



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
APRIL 27, 2023**

Regular Meeting - 5:30 PM

I. STUDY SESSION - 5:30PM

- 1. Comprehensive Plan Update Presentation - Claire Lust, Community Development Director, Chuck Green, Public Works Director**

Comprehensive Plan update presented.

II. GENERAL SESSION CALL TO ORDER - 6:30 PM

- 1. Flag Salute**
- 2. Roll Call**

Present:

Mayor Jennifer Lindsay
Mayor Pro Tem Rob Aichele
Council Member Matt Cole
Council Member Lee Wells
Council Member Ron Onslow
Council Member Judy Chipman

- 3. Late changes to the agenda**

III. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>.

IV. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

RESULT: (UNANIMOUS)

MOVER:	Mayor Pro Tem Rob Aichele
SECONDER:	Council Member Ron Onslow
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the April 13, 2023 Meeting**

V. BUSINESS

1. **Motion - Approval of Greely Farms Phase 3B Final Plat - Claire Lust, Community Development Director**

Greely Farms Phase 3B is directly east of Phase 3A, which received final plat approval on December 1, 2022. The western portion of Phase 3B is south of Phase 2C, which received preliminary plat approval on July 5, 2022. The driveway accessing and owned by Foster Poultry Farms Oregon separates Phases 3B and 2C; they are not directly adjacent. The eastern portion of Phase 3B is directly south of Foster Farms. The Phase 3B proposal is to subdivide Assessor's Parcel #986062686 into 100 single-family detached residential lots. The lots range from 4,000 square feet to 7,541 square feet, consistent with the lot dimensions approved through the Phase 3 post-decision review. The average lot area is 4,640 square feet.

City Council discussion.

MOTION: MOVED TO APPROVE GREELY FARMS PHASE 3B FINAL PLAT AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Rob Aichele
SECONDER:	Council Member Judy Chipman
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

2. **Motion - Approval of Brownfields Revolving Loan Fund (BRLF) Grant - Kirk Johnson, Finance Director**

The City of Ridgefield has applied for \$195,000 in US Environmental Protection Agency (EPA) and Washington State Department of Commerce's (Commerce) Brownfields Revolving Loan Fund (BRLF) grant to fund the Phase I environmental site assessment before acquisition of the property and cleanup of approximately 0.06 acres located at 122 North Main Avenue, Ridgefield, Washington (the Property). The site is located in the downtown core of Ridgefield. The downtown has been targeted for significant revitalization efforts led by the City. The property's central location with great pedestrian and vehicle accessibility would make it an ideal site for economic growth and public benefit.

MOTION: MOVED TO APPROVE THE ACCEPTANCE OF THE BROWNFIELDS REVOLVING LOAN FUND GRANT IN THE AMOUNT OF \$195,000.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Judy Chipman
SECONDER:	Council Member Lee Wells
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells,

3. Motion – Public Authority Letter of Acknowledgement with the Cowlitz Tribe to add City Transportation Corridors to the National Tribal Transportation Facility Inventory - Chuck Green, Public Works Director

Title 25, Part 170 of the United States Code of Federal Regulations establishes the Tribal Transportation Program (TTP). The purpose of the TTP, according to the United States Department of Transportation, is to “provide safe and adequate transportation and public road access to and within Indian reservations, Indian lands, and Alaska Native Village communities.” This part of the CFR also provides rules and references to the statutory funding formula for the Department of the Interior (DOI), in cooperation with the Department of Transportation (DOT). These are federal transportation programs administered by the Secretaries of the Interior and Transportation. The National Tribal Transportation Facility Inventory (NTTFI) establishes which transportation corridors are eligible for funding under this program. As noted in the CFR, these corridors can extend off of Indian reservations where they can be shown to provide transportation access to reservations. The Cowlitz Tribe has identified portions of the City of Ridgefield’s roadway system, listed on the attached table and maps, that it wishes to add to the National Tribal Transportation Facility Inventory (NTTFI). The Cowlitz Tribe has noted that the roads and transportation corridors are crucial to the Tribe’s access to goods and services, existing and potential economic development, and emergency evacuation and response. Tribal members use the roads for daily living needs, to include but not exclusive of: access to schools, employment, mail, shopping, healthcare, and traditional and recreational activities. Adding these corridors to the NTTFI will not change the maintenance and jurisdictional responsibilities of the City of Ridgefield for these facilities. Approving this letter and allowing the Tribe to include these roads on the NTTFI simply opens up funding for future roadway improvement projects. While the Tribe will not receive any additional funding as a result of these Ridgefield corridors being added to the NTTFI, it will open avenues of funding not otherwise available to the City for transportation improvements. Improvements funded through Tribal Transportation programs along City facilities will be coordinated between the Cowlitz Tribe and the City of Ridgefield. The City of Ridgefield assumes maintenance responsibility for these improvements. City of Ridgefield Transportation Corridors proposed to be added to the NTTFI include:

- N. 65th Avenue
- N. Randel Drive (formerly Krause Avenue in the waterfront area)
- N. Main Avenue
- N. Reiman Road
- N. and S. 85th Avenue (formerly NE 10th Avenue)
- NW 51st Avenue
- Pioneer Street
- S. 5th Street (65th Avenue to 85th Avenue)
- S. 65th Avenue (Pioneer to S. 5th Street)
- W. Division Street (considered a Transportation corridor to accommodate a future multi-purpose trail between Main Avenue and the waterfront)
- N. Royle Road
- W. Mill Street.

Therefore, in accordance with the Cowlitz Tribe in conjunction with the City of Ridgefield is requesting the Bureau of Indian Affairs and US Department of Transportation accept the road(s) into the NTTFI.

City Council discussion.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN PUBLIC AUTHORITY LETTER OF ACKNOWLEDGEMENT WITH THE COWLITZ TRIBE.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Lee Wells
SECONDER:	Council Member Ron Onslow
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

4. Motion – Execute Interlocal Agreement with Clark County Public Health for Stormwater Source Control Education and Inspection Services for Existing Small Generators - Chuck Green, Public Works Director

With the 2020 Census showing that the City of Ridgefield has officially reached the 10,000 population level, the City will be required to operate under the “Western Washington Phase II Municipal Stormwater Permit National Pollutant Discharge Elimination System and State Waste Discharge General Permit” for discharges from Small Municipal Separate Storm Sewers. This requirement takes effect July 1, 2024. This Permit is applicable to owners or operators of regulated small Municipal Separate Storm Sewer Systems (MS4s) which, in Clark County, includes the Cities of Battle Ground, Camas and Washougal. The City of Vancouver and Clark County, which higher population levels in their jurisdictions, fall under a different permit (Phase I). The Phase II permit requires the City to update its stormwater standards and reference documents (Western Washington Stormwater Manual), develop an education and outreach program, and increases the inspection and monitoring requirements for most stormwater facilities, both public and private. The private facilities that will fall under these requirements will be primarily those with the highest probable contribution to water pollutants, namely existing institutional, commercial, and industrial sites. The permit will require the City to annually complete the number of inspections equal to 20% of the businesses and/or sites listed in their source control inventory; in other words, the City will be required to inspect all such stormwater facilities falling under this permit every five years. These requirements will likely increase the number of City Public Works/ Stormwater staff to carry out these inspections, education and outreach. Clark County’s Department of Public Health has received a Department of Ecology Pollution Prevention Assistance grant to provide dedicated staff for inspections whose function is to provide technical and educational outreach to small businesses, including inspections and monitoring. This grant is a level to which the county is offering to provide this assistance to small cities, such as Ridgefield, with the work fully funded by the Department of Ecology grant. This program is expected to continue well into the future. Currently, Camas and Washougal have been participating, and the City of Battle Ground recently opted back into the program. By participating in this program, the City is expected to reduce the needs for additional Public Works staff time as it operates under the Phase II permit starting July 1, 2024. The terms of the agreement are that it will begin upon full execution of the agreement between the City and Clark County, and continues for the duration of Clark County’s award from Ecology for the Pollution Prevention Assistance (PPA) Program. Clark County reserves the right to extend the contract for a period of five (5) one (1) year periods.

City Council discussion and feedback.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE INTERLOCAL AGREEMENT WITH CLARK COUNTY FOR STORMWATER SUPPORT SERVICES.

RESULT:	(4-2)
MOVER:	Council Member Matt Cole
SECONDER:	Council Member Judy Chipman
AYES:	Mayor Lindsay, Council Member Cole, Council Member Onslow, Council Member Chipman
NAYS:	Mayor Pro Tem Aichele, Council Member Wells

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE POTENTIAL CHANGES TO THE INTERLOCAL AGREEMENT AS DISCUSSION DURING THE MEETING.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Ron Onslow
SECONDER:	Council Member Matt Cole
AYES:	Mayor Lindsay, Council Member Cole, Council Member Onslow, Council Member Chipman

5. Motion - Approve Overlook Park Splash Pad Change Order - Galina Burley, Parks Manager, Chuck Green, Public Works Director

This project proposes the construction of a splash pad behind the stage at the Overlook park. The splash pad will incorporate a combination of natural elements and ground level features for water play with the following considerations:

Approximately 2,000 square feet
Recirculating system
Rain Garden
Direct discharge to sewer

Landform-type amphitheater seating due to requirements from the Department of Archaeological and Historical Preservation (DAHP) permit, additional cost including construction acceleration expenses require additional funds. DAHP review was not triggered until the funding from Commerce was confirmed in November 2022. This change order covers the cost of accelerated construction, additional labor, overtime cost, additional equipment, and expedited electrical.

MOTION: MOVED TO APPROVE THE CHANGE ORDER TO INCREASE THE CONTRACTOR'S BUDGET BY \$128,232.51.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Ron Onslow
SECONDER:	Council Member Matt Cole
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

6. Motion - Approval of the Appointment Process for City Councilor - Steve Stuart, City Manager

City Manager Steve Stuart discussed the appointment process with the Council to fill the vacant position resigned by Rachel Coker.

MOTION: MOVED TO APPROVE APPOINTMENT PROCESS AS DISCUSSION, REQUESTING PUBLIC TO SUBMIT QUESTIONS AND ADDING ADDITIONAL QUESTION TO THE APPLICATION.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Matt Cole
SECONDER:	Council Member Judy Chipman
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

VI. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading Ordinance No. 1399 - Sanderling Park Phase 1 Plat Alteration - Claire Lust, Community Development Director

On July 14, 2022, Ridgefield City Council approved the Sanderling Park Phase 1 final plat (PLZ-22-0010). Phase 1 subdivided Parcel #986059670 (12.26 acres) into 46 single-family detached residential lots, consistent with the Kennedy Farms DA, Kennedy Farm East Preliminary PUD, and subsequent post decision review. The Phase 1 final plat was recorded at the Clark County Auditor's office on August 3, 2023. S Green Pastures Drive is the east-west street through Phase 1. On the recorded Sanderling Park Phase 1 final plat, S Green Pastures Drive was labeled as a collector street. Per the Kennedy Farm East preliminary PUD, the required minimum street side yard setback adjacent to collector streets is fifteen (15) feet. The required minimum street side yard setback adjacent to non-collector streets is ten (10) feet. The Phase 1 final plat includes a table showing these street side yard setback standards. Therefore, as approved through PLZ-22-0010, the required street side yard setback adjacent to S Green Pastures Drive is fifteen feet. Through engineering review of the Sanderling Park project, the applicant and the City agreed to relocate the east-west collector street through Sanderling Park to the southern boundary of the overall subdivision, outside of Phase 1. Therefore, S Green Pastures Drive is not a collector street (it is a local access street) and should not be identified as a collector street on the Phase 1 final plat. Further, the ten-foot minimum street side yard setback for non-collector streets should apply to lots adjacent to S Green Pastures Drive rather than the fifteen-foot minimum street side yard setback for collector streets. The plat alteration proposal is to revise the Sanderling Park Phase 1 final plat accordingly.

Mayor Lindsay Opened Public Hearing: 8:27PM

No testimony was received.

Mayor Lindsay Closed Public Hearing: 8:27PM

MOTION: MOVED TO WAIVE THE SECOND READING AND ADOPT ORDINANCE NO. 1399 AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Ron Onslow
SECONDER:	Council Member Matt Cole
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

2. Public Hearing and First Reading of Ordinance No. 1400 - Amendment to Development Agreement for Kemper Grove regarding 35th Avenue Improvements - Steve Stuart, City Manager

The developer, Hinton Development through H2 Grove, is obligated to construct certain street

improvements along a portion of 35th Avenue along with other public improvements as part of the Phase 3 Kemper Grove PUD Subdivision. There is a portion of 35th which is beyond the scope of improvements conditioned in the Subdivision permit and classified as a system improvement under our CFP and TIF list. Because these street improvements would benefit the Kemper Grove PUD Subdivision and the Developer and the City entered into a development agreement for the Developer to construct them as a part of the development to the agreed City standards, while the City agreed to use best efforts to acquire a portion of Right of Way required for the construction and also to bring to the Council an amendment to the City's TIF list to make the proposed project TIF credit eligible. The City has added the project to the TIF credit eligible list and developer has bonded for the improvements with City approval as part of the final plat process in accordance with existing City code and State law. Because the City experienced delays in acquiring the right of way for a portion of the improvements, the Parties wish to enter into an agreement extending the time for construction of the improvements. The proposed amendments extend the time for the City to acquire the right of way to December 31, 2023 and limits the obligations of the developer to constructing those improvements where right of way exists as of December 31, 2023. The City similarly agrees to issue the TIF credits for only the portion constructed and to reimburse for any design costs for work they were unable to construct because of the lack of right of way. Finally the agreement confirms the ability to bond for the improvements and to have occupancy permits approved for the Phase 3 lots.

Mayor Lindsay Opened Public Hearing: 8:32PM

No testimony was received.

Mayor Lindsay Closed Public Hearing: 8:32PM

MOTION: MOVED TO WAIVE THE SECOND READING AND ADOPT ORDINANCE NO. 1400 AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Matt Cole
SECONDER:	Council Member Judy Chipman
AYES:	Mayor Lindsay, Mayor Pro Tem Aichele, Council Member Cole, Council Member Wells, Council Member Onslow, Council Member Chipman

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VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Cole - Attended CREDC annual spring luncheon.

Council Member Chipman - Attended Spring Clean up event.

Council Member Wells - Attended CREDC annual spring luncheon.

Mayor Pro Tem Aichele - Attended Spring Clean up event, ribbon cutting for new business, Friends of the

Ridgefield library meeting, Raptors food taste sampling, Neighbors on Watch meeting/training, pre-application conference, City Manager briefing, CREDC annual spring luncheon, Port of Ridgefield meeting. Council Member Onslow - Attended Spring Clean up event, CREDC annual spring luncheon, C-Tran update.

2. Mayor

Attended Clark County Commission meeting.

3. City Manager

City Manager Steve Stuart - Take your Kid to Work Day event update, First Saturday in May event program provided.

Public Works Director Chuck Green - Pioneer Street Extension project update.

Finance Director Kirk Joshnon - State Auditors meeting update.

IX. ADJOURN

8:45PM



Julie Ferriss, City Clerk



Jennifer Lindsay, Mayor