

City Council Meeting Agenda November 17, 2025

In accordance with the Open Public Meetings Act (OPMA), the Vancouver City Council meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated. The City Council will be attending this meeting in person.

All City Council workshops and meetings are broadcast ([live closed captioning available](#)), CVTV cable channels 23 / HD 323, and on the [City's Facebook page](#).

Public testimony will be accepted regarding any matter on the agenda below. Advance registration will be required.

Unless otherwise announced by the Presiding Officer, each speaker may testify once for up to three minutes under each public testimony opportunity below and will be asked to provide their name and city of residence for the record.

Testimony will be accepted in the following manner:

- **Written comments submitted in advance:** [Email comments to the City Council](#) until 12:00 p.m. November 17, 2025. Comments will be compiled and sent to the City Council and entered into the record.
- **In-person or remote testimony during the meeting:** Register in-person at City Hall. In-person registration is open until 6:30 p.m. on November 17, 2025. Instructions will be provided on-site. Register to testify online. Online registration is open until 12:00 p.m. on November 17, 2025.

Visit the [city's website](#) for more information and to register under Community Testimony or call the City Manager's Office at (360) 487-8600.

Further instructions for accessing the virtual meeting (for remote testimony) will be provided upon registration.

Upon request, printouts of agenda materials will be provided, including large print.

Workshops: 4:00-5:30 p.m.

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

New Revenue Discussions

(Approximately 45 minutes)

Aaron Lande, Assistant City Manager, aaron.lande@cityofvancouver.us

Homeless Situation Report

(Approximately 45 minutes, to immediately follow the previous workshop)

Jamie Spinelli, Homeless Response Manager, jamie.spinelli@cityofvancouver.us

Council Dinner / Executive Session RE: Personnel RCW 42.30.110(1)(g) 5:30 - 6:30 PM

Regular Council Meeting

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

Pledge of Allegiance

Call to Order and Roll Call

Approval of Minutes

Minutes - October 20, 2025

Minutes - October 27, 2025

Minutes - November 3, 2025

Proclamations

Transgender Day of Remembrance

Youth Hope Month

Community Communication

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined.

Consent Agenda

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately – after the motion has been made and passed to approve the remaining items.

1. Bid Rejection - City Hall Ground Source Heat Pump Well Relocation - ITB 25-41

Staff Report: 230-25

Request: On Monday, November 17, 2025, reject the bid for ITB25-41 so staff can begin a new solicitation for the project.

Brian Taylor, Operations Superintendent, Julia Denton, Senior Procurement Specialist, Cary Driskell, Assistant City Attorney, brian.taylor@cityofvancouver.us, julie.denton@cityofvancouver.us, cary.driskell@cityofvancouver.us

2. Contract Amendment - Portland Adventist Medical Center - C-100918

Staff Report: 231-25

Request: On Monday, November 17, 2025, authorize the City Manager, or designee, to execute

Amendment No. 4 to contract C-100918 between the City of Vancouver and Portland Adventist Medical Center. Increase the not-to-exceed amount by \$150,000 to a total of \$600,000 and extend the termination date to May 31, 2027.

Antoinette Gasbarre, Human Resources Director,
Antoinette.Gasbarre@cityofvancouver.us

3. Contract Amendment - Psychological Testing Services - C-100595

Staff Report: 232-25

Request: On Monday, November 17, 2025, authorize the City Manager, or designee, to execute Amendment No.1 to contract C-100595 between the City of Vancouver and Corey & Stewart. Increase the not-to-exceed amount by \$75,000 to a total of \$350,000.

Antoinette Gasbarre, Human Resources Director,
Antoinette.Gasbarre@cityofvancouver.us

4. Appointment to the Civil Service Commission

Request: On Monday, November 17, 2025, appoint Jerome Armstrong to a mid-term position on the Civil Service Commission, with a term beginning immediately, and expiring November 30, 2027.

Mayor McEnerney-Ogle

5. Appointment to the Clark County Historical Preservation Commission

Request: On Monday, November 17, 2025, appoint Rob Thomas to a mid-term position on the Clark County Historic Preservation Committee, with a term beginning immediately and expiring June 30th, 2026.

Subcommittee 1

6. Appointment to the Public Facilities District Board of Directors

Request: On Monday, November 17, 2025, reappoint Hunter Byrnes and Ken O'Hollaren to full-term positions on the Public Facilities District Board of Directors, with a term beginning November 30, 2025, and expiring November 30, 2029.

Subcommittee 1

7. Appointment to the Transportation and Mobility Commission

Request: On Monday, November 17, 2025, make the following appointments to the Transportation and Mobility Commission:

- Reappoint Isaac Hamann to the youth position, with a full-term beginning December 31, 2025, and ending December 31, 2026.
- Reappoint Jeananne Edwards to the at-large position, with a term beginning December 31, 2026, and ending December 31, 2029.
- Reappoint Devan Williams to the position representing individuals whose primary mode of transportation is driving.

- Appoint Michelle Holder to the position representing an active member of a neighborhood association, with a mid-term beginning immediately and ending December 31, 2026.
- Appoint Jay Housegard to the position representing the disabled community, with a mid-term appointment beginning immediately and ending December 31, 2027.
- Appoint Russell Malburg to the position representing individuals whose primary mode of transportation is cycling, with a full-term appointment beginning December 31, 2025 and ending December 31, 2029.

Subcommittee 1

8. Recommendation for Appointment to the Solid Waste Advisory Committee

Request: On Monday, November 17, 2025, recommend Will Elder be reappointed to a full term on the Solid Waste Advisory Commission as the City of Vancouver representative with a term beginning January 1, 2026, and ending December 31, 2028.

9. Approval of Claim Vouchers

Request: Approve claim vouchers for November 17, 2025.

Public Hearings

The following item(s) are scheduled for public hearing. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Officer, speakers are to limit their testimony to three minutes for each public hearing.

10. Ordinance Amending Vancouver Municipal Code Title 19 — Parking Provisions

AN ORDINANCE relating to the Parking Code for the City of Vancouver under Vancouver Municipal Code (VMC) Title 19; amending VMC sections 19.02.040 (B) relating to Limited Parking; 19.10.040 relating to Parking for persons with disabilities; 19.04.030 relating to Parking meter installation and time limits; 19.11.060 relating to Zone3—Parking meter fees; providing for severability; and setting an effective date.

Staff Report: 226-25

Request: On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Gabe Montez, Parking District Manager, Gabriel.Montez@cityofvancouver.us

11. 2026 Affordable Housing Property Tax Levy

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.0% in the City’s Affordable Housing Fund levy from the amount levied the previous year; and providing for an effective date.

Staff Report: 227-25

Request: On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Anthony Glenn, Treasurer, anthony.glenn@cityofvancouver.us

12. 2026 Preservation of Levy Capacity

AN ORDINANCE authorizing an increase in tax levy pursuant to RCW 84.55.120 and an increase in limit factor for maximum levy capacity pursuant to RCW 84.55.092.

Staff Report: 228-25

Request: On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Anthony Glenn, Treasurer, anthony.glenn@cityofvancouver.us

13. 2026 Ad Valorem Taxes

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2025/2026 Budget for the City of Vancouver; providing for alternative levies depending on whether Proposition No. 5 is approved or rejected by the registered voters of the City of Vancouver; and providing for an effective date.

Staff Report: 229-25

Request: On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Anthony Glenn, Treasurer, anthony.glenn@cityofvancouver.us

Communications

- A. From the Council
- B. From the Mayor
- C. From the City Manager

State of Tourism Update - Visit Vancouver

Adjournment

City Hall is served by C-TRAN. Route information and schedules are available online at www.c-tran.com. You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.

Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (RELAY: 711). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also

contact the phone numbers listed above.



New Revenue Discussion

Aaron Lande

Assistant City Manager

City Manager's Office

November 17, 2025



Agenda

- Review possible new revenue opportunities
- Seek direction on next steps



Revenue Options



2027-2028 Budget: Revenue Options

Fire Impact Fees- NEW

Authority & Limits	Revenue Potential	Restrictions	Considerations
<ul style="list-style-type: none">• Councilmanic authority• RCW 82.02.090 and RCW 82.02.050	<ul style="list-style-type: none">• Estimated revenue \$800k - \$1.0 M• Surrounding Cities have already adopted a fire impact fee<ul style="list-style-type: none">• Average fee/SqFt<ul style="list-style-type: none">• SFR - \$0.65• MFR - \$0.63• Commercial - \$0.92	<ul style="list-style-type: none">• Use limited to new fire protection facilities that are reasonably related to new development and growth• Cannot be used for Fire operation costs or deficiencies of existing stations.	<ul style="list-style-type: none">• Impact of growth on fire response times and Fire infrastructure• Impact on new development and affordable housing• Length of implementation – may be a future biennial budget



2027-2028 Budget: Revenue Options

Fire Impact Fees– Additional Considerations

- ***Recommendation: Propose changes to Impact fee codes to include Fire Impact fees***
- We currently collect impact fees for schools (not a city-imposed fee), parks, and traffic.
- Growth Management Act and state statutes allow for fire impact fees
 - RCW 82.02.090, RCW 82.02.050
- A change in code language would be consistent with neighboring cities and unincorporated Clark County.
- Recommendation is to establish the statutory framework. Fire Impact Fees cannot be assessed until we have an approved Capital Facilities Plan, rate model, and interlocal agreements in place. It will be necessary to coordinate with County and Fire District stakeholders.



2027-2028 Budget: Revenue Options

Automated Safety Traffic Cameras

Authority & Limits	Revenue Potential	Restrictions	Considerations
<ul style="list-style-type: none">• Councilmanic authority• RCW 46.63.220	<ul style="list-style-type: none">• Further study needed to understand impact on other jurisdictions	<ul style="list-style-type: none">• Must be used for traffic safety improvements• After 3 years in place, 25% of revenue must be sent to Cooper Jones Account	<ul style="list-style-type: none">• Labor intensive for courts, staffing up is essential• State sets fine limits• Raises privacy concerns• Potential to reduce traffic accidents/fatalities



2027-2028 Budget: Revenue Options

Automated Traffic Safety Cameras – Additional Consideration

Recommendation: Move forward with a Pilot Program.

- Additional information:
 - Analysis required on the impact of livability, accessibility, economics, education, and environmental health
 - Must post clearly marked signs at least 30 days prior to camera activation
 - For cities over 10,000 people, funds must be proportionately allocated to lower-income census tracts and areas with above-average injury crashes.



2027-2028 Budget: Revenue Options

Cannabis Tax Revenue

Authority & Limits

- Only state legislature can grant cities excise taxing power
- No clear legal authority for an additional local excise sales tax
- If state legislature shifts toward city regulatory power, authority shifts to City Council

Revenue Potential

- True excise tax authority could yield significant new revenue (other state models allow up to 3% local tax)
- Further study needed to understand true revenue potential of adjustments to licensing/permit fees

Restrictions

- Must comply with state cannabis regulatory framework
- Cannot impose new excise tax without statutory change

Considerations

- Advocacy at state level is required for excise authority
- May need to partner with Clark County
- Reliance on state distributions means volatility tied to sales and legislative choices
- Zoning decisions directly impact eligibility for funds



2027-2028 Budget: Revenue Options

Cannabis Tax Revenue

- **Recommendation:**

- Explore city-based regulatory licensing and permitting fee increases
- Maintain cannabis business siting to protect current revenue streams
- Support state efforts to expand shared revenue (SB 5547)
- Consider lobbying for future local excise tax authority to match other states' models

- **Additional Information:**

- **Legislative Activity**

- SB 5547 (2025–26): expands local revenue share
- SB 6271: explores potency-based taxation (state-level only)



2027-2028 Budget: Revenue Options

Fire & Life Safety Inspection and Fire Ops Permit Fees

- ***Recommendation:***
 - Present City Council with options to align the existing occupancy Fire & Life Safety Inspection and Operational Permit fees for cost recovery
- ***Additional Information:***
 - Fees have not increased since January 1, 2022
 - 2025 Projected Revenue: ~\$1.5M
 - Authority to increase fees is councilmanic
 - Benchmarking – City of Vancouver current fees more than 50% lower than comparable cities
 - Current target cost recovery rate = 90%





Questions & Discussion



Thank You



Homelessness Emergency Situation Report

Incident Name: Homelessness Emergency

Incident Commander: Aaron Lande

Operational Period: October 2025

Situation Report # 24

New Emergency Orders

None. The list of existing emergency orders can be found on the City's [Homelessness Emergency Declaration](#) page.

Emergency Response

- We have lost 29 people since December 2024 Homeless Memorial
 - 3 in the month of October
 - Annual Homeless Persons' Memorial Day planning under way
 - Will be held at St. Paul Lutheran Church on Sunday, December 21, 2025; more details to come.
- **Vancouver Fire data:**
 - Fire Service: 101 Calls in Q3/268 calls YTD
 - Rescue & EMS: 616 Calls in Q3/ 1363 calls YTD
- **Vancouver Police data:**

Police Events and Time on Events with Unsheltered Homelessness Involvement

	October 2025	Year to Date
# of Events* (percentage of all events)	871 (9.7%)	9,559 (10.0%)
Hours spent on events** (percentage of all police event hours)	1,831.5 (16.9%)	19,425.0 (17.6%)

*Total number of events officers indicated were related to unsheltered homelessness in the month of October and year to date (YTD), as well as the percentage of all events relative to all police events in October and YTD.

**Total number of officer hours spent on events officers indicated were related to unsheltered homelessness in the month of October and year to date (YTD), as well as the percentage of time spent on these events relative to all events in October and YTD.

HART Activities

- HART conducted clean-ups at the following locations:
 - Area around W 11th, 12th, 13th, and Jefferson, King, Lincoln streets
 - Fire Impact Zone in Burnt Bridge Creek area
 - Several scattered sites addressed by Sheila’s rapid response crew
 - Regular coordination with WSDOT for outreach and cleanup on their properties along the freeway system in the City of Vancouver

HART Encampment Cleanups and Solid Waste Removal

Type of Operation	Tons Removed
Coordinated health & sanitation encampment cleanups	13.49
HART Encampment Response Coordinator – rapid response crew	13.96
Year-to-date	262.68

- Handed out 37 naloxone kits and provided awareness on overdose response to 16 individuals through our partnership with WA State Dept. of Health’s Opioid Education and Naloxone Distribution (OEND) Program.
 - 1 overdose was reported to HART as reversed by a community member using these naloxone kits in October
 - OEND supports access to naloxone for people who are likely to experience or witness an opioid overdose by providing free naloxone to organizations and community groups for distribution to clients and community members.

- HART brought on its newest outreach coordinator to the team. She was hired under the generous grant from the Ed and Dolly Lynch Fund of the Community Foundation of Southwest Washington. She is a great addition to our team, and we are excited to have her!

Community Engagement

- HART attended the Northcrest Neighborhood Association meeting on October 16th to present about the HART team services, the City’s response to unsheltered homelessness, and provide an update on the bridge shelter project. The meeting was well attended, and we fielded a lot of great questions from community members!
- A local Boy Scout working on his Eagle Scout rank chose homelessness as an issue affecting the community and wanted to know how young people could get involved civically to help make a difference. We spent some time with him answering questions about unsheltered homelessness, its impacts in the community, and how he and others who wanted to get involved could make a difference.
- HART presented at the monthly Continuum of Care (CoC) Learning Collaborative meeting on October 15th. Attendees learned about the different roles and responsibilities of the HART team in accomplishing the work of outreach, health and sanitation, and enforcement. Many said it was great to understand how being a government team differs from being a non-government team in this field of work.

Safe Stays/Safe Park

- **The Outpost:**
 - 1 resident transitioned into housing after more than 10 years of homelessness!
 - 1 resident obtained their ID card.
 - 1 resident gained employment after years of unemployment.
 - 1 resident began outpatient treatment.
 - 1 resident obtained prescription eyeglasses.
 - 1 resident obtained medical insurance.
 - DSHS mobile team/unit visited and was a great success, serving 5-6 residents with EBT recertification, disability benefit status, and medical cards.
- **Hope Village:**
 - 2 residents transitioned into housing.
 - 5 additional residents are “document ready” and slated to transition to housing.
 - 4 residents obtained ID cards, and 1 resident obtained their Social Security Card.

- 1 resident has had a multiple job interviews.
 - Several residents have been working on and maintained sobriety leading to other positive choices for themselves, such as mental health treatment, family reunification, and exploring employment options.
 - Hope Village counted 322 contacts by individuals stopping at their front gate for assistance with food, water, and sometimes safety or peer support this month.
 - With help from a grant received from the Neighborhood Grants Program they were able to host a Harvest Party, with more than 40 families/individual neighbors attending. “It was so nice seeing families and people from the neighborhood come in for food, candy and great music.”
- **Kiggins Village:**
 - 1 resident transitioned into housing.
 - 4 residents received veteran housing vouchers and will start looking for housing to move into.
 - 4 residents obtained IDs and 3 obtained Social Security Cards.
 - 6 residents participated in detox services.
 - 1 resident obtained employment.
 - 1 resident started Peer Support training through the Healthcare Authority.
- **415 West:**
 - 3 residents transitioned to housing; all had been chronically homeless and previously lived along the Mill Plain sound wall; one had experienced homelessness for more than 10 years!
 - 5 additional residents are “document ready” and slated to transition to housing soon!
 - 1 resident obtained their ID card.
 - 1 resident obtained employment.
 - 1 resident began outpatient treatment services.
 - 6 residents and 1 staff member registered to vote.
 - Community Engagement
 - Janet B from Messiah Lutheran Church obtained a grant and bought new coats and boots for our residents. She also donated new wool blankets to be handed out to unsheltered people who come to our gate seeking assistance.
 - Joe P continued donating snacks, coffee, and lunch.
 - Our Lady of Lourdes Mother Teresa food truck continued to come twice weekly for lunch, where their hot soup is always a hit! Lots of residents always remark on how kind they are and how they used to come out to the BBC trail.
 - Free Hot Soups donated dinners twice weekly.
 - The Couve Collective held its support circles this month. It's grown quite a bit, and we now have residents and past residents who attend the group weekly.

- 415 West is a community service partner, and three people completed 44 hours of community service in October, meeting court requirements.
- **Homeward Bound – Safe Park:**
 - 44 total individuals served – including 5 children and 28 pets.
 - 1 resident transitioned to housing
 - 1 resident obtained their ID card
 - 1 resident paid off prior eviction debt that was a barrier to housing and is now applying for apartments.
 - 1 resident, a Veteran, has been working towards a housing voucher since April and had their voucher review meeting this month
 - 1 couple with transportation barriers, who had been relying on co-workers for transportation, was able to purchase a vehicle.
 - 1 resident with part-time work was promoted to full-time employment
 - 3 residents have prioritized their health and began dental work, and physical therapy
 - Through a generous donation of a cargo van to LiveLove a few months ago, they were able to transport 6 residents to pick up food and clothing
 - “Our weekly bingo nights and biweekly community meetings have become something everyone looks forward to. They have created space for laughter, conversation, and learning. When Kevin Gillette joined us this month to talk about credit and answer questions over pizza, it reminded everyone that progress is built through consistency and belonging.”

Bridge Shelter

- Beginning of site work
- Neighborhood/community engagement related to construction has begun.
- Vancouver Bridge Shelter Open House from 5 to 7 p.m. at Walnut Grove Elementary School, 6103 N.E. 72nd Avenue. Community members are invited to meet the project team, ask questions and learn more about the construction process.
- Bridge Shelter Buffer:
 - Will require VMC amendment
 - Options: 1000/1500/2000 feet (See attached maps)
 - Looking for Council direction on buffer size

Community Court

Court Administrator is out; reporting will resume next month.

Property Closures

None. The list of properties closed by emergency orders can be found on the City's [Homelessness Emergency Declaration](#) page.

Appreciation

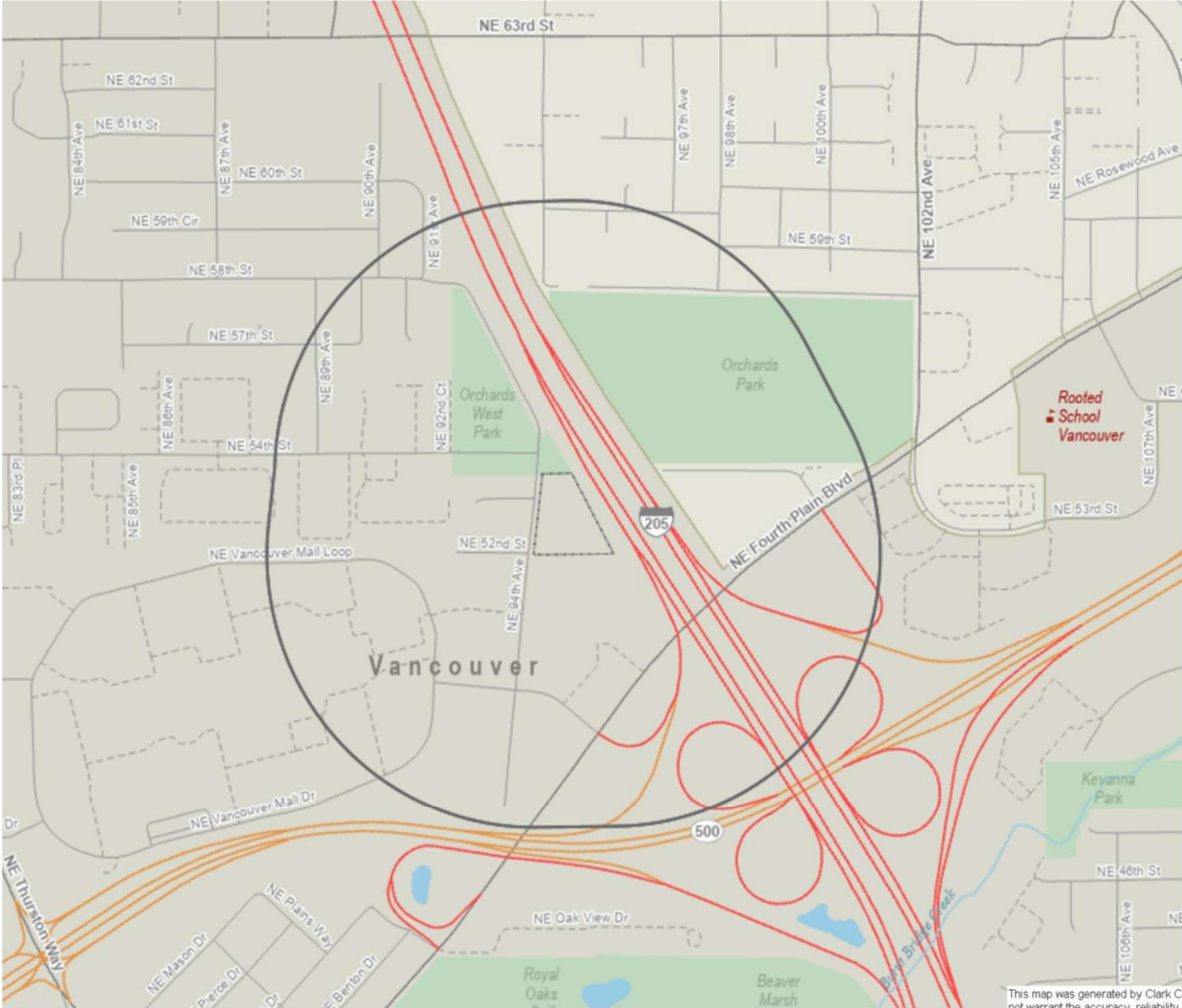
This month, we recognize the Bridge Shelter Project Management Team, and especially Kevin Kearns for his leadership of those efforts. Any commercial building project is a herculean task, and with the added urgency to get this new facility opened as quickly as possible, the management of the overall project has been phenomenal!

An additional shoutout to Ryan Lopossa who collected 20 blankets for donation to the HART team for distribution to those sheltering outside. With the recent change in weather to cold and wet the blankets were in demand and well received. Thank you Ryan for your personal contribution!

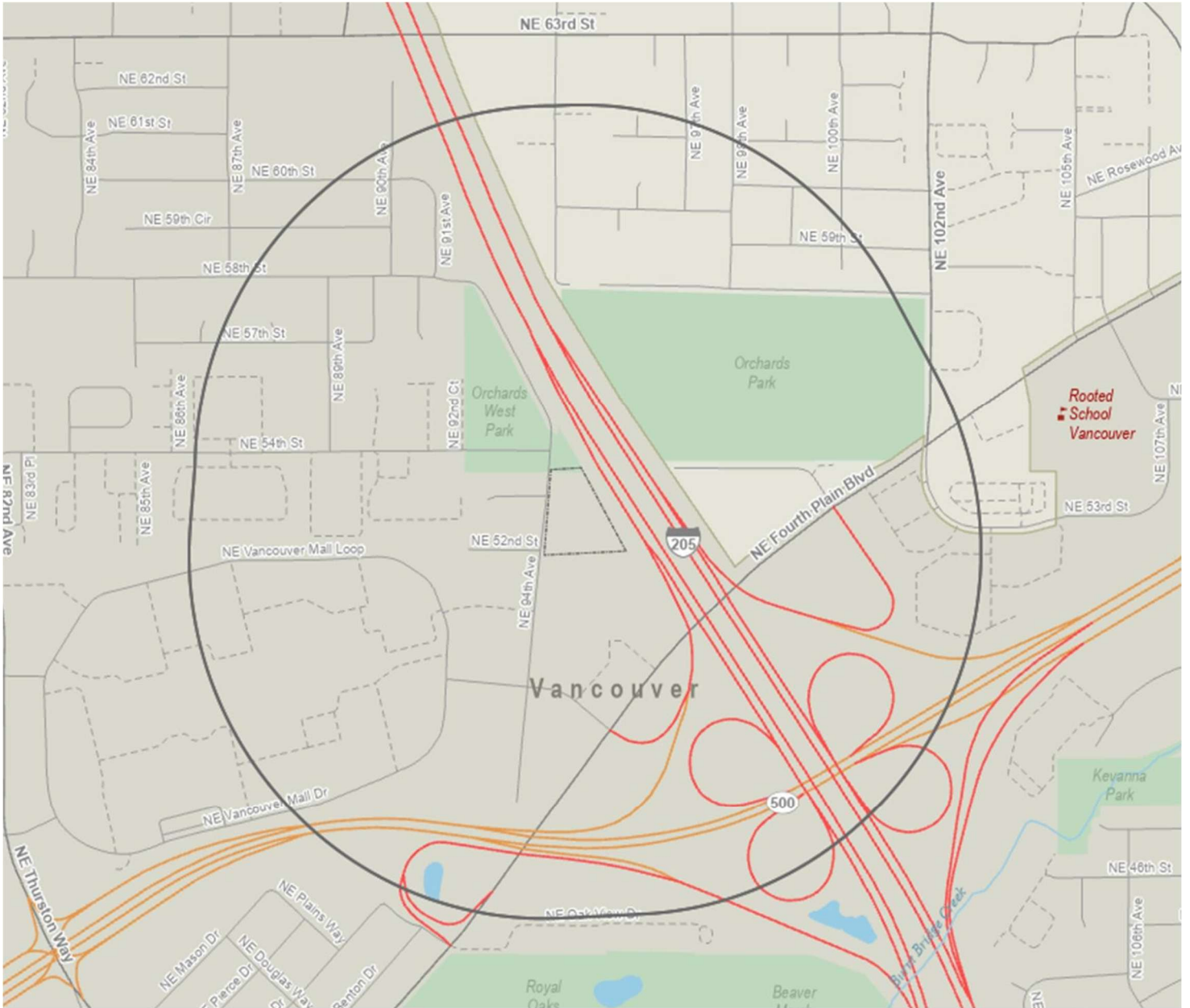
In recognition that the City's Homelessness Response team could not accomplish what it does alone, especially during this emergency, HART would like to express its appreciation for the many departments and individuals who partner in the work:

- Economic Prosperity and Housing Department
- Public Works – grounds, streets, environmental services, transportation, and more
- Vancouver Police Department
- Vancouver Fire Department
- Vancouver Parks, Recreation and Cultural Services
- Communications
- Code Compliance
- Parking Services
- General Services
- Information Technology
- Planning
- Budget
- Legal
- Procurement
- Administrative Assistants
- And countless others who are critical to our mission

1500 Feet



2000 Feet





City Council Meeting Minutes

Vancouver City Hall | Council Chambers | 415 W. 6th St.
PO Box 1995 | Vancouver, WA 98668-1995
cityofvancouver.us

Anne McEnergy-Ogle, Mayor • Bart Hansen • Ty Stober • Erik Paulsen • Sarah J. Fox • Diana H. Perez • Kim D. Harless

October 20, 2025

Workshops: 4:45 - 6:00 p.m.

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

The City Council Meeting was held on 10/20/2025 at 4:45 PM in the Vancouver City Hall, Council Chambers 415 West 6th Street, Vancouver, WA 98660.

Workshops were conducted in person in the Council Chambers of City Hall. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, or www.facebook.com/VancouverUS.

View the CVTV video recording, including presentations and discussion, for workshops at: <https://www.cvtv.org/video/city-council-workshops-10-20-25-2025101014/>

City Hall FY25-26 Capital Projects Overview

(Approximately 45 minutes)

Geraldene Moyle, General Services Director,
geraldene.moyle@cityofvancouver.us

Staff led Council through a discussion of the City Hall FY25-26 Capital Projects Overview.

Continuance of Resolution Limiting Plan and Zone Changes Prior to Comprehensive Plan Update

(Approximately 30 minutes, to immediately follow the previous workshop)

Rebecca Kennedy, Deputy Community Development Director, Bryan Snodgrass, Principal Planner, rebecca.kennedy@cityofvancouver.us,
bryan.snodgrass@cityofvancouver.us

Staff led Council through a discussion of the Continuance of Resolution Limiting Plan and Zone Changes Prior to Comprehensive Plan Update.

Council Dinner / Administrative Updates (6:00 - 6:30 PM)

Regular Council Meeting

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

This meeting was conducted as a hybrid meeting with in person and remote viewing and participation over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CTVV cable channels 23 or HD 323, or on the City's Facebook page, www.facebook.com/VancouverUS. Public access and testimony on Consent Agenda items and under the Community Forum were also facilitated in person and via the GoToMeeting conference call.

Vancouver City Council meeting minutes are a record of the action taken by Council. To view the CTVV video recording, including presentations, testimony and discussion, for this meeting please visit: <https://www.cvtv.org/video/vancouver-city-council-10-20-25-2025101015/>

Electronic audio recording of City Council meetings are kept on file in the office of the City Clerk for a period of six years.

Pledge of Allegiance

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnery-Ogle. This meeting was conducted as a hybrid meeting, including both in person and remotely over video conference.

Present: *Councilmember Harless, Councilmember Perez, Councilmember Fox, Councilmember Paulsen, Councilmember Stober, Councilmember Hansen, Mayor McEnery-Ogle*

Absent: *None*

Proclamations

Breast Cancer Awareness Month

Mayor McEnery-Ogle read and presented a proclamation to Don Stose, Senior Board Member for Pink Lemonade Project, proclaiming October 2025, as Breast Cancer Awareness Month.

In Memoriam of John Fishbach

Mayor McEnery-Ogle read and presented a proclamation to Lon Pluckhahn, City Manager, proclaiming October 20, 2025, as In Memoriam of John Fishbach.

In Memoriam of Pat McDonnell

Mayor McEnery-Ogle read and presented a proclamation to Lon Pluckhahn, City Manager, proclaiming October 20, 2025, as In Memoriam of Pat McDonnell.

Community Communication

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined. RCW 42.17A.555 and City Council Policy 100-32 prohibit the use of public facilities to support or oppose any ballot measure, or to support or oppose any candidate for elective office. Any violation of these rules could result in a suspension of speaking privileges during public comment periods at City Council Meetings for 90 days or longer for multiple offenses.

Mayor McEnery-Ogle opened Community Communication and received testimony from the following community members regarding any matter on the agenda not scheduled for a Public Hearing:

- *Bruce Barnes, Vancouver*

There being no further testimony, Mayor McEnery-Ogle closed Community Communication.

Consent Agenda

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately – after the motion has been made and passed to approve the remaining items.

Motion by Councilmember Paulsen, seconded by Councilmember Perez, and Yes: 7, No: 0, Abstaining: 0, to approve Items 1-6 on the Consent Agenda.

1. Construction Acceptance — Growth Management Area (GMA) Pump Station Upgrades

Staff Report: 210-25

Request: On October 20, 2025, accept the facilities as constructed by Tapani, Inc. of Vancouver, Washington, and authorize release of the retainage bond subject to receipt of all documentation required by law.

Sheryl Hale, Engineering Manager, sheryl.hale@cityofvancouver.us

Motion approved the request.

2. Contract Award — George Elevator Services - Elevator maintenance and repair - C-102059

Staff Report: 211-25

Request: On Monday, October 20, 2025, authorize the City Manager, or designee, to finalize and execute a contract with George Elevator Services, up to a maximum of \$1,500,000 through October 31, 2030.

Brian Taylor, Operations Superintendent,
brian.taylor@cityofvancouver.us

Motion approved the request.

3. RFP 24-25: Contract Awards - Towing and Recovery Services, Inc and Triple J Enterprises, Inc for Towing Services

Staff Report: 212-25

Request: On Monday, October 20, 2025, authorize the City Manager, or designee, to execute a professional services agreement, from RFP 24-25 General and Evidence Towing Services, between the City of Vancouver and Towing and Recovery Services, Inc (DBA: Action Towing, Custom Towing and Customer 24 Hour Towing); a second professional services agreement between the City of Vancouver and Triple J Enterprises, Inc (DBA: Orchards Towing, Orchards Towing and Recovery, Triple J Towing, Triple J Emergency Towing, and Anytime Towing) for an estimated amount not to exceed \$1,000,000 each; authorize the City Manager to take any legal action necessary to enforce the terms of the same.

Daphine Harris, Police Business Services Manager,
daphine.harris@cityofvancouver.us

Motion approved the request.

4. RFP 25-25: Award Contract - Rapid Response Bio Clean Inc. to Perform Abatement of Biohazardous Materials from Derelict Recreational Vehicles (RVs)

Staff Report: 213-25

Request: On Monday, October 20, 2025, authorize the City Manager, or designee, to execute a professional services agreement, from RFP 25-25 Recreational Vehicle (RV) Storage, Testing, Abatement, Remediation, and Demolition Services, between the City of Vancouver and Rapid Response Bio Clean Inc. for an estimated amount not to exceed \$1,400,000; authorize the City Manager, or designee, to take any legal action necessary to enforce the terms of the same.

Daphine Harris, Police Business Services Manager,
daphine.harris@cityofvancouver.us

Motion approved the request.

5. Interlocal Agreement - City of Vancouver and Clark County Street Imagery Software Platform - Cyclomedia

Staff Report: 214-25

Request: On Monday, October 20, 2025, authorize the City Manager, or designee, to finalize and execute the proposed Interlocal Agreement with Clark County for cost sharing in the acquisition of street imagery data from Cyclomedia.

Ryan Lopossa, Streets and Transportation Manager,
ryan.lopossa@cityofvancouver.us

Motion approved the request.

6. Approval of Claim Vouchers

Request: Approve claim vouchers for October 20, 2025.

Motion approved claim vouchers in the amount of \$11,510,506.80.

Public Hearings

The following item(s) are scheduled for public hearing. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Officer, speakers are to limit their testimony to three minutes for each public hearing.

7. In accordance with RCW 42.17A.555, the Vancouver City Council will accept public testimony and express a collective decision and/or vote upon a Resolution in support of Proposition No. 5 City of Vancouver, Washington Police and Public Safety Services Levy Lid Lift

A RESOLUTION expressing the City Council's support for Proposition 5, which, if approved by voters, would fund police and public safety services, including

additional police officers, equipment, and criminal justice system costs by increasing Vancouver’s regular property tax levy by approximately \$0.15/\$1,000 assessed valuation (AV), for a maximum regular property tax levy rate not to exceed \$2.47/\$1,000 (AV) for collection in 2026. The 2026 levy amount will be the basis to calculate subsequent levies, per RCW 84.55. Qualifying seniors, veterans, and others would be exempt, per RCW 84.36.

Staff Report: 215-25

Request: On Monday, October 20, 2025, following a public hearing affording approximately equal opportunity to those in support and those in opposition, express a collective decision and/or vote upon a Resolution in support of Proposition No. 5 City of Vancouver, Washington Police and Public Safety Services Levy Lid Lift.

Troy Price, Police Chief, troy.price@cityofvancouver.us

Troy Price, Police Chief, provided an overview of the In accordance with RCW 42.17A.555, the Vancouver City Council will accept public testimony and express a collective decision and/or vote upon a Resolution in support of Proposition No. 5 City of Vancouver, Washington Police and Public Safety Services Levy Lid Lift.

Council discussed the item briefly with staff.

Mayor McEnery-Ogle opened the public hearing and received testimony from the following community members:

- *Bruce Barnes, Vancouver*
- *Marsha Joslin, Vancouver*

There being no further testimony, Mayor McEnery-Ogle closed the public hearing.

Motion by Councilmember Paulsen, seconded by Councilmember Fox, and Yes: 7, No: 0, Abstaining: 0, to approve Resolution M-4356.

Communications

A. From the Council

B. From the Mayor

C. From the City Manager

Homeless Situation Report

Jamie Spinelli, Homeless Response Manager, discussed the Homeless Situation Report.

State Legislative Agenda Update

Aaron Lande, Assistant City Manager, discussed the State Legislative Agenda Update.

Adjournment

7:36 p.m.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

The written comments below are those of the submitter alone and are not representative of the views of CVTV or the City of Vancouver, its elected or appointed officials, or its employees.

Brad Erhart

[REDACTED]
Vancouver, WA 98683

October 13, 2025

Mayor Anne McEnerney-Ogle & Vancouver City Councilmembers
City Manager Lon Pluckhahn
City Clerk Natash Ramras
City of Vancouver
415 W 6th St
Vancouver, WA 98660

Re: Ethics Complaint Against Councilmember Kim Harless – Appearance of Fairness Violations, Actual Impropriety, and Demand for Process Reset

This letter documents fundamental violations of law, policy, and ethical standards that have tainted the ethics complaint process from inception through the October 6, 2025 Council proceeding.

These violations constitute not merely appearance concerns but actual impropriety that necessitates voiding the proceedings and demands immediate corrective action.

I. VIOLATIONS DOCUMENTED

The following violations demonstrate actual impropriety through actions exceeding legal authority, unauthorized legal work, selective evidence presentation, improper gatekeeping, and systematic denial of procedural protections.

A. Recusal and Outside Counsel Engagement

The City Attorney's recusal and subsequent engagement of outside counsel occurred through a series of irregular actions that exceeded legal authority and maintained operational control despite claimed conflict.

1. Improper Recusal Without Verification

City Attorney Nena Cook recused based solely on unverified hearsay from the accused without conducting due diligence to confirm whether the claimed prior consultations actually occurred, with which attorneys, what matters were discussed, or when.

A conflict of interest requiring recusal must be based on material facts demonstrating an actual conflict, not merely unverified assertions.

Why was no due diligence performed to establish whether any such consultations occurred?

2. Ultra Vires Engagement of Outside Counsel

There was unilateral engagement with outside counsel without Council authorization as required by *Charter Sections 2.05 and 11.04* and *Policy 100-36*:

- No Council resolution authorized this engagement
- No Council action defined the scope
- No Council designation of outside attorney as substitute decision-maker
- City Attorney's office maintained operational control despite claiming recusal

3. Question Regarding Washington Bar Licensure

Kathy Dent of Davis Wright Tremaine LLP (Portland, Oregon) provided the September 29, 2025 legal memorandum interpreting sections of Washington statute *RCW 42.23* for use in Washington quasi-judicial proceedings.

Ms. Dent does not appear to be licensed to practice law in Washington State based on available public records.

How was an attorney not licensed in Washington authorized to provide legal analysis interpreting Washington law for Washington quasi-judicial proceedings?

This raises significant concerns requiring investigation and disclosure of all engagement documents, supervision arrangements, verification of licensure status, all communications between Ms. Dent and the City Attorney's office, and any communications between Dent and Harless.

4. Continued Central Role by Recused Office

Despite claiming recusal, the City Attorney's office maintained operational control:

- Outside counsel memorandum addressed "To: Nena Cook, City Attorney"
- Staff Report listed "Staff Contact: Nena Cook, City Attorney"
- City Attorney presented matter to Council, explained procedural history and options
- City Attorney responded to Council questions throughout October 6 proceeding

B. Scope and Evidence Violations

Policy 100-36 Section 9.0 limits initial review to facial legal sufficiency—whether the complaint "on its face" alleges facts that "if true" would substantiate a violation. The outside counsel memorandum and City Attorney exceeded this limited scope.

1. Exceeded Permitted Scope Through Fact-Finding

The outside counsel memorandum performed investigative functions beyond facial review:

- Weighed evidence and made credibility determinations
- Dismissed allegations as "insufficient" and "pure speculation"
- Styled itself as an "Investigation Report" rather than facial review
- Performed fact-finding reserved for Hearings Examiner after full evidentiary hearing

Policy 100-36 Section 9.0 explicitly limits review to whether the complaint "on its face" alleges facts that "if true" would substantiate a violation.

2. Selective Use of Evidence

The outside counsel memorandum ignored the most crucial information:

- 2021 campaign donation from John Park to Councilmember Harless (establishing prior financial incentives)
- LTAC and City Council meeting minutes showing Harless as chair had influence in the process, that she was involved in establishing the contractual procedure and that her votes were for the **contracts** (not mere grants) between Park and the City

3. Legal Mischaracterization

The memorandum improperly narrowed statutory language:

- Ignored direct and indirect beneficial interest contrary to *RCW 42.23.030*'s plain language, indicating remote interests were the same thing
- Ignored *Charter Section 11.07* independent basis for complaint
- Failed to apply case law regarding supervisory roles

C. Ex Parte Communications

On October 3, 2025—three days before the quasi-judicial hearing—Councilmember Harless engaged in uncured ex parte communications that violated *RCW 42.36.060* and *Policy 100-39*.

1. Public Editorial Board Interview

Councilmember Harless participated in an Editorial Board interview with The Columbian discussing:

- The merits of the pending ethics complaint
- Arguments that there was "no financial benefit"
- Characterization of complaint as "targeting" and "invasion of privacy"
- Policy advocacy to "retire" appearance of impropriety standard

2. Failure to Cure

RCW 42.36.060 and *Policy 100-39* require Council members to place substance of ex parte communications on the record, announce content publicly, and provide opportunity for parties to rebut. None of these requirements were satisfied at the October 6, 2025 meeting.

Why were these mandatory ex parte communication disclosures and cure procedures completely omitted from the October 6 proceeding?

3. Identity-Based Arguments

During both the Editorial Board interview and October 6 presentation, Councilmember Harless characterized the appearance of impropriety standard as subject to "weaponization" against officials with visible community ties, particularly women, LGBTQ individuals, and other vulnerable groups.

This framing improperly attempts to influence decision-makers by suggesting neutral policy application would constitute discrimination. As a member of several of these communities myself, I have now witnessed veiled threats online directed at me following these characterizations, creating an intimidating environment around this complaint.

D. October 6, 2025 Quasi-Judicial Hearing Violations

The October 6, 2025 City Council meeting exhibited multiple violations of quasi-judicial hearing requirements mandated by *Policy 100-39*.

1. Inadequate Notice and Denied Opportunity for Written Submissions

Policy 100-39 requires written materials be submitted one week prior to quasi-judicial hearings:

- No notice provided that quasi-judicial procedures would apply
- No opportunity to submit materials in advance
- No advance copy of Staff Report despite being a party

2. Omitted Appearance of Fairness Opening Recitations

Policy 100-39 prescribes mandatory opening procedures requiring the presiding officer to inquire about ex parte communications, personal or financial interests, and potential bias, and to invite challenges. None of these occurred on October 6, 2025.

Why were these mandatory opening recitations—designed to protect the integrity of quasi-judicial proceedings—completely omitted?

3. Denial of Equal Time

Policy 100-39 requires equal time (generally fifteen minutes per side) for parties:

- I was cut off after approximately three minutes with "No, sir, you may not"
- Councilmember Harless received extended uninterrupted time (approximately 15 minutes) for substantive arguments and policy advocacy
- This fundamental inequality violated express equal time requirements

Why was I afforded only three minutes while the accused received fifteen minutes in a quasi-judicial proceeding that expressly requires equal time for parties?

4. Improper Policy Arguments in Quasi-Judicial Context

Councilmember Harless's arguments were inappropriate for quasi-judicial proceedings:

- Urged Council to "retire" the appearance of impropriety standard
- Made identity-based framing suggesting neutral application would be discriminatory
- Arguments for policy change belong in legislative process, not quasi-judicial proceedings determining individual rights under existing standards

5. Failure to Properly Designate Hearings Examiner

Policy 100-36 Section 9.0 requires Council to "designate" the Hearings Examiner:

- City Attorney referenced "our hearings examiner who hears our land use cases"
- No Council motion or vote formally designated a specific examiner
- This appears to be staff default selection rather than required Council designation

Why was the Hearings Examiner selection made by staff rather than by formal Council designation as *Policy 100-36 Section 9.0* requires?

E. Concurrent Policy Review Creating Improper Pressure

Following the referral vote, Councilmember Perez moved to have review of the policy conducted concurrently with investigation of my complaint under that policy.

Having the Hearings Examiner know that the policy itself is under scrutiny while investigating alleged violations creates improper pressure to make findings that avoid strict application or recommend policy changes favorable to the accused.

F. Voidable Referral Decision

Following all documented violations, the Council voted to refer my complaint to a Hearings Examiner.

Policy 100-39 Section 8.0 explicitly provides:

The remedy for an action taken by the City Council in violation of the Appearance Fairness Doctrine is to **void the action.**

The cumulative effect of these violations renders the October 6, 2025 decision void or voidable.

II. LEGAL FRAMEWORK

The ethics complaint process must comply with applicable law and policy that govern quasi-judicial proceedings and protect parties' rights.

A. Quasi-Judicial Nature of Ethics Proceedings

The City Attorney explicitly stated during the October 6, 2025 meeting that "this first step, the council has to assume all the facts in the complaint are true."

These proceedings determine legal rights and duties of specific parties and trigger full protections of the appearance of fairness doctrine (*RCW 42.36*) and quasi-judicial procedures (*Policy 100-39*).

B. Applicable Procedural Requirements

Policy 100-39 mandates specific procedures for quasi-judicial hearings:

- Ex parte communication disclosure and cure
- Equal time for parties (generally fifteen minutes per side)
- Opening recitations to identify conflicts and invite challenges
- Advance notice allowing written materials one week prior
- **Section 8.0:** Violations of appearance of fairness doctrine **void** the action taken

C. Council Authority and Limits on Delegation

Charter and policy provisions establish that only the Council itself may authorize deviations from prescribed procedures or delegate official functions:

- **Charter Section 2.05:** Powers and duties vested in City Council
- **Charter Section 11.04:** Investigation authority reserved to Council or persons authorized by Council resolution
- **Charter Section 11.07:** Prohibition on direct or indirect personal interest in City contracts
- **Policy 100-36 Section 9.0:** Initial facial sufficiency review assigned to City Attorney; Council is the deciding body.

III. THIS IS ACTUAL IMPROPRIETY, NOT MERELY APPEARANCE

The violations documented above constitute actual impropriety, not merely appearance concerns.

- Ultra vires actions by City officials exceeding legal authority are actual impropriety.
- Selective use of evidence to reach predetermined conclusions is actual impropriety.
- Recusal based on unverified hearsay while maintaining operational control is actual impropriety.
- Systematic denial of quasi-judicial procedural protections is actual impropriety.

The appearance of fairness doctrine exists because appearance matters—the public must have confidence that governmental decision-making is fair and neutral. But when violations go beyond mere appearance to include questionable legal work, actions exceeding authority, and systematic procedural failures, the impropriety is actual.

The process has been compromised not just in how it appears but in how it actually functioned.

IV. THE ONLY ADEQUATE REMEDY IS COMPLETE PROCESS RESET

The violations are not mere technical defects curable by proceeding to a Hearings Examiner. The process has been fundamentally compromised from inception:

- Selection and direction by recused office without Council authorization
- Scope exceeded, evidence ignored, law misapplied
- October 6 proceeding failed basic quasi-judicial requirements
- Ex parte communications shaped environment without cure
- Referral decision made after tainted process

A new hearing before a Hearings Examiner cannot cure these fundamental defects because the matter has already been improperly filtered, legally misconstrued, and procedurally compromised. The initial facial sufficiency determination was made by an entity lacking authority to make it.

The Council's consideration occurred without required procedural safeguards. Ex parte communications went uncured. The legal and factual framing has been distorted by selective evidence and misapplication of law.

The only remedy that can restore integrity is to nullify all actions taken after August 28, 2025, reinstate the complaint to its original status, and restart the process with proper Council authorization, proper procedures, and truly independent oversight.

The City Attorney's office actions raise significant concerns regarding professional conduct and judgment, including taking action based on unverified hearsay and maintaining operational control despite claimed conflict. These concerns warrant review under applicable rules of professional conduct and may necessitate different counsel involvement going forward.

V. SPECIFIC DEMANDS

In light of the violations detailed above, I demand that the City take the following actions.

A. Nullify the September 29, 2025 Memorandum

The memorandum prepared by Kathy Dent must be declared void and given no effect because:

- Concerns regarding whether the attorney was properly authorized to practice in Washington for this matter
- It was engaged without Council authorization as required by Charter provisions
- It exceeded facial review scope prescribed by *Policy 100-36*

- It selectively used evidence and misapplied legal standards

No findings, conclusions, or legal characterizations from this memorandum can be relied upon as a result in any subsequent proceedings.

B. Reinstate Complaint to Original Status

My ethics complaint must be restored to its status as of August 28, 2025, prior to any actions by outside counsel, the City Attorney's office, or the City Council. All subsequent proceedings, including the October 6, 2025 Council consideration and referral decision, must be vacated as void or voidable under *Policy 100-39 Section 8.0*.

C. Implement Immediate Litigation Hold

The City must immediately implement a litigation hold preserving all documents, communications, and records related to my ethics complaint, with written instructions to all relevant custodians that no documents may be deleted, destroyed, or altered.

VI. RESERVATION OF RIGHTS

I expressly reserve all rights and remedies available under state or local law:

- Rights to seek judicial review of Council action or inaction
- Rights to file complaints with state oversight bodies concerning violations of Open Public Meetings Act, appearance of fairness requirements, and public records retention
- Rights to seek injunctive or declaratory relief
- Rights to seek damages for violations of my rights or retaliation
- Any other legal or equitable remedies

Nothing in this letter constitutes a waiver of any procedural defect, substantive error, or legal violation. I do not acquiesce to any irregular procedures that have occurred or may occur. I specifically preserve all objections to the process defects detailed herein and to any further proceedings that do not cure these defects through complete process reset.

The appearance of fairness violations documented in this letter are ongoing. Each day the tainted September 29 memorandum remains in effect, each day the voidable October 6 referral decision stands, and each day proceedings move forward on this compromised foundation compounds the violations and further undermines public confidence in the City's ethics processes. Prompt remedial action is essential.

VII. CONCLUSION

I filed my ethics complaint on August 28, 2025, in good faith, supported by substantial documentary evidence including meeting minutes, resolutions, Public Disclosure Commission documents, and other records. I am entitled to have that complaint reviewed through a process that complies with applicable legal requirements.

The process to date has failed catastrophically to provide those basic protections. The violations include concerns regarding proper authorization of legal work, ultra vires actions by City officials, selective manipulation of evidence, systematic denial of procedural protections, and a referral decision made through a proceeding that violated mandatory appearance of fairness requirements.

These are not mere technicalities. They represent fundamental failures to afford the procedural protections that state law, City Charter, and City policy guarantee in quasi-judicial proceedings. When the process itself is compromised by questionable legal work, actions exceeding authority, and denial of fair procedures, no subsequent hearing can cure the foundational defects.

The citizens of Vancouver deserve a government that conducts itself with scrupulous adherence to legal and ethical requirements, particularly when investigating allegations of ethical violations by its own members. The process must be above reproach. The current process has fallen catastrophically short of that standard through actual impropriety, not merely appearance concerns.

I request a written response within ten business days confirming the City's intended course of action.

I am prepared to meet with Council members, the City Manager, or other appropriate officials to discuss these matters, but I will not acquiesce to procedures that violate my rights, exceed legal authority, and undermine the integrity of ethics processes.

I trust the Council will acknowledge these failures, take responsibility for ensuring proper procedures, implement the demanded remedial actions, and restore public confidence in the City's ethics processes through complete transparency and accountability.

The violations documented herein demand immediate action. The longer the City delays in addressing these fundamental defects, the more it compounds the impropriety and damages public trust.

I respectfully but firmly insist that the Council act promptly to remedy these violations and ensure that my complaint receives the fair, lawful, and neutral review to which I am entitled.

Respectfully submitted,

Brad Erhart

Brad Erhart

Complainant



City Council Meeting Minutes

Vancouver City Hall | Council Chambers | 415 W. 6th St.
PO Box 1995 | Vancouver, WA 98668-1995
cityofvancouver.us

Anne McEnery-Ogle, Mayor • Bart Hansen • Ty Stober • Erik Paulsen • Sarah J. Fox • Diana H. Perez • Kim D. Harless

October 27, 2025

Council Dinner / Administrative Updates (6:00 - 6:30 PM)

Regular Council Meeting

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

This meeting was conducted as a hybrid meeting with in person and remote viewing and participation over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, www.facebook.com/VancouverUS. Public access and testimony on Consent Agenda items and under the Community Forum were also facilitated in person and via the GoToMeeting conference call.

Vancouver City Council meeting minutes are a record of the action taken by Council. To view the CVTV video recording, including presentations, testimony and discussion, for this meeting please visit: <https://www.cvtv.org/video/vancouver-city-council-10-27-25-2025101025/>

Electronic audio recording of City Council meetings are kept on file in the office of the City Clerk for a period of six years.

Pledge of Allegiance

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnery-Ogle. This meeting was conducted as a hybrid meeting, including both in person and remotely over video conference.

Present: Councilmember Harless, Councilmember Perez, Councilmember Fox, Councilmember Stober, Councilmember Hansen, Mayor McEnery-Ogle

Absent: Councilmember Paulsen

Motion by Councilmember Stober, seconded by Councilmember Hansen, and Yes: 6, No: 0, Abstaining: 0, to excuse Councilmember Paulsen from the meeting. Absent from vote: Councilmember Paulsen.

Proclamations

30th Anniversary as Sister Cities with Joyo, Japan

Mayor McEnery-Ogle read and presented a proclamation to Mike Bomar, Siser City Committee Member, and Bruce Hagensen, Former Mayor of the City of Vancouver, proclaiming October, as the 30th Anniversary as Sister Cities with Joyo, Japan.

NAACP 80th Anniversary

Mayor McEnery-Ogle read and presented a proclamation to Reverend Michael Jones Jr., 1st Vice President of the NAACP, and Mark Frazier, Second Vice President of the NAACP, proclaiming November 1, 2025, as the NAACP 80th Anniversary.

Community Communication

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined. RCW 42.17A.555 and City Council Policy 100-32 prohibit the use of public facilities to support or oppose any ballot measure, or to support or oppose any candidate for elective office. Any violation of these rules could result in a suspension of speaking privileges during public comment periods at City Council Meetings for 90 days or longer for multiple offenses.

Mayor McEnery-Ogle opened Community Communication and received testimony from the following community members regarding any matter on the agenda not scheduled for a Public Hearing:

- *Bruce Barnes, Vancouver*

There being no further testimony, Mayor McEnery-Ogle closed Community Communication.

Consent Agenda

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If

discussion is requested, the item will be moved from the Consent Agenda and considered separately – after the motion has been made and passed to approve the remaining items.

Council pulled items 1 and 2 for discussion.

Motion by Councilmember Hansen, seconded by Councilmember Fox, and Yes: 6, No: 0, Abstaining: 0, to approve Items 3-5 on the Consent Agenda. Absent from vote: Councilmember Paulsen.

Motion by Councilmember Stober, seconded by Councilmember Perez, and Yes: 6, No: 0, Abstaining: 0, to approve Item 1 on the Consent Agenda. Absent from vote: Councilmember Paulsen.

Motion by Councilmember Fox, seconded by Councilmember Perez, and Yes: 6, No: 0, Abstaining: 0, to approve Item 2 on the Consent Agenda. Absent from vote: Councilmember Paulsen.

1. Construction Acceptance and Release of Retainage - 2024 E Fourth Plain Blvd NHS Resurfacing Project

Staff Report: 216-25

Request: On October 27, 2025, accept the 2024 E Fourth Plain Blvd National Highway System (NHS) Resurfacing Project as constructed by Granite Construction Company of Vancouver, Washington, and authorize release of retainage bond, subject to receipt of all documentation required by law.

Mario Lechuga, Civil Engineer 2, mario.lechuga@cityofvancouver.us

Motion approved the request.

2. Contract Amendment - Extending the term of Mark43, Inc. for police records management

Staff Report: 217-25

Request: On Monday, October 27, 2025, authorize the City Manager, or designee, to execute Amendment No. 3 to Contract C-100072 between the City of Vancouver and Mark43, Inc. to extend the term to 10/31/2030 and increase the not-to-exceed contract amount by \$1,176,931 to a total of \$2,480,047.

Daphne Harris, Police Business Services Manager, daphne.harris@cityofvancouver.us

Motion approved the request.

3. Contract Amendment #2 - Clark County Medical Program Director Contract Increase - C-101542

Staff Report: 218-25

Request: On Monday, October 27, 2025, authorize the City Manager, or designee, to approve the Clark County Medical Program Director contract increase to \$851,000.

Ron Gibson, Financial Analyst, Ron.Gibson@cityofvancouver.us

Motion approved the request.

4. Ordinance Authorizing 2026 Rate Adjustments for City of Vancouver Garbage, Recycling and Organics Collection Contract

AN ORDINANCE relating to rate setting for collection of solid waste, recyclable materials and organics, and amending certain sections of VMC 6.12 to increase or adjust 2026 rates and charges consistent with approved utility user taxes and rates and in accordance with current contracts; providing for savings, severability and an effective date.

Staff Report: 219-25

Request: On Monday, October 27, 2025, advance the proposed Ordinance on first reading and set a date of November 3, 2025, for a public hearing and second reading.

Julie Gilbertson, Solid Waste Supervisor, William Elder, Environmental Services Manager, julie.gilbertson@cityofvancouver.us, Will.Elder@cityofvancouver.us

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Motion approved the request.

5. Approval of Claim Vouchers

Request: Approve claim vouchers for October 27, 2025.

Motion approved claim vouchers in the amount of \$8,378,054.52.

Communications

A. From the Council

B. From the Mayor

C. From the City Manager

Workforce Southwest Washington Presentation

Darcy Hoffman, Director of Business Services, and Marnie Farness, Director of Programs, discussed the Workforce Southwest Washington Presentation.

Community Forum

This is the place on the agenda where the public is invited to speak to Council regarding any matter. Members of the public addressing Council are requested to give their name and city of residence for the record. Speakers are to limit their testimony to a total of three minutes. Up to 90 minutes will be allotted for the Community Forum.

Mayor McEnery-Ogle opened the Community Forum and received testimony from the following community members regarding any matter:

- Debra Taylor, Vancouver
- Bruce Barnes, Vancouver
- Brad Erhart, Vancouver

There being no further testimony, Mayor McEnery-Ogle closed Community Forum.

Adjournment

7:39 p.m.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

The written comments below are those of the submitter alone and are not representative of the views of CVTV or the City of Vancouver, its elected or appointed officials, or its employees.



City Council Meeting Minutes

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PO Box 1995 | Vancouver, WA 98668-1995
cityofvancouver.us

Anne McEnerney-Ogle, Mayor • Bart Hansen • Ty Stober • Erik Paulsen • Sarah J. Fox • Diana H. Perez • Kim D. Harless

November 3, 2025

Workshops: 4:00 - 6:00 p.m.

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

The City Council Meeting was held on 11/3/2025 at 4:00 PM in the Vancouver City Hall, Council Chambers 415 West 6th Street, Vancouver, WA 98660.

Workshops were conducted in person in the Council Chambers of City Hall. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, or www.facebook.com/VancouverUS.

View the CVTV video recording, including presentations and discussion, for workshops at: <https://www.cvtv.org/video/city-council-workshops-11-03-25-2025111000/>

Review Street Funding Strategy Finances Accomplishments

(Approximately 45 minutes)

Ryan Lopossa, Streets and Transportation Manager,
ryan.lopossa@cityofvancouver.us

Staff led Council through a discussion of the Review Street Funding Strategy Finances Accomplishments.

Councilmember Stober was absent from the workshop.

Councilmember Hansen joined the workshop remotely.

Utilities Capital Improvement Program Updates

(Approximately 30 minutes, to immediately follow the previous workshop)

Chris Malone, Public Works Finance and Asset Manager,
chris.malone@cityofvancouver.us

Staff led Council through a discussion of the Utilities Capital Improvement Program Updates.

Councilmember Stober was absent from the workshop.

Councilmember Hansen joined the workshop remotely.

Strategic Plan Updates

(Approximately 45 minutes, to immediately follow the previous workshop)

Tanya Gray, Performance Analyst, Aaron Lande, Assistant City Manager,
Tanya.Gray@cityofvancouver.us, aaron.lande@cityofvancouver.us

Staff led Council through a discussion of the Strategic Plan Updates.

***Councilmember Stober was absent from the workshop.
Councilmember Hansen joined the workshop remotely.***

Council Dinner / Executive Session Re: Discussion of Collective Bargaining Negotiations RCW 42.30.140(4) (30 Minutes) 6:00 - 6:30 p.m.

Mayor McEnerny-Ogle announced the Council would be entering into executive session from 5:30-6:00 p.m. to discuss Collective Bargaining Negotiations.

Councilmember Hansen joined the Executive Session remotely.

Regular Council Meeting

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

This meeting was conducted as a hybrid meeting with in person and remote viewing and participation over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, www.facebook.com/VancouverUS. Public access and testimony on Consent Agenda items and under the Community Forum were also facilitated in person and via the GoToMeeting conference call.

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Pledge of Allegiance

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnerny-Ogle. This meeting was conducted as a hybrid meeting, including both in person and remotely over video conference.

Present: Councilmember Harless, Councilmember Perez, Councilmember Fox, Councilmember Paulsen, Councilmember Hansen, Mayor McEnerny-Ogle

Absent: Councilmember Stober

Motion by Councilmember Paulsen, seconded by Councilmember Fox, and Yes: 6, No: 0, Abstaining: 0, to excuse Councilmember Stober from the meeting. Absent from vote: Councilmember Stober.

Councilmember Hansen joined the meeting remotely.

Community Communication

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined. RCW 42.17A.555 and City Council Policy 100-32 prohibit the use of public facilities to support or oppose any ballot measure, or to support or oppose any candidate for elective office. Any violation of these rules could result in a suspension of speaking privileges during public comment periods at City Council Meetings for 90 days or longer for multiple offenses.

Mayor McEnerny-Ogle opened Community Communication and received testimony from the following community members regarding any matter on the agenda not scheduled for a Public Hearing:

- *Meridee Pabst, Washougal, WA*
- *Bruce Barnes, Vancouver*

There being no further testimony, Mayor McEnerny-Ogle closed Community Communication.

Consent Agenda

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately – after the motion has been made and passed to approve the remaining items.

Council pulled items 1 and 4 for discussion.

Council motioned to move Item 5, the Ordinance Authorizing 2026 Rate Adjustments for City of Vancouver Garbage, Recycling and Organics Collection Contract from a public hearing to the Consent Agenda. Council approved the item be moved to Item 4 on the Consent Agenda.

Motion by Councilmember Paulsen, seconded by Councilmember Perez, and Yes: 6, No: 0, Abstaining: 0, to move Item 5 from Public Hearing to Item 4 on the Consent Agenda. Absent from vote: Councilmember Stober.

The Ordinance Authorizing 2026 Rate Adjustments for City of Vancouver Garbage, Recycling and Organics Collection Contract was moved from Item 5 under Public Hearings to Item 4 under the Consent Agenda. The Claim Vouchers moved from Item 4 on the Consent Agenda to Item 5 on the Consent Agenda.

Motion by Councilmember Perez, seconded by Councilmember Paulsen, and Yes: 6, No: 0, Abstaining: 0, to approve Items 2, 3 and 5 on the Consent Agenda. Absent from vote: Councilmember Stober.

Motion by Councilmember Fox, seconded by Councilmember Paulsen, and Yes: 6, No: 0, Abstaining: 0, to approve Item 1 on the Consent Agenda. Absent from vote: Councilmember Stober.

Motion by Councilmember Fox, seconded by Councilmember Harless, and Yes: 6, No: 0, Abstaining: 0, to approve Item 4 on the Consent Agenda. Absent from vote: Councilmember Stober.

1. Interagency Agreement — Arts Hub Roof and Chiller Repairs

Staff Report: 220-25

Request: On Monday, November 3, 2025, award a construction contract to MacDonald Miller Facility Solutions of Portland, Oregon for the roofing replacement and chiller repairs at City of Vancouver Arts Hub at their bid price of \$2,570,561, and authorize the City Manager or designee to finalize and execute the same.

Wyatt Jones, Capital Projects Project Manager, Julia Denton, Senior Procurement Specialist, Wyatt.Jones@cityofvancouver.us, julie.denton@cityofvancouver.us

Motion approved the request.

2. Right-of-Way Telecommunications Franchise Agreement for Hyperfiber of Washington, LLC d/b/a Ripple Fiber

AN ORDINANCE relating to management of the public rights-of-way, granting to (Hyperfiber of Washington, LLC d/b/a Ripple Fiber) and its affiliates (“Grantee”), a (LLC) (collectively “Parties”), a non-exclusive and revocable Franchise to install, operate and maintain a telecommunication system in, on, over, upon, along, and across Public Ways of the City of Vancouver, Washington (“City”), establishing certain rights, duties, terms, and conditions with respect to the Franchise; and setting an effective date and conditions.

Staff Report: 221-25

Request: On November 3, 2025 advance the ordinance on first reading, setting a date for second reading and public hearing on December 15, 2025.

Aaron Lande, Assistant City Manager, Cary Driskell, Assistant City Attorney, aaron.lande@cityofvancouver.us, cary.driskell@cityofvancouver.us

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Motion approved the request.

3. Right-of-Way Telecommunications Franchise Ordinance Agreement for Forged Fiber 37 LLC

AN ORDINANCE relating to management of the public rights-of-way, granting to Forged Fiber 37, LLC, a Delaware limited liability company (“Grantee”), a non-exclusive and revocable Franchise to install, operate and maintain a telecommunication system in, on, over, upon, along, and across Public Ways of the City of Vancouver, Washington (“City”), establishing certain rights, duties, terms, and conditions with respect to the Franchise; and setting an effective date and conditions. Grantee and City are sometimes collectively referred to as the “Parties.”

Staff Report: 222-25

Request: On November 3, 2025, advance the ordinance on first reading, setting a date for second reading and public hearing on December 15, 2025.

Aaron Lande, Assistant City Manager, Cary Driskell, Assistant City Attorney, aaron.lande@cityofvancouver.us, cary.driskell@cityofvancouver.us

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Motion approved the request.

4. Approval of Claim Vouchers

Request: Approve claim vouchers for November 3, 2025.

Motion approved claim vouchers in the amount of \$11,106,920.98.

Public Hearings

The following item(s) are scheduled for public hearing. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Officer, speakers are to limit their testimony to three minutes for each public hearing.

5. Ordinance Authorizing 2026 Rate Adjustments for City of Vancouver Garbage, Recycling and Organics Collection Contract

AN ORDINANCE relating to rate setting for collection of solid waste, recyclable materials and organics, and amending certain sections of VMC 6.12 to increase or adjust 2026 rates and charges consistent with approved utility user taxes and rates and in accordance with current contracts; providing for savings, severability and an effective date.

Staff Report: 219-25

Request: On Monday, October 27, 2025, advance the proposed Ordinance on first reading and set a date of November 3, 2025, for a public hearing and second reading.

Julie Gilbertson, Solid Waste Supervisor, William Elder, Environmental Services Manager, julie.gilbertson@cityofvancouver.us, Will.Elder@cityofvancouver.us

Council motioned to move the Ordinance Authorizing 2026 Rate Adjustments for City of Vancouver Garbage, Recycling and Organics Collection Contract from a public hearing to the Consent Agenda. Council approved the item be moved to Item 4 on the Consent Agenda.

Julie Gilbertson, Solid Waste Supervisor, provided a presentation to the Council explaining that the new rates had to be updated in the staff report and ordinance before moving forward with the Public Hearing.

The Public Hearing was moved from November 3, 2025, to the November 10, 2025, City Council meeting.

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Motion approved the request.

Communications

- A. From the Council**
- B. From the Mayor**
- C. From the City Manager**

Adjournment

7:07 p.m.

Anne McEnerney-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

The written comments below are those of the submitter alone and are not representative of the views of CVTV or the City of Vancouver, its elected or appointed officials, or its employees.

Staff Report: 230-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

Bid Rejection - City Hall Ground Source Heat Pump Well Relocation - ITB 25-41

Key Points

- The Ground Source Heat Pump Well Relocation project has an engineer’s estimate of \$3.1M for construction and related costs.
- On October 28, 2025, the City received one bid for \$4,140,928.
- City staff are recommending Council reject the bid and begin a new solicitation process with a longer advertisement period and an increased outreach for the project.

Strategic Plan Alignment

Climate and Natural Systems – environmental stewardship and efforts to address climate change to ensure a sustainable future

Present Situation

City Hall is served by a ground source heat pump that is a critical component of the heating and cooling system. This ground source heat pump is served by three existing wells, constructed in 2007, which are located in the parcel immediately south of City Hall, which would inhibit future building development on the parcel. This project would abandon the existing wells and install new wells inside the City Hall parcel, opening the parcel south of City Hall to further development. Additionally, this project would refurbish HVAC components at the end of their expected lifespan.

On October 28, 2025, bids were opened for this project (ITB 25-41). The City received one bid:

SUMMARY OF BIDS

BIDDER	AMOUNT
Apex Mechanical, Battle Ground, WA	\$4,140,928.00
<i>Engineers Cost Estimate (as published)</i>	\$3,100,000.00

The engineer’s estimate (as published) was created in April, 2025 based on a consultant’s estimate of direct costs. The engineer’s estimate was calculated for Q3 2025 bidding. Tariff impacts were included in the engineer’s estimate, and now that estimate does not accurately reflect actual tariff impacts.

Staff recommends rebidding this project with an updated engineer’s estimate, and a longer advertising period to allow more contractors to bid this work.

Advantage(s)

Rebidding this project would allow more contractors to bid this project.

Challenge(s)

Resoliciting the project could delay the start of the project.

Budget Impact

If the current contract were approved, the overall project budget would need additional funding to complete.

Prior Council Review

None

Action Requested

On Monday, November 17, 2025, reject the bid for ITB25-41 so staff can begin a new solicitation for the project.

Staff Contact

Brian Taylor, Operations Superintendent, Julia Denton, Senior Procurement Specialist, Cary Driskell, Assistant City Attorney, brian.taylor@cityofvancouver.us, julie.denton@cityofvancouver.us, cary.driskell@cityofvancouver.us

Attachments:

None

Staff Report: 231-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

Contract Amendment - Portland Adventist Medical Center - C-100918

Key Points

- Portland Adventist provides pre-employment physicals, Department of Transportation required exams, and various other employment-related tests.
- Police, Fire and Public Works positions are the primary ones for which these services are required.
- Staff requests the not to exceed amount of the contract be increased by \$150,000 to \$600,000 to cover medical testing costs.
- The current contract expires May 31, 2026. The City is extending the termination date to May 31, 2027.

Strategic Plan Alignment

High Performing Government – a government that is reliable, fiscally responsible, equitable, and open to compromise

Present Situation

The City of Vancouver, through the Human Resources Department, contracts with Portland Adventist Medical Center to provide pre-employment physicals and other medical examinations and testing services as needed on an ongoing basis. The services provided include diagnostic and preventive screening, drug and alcohol screening, occupational toxicology screening, immunizations and laboratory services. It is anticipated that the contract not to exceed amount of \$450,000 will be exhausted by the end of 2025 if not increased. Staff request an increase to the authorized amount of the contract to \$600,000.

Advantage(s)

Increasing the contract amount will allow medical testing needs to continue uninterrupted through the end of the contract.

Challenge(s)

None

Budget Impact

Police and Fire pay for physicals in their departments and have or will request sufficient budget to cover ongoing needs. Human Resources pays for testing for other departments and has sufficient budget to cover anticipated expenses.

Prior Council Review

In August of 2024, this contract was increased from \$300,000 to \$450,000 with Staff Report 143-24.

Action Requested

On Monday, November 17, 2025, authorize the City Manager, or designee, to execute Amendment No. 4 to contract C-100918 between the City of Vancouver and Portland Adventist Medical Center. Increase the not-to-exceed amount by \$150,000 to a total of \$600,000 and extend the termination date to May 31, 2027.

Staff Contact

Antoinette Gasbarre, Human Resources Director, Antoinette.Gasbarre@cityofvancouver.us

Attachments:

1. Amendment No. 4 - final
2. Amendment No. 3 - executed
3. Amendment No. 2 - executed
4. Amendment No. 1 - executed
5. Services Contract C-100918 executed



**Services Agreement C-100918
Amendment No. 4
Medical Testing Services**

This fourth amendment (“Amendment”) amends the Services Agreement number C-100918 (“Agreement”) between the City of Vancouver, (“City”), and Portland Adventist Medical Center, DBA Adventist Health Portland (“Contractor”) and is effective on the last day signed by a Party. Terms that are capitalized but undefined will have the meaning given them in the Agreement.

This Amendment amends the Agreement as follows:

1. **Section 2 Compensation** is amended as follows:

Payment to the Contractor for the Services described in this Agreement shall not exceed \$600,000.00 USD.

2. **Section 4 Term of Agreement** is amended as follows:

The Term of this Agreement begins on the June 1, 2022 and continues until May 31, 2027.

3. **Entire Agreement.** All unamended terms in the Agreement or any earlier amendment remain in full force and effect. This Amendment, together with the Agreement and any earlier amendments, is the entire agreement between the Parties, and supersedes any other agreement or discussion between them, whether written or oral in nature.

CITY OF VANCOUVER
A municipal corporation

CONTRACTOR:
Portland Adventist Medical Center
(DBA: Adventist Health Portland)

Lon Pluckhahn, City Manager

Signature

Date

Printed Name /Title

Attest:

Date

Natasha Ramras, City Clerk

Approved as to form:

City Attorney’s Office



**SERVICE AGREEMENT #C-100918
AMENDMENT No. 3
Medical Testing Services**

This Amendment amends the Professional Services Agreement number C-100918 (“Agreement”) by and between the City of Vancouver (“City”) and Portland Adventist Medical Center, DBA Adventist Health Portland (“Contractor”), whose address is 1350 NE 122nd AVE Portland, OR 97230, for services offered.

This Third amendment amends the original agreement as follows:

1. **Amend** the language contained in Section 4, Term of Agreement, as follows:
 - Termination date of agreement changed to May 31, 2026.

This amendment in no way alters any other provisions of the original agreement.

CITY OF VANCOUVER
A municipal corporation

CONTRACTOR:
Portland Adventist Medical Center
(DBA: Adventist Health Portland)

DocuSigned by:
Anna Vogel
7C05B7FF675849B

Anna L. Vogel, Procurement Manager

Jason Panasuk / Finance Officer

Signature

5/19/2025

Date

Jason Panasuk / Finance Officer

Printed Name / Title

Attest:

04/30/2025

Date

Signed by:
Anthony Glenn For
1C30A6E850C240F...

Natasha Ramras, City Clerk

Approved as to form:

Signed by:
Tricia Juettemeyer
F1985B9517E94D2

Tricia Juettemeyer, Assistant City Attorney

Attachment A
Service Fees as of June 1, 2025

Service	Price
Medical Evaluation/Physical	
Physical Examination – preemployment, annual, NFPA. Includes review of health history and Snellen vision test	\$108
Post Job Offer Screen	\$165/hour
DOT Physical	\$108
Respirator Physical – Includes Spirometry	\$150
Spirometry	\$79
Respirator Questionnaire Review	\$36
Audiogram	\$35
EKG Resting	\$116
Chest Xray 2 View	\$130
Treadmill Stress Test	\$348
Vision Titmus	\$55
Fitness for Duty Exam	\$191
Lab Work	
CBC/CMP/Lipid Panel	\$83
Prostate Specific Antigen	\$60
UA Micro	\$25
Heavy Metal Blood (Arsenic, Mercury, Lead)	\$146
Urine Drug Collection – Non-Federal	\$31
Urine Drug Collection – Federal	\$36
Urine Drug Collection and Testing	\$58
Urine Instant Drug Test 10 Panel	\$66
QuantiFeron Gold Test for TB	\$56
HIV Screening	\$66
Hepatitis C Screening	\$74
Hepatitis B Antibody Screening	\$39
Immunizations	
Hepatitis A Vaccine	\$151 per dose
Hepatitis B Vaccine	\$88 per dose
Tdap Vaccine	\$83
MMR Vaccine	\$100 per dose
Flu Shot	\$35
Varicella Vaccine	\$163 per dose



**SERVICE AGREEMENT #C-100918
AMENDMENT No. 2
Medical Testing Services**

This Agreement amends the Professional Services Agreement number C-100918 by and between the City of Vancouver, hereinafter referred to as "City", and Portland Adventist Medical Center, dba Adventist Health Portland, hereinafter referred to as "Contractor", for services offered.


This amendment amends the original agreement as follows:

1. **Amend** the language contained in Section 3, Payment for Contractor Services, with language attached and by reference made part of the Contract, Attachment A.
 - Updating service rates effective June 1, 2024.
2. Ratification: Acts taken pursuant to this Amendment but prior to its effective date are hereby ratified and confirmed.

This amendment in no way alters any other provisions of the original agreement.

CITY OF VANCOUVER
A municipal corporation

CONTRACTOR:
Portland Adventist Medical Center

Signed by:

C084EA446CF9483...



Lon Pluckhahn, City Manager

Signature

12/13/2024

Jason Panasuk Finance Officer

Date

Printed Name /Title

Attest:


11/26/2024

Date

DocuSigned by:

493E940414AE4BD...
Natasha Ramras, City Clerk

Approved as to form:

DocuSigned by:

9A7DC2E31F694A2...
Jonathan Young, City Attorney

Attachment A
Service Fees as of June 1, 2024

Service	Price
Medical Evaluation/Physical	
Physical Examination – preemployment, annual, NFPA. Includes review of health history and Snellen vision test	\$106
DOT Physical	\$106
Respirator Physical – Includes Spirometry	\$146
Spirometry	\$77
Respirator Questionnaire Review	\$35
Audiogram	\$35
EKG Resting	\$113
Chest Xray 2 View	\$126
Treadmill Stress Test	\$338
Vision Titmus	\$53
Fitness for Duty Exam	\$185
Lab Work	
CBC/CMP/Lipid Panel	\$81
Prostate Specific Antigen	\$58
UA Micro	\$24
Heavy Metal Blood (Arsenic, Mercury, Lead)	\$142
Urine Drug Collection – Non-Federal	\$30
Urine Drug Collection – Federal	\$35
Urine Drug Collection and Testing	\$56
Urine Instant Drug Test 10 Panel	\$64
QuantiFeron Gold Test for TB	\$54
HIV Screening	\$64
Hepatitis C Screening	\$72
Hepatitis B Antibody Screening	\$38
Immunizations	
Hepatitis A Vaccine	\$147 per dose
Hepatitis B Vaccine	\$85 per dose
Tdap Vaccine	\$81
MMR Vaccine	\$97 per dose
Flu Shot	\$34
Varicella Vaccine	\$158 per dose



**SERVICE AGREEMENT #C-100918
AMENDMENT No. 1
Medical Testing Services**

This Agreement amends the Professional Services Agreement number C-100918 by and between the City of Vancouver, hereinafter referred to as "City", and Portland Adventist Medical Center, dba Adventist Health Portland, hereinafter referred to as "Contractor", for services offered.

This amendment amends the original agreement as follows:

1. Increase the authorized amount of the Agreement by \$150,000 to a revised authorized amount of \$450,000.
2. Ratification: Acts taken pursuant to this Amendment but prior to its effective date are hereby ratified and confirmed.


This amendment in no way alters any other provisions of the original agreement.

CITY OF VANCOUVER
A municipal corporation

CONTRACTOR: Portland Adventist Medical
Center dba Adventist Health Portland

DocuSigned by:


55D2166E007B430...
Lon Pluckhann, City Manager


Signature

10/8/2024
Date


Jason Panasuk, Finance Officer
Printed Name /Title

Attest:

DocuSigned by:

493E940414AE4BD...
Natasha Ramras, City Clerk

09/24/2024
Date

Approved as to form:

DocuSigned by:

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Jonathan Young, City Attorney



**CITY OF VANCOUVER
SERVICES AGREEMENT
No. C-100918**

This Services Agreement (hereinafter referred to as the “Agreement”) is entered into by and between the City of Vancouver, Washington, a municipal corporation organized under the laws of the State of Washington, (hereinafter referred to as the "City") and Portland Adventist Medical Center, dba Adventist Health Portland (hereinafter referred to as the "Contractor"). The City and Contractor may be collectively referred to herein as the “parties” or individually as a “party”.

WHEREAS, the City desires to engage the Contractor to perform services as described in this Agreement; and

WHEREAS, the City advertised and issued a Request for Proposal, numbered 6-22 (hereinafter referred to as the “solicitation”) and after evaluation of the Contractor’s responsive proposal, found the Contractor be capable of performing the required services; and

WHEREAS, the Contractor represents by entering into this Agreement that it is fully qualified to perform the services described herein in a competent and professional manner, and to the full satisfaction of the City.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

- 1. SCOPE OF WORK:** The Contractor agrees to provide the City all services and materials set forth below, and as further described in the City’s solicitation, and the Contractor’s responsive proposal to the City’s solicitation, (collectively referred to herein as the “work”) which are each incorporated herein by this reference and made a part of this Agreement as if fully set forth herein.

The following medical tests and services are to be provided.

Diagnostic and Preventive Screening:

Diagnostic and Preventative Screening
Pre-Employment Physical with physician, including review of health history
DOT-certified Medical Examination
NFPA 1582 Medical Examination and Fitness Evaluation, including endurance, flexibility, and body composition testing,
Fire Wellness Physical
Work Capacity Evaluation
Physical Demands Testing
Respirator Physical Exam, OSHA/Respiratory Questionnaire review, Spirometry and Respirator Fitness Testing
Treadmill Stress Testing
Vision Screening including near, far, depth, peripheral, and color vision
Sleep Study, Sleep Apnea screening
Audiometry including baseline, Whisper Test and six frequency testing
2-view Chest X-ray
EKG

Drug and Alcohol Screening:

Pre-employment drug testing. Option to perform 7 or 9 Panel drug screening, including non-DOT and DOT testing. Laboratory and MRO services to be coordinated by Contractor.

Drug and Alcohol Screening
Pre-employment testing

Occupational Toxicology Screening and Immunizations:

Occupational Toxicology Screening and Immunizations
Hepatitis B, Surface Antibody and Vaccine
Hepatitis C, Antibody
HIV Screening
TB QuantiFERON Gold testing

Laboratory Services:

Laboratory Services
Lipid Panel, Cholesterol (LDL, HDL, Triglycerides and total cholesterol)
CBC, complete blood check
CMP, comprehensive metabolic panel
Heavy Metal (baseline/OSHA exposure) and Lead exposure
UA Micro/UA DIP
PSA Blood Test

Employer Consultation:

1. OSHA Respiratory and Heavy Metal Consultation
2. Hearing Conservation Program
3. Position Analysis and Definition of Minimum Physical Requirements (employer position descriptions)

All work must be authorized and approved by the City's Project Manager before any work can begin. The Contractor shall approach each project in a manner consistent with its usual customary business practices. The Contractor shall actively seek collaborative input from City staff.

2. **COMPENSATION:** Payment to the Contractor for the work described in this Agreement shall not exceed \$300,000.00 USD.

This payment shall be maximum compensation for the work and for all labor, materials, supplies, equipment and incidentals necessary to complete the work as set forth herein, and it shall not be exceeded without the City's prior written authorization in the form of a negotiated and executed amendment.

3. **PAYMENT FOR CONTRACTOR SERVICES:** The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net thirty (30) days.

The City reserves the right to correct any invoices paid in error. The Contractor shall be paid according to the rates set forth below in Attachment "A", incorporated herein by this reference, and made a part of this Agreement as if fully set forth herein.

City and Contractor agree that any amount paid in error by City does not constitute a rate change in the amount of the contract. The City's contract/purchase order (PO) number given on the notice to proceed **must** be referenced on any invoice submitted for payment.

- 4. TERM OF AGREEMENT:** The term of this Agreement shall commence on June 1, 2022 and continue until May 31, 2025. City reserves the right to offer an extension up two (2) additional years. Final term of contract shall not exceed a total of five (5) years. Unless directed otherwise by the City, Contractor shall perform the work in accordance with any schedules made a part of this Agreement.
- 5. ORDER OF PRECEDENCE:** Where there is a conflict among or between any of these documents, the controlling documents shall be the first listed in the following sequence: Amendments to this Agreement; this Agreement; Contract Purchase Orders; the Contractor's responsive proposal to the City's solicitation, and the City's solicitation.
- 6. RELATION OF PARTIES:** The Contractor, and its subcontractors, agents, employees, or other vendors contracted by the Contractor to provide services or other work for the purpose of meeting the Contractor's obligations under this agreement (collectively referred to as "subcontractors"), are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its subcontractors shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other rights, privileges, or benefits afforded to City employees. The Contractor and its subcontractors shall not have the authority to bind City in any way except as may be specifically provided herein.
- 7. SUBCONTRACTING:** The City does not permit subcontractors for the work performed under this Agreement. The Contractor shall not subcontract for the performance of any work under this Agreement without prior written permission of the City.
- 8. E-VERIFY:** The Contractor shall enter into and register a Memorandum of Understanding with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. The Contractor shall ensure all Contractor employees and any subcontractors assigned to perform work under this Agreement are eligible to work in the United States. The Contractor shall provide verification of compliance upon the request of the City. Failure by the Contractor to comply with this subsection shall be considered a material breach.
- 9. DELAYS AND EXTENSIONS OF TIME:** If the Contractor is delayed at any time in the progress of the work covered by this Agreement, by any causes beyond Contractor's control, the time for performance may be extended by such time as shall be mutually agreed upon by the Contractor and the City and shall be incorporated in a written amendment to this Agreement. Any request for an extension of time shall be made in writing to the City.
- 10. OWNERSHIP OF RECORDS AND DOCUMENTS:** Any and all work product prepared by the Contractor in the course of performing this Agreement shall immediately become the property

of the City, to the extent permitted by law. In consideration of the compensation provided for by this Agreement, the Contractor hereby further assigns all copyright interests in such work product to the City. A copy may be retained by the Contractor. Previously owned intellectual property of Contractor, and any know-how, methodologies or processes used by the Contractor to provide the services or project deliverables under this Agreement shall remain property of the Contractor.

- 11. TERMINATION FOR PUBLIC CONVENIENCE:** Either party shall have the right at any time to terminate this Agreement for any reason deemed appropriate by the terminating party, without penalty, upon thirty (30) days' advance written notice to other Party; provided, that the Contractor shall complete all Services ordered up to the date of termination, and City shall remain responsible for payment for all Services actually performed up to the effective date of termination.

In the event this Agreement is terminated prior to the completion of work, the Contractor will only be paid for the portion of the work completed at the time of termination of the Agreement.

- 12. TERMINATION FOR DEFAULT:** If the Contractor defaults by failing to perform any of the obligations of the Agreement, including violating any law, regulation, rule or ordinance applicable to this Agreement, or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Contractor in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere.

If the Agreement is terminated for default, the Contractor shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the City in completing the work, and all damage sustained, or which may be sustained by the City by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the termination for public convenience paragraph herein.

- 13. OPPORTUNITY TO CURE:** The City at its sole discretion may in lieu of a termination allow the Contractor to cure the defect(s), by providing a "Notice to Cure" to Contractor setting forth the remedies sought by City and the deadline to accomplish the remedies. If the Contractor fails to remedy to the City's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within the time stated time, the City shall have the right to terminate the Contract without any further obligation to the Contractor. Any such termination for default shall not in any way operate to preclude the City from also pursuing all available

remedies against the Contractor and its sureties for said breach or default, including but not limited to termination of this Contract for convenience.

14. COMPLIANCE WITH THE LAW: The Contractor agrees to comply with all relevant, Federal, State, and Municipal laws, rules, policies, regulations or ordinances in the performance of work under this Agreement.

15. CITY BUSINESS AND OCCUPATION LICENSE: The Contractor will be required to obtain a business license when contracting with the City unless allowable exemptions apply. The Contractor shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, or by phone at 800-451-7985, or go to www.bls.dor.wa.gov/cities/vancouver.aspx or www.cityofvancouver.us/businesslicense, to determine whether a business license is required pursuant to the Vancouver Municipal Code (VMC) Chapter 5.04.

16. LIABILITY AND HOLD HARMLESS: Each Party agrees to defend, indemnify and hold harmless the other Party and their respective officials, employees and agents against any and all liability, causes of action, claims, suits, judgments, or demands brought by third parties, including costs, expenses and attorney’s fees, which the other Party may incur to the extent arising out of, or incident to, the indemnifying Party’s negligent acts and omissions or willful misconduct during the performance of this Agreement. This indemnity and hold harmless shall include any claim made against the City by an employee of Contractor or subcontractor or agent even if Contractor is thus otherwise immune from liability pursuant to the workers’ compensation statute, Title 51 Revised Code of Washington (RCW), except to the extent that such liability arises from the concurrent negligence of both the City and the Contractor, such costs, fees and expenses shall be shared between the City and the Contractor in proportion to their relative degrees of negligence. The Contractor is an independent contractor and responsible for the safety of its employees.

17. INSURANCE: The Contractor shall obtain and keep in force during the entire term of this agreement, liability insurance against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor.

All liability insurance required herein shall be under a Comprehensive or Commercial General Liability and business policies.

COVERAGE	LIMITS OF LIABILITY
I. Commercial General Liability:	

Policy shall include Bodily Injury, Property Damage, Personal Injury and Broad Form Contractual Liability	
Each Occurrence	\$1,000,000
General Aggregate Per Occurrence	\$2,000,000
Personal and Advertising Injury	\$1,000,000
Blanket Contractual Liability	\$1,000,000
II. Commercial Automobile Liability	
Policy shall include Bodily Injury and Property Damage, for any owned, Hired, and/or Non-owned vehicles used in the operation, installation and maintenance of facilities under this agreement.	
Combined Single Limit	\$1,000,000
III. Workers' Compensation (applicable to the State of Washington)	
Per Occurrence	
Employer's Liability	\$1,000,000
Disease Each Employee	\$1,000,000
Disease Policy Limit	\$1,000,000
Each Claim	\$1,000,000
Annual Aggregate	\$1,000,000

In addition to the coverage and limits listed above the Contractor's insurance must all contain the following:

- a. City Listed as an Additional Insured. The City of Vancouver, its Agents, Representatives, Officers, Directors, Elected and Appointed Officials, and Employees must be named as an additional insured. The required Additional Insured endorsements shall be at least as broad as ISO CG 20 10 11 85, or its equivalent CG 20 10 07 04 and CG 20 37 07 04 must be included with the Certificate of Insurance.
- b. Either the Commercial General Liability or the Workers' Compensation policy must be endorsed to include "Washington Stop Gap" insurance. The limits and aggregates referenced must apply to the Stop Gap coverage as well and must be indicated on the certificate.
- c. Employment Security. The Contractor shall comply with all employment security laws of the State in which services are provided and shall timely make all required payments in connection therewith.
- d. The City of Vancouver shall be listed on the Certificate as the Certificate Holder.
- e. Coverage Trigger: The insurance must be written on an "occurrence" basis. This must be indicated on the Certificate.

Contractor shall provide evidence of all insurance required, at the City's request, by submitting an insurance certificate to the City on a standard "ACORD" or comparable form.

All coverages shall be issued by an insurance company licensed to do business in the State of Washington. The City of Vancouver may inspect all coverage and copies shall be provided to the City upon request.

Notwithstanding anything to the contrary, City acknowledges that Contractor's participation in Adventist Health's programs of self-insurance is deemed to satisfy all insurance requirements as specified in section 17 Insurance.

18. NOTICES: All notices which are given or required to be given pursuant to this Agreement shall be hand delivered, mailed postage paid, or sent by electronic mail as follows:

For the City:

Anna Vogel

City of Vancouver

415 W 6th Street

P O Box 1995

Vancouver WA 98668-1995

Email: anna.vogel@cityofvancouver.us

For the Contractor:

Jennifer Burchett

Portland Adventist Medical Center

10123 SE Market St

Portland, OR 97216

Email: BurcheJJ@ah.org

Either party may change the designated contact or any information listed above by giving advance notice in writing to the other party.

19. AMENDMENTS: All changes to this Agreement, including changes to the scope of work and compensation sections, must be made by written amendment and signed by all parties to this Agreement.

20. SCOPE OF AGREEMENT: This Agreement incorporates all the agreements, covenants and understanding between the parties hereto and are merged into this written Agreement. No prior agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Agreement.

21. RATIFICATION: Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.

22. GOVERNING LAW/VENUE: This Agreement shall be deemed to have been executed and delivered within the State of Washington, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of

Washington without regard to the principles of conflict of laws. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Clark County, Washington.

- 23. COOPERATIVE PURCHASING:** The Washington State Inter-local Cooperation Act, Ch. 39.34 RCW, authorizes public agencies to cooperatively purchase goods and services if all parties agree. By having executed this Agreement, the Contractor agrees that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without the City incurring any financial or legal liability for such purchases. The City agrees to allow other public agencies to purchase goods and services under this solicitation or contract, provided that the City is not held financially or legally liable for purchases and that any public agency purchasing under such solicitation or contract file a copy of this invitation and such contract in accordance with RCW 39.34.040.
- 24. PUBLIC DISCLOSURE COMPLIANCE:** The parties acknowledge that the City is an “agency” within the meaning of the Washington Public Records Act, Chapter 42.56 RCW, and that materials submitted by the Contractor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for any data or deliverable that is provided to the City and that is licensed from the Contractor, the City shall notify the Contractor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Contractor to seek judicial protection of such information, provided that the Contractor shall be responsible for attorney fees and costs in such action and shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Chapter 42.17 RCW for withholding or delaying public disclosure of such information.
- 25. DEBARMENT:** The Contractor certifies that that it is not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal, State or local department or agency.
- 26. NONDISCRIMINATION:** The City of Vancouver, WA is an equal opportunity employer. In the performance of this Agreement, the Contractor will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, sexual orientation, marital status, age or the presence of any sensory, mental or physical handicap.

The undersigned, as the authorized representatives of the City and Contractor respectively, agree to all of the terms and conditions contained in this Agreement, as of the dates set forth below.

CITY OF VANCOUVER

A municipal corporation

CONTRACTOR:

Portland Adventist Medical Center

DocuSigned by:

Anna Vogel

7C05B7FF675849B

Anna L. Vogel, Procurement Manager

6/27/2022

Date

Kyle King

Signature

Kyle King

ceo

Printed Name /Title

Attest:

06/08/2022

Date

DocuSigned by:

Natasha Ramras

BCF0734E40E94AE...

Natasha Ramras, City Clerk

Approved as to form:

DocuSigned by:

Taylor Hallvik

261B190A339642B...

Taylor Hallvik, Assistant City Attorney

For: Jonathan Young, City Attorney

Attachment "A"

4. Cost Proposal:

On an annual basis, the fees set forth on this cost proposal may be adjusted by Adventist Health, giving consideration to cost factors impacting the medical care industry, but not to exceed 3% per year.

Service	Price
Medical Evaluation/Physical	
Physical Examination – preemployment, annual, NFPA. Includes review of health history and Snellen vision test	\$99
DOT Physical	\$99
Respirator Physical – Includes Spirometry	\$138
Spirometry	\$73
Respirator Questionnaire Review	\$33
Audiogram	\$35
EKG Resting	\$107
Chest Xray 2 View	\$118
Treadmill Stress Test	\$328
Vision Titmus	\$49
Fitness for Duty Exam	\$175
Lab Work	
CBC/CMP/Lipid Panel	\$77
Prostate Specific Antigen	\$54
UA Micro	\$22
Heavy Metal Blood (Arsenic, Mercury, Lead)	\$138
Urine Drug Collection – Non-Federal	\$28
Urine Drug Collection – Federal	\$33
Urine Drug Collection and Testing	\$52
Urine Instant Drug Test 10 Panel	\$60

QuantiFeron Gold Test for TB	\$48
HIV Screening	\$60
Hepatitis C Screening	\$68
Hepatitis B Antibody Screening	\$36
Immunizations	
Hepatitis A Vaccine	\$139 per dose
Hepatitis B Vaccine	\$81 per dose
Tdap Vaccine	\$77
MMR Vaccine	\$91 per dose
Flu Shot	\$32
Varicella Vaccine	\$149 per dose
Hearing Conservation	
	<ul style="list-style-type: none"> • HEARING CONSERVATION PROGRAM PRICING “Exhibit A” • Full Day Rate (6-10 hours of testing)..... \$1,850.00 Includes two 40-minute breaks and one 20-minute break Accommodates up to 100 people Includes travel <30 miles one-way from Adventist Medical Center • Half Day Rate (4-5 hours of testing)..... \$1,075.00 Includes one 40-minute break Accommodates up to 52 people Includes travel <30 miles one-way from Adventist Medical Center • Quarter Day Rate (3 hours of testing)..... \$775.00 No breaks needed Accommodates up to 36 people Includes travel <15 miles one-way from Adventist Medical Center • 2-hour minimum (up to 2 hours of testing)..... \$625.00 No breaks needed Accommodates up to 24 people Includes travel <15 miles one-way from Adventist Medical Center <p><u>OTHER FEES NOT INCLUDED IN DAILY RATE CHARGES</u></p> <ul style="list-style-type: none"> • Van Set-up fee..... \$75.00 per set-up

	<ul style="list-style-type: none"> • Training handouts..... no charge • Audiogram Reviews (required for all problem audiograms).....\$25.00 per review • Retest Summary (required for all retest audiograms).....\$25.00 per review • HPD fitting fee..... \$10.00 per person • Late Cancel Fee.....>30 days no charge; 10-30 day \$300.00 <10 days Daily rate fee as previously scheduled • Overnight stay expenses (if applicable) • Hotel reimbursement..... not to exceed \$300.00/day • Meals per diem reimbursement.....equal to IRS standard <p><u>OTHER CLINIC FEES</u></p> <ul style="list-style-type: none"> • Individual screening in clinic..... \$35.00 per test • Diagnostic audiogram in clinic..... \$150.00 per hour • Custom earplugs (as requested) • Standard/Colored.....\$150.00/pair • Filtered/Specialty..... \$250.00/pair <p>Additional charges will be billed at \$150.00 per hour by 15-minute increments. These may include but are not limited to:</p> <ul style="list-style-type: none"> • Travel in excess of Daily Rate limits • Lecture-style training • Scheduled consultation with the audiologist • Data entry/Data Management • FIT testing • Work-related Determination
Workforce	
Post-Job-Offer Screening	\$77.50 per 30 minutes
Job Analysis of essential physical demands of a specified job	\$262.50 per hour

Staff Report: 232-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

Contract Amendment - Psychological Testing Services - C-100595

Key Points

- The City has encumbered nearly all the initial funding of this contract, which expires March 31, 2026.
- Staff requests that the not to exceed amount of the contract be increased by \$75,000 for a revised contract amount of \$350,000.
- The contract is for pre-employment psychological testing of Police and Fire candidates and fit for duty evaluations of employees as needed.

Strategic Plan Alignment

High Performing Government – a government that is reliable, fiscally responsible, equitable, and open to compromise

Present Situation

The City of Vancouver, through the Human Resources Department, contracts with Corey & Stewart to provide pre-employment psychological testing of Police and Fire candidates and to provide fit for duty evaluations for employees as needed. The contract expires March 31, 2026, and a request for proposals will be undertaken in early 2026. However, spending on the current contract is nearly exhausted, and the amendment is being sought to ensure additional costs can be incurred as needed.

Advantage(s)

Increasing the contract amount ensures that police and fire candidate psychological assessments can take place uninterrupted through the end of the contract.

Challenge(s)

None

Budget Impact

Fire and Police pay for these assessments and have sufficient budget to cover the contractual increase.

Prior Council Review

None

Action Requested

On Monday, November 17, 2025, authorize the City Manager, or designee, to execute Amendment

No.1 to contract C-100595 between the City of Vancouver and Corey & Stewart. Increase the not-to-exceed amount by \$75,000 to a total of \$350,000.

Staff Contact

Antoinette Gasbarre, Human Resources Director, Antoinette.Gasbarre@cityofvancouver.us

Attachments:

1. Addendum No. 1 - final
2. Corey & Stewart Contract - Executed



**Professional Services Agreement C-100595
Amendment No. 1
C-100595**

This first amendment (“Amendment”) amends the Professional Services Agreement number C-100595 (“Agreement”) between the City of Vancouver, (“City”), and Corey & Stewart (“Contractor”) and is effective on the last day signed by a Party. Terms that are capitalized but undefined will have the meaning given them in the Agreement.

This Amendment amends the Agreement as follows:

- 1. **Section 1 Statement of Work** is amended as follows:

Payment to the Contractor for the Services described in this Agreement shall not exceed \$350,000.00 USD.

- 2. **Entire Agreement.** All unamended terms in the Agreement or any earlier amendment remain in full force and effect. This Amendment, together with the Agreement and any earlier amendments, is the entire agreement between the Parties, and supersedes any other agreement or discussion between them, whether written or oral in nature.

CITY OF VANCOUVER
A municipal corporation

CONTRACTOR:
Corey & Stewart

Lon Pluckhahn, City Manager

Signature

Date

Printed Name /Title

Attest:

Date

Natasha Ramras, City Clerk

Approved as to form:

City Attorney’s Office

**CITY OF VANCOUVER
PROFESSIONAL SERVICES AGREEMENT No. C-100595
PSYCHOLOGICAL TESTING SERVICES**

This Agreement by and between the City of Vancouver, a municipal corporation, under the laws of the State of Washington, hereinafter referred to as "City" and Corey & Stewart hereinafter referred to as "Contractor", whose address is 5285 SW Meadows Road, Suite 311, Lake Oswego OR 97035.

WHEREAS, the City desires to engage the Contractor to provide psychological testing services and other related services on an as needed basis. Contractor has agreed to offer its professional services to perform said work per City issued Request for Proposal (RFP) No. RFP 9-21, Contractor's proposal to said RFP; and

WHEREAS, the Contractor has represented by entering into this Agreement that it is fully qualified to perform the work to which it will be assigned in a competent and professional manner, and to the standards required by City.

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

The City hereby agrees to engage the Contractor and the Contractor hereby agrees to perform, in a satisfactory and proper manner, as determined by the City, the services hereafter set forth in connection with this Agreement:

1. Statement of Work.

Contractor agrees to provide Psychological Testing Services per RFP No. 9-21 and Contractor's response to said RFP on file in City of Vancouver Procurement Services by reference hereto made a part of this Agreement.

Services under this contract may include, but not be limited to:

- Pre-offer suitability screening and any follow up meetings, as necessary, for public safety positions. This screening should include, but not be limited to, personality indexing and a personal history questionnaire.
- Pre-Offer Interviews and Management Assessments
- Pre-employment psychological evaluations.
- Post-offer psychological assessment for police and fire applicants.
- Psychological Fitness-for-Duty evaluations.
- Promotional multi-rater feedback assessments for management level positions.
- Consult with managers and supervisors concerning sensitive workplace issues.

- Personnel development and employee coaching including evaluations for the purpose of identifying developmental needs.
- Short-term counseling to resolve job-related issues.
- Public Safety Testing.
- 360 performance evaluations.

The psychological assessments and evaluations listed above shall be administered by a professional, licensed in the State of Washington, pursuant to Revised Code of Washington (RCW) Chapter 18.71. The Contractor shall employ staff trained and experienced in psychological testing, test interpretation, psychological assessment techniques and the administration of psychological examinations specific to public safety officers as well as others.

Assessments and evaluations shall be based upon attributes considered critical to effective performance of job duties or potential job duties of the individual undergoing assessment based on a job analysis and data provided by the City and as mutually agreed upon between the Contractor and City staff. The data obtained may be the result of interviews, surveys, or other sources where job performance or potential job performance information was obtained.

On the basis of evaluations performed, the Contractor shall determine the psychological suitability of the individual being assessed and whether or not the candidate is free from job-relevant mental and emotional impairments including, but not limited to, psychopathology, personality disorders, and inappropriate behavior patterns.

All examinations shall be in accordance with RCW 43.101.080(19) and 43.101.095. The Contractor shall perform the duties under this contract within the parameters of the City's Civil Service Commission. Accordingly, the Contractor shall ensure all assessments and evaluations administered under this contract are in compliance with applicable state and national laws.

The assessments and evaluations shall include, but not be limited to the following:

- A minimum of two written psychological tests (the 2 tests are a Pre-Hire assessment and a Post-Hire assessment). The test must be objective, job-related, psychological instruments legally validated for use in evaluating job applicants for all positions or, current City employees including public safety officers, under Civil Service standards;
- A comprehensive, face-to-face, clinical interview with the employee or applicant conducted after a complete review of the psychological test results;

- An interpretation and an analysis of the psychological test results by a qualified professional;
- An opinion on psychological suitability employee or applicant by a qualified professional; and
- A list and summary of the information relied upon for the assessment.

All findings from the assessments and evaluations shall be reported in writing to the City. The written report shall include, but not be limited to:

- The date of completion and a signature of the qualified professional who conducted the examination;
- Name and date of birth of the candidate and the position applied for;
- A list and summary of the information relied upon for the assessment/evaluation;
- All components of the examination, as required by law;
- Factors which could affect the reliability and validity of the assessment; and
- An assessment of the psychological suitability of the candidate to be employed or continue to be employed by the City. The psychologist should be able to review the information gathered in the personality indexing and personal history questionnaire to analyze the suitability and ability of the candidate to be prepared for service.

The timelines for the assessments and evaluations will vary depending on the immediacy of the need. Average timelines for the pre and post offer assessments are two weeks from the date of receipt of the required documentation.

In addition to the tasks listed above, the Contractor may be asked to work with the City's Workplace Response Team. The mission of the Workplace Response Team is to provide internal protections for the City of Vancouver personnel and assets using multi-disciplinary partnerships, psychological consultation and risk assessments. The Contractor will work with this team to provide guidance and to help establish protocols and procedures, as needed.

The Contractor shall document their ability to:

- Work effectively with staff to provide them with ongoing and timely counsel to assist with background evaluations of employees.
- Relate effectively with the City's designees. The Contractor is expected to be able to function as a team member who works closely with the City and with other consultants as the need arises.

- Have an effective and time-tested screening procedures and methodologies in place to be used to assess pertinent psychological factors.
- Demonstrate background in organizational, management and emergency response consultation.
- Demonstrate background in psychological screenings.
- Be available, or make staff available, for last minute or after-hour emergencies.

The purpose of this solicitation is to create one “needs based” contract. The City reserves the right to use any contract awarded on the basis of this solicitation or may instead select providers through other available mechanisms as suited to the City’s need. Contracts are for the convenience of the City and do not carry any guarantees as to a minimum or maximum amount of work awarded.

All work must be authorized and approved by the City’s Project Manager in writing before any work begins. Contractor shall approach this project in a manner consistent with its customary practice. Contractor shall actively seek collaborative input from City staff.

Compensation is limited to the amount specified for each specific task and/or sub-task, unless amended per Section 15 of this Agreement. The City expects Contractor to complete the work stated within the number of hours stated for each task and/or sub-task. If the work requires fewer hours than those estimated, the Contractor will be paid for the actual worked hours necessary to complete that task and/or sub-task. If the Contractor underestimated the number of hours required to perform the work, Contractor shall be paid up to the maximum number of hours stated for the task and/or sub-task. Compensation may be amended, at the City’s sole discretion, for documentable circumstances not reasonably foreseeable to either party at the time the task and/or subtask is initiated, or for changes to the scope of work or deliverables requested by the City. All deliverables must be acceptable to the City, at the sole discretion of the City.

Travel expenses are limited to airfare, or mileage at the current IRS rate, and lodging at the U.S. General Services Administration rates. Contractor is solely responsible for its staff’s travel time, including travel to and from the City of Vancouver. The City will reimburse all pre-approved miscellaneous expenses at-cost and receipts are required.

This agreement is a purchase of services at the rates attached. Payment for these services shall not exceed \$275,000 unless authorized in writing by the City, according to Section 7 of this Agreement. If additional time is needed, please refer to Section 6 of this agreement. A written amendment must be attached.

2. Order of Precedence.

Where there is a conflict among or between any of these documents, the controlling documents shall be the first listed in the following sequence: Amendments to this Agreement; this Agreement; Purchase Orders; Contractor's submitted proposal to RFP No. 9-21 and RFP No. 9-21.

3. Relation of Parties.

The Contractor, its sub consultants, agents and employees are independent contractors performing professional services for City and are not employees of City. The Contractor, its subcontractors, agents and employees, shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other benefits afforded to City employees. The Contractor, sub consultants, agents and employees shall not have the authority to bind City in any way except as may be specifically provided herein.

4. E-Verify.

Contractor shall register and enter into a Memorandum of Understanding (MOU) with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. Contractor shall ensure all Contractor employees and any sub-contractor(s) assigned to perform work under this Agreement are eligible to work in the United States. Contractor shall provide verification of compliance upon City request. Failure by Contractor to comply with this subsection shall be considered a material breach.

5. Time of Performance.

The service of the Contractor is to commence as of April 1, 2021. It is agreed services hereunder shall be completed by March 31, 2026.

6. Delays and Extensions of Time.

If the Contractor is delayed at any time in the progress of providing services covered by the Agreement, by any causes beyond Contractor's control, the time for performance may be extended by such time as shall be mutually agreed upon by Contractor and City and shall be incorporated in a written amendment to this Agreement. Any request for an extension of time shall be made in writing to City.

7. Compensation and Schedule of Payments.

City shall pay the Contractor at the rates indicated in Section 1 for work performed under the terms of this Agreement. This is the maximum amount to be paid under this Agreement and it shall not be exceeded without City's prior written authorization in the form of a negotiated and executed amendment. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the

project as set forth herein. The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net 30 days.

The City reserves the right to correct any invoices paid in error according to the rates set forth in this Agreement. City and Contractor agree that any amount paid in error by City does not constitute a rate change in the amount of the contract. The City's contract/purchase order (PO) number given on the notice to proceed **must** be referenced on any invoice submitted for payment.

During the life of this Contract, and in consideration of the City's business needs, the Contractor may make requests for compensation adjustments. In consideration of market conditions, the City may allow an annual adjustment to compensation paid for the actual cost of services. Contractor shall submit the request for consideration, together with supporting documentation, before the anniversary date of this Agreement. The City will review the request and, at its sole discretion, make a decision. If accepted, the adjustment shall become effective on the anniversary date of the Agreement and will be firm for the remainder of the contracted period. All adjustments will be authorized by written contract amendment.

8. Ownership of Records and Documents.

Any and all work product prepared by the Contractor in the course of performing this Contract shall immediately become the property of the City. In consideration of the compensation provided for by this Agreement, the Contractor hereby further assigns all copyright interests in such work product to the City. A copy may be retained by the Contractor. Previously owned intellectual property of Contractor, and any know-how, methodologies or processes used by Contractor to provide the services or project deliverables under this Contract shall remain property of Contractor.

9. Termination.

The City, at its sole discretion, may terminate this contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City.

In the event this Agreement is terminated prior to the completion of work, Contractor will only be paid for the portion of the work completed at the time of termination of the Agreement.

10. Evaluation and Compliance with the Law.

The Contractor shall have the authority to control and direct the performance and details of the work described herein. The Contractor agrees to comply with all relevant, federal, state and municipal laws, rules and regulations.

11. City Business and Occupation License.

Contractors will be required to obtain a business license when contracting with the City of Vancouver, unless allowable exemptions apply. Businesses/Contractors shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, telephone 800-451-7985, or go to www.bls.dor.wa.gov/cities/vancouver.aspx or www.cityofvancouver.us/businesslicense, to determine whether a business license is required pursuant to VMC Ch. 5.04.

12. Liability and Hold Harmless.

Contractor agrees to indemnify, defend, save and hold harmless the City, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, of whatsoever kind or nature (including patent infringement or copyright claims) to the extent arising out of, or in connection with, or incident to, the negligent performance or willful misconduct pursuant to this Agreement. This indemnity and hold harmless shall include any claim made against the City by an employee of Contractor or subcontractor or agent even if Contractor is thus otherwise immune from liability pursuant to the workers' compensation statute, Title 51 RCW, except to the extent that such liability arises from the concurrent negligence of both the City and the Contractor, such cost, fees and expenses shall be shared between the City and the Contractor in proportion to their relative degrees of negligence. Contractor specifically acknowledges the provisions contained herein have been mutually negotiated by the parties and it is the intent of the parties that Contractor provide the broadest scope of indemnity permitted by RCW 4.24.115. Contractor is an independent contractor and responsible for the safety of its employees.

13. Insurance.

Contractor shall obtain and keep in force during the entire term of this agreement, liability insurance against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor.

a. **Liability Insurance.** Contractor shall maintain commercial General Liability insurance with a limit of not less than one million dollars (\$1,000,000) for each occurrence and not less than one million dollars (\$1,000,000) combined single limit automobile liability coverage. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operation and blanket contractual coverage including, but not limited to, the liability

assumed under the indemnification provisions of this Agreement. All liability insurance required herein shall be under a comprehensive or commercial general liability and business, policies.

b. City Listed as an Additional Insured: The City of Vancouver, its agents, representatives, officers, directors, officials, and employees must be named as an additional insured on the Commercial General Liability policy and shown on the certificate as an additional insured. A copy of the additional insured endorsement CG 20 10 11 85, or its equivalent CG 20 10 07 04 and CG 20 37 07 04 must be included with the certificate of insurance.

c. The commercial general liability policy must be endorsed to include "Washington Stop Gap" insurance. The limits and aggregates referenced must apply to the Stop Gap coverage as well. This must be indicated on the certificate.

d. Worker's Compensation. Contractor shall carry workers' compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services; and, Employer's Liability insurance of not less than one million dollars (\$1,000,000) for each accident, five hundred thousand dollars (\$500,000) for each disease for each employee, and one million dollars (\$1,000,000) for each disease policy limit.

e. Professional Liability. The Contractor shall obtain and keep in force during the entire term of this Agreement, professional liability insurance (errors and omissions) against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor. The amount of coverage provided by such insurance shall be not less than one million dollars (\$1,000,000) combined single limit.

f. Employment Security. The Contractor shall comply with all employment security laws of the state in which services are provided, and shall timely make all required payments in connection therewith.

g. The City of Vancouver shall be listed on the Certificate as the Certificate Holder.

h. Coverage Trigger: The insurance must be written on an "occurrence" basis. This must be indicated on the certificate. Claims made policies will be accepted for professional liability coverage only.

Contractor shall provide evidence of all insurance required, at the City's request, by submitting an insurance certificate to the City on a standard "ACORD" or comparable form.

14. Notices.

All notices which are given or required to be given pursuant to this Agreement shall be hand delivered or mailed postage paid as follows:

City:

Anna Vogel
City of Vancouver
415 W 6th Street
P O Box 1995
Vancouver WA 98668-1995

Contractor:

David M. Corey, PhD, ABPP
Corey & Stewart
5285 SW Meadows Road, Ste 311
Lake Oswego, OR 97035

15. Amendments.

All changes to this Agreement, including changes to the statement of work and compensation, must be made by written amendment and signed by all parties to this Agreement.

16. Scope of Agreement.

This Agreement incorporates all the agreements, covenants and understanding between the parties hereto and are merged into this written Agreement. No prior agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Agreement.

17. Ratification.

Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.

18. Governing Law/Venue.

This Agreement shall be deemed to have been executed and delivered within the State of Washington, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Washington without regard to the principles of conflict of laws. The contractor shall have legal authority to enter into this agreement and be at least 18 years of age. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Clark County, Washington.

19. Cooperative Purchasing:

The Washington State Inter-local Cooperation Act, Ch. 39.34 RCW, authorizes public agencies to cooperatively purchase goods and services if all parties agree. By having executed this Agreement, the Contractor agrees that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without the City of Vancouver incurring any financial or legal liability for such purchases. The City of Vancouver agrees to allow other public agencies to purchase goods and services under this solicitation or contract, provided that the City of Vancouver is not held financially or legally liable for purchases and that any public agency purchasing under such solicitation or contract file a copy of this invitation and such contract in accordance with RCW 39.34.040.

20. Public Disclosure Compliance.

The parties acknowledge that the City is an “agency” within the meaning of the Washington Public Records Act, Ch 42.56 RCW, and that materials submitted by the Contractor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for any data or deliverable that is provided to the City and that is licensed from the Contractor, the City shall notify the Contractor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Contractor to seek judicial protection of such information, provided that the Contractor shall be responsible for attorney fees and costs in such action and shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Ch.42.17 RCW for withholding or delaying public disclosure of such information.

22. Debarment.

The Contractor certifies that that it is not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal, State or local department or agency.

23. Nondiscrimination.

The City of Vancouver, WA is an equal opportunity employer. In the performance of this Agreement, the Contractor will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, sexual orientation, marital status, age or the presence of any sensory, mental or physical handicap.

This Contract is effective as of the last signature dated below.

CITY OF VANCOUVER

A municipal corporation

DocuSigned by:

Anna Vogel

7C06B7FF676849B...

Anna L. Vogel, Procurement Manager

3/25/2021

Date

Attest:

DocuSigned by:

Natasha Ramras

8CF6734E40E94AE...

Natasha Ramras, City Clerk

Approved as to form:

DocuSigned by:

Jonathan Young

9A7DC2E31F084A2...

Jonathan Young, City Attorney

CONTRACTOR:

Corey & Stewart

DocuSigned by:

David Corey

3182537149FF470...

Signature

David Corey

President

Printed Name /Title

3/24/2021

Date

RATE SHEET

1. PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATIONS:

- Pre-offer Suitability Screening: \$95.00 per applicant
- Post-offer (bifurcated) Psychological Evaluation: \$355.00 per candidate
- Post-offer (non-bifurcated) Psychological Evaluation: \$450.00 per candidate
- No-show or late cancellation (less than 1 business day) of post-offer evaluation: \$275.00
- Proctoring of remote test administration: \$175.00 per candidate (no charge for agency proctored remote test administration)

2. PSYCHOLOGICAL FITNESS-FOR-DUTY EVALUATIONS:

Billed at the rate of \$400.00 per hour, inclusive of pre-referral conference, records review, clinical interview, psychological testing and interpretation, case analysis, report preparation, and any required testimony and travel. The number of hours required for fitness-for-duty evaluations (and other evaluations of incumbent employees) varies based on case complexity, volume of records to review, number of collateral informants to interview (if any), etc. Most commonly, these evaluations range between 6 and 10 hours, although some evaluations require fewer or more hours.

3. MULTI-RATER (360-DEGREE) FEEDBACK ASSESSMENTS:

Billed at the hourly rate of \$375.00 for all time spent providing direct services (e.g., preparing survey items, providing training and orientation to subjects and respondents, preparing feedback reports). Costs associated with administering surveys over the internet through a third part (Team Builders Plus) are billed without mark-up.

4. CONSULTATION AND OTHER SUPPORT SERVICES:

Billed at the hourly rate of \$400.00 for all time spent in connection with these services.

To: Mayor and City Council
From: Mayor
Date: November 17, 2025

Subject

Appointment to the Civil Service Commission

Present Situation

The purpose of the Civil Service Commission is to adopt rules for regulation of classified service; appoint secretary/examiner; maintain minutes; provide for competitive testing to prepare candidate lists; hear and determine appeals and investigate and report on matters relating to enforcement of Civil Service matters.

Mayor McEnery-Ogle recommends the appointment of Jerome Armstrong to a position that would begin immediately and expire November 30, 2027.

Action Requested

On Monday, November 17, 2025, appoint Jerome Armstrong to a mid-term position on the Civil Service Commission, with a term beginning immediately, and expiring November 30, 2027.

Mayor McEnery-Ogle



MEMORANDUM

DATE: November 17, 2025
TO: Mayor and City Councilmembers
FROM: Mayor McEnergy-Ogle
CC: Lon Pluckhahn, City Manager
Tawny Maruhn, Boards & Commissions

RE: Recommendation for Appointments to the Civil Service Commission

The purpose of the Civil Service Commission is to adopt rules for regulation of classified service; appoint secretary/examiner; maintain minutes; provide for competitive testing to prepare candidate lists; hear and determine appeals and investigate and report on matters relating to enforcement of Civil Service matters.

Mayor McEnergy-Ogle recommends the appointment of Jerome Armstrong to a position that would begin immediately and expire November 30, 2027.

This this appointment will be presented for Council action at the **Monday, November 17, 2025**, Council meeting.

Attachments:

- Applications
- Current Roster



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Jerome
Last Name	Armstrong
Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Civil Service Commission
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	armstrong.bernie@gmail.com
Phone Number	360-693-3871
Address	616 W 37 ST
City	Vancouver
State	Washington

ZIP Code	98660
What is your length of residency in Vancouver?	More than 20 years
Occupation and Employer (if applicable)	Retired from the U.S. Government
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Civil Service
Are you interested in applying for more than one board, commission or committee?	No
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Vancouver is Washington state's 2nd-fastest growing city and a growing population means a growing challenge in how to provide services by the city. Funding levels have restrained service levels, and the situation will worsen over time. There will be fewer resources to serve more people. This financial vise will squeeze the City. The city of Vancouver workforce needs skills that didn't exist a decade ago – complex software navigation, data analysis, cybersecurity protocols. Social shifts matter just as much. Today's workers – especially millennials and Gen Z – prioritize work-life balance and meaningful employment over traditional career ladders. This values transformation will have profound implications for the City who must rethink workplace policies.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	I have a Bachelor's degree from UCLA in finance, and a Master's degree in Public Administration from Lewis and Clark College. I have worked as a Human Resource Officer, Budget and Finance Officer, and as an Administrative Officer in the Department of Agriculture I have worked as an Administrative Officer in all four western regions of the United States. I have also worked as an Administrative Officer for the Food and Agriculture Organization of the United Nations in Rome, Italy. I have a very strong background in public administration and my work performance as a team builder and equal opportunity advocate have been recognized by performance and pay rewards. I believe in social justice and rights of all persons to be treated with respect and dignity.
We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things	In my capacity as Administrative Officer (in multiple locations), I have initiated, staffed, and supervised community outreach programs including Volunteer groups, and cooperative efforts with State and local organizations for work in natural resource management. These programs involved thousands of hours of work accomplished. I have also been responsible for working on teams in annual negotiations with County officials for cooperative agreements in fire suppression, and law enforcement. I have served on the board of a community outreach program for youth in Alaska.

such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

Following my retirement from the Department of Agriculture, I worked as a marriage and family counselor in the city of Vancouver, taught Psychology at Marylhurst College, and worked for Kaiser Permanente in behavioral health. I also worked as a consultant for Texas A&M as a consultant in information management in a project which evaluated and recommended changes in the Agriculture, Forestry and Fisheries Department of Trinidad and Tobago. I then returned to school and following my graduation from City University I taught Special Education in Battleground. I retired in 2013. Since then, I have not been involved in any public service activities. I want to "give back" to the community in which I have lived for the last 40 years. And the Civil Service Commission is the closest match with my skills.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

I have received three awards from the Department of Agriculture recognizing my efforts in recruiting and developing a diverse workforce. I have worked in very diverse communities, especially in my work in counseling and with the United Nations. I believe in social justice.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

I believe in climate change, but my skills and experience are limited to workplace considerations in upgrading HVAC and ventilation systems to improve indoor air quality

Is there anything else you would like us to know?

I have worked on details and assignments to evaluate and rank hundreds of seasonal job applications. I served as a designated examiner for the U.S. Civil Commission to evaluate and rank candidates for a variety of secretarial and clerical positions. I received training and certification as an Employment Officer, and Classification Officer.

How did you hear about this position?

- Social media

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

71+

What are your preferred pronouns? (Check all that apply)

- He/Him/ His

What is your gender identity or expression? (Check all that apply)

- Male

What is your race/ethnicity? (Check all that apply)

- White

Which languages do you speak other than English? Check all that apply.

- None

In what zip code do you live or work?

98660

What is the highest degree or level of education you have completed? Master's degree

Do you rent or own your home? Own

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard? No

Do you live with a disability or identify as a disabled person? No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature



Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!

Civil Service Commission

Position	Term	Name & Address	Phone
1	10-31-2024	Virginia Chapman 3804 SE 179th Ave, Vancouver, WA 98683 familiechapman@me.com	360-953-0928 360-553-8438
2	04-09-2021	Deborah Hall 3611 NE 45th St. , Vancouver, WA 98661 Deborah.hall@gmail.com	971-806-8241
3	06-14-2023	Kevin Todd 710 W 29th St, Vancouver, WA 98661 kevinwt@comcast.net	360-281-6176
4	11-10-2020	Sandra Topalovic 1712 X Street, Vancouver, WA 98661 sandra.topalovic@gmail.com	206-708-3423
5	04-14-2023	Larry Smith 301 SE 136th Ave #326, Vancouver, WA 98684 vancouvertiger@comcast.net	360-910-8656

Civil Service Commission

Term Length: 72 Months

Max Terms: No Limit

Number of Members: 5

Meeting Schedule: Third Wednesday of the Month

Meeting Time: 8:00 AM

Meeting Location: City Hall - Birch Conference Room

Meeting Address: 415 W 6th St. Vancouver, WA 98660

Type: Commission

Description: Adopt rules for regulation of classified service; appoint secretary/examiner; maintain minutes; provide for competitive testing to prepare candidate lists; hear and determine appeals, and investigate and report on matters relating to enforcement of Civil Service matters.

Council Liaison:

Staff Liaison:

Megan Mairs
(360) 487-8402
megan.mairs@cityofvancouver.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Virginia Chapman	10/31/2024	1	10/31/2030
2	Deborah Hall	04/09/2021	1	10/31/2026
3	Kevin Todd	06/14/2023	1	10/31/2027
4	Sandra Topalovic	11/10/2020	1	11/30/2027
5	Larry Smith	04/14/2023	1	10/31/2029

To: Mayor and City Council
From: Council Subcommittee 1
Date: November 17, 2025

Subject

Appointment to the Clark County Historical Preservation Commission

Present Situation

The Clark County Historic Preservation Commission is a joint city/county commission. Five members are appointed by Clark County Board of Councilors, and two members are appointed by Vancouver City Council. The seven-member citizen advisory body is responsible for reviewing nominations for the National Register of Historic Places, reviewing nominations and designating properties to the Clark County Heritage Register, conducting design reviews for changes to buildings and sites on the local register, deciding on applications for the Special Valuation Tax Incentive for historic properties, and overseeing education and outreach efforts.

Council Committee 1 recently interviewed candidates for one mid-term vacancy on this committee and recommends the mid-term appointment of Rob Thomas that would begin immediately and expires June 30, 2026.

Action Requested

On Monday, November 17, 2025, appoint Rob Thomas to a mid-term position on the Clark County Historic Preservation Committee, with a term beginning immediately and expiring June 30th, 2026.

Subcommittee 1



MEMORANDUM

DATE: November 17, 2025
TO: Mayor and City Councilmembers
FROM: Council Committee 1 (Paulsen, Perez, and Hansen)
CC: Lon Pluckhahn, City Manager
Tawny Maruhn, Boards & Commissions

RE: Recommendation for Appointments to the Clark County Historic Preservation Commission

The Clark County Historic Preservation Commission is a joint city/county commission. Five members are appointed by Clark County Board of Councilors, and two members are appointed by Vancouver City Council. The seven-member citizen advisory body is responsible for reviewing nominations for the National Register of Historic Places, reviewing nominations and designating properties to the Clark County Heritage Register, conducting design reviews for changes to buildings and sites on the local register, deciding on applications for the Special Valuation Tax Incentive for historic properties, and overseeing education and outreach efforts.

Council Committee 1 recently interviewed candidates for one mid-term vacancy on this committee and recommends the mid-term appointment of Rob Thomas that would begin immediately and expires June 30, 2026.

This appointment will be presented for Council action at the **Monday, November 17, 2025**, Council meeting.

Attachments:

- Applications
- Current Roster



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Robert
Last Name	Thomas
Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Clark County Historic Preservation Commission
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	rob.thomas@gmail.com
Phone Number	360-601-0844
Address	4000 Wauna Vista Dr
City	Vancouver
State	Washington

ZIP Code	98661
What is your length of residency in Vancouver?	10 to 20 years
Occupation and Employer (if applicable)	Eli Lilly & Company
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Clark County Historic Preservation
Are you interested in applying for more than one board, commission or committee?	No
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Managing growth while retaining our link to the past.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	I've been a technology consulting professional for 25 years and have worked with a variety of large companies. In addition, I'm a former Sergeant of Marines. Through these working experiences, I have met and worked with colleagues from a variety of backgrounds and have honed my abilities to listen and empathize with all of the positions in the room and work together towards a common goal.
We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.	I'm a former Rotary member of the now defunct Metro Sunset Rotary Club that used to meet at the Grant House weekly. I was awarded Rotarian of the Year in this club for my efforts to support the work of Rotary and the volunteering we provided as a group.
Please describe your interest in serving as a board member or commissioner. Why do you want	I believe it's important to volunteer, and this role specifically, I find very interesting as Vancouver finds itself one of the fastest growing communities in the Pacific Northwest. I think it's important to grow, but to retain the cities historical roots and

to be involved with the City of Vancouver, and why this role?	identity so that we don't turn into another copy/paste town with no real link to our past.
Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.	I've worked for decades with professionals across the spectrum of races and have always found success in listening and doing my best to understand differing perspectives, without having those same shared experiences myself. I believe I have been successful in this regard, although it's a muscle that must be continually exercised to remain effective.
The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?	I'm fully aware and understand the impacts of climate change and have seen the evidence in a recent WSU ecology course that I completed. While I don't have specific strategies in mind to address climate change, I believe it's important to be an ardent supporter of the facts of how climate change is impacting our community and be able to review specific proposals with a material mindset for actual change.
Is there anything else you would like us to know?	I would be honored to serve on this board and thank you for taking a moment to review my application.
How did you hear about this position?	<ul style="list-style-type: none"> • City newsletter
Providing this information is voluntary and will not be used in candidate selection for any board.	
What is your age range?	31-55
What are your preferred pronouns? (Check all that apply)	<ul style="list-style-type: none"> • He/Him/ His
What is your gender identity or expression? (Check all that apply)	<ul style="list-style-type: none"> • Male
What is your race/ethnicity? (Check all that apply)	<ul style="list-style-type: none"> • White
Which languages do you speak other than English? Check all that apply.	<ul style="list-style-type: none"> • None
In what zip code do you live or work?	98661
What is the highest degree or level of education you have completed?	Bachelor's degree
Do you rent or own your home?	Own
Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?	Yes
Do you live with a disability or identify as a disabled person?	No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature

A handwritten signature in black ink, appearing to be 'J. H. W.', written on a white background.

Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



MEMORANDUM

DATE: 10/08/2025

TO: Council Subcommittee

FROM: Jason Nortz, Board Liaison, Clark County Historic Preservation Commission Members, Clark County Historic Preservation Commission

RE: **Clark County Historic Preservation Commission applicant recommendations**

CC: Tawny Maruhn, Boards and Commissions Coordinator

The Clark County Historic Preservation Commission is a joint city/county commission. Five members are appointed by Clark County Board of Councilors, and two members are appointed by Vancouver City Council. The seven-member citizen advisory body is responsible for reviewing nominations for the National Register of Historic Places, reviewing nominations and designating properties to the Clark County Heritage Register, conducting design reviews for changes to buildings and sites on the local register, deciding on applications for the Special Valuation Tax Incentive for historic properties, and overseeing education and outreach efforts.

The Vancouver City Council and the County Council must coordinate to ensure the Commission includes at least 2 professionals who have experience in identifying, evaluating, and protecting historic and cultural resources, and are selected from among the disciplines of history, public history, architecture, architectural history, historic preservation, planning, cultural anthropology, archaeology, cultural geography, American studies, or the practice of historic rehabilitation or restoration.

Members of the Clark County Historic Preservation Commission have made the following recommendations:

First choice, Robert Thomas. Robert was the only applicant who listed the HPC as their first choice of commissions to serve on. Although Robert’s application does not list experience in archaeology, architecture, historic studies, or a related discipline, Robert’s responses indicate interest and enthusiasm about the role.

Second choice, Shannon McGinnis. Shannon was the only applicant who listed the HPC as their second choice of commissions to serve on. Shannon’s application also does not list experience in the historical fields, but the responses indicate commitment and desire for community involvement.

Alternate/third Choice, Nathan Campbell. Nathan listed the HPC as one of several groups they are interested in, although it was not their first or second choice. Nathan's application states they are an architect, which is a preferred professional discipline for HPC members. (See CCC 40.250.030 (D)(2) & VMC 17.39.040(B)(2).)

INTERVIEW SCHEDULE

Council Subcommittee: 1 (Hansen, Paulsen, Perez)	Commission interviewing for: Clark County Historic Preservation	Interview Date: 11/1/2025
Number of seats interviewing for: 1 mid-term positions (06/30/2026)	Incumbents seeking reappointment: None	Council Appointment: 11/17/2025
<p>Appointment Criteria: Provide for the identification, evaluation and protection of historic and prehistoric resources within the county and to encourage the preservation, restoration and rehabilitation of eligible historic and/or cultural resources within the county for future generations.</p>		

Time	Last Name	First Name	Address	Phone	Email	Notes
	<i>Prep time</i>					

Email Tawny Maruhn, tawny.maruhn@cityofvancouver.us with your selections, thank you



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
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- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Robert
Last Name	Thomas
Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Clark County Historic Preservation Commission
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	rob.thomas@gmail.com
Phone Number	360-601-0844
Address	4000 Wauna Vista Dr
City	Vancouver
State	Washington

ZIP Code	98661
What is your length of residency in Vancouver?	10 to 20 years
Occupation and Employer (if applicable)	Eli Lilly & Company
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Clark County Historic Preservation
Are you interested in applying for more than one board, commission or committee?	No
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Managing growth while retaining our link to the past.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	I've been a technology consulting professional for 25 years and have worked with a variety of large companies. In addition, I'm a former Sergeant of Marines. Through these working experiences, I have met and worked with colleagues from a variety of backgrounds and have honed my abilities to listen and empathize with all of the positions in the room and work together towards a common goal.
We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.	I'm a former Rotary member of the now defunct Metro Sunset Rotary Club that used to meet at the Grant House weekly. I was awarded Rotarian of the Year in this club for my efforts to support the work of Rotary and the volunteering we provided as a group.
Please describe your interest in serving as a board member or commissioner. Why do you want	I believe it's important to volunteer, and this role specifically, I find very interesting as Vancouver finds itself one of the fastest growing communities in the Pacific Northwest. I think it's important to grow, but to retain the cities historical roots and

to be involved with the City of Vancouver, and why this role?	identity so that we don't turn into another copy/paste town with no real link to our past.
Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.	I've worked for decades with professionals across the spectrum of races and have always found success in listening and doing my best to understand differing perspectives, without having those same shared experiences myself. I believe I have been successful in this regard, although it's a muscle that must be continually exercised to remain effective.
The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?	I'm fully aware and understand the impacts of climate change and have seen the evidence in a recent WSU ecology course that I completed. While I don't have specific strategies in mind to address climate change, I believe it's important to be an ardent supporter of the facts of how climate change is impacting our community and be able to review specific proposals with a material mindset for actual change.
Is there anything else you would like us to know?	I would be honored to serve on this board and thank you for taking a moment to review my application.
How did you hear about this position?	<ul style="list-style-type: none"> • City newsletter
Providing this information is voluntary and will not be used in candidate selection for any board.	
What is your age range?	31-55
What are your preferred pronouns? (Check all that apply)	<ul style="list-style-type: none"> • He/Him/ His
What is your gender identity or expression? (Check all that apply)	<ul style="list-style-type: none"> • Male
What is your race/ethnicity? (Check all that apply)	<ul style="list-style-type: none"> • White
Which languages do you speak other than English? Check all that apply.	<ul style="list-style-type: none"> • None
In what zip code do you live or work?	98661
What is the highest degree or level of education you have completed?	Bachelor's degree
Do you rent or own your home?	Own
Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?	Yes
Do you live with a disability or identify as a disabled person?	No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature

A handwritten signature in black ink, consisting of a stylized first letter followed by several horizontal strokes and a final flourish.

Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Nathan
Last Name	Campbell
Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Clark County Historic Preservation Commission • Downtown Redevelopment Authority • Planning Commission • City Center Redevelopment Authority
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	n_b_campbell@msn.com
Phone Number	360-931-6130
Address	504 W 29th St Vancouver WA
City	Vancouver

State	Washington
ZIP Code	98660
What is your length of residency in Vancouver?	10 to 20 years
Occupation and Employer (if applicable)	Architect, Self employed
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Building and Fire Code
Which board, commission or committee are you most interested in? (2nd choice)	Planning
Are you interested in applying for more than one board, commission or committee?	Yes
Please select any additional boards, commissions or committees you are interested in.	<ul style="list-style-type: none"> • Vancouver Housing Authority • Urban Forestry Commission • Clark County Historic Preservation Commission • Parks and Recreation Advisory Commission • City Center Redevelopment Authority Board • Downtown Redevelopment Authority Board • Building and Fire Code Commission
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Housing, parks, walkability, sustainability.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	While born & raised in the NW, I've made a point to expand my horizons via travel, education, and work outside of the region.
We know there are many ways that people show how much they care for our community. Please	I worked at the Vancouver Housing Authority from 2022 to 2024. Prior to moving back to the NW in 2011, I worked as a member of my NA Board in San Antonio,

describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

and served as their representative to the San Antonio River Authority. Coached youth soccer while living in Bend, Oregon.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

Civic duty and concern for the well-being of my neighbors.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

I'm a middle-aged white male who grew up in a small eastern Washington town. I've worked in a number of offices that embraced diversity both in staffing and in clientele, and thrived in all.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

As an architect, versed in sustainability with regard to the built environment, and physical response to climate.
As a father, committed to ensuring children today find the opportunities and environment

How did you hear about this position?

- City newsletter

City Center Redevelopment Authority Questions

Please explain your experience leading or supporting public/private real estate or economic development initiatives, including affordable housing and community development projects?

I worked as a Construction Project Manager at the Vancouver Housing Authority for several years.

From your perspective, how can private real estate and economic development contribute to providing public benefits to our community?

Increased tax base is the easy answer to this question. However, without guardrails, private development will always gravitate toward profit, which doesn't always translate benefit the local community.

Downtown Redevelopment Authority Board Questions

Please outline your experience in reviewing business financial information and provide examples of how you utilized the financial information in decision-making. Please provide a specific example.

One of my duties at the Vancouver Housing Authority was estimating construction costs at variety of scales, and advising executive staff based on those estimates. As an architect, budget is always a consideration regardless of the project..

Please identify your experience in managing commercial properties

Managed the construction portion of the \$15MM renovation of Central Park Place on the VA campus in Vancouver while with Vancouver Housing Authority.

or managing large capital projects. Please provide several specific examples.

Participated in developing (along with VHA Development Department peers) and managing a very complicated PRAC/RAD project involving the renovation of 3 senior housing properties, with a proposed budget of \$20MM across the 3 properties.

Participated in identifying maintenance and capital improvement needs at Pacific Pointe Apartments after the property was purchased by Vancouver Housing Authority.

Planning Commission Questions

Tell us about your experience navigating the built environment in Vancouver. For example, do the areas where you live, work and play provide easy access to services, healthcare, education, parks and recreation, and jobs?

I've lived in the area for about 15 years. The first couple years on 179th just East of 15 felt isolated and required a car to access any services. The past 12 years, since we moved to Carter Park neighborhood, we've been fortunate to be able to engage with a diverse group of neighbors, and a growing business community along Main Street (Uptown Village).

How could these things be improved from your perspective?

Greater density should be considered around the core areas in Vancouver before annexation East and North require further reaching (and costly) infrastructure and services. Statewide zoning mandates will change our inner/existing neighborhoods, and must be addressed immediately.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

Prefer not to answer

What are your preferred pronouns? (Check all that apply)

- Prefer not to answer

What is your gender identity or expression? (Check all that apply)

- Prefer not to answer

What is your race/ethnicity? (Check all that apply)

- Prefer not to answer

Which languages do you speak other than English? Check all that apply.

- None

In what zip code do you live or work?

98660

What is the highest degree or level of education you have completed?

Master's degree

Do you rent or own your home?

Own

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?

No

Do you live with a disability or identify as a disabled person?

No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature

A handwritten signature in black ink that reads "ZB Campbell". The letters are stylized and cursive.

Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



Boards and Commissions Application- Fall 2025

Getting Started

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- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	No

Please provide your first and last Name:

First Name	Heather
Last Name	Friend
Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> City Center Redevelopment Authority Downtown Redevelopment Authority Civil Service Commission Clark County Historic Preservation Commission
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	heatherf@columbiacu.org
Phone Number	360-907-5599
Address	2413 NE 170th avenue
City	Vancouver

State	Washington
ZIP Code	98684
What is your length of residency in Vancouver?	More than 20 years
Occupation and Employer (if applicable)	Chief Operating Officer, Columbia Credit Union
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	City Center Redevelopment Authority
Which board, commission or committee are you most interested in? (2nd choice)	Planning
Are you interested in applying for more than one board, commission or committee?	No
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Great question! Affordable housing & homelessness, community safety, economic opportunities, urban development and community engagement are the community issues that come to mind.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	<p>As a long-term resident of Vancouver, I bring a deep understanding of our community's history, challenges, and evolving needs. My professional background in finance equips me with analytical skills, fiscal responsibility, and a strategic mindset—qualities that are essential for sound decision-making and resource stewardship on any city board or commission.</p> <p>I also bring a diverse perspective shaped by years of working across sectors and engaging with individuals from varied socioeconomic and cultural backgrounds. This helps me approach issues with empathy, inclusivity, and a commitment to equity. I value transparency, collaboration, and forward-thinking leadership, and I strive to foster environments where all voices are heard and respected.</p> <p>As a competent leader, I'm driven by a sense of civic duty and a desire to contribute meaningfully to Vancouver's continued growth and vitality. I believe in building bridges between policy and people, and I'm ready to serve with integrity, insight, and a shared vision for a thriving community.</p>
We know there are many ways that people show how much they care for our community. Please describe your current and past	As a long-term resident of Clark County, I've always felt a deep connection to our community, though much of my professional career was spent working in Oregon, and understanding the community needs across the bridge. Whether through volunteering with the Oregon Food Bank, the Salvation Army, Project 48, Susan G

community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

Komen, United Way or Supporting the Prevent Child Abuse Oregon (PCAO) Board as Vice Chair, I've consistently sought ways to contribute meaningfully.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

Accepting my current role at Columbia Credit Union was a strategic and intentional decision to bring that focus closer to home, where I live and where my children go to school. This transition has allowed me to engage more directly with the issues impacting our community—from financial wellness and housing stability to inclusive economic development. I am seeking local board and volunteer opportunities as a way of deepening my connection to our community.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

I am extremely comfortable working with diverse individuals and communities. As the former Chief Operations Officer for Embold Credit Union, I led an organization focused on supporting minority, Hispanic, and underserved communities. Additionally, as part of my responsibilities with PCAO, we focused on at risk communities and families.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

As a long-term resident of Clark County and a financial professional, I bring a unique blend of local insight and strategic thinking to the conversation around climate change. My experience managing resources and evaluating long-term impacts has taught me the importance of balancing environmental responsibility with economic sustainability. I understand how climate initiatives can be both fiscally sound and socially impactful when guided by data, community input, and a clear vision.

Is there anything else you would like us to know?

I am a passionate leader just looking to have a positive impact on our community. Let me know how I can help!

How did you hear about this position?

- City newsletter
- Post on the City's website

City Center Redevelopment Authority Questions

Please explain your experience leading or supporting public/private real estate or economic development initiatives, including affordable housing and community development projects?

Throughout my career, I've had the opportunity to support and engage with a range of public and private initiatives focused on economic development, housing stability, and community growth. While a significant portion of my professional experience was based in Oregon, my work consistently prioritized impact—particularly in areas that intersect with housing access, financial empowerment, and inclusive development.

In my current role at Columbia Credit Union, I've strategically shifted my focus to Vancouver and Clark County, where I can actively be involved in initiatives that support local economic vitality. This includes collaborating with community partners to identify financing solutions for small businesses, exploring opportunities to support affordable housing developments, and advocating for financial products that serve underserved populations.

From your perspective, how can private real estate and economic development contribute to providing public benefits to our community?

Private real estate and economic development can play a powerful role in benefitting our community through collaboration, common vision, and keeping our values community centered. There are opportunities for expanding access to housing, driving location investment, and revitalizing neighborhoods throughout Clark County.

Downtown Redevelopment Authority Board Questions

Please outline your experience in reviewing business financial information and provide examples of how you utilized the financial information in decision-making. Please provide a specific example.

I have over 25 years of service experience within the financial industry, and more importantly, I am an advocate for making data driven decisions. In my professional role I am frequently analyzing the value, risk, and benefit of the financial decisions we are making.

Please identify your experience in managing commercial properties or managing large capital projects. Please provide several specific examples.

Great question! As the Chief Operating Officer of Columbia Credit Union I am responsible for overseeing the management of all physical locations, and properties. Additionally, I was responsible for the oversight of my corporate office at U.S. Bank, and the branch facilities at Embold Credit Union.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

31-55

What are your preferred pronouns? (Check all that apply)

- She/Her/Hers

What is your gender identity or expression? (Check all that apply)

- Female

What is your race/ethnicity? (Check all that apply)

- White

Which languages do you speak other than English? Check all that apply.

- None

In what zip code do you live or work?

98684

What is the highest degree or level of education you have completed?

Master's degree

Do you rent or own your home?

Own

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?

No

Do you live with a disability or identify as a disabled person?

No

Signature Agreement

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Signature



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Have a great day!



Boards and Commissions Application- Fall 2025

Getting Started

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Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Chrystione
Last Name	Warren

Which board or committee are you applying for?	<ul style="list-style-type: none"> • Aviation Advisory Committee • Clark County Historic Preservation Commission • City Center Redevelopment Authority • Fort Vancouver Regional Library Board of Trustees • Downtown Redevelopment Authority • Planning Commission • Salary Review • Transportation and Mobility Commission
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Are you a registered voter in Clark County?	Yes
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Have you served on this board in the past?	No
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Are you currently serving on a board or commission for the City of Vancouver?	No
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Email Address	chrystione910@gmail.com
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Phone Number	760-997-8421
Address	200 NE 104 Ave
City	Vancouver
State	Washington
ZIP Code	98664
What is your length of residency in Vancouver?	Less than a year
Do you, or does your firm or place of employment do business with the City?	Yes
Please Describe	I'm life/health Medicare independent agent
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Aviation
Which board, commission or committee are you most interested in? (2nd choice)	Telecommunications
Are you interested in applying for more than one board, commission or committee?	Yes
Please select any additional boards, commissions or committees you are interested in.	<ul style="list-style-type: none"> • Aviation Advisory Commission • Building and Fire Code Commission • Charter Review Commission • City Center Redevelopment Authority Board • Civil Service Commission • Downtown Redevelopment Authority Board • Lodging Tax Advisory Committee • Parks and Recreation Advisory Commission • Planning Commission • Portland Citizen Noise Advisory Committee • Public Facilities District Board • Salary Review Commission • Telecommunications Commission • Vancouver Housing Authority • Clark County Historic Preservation Commission • Clark County Arts Commission
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is	Homelessness has surged, with a 12% increase in Clark County as of early 2025, disproportionately affecting seniors and BIPOC individuals. This ties directly to the

facing today?

affordable housing crisis, where rents have outpaced income growth by a wide margin, leaving many vulnerable to instability. From my work in insurance, I've seen how such instability heightens risks in areas like public health and property management issues that could impact airport-adjacent areas like Pearson Field, where encampments have been a concern. Addressing this requires innovative approaches, such as expanding supportive housing and leveraging partnerships, as the City has done with recent grants and shelter pilots.

The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?

I bring a diverse mix of professional and educational experiences combined with a commitment to equity and collaboration. My work managing insurance licensing across Washington and California has given me a strong understanding of regulatory systems, attention to detail, and a willingness to bridge differences between communities. As someone currently pursuing a bachelor's degree, I value lifelong learning and adaptability.

My perspective is shaped by working with people from varied backgrounds and by navigating compliance, risk, and customer needs in the insurance industry, including preparation for AHIP certification. I believe in listening first, working collaboratively, and making decisions that reflect both data and compassion. My core values are integrity, transparency, and a deep respect for the different lived experiences that make up our city. I strive to amplify underrepresented voices and create inclusive environments where all community members feel empowered to participate.

As a passionate advocate for aviation, I want to bring pilot education back to the forefront in Vancouver by revitalizing local training programs and partnerships, such as collaborating with institutions like Portland Community College or nearby flight centers to make aviation careers more accessible and inclusive for diverse groups. Looking to the future, I see hypersonic flight speeds exceeding Mach 5 as key to transforming global connectivity and Vancouver's role in innovative aviation. I'd advocate for strategic partnerships with leaders like United Airlines and Boom Supersonic to explore sustainable hypersonic advancements, drawing from their ongoing work on high-speed aircraft like Overture, which could position our community at the cutting edge of next-generation travel. I am committed to helping Vancouver grow in a way that is sustainable, equitable, and innovative.

We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

I have contributed to my community in both formal and informal ways, drawing from a foundation of leadership and mentorship that began early in my life. At just 19 years old, I stepped up as a high school coach in Ventura, guiding a group of athletes from their freshman year through to senior graduation. This experience was profoundly rewarding, as I focused on building not just athletic skills but also character, resilience, and teamwork—qualities that have propelled many of them into professional roles serving their communities, including as firefighters and police officers. Watching them grow and now contribute at such impactful levels reinforces my belief in the long-term power of youth development.

As a Boy Scout, I honed values like integrity, preparedness, and community service through outdoor adventures and group projects that emphasized helping others and fostering strong relationships. This early involvement sparked a lifelong commitment to volunteering, including time at a nonprofit where I helped educate and empower people from diverse backgrounds, providing resources and guidance to support their personal and professional growth. These experiences, though rooted in Ventura, have shaped my approach to community building and inspired me to bring that same dedication to Vancouver.

In my professional life, managing insurance licensing across Washington and California has allowed me to assist individuals and businesses with regulatory navigation, promoting financial security and stability. Currently pursuing a bachelor's degree and preparing for AHIP certification, I stay engaged with varied groups, encouraging mutual support and learning. Outside of work, I support neighbors by sharing resources, aiding with applications, and advocating for accessible career paths, especially in aviation—where I aim to revitalize pilot education for young people and underrepresented communities.

My approach is always collaborative, focused on empowering others to succeed, whether through mentoring classmates, guiding newcomers in the workforce, or promoting innovative technologies like hypersonic flight partnerships with entities such as United Airlines and Boom Supersonic. These efforts have deepened my

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

I am deeply interested in serving as a board member because I see this role as a unique chance to help shape Vancouver's future at a turning point for both our city and the aviation industry. My passion lies in connecting people to opportunities, and I believe aviation is key to economic growth, education, and innovation in Vancouver. I want to bring pilot education back to the forefront, making it accessible for young people and underrepresented groups, and creating local pathways into high-demand careers.

Serving on this board would allow me to integrate my background in regulatory management, my experience as a mentor and coach, and my enthusiasm for emerging technologies like hypersonic flight. I am inspired by the possibility of building partnerships with leaders in advanced aviation and empowering our community to be part of the next generation of air travel. I want to ensure our city keeps pace with technological change while prioritizing community input, equitable access, and sustainability.

This role aligns with my long-term aspirations in public service, including my goal of one day serving as a U.S. Senator, where I could advocate for policies blending libertarian principles with fiscal responsibility to drive innovation and opportunity on a national scale. Starting at the local level in Vancouver allows me to build meaningful experience, foster civic engagement, and contribute to a stronger democracy from the ground up. Above all, I want to give back to my adopted home by contributing practical solutions and fresh energy, working collaboratively to help Vancouver excel as a forward-thinking, inclusive, and connected community.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

I have experience working with and supporting diverse communities throughout my professional and personal life. As a high school coach in Ventura, I guided a group of athletes from various backgrounds and perspectives, helping them grow not only in their sport but also as individuals. Many of these students went on to serve their communities as firefighters and police officers. My time as a Boy Scout also taught me the importance of fairness, respect, and inclusion, values that continue to shape my approach today.

Professionally, managing insurance licensing across multiple states has required me to navigate different regulatory systems and work with people from a wide variety of cultural and socioeconomic backgrounds. This has deepened my appreciation for equity and taught me the importance of clear communication, empathy, and active listening.

I am very comfortable engaging with and learning from diverse groups. Whether volunteering with nonprofits to educate people or supporting neighbors and colleagues from all walks of life, I approach every interaction with an open mind and a willingness to learn. These experiences have shown me that embracing diversity and prioritizing racial equity are essential for building stronger, more vibrant communities. I am committed to fostering environments where every voice is heard and where opportunities are accessible to all.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

Building a sustainable future requires both strong community engagement and a commitment to educating the next generation. My experience as a coach, mentor, and advocate has shown me that people are much more likely to act on important issues—like climate change—when they feel empowered, informed, and connected to others working toward the same goal.

I believe that community-driven education is one of the most effective long-term strategies for tackling climate change. By helping people understand the impacts of their decisions and inspiring them to innovate and adapt, we can build a foundation for meaningful, ongoing change. I have seen first-hand how youth mentorship and accessible educational opportunities can spark leadership and action. I also know this is not a one-time effort: addressing climate change requires continual learning, adapting, and building new habits at every level, from individual citizens to local businesses and government.

As a member of a City board or commission, I would pursue partnerships with schools, local organizations, and industry leaders to make climate education and community engagement a cornerstone of Vancouver's strategy. By encouraging

Is there anything else you would like us to know? No

How did you hear about this position? • Word of mouth

Aviation Advisory Board Questions

Are you a pilot? No

Please explain your experience or background in the aviation field. My background in aviation is rooted in a lifelong passion for flight and a commitment to supporting others in the field, even as I've navigated personal challenges that shaped my path. Early on, I began pilot training, eager to turn my fascination with aviation into a hands-on career. However, life circumstances forced me to prioritize survival—focusing on work and stability—which meant putting my training on hold. Compounding this, a DUI in 2018 created significant barriers, making it impossible to pursue certification or related opportunities at the time, as it required me to dedicate all my energy to rebuilding and maintaining steady employment.

Despite these setbacks, I've channeled my enthusiasm into advocacy and mentorship. For instance, I played a key role in helping a close friend pursue his ambition of becoming a pilot, offering guidance on training programs, navigating challenges, and providing ongoing encouragement that helped him achieve his goals. This experience reinforced my belief in the transformative power of aviation education and accessibility, inspiring me to advocate for revitalizing pilot training in Vancouver to make it more inclusive for aspiring aviators from all backgrounds. These experiences have given me a unique perspective on the resilience required in aviation, the importance of supportive networks, and the need for equitable pathways into the industry. I'm excited to bring this insight to the board, contributing to initiatives that promote innovation, safety, and opportunity in our local aviation community

City Center Redevelopment Authority Questions

Please explain your experience leading or supporting public/private real estate or economic development initiatives, including affordable housing and community development projects? During my time in college, I served on the economic development subcommittee, where I participated in initiatives focused on supporting both public and private investment in our local area. This experience gave me valuable insight into the importance of fostering partnerships between educational institutions, local businesses, and community organizations to drive sustainable economic growth. In this role, I helped organize events and outreach efforts designed to connect students and community members with affordable housing resources, job opportunities, and small business supports. I also worked closely with others on projects aimed at revitalizing campus facilities and surrounding neighborhoods to better serve the needs of a diverse and growing population. Through this work, I learned that successful community development depends on active listening, creative problem-solving, and the ability to bridge gaps between different stakeholders.

These experiences, along with my background in regulatory compliance and risk management, have prepared me to support effective, inclusive development projects that balance economic growth with affordability and long-term community benefit.

From your perspective, how can private real estate and economic development contribute to providing public benefits to our community? Private real estate investment and economic development can be powerful drivers of public benefit—especially if Vancouver ever considers unincorporation or major changes in its city governance. By leveraging investment from private industry, we can expand our community's capacity to deliver vital infrastructure, affordable housing, and revitalized commercial areas, even in situations where city services or funding might be more limited. When the groundwork is thoughtfully laid, strategic private investment brings new jobs, stimulates local businesses, and

attracts innovative industries, while also increasing the tax base to fund essentials like schools, parks, and public safety. Partnerships with private developers can help us integrate projects that serve the broader public good, whether that's through mixed-use developments, transit-oriented housing, or business incubators for local entrepreneurs. If Vancouver were to unincorporate or shift its structure, careful planning would be essential to ensure that private investment is incentivized to deliver community benefits—not just profits. This could mean adopting creative approaches such as public-private partnerships, impact fee waivers for developments addressing key needs, or pooling resources with regional partners for major infrastructure projects. By welcoming and guiding private investment, we lay the groundwork for resilience, inclusivity, and shared prosperity across the city—regardless of its formal status.

Downtown Redevelopment Authority Board Questions

Please outline your experience in reviewing business financial information and provide examples of how you utilized the financial information in decision-making. Please provide a specific example.

I have several years of experience as a life insurance advisor, where reviewing business and personal financial information is a core part of the role. In this capacity, I regularly analyzed clients' income statements, expense reports, assets, debts, and retirement projections to tailor insurance solutions that aligned with their long-term financial goals. This involved assessing risk factors, cash flow, and investment portfolios to recommend policies that provided protection while optimizing tax advantages and wealth accumulation. For instance, I often used this data to guide decisions on term versus permanent life insurance, ensuring clients maximized benefits like cash value growth for retirement security. I utilized this financial information in decision-making by helping regular people—such as families and small business owners—secure their retirements through customized plans. By evaluating their budgets and future needs, I could advise on policy amounts that balanced affordability with adequate coverage, often integrating life insurance as a financial asset to supplement pensions or 401(k)s. This not only protected their loved ones but also built a safety net for unforeseen events, leading to more confident financial planning. A specific example is when I ran a corporate wellness program for Appiro, a mid-sized company. I reviewed their business financials, including health insurance premiums, employee absenteeism rates, and overall benefits costs, identifying opportunities for savings through targeted wellness initiatives. By implementing cessation programs focused on smoking and health habit improvements, we reduced employee health risks and claims, resulting in a \$330,000 savings on their insurance premiums after just six months—directly tying financial analysis to measurable outcomes that benefited both the business and its employees.

Please identify your experience in managing commercial properties or managing large capital projects. Please provide several specific examples.

While I have not managed commercial properties directly, I do have specific experience overseeing major projects and initiatives with significant financial and operational components. One example is my work developing and implementing a corporate wellness program for Appiro. I was responsible for coordinating the rollout across multiple departments, negotiating with service providers, overseeing communications, and tracking program metrics to evaluate success. This required managing a substantial budget and ensuring compliance with both company and insurance policies. The program ultimately resulted in \$330,000 in savings on insurance premiums within six months, demonstrating my ability to handle high-stakes projects with measurable impact. Additionally, as a life insurance advisor, I regularly reviewed commercial property leases and financial reports as part of analyzing business clients' risk and designing group benefits plans. This often meant working closely with business owners, landlords, and property managers to align insurance coverage with operational needs—requiring an understanding of property management realities, tenant relations, and regulatory compliance. During my time on my college's economic development subcommittee, I also contributed to campus and community improvement projects. This included helping guide resource allocation for facility upgrades and expansion, as well as coordinating outreach efforts with local businesses and city agencies. Overall, these roles have given me a strong foundation in project management,

Planning Commission Questions

Tell us about your experience navigating the built environment in Vancouver. For example, do the areas where you live, work and play provide easy access to services, healthcare, education, parks and recreation, and jobs?

My experience navigating Vancouver's built environment has shown me both its strengths and its ongoing challenges. In my daily life, I have found that many areas provide decent access to essential services like grocery stores, healthcare clinics, schools, parks, and recreational spaces—particularly in more established neighborhoods. There are vibrant corridors where transit, jobs, and community facilities are reasonably well-connected, and recent city investments in the waterfront and mixed-use developments have created more opportunities for people to live, work, and play in the same area.

However, there are still notable gaps. In some neighborhoods, access to affordable healthcare, diverse educational/reskilling programs, or safe, well-maintained parks remains limited—especially for people without reliable transportation. Ease of access can also depend on factors like income, mobility, and language, which means not all residents benefit from the same level of service or opportunity. While growth and development are creating new housing and jobs, this can sometimes outpace improvements in transit connectivity or community services.

How could these things be improved from your perspective?

From my perspective, the city could improve these things by prioritizing equitable access in all new development and redevelopment plans—ensuring that every resident, no matter where they live, has walkable or transit-accessible routes to healthcare, education, parks, and jobs. We should also invest in “complete streets” that are safe for pedestrians and cyclists, expand mobile and telehealth options, and ensure that future growth includes more mixed-use spaces that serve the daily needs of a diverse population. Engaging community members directly in the planning process, especially those from underrepresented areas, can help Vancouver become a more connected, inclusive, and resilient city for everyone.

Transportation and Mobility Commission Questions

Please indicate the experience or interest group you would represent. (Select all that apply)

- Person with a disability
- Member of an active neighborhood association
- Applying for the at-large position

The three primary goals for Vancouver's transportation system are to be safe, equally accessible for all regardless of how you travel, and supporting the reduction of transportation-related greenhouse gas emissions. How do you think you can help to advance these goals through your work on the Transportation and Mobility Commission?

To help advance Vancouver's transportation goals of safety, equal accessibility, and reducing transportation-related greenhouse gas emissions, I would bring a collaborative, data-driven approach grounded in both policy review and real-world experience. First, I would champion initiatives that make safety a priority for all users—pedestrians, cyclists, drivers, and transit riders—by supporting “complete streets” designs, traffic calming measures, well-lit paths, and smart use of technology to help prevent accidents. My background in managing projects and working with diverse stakeholders has prepared me to engage communities early and often, ensuring that safety improvements reflect the needs of different neighborhoods and are accessible to everyone, especially people with disabilities or limited mobility. Second, I would advocate for accessible transportation by promoting frequent, reliable transit service; integrating first-mile/last-mile solutions; and supporting expansion of bike and pedestrian networks. This includes working toward equitable access to jobs, education, healthcare, and recreation—so every resident benefits regardless of where they live or how they travel. Finally, to reduce greenhouse gas emissions, I would support investments in cleaner vehicle technologies, expanded electrification infrastructure, and policies that incentivize the use of public transit and active transportation. I would encourage smart land-use planning that supports mixed-use, transit-oriented development, which reduces the need for long commutes and makes sustainable travel easier and more attractive. By listening to community members and leveraging best practices, I would work to keep Vancouver's transportation system safe, sustainable, and accessible for generations to come.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range? 31-55

What are your preferred pronouns? (Check all that apply) • He/Him/ His

What is your gender identity or expression? (Check all that apply) • Male

What is your race/ethnicity? (Check all that apply) • Black/African American

Which languages do you speak other than English? Check all that apply. • None

In what zip code do you live or work? 98664

What is the highest degree or level of education you have completed? Associate's degree

Do you rent or own your home? Rent

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard? No

Do you live with a disability or identify as a disabled person? Yes

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature

A handwritten signature in black ink, consisting of a stylized, cursive letter 'A' with a vertical line through the center, all enclosed within a large, sweeping loop.

Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	No

Please provide your first and last Name:

First Name	Summer
Last Name	Sorensen

Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Civil Service Commission • Downtown Redevelopment Authority • Transportation and Mobility Commission • City Center Redevelopment Authority • Clark County Historic Preservation Commission
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Have you served on this board in the past?	No
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Are you currently serving on a board or commission for the City of Vancouver?	No
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Email Address	summer.sorensen@gmail.com
Phone Number	360-281-2488
Address	700 Northeast 117th Street
City	Vancouver

State	Washington
ZIP Code	98685
What is your length of residency in Vancouver?	More than 20 years
Occupation and Employer (if applicable)	Digital Marketing - self employed
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Planning
Which board, commission or committee are you most interested in? (2nd choice)	Parks and Recreation
Are you interested in applying for more than one board, commission or committee?	Yes
Please select any additional boards, commissions or committees you are interested in.	<ul style="list-style-type: none"> • Charter Review Commission • Parking Advisory Committee • Downtown Redevelopment Authority Board • Clark County Public Health Advisory Commission
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Housing affordability, over-development, traffic and parking issues, and increasing taxation.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	<p>I've lived in Clark County for most of my life. I love it here.</p> <p>After working in Portland for several years, it was a delight to get a job back on this side of the river in 2007. I've worked in Vancouver ever since. In 2019, I started my own business, Summertime Communications, helping local businesses with their digital marketing. I have a deep desire to support local businesses (being an owner of one myself), and see that policies are established in a way that supports them, as they are the backbone of our community.</p> <p>I also believe the opinions of all taxpayers should be taken into account in policymaking. Politics can be fraught with division and even corruption. I believe that if people who love and care about the community take the time to serve in these roles, we can build a better future.</p> <p>I've been involved in a local HOA and briefly served as a PCO. People behaving badly is a common theme. ;) I believe treating all people with respect (especially</p>

those I disagree with) and making every effort to understand their goals and motivations is often lacking from public discourse. I would bring that value and temperament to any position in which I serve.

We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

I support friends, family and neighbors whenever I can. If they are sick and need a meal brought, I'm all over it. If they want to stop me on the sidewalk and chat, I make time for it if I can.

I'm very involved in my faith community. I help out with the youth group at my church on Wednesdays and Sundays. I ran the sound board monthly at church for three years. In the past, I've helped with organizations like Shepherd's Door (the women's arm of Portland Rescue Mission) and a grassroots organization in Hazel Dell that helped underprivileged with food and other support resources.

Making people smile through acts of kindness is a big motivator for me. Even something as simple as "raising the roof" as I pass a runner on the Salmon Creek trail to get them to laugh or smile during their workout brings me great joy.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

I've been considering serving on a board for a while. When I saw the call for applications, I thought now could be the time.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

In my previous volunteer work, I dealt with many diverse communities different from my own. Every human being is worthy of dignity and respect; that is how I treat everyone, regardless of their skin color or beliefs. Barriers fall when we treat others that way. My comfort level is high.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

I want to learn everything I can about how the City is addressing it, so I can be part of the solution.

Is there anything else you would like us to know?

As a business owner, my time is extremely valuable. But the value of community service is great, also. That is why I am willing to offer my service for the community--to bring about positive change.

How did you hear about this position?

- Social media

City Center Redevelopment Authority Questions

Please explain your experience leading or supporting public/private real estate or economic development initiatives, including affordable housing and community development projects?

None.

From your perspective, how can private real estate and economic development contribute to providing public benefits to our community?

Greatly. Private investments can help with positive economic development.

Downtown Redevelopment Authority Board Questions

Please outline your experience in reviewing business financial information and provide examples of how you utilized the financial information in decision-making. Please provide a specific example.

I run my own business, so this is a regular activity for me.

Please identify your experience in managing commercial properties or managing large capital projects. Please provide several specific examples.

No experience.

Transportation and Mobility Commission Questions

Please indicate the experience or interest group you would represent. (Select all the apply)

- Applying for the at-large position

The three primary goals for Vancouver's transportation system are to be safe, equally accessible for all regardless of how you travel, and supporting the reduction of transportation-related greenhouse gas emissions. How do you think you can help to advance these goals through your work on the Transportation and Mobility Commission?

I'd do what I can by being an active participant.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

31-55

What is your gender identity or expression? (Check all that apply)

- Female

In what zip code do you live or work?

98685

What is the highest degree or level of education you have completed?

Bachelor's degree

Do you rent or own your home?

Rent

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?

No

Do you live with a disability or identify as a disabled person?

No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Shannon
Last Name	McGinnis

Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Clark County Historic Preservation Commission • Salary Review • Public Facilities District • Civil Service Commission
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Are you a registered voter in Clark County?	Yes
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Have you served on this board in the past?	No
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Are you currently serving on a board or commission for the City of Vancouver?	No
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Email Address	shannon.m.mcginis96@gmail.com
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Phone Number	406-212-2872
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Address	9203 Ne 53rd St
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City	Vancouver
State	Washington
ZIP Code	98662
What is your length of residency in Vancouver?	1 to 5 years
Occupation and Employer (if applicable)	Recruitment Specialist, North Clackamas School District
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Salary Review
Which board, commission or committee are you most interested in? (2nd choice)	Clark County Historic Preservation
Are you interested in applying for more than one board, commission or committee?	Yes
Please select any additional boards, commissions or committees you are interested in.	<ul style="list-style-type: none"> • Parks and Recreation Advisory Commission • Public Facilities District Board • Urban Forestry Commission • Salary Review Commission
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Our homeless population is one of our largest problems. To go with that funding to help deal with the homeless problem is, I would assume, another problem.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	I am a younger women and mom, with a Masters degree in Human Resource Management. Much of my schooling had aspects of DEI included in it. Working with the North Clackamas School District one of our values is equity. I would say I have a strong knowledge of the positive affects diversity can have on a community and how important it is to be inclusive.
We know there are many ways that people show how much they care for our community. Please describe your current and past	I have not been as involved as much as I would like to be. This is part of the reason I am applying. My son and I frequent the parks in the area. If we see garbage at the park, my partner and I are good about picking it up. my oldest is 3,

community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

so when he is a bit older, I am sure we will be involved with youth sports. He is currently going to gymnastics class at Naydenovs and swim class at Kids' Club.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

I would like to help improve the city to make it as family friendly as it can be. I also believe my education and work experience may be helpful.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

As I stated before, I have a Master's degree in Human Resource Management, and I currently work for the North Clackamas School District as a recruiter. As a recruiter, I go to many job fairs that attract all sorts of diverse candidates. I have hired diverse staff for NCSD, many of whom whose first language is not English and/or may be new to the country. I am very comfortable around diversity.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

I believe in climate change and know it is one of the biggest issues facing our planet. I personally try my best to cut down on my environmental footprint by recycling, buying products packaged in materials that can be recycled, and by buying second hand when I can. As for my skills I can contribute, I am great with social media and marketing. I would be happy to help promote and get people excited about the incentives the city is trying to put in place.

Is there anything else you would like us to know?

I am a young, educated mom who just wants to make this city better for the next generation.

How did you hear about this position?

- Social media

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

20-30

What are your preferred pronouns? (Check all that apply)

- She/Her/Hers

What is your gender identity or expression? (Check all that apply)

- Female

What is your race/ethnicity? (Check all that apply)

- White

Which languages do you speak other than English? Check all that apply.

- None

In what zip code do you live or work?

98662

What is the highest degree or level of education you have completed?

Master's degree

Do you rent or own your home? Own

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard? No

Do you live with a disability or identify as a disabled person? No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature



Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



Boards & Commissions Application Form

Important Information about Our Application Process:

- Carefully read the media advisory for the opening you are applying for.
- City employees are not eligible to serve on city boards and commissions.
- Commission meetings may require day or evening attendance. Your accepting appointment to a commission affirms your ability to attend meetings as scheduled.
- Upon appointment, proof of identity and residency may be required.
- Applications are considered active for one year. You will be notified of future openings for those Boards & Commissions which you apply or indicate interest.
- Please note that pursuant to the state's Public Records Act (RCW 42.56), applications submitted for these appointments are public records and may be subject to public disclosure.

RETURN COMPLETED APPLICATION TO:

City of Vancouver
 City Council/Mayor's Office
 ATTN: Boards & Commissions Coordinator
 PO Box 1995
 Vancouver, WA 98668-1995
 Phone: 360.487.8600
 Fax: 360.487.8625
 E-mail: bc_coordinator@cityofvancouver.us

To apply online, go to: <http://www.cityofvancouver.us/boards>

GENERAL APPLICANT INFORMATION (please type or print)

Date of application: 9/30/2025		
Which board or commission are you applying for? Any of the fourteen openings on the boards and commissions		
Have you served on this board or commission in the past? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
First Name: David, Jorge, ^{middle names}	Last Name: GONZALEZ	Pronouns:
Home Address: Homeless / Transient residing on the public street in my mobile home 1972 Superior 22ft Motorhome : WA Plates: DP86671		
City: Vancouver	State: WA	Zip: 98668
Mailing Address (if different): P.O. Box 2354		
Mailing City: Vancouver	Mailing State: WA	Mailing Zip: 98668
E-mail address: zmyfruits@gmail.com		

Primary Phone: (360)356-2942 Secondary Phone: N/A

Do you reside in the City limits? Yes No
I believe so,

Length of residency in Vancouver: Grown up here in Clark County majority of my life

Occupation and employer (if applicable): Retired and Disabled

Do you, or does your firm or place of employment do business with the City? Y N

If yes, please describe:

If your employer does business with the City of Vancouver and you receive compensation other than salary (such as bonus, stock, commission) please explain:

Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services? Y N

If yes, please describe:

APPLICANT SURVEY

Your responses to the following questions will help the City of Vancouver learn more about the skills, perspectives and experiences of our applicants.

*Required

1. What do you think are the most important issues our community is facing today?

Financial management, Homelessness, Safety of the vulnerable Disabled, etc. unfairness in employment opportunity for indigenous Latins and Orientals etc. That is what I believe can further expand my thoughts and communicate them in person to the Council.

2. The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. **What diverse experiences, skills, perspectives and values would you bring to a City board or commission? ***

I have been a shepherd for Constellations Church since November 5th 2014. Was a Vancouver Housing Authority Rab member when I resided at Lincoln Place Apartments # 203
Am a person of Faith have participated and done this voluntarily etc. My way of ^{contributing} giving back etc.

3. We know there are many ways that people show how much they care for our community. **Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community.** Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.*

I had early on had volunteered for Habitat for Humanity Retail thrift Store when it was originally opened up at 4th Plain. I have voluntarily been a Vancouver Housing Authority RAB Member, etc.

4. Please describe your interest in serving as a board member or commissioner. **Why do you want to be involved with the City of Vancouver, and why this role?***

I want to rule and make a positive impact with the City and County, etc.

5. **Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.***


I do not believe I have had a whole lot of racial equity and have worked with a diverse communities. I am open to expand my horizons, etc.

6. The City of Vancouver is setting ambitious goals around climate change. **As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?***

Climate Change? I will immerse myself to obtain more knowledge concerning climate change, will read whatever memos are sent my way etc. I do not believe I can clearly answer the question as climate change is vague etc. Need more specific, etc.

7. Is there anything else you would like us to know?

I am humble and optimistic etc. @vinjosephjoseph
I was a Husband and a Dad to our daughter
creative and Artistic



DEMOGRAPHIC QUESTIONS

Demographic data collection helps the City of Vancouver understand participation within our community. This demographic data will not be used in determining the acceptance or denial of an application.

8. Age Range?

- 17 or younger
- 18-30
- 31-55
- 56-70
- 71+

9. Your gender identity or expression (check all that apply):

- Female
- Male
- Non-Binary
- Transgender
- Prefer not to answer
- Self-Identified

If self-identified, you may add details

Straight and Heterosexual

10. Your race/ethnicity (check all that apply)

- American Indian or Alaska Native
- Asian
- Black/African American
- Hispanic or Latino/a/e
- Native Hawaiian or Pacific Islander

Race: → White Ethnicity: "Hispanic"

- Prefer not to answer
- Self-Identified

If self-identified, you may add details

11. Languages you speak other than English (check all that apply)

- Spanish
- Chinese (Mandarin or Cantonese)
- Russian
- Other

If other languages, please indicate

12. In what zip code do you live or work?

around

13. How did you hear about this position?

- City newsletter
- Post on the City's website
- Social media
- Office of Neighborhoods Weekly Update
- From a community group
- Local news media
- Word of mouth
- Email*

14. Education

What is the highest degree or level of education you have completed?

- Some high school
- High school
- Some college *Two years or so College Drop out*
- Associate degree
- Bachelor's degree
- Master's degree
- Doctorate
- Trade school *certifications permits etc.*

15. Do you rent or own your home?

- Rent
- Own
- Other *mobile Home / Motor Home parked on the Public Streets in my 1977 Superior 28ft Motorhome, WA Plates: DP86671*

16. Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?

- Yes
- No

17. Do you live with a disability or identify as a disabled person?

Disabilities are physical or mental impairments that substantially limit one or more major life activities. Examples may include vision impairment, learning disabilities or neurodivergence.

- Yes
- No

If yes, please describe how we can best support your participation.

space, ~~at~~ times use a manual wheelchair or Power Mobility wheelchair including other alternative mobility aids. Hearing Auxiliary aids, etc.

Are you interested in serving on other Boards or Commissions? Y N maybe

Signature of Applicant: <i>David Joseph Herzberg</i>	Date: <i>9/30/2025</i>
---	---------------------------

current Washington State Driver License:

WDL359B8C63B

Previous Expired Washington State Driver License:

GONZADJ25ØLN

Disabled identification ID #:

DPI D0900380

To: Mayor and City Council
From: Council Subcommittee 1
Date: November 17, 2025

Subject

Appointment to the Public Facilities District Board of Directors

Present Situation

The Vancouver Public Facilities District Board (PFD) is a municipal corporation governed by a five-member Board of Directors. It was created by Vancouver City Council in 1999 to develop the downtown hotel and convention center. The PFD owns the land under the Hilton hotel and convention center in downtown Vancouver, which leases to the City's Downtown Redevelopment Authority (DRA) and receives funding for operation of the property from the state sales tax credit program which it then transfers to the DRA. The PFD board is also responsible for approving annual budgets and monitoring use of the funds.

Council Committee 1 recently interviewed candidates for this board and recommends the full-term reappointment of Hunter Byrnes and Ken O'Hollaren with a term beginning November 30, 2025, and expiring November 30, 2029.

Action Requested

On Monday, November 17, 2025, reappoint Hunter Byrnes and Ken O'Hollaren to full-term positions on the Public Facilities District Board of Directors, with a term beginning November 30, 2025, and expiring November 30, 2029.

Subcommittee 1



MEMORANDUM

DATE: November 17, 2025
TO: Mayor and City Council
FROM: Council Committee 1 (Paulsen, Hansen, Perez)
CC: Lon Pluckhahn, City Manager
Tawny Maruhn, Boards & Commissions

RE: Recommendation for Appointment on the Vancouver Public Facilities District Board of Directors
--

The Vancouver Public Facilities District Board (PFD) is a municipal corporation governed by a five-member Board of Directors. It was created by Vancouver City Council in 1999 to develop the downtown hotel and convention center. The PFD owns the land under the Hilton hotel and convention center in downtown Vancouver, which leases to the City's Downtown Redevelopment Authority (DRA) and receives funding for operation of the property from the state sales tax credit program which it then transfers to the DRA. The PFD board is also responsible for approving annual budgets and monitoring use of the funds.

Council Committee 1 recently interviewed candidates for this board and recommends the full-term reappointment of Hunter Byrnes and Ken O'Hollaren with a term beginning November 30, 2025, and expiring November 30, 2029.

This appointment will be presented for Council action at the **Monday, November 17, 2025**, Council meeting.

Attachments:

- Applications
- Current Roster

**Ken O'Hollaren
1702 SE 112th Ct.
Vancouver WA 98664**

September 11, 2025

City of Vancouver
City Council Committee
PO Box 1995
Vancouver WA. 98668

Re: Letter of Continued Interest- Vancouver Public Facilities District

Dear Council Committee,

It has been my honor to serve the Vancouver Public Facilities District for the past 11/2 years. Please accept this letter of continued interest as my application for reappointment.

As I indicated in my original application, I have a strong background and interest in economic development, and the role the public sector can play in that development. I believe my continued participation in the PFD is a good fit for that background, particularly as the District may now have additional opportunities to contribute to the community. As I was only appointed to a partial term on the Board, I would appreciate the chance to serve a full term.

Once again, it has been my honor to serve the Vancouver PFD. I hope that you will grant my request for reappointment.

Thank you in advance for your consideration.

Sincerely,



Ken O'Hollaren

09.18.2025

City of Vancouver
City Council Committee
PO Box 1995
Vancouver, WA 98668

Re: Letter of Continued Interest – Public Facilities Board

Dear Council Committee,

It has been my honor to serve the Public Facilities Board for the past nearly two years. Please accept this letter of continued interest as my formal application for reappointment.

I believe that my participation on the Public Facilities Board has benefited its work in the following ways:

- My experience with large capital projects in the region makes it easy for me to understand the process for the Convention Center expansion project and make informed decisions.
- My flexible schedule makes it easy to attend special meetings to ensure we can handle items that require a quick turnaround.

I am proud of what this group has accomplished throughout my term of service and look forward to future opportunities. Particularly I look forward to helping move the convention center expansion project forward and the opportunities it will bring to our city.

Once again, it has been my honor to serve the Public Facilities Board. I hope that you will grant my request for reappointment.

Thank you in advance for your consideration.

Sincerely,

Hunter Byrnes, AIA

A handwritten signature in black ink, appearing to read 'Hunter Byrnes', written over a horizontal line.

Public Facilities District Board

Position	Term	Name & Address	Phone
1	05-12-2025	Cody Scherer 706 NE Countryside Dr, Vancouver, WA 98684 cody.e.scherer@gmail.com	3609099622
2	12-30-2025	Hunter Byrnes 1001 SE 97th Ave, Vancouver, WA 98664 hunterbyrnes@yahoo.com	949-636-5808
3	11-30-2025	Ken O'Hollaren 1702 SE 112th Ct. , Vancouver, WA 98664 ohollaren.ken@comcast.net	360-431-3968
4	12-11-2023	Azsha Preble 636 W 6th Street, Vancouver, WA 98660 Azsha.preble@gmail.com	503-707-9499
5	11-30-2018	Abbie Layne 1221 NE Cedar Ridge Loop, Vancouver, WA 98664 Abbie.layne@hotmail.com	304-290-5947

Public Facilities District Board

Term Length: 48 Months

Max Terms: 2 Term(s)

Number of Members: 5

Meeting Schedule: Twice a year in May and December

Meeting Time: 10:00 AM

Meeting Location: City Hall - Council Chambers

Meeting Address: 415 W 6th St. Vancouver, WA 98660

Type: Board

Description:

The Public Facilities District (PFD) was created by the City Council to develop the Special Events Center in downtown Vancouver (governing document – RCW 35.57.010). The PFD acts as an advisory body to the City Council. Its 5 board members are appointed by the Council to serve four-year terms in a voluntary capacity.

Meeting Time: Twice a year (typically in May and December)

Council Liaison:

Staff Liaison:

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Cody Scherer	05/12/2025	1	11/30/2029
2	Hunter Byrnes	11/17/2025	1	11/30/2029
3	Ken O'Hollaren	11/17/2025	1	11/30/2029
4	Azsha Preble	12/11/2023	1	11/30/2026
5	Abbie Layne	11/30/2018	2	11/30/2027

To: Mayor and City Council
From: Council Subcommittee 1
Date: November 17, 2025

Subject

Appointment to the Transportation and Mobility Commission

Present Situation

The Transportation and Mobility Commission provides advice to Vancouver City Council, the City Manager and city staff on a variety of transportation and mobility-related projects, programs, and policies. It also provides ongoing feedback and guidance on the development of citywide transportation policy through the update of the City's Transportation System Plan.

Council Committee 1 recently conducted interviews for open positions on the Transportation and Mobility Commission. The subcommittee recommends the following reappointments:

- Isaac Hamann for reappointment to the youth position, with a full-term beginning December 31, 2025, and ending December 31, 2026.
- Jeananne Edwards for reappointment to the at-large position, with a term beginning December 31, 2026, and ending December 31, 2029.
- Devan Williams for reappointment to the position representing individuals whose primary mode of transportation is driving.

Additionally, the Council recommends the following appointments:

- Michelle Holder to the position representing an active member of a neighborhood association, with a mid-term beginning immediately and ending December 31, 2026.
- Jay Housegard to the position representing the disabled community, with a midterm appointment beginning immediately and ending December 31, 2027.
- Russell Malburg to the position representing individuals whose primary mode of transportation is cycling, with a full-term appointment beginning December 31, 2025, and ending December 31, 2029.

Action Requested

On Monday, November 17, 2025, make the following appointments to the Transportation and Mobility Commission:

- Reappoint Isaac Hamann to the youth position, with a full-term beginning December 31, 2025, and ending December 31, 2026.
- Reappoint Jeananne Edwards to the at-large position, with a term beginning December 31, 2026, and ending December 31, 2029.
- Reappoint Devan Williams to the position representing individuals whose primary mode of transportation is driving.
- Appoint Michelle Holder to the position representing an active member of a neighborhood association, with a mid-term beginning immediately and ending December 31, 2026.

- Appoint Jay Housegard to the position representing the disabled community, with a mid-term appointment beginning immediately and ending December 31, 2027.
- Appoint Russell Malburg to the position representing individuals whose primary mode of transportation is cycling, with a full-term appointment beginning December 31, 2025 and ending December 31, 2029.

Subcommittee 1



MEMORANDUM

DATE: November 17, 2025
TO: Mayor and City Councilmembers
FROM: Council Committee 1 (Paulsen, Perez, Hansen)
CC: Lon Pluckhahn, City Manager
Tawny Maruhn, Boards & Commissions

RE: Recommendation for Appointments to the Transportation and Mobility Commission

The Transportation and Mobility Commission provides advice to Vancouver City Council, the City Manager and city staff on a variety of transportation and mobility-related projects, programs, and policies. It also provides ongoing feedback and guidance on the development of citywide transportation policy through the update of the city's Transportation System Plan.

Council Committee 1 recently conducted interviews for open positions on the Transportation and Mobility Commission. The subcommittee recommends the following reappointments:

- Isaac Hamann for reappointment to the youth position, with a full-term beginning December 31, 2025, and ending December 31, 2026.
- Jeananne Edwards for reappointment to the at-large position, with a term beginning December 31, 2026, and ending December 31, 2029.
- Devan Williams for reappointment to the position representing individuals whose primary mode of transportation is driving.

Additionally, the Council recommends the following appointments:

- Michelle Holder to the position representing an active member of a neighborhood association, with a mid-term beginning immediately and ending December 31, 2026.

- Jay Housegard to the position representing the disabled community, with a mid-term appointment beginning immediately and ending December 31, 2027.
- Russell Malburg to the position representing individuals whose primary mode of transportation is cycling, with a full-term appointment beginning December 31, 2025, and ending December 31, 2029.

This appointment will be presented for Council action at the **Monday, November 17, 2025**, Council meeting.

Attachments:

- Applications
- Current Roster

Transportation and Mobility Commission

Position	Term	Name & Address	Phone
1	12-31-2024	Isaac Hamann Youth 700 W 37th street, Vancouver, WA 98660 isaac.hamann64@gmail.com	503-265-9044
2	01-01-2025	Michael Moore ADA, inactive Po box 1865, Vancouver, WA 98668 msmpy3.14moore@gmail.com	3609470694
3	01-01-2025	Zachary Gatton Freight, inactive 8509 NE 57th St , Vancouver, WA 98662 zagatton@gmail.com	612-559-1123
4	01-01-2025	Ken Williams Walking 2212 C St., Vancouver, WA 98663 ken_williams_98664@msn.com	360-713-2156
5	10-11-2021	Jeananne Edwards At-large 312 SE Stonemill Dr. 115, Vancouver, WA 98684 Jeananne.edwards@gmail.com	918-693-4416
6	01-01-2025	David McCune Neighborhood Association, Inactive 2106 Wintler Dr, Vancouver, WA 98661 mrmag00@comcast.net	3606076258
7	01-01-2024	Sara Schmit Bicycle, inactive 8701 E Mill Plain Blvd Apt 41 , Vancouver, WA 98664 paulabear21@hotmail.com	360-449-9712
8	10-06-2020	Mario Raia 65+ 10319 SE 15th St ste 100 , Vancouver, WA 98664 mario@combined-IQ.com	360-608-7659
9	10-07-2024	Devan Williams Auto 1000 W Columbia Way Unit 626, Vancouver, WA 98660 DW16265@gmail.com	
10	05-22-2023	Thinh Phan Transit professional 8605 NE 34th Way, Vancouver, WA 98660 e.ramos2997@gmail.com	971-570-6879
11	04-07-2025	Melanie Katz Transit 3110 T St, Vancouver, WA 98663 katzm@cityofvancouver.us	7812019910

Transportation and Mobility Commission

Term Length: 36 Months

Max Terms: 2 Term(s)

Number of Members: 11

Meeting Schedule: First Tuesday of each month

Meeting Time: 4:00 PM

Meeting Location: City Hall - Council Chambers

Meeting Address: 415 W 6th St. Vancouver, WA 98660

Type: Commission

Description:

The Transportation and Mobility Commission will provide advice to Vancouver City Council, the City Manager and staff on a variety of transportation and mobility-related projects, programs and policies. It will also provide ongoing feedback and guidance on development of citywide transportation policy through the update of the city's Transportation System Plan.

Council Liaison:

Staff Liaison:

Kailee Hibbs

Kail.Hibbs@cityofvancouver.us

Position Number	Name	Appt Date	No. of Terms Served	Term Expiration Date
1	Isaac Hamann	01/06/2025	1	12/31/2025
2	Michael Moore	01/06/2025	1	12/31/2027
3	Zachary Gatton	01/06/2025	1	12/31/2027
4	Ken Williams	01/06/2025	2	12/31/2027
5	Jeananne Edwards	10/11/2021	1	12/31/2025
6	David McCune	01/06/2025	1	12/31/2026
7	Sara Schmit	01/01/2024	1	12/31/2025
8	Mario Raia	09/14/2020	2	12/31/2026
9	Devan Williams	10/07/2024	1	12/31/2025
10	Thinh Phan	05/22/2023	2	12/31/2026
11	Melanie Katz	04/07/2025	1	12/31/2026

August 22, 2025

City of Vancouver
City Council Committee
PO Box 1995
Vancouver, WA 98668

Re: Letter of Continued Interest – Transportation Mobility Commission

Dear Council Committee,

I have been honored and truly believe it is a privilege to serve on the Transportation Mobility Commission since 2021. I was the Vice-Chair and am currently the Chair. Please accept this letter of continued interest as my formal application for reappointment.

I believe that my participation on the Transportation Mobility Commission has benefited its work in the following ways:

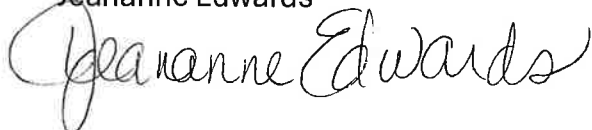
- My work provides accessible transportation options to those in our community. In that capacity I receive regular feedback that I can use to provide feedback back to the commission and the city when the two intersect.
- I have consciously worked to try and get feedback from some of our marginalized citizens including those with a disability, low-income, and houseless individuals.
- I worked with people on all sides of the issue regarding the McGillivray Blvd issue to make certain everyone's concerns were heard.
- I was able to promote and garner additional feedback when the TSP was being put together and worked with Laurel Priest to help coordinate the promotional video.

I am proud of the work the Transportation Mobility Commission does and with those I am able to work with as a result of being on this commission.

I do hope you will grant my request to continue to serve on the Transportation Mobility Commission and I thank you for your consideration.

Sincerely,

Jeananne Edwards

A handwritten signature in black ink that reads "Jeananne Edwards". The signature is written in a cursive, flowing style.

Date 9/2/2025

City of Vancouver

City Council Committee

PO Box 1995

Vancouver, WA 98668

Re: Letter of Continued Interest – Transportation & Mobility Commission (TMC)

Dear Council Committee,

It has been my honor to serve as a representative for drivers as a primary transportation mode within the TMC for the past year. Please accept this letter of continued interest as my formal application for reappointment.

I believe that my participation in the Transportation & Mobility Commission has benefited its work in the following ways:

I have been able to add a diverse perspective as the only African American representative on the commission. Equity is something that is important to me, and I believe that my personal experience and voice has helped make sure that a wider picture is captured in our review of Vancouver transit & mobility projects and initiatives.

Additionally, I think I have been able to provide a unique perspective as someone who drives primarily, however also looks to continue to improve pedestrian focused infrastructure, particularly in our city center area. I view each project through the lens of an individual who drives daily on our roads but also knows and lives the challenges as a pedestrian who strives for more walkability and a dynamic multi-modal community.

I am proud of what this group has accomplished throughout my term of service and look forward to future opportunities. I am particularly excited to continue collaborating with C-Tran developing their long-range plan and working with officials for the IBR project.

Once again, it has been my honor to serve the Transportation & Mobility Commission. I hope that you will grant my request for reappointment.

Thank you in advance for your consideration.

Sincerely,

Devan Williams

August 22, 2025

City of Vancouver
City Council Committee
PO Box 1995
Vancouver, WA 98668

Re: Letter of Continued Interest – Transportation Mobility Commission

Dear Council Committee,

I have been honored and truly believe it is a privilege to serve on the Transportation Mobility Commission since 2021. I was the Vice-Chair and am currently the Chair. Please accept this letter of continued interest as my formal application for reappointment.

I believe that my participation on the Transportation Mobility Commission has benefited its work in the following ways:

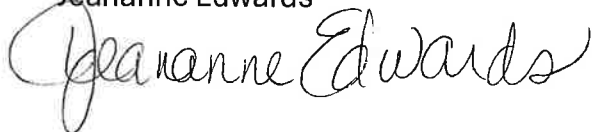
- My work provides accessible transportation options to those in our community. In that capacity I receive regular feedback that I can use to provide feedback back to the commission and the city when the two intersect.
- I have consciously worked to try and get feedback from some of our marginalized citizens including those with a disability, low-income, and houseless individuals.
- I worked with people on all sides of the issue regarding the McGillivray Blvd issue to make certain everyone's concerns were heard.
- I was able to promote and garner additional feedback when the TSP was being put together and worked with Laurel Priest to help coordinate the promotional video.

I am proud of the work the Transportation Mobility Commission does and with those I am able to work with as a result of being on this commission.

I do hope you will grant my request to continue to serve on the Transportation Mobility Commission and I thank you for your consideration.

Sincerely,

Jeananne Edwards

A handwritten signature in black ink that reads "Jeananne Edwards". The signature is written in a cursive, flowing style.



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Russell
Last Name	Malburg
Which board(s) or committee(s) are you applying for? (Select all that apply)	<ul style="list-style-type: none"> • Transportation and Mobility Commission
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	russellmalburg@gmail.com
Phone Number	586-372-5803
Address	2723 Rossiter Ln
City	Vancouver
State	Washington

ZIP Code	98661
What is your length of residency in Vancouver?	1 to 5 years
Occupation and Employer (if applicable)	Outdoor Grants Manager, Washington State Recreation and Conservation Office
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	Yes
Please Describe	The Recreation and Conservation Office is a grant managing state agency. The City of Vancouver has recieved a variety of grants from us to acquire park land, develop or renovate existing parks, and other recreation-centered projects. I've worked with a few city staff members, all from the parks/recreation team. I do not have any active grants with the City, however.
Which board, commission or committee are you most interested in? (1st choice)	Transportation and Mobility
Are you interested in applying for more than one board, commission or committee?	No
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	<p>I believe the City of Vancouver has so much to be proud of and is taking strides constantly to improve life for their residents, but every city has challenges. As a city that has expanded so much in recent decades it's important not overexpand beyond what we're capable of maintaining. Keeping our city safe, clean, and inviting to new residents is vital to build on the positive momentum.</p> <p>It's certainly evident that affordable housing for our low-income and unhoused communities, continues to be an issue. While other resources adjacent to this issue can certainly help such as mental health care, addiction related resources, and improved education can certainly play a role in this, affordable housing is where so many positives can start.</p> <p>On a completely different side of the question is the upcoming bridge construction process. There's no doubt that the finished project will be an incredible benefit to the city, but getting the transition during construction done right will be so important. The bridge is not only used by so many people, it's in a location that so many people use to attend events, visit parks and greenspaces, shop at local businesses and shops, and ultimately use to remain connected to the community.</p>
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives	From an experience and skills standpoint, I bring a background of someone who has worked on the local government level. Before moving to the area to take a job with the State of Washington, I worked as the Recreation Operations Manager in a suburb of Detroit called Southfield, Michigan. This is a city of over 70,000 people with approximately 70% identifying as Black/African American, a large Jewish community, a significant percent of the population being seniors, and a

and values would you bring to a City board or commission?

variety of socioeconomic backgrounds. I was tasked as a leader for staff to create a diverse offering of programs, cultural events, and offerings to all residents. I was also able to gain experience presenting to City Council and our Parks Advisory Board on a variety of topics, including some difficult conversations like facility closures.

I also think I may offer a unique perspective as a relatively new resident, having moved to Vancouver in the fall of 2023. While some may argue that you have to live in a place for much longer to truly have a well-formed opinion, I would frame it as having a “fresh set of eyes” to compare with my other experiences. I chose to live in Vancouver over anywhere else in the state, largely because of the exciting future there is here and my expectations have been exceeded.

In terms of the Transportation and Mobility Commission in particular, my perspective hits a variety of topics that are sure to be common topics. I drive a vehicle for plenty of travel and even drive for rideshare (Lyft and Uber) but also use the roads and trails, both recreationally and for travel, on bicycle. My work often deals with trails so I also have experience with the design, maintenance, and funding of recreational trails.

We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

As someone who is relatively new to the community, this is a major reason why I am applying to be part of a commission to begin with. I truly believe I have something to offer as it pertains to a unique experience, someone who acts with honesty and integrity, and someone who wants to leave their community better than how they found it. I have also applied to a Board on the county level which would be a great way to balance my local and county level involvement. Prior to moving to the area I had experience volunteering with Volunteers of America for food distribution, the Detroit Riverfront Conservancy, and as a Mentor through the School of Social Work at Michigan State University.

Professionally, I occasionally have grants that I manage in Vancouver, both for the City and Clark County. These have given me so much fulfillment to not just do the work that I love, but also create new spaces for recreation in my community. I also think it's important that I attend community engagement sessions and submit surveys when they are in my community, which I have done for Evergreen Park and Bagley Community Park in recent history.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

I truly want to get more involved in my community and think I would have a positive influence. Prior to moving to the area, I worked on the local government level and closely worked with our local Parks Advisory Board. Just like here in Vancouver, this was a voluntary group of residents who gave their time to offer perspective on the output from that department. The questions that would come up in these meetings were so beneficial as a manager because I would know what residents were thinking that maybe I hadn't considered before. Their perspectives allowed me to vet ideas early in the process and make sure I was aligned with the community.

The Transportation and Mobility Commission sparked my interest for many reasons. First, I have been wildly impressed with many things since moving to the area; the quality of our bus system and bus stops, the amazing proactive communication as part of the Main Street Promise project, and the emphasis on having it be a safe biking community are some easy examples. Also, I think I have a variety of experiences and interests that make my perspective unique. I use the roads for a variety of ways such as everyday driving, driving for rideshare (Lyft and Uber,) and for biking. But I also walk for exercise daily and bike for both recreation and travel purposes. I hope this variety of experiences and interests would make me have thoughtful input, critical questions, and be useful to the process.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

Throughout my adult life I have worked and lived in a variety of communities, all of which played a part in making me who I am today. I have tried to observe and absorb from every stop along the way to help form a better, and more true opinion when I am asked for input on things regarding that community.

There are two great examples of engaging with diversity that have really benefited my growth as a person. I have worked at multiple universities which diverse student bodies and faculty where cultural events play an important role. While working at Michigan State University, I was a mentor in a program called Fostering Academics, Mentoring Excellence (FAME) which was ran through the School of Social Work. In this program, volunteer mentors like myself were paired with incoming students who experience homelessness and/or foster care in their youth. Throughout their first years, and beyond, we were tasked with helping the student adjust to campus life where they would be facing so many new experiences. This was such a rewarding experience that allowed me to understand perspective from someone who had already achieved so much in the face of adversity that I was lucky enough to never have to contend with.

My other example would be my years working in parks and recreation in Southfield, Michigan. This Detroit suburb has over 70,000 residents with approximately 70% identifying as Black/African American and a large Jewish community as well. I had the opportunity to lead staff that created cultural events throughout Black History Month, strategically schedule events around a variety of religious and cultural holidays, lead community engagement efforts during our comprehensive planning process, and present a variety of items to our City Council.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

Professionally I work as an Outdoor Grants Manager for the Washington State Recreation and Conservation Office, which means this is a critical topic in my everyday life. I work daily on projects that range from new park and trail creation to acquisitions of land for conservation purposes. As a community member, I see the benefit of seeking alternative modes of transportation when possible, taking recycling and reusing seriously, and trying to be conscious of the choices I make every day.

Is there anything else you would like us to know?

I truly thank you for your consideration. I've gained a great respect for the folks who join boards, commissions, and councils to help better their community. It's an important role that I would not take lightly.

How did you hear about this position?

- Post on the City's website

Transportation and Mobility Commission Questions

Please indicate the experience or interest group you would represent. (Select all the apply)

- Applying for the at-large position
- Person whose main mode of transportation is driving
- Person whose main mode of transportation is cycling

The three primary goals for Vancouver's transportation system are to be safe, equally accessible for all regardless of how you travel, and supporting the reduction of transportation-related greenhouse gas emissions. How do you think you can help to advance these goals through your work on the Transportation and Mobility Commission?

I think the city has taken great strides to achieve safety on the roads already with the Fourth Plain Blvd bike lane project recently being a great example. Busy streets like this having safe routes of travel for those using alternative routes of travel hits every one of the goals in one project. Keeping our public transit stations clean and inviting helps promote their use as well. And lastly, as electric vehicle use increases, having additional charging station locations throughout the city will help set us apart from others.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

31-55

What are your preferred

- He/Him/ His

pronouns? (Check all that apply)

What is your gender identity or expression? (Check all that apply)

- Male

What is your race/ethnicity? (Check all that apply)

- White

Which languages do you speak other than English? Check all that apply.

- None

In what zip code do you live or work?

98661

What is the highest degree or level of education you have completed?

Bachelor's degree

Do you rent or own your home?

Rent

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?

No

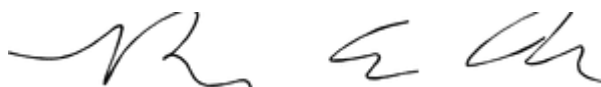
Do you live with a disability or identify as a disabled person?

No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature



Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!

September 17, 2025

City of Vancouver
City Council Committee
PO Box 1995
Vancouver, WA 98668

RE: Letter of Continued Interest - Transportation and Mobility Commission

Dear Council Committee,

It has been my honor to serve as the Youth Commissioner on the Transportation and Mobility Commission for the past year. Please accept this letter of continued interest as my formal application for reappointment.

I believe my participation on the Transportation and Mobility Commission has benefitted its work because I have

- participated in the group's conversation when I recognized the topic would affect youth access and perception of public transportation.
- developed a plan for increasing the diversity of student voices in these conversations by suggesting a "youth liaison" position be at each of the Vancouver Public School's high schools. I received permission from both of the City of Vancouver's attorneys to execute this plan at the August meeting.

I am proud of my contributions so far but my work is not finished. I would greatly appreciate the opportunity to execute the system of "youth liaison" for the future Youth Commissions to use so that we can continue to increase youth access to and decrease stigmas around using public transportation. It is my hope that the youth liaisons and I would be able to help more students access afterschool activities through outreach and education.

Once again, it has been an honor and a privilege to serve the Transportation and Mobility Commission. I have certainly learned a lot about government and I appreciate that the City Council offers this position to a youth. I hope you will grant my request for reappointment.

Thank you for your consideration,

Sincerely,
Isaac Hamann



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
- Review board information including membership eligibility and expectations to confirm qualifications.
- Commission meetings may require in-person day or evening attendance. When you accept a Board/Commission seat, you'll confirm your ability to attend these meetings.
- Upon appointment, proof of identity and residency may be required (["Do I live in Vancouver City limits?" map](#))
- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Jay
Last Name	Housgard
Which board or committee are you applying for?	<ul style="list-style-type: none"> • Transportation and Mobility Commission
Have you served on this board in the past?	No
Are you currently serving on a board or commission for the City of Vancouver?	No
Email Address	jay.housgard@gmail.com
Phone Number	971-400-7714
Address	2004 E 29th St.
City	Vancouver
State	Washington

ZIP Code	98663
What is your length of residency in Vancouver?	1 to 5 years
Occupation and Employer (if applicable)	C-TRAN, Community Engagement Coordinator
Do you, or does your firm or place of employment do business with the City?	Yes
Please Describe	We coordinate with the city regularly on capital projects, planning, detours, event transportation, etc.
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	Yes
Please Describe	I can't speak to this with 100% certainty for this moment, but I imagine that with Transit-Oriented Development, this is a possibility
Which board, commission or committee are you most interested in? (1st choice)	Transportation and Mobility
Which board, commission or committee are you most interested in? (2nd choice)	Parks and Recreation
Are you interested in applying for more than one board, commission or committee?	No
Have you served on this board/commission or any others in the past?	No
What do you think are the most important issues our community is facing today?	Income disparities, housing shortages, accessibility, basic needs being met
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives and values would you bring to a City board or commission?	I have lived in the city for about four years and have unique perspectives from other cities I have lived in, including Portland, Corvallis, Chicago, and Madrid. I have had biking, walking, bus, and a car as my sole modes of transportation at different times of my adult life. I worked for the Interstate Bridge Replacement program in community engagement and I now work at C-TRAN, understanding the current transportation infrastructure, public perception, and needs. I speak Spanish, I have a disability, and I am queer. I can speak to my experience with transportation through those lenses.
We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our	I have been involved with neighborhood association meetings, I work to get to know community members through the chamber, I am a member of our local community center, I have volunteered on political campaigns, and I have worked at many community events in Esther Short Park.

community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

I am interested in furthering my contributions to the community, as I believe in its future and I believe my perspective is valuable and underrepresented. I know C-TRAN had previously been involved with a member on the Transportation and Mobility Commission, and there are opportunities to continue our collaboration and strong relationship building. I take the bus, ride my bike, and walk around the city regularly, and I am passionate about transportation.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

I have attended SWEC's racial equity summit and I continue to focus on equity as a practice in my life. I try to step back and think of the systems we are working in and how they affect us in daily life. I previously worked for an immigration law firm and an AIDS service organization that served BIPOC individuals and diverse communities.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

I love this about the city! I can speak to C-TRAN's climate-change-combatting efforts, and my own perspectives around how it affects me and those around the world.

Is there anything else you would like us to know?

I appreciate your time in reviewing my application and look forward to hearing from you!

How did you hear about this position?

- Word of mouth

Transportation and Mobility Commission Questions

Please indicate the experience or interest group you would represent. (Select all that apply)

- Person with a disability
- Person whose main mode of transportation is driving
- Applying for the at-large position

The three primary goals for Vancouver's transportation system are to be safe, equally accessible for all regardless of how you travel, and supporting the reduction of transportation-related greenhouse gas emissions. How do you think you can help to advance these goals through your work on the Transportation and Mobility Commission?

I can speak to the work C-TRAN is doing and bring back lessons learned or feedback to my colleagues, I can speak to accessibility needs based on what I have heard from the community and through my own use of paratransit in the past, and I can speak to the impacts and mitigation strategies I support related to greenhouse gases.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

31-55

What are your preferred pronouns? (Check all that apply)

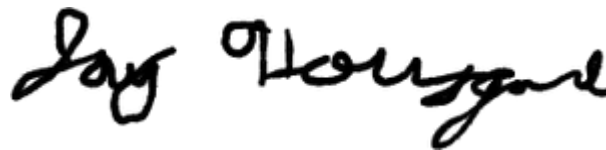
- He/Him/ His

What is your gender identity or expression? (Check all that apply)	<ul style="list-style-type: none"> • Male
What is your race/ethnicity? (Check all that apply)	<ul style="list-style-type: none"> • White
Which languages do you speak other than English? Check all that apply.	<ul style="list-style-type: none"> • Spanish
In what zip code do you live or work?	98663
What is the highest degree or level of education you have completed?	Master's degree
Do you rent or own your home?	Own
Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?	No
Do you live with a disability or identify as a disabled person?	Yes
If yes, please describe how we can best support your participation.	Through Universal Design, to ensure accessibility is not an "add-on", but is included for all from the start. Specific examples include an option to stand rather than sit and an option to lower the lighting in the room.

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature



Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!



Boards and Commissions Application- Fall 2025

Getting Started

- Carefully review the requirements for the posted position before completing your application.
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- Applications are considered active for one year. You will be notified by email of future openings for those Boards and Commissions you previously applied for or expressed interest in.
- Under the state's Public Records Act ([RCW 42.56](#)), applications submitted for these appointments are public records and may be subject to public disclosure.
- City employees are not eligible to serve on boards and commissions.

Purpose

Use this form to apply to be a member of a board, commission or committee

Eligibility

Must be 18 years old or older

Are you 18 years old or older?	Yes
Do you live in Vancouver City Limits?	Yes

Please provide your first and last Name:

First Name	Michelle
Last Name	Holder

Which board(s) or committee(s) are you applying for? (Select all that apply)

- Salary Review
- Transportation and Mobility Commission

Are you a registered voter in Clark County? Yes

Have you served on this board in the past? No

Are you currently serving on a board or commission for the City of Vancouver? No

Email Address	michelle.y.holder@gmail.com
Phone Number	352-283-1409
Address	14108 SE 38th St

City	Vancouver
State	Washington
ZIP Code	98683-3909
What is your length of residency in Vancouver?	1 to 5 years
Occupation and Employer (if applicable)	Research Manager for local government executive recruiting firm; Client Success Manager for local government technology company
Do you, or does your firm or place of employment do business with the City?	No
Do you, your firm or place of employment, have business that may involve a contract with the City for land, materials, supplies, or services?	No
Which board, commission or committee are you most interested in? (1st choice)	Salary Review
Which board, commission or committee are you most interested in? (2nd choice)	PDX Citizen Noise Advisory
Are you interested in applying for more than one board, commission or committee?	Yes
Please select any additional boards, commissions or committees you are interested in.	<ul style="list-style-type: none"> • Portland Citizen Noise Advisory Committee • Salary Review Commission • Transportation and Mobility Commission
Have you served on this board/commission or any others in the past?	Yes
Please list and describe your involvement with any community board or committee	I have served on the Parks, Recreation, and Cultural Affairs Board in Gainesville, FL as Student Member, Board Member, and ultimately Board Chair. I served as a Board Member on the Town of Carrboro, NC Environmental Advisory Board.
What do you think are the most important issues our community is facing today?	As with any community, I believe there is a disconnect between decisions made in City Hall and residents' understanding of why those decisions were made. I think having a high level of community trust is critical for any city effort to succeed, and that city boards and commissions are great means of building understanding and trust. Beyond this, I know that aging infrastructure and homelessness are large concerns in our area. Thank you to the City for addressing both of these currently.
The City of Vancouver is committed to facilitating and amplifying multiple perspectives and experiences from across the community. What diverse experiences, skills, perspectives	As a resident of many places prior to Vancouver, I have served previous communities and organizations in different capacities: as Board Chair, Board Member, and Student Adjunct Board Member in the City of Gainesville, FL's Parks, Recreation, and Cultural Affairs; as Board Member on the Town of Carrboro's Environmental Advisory Board, and as Board Member and now Emeritus Member of the Aspen International Mountain Foundation, among others.

and values would you bring to a City board or commission?

I hold a Master's of Public Administration with a specialty in local government administration, which I have had the privilege to apply to different communities. As a program manager at the City of Aspen, CO, I had the honor of creating and managing a 10-week community education course to teach residents about the City by facilitating city department leaders to host specialized sessions on their expertise. There, I also co-developed a metric-driven city Sustainability Report, managed the city's performance management program, and supported continuous improvement in the organization through our Quality Office.

I currently work with around 100 local governments in my two local government-focused private sector roles, supporting budgeting, strategic planning, processes and workflows, project tracking, transparency, reporting, and recruitment.

We know there are many ways that people show how much they care for our community. Please describe your current and past community involvement, formal or informal, and ways that you have positively contributed to our community. Informal community involvement could include things such as volunteering, supporting neighbors, participating in a faith community, or participating in a youth sports league.

I am a recent resident and new homeowner in Vancouver. I have enjoyed getting to know my neighbors, learning and frequenting local businesses, planting native plants in my yard, cleaning up trash in my neighborhood, and supporting my neighborhood's garage sale. Being appointed to a city board would mark a more formal start to my community involvement here.

Please describe your interest in serving as a board member or commissioner. Why do you want to be involved with the City of Vancouver, and why this role?

I am thrilled to be putting down roots in Vancouver as a new homeowner as of last year. I am a public servant at heart, and I have a passion for knowing my neighbors and supporting community needs. I have diverse interests when it comes to community service:

-Salary Review Commission: I value fairness and transparency. As a public servant in the private sector, I work with around 100 local government communities across five time zones, from those with populations of 700 to nearly 4 million and have a peek into their operations from budget to workflows. I believe in good governance, following the outlined legal process, and ensuring fair and appropriate pay for elected public servants.

-Noise Advisory Committee: I value quiet, and I understand that noise pollution can harm human, animal, and ecosystem health. I live near the Portland Airport and work from home; airport noise is highly relevant for me.

-Transportation and Mobility Committee: I value safe and equitable transportation and mobility options. My primary transportation is driving, in part because there is no safe alternative from my home to reach the rest of the City. I understand there is a lot of capital planning and investment -from community input to dollars allocated- involved in establishing new means of transportation and maintaining current ones, and I am interested to be a listener and voice in the conversation.

Please describe your experience with racial equity, as well as your comfort level, previous engagement and work with diverse communities.

I have graduate-level racial equity and justice training from the Racial Equity Institute in North Carolina, I attended the NW Justice Forum in 2023 (held in Portland, OR), and I have lived experience with racial inequity. I am comfortable working with all people.

The City of Vancouver is setting ambitious goals around climate change. As a member of a City board or commission, how will your knowledge, skills and experiences prepare you to address climate change?

Part of my work on the City of Aspen, Colorado Sustainability Report included reviewing over 20 metrics relating to environmental sustainability. I have experience from the analytical and research side of gathering data to support data-driven decision making. I make many personal changes in the spirit of caring for the environment, animals, and other people, and I look forward to the impact of the City's goals on board and commission considerations.

Is there anything else you would like us to know?

Before moving to Vancouver, I attended the 2023 Washington City/County Manager's Association conference in Spokane, where I attended a session and learned of the City of Vancouver's Homeless Assistance and Resources Team. I

was thoroughly impressed with the people leading the efforts: their awareness and clarity of intention.

I am excited to now live here and I hope to contribute to City efforts through the Salary Review Commission, Noise Advisory Committee, or Transportation and Mobility Committee. Thank you for your consideration.

How did you hear about this position?

- Office of Neighborhoods Weekly Update
- Post on the City's website

Transportation and Mobility Commission Questions

Please indicate the experience or interest group you would represent. (Select all that apply)

- Applying for the at-large position
- Person whose main mode of transportation is driving
- Member of an active neighborhood association

The three primary goals for Vancouver's transportation system are to be safe, equally accessible for all regardless of how you travel, and supporting the reduction of transportation-related greenhouse gas emissions. How do you think you can help to advance these goals through your work on the Transportation and Mobility Commission?

I value and practice the ability to zoom out and consider impacts from others' perspectives. I would strive to identify profiles of all Vancouver residents and visitors in order to take others' needs into consideration so that all voices are represented. In any group discussion, I am a facilitative communicator and encourage all perspectives to be aired so the best outcomes can be reached.

Providing this information is voluntary and will not be used in candidate selection for any board.

What is your age range?

31-55

What are your preferred pronouns? (Check all that apply)

- She/Her/Hers

What is your gender identity or expression? (Check all that apply)

- Female

What is your race/ethnicity? (Check all that apply)

- Asian
- White

Which languages do you speak other than English? Check all that apply.

- None

In what zip code do you live or work?

98683

What is the highest degree or level of education you have completed?

Master's degree

Do you rent or own your home?

Own

Have you ever served on active duty in the U.S. Armed Forces, military Reserves, or National Guard?

No

Do you live with a disability or identify as a disabled person?

No

Signature Agreement

By affixing your signature in the box below, you agree that such signature will be the electronic representation of your signature to be valid and binding upon you for all purposes when you (or your agent) affix below, including on legally binding contracts, just the same as a hand-written signature.

Signature

A handwritten signature in black ink, appearing to be a stylized name, possibly 'J. Smith', written on a white background.

Thank you for providing this information. After clicking 'Submit' you will receive a Submission ID number that can be retained for your records.

Staff will be in touch once the recruitment closes on next steps. Please be aware that this could take up to 30 days.

Feel free to reach out to bc_coordinator@cityofvancouver.us with any questions in the meantime.

Have a great day!

To: Mayor and City Council

From:

Date: November 17, 2025

Subject

Recommendation for Appointment to the Solid Waste Advisory Committee

Present Situation

The Clark County Solid Waste Advisory Commission (SWAC), established in Clark County Code CCC 24.16 and required pursuant to RCW 70A.205.110, includes one member role for the City of Vancouver. Presently, Will Elder, Environmental Services Manager, has been serving as the City of Vancouver SWAC Member, after being appointed to fill in for the remainder of Councilor Kim Harless's term that expires on December 31, 2025.

This appointment will be effective January 1, 2026 and run through December 2028. The next regularly scheduled County SWAC meeting is planned for February 5, 2026. If there are no objections, the Mayor would like to make this recommendation for appointment.

Action Requested

On Monday, November 17, 2025, recommend Will Elder be reappointed to a full term on the Solid Waste Advisory Commission as the City of Vancouver representative with a term beginning January 1, 2026, and ending December 31, 2028.

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

Approval of Claim Vouchers

Action Requested

Approve claim vouchers for November 17, 2025.

Attachments:

1. November 17, 2025 Claim Vouchers

VOUCHER APPROVAL

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

\$ 5,039,233.65 this 17th day of November 2025.

MAYOR

Anthony Glenn

AUDITING OFFICER

COUNCILMEMBER

COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
November 03, 2025 - November 09, 2025	Accounts Payable Checks (see attached)	\$ 4,982,648.84
November 03, 2025 - November 09, 2025	Hansen City Payments (see attached)	\$ 53,062.24
November 03, 2025 - November 09, 2025	Visa Refunds (see attached)	\$ 3,522.57
November 03, 2025 - November 09, 2025	Payroll Checks (see attached)	\$ -
TOTAL		\$ 5,039,233.65

INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Transaction Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Ad Hoc Payment	Check	28287	11/5/2025	58.11	Bethany L or Wren Carmody or Vak Thoin	1504 SE 125TH AVE ,VANCOUVER,WA,98683
Ad Hoc Payment	Check	28288	11/5/2025	27.38	David,Kristie	7110 NE 155TH PL ,VANCOUVER,WA,98682
Ad Hoc Payment	Check	28289	11/5/2025	117.88	Defrees,Leslie or Mark	2712 NE 125TH CT ,VANCOUVER,WA,98684
Ad Hoc Payment	Check	28290	11/5/2025	115.22	Elizabeth or Jaclyn Coon	7826 NE 19TH WAY ,VANCOUVER,WA,98664
Ad Hoc Payment	Check	28291	11/5/2025	33.18	Estate of Leonard Sorese	6902 SE RIVERSIDE DR ,VANCOUVER,WA,98664
Ad Hoc Payment	Check	28292	11/5/2025	84.74	Goertzen,Gary or Patricia	10914 SE 18TH ST ,VANCOUVER,WA,98664
Ad Hoc Payment	Check	28293	11/5/2025	186.92	Jane Garbisch-Myers or Michael Myers	9608 NE 114TH AVE ,VANCOUVER,WA,98662
Ad Hoc Payment	Check	28294	11/5/2025	68.69	Jones,Jinny	3504 NE 59TH ST ,VANCOUVER,WA,98661
Ad Hoc Payment	Check	28295	11/5/2025	78.52	Judd,Judy	8808 NE 33RD ST ,VANCOUVER,WA,98662
Ad Hoc Payment	Check	28296	11/5/2025	15.78	Kasterko,Sunday or Michael	18409 SE 24TH CIR ,VANCOUVER,WA,98683
Ad Hoc Payment	Check	28297	11/5/2025	147.27	Kathleen Rosales or Ronald Ward	313 SE 98TH AVE ,VANCOUVER,WA,98664
Ad Hoc Payment	Check	28298	11/5/2025	88.22	Khasaynovskiy,Aleksandr or Vitalina	6302 NE 78TH AVE ,VANCOUVER,WA,98662
Ad Hoc Payment	Check	28299	11/5/2025	354.97	Lambrech,Nicholas or Debra	3101 NE 186TH PL ,VANCOUVER,WA,98682
Ad Hoc Payment	Check	28300	11/5/2025	1,000.00	Lewis,Michael	16504 SE 39TH ST ,VANCOUVER,WA,98683
Ad Hoc Payment	Check	28301	11/5/2025	151.09	Maldonado,Peter or Sarah	307 NE 117TH AVE ,VANCOUVER,WA,98684
Ad Hoc Payment	Check	28302	11/5/2025	14.22	Max or Alexandria Brumbaugh	8013 NE 60TH CIR ,VANCOUVER,WA,98662
Ad Hoc Payment	Check	28303	11/5/2025	364.00	Miller,Macie or Jon	4109 IDAHO ST ,VANCOUVER,WA,98661
Ad Hoc Payment	Check	28304	11/5/2025	323.12	Mobley,Lucas	13418 NE 31ST ST ,VANCOUVER,WA,98682
Ad Hoc Payment	Check	28305	11/5/2025	94.44	Shelley,Wyatt or Emily	13000 NE 93RD ST ,VANCOUVER,WA,98682
Ad Hoc Payment	Check	28306	11/5/2025	30.38	Smith Family Trust	2617 SE SPYGLASS DR ,VANCOUVER,WA,98683
Ad Hoc Payment	Check	28307	11/5/2025	241.64	Welter,Shawn or Andrea	4720 NE 124TH CT ,VANCOUVER,WA,98682
Miscellaneous Payment	Check	28308	11/5/2025	1,056.00	Audigy Venture Group, LLC	Refund BL#603-337-747, merged with BL#602-422-886
Miscellaneous Payment	Check	28309	11/5/2025	4,060.00	BFS Group	Refund overpayment of Business License Fees for number of employees.
Miscellaneous Payment	Check	28310	11/5/2025	120.00	Forest Ridge Neighborhood Association	2025 RecycleU Grant
Miscellaneous Payment	Check	28311	11/5/2025	470.00	Garden City Dental	Refund Business License Fees - Not in city limits
Miscellaneous Payment	Check	28312	11/5/2025	1,065.00	Garden City Dental	Refund Business License Fees 2024-2025 - Business is not in city limits
Miscellaneous Payment	Check	28313	11/5/2025	650.00	Garden City Dental	Refund Business License Fees 2022-2023 - Not within city limits
Miscellaneous Payment	Check	28314	11/5/2025	2,506.00	Garden City Dental	Refund Business License Fees 2025-2026. Business is not in city limits.
Miscellaneous Payment	Check	28315	11/5/2025	424.00	Julie C Erckenbrack	Refund overpayment of business license fees.
Miscellaneous Payment	Check	28316	11/5/2025	404.35	PLS Engineering	Refund parking permit COV145740 - No longer needed
Miscellaneous Payment	Check	28317	11/5/2025	148.80	PLS Engineering	PIR-85509 (jobsite: 10815 SE 19th Street)
Supplier Payment	Check	28318	11/5/2025	6,698.90	AKS Engineering & Forestry LLC - Remit-To: Tualatin Address	

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Transaction Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Check	28319	11/5/2025	8,571.50	Allegis Group Holdings Inc - Remit-To: TekSystems Inc - Atlanta	
Supplier Payment	Check	28320	11/5/2025	1,102.50	Alvarez & Marsal Valuation Services Inc	
Supplier Payment	Check	28321	11/5/2025	498.93	Archaeological Services LLC	
Supplier Payment	Check	28322	11/5/2025	8,239.37	AT & T Mobility National Accounts LLC - Remit-To: AT & T Mobility	
Supplier Payment	Check	28323	11/5/2025	14,787.29	C.R. Contracting LLC	
Supplier Payment	Check	28324	11/5/2025	17,026.43	Cellco Partnership - Remit-To: Cellco - Dallas	
Supplier Payment	Check	28325	11/5/2025	659.00	Chicago Title Company of WA	
Supplier Payment	Check	28326	11/5/2025	900.00	Clark County Fire District 5	
Supplier Payment	Check	28327	11/5/2025	672.51	Clark County Public Utility District No. 1	
Supplier Payment	Check	28328	11/5/2025	88,492.33	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	28329	11/5/2025	15,473.95	Core and Main LP - Remit-To: Core and Main LP	
Supplier Payment	Check	28330	11/5/2025	189.59	Dex Media West	
Supplier Payment	Check	28331	11/5/2025	9,727.50	FFA Architecture and Interiors, Inc	
Supplier Payment	Check	28332	11/5/2025	544.00	Greg Brian Otto	
Supplier Payment	Check	28333	11/5/2025	430.18	J-2 Blueprint Supply Co.	
Supplier Payment	Check	28334	11/5/2025	129,198.31	King County Directors Association Purchasing Department	
Supplier Payment	Check	28335	11/5/2025	2,594.07	Lakeside Industries Inc - Remit-To: Lakeside - LB Seattle	
Supplier Payment	Check	28336	11/5/2025	17,794.83	Lower Columbia Estuary Partnership	
Supplier Payment	Check	28337	11/5/2025	4,848.60	McFarlanes Bark Inc	
Supplier Payment	Check	28338	11/5/2025	1,000.00	National Testing Network, Inc.	
Supplier Payment	Check	28339	11/5/2025	6,904.25	Parametrix, Inc	
Supplier Payment	Check	28340	11/5/2025	8,057.00	Parkeon	
Supplier Payment	Check	28341	11/5/2025	2,575.00	Phone Pro Inc	
Supplier Payment	Check	28342	11/5/2025	105.00	Porter W Yett Company	
Supplier Payment	Check	28343	11/5/2025	8,900.17	Ready Rebound, Inc.	
Supplier Payment	Check	28344	11/5/2025	7,985.60	Robb Construction Inc	
Supplier Payment	Check	28345	11/5/2025	6,991.49	S&B Inc	
Supplier Payment	Check	28346	11/5/2025	8,925.00	Salmon Creek Koelsch Operations LLC	
Supplier Payment	Check	28347	11/5/2025	14,456.75	SEA-WESTERN, INC.	
Supplier Payment	Check	28348	11/5/2025	7,072.00	Selectron Technologies, Inc	
Supplier Payment	Check	28349	11/5/2025	177.34	SiteCrafting Inc	
Supplier Payment	Check	28350	11/5/2025	429.30	Spacesaver Specialists	
Supplier Payment	Check	28351	11/5/2025	26,797.07	Stantec Consulting Services Inc - Remit-To: Stantec - Chicago	
Supplier Payment	Check	28352	11/5/2025	30,836.35	State of Washington Department of Transportation - Remit-To: WADOT - PO Box 47305	
Supplier Payment	Check	28353	11/5/2025	7.48	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	28354	11/5/2025	45.00	Totalsir LLC	
Supplier Payment	Check	28355	11/5/2025	190.41	Transunion Risk & Alternative Data Solutions Inc	
Supplier Payment	Check	28356	11/5/2025	1,591.51	Triple J Enterprises, Inc.	
Supplier Payment	Check	28357	11/5/2025	159.44	UKG Kronos Systems LLC - Remit-To: Atlanta	
Supplier Payment	Check	28358	11/5/2025	59.49	Vestis Group, Inc - Remit-To: Vestis - Pasadena	
Supplier Payment	Check	28359	11/5/2025	1,776.03	Walter E Nelson Company	
Supplier Payment	Check	28360	11/5/2025	1,083.69	Yakima County	

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Transaction Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
			Check	479,075.08		
Expense Payment	Direct Deposit	EFT-00322519	11/6/2025	40.25	Timothy Brown	Expense Report
Expense Payment	Direct Deposit	EFT-00322520	11/6/2025	234.45	Ian Crawford	Expense Report
Expense Payment	Direct Deposit	EFT-00322521	11/6/2025	50.00	Josh Honomichl	Expense Report
Expense Payment	Direct Deposit	EFT-00322522	11/6/2025	400.00	Stuart Morley	Expense Report
Expense Payment	Direct Deposit	EFT-00322523	11/6/2025	57.04	Tanya Gray	Expense Report
Expense Payment	Direct Deposit	EFT-00322524	11/6/2025	324.80	Tommy Razo	Expense Report
Expense Payment	Direct Deposit	EFT-00322525	11/6/2025	176.23	Gary Zumwalt	Expense Report
Expense Payment	Direct Deposit	EFT-00322526	11/6/2025	175.00	Danil Nyukeyev	Expense Report
Expense Payment	Direct Deposit	EFT-00322527	11/6/2025	206.71	Charles Fell	Expense Report
Expense Payment	Direct Deposit	EFT-00322528	11/6/2025	384.46	Ryan Miles	Expense Report
Expense Payment	Direct Deposit	EFT-00322529	11/6/2025	269.00	Nichole Brannan	Expense Report
Expense Payment	Direct Deposit	EFT-00322530	11/6/2025	211.13	Jayson Burris	Expense Report
Cash Advance Payment	Direct Deposit	EFT-00322531	11/6/2025	559.50	Janell Cusick	Travel Advance
Expense Payment	Direct Deposit	EFT-00322532	11/6/2025	81.00	Timmi Winther	Expense Report
Cash Advance Payment	Direct Deposit	EFT-00322533	11/6/2025	559.50	Ken Hess	Travel Advance
Expense Payment	Direct Deposit	EFT-00322534	11/6/2025	38.37	Becky Rude	Expense Report
Cash Advance Payment	Direct Deposit	EFT-00322535	11/6/2025	135.00	Chad Williams	Travel Advance
Expense Payment	Direct Deposit	EFT-00322536	11/6/2025	269.90	Kevin Salmi	Expense Report
Cash Advance Payment	Direct Deposit	EFT-00322537	11/6/2025	68.25	Patrick Kennedy	Travel Advance
Expense Payment	Direct Deposit	EFT-00322538	11/6/2025	48.30	Sylvia Cossar	Expense Report
Cash Advance Payment	Direct Deposit	EFT-00322539	11/6/2025	559.50	Justin Reiner	Travel Advance
Expense Payment	Direct Deposit	EFT-00322540	11/6/2025	847.53	Stacey Dalgaard	Expense Report
Cash Advance Payment	Direct Deposit	EFT-00322541	11/6/2025	107.00	Jaycee Elliott	Travel Advance
			Direct Deposit	5,802.92		
Supplier Payment	EFT	EFT-00322542	11/6/2025	61,749.01	YWCA Clark County	
Supplier Payment	EFT	EFT-00322543	11/6/2025	5,859.88	Wilson Oil Inc. - Remit-To: Wilson Oil Inc	
Supplier Payment	EFT	EFT-00322544	11/6/2025	6,332.16	Convergint Technologies LLC	
Supplier Payment	EFT	EFT-00322545	11/6/2025	1,684.74	Wager Audio Inc	
Supplier Payment	EFT	EFT-00322546	11/6/2025	9,472.67	Whitney Equipment Company Inc	
Supplier Payment	EFT	EFT-00322547	11/6/2025	11,238.06	Fourth Plain Forward	
Supplier Payment	EFT	EFT-00322548	11/6/2025	2,089.18	State of Washington Consolidated Technology Services	
Supplier Payment	EFT	EFT-00322549	11/6/2025	6,235.23	Outsiderinn.org	
Supplier Payment	EFT	EFT-00322550	11/6/2025	80.00	Performance Occupational Health Services, LLC	
Supplier Payment	EFT	EFT-00322551	11/6/2025	1,990.77	Marco Ideas Unlimited, Inc.	
Supplier Payment	EFT	EFT-00322552	11/6/2025	9,375.00	Morgan Stanley Capital Managment LLC	
Supplier Payment	EFT	EFT-00322553	11/6/2025	542.50	United Site Services of Nevada, Inc.	
Supplier Payment	EFT	EFT-00322554	11/6/2025	19,950.00	Andrews Terry Jeffers LLP	
Supplier Payment	EFT	EFT-00322555	11/6/2025	1,781,811.25	Nutter Corporation	
Supplier Payment	EFT	EFT-00322556	11/6/2025	6,944.76	Waxie's Enterprises Inc	
Supplier Payment	EFT	EFT-00322557	11/6/2025	9,726.72	Magnet Forensics, LLC	

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INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Transaction Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	EFT	EFT-00322558	11/6/2025	636,956.32	Rotschy Inc	
Supplier Payment	EFT	EFT-00322559	11/6/2025	25,616.00	Clark EMS Physicians, LLC	
Supplier Payment	EFT	EFT-00322560	11/6/2025	7,682.13	Work Right NW	
Supplier Payment	EFT	EFT-00322561	11/6/2025	4,267.18	Conсор North America Inc - Remit-To: Conсор North America Inc	
Supplier Payment	EFT	EFT-00322562	11/6/2025	1,199.25	Terracon Consultants Inc - Remit-To: Terracon Consultans Inc	
Supplier Payment	EFT	EFT-00322563	11/6/2025	208.49	Commonstreet Consulting, LLC	
Supplier Payment	EFT	EFT-00322564	11/6/2025	5,347.50	Otak Inc	
Supplier Payment	EFT	EFT-00322565	11/6/2025	3,217.95	Wapiti NW LLC	
Supplier Payment	EFT	EFT-00322566	11/6/2025	17,934.82	Halme Excavating Inc	
Supplier Payment	EFT	EFT-00322567	11/6/2025	8.36	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322568	11/6/2025	511.36	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322569	11/6/2025	206.72	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322570	11/6/2025	122.40	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322571	11/6/2025	489.60	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322572	11/6/2025	8.36	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322573	11/6/2025	206.72	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322574	11/6/2025	206.72	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00322575	11/6/2025	26,968.50	Northwest Royal Home Care	
Supplier Payment	EFT	EFT-00322576	11/6/2025	774.00	Rapid Response Bio Clean Inc.	
Supplier Payment	EFT	EFT-00322577	11/6/2025	15,997.89	Northwest Staffing Resources Inc - Remit-To: Northwest Staffing Resources	
Supplier Payment	EFT	EFT-00322578	11/6/2025	2,272.50	Tikka WA Inc	
Supplier Payment	EFT	EFT-00322579	11/6/2025	205,465.05	Western United Civil Group, LLC - Remit-To: Western United Civil Group, LLC	
Supplier Payment	EFT	EFT-00322580	11/6/2025	5,000.00	The Arts Centered	
Supplier Payment	EFT	EFT-00322581	11/6/2025	210.00	Brad Piesch Aggressive Enterprises, Inc	
Supplier Payment	EFT	EFT-00322582	11/6/2025	1,207.52	Solid Waste Systems	
Supplier Payment	EFT	EFT-00322583	11/6/2025	1,021.80	Gap Supply - Remit-To: GAP Supply	
Supplier Payment	EFT	EFT-00322584	11/6/2025	276.00	Universal Field Services Inc	
Supplier Payment	EFT	EFT-00322585	11/6/2025	21,938.01	Felida Park Senior Housing LLP	
Supplier Payment	EFT	EFT-00322586	11/6/2025	2,460.80	Cascadia Partners LLC	
Supplier Payment	EFT	EFT-00322587	11/6/2025	54,351.04	SDB Inc	
Supplier Payment	EFT	EFT-00322588	11/6/2025	140,500.33	Share	
Supplier Payment	EFT	EFT-00322589	11/6/2025	8,053.48	Effective Remodels LLC	
Supplier Payment	EFT	EFT-00322590	11/6/2025	500.00	The Connected Trust	
Supplier Payment	EFT	EFT-00322591	11/6/2025	89,166.07	Operations Management International Inc	
			EFT	3,215,434.80		
	Manual Wire		11/1/2025	12,634.30	Global Payments	
Supplier Payment	Manual Wire		11/3/2025	2,728.56	Internal Revenue Service	
Supplier Payment	Manual Wire		11/3/2025	40,219.00	JP Morgan Chase Bank, N.A.	
Supplier Payment	Manual Wire		11/4/2025	37,532.61	Liberty Mutual Group Inc.	
Supplier Payment	Manual Wire		11/5/2025	6,408.11	VSP Vision Care Inc	
Supplier Payment	Manual Wire		11/5/2025	262,480.18	Western States Health & Welfare Trust	
Supplier Payment	Manual Wire		11/5/2025	621,879.75	Vancouver Firefighters Union Health & Welfare Trust	
Supplier Payment	Manual Wire		11/6/2025	6,000.00	KFPro, Inc	

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INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Transaction Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Manual Wire		11/7/2025	274,122.23	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire		11/7/2025	18,331.30	Washington Dental Service	
			Manual Wire	1,282,336.04		
			Checks	479,075.08		
			Direct Deposit	5,802.92		
			EFT	3,215,434.80		
			11/10/2025	53,062.24	City Payments	Posted 11-03-25 to 11-09-25
			Hansen Total	53,062.24		
			11/10/2025	2,207.08	Miscellaneous	Parks Class Refunds FCC 11-03-25 to 11-09-25
			11/10/2025	1,315.49	Miscellaneous	Parks Class Refunds MCC 11-03-25 to 11-09-25
			VISA Total	3,522.57		
			Payroll Total	0.00		
			GRAND TOTAL	5,039,233.65		

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

AN ORDINANCE relating to the Parking Code for the City of Vancouver under Vancouver Municipal Code (VMC) Title 19; amending VMC sections 19.02.040 (B) relating to Limited Parking; 19.10.040 relating to Parking for persons with disabilities; 19.04.030 relating to Parking meter installation and time limits; 19.11.060 relating to Zone3—Parking meter fees; providing for severability; and setting an effective date.

Staff Report: 226-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

Ordinance Amending Vancouver Municipal Code Title 19 — Parking Provisions

Key Points

- Provisions relating to rates, days of the week and other policies are spread throughout the Vancouver Municipal Code (VMC). Continuous review and updates are required.
- VMC updates are needed as technology changes to remove outdated language.
- Requested code updates include removal of Saturday and Sunday exceptions for time limits on parking, language alignment related to time restrictions for parking for persons with disabilities, and application of new price threshold to code relating to Zone 3 (Waterfront and Esther Short Park).

Strategic Plan Alignment

Transportation and Mobility – a safe, future-ready and convenient transportation system

Present Situation

As a result of the adoption of the Downtown Access, Mobility and Parking Plan (“Plan”) in February 2025, City Council approved the following amendments to the VMC related to parking in May 2025:

- **9.92.010 — Carpool parking permit eligibility** — a reduction of required days to qualify for a carpool permit.
- **9.92.020 — Carpool parking hours** — expansion of carpool permit hours and days to 8am to 11am.
- **9.92.040 — Carpool parking rate** — an increase to carpool parking rate threshold to a maximum of \$100 per month.
- **19.04.070 — On-street permit** — the removal of downtown employment requirement for on-street permits.
- **19.04.070 — Permit fees** — an increase of permit fee threshold to a maximum of \$200.
- **19.11.030 — Parking meter fees** — removal of Saturday and Sunday exemption for parking meter fees.
- **19.11.030 — Parking meter fees** — increase in maximum hourly rate threshold to \$3.50.
- **19.13.010 — Transferability of payment** — the elimination of payment transferability.

As City staff proceed with implementation of the Plan, regular code review and clean-up will be required to ensure consistency of language and policies throughout the VMC. Toward that end, the following code amendments are requested:

- **19.02.040(B) — Limited Parking** – Removal of time limit exemption on Saturday and Sunday to align with previous amendments related to 7 day pay to park.
- **19.10.040 — Parking for person with disabilities**– Removal of Monday through Friday language related to posted time restrictions. Updated language establishes consistency across all seven days.
- **19.04.030 — Parking meter installation** – Removal of language referring to outdated payment technology.
- **19.11.076 – Zone 3 - Parking meter fees** — Updated language related to parking meter fee maximum of \$3.50 in Zone 3 and the addition of hours, days and excepted holidays to align with other zones updated in the previous VMC amendment.

Advantage(s)

1. Updated language promotes consistency across all VMC parking provisions.
2. Amendment enables improved management of the City’s on-street parking supply.

Challenge(s)

None

Budget Impact

Any expenses related to changes in signage and equipment as a result of this amendment will be paid by currently appropriated funds from the City’s Parking Fund.

Prior Council Review

5/19/25 - Amendment to VMC 19.11.03 to remove Saturday and Sunday exception to daily parking fee.

2/24/25 – Adoption of Downtown Access, Mobility and Parking Plan.

11/10/2025 – City Council Consent Agenda.

Action Requested

On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Staff Contact

Gabe Montez, Parking District Manager, Gabriel.Montez@cityofvancouver.us

Attachments:

1. Presentation
2. Ordinance



Amendments to Parking Provisions of Vancouver Municipal Code (VMC)

Gabriel Montez
Parking District Manager
Economic Prosperity and Housing
November 17, 2025



Agenda

- Context
- Previous VMC Amendments
- Requested VMC Amendments
- Requested Action
- Discussion

Downtown Parking Plan - Three Pillars

1. Adopt Pricing Practices to Improve On-Street Parking Supply Utilization
2. Expand Public Parking Supply through Shared Parking Arrangements
3. Enhance Car-Free Options for Getting to and Around Downtown



Downtown Parking Plan Implementation

Ongoing VMC Clean Up

- Provisions relating to rates, days of the week and other policies are spread throughout VMC. Continuous code review and updates are required.
- VMC updates needed as technology changes to remove outdated language.
- Code consistency and alignment required.



May 2025 VMC Amendments

Initial Updates Related to Downtown Access, Mobility & Parking Plan

Code	Change
9.92.010-Carpool permit eligibility	Reduction of required days to qualify
9.92.020-Carpool parking hours	Expansion of carpool permit hours and days
9.92.040- Carpool parking rate	Increase to carpool parking rate threshold to maximum of \$100
19.04.070-On-street permit	Removal of downtown employment requirement
19.04.070-Permit fees	Increase of permit fee threshold to maximum of \$200
19.11.030-Parking meter fees	Removal of Saturday and Sunday exemption
19.11.030-Parking meter fees	Increase of maximum hourly rate threshold to \$3.50
19.13.010- Transferability of payment	Elimination of Payment transferability



Requested Code Changes

VMC 19.02.040(B) – Limited Parking

Removal of inconsistent language

Hours and Days Excepted. Time limits on parking imposed pursuant to the preceding subsection shall be applicable between the hours of 8:00 a.m. and 6:00 p.m. daily except ~~Saturdays and Sundays~~ and city-recognized holidays. (Ord. M-4365 § 7, 2022; Ord. M-4088 § 1, 2014)



Requested Code Changes

VMC 19.10.040 – Parking for persons with disabilities

Removal of inconsistent language

These time restrictions shall be clearly posted and shall apply between the hours of 8:00 a.m. and 6:00 p.m., ~~Monday through Friday~~, except on city-recognized holidays



Requested Code Changes

VMC 19.04.030 – Parking meter installation

Removal of outdated language related to technology changes

~~Such parking meters shall not be installed in such a manner as to allow parking across driveways, sidewalks or other zones or areas where parking is prohibited or restricted to certain classes of vehicles by laws of the state of Washington or ordinances of the city of Vancouver. Each parking meter shall be installed and set to display a signal showing legal parking upon deposit therein of the proper coin or coins of the United States and upon putting the meter in operation, as indicated by instructions on the meter, and for a period of time conforming to the limit of parking time which has been or may be established for that area or zone of the street upon which the parking meter is installed, said signal to remain in evidence until expiration of the parking period so designated, at which time a raising of the signal or some other mechanical operation shall indicate expiration of the parking period. (Ord. M-4088 §1, 2014)~~



Requested Code Changes

VMC 19.11.060 - Zone 3 - Parking Meter Fees.

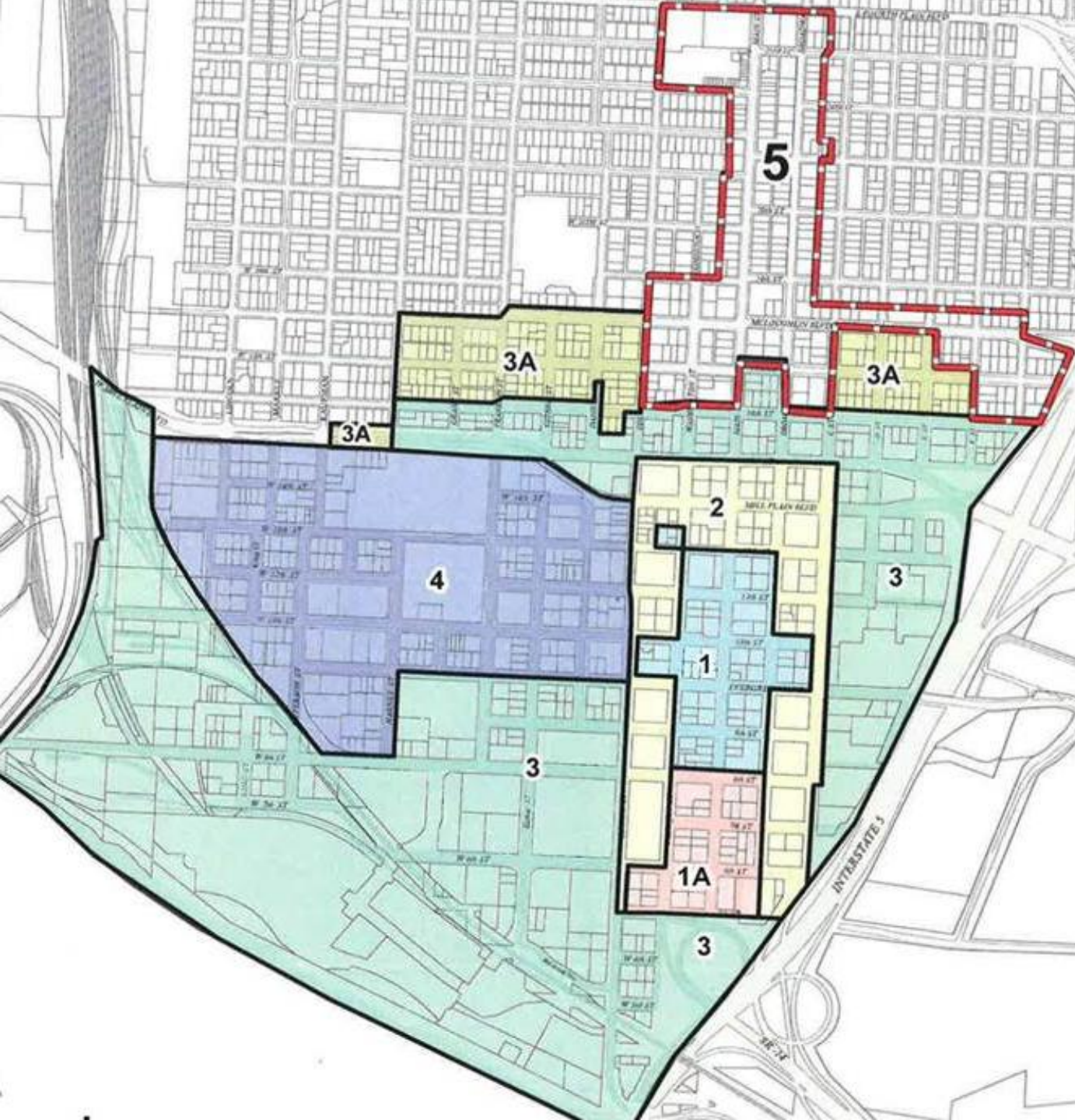
Updated language for consistency with other Parking Zones

Parking meter fees are established for the parking meters authorized by Section 19.11.050 as follows: Between the hours of 8:00 a.m. and 6:00 p.m. daily except days being celebrated as any city-recognized holiday, no more than two dollars fifty cents (\$2.50) three dollars fifty cents (\$3.50) per hour of use for the one and two-hour meters; no more than two dollars fifty cents (\$2.50) three dollars fifty cents (\$3.50) per hour of use for the ten-hour meters. These parking meter fees may be reduced administratively by the city manager or his/her designee, pursuant to the guidelines referred to in section 19.11.040. The city manager, or his/her designee, shall report to the city council from time to time as requested by the city council, but in any event, shall report at least once every year regarding these parking rates.. (Ord. M-4211 § 7, 2017; Ord. M-4088 § 1, 2014)



Parking Zone Map

- Zone 3 includes Waterfront and Esther Short Park



Requested Action

Advance ordinance to second reading

Advance the ordinance amending the Vancouver Municipal Parking Code, setting the date for the second reading and public hearing for November 17, 2025



Questions



11/10/2025 (Date of First Reading)
11/17/2025 (Date of Public Hearing)

ORDINANCE NO. M-_____

AN ORDINANCE relating to the Parking Code for the City of Vancouver under Vancouver Municipal Code (VMC) Title 19; amending VMC sections 19.02.040 (B) relating to Limited Parking; 19.10.040 relating to Parking for persons with disabilities; 19.04.030 relating to Parking meter installation and time limits; 19.11.060 relating to Zone3—Parking meter fees; providing for severability; and setting an effective date.

WHEREAS, the City of Vancouver downtown parking ordinances date back to 1948; and

WHEREAS, in early 2024 the City of Vancouver Parking Services department initiated an occupancy and existing conditions study as a part of the City's effort to develop a Downtown Access and Mobility Plan; and

WHEREAS, between January of 2024 and January of 2025 multiple community stakeholder engagements were included in the existing conditions and community outreach phases of the Downtown Access and Mobility Plan; and

WHEREAS, on September 9, 2024, the Vancouver City Council reviewed weekend occupancy and existing conditions in a September 9th, 2024 Workshop, and

WHEREAS, on January 13, 2025 Vancouver City Council reviewed proposed changes to weekend parking regulations, hours of payments, permit reforms and pricing in the Downtown Access and Mobility Plan; and

WHEREAS, on February 24, 2025 City Council adopted the new Downtown Access and Mobility Plan; and

WHEREAS, on May 19, 2025 City Council approved Ordinance M-4502 amending VMC 9.92.010-Carpool parking permit eligibility, VMC 9.92.020-Carpool parking hours, VMC 9.92.040-Carpool parking rate, VMC 19.04.070-On-street permit, VMC 19.04.070-Permit fees, VMC 19.11.030-Parking meter fees, VMC 19.11.030-Parking meter fees, VMC 19.13.010-Transferability of payment; and

WHEREAS, these amendments are made to update outdated code language and promote consistency among code provisions; and

WHEREAS, on October 8, 2025 the Parking Advisory Committee reviewed and approved the changes to the Vancouver Municipal Code (VMC) proposed by this ordinance.

WHEREAS, City Council adopts and incorporates by reference Staff Report SR _____ and finds that it is in the public interest to amend VMC 19.02.040(B), 19.10.040, 19.04.030, 19.11.060.

WHEREAS, with proper notice to the public, the Vancouver City Council conducted a first reading of the proposed ordinance on November 10, 2025 and a public hearing concerning the ordinance and proposed code changes on November 17, 2025.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

SECTION 1. Legislative Findings. The recitals set forth above are adopted as the legislative findings of the City Council of the City of Vancouver in support of adoption of this ordinance.

SECTION 2. Vancouver Municipal Code Section 19.02.040 entitled “Limited Parking” as codified by Ordinance Ord. M-4365; Ordinance Ord. M-4088 is hereby amended to read as follows:

Section 19.02.040-Limited Parking

A. Purpose Authorized. For the purpose of facilitating the movement of traffic and access to the business districts of the city and providing just and equitable parking privileges and opportunities for operators of motor vehicles, the city traffic engineer may impose time limits upon parking in any portion of any street.

The city traffic engineer may also establish the hours and days when such time limits shall be effective. The city traffic engineer shall provide for the posting of signs giving notice of such time limits and special restrictions. In the absence of signs giving notice of such special restrictions, the general provisions of the traffic code shall govern.

B. Hours and Days Excepted. Time limits on parking imposed pursuant to the preceding subsection shall be applicable between the hours of 8:00 a.m. and 6:00 p.m. daily except ~~Saturdays and Sundays and~~ city-recognized holidays.

SECTION 3. Vancouver Municipal Code Section 19.10.040 entitled “Parking for persons with disabilities” as codified by Ordinance Ord. M-4365; M-4088 is hereby amended to read as follows:

Section 19.10.040- Parking for persons with disabilities

Persons who are issued or who have been issued a parking permit for persons with disabilities under state law may park their vehicles in compliance with regulations thereof.

Provided, however, free parking is limited to a maximum of four hours on any one day in the following situations: (1) Vehicles displaying a special parking placard for persons with disabilities or special parking license plate for persons with disabilities in nonreserved, on-street parking spaces; (2) vehicles displaying a special parking placard for persons with disabilities or special parking license plate for persons with disabilities in nonmetered, on-street parking places reserved for persons with physical disabilities. These time restrictions shall be clearly posted and shall apply between the hours of 8:00 a.m. and 6:00 p.m., ~~Monday through Friday~~, except on city-recognized holidays, in the following geographical area: Commencing at the intersection of E Fourth Plain Boulevard and Lincoln Street, then east along Fourth Plain Boulevard to Interstate 5, then south along Interstate 5 to the Columbia River, then west along the Columbia River to the alignment of Lincoln Street if it were extended south of 8th Street, and then north following the alignment of Lincoln Street to Fourth Plain Boulevard to the point of beginning.

SECTION 4. Vancouver Municipal Code Section 19.04.030 entitled “Parking meter installation” as codified by Ordinance Ord. M-4088 is hereby amended to read as follows:

19.04.030- Parking meter installation

The city traffic engineer is authorized to install and maintain parking meters in the foregoing parking meter zones or in any portion thereof. Such parking meters shall be installed upon the curb immediately adjacent to individual parking spaces to be designated as hereinafter provided. Such parking meters shall not be installed in such a manner as to allow parking across driveways, sidewalks or other zones or areas where parking is prohibited or restricted to certain classes of vehicles by laws of the state of Washington or ordinances of the city of Vancouver. ~~Each parking meter shall be installed and set to display a signal showing legal parking upon deposit therein of the proper coin or coins of the United States and upon putting the meter in operation, as indicated by instructions on the meter, and for a period of time conforming to the limit of parking time which has been or may be established for that area or zone of the street upon which the parking meter is installed, said signal to remain in evidence until expiration of the parking period so designated, at which time a raising of the signal or some other mechanical operation shall indicate expiration of the parking period.~~

SECTION 5. Vancouver Municipal Code Section 19.11.060 entitled “Zone 3-Parking meter fees” as codified by Ordinance Ord. M-4211 and M-4088 is hereby amended to read as follows:

Section 19.11.060-Zone 3- Parking meter fees

Parking meter fees are established for the parking meters ~~authorized by Section 19.11.050~~ as follows: between the hours of 8:00 a.m. and 6:00 p.m. daily except days being celebrated as any city-recognized holiday, no more than ~~two dollars fifty cents (\$2.50)~~ three dollars fifty cents (\$3.50) per hour of use for the one and two-hour meters; no more than ~~two dollars fifty cents~~

~~(\$2.50)~~ three dollars fifty cents (\$3.50) per hour of use for the ten-hour meters. These parking meter fees may be reduced administratively by the city manager or his/her designee, pursuant to the guidelines referred to in section 19.11.040. The city manager, or his/her designee, shall report to the city council from time to time as requested by the city council, but in any event, shall report at least once every year regarding these parking rates.

SECTION 6. Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstances shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not affect or invalidate the remainder of any parts thereof to any other person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

SECTION 7. Effective date and Notice. This ordinance shall be effective on December 1, 2025.

DATE OF FINAL PASSAGE at a Regular Meeting of the Vancouver City Council:

_____.

SIGNED this _____ day of _____, 20__.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Nena Cook, City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE relating to the Parking Code for the City of Vancouver under Vancouver Municipal Code (VMC) Titles 19; amending VMC sections 19.02.040(B) relating to Limited Parking; 19.10.040 relating to parking for person with disabilities; 19.04.030 relating to parking meter installation; 19.11.060 relating to Zone 3-parking meter fees; providing for severability; and setting an effective date.

The full text of this ordinance will be mailed upon request. Contact public records staff at (360) 487-8480, citypdr@cityofvancouver.us, or via [Public Records Request -The City of Vancouver, WA](#).

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.0% in the City's Affordable Housing Fund levy from the amount levied the previous year; and providing for an effective date.

Staff Report: 227-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

2026 Affordable Housing Property Tax Levy

Key Points

- The Affordable Housing Fund is supported by a \$10 million annual property tax levy.
- Proposition 3, which was approved by the community members of Vancouver in February 2023, authorized a \$10,000,000 annual property tax levy for ten years, beginning in 2024. By authorizing a 0.0 percent increase, the \$10,000,000 levy will remain as is.
- Information provided by the Washington State Department of Revenue states that the dollar amount included in the ballot title is the highest lawful amount that can be levied, so the \$10,000,000 levy cannot be increased annually.

Strategic Plan Alignment

High Performing Government – a government that is reliable, fiscally responsible, equitable, and open to compromise

Present Situation

Proposition 3 was approved by the community members of Vancouver in February 2023, and authorized a \$10,000,000 annual property tax levy for 10 years, beginning in 2024. Information provided by the Washington State Department of Revenue states that the dollar amount included in the ballot title is the highest lawful amount that can be levied, so the \$10,000,000 levy cannot be increased annually.

Staff recommends that City Council approve a 0.0% increase in the property tax levy for the Affordable Housing Levy. Based on last year's Affordable Housing Fund levy of \$10,000,000, the increase will be \$0.00. Authorization of this requires a simple majority vote of City Council. Even though the increase is zero, this authorization is still required by law.

Staff estimates that the City's Affordable Housing Fund property tax levy rate in 2026 will range between \$0.24 per \$1,000 of assessed value to \$0.25 per \$1,000 of assessed value, compared to the actual 2025 affordable housing fund property tax levy rate of \$0.2694 per \$1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 8.1% compared to the prior year.

Advantage(s)

Continued funding will be available to pay the costs authorized in the Affordable Housing Fund.

Challenge(s)

None

Budget Impact

There will be no impact on budget for the on-going annual property tax collections for the Affordable Housing Fund.

Prior Council Review

- 2025-2026 Biennial Budget Council Workshop – Budget Foundation & Forecast April 22, 2024
- 2025-2026 Biennial Budget Council Workshop – Revenue Options May 6, 2024
- 2025-2026 Biennial Budget Council Workshop – Revenue Strategy & Direction June 10, 2024
- 2025-2026 Biennial Budget Council Workshop – Operating Budget October 14, 2024
- 2025-2026 Biennial Budget Council Workshop – Capital Budget October 28, 2024
- City Council Consent Agenda - November 10, 2025

Action Requested

On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Staff Contact

Anthony Glenn, Treasurer, anthony.glenn@cityofvancouver.us

Attachments:

1. Ordinance

11/10/2025
11/17/2025

ORDINANCE NO. _____

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.0% in the City’s Affordable Housing Fund levy from the amount levied the previous year; and providing for an effective date.

WHEREAS, the City Council of the City of Vancouver, pursuant to RCW 84.55.120, is holding a public hearing and considered its budget for the calendar years 2025/2026; and

WHEREAS, the City of Vancouver’s actual levy amount for the Affordable Housing Fund Levy from 2025 was \$10,000,000; and

WHEREAS, registered voters who reside within the City of Vancouver approved Proposition No. 3 and authorized an Affordable Housing Levy of \$10,000,000 per year for ten years beginning in 2024; and

WHEREAS, the population of the City of Vancouver is more than 10,000;

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That an increase in the regular affordable housing fund property tax levy is hereby authorized for the 2026 levy in the amount of \$0.00, which is a percentage increase of 0.0% from the previous year.

Section 2. That the City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Councilors and the Clark County Assessor following approval by City Council.

Section 3. That this ordinance shall go into effect five days after adoption.

DATE OF FINAL PASSAGE at a Regular Meeting of the Vancouver City Council:

_____.

SIGNED this _____ day of _____, 20__.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Nena Cook, City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE relating to the annual affordable housing property tax levy; authorizing an increase of 0.0% in the City's affordable housing fund levy from the amount levied the previous year; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact public records staff at (360) 487-8480, citypdr@cityofvancouver.us, or via [Public Records Request -The City of Vancouver, WA](#).

AN ORDINANCE authorizing an increase in tax levy pursuant to RCW 84.55.120 and an increase in limit factor for maximum levy capacity pursuant to RCW 84.55.092.

Staff Report: 228-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

2026 Preservation of Levy Capacity

Key Points

- Proposition 2 was approved by the voters of the City on February 8, 2022 to authorize a permanent levy lid lift for Fire and Emergency Services and Facilities. This proposition exempted qualifying seniors, veterans, and others from paying the levy lid lift rate.
- State law allows the City to annually increase the property tax levy no more than 1% or the rate of inflation calculated by the Implicit Price Deflator (IPD), whichever amount is less, for both the City's General Fund property tax levy and for the Affordable Housing Fund property tax levy.
- The IPD rate for 2026 levy calculations is 2.44 percent.
- Approval of this ordinance will authorize the County Assessor to preserve future levy capacity on all properties within the City of Vancouver and allows the County Assessor to apply the limit factor to the property exempted from Proposition 2 when calculating the City's highest lawful levy rate.

Strategic Plan Alignment

High Performing Government – a government that is reliable, fiscally responsible, equitable, and open to compromise

Present Situation

On February 8, 2022, the voters of the City approved Proposition 2 at a special election authorizing a permanent levy lid lift to fund fire and emergency services. Proposition 2 also provided that the property of qualifying seniors, veterans, and others would be exempt from paying the increased property tax rate associated with the levy lid lift, pursuant to RCW 84.36.

Annually, properties that qualify for the exemption allowed under RCW 84.36 will change. In order for the County Assessor's Office to calculate the highest lawful levy of all properties and include in future years the properties exempt from the tax approved by Proposition 2, pursuant to RCW 84.55.092, Council must approve an ordinance to authorize the Clark County Assessor's Office to authorize a property tax increase against the property not subject to the levy lid lift when calculating the highest lawful levy and authorize the limit factor be applied to the excluded property, which in 2026 will be 1.0%. This preserves levy capacity for the overall highest lawful levy calculation and allows the County Assessor to include the limit factor on the properties that were excluded, if they move out of the exempt status. Qualifying seniors, veterans, and others will continue to be exempt from paying the tax rate associated with the levy lid lift.

Based on last year's General Fund levy for excluded properties of \$666,740.62, the 1.0% increase recommended by staff represents an increase of \$6,667.41.

Approval of this ordinance will protect future levy capacity by removing the adverse consequences to the City's future levy capacity resulting from the levy reduction authorized in Proposition 2.

Advantage(s)

This will preserve future levy capacity for exempt properties as they move out of the exempt status and will allow for the continued funding of essential City services.

Challenge(s)

None

Budget Impact

There will be no impact on budget for the on-going annual property tax collections; the budget forecasted a 1.0% increase for the General Fund.

Prior Council Review

- 2025-2026 Biennial Budget Council Workshop – Budget Foundation & Forecast April 22, 2024
- 2025-2026 Biennial Budget Council Workshop – Revenue Options May 6, 2024
- 2025-2026 Biennial Budget Council Workshop – Revenue Strategy & Direction June 10, 2024
- 2025-2026 Biennial Budget Council Workshop – Operating Budget October 14, 2024
- 2025-2026 Biennial Budget Council Workshop – Capital Budget October 28, 2024
- City Council Consent Agenda - November 10, 2025

Action Requested

On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Staff Contact

Anthony Glenn, Treasurer, anthony.glenn@cityofvancouver.us

Attachments:

1. Ordinance

11/10/2025
11/17/2025

ORDINANCE NO. _____

AN ORDINANCE authorizing an increase in tax levy pursuant to RCW 84.55.120 and an increase in limit factor for maximum levy capacity pursuant to RCW 84.55.092.

WHEREAS, the City Council of the City of Vancouver has met and considered its budget for the calendar years 2025/2026; and

WHEREAS, the voters of the City approved Proposition 2 at a February 8, 2022 special election authorizing a permanent levy lid lift to fund fire and emergency services; and

WHEREAS, Proposition 2 provided that the property of qualifying seniors, veterans and others would be exempt, pursuant to Chapter 84.36 RCW (“excluded property”); and

WHEREAS, increases in regular property taxes imposed by the City are limited by Chapter 84.55 RCW so that the regular property tax levy of the City may increase from year to year by an amount equal to the “limit factor”, as defined in RCW 84.55.005, (plus increases permitted due to new construction and increases in value of state assessed property); and

WHEREAS, the Implicit Price Deflator (IPD) rate released on September 25, 2025, is 2.44%, which is more than the allowable increase of 1.0%, so that the allowable increase, pursuant to RCW Sections 84.55.005 and 84.55.010 for the City’s 2025 tax levy (2026 collection) is 1.01 (an increase in 1.0%) (the “Limit Factor”); and

WHEREAS for the purpose of protecting future levy capacity, the City proposes to include the \$666,740.62 in property that was excluded under Proposition 2 for the 2024 levy (collection in 2025) in the Limit Factor increase for the 2025 levy (collection in 2026) and for all future levy years, and proposes to increase the General Fund levy capacity associated with the exempt property in the amount of \$6,667.41, which represents a Limit Factor increase of 1% over the previous year. NOW THEREFORE,

BE IT BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That, pursuant to RCW 84.55.120 and RCW 84.55.092, the City Council has authorized an increase in its tax levy capacity in an amount equal to the Limit Factor for the year 2025 levy (for collection in 2026), and requests and authorizes the Limit Factor to be applied with respect to all “excluded property,” resulting in an increase of the 2025 General Fund levy capacity (for collection in 2026) associated with the “excluded property” in the amount of \$6,667.41, which represents a Limit Factor increase of 1% over the previous year. City Council hereby further requests and authorizes the Limit Factor to be applied with respect to all “excluded property” in each year hereafter.

Section 2. That the City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Councilors and the Clark County Assessor following approval by City Council.

Section 3. That this ordinance shall go into effect five days after adoption.

DATE OF FINAL PASSAGE at a Regular Meeting of the Vancouver City Council:

_____.

SIGNED this _____ day of _____, 20__.

Anne McEnergy-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Nena Cook, City Attorney

CERTIFICATE

I, the undersigned, Clerk of the City Council (the “Council”) of the City of Vancouver (herein called the “City”), DO HEREBY CERTIFY:

1. That the attached Ordinance No. _____ (herein called the “Ordinance”) is a true and correct copy of a Ordinance of the Council as adopted at a regular meeting of the Council held on _____, 2025, and duly recorded in my office.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Council voted in the proper manner for the adoption of the Ordinance; that all other requirements and proceedings incident to the proper adoption of the Ordinance have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2025.

City Clerk
City of Vancouver

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE authorizing an increase in tax levy pursuant to RCW 84.55.120 and an increase in limit factor for maximum levy capacity pursuant to RCW 84.55.092.

The full text of this ordinance will be mailed upon request. Contact public records staff at (360) 487-8480, citypdr@cityofvancouver.us, or via [Public Records Request -The City of Vancouver, WA](#).

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2025/2026 Budget for the City of Vancouver; providing for alternative levies depending on whether Proposition No. 5 is approved or rejected by the registered voters of the City of Vancouver; and providing for an effective date.

Staff Report: 229-25

To: Mayor and City Council
From: City Manager
Date: November 17, 2025

Subject

2026 Ad Valorem Taxes

Key Points

- Approving ad valorem taxes authorizes the County Assessor to levy real and personal property taxes.
- The Ordinance for 2026 Ad Valorem taxes has been drafted to provide alternative levies depending on whether Proposition No. 5 is approved or rejected by the registered voters of the City of Vancouver.
- If Proposition No. 5 is approved by registered voters at the November 4, 2025, general election, staff have estimated the City should approve ad valorem taxes for 2026 in the amount of \$99 million in order to fund the 2025-2026 biennial budget. Of this, \$89 million is for General and Fire Fund purposes, and \$10 million is for the Affordable Housing Fund. The \$89 million for the General and Fire Funds includes Proposition No. 2 Levy Lid Lift for Fire and Emergency Services and Facilities.
- If Proposition No. 5 is rejected by registered voters at the November 4, 2025, general election, staff have estimated the City should approve ad valorem taxes for 2026 in the amount of \$92.2 million in order to fund the 2025-2026 biennial budget. Of this, \$82.2 million is for General and Fire Fund purposes, and \$10 million is for the Affordable Housing Fund. The \$82.2 million for the General and Fire Fund includes the Proposition No. 2 Levy Lid Lift for Fire and Emergency Services and Facilities.

Strategic Plan Alignment

High Performing Government – a government that is reliable, fiscally responsible, equitable, and open to compromise

Present Situation

Pursuant to RCW 35.33.135, Council must approve an ordinance to fix and authorize the Clark County Assessor's Office to levy ad valorem taxes necessary to fund the City of Vancouver's 2025-2026 Biennial Budget.

An ad valorem tax ([Latin](#) for "according to value") is defined as a [tax](#) based on the value of [real estate](#) or [personal property](#). An ad valorem tax is typically imposed at the time of a transaction(s) (a [sales tax](#) or [value-added tax](#) (VAT)), but it may be imposed on an annual basis (real or personal [property](#)

[tax](#)) or in connection with another significant event (i.e. [inheritance tax](#)).

On August 4, 2025, the City of Vancouver adopted Resolution M-4346 to submit Proposition No. 5 to the registered voters of the City of Vancouver a ballot proposition for the November 4, 2025, general election, which asks voters to consider authorizing a levy lid lift to fund Police and Public Safety Services as described in Resolution M-4346. Results for the November 4, 2025, election are to be certified by November 25, 2025, which is after the date of consideration of this ordinance. RCW 84.52.070 requires the City of Vancouver to certify to the Clark County Assessor the amount of taxes to be levied for 2026 no later than November 30, 2025. In order to meet the November 30, 2025, deadline, two alternative amounts of ad valorem property taxes for 2026 are being presented for consideration, one of which will take effect depending on the outcome of the election.

If Proposition No. 5 is approved by the registered voters of the City of Vancouver at the November 4, 2025, general election, staff recommends that Council approve ad valorem taxes in the amount of \$99 million to fund the City's 2025-2026 biennial budget. Of the total, \$89 million is for General and Fire Fund purposes, and \$10 million is for the Affordable Housing Fund.

If Proposition No. 5 is rejected by the registered voters of the City of Vancouver at the November 4, 2025, general election, staff recommends that Council approve ad valorem taxes in the amount of \$92.2 million to fund the City's 2025-2026 biennial budget. Of the total, \$82.2 million is for General and Fire Fund purposes, and \$10 million is for the Affordable Housing Fund.

Approving ad valorem taxes of \$99 million if Proposition No. 5 is approved, and \$92.2 million if Proposition No. 5 is rejected, allows the County Assessor's Office to levy real and personal property taxes to the full extent allowed under Washington State law. Staff anticipates the final certified levy will be slightly less \$99 million and \$92.2 million, respectively; however, if Council authorizes the ad valorem tax amount too low, the County Assessor's Office will only be allowed to levy up to the amount authorized by Council.

Staff recommends that City Council approve ad valorem taxes of \$99 million if Proposition No. 5 is approved, and \$92.2 million if Proposition No. 5 is rejected, for the 2026 real and personal property tax levy within the city limits of Vancouver. This estimated revenue source is necessary to fund the 2025-2026 Biennial Budget for the City of Vancouver.

Advantage(s)

Ad valorem taxes provide continued funding from the City's primary revenue source, which is necessary to fund the 2025-2026 Biennial Budget.

Challenge(s)

The increase is within statutory authority or as approved by the voters and the specific impact on a property owner is dependent on the change in their assessed value.

Budget Impact

The amount of the ad valorem tax ordinance is included in the 2025-2026 Biennial Budget.

Prior Council Review

- 2025-2026 Biennial Budget Council Workshop – Budget Foundation & Forecast April 22, 2024
- 2025-2026 Biennial Budget Council Workshop – Revenue Options May 6, 2024
- 2025-2026 Biennial Budget Council Workshop – Revenue Strategy & Direction June 10, 2024
- 2025-2026 Biennial Budget Council Workshop – Operating Budget October 14, 2024

- 2025-2026 Biennial Budget Council Workshop — Capital Budget October 28, 2024
- City Council Consent Agenda - November 10, 2025

Action Requested

On Monday, November 17, 2025, upon second reading and a public hearing, finalize and approve the ordinance.

Staff Contact

Anthony Glenn, Treasurer, anthony.glenn@cityofvancouver.us

Attachments:

1. Ordinance

11/10/2025
11/17/2025

ORDINANCE NO. _____

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2025/2026 Budget for the City of Vancouver; providing for alternative levies depending on whether Proposition No. 5 is approved or rejected by the registered voters of the City of Vancouver; and providing for an effective date.

WHEREAS, on February 18, 2022, registered voters who reside within the City of Vancouver approved Proposition No. 2 authorizing a permanent single-year levy lid lift to be effective in 2023 for Fire and Emergency Services and Facilities; and

WHEREAS, on February 14, 2023, registered voters who reside within the City of Vancouver approved Proposition No. 3 authorizing an Affordable Housing Levy of \$10,000,000 per year for ten years beginning in 2024; and

WHEREAS, on August 4, 2025, the City of Vancouver adopted Resolution M-4346 to submit Proposition No. 5 to the registered voters of the City of Vancouver a ballot proposition for the November 4, 2025 election, which asks said voters to consider authorizing a levy lid lift to fund Police and Public Safety Services as described in Resolution M-4346; and

WHEREAS, in the event that registered voters who reside in the City of Vancouver approve Proposition No. 5 at the November 4, 2025 general election, the City Council finds that the total net amount of \$99,000,000 in revenue must be raised by ad valorem taxes on real and personal property

within the corporate limits of the City of Vancouver to balance estimated revenues and expenditures for the 2025/2026 budget for the City of Vancouver; and

WHEREAS, in the event that registered voters who reside in the City of Vancouver reject Proposition No. 5 at the November 4, 2025 general election, the City Council finds that the total net amount of \$92,200,000 in revenue must be raised by ad valorem taxes on real and personal property within the corporate limits of the City of Vancouver to balance estimated revenues and expenditures for the 2025/2026 budget for the City of Vancouver; and

WHEREAS, results for the November 4, 2025 election are to be certified by November 25, 2025, which is after the date of consideration of this ordinance; and

WHEREAS, RCW 84.52.070 requires the City of Vancouver to certify to the Clark County Assessor the amount of taxes to be levied for 2026 no later than November 30, 2025; and

WHEREAS, in order to meet the November 30, 2025 deadline, the City Council now desires to approve two alternative amounts of ad valorem property taxes for 2026, one of which will take effect depending on the outcome of the election.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. If Proposition No. 5 is approved by the registered voters of the City of Vancouver at the November 4, 2025, general election, then Section 3 of this ordinance shall be null and void and shall take no effect. If Proposition No. 5 is rejected by the registered voters of the City of Vancouver at the November 4, 2025, election, then Section 2 of this ordinance shall be null and void and shall take no effect.

Section 2. If Proposition No. 5 is approved by the registered voters of the City of Vancouver at the November 4, 2025, general election, there is hereby fixed to be raised by general

property taxes upon real and personal property within the City of Vancouver the amount of \$99,000,000, for the following purposes:

Amount of tax levy for	
General Government Purposes	\$89,000,000
Affordable Housing Levy	<u>\$10,000,000</u>
Total Levy Amount	\$99,000,000

Section 3. If Proposition No. 5 is rejected by the registered voters of the City of Vancouver at the November 4, 2025 general election, there is hereby fixed to be raised by general property taxes upon real and personal property within the City of Vancouver the amount of \$92,200,000, for the following purposes:

Amount of tax levy for	
General Government Purposes	\$82,200,000
Affordable Housing Levy	<u>\$10,000,000</u>
Total Levy Amount	\$92,200,000

Section 4. The City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Councilors and the Clark County Assessor following approval by City Council.

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Section 5. Except as otherwise provided in Section 1, this ordinance shall take effect five days after adoption.

DATE OF FINAL PASSAGE at a Regular Meeting of the Vancouver City Council:
_____.

SIGNED this _____ day of _____, 20__.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Nena Cook, City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2025/2026 Budget for the City of Vancouver; providing for an effective date five days after adoption.

The full text of this ordinance will be mailed upon request. Contact public records staff at (360) 487-8480, citypdr@cityofvancouver.us, or via [Public Records Request -The City of Vancouver, WA](#).

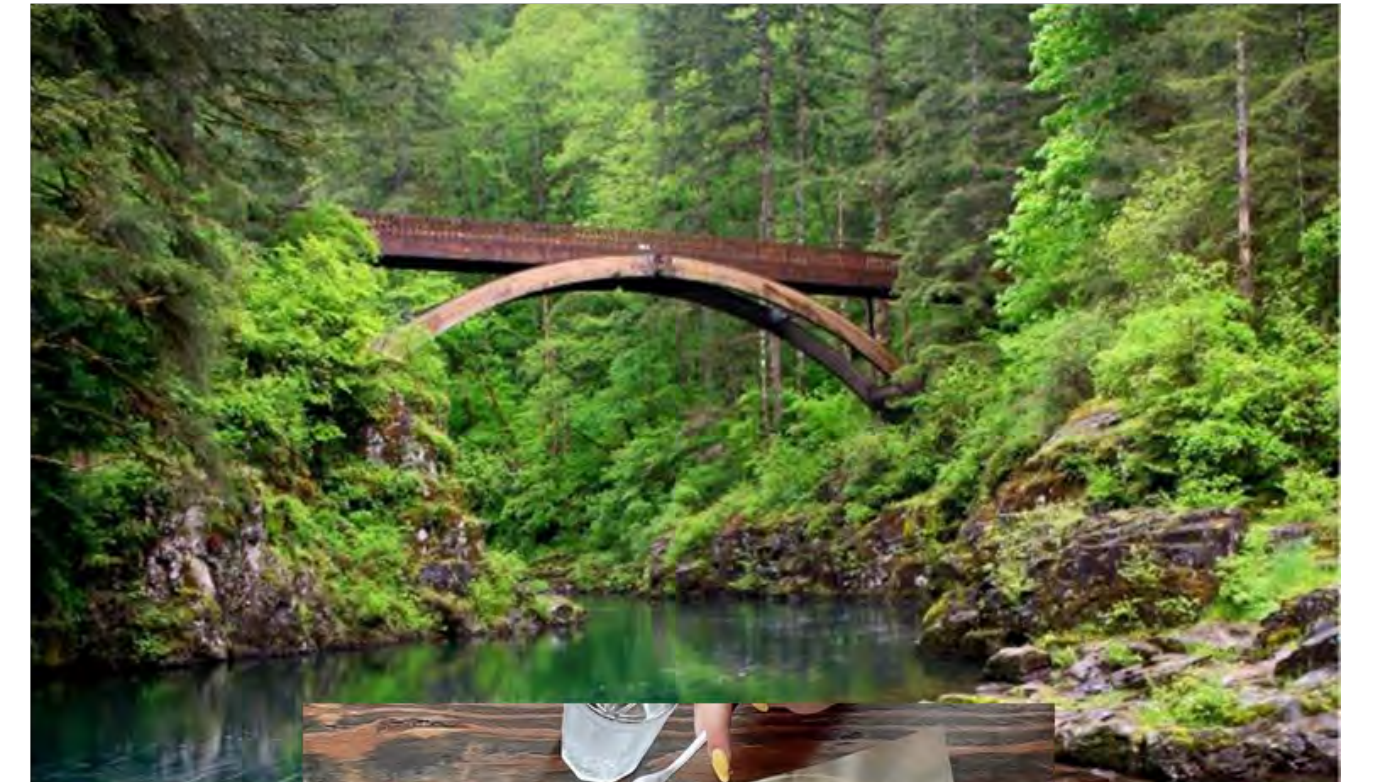
STATE OF TOURISM 2025

VANCOUVER CITY COUNCIL



VISIT VANCOUVER PURPOSE & MISSION

- As the official destination marketing organization for Vancouver & Clark County, Visit Vancouver Washington's mission is **growing our community by connecting visitors with Southwest Washington's culture and experiences.**
- We impact **growth of visitor spending** by competitively positioning the area as an ideal destination for leisure travel, meetings, conventions and sporting events.
- In short, **our job is to influence demand** by leveraging the power of destination sales and marketing.



VISIT VANCOUVER WASHINGTON



2024 TOURISM IMPACT FIGURES

<u>CATEGORY</u>	<u>2024</u>	<u>% Chg</u>
Visitation (millions)	5.66	3.9%
Share of State Visitation (%)	5.1%	1.0%
Overall Economic Impact (millions)	\$743.6	4.7%
State & Local Taxes Generated (millions)	\$104.0	4.5%
Tax Savings Per Household (\$)	\$395.0	0.5%
Total Employment (jobs)	7,696	0.6%
Expenditures for Overnight Visitors (per party)	\$320	Per Day
	\$920	Per Trip



LTAC PARTNERSHIP - CITY OF VANCOUVER

NEW PARTNERSHIP WITH CITY OF VANCOUVER'S LODGING TAX ADVISORY COMMITTEE (LTAC)

- CONSULTATIONS WITH GRANT APPLICANTS
- EVENT ECONOMIC IMPACT ANALYSIS
- POST-EVENT VISITOR ATTENDANCE ESTIMATES



Lodging Tax Advisory Committee

EVENT **IMPACT**
CALCULATOR

MARKETING / AWARENESS & FAMILIARITY



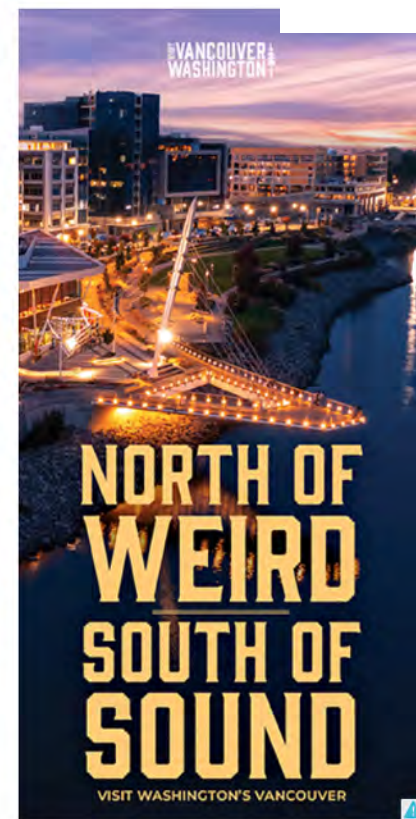
Sponsored

Vancouver, WA, offers families a symphony of summer memories

May 23, 2025 at 11:00 am | Updated May 23, 2025 at 11:00 am



Classical musicians play at the Vancouver Arts & Music Festival's open-air stage. (Courtesy City of Vancouver)



5

By Visit Vancouver WA
Produced by ST Content Studio

When it comes to family fun, it can be difficult to hit all the right notes. Kids might want to run around outside and play or dig into the perfect ice cream

TOWN

AMERICA'S Vancouver

BY CYNTHIA BARNES

Just across the Columbia River from Oregon's largest city, the city of Vancouver, Washington, is Portland's pretty little sister and an ideal choice for meeting planners. With a lively waterfront, rich history and flexible spaces for meetings and conferences, it has all the ingredients for successful events. Best of all, it's only 15 minutes from Portland International Airport and 150 scenic miles from Seattle.

"Washington's Vancouver is still somewhat undiscovered in the Pacific Northwest, with a perfect blend of big city amenities and small-town charm that you can't find anywhere else," said Erica Lindemann, director of marketing for Visit Vancouver WA. "We like to say we're 'close to everything, far from typical' since we have the Columbia River Gorge, Mount St Helens and Pacific Coast basically in our backyard. These Pacific Northwest wonders worth the day trip, while staying in a lively and relaxing city."

LOCATED NEAR MANY PACIFIC NORTHWEST LANDMARKS, VANCOUVER, WASHINGTON, OFFERS AN IDEAL SETTING FOR SMALLER MEETINGS.

VANCOUVER WASHINGTON

LOCATION
Southwest Washington near the Oregon border

ACCESS
Portland International Airport, Amtrak, Interstate 5

MAJOR MEETING SPACES
Vancouver Convention Center and Clark County Event Center

HOTEL ROOMS
3,769

OFF-SITE VENUES
Fort Vancouver National Historic Site and Pearson Air Museum, Vancouver Waterfront

CONTACT INFO
Visit Vancouver WA
877-600-0800
visitvancouverwa.com

Destination Highlights

Not to be confused with the city of the same name in Canada, the "other" Vancouver is Washington's fourth-largest city and affectionately referred to as "The Couve" (rhymes with "move") by locals. With dramatic Mount St. Helens in the distance and surrounded by the lush peaks of the Cascade Mountains, Vancouver is delightful for outdoor enthusiasts — whether hiking and kayaking or just admiring sailboats and sea lions from a patio on the city's downtown waterfront, which recently underwent a \$1.5 billion makeover. Stretching across 30-plus acres of former paper mill land, the development's centerpiece is a 90-foot pier reaching out into the Columbia River. Above it, a towering metal beam and cable suspensions rise, echoing the graceful lines of a sail.

Visit Vancouver Washington offers an array of services to help make meetings of all sizes a success. Downtown walking maps encourage exploration, and the popular Show Your Badge Pass offers discounts at local restaurants and retailers to engage attendees. The destination's services team is happy to arrange a variety of experiences tailored to your group.

Major Meeting Spaces

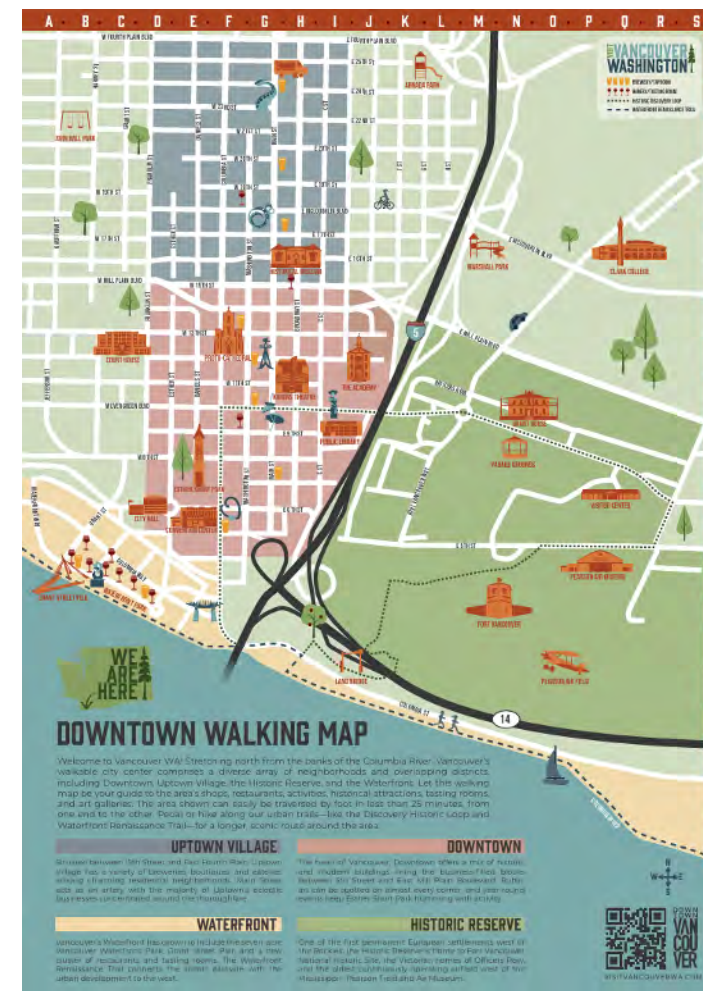
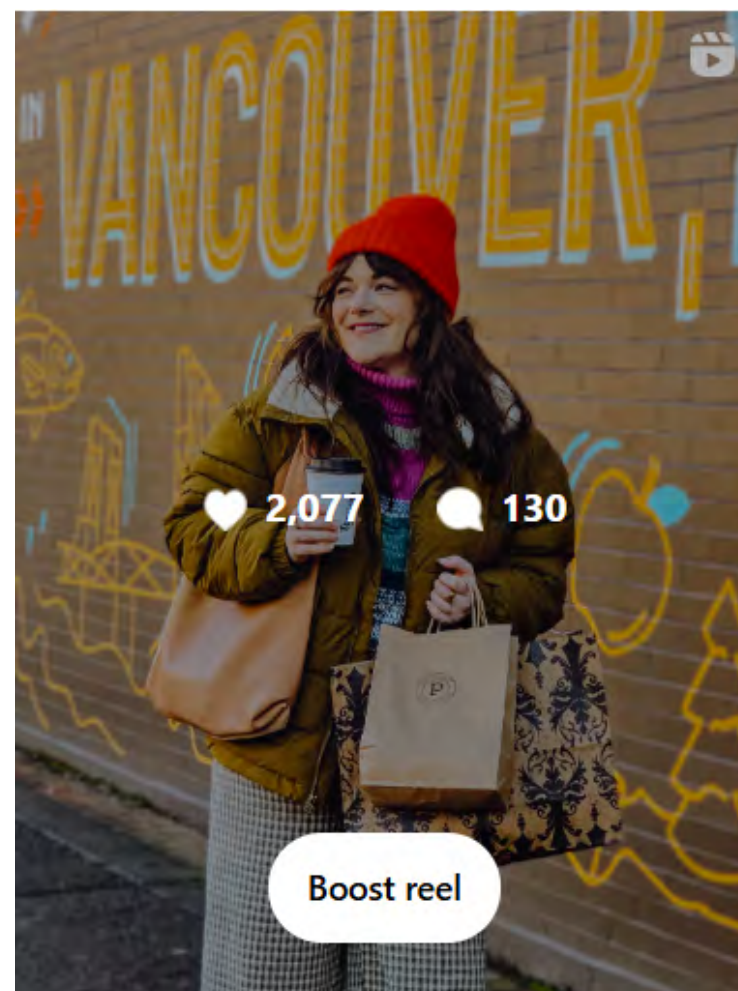
The first hotel in the world to attain both LEED and Green Seal certification, the 726-room Hilton Vancouver Washington and Vancouver Convention Center offers contemporary design of customizable space, with 16 meeting rooms and 30,000 square feet that can accommodate up to 1,300 attendees.

A tribute to Pacific Northwest history, the distinctive (and dog-friendly) Heathman Lodge has 10,000 square feet of event and venue space for up to 400 attendees, along with 182 charmingly appointed guest rooms and suites.

Operated by the Cowitz Indian Tribe, the gleaming 14-story Ilihi Resort has nearly 300 guest rooms, along with a casino, world-class entertainment and more than 22,000 square feet of meeting space for up to 2,200 attendees.

On the waterfront, the Hotel Indigo Vancouver and AC Hotel Vancouver Waterfront are ideal for corporate gatherings, including board meetings and retreats. Great views, fitness facilities and a spa are among the amenities attendees will enjoy.

smallmarketmeetings.com June 2025 MEETINGS



Brewcover 2025 FAQ Dates

It's no secret that the PNW does beer well, but Vancouver WA takes it to another level. 'Brewcover' represents the collaborative community, friendly atmosphere, and downright fun time you will...

Show More >

Places To Go (12) Filter Search Map

- A Little Vice** 24.2 mi
Check-In 100 pts
10% Off Tab (including Draft Beer, Cans To Go, And/or Merch)
- Ashwood Taps and Trucks** 32.8 mi
Check-In 100 pts
\$1 Off Pint-Of Beer/Cider

Experiences Explore Rewards My Bag More

MARKETING TACTICS

CONTENT CREATION

Video, Destination Photography, Web Content, Social Media Posting, Blog Posts, Itineraries

DESTINATION SERVICES

Mobile-friendly passes, Travel Magazine, Downtown Walking Maps

TRADITIONAL ADVERTISING

Print and Sponsored Content

> Seattle Times, AAA/Via Mag, Pride Journeys, NW Travel and Life, Scenic WA Road Map & Guide, Seattle's Child, Travel Portland, WA State VG, Small Market Meetings

OTHER DIGITAL

Digital Display with The Oregonian, Cvent retargeting and dashboard ads, Google & Bing, paid social media, Content Creators



DRIVE AND FLY MARKETS

DRIVE (50+ & 150+ MILES)

SEA-TAC, PORTLAND, SPOKANE, YAKIMA



- Messaging - North of Weird, Couve
- Video - Community

FLY (500+ MILES)

LA, PHOENIX, SAN FRAN, DENVER



- Messaging - WA's Vancouver, no passport required
- Video - Location, General

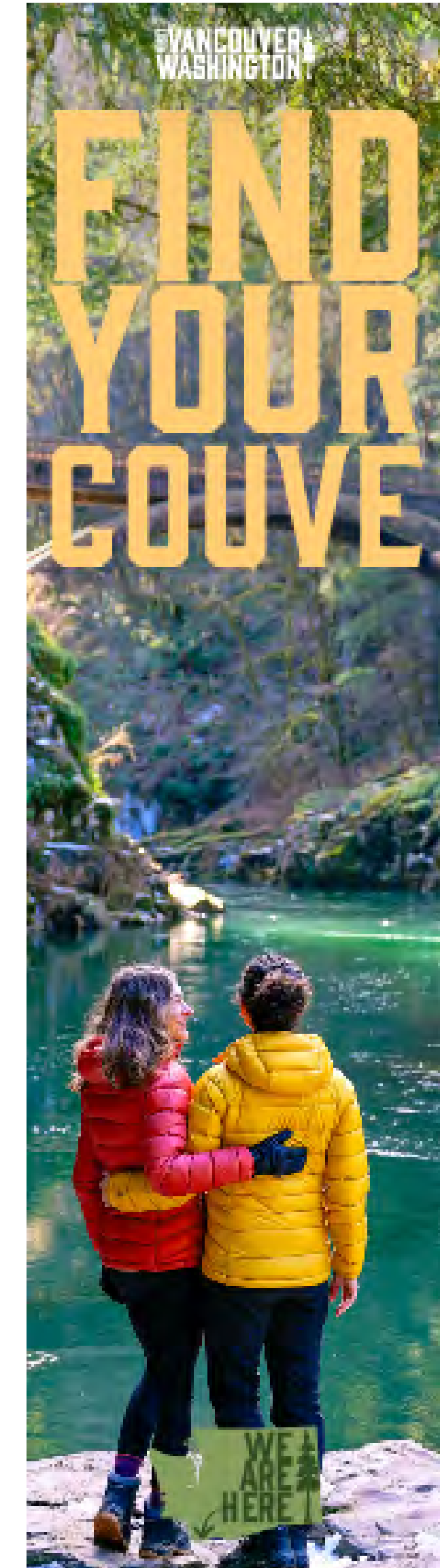
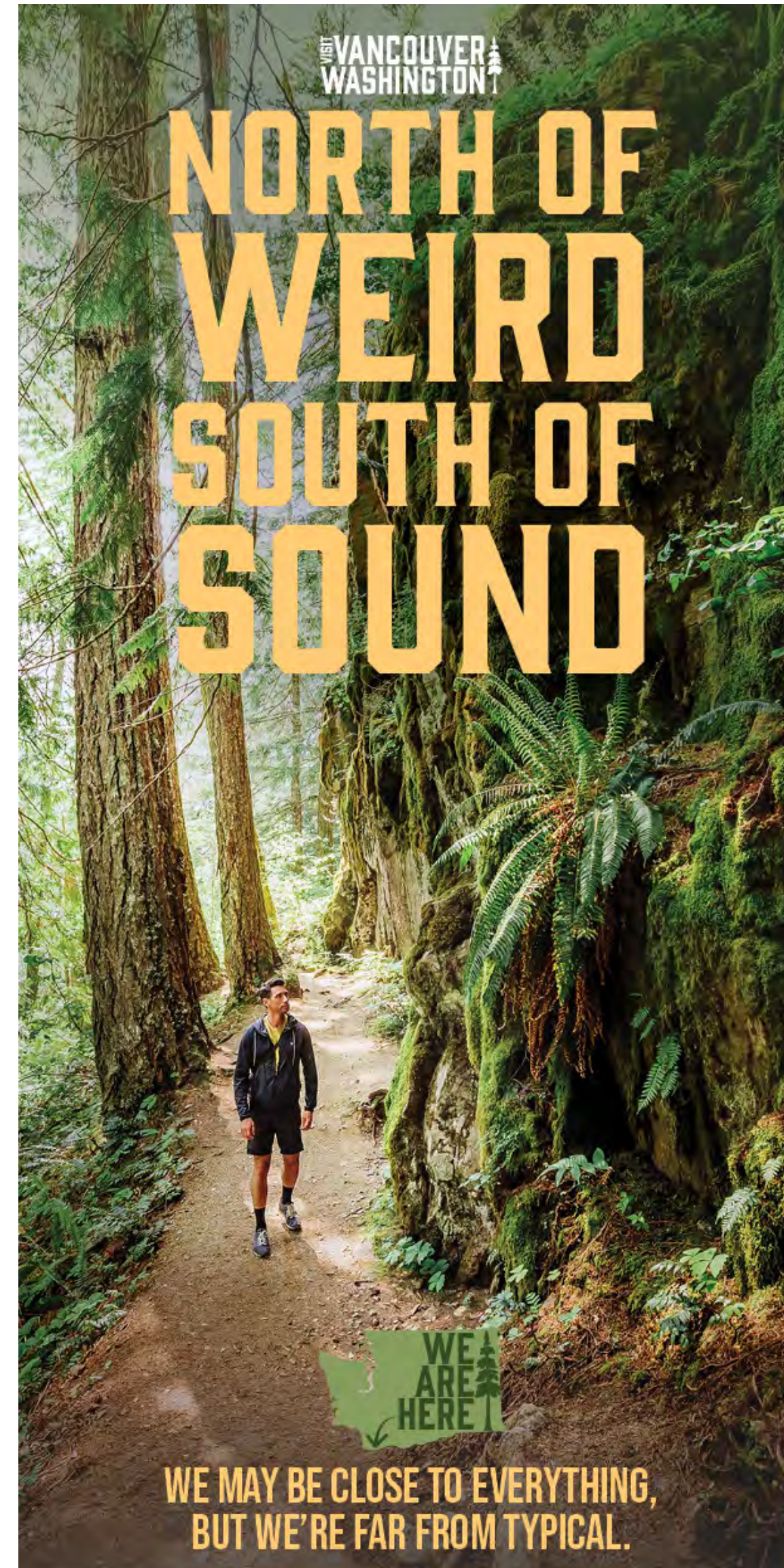
2025 DIRECT BOOKING CAMPAIGNS

CO-OPS

- EXPEDIA/SWT SPRING (FEB-MAY)
- BRAND USA/SWT WESTERN CANADA (APR-JUN)

SEASONAL & FLY/DRIVE

- ADARA (MAY-SEPT)
- DATAFY FLY MARKETS (APR-SEPT)
- EXPEDIA (JUN-SEPT)
- DATAFY DRIVE MARKETS (FEB-DEC)



MARKETING / SHORT TERM OCCUPANCY

2025 ESTIMATES **DIRECT BOOKING** **CAMPAIGNS**

- 40,500 booked room nights
- \$5.6M gross hotel revenue



GROUP SALES / FUTURE OCCUPANCY

ATTRACT & RETAIN GROUP BUSINESS FOR LOCAL HOTELS

- Conferences/Conventions
- Sports Tournaments

TOOLS & RESOURCES

- Sales Calls
- Trade Shows
- Promotions / Sponsorships



GROUP SALES / FUTURE OCCUPANCY



2025 ESTIMATED TEAM PRODUCTION

262 Qualified Lead Opportunities

94 Definite Group Bookings

17,500 Future Room Nights

\$11.5M Estimated Economic Impact

2025 DMP PRIORITIES

GOAL 1 – DEVELOP VANCOUVER'S EXPERIENTIAL INFRASTRUCTURE

- 1.2 Develop accessible multicultural events and festivals
- 1.4 Partner with local authorities and agencies to support safety, security, and accessibility measures
- 1.5 Encourage sustainable experiences/events
- 1.6 Increase funding for Visit Vancouver

GOAL 2 – ENGAGE LOCALS

- 2.1 Ensure inclusive/representative content
- 2.2 Implement communication strategies for value and contribution of tourism
- 2.3 Develop program to empower front line hospitality employees to increase their knowledge of the visitor economy
- 2.4 Expand local-focused programs like Dine the Couve



2025 DMP PRIORITIES



GOAL 3 - ENHANCE ACCESS, MOBILITY, AND EASE OF MOVEMENT FOR PEOPLE OF ALL ABILITIES

3.4 Collaborate on wayfinding strategies during and after construction projects

GOAL 4 - STRENGTHEN OUTDOOR RECREATION TOURISM OPPORTUNITIES TO CONNECT ALL PEOPLE WITH THE OUTDOORS

4.1 Collaborate w/regional organizations driving the visitor economy

4.4 Increase awareness of local outdoor recreation opportunities

4.5 Develop outdoor recreation itineraries to show visitors what's possible in Vancouver's outdoors



COMMUNITY PROFILE VIDEO SERIES



TIMELINE

- MAY 20 - PRIDE / LGBTQ+
- JULY 15 - ACCESSIBILITY
- SEPT 16 - LATINO / HISPANIC HERITAGE
- NOV 28 - INDIGENOUS / NATIVE AMERICAN
- FEB 24 - BLACK HISTORY MONTH
- MAY 7 - ASIAN AMERICAN & PACIFIC ISLANDER
- APR 1 - NEW DESTINATION VIDEO

WHERE USED?

- > PAID SOCIAL MEDIA
- > ADARA
- > DATAFY - FLY MARKETS
- > VOLCANOES HALF TIME ADS
- > EXPEDIA LANDING PAGE

THANK YOU!! ANY QUESTIONS?

