#2179 Regular City Council Meeting - Hybrid (In-Person & Online) Template (Tuesday, March 24, 2026)
Generated by City Clerk, Carolyn Holm on Tuesday, March 24, 2026

1. Opening Items.
Procedural: 1.01 Call To Order
Mayor Hernández called the #2179 regular City Council meeting to order at 6:00 p.m.

Procedural: 1.02 Roll Call

PRESENT:

Mayor -	Norma L. Hernández
Council Members –	Loren Peterson - Mayor Pro Tem; Michael Cleveland; Heather Schermann, Monica Boyle; Nadine Stecklein; Jordan Green
Staff-	City Administrator, Troy Rayburn; City Clerk, Carolyn Holm; Community Development Director, Jon Rickard; Human Resources Manager, Amber Brooker; Public Works Director, Robert McAndrew
Staff present via Zoom-	City Attorney, Scott Mihalik, Finance Director, Brian Carleton

MEMBERS EXCUSED: Melodie Williams

Procedural: 1.03 Pledge of Allegiance
Mayor Hernández led the room in the pledge of allegiance.

Information: 1.04 Public Comment -
City Clerk Holm reported there were no public comment requests.

2. Consent Agenda.
Action (Consent): 2.01 AB 26044 - Approve Agenda March 24, 2026
Action (Consent), Minutes: 2.02 AB 26045 - Approve Council Minutes March 10, 2026
Action (Consent): 2.03 AB 26046 July 2025 Financials
Action: 2.04 AB 26047 Legal services to support and defend pending Urban Growth Area applications currently under review by Walla Walla County.
Action: 2.05 AB 26048 Professional planning services to support pending Urban Growth Area applications currently under review by Walla Walla County.
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 Peterson made a motion to approve the consent agenda. Second by Council Member Schermann and the motion passed 6-0.

3. Presentations.
Information: 3.01 AB 26049 2024 Audit Review-Mr. Carleton
Mr. Carleton presented the findings from the fiscal year 20024 financial and accountability audit conducted by the Office of the Washington State Auditor. He communicated we received no findings from the audit for financial statements, federal awards or identification of major federal programs. He stated the next audit will review 2025 and should occur sometime this September/October.

4. Action Items.
Action: 4.01 AB 26050 Climate Change Plan - Contract Authorization with J-U-B Engineers
Mr. Rickard presented the Climate Change Plan contract for professional services with J-U-B Engineers to create the Climate Resilience sub-element to add to the Comprehensive Plan. The city has obtained $150,000 through a Climate Planning Grant available from the Washington State Department of Commerce to assist with climate

planning. The scope of work for the Climate Change and Resilience Element project includes plan elements, updates, and procedures as required by HB 1181 for adopting a Climate Change and Resilience Sub-Element into the comprehensive plan and which are reimbursable through the Climate Planning Grant.

> **Council Member Boyle made a motion to a Authorize the Community Development Director to execute the professional service agreement with J-U-B Engineers, Inc. for creation of the Climate Resilience Sub-Element Plan of the Comprehensive Plan. Seconded by Council Member Cleveland and the motion passed 6-0.**

Action: 4.02 AB 26051 SE 8th St. Road Widening Larch to Elm
Mr. McAndrews presented the change order for $294,757.68 to widen the road and install curb and gutter on the north side of the road between Larch and Elm. The addition of curb and gutter will help with storm water runoff and will help protect individuals' private property from vehicle's driving in their yards and parking in the front yards, also it will allow vehicles to pass one another safely.

> **Council Member Green made a motion to approve this change order in the amount of $294,757.68 and issue to the contractor (ESF Solutions) that has installed the sidewalk on the south side of 8th St to widen the road and install curb and gutter on the north side of the road between Larch and Elm. Seconded by Council Member Boyle and the motion passed 6-2.**

Action: 4.03 AB 26052 Well #3 Investigative Work
Mr. McAndrews presented Well #3 investigative work project which has been solicited for bid. They have gone through the bid process and are prepared to award to Holt Services. He informed well #3 has been one of our most dependable wells throughout the city, but it is getting up there in age, we currently have well #3 slated for a total rehabilitation project which includes building, electrical, chlorinator, pump, motor, but we felt that we should investigate the well casing and investigate how much life we will get out of this well prior to putting in millions of dollars towards the rehabilitation project.

Discussion ensued.

> **Council Member Stecklein made a motion to award the well #3 investigative work to Holt Services in the amount of $145,842.00 and authorize the Public Works Director or designee to sign notice of intent to award and all project contract documents. Seconded by Council Member Peterson and the motion passed 6-0.**

5. Administrative Reports.
Information: 5.01 Administrator Update – Mr. Rayburn
City Administrator Rayburn provided a overview of work for the Council.
- He introduced Amber Brooker, our new Human Resources Manager.
- He is working on a Memorandum of Understanding with the Rural Library District
- We received five Community Grant applications, and we can possibly fund all 5. He reviewed all five received.
- Advertisement for a City Attorney
- He is working on congress appropriations for existing projects
- Leadership training for leaders within the city will be occurring.

Mayor Hernández thanked Brian for all his work with the information for congressional appropriations. In addition, City Administrator Rayburn has been working hard to ensure community developers know we are here and want to move forward working with them.

6. Informational Reports.
Information: 6.01 Police Department Monthly Report
Information: 6.02 Community Development Department Monthly Report

7. New and Unfinished Business
Discussion, Information: 7.01 Good of the Order?

Council Member Peterson mentioned the ghost of the blue streetlights are back again. Discussion ensued. Mr. McAndrews communicated for Public Works staff has been trying to identify them and report to Pacific Power. You need to obtain pole numbers to report them.

8. Closing Items.

Action: 8.01 Conclusion - Motion to Conclude the Meeting.

> **Mayor asked for a motion. Council Member Peterson made a motion to conclude the meeting at 6:53 PM. Second by Council Member Green and with no objection, the meeting concluded.**

Approved:

Norma L. Hernández

Norma L. Hernández – Mayor

Attest:

Carolyn Holm

Carolyn Holm – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred March 24, 2026. Further detail may be obtained by reviewing the actual audio recording made during this session.