



BATTLE GROUND CITY COUNCIL STUDY SESSION
FEBRUARY 16, 2021

The study session of the Battle Ground City Council was called to order at 6:00 p.m. by Mayor Cortes via Zoom meeting, meeting ID 6112135077.

COUNCIL: Mayor Adrian Cortes, Deputy Mayor Philip Johnson, and Council members Cherish DesRochers, Shauna Walters, Brian Munson, Shane Bowman, and Mike Dalesandro.

ABSENT: None.

STAFF: City Manager Erin Erdman, Police Chief Mike Fort, Public Works Director Mark Herceg, Community Development Director Sam Crummett, Finance and Information Services Director Meagan Lowery, Communications Manager/PIO Bonnie Gilberti, City Attorney Christine Hayes, and City Clerk Kay Kammer.

TOPIC: Succession Planning

Presented by City Manager Erin Erdman.

Summary: Council was presented information regarding the City Manager's succession plan for staffing.

ADJOURNMENT

The meeting adjourned at 6:38 P.M.

A handwritten signature in blue ink, appearing to read "Adrian Cortes".

Adrian Cortes
Mayor

A handwritten signature in blue ink, appearing to read "Kay Kammer".

Kay Kammer
City Clerk

Date of approval by the City Council: March 1, 2021



BATTLE GROUND CITY COUNCIL MEETING MINUTES
FEBRUARY 16, 2021

The regular meeting of the Battle Ground City Council was called to order at 7:00 p.m. by Mayor Cortes via Zoom meeting, Meeting ID 6112135077.

City Clerk Kay Kammer called the roll. The following were:

COUNCIL: Mayor Adrian Cortes, Deputy Mayor Philip Johnson, Council members Cherish DesRochers, Shane Bowman, Shauna Walters, Brian Munson, and Mike Dalesandro.

PRESENT: City Manager Erin Erdman, Police Chief Mike Fort, Public Works Director Mark Herceg, Finance and Information Services Director Meagan Lowery, Community Development Director Sam Crummett, Fire District No. 3 Chief Scott Sorenson, Communication Manager/PIO Bonnie Gilberti, City Attorney Christine Hayes and City Clerk Kay Kammer.

SUMMARY REPORTS AND PRESENTATIONS

Council member reports **7:01 P.M.**
No reports received.

Mayor's Report **7:01 P.M.**

- ❖ C-Tran Board of Directors meeting
- ❖ Certificate of Recognition: Heather, Micaiah, and Miradi Ackler on beautification efforts
- ❖ Association of Washington Cities (AWC) Advanced Certificate of Municipal Leadership award to Council member DesRochers
- ❖ Resolution No. 20-02-D, Emergency Declaration

Presentations

- ❖ Introduction of new employee Kim Cederholm, Recreation and Facilities Supervisor

CITIZEN'S COMMUNICATIONS **7:15 P.M.**
None were received.

CONSENT AGENDA **7:16 P.M.**

- A. City Council study session minutes from February 1, 2021
- B. City Council meeting minutes from February 1, 2021.
- C. Payroll vouchers dated 02/10/2021, check No. 28848 in the amount of \$849.20 and direct deposits in the amount of \$194,161.02.
- D. Claim Vouchers dated 01/28/2021, #87960 through #87978 and bank drafts, in the amount of \$145,740.42.

- E. Claim Vouchers dated 02/05/2021, #87979 through #88024 and bank drafts, in the amount of \$362,203.73.

MOTION: Council member Walters moved to approve the consent agenda as presented.

SECOND: Council member Dalesandro.

AYES: Johnson, Bowman, Cortes, Dalesandro, DesRochers, Munson, and Walters.

NAYS: None.

VOTE: Motion carried.

BUSINESS

7:17 P.M.

Resolution No. 21-02, Street Vacation Petition: Presentation/Motion

Presented by Public Works Director Mark Herceg.

Summary: Council was presented information and considered authorizing a public hearing regarding a proposed street vacation of a dead end stub at SW 2nd Avenue.

MOTION: Council member Dalesandro moved to adopt Resolution No. 21-02 as presented.

SECOND: Council member Walters.

AYES: Johnson, Bowman, Cortes, Dalesandro, DesRochers, Munson, and Walters.

NAYS: None.

VOTE: Motion carried.

Ordinance No. 2021 – 01, Utility Tax Remittance Frequency: Presentation/Motion **7:21 P.M.**

Presented by Finance and Information Services Director Meagan Lowery.

Summary: Council was presented information and considered adoption of the frequency utility taxes are remitted by electric utilities.

MOTION: Council member Dalesandro moved to adopt Ordinance No. 2021-01 as presented.

SECOND: Council member Bowman.

AYES: Johnson, Bowman, Cortes, Dalesandro, DesRochers, and Walters.

NAYS: Munson.

VOTE: Motion carried.

Comcast Franchise Agreement: Presentation

7:24 P.M.

Presented by City Attorney Christine Hayes, 360-342-5015.

Summary: Council was presented information regarding an updated franchise agreement.

Police Department Overview: Presentation

7:30 P.M.

Presented by Chief Mike Fort, 360-342-5300.

Summary: Council was presented information regarding the police department.

Year End Financial Overview: Presentation

8:06 P.M.

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

Summary: Council was presented information regarding the financial position of the city for fiscal year 2020.

Salary Commission: Discussion

8:25 P.M.

Presented by City Manager Erin Erdman, 360-342-5004.

Summary: Council discussed reestablishment of the Salary Commission.

Council consensus: the Mayor will work with the City Manager to put discussion on a future agenda

ADMINISTRATIVE REPORTS

8:41 P.M.

Executive

- ❖ Transportation Benefit District (TBD) reestablishment

COUNCIL COMMUNICATIONS

8:50 P.M.

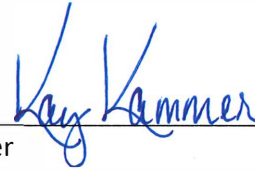
No communications were received.

ADJOURNMENT

The meeting adjourned at 8:51 P.M.



Adrian Cortes
Mayor



Kay Kammer
City Clerk

Date of approval by the City Council: March 1, 2021

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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