

City Council Meeting - Hybrid (In-Person & Online) (Tuesday, October 28, 2025)

Generated by Maryelizabeth Garcia on Thursday, October 23, 2025

1. Opening Items.

Procedural: 1.01 Call To Order

Mayor Hernández called the meeting to order at 7:00PM.

Procedural: 1.02 Roll Call

PRESENT:

Chair Mayor, Norma L. Hernández

Council Members David Lopez; Michael Cleveland; Loren Peterson; Melodie Williams; Heather Schermann; Monica Boyle

Staff Finance Director, Brian Carleton; City Clerk, Maryelizabeth E. Garcia; Community Development Director, Jon Rickard; Public Works Director, Robert McAndrews; City Attorney, Eric Ferguson; Capital Project Manager, Mike Holden;

Also Present: Brian Anderson, Anderson Perry

MEMBERS Tito Espinoza;

EXCUSED:

MEMBERS

ABSENT:

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None.

2. Consent Agenda.

Action (Consent): 2.01 AB 25270 - Approve Agenda for October 28, 2025

Action (Consent), Minutes: 2.02 AB 25271 - Approve Council Minutes from October 14, 2025

Action (Consent), Minutes: 2.03 AB 25272 - Approve Council Special Meeting Minutes from October 22, 2025

Action (Consent): 2.04 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Council Member Schermann made a motion to approve the Consent Agenda. Second by Council Member Peterson and the motion passed 6-0.

3. Presentations.

Procedural: 3.01 AB 25273 - Arbor Day Proclamation – Mayor Hernández

Mayor Hernández delivered the Annual Arbor Day Proclamation.

Procedural: 3.02 AB 25274 - First Responders Day Proclamation – Mayor Hernández

Mayor Hernández delivered the First Responders Day Proclamation.

Information: 3.04 AB 25275 - Fiscal Year 2026 Property Tax Levy - Mr. Carleton

Mr. Carleton gave a presentation on the Fiscal Year 2026 Property Tax Levy. Mr. Carleton stated that the City has not taken a property tax increase for several years, but now the economic forecast is making it necessary to take the property tax increase this year so as to avoid a financial crisis in years going forward.

Discussion ensued.

Information: 3.03 AB 25276 - FY 2026 Budget Review (1st Review) - Mr. Carleton

Mr. Carleton gave a presentation on the Fiscal Year 2026 Budget. Mr. Carleton described economic challenges to the City including inflation outpacing revenue and the City not taking tax increases annually, along with numerous expenditures on large projects resulting in a \$1.2M draw down from reserves, which has further compounded the financial situation. Mr. Carleton described efforts to balance the budget such as disallowing new hires, slashing the Equipment Replacement Plan, and a slight increase in taxes.

Discussion ensued.

4. Public Hearings - None.

5. Executive Session.

Discussion: 5.01 AB 25277 - Adjourn to Executive Session Pursuant to RCW 42.30.110 (i) and RCW 42.30.110 (iii).
The Council adjourned to Executive Session.

Mayor Hernández opened the Executive Session at 8:05 PM.

The Council discussed potential litigation pursuant to RCW 42.30.110(1)(i) and RCW 42.30.110 (iii)

Mayor Hernández called the Regular Meeting back to order at 8:47 PM.

6. Action Items.

Action: 6.01 AB 25278 - East-West Road Extension Contract Amendment - Mr. McAndrews

Mr. McAndrews described a new east-west road off of College Avenue into an area slated for future development, and stated the contract needs to be updated to include design costs so the project can be built to specifications and will meet City needs.

Council Member Cleveland made a motion to approve JUB contract amendment and authorize the Public Works Director or designee to sign the contract amendment increasing design costs by \$99,200 to a total of \$354,500. Second by Council Member Boyle and the motion passed 6-0.

Action: 6.02 AB 25279 - SE 8th Street Amendment for Construction Administration - Mr. McAndrews

Mr. McAndrews presented to Council an amendment to the SE 8th Street sidewalk improvement project from Birch to Larch only. This amendment funds JUB engineers for Construction Administration services.

Council Member Lopez made a motion to authorize the Public Works Director or designee to sign the contract amendment with JUB Engineers, increasing the SE 8th Street (Birch to Larch) contract by \$63,100 for Construction Administration Services, for a new total contract of \$236,500. Second by Council Member Peterson and the motion passed 6-0.

Action: 6.03 AB25280 - Accepting Dept of Health Loan for SE 12th Street Water Improvements - Mr. McAndrews

Mr. McAndrews presented to Council on the water main replacement project on SE 12th Street from College Ave to Myra Road.

Council Member Peterson made a motion to accept a 0% loan of \$500,000 with \$10,000 Loan Fee for design of water improvements in SE 12th Street from College Avenue to Myra Road and authorize the Public Works Director or designee to sign loan agreement and contract documents. Second by Council Member Schermann and the motion passed 6-0.

Action: 6.04 AB 25281 - Lions Park Improvements - Mr. Rickard

Council Member Williams made a motion to table this Action Item until the November 12, 2025 Council Meeting. Second by Council Member Boyle and the motion passed 6-0.

Action: 6.05 AB 25282 - Anderson Perry Contract Amendment No. 6 - Lions Park Improvements - Mr. Rickard

Mr. Rickard presented to Council Amendment 6 with Anderson Perry & Associates for Professional Services for Lions Park improvements.

Council Member Boyle made a motion to authorize the Mayor to sign Amendment No. 6 to the Agreement for Professional Services with Anderson Perry & Associates in the amount of \$120,000. Second by Council Member Williams and the motion passed 6-0.

Action: 6.06 AB 25283 - Resolution of Support for Downtown College Place Association - Ms. Garcia
Ms. Garcia reviewed with Council the work of the Downtown College Place Association and presented a proposed Resolution in support of the organization from the Council.

Council Member Lopez made a motion to adopt Resolution #25-055 in acknowledgment and support of Downtown College Place Association. Second by Council Member Boyle and the motion passed 6-0.

7. Administrative Reports.

Discussion, Information: 7.01 AB 25284 - O & M Discussion Re: Lions Park Community Center - Mr. McAndrews & Mr. Rickard

Mr. Rickard and Mr. McAndrews discussed with Council the current plans for Lions Park Community Center, the current stakeholders and their proposed plans for the building, and what the operation and maintenance of the building would entail. Mr. McAndrews discussed the need for the City to recoup costs for long term maintenance such as replacing the HVAC system or roof, through rental revenue. Council Member Williams requested the City contemplates a redesign with a better in and out flow.

Discussion ensued.

Discussion: 7.02 AB 25285 - Council Members attending Community Events - Council Member Williams & Ms. Garcia

Ms. Garcia discussed with Council their desire to attend community events and stated that, as long as a quorum is not ever present at the event, Council Members would be welcome in pairs. All Council Members would be responsible for being aware of the location of the booth, especially if Council Members would like to attend the event together (ie- if for some reason two Council Members choose to attend a College Place event together and there is a booth with two other Council Members volunteering their time, the visiting Council Members would be responsible for NOT physically presenting at the booth with the volunteer Council Members).

Information: 7.03 AB 25286 - 2025 Halloween Trunk or Treat Plans - Ms. Garcia

Ms. Garcia informed the Council of 2025 Halloween Plans at City Hall.

8. Informational Reports.

Information: 8.01 CPPD Monthly Report

Information: 8.02 November 2025 Workshop Cancelled

Information: 8.03 Next Rescheduled Regular Council Meeting: November 12, 2025

9. Closing Items.

Discussion, Information: 9.01 Good of the Order?

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

Council Member Boyle made a motion to conclude the meeting at 9:31 PM. Second by Council Member Person and, with no objection, the meeting adjourned.

Approved:

Signed by:

Norma L. Hernández

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Norma L. Hernández – Mayor

Attest:

Signed by:

MaryElizabeth Garcia

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MaryElizabeth E. Garcia - City Clerk

The foregoing minutes are the official record of the Special City Council Meeting that occurred October 28, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.