CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
FEBRUARY 22, 2024

Regular Meeting - 6:30 PM

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

1. Flag Salute

2. Roll Call

Present: Mayor Ron Onslow Mayor Pro Tem Jennifer Lindsay Council Member Matt Cole Council Member Judy Chipman Council Member Clyde Burkle
Absent: Council Member Lee Wells

MOTION: COUNCIL MEMBER BURKLE MOVED TO EXCUSE COUNCIL MEMBER WELLS FROM THE MEETING.
SECOND: MAYOR PRO TEM LINDSAY.
MOTION PASSED.

3. Late changes to the agenda

II. PROCLAMATION - RIDGEFIELD YOUTH ARTS MONTH

III. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER JENSEN AND OFFICER FOKIN - CHIEF DORIOT

IV. INTRODUCTION AND SWEARING-IN CEREMONY FOR SERGEANT DURHAM - CHIEF DORIOT

V. 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.

VI. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

RESULT:	**(UNANIMOUS)**
MOVER:	Mayor Pro Tem Jennifer Lindsay
SECONDER:	Council Member Clyde Burkle
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the February 8, 2024 Meeting

VII. PRESENTATION

1. Water System Plan 2024 Update - Chuck Green, Public Works Director

Water System Plans are required to be updated every ten years per state legislation. The State Department of Health is the regulatory state agency charged with reviewing and ensuring water-supplying jurisdictions, such as Ridgefield, have Water System Plans that are up to date and comply with state rules, regulations and policies. The City is in the process of a 2024 Water System Plan update and have retained the services of Gray and Osborne (who have consulted with the City on prior Water System Plan updates), to complete the update. Gray and Osborne are part of the WSP consultant team working with the City on the Comprehensive Plan and Capital Facilities/System Plan update.

VIII. BUSINESS

1. Motion - Award of Design Consultant Contract for Eastside Elevated Water Reservoir Project - Chuck Green, Public Works Director

The Eastside Elevated Water Reservoir project is a planned, two-to-five million gallon elevated water storage tank (or ground and elevated storage combination) on recently-purchased City property along S. 5th Street on the City's east side. It would be located in the vicinity of the City's current intertie connection to the Clark Public Utility District water system. The intent of the project is to provide additional storage for current and future water demand and to stabilize water pressure in a reliable, efficient manner. The project also includes connections to the existing water distribution infrastructure to ensure seamless integration of the proposed tank into the existing system.

The City issued a Request for Qualifications to interested consultant teams in December 2023. Three submittals were received by the due date:

- Gray and Osborne
- Windsor Engineers
- Consor, Inc.

An evaluation team comprised of representatives from the City of La Center, Clark Public Utilities and Ridgefield Public Works staff reviewed all three submittals, and then interviewed all three teams on January 10, 2024. After careful consideration, the evaluation team selected Consor, Inc. as the highest rated team with whom to conduct negotiations. Negotiations were successful. The scope and fee were reviewed for compliance with all requirements, permits and design components, as well as the reasonableness of the cost proposal, and were found acceptable by City staff. The cost proposal amount of $1,405,949 is within the $1,500,000 budgeted for this effort in 2024.

MOTION: MOVED TO APPROVE THE AWARD OF THE EASTSIDE ELEVATED WATER RESERVOIR PROJECT DESIGN PHASE TO CONSOR FOR AN AMOUNT NOT TO EXCEED OF $1,405,949, WHICH INCLUDES $100,000 FOR DESIGN CONTINGENCIES AND $150,000 FOR CONSTRUCTION SUPPORT SERVICES.

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

2. Motion - Approval of TIB Complete Streets Grant Application - Kirk Johnson, Finance Director

Per the new grant policy, council authority is required to submit grant applications over $100,000 that require additional city resources such as matching funds. City staff have identified a Transportation Improvement Board grant program, Complete Streets Early Opportunity Grant. The proposed grant project includes two major components:

- Hillhurst Road School Zone safety: Improve pedestrian and bicycle safety by installing a High Intensity Actuated Crosswalk (HAWK) Signal, enhanced crosswalks and infill walkways on S. Hillhurst in the area of the High School, speed reader boards (real-time vehicle speed feedback signs), along with enhanced school zone signage along Royle Road approaching the Hillhurst Road intersection. This is a City Council initiative, and
- Hillhurst Road/Intermediate School enhanced crosswalk safety improvement: improve pedestrian and bicycle safety between the growing Sanderling Park residential area and the Intermediate Schools campus across Hillhurst Road, with actuated rectangular rapid flashing beacon (RRFB) pedestrian signage and advanced warning signs, speed reader boards (real-time vehicle speed feedback signs), ADA-compliant ramps, and connecting walkway improvements.

The estimated cost of the project is $325,000, $50,000 for design and $275,000 for construction. The grant requires a 20% local match, which would be $65,000. The requested TIB grant would be $260,000. The local match already includes an appropriation for design in the 2024 budget and the remaining match requirement will be covered by a developer share payment received by the city for work in this area. Council will need to appropriate the full project cost during the spring supplemental budget.

- 2024 Capital Budget $30,000
- Developer pro rata share (Received January 2024) $35,000

The Grant Steering Committee unanimously recommended the grant go to council for approval to submit the application.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SUBMIT A TRANSPORTATION IMPROVEMENT BOARD COMPLETE STREETS EARLY OPPORTUNITY GRANT APPLICATION FOR THE HILLHURST COMPLETE STREETS PROJECT, INLCUDING A 20% LOCAL MATCH.

RESULT:	**(UNANIMOUS)**
MOVER:	Council Member Clyde Burkle
SECONDER:	Council Member Matt Cole
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle

3. Second Reading of Ordinance No. 1416 - Enforcement Code Amendments - Claire Lust, Community Development Director

The focus of this proposal is to codify a standardized process for code enforcement in order for staff to be able to address code violations efficiently and equitably. A flow chart of the process shows the steps the Code Enforcement Officer takes to educate property owners and achieve voluntary compliance prior to issuing any fines.

MOTION: MOVED TOP ADOPT ORDINANCE NO. 1416 AS PRESENTED.

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

4. Approval of Resolution No. 642 - Fee Schedule Update for Code Enforcement - Claire Lust, Community Development Director

This is a companion to the Ordinance No. 1416 - Enforcement Code Amendments. Code violation penalties are not currently listed in the Master Fee Schedule but rather in the code. RMC Chapter 18.395, which currently regulates violations of Titles 12, 13, and 18 only, includes a provision stating the City may charge up to $1,000.00 per violation per day. This provision leaves too much room for interpretation to be applied equitably. It puts the onus on the Code Enforcement Officer to determine the difference between, say, a $600 violation and a $700 violation and to extrapolate that determination across different types of violations over time. Furthermore, best practice is for fees to be in the fee schedule, not the code. This proposal is to standardize code enforcement fees and add them to the Master Fee Schedule. The basic proposed fees are $250 for first violation, $500 for second violation, and $1,000 for subsequent violations. Higher fees are proposed for violations that pose an immediate threat to life, health, safety, and the natural environment. As proposed in New Chapter 20.200, the City could collect cumulative monetary penalties. Penalties could be assessed on a daily basis beginning after the corrective date provided in the notice to the responsible party. Monetary penalties would accrue during an appeal period unless the appellant prevails. Payment of fees would not relieve the responsibility party from correcting the violation. Costs incurred by the City to remedy a violation, including legal costs, abatement costs, and administrative costs, would be charged to the responsible party or as a lien against the property. Fines are a last resort in the code enforcement process. The Code Enforcement Officer first educates property owners on the violation that has been committed, then works with them to achieve voluntary compliance in a reasonable time period. In most cases, this process ends with the violation remedied and no fines charged.

MOTION: MOVED TO ADOPT RESOLUTION NO. 642 AS PRESENTED.

RESULT:	**(UNANIMOUS)**

MOVER:	Council Member Matt Cole
SECONDER:	Council Member Judy Chipman
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle

5. Approval of Resolution No. 643 - Cutting Edge Contracting, Fleetwood & Miller Intent to Annex - Claire Lust, Community Development Director

The Intent to Annex includes four parcels north of NW Carty Road and west of Interstate 5, and the NW Carty Road right-of-way connecting these parcels to the existing city limits to the west. The parcels are in the Ridgefield Urban Growth Area. Therefore, parcels #215387000, 215372000, 215392000 and 215373000 are eligible for annexation. The current Clark County zoning in the proposed annexation area is Business Park (BP), with the Urban Holding – 10 (UH-10) overlay. The comprehensive plan designation on the site is Employment (EM). RMC 18.240.015 states that the Employment (E) zoning designation shall apply to all newly annexed lands with the EM comprehensive plan designation. The purpose of the Employment zone is to provide for a wide range of employment generating uses such as light manufacturing and processing, research and corporate offices, business and professional services, and supporting enterprises (RMC 18.240.010). Per the applicant's introductory statement: "The owners of four parcels located in the Ridgefield Urban Growth Boundary wish to annex their properties into the City limits. Several of the property owners are considering new development projects that would be built in full accordance with the applicable underlying City zoning. The property owners are enthusiastic about potential annexation into the City limits and believe that said annexation will best suit their needs while providing needed tax revenue to the City."

City council conducted a discussion.

MOTION: MOVED TO ADOPT RESOLUTION NO. 643 AS PRESENTED.

RESULT:	**(4-1)**
MOVER:	Council Member Chipman
SECONDER:	Council Member Cole
AYES:	Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle
NAYS:	Mayor Onslow

6. Motion - Approval of Paradise Pointe Phase 2 Final Plat - Claire Lust, Community Development Director

The project is subject the Brown Development and Pre-Annexation Agreement, as amended on August 10, 2023. The Hearing Examiner approved the preliminary plat for the Paradise Found Planned Unit Development via final order on December 31, 2018. The approved preliminary plat had 296 single-family residential lots. On March 22, 2023 staff approved a post-decision review reconfiguring the layout of the PUD but maintaining a total of 296 lots. A minimum lot area of 7,079 square feet and a maximum lot area of 13,000 square feet were approved through the PDR. The project has since been renamed to Paradise Pointe. Phase 2 is in the western portion of the site, adjacent to the planned east-west collector through Paradise Pointe to the south, the future Paradise Pointe community park to the east, and critical areas to the north and west. The Paradise Pointe Phase 2 proposal is to subdivide Assessor's Parcel #213076000 into 21 single-family detached residential lots. The lots range from 7,082 square feet (Lots 54 and 56) to 10,271 square feet (Lot 59). The average lot area is 8,191 square feet. Each lot in Phase 2 takes access from N Kalani Loop, a private road which in turn takes access from the eastwest collector through

Paradise Pointe. The private road is located in Tract A, which also has a public water and storm sewer easement to the City of Ridgefield and a public sanitary sewer easement to Clark Regional Wastewater District. Tract A also extends between Lots 66 and 67 to connect to the future public park and trail complex to the east of Phase 2. As a condition of approval, the applicant shall add a plat note stating that Tract A shall be owned and maintained by the HOA prior to obtaining city signatures on the final plat mylar. The applicant also proposes to lift the Urban Holding 10 (UH-10) zoning overlay from Phase 2 per RDC 18.270.060.

RESULT:	**(UNANIMOUS)**
MOVER:	Council Member Clyde Burkle
SECONDER:	Mayor Pro Tem Jennifer Lindsay
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle

MOTION: MOVED TO APPROVE THE PARADISE POINTE PHASE 2 FINAL PLAT AS PRESENTED.

IX. PUBLIC COMMENT

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X. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Burkle - Attended CRWWD Meeting, City Manager Briefing, Helped Out With Roundabout Grape Trimming, Playmakers Ribbon-Cutting, CTE Construction Trades Building Ribbon-Cutting.
Council Member Chipman - Attended Clark Public Utilities Session Two - Power Supply, State of Clark College.
Council Member Cole - Attended CTE Construction Trades Building Ribbon-Cutting, Legislative Session updates, Thanked Rob Aichele for his time on City Council.
Mayor Pro Tem Lindsay - Attended ECHO Meeting, State of Clark College, CCF&R Meeting, Thanked Rob Aichele for his time on City Council.

2. Mayor

Attended AWC Mayor's Exchange, Playmakers Ribbon-Cutting, Roundabout Grape Trimming, CDBG Meeting, State of Clark College, C-TRAN Board Meeting.

3. City Manager

City Manager Steve Stuart - Project updates provided, Council appointment process overview provided.
Public Works Director Chuck Green - Roundabout Committee update.
Deputy City Manager Lee Knottnerus - March First Saturday, Make a Difference Nominations.

XI. ADJOURN

8:55PM

Julie Ferriss

Julie Ferriss, City Clerk

Ron Onslow

Ron Onslow, Mayor