

Tuesday, March 10, 2026

#2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template

6:00 P.M.

Agenda: <https://go.boarddocs.com/wa/cocp/Board.nsf/Private?open&login#>

In-Person at College Place City Hall, 625 S College Avenue, College Place Washington

Meeting may be viewed by joining the Zoom meeting.

Zoom Attendee Link: <https://us06web.zoom.us/j/85394408296>

Or you may call this number to listen: 1-669-900-9128 ID#85394408296

Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

Meeting recordings will be uploaded the following day of the meeting to the City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured
City Council

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	1.02 Roll Call
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor [Norma L. Hernández](#)

[Loren Peterson-Mayor Pro Tem](#),

[Heather Schermann](#),

[Michael Cleveland](#),

[Council Members](#) [Melodie Williams](#),

Monica Boyle,
Jordan Green,
Nadine Stecklein

City Administrator, Troy Rayburn;
City Attorney, Eric Ferguson;
City Clerk, Carolyn Holm;
City Prosecutor, Michael Rio;
Community Development Director, Jon Rickard;
Staff
Finance Director, Brian Carleton;
Fire Chief, David Winter;
HR Manager, Shawn Doering;
Police Chief, Troy Tomaras;
Public Works Director, Robert McAndrews

Subject : 1.03 Pledge of Allegiance
Meeting : Mar 10, 2026 - #2178 Regular City Council Meeting -
Hybrid (In-Person & Online) Template
Category : 1. Opening Items.
Access : Public
Type : Procedural

Public Content

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Subject : 1.04 Public Comment -
Meeting : Mar 10, 2026 - #2178 Regular City Council Meeting -
Hybrid (In-Person & Online) Template
Category : 1. Opening Items.
Access : Public
Type : Information

Public Content

Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

Meeting Protocol for Public Comment:

Written Public comments may be provided by submitting comment to Clerk@cpwa.us no later than 4:30 PM on the meeting date to be included in the record. (If typewritten, no less than 11 pt font).

Verbal Public Comments may be made during the meeting:

- In-person at the meeting location - provided at the beginning of each agenda.

Telephone and Virtual Comments:

Any member of the public who desires to make a public comment at the City Council meeting by telephone or remote access shall provide at least 24 hours notice (excluding weekends and holidays) prior to the start of the meeting at which the member of the public wants to make a comment, notify the City Clerk or designee in writing or by direct verbal communication of their desire to make a comment.

- Telephone comment - Call 1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raise your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.
- Virtual comment - Join using the Zoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.

Once recognized, you will have five minutes to speak on any subject that is under the control of the Council.

2. Consent Agenda.

Subject :	2.01 AB 26037 - Approve Agenda 3/10/2026
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the agenda for 3/10 /2026.

Consent

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.

Subject :	2.02 AB 26038 - Approve Council Minutes February 24, 2026
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Preferred Date :	Mar 10, 2026
Absolute Date :	Mar 10, 2026

Fiscal Impact :	No
Recommended Action :	Motion to approve Council Meeting Minutes from 2 /24/2026.

File Attachments

[council minutes 2-24 DRAFT.pdf \(678 KB\)](#)

Consent

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Subject :	2.03 AB 26039 June 2025 Financials
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the June 2025 check register and financial reports.

Public Content

Information for Consideration:

Claims & Benefits: \$2,492,641.56

Payroll: \$340,602.67

Total Expenses Paid: \$2,833,244.23

File Attachments

[June 2025 Financials.pdf \(6.979 KB\)](#)

Consent

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Subject :	2.04 Approve Consent Agenda - Our adopted rules of
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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.

Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Consent

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.

3. Presentations.

Subject :	3.01 AB 26044 Transit Employee Appreciation Day Proclamation
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

Recognizing Transit Employee Appreciation Day March 18, 2026

WHEREAS, The City of College Place recognizes that public transit provides essential mobility for residents, workers, students, visitors, and businesses, supporting access to jobs, education, healthcare, and community life; and

WHEREAS, the safety, efficiency, reliability, and courtesy of our transit services depend upon the professionalism and dedication of our operators, mechanics, service workers, administrative staff, supervisors, and all other transit employees; and

WHEREAS, these employees routinely work early mornings, late nights, weekends, and holidaysoften in challenging conditionsto ensure the public can travel safely, affordably, and with dignity; and

WHEREAS, transit employees consistently demonstrate a strong commitment to safety, accessibility, equity, and exceptional customer service for all riders; and

WHEREAS, Transit Employee Appreciation Day, observed on March 18, provides an opportunity for leadership, riders, and the broader community to recognize and thank transit employees for their vital contributions.

NOW, THEREFORE, I, Norma L. Hernández, Mayor of the City of College Place, do hereby proclaim March 18, 2026, as **Transit Employee Appreciation Day**, and encourage all residents and community partners to extend their appreciation to transit employees for their dedication and service to our community.

File Attachments

[2026 Transit Employee Appreciation Day.pdf \(335 KB\)](#)

4. Action Items.

Subject :	4.01 AB 26040 SE 8th St. College Avenue to SE Birch Road Improvements/Sidewalk Project-Mr. McAndrews
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	4. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Mar 10, 2026
Fiscal Impact :	Yes
Dollar Amount :	\$305,928.00
Budgeted :	Yes
Budget Source :	WSDOT
Recommended Action :	Motion to award the SE 8th St. College Ave. to SE Birch Sidewalk Road Improvement Project to Humbert Asphalt in the amount of \$254,940.00 with a 20% contingency for a total contract amount of \$305,928.00 and authorize the Public Works Director or designee to sign notice of intent to award, and all project contract documents, and approve any additional work within the 20% contingency.

Public Content

Historical Perspective:

This project is 2 of 3 for the SE 8th Street sidewalk improvements. JUB has been working on design for this project, and project has gone out to bid with 11 total contractors bidding on the project. It was good for the city to see competitive bids from multiple contractors. Once this project is completed there will be sidewalk throughout this corridor from College Avenue to Larch St which will provide safe walking passage for pedestrians.

Information for Consideration:

This project will be from College Ave to SE Birch St. with sidewalk on the southside of the road, along with removal of all HMA and a total reconstruct of the road. This project is slated for 30 working days.

File Attachments

- [8th_St_BidAbstract.pdf \(85 KB\)](#)
- [SE 8th St - Project Map.pdf \(381 KB\)](#)
- [8thSidewalk_IFR_AwardLetter.pdf \(604 KB\)](#)

Subject :	4.02 AB 26041 6th and Birch Improvements Project-Mr. McAndrews
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	4. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Mar 10, 2026
Absolute Date :	Mar 10, 2026
Fiscal Impact :	Yes
Dollar Amount :	\$2,245,362.04
Budgeted :	Yes
Budget Source :	Public Works Trust Fund - \$510,365 grant, balance in low interest loan
Recommended Action :	Motion to award the 6th St and Birch Improvements Project to Apollo Inc. in the amount of \$2,245,362.04 with a 20% contingency for a total contract amount of \$2,694,434.40, and authorize the Public Works Director or Designee to sign Notice of Intent to Award and all project contract documents, and approve any additional work within the 20% contingency.

Public Content

Historical Perspective:

JUB has been working on the design of this project for the city, this project will be a full 150 working day project expected to wrap up in November before the asphalt plants close down for the winter. This project will consist of new water main and services, sewer, and stormwater improvements, and sidewalks. This project will go from SE 4th St to SE 6th St on SE Birch, and SW Bade to SE Date. This was another competitive bidding process which worked out well for the city as the lowest bid came in 1 million dollars lower than the engineers cost estimate.

Information for Consideration:

This project has grown over the past year and half and has focused a lot on the stormwater improvements especially in the PW Yard in case the water tower was to ever overflow we had too properly sized the pipe to carry the water to Garrison Creek, and prevent any flooding to neighboring homes down Birch St and 6th St.

File Attachments

- [6thStreet_BidSummaryReview.pdf \(85 KB\)](#)
- [6thStWaterMain_Bid_Abstract.pdf \(380 KB\)](#)
- [6thStreet_NoticeOfIntentToAward.pdf \(87 KB\)](#)
- [6th St and Birch Ave - Project Map.pdf \(561 KB\)](#)

Subject :	4.03 AB 26042 Purchase of Replacement Pump for Sewer Lift Station #3-Mr. McAndrews
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	4. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Mar 10, 2026
Absolute Date :	Mar 10, 2026
Fiscal Impact :	Yes
Dollar Amount :	\$40,000.00
Budgeted :	No
Budget Source :	Sewer Reserves
Recommended Action :	Motion to authorize City staff and Jacobs Group to purchase replacement pump, required materials, and have the pump installed for no more than \$40,000.00 to replace a failed pump at the City's Sewer Lift Station #3

Public Content

Historical Perspective:

The city has a sewer lift station in the Homestead neighborhood which has two pumps. The pumps alternate running, unless there is extreme demand, in which case they both run simultaneously. On Friday February 27, 2026, one of the pumps failed and has a broken impeller shaft, rendering it beyond repair.

Information for Consideration:

Jacobs Group was able to get a quote for a replacement pump, required materials, freight, and installation. The quote was for \$36,244.68. To account for a small contingency and ensure any other unforeseen expenses are covered, city staff recommend approving a purchase up to \$40,000.00.

Without this pump there are risks of potential backup/overflow. If the other pump fails, staff will need to continuously pump the wet well with a vac truck and dump into a gravity sewer manhole to prevent an overflow.

Lead time for the new pump is estimated at 12-14 weeks.

Whitney Equipment Company Inc. (WECI) was approved as a sole source provider of the pump that matches the other pump at the site.

This pump is critical to the regular operations of the City's sewer collection system.

File Attachments

- [47012 College Place - 3153 Pump.pdf \(802 KB\)](#)
- [WECI Flygt Pump for Well 3 - Signed.pdf \(2.077 KB\)](#)
- [LS#3 Hydromatic pump rags.jpg \(349 KB\)](#)
- [LS#3 pump 1 Hydromatic.jpg \(155 KB\)](#)
- [LS#3 pump Hydromatic broke shaft.jpg \(1.064 KB\)](#)
- [LS 3 Screenshot from GSP.pdf \(94 KB\)](#)

Subject :	4.04 AB 26043 JUB Contract Amendment #2- SE 8th Sidewalk Improvement Project-Mr. McAndrews
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	4. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Mar 10, 2026
Absolute Date :	Mar 10, 2026
Fiscal Impact :	Yes
Dollar Amount :	\$64,700.00
Budgeted :	Yes
Budget Source :	WSDOT
Recommended Action :	Motion to approve Contract Amendment #2 with JUB for \$64,700.00 for a total new cost of \$104,200.00 for their Construction Administrative services for the SE 8th St. Sidewalk Improvement Project from College Ave. to SE Birch.

Public Content

Historical Perspective:

Council previously approved the contract with JUB for the 8th St Project.

Information for Consideration:

Due to this project being federal funded we need to use JUB for completing, submitting appropriate documents to WSDOT, we are doing our best to keep costs down for this project as city staff will be doing all onsite observations and inspections.

File Attachments

[AmendmentNo2.pdf \(1.039 KB\)](#)

5. New and Unfinished Business

Subject :	5.01 Good of the Order?
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	5. New and Unfinished Business
Access :	Public
Type :	Discussion, Information

6. Closing Items.

Subject :	6.01 Conclusion - Motion to Conclude the Meeting.
Meeting :	Mar 10, 2026 - #2178 Regular City Council Meeting - Hybrid (In-Person & Online) Template
Category :	6. Closing Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to conclude the meeting