

CITY OF STEVENSON, WASHINGTON

RESOLUTION NO. 2026-____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEVENSON,
WASHINGTON, APPROVING A PERSONAL SERVICES AGREEMENT WITH TDJ
CPA, INC. FOR CPA-LEVEL ACCOUNTING SERVICES AND AUTHORIZING
EXECUTION OF THE AGREEMENT.**

WHEREAS, the City of Stevenson is a Washington code city operating under the mayor-council plan of government; and

WHEREAS, under RCW 35A.11.010 and RCW 35A.11.020, the City may contract and exercise powers through its legislative body for municipal purposes; and

WHEREAS, under RCW 35A.12.100, the Mayor serves as the chief executive and administrative officer of the City, and under RCW 35A.12.190, the City Council has the powers and authority granted to the legislative bodies of code cities; and

WHEREAS, the City has identified a need for CPA-level accounting oversight, guidance, review, and support concerning the City's financial reporting, cash reconciliations, monthly financial report review, internal-control support, budget assistance, and state reporting requirements; and

WHEREAS, TDJ CPA, Inc. has the professional experience and qualifications to provide the requested CPA-level accounting services to the City; and

WHEREAS, the proposed Personal Services Agreement provides for accounting services through December 31, 2026, with total compensation not to exceed Fifteen Thousand Dollars (\$15,000.00) unless amended in writing and approved by the City; and

WHEREAS, the City Council finds that approval of the Agreement is in the best interests of the City and will assist the City in carrying out its financial oversight, reporting, and administrative responsibilities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEVENSON, WASHINGTON, AS FOLLOWS:

Section 1. Approval of Agreement.

The City Council approves the Personal Services Agreement for Accounting Services between the City of Stevenson and TDJ CPA, Inc., in substantially the form presented to the City Council with this Resolution (the "Agreement").

Section 2. Authorization to Execute.

The Mayor is authorized to execute the Agreement on behalf of the City and to take all administrative actions reasonably necessary to implement the Agreement. The Mayor is further

authorized to approve non-material revisions to the Agreement, if any, as approved by the City Attorney.

Section 3. Compensation and Contract Administration.

Payments under the Agreement shall be made from legally available and properly budgeted City funds. Total compensation under the Agreement shall not exceed Fifteen Thousand Dollars (\$15,000.00) unless increased by a written amendment approved by the City and signed by the authorized representatives of the parties. The Mayor or the Mayor’s designee is authorized to administer the Agreement, review invoices, and coordinate the City’s performance under the Agreement.

Section 4. Severability.

If any section, subsection, sentence, clause, or phrase of this Resolution is held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution.

Section 5. Effective Date.

This Resolution shall take effect immediately upon passage by the City Council and signature by the Mayor.

PASSED by the City Council of the City of Stevenson, Washington, at a regular meeting thereof held this ____ day of _____, 2026.

Jenny Taylor, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

PERSONAL SERVICES AGREEMENT

Accounting Services — TDJ CPA, Inc.

Attach the Personal Services Agreement for Accounting Services between the City of Stevenson and TDJ CPA, Inc., in the form presented to the City Council. The Agreement provides for CPA-level accounting oversight, guidance, review, and support services through December 31, 2026, with total compensation not to exceed \$15,000.00 unless amended in writing and approved by the City.