



**Battle Ground City Council Meeting Minutes  
October 16, 2023**

The regular meeting of the Battle Ground City Council was called to order at 7:00 p.m. by Mayor Johnson.

The Pledge of Allegiance was recited.

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

- COUNCIL:** Mayor Philip Johnson, Deputy Mayor Cherish DesRochers, and Council members Tricia Davis, Shane Bowman, Troy McCoy, Adrian Cortes, and Dan Dingman.
- ABSENT:** None.
- STAFF:** City Manager Erin Erdman, Deputy Manager Robert Ferrier, Finance and Information Services Director Meagan Lowery, Public Works Director Mark Herceg, Police Chief Mike Fort, Communications Manager/Public Information Officer Alisha Smith (via Zoom), Human Resources Manager Tamara Gunter (via Zoom), Community Economic Development Director Sam Crummett, Acting City Attorney Kirk Ehlis (via Zoom), and City Clerk Elizabeth Halili.

**MOTION:** Councilmember McCoy to approve the meeting agenda as presented.

**SECOND:** Councilmember Bowman

**VOTE:** Motion carried. 7-0

**SUMMARY REPORTS AND PRESENTATIONS**

7:02 p.m.

Councilmember Reports

- Councilmember Bowman – Lodging Tax Advisory Committee (LTAC)
- Councilmember Desrochers – Ending Community Homelessness Organization (ECHO)

Mayor's Report

- SR 502/503 Ribbon Cutting Ceremony

Presentations

- New Employee Introduction, Dan Hollen, Associate Civil Engineer  
*Public Works Director Mark Herceg introduced Dan Hollen to the Council.*
- New Employee Introduction, Amy Georgeson, Stormwater Program Coordinator  
*Public Works Director Mark Herceg introduced Amy Georgeson to the Council.*
- Employee Promotion and Oath of Office, Justin Cummings, Lateral Police Officer  
*Police Chief Mike Fort introduced Officer Justin Cummings to the Council. Officer Cummings took the Oath of Office.*

- Automated Traffic Safety Systems  
Deputy City Manager Robert Ferrier provided a presentation and requested further direction from the Council.  
The Council discussed the presentation.

**COUNCIL DIRECTION:** City staff were directed to gather further data to present to the Council at the November 20, 2023, City Council meeting.

**CITIZEN'S COMMUNICATIONS**

**7:36 p.m.**

Jackie Lane of Battle Ground provided public comment regarding the Freight Rail-Dependent Use (FRDU) railroad.

**CONSENT AGENDA**

**7:40 p.m.**

- A. City Council Study Session and Regular Meeting Minutes of October 2, 2023.
- B. Claim Vouchers dated 10/2/2023, #93610-93645, and bank drafts, in the amount of \$803,047.23.
- C. Claim Vouchers dated 10/9/2023, #93646-93692, and bank drafts, in the amount of \$495,785.09.
- D. Payroll dated 9/25/2023, vouchers #29098 through #29103 in the amount of \$5,956.38 and direct deposits of \$240,284.25 for a total payroll of \$246,240.63.
- E. Solid Waste Management Plan (SWMP) Interlocal Agreement

**MOTION:** Councilmember Bowman to approve the Consent Calendar as presented.

**SECOND:** Councilmember Cortes

**VOTE:** Motion carried. 7-0

**PUBLIC HEARING**

**7:41 p.m.**

**Ordinance No. 2023-16 Modifying BGMC 2.64 Lodging Tax Advisory Committee Membership-Appointment:**

**Public Hearing/Motion**

*Presented by Finance and Information Services Director Meagan Lowery, (360) 342-5025\_*

*Summary: Council will hear testimony and consider the adoption of Ordinance No. 2023-16 modifying Battle Ground Municipal Code 2.64 Lodging Tax Advisory Committee.*

*Finance and Information Services Director Meagan Lowery presented a brief summary of Ordinance 2023-16 and requested action from Council.*

**Mayor Johnson opened the Public Hearing to hear citizen testimony at 7:41p.m.**

**No testimony was presented.**

**Mayor Johnson closed the Public Hearing at 7:42**

**MOTION:** Councilmember McCoy to Adopt Ordinance No. 2023-16.

**SECOND:** Councilmember Cortes

**VOTE:** Motion carried. 7-0

**BUSINESS**

**7:43 p.m.**

**Lodging Tax Advisory Committee Proposal/Review Applications: Presentation/Motion**

*Presented by Finance and Information Services Director Meagan Lowery, (360) 342-5025\_*

*Summary: Council will receive a presentation and consider approval of the Lodging Tax Advisory Committee's approved applications for funding.*

*Finance and Information Services Director Meagan Lowery provided a presentation.  
The council discussed the applications submitted by Best Western for advertising.*

**MOTION:** Councilmember McCoy to approve funding of the Best Western applications for a combined advertising budget (Highway sign, Milestone online, and Plan B online) to be a maximum of \$20,000.

**SECOND:** Councilmember Davis

*The council discussed the motion.*

**VOTE:** Motion carried 7-0

*The Council discussed the application submitted by Battle Ground Festivals for Harvest Days advertising and event expenses.*

**MOTION:** Councilmember McCoy to approve funding of the Harvest Days application for the original ask amount of \$65,160.

**SECOND:** Councilmember Dingman

*The Council discussed the motion.*

Councilmember Bowman recused himself from the vote regarding the application submitted by Battle Ground Festivals.

**VOTE:** Motion carried 6-0, with Councilmember Bowman recused from the vote.

*The Council discussed the application submitted by the Southwest Washington Winery Association regarding advertising for the Savor Event.*

Councilmember Dingman recused himself from the discussion and potential vote regarding the application submitted by the Southwest Washington Winery Association.

**COUNCIL CONSENSUS:** The Council agreed to make motions on LTAC applications only if there were funding changes; otherwise, the funding for the applications would be in the budget.

*The Council discussed the application submitted by the General Federation of Women regarding advertising for the Ladybug Bazaar.*

**MOTION:** Mayor Johnson to approve an increase in the funding of the Ladybug Bazaar application to \$2,000.

**SECOND:** Councilmember Cortes

*The Council discussed the motion.*

**VOTE:** Motion carried 7-0

**Waste Connections Recycling Collection Agreement: Presentation/Motion**

*Presented by Deputy City Manager Robert Ferrier, (360) 342-5009\_*

*Summary: Council will receive a presentation and consider approval of the proposed Waste Connections Recycling Collection Agreement.*

*Deputy City Manager presented the Waste Connections Recycling Collection Agreement.*

*The Council discussed the Agreement and presentation.*

**MOTION:** Councilmember Bowman to approve the proposed Waste Connections Recycling Collection Agreement.

**SECOND:** Councilmember DesRochers

**VOTE:** Motion carried. 7-0

**Community Development Block Grant (CDBG) Project Proposals: Presentation**

*Presented by Public Works Director Mark Herceg, 360-342-5075.*

*Summary: Council will be presented information on the 2023 Community Development Block Grant program.*

*Public Works Director Mark Herceg presented the following CDBG Project Proposals:*

- *Mac McConnell Park Improvements*
- *SW 20<sup>th</sup> Avenue Multi-Use Path*

*The Council discussed the presentation.*

**3rd Quarter Financial Report: Presentation**

*Presented by Finance and Information Services Director Meagan Lowery, 360-342-5025.*

*Summary: Council will be presented with the 3rd Quarter Financial Report.*

*Finance and Information Services Director Meagan Lowery presented the Q3 Financial Report.*

*The Council discussed the presentation.*

**ADMINISTRATIVE REPORTS**

**9:07 p.m.**

- City Manager Erin Erdman provided an update on the 2024 Preliminary Budget
- Community Development Director Sam Crummett provided a presentation on the proposed Annual Comprehensive Plan Changes.

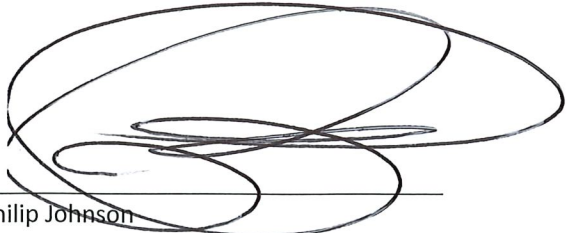
**COUNCIL COMMUNICATIONS**

**9:15 p.m.**

- Councilmember Bowman – Battle Ground High School football is 7-0. The final game of the season is Friday 27<sup>th</sup>.
- Mayor Johnson –
  - Status of project on NW 1<sup>st</sup> Street
  - No left turn lane at the intersection of S.W. Scotton Way and S. Parkway
  - Concerns regarding records received responsive to a Public Records Request submitted by the mayor for the number of citations and tickets issued from 9/1/2023 – 10/10/2023.
- Councilmember Davis – Status of the holiday banner.

**ADJOURNMENT**

The meeting was adjourned at 9:32 p.m.



Philip Johnson  
Mayor



Elizabeth Halili  
City Clerk

Date of approval by the City Council: November 6, 2023

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