US Bank charges	300,625.71	Y
1272	3/26/2026	Washington State Department of Revenue	02/26 February Excise Tax Return	94,971.10	Y

1273	3/30/2026	Pitney Bowes Global Financial Services LLC	03/26 Postage Account Finance	3,000.00	Y
35921	3/5/2026	Barry Jaquins	Medicare Reimbursement 3/2026	195.90	Y
35922	3/5/2026	Beckwith & Kuffel, Inc	Pump and Install	1,614.68	Y
35923	3/5/2026	Brandon Leno	Reimbursement for pesticide testing fee.	75.00	Y
35924	3/5/2026	CDW Government Inc	2/2025 10 new PD vehicle laptop adapters & docks	1,005.65	Y
35925	3/5/2026	Charles Hawman	Medicare Reimbursement 3/2026	183.90	Y
35926	3/5/2026	Cody King	C King Safety Boots, WAD	352.95	Y
35927	3/5/2026	Conсор North America, Inc	ProSer 1/1-1/31/26 Watershed Master Resiliency Pl	4,517.25	Y
	3/5/2026	Conсор North America, Inc	ProSer 1/1-1/31/26 Watershed Master Resiliency Pl	14,802.50	Y
35928	3/5/2026	Corey Roska	Continuing Education Seminar Leavenworth 2026	190.40	Y
35929	3/5/2026	Cristal Morales	3/26 Partial Reimbursement/ Grammarly subscription	56.10	Y
35930	3/5/2026	Dan Aycock	Medicare 3/2026	202.90	Y
35931	3/5/2026	Dennis Kralman	Medicare Reimbursement 3/2026	202.90	Y
35932	3/5/2026	DKS Associates	ProSer 1/1-1/31/26 Trans element of the City's Co	8,765.00	Y
35933	3/5/2026	Eldon Richard Glenn	WORC Compost Professional training Puyallup 2026	301.00	Y
35934	3/5/2026	Floyd E Bloom	Medicare Reimbursement 3/2026	202.90	Y
35935	3/5/2026	Fred Moore	Medicare 3/2026	202.90	Y
35936	3/5/2026	Greg Van Donge	Medicare Reimbursement 3/2026	202.90	Y
35937	3/5/2026	Humana Health Care Plans	Leoff 1 Medical Insurance Premiums 3/2026	15,585.18	Y
35938	3/5/2026	Jack Pinza	Medicare Reimbursement 3/2026	202.90	Y
35939	3/5/2026	Jeffrey A Robinson	Legislative Session Olympia WA 2026	216.00	Y
35940	3/5/2026	John Martin	Medicare 3/2026	202.90	Y
35941	3/5/2026	Kellermeyer Bergensons Services, LLC	Feb '26, Janitorial service, WTP	261.00	Y
35942	3/5/2026	Kenneth Butherus	Medicare 3/2026	202.90	Y
35943	3/5/2026	Keri Abernathy	Pub Ed Training Coordinator Mini Forum Kent 2026	151.80	Y
35944	3/5/2026	Mike Kyle	Medicare Reimbursement 3/2026	202.90	Y
35945	3/5/2026	Mike Stroe	Medicare Reimbursement 3/2026	202.90	Y
35946	3/5/2026	Nazario Lara Urueta	AWC Healthy Worksite Summit Lynnwood 2026	141.90	Y
35947	3/5/2026	Pamela Ransier	AWC Healthy Worksite Summit Lynnwood 2026	141.90	Y
35948	3/5/2026	Paul Lommasson	Medicare 3/2026	202.90	Y
35949	3/5/2026	PBS Engineering and Environmental	ProSer thru 2/20/26 Howard IRRP-Juniper-Bryant	3,036.25	Y
35950	3/5/2026	Peter Sinclair	March Mayhem Conference Boise ID 2026	391.30	Y
35951	3/5/2026	Phillip Millett	WORC Compost Professional training Puyallup 2026	301.00	Y
35952	3/5/2026	Randy Allessio	Medicare Reimbursement 3/2026	202.90	Y
35953	3/5/2026	Robert Wheeler	Medicare Reimbursement 3/2026	202.90	Y
35954	3/5/2026	Soren Baney	March Mayhem Conference Boise ID 2026	219.30	Y
35955	3/5/2026	Steven Slawson	Medicare 3/2026	158.90	Y
35956	3/5/2026	Tammy Smith	Pub Ed Training Coordinator Mini Forum Kent 2026	151.80	Y
35957	3/5/2026	Tim Gehlhausen	Medicare 3/2026	171.90	Y
35958	3/5/2026	Tristar Claims Management Services, Inc.	02/26 Worker's Compensation Disbursements	37,129.25	Y

35959	3/5/2026	Wallace Fisher	Medicare 3/2026	202.90	Y
35960	3/5/2026	WATECH	02.2026 VPN service	285.00	Y
35961	3/5/2026	Wesley Carney	Medicare Reimbursement 3/2026	202.90	Y
35962	3/5/2026	Yvette Selfa	AWC Healthy Worksite Summit Lynnwood 2026	141.90	Y
35963	3/5/2026	1-2-3 Printing Inc	1,000 2-part impound vehicle forms	201.84	Y
	3/5/2026	1-2-3 Printing Inc	500 business cards - Amy Harris Code Enforcement	56.73	Y
35964	3/5/2026	Anderson Towing LLC	Case 2026-21222 vehicle disposal	1,309.20	Y
35965	3/5/2026	Association of Washington Cities	2026 AWC Drug & Alcohol Consortium Service Fee	5,490.00	Y
35966	3/5/2026	Auto Magic, LLC	2.2026 unlimited washes for 7 police vehicles	150.00	Y
35967	3/5/2026	Blue Mountain Action Council	02/26 low-income senior and people w/Disa services	120.00	Y
35968	3/5/2026	Byrnes Oil Company Inc	01/2026 Fleet Pacific Pride Fuel	16,785.96	Y
	3/5/2026	Byrnes Oil Company Inc	01/2026 Fleet Pacific Pride Fuel	15,303.52	Y
	3/5/2026	Byrnes Oil Company Inc	02.15.2026 fuel for patrol	3,587.62	Y
	3/5/2026	Byrnes Oil Company Inc	02.15.2026 fuel for Opioid Task Force	92.07	Y
35969	3/5/2026	Cascade Natural Gas Inc	Library Natural Gas JAN26	976.71	Y
	3/5/2026	Cascade Natural Gas Inc	02/26 Natural Gas - 2120 S 2nd Ave	288.82	Y
35970	3/5/2026	CenturyLink	Alarm line for the Landfill Jan 2026.	46.81	Y
	3/5/2026	CenturyLink	Library Alarm Dialer Lines FEB26	96.94	Y
	3/5/2026	CenturyLink	Feb '26 Serv. line 509-527-4536, WTP	48.47	Y
	3/5/2026	CenturyLink	Feb. 2026 alarm line charges for the Landfill.	46.81	Y
	3/5/2026	CenturyLink	3.2026 phone & fax service for WWPD	207.76	Y
	3/5/2026	CenturyLink	2.26 Sleep Center landline	57.44	Y
35971	3/5/2026	Chantey M Morris	Leoff 1 Medical Bloom, Ed 1/2026	200.00	Y
35972	3/5/2026	City of Walla Walla	Drop Box #52, #85, Tires - Heavy Equip	984.36	Y
	3/5/2026	City of Walla Walla	Green Waste/Tree Cleanup	115.04	Y
35973	3/5/2026	Copiers Northwest, Inc	12.25 Copy/Scan overage - Streets	4.03	Y
	3/5/2026	Copiers Northwest, Inc	12.25 Copy/scan overage - PW Admin/Water/P&R	270.31	Y
35974	3/5/2026	Cost Less Carpet Inc	Golf Course Remodel	35.95	Y
	3/5/2026	Cost Less Carpet Inc	Golf Course Remodel	50.12	Y
	3/5/2026	Cost Less Carpet Inc	Golf Course Remodel	5,956.39	Y
35975	3/5/2026	DSI Recycling System	Parts to repair the LF used oil heater.	316.21	Y
35976	3/5/2026	E & S Bryan Inc	02/26 Crystal Reports Development/Finance	1,050.00	Y
35977	3/5/2026	Eurofins Environment Testing Northwest	Water Sampling, WTP	1,288.00	Y
	3/5/2026	Eurofins Environment Testing Northwest	Water Sampling, WTP	1,046.40	Y
35978	3/5/2026	Federal Express Inc	Shipment, WTP	35.67	Y
	3/5/2026	Federal Express Inc	Shipments, WTP	9.47	Y
	3/5/2026	Federal Express Inc	Shipments, WTP	44.19	Y
35979	3/5/2026	Federal Express Inc	Shipment, WTP	34.11	Y
	3/5/2026	Federal Express Inc	Shipment, WTP	9.47	Y
35980	3/5/2026	Fred Mitchell	Medicare Reimbursement 3/2026	202.90	Y

35981	3/5/2026	Herrera Environmental Consultants Inc	ProSer 1/1-1/30/26 Stormwater Guidelines Handbook	2,043.39	Y
	3/5/2026	Herrera Environmental Consultants Inc	ProSer 1/1-1/30/26 Landfill Area 7 Vertical Expan	4,324.91	Y
35982	3/5/2026	Insight Public Sector	Additional Office 365 G3 licenses	540.05	Y
35983	3/5/2026	Irma Sanchez-Ayala	Alterations for uniform shirt/pants for L Morris	36.00	Y
35984	3/5/2026	Kanopy Inc.	Kanopy Streaming FEB26	340.00	Y
35985	3/5/2026	Kelley Connect Co.	01.2026 Special Teams copier use	50.42	Y
	3/5/2026	Kelley Connect Co.	02.2026 Report Writing Room copier use	40.82	Y
	3/5/2026	Kelley Connect Co.	ProSer 2/1-2/28/26 Copier overage	112.73	Y
	3/5/2026	Kelley Connect Co.	March '26, 581 Mill Creek Copier srv. WTP	197.95	Y
	3/5/2026	Kelley Connect Co.	03/2025 Fleet Copier contract	59.29	Y
35986	3/5/2026	Kennewick Industrial and Electrical Supply Inc	Golf Supplies	157.34	Y
35987	3/5/2026	Larry Warren	Medicare 3/2026	200.90	Y
35988	3/5/2026	LexisNexis Coplogic Solutions Inc	02.2026 online reporting system license	1,047.36	Y
35989	3/5/2026	Life-Assist, Inc	Medical Supplies/Suction Unit & Battery	852.35	Y
35990	3/5/2026	Marshall Keymer	Tower Space at 1473 W. Rose March	125.00	Y
35991	3/5/2026	MBG Cleaning Services	02/26 Janitorial Maintenance - Garden Center	390.00	Y
	3/5/2026	MBG Cleaning Services	02/26 Janitorial Maintenance - Cemetery	180.00	Y
	3/5/2026	MBG Cleaning Services	2.26 Janitorial Services	1,600.00	Y
35992	3/5/2026	Michael Everett	Medicare 3/2026	202.90	Y
35993	3/5/2026	Midland Scientific, Inc	Lab chemicals, WTP	683.42	Y
35994	3/5/2026	Midwest Tape LLC	Audiovisual, DVDs	74.89	Y
	3/5/2026	Midwest Tape LLC	Audiovisual, DVDs	178.24	Y
35995	3/5/2026	Miriam Technologies, Inc	February 2026 Webcheck services for Finance	507.32	Y
	3/5/2026	Miriam Technologies, Inc	January 2026 Webcheck services for Finance	229.11	Y
	3/5/2026	Miriam Technologies, Inc	November 2026 Webcheck services for Finance	588.06	Y
	3/5/2026	Miriam Technologies, Inc	December 2026 Webcheck services for Finance	473.72	Y
35996	3/5/2026	National League of Cities Inc	2026 City Membership	3,949.00	Y
35997	3/5/2026	Neil Hinton	Medicare Reimbursement 3/2026	202.90	Y
35998	3/5/2026	Office of Financial Recovery	Provider Overpayment Ref 101723200VR.OFRDoc-420000	47,684.15	Y
35999	3/5/2026	Office of Financial Recovery	Provider Overpayment Ref 101723200VR.OFRDoc-419811	33,057.69	Y
36000	3/5/2026	Virginia Harrison	Books paid for, later found/Reimbursement	45.00	Y
36001	3/5/2026	Pam Investments LLC	Refund SW Deposit Isaacs Ave	2,582.91	N
36002	3/5/2026	BOUTEN CONSTRUCTION COMPANY	DROBBOX DEPOSIT REFUND 401 W POPLAR ST	588.67	Y
36003	3/5/2026	City of Walla Walla	Close Drop Box June 2024 acct 010174/007885	1,284.92	Y
36004	3/5/2026	City of Walla Walla	Drop Box closed Er 010111/pay lien fee 08268	1,025.00	Y
36005	3/5/2026	DONNA WRIGHT LIVING TRUST	CLOSE 1043 WAVERLY ST	153.15	Y
36006	3/5/2026	ELIZABETH CARR	Close 830 Boyer Ave	138.37	N
36007	3/5/2026	GORDON ROBERTSON	CLOSE 525 E ALDER ST	74.23	Y
36008	3/5/2026	HAYDEN HOMES LLC	Close 888 Ava St	108.23	Y
36009	3/5/2026	IVAN B CASTANEDA	Close 1804 Melrose St	308.45	Y

36010	3/5/2026	KENNETH A COGEN	Close 229 Newell St	152.27	Y
36011	3/5/2026	PATRICIA ROBERTS	Close 775 Wauna Vista Dr	345.93	Y
36012	3/5/2026	ROBERT KELLY	Close 704 Gladys St	135.30	N
36013	3/5/2026	VERONICA MCBEAN	Close 1854 E Alder St	125.27	Y
36014	3/5/2026	Pacific Power Inc	Jan '26 37 Interchange Rd, WAD	33.87	Y
	3/5/2026	Pacific Power Inc	Jan '26 Electricity for multiple meters, WTP	8,169.80	Y
	3/5/2026	Pacific Power Inc	Jan 2026 - Pacific Power f/Fire St. 2	1,505.74	Y
	3/5/2026	Pacific Power Inc	02/2026 Fleet Power, EV Chargers	405.06	Y
	3/5/2026	Pacific Power Inc	02/26 Power - Golf Course	130.70	Y
	3/5/2026	Pacific Power Inc	01/26 Power - Misc. Parks	2,889.03	Y
	3/5/2026	Pacific Power Inc	1/26-2/24 Pike's Peak radio site power svc	233.69	Y
36015	3/5/2026	Parametrix, Inc	ProSer thru 1/30/26 Pioneer Park Pedestrian Improv	2,978.74	Y
36016	3/5/2026	Port of Walla Walla	3.26 Federal Representation	2,000.00	Y
36017	3/5/2026	Precision Garage Doors	Fort WW Maintenance Shed Repair	545.50	Y
36018	3/5/2026	Protect Youth Sports	02/2026 Backgrounds for HR, Parks, Water Dist.	93.20	Y
36019	3/5/2026	R & R Products	Golf Turf Supplies	135.16	Y
	3/5/2026	R & R Products	Golf Turf Supplies	1,103.13	Y
36020	3/5/2026	RH2 Engineering, Inc	ProSer thru 1/25/26 On-Call Professional Consultin	391.00	Y
	3/5/2026	RH2 Engineering, Inc	ProSer thru 1/25/26 On-Call Professional Consultin	176.56	Y
36021	3/5/2026	Ronald Mailloux	Medicare Reimbursement 3/2026	202.90	Y
	3/5/2026	Ronald Mailloux	Medicare Reimbursement 2/2026	202.90	Y
36022	3/5/2026	Rotary Club of Walla Walla Inc	Q1 Dues - Frederickson	275.00	Y
36023	3/5/2026	Richard Allen Schuknect	Pre-employment polygraph-B Knowles ; B Swant	400.00	Y
36024	3/5/2026	Stryker Sales Corporation	Power Cord for Powerload Cot	67.05	Y
36025	3/5/2026	Tallman's Inc	Leoff 1 Medical Prescriptions 1/2026	43.35	Y
36026	3/5/2026	Taurus Power & Controls Inc.	ProSer thru 1/30/26 Maintain and upgrade the SCADA	11,719.50	Y
36027	3/5/2026	Terry Thompson	Medicare 3/2026	223.20	Y
36028	3/5/2026	Testcomm LLC	02/26 Library Renovation & Expansion	600.00	Y
36029	3/5/2026	Thomas Maccarone Jr	Golf Food Service Supplies	1,171.09	Y
36030	3/5/2026	TIFCO Industries Inc	Facilities Supplies	161.25	Y
36031	3/5/2026	TLO LLC	01.2026 investigative services	218.00	Y
	3/5/2026	TLO LLC	02.2026 investigative services	112.10	Y
36032	3/5/2026	Tom Anderson	Medicare 3/2026	202.90	N
36033	3/5/2026	Tompkins Appliance Service	Apparatus Wash/St. 1	116.01	Y
36034	3/5/2026	Tyler Technologies Inc	02/26 Munis Time and Attendance Implementation	1,963.80	Y
36035	3/5/2026	Valence Inc	3.26 Phone/Radio monthly maintenance services	3,000.25	Y
36036	3/5/2026	Verizon Wireless	Confidential 01.2026 cell phone for investigations	39.25	Y
36037	3/5/2026	Visit Walla Walla	December 2025 TPA Tax Distribution	25,965.20	Y
36038	3/5/2026	Washington State Patrol	02.2026 background check fees	108.00	Y
36039	3/5/2026	Wilbur-Ellis Inc	Golf Turf Supplies	451.96	Y

	3/5/2026	Wilbur-Ellis Inc	Grass Seed	532.52	Y
	3/5/2026	Wilbur-Ellis Inc	Greens Chemicals	1,068.01	Y
36040	3/5/2026	Walla Walla Alliance for the Homeless	2.26 Sleep Center Management Services	4,129.44	Y
36041	3/5/2026	Walla Walla Clinic Inc PS	Leoff 1 Medical Butherus, Kenneth 2/4/26	6,500.00	N
36042	3/5/2026	Walla Walla County	2026 Solid waste permit fee for the Landfill.	800.00	Y
	3/5/2026	Walla Walla County	2026 Permit Fee for the HHW Facility.	250.00	Y
	3/5/2026	Walla Walla County	2026 Permit Fee for the Compost Facility.	250.00	Y
36043	3/5/2026	Walla Walla County	Photo Copies Court Documents	10.00	Y
36044	3/5/2026	Walla Walla County	Highway Litter Pickup Jan. 2026.	795.00	Y
36045	3/5/2026	Walla Walla Electric Inc	03.2026 fire alarm monitoring service	26.02	Y
36046	3/5/2026	Walla Walla Recycling Inc	Jan. 2026 Landfill dropbox recycling services.	1,222.20	Y
36047	3/6/2026	Walla Walla Guitar Festival Association	2026 Lodging Tax Grant Allocation Pmt1	20,872.81	Y
36048	3/12/2026	Wilson sporting Good	Golf Balls	3,464.14	N
36049	3/12/2026	Anderson Towing LLC	Case 2026-01212 evidence tow	324.03	Y
36050	3/12/2026	Blinds Are Us	Blinds for Golf Course	3,707.22	Y
36051	3/12/2026	Broad Sky Networks LLC	01/26 Phone Services	98.90	Y
	3/12/2026	Broad Sky Networks LLC	02/26 Phone Services	98.90	Y
	3/12/2026	Broad Sky Networks LLC	03/26 Phone Services	98.90	Y
36052	3/12/2026	BuildingWork	02/26 Walla Walla Public Library Exp	135,777.86	Y
	3/12/2026	BuildingWork	03/26 Walla Walla Public Library Exp	16,945.13	Y
36053	3/12/2026	Byrnes Oil Company Inc	02.28.26 fuel for operations	3,311.26	Y
36054	3/12/2026	Cengage Learning, In	Gale Learning database	956.02	Y
36055	3/12/2026	CenturyLink	55 E Moore St Alarm Line 01/26	48.47	Y
	3/12/2026	CenturyLink	3/1-3/31 Alt dispatch center phone service	203.16	Y
	3/12/2026	CenturyLink	3/1-3/31 Dispatch fax line	49.50	Y
	3/12/2026	CenturyLink	02/26 City Hall Elevator	57.01	Y
36056	3/12/2026	CenturyLink	02/26 Long Distance	2,499.95	Y
36057	3/12/2026	City of Sunnyside	02.2026 correctional service for John P Allen	2,144.52	Y
	3/12/2026	City of Sunnyside	02.2026 medical expense for John P Allen	43.40	Y
36058	3/12/2026	City of Walla Walla	Yard Debris 3/2/26	38.75	Y
36059	3/12/2026	Clary Longview LLC	03/2026 Chevrolet Tahoe PPV 2WD -Police, EQ 14462	67,181.51	Y
	3/12/2026	Clary Longview LLC	02/2026 Ford Police Interceptor, EQ 14456	55,527.18	Y
	3/12/2026	Clary Longview LLC	02/2026 Chevrolet Tahoe PD, EQ 14461	66,568.54	Y
36060	3/12/2026	Correct Equipment	Fittings for Chlorine Injector at Clinton, WTP	1,292.84	Y
36061	3/12/2026	Cues	Repair and parts for TV Truck Camera	1,939.95	Y
36062	3/12/2026	DataProse LLC	02/26 Utility Billing Services	9,653.80	Y
36063	3/12/2026	Ewing Irrigation Products Inc	Infield Conditioner	10,692.88	Y
36064	3/12/2026	Financial Consulting Solutions Group Inc	2.26 Long Term Financial Plan Update	12,325.00	Y
36065	3/12/2026	Great West Engineering Inc	ProSer 1/18-2/21/26 Self-Haul Waste Drop Off Area	21,573.50	Y
36066	3/12/2026	Insight Public Sector	Additional Office 365 G3 license - Parks Maint	135.01	Y

36067	3/12/2026	Integrity Design & Copyworks LLC	Parks & Rec Sign	10,364.50	Y
36068	3/12/2026	iWater Inc	2026 Cloud software renewal, WAD	5,000.00	Y
36069	3/12/2026	J-U-B Engineers Inc	ProSer 1/1-1/30/26 Facility Plan General Sewer PI	15,445.40	Y
36070	3/12/2026	Jim's Pacific Garages Inc	03/2026 Fleet Parts, Stock	185.64	Y
36071	3/12/2026	Kelley Connect Co.	02.2026 administrative copier use	41.49	Y
	3/12/2026	Kelley Connect Co.	02.2026 Special Teams copier use	44.58	Y
	3/12/2026	Kelley Connect Co.	03.2026 Records copier use	262.94	Y
	3/12/2026	Kelley Connect Co.	02.2026 Records copier use	247.85	Y
36073	3/12/2026	Koncrete Industries Inc	5 SK EXTERIOR 3000 PSI gravel, WAD	715.70	N
36074	3/12/2026	Law Enforcement Information	2026 membership dues - Dana Hood	50.00	Y
36075	3/12/2026	MemberSports Inc	MemberSports Subscription 03/26	500.00	Y
36076	3/12/2026	Mid Valley Enterprises Inc	Kitchen Supplies	3,056.98	Y
36077	3/12/2026	Mid-Columbia Library System	Customer Service Training registration	100.00	N
36078	3/12/2026	Midland Scientific, Inc	Lab chemicals, WTP	1,252.98	Y
36079	3/12/2026	AssureCo Risk Management & Regulatory Compliance L	2026 Annual EPA RMP Compliance Service Fee for WTP	4,200.00	Y
36080	3/12/2026	Northwest Solutions Consulting	2.26 Monthly Fee for State Lobbying	1,750.00	N
36081	3/12/2026	One Call Concepts Inc	Excavation Notifications February	99.38	Y
	3/12/2026	One Call Concepts Inc	Feb '26 Excavation Notifs: 143, WAD	99.39	Y
36082	3/12/2026	OverDrive Inc	Electronic books	59.99	Y
36083	3/12/2026	OXARC Inc	Chlorine, WTP	10,108.25	Y
	3/12/2026	OXARC Inc	Cylinder Rental 02/28/26	118.08	Y
	3/12/2026	OXARC Inc	CO2 Rental 02/28/26	138.01	Y
36084	3/12/2026	Pacific Power Inc	02/26 Power - Service Center	4,432.67	Y
	3/12/2026	Pacific Power Inc	Feb '26 Electricity, multiple meters, WTP	1,655.42	Y
	3/12/2026	Pacific Power Inc	2.26 Power to Sleep Center	2,269.74	Y
	3/12/2026	Pacific Power Inc	1/30-3/2 Wallula radio site power service	172.78	Y
	3/12/2026	Pacific Power Inc	2/3-3/4 Dispatch center power services	1,228.49	Y
	3/12/2026	Pacific Power Inc	02/26 Power - 21 S Division St	62.34	Y
36085	3/12/2026	Pacific Security	2.2026 Sleep Center Guard Services	9,260.46	Y
36086	3/12/2026	Pioneer Manufacturing Inc	Athletic Line Marker Paint	3,649.30	Y
36087	3/12/2026	Providence Health & Service - Washington	C Campbell CDL Med Exam, WTP	120.00	Y
	3/12/2026	Providence Health & Service - Washington	CDL Exam/Physical R. Zenner	120.00	Y
36088	3/12/2026	QRS Consulting, LLC	ProSer 1/1-1/31/26 Design Dam Sediment Gate	40,123.51	Y
36089	3/12/2026	Railroad Management Company III LLC	UG 6" Water Pipeline Crossing, WAD	458.76	Y
36090	3/12/2026	Regency Pacific Management LLC	Leoff 1 Room & Board Stroe, Mihai 2/2026	11,200.00	Y
36091	3/12/2026	RH2 Engineering, Inc	ProSer thru 1/25/26 FEMA Emergency Generators	13,225.08	Y
36092	3/12/2026	RJ Thomas Manufacturing Inc	Memorial Bench	1,752.00	Y
36093	3/12/2026	Crystal Clay Tice	02/26 Fin Dept. Deposit twp in-person workshops	1,000.00	Y
36094	3/12/2026	Solid Waste Systems Inc	02/2026 Fleet parts	1,437.74	Y
36095	3/12/2026	Systems Design West LLC	Feb 2026 -Ambulance Billing Services	5,560.88	Y

36096	3/12/2026	Tallman's Inc	Leoff 1 Medical Prescriptions 2/2026	142.44	Y
36097	3/12/2026	TimeClock Plus, LLC	3/27-4/26 Dispatch scheduling software	109.10	Y
36098	3/12/2026	Trilogy Medwaste West LLC	Disposal of Medical Waste	75.00	Y
36099	3/12/2026	Tyler Technologies Inc	2026 Munis-EPL Maintenance	192,571.00	Y
	3/12/2026	Tyler Technologies Inc	02/26 Munis Time and Attendance Implementation	981.90	Y
36100	3/12/2026	United Tactical System, LLC	375 count Pepperball less lethal	1,327.00	Y
36101	3/12/2026	Valley Vision Clinic PS	Leoff 1 Wheeler, Robert 2/26/26	60.00	Y
36102	3/12/2026	Visit Walla Walla	2.2026 Lodging Tax Allocation	65,875.00	Y
36103	3/12/2026	Washington State Department of Ecology	2026 Water Power License fee, WTP	769.09	Y
	3/12/2026	Washington State Department of Ecology	Credit - 2026 Water Power License fee, WTP	(492.22)	Y
36104	3/12/2026	Washington State Department of Transportation	ProSer 1/1-1/31/26 Myra Construction inspection a	8,822.57	Y
36105	3/12/2026	Walla Walla Refrigeration LLC	Fridge for Golf Kitchen	13,510.44	Y
36106	3/12/2026	Western States Equipment Inc	02/2026 Fleet Parts, EQ 03575	280.06	Y
	3/12/2026	Western States Equipment Inc	02/2026 Fleet Service call, EQ 10695	302.80	Y
	3/12/2026	Western States Equipment Inc	02/2026 Fleet Service call, EQ 10621	4,831.92	Y
36107	3/12/2026	Wilde Electric Motor Supply	Electric motor rebuild and bearings, WTP	6,070.00	Y
36108	3/12/2026	Walla Walla County	2.26 MSAG reimbursement for Kendall Corn	3,840.48	N
36109	3/12/2026	Walla Walla Electric Inc	March '26 Mill Creek alarm, WTP	26.02	Y
36110	3/12/2026	Basin Disposal of Washington	February 2026 BDI Contract Payment	73,206.12	Y
	3/12/2026	Basin Disposal of Washington	2.26 Dispatch recycling service	8.58	Y
	3/12/2026	Basin Disposal of Washington	02/26 Aviary Recycling	8.58	Y
36111	3/12/2026	David Evans and Associates	ProSer 1/1-2/14/26 Bridge Inspections & On Call B	1,265.28	Y
36112	3/12/2026	Emily Arteche	2026 WEDA Winter Conference Lacey WA	16.00	Y
36113	3/12/2026	Esther Click	NENA 911 Washington DC 2026 claimexp	216.20	Y
36114	3/12/2026	Ferguson Enterprises , LLC	2026 AMI Annual Maintenance Agreement, WAD	31,876.46	Y
36116	3/12/2026	Government Portfolio Advisors	02/26 Monthly Investment advisory services	2,676.20	Y
36117	3/12/2026	Heidi Roberts	Pub Ed Training Coordinator Mini Forum Kent 2026	151.80	Y
36118	3/12/2026	Intelligent Marking USA Inc	Quarter 1, 2026 Turf Tank Lease	2,727.50	Y
36119	3/12/2026	Kellermeyer Bergensons Services, LLC	02/26 Janitorial Service	9,198.00	Y
36120	3/12/2026	Leoff Health & Welfare Trust	LEOFF Trust Invoice for March 2026 - Police	117,111.72	Y
	3/12/2026	Leoff Health & Welfare Trust	LEOFF Trust Invoice for March 2026 - Fire	121,042.52	Y
36121	3/12/2026	Richard Beaumont	RC Beaumont CDL Permit retest, WAD	17.50	Y
36122	3/12/2026	The Estate of Ronald Sams	Leoff 1 Fire Death Benefit	1,000.00	Y
36123	3/12/2026	vCloud Tech Inc.	Manage Engine Renewal	13,284.20	Y
36124	3/12/2026	Ashely C Kulberg	3.2026 Monthly Indigent Defense	11,270.84	Y
36125	3/12/2026	Lemons Law Office, PLLC	3.26 Monthly Fee - Indigent Defense	13,525.00	Y
36126	3/16/2026	Steven Potter	3/16/2026 confidential police funds	5,000.00	Y
36127	3/19/2026	Anderson Towing LLC	Case 2026-04218 evidence tow	324.03	Y
36128	3/19/2026	Best Pest Control	03.2026 pest control service for PD building	141.83	Y
	3/19/2026	Best Pest Control	Library pest control	120.01	Y

	3/19/2026	Best Pest Control	03/26 Pest Control - Cemetery	87.28	Y
	3/19/2026	Best Pest Control	03/26 Pest Control - City Hall	114.56	Y
	3/19/2026	Best Pest Control	03/26 Pest Control - Garden Center	120.01	Y
	3/19/2026	Best Pest Control	03/26 Pest Control - City Shop & Maint. Yard	163.65	Y
36129	3/19/2026	Byrnes Oil Company Inc	02.28.26 fuel for task force use	136.91	Y
	3/19/2026	Byrnes Oil Company Inc	03/2026 Fleet Fuel for Cemetery	1,078.25	Y
36130	3/19/2026	Clary Longview LLC	03/2026 Fleet delivery fee, EQ 14462 & 14461	654.62	Y
36131	3/19/2026	ImageTrend, Inc	Annual Fee-Flow MSP for Pre-Fire Planning	3,502.11	Y
36132	3/19/2026	Lightfoot's Inc	02/2026 Fleet tow, EQ 09903	109.10	Y
36133	3/19/2026	Tyler Technologies Inc	02.27.2026 travel Kim Rubio Enterprise Records	2,527.99	Y
36134	3/19/2026	Walla Walla Electric Inc	2026 annual fire alarm inspection	798.78	Y
36135	3/25/2026	Walla Walla County	Q4 2025 District Court Costs	138,792.08	N
36136	3/25/2026	City of Walla Walla	03/26 petty and cash revolving golf course	1,500.00	Y
36137	3/26/2026	1-2-3 Printing Inc	Business Cards - Outlaw/Brown	101.46	N
36138	3/26/2026	ADCOMM Engineering	2.26 Analysis/engineering law radio VHF system	3,481.25	N
36139	3/26/2026	Anderson Perry & Associates Inc	3rd & Whitney Annexation Survey thru Jan 19th	3,315.00	N
36140	3/26/2026	Anderson Towing LLC	Case 2026-04641 evidence tow	324.03	N
36141	3/26/2026	Arrow International	Defibrillator Supplies/EZ-IO Needles	1,650.00	N
36142	3/26/2026	AT&T Mobility II, LLC	Feb '26 Long distance phone bill for Intake, WTP	52.96	N
36143	3/26/2026	Blue Mountain Officials Association	Slugfest Tournament Umpires	2,080.00	N
36144	3/26/2026	Byrnes Oil Company Inc	03/2026 Fleet Cemetery Unleaded fuel, Stock	739.80	N
	3/26/2026	Byrnes Oil Company Inc	02/2026 Fleet fuel charges	15,414.24	N
	3/26/2026	Byrnes Oil Company Inc	02/2026 Fleet fuel charges	15,584.50	N
	3/26/2026	Byrnes Oil Company Inc	03/2026 Fleet fuel, Stock Golf Course	2,102.08	N
36145	3/26/2026	Cascade Natural Gas Inc	Feb 2026 Utility Bill for Fire St. 2	978.20	N
	3/26/2026	Cascade Natural Gas Inc	01/26 Natural Gas - 940 E Alder St	172.99	N
	3/26/2026	Cascade Natural Gas Inc	02/26 Natural Gas - 940 E Alder St	110.37	N
	3/26/2026	Cascade Natural Gas Inc	Feb '26 Mill Creek Admin Bldg., WTP	419.72	N
	3/26/2026	Cascade Natural Gas Inc	Feb '26 Mill Creed UV Building, WTP	542.37	N
	3/26/2026	Cascade Natural Gas Inc	Feb '26 Mill Creek RF Bldg., WTP	541.30	N
	3/26/2026	Cascade Natural Gas Inc	Feb '26 Natural gas Millcreek Rd, WTP	218.35	N
	3/26/2026	Cascade Natural Gas Inc	2/11-3/13 Dispatch generator fuel usage	24.88	N
	3/26/2026	Cascade Natural Gas Inc	03.2026 natural gas for 54 E Moore	945.99	N
36146	3/26/2026	CenturyLink	3/1-3/31 Dispatch non-emergency line services	669.55	N
	3/26/2026	CenturyLink	March '26 Serv. line 541-558-3794, WTP	70.98	N
	3/26/2026	CenturyLink	March '26 Serv. line 509-527-4536, WTP	48.47	N
	3/26/2026	CenturyLink	Mar 2026 - Fire St. 1 Fax Line	50.79	N
	3/26/2026	CenturyLink	Mar 2026 - Fire St. 1 Alarm Line	48.47	N
	3/26/2026	CenturyLink	Mar 2026 - Fire St. 1 Router	48.47	N
	3/26/2026	CenturyLink	03/26 Service Center Fire Alarm	44.71	N

	3/26/2026	CenturyLink	03/26 Cemetery Router	48.47	N
	3/26/2026	CenturyLink	03/26 City Hall	63.51	N
	3/26/2026	CenturyLink	3.26 Sleep Center Landline	57.44	N
36147	3/26/2026	Chantey M Morris	Leoff 1 Medical Floyd Bloom 2/2026	200.00	N
36148	3/26/2026	Charter Communications Inc	3/13-4/12 VPN services for jail radio room	114.99	N
	3/26/2026	Charter Communications Inc	03/2026 Fitness Room TV Services	55.58	N
36149	3/26/2026	City of Walla Walla	Drop Box #52, Yard Debris, & Compost	234.86	Y
	3/26/2026	City of Walla Walla	Tree Cleanup, Drop Box #52 & #82, Library Project	403.97	Y
	3/26/2026	City of Walla Walla	Temp Library - Debris Disposal	95.26	Y
	3/26/2026	City of Walla Walla	Library Remodel - Debris Disposal	577.69	Y
36150	3/26/2026	Columbia County Public Hospital District	Medications for Ambulances	448.62	N
36151	3/26/2026	Console Cleaning Special Inc	3.26 Biannual cleaning for Dispatch Consoles	2,263.65	N
36152	3/26/2026	Conway Shield, Inc	Identifiers for SCBA Bottles	1,020.09	N
36153	3/26/2026	Corwin Ford	03/2026 Fleet '22 Ford Van for Library	23,759.80	N
	3/26/2026	Corwin Ford	03/2026 Fleet '25 Ford PW LF	32,258.69	N
36154	3/26/2026	Crystal Clay Trice	3/26 4hour in person workshop/Trvl Exp sesssion 1	4,475.00	N
36155	3/26/2026	CW Nielsen Manufacturing Inc	Repair 2 Deputy Chief Badges - Make 2 stars	109.00	N
36156	3/26/2026	Dian Ver Valen	Speaker fee- Concrete Mama	400.00	N
36157	3/26/2026	DirectTV LLC	3/5-4/4 Dispatch weather/news monitoring	64.99	N
36158	3/26/2026	EIP Holdings 11, LLC	4/1/26-3/31/27 Skyrocket radio site rent	4,031.76	N
36159	3/26/2026	ESF Development LLC	Cemetery Office Remodel	23,347.40	N
36160	3/26/2026	Eurofins Environment Testing Northwest	PFAS Compliance, WTP	375.00	N
36161	3/26/2026	Federal Express Inc	Shipment, WTP	9.47	N
	3/26/2026	Federal Express Inc	Shipment, WTP	44.19	N
36162	3/26/2026	Estate of George Berg	Leoff 1 Fire Death Benefit	500.00	N
36163	3/26/2026	Grapeland Supply LLC	3/2026 PW Paper Order	411.91	N
36164	3/26/2026	Hillis Clark Martin & Peterson PS	Marcus Whitman Stillwater Chevron Legal Consulting	6,210.00	N
36165	3/26/2026	Horizon Hearing Team	02/2026 Beaumont, RC Hearing Eval 2/27/26	35.00	N
	3/26/2026	Horizon Hearing Team	02/2026 Sanchez, Manuel Hearing Eval 2/27/26	35.00	N
	3/26/2026	Horizon Hearing Team	03/2026 Wardlaw, Gregg Hearing Eval 3/16/26	35.00	N
	3/26/2026	Horizon Hearing Team	03/2026 Renstrom, Jacob Hearing Eval 3/16/26	35.00	N
	3/26/2026	Horizon Hearing Team	03/2026 Brown, Leslie Hearing Eval 3/12/26	35.00	N
	3/26/2026	Horizon Hearing Team	03/2026 Erikson, Adam Hearing Eval 3/12/26	35.00	N
36166	3/26/2026	Irma Sanchez-Ayala	Uniform Alterations for Goodson	37.09	N
36167	3/26/2026	J-U-B Engineers Inc	ProSer 1/1-1/31/26 Hydro Controls Upgrade	590.10	N
36168	3/26/2026	Jim's Pacific Garages Inc	03/2026 Fleet Parts, EQ 10597	2,078.33	N
	3/26/2026	Jim's Pacific Garages Inc	03/2026 Fleet core credit, EQ 10597	(389.64)	N
	3/26/2026	Jim's Pacific Garages Inc	03/2026 Fleet parts, '14 Freightliner PW LF	1,347.81	N
36169	3/26/2026	Kenneth Cole Counseling PS	03/05/2026 Brandon Swant pre-employment exam	800.00	N
	3/26/2026	Kenneth Cole Counseling PS	03/06/2026 Brady Knowles pre-employment exam	800.00	N

36170	3/26/2026	King Beverage, Inc	Supplies for Resale	556.65	N
36171	3/26/2026	Koncrete Industries Inc	Concrete for Sidewalk Repair Chestnut/Bonnie Brae	545.50	N
	3/26/2026	Koncrete Industries Inc	42 Bags of Concrete for Street Signs	380.96	N
	3/26/2026	Koncrete Industries Inc	Concrete for Sidewalk Repairs	1,332.11	N
36172	3/26/2026	Kottkamp, Yedinak and Esworthy P.L.L.C.	Hearing Examiner Travel Reimburse PPL-24-0004	878.64	N
	3/26/2026	Kottkamp, Yedinak and Esworthy P.L.L.C.	Hearing Examiner PPL-24-0004	1,040.00	N
36173	3/26/2026	LB# 1086, Lakeside Industries	1 Truck and Pup of Cold Mix	6,472.73	N
36174	3/26/2026	Life-Assist, Inc	Mar 2026 Narcotics Tracking	610.96	N
36175	3/26/2026	Lion First Responder PPE Inc.	Turnouts Liner Cleaning/Repair f/Baker	478.85	N
36176	3/26/2026	LTR intermediate Holdings, Inc	Tire recycling services for the Landfill.	4,400.00	N
36177	3/26/2026	MBG Cleaning Services	03.2026 Janitorial Services for Police	3,100.00	N
36178	3/26/2026	MemberSports Inc	MemberSports Subscription 04/26 & Card Readers	1,500.00	N
36179	3/26/2026	Mid Columbia Forklift	03/2026 Fleet parts, EQ 16526	1,588.28	N
36180	3/26/2026	Midland Scientific, Inc	Lab chemicals, WTP	626.49	N
36181	3/26/2026	Midwest Tape LLC	Audiovisual, DVDs	112.38	N
36182	3/26/2026	Northwest Equipment Sales Inc.	02/2026 Fleet parts, Credit	(155.66)	N
	3/26/2026	Northwest Equipment Sales Inc.	03/2026 Fleet parts, stock	410.00	N
36183	3/26/2026	Phillip A Brown	ProSer 1/5-2/9/26 Well 5 Rehab & ASR Fea	11,719.82	N
	3/26/2026	Phillip A Brown	ProSer 1/5-2/6/26 ASR On-Call Consulting	6,800.00	N
36184	3/26/2026	Occupational Health Solutions	ProSer 2/25/26 Hearing Testing	3,916.59	N
36185	3/26/2026	APOLLO INC	TEMP HYDRANT METER DEPOSIT REFUND	213.63	N
36186	3/26/2026	ARTHUR S KUHN	Close 2034 Crawford Dr	145.05	N
36187	3/26/2026	BISHOP HOUSE LLC	CLOSE 1402 HOWARD ST	69.26	N
36188	3/26/2026	BLACK DIAMOND SCIENCE LLC	Close 8 Newell St	113.60	N
36189	3/26/2026	BLANCHE WALKER	CLOSE 1965 K ST	202.83	N
36190	3/26/2026	C & E TRENCHING	Close two temp hydrant accounts	824.72	N
36191	3/26/2026	CITY OF WALLA WALLA	DROP BOX DEP. REFUND/927 W MAIN/LF INV 41157	156.18	Y
36192	3/26/2026	CITY OF WALLA WALLA	ACCOUNT 011798 - CITY OF WW	155.97	Y
36193	3/26/2026	ESTATE OF CAROL BERGEVIN	CLOSE 1913 PLEASANT ST	203.33	N
36194	3/26/2026	ESTATE OF ELTON EDWARDS	Close 360 Austin St	97.77	N
36195	3/26/2026	ESTATE OF FRANK CANTU	Close 1204 S 2nd Ave	148.51	N
36196	3/26/2026	ESTUS WEBB	Close 927 Willow St	270.12	N
36197	3/26/2026	HAYDEN HOMES LLC	Close 613 Kingbird Ct	154.10	N
36198	3/26/2026	HAYDEN HOMES LLC	CLOSE 617 KINGBIRD CT	95.47	N
36199	3/26/2026	HAYDEN HOMES LLC	CLOSE 609 KINGBIRD CT	96.24	N
36200	3/26/2026	HAYDEN HOMES LLC	CLOSE 784 AVA ST	109.79	N
36201	3/26/2026	JESUS DIAZ III	Close 319 N 7th Ave	187.28	N
36202	3/26/2026	JONES EXCAVATION LLC	Closed Temp Hydrant account 2025	65.30	N
36203	3/26/2026	KELLY BRANDON & JODI REVOCABLE TRUST	Close 1104 Division St	117.35	N
36204	3/26/2026	KENNETH A WEINMASTER	Close 601 Hawthorne St	155.59	N

36205	3/26/2026	KYRA RAMOS	Close 1577 Olive St	296.99	N
36206	3/26/2026	MARISA MAIURI	Close 1123 Francis Ave	113.41	N
36207	3/26/2026	PATRICK CARMAN	CLOSE 1887 HOME AVE	59.79	Y
36208	3/26/2026	PLC CAPITAL GROUP LLC	CLOSE 1904 S 3RD AVE	656.19	N
36209	3/26/2026	PREMIER 1031, INC	Close 618 Cardinal Dr	262.09	N
36210	3/26/2026	RICHARD TOMKINS	CLOSE 1120 HOME AVE	170.09	N
36211	3/26/2026	ROTSCHY	Close temp hydrant meter	276.01	N
36212	3/26/2026	SARAH SHELBY	CLOSE 1618 WALLA WALLA AVE	104.93	N
36213	3/26/2026	SHANNON MORRIS	CLOSE 634 E CHESTNUT ST	119.32	N
36214	3/26/2026	SHARON FLOWERS	Close 1609 Walla Walla	150.00	N
36215	3/26/2026	SHARON READ	Close 18 McKay Pl	129.93	N
36216	3/26/2026	STEVEN PAGE	Close 225 Bandra Dr	49.91	N
36217	3/26/2026	SUNCAN YAN	Close 755 Wauna Vista Dr	85.31	N
36218	3/26/2026	TAPANI INC	Closed Temp Hydrant 2025	500.00	N
36219	3/26/2026	TAPANI INC	TEMP HYDRANT METER DEPOSIT REFUND	500.00	N
36220	3/26/2026	ZACHARY T GRAFFIS	CLOSE 123 N ROOSEVELT ST	271.64	N
36221	3/26/2026	OXARC Inc	Cover Lens for Welding Helmets	15.60	N
36222	3/26/2026	Pacific Power Inc	Power for Street Lights 2/3/26 - 3/4/26	89.62	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/3/26 - 3/4/26	183.54	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/3/26 - 3/4/26	39.41	N
	3/26/2026	Pacific Power Inc	Feb 2026 -Pacific Power f/Training Classroom	151.51	N
	3/26/2026	Pacific Power Inc	02/26 Power - Martin Field	41.22	N
	3/26/2026	Pacific Power Inc	Feb 2026 - Pacific Power f/Fire St. 2	1,272.65	N
	3/26/2026	Pacific Power Inc	Feb '26 Electricity for 3pn Sumach, WTP	2,117.95	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/4/26 - 3/5/26	326.15	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/4/26 - 3/5/26	32.57	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/3/26 - 3/4/26	2,342.19	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/9/26 - 3/10/26	192.75	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/9/26 - 3/10/26	56.67	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/6/26 - 3/9/26	29.57	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/9/26 - 3/10/26	560.51	N
	3/26/2026	Pacific Power Inc	Feb '26 Electricity for multiple meters, WTP	6,321.10	N
	3/26/2026	Pacific Power Inc	Feb '26 37 Interchange Rd, WAD	18.50	N
	3/26/2026	Pacific Power Inc	Feb '26 Electricity for AMI tower, WAD	22.97	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/4/26 - 3/5/26	5,462.31	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/11/26 - 3/12/26	15,282.04	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/11/26 - 3/12/26	86.48	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/3/26 - 3/4/26	178.79	N
	3/26/2026	Pacific Power Inc	Feb '26 Electricity Street lights Millcreek, WTP	8.17	N
	3/26/2026	Pacific Power Inc	02/26 Power - Cemetery	981.45	N

	3/26/2026	Pacific Power Inc	02/26 Power - Memorial Pool	4,799.66	N
	3/26/2026	Pacific Power Inc	02/26 Power - Misc. Park	378.34	N
	3/26/2026	Pacific Power Inc	02/26 Power - Ruth & McKinley St	18.01	N
	3/26/2026	Pacific Power Inc	02/26 Power - Garden Center	58.23	N
	3/26/2026	Pacific Power Inc	02/26 Power - Fort WW Restrooms	78.93	N
	3/26/2026	Pacific Power Inc	02/26 Power - 755 NE Myra Rd	28.62	N
	3/26/2026	Pacific Power Inc	02/26 Power - Ft Walla Walla Amphitheater	50.97	N
	3/26/2026	Pacific Power Inc	02/26 Power - 1530 Dalles Military Rd	116.85	N
	3/26/2026	Pacific Power Inc	02/26 Power - Fort Walla Walla	624.28	N
	3/26/2026	Pacific Power Inc	02/26 Power - Misc. Parks	2,660.58	N
	3/26/2026	Pacific Power Inc	3.26 Power to Sleep Center	2,014.73	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/13/26 - 3/16/26	331.75	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/13/26 - 3/16/26	347.24	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/11/26 - 3/12/26	1,906.46	N
	3/26/2026	Pacific Power Inc	Park & Howard Sprinkler Stormwater February	18.01	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/9/26 - 3/10/26	499.78	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/13/26 - 3/16/26	152.79	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/13/26 - 3/16/26	46.42	N
	3/26/2026	Pacific Power Inc	Power for Street Lights 2/13/26 - 3/16/26	334.08	N
	3/26/2026	Pacific Power Inc	03.2026 power for 54 E Moore	3,736.97	N
36223	3/26/2026	Pioneer City Oil Inc	03/2026 Fleet Fuel, EQ 10000	932.47	N
	3/26/2026	Pioneer City Oil Inc	03/2026 Fleet Fuel, EQ 05000	932.47	N
36224	3/26/2026	Pixeleyes LLC	St Paddy's Day Dash Shirts	1,326.42	N
36225	3/26/2026	Kathleen M O'Donnell	2/17-19/26 Pro Seminar training	7,420.00	N
36226	3/26/2026	R & R Products	Golf Shop Supplies - Bunker Rakes	412.05	N
	3/26/2026	R & R Products	Golf Shop Supplies - Tee Markers	1,487.50	N
36227	3/26/2026	Rotary Club of Walla Walla Inc	Q2 2026 Dues - Chamberlain	275.00	N
36228	3/26/2026	Solid Waste Systems Inc	03/2026 Fleet parts, EQ 17601	1,797.74	N
	3/26/2026	Solid Waste Systems Inc	03/2026 Fleet parts credit	(1,437.74)	N
36229	3/26/2026	Summit National Bank	2026 Lease Payment, CAT 308 Excavator PWWD	12,838.62	N
36230	3/26/2026	Taurus Power & Controls Inc.	ProSer thru 2/28/26 Maintain and upgrade the SCADA	13,899.34	N
36231	3/26/2026	The Essential Technician	Green Infrastructure Parts	735.22	N
36232	3/26/2026	Thomson West	Online Software Subscription	2,831.45	N
36233	3/26/2026	Traffic Safety Supply Company Inc	Sign posts, anchors and bases for Traffic Signs	5,182.30	N
	3/26/2026	Traffic Safety Supply Company Inc	Sign posts, rivets and signs for Traffic Signs	3,028.37	N
36234	3/26/2026	Tyler Technologies Inc	Credit Card Reader PCI Service Fee	589.14	N
	3/26/2026	Tyler Technologies Inc	03/26 Munis Time and Attendance Implementation	1,963.80	N
	3/26/2026	Tyler Technologies Inc	EPL Follow-up Training EPechette	763.70	N
	3/26/2026	Tyler Technologies Inc	EPL - Custom Forms for Permitting 01-2026	1,309.20	N
36235	3/26/2026	Tyler Technologies Inc	02/22-27/2026 travel expense Tiara Oger	3,584.43	N

	3/26/2026	Tyler Technologies Inc	4/01/26-3/31/27 Field Mobile with advanced mapping	2,945.70	N
	3/26/2026	Tyler Technologies Inc	2026 SaaS annual software fee	424,675.67	N
36236	3/26/2026	Washington State Department of Ecology	FY2026 Water Quality Program SW Phase 2	7,520.50	N
36237	3/26/2026	Washington State Department of Natural Resource	Forest Land Assessment, WTP	490.80	N
36238	3/26/2026	Washington State Patrol	1st qtr 2026 WSP ACCESS Fees	3,000.00	N
36239	3/26/2026	Walters Upholstery Inc	Built 2 Hose Covers for EQ12458 & EQ12454	1,274.88	N
36240	3/26/2026	Western States Equipment Inc	02/2026 Fleet service, EQ 08607	2,387.02	N
	3/26/2026	Western States Equipment Inc	02/2026 Fleet service, EQ 04202	4,071.79	N
	3/26/2026	Western States Equipment Inc	02/2026 Fleet service, EQ 10650	2,452.83	N
	3/26/2026	Western States Equipment Inc	02/2026 Fleet service, EQ 04200	2,792.07	N
	3/26/2026	Western States Equipment Inc	03/2026 Fleet service	6,213.16	N
36241	3/26/2026	Western Systems	2070 Controller Power Supply for Traffic	3,862.31	N
36242	3/26/2026	Wilbur-Ellis Inc	Sand	366.00	N
	3/26/2026	Wilbur-Ellis Inc	Turf Supplies	277.70	N
	3/26/2026	Wilbur-Ellis Inc	Turf Supplies	78.95	N
36243	3/26/2026	William S Hein & Company Inc	Online Law Publication	210.00	N
36244	3/26/2026	Sauk Mountain Farm	Goose Mitigation Dog Acquisition	6,982.40	N
36245	3/26/2026	Walla Walla County	Court Document Copies	34.50	N
36246	3/26/2026	Walla Walla County	Landfill property taxes 2026.	299.02	N
	3/26/2026	Walla Walla County	2026 Property Taxes ST/SW/WW	2,490.13	N
	3/26/2026	Walla Walla County	2026 Property Tax - Memorial Pool	223.80	N
	3/26/2026	Walla Walla County	2026 Property Tax - Parks & Cemetery	1,230.32	N
	3/26/2026	Walla Walla County	2026 Property Tax - Golf Course	2.09	N
	3/26/2026	Walla Walla County	2026 Property Tax - Service Center & City Hall	396.44	N
	3/26/2026	Walla Walla County	2026 Property Taxes Streets	0.59	N
	3/26/2026	Walla Walla County	2026 Property Taxes WWTP	89.32	N
	3/26/2026	Walla Walla County	2026 Property Taxes Support Services	30.49	N
	3/26/2026	Walla Walla County	2026 Property Taxes PD	1.42	N
	3/26/2026	Walla Walla County	2026 Property Taxes Fire	97.37	N
36247	3/26/2026	Walla Walla County	Feb. 2026 Highway Litter Pickup.	795.00	N
	3/26/2026	Walla Walla County	01.2026 correction services	42,497.10	N
36248	3/26/2026	Walla Walla County Bar Association	WW County Bar Assc 2026 Dues	100.00	N
36249	3/26/2026	Walla Walla Electric Inc	02.2026 fire alarm monitoring at PD	26.02	N
	3/26/2026	Walla Walla Electric Inc	Replace card reader at LF front gate.	1,533.95	N
	3/26/2026	Walla Walla Electric Inc	Adjust Landfill security codes.	170.47	N
	3/26/2026	Walla Walla Electric Inc	Annual Fire Alarm Inspection - Building 65	468.21	N
	3/26/2026	Walla Walla Electric Inc	Annual Fire Alarm Inspection - City Hall	700.38	N
	3/26/2026	Walla Walla Electric Inc	Annual Fire Alarm Inspection - 55 E Moore	723.59	N
36250	3/26/2026	Walla Walla Recycling Inc	Feb. 2026 LF drop box recycling charges.	1,126.80	N
36251	3/26/2026	Walla Walla Valley Chamber of Commerce	2026 City Membership Dues	10,000.00	Y

36252	3/26/2026	Anatek Labs Inc	Water Sampling, WTP	1,840.00	Y
36253	3/26/2026	Andrew Hendrickson	Basic Training Ellensburg, WA 2026	377.40	Y
36254	3/26/2026	Apollo Inc	ProSer 2/1-2/28/26 Myra Rd	28,562.38	Y
	3/26/2026	Apollo Inc	ProSer 2/1-2/28/26 Myra Rd	599,592.91	Y
36255	3/26/2026	Basin Disposal of Washington	January 26 residential recycling charges.	10,822.30	Y
	3/26/2026	Basin Disposal of Washington	Feb. 2026 residential recycling charges.	8,211.67	Y
36256	3/26/2026	Conсор North America, Inc	ProSer 1/1-1/31/26 Myra South Extension - SR125 t	21,952.50	Y
36257	3/26/2026	David Evans and Associates	ProSer 1/1-2/14/26 Poplar Street 5th to 15th Desi	21,010.15	Y
	3/26/2026	David Evans and Associates	ProSer 1/18-2/14/26 4th & 6th Ave Bridge Replaceme	97,544.50	Y
	3/26/2026	David Evans and Associates	ProSer 2/1-2/28/26 Alder-Tausick-Airport Pavement	32,089.22	Y
36258	3/26/2026	Derick Schoessler	Visit Cascade Fire White City, OR	122.40	Y
36259	3/26/2026	Eric Johnson	AWWA Cross Connection Control Basic Wenatchee 2026	88.40	Y
	3/26/2026	Eric Johnson	Backflow Assembly Tester certification Spokane 26	477.30	Y
36260	3/26/2026	Eric Wood	Visit Cascade Fire White City, OR	122.40	Y
36261	3/26/2026	Ferguson Enterprises , LLC	OMNI 2026, WAD	510,542.79	Y
36262	3/26/2026	Gerald Yonkers	NA Hazardous Material Symposium Tacoma 2026	180.60	Y
36263	3/26/2026	Humana Health Care Plans	Leoff 1 Medical Insurance Premiums	14,510.34	Y
36264	3/26/2026	John Martin	Leoff 1 Dental Reimbursement 3/10/26	185.25	Y
36265	3/26/2026	Julie Carlson Straube	3.26 Monthly Indigent Defense	13,525.00	Y
36266	3/26/2026	Julissa Virrey Soto	3/20/2026 St. Paddy's Day Poker Walk Reimbursement	18.06	Y
36267	3/26/2026	Manuel Sanchez	M Sanchez re-test CDL permit, WAD	35.00	Y
36268	3/26/2026	Nazario Lara Urueta	NA Hazardous Material Symposium Tacoma 2026	180.60	Y
36269	3/26/2026	Nicholas Klicker	PNW Narcotic & Explosives conference Marysville 26	391.30	Y
36270	3/26/2026	Pasco Tire Factory, Inc	03/2026 Fleet Tires, EQ 14000	1,186.41	Y
	3/26/2026	Pasco Tire Factory, Inc	03/2026 Fleet tires for PD	1,186.41	Y
36271	3/26/2026	Paul Renwick	S-215 Fire Operations training Hood River OR 2026	122.40	Y
	3/26/2026	Paul Renwick	Visit Cascade Fire White City, OR	122.40	Y
36272	3/26/2026	J Preston Frederickson	WCIA Training Leadership Strategies Richland 2026	83.38	Y
36273	3/26/2026	Scott Holbrook	AWWA Cross Connection Control Basic Wenatchee 2026	88.40	Y
36274	3/26/2026	Shawn Ongers	Visit Cascade Fire White City, OR	122.40	Y
36275	3/26/2026	Taylor Richardson	T Richardson Safety boots, WAD	186.03	Y
36276	3/26/2026	Tristar Claims Management Services, Inc.	3/2026 - 5/2026 Tristar Administrative Fee	7,053.75	Y
36277	3/26/2026	Wesley Carney	Leoff 1 Prescription Reimbursement 3/19/26	151.41	Y
36278	3/26/2026	Western Equipment Distributors Inc	03/2026 Fleet parts, EQ 07836 & 07837	907.99	Y
	3/26/2026	Western Equipment Distributors Inc	03/2026 Fleet Parts, '16 Toro mower PR GC	1,244.42	Y
36279	3/31/2026	1-2-3 Printing Inc	Arbor Day QR Code Stickers	108.01	N
	3/31/2026	1-2-3 Printing Inc	Captain Nick Loudermilk - 500 business cards	76.37	N
36280	3/31/2026	Anderson Perry & Associates Inc	ProSer thru 2/28/26 Rose Street Preservation Design	4,031.88	N
	3/31/2026	Anderson Perry & Associates Inc	ProSer thru 2/28/26 Reser-Wilbur Utility Extension	1,520.00	N
36281	3/31/2026	Katherine Elizabeth Rowlette	Father Daughter Ball	2,205.00	N

36282	3/31/2026	Bowman Consulting Group, Ltd	Development Services Fee Study 01-2026	8,041.25	N
36283	3/31/2026	Byrnes Oil Company Inc	12.31.2025 fuel for patrol	4,053.85	N
	3/31/2026	Byrnes Oil Company Inc	03.15.2026 fuel for task force	220.32	N
	3/31/2026	Byrnes Oil Company Inc	03.15.2026 fuel for operations/patrol	4,406.39	N
36284	3/31/2026	Cascade Natural Gas Inc	03/26 Natural Gas - 155 E Rees Ave	171.81	N
	3/31/2026	Cascade Natural Gas Inc	Library Natural gas FEB26	705.39	N
	3/31/2026	Cascade Natural Gas Inc	Mar. 2026 Utility Bill for Fire St. 1	2,186.02	N
36285	3/31/2026	CenturyLink	Alarm dialer lines MAR26	96.94	N
	3/31/2026	CenturyLink	Mar. 2026 Fire St. 2 Alarm Line	96.94	N
36286	3/31/2026	City of Walla Walla	Landfill Use 3/9/26	2,697.31	N
36287	3/31/2026	City of Walla Walla	03/26 Petty Cash	138.00	N
36288	3/31/2026	Clean Harbors Environmental	Hazardous waste disposal.	6,207.71	N
36289	3/31/2026	Desktop Publishing	Backflow postcards, WAD	206.16	N
36290	3/31/2026	Environmental Resource Associates Corporation	Source Water Microbe, WTP	3,346.73	N
36291	3/31/2026	Facet NW, Inc	Critical Areas Ordinance Update Consultant 01-2026	5,676.00	N
36292	3/31/2026	Herrera Environmental Consultants Inc	ProSer 1/31-2/27/26 Stormwater Guidelines Handbook	3,066.80	N
36293	3/31/2026	Hillis Clark Martin & Peterson PS	Legal consultation services for the LF.	700.00	N
36294	3/31/2026	Insight Public Sector	Additional Office 365 G3 licenses	405.03	N
36295	3/31/2026	J-U-B Engineers Inc	ProSer 2/1-2/28/26 Facility Plan General Sewer PI	10,059.90	N
	3/31/2026	J-U-B Engineers Inc	ProSer 2/1-2/28/26 Digesters Design	126,003.83	N
	3/31/2026	J-U-B Engineers Inc	ProSer 1/1-1/31/26 Digesters Design	187,882.10	N
36296	3/31/2026	Kelley Connect Co.	03.2026 Report Writing Room copier use	54.98	N
36297	3/31/2026	Key City Players, Inc	Women's History tour, Speaker fee	1,000.00	N
36298	3/31/2026	L N Curtis & Sons Inc	Fire Hose, 1.75 x 50', 22 each	8,601.05	N
36299	3/31/2026	Lightfoot's Inc	03/2026 Fleet tow 2022 Nissan PW ENG	381.85	N
36300	3/31/2026	MBG Cleaning Services	03/26 Janitorial Maintenance - Garden Center	390.00	N
36301	3/31/2026	Midwest Tape LLC	Audiovisual, DVDs	150.59	N
36302	3/31/2026	National Merchant Solutions, Inc	Barcode Scanners - Pool & Golf Course	2,389.29	N
36303	3/31/2026	Pacific Power Inc	03/2026 Fleet Monthly EV outlets	23.14	N
	3/31/2026	Pacific Power Inc	2/24-3/25 Pike's Peak radio site power svc	233.57	N
	3/31/2026	Pacific Power Inc	03/2026 Fleet Monthly EV Charges	354.05	N
36304	3/31/2026	Solid Waste Systems Inc	03/2026 Fleet parts, '17 Peterbilt PW Sanitation	6,867.76	N
36305	3/31/2026	Stryker Sales Corporation	03/26 Return of overpayment	5,291.66	N
36306	3/31/2026	Susan Kay Todd	Swing Dance Classes	511.70	N
36307	3/31/2026	Terran Villaro	Parks & Pixels 6	119.00	N
36308	3/31/2026	Thomas Maccarone Jr	Golf Course Service Supplies	1,316.11	N
36309	3/31/2026	Verizon Wireless	Confidential 02.2026 phone for investigative use	39.25	N
36310	3/31/2026	Visit Walla Walla	January 2026 TPA Tax Distribution	25,815.40	N
36311	3/31/2026	Western States Equipment Inc	03/2026 Fleet service call, '23 CAT PW Landfill	9,390.99	N
	3/31/2026	Western States Equipment Inc	03/2026 Fleet service call, '11 CAT generator PD	2,756.88	N

36312	3/31/2026	Walla Walla County	02.2026 correction services	50,319.24	N
36313	3/31/2026	Walla Walla Electric Inc	Add fiber patch cable in Sanitation office.	628.42	N
36314	3/31/2026	Walla Walla High School	Mother Son Superhero Bash	840.00	N
36315	3/31/2026	Angela Potts	PERSONAL CARD USE REFUND - Supplies for Resale	63.59	Y
36316	3/31/2026	Camdia Byma	Tyler Tech Conference Las Vegas, NV 2026	348.30	Y
36317	3/31/2026	CDW Government Inc	03/2026 Fleet parts warranty for PD	5,153.23	Y
36318	3/31/2026	Christopher Owen	Tyler Tech Conference Las Vegas, NV 2026	253.70	Y
36319	3/31/2026	Conсор North America, Inc	ProSer 2/1-2/28/26 Watershed Master Resiliency Pl	29,846.44	Y
	3/31/2026	Conсор North America, Inc	ProSer 2/1-2/28/26 Watershed Master Resiliency Pl	1,945.60	Y
36320	3/31/2026	DKS Associates	ProSer 2/1-2/28/26 Trans element of the City's Co	8,520.00	Y
	3/31/2026	DKS Associates	ProSer 1/1-2/28/26 Downtown WW Signal Timing Upda	14,982.69	Y
36321	3/31/2026	Elizabeth Moeller	Tyler Tech Conference Las Vegas, NV 2026	391.30	Y
36322	3/31/2026	James Felty	Tyler Tech Conference Las Vegas, NV 2026	348.30	Y
36323	3/31/2026	Jennifer Hartzell	Tyler Tech Conference Las Vegas, NV 2026	339.70	Y
36324	3/31/2026	Joshua Stedman	Surveillance & Vehicle Conf. Kennewick, WA 2026	64.50	Y
36325	3/31/2026	Kyle Clemens	Tyler Tech Conference Las Vegas, NV 2026	348.30	Y
36326	3/31/2026	Nicole Schneider	Tyler Tech Conference Las Vegas, NV 2026	391.30	Y
36327	3/31/2026	Operations Management International Inc	ProSer thru 3/2026 Management and Operations of W	248,311.59	Y
36328	3/31/2026	Pamela Ransier	Tyler Tech Conference Las Vegas, NV 2026	348.30	Y
36329	3/31/2026	Rian Zenner	Jet Truck Drop Off Spokane, WA 2026	21.50	Y
36330	3/31/2026	Tammy Smith	Tyler Tech Conference Las Vegas, NV 2026	339.70	Y
36331	3/31/2026	Blue Mountain Officials Association	Slugfest Tournament - Umpire in Charge	400.00	N
Total				6,136,061.57	

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 available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the city, and that I am authorized to authenticate and certify said claim.

Elizabeth Moeller

Elizabeth Moeller, Finance Director

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

PRINTED (Numbers 35963-36109 36126-36251 36279-36314 36331)	\$2,639,998.61
TRANSFER (Numbers 35921-35962 36110-36125 36252-36278 36315-36330)	\$2,179,046.62
WIRE (Numbers 1234-1251 1253 1255-1256 1258-1273)	\$1,317,016.34

TOTAL	\$6,136,061.57
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ar-5894

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City Council - Regular Meeting

Meeting Date: 04/08/2026

Item Title: Approve the March 2026 Payroll and Benefits Transactions

Submitted For: Elizabeth Moeller, Finance Department

Financial Comments:

Payroll and benefit direct deposit transactions of \$1,838,228.30
Payroll and benefit telephone and wire transfers of \$1,132,242.14
Payroll and benefit check transactions of \$49,522.13
Total March 2026 payroll and benefits: \$3,019,992.57

These payments were budgeted, and sufficient funds are available in the 2026 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 March 2026 Payroll and Benefits 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 having the appropriate department certify the validity of all hours before 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 review the batch report in detail to ensure that the hours employees reported are correct, and the payment amounts are accurate.

POLICY ISSUES:

RCW 42.24.080 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 claim payments when certain conditions are 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 the authority to pay city employees upon presentation of property-certified payroll.

PLAN COMPLIANCE:

STRATEGIC PLAN: This action complies with all areas of the City's Strategic Plan.

ALTERNATIVES:

Not approve the March 2026 Payroll and Benefit Transactions

STAFF RECOMMENDATION:

Approving the March 2026 Payroll and Benefit Transactions

CITY MANAGER COMMENTS:

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

Attachments

March 2026 Payroll Certification

City of Walla Walla
Payroll Check Approval Register
Pay Period: March
Check Date: 03/03/2026

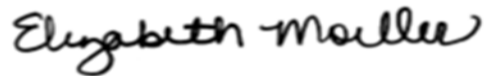
Check Total:	\$ 49,522.13
Direct Deposit Total:	1,838,228.30
Wires & Electronic Funds Transfers:	<u>1,132,242.14</u>
Grand Total:	<u><u>3,019,992.57</u></u>

City of Walla Walla
Payroll Final Check List
Pay Period: March
Check Date: 03/03/2026

Total Checks and Direct Deposit	\$ 1,887,750.43
Total Telephone Electronic Transfers	1,132,242.14
Grand Total:	<u><u>3,019,992.57</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 **849340** through **849371**, and
Direct deposit numbers **804034** through **804374**, and
Electronic Fund transfer **804375** through **804389**
are approved for payment in the amount of \$ **3,019,992.57**
on this 5th day of May, 2025



Finance Director, City of Walla Walla

Walla Walla, Washington