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

INVOCATION
Pursuant to Resolution 26-04, the Invocation was provided by Bast Sekhmet, Satanic Temple

PLEDGE OF ALLEGIANCE:
The Pledge of Allegiance was recited.

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

COUNCIL: Mayor Eric Overholser, Deputy Mayor Aimee Vaile, and Councilmembers, Troy McCoy, Victoria Ferrer, Shane Bowman, Jeanie Kuypers and Brian Munson

ABSENT: None

STAFF: Acting Interim City Manager Robert Ferrier, Finance and Information Services Director Meagan Lowery, Community Development Director Kristin Lehto, Public Works Director Mark Herceg, Police Chief Dennis Flynn, Acting City Attorney Hillary Evans (via Zoom), Communications Manager/Public Information Officer Alisha Smith, City Clerk Elizabeth Halili, and Executive Assistant Kelly Jensen.

SUMMARY REPORTS AND PRESENTATIONS **7:04 p.m.**

Councilmember Reports:

- *Councilmember Kuypers*
  - *Provided a report regarding the recent Governance Manual Review Committee meeting. Councilmember Kuypers sought direction and consensus on the following topics:*
    - *Study Session and Regular Meeting Scheduling Options*
      Discussion was held by the Council

    CONSENSUS was reached by Council in favor of incorporating the Study Session into the Regular Meeting with the meeting starting at 6:00 p.m.
    - *Shall the adjustment of total time for public comments and individual speaker time limits be set by the Mayor with confirmation by Council?*
      Discussion was held by Council.

- *Councilmember McCoy:*
    - *Reported on the recent Columbia River Economic Development Council (CREDC) meeting. Noted that, with the City's Growth Management Act (GMA) expansion now approved, he is requesting Council direction for staff to compile a list of economically viable parcels—including zoning information and potential development options—for presentation to the CREDC.*
    - *Reported on the recent Regional Transportation Council meeting.*

      The Council discussed Councilmember McCoy's request regarding the CREDC land-expansion options.
      Community Development Director Kristin Lehto responded to questions from the Council.

Mayor's Report:

- *None*

Presentations:

- *None*

MOTION TO APPROVE AGENDA **7:20 p.m.**

MOTION: Councilmember Bowman moved to approve the meeting agenda as presented.
SECOND: Councilmember Kuypers
VOTE: Motion Carried 7-0

CITIZEN'S COMMUNICATIONS **7:21 p.m.**

Mayor Overholser announced the duration of Citizen's Comments would be thirty (30) minutes and that each speaker's time would be three (3) minutes.

Mayor Overholser opened the floor for public comment at 7:23 p.m.

- *Judy Blevens provided public comment*
- *Shirley Waltz provided public comment*
- *Colleen Eubanks provided public comment*
- *David Terry provided public comment*
- *Jessica Cole provided public comment*
- *Wynn Grcich provided public comment and handouts to the Council*
- *Baer Dobson provided public comment*
- *Courtney Hendricks provided public comment*

CONSENT AGENDA **7:46 p.m.**

A. City Council Regular Meeting Minutes of September 21, 2026
B. Claim Vouchers dated 09/18/2026 #100843-#100883, and Bank Drafts, in the amount of $801,492.11
C. Claim Vouchers dated 09/25/2026 #100884-#100929, and Bank Drafts, in the amount of $821,197.48
D. Payroll dated 09/25/2026, vouchers #29380-#29383 in the amount of $2,749.39 and direct deposits of $332,901.77 for a total payroll of $335,651.16
E. 2027-2031 Interlocal Agreement with Skamania County for Incarceration Services

MOTION: Councilmember Bowman moved to approve the Consent Agenda as presented.
SECOND: Councilmember Ferrer
VOTE: Motion Carried 7-0

PUBLIC HEARING **7:47 p.m.**

Ordinance No. 2026-18 Municipal Code Amendments: Chapter 3.04 Funds: Public Hearing/Motion
Presented By*: *Finance and Information Services Director Meagan Lowery
Summary: *The council heard public testimony, received a presentation, and considered approval of Ordinance 2026-18 Amending Battle Ground Municipal Code Chapter 3.04 Funds.*

Finance and Information Services Director Meagan Lowery provided a brief presentation

Mayor Overholser opened the public hearing at 7:48 p.m.

- *Jessica Cole of Battle Ground provided public testimony.*
- *Tracie Guthrie of Battle Ground provided public testimony*
  Director Lowery responded to questions.

Mayor Overholser closed the public hearing at 7:51 p.m.

City Clerk Halili read the Title of Ordinance 2026-18

MOTION: Councilmember Munson moved to adopt Ordinance No. 2026-18 amending the Battle Ground Municipal Code Chapter 3.04 Funds as presented.
SECOND: Deputy Mayor Vaile
The Council discussed the motion.
ROLL CALL VOTE: Motion Carried 7-0
AYES: Mayor Overholser, Deputy Mayor Vaile, Councilmember McCoy, Councilmember Bowman, Councilmember Ferrer, Councilmember Kuypers, Councilmember Munson
NAYS: None.

Ordinance No. 2026-19 Municipal Code Amendments: Chapter 13.05.100 Adjustment of Utility Bills: Public Hearing/Motion
Presented By*: *Finance and Information Services Director Meagan Lowery
Summary: *The council heard public testimony, received a presentation, and considered approval of Ordinance 2026-19 Amending Battle Ground Municipal Code Chapter 13.05.100 Adjustment of Utility Bills.*

Finance and Information Services Director Meagan Lowery provided a brief presentation

Mayor Overholser opened the public hearing at 7:54 p.m.

- *None provided public testimony.*

Mayor Overholser closed the public hearing at 7:54 p.m.

City Clerk Halili read the Title of Ordinance 2026-19
The Council discussed the presentation
Director Lowery responded to questions from the Council.

MOTION: Deputy Mayor Vaile moved to adopt Ordinance No. 2026-19 amending Battle Ground Municipal Code Chapter 13.05.100 Adjustment of Utility Bills as presented.

SECOND: Councilmember Kuypers
The Council discussed the motion.
ROLL CALL VOTE: Motion Carried 7-0
AYES: Mayor Overholser, Deputy Mayor Vaile, Councilmember McCoy, Councilmember Bowman, Councilmember Ferrer, Councilmember Kuypers, Councilmember Munson
NAYS: None.

EXECUTIVE SESSION **8:05 p.m.**

Mayor Overholser announced that pursuant to RCW 42.30.110(1)(i), the City Council would enter an Executive Session 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. Mayor Overholser stated the Executive Session would last ten (10) minutes, beginning at 8:07 pm and ending at 8:17 pm with no action to follow.

Mayor Overholser recessed the Regular Meeting at 8:05 p.m.
The City Council, Deputy City Manager Robert Ferrier, Community Development Director Lehto, and City Attorney Hillary Evans entered the Executive Session at 8:07 p.m.

The Council re-entered the Chambers at 8:17 p.m.
Mayor Overholser reconvened the Regular Meeting at 8:17 p.m.

BUSINESS **8:17 p.m.**

Ordinance No. 2026-21 Imposing an Immediate Six-Month Citywide Moratorium on Development Applications and Permits Relating to the Redevelopment of Existing Mobile Home or Manufactured Home Parks to Allow the City to Review Options, Policies, and Draft Regulations for the Preservation of Existing Mobile Home and Manufactured Home Parks: Presentation/Motion/Set Public Hearing
Presented By*: Community Development Director Kristin Lehto*
Summary: *The City Council received a presentation regarding the adoption of Ordinance No. 2026-21 imposing an immediate six-month moratorium on development applications and permits relating to the redevelopment of existing mobile homes or manufactured home parks. Pursuant to RCW 36.70A.390, the Council set a full public hearing on the ordinance for November 16, 2026.*

Community Development Director Kristin Lehto provided a brief presentation.
City Clerk Elizabeth Halili read the title of Ordinance No. 2026-21

MOTION: Mayor Overholser moved adopt Ordinance 2026-21 imposing an immediate six-month citywide moratorium on development applications and permits relating to the redevelopment of existing mobile home or manufactured home parks and to set a Public Hearing to hear public testimony on the Ordinance for November 16, 2026, to comply with the requirements of RCW 36.760A.390.
SECOND: Councilmember Munson
ROLL CALL VOTE: Motion Carried 7-0
AYES: Mayor Overholser, Deputy Mayor Vaile, Councilmember McCoy, Councilmember Bowman, Councilmember Ferrer, Councilmember Kuypers, Councilmember Munson
NAYS: None.

City Manager Executive Search: Presentation
Presented By*: Deputy City Manager Robert Ferrier*
Summary: *The City Council received a presentation regarding seven proposals from executive search firms for the City Manager Recruitment and provided direction to staff.*

Deputy City Manager Robert Ferrier provided a brief presentation.
Councilmember Kuypers recommended that the Council select GMP Consultants to support the development of a consistent, objective, and professional process for evaluating qualified internal candidates prior to initiating a full external recruitment. She further recommended that the Council direct staff to request a revised scope of work and fee proposal from GMP Consultants, focused initially on the following elements:

- *Leadership Needs Assessment*
- *Position Qualifications and Expectations*
- *Internal Candidate Evaluation*
- *Council Review and Approval*
- *First-Year Leadership Plan*
- *External Recruitment, if necessary*

Discussion was held by Council.

MOTION: Councilmember Kuypers moved to direct staff to go back to GMP and obtain a revised scope of work that the council can look at based on the recommendations that I provided. And when we get that, then we basically would have the revised scope and this current scope and dollar amount, and the Council can then determine if they're wanting to jump in with a full-fledged external and internal or if they want to go with the internal only.
SECOND: Councilmember Munson
VOTE: Motion Carried 5-2
AYES: Mayor Overholser, Deputy Mayor Vaile, Councilmember Ferrer, Councilmember Kuypers, Councilmember Munson
NAYS: Councilmember McCoy, Councilmember Bowman

Ordinance No. 2026-20 Municipal Code Amendments: Chapter 3.32 Utility Tax: Presentation/Set Public Hearing
Presented By*: Finance and Information Services Director Meagan Lowery*
Summary: *The City Council received a presentation and considered setting a Public Hearing for Noevmeber 2, 2026, Regular City Council Meeting to hear testimony regarding Ordinance No. 20026-20, which would amend the name of the BGMC Chapter 3.32 and provide a definition section clarifying what constitutes "gross revenue".*

Finance and Information Services Director Lowery provided a brief presentation.
City Clerk Halili read the Title of Ordinance No. 2026-20

MOTION: Councilmember McCoy moved to set a Public Hearing for the November 2, 2026, Regular City Council Meeting to hear testimony regarding Ordinance No. 2026-20.
SECOND: Councilmember Ferrer
VOTE: Motion Carried 7-0

Resolution No. 26-07 General Fund – Unrestricted Fund Balance: Presentation/Motion
Presented By*: Finance and Information Services Director Meagan Lowery*
Summary: *The City Council received a presentation and considered adoption of Resolution No. 26-07 which*

amends the policy and method for determining the appropriate level of unrestricted fund balance of the general fund.

Finance and Information Services Director Meagan Lowery provided a brief presentation

MOTION: Councilmember Munson moved to approve Resolution No. 26-07 General Fund Unrestricted Fund Balance as presented.
SECOND: Deputy Mayor Vaile
VOTE: Motion Carried 7-0

Community Development Block Grant (CDBG) Project Proposals: Presentation/Set Public Hearing
Presented By*: Public Works Director Mark Herceg*
Summary: *The City Council received a presentation and considered setting a Public Hearing to hear testimony regarding the Community Development Block Grant (CDBG) Project Proposals.*

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

MOTION: Councilmember Bowman moved to set a Public Hearing for the November 2, 2026, Regular City Council Meeting to hear testimony regarding the CDBG Project Proposals.
SECOND: Councilmember Munson
VOTE: Motion Carried 7-0

ADMINISTRATIVE REPORTS **9:09 p.m.**

- *Deputy City Manager Robert Ferrier reported that the third session of Battle Ground University was held on Tuesday, September 29, 2026, with a focus on Public Works. The next session is scheduled for Tuesday, October 13, 2026.*
- *City Clerk Elizabeth Halili provided the Annual JLARC Report Update for 2025*
  The Council discussed the presentation
  City Clerk Halili responded to questions from the Council

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

- *Councilmember McCoy:*
  - *Recognized Community Development Department staff, including Director Lehto and Planning Supervisor Samuel Crummet, for getting the GMA past the finish line.*

- *Councilmember Bowman:*
  - *Requested information on the percentage decrease in assessed value and the corresponding dollar impact to the City of Battle Ground.*
    Finance and Information Services Director Meagan Lowery responded to the question.

- *Mayor Overholser:*
  - *Thanked Community Development Department staff for their work on the GMA.*

EXECUTIVE SESSION **9:29 p.m.**

Mayor Overholser announced that pursuant to RCW 42.30.110(1)(f), the City Council would enter an Executive Session to receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer, a public hearing or meeting open to the public shall be conducted upon such complaint or charge. Mayor Overholser stated the Executive Session would last five (5) minutes, beginning at 9:31 pm and ending at 9:36 pm with Possible action to follow.

The Council, Deputy City Manager Robert Ferrier, and City Attorney Hillary Evans entered the Executive Session at 9:31 p.m.

Mayor Overholser re-entered the Chambers at 9:36 p.m. and announced the executive session would be extended for an additional ten (10) minutes ending at 9:47 p.m.

Mayor Overholser re-entered the Chambers at 9:47 p.m. and announced the executive session would be extended for an additional thirteen (13) minutes ending at 10:00 p.m.

The Council re-entered the Chambers at 10:00 p.m.
Mayor Overholser reconvened the Regular Meeting at 10:00 p.m.

No action was taken

ADJOURNMENT

The regular meeting was adjourned at 10:00 p.m.

Next Meeting Date: Monday, October 19, 2026 – Study Session at 6:00 p.m. - Regular meeting at 7:00 p.m.

Eric Overholser (Oct 22, 2026 13:41:49 PDT)

Eric Overholser
Mayor

Kelly Jensen for

Elizabeth Halili
City Clerk

Date of approval by the City Council: October 19, 2026

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Final Audit Report 2026-10-22

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