CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
April 6, 2022

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - **6:30 PM**

ROLL CALL

Attendee Name	Title	Status	Arrived
Stan Okinaka	Commissioner	Absent	
Patrick Flynn	Chairman	Remote	
Gary Rightenour	Commissioner	Present	
Amanda Swenson	Commissioner	Absent	
Matt Cole	Commissioner	Present	
Richard Amerman	Commissioner	Present	
John Rose	Commissioner	Present	

Commissioner Flynn requested excuse the absence of Commissioners Swenson and Okinaka. Commissioner Rose moved to excuse the absences.

Late changes to the agenda - **6:31 PM**

No late changes to the agenda.

PUBLIC COMMENT - 6:31 PM

Ed Madden 27407 NE 14th Ct Ridgefield, WA 98642. Mr. Madden stated that he would like more information on the Community Development Public Participation Plan. Mr. Madden is concerned that the street lights in the Greely Farms subdivision do not meet the standards in the City's code. He stated that he testified at a Public Hearing back in 2019 and expressed his concerns at that time.

CONSENT AGENDA

1. **Approval of Minutes from Wednesday, 3/2/22 Meeting**

Commissioner Rose moved to approve the Consent Agenda as presented, seconded by Commissioner Cole. Ayes all. Motion passed unanimously.

BUSINESS

1. Affordable Housing: SHB 1406 Sales and Use Tax Revenue - **6:38 PM**

Claire Lust, Community Development Director, presented the adopted Affordable Housing Sales and Use Tax. During the 2019 legislative session, the Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406 creating a sales and use tax revenue-sharing program for local

investments in affordable housing. SHB 1406 authorizes the governing body of a city or county to impose a local sales and use tax for the acquisition, construction or rehabilitation of affordable housing or facilities providing supportive housing and for cities of 100,000 or less for providing rental assistance to tenants. The sales and use tax must be used to assist persons whose income is at or below 60% of a city's median income. The tax is credited against the state share of sales taxes collected within a city and, therefore, does not result in higher sales and use taxes within the city.

July 9, 2020, City Council adopted Ordinance No. 1319 to authorize the maximum capacity of the tax. At the time of adoption, Council discussed three options to consider for the funding:
1. Administer a city led grant program for acquisition, construction or rehabilitation of affordable housing or facilities providing supportive housing, and for the operations and maintenance costs of affordable or supportive housing, and for cities of 100,000 or less for providing rental assistance to tenants. Funding could be used to pay debt service on bonds issued for affordable housing. The City would be required to pay all administrative costs from the General Fund and staff would be responsible for annual reporting.

2. Pass the funds through to a non-profit such as Vancouver Housing Authority. The non-profit would be responsible for administrative costs and annual reporting.

3. Enter into an inter local agreement with the other entities in Clark County that have adopted the ordinance to form a committee and do a shared grant program. Each jurisdiction would contribute administrative costs to the committee, paid from their General Funds, and the committee would be responsible for annual reporting.

Discussion occurred regarding Option 1 and whether City staff would be in charge of this or if the City have to hire someone to administer the program? Ms. Lust stated that staff would be responsible for the administration of the program and the associated costs.

Discussion occurred regarding Option 1: Are there any existing bonds issued that would fall under this plan? Is there a clear understanding of the local need for affordable housing as it compares to other communities in Clark County? Could the process of having these funds allow other resources to be brought in to accomplish the task, i.e. grants or other matching funds from state or other agencies?

Discussion occurred regarding Option 2: What kind of record does Vancouver Housing Authority have in conducting this work? Are there any other qualified organizations for this option other than VHA?

Discussion occurred regarding Option 3: What entities in Clark County have adopted the ordinance? Has there been any discussion initiated by any parties on the possibility of forming an inter local agreement? How is it envisioned that funds/support would be portioned out? Would the amount contributed by an entity have any effect on how much of a share was funneled back to its citizens?

Discussion occurred on whether there is a guarantee that the funding that comes out of Ridgefield stays in Ridgefield if Option 2 or 3 is selected.

Discussion occurred regarding data that would show what percentage of people meet the median income levels that would benefit from the program.

Discussion occurred on the tax being collected in Ridgefield and whether or not that means the funds would remain in Ridgefield or a shared revenue across all cities participating in the program.

Discussion occurred on whether this program could be closely managed by volunteer(s) or a volunteer committee so that the City would not need to hire someone.

Discussion occurred on whether there is a way for the City to promote this resource to members of the community.

Discussion occurred on the definition of Affordable Housing under SHB 1406.

STAFF REPORTS - 7:06 PM

Ms. Lust thanked the commissioners that were able to attend the meeting during spring break.

Project Advisory Committee Meeting for Carty Rd. subarea plan is scheduled for April 19th at the Roark Community Room at 5:00 PM.

The May Planning Commission Meeting is canceled.

This summer there will be a Public Hearing for the Carty Rd. subarea plan and the first round of code updates will take place.

FROM THE COMMISSION - 7:09 PM

Commissioner Rose attended the Chamber of Commerce meeting and the Clark College Foundation Board meeting. Groundbreaking for Boschma Farms Clark College will happen in June.

Commissioner Cole met with the executive team of the YMCA Columbia Willamette.

Commissioner Flynn thanked his fellow commissioners, Mr. Madden and City staff.

ADJOURN - 7:12 PM

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Trina Siebert Patrick Flynn