# BATTLE GROUND CITY COUNCIL AGENDA
# TUESDAY, JANUARY 20, 2026

BATTLE GROUND CITY HALL COUNCIL CHAMBERS
109 SW 1ST ST., SECOND FLOOR
BATTLE GROUND, WA 98604

**MEETING PROCEDURES:** The meeting will be conducted in person and via Zoom, allowing council members, staff, and members of the public to hear all individuals participating in the meeting. Members of the public may attend in person or watch the meeting live via the link below.

**WATCH LIVE:** Members of the public may watch the meeting live on YouTube at Battle Ground City Council - YouTube.

**TO PARTICIPATE:** Members of the public wishing to comment or provide testimony during the meeting may appear in person to speak during Citizen's Communications and Public Hearings. Comments are limited to three (3) minutes. Please submit written comments to the City Clerk's Office at least six (6) hours prior to the meeting with the heading "Public Comment for disbursement to the City Council."

**ACCESSIBILITY:** The City Hall is accessible to individuals with disabilities. As per RCW 42.30.240(2), if you face difficulty attending an in-person meeting to provide oral comment, you can do so remotely, provided that oral public comments are accepted at the meeting. If you require special accommodation to attend the meeting or to provide public comment remotely, please contact the City Clerk's Office at (360) 342-5008 or cityclerk.info@cityofbg.org at least forty-eight (48) hours in advance.

## City Council Meeting Agenda

**CALL TO ORDER – 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**MOTION TO APPROVE AGENDA**

**SUMMARY REPORTS AND PRESENTATIONS**
Councilmember Reports
Mayor's Report

- Appointment to the Lodging Tax Advisory Committee (LTAC) Funded Organization Position, term beginning January 1, 2026
- Appointment to the Lodging Tax Advisory Committee (LTAC) Funded Organization Position, term beginning January 1, 2026.
- Appointment to the Lodging Tax Advisory Committee (LTAC) Lodging Tax Collector Position, term beginning January 1, 2026.
- City Council Liaison Board and Committee Appointments

Presentations

- New Employee Introduction: Jennifer Conde, Associate Planner
- Grace/Main Traffic Safety Solutions

**CITIZEN'S COMMUNICATIONS**

**CONSENT AGENDA**
*All items listed below are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests specific item(s) be removed from the Consent Agenda for discussion prior to the time Council votes on the motion to adopt the Consent Agenda.*

**A.** City Council Regular Meeting Minutes of January 5, 2026
**B.** Claim Vouchers dated 12/29/2025 #99054-#99082 in the amount of $95,9796.30
**C.** Claim Vouchers dated 01/09/2026 #99083-#99118, and Bank Drafts, in the amount of $1,283,047.41

**D.** Claim Vouchers dated 01/13/2026 #99119-#99189, and Bank Drafts, in the amount of $1,180,088.24
**E.** Payroll dated 01/09/2026, direct deposits of $297,289.65 for a total payroll of $297,289.65. No vouchers were issued in this payroll.
**F.** Resolution 26-01 Court Policy Case Weighting for: Community Court Cases; and Probation Violations

**PUBLIC HEARING**

**BUSINESS**

**ADMINISTRATIVE REPORTS**

**COUNCIL COMMUNICATIONS**

**ADJOURNMENT**

**NEXT MEETING DATE: Monday, February 2, 2026 – Study Session at 6:00 p.m. – Regular Meeting at 7:00 p.m.**

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*Public Notices:*

- Persons requiring special arrangements in order to participate in meetings should call the City Clerk's office at (360) 342 – 5008 at least two (2) business days prior to the scheduled meeting.
- The public is invited to view the full City Council packet on our website at www.cityofbg.org.
- This institution is an equal opportunity provider and employer.
- Any subject placed on the agenda, regardless of how the matter is stated on the agenda, may be acted on by the council.
- Información será traducida al español a petición de cityclerk.info@cityofbg.org.
- Информация имеется на русском языке по запросу на cityclerk.info@cityofbg.org.
- **如需相关信息的中文版本**，请来函索取：cityclerk.info@cityofbg.org
- Za informacije na bosanskom jeziku obratite se na adresu cityclerk.info@cityofbg.org
- Ang impormasyon ay makukuha sa Tagalog sa pamamagitan ng kahilingan sa cityclerk.info@cityofbg.org
- Gửi yêu cầu nhận thông tin sẵn có bằng tiếng Việt đến cityclerk.info@cityofbg.org

# CITY OF BATTLE GROUND
# STAFF REPORT

| | |
|---|---|
| To: | City Council |
| | Kris Swanson, City Manager |
| From: | Elizabeth Halili, City Clerk |
| Date: | January 20, 2026 |
| Proceeding Type: | Mayor's Report - Appointments |
| Subject: | City Council Liaison and Ad Hoc Committee Appointments |

**Staff Report Summary**

The City Council will consider approval of the appointment of Council delegate and alternate representatives recommended by the mayor to internal and outside governmental boards and committees.

**Background**

Battle Ground Councilmembers who seek representation on any standing committee, board, or commission required by state law, shall be appointed by the mayor with confirmation by the Council.

Any committee, board, commission, task force, etc., requiring Mayoral appointment of committee members, shall also require confirmation by the Council, which shall be by majority vote of those present at the time the vote takes place.

The purpose of these appointments is to provide the Council with insight into areas of interest or concern within each board. As liaisons and representatives of the City, it is the duty of Councilmembers to remember that their sole purpose in attending these meetings and participating as an appointed board/committee member is to represent the City; and as such, during those meetings, Councilmembers may not act as a representative of any other business, group, or organization without the express consent of the Council.

City Council delegates and alternative representatives are generally appointed at the first or second Council meeting in January when a position is vacated, or the term has expired.

The following Council Liaison positions for regional and in-house committees and boards require appointments:

**A. Clark County Mosquito Control District Board of Trustees**

**Vacancy: One (1) delegate to a two-year term (January 2026 – December 2027)**

The purpose of the Clark County Mosquito Control District Board of Trustees is to oversee the work of the Mosquito Control District and establish its policy. The board adopts the work plan, prepares and approves district expenditures, and contracts for services

This position was vacated by former Councilmember Tricia Davis on December 31, 2025.

The Clark County Mosquito Control District Board of Trustees meets quarterly on the second Tuesday evening of February, May August, and November. Members do not receive a stipend and/or salary.

**B. City of Battle Ground Ethics and Administration Committee**

**Vacancy: Two (2) delegates to a two-year term (January 2026 – December 2027)**

The purpose of this committee is to keep up with the policies declared by the State Legislature in enacting codes of ethics for state officials. The Council Ethics and Administration Committee will initially receive and process complaints and allegations of violations of the City of Battle Ground Code of Ethics per BGMC 2.78.

Mayor Overholser is a current delegate to this committee as of January 1, 2026. The vacant positions were previously held by prior Councilmember DesRochers (January 2025 – December 2025) and Councilmember McCoy (January 2024 – December 2025).

The City of Battle Ground Ethics Committee meets on an as-needed basis, and members do not receive a stipend and/or salary.

**C. Emergency Medical Service (EMS) District 2 Board**

**Vacancy: One (1) delegate to a two-year term (January 2026 – December 2027)**

The purpose of the EMS District 2 Board is to ensure the delivery of high-quality, cost-effective emergency ambulance services for Battle Ground, Ridgefield, La Center, and surrounding unincorporated areas by administering the ambulance service contract, overseeing performance, managing finances, and coordinating efforts with local governments.

This position was previously held by Mayor Eric Overholser (January 2025 – December 2025).

The EMS District 2 Board meets on an as needed basis. Members do not receive a stipend and/or salary.

**D. Lodging Tax Advisory Committee (LTAC)**

**Vacancy: One (1) delegate to a non-expiring term until changed by Council**

The purpose of the Lodging Tax Advisory Committee is to provide recommendations on the use of lodging tax revenue, which must fund tourism-related activities and facilities and to advise on new lodging taxes, rate increases, exemptions, or changes to how revenue is spent.

This position was previously held by prior Councilmember Cherish DesRochers (July 2025 – December 2025).

LTAC meets on an annual basis. Members do not receive a stipend and/or salary.

**E. Urban County Policy Board (UCPB)**

**Vacancy: One (1) alternate delegate to serve for a term concurrent with the tenure of the seated Mayor**

The Urban County Policy Board selects projects to be funded by the Community Development Block Grant (CDBG) and the Home Investment Partnerships (HOME) programs. The selected projects are recommended to the Clark County Council for final approval and submission to HUD.

The alternate delegate position was previously held by Councilmember Ferrer (vacated December 31, 2025).

The UCP meets on the second Monday of the month from 9:30 – 11:00 a.m. Members do not receive a stipend and/or salary.

The following Council representative positions to Battle Ground Ad Hoc committees and boards require appointments:

**A. Budget Advisory Committee:**

**Vacancy: Three (3) councilmember appointees to a two-year term (January 2026 – December 2027).**

The purpose of the Budget Advisory Committee is to develop a budget that ensures core services are maintained and supports the vision and initiatives of the Council and community.

Prior appointees to the Budget Advisory Committee were Councilmembers DesRochers, Davis, and Ferrer (January 2024 – December 2025).

The Budget Advisory Committee meets on an as-needed basis as determined by the City Manager. Members do not receive a stipend and/or salary for their service on this committee.

**B. Evaluation Committee**

**Vacancy: Two (2) councilmember appointees to a one-year term (January 2024 – December 2024)**

Per the City Manager's Employment Contract, the purpose of the Evaluation Committee is to evaluate the performance of the City Manager. Committee members consist of the Mayor and two council members.

Mayor Overholser is a current delegate to this committee as of January 1, 2026. Prior appointees to the Evaluations Committee are Councilmember Bowman and Councilmember McCoy (January 2025 – December 2025).

The Evaluation Committee meets annually in October and on an as-needed basis. Members do not receive a stipend and/or salary for their service on this committee.

**Fiscal and Policy Implications**

Not applicable.

**Staff Recommendation**

That the Mayor appoint the following with the approval of the Council:

A. One (1) Clark County Mosquito Control District Board of Trustees Delegate to a 2-year term (January 2026 – December 2027)

B. Two (2) City of Battle Ground Ethics and Administration Committee Delegates to a 2-year term (January 2026 – December 2027)

C. One (1) Emergency Medical Services (EMS) District 2 Board Delegate to a 2-year term (January 2026 – December 2027)

D. One (1) Lodging Tax Advisory Committee (LTAC) Delegate to a non-expiring, permanent term beginning January 2026.

E. One (1) Urban County Policy Board Alternate Delegate to serve for a term concurrent with the tenure of the seated Mayor beginning January 2026.

F. beginning January 2026.

G. Three (3) Budget Advisory Committee Council Representatives to 2-year terms (January 2026 – December 2027)

H. Two (2) Evaluation Committee Council Representatives to 1-year terms (January 2026 – December 2026)

**Attachments**

| | |
|---|---|
| A. | City Council Liaison Positions 2024 |

**Legal Review**

N/A at this time

# City Council Board and Committee Appointments 2026

| Board / Committee | Designated Member(s) | Date of Appointment | Term Expires | Meetings | Notes |
|---|---|---|---|---|---|
| Bi-State Coordination Committee | McCoy | 1/16/2024 | Permanent until changed by council | As Needed | **per By-laws this is a non-expiring, permanent position (while City is member). It would be up to Council to reappoint if they so choose.* |
| Clark County Mosquito Control District | 1 Rep Needed | 1/20/2026 | 12/31/2027 | Quarterly<br>2nd Tuesday<br>Feb/May/Aug/Nov<br>7:00 p.m. | *Represents City of Battle Ground for a 2-Year Term*<br>*Previously held by Councilmember Davis* |
| C-Tran Board of Directors | Overholser<br>Alt – Ferrer | 1/6/2025<br>1/6/2025 | 12/31/2026<br>12/31/2026 | Monthly<br>2nd Tuesday<br>5:30 pm | *Represents City of Battle Ground for a 1-Year Term* |
| City of Battle Ground Ethics Committee | **Overholser**<br>2 Reps Needed | 1/5/2026<br>1/20/2026<br>1/20/2026 | 12/31/2027<br>12/31/2027<br>12/31/2027 | As needed | *Consists of Mayor and 2 other Councilmembers chosen biennially at the first meeting of the new Council.*<br>*Previously held by Councilmembers DesRochers & McCoy* |
| Columbia River Economic Development Council (CREDC) | Kuypers<br>Alt - McCoy | 1/5/2026<br>10/21/2024 | Permanent until changed by council | Monthly | **per CREDC this is a non-expiring, permanent position (while City is member). It would be up to Council to reappoint if they so choose.* |
| Discovery Clean Water Alliance (DCWA) | Bowman<br>Alt – McCoy | 12/5/2022<br>12/5/2022 | Permanent until changed by council | Mar/Jun/Sep/Dec<br>3rd Friday<br>10:00 AM | *Represents the City on the DCWA Board.* |
| Ending Community Homelessness Organization (ECHO) | Ferrer<br>Alt - Overholser | 9/16/2024<br>9/16/2024 | Permanent until changed by council | Monthly<br>2nd Tuesday<br>9:30-11:00 am | *Represents the City of Battle Ground on the ECHO Board. The ECHO is a forum to consider homelessness comprehensively and holistically to identify possible gaps and opportunities for further coordination and investment.* |
| EMS District #2 Board | 1 Rep Needed | 1/20/2026 | 12/31/2027 | As needed | *Per 2026-29 ILA: The Board consists of 5 members: 2 Clark Couty Council members; 2 City Council members appointed representing the Cities of Battle Ground, La Center, Ridgefield and Woodland. The City rep. shall rotate every 2 years with the position alternating between the cities in alphabetical order commencing with the City of Battle Ground & La Center/ 1 Fire Commissioner from EMSD2.*<br>*Previously held by Mayor Overholser* |
| LEOFF 1 Board | Kuypers<br>Bowman | 11/17/2025<br>11/18/2024 | 12/31/2027<br>12/31/2026 | Quarterly<br>1st Tuesday<br>6:00 pm | *2 Councilmembers represent the City on the Board for 2 years. All terms expire on the 31st day of December of the last year for which the term is made, provided each member shall hold office until a successor is appointed or elected.* |
| Lodging Tax Advisory Committee | 1 Rep Needed<br>Alt - McCoy | 7/21/2025<br>7/21/2025 | Permanent until changed by council | Annually | *Represents the City Council on the Committee.*<br>*Previously held by Councilmember DesRochers* |

# City Council Board and Committee Appointments 2026

| Board / Committee | Designated Member(s) | Date of Appointment | Term | Meetings | Notes |
|---|---|---|---|---|---|
| Regional Parks/Sustainable Future Task Team | Jeanie Kuypers | 7/21/2025 | Permanent until changed by Council | As Needed | *Represents the City Council on the Task Team* |
| Regional Transportation Council (RTC) | McCoy | 1/1/2026<br>Alt - Ridgefield | 12/31/2026 | Monthly<br>1st Tuesday<br>4:00 pm | *Represents the cities of Battle Ground, Ridgefield, La Center and the Town of Yacolt. The mayors of each city choose who the rep and alternate are annually (1-Year Term).* |
| Urban County Policy Board (CDBG) | Overholser<br>1 Alt Rep Needed | 1/5/2026<br>1/20/2026 | Duration as Mayor | Monthly<br>2nd Monday<br>9:30-11 am | *The Mayor is the designated representative for the City. The alternate serves for a term concurrent with the tenure of the seated Mayor.*<br>*Previously held by Councilmember Ferrer* |

| Council Ad Hoc Committee | Designated Member(s) | Formed | Appointments | Term Expires | Notes |
|---|---|---|---|---|---|
| Budget Advisory Committee | 3 Reps Needed | 4-1-2019 | 1/20/2026<br>1/20/2026<br>1/20/2026 | 12/31/2027<br>12/31/2027<br>12/31/2027 | *2-year terms appointed each January*<br>*Previously held by Councilmembers Ferrer, Davis, & DesRochers* |
| City Manager Evaluation Committee | Overholser<br>2 Reps Needed | Per CM contract | 1/20/2026<br>1/20/2026<br>1/20/2026 | 12/31/2026<br>12/31/2026<br>12/31/2026 | *1-year terms appointed each January. Consists of Mayor and 2 other Councilmembers.*<br>*Previously held by Councilmembers McCoy & Bowman* |
| Legislative Committee | McCoy<br>Bowman<br>Overholser | 7-15-2019 | 1/6/2025<br>1/6/2025<br>1/6/2025 | 12/31/2026<br>12/31/2026<br>12/31/2026 | *Consists of three Councilmembers and the City Manager. The Councilmembers appointed to this Committee shall serve two-year terms. The purpose of this Committee is to compile legislative agendas at both the state and federal level and to build relationships and strive for ongoing communication without local and federal legislators.* |

# CITY OF BATTLE GROUND
# STAFF REPORT

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| To: | Kris Swanson, City Manager |
| | City Council |
| From: | Mark Herceg, Public Works Director |
| Date: | January 20, 2026 |
| Proceeding Type: | Presentation |
| Subject: | Grace/Main Traffic Safety Solutions |

| **Legislative History:** | |
|---|---|
| • Presentation: | January 20, 2026 |

**Staff Report Summary**

The City Council will hear a presentation from Public Works staff about short-term traffic safety solutions at the Grace/Main intersection.

**Background**

Due to increased pedestrian traffic at Grace/Main, City Council requested that Public Works look at the intersection to see if any short-term measures could be taken in order to improve safety prior to the SE Grace Avenue Phase 2 project beginning.

Public Works Staff looked at three options. The options are described below.

**Option #1 – Make intersection an all-way stop.**

- Description: Install a stop sign in the eastbound direction to create an all-way stop.
- Anticipated Impact: This option is not recommended as it is believed that this option would be detrimental to traffic operations while providing marginal safety benefits. As of the last traffic study, during the peak hour, 56% of traffic travels east, 16% south, and 28% west through this intersection. Because of the large difference between these movements, it is expected that this would cause massive backups in the eastbound direction.
- Risks: Massive traffic backups, which can cause unintended consequences on other nearby facilities.

- Cost To Implement: Less than $5,000.
- Time To Implement: Month or two.
- Will This Option Be Usable In The Larger Project: No.

**Option #2 – Install Rapid Rectangular Flashing Beacons (RRFBs) at the intersections crosswalks.**

- Description: Install RRFBs at the north/south and east/west crosswalk.
- Anticipated Impact: This option is not recommended as it would violate the requirements of the Manual on Uniform Traffic Control Devices (MUTCD). The MUTCD states that RRFBs shall not be used at crosswalks controlled by stop signs.
- Risks: Legal liability for disregarding the MUTCD.
- Cost To Implement: $10,000 to $20,000.
- Time To Implement: Two to four months depending on availability of RRFBs.
- Will This Option Be Usable In The Larger Project: No, but RRFBs can be moved to other locations.

**Option #3 – Install Flashing Beacons on the stop and/or crosswalk signs at and near the intersection.**

- Description: Install flashing yellow beacons on the crosswalk signs and/or flashing red beacons on the stop signs.
- Anticipated Impact: This option is recommended as it has been shown to improve safety and is compliant with the MUTCD.
- Risks: None.
- Cost To Implement: Less than $2,000 per sign.
- Time To Implement: Two months depending on availability of beacons.
- Will This Option Be Usable In The Larger Project: No, but beacons can be moved to other locations.

Public Works staff will answer any follow up questions at the Council meeting.

## Fiscal and Policy Implications

N/A, until Council provides direction.

## Goals and Objectives Relevance

N/A, until Council provides direction.

## Options

N/A, topic is informational.

**Staff Recommendation**

Staff recommends that City Council discuss options presented and provide staff direction.

**Attachments**

N/A

**Legal Review**

N/A

**Battle Ground City Council Meeting Minutes**
**Monday, January 5, 2026**

**The regular meeting of the Battle Ground City Council was called to order in the Battle Ground Council Chambers at 7:00 p.m. by Senior Councilmember Shane Bowman. The meeting was recorded via Zoom and live-streamed on YouTube.**

*Senior Councilmember Shane Bowman announced that per the rules of the Legislative Body, he would chair the meeting until the new Mayor has been selected.*

**The Pledge of Allegiance was recited.**

**City Clerk Elizabeth Halili called the roll. The following were present:**

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|---|---|
| **COUNCIL:** | Mayor Eric Overholser, Deputy Mayor Vaile, and Councilmembers Troy McCoy, Shane Bowman, Victoria Ferrer, Jeanie Kuypers, and Brian Munson |
| **ABSENT:** | None. |
| **STAFF:** | City Manager Kristina Swanson, Deputy City Manager Robert Ferrier, Finance and Information Services Director Meagan Lowery, Police Chief Dennis Flynn, Public Works Director Mark Herceg, Community Development Director Kristin Lehto, Communications Manager and Public Information Officer Alisha Smith, Acting City Attorney Aziza Foster, and City Clerk Elizabeth Halili. |

**OATH OF OFFICE** **7:01 p.m.**

***Councilmember Troy McCoy, Position No. 1; Councilmember Jeanie Kuypers, Position No. 4; Councilmember Aimee Vaile, Position No. 5; and Councilmember Brian Munson, Position No. 6.***

*City Clerk Elizabeth Halili administered the Oath of Office to Councilmembers McCoy, Kuypers, Vaile, and Munson.*

**MAYORAL SELECTION AND APPOINTMENT** **7:10 p.m.**

*Councilmember Bowman briefly outlined the Mayoral selection process.*

*City Clerk Halili called for nominations for the office of Mayor, term expiration December 31, 2027*

**Nominations:**
Councilmember Ferrer nominated Councilmember Overholser
Councilmember Bowman nominated Councilmember McCoy

*Council cast their votes for Mayor by concealed ballot.*
**Votes:**
Councilmember McCoy for Councilmember McCoy
Councilmember Bowman for Councilmember McCoy
Councilmember Ferrer for Councilmember Overholser
Councilmember Kuypers for Councilmember McCoy
Councilmember Vaile for Councilmember Overholser
Councilmember Munson for Councilmember Overholser
Councilmember Overholser for Councilmember Overholser

**City Clerk Halili announced the selection of Councilmember Overholser as Mayor.**

*Mayor Overholser took the Mayoral Oath of Office and was seated at the dais to Chair the remainder of the meeting.*

**DEPUTY MAYORAL SELECTION AND APPOINTMENT** **7:20 p.m.**
*Mayor Overholser briefly outlined the Deputy Mayoral selection process.*

*City Clerk Halili called for nominations for the office of Deputy Mayor, term expiration December 31, 2027*

**Nominations:**
Councilmember Munson nominated Councilmember Vaile
Councilmember Bowman nominated Councilmember Ferrer. Councilmember Ferrer denied the nomination.
Councilmember Overholser nominated Councilmember McCoy. Councilmember McCoy denied the nomination.

**No other nominations were made; therefore, City Clerk Halili announced the selection of Councilmember Aimee Vaile as Deputy Mayor.**

*Deputy Mayor Vaile took the Deputy Mayoral Oath of Office and was seated at the dais.*

Mayor Overholser announced a brief recess at 7:27 p.m.
Mayor Overholser reconvened the meeting at 7:29 p.m.

**MOTION TO APPROVE AGENDA** **7:29 p.m.**
**MOTION: Councilmember McCoy moved to approve the agenda as presented.**
**SECOND: Councilmember Ferrer**
**VOTE: Motion carried 7-0**

**SUMMARY REPORTS AND PRESENTATIONS** **7:30 p.m.**
**Councilmember Reports:**

- Councilmember Bowman – Discovery Clean Water Alliance Board meeting report.
  *Public Works Director Mark Herceg responded to questions from the Council.*

**Mayor's Report:**

- **Salary Commission Position No. 1 Re-appointment: Neil Butler, 3-Year Term January 1, 2026 –**

**December 31, 2028**
*Mayor Overholser called for a motion to approve the re-appointment of Neil Butler to Salary Commission Position No. 1, 3-Year Term ending on December 31, 2028.*

**MOTION: Councilmember Bowman moved to approve the re-appointment of Neil Butler to Salary Commission Position No. 1, 3-Year Term ending on December 31, 2028.**
**SECOND: Councilmember Kuypers**
**VOTE: Motion carried 7-0**

- **Planning Commission Position No. 2 Appointment: Gary Obermeyer, 4-Year Term January 1, 2026 – December 31, 2029**
*Mayor Overholser thanked outgoing Commissioner Janette Chumley for her service to the Battle Ground Community on the Planning Commission and called for a motion to approve the appointment of Gary Obermeyer to Planning Commission Position #2 for a 4-Year term ending on December 31, 2029*

**MOTION: Councilmember McCoy moved to approve the approve the appointment of Gary Obermeyer to Planning Commission Position #2, term ending December 31, 2029.**
**SECOND: Councilmember Bowman**
**VOTE: Motion carried 7-0**

- **C-TRAN Board of Directors Council Liaison and Alternate Appointments**
*Mayor Overholser called for volunteers from the Council to serve as Council Liaison delegate or alternate delegate on the C-TRAN Board of Directors.*

**MOTION: Councilmember Munson moved to appoint Mayor Overholser as Council Liaison Delegate to the CTRAN Board of Directors, term ending December 31, 2026.**
**SECOND: Councilmember Kuypers**
**VOTE: Motion carried 7-0**

**MOTION: Councilmember Kuypers moved to appoint Councilmember McCoy as alternate Council Liaison to the CTRAN Board of Directors, term ending December 31, 2026.**
**Motion failed due to lack of a second.**

**MOTION: Councilmember Ferrer moved to appoint Councilmember Ferrer as alternate Council Liaison to the CTRAN Board of Directors, term ending December 31, 2026.**
**SECOND: Councilmember McCoy**
**VOTE: Motion carried 7-0**

- **Columbia River Economic Development Council (CREDC) Council Liaison Appointment**
Mayor Overholser added the Columbia River Economic Development Council (CREDC) Council Liaison Appointment to the Agenda and called for a Councilmember to serve as Council Liaison to the CREDC.

**MOTION: Councilmember Ferrer moved to appoint Councilmember Kuypers as Council Liaison to the CREDC Board.**
**SECOND: Councilmember Vaile**
**VOTE: Motion carried 7-0**

**MOTION: Councilmember McCoy moved that we include the nominations to the C-TRAN Board to**

**be our representatives on the Board Composition Committee as well.**
**SECOND: Ferrer**
**VOTE Motion carried 7-0**

**Presentations:**

- **Serving Beyond the Badge: Thanksgiving Edition & Recognition**
  *Police Chief Dennis Flynn delivered a brief statement and formally acknowledged Lori Lindberg, Max Boothe, Bev Jones, Devon and Jocelyn Owen, as well as local businesses, for their contributions and support of the Service Beyond the Badge Thanksgiving Event, presenting each with a Certificate of Appreciation.*
- **Battle Ground Police Department New Badge Presentation**
  *Police Chief Dennis Flynn presented the new Battle Ground Police Department badge design to the Council.*
- **City of Battle Ground 75th Anniversary Celebration Planning**
  *Communications Manager and Public Information Officer Alisha Smith presented current plans and ideas for the Battle Ground 75th Anniversary Celebration to the Council.*

  *The Council discussed the presentation and thanked Ms. Smith for her work on the project.*

  *Alisha Smith responded to questions from the Council.*
  *Director Lowery requested the Council email Alisha Smith with ideas.*

**CITIZEN'S COMMUNICATIONS** **8:14 p.m.**

- *Wynn Grcich provided public comment.*
- *Jessica Cole provided public comment*
- *Ed Staton provided public comment*
- *Richard Oliver provided public comment*
- *Brian Levesque provided public comment*
- *Jim Driehorst provided public comment*
- *Erik Young provided public comment*

**CONSENT AGENDA** **8:34 p.m.**

**A.** City Council Regular Meeting Minutes of December 1, 2025
**B.** Claim Vouchers dated 12/09/2025 #98857-#98932, and Bank Drafts, in the amount of $1,771,381.84
**C.** Claim Vouchers dated 12/16/2025 #98933-#99003, and Bank Drafts, in the amount of $287,806.64
**D.** Claim Vouchers dated 12/23/2025 #99004-#99054, and Bank Drafts, in the amount of $1,146,982.41
**E.** Payroll dated 12/10/25, direct deposits of $301,956.80 for a total payroll of $301,956.80. No vouchers were issued in this payroll.
**F.** Payroll dated 12/23/2025, voucher #29295 in the amount of $2,616.44, and direct deposits of $311,485.20 for a total payroll of $314,101.64
**G.** 2026-2031 Intergovernmental Agreement for Grounds, Equipment, and Maintenance ("GEM") Services
**H.** SW Eaton Boulevard Improvements – ROW Purchase Approval - Schlecht
**I.** SW Eaton Boulevard Improvements – ROW Purchase Approval – WMR

**MOTION: Councilmember Ferrer moved to approve the Consent Agenda in its entirety as presented.**
**SECOND: Councilmember Kuypers**

**VOTE: Motion carried 7-0**

**PUBLIC HEARINGS** **8:35 p.m.**

**Ordinance No. 2026-01: KinderCare Utility Easement Vacation: Presentation/Public Hearing/Motion**
*Presented by Public Works Director Mark Herceg.*
*Summary: Council heard public testimony and considered the adoption of Ordinance 2026-01: KinderCare Utility Easement Vacation.*

*Director Herceg provided a brief presentation.*

*Mayor Overholser opened the public hearing at 8:36 p.m.*

- *None provided public testimony*

*Mayor Overholser closed the public hearing at 8:37 p.m.*

*City Clerk Halili read the title of Ordinance 2026-01*

**MOTION: Councilmember McCoy moved to adopt Ordinance 2026-01 vacating a portion of a utility easement as presented.**
**SECOND: Councilmember Ferrer**
**VOTE: Motion carried 7-0**
**AYES: Mayor Overholser, Deputy Mayor Vaile and Councilmembers McCoy, Bowman, Ferrer, Kuypers, Vaile, and Munson**

**BUSINESS** **8:40 p.m.**

- None

**ADMINISTRATIVE REPORTS** **8:40 p.m.**

- *City Manager Kris Swanson reminded Councilmembers of Bi-Weekly meetings and setting a date for the upcoming Council Retreat in March. Kris Swanson also reminded Council of the Council Liaison Positions that are open and requested interest by January 20, 2026. City Manager Swanson noted that a Public Hearing will be held on January 8, 2026 at 6:30 for the 2025 Comprehensive Plan Update. Each City will be offered up to 10 minutes each to provide testimony. Swanson strongly encouraged members of the Council to attend.*
- *Public Works Director Mark Herceg reported on the Parkway and Main Signal project and Right of Ways.*

***CONSENSUS was reached by Council to allow staff to move forward with Right of Way offers for the Parkway and Main Signal Project.***

**COUNCIL COMMUNICATIONS** **8:44 p.m.**

- *Councilmember Ferrer:*
    - *Requested an update regarding the WSDOT decision on the Dollars Corner 35 mph Zone Public Works Director Herceg responded to questions from Councilmember Ferrer.*
    - *Informed Staff that she has received citizen's concerns regarding the lighting at the Skatepark interfering with Holiday lighting.*
    - *Requested a review of the city's RV Parking Ordinance and appeals process be placed on an upcoming Council Agenda*

***CONSENSUS was reached by Council to add the RV parking ordinance to a study session at the first meeting in February.***

- *Councilmember Kuypers thanked prior Mayor McCoy & prior Deputy Mayor Bowman for their service to the Council and Battle Ground community.*
- *Councilmember McCoy recommended a fee holiday if the RV Parking Ordinance is planned to come before council.*
  *Police Chief Flynn responded to questions from the Council*

***CONSENSUS was reached by Council to direct staff to place a moratorium on the fees for the past 2 months and revisit the code at an upcoming meeting.***

- *Mayor Overholser thanked the prior Mayor and Deputy Mayor, McCoy and Bowman, for their service to the Council and the Community.*

**ADJOURNMENT**

*The regular meeting was adjourned at 8:52 p.m.*

**Next Meeting Date: Tuesday, January 20, 2026 – No Study Session – Regular meeting at 7:00 p.m.**

Eric Overholser
Mayor

Elizabeth Halili
City Clerk

Date of approval by the City Council: January 20, 2026

*Regular Council meetings of the Battle Ground City Council are recorded digitally. These recordings are kept on file in the office of the City Clerk for a period of six (6) years.*

- This institution is an equal opportunity provider and employer.
- Información será traducida al español a petición de *cityclerk.info@cityofbg.org*
- Информация имеется на русском языке по запросу на *cityclerk.info@cityofbg.org*.
- 如需相关信息的中文版本，请来函索取：*cityclerk.info@cityofbg.org*
- Za informacije na bosanskom jeziku obratite se na adresu *cityclerk.info@cityofbg.org*
- Ang impormasyon ay makukuha sa Tagalog sa pamamagitan ng kahilingan sa *cityclerk.info@cityofbg.org*
- Gửi yêu cầu nhận thông tin sẵn có bằng tiếng Việt đến *cityclerk.info@cityofbg.org*

# CITY OF BATTLE GROUND
## CLAIMS VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE MATERIALS HAVE BEEN FURNISHED, SERVICES RENDERED, OR THE LABOR PERFORMED AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BATTLE GROUND TO THE BEST OF MY KNOWLEDGE; AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY THAT CLAIM.

Meagan Lowery
FINANCE DIRECTOR

Alex Richter
ACCOUNTS PAYABLE

THE FINANCE DIRECTOR OF THE CITY OF BATTLE GROUND, WASHINGTON, HEREBY SUBMITS TO CITY COUNCIL THE CHECKS AND BANK DRAFTS BELOW, PREPARED FOR PAYMENT IN THE AMOUNT OF $95,976.30 ON THIS, THE 29TH DAY OF DECEMBER, 2025.

| | ACCTG DATE | AMOUNT | |
|---|---|---|---|
| 99055-99082 | 12/29/2025 | $ 95,976.30 | REGULAR A/P |
| | | $ 95,976.30 | |

Battle Ground, WA

# Check Register

Packet: APPKT04810 - R AP 12/29/2025

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: POOLED CASH-POOLED CASH** | | | | | | |
| 03267 | BATTLE GROUND PENTECOSTALS | 12/29/2025 | Regular | 0.00 | 500.00 | 99055 |
| 04397 | BISCHOFF, TROY | 12/29/2025 | Regular | 0.00 | 100.00 | 99056 |
| 00515 | CLARK PUBLIC UTILITIES | 12/29/2025 | Regular | 0.00 | 37,715.13 | 99057 |
| 01497 | CONSOR NORTH AMERICA INC | 12/29/2025 | Regular | 0.00 | 3,973.13 | 99058 |
| 00738 | DMCJA | 12/29/2025 | Regular | 0.00 | 330.00 | 99059 |
| 04159 | ECHO ELECTRIC, LLC | 12/29/2025 | Regular | 0.00 | 1,566.86 | 99060 |
| 00993 | H.D. FOWLER COMPANY | 12/29/2025 | Regular | 0.00 | 278.64 | 99061 |
| 01019 | HARPER HOUF PETERSON RIGHELLIS | 12/29/2025 | Regular | 0.00 | 1,045.00 | 99062 |
| 01036 | HELENA GREEN | 12/29/2025 | Regular | 0.00 | 150.00 | 99063 |
| 04337 | HURT, WALTER | 12/29/2025 | Regular | 0.00 | 128.76 | 99064 |
| 01229 | JRT MECHANICAL | 12/29/2025 | Regular | 0.00 | 500.00 | 99065 |
| 01242 | KAISER PERMANENTE | 12/29/2025 | Regular | 0.00 | 837.00 | 99066 |
| 04400 | KIRKLAND DEVELOPMENT, LLC | 12/29/2025 | Regular | 0.00 | 325.00 | 99067 |
| 02988 | MARTA L. OCHOA-RUTHERFORD | 12/29/2025 | Regular | 0.00 | 195.00 | 99068 |
| 04398 | MASSIE, HELEN | 12/29/2025 | Regular | 0.00 | 100.00 | 99069 |
| 01447 | METROWATCH | 12/29/2025 | Regular | 0.00 | 588.00 | 99070 |
| 03095 | PACIFIC COAST ENERGY | 12/29/2025 | Regular | 0.00 | 542.24 | 99071 |
| 04396 | PETERS, JESAMIE | 12/29/2025 | Regular | 0.00 | 460.40 | 99072 |
| 01832 | PUBLIC SAFETY TESTING INC | 12/29/2025 | Regular | 0.00 | 421.00 | 99073 |
| 01943 | RYAN HERCO PRODUCTS CORP | 12/29/2025 | Regular | 0.00 | 482.65 | 99074 |
| 02719 | STEWART MECHANICAL INC | 12/29/2025 | Regular | 0.00 | 500.00 | 99075 |
| 02163 | TAPANI PLUMBING INC | 12/29/2025 | Regular | 0.00 | 500.00 | 99076 |
| 04210 | TOTAL MECHANICAL INC | 12/29/2025 | Regular | 0.00 | 3,684.06 | 99077 |
| 03170 | TRANSPO GROUP USA, INC | 12/29/2025 | Regular | 0.00 | 8,594.39 | 99078 |
| 02313 | US DEPARTMENT OF AGRICULTURE | 12/29/2025 | Regular | 0.00 | 905.33 | 99079 |
| 02397 | WALTER E. NELSON COMPANY | 12/29/2025 | Regular | 0.00 | 387.71 | 99080 |
| 02419 | WASHINGTON STATE PATROL | 12/29/2025 | Regular | 0.00 | 600.00 | 99081 |
| 03355 | WESTERN UNITED CIVIL GROUP LLC | 12/29/2025 | Regular | 0.00 | 30,566.00 | 99082 |

**Bank Code POOLED CASH Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 33 | 28 | 0.00 | 95,976.30 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **33** | **28** | **0.00** | **95,976.30** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | POOLED CASH | 12/2025 | 95,976.30 |
| | | | **95,976.30** |

# CITY OF BATTLE GROUND
## CLAIMS VOUCHER APPROVAL

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Meagan Lowery
FINANCE DIRECTOR

Alex Richter
ACCOUNTS PAYABLE

THE FINANCE DIRECTOR OF THE CITY OF BATTLE GROUND, WASHINGTON, HEREBY SUBMITS TO CITY COUNCIL THE CHECKS AND BANK DRAFTS BELOW, PREPARED FOR PAYMENT IN THE AMOUNT OF $1,283,047.41 ON THIS, THE 9TH DAY OF JANUARY, 2026.

| | ACCTG DATE | AMOUNT | |
|---|---|---|---|
| BANK DRAFT | 01/02/2026 | $ 10,817.68 | FUEL AP |
| 99083-99113 | 01/05/2026 | $ 903,308.54 | REGULAR AP |
| 99114-99118 | 01/09/2026 | $ 17,031.45 | PAYROLL AP |
| BANK DRAFT | 01/09/2026 | $ 351,889.74 | PAYROLL AP |
| | | $1,283,047.41 | |

Battle Ground, WA

# Check Register

Packet: APPKT04813 - 12/2025 FLEET FUEL

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: POOLED CASH-POOLED CASH** | | | | | | |
| 03043 | US BANK VOYAGER FLEET SYSTEM | 01/02/2026 | Bank Draft | 0.00 | 10,817.68 | DFT0002877 |

**Bank Code POOLED CASH Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 0 | 0 | 0.00 | 0.00 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 1 | 1 | 0.00 | 10,817.68 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **1** | **1** | **0.00** | **10,817.68** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | POOLED CASH | 1/2026 | 10,817.68 |
| | | | **10,817.68** |

Battle Ground, WA

# Check Register

Packet: APPKT04818 - R AP 01/05/2026

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: POOLED CASH-POOLED CASH** | | | | | | |
| 00051 | ADP SCREENING & SELECTION SERVI | 01/05/2026 | Regular | 0.00 | 28.41 | 99083 |
| 00107 | ALPHA IMPRESSIONS, INC | 01/05/2026 | Regular | 0.00 | 1,584.97 | 99084 |
| 00147 | ANDREW W. WHEELER | 01/05/2026 | Regular | 0.00 | 5,300.00 | 99085 |
| 04401 | BAKER, WHITNEY | 01/05/2026 | Regular | 0.00 | 1,100.00 | 99086 |
| 03133 | BRAD PIESCH AGGRESSIVE ENTERPR | 01/05/2026 | Regular | 0.00 | 95.00 | 99087 |
| 00344 | BSK ASSOCIATES | 01/05/2026 | Regular | 0.00 | 1,544.00 | 99088 |
| 00351 | BUILDING MAINTENANCE SOLUTION | 01/05/2026 | Regular | 0.00 | 6,761.80 | 99089 |
| 00512 | CLARK COUNTY TREASURER | 01/05/2026 | Regular | 0.00 | 560.00 | 99090 |
| 00515 | CLARK PUBLIC UTILITIES | 01/05/2026 | Regular | 0.00 | 1,328.29 | 99091 |
| 00693 | DEPT OF LICENSING | 01/05/2026 | Regular | 0.00 | 528.00 | 99092 |
| 03243 | EVENTECTIVE INC | 01/05/2026 | Regular | 0.00 | 712.75 | 99093 |
| 03089 | FIDELITY NATIONAL TITLE | 01/05/2026 | Regular | 0.00 | 983.40 | 99094 |
| 04337 | HURT, WALTER | 01/05/2026 | Regular | 0.00 | 136.00 | 99095 |
| 01179 | IRON MOUNTAIN | 01/05/2026 | Regular | 0.00 | 1,227.78 | 99096 |
| 01225 | JOHNSON, RONALD | 01/05/2026 | Regular | 0.00 | 65.45 | 99097 |
| 01394 | MACKAY & SPOSITO, INC | 01/05/2026 | Regular | 0.00 | 11,276.92 | 99098 |
| 03307 | MES SERVICE COMPANY INC | 01/05/2026 | Regular | 0.00 | 1,394.18 | 99099 |
| 01447 | METROWATCH | 01/05/2026 | Regular | 0.00 | 336.00 | 99100 |
| 01528 | NAVIA BENEFIT SOLUTIONS | 01/05/2026 | Regular | 0.00 | 200.00 | 99101 |
| 01532 | NEOGOV | 01/05/2026 | Regular | 0.00 | 8,467.86 | 99102 |
| 03752 | NURNBERG SCIENTIFIC | 01/05/2026 | Regular | 0.00 | 2,114.41 | 99103 |
| 01988 | OFFICE OF THE SECRETARY OF STAT | 01/05/2026 | Regular | 0.00 | 50.00 | 99104 |
| 04357 | OLDHAM, AIDAN | 01/05/2026 | Regular | 0.00 | 75.00 | 99105 |
| 01689 | PACIFIC POWER GROUP, LLC | 01/05/2026 | Regular | 0.00 | 919.44 | 99106 |
| 01728 | PBS ENGINEERING & ENVIRONMENT | 01/05/2026 | Regular | 0.00 | 3,708.75 | 99107 |
| 04319 | THE BRANDENBURG LAW FIRM | 01/05/2026 | Regular | 0.00 | 1,000.00 | 99108 |
| 02282 | TYLER TECHNOLOGIES, INC | 01/05/2026 | Regular | 0.00 | 35,919.46 | 99109 |
| 02343 | VASILIY AND ALLA CLEANING SERVIC | 01/05/2026 | Regular | 0.00 | 3,668.00 | 99110 |
| 02376 | WASHINGTON CITIES INSURANCE AI | 01/05/2026 | Regular | 0.00 | 810,266.00 | 99111 |
| 02415 | WASHINGTON STATE CRIMINAL JUST | 01/05/2026 | Regular | 0.00 | 1,267.30 | 99112 |
| 02497 | WILCO | 01/05/2026 | Regular | 0.00 | 462.87 | 99113 |
| 04226 | DELTA DENTAL OF WASHINGTON | 01/05/2026 | Bank Draft | 0.00 | 226.50 | DFT0002881 |

**Bank Code POOLED CASH Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 37 | 31 | 0.00 | 903,082.04 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 1 | 1 | 0.00 | 226.50 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **38** | **32** | **0.00** | **903,308.54** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | POOLED CASH | 1/2026 | 903,308.54 |
| | | | **903,308.54** |

Battle Ground, WA

# Check Register

Packet: APPKT04821 - PRAP010926

By Vendor Name

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: POOLED CASH-POOLED CASH** | | | | | | |
| 00067 | AFLAC | 01/09/2026 | Regular | 0.00 | 539.85 | 99114 |
| 00218 | AWC EMPLOYEE BENEFIT TRUST | 01/09/2026 | Bank Draft | 0.00 | 129,785.60 | DFT0002884 |
| 00265 | BATTLE GROUND POLICE ASSOC. | 01/09/2026 | Regular | 0.00 | 1,460.00 | 99115 |
| 00667 | DEFERRED COMPENSATION | 01/09/2026 | Bank Draft | 0.00 | 2,883.18 | DFT0002885 |
| 00702 | DEPT OF RETIREMENT SYSTEMS | 01/09/2026 | Bank Draft | 0.00 | 52,845.41 | DFT0002886 |
| 02559 | INTERNAL REVENUE SERVICE- FED T | 01/09/2026 | Bank Draft | 0.00 | 104,009.85 | DFT0002887 |
| 01241 | KAISER FOUNDATION HEALTH PLAN | 01/09/2026 | Bank Draft | 0.00 | 54,038.49 | DFT0002888 |
| 01368 | LIFE INSURANCE CO. OF NORTH AM | 01/09/2026 | Regular | 0.00 | 2,417.38 | 99116 |
| 03434 | MISSIONSQUARE | 01/09/2026 | Regular | 0.00 | 9,976.22 | 99117 |
| 01528 | NAVIA BENEFIT SOLUTIONS | 01/09/2026 | Bank Draft | 0.00 | 1,401.64 | DFT0002889 |
| 02175 | TEAMSTERS LOCAL UNION NO. 58 | 01/09/2026 | Regular | 0.00 | 2,638.00 | 99118 |
| 03461 | WEALTH CARE SAVER | 01/09/2026 | Bank Draft | 0.00 | 6,925.57 | DFT0002890 |

**Bank Code POOLED CASH Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 15 | 5 | 0.00 | 17,031.45 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 37 | 7 | 0.00 | 351,889.74 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **52** | **12** | **0.00** | **368,921.19** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | POOLED CASH | 1/2026 | 368,921.19 |
| | | | **368,921.19** |

# CITY OF BATTLE GROUND
## CLAIMS VOUCHER APPROVAL

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Meagan Lowery
FINANCE DIRECTOR

Alex Richter
ACCOUNTS PAYABLE

THE FINANCE DIRECTOR OF THE CITY OF BATTLE GROUND, WASHINGTON, HEREBY SUBMITS TO CITY COUNCIL THE CHECKS AND BANK DRAFTS BELOW, PREPARED FOR PAYMENT IN THE AMOUNT OF $1,180,088.24 ON THIS, THE 13TH DAY OF JANUARY, 2026.

| | ACCTG DATE | AMOUNT | |
|---|---|---|---|
| 99119-99136 | 01/08/2026 | $ 2,447.93 | UTILITY AP |
| 99137-99189 | 01/12/2026 | $1,082,209.32 | REGULAR AP |
| BANK DRAFT | 01/09/2026 | $ 12,173.66 | PAYROLL AP |
| BANK DRAFT | 01/09/2026 | $ 24,828.01 | PAYROLL AP |
| BANK DRAFT | 01/15/2026 | $ 5,374.97 | PAYROLL AP |
| BANK DRAFT | 01/15/2026 | $ 53,054.35 | PAYROLL AP |
| | | $1,180,088.24 | |




Battle Ground, WA

# Check Register

Packet: APPKT04838 - R AP 01/12/2026

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: POOLED CASH-POOLED CASH** | | | | | | |
| 04004 | ACE HARDWARE - BATTLE GROUND | 01/12/2026 | Regular | 0.00 | 68.43 | 99137 |
| 04399 | ARCHER, ELIZABETH | 01/12/2026 | Regular | 0.00 | 125.00 | 99138 |
| 00193 | ASCAP | 01/12/2026 | Regular | 0.00 | 958.00 | 99139 |
| 00201 | ASSOCIATION OF WA CITIES | 01/12/2026 | Regular | 0.00 | 32,966.00 | 99140 |
| 03183 | BATTLE GROUND FESTIVAL ASSOCIA | 01/12/2026 | Regular | 0.00 | 30,869.96 | 99141 |
| 02796 | BERK | 01/12/2026 | Regular | 0.00 | 4,000.00 | 99142 |
| 00295 | BG PUBLIC SCHOOLS | 01/12/2026 | Regular | 0.00 | 225,847.00 | 99143 |
| 00319 | BOYD, GAFFNEY, SOWARDS & TREO | 01/12/2026 | Regular | 0.00 | 2,625.00 | 99144 |
| 00324 | BRANDON C. CAMPBELL | 01/12/2026 | Regular | 0.00 | 2,400.00 | 99145 |
| 04150 | CDI - CITIES DIGITAL INC | 01/12/2026 | Regular | 0.00 | 30,831.54 | 99146 |
| 03311 | CENTRALSQUARE TECHNOLOGIES, L | 01/12/2026 | Regular | 0.00 | 90.00 | 99147 |
| 00428 | CFM STRATEGIC COMMUNICATIONS | 01/12/2026 | Regular | 0.00 | 4,680.00 | 99148 |
| 00868 | CLARK COUNTY FIRE DISTRICT 3 | 01/12/2026 | Regular | 0.00 | 46,681.32 | 99149 |
| 00512 | CLARK COUNTY TREASURER | 01/12/2026 | Regular | 0.00 | 866.26 | 99150 |
| 00515 | CLARK PUBLIC UTILITIES | 01/12/2026 | Regular | 0.00 | 38,135.49 | 99151 |
| 00530 | CODE PUBLISHING INC | 01/12/2026 | Regular | 0.00 | 117.50 | 99152 |
| 02779 | CONVERGENCE ARCHITECTURE INC. | 01/12/2026 | Regular | 0.00 | 1,051.52 | 99153 |
| 03740 | COURTNEY RAE MENDOZA | 01/12/2026 | Regular | 0.00 | 331.24 | 99154 |
| 00646 | DATABAR | 01/12/2026 | Regular | 0.00 | 6,162.07 | 99155 |
| 00732 | DISCOVERY CLEAN WATER ALLIANCE | 01/12/2026 | Regular | 0.00 | 364,001.11 | 99156 |
| 03262 | DOWL, LLC | 01/12/2026 | Regular | 0.00 | 893.00 | 99157 |
| 04402 | DUANE & TAMI SCHLECHT | 01/12/2026 | Regular | 0.00 | 125,996.00 | 99158 |
| 00778 | ECOLOGICAL LAND SERVICES, INC | 01/12/2026 | Regular | 0.00 | 1,136.25 | 99159 |
| 00846 | EXECUTIVE INFORMATION SERVICES | 01/12/2026 | Regular | 0.00 | 5,257.88 | 99160 |
| 00855 | FAIRFIELD COMPUTER SERVICES, LL | 01/12/2026 | Regular | 0.00 | 600.00 | 99161 |
| 04371 | FARRELL, JUSTIN | 01/12/2026 | Regular | 0.00 | 7,500.00 | 99162 |
| 04406 | FIELDSONG PROPERTIES LLC | 01/12/2026 | Regular | 0.00 | 21,911.79 | 99163 |
| 03903 | FREEDOM COMMUNITY CHURCH | 01/12/2026 | Regular | 0.00 | 110.00 | 99164 |
| 04112 | HAMLINE UNIVERSITY | 01/12/2026 | Regular | 0.00 | 334.24 | 99165 |
| 04233 | HOCKINSON SCHOOL DISTRICT | 01/12/2026 | Regular | 0.00 | 15,524.00 | 99166 |
| 01146 | INDUSTRIAL SYSTEMS INC | 01/12/2026 | Regular | 0.00 | 10.08 | 99167 |
| 01192 | J2 BLUE PRINT SUPPLY CO | 01/12/2026 | Regular | 0.00 | 238.23 | 99168 |
| 01215 | JOE TURNER, P.C | 01/12/2026 | Regular | 0.00 | 967.18 | 99169 |
| 04361 | LEGESSE, SELAMAWIT | 01/12/2026 | Regular | 0.00 | 170.00 | 99170 |
| 01378 | LOOMIS | 01/12/2026 | Regular | 0.00 | 454.40 | 99171 |
| 03257 | LUANNE CONNER | 01/12/2026 | Regular | 0.00 | 160.00 | 99172 |
| 03307 | MES SERVICE COMPANY INC | 01/12/2026 | Regular | 0.00 | 4,896.50 | 99173 |
| 01447 | METROWATCH | 01/12/2026 | Regular | 0.00 | 336.00 | 99174 |
| 01466 | MINERT & ASSOCIATES, INC | 01/12/2026 | Regular | 0.00 | 267.00 | 99175 |
| 01646 | ONE CALL CONCEPTS, INC | 01/12/2026 | Regular | 0.00 | 87.57 | 99176 |
| 03783 | PESTLOCAL LLC | 01/12/2026 | Regular | 0.00 | 135.75 | 99177 |
| 01796 | POWERDMS, INC | 01/12/2026 | Regular | 0.00 | 16,576.45 | 99178 |
| 04365 | REC TECHNOLOGIES, INC | 01/12/2026 | Regular | 0.00 | 3,750.00 | 99179 |
| 03356 | RYAN M. BUSBY | 01/12/2026 | Regular | 0.00 | 10,500.00 | 99180 |
| 02003 | SHEPPARD, REGINALD | 01/12/2026 | Regular | 0.00 | 1,110.00 | 99181 |
| 02098 | STATE OF WASHINGTON | 01/12/2026 | Regular | 0.00 | 5,819.19 | 99182 |
| 02585 | TAPANI INC | 01/12/2026 | Regular | 0.00 | 75.00 | 99183 |
| 02179 | TECHNOLOGY INTEGRATION GROUP | 01/12/2026 | Regular | 0.00 | 34,350.39 | 99184 |
| 04210 | TOTAL MECHANICAL INC | 01/12/2026 | Regular | 0.00 | 2,767.70 | 99185 |
| 02294 | UNIFIRST CORPORATION | 01/12/2026 | Regular | 0.00 | 167.63 | 99186 |
| 02319 | VAN CLEAVE & ASSOCIATES, LLC | 01/12/2026 | Regular | 0.00 | 1,620.00 | 99187 |
| 02419 | WASHINGTON STATE PATROL | 01/12/2026 | Regular | 0.00 | 163.00 | 99188 |
| 03149 | WINDSOR MEP ENGINEERS, LLC | 01/12/2026 | Regular | 0.00 | 25,260.40 | 99189 |

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| 04407 | BLANKENSHIP, ANDREW | 01/12/2026 | Bank Draft | 0.00 | 256.25 | DFT0002893 |

**Bank Code POOLED CASH Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 71 | 53 | 0.00 | 1,081,953.07 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 1 | 1 | 0.00 | 256.25 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **72** | **54** | **0.00** | **1,082,209.32** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | POOLED CASH | 1/2026 | 1,082,209.32 |
| | | | **1,082,209.32** |

Battle Ground, WA

# Refund Check Register

## Refund Check Detail

**UBPKT10121 - Refunds 01 UBPKT10118 Regular**

| Account | Name | Date | Check # | Amount | Code | Receipt | Amount | Type |
|---|---|---|---|---|---|---|---|---|
| 32-012790-002 | March, Jennifer and Terry Jr. | 1/8/2026 | 99119 | 185.11 | | | 185.11 | Generated From Billing |
| 32-050702-005 | Wettainen, Lorinda And Andreas | 1/8/2026 | 99120 | 127.13 | | | 127.13 | Generated From Billing |
| 33-029520-004 | Olive Branch Home Buyers LLC | 1/8/2026 | 99121 | 232.16 | | | 232.16 | Deposit |
| 33-099090-001 | Lohrman, Beverly | 1/8/2026 | 99122 | 129.02 | | | 129.02 | Generated From Billing |
| 33-150758-001 | Ausdenmoore, Thomas and Deborah | 1/8/2026 | 99123 | 34.68 | | | 34.68 | Generated From Billing |
| 33-150858-001 | McGarvin, Lynn | 1/8/2026 | 99124 | 63.20 | | | 63.20 | Deposit |
| 36-111420-002 | Stevenson, Hazelee | 1/8/2026 | 99125 | 156.74 | | | 156.74 | Generated From Billing |
| 39-046400-004 | Champine, Ila | 1/8/2026 | 99126 | 18.48 | | | 18.48 | Generated From Billing |
| 39-050937-000 | Owens, Carrie A | 1/8/2026 | 99127 | 114.16 | | | 114.16 | Generated From Billing |
| 42-114410-001 | Weber, Pamela and Tracy | 1/8/2026 | 99128 | 60.25 | | | 60.25 | Deposit |
| 42-150178-001 | Armstrong, Kevin and Randi | 1/8/2026 | 99129 | 126.25 | | | 126.25 | Generated From Billing |
| 43-049630-004 | Gold, Ian | 1/8/2026 | 99130 | 23.06 | | | 23.06 | Generated From Billing |
| 43-088200-001 | Correy, James and Anita | 1/8/2026 | 99131 | 116.08 | | | 116.08 | Generated From Billing |
| 48-079170-003 | Velasco, Kristopher | 1/8/2026 | 99132 | 339.90 | | | 339.90 | Generated From Billing |
| 49-150188-001 | Raastad, Kim | 1/8/2026 | 99133 | 372.91 | | | 372.91 | Generated From Billing |
| 80-150431-001 | Schlonga, Michael | 1/8/2026 | 99134 | 189.24 | | | 189.24 | Generated From Billing |
| 80-151030-001 | Sandison, Kevin and Jessica | 1/8/2026 | 99135 | 13.66 | | | 13.66 | Generated From Billing |
| 80-151619-000 | Sun Country Homes | 1/8/2026 | 99136 | 145.90 | | | 145.90 | Generated From Billing |
| **Total Refunds: 18** | | | **Total Refunded Amount:** | 2,447.93 | | | | |

## Revenue Code Summary

| Revenue Code | Amount |
|---|---|
| 996 - UNAPPLIED CREDITS | 2447.93 |
| **Revenue Total:** | 2447.93 |

## General Ledger Distribution

Posting Date: 01/08/2026

| Account Number | Account Name | Posting Amount | IFT |
|---|---|---|---|
| **Fund:** 410 - WATER | | | |
| 410-0000-111-10-99 | POOLED CASH | -2,447.93 | Yes |
| 410-0000-122-30-00 | ACCOUNTS RECEIVABLE UNAPPLIED | 2,447.93 | |
| | **410 Total:** | 0.00 | |

# General Ledger Distribution

Posting Date: 01/08/2026

| Account Number | Account Name | Posting Amount | IFT |
|---|---|---|---|
| **Fund:** 999 - POOLED CASH | | | |
| 999-0000-111-11-00 | CASH IN BANK | -2,447.93 | |
| 999-0000-292-20-99 | DUE TO OTHER FUNDS | 2,447.93 | Yes |
| | **999 Total:** | 0.00 | |
| | **Distribution Total:** | 0.00 | |

# CITY OF BATTLE GROUND
# STAFF REPORT

| | |
|---|---|
| To: | City Council |
| | Kris Swanson, City Manager |
| From: | Meagan Lowery, Finance and Information Services Director |
| Date: | January 20, 2026 |
| Proceeding Type: | Consent |
| Subject: | Resolution 26-01 Court Policy Case Weighting for: Community Court Cases; and Probation Violations |

| **Legislative History:** | |
|---|---|
| • Consent | January 20, 2026 |

**Staff Report Summary**

Consider and adopt Resolution 26-01 adopting a policy over Case weighting for: Community Court Cases; and Probation Violations.

**Background**

Washington Supreme Court set new public defender caseload limits through Supreme Court Order No. 25700-A-1644 on June 9, 2025. This order reduces the number of cases a public defender can take on in a year and puts the City in direct competition with other jurisdictions for public defenders, due to the new case limits. The Supreme Court encourages case weighting for courts.

Case weighting allows the City's municipal court to set amounts less than one point for cases that typically take less time. The Court must do this through a policy adopted by City Council, according to the Administrative Office of the Courts (AOC). Case weighting helps the City as well as the Public Defenders. The cases weighed at less than one point are contracted to be paid at a percentage of the Public Defender's hourly rate, reducing the cost to the City. For the Public Defender, it helps them accept more cases as these smaller cases count as a percentage of a whole point.

The policy before council this evening addresses Community Court Cases and Probation Violations. Both types of cases will be weighted at .25 percent of a full point.

**Options**

| | |
|---|---|
| • Approve Resolution | Case weighting will take effect. |
| • Not Approve Resolution | Public defender contracts will need to be modified. |
| • No Action | Staff will come back with additional information as requested. |

**Staff Recommendation**

Consider and approve court policy Case Weighting for: Community Court Cases; and Probation Violations as presented.

**Attachments**

| | |
|---|---|
| A. | Court Policy - Case Weighting for: Community Court Cases and Probation Violations |
| B. | Resolution 26-01 Adopting a Public Defense Case Weighting Policy |

| Effective Date: 01.01.2026 | Page: 1 of 1 |
|---|---|

# POLICY

**Cancels:** New
**See Also:** Case Weighting for: Community Court Cases; and Probation Violations

Approved by: CEL & AWW

**POL-26-001**

**This policy applies to all cases assigned to Community Court Public Defender for case weighting.]**

1. Individuals opting into Community Court will be assigned a Public Defender to help guide them through the Referral Plan to opt-in along with the numerous ROI's that need to be signed for the appropriate treatment agencies.

**Public Defender Role for Community Court:**

- The Public Defender is an essential member of the Community Court team and will work in partnership with the Community Court Team. The Public Defender will attend all Community Court staffing meetings, and act as a safeguard of the accused's Constitutional rights at all times. The Public Defender fulfills this role of guardianship by acting as an advocate for the participant. The Public Defender will advise clients of the Community Court Program and recommend potential participants to the rest of the Community Court Team. The defense attorney agrees to engage and provide information useful for collaboration and crafting of customized programs for their clients. The defense attorney has a primary role in communicating program incentives, offers, risks, and outcomes of choosing either course of action prior to their client opting into the community court program.

- The Public Defender recognizes the beneficial opportunities provided to their clients that Community Court might provide, with the goal of identifying a resolution that addresses a participant's unique challenges. However, it is always the defense attorney's constitutional and ethical duty to represent their client's best interests. Due to this responsibility, it may be the case that despite the client's challenges, the attorney will advise the client to exercise their right to trial. If the client makes such a decision, the case will be transferred to the traditional docket.

**Court Coordinator Role for Community Court:**

- *The Community Court Coordinator is responsible for conducting a CCAT, reviewing the DCH of an individual seeking admission. This information is shared with the Prosecutor. The Court Coordinator makes a recommendation to the Prosecutor and Public Defender as to the needs of this individual in order to be successful in Community Court. Once the individual is admitted into Community Court the Court Coordinator is responsible for maintaining vigilant contact with participants and providing them with the encouragement and tools needed to be successful. The Court Coordinator provides weekly, updates to the core team regarding each participant's compliance with the contract by noon every Tuesday.*

- *The Court Coordinator is responsible for leading the Battle Ground Community Court program. The coordinator will be responsible for compiling statistical data, applying for and managing grants, and soliciting community support to enhance services available to program participants. The coordinator will develop and grow relationships with service providers, agencies, and others. They will serve as a primary liaison between the Community Court and the community. The coordinator will research, apply for, and administer grants for the Battle Ground Community Court. They will also contribute to designing and implementing new programs and initiatives for the Community Court. The coordinator will update the Policy and Procedure Manual and Participant Handbook as needed and develop a Memoranda of Understanding between the court and community partners.*

- *The Court Coordinator is responsible for monitoring the participant's compliance with the requirements of the Community Court Order. The Compliance Clerk will report offender non-compliance and participate in Community Court staffing meetings to offer insights and recommendations for participants. The Compliance Clerk will coordinate and monitor treatment referrals and compliance reporting information. They will also conduct in-person and phone meetings with participants, conduct needs assessments as necessary, and work closely with external partners to improve participant outcomes*

- The Court Coordinator responsibilities include the continuous monitoring and reaching out to the participant, and most of the paperwork.

**Case Weighting – Community Court Cases:**

2. Community Court cases will be weighted as .30 percent of a full point due to the type of court processing. The participants in our Community Court should graduate within 3-6 months.

3. If the participant is revoked from Community Court, then the case will be reassigned to their first assigned Public Defender that appeared at their arraignment.

**This policy applies to all Probation Violation Cases assigned to Public Defenders for case weighting.**

1. Case(s) assigned to a Public Defender for a probation violation, the case(s) will be weighted as .30 percent of a full point due to the type of court proceeding(s); and the probation violations usually take minimal time to adjudicate compared to a pre-conviction case.

Effective January 1, 2026

Carol Landwehr, Court Administrator — Date: 1-1-2026

Andrew W. Wheeler, Battle Ground Municipal Court Judge — Date: 1/8/2026

**CITY OF BATTLE GROUND**
**RESOLUTION NO. 26-01**

**A RESOLUTION OF THE CITY OF BATTLE GROUND, WASHINGTON, ADOPTING A PUBLIC DEFENSE CASE WEIGHTING POLICY**

**WHEREAS**, on August 18, 2025, City Council adopted Resolution 25-09 adopting the Washington State Supreme Court Order No. 25700-A-1644 on public defense standards for Indigent Defense Services; and

**WHEREAS**, as part of this resolution, case load standards were modified, reducing the number of cases allowed in a 12-month period for appointed attorneys; and

**WHEREAS**, jurisdictions that will benefit most from case weighting are those with a higher concentration of simple offenses, probation violations and cases that regularly resolve in early non-criminal dispositions; and

**WHERAS,** pursuant to separate interlocal agreements between the City of Battle Ground and the Cities of La Center and Ridgefield, Battle Ground Municipal Court serves as the limited jurisdiction court for each of those jurisdictions; and now, therefore

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BATTLE GROUND, WASHINGTON, AS FOLLOWS:**

**SECTION 1**: **Adoption of Policy**. The City of Battle Ground Public Defense Model Case Weighting Policy establishing numerical weighting of cases is hereby adopted and attached (Attachment A) to this Resolution.

**SECTION 2: EFFECTIVE DATE.** This Resolution shall be effective January 1, 2026.

**SECTION 2: SEVERABILITY.** In the event that any section, sentence, or clause of this resolution shall be held unconstitutional or invalid, such action shall not be deemed to affect any other section, sentence or clause of this resolution.

**ADOPTED AT THE REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF BATTLE GROUND, WASHINGTON, THIS 20th DAY OF JANUARY 2026.**

**Approved:**
CITY OF BATTLE GROUND, WASHINGTON

_____
Eric Overholser, Mayor

**ATTEST:**

_____
Elizabeth Halili, City Clerk

**Approved as to form:**

_____
Kirk Ehlis, City Attorney