City Council Meeting - Hybrid (In-Person & Online) (Tuesday, December 9, 2025)
Generated by Maryelizabeth Garcia on Monday, December 8, 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:		
	Mayor -	Norma L. Hernández
	Council Members –	David Lopez; Michael Cleveland; Tito Espinoza; Loren Peterson; Melodie Williams; Heather Schermann; Monica Boyle
	Staff-	Finance Director, Brian Carleton; City Clerk, Maryelizabeth E. Garcia; Scott Mihalik, Associate City Attorney; Public Works Director, Robert McAndrews; City Administrator, Troy Rayburn; Community Development Director, Jon Rickard; HR Director, Shawn Doering
	Also Present -	
MEMBERS EXCUSED:		
MEMBERS ABSENT:		

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None.

2. Consent Agenda.
Action (Consent): 2.01 AB 25325 - Approve Agenda for December 9, 2025.
Action (Consent), Minutes: 2.02 AB 25326 - Approve Council Minutes from November 25, 2025
Action (Consent): 2.03 AB 25327 - Bank Signing Authorization
Action (Consent): 2.04 AB 25328 - Appointment Confirmation of Sherry Hartford to the Salary Commission
Action: 2.05 AB 25329 - Final Budget Amendment for 2025 - Mr. Carleton
Action (Consent): 2.06 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Council Member Schermann made a motion to approve the consent agenda. Second by Council Member Williams and the motion passed 7-0.

3. Presentations - None.

4. Public Hearings - None.

5. Action Items.
Action: 5.01 AB 25330 - Earl Lane Stormwater Design Agreement - Mr. McAndrews
Mr. McAndrews presented to Council an agreement with the Washington Dept of Ecology to fund the design of stormwater improvements on Earl Lane.

Council Member Boyle made a motion to authorize the Public Works Director or Designee to sign the Agreement for Professional Services with J-U-B Engineers for $96,000 for a the design of the NW Earl Lane Stormwater Improvements Project. Second by Council Member Peterson and the motion passed 7-0.

Action: 5.02 AB 25331 - Contract Amendment for Decant Facility Final Design and Construction Management - Mr. McAndrews
Mr. McAndrews presented to Council a contract amendment for the final design and construction management of the Decant Facility.

Discussion ensued.

Council Member Williams made a motion to authorize the Public Works Director or Designee to sign the contract amendment with J-U-B Engineers, in the amount of $355,000, increasing the currently authorized contract from $148,000 to $503,000 for the final design and construction management of the Decant Facility. Second by Council Member Cleveland and the motion passed 7-0.

Action: 5.03 AB 25332 - Accepting Dept of Ecology Funding for Design of NW Earl Lane Stormwater Improvements - Mr. McAndrews
Mr. McAndrews presented to Council an agreement with the Department of Ecology funding the design of the stormwater improvements along NW Earl Lane which will improve water quality in Garrison Creek and the Walla Walla River.

Discussion ensued.

Council Member Espinoza made a motion to accept the Department of Ecology funding in the amount of $93,100 with a local match of $4,900, for design of NW Earl Lane Stormwater Improvements, and authorize the Public Works Director or Designee to sign the Agreement with the Department of Ecology. Second by Council Member Boyle and the motion passed 7-0.

Action: 5.04 AB 25333 - Contract Amendment for Reservoir 4 and Transmission Main Project - Mr. McAndrews
Mr. McAndrews presented to Council a contract amendment for Project 1 of the Reservoir 4 Transmission Main Project.

Discussion ensued.

Council Member Cleveland made a motion to authorize the Public Works Director or Designee to sign contract amendment with J-U-B Engineers for the Reservoir No. 4 and Transmission Main project, increasing the currently authorized amount by $1,010,000 for a new total contract price of $2,021,900. Second by Council Member Espinoza and the motion passed 7-0.

Action: 5.05 AB 25334 - Accepting the Department of Ecology Contract for the Stormwater Capacity Grant – Mr. Carleton
This action item was revealed to be an erroneous duplicate of Action Item 5.03 and was removed from the agenda.Save

Council did not vote on this item.

Action: 5.06 AB 25335 - Adopt Fiscal Year 2026 Budget - Mr. Carleton
Mr. Carleton presented the Fiscal Year 2026 Final Budget to Council for adoption.

Council Member Schermann made a motion to approve Ordinance #25-015 adopting the Fiscal Year 2026 Budget. Second by Council Member Boyle and the motion passed 7-0.

Action: 5.07 AB 25336 - Fees Resolution Update - Mr. Carleton
Mr. Carleton presented the final Fees Resolution Update of the year citing changes in the ambulance and storm water fees.

Discussion ensued.

Council Member Williams made a motion to adopt Resolution No. 25-062 updating the Administrative Fees of the City of College Place Municipal Code. Second by Council Member Lopez and the motion 7-0.

6. Administrative Reports - None.

7. Informational Reports - None.

8. Closing Items.

Discussion, Information: 8.01 Good of the Order?

Mayor Hernandez thanked Council Members Lopez and Espinoza for their contributions to discussions and their commitment to community.

City Administrator Rayburn congratulated Mr. Carleton on his many efforts to complete his work with little assistance.

The Council and Mayor took a group photo.

Action: 8.02 Conclusion - Motion to Conclude the Meeting.

> **Council Member Peterson made a motion to conclude the meeting at 7:59 PM. Second by Council Member Williams and with no objection, the meeting concluded.**

Approved:

Signed by:

Norma L. Hernández

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Norma L. Hernández – Mayor

Attest:

DocuSigned by:

Carolyn Holm

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Carolyn Holm – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred December 9, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.