BATTLE GROUND CITY COUNCIL AGENDA
MONDAY MAY 4, 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

- Salary Commission Position No. 3 Appointment: Carlie Myers; unexpired term ending December 31, 2027
- Proclamation: National Police Week, May 11-17, 2026
- Proclamation: Building Safety Month; May 2026
- Proclamation: National Day of Prayer; May 7, 2026

Presentations

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 a 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 Study Session Meeting Minutes of April 20, 2026
B. City Council Regular Meeting Minutes of April 20, 2026
C. Claim Vouchers dated 04/16/2026 #99794-#99825 and Bank Drafts, in the amount of $548,066.35
D. Claim Vouchers dated 04/24/2026 #99826-#99902 and Bank Drafts, in the amount of $1,528,290.46
E. Claim Vouchers dated 04/29/2026 #99903-#99942 and Bank Drafts, in the amount of $382,646.49

F. Payroll dated 04/24/2026, vouchers #29306-#29311 in the amount of $1,851.37 and direct deposits of $326,144.87 for a total payroll of $327,996.24

G. Washington State Administrative Office of the Courts (AOC) 3030 Interagency Agreement

H. Spring Battle Ground Municipal Code Updates: Set a Public Hearing for May 18, 2026, for the following:

- Ordinance No. 2026-05: Title 2 – Administration and Personnel
- Ordinance No. 2026-06: Title 6 – Animals
- Ordinance No. 2026-07: Title 8 – Health and Safety
- Ordinance No. 2026-08: Title 12 – Streets and Sidewalks
- Ordinance No. 2026-09: Title 13 – Water and Sewers
- Ordinance No. 2026-10: Title 15 – Buildings and Construction
- Ordinance No. 2026-11: Title 17 – Zoning
- Ordinance No. 2026-12: Title 18 – Environmental Protection

I. Growth Management Act (GMA) Required Battle Ground Municipal Code Updates: Set Public Hearing for June 1, 2026, for the following:

- Ordinance No. 2026-13: Title 17 – Zoning

BUSINESS

Remy Park Improvements – Project Update: Presentation

Presented by Public Works Director Mark Herceg

Summary: The City Council will receive a presentation from Public Works staff on the current status of the Remy Park Improvements project.

ADMINISTRATIVE REPORTS

COUNCIL COMMUNICATIONS

EXECUTIVE SESSION:

Executive Session: Pursuant to RCW 42.30.110(1)(b), the City Council will enter an Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. The Executive Session is anticipated to last ten (10) minutes, with no action to follow.

ADJOURNMENT

NEXT MEETING DATE: Monday, May 18, 2026 – No Study Session – Regular Meeting at 7:00 p.m.

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.
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- 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

Battle Ground City Council Study Session
Monday, April 20, 2026

The study session of the Battle Ground City Council was called to order in the Battle Ground Council Chambers at 6:00 p.m. by Mayor Overholser. The meeting was live-streamed on YouTube.

The following were present:

COUNCIL: Mayor Eric Overholser, and Council Members Troy McCoy, Victoria Ferrer, Jeanie Kuypers, Brian Munson and Shane Bowman

ABSENT: Deputy Mayor Aimee Vaile

STAFF: City Manager Kris Swanson, Deputy City Manager Robert Ferrier, Finance and Information Services Director Meagan Lowery, Public Works Director Mark Herceg, Community Development Director Kristin Lehto, Police Chief Dennis Flynn (arrived at 6:27 p.m.), Communications Manager/Public Information Officer Alisha Smith, and City Clerk Elizabeth Halili

TOPIC: NW 5th Street - Project Update
Presented By: *Public Works Director Mark Herceg*
Summary: *Public Works Director Mark Herceg provided a presentation to the Council on Connecting Washington projects specifically regarding an update on the status of the NW 5th Street project. The presentation outlined several key decisions needed before Engineering staff can continue with the project design.*

The Council discussed the presentation.
Public Works Director Mark Herceg responded to questions from the Council.

ADJOURNMENT
The meeting adjourned at 6:46 p.m.

_____ _____

Eric Overholser
Mayor

Elizabeth Halili
City Clerk

Date of approval by the City Council: May 4, 2026

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DRAFT

Battle Ground City Council Meeting Minutes
Monday, April 20, 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 Mayor Eric Overholser. The meeting was recorded via Zoom and live-streamed on YouTube.

The Pledge of Allegiance was recited.

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

COUNCIL: Mayor Eric Overholser, Deputy Mayor Aimee 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, Public Works Director Mark Herceg, Community Development Director Kristin Lehto, Police Chief Dennis Flynn, Communications Manager/PIO Alisha Smith, Planning Supervisor Samuel Crummett (via Zoom), Acting City Attorney Kirk Ehlis (via Zoom), and City Clerk Elizabeth Halili.

MOTION TO APPROVE AGENDA **7:01 p.m.**

MOTION: Mayor Overholser moved to amend the agenda to add to the existing Executive Session this evening "Pursuant to RCW 42.30.110(1)(f) to receive and evaluate complaints or charges brought against an employee. Upon the request of such employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge."
SECOND: Ferrer
VOTE: Motion carried 6-1
AYES: Mayor Overholser, Deputy Mayor Vaile, Councilmember Bowman, Councilmember Ferrer, Councilmember Kuypers, Councilmember Munson
NAYS: Councilmember McCoy

MOTION: Deputy Mayor Vaile moved to approve the agenda as amended.
SECOND: Councilmember Munson
VOTE: Motion carried 7-0

SUMMARY REPORTS AND PRESENTATIONS **7:02 p.m.**
Councilmember Reports:

POINT of ORDER – Councilmember Munson raised a Point of Order
POINT OF ORDER RESCINDED: Councilmember Munson rescinded the Point of Order
Mayor Overholser announced: POINT Of ORDER RESCINDED

- *Councilmember Ferrer: Provided a report on the recent Urban County Policy Board and Ending Community Homelessness Organization meetings*
- *Mayor Overholser: Provided a report on the recent EMS District 2 Board meeting.*
  The Council discussed the report
  Finance and Information Services Director Meagan Lowery responded to questions from the Council.

Mayor's Report:

- **BiG Heart Citizen Recognition Award: Virginia Mendez-Rodeman**
  Mayor Overholser introduced the new BiG Heart Citizen Recognition Program, which honors Battle Ground residents, organizations, and businesses for exceptional service, achievements, and contributions to the community. He presented the first BiG Heart Citizen Recognition Award to Virginia Mendez-Rodeman in recognition of her accomplishment as the 2026 International Brazilian Jiu-Jitsu Federation (IBJJF) European Champion in the Brown Belt Female Master 5 Open Division. Ms. Mendez-Rodeman offered brief remarks.

- **Proclamation: Fair Housing Month; April 2026**
  Mayor Eric Overholser proclaimed April 2026, as Fair Housing Month and read the proclamation aloud. Heather Renner accepted the proclamation and provided a brief statement.

- **Certificate of Municipal Leadership Awards: Mayor Overholser, Deputy Mayor Vaile, and Councilmembers Kuypers and Ferrer**
  Association of Washington Cities (AWC) Board Member Ty Stober provided a brief statement, and awarded Mayor Overholser, Deputy Mayor Vaile, and Councilmembers Kuypers and Ferrer with AWC Certificates of Municipal Leadership.

Presentations:

- **Recognition of Outstanding Achievement: Battle Ground Police Lieutenant Jim Keller**
  Police Chief Dennis Flynn recognized Police Lieutenant Jim Keller for graduating from Northwestern University – School of Police and Staff Command. Lieutenant Keller provided a brief statement and was congratulated by the Council.

- **2026 Legislative Post Session Report**
  Mayor Overholser introduced Josh Weiss of Columbia Policy Advisors. Mr. Weiss presented the 2026 State Legislative Post Session Report.

  The Council discussed the presentation.
  Mr. Weiss responded to questions from the Council.

CITIZEN'S COMMUNICATIONS **8:06 p.m.**

- *Gary Obermeyer of Battle Ground provided public comment*
- *Douglas Tweet of Camas provided public comment*
- *Margaret Tweet of Camas provided public comment*
- *Bev Jones of Battle Ground provided public comment*

- *Dave Rowe of Battle Ground provided public comment and handouts to the Council*
- *Jessica Cole of Battle Ground provided public comment and handouts to the Council*

CONSENT AGENDA **8:25 p.m.**

A. City Council Regular Meeting Minutes of April 6, 2026
B. Claim Vouchers dated 04/03/2026 #99701-#99793 and Bank Drafts, in the amount of $842,563.00
C. Payroll dated 04/10/2026, vouchers #29303-#29305 in the amount of $1,573.00 and direct deposits of $322,201.51 for a total payroll of $323,774.51
D. NE 1st Street Phase 2 – Right of Way (ROW) Purchase Approval - Morris

MOTION: Councilmember Ferrer moved to approve the Consent Agenda as presented.
SECOND: Deputy Mayor Vaile
VOTE: Motion carried 7-0

PUBLIC HEARING

Ordinance No. 2026-03 NW Natural Gas Franchise Agreement: Public Hearing/Motion **8:25 p.m.**
Presented by: *Deputy City Manager Robert Ferrier*
Summary: *The Council heard public testimony and considered the adoption of Ordinance 2026-03 approving a ten (10) year Franchise Agreement by and between the City of Battle Ground and NW Natural Gas Company.*

Deputy City Manager Ferrier provided a brief presentation.

Mayor Overholser opened the public hearing at 8:26 p.m.

- *None provided public testimony.*

Mayor Overholser closed the public hearing at 8:27 p.m.

City Clerk Elizabeth Halili read the Title of Ordinance 2026-03

MOTION: Councilmember Ferrer moved to adopt Ordinance 2026-03 approving a 10-year Franchise Agreement by and between the City of Battle Ground and the NW Natural Gas Company as presented.
SECOND: Councilmember McCoy
VOTE: Motion Carried 7-0

Battle Ground Municipal Code Updates: Presentation/Public Hearing
Presented by: *Deputy City Manager Robert Ferrier, Community Development Director Kristin Lehto, and Public Works Director Mark Herceg*
Summary: *The Council heard public testimony and were presented with an overview of proposed changes to Battle Ground Municipal Code Titles 2, 6, 8, 10, 12, 13, 15, 17, and 18. These proposed changes included updates to development regulations designed to align with recent state legislation and support implementation of the City's Comprehensive Plan. Staff will prepare Ordinances for a future Council meeting, at which time staff will ask for a decision from Council.*

Deputy City Manager Ferrier, Public Works Director Mark Herceg, and Community Development Director Kristin Lehto provided a brief presentation.

Mayor Overholser opened the public hearing at 8:32 p.m.

- *Daniel, Engineer at Wolff Industries in Battle Ground, provided public testimony.*

Mayor Overholser closed the public hearing at 8:35 p.m.

Discussion was held by the Council.
Director Lehto responded to questions from the Council.
Planning Supervisor Samuel Crummett responded to questions from the Council.

Mayor Overholser recessed the meeting at 8:45 p.m.
Mayor Overholser resumed the meeting at 8:50 p.m.

BUSINESS **8:50 p.m.**

Council Compensation

Presented by: *Finance and Information Technologies Director Meagan Lowery*
Summary: *The City Council was provided with a presentation and engaged in a discussion about Councilmember compensation, specifically related to the potential of rescinding Ordinance 2021-40 Establishment of a Salary Commission.*

Director Lowery provided a brief presentation.
The Council discussed the presentation
Director Lowery responded to questions from the Council.

CONSENSUS was reached by Council not to pursue rescinding Ordinance 2021-40 Establishment of a Salary Commission

2026 Q1 Financial Review

Presented by: *Finance and Information Technologies Director Meagan Lowery*
Summary: *The City Council was presented with an overview of the city's First Quarter 2026 financial performance.*

Director Lowery provided a presentation.

ADMINISTRATIVE REPORTS **9:24 p.m.**

- *None*

COUNCIL COMMUNICATIONS **9:25 p.m.**

- *Councilmember Bowman:*
    - *Reported on his recent opportunity to attend a burn with Fire District 3 cadets.*
    - *Spoke with the State and City Fire Marshals about Ordinance 2026-04 regarding RV, Trailer, and Boat Storage in Residential Districts adopted at the April 6th City Council meeting, noting the need to coordinate with fire officials on separation distances and fire-safety concerns in future code updates.*
- *Councilmember McCoy:*
    - *Attended a fundraiser supporting School Resource Officers (SROs) and noted its strong message about the value of SROs.*
- *Mayor Overholser*
    - *Provided an update on C-TRAN ridership for Routes 47 and 7 and The Current, reporting a combined total of 158,508 rides in 2025. He noted that the cost to the City is approximately $30 per ride and encouraged increased community use of both fixed-route service and The Current. The Current remains free for students.*

EXECUTIVE SESSION **9:36 p.m.**

(As Amended Per Earlier Motion)

Mayor Overholser announced that pursuant to RCW 42.30.110(1)(i) and RCW 42.30.110(1)(f), the City Council

would enter an Executive Session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, and to receive and evaluate complaints or charges brought against an employee. However, upon the request of such employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge.
Mayor Overholser stated the Executive Session would last thirty (30) minutes, beginning at 9:45 p.m. and ending at 10:15 p.m., with possible action to follow.

Mayor Overholser recessed the Regular meeting at 9:37 p.m.
The Council entered the Executive Session at 9:45 p.m.
The Council re-entered the Chambers at 10:15 p.m.
Mayor Overholser resumed the Regular Meeting at 10:15 p.m.

Mayor Overholser announced that no action would be taken.

ADJOURNMENT
The regular meeting was adjourned at 10:15 p.m.

Next Meeting Date: Monday, May 4, 2026 – No Study Session - Regular meeting at 7:00 p.m.

Eric Overholser	Elizabeth Halili
Mayor	City Clerk

Date of approval by the City Council: May 4, 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.

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CITY OF BATTLE GROUND
CLAIMS VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALITY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BATTLE GROUND, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID 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 $548,066.35 ON THIS, THE 16TH DAY OF APRIL, 2026.

	ACCTG DATE	AMOUNT	
99794-99798	04/06/2026	$ 18,800.55	PAYROLL AP
BANK DRAFT	04/10/2026	$ 378,712.53	PAYROLL AP
BANK DRAFT	04/10/2026	$ 11,597.93	PAYROLL AP
BANK DRAFT	04/10/2026	$ 30,751.14	PAYROLL AP
BANK DRAFT	04/15/2026	$ 5,143.43	PAYROLL AP
99799-99800	04/15/2026	$ 100,127.62	REGULAR AP
99801-99825	04/16/2026	$ 2,933.15	UTILITY AP
		$ 548,066.35	

Battle Ground, WA

Check Register

Packet: APPKT05048 - PRAP041026

By Vendor Name

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOLED CASH-POOLED CASH						
00067	AFLAC	04/06/2026	Regular	0.00	539.85	99794
00218	AWC EMPLOYEE BENEFIT TRUST	04/10/2026	Bank Draft	0.00	135,664.68	DFT0002980
00265	BATTLE GROUND POLICE ASSOC.	04/06/2026	Regular	0.00	1,500.00	99795
00667	DEFERRED COMPENSATION	04/10/2026	Bank Draft	0.00	3,512.36	DFT0002981
00702	DEPT OF RETIREMENT SYSTEMS	04/10/2026	Bank Draft	0.00	56,491.87	DFT0002982
02559	INTERNAL REVENUE SERVICE- FED T	04/10/2026	Bank Draft	0.00	116,958.84	DFT0002983
01241	KAISER FOUNDATION HEALTH PLAN	04/10/2026	Bank Draft	0.00	57,132.09	DFT0002984
01368	LIFE INSURANCE CO. OF NORTH AM	04/06/2026	Regular	0.00	2,562.41	99796
03434	MISSIONSQUARE	04/06/2026	Regular	0.00	11,343.29	99797
01528	NAVIA BENEFIT SOLUTIONS	04/10/2026	Bank Draft	0.00	1,401.64	DFT0002985
02175	TEAMSTERS LOCAL UNION NO. 58	04/06/2026	Regular	0.00	2,855.00	99798
03461	WEALTH CARE SAVER	04/10/2026	Bank Draft	0.00	7,551.05	DFT0002986

Bank Code POOLED CASH Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	18	5	0.00	18,800.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	39	7	0.00	378,712.53
EFT's	0	0	0.00	0.00
	57	**12**	**0.00**	**397,513.08**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	4/2026	397,513.08
			397,513.08

Battle Ground, WA

Refund Check Register

Refund Check Detail

UBPKT10595 - Refunds 01 UBPKT10592 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
32-035410-000	Est of John Louis Mann	4/16/2026	99801	10.34			10.34	Deposit
32-035480-007	Wells, Ron and LaVerne	4/16/2026	99802	298.98			298.98	Generated From Billing
33-033140-005	Yen, Yu-Lien Yen and Yue-Ching	4/16/2026	99803	128.19			128.19	Generated From Billing
33-127760-001	Gaines, William and Michelle	4/16/2026	99804	44.49			44.49	Generated From Billing
36-068090-004	Squire, Rachel and Paul	4/16/2026	99805	92.28			92.28	Generated From Billing
39-045380-001	Iversen, Ryan	4/16/2026	99806	156.43			156.43	Generated From Billing
39-050885-002	Moreno, Coleen	4/16/2026	99807	181.52			181.52	Generated From Billing
42-026440-001	Garred, Tod	4/16/2026	99808	30.96			30.96	Generated From Billing
42-150797-001	Fletcher, Jacob and Kayla	4/16/2026	99809	213.10			213.10	Generated From Billing
42-150817-001	Gannon, Gretchen Turner and Paul	4/16/2026	99810	74.31			74.31	Generated From Billing
42-151312-001	Yelchaninov, Lilia and Dmitry	4/16/2026	99811	159.56			159.56	Deposit
43-078450-002	Chrisman, Nick	4/16/2026	99812	216.19			216.19	Generated From Billing
45-006290-004	Woodley, Anita	4/16/2026	99813	138.84			138.84	Generated From Billing
46-037100-005	Bingham, Kimberly	4/16/2026	99814	15.81			15.81	Generated From Billing
48-050439-003	Bryant, Patrick	4/16/2026	99815	176.33			176.33	Generated From Billing
49-052111-003	Shumaker, Mark And Mindy	4/16/2026	99816	29.57			29.57	Generated From Billing
80-089210-002	Botting, Stephen	4/16/2026	99817	52.02			52.02	Deposit
80-130160-001	Yadao, Jeremy	4/16/2026	99818	37.09			37.09	Generated From Billing
80-130470-001	Storozhko, Irina Sirotkina and Andrey	4/16/2026	99819	150.12			150.12	Generated From Billing
80-150996-001	Reeves, Ryan	4/16/2026	99820	84.80			84.80	Deposit
80-151077-001	Rees, Sarah	4/16/2026	99821	113.05			113.05	Generated From Billing
80-151620-000	Everlast Homes	4/16/2026	99822	43.15			43.15	Deposit
80-151630-000	Kibukevich, Pavel	4/16/2026	99823	295.81			295.81	Generated From Billing
80-151649-000	Prairie Homes LLC	4/16/2026	99824	87.56			87.56	Generated From Billing
80-151677-000	Prairie Homes LLC	4/16/2026	99825	102.65			102.65	Generated From Billing
Total Refunds: 25			**Total Refunded Amount:**	2,933.15				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2933.15
Revenue Total:	2933.15

General Ledger Distribution

Posting Date: 04/16/2026

	Account Number	Account Name	Posting Amount	IFT
Fund: 410 - WATER				
	410-0000-111-10-99	POOLED CASH	-2,933.15	Yes
	410-0000-122-30-00	ACCOUNTS RECEIVABLE UNAPPLIED	2,933.15	
		410 Total:	0.00	
Fund: 999 - POOLED CASH				
	999-0000-111-11-00	CASH IN BANK	-2,933.15	
	999-0000-292-20-99	DUE TO OTHER FUNDS	2,933.15	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	

Battle Ground, WA

Check Register

Packet: APPKT05055 - R AP 04/15/2026

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOLED CASH-POOLED CASH						
02098	STATE OF WASHINGTON	04/15/2026	Regular	0.00	5,627.62	99799
02585	TAPANI INC	04/15/2026	Regular	0.00	94,500.00	99800

Bank Code POOLED CASH Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	2	2	0.00	100,127.62
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
	2	**2**	**0.00**	**100,127.62**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	4/2026	100,127.62
			100,127.62

CITY OF BATTLE GROUND
CLAIMS VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALITY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BATTLE GROUND, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID 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 $1,528,290.46 ON THIS, THE 24TH DAY OF APRIL, 2026.

	ACCTG DATE	AMOUNT	
BANK DRAFT	04/21/2026	$ 62,273.20	PAYROLL AP
99826-99900	04/20/2026	$1,270,024.38	REGULAR AP
99901-99902	04/24/2026	$ 13,135.09	PAYROLL AP
BANK DRAFT	04/24/2026	$ 182,857.79	PAYROLL AP
		$1,528,290.46	



Battle Ground, WA

Check Register

Packet: APPKT05082 - R AP 04/20/2026

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOLED CASH-POOLED CASH						
03599	2 WATCH MONITORING INC OF VAN	04/20/2026	Regular	0.00	3,481.00	99826
04004	ACE HARDWARE - BATTLE GROUND	04/20/2026	Regular	0.00	399.89	99827
04216	ADVANCED ELECTRIC SIGNS	04/20/2026	Regular	0.00	6,847.23	99828
04463	ALVAREZ AVILA, JOSE CARLOS	04/20/2026	Regular	0.00	500.00	99829
00284	BEST WESTERN BATTLE GROUND	04/20/2026	Regular	0.00	1,853.63	99830
00295	BG PUBLIC SCHOOLS	04/20/2026	Regular	0.00	750,185.00	99831
04006	BURKE, GRANT	04/20/2026	Regular	0.00	359.00	99832
04464	CARMINATO, MARTA	04/20/2026	Regular	0.00	100.00	99833
00393	CASCADE COLUMBIA DISTRIBUTION	04/20/2026	Regular	0.00	1,408.76	99834
00424	CERTIFIED LANGUAGES INTERNATIO	04/20/2026	Regular	0.00	75.40	99835
00428	CFM STRATEGIC COMMUNICATIONS	04/20/2026	Regular	0.00	4,680.00	99836
00473	CITY OF LA CENTER	04/20/2026	Regular	0.00	1,753.70	99837
00476	CITY OF RIDGEFIELD	04/20/2026	Regular	0.00	5,641.31	99838
00868	CLARK COUNTY FIRE DISTRICT 3	04/20/2026	Regular	0.00	6,472.80	99839
00868	CLARK COUNTY FIRE DISTRICT 3	04/20/2026	Regular	0.00	132,609.30	99840
00868	CLARK COUNTY FIRE DISTRICT 3	04/20/2026	Regular	0.00	3,560.28	99841
00512	CLARK COUNTY TREASURER	04/20/2026	Regular	0.00	331.60	99842
00512	CLARK COUNTY TREASURER	04/20/2026	Regular	0.00	4,490.91	99843
00515	CLARK PUBLIC UTILITIES	04/20/2026	Regular	0.00	49,185.07	99844
00546	COLUMBIA RESOURCE CO. UNIT #65	04/20/2026	Regular	0.00	161.55	99845
02706	COMCAST	04/20/2026	Regular	0.00	16.03	99846
01497	CONSOR NORTH AMERICA INC	04/20/2026	Regular	0.00	71,189.81	99847
03740	COURTNEY RAE MENDOZA	04/20/2026	Regular	0.00	375.00	99848
00646	DATABAR	04/20/2026	Regular	0.00	4,994.77	99849
00693	DEPT OF LICENSING	04/20/2026	Regular	0.00	651.00	99850
00702	DEPT OF RETIREMENT SYSTEMS	04/20/2026	Regular	0.00	46.71	99851
04159	ECHO ELECTRIC, LLC	04/20/2026	Regular	0.00	2,602.13	99852
04420	ELENA'S LANGUAGE SERVICES, INC	04/20/2026	Regular	0.00	150.00	99853
03089	FIDELITY NATIONAL TITLE	04/20/2026	Regular	0.00	980.40	99854
00870	FIRE SYSTEMS WEST, INC	04/20/2026	Regular	0.00	3,475.20	99855
00908	FURROW PUMP	04/20/2026	Regular	0.00	2,642.25	99856
03033	GLOBAL SECURITY & COMMUNICATI	04/20/2026	Regular	0.00	9,889.12	99857
00978	GREGORY S. CHENEY, PLLC	04/20/2026	Regular	0.00	7,075.00	99858
01023	HARRY'S KEY SERVICE	04/20/2026	Regular	0.00	43.02	99859
01109	HUMANE SOCIETY FOR SW WASHIN	04/20/2026	Regular	0.00	22,240.00	99860
01190	J.L. STOREDAHL	04/20/2026	Regular	0.00	341.57	99861
01242	KAISER PERMANENTE	04/20/2026	Regular	0.00	148.00	99862
04467	KENNETH P FALLON	04/20/2026	Regular	0.00	1,249.33	99863
02611	KNOWBE4	04/20/2026	Regular	0.00	3,574.35	99864
01312	LAKESIDE INDUSTRIES	04/20/2026	Regular	0.00	599.81	99865
01313	LAMOTTE COMPANY	04/20/2026	Regular	0.00	265.80	99866
02988	MARTA L. OCHOA-RUTHERFORD	04/20/2026	Regular	0.00	325.00	99867
02716	MENKE JACKSON BEYER, LLP	04/20/2026	Regular	0.00	21,477.98	99868
01447	METROWATCH	04/20/2026	Regular	0.00	1,599.91	99869
04465	MICU, JOSHUA	04/20/2026	Regular	0.00	400.00	99870
01466	MINERT & ASSOCIATES, INC	04/20/2026	Regular	0.00	124.00	99871
03752	NURNBERG SCIENTIFIC	04/20/2026	Regular	0.00	1,061.44	99872
01627	OFFICE OF STATE TREASURER	04/20/2026	Regular	0.00	19,055.52	99873
01728	PBS ENGINEERING & ENVIRONMENT	04/20/2026	Regular	0.00	38,465.00	99874
03783	PESTLOCAL LLC	04/20/2026	Regular	0.00	255.92	99875
01784	POLOS ELECTRONICS INC	04/20/2026	Regular	0.00	6,193.99	99876
01799	PRAIRIE ELECTRIC INC	04/20/2026	Regular	0.00	98.75	99877
04466	REIKIS, VIVIANA	04/20/2026	Regular	0.00	1,000.00	99878
01907	RICOH USA INC	04/20/2026	Regular	0.00	319.39	99879

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00930	RICOH USA, INC	04/20/2026	Regular	0.00	2,012.56	99880
04422	ROBERTSON FICK ENGINEERING, PC	04/20/2026	Regular	0.00	14,195.00	99881
02005	SHI INTERNATIONAL CORP	04/20/2026	Regular	0.00	16,190.62	99882
02034	SKAMANIA COUNTY SHERIFF'S OFFIC	04/20/2026	Regular	0.00	241.62	99883
02043	SMARSH	04/20/2026	Regular	0.00	156.09	99884
03547	SOUTHERN WA CHAPTER OF IAPMO	04/20/2026	Regular	0.00	60.00	99885
04111	SWIVLER PACIFIC	04/20/2026	Regular	0.00	159.62	99886
04185	TALBERT, IMO	04/20/2026	Regular	0.00	100.00	99887
02585	TAPANI INC	04/20/2026	Regular	0.00	220.00	99888
03385	TARGET SOLUTIONS LEARNING	04/20/2026	Regular	0.00	3,035.67	99889
03611	TERRACON CONSULTANTS, INC	04/20/2026	Regular	0.00	3,247.00	99890
02198	THE COLUMBIAN	04/20/2026	Regular	0.00	650.00	99891
00407	TOYOTA MATERIAL HANDLING NW I	04/20/2026	Regular	0.00	4,334.00	99892
03170	TRANSPO GROUP USA, INC	04/20/2026	Regular	0.00	1,907.62	99893
02282	TYLER TECHNOLOGIES, INC	04/20/2026	Regular	0.00	21,232.90	99894
02294	UNIFIRST CORPORATION	04/20/2026	Regular	0.00	355.73	99895
02305	UNIVERSAL FIELD SERVICES, INC	04/20/2026	Regular	0.00	1,530.00	99896
04154	VANCOUVER DEFENDERS	04/20/2026	Regular	0.00	500.00	99897
02375	WA ASSOC OF SHERIFFS & POLICE	04/20/2026	Regular	0.00	75.00	99898
02397	WALTER E. NELSON COMPANY	04/20/2026	Regular	0.00	1,573.32	99899
03149	WINDSOR MEP ENGINEERS, LLC	04/20/2026	Regular	0.00	1,225.00	99900

Bank Code POOLED CASH Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	101	75	0.00	1,270,024.38
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
	101	**75**	**0.00**	**1,270,024.38**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	4/2026	1,270,024.38
			1,270,024.38

Battle Ground, WA

Check Register

Packet: APPKT05084 - PRAP042426

By Vendor Name

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOLED CASH-POOLED CASH						
00667	DEFERRED COMPENSATION	04/24/2026	Bank Draft	0.00	3,526.11	DFT0002996
00702	DEPT OF RETIREMENT SYSTEMS	04/24/2026	Bank Draft	0.00	55,339.86	DFT0002997
02559	INTERNAL REVENUE SERVICE- FED T	04/24/2026	Bank Draft	0.00	115,039.13	DFT0002998
01368	LIFE INSURANCE CO. OF NORTH AM	04/24/2026	Regular	0.00	1,713.69	99901
03434	MISSIONSQUARE	04/24/2026	Regular	0.00	11,421.40	99902
01528	NAVIA BENEFIT SOLUTIONS	04/24/2026	Bank Draft	0.00	1,401.64	DFT0002999
03461	WEALTH CARE SAVER	04/24/2026	Bank Draft	0.00	7,551.05	DFT0003000

Bank Code POOLED CASH Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	7	2	0.00	13,135.09
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	21	5	0.00	182,857.79
EFT's	0	0	0.00	0.00
	28	**7**	**0.00**	**195,992.88**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	4/2026	195,992.88
			195,992.88

CITY OF BATTLE GROUND
CLAIMS VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALITY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BATTLE GROUND, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID 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 $382,646.49 ON THIS, THE 29TH DAY OF APRIL, 2026.

	ACCTG DATE	AMOUNT	
BANK DRAFT	04/24/2026	$ 89,508.78	PCARD PAYMENT
99903-99942	04/27/2026	$ 293,137.71	REGULAR AP
		$ 382,646.49	

Battle Ground, WA

Check Register

Packet: APPKT05090 - US BANK 03/2026

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOLED CASH-POOLED CASH						
02286	U.S. BANK ONECARD	04/24/2026	Bank Draft	0.00	89,508.78	DFT0003002

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	308	1	0.00	89,508.78
EFT's	0	0	0.00	0.00
	308	**1**	**0.00**	**89,508.78**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	4/2026	89,508.78
			89,508.78



Battle Ground, WA

Check Register

Packet: APPKT05105 - R AP 04/27/2026

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOLED CASH-POOLED CASH						
04470	ADRENALINE ARMORY LLC	04/27/2026	Regular	0.00	336.96	99903
03133	BRAD PIESCH AGGRESSIVE ENTERPRI	04/27/2026	Regular	0.00	95.00	99904
03392	BREDENBERG, JOSHUA	04/27/2026	Regular	0.00	400.00	99905
04372	BUD CLARY CHEVROLET, INC	04/27/2026	Regular	0.00	77,938.96	99906
00351	BUILDING MAINTENANCE SOLUTION	04/27/2026	Regular	0.00	5,011.80	99907
04198	CAR TOYS, INC	04/27/2026	Regular	0.00	25,229.67	99908
04358	CITY OF WASHOUGAL	04/27/2026	Regular	0.00	1,741.00	99909
00574	CONSOLIDATED SUPPLY CO.	04/27/2026	Regular	0.00	4,815.60	99910
01497	CONSOR NORTH AMERICA INC	04/27/2026	Regular	0.00	4,600.17	99911
02557	CORE & MAIN LP	04/27/2026	Regular	0.00	1,227.52	99912
03366	CUES, INC	04/27/2026	Regular	0.00	29,216.78	99913
03089	FIDELITY NATIONAL TITLE	04/27/2026	Regular	0.00	380.80	99914
01036	HELENA GREEN	04/27/2026	Regular	0.00	150.00	99915
03695	HERC RENTALS INC	04/27/2026	Regular	0.00	404.75	99916
01192	J2 BLUE PRINT SUPPLY CO	04/27/2026	Regular	0.00	212.36	99917
01231	JUDICIAL CONFERENCE REGISTRAR	04/27/2026	Regular	0.00	165.00	99918
04471	KEMP, JEANNIE	04/27/2026	Regular	0.00	350.00	99919
04472	KOVALIK, TEA	04/27/2026	Regular	0.00	195.00	99920
01394	MACKAY & SPOSITO, INC	04/27/2026	Regular	0.00	64,391.72	99921
02988	MARTA L. OCHOA-RUTHERFORD	04/27/2026	Regular	0.00	130.00	99922
01445	METRO OVERHEAD DOOR INC.	04/27/2026	Regular	0.00	422.45	99923
01447	METROWATCH	04/27/2026	Regular	0.00	751.47	99924
04474	MORRIS, BRIAN W	04/27/2026	Regular	0.00	2,550.00	99925
01485	MOTOROLA	04/27/2026	Regular	0.00	7,484.26	99926
03029	NEW DAY ARBORIST	04/27/2026	Regular	0.00	7,636.65	99927
02855	NORTH FORK LANDSCAPE - NW BARI	04/27/2026	Regular	0.00	3,539.26	99928
04473	NORWOOD, ISAIAH	04/27/2026	Regular	0.00	500.00	99929
01624	OEHLER, DAN	04/27/2026	Regular	0.00	532.90	99930
01677	PACIFIC BREEZE PRODUCTS, INC	04/27/2026	Regular	0.00	78.54	99931
01799	PRAIRIE ELECTRIC INC	04/27/2026	Regular	0.00	1,701.88	99932
04140	RITZ SAFETY	04/27/2026	Regular	0.00	299.80	99933
04158	SAMSARA INC	04/27/2026	Regular	0.00	4,168.70	99934
01966	SCHINDLER ELEVATOR CORPORATIO	04/27/2026	Regular	0.00	11,728.80	99935
04475	TEPEDINO, KELLY	04/27/2026	Regular	0.00	215.00	99936
02196	THE CITY OF BATTLE GROUND	04/27/2026	Regular	0.00	100.00	99937
02242	TK ELEVATOR CORPORATION	04/27/2026	Regular	0.00	7,274.01	99938
02319	VAN CLEAVE & ASSOCIATES, LLC	04/27/2026	Regular	0.00	600.00	99939
02397	WALTER E. NELSON COMPANY	04/27/2026	Regular	0.00	925.25	99940
03943	WEEKS, JOSH	04/27/2026	Regular	0.00	507.20	99941
03149	WINDSOR MEP ENGINEERS, LLC	04/27/2026	Regular	0.00	28,128.45	99942

Bank Code POOLED CASH Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	51	40	0.00	296,137.71
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
	51	**40**	**0.00**	**296,137.71**

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	4/2026	296,137.71
			296,137.71

CITY OF BATTLE GROUND
STAFF REPORT

To:	City Council
From:	Meagan Lowery, Finance and Information Services Director
Date:	May 4, 2026
Proceeding Type:	CONSENT
Subject:	Interagency Agreement Administrative Office of the Courts

Legislative History:	
• Consent	May 4, 2026

Staff Report Summary

City Council will consider authorizing the City Manager to sign an Interagency Agreement with the Administrative Office of the Courts (AOC) to provide the Court an internet connection and Virtual Private Network (VPN) router to connect the Court to the JIS Network and to the internet.

Background

The City's municipal court utilizes Washington State's court software, Judicial Information System. We are required to use this statewide case management system, as mandated by the Washington State Supreme Court.

There is no cost to this agreement to utilize the state's system but allows the City to access the software through a state-provisioned router that is on a separate network from the rest of the city, as required by the AOC.

This agreement was last signed in 2013, and this is an updated agreement the AOC is requiring.

Fiscal and Policy Implications

None.

Options

Option	Results
• Authorize Signing Of Interagency Agreement	This will execute the Interagency Agreement and allow Court operations to continue

• Do Not Authorize Signing Of Interagency Agreement	Court will not be able to continue operations
• No Action	City will not be able to continue operations

Staff Recommendation

Staff recommends that City Council authorize the City Manager to sign the Interagency Agreement with the Administrative Office of the Courts.

Attachments

A.	Interagency Agreement with the Administrative Office of the Courts

Legal Review

Type of Document	Title of Document	Date Reviewed by Legal Counsel
• Agreement	Interagency Agreement with the Administrative office of the Courts	April 23, 2026

INTERAGENCY AGREEMENT

AOC3030

BETWEEN

WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS

AND

BATTLE GROUND MUNICIPAL COURT

1. PARTIES TO THE AGREEMENT

This Interagency Agreement is made and entered into by and between the State of Washington acting by and through the Washington State Administrative Office of the Courts, hereinafter referred to as "AOC," and Battle Ground Municipal Court, referred to as "Court".

2. PURPOSE

The purpose of this Agreement is for AOC to provide the Court an internet connection and Virtual Private Network (VPN) router to connect the Court to the JIS Network and to the Internet

THEREFORE, IT IS MUTUALLY AGREED THAT:

3. STATEMENT OF WORK

The Court, shall:

a. Comply with applicable statues and court rules regarding the use of state resources.
b. Refrain from using the connection for personal purposes, except minimal use that is permitted if each of the following conditions are met:
    i. There is little or no cost to the AOC.
    ii. Any use is brief, occurs infrequently, and is the most effective use of time and/or resources.
    iii. Use does not interfere with the performance of the user's official duties.
    iv. Use does not disrupt or distract from the conduct of state business due to volume or frequency.

v. Use does not disrupt other state employees and does not require them to make personal use of state resources.
vi. Use does not compromise the security or integrity of state property, information or software.
vii. Use does not compromise the security or integrity of the AOC.

c. Refrain from activities that degrade or impair AOC computer system performance.
d. Purchase, install, and maintain virus protection software.
e. Refrain from use of video and audio streaming applications unless clearly required in the performance of job duties. AOC retains the right to define or restrict such activities if considered necessary.
f. Be responsible for implementing firewall if AOC determines it to be necessary, since connection from Court to the Internet is not inside the AOC firewall.

4. PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall commence on 04/01/2026 and remain in force unless otherwise terminated using termination provisions listed under General Provisions (refer to section 11).

5. COMPENSATION

This is a **no-cost** agreement, unless otherwise amended.

AOC may extend the term of this Agreement or increase funds by mutual written amendment. Such amendment shall be on the same terms and conditions as set forth in this Agreement.

6. INVOICES; BILLING; PAYMENT

If this Agreement becomes an agreement with associated costs, it shall follow standard invoice, billing and payment procedures as detailed in this section.

The Court will submit properly prepared itemized invoices via email on an A19 form to AOC Program Manager. Invoices shall be submitted no more than once a month. Incorrect or incomplete A19 shall be returned by AOC to the Court for correction or reissuance. All A19 shall provide and itemize, at a minimum, the following:

- Agreement Number: AOC3030
- VPN Number: VPN0604-Battle Ground-M
- Court name, address and phone number
- Description of Reimbursement
- Date(s) Services were provided
- Receipt(s) if applicable
- Total Reimbursement

Payment will be considered timely if made by the AOC within thirty (30) calendar dates of receipt of a properly prepared A19. No A19 shall be submitted until after a deliverable has been accepted by the AOC Program Manager.

The AOC will not make any advanced payments or payments in anticipation of services or supplies under this Agreement.

7. AGREEMENT MANAGEMENT

The Program Manager and Court Program Manager noted below shall be responsible for and shall be the contact people for all communications and billings regarding the performance of this Agreement. The parties may change administrators by written notice.

AOC Program Manager	Court Program Manager
Noa Moe PO Box 41170 Olympia, WA 98504-1170 Noa.Moe@courts.wa.gov (360) 704-5556	**Carol Landwehr** 109 SW 1st St, Ste 272 Battle Ground, WA 98604-2818 carol.landwehr@cityofbg.org (360) 342-5151

8. RECORDS RETENTION & PUBLIC RECORDS

a. Records Retention. Each party shall maintain records and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance and payment of the services described herein. These records shall be subject to inspection, review, or audit by personnel of both parties, other personnel mutually agreed upon by both parties, and other officials authorized by law. Such records shall be retained for a period of six (6) years following expiration or termination of this Agreement or final payment for any service placed against this Agreement, whichever is later; provided, however, that if any litigation, claim, or audit is commenced prior to the expiration of this period, such period shall extend until all such litigation, claims, or audits have been resolved.

b. Public Information. This Agreement and all related records may be subject to public disclosure as required by Washington's Public Records Act, RCW 42.56, and court rule GR 31.1. No party shall release any record that would, in the judgment of the party, be subject to an exemption from disclosure under the Public Records Act or GR 31.1, without first providing notice to the other party within ten (10) business days of the receipt of the request. The Parties will discuss appropriate actions to be taken, including release of the requested information, seeking a protective order, or other action prior to the release of records. Should one party choose to seek a protective order, it shall do so at its sole expense.

9. RESPONSIBILITY OF THE PARTIES

Each party to this Agreement assumes responsibility for claims and/or damages to persons and/or property resulting from any act or omission on the part of itself, its employees, or its agents. Neither party assumes any responsibility to the other party for any third-party claims.

10. DISPUTE RESOLUTION

To the extent practicable, the Parties shall use their best, good faith efforts cooperatively and collaboratively to resolve any dispute that may arise in connection with this Agreement as efficiently as practicable, and at the lowest possible level with authority to resolve such dispute. The Parties shall make a good faith effort to continue without delay to carry out their respective responsibilities under this Agreement while attempting to resolve any such dispute. If, however, a dispute persists and cannot reasonably be resolved, it may be escalated within each organization. In such circumstances, upon notice by either party, each party, within five (5) business days shall reduce its description of the dispute to writing and deliver it to the other party. The receiving party then shall have three (3) business days to review and respond in writing. In the event the parties cannot agree on a mutual resolution within fifteen (15) business days, the parties shall appoint a member of a dispute resolution board within Thurston County, and those two appointed members will select a third. The Board shall employ dispute resolution measures and its result is binding. Both parties agree that the existence of a dispute notwithstanding, the Parties will continue without delay to carry out all respective responsibilities under this Agreement that are not affected by the dispute.

11. GENERAL PROVISIONS

a. Amendment or Modification. Except as set forth herein, this Agreement may not be amended or modified except in writing and signed by a duly authorized representative of each party hereto.

b. Appendix. All appendices referred to herein are deemed to be incorporated in this Agreement in their entirety.

c. Assignment. The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

d. Authority. Each party to this Agreement, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Agreement and that its execution, delivery, and performance of this Agreement has been fully authorized and approved, and that no further approvals or consents are required to bind such party.

e. Captions & Headings. The captions and headings in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit,

enlarge, or affect the scope or intent of this Agreement nor the meaning of any provisions hereof.

f. Conformance. If any provision of this Agreement violates any statute or rule of law of the State of Washington, it is considered modified to conform to that statute or rule of law.

g. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Agreement at different times and places by the Parties shall not affect the validity thereof so long as all the Parties hereto execute a counterpart of this Agreement.

h. Electronic Signatures. An electronic signature or electronic record of this Agreement or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement or such other ancillary agreement for all purposes.

i. Entire Agreement. This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations, representations, and understandings between them. There are no representations or understandings of any kind not set forth herein.

j. Governing Law. The validity, construction, performance, and enforcement of this Agreement shall be governed by and construed in accordance with the laws of the State of Washington, without regard to its choice of law principles that would provide for the application of the laws of another jurisdiction.

k. Independent Capacity. The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

l. Jurisdiction & Venue. In the event that any action is brought to enforce any provision of this Agreement, the parties agree to exclusive jurisdiction in Thurston County Superior Court for the State of Washington and agree that in any such action venue shall lie exclusively at Olympia, Washington.

m. No Agency. The parties agree that no agency, partnership, or joint venture of any kind shall be or is intended to be created by or under this Agreement. Neither party is an agent of the other party nor authorized to obligate it.

n. Right of Inspection. The Court shall provide right of access to its facilities to the AOC, or any of its officers, or to any other authorized agent or official of the State

of Washington at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this agreement.

o. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

p. Termination for Cause. If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

q. Termination for Convenience. Except as otherwise provided in this Agreement, either party may terminate this Agreement upon thirty (30) calendar days prior written notification. Upon such termination, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of such termination. This clause may also be instated if Court dissolves, becomes absorbed and/or is merged with another Court.

r. Termination for Non-Availability of Funds. AOC's ability to make payments is contingent on availability of funding. In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to completion or expiration date of this Agreement, AOC, at its sole discretion, may elect to terminate the Agreement, in whole or part, for convenience or to renegotiate the Agreement subject to new funding limitations and conditions. AOC may also elect to suspend performance of the Agreement until AOC determines the funding insufficiency is resolved. AOC may exercise any of these options with no notification restrictions, although AOC will make a reasonable attempt to provide notice.

   In the event of termination or suspension, AOC will reimburse eligible costs incurred by the Court through the effective date of termination or suspension. Reimbursed costs must be agreed to by AOC and the Court. In no event shall AOC's reimbursement exceed AOC's total responsibility under the agreement and any amendments.

s. Suspension for Convenience. AOC may suspend this Agreement or any portion thereof for a temporary period by providing written notice to the Court a minimum of seven (7) calendar days before the suspension date. Court shall resume performance on the first business day following the suspension period unless

another day is specified in writing by AOC prior to the expiration of the suspension period.

t. Waiver. A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

EXECUTED AND EFFECTIVE as of the day and date first above written.

WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS		**BATTLE GROUND MUNICIPAL COURT INTERNET AGREEMENTS**	
Signature	*Date*	*Signature*	*Date*
Veronica Diseth *Name*		**Kris Swanson** *Name*	
Director Information Services Division/ CIO *Title*		*Title*	

CITY OF BATTLE GROUND
STAFF REPORT

To:	City Council Kris Swanson, City Manager
From:	Rob Ferrier, Deputy City Manager Kristin Lehto, Community Development Director
Date:	May 4, 2026
Proceeding Type:	Consent – Set Public Hearing
Subject:	Spring 2026 – Municipal Code Updates

Legislative History:	
• Set Public Hearing:	March 16, 2026
• Presentation:	April 6, 2026
• Public Hearing:	April 20, 2026
• Consent -Set Public Hearing:	May 4, 2026
• Public Hearing and Ordinance Adoption	May 18, 2026

Staff Report Summary

The Battle Ground Municipal Code (BGMC) is updated every year. Many of these changes result from mandates in state law or issues of interpretation in administering BGMC.

Background

Council conducted a public hearing on this item on April 20, 2026.

Municipal,An additional public hearing is required for the adoption of the Ordinances, currently scheduled for May 18, 2026.

Changes to the Code

Staff's proposed changes to BGMC Titles 2, 6, 8, 12, 13, 15, 17, and 18.

Staff Recommendation

Set a public hearing for Ordinance adoption for May 18, 2026.

The titles of the Ordinances are as follows:

Ordinance #	Title
Ord. No. 2026-05	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 2 ADMINISTRATION & PERSONNEL; SECTION 2.28.010 PLANNING COMMISSION TERMS; SECTION 2.60.010 PACE BOARD YOUTH MEMBER CRITERIA; SECTION 2.84.050 LEOFF OFFICERS.
Ord. No. 2026-06	AN ORDINANCE ADDING BATTLE GROUND MUNICIPAL CODE TITLE 6 ANIMALS; SECTION 6.10.400 RABBITS; 6.20 FERAL CATS.
Ord. No. 2026-07	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 8 HEALTH & SAFETY; SECTION 8.32 REGULATORY STANDARDS FOR EMERGENCY SERVICES; SECTION 8.36 SPECIAL EVENT PERMITS.
Ord. No. 2026-08	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 12 STREETS AND SIDEWALKS; CHAPTER 12.108 MAINTENANCE OF SIDEWALKS; CHAPTER 12.116 TRANSPORTATION STANDARDS; CHAPTER 12.118 CONSTRUCTION IN PUBLIC RIGHT-OF-WAY; CHAPTER 12.122 STREET USE AND ENCROACHMENT.
Ord. No. 2026-09	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 13 WATER AND SEWERS; CHAPTER 13.120 SEWER SYSTEM – CONNECTION; CHAPTER 13.126 STORM DRAINAGE SYSTEM; AND ADDING CHAPTER 13.130 VACATION OF UTILITY EASEMENTS.
Ord. No. 2026-10	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 15 BUILDINGS AND CONSTRUCTION; CHAPTER 15.104 BUILDING CODE; CHAPTER 15.136 PUBLIC WORKS CONSTRUCTION SPECIFICATIONS.
Ord. No. 2026-11	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 17 ZONING; CHAPTER 17.118 COMMERCIAL DISTRICTS; CHAPTER 17.120 LIGHT INDUSTRIAL, EMPLOYMENT CAMPUS, AND WESTSIDE EMPLOYMENT DISTRICTS; CHAPTER 17.122 MIXED USE DISTRICTS.
Ord. No. 2026-12	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 18 ENVIRONMENTAL PROTECTION; CHAPTER 18.250 STORMWATER CONTROL AND DRAINAGE; CHAPTER 18.257 CLEARING AND GRADING; CHAPTER 18.280 FISH AND WILDLIFE HABITAT CONSERVATION AREAS.

Legal Review

Legal Review of the Ordinances will occur prior to Council Action.

CITY OF BATTLE GROUND
STAFF REPORT

To:	City Council Kris Swanson, City Manager
From:	Rob Ferrier, Deputy City Manager Kristin Lehto, Community Development Director
Date:	May 4, 2026
Proceeding Type:	Consent – Set Public Hearing
Subject:	Spring 2026 – Municipal Code Updates – GMA Required

Legislative History:	
• Set Public Hearing:	March 16, 2026
• Presentation:	April 6, 2026
• Public Hearing:	April 20, 2026
• Consent -Set Public Hearing:	May 4, 2026
• Public Hearing and Ordinance Adoption	June 1, 2026

Staff Report Summary

The Battle Ground Municipal Code (BGMC) is updated every year. These changes are intended to comply with the recent state laws and to implement the City's Comprehensive Plan.

Background

Council conducted a public hearing on this item on April 20, 2026.

An additional public hearing is required for the adoption of the Ordinance, currently scheduled for June 1, 2026.

Changes to the Code

The Changes are contained in BGMC Title 17.

Staff Recommendation

Set a public hearing for Ordinance adoption for June 1, 2026.

The title of the Ordinance is as follows:

Ordinance #	Title
Ord. No. 2026-13	AN ORDINANCE AMENDING BATTLE GROUND MUNICIPAL CODE TITLE 17 ZONING; CHAPTER 17.103 DEFINITIONS; CHAPTER 17.106 RESIDENTIAL DISTRICTS; CHAPTER 17.118 COMMERCIAL DISTRICTS; CHAPTER 17.120 LIGHT INDUSTRIAL, EMPLOYMENT CAMPUS, AND WESTSIDE EMPLOYMENT DISTRICTS; CHAPTER 17.122 MIXED USE DISTRICTS; CHAPTER 17.133 PARKING AND LOADING REQUIREMENTS; CHAPTER 17.135 SUPPLEMENTARY REGULATIONS FOR SPECIFIC USES.

Legal Review

Legal Review of the Ordinance will occur prior to Council Action.

CITY OF BATTLE GROUND
STAFF REPORT

To:	Kris Swanson, City Manager
	City Council
From:	Mark Herceg, Public Works Director
Date:	May 4, 2026
Proceeding Type:	Presentation
Subject:	Remy Park Improvements – Project Update

Legislative History:	
• Presentation:	May 4, 2026

Staff Report Summary

The City Council will receive a presentation from Public Works staff on the current status of this project.

Background

The City began working on this project at the end of last year. This project has some construction funding through legislative appropriations.

Staff will provide an update on the current status of the project.

Fiscal and Policy Implications

N/A

Goals and Objectives Relevance

N/A

Options

N/A

Staff Recommendation

This is an information session. Council can ask any questions that come up during the presentation.

Attachments

N/A

Legal Review

N/A