



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
OCTOBER 26, 2023**

Regular Meeting - 5:30 PM

I. STUDY SESSION - 5:30 P.M.

1. Public Briefing Local Tax Increment Financing - Kirk Johnson, Finance Director

City Council received a presentation from the staff and consultants on Local Tax Increment Financing.

Comments received during a public briefing can be heard on the City's website under <https://ridgefieldwa.us/165/City-Council-Meeting-Audio-Files>.

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
Council Member Clyde Burkle - Virtual

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 limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/165/City-Council-Meeting-Audio-Files>.

IV. CONSENT AGENDA

MOTION TO APPROVE 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, Council Member Burkle

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the October 12, 2023 Meeting**

V. PRESENTATION

1. **Introduction of Corey Crownhart, New Parks Manager - Chuck Green, Public Works Director**
2. **Presentation on 2024 Proposed Operating and Capital Budget - Kirk Johnson, Finance Director**

VI. BUSINESS

1. **First Reading of Ordinance No. 1410 - Designation of a Tax Increment Area - Kirk Johnson, Finance Director**

The Washington State Legislature approved HB 1189 in 2021. The bill provided a new financing tool for cities, counties and port districts to fund capital infrastructure projects that help drive private development using tax increment financing. The new legislation is codified in RCW 39.114 Tax Increment Financing. The city is considering the use of the tax increment financing tool to construct several critical transportation infrastructure projects that will help spur private development around the I-5 junction on both the west and east sides of the city. The tax increment financing tool will create a tax increment area located on both sides of I-5 and consists of undeveloped land that is lacking transportation infrastructure to allow developers to build over the next 25 years. The city's comprehensive growth management plan identified several goals over the next 20-years to bring living wage jobs to Ridgefield and become an employment center in North Clark County. The project estimates \$700 million in private development and 2,370 jobs, including 1,890 full-time positions in Ridgefield and the remaining indirect jobs spread throughout the county. The economic forecasts include over \$1.25 billion in economic output during construction with \$295 million in economic output annually. Tax revenues during the construction phase are estimated to generate \$26.5 million in state and local taxes and \$104.3 million in federal taxes. When development is completed, tax generation will include \$3.4 million in state and local taxes and \$7.2 million in federal taxes annually. During the last three citizen surveys, residents have listed several top priorities, including improvements to the transportation network, including multi-modal options and better shopping choices from grocery stores to restaurants and specialty stores. The project list includes the widening of Pioneer Street from S 56th to S 51st Street. This is the main ingress and egress to the city and has been identified in traffic studies as a potential bottleneck that could limit development if the road is not improved. The previous surveys also mentioned this as a priority for the residents to improve this road. Staff worked with a consultant team to prepare a project analysis which was sent to the Washington State Treasurer for review. Staff and the consultant team have also met individually with all impacted taxing districts, including Clark Cowlitz Fire Rescue, Fort Vancouver Library District, The Port of Ridgefield, and Clark County. Staff also met with the Ridgefield School District, The Ridgefield Chamber of Commerce, Clark Regional Wastewater District and several developers to discuss the tax increment area and project list. The city council held two public briefings to provide information to the public and have included a project page with relevant data about the project on the city's website. Staff from the City and Clark

Cowlitz Fire Rescue had multiple conversations about the impact of the proposed TIA on the fire service and the potential for mitigation measures, which resulted in a voluntary mitigation agreement described in Section 10(b) of Ordinance No. 1410.

First reading conducted.

2. Motion - Overlook Park Splash Pad Consolidated Contractor Change Order - Chuck Green, Public Works Director

The Overlook Park project is building a new splash pad behind the stage at Overlook Park. When fully commissioned and operational, the splash pad will incorporate a combination of natural elements and ground level features for water play with the following considerations:

- Concrete pads and water plumbing and recirculating pump system for water spraying features
- Landscaped features
- Water filtration and purification system
- Direct discharge to sewer

Prior to bid in 2022, some features were removed due to budget limitations. As construction has progressed on the splash pad and surrounding park area, input from Council and community members has strongly supported fully completing the originally-intended project components to complete the park project. These include:

- A three-tiered, ADA accessible seating wall amphitheater with new accessible walkway from Overlook Park
- A protective handrail at the back of the Overlook Park stage area overlooking the seating area
- Walkway lighting bollards and overhead lighting, including three additional bollards to replace out-of-date existing lighting bollards and to match the new lighting at the Splash Pad.
- Landscaping, topsoil and grass seeding in the western area of the park
- Artificial grass in the seating area, instead of sod or grass, to conserve water by not having to irrigate, as well as provide low maintenance and more durable areas.

Keystone Contracting is the prime contractor, with Daybreak Construction providing much of the splash pad construction services.

A previous change order approval by Council (project Change Order #2) at the April 27, 2023 meeting provided for additional costs for a temporary electrical panel and meter (due to the long lead time to get the permanent panel) and for accelerated completion of the project. While the temporary panel has been installed, due to construction issues and delays in obtaining all necessary parts for the plumbing features of the Splash Pad, very little of the accelerated completion change order was used. In its place, due to input from Council and the community, staff worked with the designer PBS and the contractor to develop a design plan for restoring the amphitheater style seating around the Splash Pad, and finishing the remaining area with grass and irrigation. The contractor was directed to install the seating being tracked by "force account", whereby costs are tracked as they accumulate and settled at the end of the work with a final change order price. The seating wall amphitheater total cost is approximately \$170,000. The remainder of Change Order 2 (accelerated construction) has been fully used with approximately \$73,300 remaining as needed to complete the construction for the seating wall amphitheater and grass landscaping with a "mow strip" separating the artificial turf from the grass landscaping. Additionally, a landscaped berm would be replaced by the mow strip and grass landscaping, result in a cost savings of

\$2,500 to \$3,000 for the project, which is factored in here.

A summary of the additional costs (sales tax included) needed to complete the project are:

- Amphitheater seating walls, accessible walkway and grass landscaping (remaining to complete, tracked by force account): up to \$73,300
- Lighting: \$72,476.70 for new lights (change order #3)
- Change order #5, including
 - \$9,453.20 to replace existing lights
 - Handrail along back of Overlook Park stage: \$6,535.15
 - Topsoil (3-way) for grass landscaping (not part of original bid): \$3,142.52
 - Total \$19,130.87
- Artificial grass: \$93,957.70 (Change order 6).
- TOTAL Change Order Price = \$258,600.

Project change order #4 was a no-cost time extension for the contractor.

The City sought competitive bids for the artificial turf and received one bid that was \$5,000 higher than the Change Order 6 price from Keystone/GRO. As the change order price was lower, and the subcontractor GRO has been confirmed to be qualified to do the work, the preference is to do this work via change order than with a new contractor with no prior experience on the site or the project. These additional items would be completed by the end of 2023, and, with repairs and commissioning of the Splash Pad pump system, would allow the City to open a fully completed park by May 1, 2024, which is when the Public Health seasonal permit to operate the Splash Pad would be in effect. If approved, this would increase the Keystone contract to \$1,215,593.17.

The full budget for the Splash Pad project, with the requested Council action on the change order, is as follows:

- Design by Land Expressions with PBS (spent in 2022): \$109,635
- Construction Management, design services during construction (PBS, contracted amount): \$84,474.
- Archaeological/DAHP permitting (AINW): \$64,970 (2023 costs to date, work is completed)
- Construction (Keystone with Daybreak): \$1,215,593.17 (with approval of this change order).
- TOTAL design, permitting and construction costs: \$1,474,672.17.

Additionally, the estimated costs for City staff to monitor and manage construction items since June is \$13,200.

MOTION: MOVED TO APPROVE THIS CHANGE ORDER REQUEST TO INCREASE KEYSTONE CONTRACTING'S CONTRACT BUDGET FOR THE SPLASH PAD BY AN AMOUNT NOT TO EXCEED \$258,600, FOR AN OVERALL CONTACT AMOUNT NOT TO EXCEED \$1,215,593.17.

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, Council Member Burkle
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3. Motion - Contract Award for Gee Creek Loop Community Development Block Grant Project Design - Chuck Green, Public Works Director

The Gee Creek Loop is a project to improve stormwater facilities for the neighborhood around Gee Creek Loop, and to provide an ADA-accessible, enhanced crosswalk crossing SR 501/Pioneer Street to allow neighborhood residents non-vehicular access to Abrams Park. Site visits conducted by the City in early 2023 indicated the current stormwater conveyance system, which runs down the center of the street in Gee Creek Loop, was eroding the pavement and the outfall and water quality treatment near Gee Creek were substandard. The project has received a \$440,000 Community Development Block Grant (CDBG) to support the improvements. A preliminary design for the original project was completed in 2021 in advance of the CDBG application. As City staff began scoping out the CDBG project, a determination was made that the original design did not account for permits, easements for stormwater facilities to be placed on currently-private property, and bringing stormwater facilities up to standards that would comply with the upcoming Municipal Phase II Discharge Permit (NPDES) which takes effect in July 2024. Additional site visits with City staff and members of Council highlighted the substandard stormwater conveyance system down the center of the street in Gee Creek Loop, which was eroding the pavement. City staff determined that the stormwater conveyance system needed replaced, and pavement around the Loop needed repairs. These additional components were included in a package of Stormwater Improvements presented to the Public Works Board for additional pre-construction and construction financing, which was awarded in September 2023. The City issued a Request for Qualifications for submittals from highly qualified firms to provide all pre-construction design services for the Gee Creek Loop Stormwater Improvements. The work would complete the necessary stormwater facilities design and along S Gee Creek Loop and the outfall near Gee Creek. Also included is a new and enhanced pedestrian crossing of Pioneer Street (State HWY 501). Also included will be required environmental clearances and permits as well as approvals from the Department of Archaeological and Historic Preservation (DAHP), acquisition of easements and the additional storm drainage and pavement repair design noted above. The City received two responses and, after completing interviews, selected Wallis Engineering as the highest ranked team with which to negotiate a scope and fee. The work items include:

- Finalizing the preliminary plans developed in 2021
- Design analysis of additional items and preferred design approach
- Additional stormwater and pavement repair design items
- Assistance with community information
- Enhanced pedestrian crossing across Pioneer Street (Hwy 501) including ADA-accessible approaches on either side and an accessible path to the Abrams Park entrance
- Project management and coordination including with Washington State Department of Transportation and utilities
- Right-of-way/easement plans and acquisitions
- Environmental and permitting documents
- Final construction plans, specifications and estimate.

Because of the additional financing provided by the Public Works Board, the tasks originally labeled "Contingency" in the attached scope and budget document will be included in this award. The City may amend the contract in the future to provide bid and construction support, which is not included in the not-to-exceed amount for this award.

MOTION: MOVED TO AWARD THE CONTRACT FOR DESIGN, PERMITTING AND RIGHT OF WAY SERVICES FOR THE GEE CREEK LOOP PROJECT TO WALLIS ENGINEERING IN AN AMOUNT NOT TO EXCEED \$195,523.50 ALONG WITH A \$10,000 CONTINGENCY.

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

4. Motion - Selection of Project to Submit for Federal Fiscal Year 2024 Community Development Block Grant Funding - Chuck Green, Public Works Director

Since 1985, Clark County has received over one million dollars annually in Community Development Block Grant (CDBG) funds. Congress created the CDBG Program with the enactment of the Housing and Community Development Act of 1974, as amended. The Department of Housing and Urban Development allocates these funds in a single or "block" grant to eligible cities and counties with the objective of improving communities. Several projects within the City, primarily in the downtown area, have been completed using funding from the CDBG. Most recently these have included stormwater improvements to S 3rd Avenue and S 8th Avenue, and the recently completed 8th Avenue and Simons project. The City is currently beginning the design process for the Gee Creek Loop CDBG project. The Hall and Elm project, awarded funds in 2023, will be initiated later in 2024 (design) and 2025 (construction). To qualify for funding a project must primarily benefit persons of low to moderate income. Since the City does not contain any Census Blocks with low to moderate income, income surveys must be completed for all persons benefiting from a project. Persons benefiting from the project are determined by the department of Housing and Urban Development through a local liaison from the Clark County Community Services office. Previously, after project selection, City staff has worked with the County liaison to determine the benefit area and develop income surveys. After this determination, volunteers, often including Council members, go door to door within the benefit area and collect information on income as well as desired City services. Income information is confidential, and households are identified only by numbers that do not include addresses. After surveys are complete, the project is eligible for CDBG application if more than 50 percent of the residents are below the moderate-income threshold. Two projects have been identified by City staff for discussion: Lake River Stormwater Outfall project (which was considered in 2023 and has received Public Works Board financing) and a new project for consideration, Sargent Street from South Main to South 3rd Avenue. Council discussion of other potential projects is also requested. Staff requests Council input and selection of a project for CDBG 2024 grant application.

The City Council conducted discussion on proposed projects.

MOTION: MOVED TO DIRECT STAFF TO PROCEED SEEKING A 2024 COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE SARGENT STREET FROM SOUTH MAIN TO SOUTH 3RD AVENUE.

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

VII. PUBLIC COMMENT

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VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Onslow - Tree planting event is coming up on November 4th, attended the City Manager briefing.

Council Member Burkle - Attended CRWWD meeting.

Mayor Pro Tem Aichele - Attended pre-application conference, City Manager briefing, lions business meeting, thanked Council for kind words and flowers after the loss of his mom.

Council Member Wells - Attended pre-application conference, CRWWD meeting.

Council Member Chipman - Attended the eagle scout ceremony, Chamber coffee connection, chamber annual civic update.

Council Member Cole - Attended the eagle scout ceremony, PAL fundraiser, welcomed Corey Crownhart to the team.

2. Mayor

Attended and presented at the chamber annual civic update.

3. City Manager

Public Works Director Chuck Green - Parks project updates provided.

Deputy City Manager Lee Knottnerus - Upcoming events updates provided.

Police Chief Cathy Doriot - Thanked Councilor Cole for attending the PAL fundraiser.

IX. ADJOURN

8:10PM



Julie Ferriss, City Clerk



Jennifer Lindsay, Mayor