



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, March 28, 2024
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

I. STUDY SESSION - 5:00 P.M.

- 1. YMCA Update - Steve Stuart, City Manager**

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

- 1. Flag Salute**
- 2. Roll Call**
- 3. Late changes to the agenda**

III. PROCLAMATION - RED CROSS MONTH

IV. 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.

V. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the March 14, 2024 Meeting**

VI. PRESENTATION

- 1. Property Tax Exemption Program - Holly Hill, Clark County Assessor's Office**
- 2. Abrams Park Master Plan - Preliminary Concepts Presentation - Corey Crownhart, Park Manager**

VII. BUSINESS

- 1. Second Reading of Ordinance No. 1419 - Food Cart Pod Code - Claire Lust,**

Community Development Director

- 2. Motion - Approval of Resolution No. 645 - Wubben Intent to Annex - Claire Lust, Community Development Director**
- 3. Motion - Award of Design Consultant Contract for Park Laundry Cleanup - Kirk Johnson, Finance Director**

VIII. 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.

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

- 1. Council**
- 2. Mayor**
- 3. City Manager**

X. ADJOURN



Ridgefield Recreation and Community Center

Project Update

3/28/24





In The Beginning

YMCA Feasibility Study (2016)

Executive Summary

- A very high level of interest exists for a new Ridgefield YMCA. A total of 13.5% of all households that do not currently belong to a YMCA in the survey area expressed *a great deal of interest* in joining a new YMCA with all location, pricing, and facility options. This is compared to the national average of 4.5% for a full-facility YMCA and is above and beyond the 0.9% of households that already belong to the Y.
- The community characteristics include a community with many existing for-profit providers but still in great need of services, a growing population, and a good awareness of the YMCA name. These characteristics would create opportunities and challenges for developing the new facility.
- The primary prospective member groups of a new facility include adult couples and families with children. Many are health-seekers and desire a “Third Place” at the YMCA.
- If the decision is made to proceed with the building of a new Ridgefield YMCA, the Consultant recommended an indoor facility with approximately 50,000 square feet and an outdoor trail with fitness stations



2016 YMCA Feasibility Study Membership Projections

Forecast	Current Rates	Plus 1 st Choice of Additional Features**	Plus 1 st & 2 nd Choices of Additional Features***	15%-Lower Rates	30%-Lower Rates	Total*
New units	2,798	184	74	1,104	810	4,970
New revenue	\$1,697,603	\$111,636	\$44,897	\$565,425	\$351,572	\$2,157,179
Revenue per unit	\$607	\$607	\$607	\$512	\$434	\$434



2016 YMCA Feasibility Study Desired Features

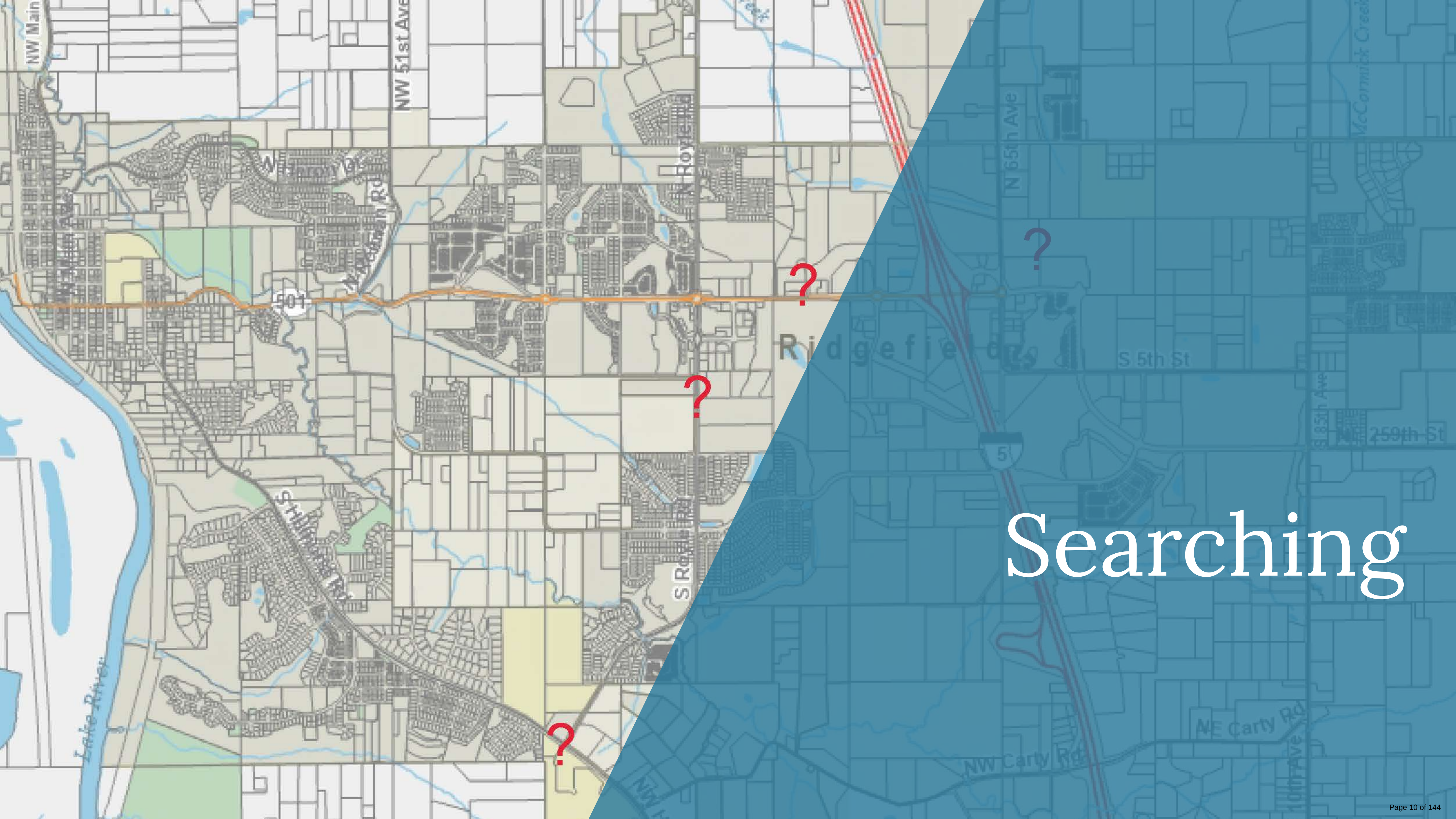
Features of a New Ridgefield YMCA								
Programs	Wellness/ Fitness Center	Group Exercise Studios	Multipurpose Classrooms	Indoor Multipurpose Gymnasium	Indoor Warm- Water Family Pool	Indoor Six-Lane Lap Pool	Child Watch Babysitting/ Kids' Zone	Youth/ Teen Center
Adult Fitness	Very High	High			Moderate	Moderate		
Adult Aquatics					Moderate			
Adult Adventure								
Adult Sports				Low				
Adult Recreation								
Nutrition and Weight Management		Moderate						
Stress and Relaxation		Very High						
Rehab/Health Programs			Moderate					
Women's Programs	Very High							
Family Activities	Moderate	Moderate	Moderate		High			
Programs for Children Ages 0–2			Low		Low		Low	
Programs for Children Ages 3–5		Low	Low	Low	Low		Low	
Programs for Children Ages 6–9		Moderate	Moderate	Low	High	Low	Moderate	
Programs for Children Ages 10–13	Low	Low	Low	Low	Moderate	Low	Low	Moderate
Programs for Children Ages 14–17	Low	Low	Low	Low	Low	Low		Moderate
Adult Rating Scale	Low	<15%		Children's Rating Scale		Low	<5%	
	Moderate	15%–29%				Moderate	5%–9%	
	High	30%–44%				High	10%–14%	
	Very High	≥45%				Very High	≥15%	



2016 YMCA Feasibility Study “Indoor Features Critical to the Success of a New Ridgefield YMCA”

Indoor Features Critical in Attracting New Membership Units for a New Ridgefield YMCA	Approximate Square Footage	Program Interest Findings
First-class wellness center that includes: • a cardiovascular area of 3,500 sq. ft. • a free weights and strength-training equipment area of 2,500 sq. ft., including a 30-minute circuit training area • a designated workout area of 750 sq. ft. with more staff supervision for teens, beginners, and women • consulting areas/rooms of 250 sq. ft.	7,000	Figure 8.01
Indoor walking and running track surrounding the perimeter of the fitness center	4,000	Figure 8.01
Three group exercise studios, one of 1,500 square feet for aerobics and group fitness classes; the second of 1,000 square feet for relaxation, dance, yoga, and tai chi; and the third of 800 square feet for specialty classes such as indoor cycling	3,300	Figure 8.02 & Figure 8.07
An indoor warm-water family pool with: • zero degree/beach entry for recreational swimming, lessons, and water aerobics • aquatic playground features such as splash pads and sprays • three lanes for lap swimming, aqua walking, and aqua running • showers, lockers, and changing areas for men, women, and families	12,000	Figure 8.08, Figure 9.01, & Figure 9.02
An indoor multipurpose activity center/gymnasium with half courts, dividers, retractable hoops, versatile flooring, and ample storage space for a variety of activities such as basketball, volleyball, gymnastics, summer day camps, and family nights	7,000	Figure 7.02, Figure 7.03, Figure 7.05, Figure 7.07, & Figure 8.05
Multipurpose classrooms with dividers and a sink/wet area for children’s creative arts programs and community meetings	1,500	Figure 7.02 & Figure 8.03
Child watch/baby-sitting area for infants and toddlers ages 0–5	800	Figure 7.01
Kids’ zone	1,000	Figure 7.01
Youth and teen center with TV, pool tables, Exergame, and seating for social activities (which can also be used for other programs when needed)	1,000	Figure 7.06
Members’ lounge/snack bar/social area/community program area	2,500	Figure 8.03
Subtotal	40,100	
Minimal planning factor, H/V/AC, bathrooms, halls, and offices (25%)	10,025	
Total Indoor	50,125	





Searching

YMCA Project 2016-19

- City evaluated properties for a YMCA including those which are now home of RORC, Pioneer Village, and Clark College
- Potential funding strategies included public land purchase, private developer land donation, private construction with YMCA lease, and YMCA giving campaign to fund construction
- None of the evaluations led to successful combination of land owner, developer, facility construction and management

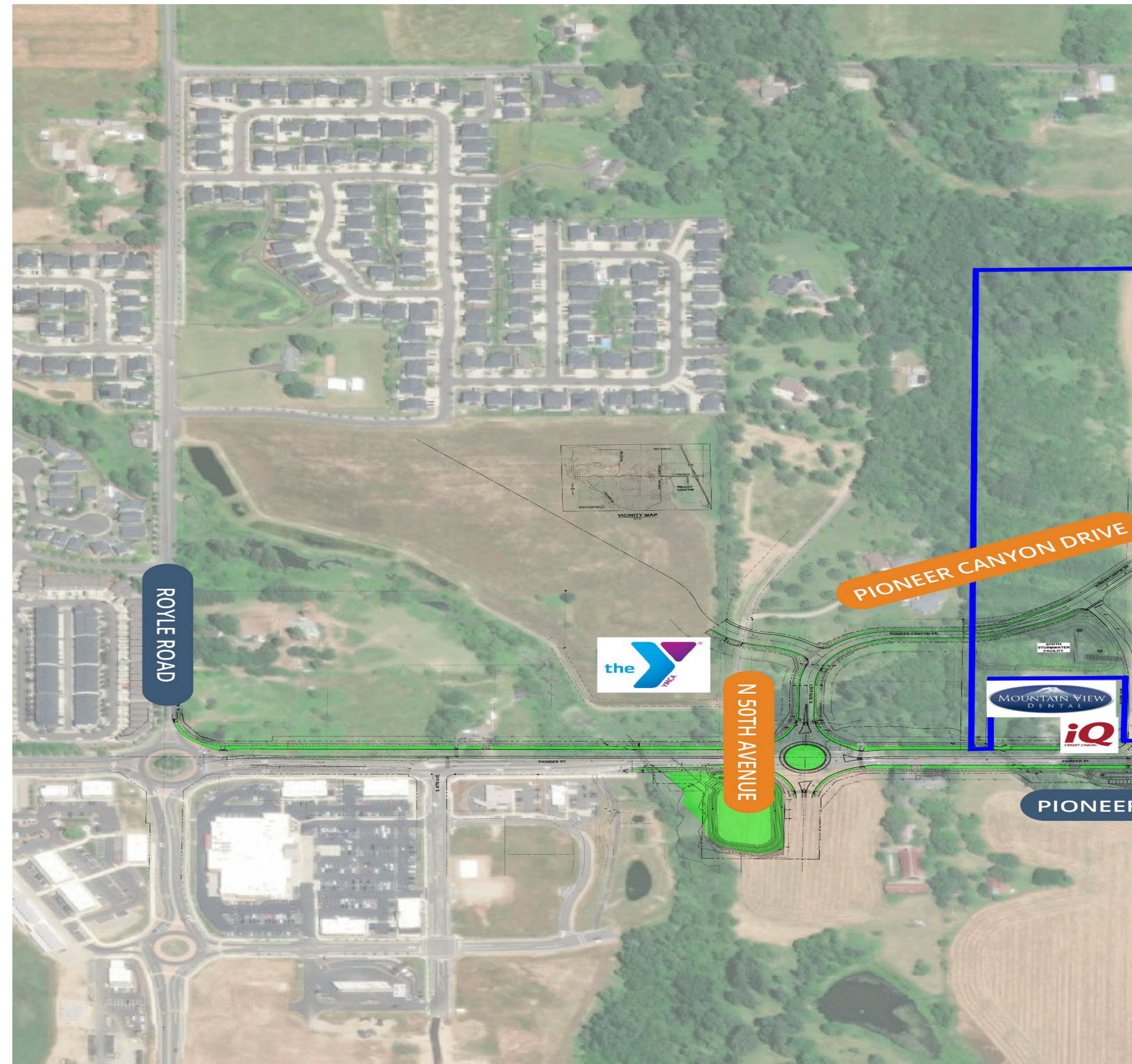




Breakthrough

YMCA Project 2019-20

- In 2019, the City identified property which had been purchased for parks and recreation purposes that might be dedicated for YMCA



YMCA Project 2020

- City contacted by local private developer – Dirges Patel – who expressed interest in assisting community with building a YMCA
- New YMCA of Columbia-Willamette President & CEO Tyler Wright
- Private/Public Partnership Re-Evaluated (in 2018 concept hadn't moved forward due to partners/pieces not being in place)
- Interlocal Agreement started being formed to create partnership where:
 - City provides land for YMCA, and funds YMCA site plan design
 - YMCA funds YMCA building design and manages facility with option to purchase
 - Private developer builds facility and leases back to the YMCA with purchase option



October 5, 2020 Letter of Intent

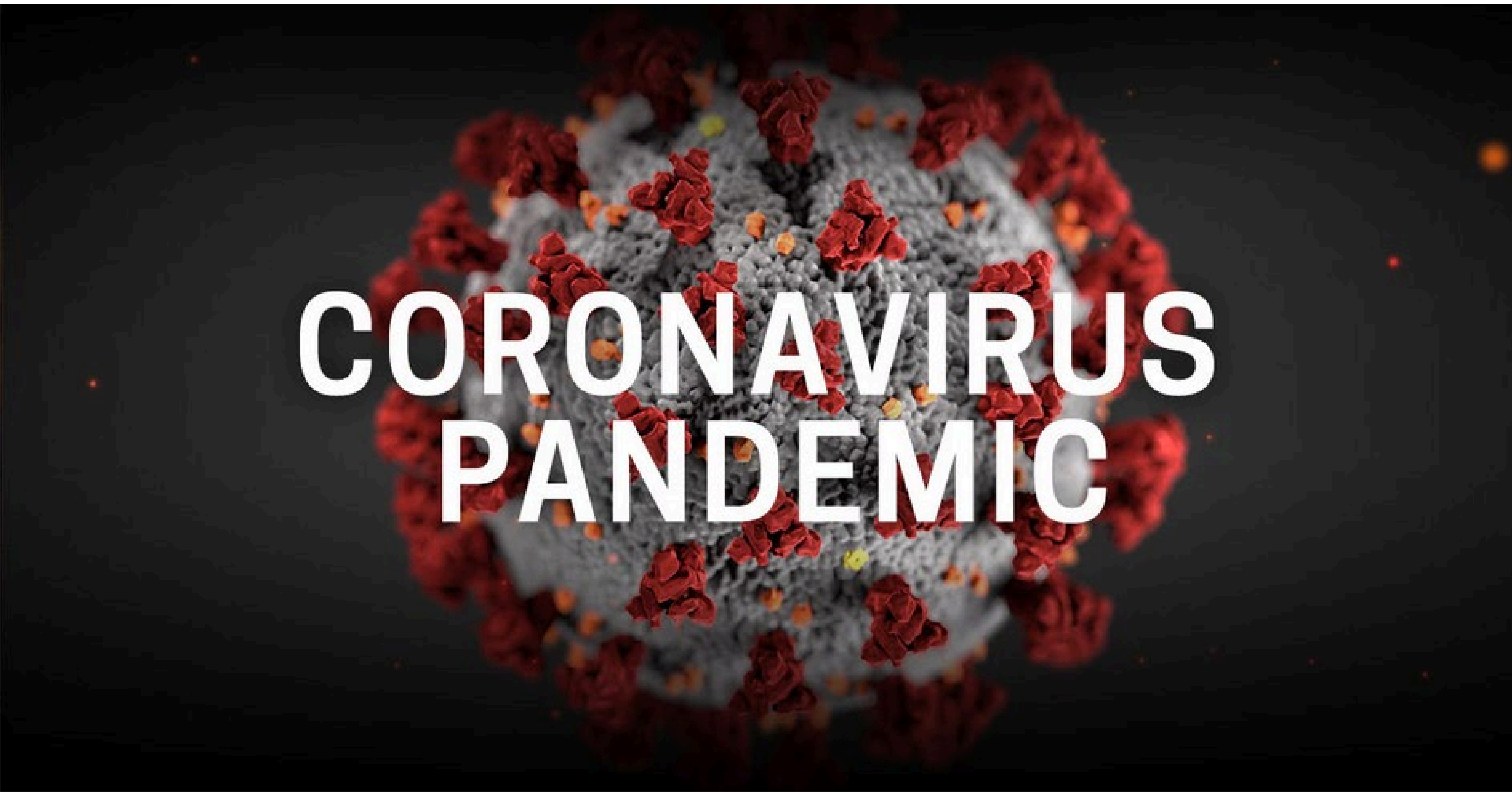
Please accept this letter as our commitment to move forward with the development of a YMCA facility in the City of Ridgefield.

It is understood by the YMCA that the City has identified two parcels of land (2139610000 and 214026000) that the City would be willing to provide some or all (as necessary) of these parcels at no cost to Bluerock Ventures LLC ("Bluerock") for the sole purpose of constructing a YMCA. These parcels comprise about seven acres of land; five of which has been determined as buildable. It is also understood that the City is also willing to consider waiving development costs for a proposed facility to be built by Bluerock. Further, it is understood that the City and YMCA have a shared interest in working with Bluerock to build the facility, especially a facility with a pool, which could be leased back with a purchase-option to the YMCA, at a rate affordable to a 501(c)3 such as the **YMCA**.

This letter represents the YMCA's intentions and does not reflect a binding agreement on any parties until a formal contract might be executed. By doing so, the YMCA agrees to work with the city and any identified parties in the development of this project until said time either party determines that it is not in their best interest to continue to do so.

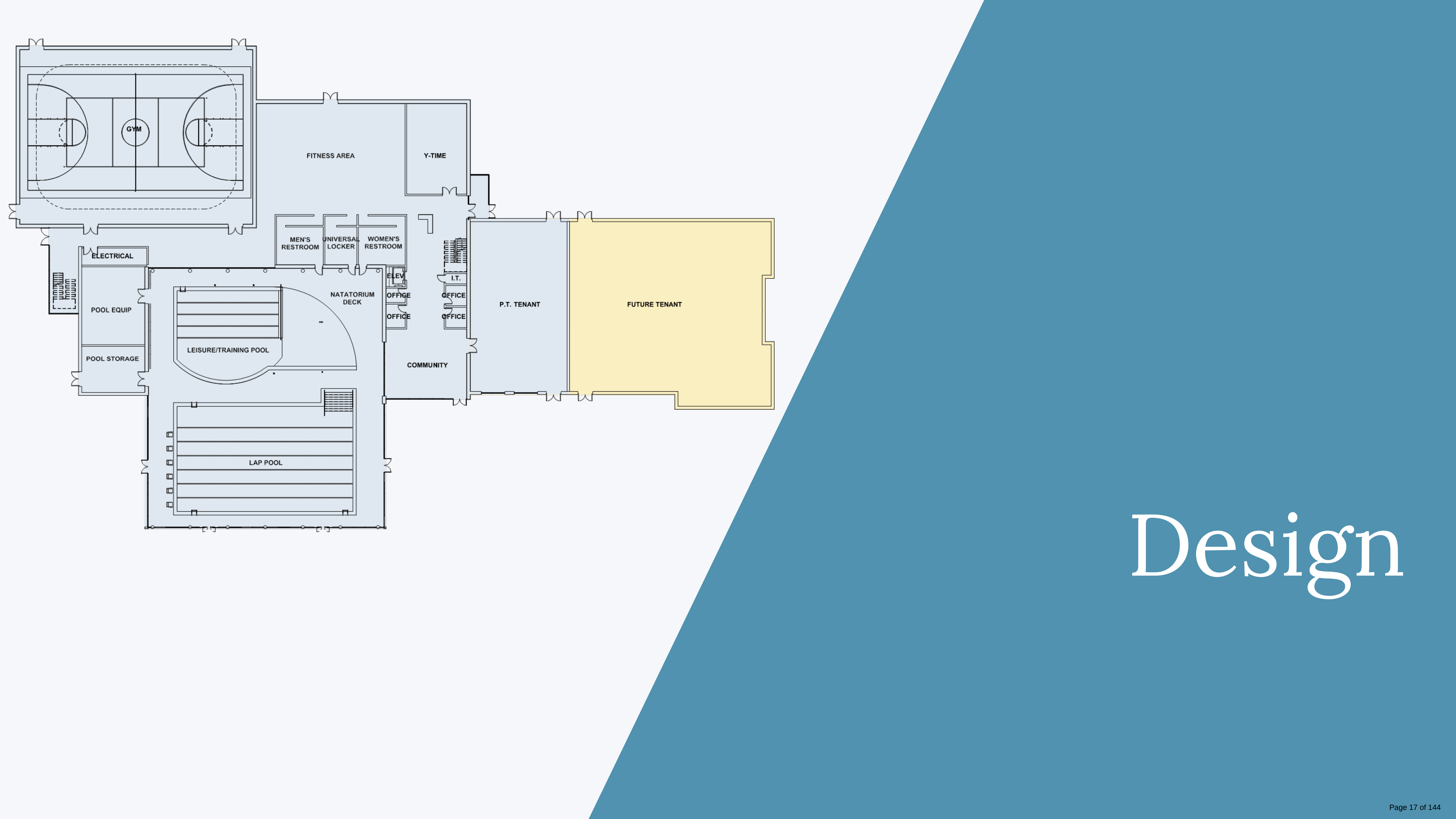
This letter of intent is an important step toward building a YMCA in the City of Ridgefield, and we are excited to be working with you on this project. Thank you for your support.





CORONAVIRUS PANDEMIC





Design

Design Phase

- March 2021, site plan design contract signed with Johansson Wing Architects (now Aetta Architecture)
- On parallel track, Johansson Wing/Aetta also signed by the YMCA for building design
- In July 2021, it was determined that additional acreage was necessary to avoid and minimize wetland impacts – City completed purchase 1.89 acres, creating total public ownership of 10.32 acres to include infrastructure, recreation center, and critical areas

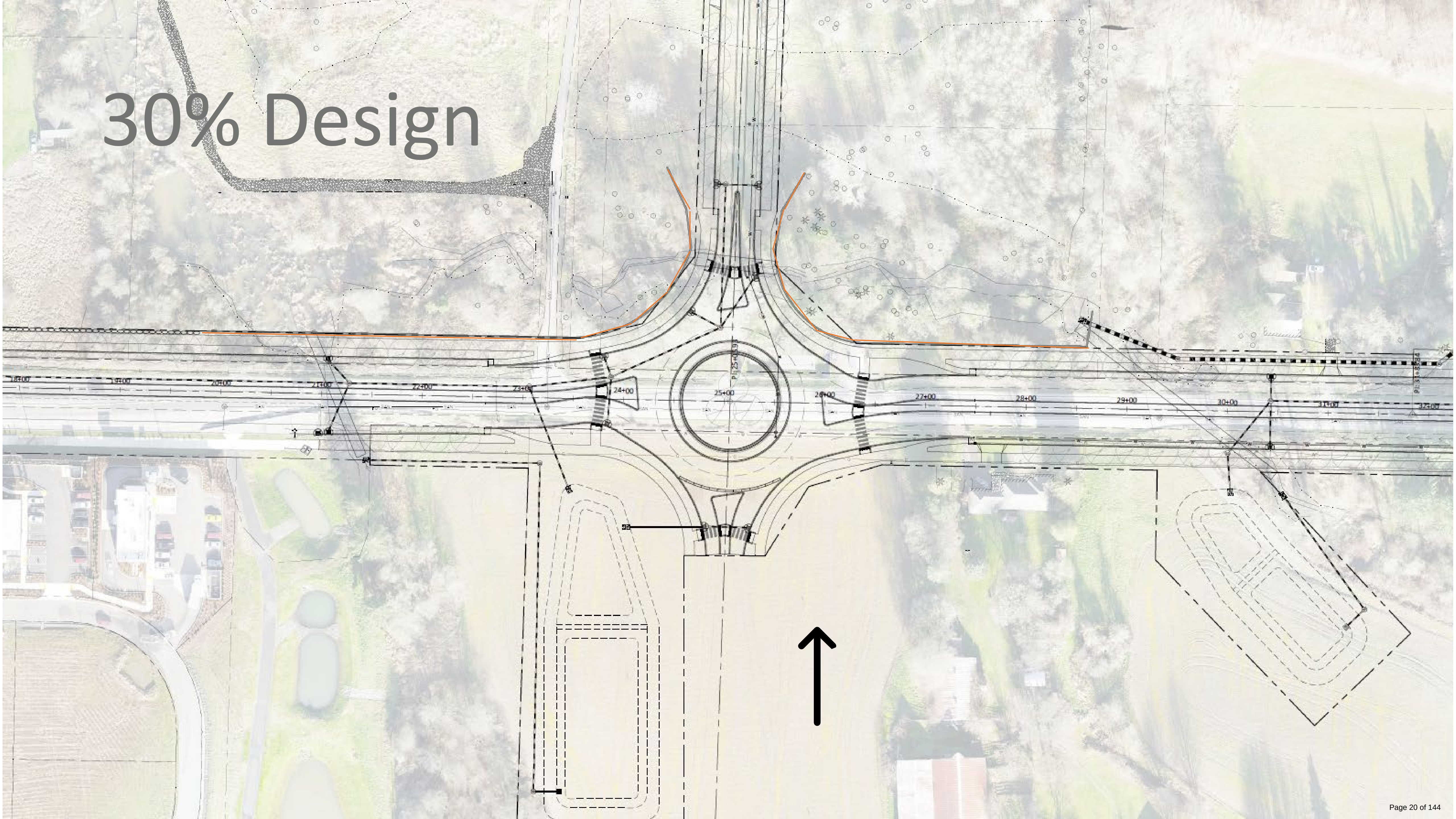


Design Phase

- In 2021, the City also began design for improvements to Pioneer Street, focusing on widening to 4 lanes from Rosauers to 56th Street and multimodal improvements, with new roundabout at 50th/51st that would ultimately travel north to serve the YMCA and south to serve the Lahti Property industrial/commercial projects



30% Design



2022 – First Design Renderings

- In January, 2022, City Council received a presentation revealing design renderings for a Ridgefield YMCA
- Of note, these renderings did not include cost estimates for building or site
- Renderings were shared by the City with community and news
- Renderings and rough timeline also shared as part of the 2023 State of the City

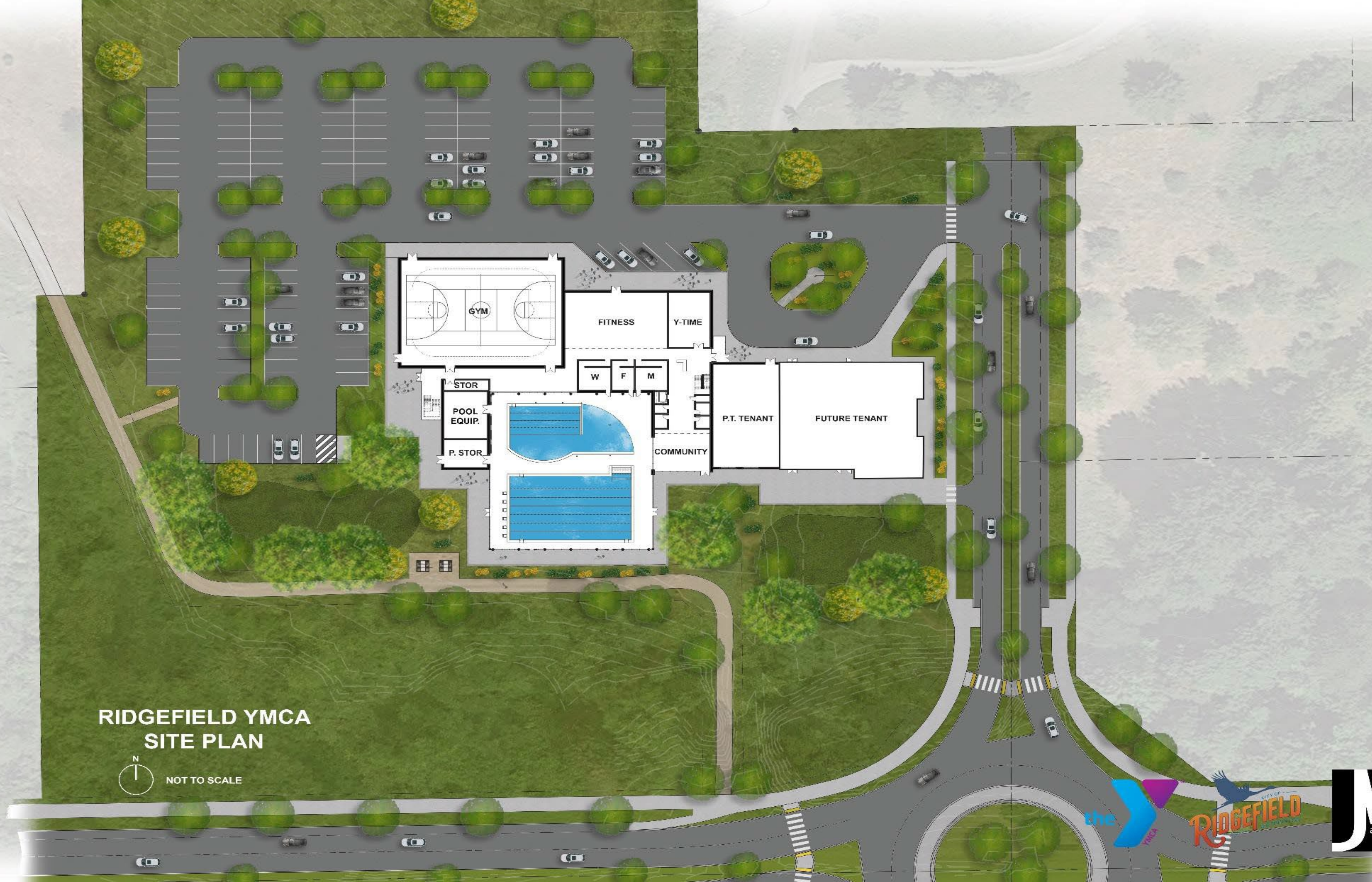




RIDGEFIELD YMCA SITE PLAN

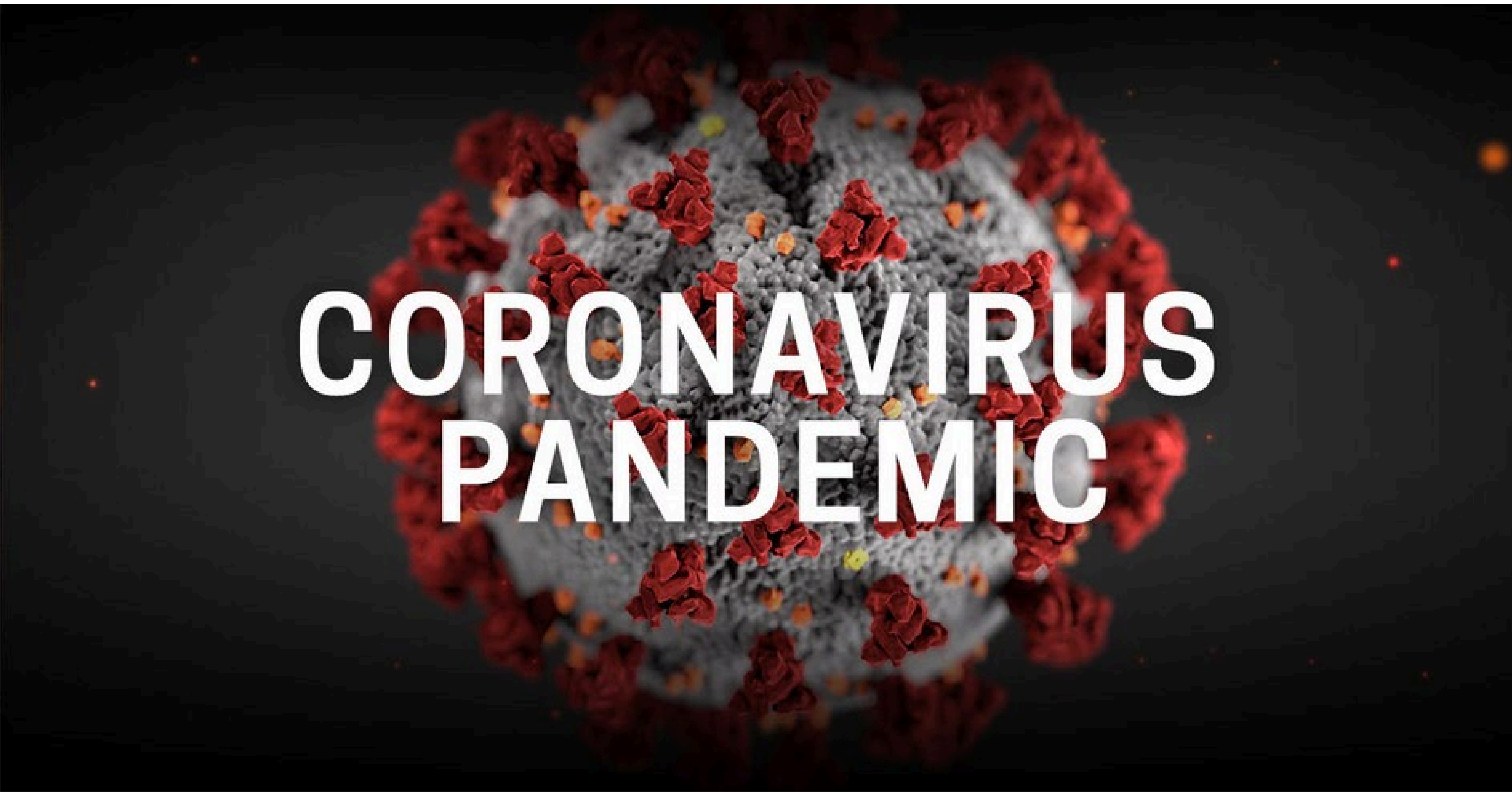


NOT TO SCALE









CORONAVIRUS PANDEMIC





Back to the Drawing Board

2022-24 – Design Modifications

- Since January 2022, work has been conducted by the design team to align with the following principles:
 - YMCA expected ability to pay for \$20 million project (up to \$10 million of debt and the rest through capital campaign) with intent to own recreation center versus the previous plan of the YMCA leasing with purchase option from private developer
 - Market Re-Set after COVID-19 Pandemic
 - Match design to roadway improvements which have also gone through several iterations to minimize environmental impacts, lower costs, and connect with URTC/Costco improvements
 - Meet the community needs as expressed in the feasibility study and succeeding community conversations



Invested

- All partners have consistently kept investing in the project
 - YMCA - \$800,000 investment to date
 - YMCA work to enhance brand recognition and community support:
 - Jennifer Lawrence staffing work in Ridgefield for the Y
 - Summer Camps
 - After School Enrichment at South Ridge and Union Ridge
 - Youth and Government at View Ridge
 - Healthy Kids Day
 - Breakfast with Santa
 - Safety around water at Acero Apartments
 - Gentle Strength and Stretch for Active Older Adults
 - Y Talks Series
 - Spice of Life senior suppers
 - Participation at Ridgefield events like Mainstreet Days, Oktobberfest, Back to School Bash and more
 - Dirges Patel has worked with the City since 2020 on the project without compensation, and having spent \$55k in direct costs and countless hours
 - The City has contributed \$1.3 million in land purchases and design costs
 - The State contributed \$250,000 in a capital grant to help with design costs



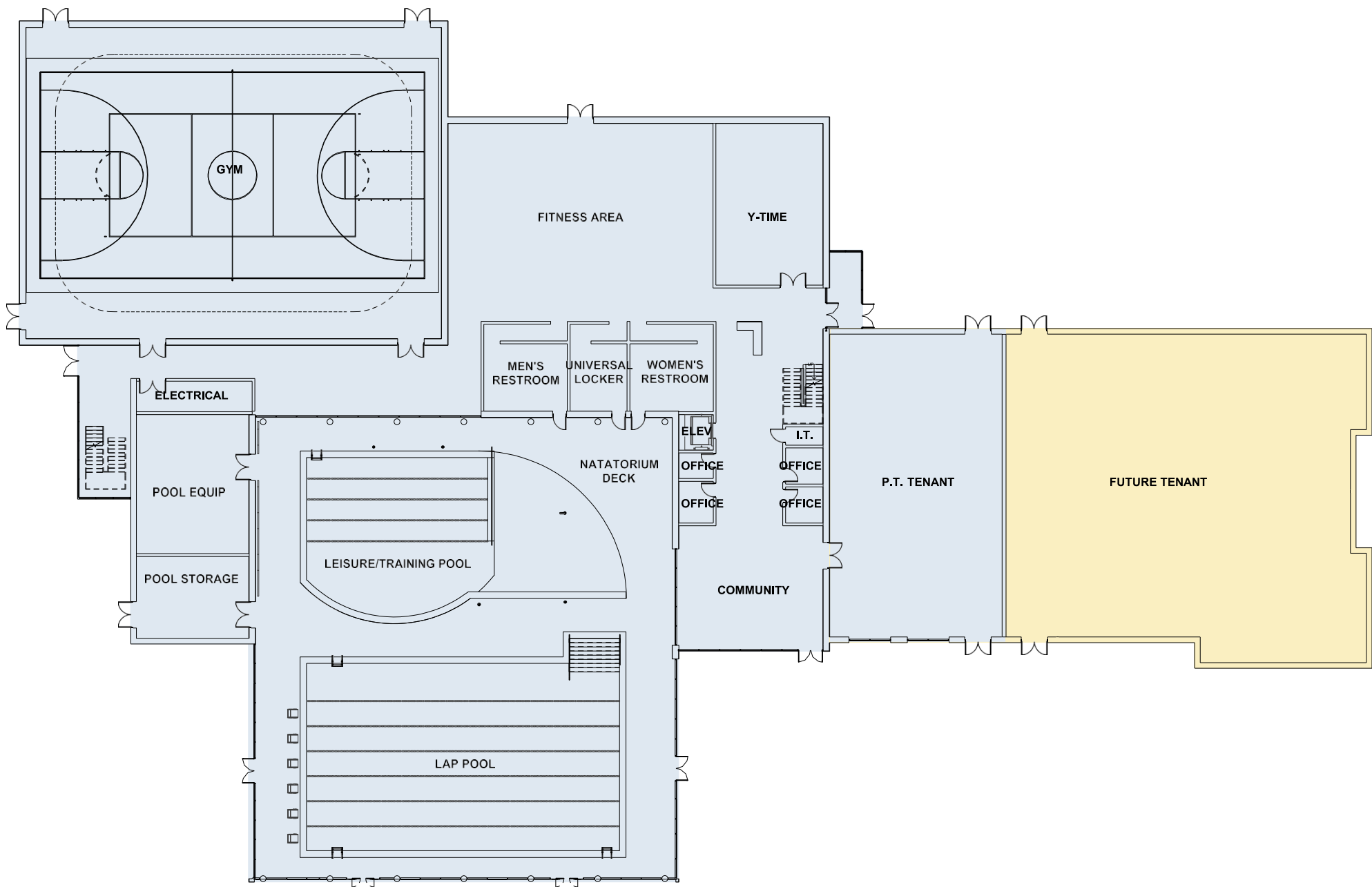
Cost Escalation

- Preliminary cost estimates for the January 2022 YMCA = \$20,000,000
- Cost escalation due to:
 - Supply chain issues
 - Material cost increases
 - Design changes (LEED, locker room expansion, environmental mitigation, parking)
 - Time

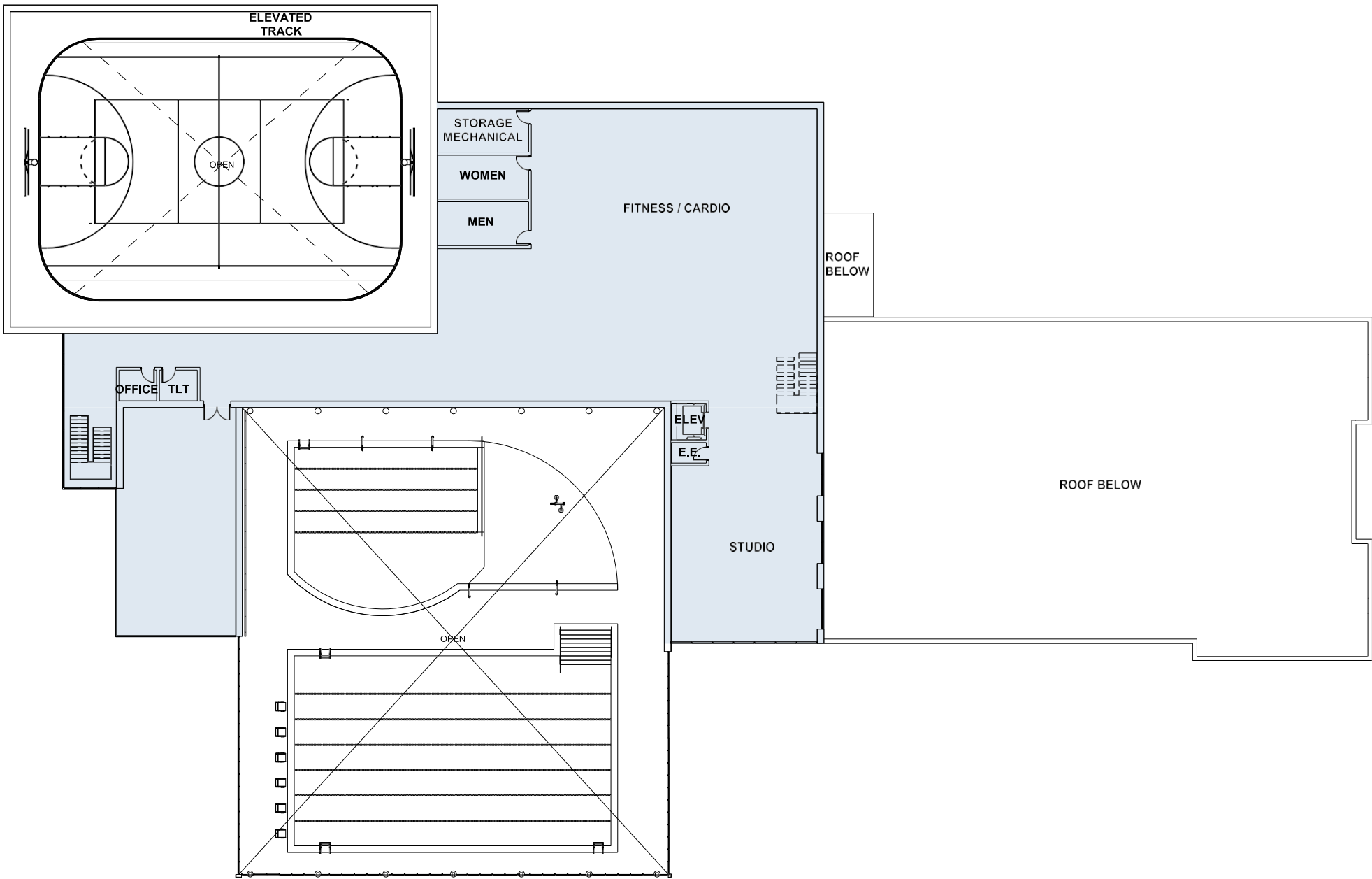


RIDGEFIELD RECREATION CENTER

JANUARY 2022



FIRST FLOOR PLAN
NOT TO SCALE



SECOND FLOOR PLAN
NOT TO SCALE

RECREATION CENTER + PT TENANT (Approximate Square Footage)
TOTAL (2 STORY): 43,000 SQ. FT. (approximate)

COMMUNITY CENTER (Approximate Square Footage)
SINGLE STORY: 7,500 SQ. FT.

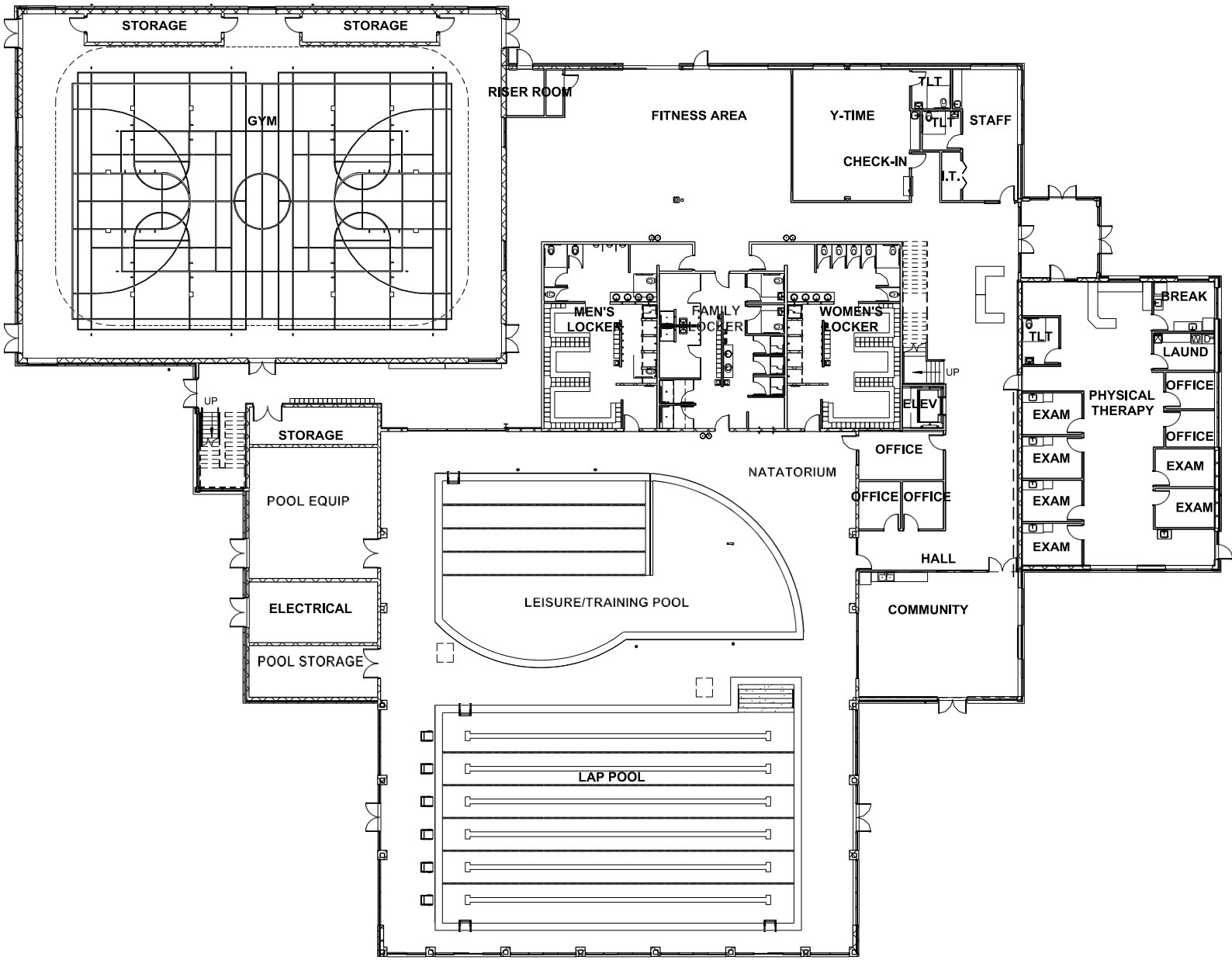
TOTAL BUILDING: 50,500 SQ. FT.

CONSTRUCTION COST OPINION: \$27,423,000

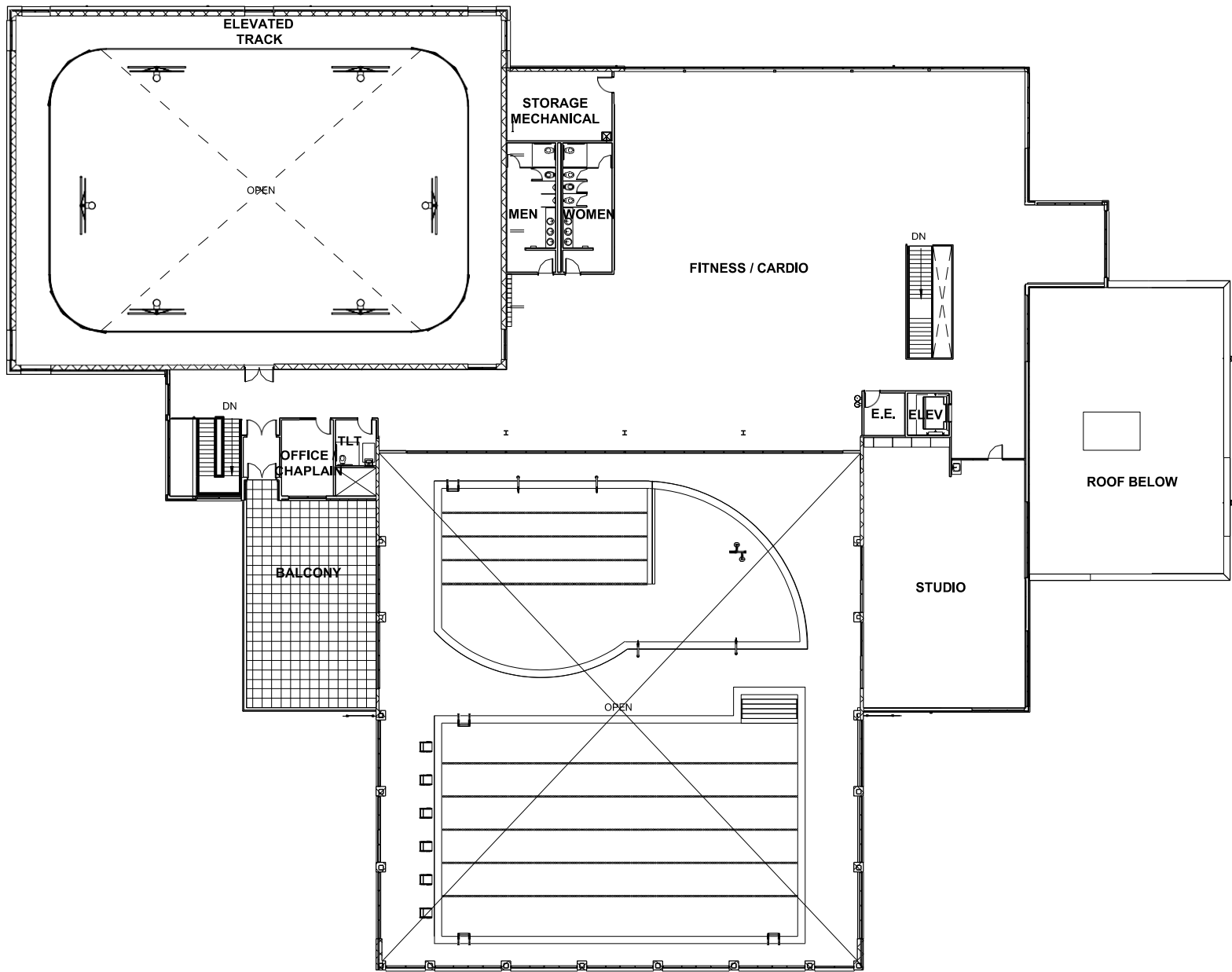


RIDGEFIELD RECREATION CENTER

AUGUST 2023



FIRST FLOOR PLAN
NOT TO SCALE



SECOND FLOOR PLAN
NOT TO SCALE

RECREATION CENTER (Approximate Square Footage)
TOTAL (2 STORY): 46,000 SQ. FT.

PHYSICAL THERAPY TENANT (Approximate Square Footage)
SINGLE STORY: 3,000 SQ. FT.

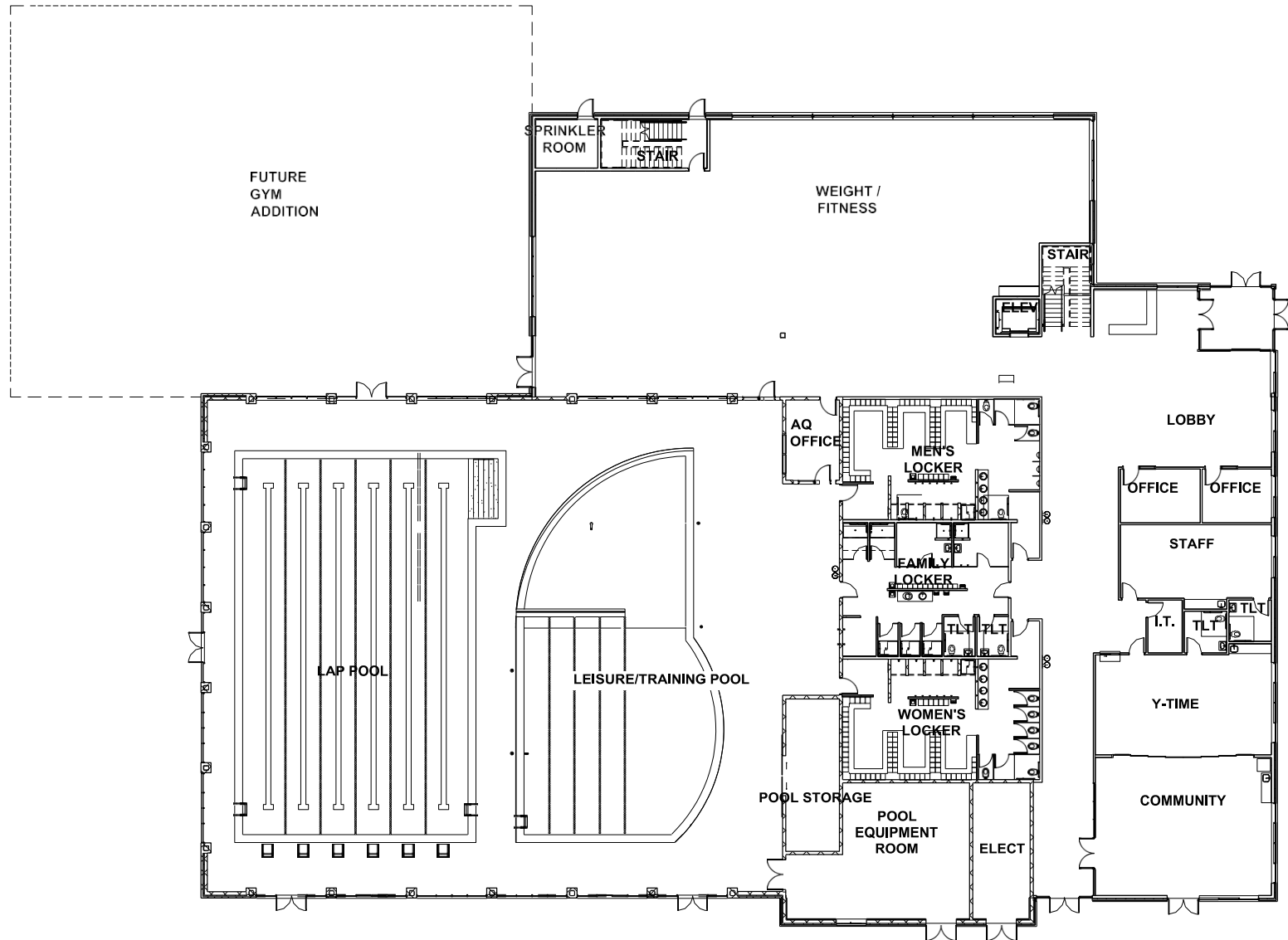
TOTAL BUILDING: 49,000 SQ. FT.

CONSTRUCTION COST OPINION: \$33,600,000

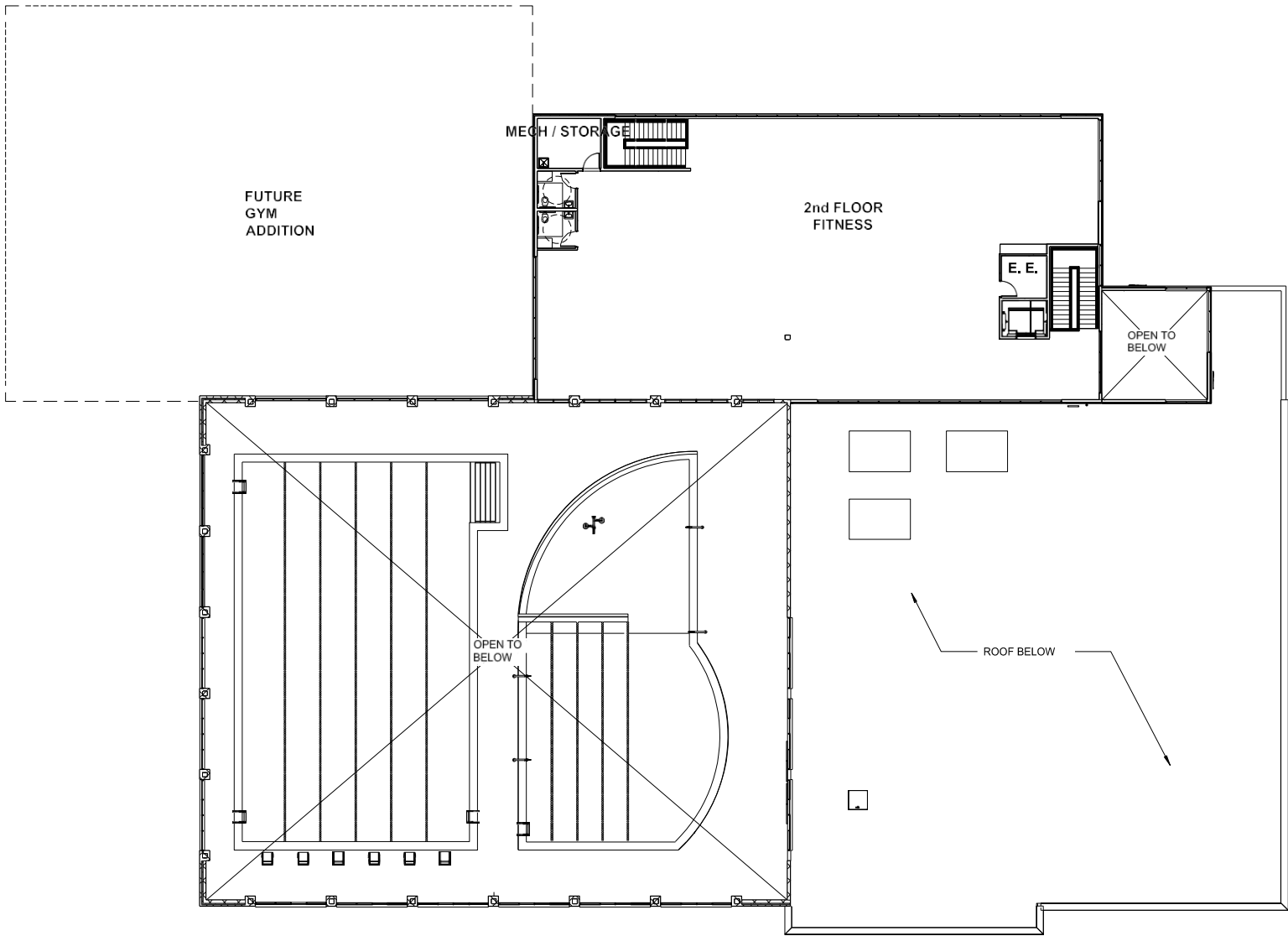


RIDGEFIELD RECREATION CENTER

OCTOBER 2023



FIRST FLOOR PLAN
NOT TO SCALE



SECOND FLOOR PLAN
NOT TO SCALE

RECREATION CENTER (Approximate Square Footage)
TOTAL (2 STORY): 35,000 SQ. FT.

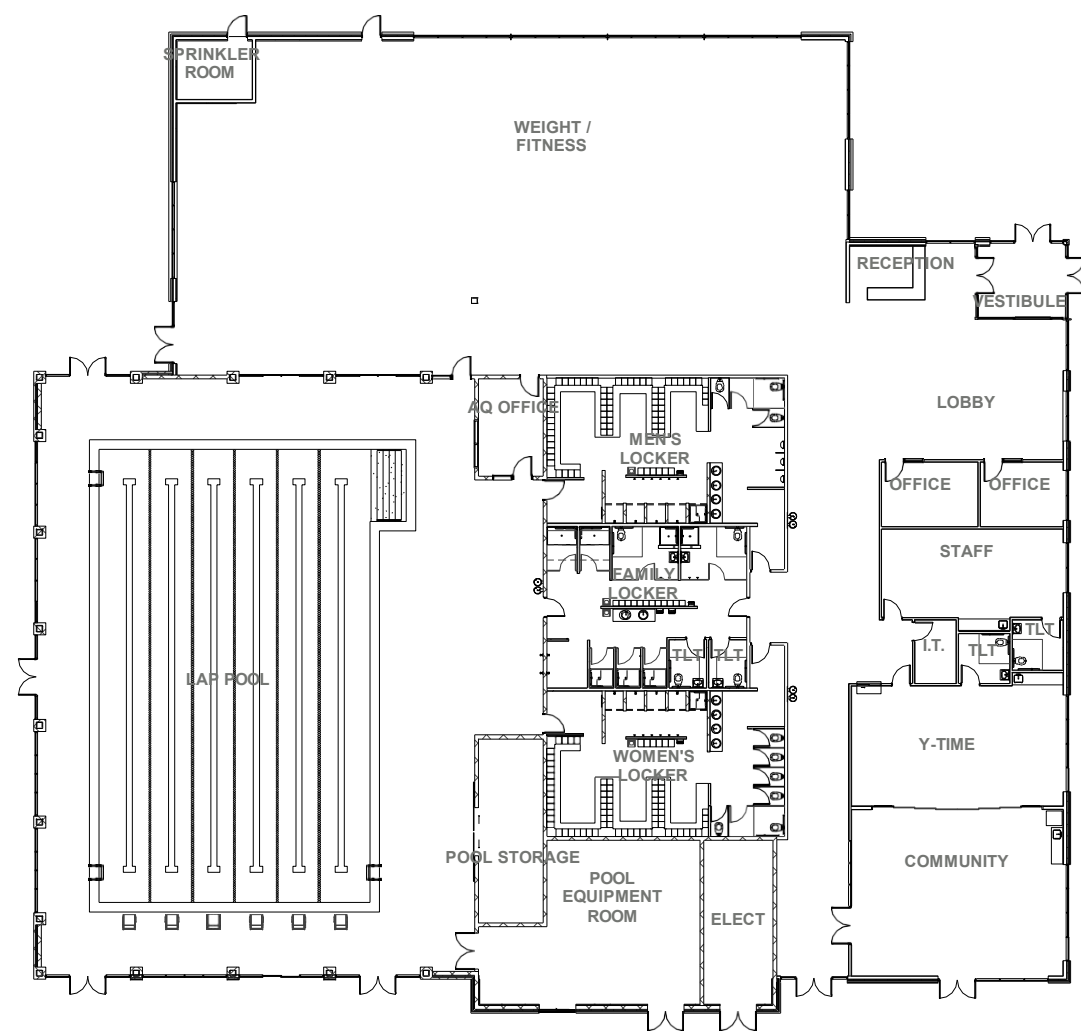
TOTAL BUILDING: 35,000 SQ. FT.

CONSTRUCTION COST OPINION: \$29,000,000



RIDGEFIELD RECREATION CENTER

DECEMBER 2023



FIRST FLOOR PLAN
NOT TO SCALE

RECREATION CENTER (Approximate Square Footage)	
SINGLE STORY:	24,500 SQ. FT.
TOTAL BUILDING:	24,500 SQ. FT.
CONSTRUCTION COST OPINION:	\$20,000,000



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Now What?

2024 – Finance Structure Modifications

- Reminder: original finance structure included:
 - Land, site design, and infrastructure access from City
 - Development of site and building by private developer
 - Management and ultimate ownership (through lease with purchase option) by YMCA
- Multiple finance structures considered to meet community and YMCA needs
- NEW Finance Structure for consideration:
 - Land, site design, **portion of permitting/soft costs** and infrastructure access from City
 - **Building design to include 2 legally separate – but functionally seamless – “centers”**
 - **Purchase of community center asset by City, to cost \$10 million (funding from bond or USDA low-interest loan program), filling a need created when the former community center transitioned into our new (amazing) library**
 - **Purchase of recreation center asset by YMCA, to cost \$20 million (funding from mix of debt and capital campaign)**
 - Development of site and building by private developer
 - **Management of entire facility (recreation and community centers) by YMCA**



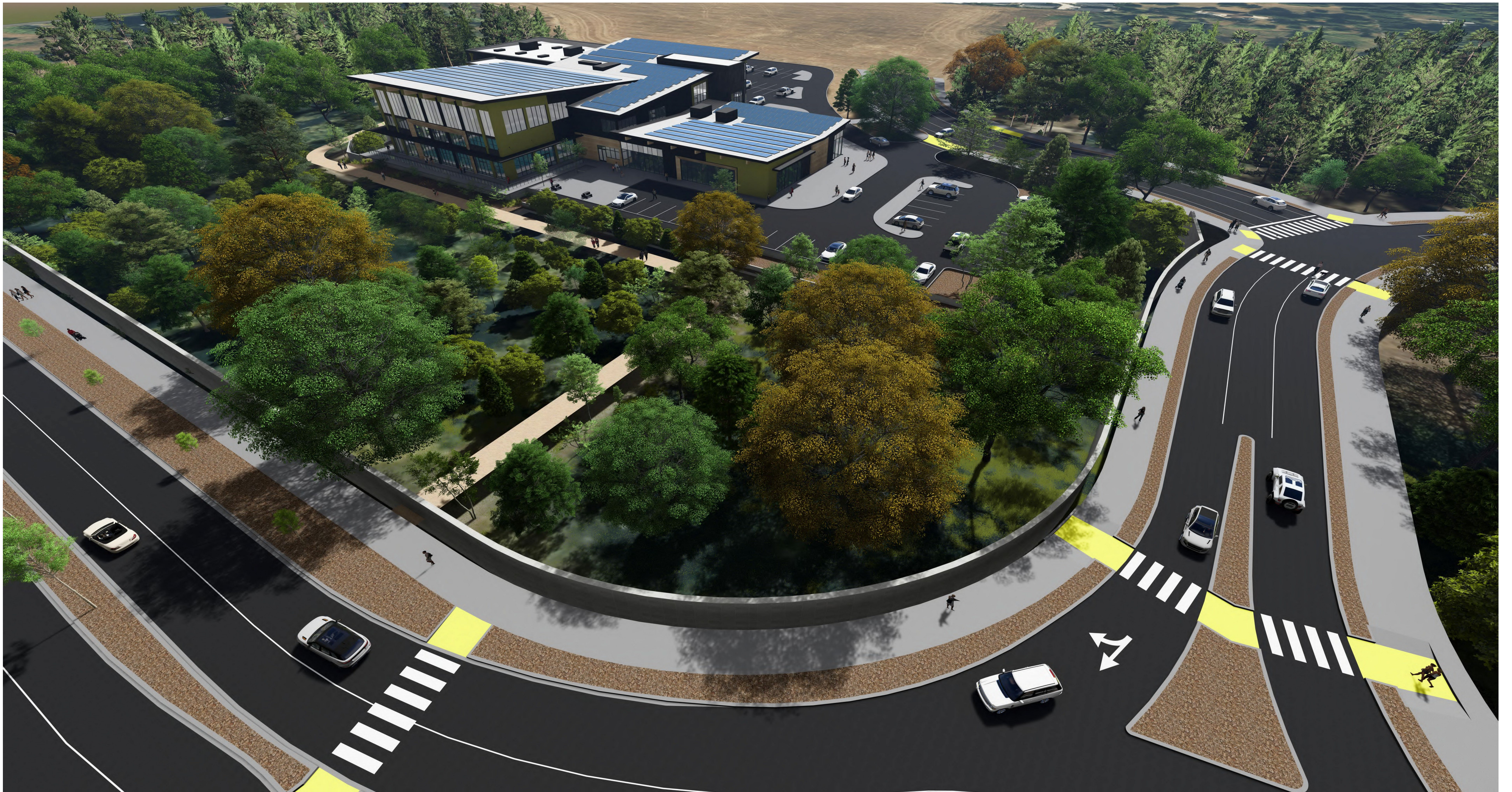
2024 – Design Modifications

- \$30,000,000 TTL hard costs
- Build similar center to what community and Council saw in January 2022
- Deliver project features identified as necessary in feasibility study
- Create 2 legally separate – but functionally seamless – assets such that the YMCA could keep to approximately \$20M threshold for recreation center, with City paying \$10M for community center





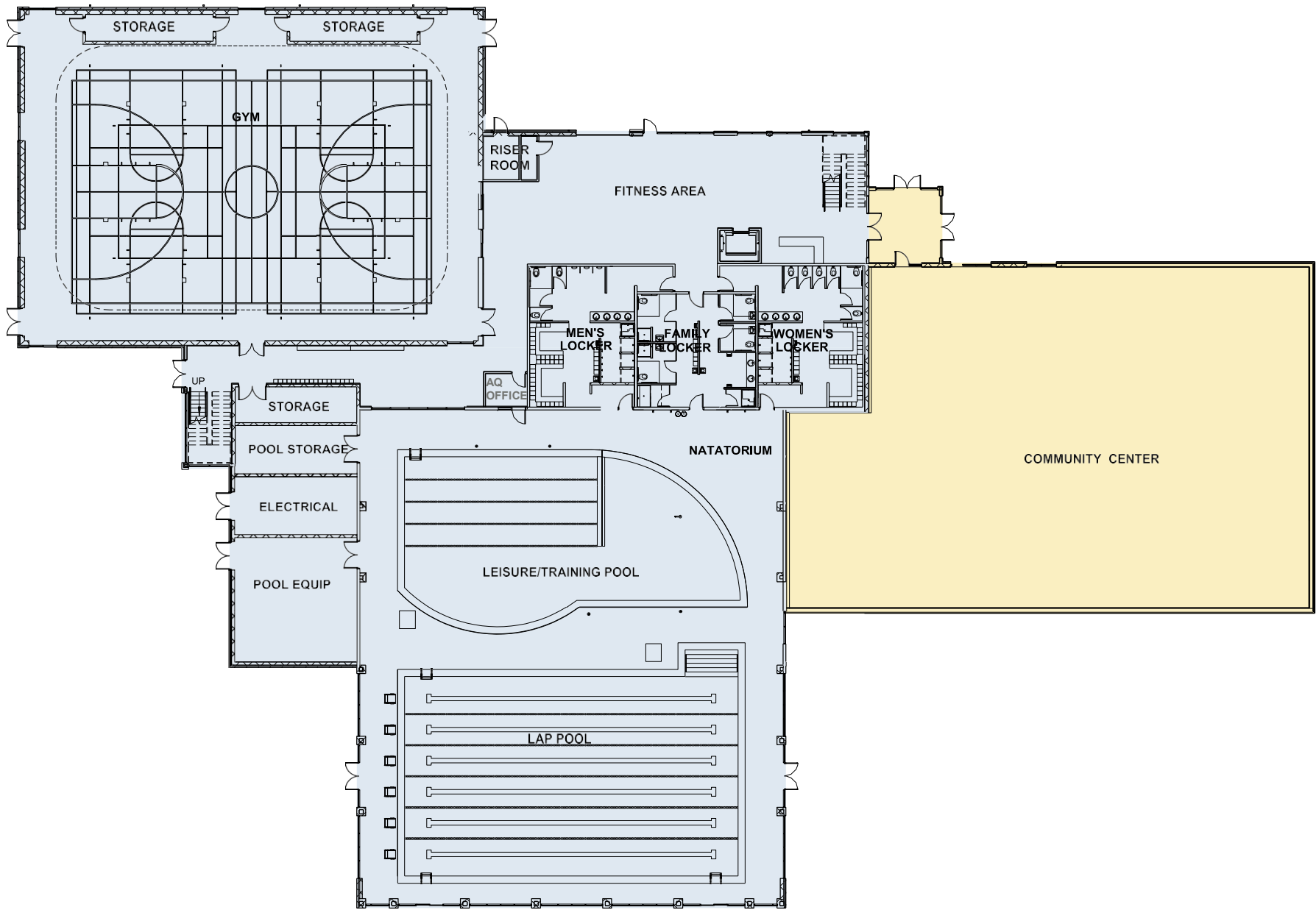




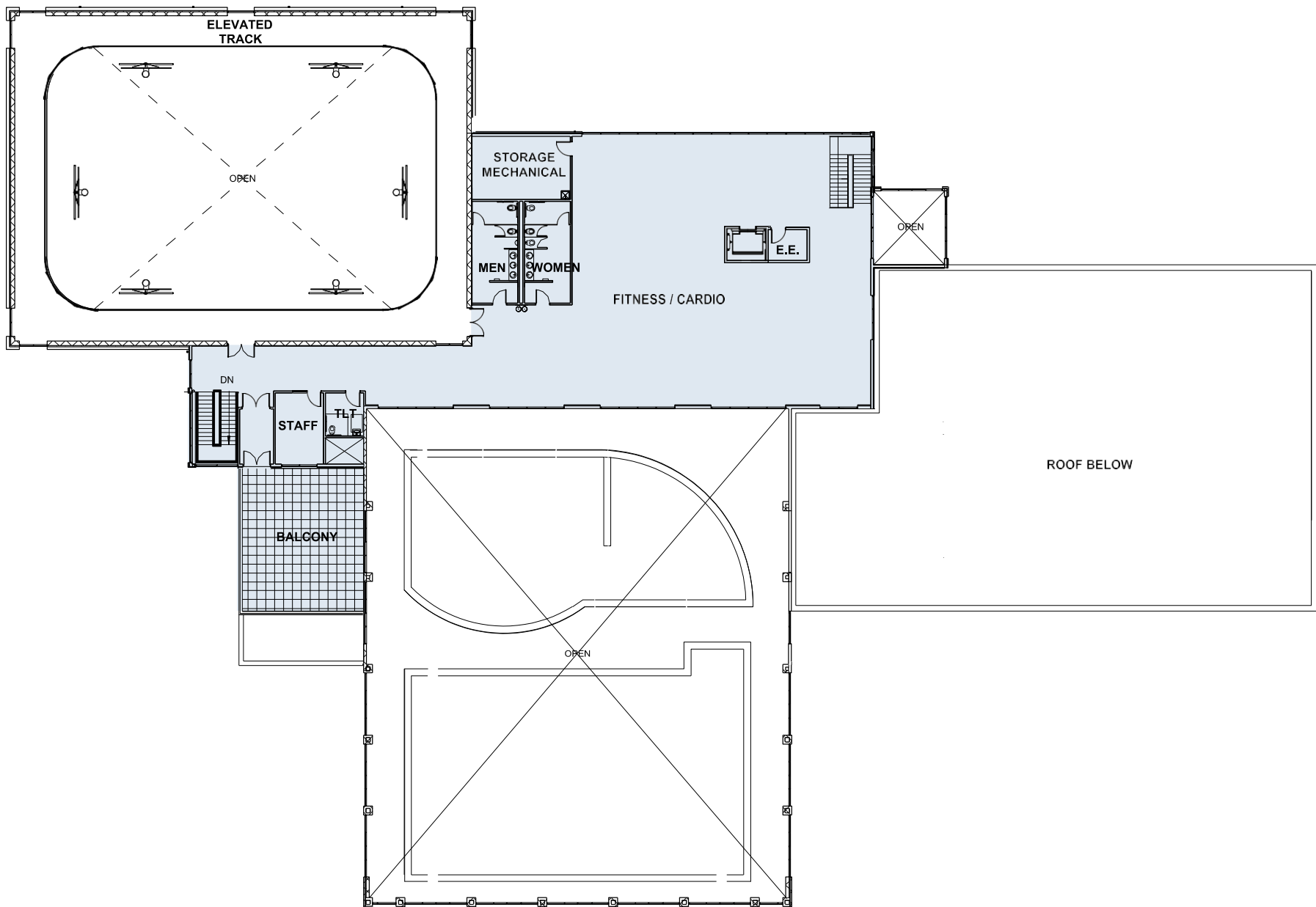


RIDGEFIELD RECREATION CENTER

MARCH 2024



FIRST FLOOR PLAN
NOT TO SCALE



SECOND FLOOR PLAN
NOT TO SCALE

RECREATION CENTER (Approximate Square Footage)	
TOTAL (2 STORY):	34,500 SQ. FT.
COMMUNITY CENTER (Approximate Square Footage)	
SINGLE STORY:	8,500 SQ. FT.
TOTAL BUILDING:	43,000 SQ. FT.
CONSTRUCTION COST OPINION:	\$30,100,000



Total Construction Cost	\$35Million
Hard Cost	\$30 Million
Soft Cost	\$2-3 Million
Contingency	\$2 Million

Total City Funding Ask	\$10 - 12 Million
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Total YMCA Funding Ask	\$20-23 Million
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Financial Breakdown - Operations

	Revenue	Operations	Net Op Income	Debt Service	Net Profit
Year 1 [4,200 Units]	\$4.49 Million	\$2 Million	\$2.4 Million	\$2.4 Million	\$10k
Year 2 [4,494 Units]	\$4.80 Million	\$2.2 Million	\$2.6 Million	\$2.4 Million	\$23k
Year 3 [4,809 Units]	\$5.1 Million	\$2.3 Million	\$2.8 Million	\$2.4 Million	\$40k
Year 4 [5,145 Units]	\$5.5 Million	\$2.5 Million	\$2.9 Million	\$2.4 Million	\$55k
Year 5 [5,505 Units]	\$5.8 Million	\$2.7 Million	\$3.1 Million	\$2.4 Million	\$75k





Next Steps

Next Steps

- Need City Council authority to proceed with the following steps:
 - Engage with Bluerock Ventures (Dirges Patel) and YMCA to create a MOU
 - Determine structure for partnership:
 - Private developer builds facility, City purchases community center prior to construction, YMCA:
 - Purchases recreation center prior to occupancy
 - Purchases recreation center after occupancy, managing facility in meantime
 - Manages entire facility
 - Finalize building and site design – Determine community center features
 - Begin permitting processes
 - Work with the YMCA to assist in kicking off capital campaign
 - Begin putting together finance package for \$10 million City community center purchase



PROJECT TIMELINE

Summer 2024
Launch YMCA Capital Campaign



Fall 2024
MOU Between the Parties

Summer 2024
Finalize Building/Site Design
and Submit Permit Applications

Spring 2025
Finalize City Funding



January 2025
Permit-Ready

End of Year 2025
Finalize YMCA Funding

Spring 2025
Break Ground

Summer 2026
16-month Build; Open Doors



YMCA Capital Campaign Timeline

April 2024 - Develop calendar; create collateral material; develop marketing strategies; secure campaign counsel (volunteer); approve Campaign Steering Committee; recruit/secure Committee Chair; recruit 5-6 volunteer committee members

May 2024 - Develop timeline; confirm prospect list; print collateral materials; develop "ask" approach; identify government and foundation funding opportunities; develop "naming" opportunities; develop donor recognition strategy; present plan to Board of Directors; hold first Steering Committee meeting;

June 2024 - Launch campaign (individual asks) only at this point; launch marketing plan utilizing social media platforms, print, radio, and television mediums; launch stewardship (recognition) effort; develop monthly/quarterly newsletter; Present to Ridgefield City Council (yes/no??)

June 2024-August 2025 - Continue with individual asks; continue with marketing "blitz"; monthly Steering Committee meetings; submit grant requests to identified foundations and government funding sources; secure banking partner; City updates; prepare/plan Community aspect of Campaign (should raise last 10-15% of goal); work with city and Dirgesh on branding/naming on facility

September 2025 - Launch Community Campaign (goal to be determined); continue with individual asks; monthly Steering Committee meetings

December 2025 - Wrap-up Community Campaign; finish individual asks; CELEBRATE!!!!

Questions?





THANK YOU

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 28, 2024

AGENDA ITEM NAME: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

The City Council approves claims and/or payroll of the City on a regular basis

SUMMARY/BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor details attached

RECOMMENDED ACTION OR MOTION:

Approve the claims and/or payroll by making the following motion:

"I move to approve the consent agenda as presented"

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. March 28, 2024 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

March 28th, 2024

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ACCELA INC.	2779	INV-ACC59414	Genl Govt/Facilities	04.2024-04.2025 Accela CRM Platform	(52.00)
			Information Technology	04.2024-04.2025 Accela CRM Platform	6,639.69
ACCELA INC. Total					6,587.69
AETTA ARCHITECTS PC	3569	21001-34	Public Works	01.2024-02.2024 YMCA Site Plan	15,910.00
AETTA ARCHITECTS PC Total					15,910.00
AQUATIC INFORMATICS INC.	3337	107980	Genl Govt/Facilities	02.2024 Web Tests	(0.44)
			Public Works	02.2024 Web Tests	5.44
		107942	Genl Govt/Facilities	01.2024 Web Tests	(0.09)
			Public Works	01.2024 Web Tests	1.09
AQUATIC INFORMATICS INC. Total					6.00
ASHLEY HUNTER	4009	4009-20240328	Genl Govt/Facilities	Damaged Tires & Wheel Repair	981.56
ASHLEY HUNTER Total					981.56
Aufill Hugh	UB*00985	(blank)	Genl Govt/Facilities	Refund Check 014795-000 7035 S Ridge Way	75.82
Aufill Hugh Total					75.82
BLUEFIN PAYMENT SYSTEMS - EPAY	2827	2827-202402A	Public Works	02.2024 Customer Web Payments	1,110.49
		2827-202402B	Public Works	02.2024 Customer Web Payments	21.90
BLUEFIN PAYMENT SYSTEMS - EPAY Total					1,132.39
BRITTANI FREIMUTH	3418	3418-20240329	Human Resources	Health Worksite Summit Mileage - Freimuth	229.14
		3418-20240315	Human Resources	Health Worksite Summit Meals - Freimuth	108.00
BRITTANI FREIMUTH Total					337.14
CFM STRATEGIC COMMUNICATIONS INC.	2551	27971	Genl Govt/Facilities	02.2024 Lobbyist	5,200.00
CFM STRATEGIC COMMUNICATIONS INC. Total					5,200.00
CINTAS FIRE PROTECTION	2520	0F80541668	Public Safety	2024 Fire Extinguisher Inspection & Maint. - PD	553.67
CINTAS FIRE PROTECTION Total					553.67
CITY OF BATTLE GROUND	92	INV00462	Judicial	02.2024 Court Costs / Public Defender	25,500.25
CITY OF BATTLE GROUND Total					25,500.25
CITY OF RIDGEFIELD WATER & STORM - EPAY	96	009272-000-0224	Public Works	1308 N Heron Dr Hayden Park - Storm	24.80
		005804-000-0224	Public Works	535 N Abrams Park Rd - Storm	24.80
				535 N Abrams Park Rd - Water	50.34
		009787-009-0224	Genl Govt/Facilities	487 S 56th Pl. - Storm	50.00
				487 S 56th Pl. - Water	7.48
			Public Works	487 S 56th Pl. - Storm	814.10
				487 S 56th Pl. - Water	121.78
			Community Development	487 S 56th Pl. - Storm	103.10
				487 S 56th Pl. - Water	15.42
		010821-000-0224	Public Works	Water Tower (Cemetery)	74.40
		005811-000-0224	Public Works	Abrams Park Kitchen - Storm	571.14
		005815-000-0224	Genl Govt/Facilities	109 W Division WWTP-Storm / CRWWD Portion	520.80
				109 W Division - WWTP - Water/ CRWWD Portion	122.45
			Public Works	109 W Division WWTP-Storm	520.80
				109 W Division - WWTP - Water	122.45
		009787-015-0224	Public Works	IRR S Royle Rd & Wells Dr	61.78
		005032-000-0224	Genl Govt/Facilities	101 S Main - Water	64.36
				101 S Main -Storm	24.80

City of Ridgefield

Claims Payment Report

For Approval on:

March 28th, 2024

CITY OF RIDGEFIELD WATER & STORM - EPAY	96	010889-000-0224	Public Works	Junction Well & Reservoir	173.60
		006398-000-0224	Public Safety	116 N Main Ave PD - Water	50.95
				116 N Main Ave PD - Storm	99.20
		008428-000-0224	Public Works	Cedar Ridge Park - Storm	24.80
		009787-005-0224	Public Works	Park & Ride Lot	272.80
		009787-011-0224	Public Works	IRR Horns Corner Park - Storm	24.80
		007097-000-0224	Public Works	2311 N 5th Way Crow's Nest Park - Storm	49.60
		009787-016-0224	Public Works	IRR S 56th Pl (Temporary) CRWWD Sewer Mitigation Project	180.00
		006404-000-0224	Genl Govt/Facilities	230 Pioneer St City Hall - Water	131.27
				230 Pioneer St City Hall - Storm	173.60
		005807-000-0224	Public Works	Abrams Park Restrooms - Water	108.56
				Abrams Park Restrooms - Storm	24.80
		006405-000-0224	Public Works	119 N 3rd Ave Community Park - Storm	49.60
		009787-007-0224	Public Works	1101 S Hillhurst Rd - Storm	24.80
		005812-001-0224	Public Works	Abrams Park Chlorine Injector - Storm	24.80
		009787-012-0224	Public Works	IRR SW Corner of Roundabout Union Ridge Pkwy	410.75
		009787-014-0224	Public Works	8004 S 5th St	24.80
		007183-000-0224	Public Works	618 Lark Dr Lark Park - Storm	24.80
		006419-000-0224	Public Works	301 N 3rd Ave CDD - Storm	49.60
CITY OF RIDGEFIELD WATER & STORM - EPAY Total					5,217.93
CLARK COUNTY	102	CI061711	Public Safety	2024 WACIC/NCIC Support Services	14,460.12
		CI061716	Public Safety	2024 Property & Evidence Handling/Storage	7,900.00
CLARK COUNTY Total					22,360.12
CLARK COUNTY FIRE DISTRICT #5	104	11060	Public Works	Confined Space Entry Initial	200.00
CLARK COUNTY FIRE DISTRICT #5 Total					200.00
CLARK COUNTY PUBLIC HEALTH	3137	IN0785429	Public Works	Overlook Park Splash Pad - Water Feature Permit	332.00
CLARK COUNTY PUBLIC HEALTH Total					332.00
CLARK COUNTY TREASURERS OFFICE	554	SIF202402	Genl Govt/Facilities	School Impact Fees	438,880.00
CLARK COUNTY TREASURERS OFFICE Total					438,880.00
CLARK PUBLIC UTILITIES - EPAY	110	7559-485-202402	Genl Govt/Facilities	487 S 56th Pl.	88.21
				230 Pioneer St.	196.27
			Public Safety	101 Mill St Ste B - Police Station	311.51
				116 N Main Avenue	44.05
			Public Works	487 S 56th Pl.	1,158.51
				337 S Royal Rd.	192.03
				Traffic Signal - Hillhurst/Royal Rd.	58.66
				109 W Division St - Electricity	49.35
				N 35th Ave and Pioneer St	72.86
				101 S Main Ave	104.33
				400 N Abrams Park Rd	1,390.74
				800 NE 264 St Intertie 1 - Water	607.17
				2300 N 3rd Way Bellwood Trail Lights	40.79
				301 N 3rd Ave	212.59
				512 N Allen Dr - Electricity	26.74
				Municipal Lighting Lease	9,547.64
				Overlook Park - Electricity	108.61
				3701 N 3rd Cir - Electricity	26.99
				N Abrams Park/E Division	166.89

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CLARK PUBLIC UTILITIES - EPAY	110	7559-485-202402	Public Works	255 S 56th Pl - Electricity	2,329.81	
				1504 NW Intertie 3 - Water	694.30	
				535 N Abrams Park Rd.	18.52	
				Pioneer St. & Gee Creek Loop - Electricity	27.16	
				911 N 65th Ave Intertie 2 - Water	99.38	
				SR/Pioneer St & S 56 PL	158.07	
				City Park/Water Well	3,814.59	
				N 1st Cir & N 65th Ave - Park & Ride	72.29	
				214 S Riverview Dr	99.63	
				SR/Pioneer ST & S 65 AVE	70.66	
				Community Development	487 S 56th Pl.	184.59
				Public Works	487 S 56th Pl.	29.06
CLARK PUBLIC UTILITIES - EPAY Total					22,002.00	
CLARK REGIONAL WASTEWATER DISTRICT - EPAY	741	0741-202402	Genl Govt/Facilities	02.2024 487 S 56th Pl - Sewer	3.93	
				02.2024 109 W Division WWTP - CRWWD Portion - Sewer	76.30	
				02.2024 230 Pioneer St City Hall - Sewer	117.89	
			Public Safety	02.2024 116 N Main Ave PD - Sewer	53.26	
				02.2024 487 S 56th Pl - Sewer	32.67	
			Public Works	487 S 56th Pl - Sewer	30.40	
				02.2024 109 W Division WWTP - Sewer	76.29	
				Abrams Park Concessions Sewer	43.68	
				02.2024 101 S Main Ave - Overlook Park	53.26	
				Abrams Park Restrooms - Sewer	86.17	
				02.2024 255 S 56th Pl Well & Reservoir - Sewer	38.90	
				Abrams Park Kitchen - Sewer	48.47	
				Community Development	02.2024 487 S 56th Pl - Sewer	8.11
				Public Works	02.2024 487 S 56th Pl - Sewer	0.89
			CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total			
Cole Timothy	UB*00986	(blank)	Genl Govt/Facilities	Refund Check 013384-000 7126 S Ridge Way	25.00	
Cole Timothy Total					25.00	
COLIN TRIBER	3985	3985-20240315	Public Safety	CJTC Southwest Campus Meals - Triber	518.00	
COLIN TRIBER Total					518.00	
COLIN TRIBER	3985	3985-20240328B	Public Safety	2013 Ford Taurus Fuel Reimb. - Triber	44.78	
		3985-20240328A	Public Safety	02.2024 Police Academy Mileage - Triber	1,945.68	
COLIN TRIBER Total					1,990.46	
COLUMBIAN PUBLISHING	116	46370	Community Development	Food Cart Code Updates	68.40	
		46174	Genl Govt/Facilities	RSD Park Laundry Site Cleanup	528.00	
				RSD General Obligation Bonds	45.00	
		46411	Public Works	Pioneer Widening Construction Mgmt	475.20	
		46277	Community Development	Code Reinforcement Title 20	52.20	
		46166	Community Development	Food Carts Code	70.20	
COLUMBIAN PUBLISHING Total					1,239.00	
COMCAST - EPAY	2271	2271-202403	Genl Govt/Facilities	02.2024 PW Ops Internet Services	10.40	
				02.2024 City Hall Communications	475.66	
				02.2024 PW Ops Center Communications	13.70	
				02.2024 RACC Internet	65.34	
			Public Safety	02.2024 Police Department Communications	71.43	
				02.2024 Police Department Communications - Credit	(71.43)	

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COMCAST - EPAY	2271	2271-202403	Public Works	02.2024 PW Ops Internet Services	168.95	
				02.2024 PW Ops Center Communications	223.25	
				Community Development	02.2024 PW Ops Internet Services	21.44
					02.2024 PW Ops Center Communications	28.29
					02.2024 RACC Internet	135.46
COMCAST - EPAY Total					1,142.49	
COMCAST BUSINESS - EPAY	1666	196420143	Genl Govt/Facilities	03.2024 Communications - 487 S 56th Pl.	100.43	
			Public Works	03.2024 Communications - 487 S 56th Pl.	1,634.84	
			Community Development	03.2024 Communications - 487 S 56th Pl.	207.27	
			196420149	Public Safety	03.2024 Communications - 101 Mill St.	911.23
COMCAST BUSINESS - EPAY Total					2,853.77	
CONSOR NORTH AMERICA INC.	3949	C232644WA.00-6	Public Works	02.2024 S Royle S 15th to S 5th - Construction Mgmt	39,454.37	
CONSOR NORTH AMERICA INC. Total					39,454.37	
DEPARTMENT OF LICENSING - EPAY	154	RG0001598-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001596-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001595-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001601-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001597-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001593-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001600-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001599-2024	Genl Govt/Facilities	CPL Fees	18.00	
		RG0001594-2024	Genl Govt/Facilities	CPL Fees	21.00	
DEPARTMENT OF LICENSING - EPAY Total					165.00	
DLT SOLUTIONS LLC	3903	SI644789	Information Technology	05.2024-04.2024 AutoCAD Subscription - Lead Eng. & Eng. Tech	3,801.22	
DLT SOLUTIONS LLC Total					3,801.22	
FERGUSON ENTERPRISES INC # 8423	181	1250211	Genl Govt/Facilities	PWUTIL Brass Nipples	(0.19)	
			Public Works	PWUTIL Brass Nipples	103.91	
FERGUSON ENTERPRISES INC # 8423 Total					103.72	
FISCHER ANALYTICS LLC	4002	503163894	Genl Govt/Facilities	Business License Refund 503163894	50.00	
FISCHER ANALYTICS LLC Total					50.00	
GRAYLING ENGINEERS PLLC	3877	993	Public Works	02.2024 Water Main Replacement - Pioneer to Shorbert	4,705.00	
GRAYLING ENGINEERS PLLC Total					4,705.00	
HD SUPPLY INC.	3886	INV00288760	Public Works	VFIT Harness - Sampson	455.40	
		INV00292789	Public Works	PWSTW Catch Basin Insert Oil & Sediment	314.69	
		INV00289275	Public Works	Rain Jackets & Pants - K. Johnson & J. Strickler	706.99	
HD SUPPLY INC. Total					1,477.08	
HOME DEPOT VISA - EPAY	1805	4973799	Genl Govt/Facilities	DeWalt Batteries - PWFAC	79.62	
				Litter Pickers - PWFAC	7.99	
			Public Works	Snow Chain Storage	65.09	
				DeWalt Batteries - PWFAC	569.32	
				Litter Pickers - PWFAC	57.13	
				Moss Treatment - Trails	65.12	
HOME DEPOT VISA - EPAY Total					844.27	
HONEY BUCKETS	223	554039195	Genl Govt/Facilities	03.05.24-04.01.24 PW Shop Port-A-Potty	61.69	
			Public Works	03.05.24-04.01.24 PW Shop Port-A-Potty	987.31	
HONEY BUCKETS Total					1,049.00	
INTOXIMETERS INC.	2904	755847	Public Safety	Breathalyzer Repair	294.04	
INTOXIMETERS INC. Total					294.04	

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J2 BLUE PRINT SUPPLY	243	AR149842	Genl Govt/Facilities	2024 State of the City Signage	117.40
J2 BLUE PRINT SUPPLY Total					117.40
JANEAN Z PARKER	2199	228	Public Works	02.2024 Legal Services	1,375.00
			Community Development	02.2024 Legal Services	687.50
			Legal	02.2024 Legal Services	7,543.75
JANEAN Z PARKER Total					9,606.25
JEFFREY ALLAN BISSETT	4007	201401	Genl Govt/Facilities	2024 F2T Musical Entertainment - Deposit	650.00
JEFFREY ALLAN BISSETT Total					650.00
JOHN AND HANNAH BOYSE	2439	2439-20240328	Public Works	2024 Installment Boyse Property Purchase Parcel 986055461	250,000.00
JOHN AND HANNAH BOYSE Total					250,000.00
KEARNEY-NATIONAL INC.	3477	IN0000133510	Public Works	3 Cobra Head Street Light Poles and Bolts	15,670.00
KEARNEY-NATIONAL INC. Total					15,670.00
KIRK JOHNSON	1716	1716	Finance	01.2024-02.2024 Mileage Reimb. - K. Johnson	155.31
KIRK JOHNSON Total					155.31
LES SCHWAB GROUP HOLDINGS LLC	4006	43700005048	Public Works	PWSTW 2013 Ford F150 48619D - Tires	2,150.60
LES SCHWAB GROUP HOLDINGS LLC Total					2,150.60
MEGAN DEMOSS	3480	3480-20240328	Administration	02.2024-03.2024 Mileage Reimb. - DeMoss	36.31
MEGAN DEMOSS Total					36.31
MINERT AND ASSOCIATES INC.	981	330549	Genl Govt/Facilities	02.2024 DOT Drug Tests	14.50
			Public Works	02.2024 DOT Drug Tests	120.50
MINERT AND ASSOCIATES INC. Total					135.00
MJB CONSULTING INC	3117	2246	Genl Govt/Facilities	03.2024 State Lobbyist	2,750.00
MJB CONSULTING INC Total					2,750.00
MODERN RESERCH SYSTEMS LLC	4005	503390271	Genl Govt/Facilities	Business License Refund 503390271	50.00
MODERN RESERCH SYSTEMS LLC Total					50.00
MOTION & FLOW CONTROL PRODUCTS INC	2723	9032306	Public Works	PWUTIL 100Psi Bar	46.23
MOTION & FLOW CONTROL PRODUCTS INC Total					46.23
NAPA AUTO PARTS	498	412833	Public Works	PWSTW Cleaner & Wax	75.06
NAPA AUTO PARTS Total					75.06
NICHOLAS JOHNSON	3443	3443-20240328	Genl Govt/Facilities	CDL Renewal Reimbursement - N. Johnson	10.20
			Public Works	CDL Renewal Reimbursement - N. Johnson	91.80
NICHOLAS JOHNSON Total					102.00
NORTHWEST NATURAL GAS - EPAY	315	0315-202402	Genl Govt/Facilities	487 S 56th PW Ops #B - Natural Gas	256.98
				02.2024 487 S 56th PW Ops #A - Natural Gas	2.79
				02.2024 109 Division PW Shop - Natural Gas	73.06
				02.2024 230 Pioneer St City Hall - Natural Gas	374.29
			Public Safety	02.2024 101 Mill St Police Department - Natural Gas	274.08
				02.2024 116 N Main Police Department - Natural Gas	121.74
			Public Works	487 S 56th PW Ops #B - Natural Gas	4,054.27
				02.2024 487 S 56th PW Ops #A - Natural Gas	44.78
				02.2024 109 Division PW Shop - Natural Gas	1,152.69
			Community Development	02.2024 487 S 56th PW Ops #A - Natural Gas	5.75
			Public Works	487 S 56th PW Ops #B - Natural Gas	66.54
				02.2024 487 S 56th PW Ops #A - Natural Gas	0.63
				02.2024 109 Division PW Shop - Natural Gas	18.92
NORTHWEST NATURAL GAS - EPAY Total					6,446.52
OFFICE OF MINORITY/WOMEN	322	30314650	Genl Govt/Facilities	07.2023-06.2025 Political Subdivision Fee	991.75
OFFICE OF MINORITY/WOMEN Total					991.75

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ONE CALL CONCEPTS	326	4029102	Public Works	02.2024 Excavation Notification/Modern Ticket Delivery	190.28
ONE CALL CONCEPTS Total					190.28
OTAK INC.	1787	22400519	Community Development	02.2024 Commercial Project Management	2,370.00
OTAK INC. Total					2,370.00
PACIFIC OFFICE AUTOMATION - LEASE	1564	82217198	Genl Govt/Facilities	04.2024 Copier Lease - PW Ops	24.90
			Public Works	04.2024 Copier Lease - PW Ops	406.06
			Community Development	04.2024 Copier Lease - PW Ops	51.48
		82206149	Genl Govt/Facilities	PW Ops Copier Property Tax	4.87
			Public Works	PW Ops Copier Property Tax	79.48
			Community Development	PW Ops Copier Property Tax	10.08
		82149598	Genl Govt/Facilities	03.2024 Copier Lease - CH	607.54
				03.2024 Copier Lease - RACC	159.88
			Public Safety	03.2024 Copier Lease - PD	562.47
			Public Works	03.2024 Copier Lease - PWUTIL	42.10
			Community Development	03.2024 Copier Lease - RACC	447.66
PACIFIC OFFICE AUTOMATION - LEASE Total					2,396.52
Pahlisch Homes at Sanderling Park	UB*00983	(blank)	Genl Govt/Facilities	Refund Check 015383-017 3616 S Arwana Ln	78.04
Pahlisch Homes at Sanderling Park Total					78.04
PATRICK HILDRETH BRAND AND DESIGN	2372	2769	Genl Govt/Facilities	02.2024 Dragon Boat Logo	337.50
				02.2024 Events Headers	262.50
PATRICK HILDRETH BRAND AND DESIGN Total					600.00
PORTLAND ENGINEERING INC	2082	12318	Public Works	02.2024 AB006 Ridgefield Services 2024	190.23
PORTLAND ENGINEERING INC Total					190.23
PURCOR PEST SOLUTIONS OF WASHINGTON LLC	3606	11371473	Genl Govt/Facilities	03.2024 Pest Control - PW	9.65
			Public Works	03.2024 Pest Control - PW	157.46
			Community Development	03.2024 Pest Control - PW	19.96
		11371472	Genl Govt/Facilities	03.2024 Pest Control - CH	149.41
		11370493	Genl Govt/Facilities	03.2024 Pest Control - 109 Division	134.23
PURCOR PEST SOLUTIONS OF WASHINGTON LLC Total					470.71
RIDGEFIELD HARDWARE	376	0376-202402	Genl Govt/Facilities	02.2024 Operational Supplies & Vehicle Maint.	20.27
			Public Safety	02.2024 Operational Supplies & Vehicle Maint.	4.55
			Public Works	02.2024 Operational Supplies & Vehicle Maint.	824.22
RIDGEFIELD HARDWARE Total					849.04
SAWYER PADDLES AND OARS LLC	4003	22776	Genl Govt/Facilities	4003 - Dragon Boat Paddles - 50% Deposit	1,508.07
SAWYER PADDLES AND OARS LLC Total					1,508.07
SEATTLE DAILY JOURNAL OF COMMERCE	3980	3397551	Public Works	Pioneer Widening P21005-2	963.90
SEATTLE DAILY JOURNAL OF COMMERCE Total					963.90
SOLID WASTE SYSTEMS INC.	3826	0166751-IN	Genl Govt/Facilities	Vactor Truck Toggle Switch	69.99
			Public Works	Vactor Truck Toggle Switch	279.97
		0166878-IN	Public Works	Sweeper Operator Valve	225.61
SOLID WASTE SYSTEMS INC. Total					575.57
SPRINGBROOK - GROUP EPAY	3544	240321926	Public Works	02.2024 UB Web Payments	149.59
SPRINGBROOK - GROUP EPAY Total					149.59
SPRINGBROOK SOFTWARE LLC	3444	INV-016336	Public Works	05.05.2024-05.04.2025 Springbrook Financial Software Annual Subs	6,660.93
			Information Technology	05.05.2024-05.04.2025 Springbrook Financial Software Annual Subs	27,106.89
SPRINGBROOK SOFTWARE LLC Total					33,767.82
STATE OF WA DEPARTMENT OF REVENUE - EPAY	156	0-038-931-060	Genl Govt/Facilities	02.2024 B&O and Excise Tax	(3,298.29)
			Public Works	02.2024 B&O and Excise Tax	5,716.34

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STATE OF WA DEPARTMENT OF REVENUE - EPAY Total					2,418.05
THE MASTERS TOUCH LLC	1786	90025	Public Works	02.2024 UB Statements	1,042.92
		90096	Public Works	02.2024 UB Final Billings	87.43
		P90096	Public Works	02.2024 UB Final Bills - Postage	23.68
		P90025	Public Works	02.2024 UB Statements - Postage	1,876.10
THE MASTERS TOUCH LLC Total					3,030.13
THE PARR COMPANY	964	26687956	Public Works	Greely Farms Park Axis Exterior Screws	58.58
		26688369	Public Works	Street Signs Concrete Mix	21.73
		26688377	Public Works	Street Signs Concrete Mix	(16.85)
THE PARR COMPANY Total					63.46
TOWNZEN & ASSOCIATES INC.	3450	24-028	Community Development	02.2024 Building Plan Reviews	31,169.27
TOWNZEN & ASSOCIATES INC. Total					31,169.27
UNIFIRST CORPORATION	3904	2240081185	Genl Govt/Facilities	03.05.2024 Floor Mats - RACC	3.41
			Community Development	03.05.2024 Floor Mats - RACC	7.08
		2240083414	Genl Govt/Facilities	03.12.2024 PW Ops Floor Mats	2.73
				03.12.2024 PWFAC Uniforms	11.91
			Public Works	03.12.2024 PW Ops Floor Mats	43.89
				03.12.2024 PWFAC Uniforms	85.15
				03.15.2024 PW Ops Floor Mats	0.62
				03.12.2024 PWSTW Uniforms	58.50
				03.12.2024 PWUTIL Uniforms	41.39
			Community Development	03.12.2024 PW Ops Floor Mats	5.64
		2240081188	Genl Govt/Facilities	03.05.2024 PW Ops Floor Mats	2.73
				03.05.2024 PWFAC Uniforms	11.91
			Public Works	03.05.2024 PWUTIL Uniforms	40.30
				03.05.2024 PW Ops Floor Mats	44.52
				03.05.2024 PWFAC Uniforms	85.14
				03.05.2024 PWSTW Uniforms	58.50
			Community Development	03.05.2024 PW Ops Floor Mats	5.64
		2240081186	Genl Govt/Facilities	03.05.2024 Floor Mats - CH	16.46
		2240081187	Public Safety	03.05.2024 Floor mats - PD	39.52
		2240083413	Public Safety	03.12.2024 Floor Mats - PD	39.52
		2240083412	Genl Govt/Facilities	03.12.2024 Floor Mats - CH	16.46
		2240083411	Genl Govt/Facilities	03.12.2024 Floor Mats - RACC	3.41
			Community Development	03.12.2024 Floor Mats - RACC	7.08
UNIFIRST CORPORATION Total					631.51
VAIRKKO TECHNOLOGIES LLC	3699	26316	Genl Govt/Facilities	03.2024 PD Scheduling Software	(12.39)
			Public Safety	03.2024 PD Scheduling Software	154.79
VAIRKKO TECHNOLOGIES LLC Total					142.40
VERIZON WIRELESS	452	9957816417	Genl Govt/Facilities	02.2024 PW iPad and Cellphones	33.92
				02.2024 General iPad and Cellphones	44.45
			Public Safety	02.2024 PD iPad and Cellphones	711.21
			Public Works	02.2024 PW iPad and Cellphones	543.94
			Community Development	02.2024 CDD iPad and Cellphones	266.70
			Finance	02.2024 Finance iPad and Cellphones	44.45
			Council	02.2024 Council iPad and Cellphones	488.95
			Executive	02.2024 Executive iPad and Cellphones	44.45
			Administration	02.2024 Admin iPad and Cellphones	266.70

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VERIZON WIRELESS	452	9957816419	Genl Govt/Facilities	02.2024 PW iPad and Cellphones	80.64
				02.2024 General iPad and Cellphones	129.44
			Public Safety	02.2024 PD iPad and Cellphones	603.77
			Public Works	02.2024 PW iPad and Cellphones	1,299.18
			Community Development	02.2024 CDD iPad and Cellphones	560.62
			Council	02.2024 Council iPad and Cellphones	43.14
			Administration	02.2024 Admin iPad and Cellphones	258.89
				02.2024 Hillhurst Pedestrian Crossing	145.17
VERIZON WIRELESS Total					5,565.62
WALLIS ENGINEERING PLLC	464	17367	Public Works	02.2024 Gee Creek Loop Improvements	6,355.21
WALLIS ENGINEERING PLLC Total					6,355.21
WALTER E. NELSON COMPANY	3553	1853475	Genl Govt/Facilities	PW Ops Janitorial Supplies	8.76
			Public Works	PW Ops Janitorial Supplies	142.71
			Community Development	PW Ops Janitorial Supplies	18.09
WALTER E. NELSON COMPANY Total					169.56
WELLS FARGO - EPAY	1681	202402-3035	Genl Govt/Facilities	Giles Amazon Kleenex - RACC	6.64
				Giles Amazon Floor Mats-New F150 Trucks-PWFAC	67.20
				Giles Amazon Copy Paper - PW Ops	15.17
				Giles Amazon HEPA Filters - PW Ops	3.54
				Giles Amazon Baseball Caps - PW Field Employees	18.26
				Giles Amazon Metal Clip Board - Embry	4.75
				Giles Amazon Wall File Organizer-PWFAC	8.00
				Giles Amazon Coffee-PW Ops	0.83
				Giles Amazon PW Shoe Chains	17.80
				Giles Amazon Sharpies/Highlighters/Flash Drives-PW Ops	3.74
				Giles Amazon Paper Clips-RACC	2.42
				Giles Amazon Rollerball Pens-PW Ops	1.98
				Giles Amazon Wall File Organizer - PW Ops	2.53
				Giles Amazon Water Filter/Coffee/Sponges-City Hall	70.41
				Giles Amazon 2022 F350 Replacement Light - PWFAC	25.30
				Giles Amazon First Aid Kit - PWFAC	4.80
				Giles Amazon Mouse Pad - Freimuth	10.86
				Giles Amazon Camera Bag & Fabric Steamer-General Use	98.15
				Giles Amazon Refunded Flash Drives - Lost Package	(81.48)
			Public Safety	Giles Amazon Tourniquets - PD	64.12
				Giles Amazon Medical Kits-PD	49.80
				Giles Amazon Copy Paper - PD	65.95
				Giles Amazon Name Plate - PD	9.77
				Giles Amazon Tourniquet Holder - PD	21.73
				Giles Amazon Tactical Key Holder - PD	8.69
				Giles Amazon Laminating Pouches - PD	78.06
				Giles Amazon Glock Grips-PD	43.46
				Giles Amazon Batteries - PD	65.20
				Giles Amazon Two Way Radio Case - PD	12.92
				Giles Amazon Small Safes-PD	342.35
			Public Works	Giles Amazon Floor Mats-New F150 Trucks-PWFAC	480.44
				Giles Amazon Copy Paper - PW Ops	247.03
				Giles Amazon HEPA Filters - PW Ops	57.62

City of Ridgefield

Claims Payment Report

For Approval on:

March 28th, 2024

WELLS FARGO - EPAY

1681

202402-3035

Public Works

Giles Amazon Baseball Caps - PW Field Employees	292.78
Giles Amazon Metal Clip Board - Embry	14.24
Giles Amazon Wall File Organizer-PWFAC	57.21
Giles Amazon Coffee-PW Ops	13.44
Giles Amazon PW Shoe Chains	285.40
Giles Amazon Sharpies/Highlighters/Flash Drives-PW Ops	60.94
Giles Amazon Rollerball Pens-PW Ops	32.25
Giles Amazon Pressure Washer Guns-STW/STREETS	143.46
Giles Amazon Wall File Organizer - PW Ops	41.15
Giles Amazon Desk Calendar - PWSTW	21.24
Giles Amazon 2022 F350 Replacement Light - PWFAC	180.93
Giles Amazon First Aid Kit - PWFAC	34.32
Giles Amazon Clock - PWSTW	10.82
Giles Amazon Screen Protector & Phone Case-Strickler	43.36
Giles Amazon Bird Spikes-Parks	217.38
Giles Amazon Trash Can Lids - Parks	221.70
Giles Amazon Door Hangers - UB	52.30
Giles Amazon Pressure Washer Repair Parts	271.74
Giles Amazon Kleenex - RACC	13.77
Giles Amazon Copy Paper - PW Ops	31.32
Giles Amazon HEPA Filters - PW Ops	7.30
Giles Amazon Mobil Printers-CDD	377.92
Giles Amazon Coffee-PW Ops	1.71
Giles Amazon Sharpies/Highlighters/Flash Drives-PW Ops	7.73
Giles Amazon Paper Clips-RACC	5.03
Giles Amazon Rollerball Pens-PW Ops	4.09
Giles Amazon Wall File Organizer - PW Ops	5.22
Giles Amazon Mouse Pad - CDD	7.60
Giles Amazon Water Pressure Test Gauges - CDD	78.45
Giles Amazon Battery Packs for Insp. Printers	215.22
Giles Amazon Returned Test Gauges-CDD	(34.77)
Giles Amazon Mouse/Mouse Pad/Mobile Printer/Battery Pack-CDD	319.57
Giles Washington Finance Off 2024 WFOA Membership Renewal-Giles	75.00
Giles Amazon Folding Wagon - FIN	107.60
Giles Amazon Plastic Portfolio - Council Meetings	21.73
Giles Amazon Mouse Pad & Keyboard Wrist Support-Allen	43.46
Stuart Mercato Ristorante Dinner w/Council/Legislators	599.55
Stuart Nest Mtg re:Ridgefield Waterfront Park Master Plan	22.19
Stuart Nest Mtg re:Development of Downtown Property	20.88
Stuart Supershuttle Potential Fraud - Transaction Disputed	197.43
Stuart Applebees Mtg w/Developer re: Ridgefield Proj.	21.63
Stuart Pizza Hut Potential Fraud - Transaction Disputed	131.24
Stuart Toms Watch Bar Meal mtg w/ City PW Capital Program Mgr	60.77
Stuart Papa Johns Potential Fraud - Transaction Disputed	142.59
Stuart Uber Trip Ground Transportation-DC Trip	100.00
Stuart Nest Mtg w/Councilors re:upcoming Issues/Agendas	80.92
Stuart Uber Trip Transportation-DC Trip	13.75
Stuart Now Wifi Pass Potential Fraud - Transaction Disputed	10.00

Community Development

Finance

Council

Administration

202402-7036

Council

Executive

City of Ridgefield

Claims Payment Report

For Approval on:

March 28th, 2024

WELLS FARGO - EPAY

1681

202402-7036

Executive

Stuart Uber Trip Ground Transportation Tip-DC Trip	14.99
Stuart Starbucks Mtg re:Commercial Dev re: Project Status	8.01
Stuart Alaska Air Baggage Fee-DC Trip	30.00
Stuart Pdx Airport Parking Airport Parking-DC Trip	120.00
Stuart Hampton Inn Lodging for AWC City Action Days	399.84
Stuart Columbian Monthly Subscription	9.99
Stuart Capitol Hill Hotel Lodging-DC Trip	993.47
Stuart Wifionboard Alaska Wifi-DC Trip	8.00
Stuart Ameripark Ilani Parking mtg w/City PW Capital Program Mgr	4.00
Stuart Nes Mtg w/Councilors re:upcoming Issues/Agendas	20.88
Stuart All About Burger Potential Fraud - Transaction Disputed	38.47
Stuart Bistro Bis Meal - DC Trip - Stuart & Council	143.26
202402-6189 Genl Govt/Facilities	
Public Works	
Community Development	
202402-4870 Public Safety	
Public Works	
Finance	
202402-5756 Genl Govt/Facilities	
Rubioromero Primo Water PW Ops Water Delivery Service	5.76
Rubioromero Amazon Web Services SALES TAX Web Audio Backup	(0.05)
Rubioromero Happy Car Wash SALES TAX Car Wash Subscption-PWUTI	(1.65)
Rubioromero Primo Water RACC Water Delivery Service	24.84
Rubioromero Mailchimp SALES TAX Social Media/Email Marketing Sof	(0.35)
Public Safety	
Public Works	
Community Development	
Information Technology	
Rubioromero Siptrunk PD Telephone Service	229.48
Rubioromero Primo Water PW Ops Water Delivery Service	95.25
Rubioromero Happy Car Wash Car Wash Subscption-PWUTIL	20.64
Rubioromero Primo Water PW Ops Water Delivery Service	11.76
Rubioromero Primo Water RACC Water Delivery Service	69.53
Rubioromero Adobe Inc Software-Communications Specialist II	59.77
Rubioromero Organimi Personal Annual Subscription Fee	125.00
Rubioromero Mailchimp Social Media/Email Marketing Software	42.66
Rubioromero Currency Conversion Fee Organimi Pass Through Fees	1.25
Rubioromero Dropbox File Sharing - Public Records	13.03
Rubioromero Zoom Meeting Platform	60.86
Rubioromero Spotify Usa CH Monthly Music	11.95
Rubioromero Amazon Web Services Web Audio Backup	0.64
202402-7051 Genl Govt/Facilities	
Human Resources	
Blehm Myfreebingocards SALES TAX Bingo Cards All Hands Mtg	(1.74)
Blehm Target All Hands-Bingo Prizes	28.86
Blehm Starbucks All Hands Meeting Coffee	65.22
Blehm SHRM Certification SHRM Training for Certification-Blehm	1,095.00
Blehm Currency Conversion Fee Bingo Cards Trans. Fee	0.20
Blehm Myfreebingocards Bingo Cards All Hands Mtg	21.74
Administration	
202402-0187 Genl Govt/Facilities	
Melroy Northside Ford Alternator-2020 Chevy 2500-N Johnson	34.01
Melroy Rhino Lining Of Vanc Bed liner coatings-PWFAC	158.57
Melroy Harbor Freight PW FAC Shop Supplies	34.06

City of Ridgefield

Claims Payment Report

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WELLS FARGO - EPAY

1681

202402-0187	Genl Govt/Facilities	Melroy Harbor Freight PW Shop Air Hose	10.85
		Melroy Harbor Freight PW Shop Supplies	3.70
		Melroy Northside Ford SALES TAX Alternator-2020Chevy2500-Johnson	(27.22)
	Public Works	Melroy Northside Ford Alternator-2020 Chevy 2500-N Johnson	306.04
		Melroy Rhino Lining Of Vanc Bed liner coatings-PWFAC	1,133.77
		Melroy Harbor Freight PW FAC Shop Supplies	243.49
		Melroy Harbor Freight PW Shop Air Hose	173.95
		Melroy Tractor Supply Parks Hose Fitting	11.95
		Melroy Harbor Freight PW Shop Supplies	59.31
		Melroy Tractor Supply Parks Pressure Washser Pump	134.76
		Melroy Tractor Supply Parks Trailer Repair	78.19
202402-1081	Public Works	Irwin Springbrook Activate 2024 Reg.-Schneider	850.25
	Finance	Irwin Springbrook Activate 2024 Reg.-Schneider	44.75
		Irwin Washington Finance Off WFOA BARS Training-Schneider	125.00
		Irwin Washington Finance Off WFOA BARS Training-Her	125.00
202402-0311	Genl Govt/Facilities	Freimuth 2024 APWA-WA Spring Conference Registration-Green	97.50
		Freimuth Cm Inspector Tr CM Inspector Training-Van Dyke	30.50
	Public Safety	Freimuth Best Western Plus FTO Training Hotel Stay-Coblentz	593.85
		Freimuth Fairfield InnWest Point Leadership Trng. Lodging-Gibson	754.75
	Public Works	Freimuth Comfort Inns Cross Connection Control Hotel Stay-Blake	463.06
		Freimuth Comfort Inn Cross Connection Control Hotel Stay-Zurcher	463.06
		Freimuth 2024 APWA-WA Spring Conference Registration-Green	357.50
		Freimuth Cm Inspector Tr CM Inspector Training-Van Dyke	518.50
	Community Development	Freimuth 2024 APWA-WA Spring Conference Registration-Green	195.00
		Freimuth Cm Inspector Tr CM Inspector Training-Van Dyke	61.00
		Freimuth Sww-icc.Org SWW-ICC Spring Seminar Reg-Alqatanani/Rashe	666.27
	Council	Freimuth Capitol Hill Hotel Lobbying in DC Hotel Stay-Aichele	671.34
		Freimuth Hampton Inn City Action Days Hotel Stay-Cole	377.52
		Freimuth Hampton Inn City Action Days Hotel Stay-Burkle	377.52
		Freimuth Hampton Inn City Action Days Hotel Stay-Chipman	377.52
		Freimuth Hampton Inn City Action Days Hotel Stay-Lindsay	377.52
		Freimuth Capitol Hill Hotel Lobbying in DC Hotel Stay-Lindsay	671.34
		Freimuth Hampton Inn City Action Days Hotel Stay-Aichele	377.52
		Freimuth Hampton Inn City Action Days Hotel Stay-Wells	377.52
202402-9437	Genl Govt/Facilities	Steele-Hoots Blue360 Media SALES TAX Law/Code Books	(13.27)
	Public Safety	Steele-Hoots MRSC MRSC Training-Legal Updates-Hoots/Bowerman	40.00
		Steele-Hoots USPS Certified Letter Postage	6.72
		Steele-Hoots Galls Uniform Name Plates	92.75
		Steele-Hoots Galls Serving Since Pin	36.14
		Steele-Hoots USPS Disclosure Mailing Postage	7.08
		Steele-Hoots USPS Background Investigation Postage	5.45
		Steele-Hoots Blue360 Media Law/Code Books	165.76
		Steele-Hoots TLO Transunion Background Investigations	81.53
202402-9102	Genl Govt/Facilities	Allen Customsigns SALES TAX Steve Sampson Office Nameplate	(1.39)
		Allen Customsigns SALES TAX Roundabout Committee Nameplates	(3.91)
	Public Works	Allen Customsigns Steve Sampson Office Nameplate	17.31
		Allen Customsigns Roundabout Committee Nameplates	43.60
	Human Resources	Allen Instacart All Hands Meeting	234.67

City of Ridgefield

Claims Payment Report

For Approval on:

March 28th, 2024

WELLS FARGO - EPAY	1681	202402-9102	Human Resources	Allen Instacart All Hands Refreshments	86.93
				Allen Costco By IC Wellness Snacks	1,088.78
			Administration	Allen Dol Diana Allen Notary License	40.00
		202402-7189	Genl Govt/Facilities	Sennett Sticker Mule 1Sat Events Magnets	318.49
			Administration	Sennett Lululemon Washington S Personal Purchase - Refunded	661.55
				Sennett Lululemon Washington S Personal Purchase - Refund	(661.50)
		202402-7069	Council	Ferriss Grtr Vanc Chamber 2024 Legislative Table Council	440.00
				Ferriss AWC Refund Mayor's Exchange-Lindsay	(125.00)
				Ferriss Paypal Columbian 2024 Eco. Forecast Breakfast-Cole	74.86
				Ferriss Paypal Columbian 2024 Eco.Frcst Breakfast-Burkle/Lindsay	224.58
			Executive	Ferriss Paypal Columbian 2024 Eco. Forecast Breakfast-Stuart	74.86
				Ferriss Grtr Vanc Chamber 2024 Legislative Table Stuart	60.00
		202402-0745	Public Safety	Doriot Washington Homicide Invest. Trng. - King	400.00
				Doriot Alien Gear Holsters Holster Attachement-Leon	68.26
				Doriot NAT Tact Off. Assoc. Membership Renewal-Doriot	35.00
				Doriot On The Spot Engraving DUI Recog. Handcuff Engraving	75.95
				Doriot Axon Taser Cartridges	285.45
		202402-4252	Genl Govt/Facilities	Blake Rosauers PW/ENG Kaizen Refreshments	0.93
			Public Works	Blake Rosauers PW/ENG Kaizen Refreshments	15.12
			Community Development	Blake Rosauers PW/ENG Kaizen Refreshments	1.92
		202402-0794	Administration	Knottnerus Training LLC Career Development Training - DeMoss	149.00
		202402-8375	Community Development	Curtis SWW-ICC SWW-ICC Membership-Curtis	30.00
		202402-6996	Genl Govt/Facilities	Demoss Ridgefield Floral Floral Arrangement-State of the City	81.53
			Administration	Demoss The Columbian Online Subscription-DeMoss	13.00
		202402-7002	Public Works	Thamert CWT Training Academy Online CESCL License Training	217.40
WELLS FARGO - EPAY Total					26,377.42
WESTERN UNITED CIVIL GROUP LLC	3743	23016-4-02	Public Works	02.2024 S Royle Rd 15th to 5th Way	322,981.19
WESTERN UNITED CIVIL GROUP LLC Total					322,981.19
WEX BANK - EPAY	3552	95444110	Genl Govt/Facilities	02.2024 PW Fuel	283.26
				02.2024 PW FAC Fuel Card	1.84
			Public Safety	02.2024 PD Fuel	2,484.28
			Public Works	02.2024 PW Fuel	4,542.34
				02.2024 PW FAC Fuel Card	13.16
			Community Development	02.2024 CDD Fuel	601.91
WEX BANK - EPAY Total					7,926.79
Wolverton Andrea	UB*00984	(blank)	Genl Govt/Facilities	Refund Check 015048-000 2531 S 10th Ct	73.66
Wolverton Andrea Total					73.66
Grand Total					1,345,655.68

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 28, 2024

AGENDA ITEM NAME: Approval of Minutes from the March 14, 2024 Meeting

GOVERNING LEGISLATION

N/A

PREVIOUS COUNCIL ACTION TAKEN:

N/A

SUMMARY/BACKGROUND:

Staff has prepared the minutes for Council consideration of adoption for the Council meeting(s).

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

Approve the minutes by making the following motion: 1. "I move to approve the consent agenda"

STAFF CONTACT:

ATTACHMENTS:

1. 03_14_2024



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
MARCH 14, 2024**

Regular Meeting - 5:00 PM

I. STUDY SESSION - 5:00 P.M.

1. Comprehensive Plan: Accommodating Housing Allocations - Claire Lust, Community Development Director

Study session included:

- Recap of longstanding and new GMA requirements for housing.
- Discussion of latest County housing and employment allocations and capacity, including housing allocations by income category.
- Illustration of/feedback on strategies available to increase affordable housing capacity, including regulatory tools (zoning) and financial tools (incentives).
- Outline of next steps in the comprehensive plan update process.

II. 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 Lee Wells
Council Member Judy Chipman
Council Member Clyde Burkle

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:	(5-0)
MOVER:	Council Member Cole
SECONDER:	Mayor Pro Tem Lindsay
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle
ABSTAIN:	Council Member Lee Wells

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the February 22, 2024 Meeting**

V. BUSINESS

1. **Motion - Approval of Roundabout Committee's Recommended Design for N 56th Avenue at Pioneer Canyon Drive Roundabout - Chuck Green, Public Works Director**

City Council reviewed and discussed two design options recommended by the Roundabout Committee for N 65th Avenue at Pioneer Canyon Drive.

MOTION: MOVED TO APPROVE ROUNDABOUT OPTION A WITH RECONSIDERATION FOR HIGHT AND DECORATIVE WALL OPTION.

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

2. **Motion - Approval of GMA Periodic Update Grant Contract with the Department of Commerce - Claire Lust, Community Development Director**

Beginning on July 1, 2023, the Department of Commerce made available grant funding for cities and counties updating their comprehensive plans under the Growth Management Act (GMA). Cities with a population between 3,000 and 49,999 were eligible to apply for and receive up to \$125,000 under this GMA Periodic Update Grant program. In September 2023 staff submitted a grant application for the full \$125,000 with a scope and budget demonstrating how the funding would be spent on comprehensive planning work completed between July 1, 2023 and June 30, 2025. On March 8, 2024 Commerce provided staff with a final grant contract. The final contract includes the scope and budget. Upon approval, staff will be able to submit some of the early deliverables for reimbursement, including the public participation plan and period update checklist.

MOTION: MOVED TO APPROVE THE PERIODIC UPDATE GRANT CONTRACT WITH THE DEPARTMENT OF COMMERCE IN THE AMOUNT OF \$125,000.

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

VI. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1419 - Food Cart Pod Code - Claire Lust, Community Development Director

Under the currently adopted development code, food cart pods in Ridgefield may obtain a temporary use permit for up to three years (two years plus a one-year extension). Subsequently, they would need site plan approval. The existing site planning standards are written for traditional permanent developments. Permanent food cart pods are a development type that does not fit neatly into this framework. Therefore, in 2023 City Council directed staff to research and develop code standards for food cart pods. The draft code proposes updates to the Ridgefield Development Code (RDC) defining and regulating food cart pods. Staff developed the proposed code provisions based on stakeholder feedback and best practice research.

City Council conducted a discussion on the proposed code.

Mayor Onslow Opened the Hearing: 7:27PM

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

Mayor Onslow Closed the Hearing: 7:35PM

First reading conducted.

2. Public Hearing and Approval of Resolution No. 644 - Ridgefield School District Proposition No. 10 and Proposition No. 11 General Obligation Bonds - Steve Stuart, City Manager

Ridgefield School District Propositions 10 and 11 general obligation bond is presented by Steve Stuart for the Council's consideration.

Mayor Onslow Opened Public Hearing: 7:44PM

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

Mayor Onslow Closed Public Hearing: 7:51PM

MOTION: MOVED TO ADOPT RESOLUTION NO. 644 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 Wells, Council Member Chipman, Council Member Burkle

VII. 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>.

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Burkle - Attended Ridgefield Main Street Meeting.

Council Member Cole - Expressed Support for the School Bond, State of the City is Scheduled for March 19th.

Council Member - Attended CREDC Meeting, Clark Public Utilities Workshop Meetings.

Council Member Wells - Attended City Manager Briefing, Trip to Olympia to Participate in Signing Bill 2318.

Mayor Pro Tem Lindsay - Attended 4th Grade Career day, CREDC Meeting, ECHO Meeting, Trip to Olympia to Participate in Signing Bill 2318, Clark Cowlitz Fire & Rescue Meeting.

2. Mayor

Attended Ridgefield Main Street Meeting, CDBG Update.

3. City Manager

City Manager Steve Stuart - Provided Project Updates, Bill 2318 Update.

Public Works Director Chuck Green - CDBG Grant Update, Splash Pad Update, Costco Pre-Con Update.

IX. ADJOURN

8:18PM

Julie Ferriss, City Clerk

Ron Onslow, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 28, 2024

AGENDA ITEM NAME: Abrams Park Master Plan - Preliminary Concepts Presentation

GOVERNING LEGISLATION

8.18.090 - Park Master Plan Standards

PREVIOUS COUNCIL ACTION TAKEN:

Included in 2023 Parks Capital Budget.

SUMMARY/BACKGROUND:

Abrams Park has been the gem of Ridgefield's Parks System for decades. Every weekend, it bustles with hundreds of people enjoying its beauty. The Park has been home to many of the City's premier events and has served as a place many residents think about when they think history, heritage, nature, and connection.

All this love for the park has taken a toll on its infrastructure. A Master Plan process was approved in the 2024 Parks Capital Budget. Supporting the city on this project is AKS with support from PointNorth, the consulting firms we've chosen for their expertise in this area. Together, we're working to make Abrams Park even better for everyone to enjoy.

A study session was held with the Council on December 21st, 2023, to review project expectations and receive Council input on the process. An Open House was held, and a community engagement survey was opened on Ridgefield Roundtable to receive feedback from the public. The results of these community engagement efforts were shared with the Parks Board on March 13th, 2024.

This evening, an overview of the community engagement efforts, its findings, and the Preliminary Concepts for the Master Plan are to be presented to the Council.

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

Council Discussion:

- What are your initial impressions of how well the preliminary concepts capture the essence of the park and Ridgefield's heritage?
- How closely do the preliminary concepts align with the desires and needs expressed by Ridgefield residents? Are there any notable discrepancies or areas of resonance based on community feedback?
- Which elements of the preliminary concepts do you believe most strongly preserve or enhance the historical significance of Abrams Park? Are there any aspects needing further refinement in

this regard?

- Are there specific features or amenities proposed in the preliminary concepts that you deem essential to retain for the final master plan? Conversely, are there elements that could be reconsidered or modified based on community input?

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Abrams Parks Master Plan Preliminary Concepts Presentation - CC 03.28.2024



Abrams Park Master Plan

Community Engagement Summary



Engagement Schedule

The City of Ridgefield is developing a Master Plan that will outline a long-term vision for Abrams Park, but **first we need to hear from the community.**



Important Dates:

- Online Survey Launches: **January 2**
- Public Workshop: **January 10** (prior to monthly Parks Board meeting)
- Online Survey closes: **February 2**
- Report Community Feedback to Parks Board on **March 13**
- Review Master Plan Alternatives with City Council on **March 28**
- Review and Recommendation of Preferred Concept by Parks Board on **April 10**
- Review and Consider Approval of Preferred Concept for Final Master Plan by Council on **April 25**

Master Planning Process & Timeline



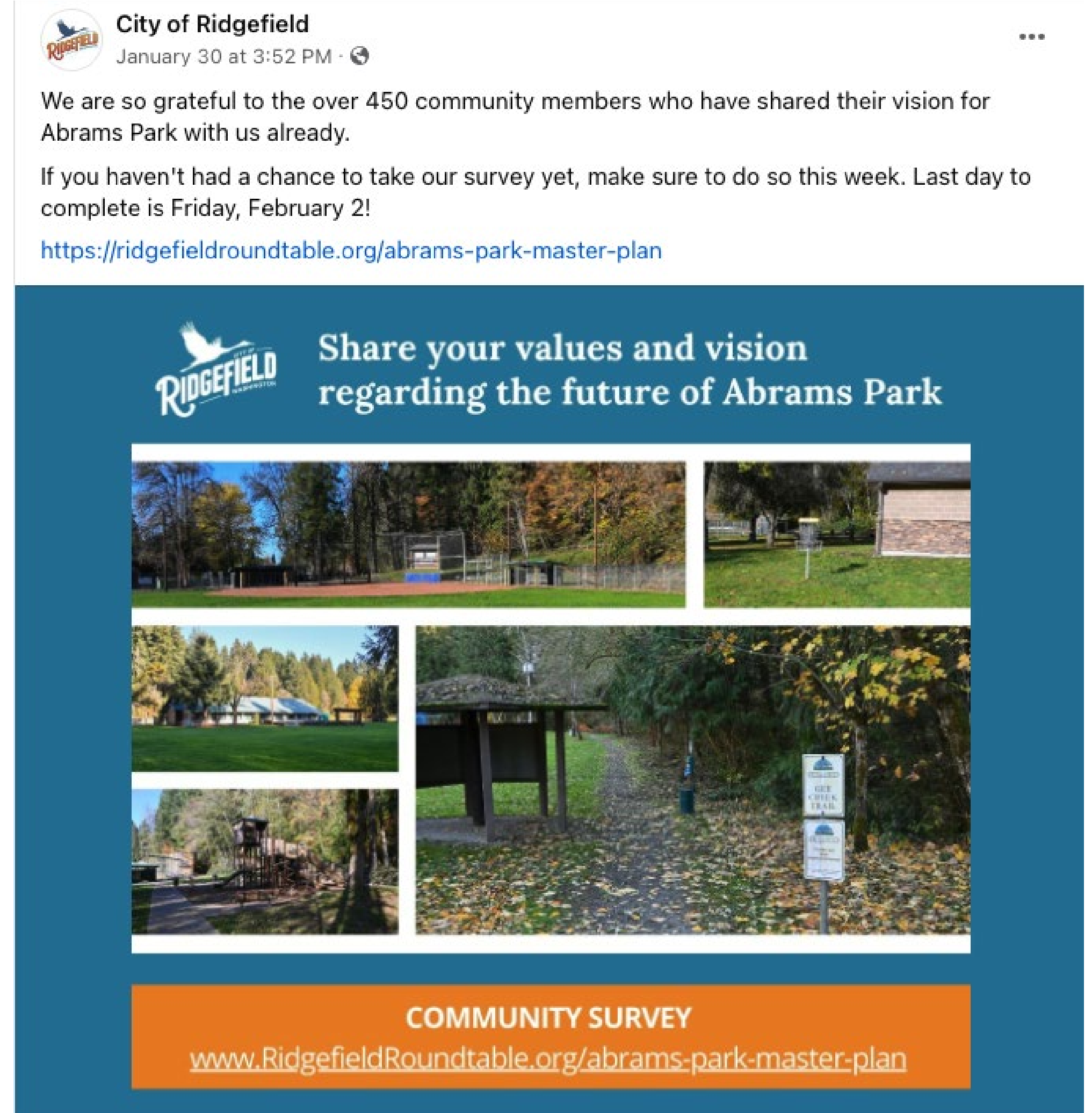
Engagement Activities

- Gather feedback from the **Parks Board and City Council** to inform survey question development through a combined special work session
- Post project information and upcoming engagement opportunities to **Ridgefield Roundtable**
- Launch **online survey** - featuring questions that gather feedback on needs, values, concerns, and preferences
- Host a public in-person **open house** to showcase project information and gather community feedback
- Conduct direct **stakeholder outreach** to key park users and interest groups through phone and video call meetings (completed by City staff)



Notification Methods

- Ridge **Newsletter** (January issue)
- Two **posters/signage** with QR code was posted at Abrams Park
- Information was included in the January Parks Board meeting **email reminder**
- **Emails** to Ridgefield Little League, community partners (non-profits and local businesses, Ridgefield HOAs, Ridgefield Roundtable users, website news subscribers, and Ridgefield School District)
- **Article** published in the Reflector
- Four **social media** posts to Facebook, Instagram, Nextdoor, X and LinkedIn



Online Survey



**We want to hear
your opinion**

Scan the QR
code and take the
online survey!



1. Two demographic questions (age & residence location)
2. How often do you currently use Abrams Park?
3. If you answered “rarely or never” or “only during seasonal activities” on the last question, please tell us why.
4. What do you currently value most about Abrams Park?
5. Which of the issues or concerns associated with Abram’s Park should be the highest priority for the City of Ridgefield to address?
6. Of the existing park features listed, which are you most interested in using
7. Do think the park uses/amenities should be more focused (less features/amenities)?
8. Would you like to see new or additional features considered for Abrams Park? (if yes, please specify)





Engagement Numbers



Open House
Attendees
30+



Open House
Comments
70



Online Survey
Responses
526



Stakeholder
Interviews
2



Email
Comments
6

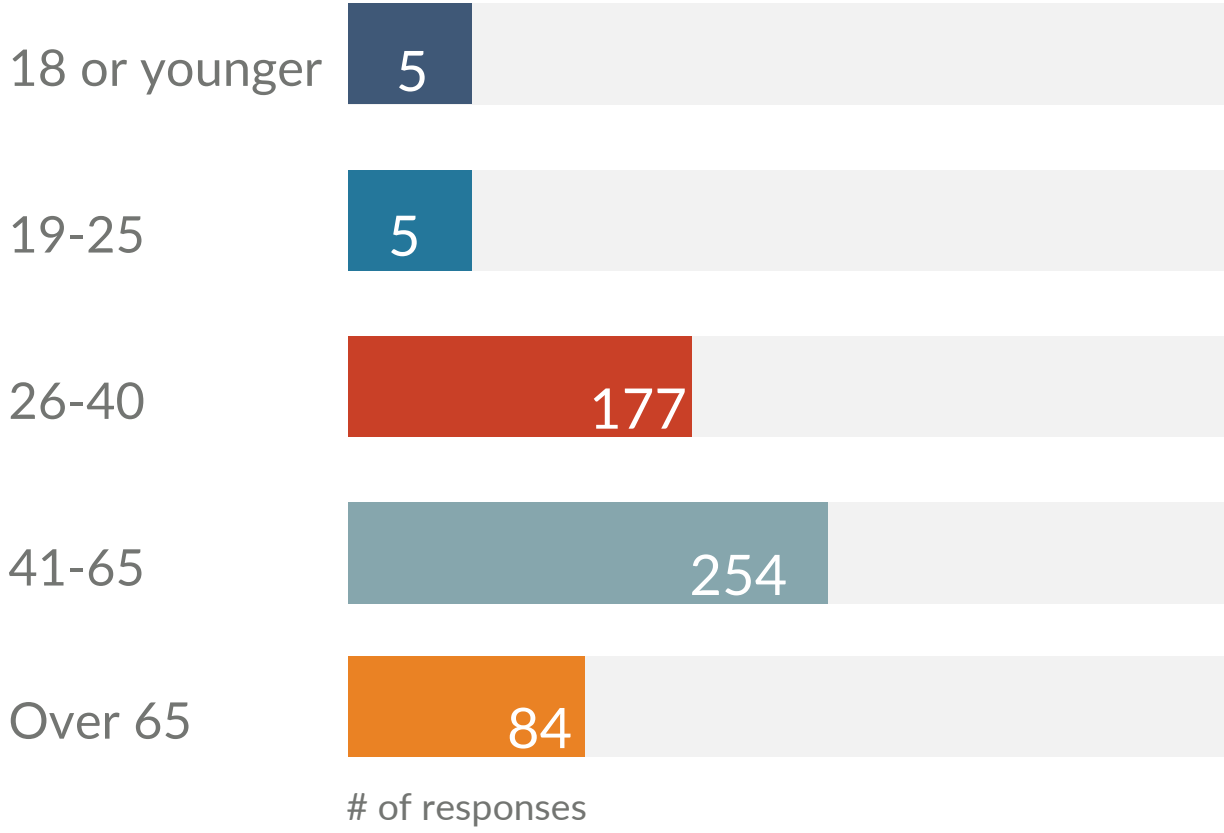


Survey Results

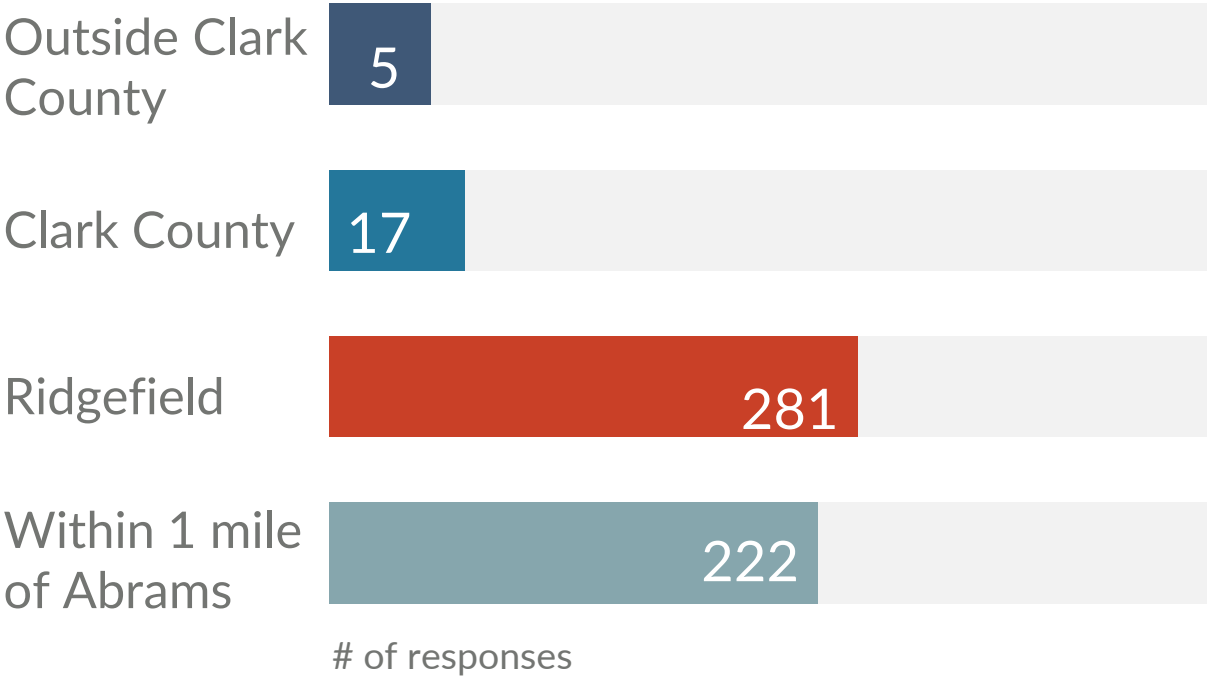
User and Demographic Data



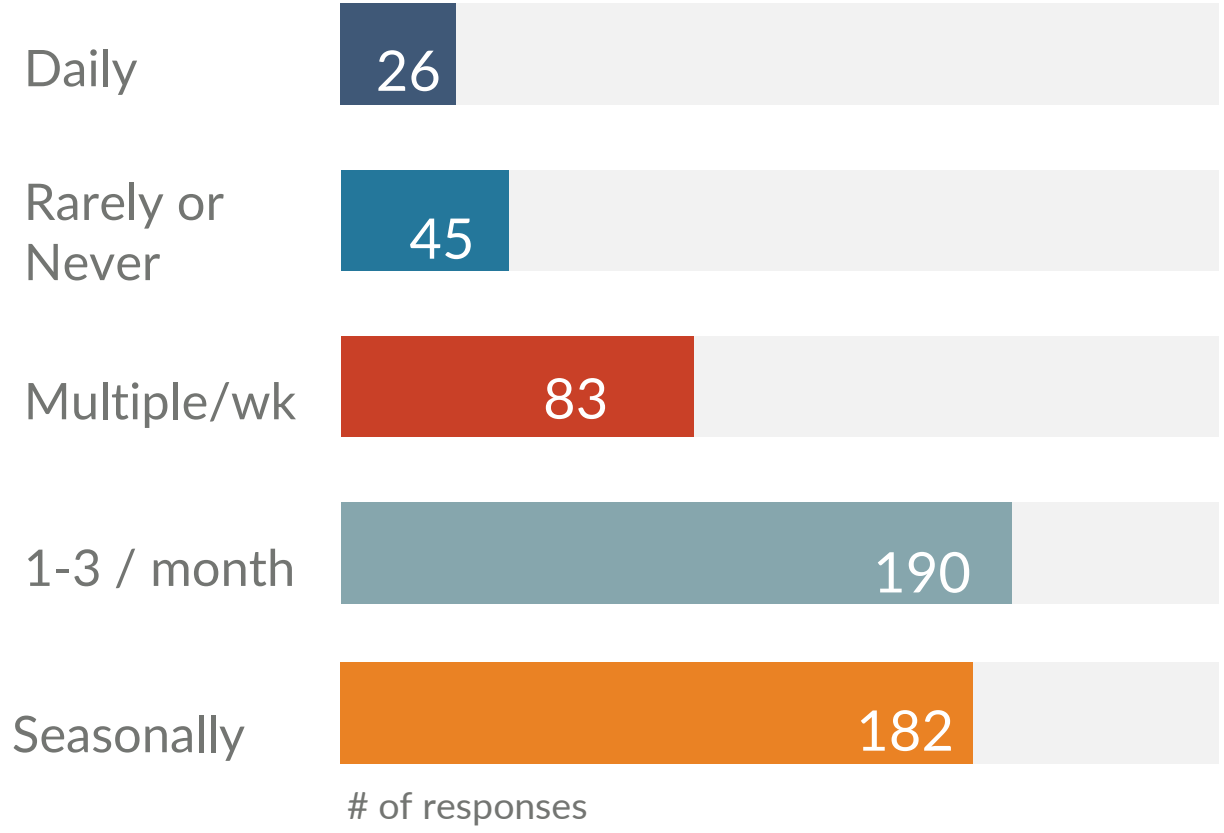
AGE



Location of Residence



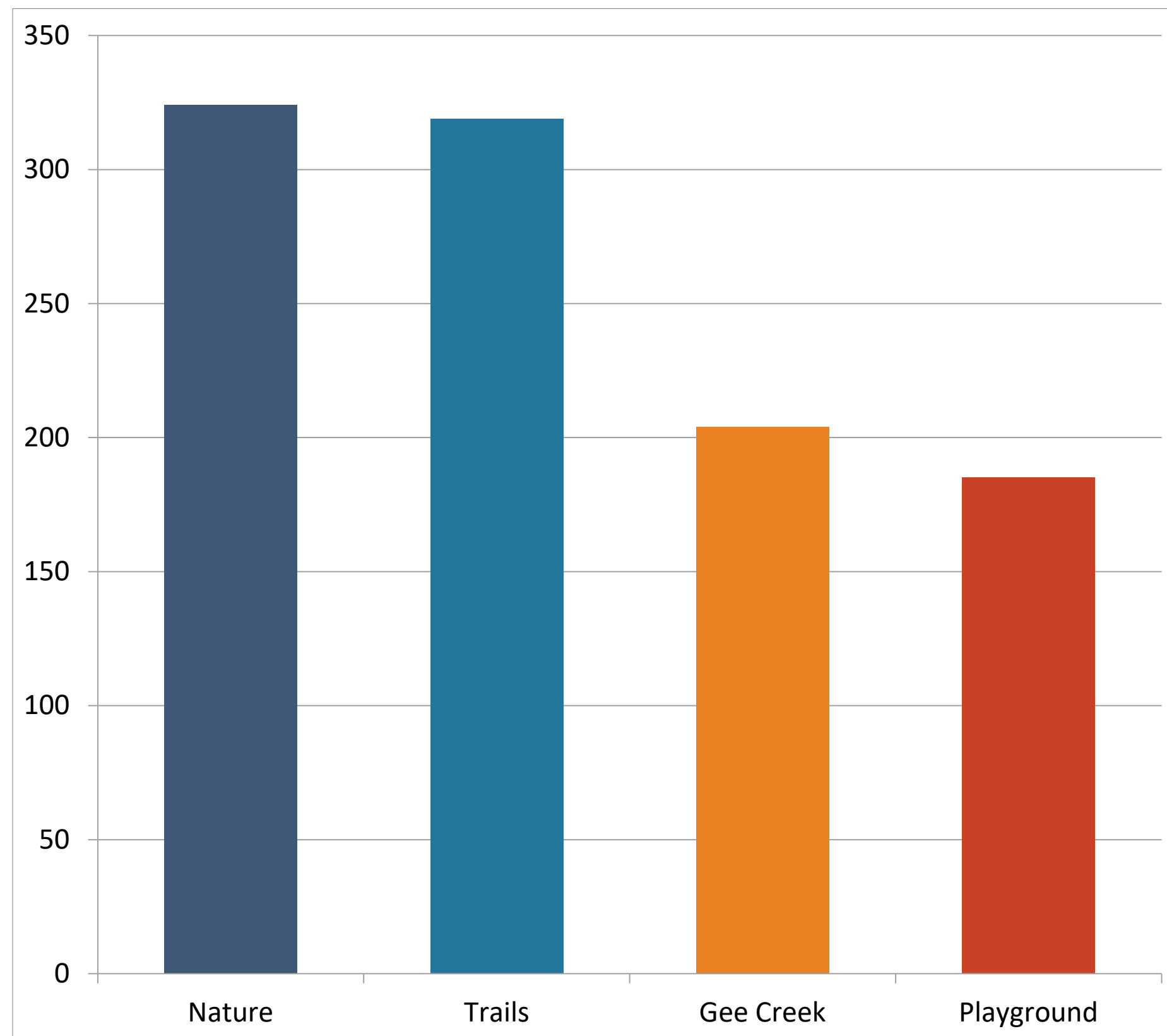
Frequency of Use



Survey Results

Community Values

What do you value most about Abrams Park in its current condition. Select up to three.



324

Nature

Its proximity to the natural environment

319

Trails

The trails and connected walkable areas

204

Gee Creek

Access to Gee Creek

185

Playgrounds

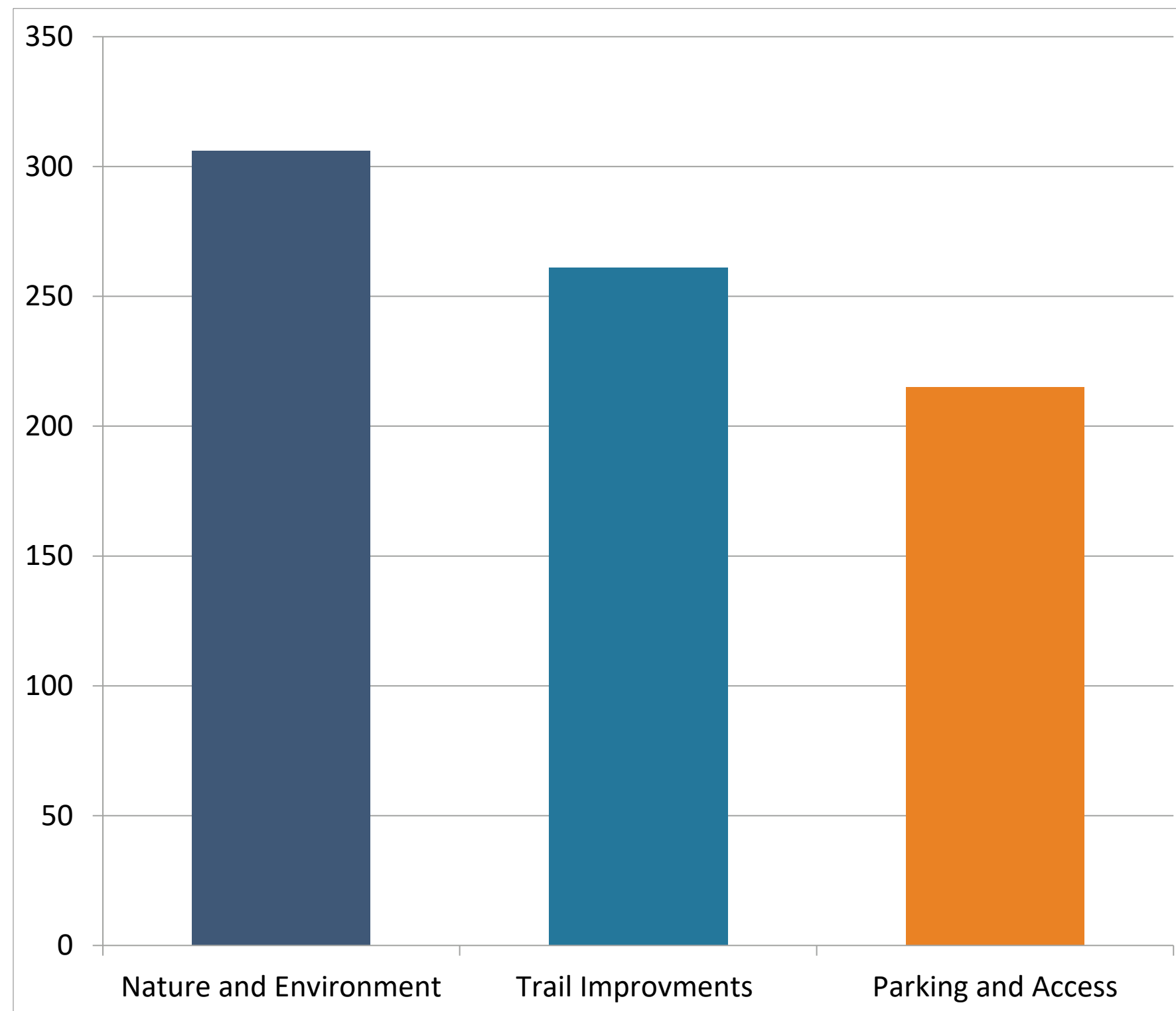
The playground facilities



Survey Results

Community Concerns

Which of the issues or concerns associated with Abrams Park should be the highest priority for the City of Ridgefield to address? Select up to three.



306

Nature and Environment

Preserving natural habitat and the environment

261

Trail Improvements

More/Improved Trail Connections

215

Parking and Access

Parking and Vehicle Access

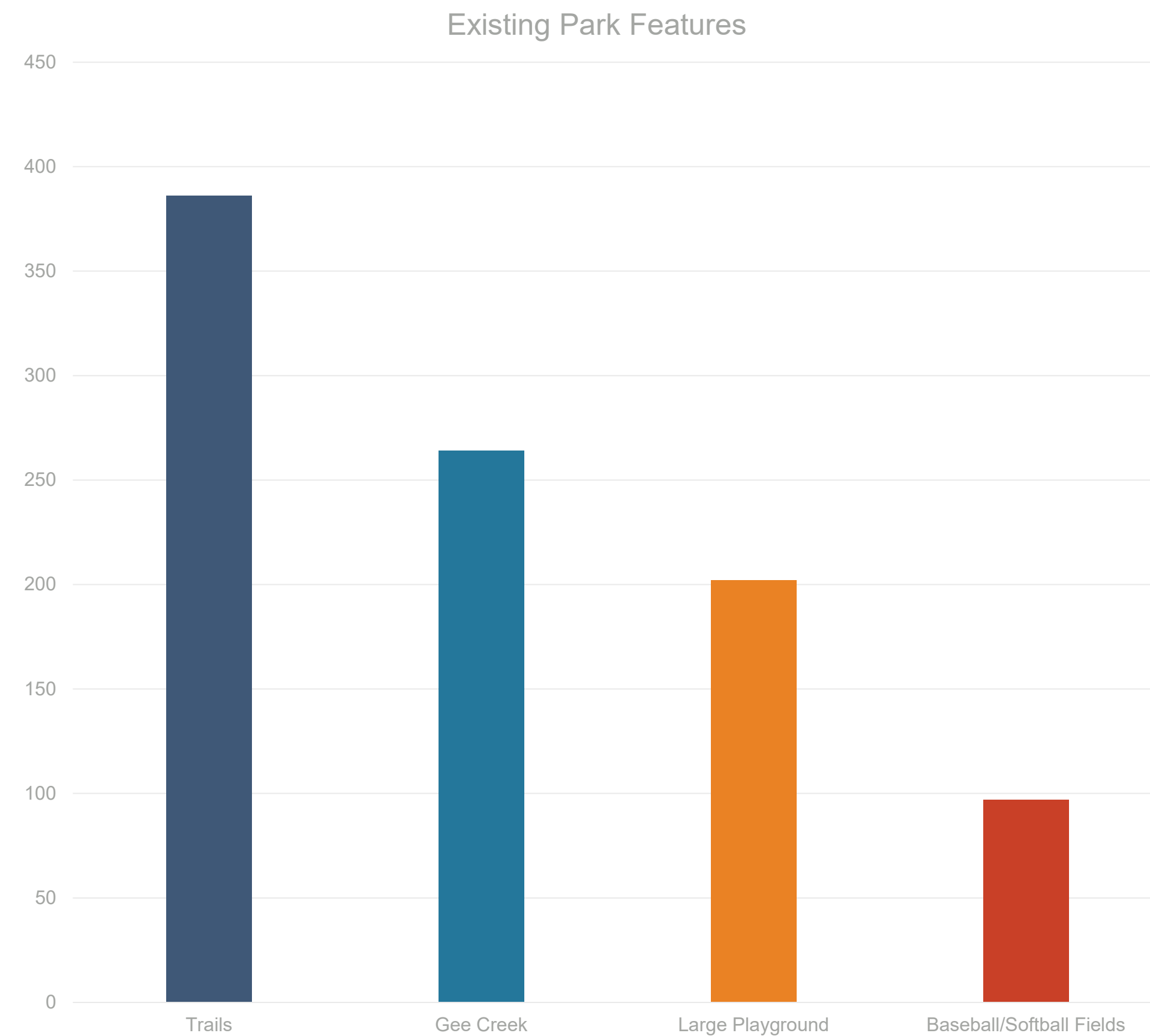
- Improved baseball/softball fields - 114
- Improved rental facilities – 105



Survey Results

Current Community Interests and Amenities

Of the existing park features listed, which are you most interested in using? Select up to three.



386

Trails

264

Gee Creek Access Area

202

Large Playground Structure

97

Baseball/Softball Fields



Survey Results

New Community Desired Amenities

Would you like to see new or additional features considered for Abrams Park?

42.7% Yes

33.8% Unsure

23.5% No

If yes:

More trails and better connectivity of trails to other areas of Ridgefield

- Trails for mountain biking,
- Paved trails for running or easier accessibility,
- Trails that were clearly marked
- Trails that Included improvements like trash cans, lighting, and benches/seating

New sports courts or areas for specific sports and games

- Pickle ball courts were the number one most requested type of court
- Basketball courts were a close second.
- Volleyball, tennis and bocce ball were all mentioned also

We heard a similar amount of comments requesting the following amenities:

- More **baseball fields**
- **Water play feature** such as a splash pad or pool
- Natural **plant areas and/or gardens**
- More **covered areas** for sitting, picnicking or playing during all weather
- **Play equipment** for younger children (2-5 years)



Open House Summary

January 10, 4:30-6:30

30+ people in attendance

70 written comments received

Comments fell into three major categories:

- **Values:** Natural areas and trails
- **Concerns:** Parking and degradation/impacts to natural areas
- **Needs:** Facility upgrades, benches/sitting areas and trash cans. More/better trails, additional parking, and more natural vegetation areas, stormwater/drainage improvements, better accessibility to park amenities (paved pathways and parking area)



“We would like to see native plants incorporated into the overall design”

“Parking lot and road needs resurfaced. Drainage issues when it rains”

“Accessibility in the parking area is important”

“We love the natural areas, hiking, walking, biking and exploring.”

“More benches along paths to sit and enjoy nature”

“More wayfinding signs and interpretive signs”



Conversations with Sports Clubs

Pacific Soccer Club

- Field maintenance is primary issue, especially water drainage in NE corner of the park.
- Future growth will present field needs exceeding current capacity. The number of fields now meet existing scheduling needs.
- Currently required to rent portable bathrooms so users can access bathrooms closer to fields.
- Need a separate, secure option for game day equipment storage
- Better communication with the City regarding scheduling and maintenance.

Ridgefield Little League

- Softball field position/configuration
- Expected growth, especially at the younger pee-wee and t-ball level exceeds field availability but RLL recognizes there is limited space at Abrams for additional fields
- Drainage and field maintenance is an issue and creates accessibility challenges for player and families
- Need for additional parking to support multi-sport events



Summary

Values:

- Natural environment
- Trails and walkable areas
- Community connection spaces

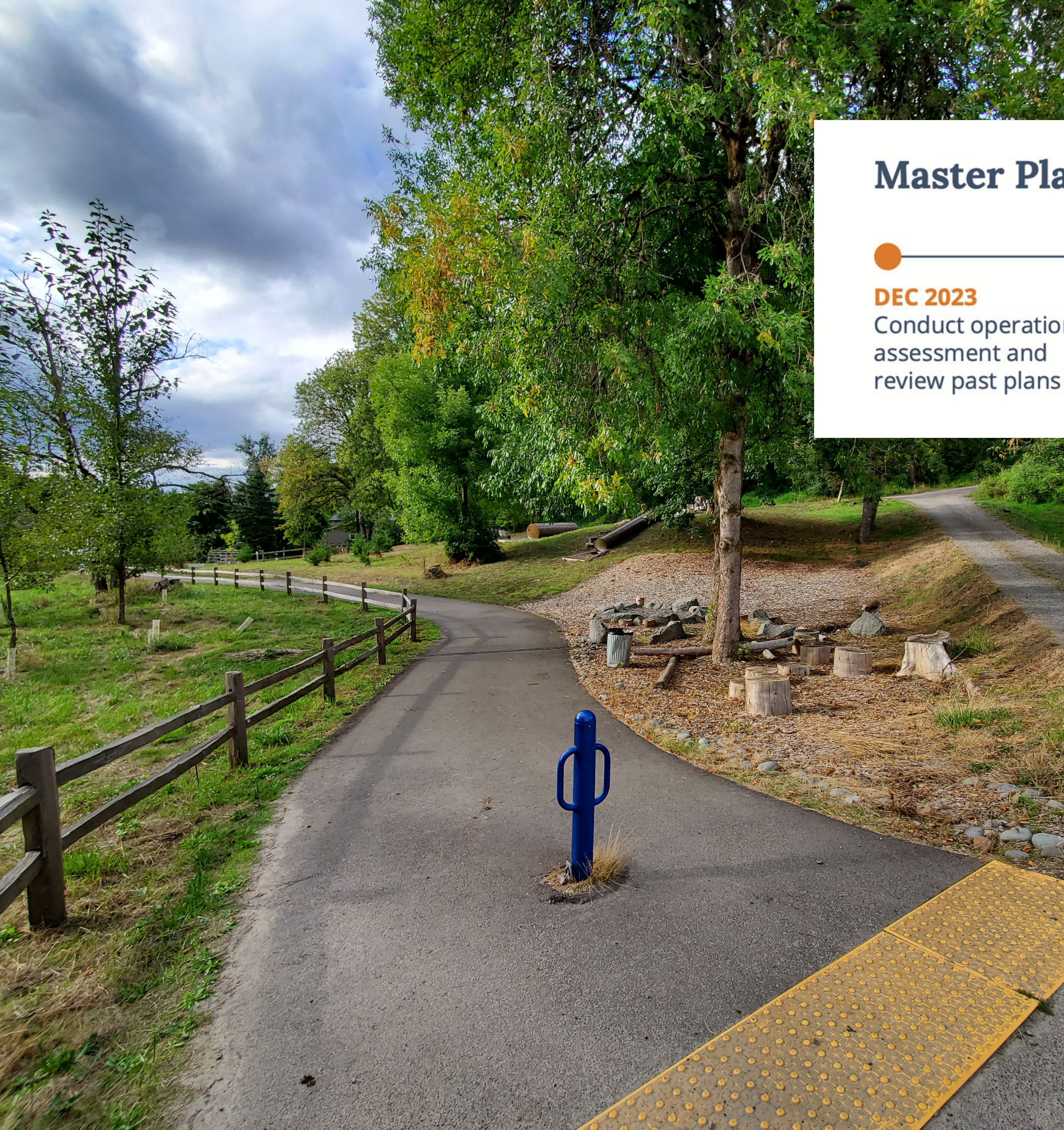
Concerns:

- Degradation to the environment
- Growth and the need for more space
- Maintenance and safety

Needs:

- Trails that connect to other parts of the City/neighborhoods
- More parking
- Features that improve existing amenities such as:
 - Better electrical connections, signage (wayfinding and educational), benches, seating, paved paths/parking area and covered gathering/activity spaces





Master Plan

Master Planning Process & Timeline



Two **Conceptual Master Plan options** incorporating:

- Community feedback & parks staff input
- Site constraints/opportunities
- Anticipated City-wide development & improvements

Next Steps:

- City Council & Parks Board Review of concept Master Plans
- Public comment period on conceptual Master Plans (Ridgefield Roundtable)
- Refine Master Plan concepts into a single preferred Master Plan & present to City Council & Parks Board for review & approval



Master Plan - Guiding Principles

User Experience:

- Variety of experiences for different users
- Opportunities for social interactions & creating special memories
- Access
- Improved trail experience & connections
- Consistent fixtures & finishes



Nature & Environment:

- More access to nature
- Educational/interpretive elements
- Native plant material
- Quiet spaces



Safety:

- More/better organized parking
- Traffic flow management & emergency vehicle access
- Maintenance
- Accessibility



Master Plan – Programing Themes

Each concept master plan has three common programming themes

1

Community Connections

- Signage (wayfinding, trail markers, interpretive/educational, welcome sign, etc.)
- Trail surfacing updates & connections to surrounding neighborhoods, Wildlife Refuge, downtown, etc.
- Heritage elements (design, finishes, and fixture selection)

2

Nature Zone

- Gee Creek views & access
- Forest/natural areas
- Benches, picnic tables, & rest points along trails
- Boardwalk
- Native plantings/streambank restoration
- Nature play
- Disc golf
- Orienteering

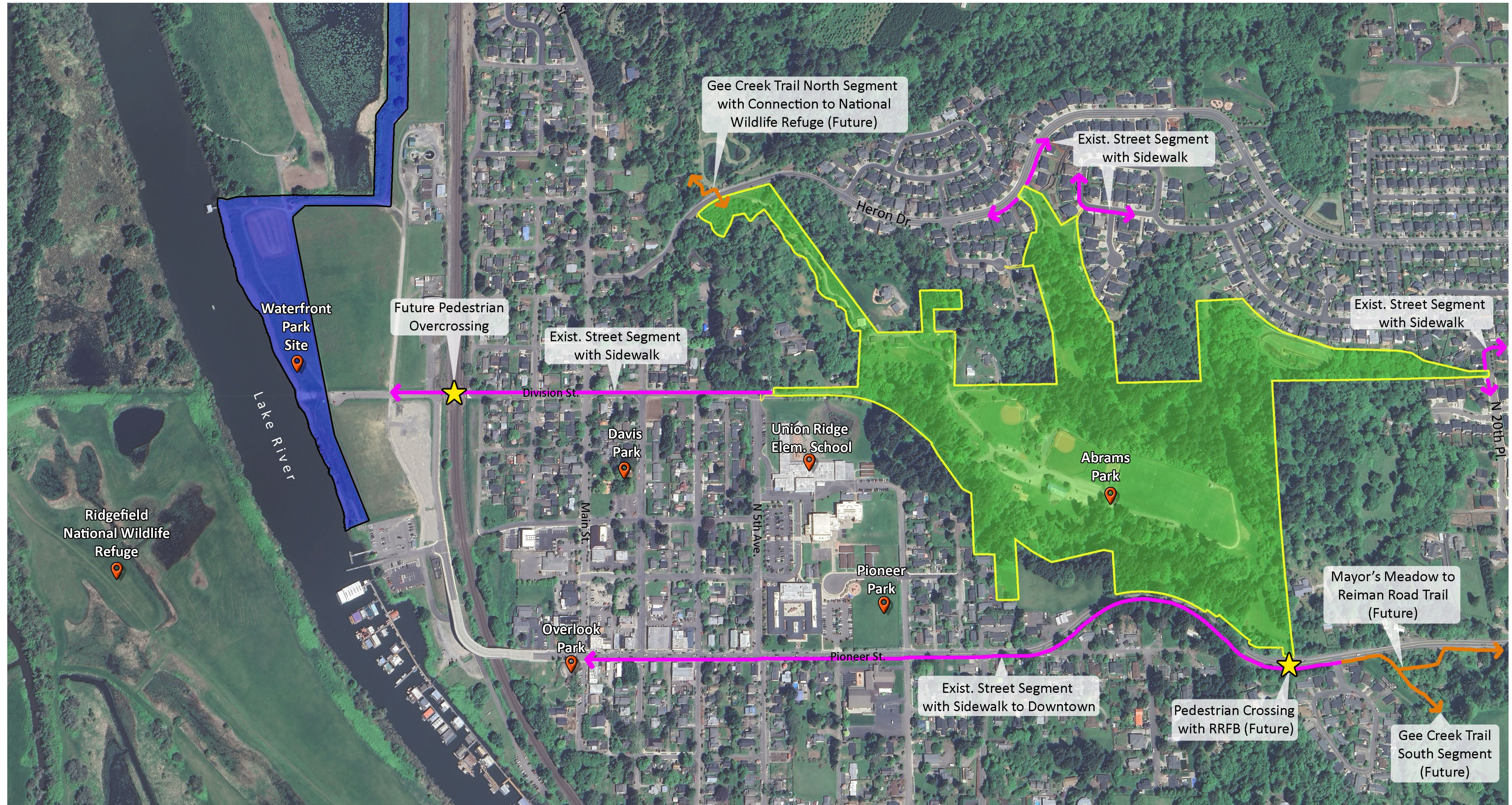
3

Active Zone

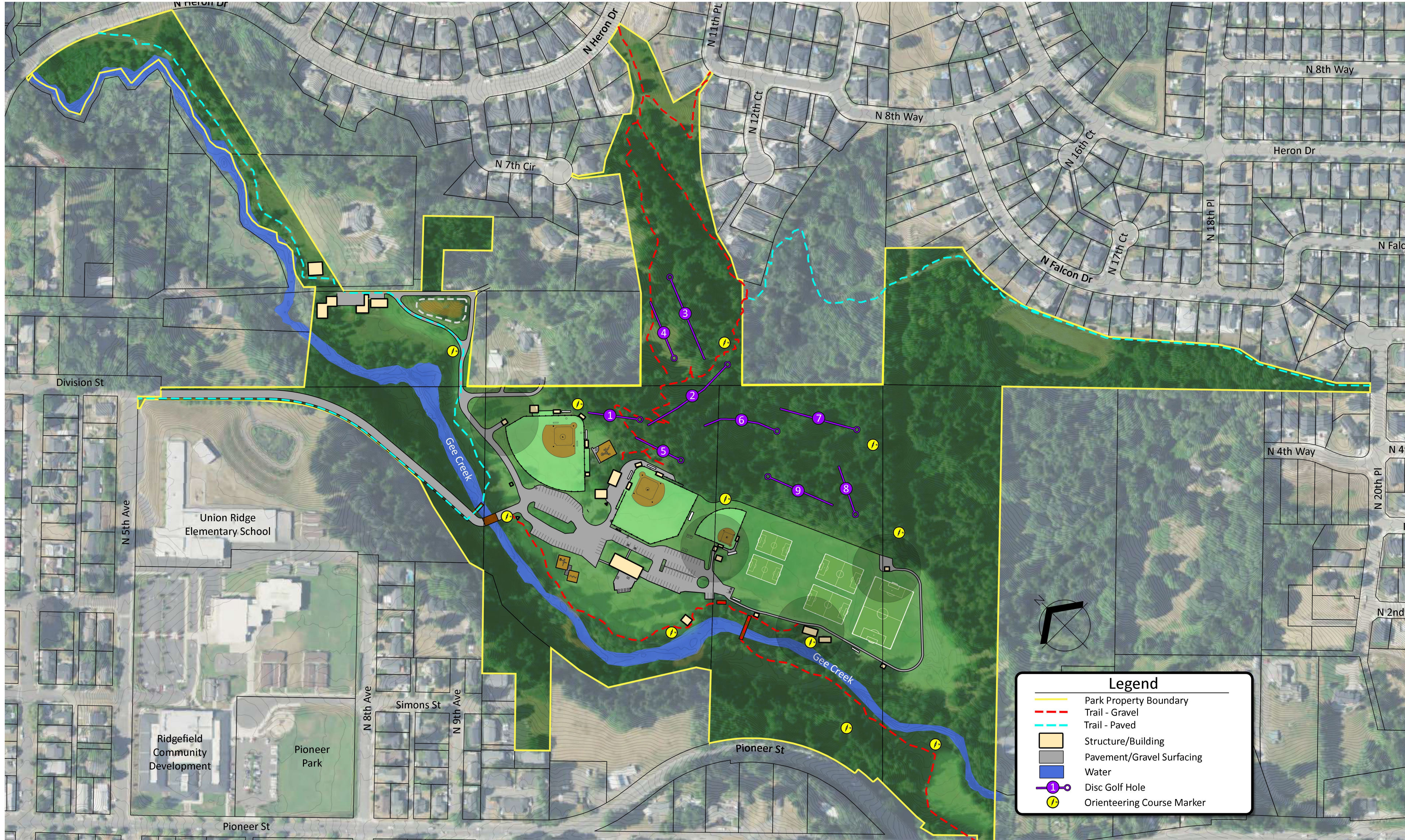
- Sports fields (soccer & baseball)
- Event rental space & bandshell
- Sports courts (pickleball, tennis, basketball, etc.)
- Parking/vehicle access areas
- Playgrounds
- Group picnic facilities
- Programmed open space



Nearby Trail Connection Projects & Improvements



Existing Conditions



Existing Amenity Highlights

- Paved & Gravel Trails
- Caretaker House & Maintenance Buildings
- Ron Onslow Nature Play
- Softball, Little League, & Pee-Wee/T-ball Fields
- 5 Soccer Fields
- Bennett Rental Hall
- Frank Burris Stage
- 2 Playgrounds
- 9-hole Disc Golf Course
- 4 Well-head buildings
- Mayor's Meadow & Open Lawn Areas
- Gee Creek Access
- ~113-120 Parking Spaces



Conceptual Master Plan A – Use Zones



Site Utilization

Active Zone

~ 9.62 acres (16.6%)

Nature Zone

~ 48.31 acres (83.4%)



Conceptual Master Plan A



Concept A Objectives

- Better organize & increase parking
- Better traffic flow & emergency vehicle access
- Retain quantity of athletic fields while enhancing access & playability
- Improve quality & access to natural areas around perimeter of park & along Gee Creek
- Replace/renovate aging infrastructure & reduce maintenance needs while retaining heritage elements
- Increase accessibility
- Better trail connections & trail surfacing
- Covered picnic areas & more rentable space



Conceptual Master Plan A

Community Connections

- ~1-mile of paved new & converted gravel trails + ~1-mile of existing paved trails & 0.5-miles of gravel trails connect to existing and future trail systems
- Mayors Meadow trailhead
- Improved wayfinding and entry signage with heritage elements
- New vehicular and pedestrian bridges
- Pursue emergency vehicle access in NE section of park



Conceptual Master Plan A



Nature Zone

- Separation from active uses
- Adds rest points, benches, covered picnic shelter, & other pedestrian amenities to improve Gee Creek views & access
- Replaces aging caretaker buildings with boardwalk & interactive display
- Native plant display garden & streambank restoration plantings
- Green stormwater infrastructure
- Retains disc/golf & orienteering courses
- Enhanced Nature Play area



Conceptual Master Plan A



Active Zone

- Retains sports field quantity, rearranged for better site utilization & accessibility; Upgraded facility improvements including new drainage systems, automatic irrigation, spectator seating & access, & additional restroom facility
- Consolidates playground areas & adds tot lot equipment
- Better organizes vehicular access & parking (144 stalls, automatic gate, parking full sign)
- New bandshell & rental building
- Rentable covered picnic shelters



Conceptual Master Plan B – Use Zones



Site Utilization

Active Zone

~ 8.78 acres (15.1%)

Nature Zone

~ 49.17 acres (84.9%)



Conceptual Master Plan B

Concept B Objectives

- Better organize & increase parking
- Better traffic flow & emergency vehicle access
- Improve quality & access to natural areas around perimeter of park & along Gee Creek
- Varied recreational activities & additional sports courts
- Replace/renovate aging infrastructure & reduce maintenance needs while retaining heritage elements
- Increase accessibility
- Better trail connections & trail surfacing
- More open lawn flex space, covered picnic areas & rentable space



Conceptual Master Plan B

Community Connections

- ~1-mile of paved new & converted gravel trails + ~1-mile of existing paved trails & 0.5-miles of gravel trails connect to existing and future trail systems
- Mayors Meadow trailhead
- Improved wayfinding and entry signage with heritage elements
- New vehicular and pedestrian bridges
- Pursue emergency vehicle access in NE section of park

Emergency
Vehicle
Access

Paved Trails

Wayfinding Signage

Heritage Bridges

Trailhead



Conceptual Master Plan B

Boardwalk & Wildlife Viewing



Disc Golf

Nature Zone

- Separation from active uses
- Adds rest points, benches, & other pedestrian amenities to improve Gee Creek views & access
- Replaces aging caretaker buildings with boardwalk & interactive display
- Native plant display garden & streambank restoration plantings
- Green stormwater infrastructure
- Retains disc/golf & orienteering courses
- Enhanced Nature Play area

Native Display Garden



Stormwater Raingarden



Conceptual Master Plan B



Covered Multi-Use Court



Tot Lot



Tennis/Pickleball Court



Sports Area Expanded Seating Area



Active Zone

- Retains heritage sports fields; Upgraded facility improvements including new drainage systems, automatic irrigation, expanded seating, bleachers, & additional restroom facility
- Consolidates playground areas & adds tot lot equipment
- Better organizes vehicular access & parking (129 stalls, automatic gate, parking full sign, bus/food cart parking)
- New bandshell & rental building
- Rentable covered picnic shelters
- Covered multi-use court (basketball/pickleball)
- Tennis/pickleball court



Thank You!



Council Discussion:

- What are your initial impressions of how well the preliminary concepts capture the essence of the park and Ridgefield's heritage?
- How closely do the preliminary concepts align with the desires and needs expressed by Ridgefield residents? Are there any notable discrepancies or areas of resonance based on community feedback?
- Which elements of the preliminary concepts do you believe most strongly preserve or enhance the historical significance of Abrams Park? Are there any aspects needing further refinement in this regard?
- Are there specific features or amenities proposed in the preliminary concepts that you deem essential to retain for the final master plan? Conversely, are there elements that could be reconsidered or modified based on community input?



GET IN TOUCH WITH US



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**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 28, 2024

AGENDA ITEM NAME: Second Reading of Ordinance No. 1419 - Food Cart Pod Code

GOVERNING LEGISLATION

RCW 36.70A - Growth Management

PREVIOUS COUNCIL ACTION TAKEN:

Council held a public hearing and first reading of Ordinance No. 1419 on March 14, 2024.

SUMMARY/BACKGROUND:

Under the currently adopted development code, food cart pods in Ridgefield may obtain a temporary use permit for up to three years (two years plus a one-year extension). Subsequently, they would need site plan approval. The existing site planning standards are written for traditional permanent developments. Permanent food cart pods are a development type that does not fit neatly into this framework. Therefore, in 2023 City Council directed staff to research and develop code standards for food cart pods.

The attached draft code proposes updates to the Ridgefield Development Code (RDC) defining and regulating food cart pods. Staff developed the proposed code provisions based on stakeholder feedback and best practice research. This included:

- Planning Commission study session on August 2, 2023.
- City Council study session on August 10, 2023.
- City Council further discussion on January 25, 2024.
- Meeting between planning staff and the owner of Carts by the Park, the food cart pod permitted under a temporary use permit in downtown Ridgefield (219 Pioneer Street).
- Meeting between planning staff and the owner of the Neighborhood Refuge, who plans to add a food cart pod to the developing Neighborhood Refuge site in downtown Ridgefield (113 S Main Avenue).
- Review of food cart pod codes in Washington and Oregon focused on jurisdictions where pods have recently been developed, including Battle Ground, WA and Happy Valley, OR.
- Battle Ground site visit with planning staff from both cities.

Planning Commission held a public hearing on the proposed food cart pod code on March 6, 2024. No public testimony was received. Planning Commission discussed the proposal and voted to recommend approval to Council with consideration of the following items:

- Is it best to define a pod based on the site rather than the number of carts? Is one permanent food cart a pod?
- The proposed code required site furnishings (tables, chairs, etc.) to be durable. How will this be measured?
- Should lids be required for individual waste receptacles?

- Are there scenarios where exposed metal beams would be appropriate instead of exposed wood beams?

Council held a public hearing on March 14, 2024. Will Swaney (Ollie's Coffee & Cafe) testified on behalf of the Carts by the Park food cart owners sharing concerns about the potential impact of the code on their businesses and about the code update process. Staff has scheduled a meeting with Mr. Swaney and his colleagues on March 20, 2024 to discuss the proposed code in relation to Carts by the Park. The outcomes of this meeting will be presented on March 28.

The attached draft code is the same version Planning Commission reviewed on March 6 and Council reviewed on March 14.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

To adopt the food cart pod code:

"I move to adopt Ordinance No. 1419 as presented."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Proposed Food Cart Pod Code

ORDINANCE NO.

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
Amending Chapters within Title 18 of the Ridgefield Municipal Code and Adding Chapter 18.510 –
Food Cart Pods**

WHEREAS, the City of Ridgefield, located in Clark County, Washington, is required to plan under the Growth Management Act (GMA), Revised Code of Washington (RCW) Chapter 36.70A; and

WHEREAS, Ridgefield adopted the Ridgefield Urban Area Comprehensive Plan (RUACP), as amended, consistent with the GMA; and

WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan policies goals and policies; and

WHEREAS, Title 18 of the Ridgefield Municipal Code (RMC) was established in 1995 by Ordinance 676 and amended thereafter, and is intended to implement the Ridgefield Comprehensive Plan; and

WHEREAS, Title 18 does not have provisions regulating permanent food cart pods; and

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed food cart pod code on March 6, 2024, forwarded a recommendation of approval to the City Council; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed food cart pod code during their meeting held on March 14, 2024; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed food cart pod code during their meeting held on March 28, 2024; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments and additions to Title 18 of the Ridgefield Municipal Code regulating food cart pods.

Section 2. Amendments to the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Title 18 as set forth below in Exhibit A, attached hereto and incorporated by this reference.

Section 3. Addition to the Ridgefield Municipal Code. The Ridgefield City Council hereby adds Chapter 18.510 – Food cart pods to Title 18 as set forth below in Exhibit A, attached hereto and incorporated by this reference.

Section 4. Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

Section 5. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 7. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Clark County Board of County Commissioners and the subsequent acceptance by the Ridgefield City Council.

Section 8. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 28th DAY OF MARCH, 2024.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: March 14, 2024

Second Reading/Passage: March 28, 2024

Date of Publication:

Effective Date:

Attachment A: Food Cart Pod Code

Chapter 18.100.020 – “F” definitions

Food ~~truck~~ cart. Mobile food services provided in a motorized vehicle, trailer or pushcart on public streets, or on public or private property with permission of the property owners. The services must be provided on wheels, otherwise, will be subject to code requirements for a structure. No food cart shall take up any required parking spaces and must comply with street parking requirements. Food carts are prohibited in all residential zones except for when permitted through the city's special events permitting process.

Food cart: Permanent. Any food cart that does not leave the site on which it is located outside of operating hours.

Food cart pod. A site with one or more permanent food carts.

Chapter 18.205.020 - Use Table

RETAIL/SERVICE											
SPECIFIC LAND USE	RLD	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
General Retail Trade/Services			P	P	P	P	P-L	P	P-L		
Marijuana Retail											
Eating and Drinking Establishment		C-L	P	P	P	P	P-L	P	P-L		
<u>Food Cart Pod</u>			<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P-L</u>		
Artisan and Specialty Goods Production			L	L	L	L	L	L			
Motor Vehicle Related Use				P	P		P-L	P-L	C		
Electric Vehicle Infrastructure	P-L	P-L	P	P	P	P-L	P-L	P-L	P	P-L	P
Gasoline Service Station				P	P	P	P		L		
Animal Kennel and Shelter				C-L	C-L				C-L		
Veterinary Clinic and Hospital			L	L	L	L	L	L	L		

Daycare Facility	P-L/C-L	P-L/C-L	P	P	P	P	P	P-L	P		
Funeral Home/Crematorium/Columbarium/Cemetery	C-L	C-L		P	P					P-L	P-L
Boat and RV Storage Facilities									C-L		

Chapter 18.205.030 - Limitations

Q. Food Cart Pod.

1. In the Employment zone, food cart pods are permitted only on sites with a primary use permitted outright or conditionally in the zone and are subject to Type I minor site plan review.

NEW Chapter 18.510 – Food cart pods

18.510.010 – Purpose

The purpose of this chapter is to allow for food carts to be placed long-term within specified zoning districts. Food cart pods, which are defined in Chapter 18.100.200, can provide opportunities to enliven underused lots, allow entrepreneurship at a small scale, and provide unique eating establishments and gathering places for the community.

18.510.015 – Applicability

- A. The provisions of this chapter apply to food cart pods, defined as sites with one or more permanent food carts.
- B. Food cart pod sites may also include new or existing buildings as defined in Chapter 18.100.012 and such integrated sites are also subject to the provisions of this chapter.

18.510.020 – Exemptions

The following are exempt from the provisions of this chapter:

- A. Food carts that leave the site on which they are located outside of operating hours.
- B. Food carts operated as part of a farmers' market, festival, or other special event.

This section does not exempt the food carts described herein from obtaining a City of Ridgefield mobile vendor license.

18.510.025 – Procedure

- A. Food cart pods previously approved under a Type II temporary use permit and operational when this chapter goes into effect are subject to Type I minor site plan review.
- B. New food cart pods are subject to Type II basic site plan review.
- C. Food cart pods with Type II basic site plan approval may increase the number of designated cart spaces within the approved development site using a Type I minor site plan review process.
- D. The review authority shall make findings of fact based on evidence provided by the applicant demonstrating that the applicable criteria of this chapter have been satisfied.

18.510.030 – Uses

Food cart pods shall comply with the provisions of Chapter 18.205 - Uses.

18.510.040 – Lot requirements

Food cart pods shall comply with the lot area and lot width requirements of the zone in which they are located.

18.510.045 – Dimensional standards

- A. New buildings are subject to the height and setback requirements of the zone in which they are located with the following modifications:
 - 2. Maximum front and street side setbacks do not apply.
- B. Individual food carts are not subject to setbacks but may not be placed in required landscape buffers.
- C. Individual food carts shall maintain a minimum five-foot separation from any other food cart or structure.
- D. Food cart pods are subject to the maximum impervious surface requirements of the zone in which they are located.

18.510.050 – Site planning

- A. Site and building design.
 - 1. The building design standards of the zone in which the food cart pod is located apply to:
 - a. New buildings.
 - b. The addition to or remodel of an existing building that increases the square footage of the building by at least twenty percent.
 - c. The addition to or remodel of an existing building where the construction valuation is at least fifty percent of the existing site and building valuation.

2. In the Central Mixed Use (CMU) district, food cart pods incorporating and preserving the character of an existing historic building are exempt from the requirements of 1(b) and 1(c) subject to approval by the Community Development Director.
3. Covered seating areas are encouraged. Where provided:
 - a. Covers shall be permanently installed and meet applicable building code requirements. Pop up shelters are not permitted.
 - b. Covers shall incorporate exposed wood beams.
4. Site furnishings such as tables, chairs, and benches shall be durable, designed for heavy public use, and well-maintained.
5. Individual waste receptacles for public use shall be located in areas of the site accessible to customers and shall be well-maintained.
6. Attachments to individual food carts such as awnings or canopies shall be supported entirely by the food cart.
7. Electrical cords or hoses connected to a food cart shall be routed in such a manner that they do not cross walkways and do not create a tripping hazard.

B. Surfacing.

1. All food carts shall be placed on a hard surface area, such as concrete, asphalt or compacted gravel.
2. The site shall be ADA compliant. Per ADA standards, hardened materials such as concrete, asphalt, compacted gravel, tile, and wood are sufficiently firm and stable for accessibility and may be used for walkways.
3. New impervious surface area is subject to applicable stormwater requirements.

C. Service areas.

1. Service areas, outdoor storage, mechanical units, and utility equipment shall be located and screened to minimize negative visual impacts from the public right-of-way, within the site, and from adjacent users.
2. Garbage and recycling collection areas, not including individual trash receptacles for public use, shall be enclosed, covered, and located to minimize negative visual impacts from the public right-of-way, within the site, and from adjacent users.
 - i. Enclosures shall be complementary in design to any buildings on the site and provide 80 percent year-round opacity.
 - ii. Enclosures shall comply with applicable stormwater management requirements to prevent nonstormwater discharge from entering the stormwater drainage system.

D. Sanitation facilities.

1. Sanitation facilities are subject to Clark County Public Health (CCPH) review including but not limited to the CCPH annual restroom agreement for alternative food establishments.
2. Where feasible, permanent restrooms and handwashing facilities shall serve food cart pods. Restrooms may be located in a new or existing building on the site or within 500 feet off-site subject to an agreement between property owners.
3. If the applicant demonstrates that permanent restrooms are not feasible, portable restrooms and hand-washing facilities are permitted but shall not drain to the surface. Such facilities shall be located to minimize negative impacts to the public right-of-way, within the site, and to adjacent users.

E. Signs.

Signs are permitted according to the provisions of Chapter 18.710.

F. Lighting.

Lighting shall comply with the requirements of the zone in which the food cart pod is located.

G. Off-street parking and loading.

Off-street parking and loading shall comply with the requirements of the zone in the which the food cart pod is located.

H. Landscaping.

1. CMU zone.

- a. A five-foot landscape buffer with screening at the L3 standard or equivalent is required adjacent to residential uses.
- b. In lieu of traditional in-ground landscaping, the applicant may provide alternative landscape screening methods such as planter boxes provided the applicant demonstrates how the alternative methods provide effective screening and enhance the design of the food cart pod.

2. Other zones.

- a. Landscaping shall comply with the requirements of the zone in which the food cart pod is located.
3. The developer shall install interior landscaping outside of required landscape buffers at a rate of one planter per food cart or equivalent.
4. Landscaping shall be maintained per Chapter 18.725.090.

I. Fences.

Fences shall comply with the requirements of the zone in which the food cart pod is located.

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 28, 2024

AGENDA ITEM NAME: Motion - Approval of Resolution No. 645 - Wubben Intent to Annex

GOVERNING LEGISLATION

RCW 35A.14 - Annexation by Code Cities

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

To approve the intent to annex and authorize the applicant to move forward to the petition to annex phase:

"I move to adopt Resolution No. 645 as presented" or "I move to adopt Resolution No. xx with a geographic modification."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report

RESOLUTION NO. 645

A RESOLUTION ACCEPTING A NOTICE OF INTENT TO ANNEX APPROXIMATELY 5.02 ACRES IDENTIFIED AS THE WUBBEN ANNEXATION AREA LOCATED ADJACENT TO THE BORDER OF THE CITY OF RIDGEFIELD

WHEREAS, a Notice of Intent to Annex was filed with the City of Ridgefield on February 20, 2024 containing signatures representing owners of 100 percent of the assessed valuation of the property in accordance with §35A.14.120 of the Revised Code of Washington; and

WHEREAS, the City Council of the City of Ridgefield has considered a Notice of Intent and 10% petition to annex approximately 5.02 acres consisting of Clark County Assessor's Parcel No. 215875000 located near NW Meuller Road (referred to as the Wubben annexation area) into the City of Ridgefield; and

WHEREAS, the Wubben annexation area is designated Urban Low (UL) with an Urban Holding (UH) overlay in the 2016 Ridgefield Urban Area Comprehensive Plan; and

WHEREAS, RDC 18.210.015.A states that the RLD-4, RLD-6, and RLD-8 zoning districts shall implement the UL comprehensive plan designation; and

WHEREAS, the City Council of the City of Ridgefield adopted the Carty Road Subarea Plan including the Wubben annexation area on July 28, 2022; and

WHEREAS, the Wubben annexation area is designated RLD-4 in the adopted Carty Road Subarea Plan; and

WHEREAS, the City Council of the City of Ridgefield has reviewed said annexation request, and has considered whether to authorize the circulation of a petition for annexation, and, if so, upon what terms; and

WHEREAS, authorizing the circulation of a petition does not bind the City to approve the annexation.

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

Section 1. The City Council hereby authorizes the circulation of a petition for annexation for the Wubben annexation area.

Section 2. All property within the territory hereby sought to annexed shall assume its proportionate share of the City's indebtedness existing as of the date of annexation and as modified in the future and shall be assessed and taxed at the same rate and at the same basis as property within the City of Ridgefield.

ADOPTED AT THE REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 28th DAY OF MARCH, 2024.

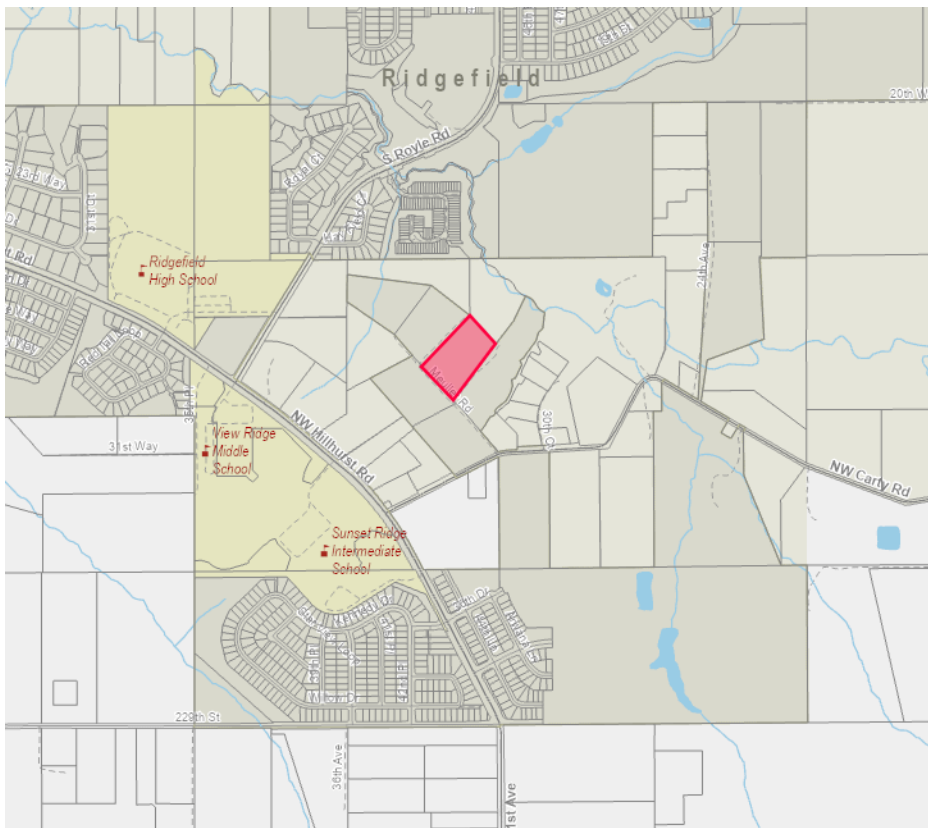
CITY OF RIDGEFIELD

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

Attachment A: Wubben Annexation Area





COMMUNITY DEVELOPMENT DEPARTMENT

510-B Pioneer Street | PO Box 608 | Ridgefield, WA 98642
(360) 887-3908 | Fax: (360) 887-2507 | www.ridgefieldwa.us

Wubben Intent to Annex Staff Report

Files No. MASTER-24-0005, PLZ-24-0006
March 28, 2024

I. Basic Facts

Council date: March 28, 2024

Action requested: Wubben Notice of Intent to Annex and Council determination whether to proceed with annexation.

Application date: On February 20, 2024 the City received the Wubben Intent to Annex application. On March 5, 2024 staff found the application technically complete.

Applicant: Wollam & Associates. 7701 NE Greenwood Drive, Suite 100 / Vancouver, WA 98662. Contact: Terry Wollam, 360-798-5820, terry@wollamassociates.com.

Applicant's Representative: AKS Engineering & Forestry. 9600 NE 126th Avenue, Suite 2520 / Vancouver, WA 98682. Contact: Michael Andreotti, 360-882-0419, andreottim@aks-eng.com.

Owner: Michael & Patricia Wubben. 24009 NW Meuller Road / Ridgefield, WA 98642.

Property Information: 24009 NW Meuller Rd / Ridgefield, WA 98642. #80 S29 T4N R1E WM, Assessor's #215875000, 5.02 acres.

County Zoning: Single Family Residential (R1-7.5), Urban Holding 10 (UH-10) Overlay

Comprehensive Plan Designation: Urban Low (UL)

Carty Road Subarea Plan Zoning: Residential Low Density 4 (RLD-4)

Staff Contact: Claire Lust, Community Development Director. 360.857.5024, claire.lust@ridgefieldwa.us

II. Documents Received

- A. Master land use application
- B. Notice of intent to annex application
- C. Declaration of intent to annex
- D. Narrative
- E. Vicinity map

III. Property Information

The Intent to Annex includes one parcel on NW Meuller Road, a private street accessed from NW Carty Road. See Figures 1 and 2. The parcel is in the Ridgefield Urban Growth Area (UGA) and is contiguous with the existing Ridgefield City limits on three sides. Therefore, the parcel is eligible for annexation. The property information is as follows:

Property Owner	Legal	Square Feet	Acres	2023 Assessed Taxable Property Value for 2024 Taxes	Site Address
WUBBEN MICHAEL & WUBBEN PATRICIA ETAL	#80 S29 T4N R1E WM, Assessor's #215875000	218,671	5.02	\$850,000.00	24009 NW Meuller Road

Figure 1. Vicinity Map

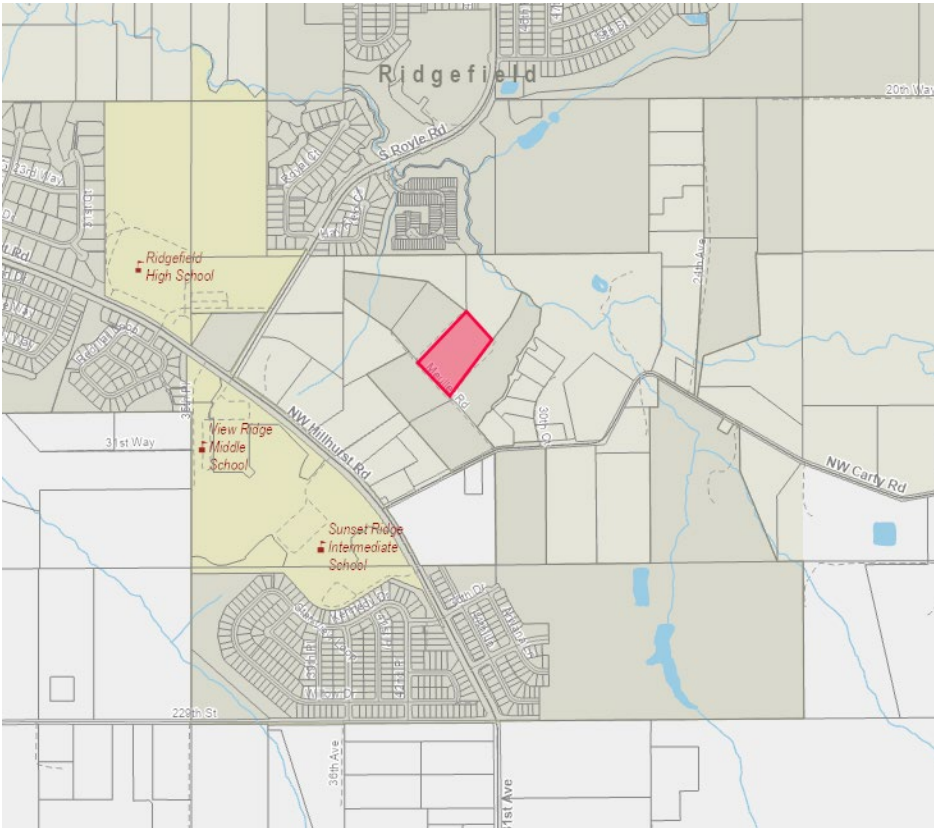
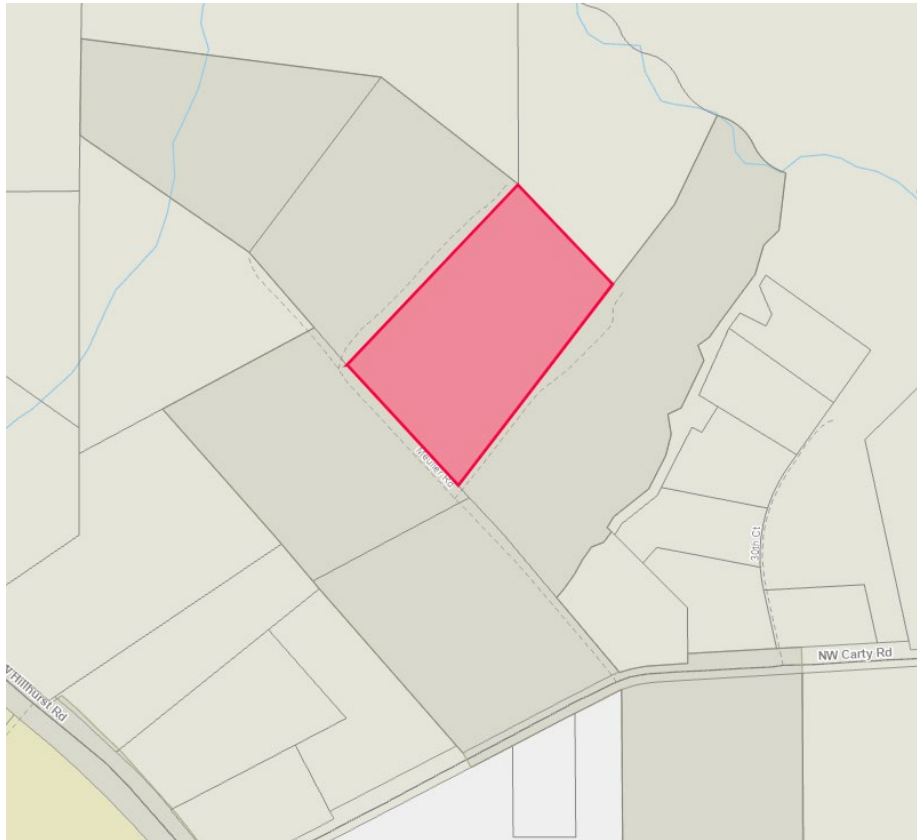


Figure 2. Site Map



IV. Zoning and Development

The comprehensive plan designation on the site is Urban Low (UL). The current Clark County zoning is Single Family Residential (R1-7.5), with the Urban Holding – 10 (UH-10) overlay. RDC 18.210.015.A states that the city shall designate all newly annexed lands designated for urban low density residential as Residential Low Density 4, 6, or 8. Under the adopted Carty Road Subarea Plan, the zoning designation is RLD-4. See Figure 3.

The applicant's representative submitted a memo stating:

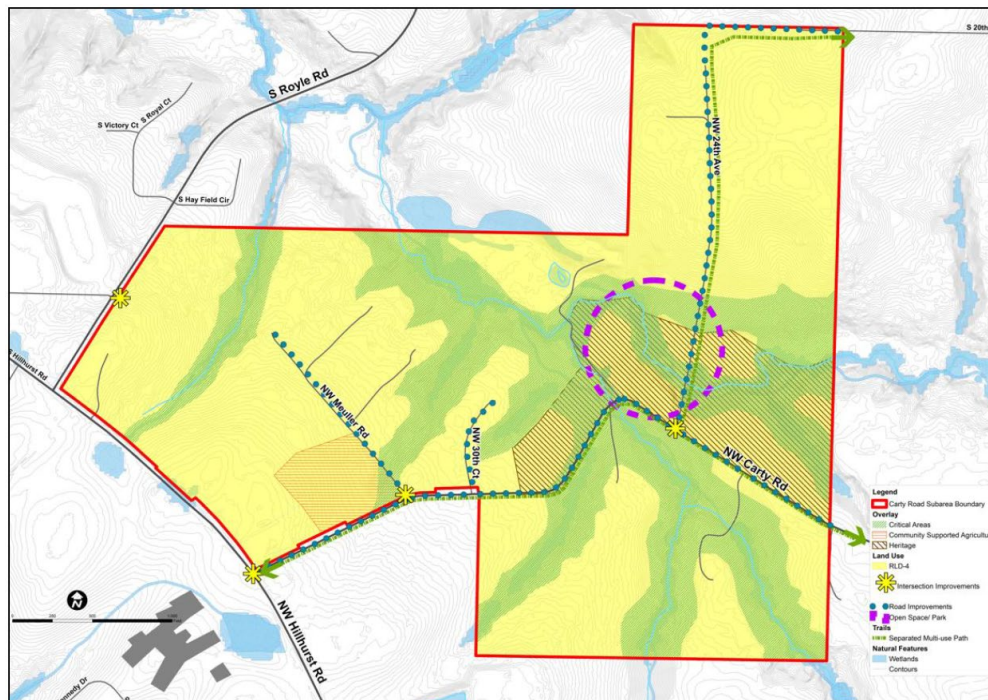
The proposed annexation is a logical step for the parcel given that the site is bound by City Limits on three sides, the parcel is within the Carty Road Subarea, and the parcel will close an area left open by the Greear Annexation.

Water is available in NW Hillhurst Road to the southwest of the annexation area. Water can be extended to the site either through NW Carty Road and Meuller Road or through potential development of neighboring parcels. Sewer is not currently available directly to the site; however, a regional pump station is currently being reviewed by the City and Clark Regional Wastewater District for construction in 2024. Sewer will be able to be brought to the site either from the pump station, through NW Carty Road and Meuller Road. Extension of these public services into the annexation area is not part of a City capital project and would occur with future development of

the site. Emergency services, garbage service, and transportation infrastructure are also available to the site. The Applicant intends to subdivide the parcel following the annexation.

At the petition to annex phase, the adopting annexation ordinance would limit the ability to subdivide the parcel and lift Urban Holding until development code provisions implementing the goals of the Carty Road Subarea Plan are adopted.

Figure 3. Carty Road Subarea Concept Plan



V. Direct Petition Method

The direct petition method of annexation (RCW 35A.14.120–150) requires that owners of 10% or more of the land value of the proposed annexation area must sign the Notice of Intent to Annex. Road values are not included in this calculation. The signatures on the Notice of Intent to Annex represent 100% ownership, exceeding the 10% threshold of the Notice of Intent to Annex.

VI. Procedure

At this meeting, City Council will determine:

- **Whether the city will accept or reject the Wubben Notice of Intent to Annex;**
 - With an intent to annex, Council also has the option to geographically modify the annexation area. The annexation area Council defines through the intent to annex process may be reduced but not increased through the subsequent petition to annex process.
- Whether the city will require the simultaneous adoption of a proposed zoning regulation, if such a proposal has been prepared and filed (as provided for in RCW 35A.14.330 and RCW 35A.14.340);

- Whether the property, if annexed, will be consistent with the 2016 Ridgefield Urban Area Comprehensive Plan (RUACP);
- Whether the property, if annexed, will be required to assume all or any portion of the city's existing general indebtedness; and
- Whether the property, if annexed, will be supported by the city's Capital Facilities Plan.

Should the Council accept the Notice of Intent to Annex, the Council authorizes the Notice of Petition to Annex to be circulated. The Petition to Annex process is:

- 60% Notice of Petition to Annex: The applicant shall secure the signatures of the property owners holding a minimum of 60% of the total value of the area proposed for annexation;
- Petition to Annex Application: The applicant shall submit a complete Petition to Annex application to the city;
 - Public Services: In the application, the applicant shall demonstrate that there are adequate public services available to serve the annexation area;
 - Survey: In the application, the applicant shall include a survey map and legal description of the entire annexation area including adjacent right-of-way not yet in the City limits.
- Certification of Sufficiency: The City shall send the 60% petition to Clark County for review of legal description and to obtain a Certification of Sufficiency;
- SEPA: The city shall prepare and circulate a SEPA DNS for rezoning the properties consistent with the RUACP;
- Council Hearing: City Council shall conduct a public hearing on the Notice of Petition to Annex;
- Council 2nd reading: City Council shall hold a 2nd reading to determine whether the city will accept or reject the Notice of Petition to Annex;
- Ordinances: The city shall adopt an ordinance annexing certain lands, adopt a zoning ordinance for the annexed area, and forward the ordinance(s) to the Clark County Assessor's Office, State Department of Revenue, State Department of Commerce, and State Office of Financial Management; and
- Census: The City Clerk shall report population increases to census reporting agencies.

VII. Motion:

To accept the Intent to Annex: "I move to adopt Resolution No. xx as presented" or "I move to adopt Resolution No. xx as geographically modified."

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 28, 2024

AGENDA ITEM NAME: Motion - Award of Design Consultant Contract for Park Laundry Cleanup

GOVERNING LEGISLATION

Chapter 35 RCW Cities and Towns; Chapter 39 RCW Public Contracts and Indebtedness; City of Ridgefield Financial Policy #04: Procurement of Goods and Services

PREVIOUS COUNCIL ACTION TAKEN:

The council has awarded contracts on multiple occasions. The council adopted the 2024 Capital Budget including funding and expenditures for the Park Laundry cleanup project.

SUMMARY/BACKGROUND:

The city has entered into a consent decree with the Washington State Department of Ecology to clean up parcels along Main St and Simons. The City received the "Park Laundry" parcel (122 N Main Ave) via quit claim deed from the owner in 2023 to facilitate the cleanup process. The neighboring city parcel and the two parcels north of the Park Laundry parcel will be included in the cleanup efforts.

The city received \$2,070,000 in remedial action grants and a \$195,000 grant from the Department of Commerce. The city obligation is up to 10% of the project cost. The current project estimate to include engineering and design, cleanup, project management and monitoring is \$2.3 million. The city anticipates the grant funding to cover the majority of the cost.

The city solicited requests for qualifications from interested firms for engineering design and permitting of the cleanup project. The city received one submittal from Maul Foster & Alongi, Inc. City staff and our project management consultant scored the submission and recommended the city move forward with the award. A scope and fee was negotiated over the past few days and is included in the council packet. Staff are requesting council to award the project to MFA, Inc. at a cost of \$138,155 for project management, engineering design and permitting. City staff would like to begin the permitting and design phase of the project quickly to ensure the project is on track to complete clean up timely.

BUDGET/FINANCIAL IMPACTS:

Receipt of \$2,070,000 in remedial action grants and \$195,000 in Department of Commerce Brownfield grant. The city obligation is 10% of the costs. The Department of Commerce grant is an eligible grant to assist the city in its match requirement. The total project estimate including cleanup and monitoring is \$2.3 million.

RECOMMENDED ACTION OR MOTION:

If the council chooses to award the contract to Mual Foster & Alongi, Inc. a motion would be:
"I move to award the design engineering contract to Maul, Foster & Alongi, Inc. at a cost of \$138,155."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. C2024-009_Park Laundry Site Cleanup



City of Ridgefield, WA Professional Services Contract

THIS CONTRACT made and entered into and made effective this _____ day of _____, 2024, by and between the City of Ridgefield, WA, a municipal corporation, hereinafter referred to as "the City", and Maul Foster & Alongi, Inc., 330 E Mill Plain Blvd, Suite 405, Vancouver, WA 98660, hereinafter referred to as the "Consultant", and hereinafter referred to as "Parties."

WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this Contract the Parties hereto covenant and agree as follows:

I) Description of Work.

- 1.1 Work.** The Consultant agrees to provide Park Laundry Site Cleanup and Environmental Services, identified on **Exhibit "A"** attached hereto, in accordance with the terms of this Contract and as described in the Contract Documents, which are by this reference incorporated herein and made a part hereof, hereinafter the "Work".
- 1.2 Compliance with Laws.** All duties of the Consultant shall be performed in accordance with all applicable federal and state laws and city ordinances as now existing or hereafter adopted or amended.
- 1.3 Performance Standard.** All duties performed by the Consultant or its designees shall be performed in a good workmanlike manner, consistent with accepted practices for other similar services, performed to the City's satisfaction, within the time period prescribe by this Contract and pursuant to the direction of the City Manager or designee.

II) Term.

- 2.1 Contract Term.** The term of this Contract shall commence on the Effective Date of this Contract and shall be fully complete no later than December 31, 2025.

III)Termination.

3.1 Termination for Convenience. The City, at its sole discretion, may terminate this Contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City. In the event this Contract is terminated prior to the completion of Work, Consultant will only be paid for the Work completed at the time of termination of the Contract.

3.2 Termination for Cause. In the event the Consultant is, or has been, in violation of the terms of this Contract or incorporated documents, the City reserves the right, upon written notice to the Consultant, to cancel, terminate, or suspend this contract in whole or in part for default. Termination shall be effected by serving a notice of termination on the Consultant setting forth the manner in which the Consultant is in default. The Consultant will be paid only the contract price for services performed in accordance with the manner of performance set forth in the Contract.

If it is later determined by the City that the Consultant had an excusable reason for not performing, such as a strike, fire, or flood, or events which are not the fault of or are beyond the control of the Consultant, the City after setting up a new delivery or performance schedule, may allow the Consultant to continue work or treat the termination as a termination for convenience.

3.3 Opportunity to Cure. The City at its sole discretion may in lieu of a termination allow the Consultant to cure the defect(s), by providing a "Notice to Cure" to Consultant setting forth the remedies sought by City and the deadline to accomplish the remedies. If the Consultant fails to remedy to the City's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within the time stated time, the City shall have the right to terminate the Contract without any further obligation to the Consultant. Any such termination for default shall not in any way operate to preclude the City from also pursuing all available remedies against the Consultant and it's sureties for said breach or default, including but not limited to termination of this Contract for convenience.

3.4 Dispute Resolution. In the event of a dispute between the Parties which cannot be resolved by the contract managers, the Consultant and the City shall review such dispute and may attempt to resolve the dispute. Any controversy or claim arising out of or relating to this Contract or the alleged

breach of this Contract that cannot be resolved by the Parties within 30 days of receipt of written notice may be submitted to mediation. If the dispute is not resolved through mediation, it shall be submitted to binding arbitration in accordance with the rules and procedures set forth in Chapter 7.04A RCW. The Parties agree to pay their own attorneys' fees and expenses.

IV) Compensation.

4.1 City's Obligation. In consideration of the promises and agreements of the Consultant as set forth herein, and in consideration of the faithful performance and furnishing of the Work and materials required by this Contract to the satisfaction of the City, the City agrees to pay to the Consultant in the manner and at the times provided hereinafter and in the Contract Documents, and in accordance with the ordinances of the City of Ridgefield and the laws of the State of Washington, the rates as provided in **Exhibit "A"** attached hereto.

- i) The amount finally to be paid is, however, variable upon the work actually performed and final payment will be made upon the basis of the amount of work performed and the materials furnished, and at the lump sum or unit prices fixed in the Consultant's Proposal and as modified by any and all approved Amendments.
- ii) The Consultant shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment under this Contract.

4.2 Payment to the Consultant. Progress payments to the Consultant shall be made within 30 days of the City's receipt of Consultant's invoice and the Consultant's and any subconsultant's full compliance with all contractual requirements. The City reserves the right to require Consultant to correct any submitted or paid erroneous invoices according to the rates set forth herein. City and Consultant agree that any amount paid in error by City does not constitute a change in the agreed upon amount; Consultant agrees to issue a refund of any overages paid in error by the City.

V) Payment of Labor.

5.1 Payment to Suppliers. The Consultant agrees to pay in a timely manner all suppliers of labor, materials, and equipment utilized in operations under the Contract.

- 5.2 Travel Expenses.** Travel expenses are limited to airfare, or mileage at the current IRS rate, and lodging at the U.S. General Services Administration rates. Consultant is solely responsible for its staff's travel time, including travel to and from the project site. The City will reimburse all pre-approved miscellaneous expenses at-cost upon submission of a detailed receipt.
- 5.3 Progress Submissions.** The Consultant may be required to submit progress vouchers to the City once per month during the progress of the Work for payment for project completed to date. Vouchers submitted shall include the Contract Number designated by the City.
- 5.4 Final Payment.** Final payment of any balance due the Consultant of the total Contract price earned will be made promptly upon the City's ascertainment and verification after the completion of the Work.
- 5.5 Consultant Records.** The Consultant's records and accounts pertaining to this agreement are to be kept available for inspection by representatives of the City and of the State of Washington for a period of three (3) years after final payment. Copies shall be made available upon request.

VI) Discrimination Prohibited.

- 6.1 Discrimination Statement.** In the performance of all Work under this Contract, the Consultant, or its employees, agents, subConsultants or representatives, shall not discriminate against any person because of sex, age (except minimum age and retirement provisions), race, color, creed, national origin, marital status or the presence of any disability, including sensory, mental, or physical handicaps, based upon a bona fide occupational qualification in relationship to hiring and employment. The Consultant shall comply with the Washington Law Against Discrimination (Chapter 49.60 RCW) and with any other applicable federal or state law or local ordinance regarding non-discrimination, including but not limited to 23 USC 3; 29 USC 12 (V); 42 USC 21(V); 42 USC 76; 42 USC 126; 49 CFR 21; and 23 CFR 200. Any material violation of this provision shall be grounds for immediate termination of this Contract by the City and, in the case of the Consultant's breach, may result in ineligibility for further City agreements.
- i) In the event project funding so requires, the Consultant agrees to be bound by the assurances set forth in Exhibit "B" and to include and require in every sub-contract, the sub-Consultant's agreement to the

assurances of Exhibit B, unless exempt by the Regulations or directives issued pursuant thereto.

VII) Insurance.

7.1 Insurance Term. From the commencement of the Consultant's work through the term of the Contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

7.2 No Limitation. Consultant's maintenance of insurance as required by this Contract shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

7.3 Minimum Scope of Insurance. Consultant shall obtain insurance of types and amounts described below:

- i) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- ii) Professional Liability insurance appropriate to the Consultant's profession.

7.4 Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:

COVERAGE	LIMITS OF LIABILITY
I. Commercial General Liability:	
Policy shall include Bodily Injury, Property Damage, Personal Injury and Broad Form Contractual Liability	
Each Occurrence	\$1,000,000
General Aggregate Per Occurrence	\$2,000,000
Products & Completed Operations Aggregate	\$2,000,000
Personal and Advertising Injury	\$1,000,000
Blanket Contractual Liability	\$1,000,000
II. Commercial Automobile Liability	
Policy shall include Bodily Injury and Property Damage, for any owned, Hired, and/or Non-owned vehicles used in the operation, installation and maintenance of facilities under this agreement.	
Combined Single Limit	\$500,000

III. Workers' Compensation	
Per Occurrence- coverage as required by the Industrial Insurance laws of the State of Washington.	Statutory
IV. Professional Liability	
Each Claim	\$1,000,000
Aggregate	\$2,000,000

- 7.5 Other Insurance Provision.** Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
- 7.6 Consultant's Insurance for Other Losses.** The Consultant shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Consultant's employee owned tools, machinery, equipment, or motor vehicles owned or rented by the Consultant, or the Consultant's agents, suppliers, Consultants or subconsultants as well as to any temporary structures, scaffolding and protective fences.
- 7.7 Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.
- 7.8 Verification of Coverage.** Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.
- 7.9 Notice of Cancellation.** The Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of their receipt of such notice.
- 7.10 Failure to Maintain Insurance.** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

VIII) Indemnity.

- 8.1 Indemnity Statement.** The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all liability including but not limited to demands, claims, causes of action, suits or judgments, claims of copyright or patent infringement, including costs, attorney fees and expenses incurred in connection therewith, or whatsoever kind or nature, arising out of, or in connection with, or incident to, the performance of services by Consultant pursuant to this Contract, except for injuries and damages caused by the sole negligence of the City. In the event that any suit based on such a claim, demand, loss, damage, cost, or cause of action is brought against the Consultant, the City retains the right to participate in said suit.

Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this Section shall survive the expiration or termination of this Contract.

IX) Amendments.

- 9.1 Amendments.** Changes to the scope of the Work to be performed, or the amount of the compensation, or the time for completion of the Work may be accomplished only by a written Amendment document, signed by the Consultant and the City.
- 9.2 Cost Increases.** In consideration of market conditions, the City may allow an annual adjustment to compensation paid for the actual cost of services. Consultant shall submit the request for consideration, together with supporting documentation, at least 30 days before the anniversary of the Effective Date of this Contract. The City will review the request and, at its sole discretion, make a decision. If accepted, the adjustment shall become effective on the anniversary date of the Contract and will be firm for the remainder of the contracted year. All adjustments will be authorized by written contract Amendment.

X) Contract Documents.

10.1 Contract Documents and Order of Precedence. The complete Contract includes these parts and any inconsistency in the parts of the Contract shall be resolved by following this order of precedence (e.g., 1 presiding over 2, 2 over 3, 3 over 4, and so forth):

1. Amendments to the Contract,
2. This Contract,
3. Proposer's Response to Request for Proposals/Qualifications,
4. The Request for Proposals/Qualifications,
5. Special Provisions,
6. Contract Plans,
7. General Provisions,
8. City right of way, or other required City permit.

10.2 Conflicting Provisions. In the event of a conflict between the terms of any Contract Documents, the City Manager or designee shall issue an interpretation to resolve the conflict, which shall be final and binding.

XI) Consultant Responsibilities.

11.1 Engineering Certification Requirements. To the extent required by the State of Washington, the Consultant shall be duly licensed to perform the services required pursuant to Chapter 18.43 RCW.

11.2 Certification Regarding Debarment, Suspension, Or Ineligibility And Voluntary Exclusion—Primary And Lower Tier Covered Transactions.

- i) The Consultant, defined as the primary participant and its principals, certifies by signing this Contract that to the best of its knowledge and belief that they:
 - (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency.
 - (2) Have not within a three (3) year period preceding this Contract, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust

statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;

- (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (2) of this section; and
- (4) Have not within a three (3) year period preceding the signing of this contract had one or more public transactions (federal, state, or local) terminated for cause of default.
- (5) Where the Consultant is unable to certify to any of the statements in this contract, the Consultant shall attach an explanation to this Contract.
- (6) The Consultant agrees by signing this Contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the City.
- (7) The Consultant further agrees by signing this contract that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:
 - (a) The lower tier Consultant certifies, by signing this Contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 - (b) Where the lower tier Consultant is unable to certify to any of the statements in this contract, such Consultant shall attach an explanation to this Contract.
 - (c) The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered

transaction, principal, and voluntarily excluded, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the City for assistance in obtaining a copy of these regulations.

XII) Intellectual Property.

- 12.1 Warranty of Noninfringement.** Consultant represents and warrants that the Consultant is either the author of all deliverables to be provided under this Contract or has obtained and holds all rights necessary to carry out this Contract. Consultant further represents and warrants that the Services to be provided under this Contract do not and will not infringe any copyright, patent, trademark, trade secret or other intellectual property right of any third party.
- 12.2 Rights in Data.** Unless otherwise provided, data which originates from this Contract shall be a "work for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the City. Data shall include, but not be limited to reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, films, tapes, and sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.
- 12.3 Confidentiality.** The Consultant agrees that all materials containing confidential information received pursuant to this Contract shall not be disclosed without the City's express written consent. Consultant agrees to provide the City with immediate written notification of any person seeking disclosure of any confidential information obtained for the City.

XIII) General Terms and Conditions.

- 13.1 Modification.** No provisions of this Contract may be amended or modified except by written Contract signed by the Parties.
- 13.2 Waiver and Remedies.** Any provision of this Contract which is declared invalid or illegal, shall in no way affect or invalidate any other provision hereof and such other provisions shall remain in full force and effect. City's failure to enforce the terms or conditions herein or to exercise any right or privilege, or the City's waiver of any breach hereunder shall not thereafter waive any other term, condition, or privilege, whether of the same or similar

type. Remedies under this Contract are cumulative; the use of one remedy shall not be taken to exclude or waive the right to use another.

- 13.3 Assignment.** Neither the Consultant nor the City shall have the right to transfer or assign, in whole or in part, any or all of its obligations and rights hereunder without the prior written consent of the other Party.
- 13.4 Successors in Interest.** Subject to the foregoing Subsection, the rights and obligations of the Parties shall inure to the benefit of and be binding upon their respective successors in interest, heirs and assigns.
- 13.5 Attorney Fees.** In the event either party brings a lawsuit to enforce the terms of this Contract, or arising from a breach of this Contract, the prevailing party shall be entitled to its costs and attorneys' fees for bringing or defending against the action.
- 13.6 Jurisdiction/Venue.** This Contract Governing shall be governed by and interpreted in accordance with the laws of the State of Washington. The venue for any dispute related to this Contract or for any action to enforce any term of this Contract shall be Clark County, Washington.
- 13.7 Authority.** Each individual executing this Contract certifies that the person signing is legally authorized to enter into this binding Contract on behalf of the City and the Consultant represents and warrants that such individuals are duly authorized to execute and deliver this Contract on behalf of the Consultant or the City.
- 13.8 Ownership of Records and Documents.** Any and all work product prepared by the Consultant in the course of performing this Contract shall immediately become the property of the City. In consideration of the compensation provided for by this Contract, the Consultant hereby further assigns all copyright interests in such work product to the City. A copy may be retained by the Consultant. Previously owned intellectual property of Consultant or any third party, and any know-how, methodologies or processes used by Consultant to provide the services or project deliverables under this Contract shall remain property of the original owner.
- 13.9 Use of City's Name.** Consultant may not use any of City's name, trademark, service marks, or logo in connection with the services contemplated by this Contract or otherwise without the prior written permission of City, which permission may be withheld for any or no reason and may be subject to certain conditions.

- 13.10 Public Disclosure Compliance.** The Parties acknowledge that the City is an “agency” within the meaning of the Washington Public Records Act, Chapter 42.56 RCW, and that materials submitted by the Consultant to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for any data or deliverable that is provided to the City and that is licensed from the Consultant, the City shall notify the Consultant of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Consultant to seek judicial protection of such information, provided that the Consultant shall be responsible for attorney fees and costs in such action and shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Chapter 42.56 RCW for withholding or delaying public disclosure of such information.
- 13.11 Cooperative Purchasing.** The Washington State Inter-local Cooperation Act, Chapter 39.34 RCW, authorizes public agencies to cooperatively purchase goods and services if all parties agree. By having executed this Contract, the Consultant agrees that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without the City incurring any financial or legal liability for such purchases. The City agrees to allow other public agencies to purchase goods and services under this solicitation or contract, provided that the City is not held financially or legally liable for purchases and that any public agency purchasing under such solicitation or contract file a copy of this invitation and such contract in accordance with RCW 39.34.040.
- 13.12 Independent Consultant.** The Consultant and the City agree that the Consultant is an independent Consultant with respect to the services provided pursuant to this agreement. Nothing in this Contract shall be considered to create the relationship of employer and employee between the parties hereto.

Neither Consultant nor any employee of Consultant shall be entitled to any benefits accorded City employees by virtue of the services provided under this Contract. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or for contributing to the state industrial insurance program, otherwise assuming the duties of an employer with respect to Consultant, or any employee of Consultant.

13.13 Counterparts. This Contract may be executed in any number of counterparts, which counterparts shall collectively constitute the entire Contract.

13.14 Notices. Any notices required to be given by the Parties shall be delivered at the addresses set forth below:

Mr. Kirk Johnson
Finance Director
PO Box 608
Ridgefield, WA 98642
Phone: (360) 857-5008
Email: kirk.johnson@ridgefieldwa.us

Notices to Consultant shall be sent to the following address:

Merideth D'Andrea
Maul Foster & Alongi, Inc.
330 E Mill Plain Blvd, Suite 405
Vancouver, WA 98660
Phone: 503-501-5216
Email: mdandrea@maulfoster.com

13.15 Entirety of Contract. This Contract incorporates all the agreements, covenants and understanding between the parties hereto and are merged into this written Contract. No prior agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Contract.

13.16 Ratification. Acts taken pursuant to this Contract but prior to its Effective Date are hereby ratified and confirmed.

By signing below, Consultant accepts the terms and conditions of this Contract and specifically acknowledges and agrees that the provisions contained herein have been mutually negotiated by the Parties.

DATED this _____ day of _____, 20____.

Executed by the Consultant on
_____, 20____.

Signature

Merideth D'Andrea_____
Printed Name

Principal Geologist_____
Title

Executed by the City of Ridgefield on
_____, 20____.

Signature

Steve Stuart_____
Printed Name

City Manager_____
Title

Attest:

City Clerk

EXHIBIT "A"
SCOPE OF WORK AND FEE SCHEDULE

Attached.

MFA Work Order Authorization

Between Maul Foster & Alongi, Inc. (MFA), and City of Ridgefield, Washington (Client).

Signing of this authorization by MFA and Client authorizes MFA to complete the work as described below (Work) as described below under the attached Schedule of Charges.

MFA project number: M0239.33.007

Work order number: 01

Project name: Park Laundry Site Cleanup and Environmental Services

Project location: 122 North Main Ave, Ridgefield, Washington

Scope of work: MFA will perform the Work indicated below.

Task 1—Project Management and Coordination

Project administration activities under this task include client and owner rep communications, project coordination, invoice review, and budget tracking.

Task 2—Inadvertent Discovery Plan

MFA will prepare an Inadvertent Discovery Plan to provide directions for on-site project staff on what to if, who to contact, and how to secure an area, if ground disturbing activities unearth an unanticipated discovery of human remains, historic or prehistoric resources. This task also includes coordination of Ecology's review of the Inadvertent Discovery Plan.

Task 3—Engineering Design Report

MFA will prepare an engineering design report (EDR) in accordance with the selected cleanup actions in the Cleanup Action Plan (CAP). The EDR will include sufficient information for the development and review of construction plans and specifications. It will document engineering concepts, schematics, and design criteria used for design of the cleanup action. The following information will be included in the EDR:

- Goals of the cleanup action, including specific cleanup or performance requirements.
- General information on the site, including a summary of information in the Remedial Investigation/Feasibility Study (RI/FS) and the CAP, updated to reflect current conditions.
- Site maps showing existing site conditions and proposed location of the cleanup action.
- Characteristics, quantity, and location of materials to be treated or otherwise managed, including soil and groundwater containing hazardous substances.
- A schedule for final design and construction.
- A description and conceptual plan of the actions, treatment units, facilities, and processes required to implement the cleanup action.
- Engineering justification for design and operation parameters including design criteria, assumptions, and calculations for the anticipated components of the cleanup action.

The EDR will be provided as draft for Client and Ecology review; upon receipt of Client and Ecology comments, MFA will finalize the EDR.

Task 4—Groundwater Installation and Monitoring Plan

MFA will prepare a performance groundwater monitoring plan describing the field methods, analytical scope, and sampling schedule for the 19 monitoring wells identified by the CAP.

The performance groundwater monitoring plan will include a monitoring well installation plan for three monitoring wells, which will describe the drilling and installation of groundwater monitoring wells into the sandy-gravel portion of the lower water-bearing zone beneath the site in compliance with the CAP.

The performance groundwater monitoring plan will be provided as draft for Client and Ecology review; upon receipt of Client and Ecology comments, MFA will finalize these deliverables.

Task 5— Construction Plans and Specifications

MFA will prepare construction plans and technical specifications suitable for the construction of the remedy identified in the CAP. While the construction plans and specifications will be suitable for inclusion in a bid package, the bid package will be prepared as part of a separate work order in coordination with the Client. This task will include the preparation of phased design documents (draft and final), for review and coordination with Client and Ecology, as indicated below.

- The draft design package will include preliminary design plans, draft technical specifications and bid schedule, construction cost estimate and construction schedule
- The final design package will include final design plans, engineers estimate of construction cost, and construction schedule.

The draft design packages will be submitted for Client and Ecology review; upon receipt of one set of consolidated comments from Client and Ecology, MFA will finalize these deliverables. The final plans and technical specifications will be stamped by a Professional Engineer licensed in the State of Washington.

Assumptions:

In preparing the scope of services, MFA has reviewed the provided information and made the following necessary assumptions that have defined the scope of services, fees, and costs:

- All specifications will be per Washington State Department of Ecology standards and will be placed on the sheets in the plan set.
- The Client will provide site access to the property and adjacent property.

Exclusions:

The following have been excluded from MFA's scope of services until the project design is approved by Ecology. Many of these items can be provided at the Client's request as a change to the scope of services and corresponding fee to be negotiated.

- Coordination with the Port of Ridgefield to gain access to their monitoring wells for groundwater sampling.
- Structural, geotechnical, mechanical, or electrical engineering services or land surveying services
- Preparation of permit applications in advance of final plan approval
- Preparation of bid package, contract forms, etc.
- Services for bidding and negotiation assistance
- Payment of any agency application, permit, or plan check fees

Schedule of work:

MFA will begin work immediately upon receiving authorization to proceed. This proposal is valid for 60 days.

Estimated cost of work:

The cost to complete the scope of work is \$138,155.

This cost estimate does not represent a lump sum. MFA bills on a time-and-materials basis. MFA may apply money from one task to another to complete the scope of work.

So agreed to this 27th day of March 2024.

By Maul Foster & Alongi, Inc.

By City of Ridgefield, Washington

Signature
Merideth D’Andrea, LG

Printed Name
Principal Geologist

Title

Signature

Printed Name

Title

Estimated Budget
M0239.33.007
Park Laundry Remedial Design
City of Ridgefield

Task	Maul Foster & Alongi, Inc.			Subcontractors	Total
	Hours	Labor	Direct		
1 Project Management	58	\$ 13,560.00	\$ -	\$ -	\$13,560
2 Inadvertant Discovery Plan	9	\$ 2,000.00	\$ -	\$ 575.00	\$2,575
3 Engineering Design Report	202	\$ 38,830.00	\$ -	\$ -	\$38,830
4 Groundwater Installation and Monitoring Plan	58	\$ 10,780.00	\$ -	\$ -	\$10,780
5 Construction Plans and Specifications	356	\$ 72,410.00	\$ -	\$ -	\$72,410
Total Estimated Cost					\$138,155



SCHEDULE OF CHARGES

PERSONNEL CHARGES

Principal	\$260 – 280/hour
Senior.....	\$190 – 250/hour
Project.....	\$170 – 210/hour
Analyst	\$160 – 180/hour
Superintendent	\$160/hour
Staff	\$150 – 165/hour
Graphic Design.....	\$145 – 155/hour
Technician	\$125 – 160/hour
Administrative Support	\$115 – 135/hour

Depositions and expert witness testimony, including preparation time, will be charged at 200 percent of the above rates.

Travel time will be charged in accordance with the above rates.

SUBCONTRACTORS

Charges for subcontractors will be billed at cost plus 10 percent.

EXPENSES

Charges for outside services, equipment, and facilities not furnished directly by Maul Foster & Alongi, Inc. will be billed at cost plus 10 percent. Such charges may include, but shall not be limited to the following:

Printing and photographic reproduction	Rented equipment
Rented vehicles/mileage	Shipping charges
Transportation on public carriers	Meals and lodging
Special fees, permits, insurance, etc.	Consumable materials

DIRECT CHARGES

Charges for specialized software modeling and equipment are as specified in the scope of work.

Field equipment rates are set forth in the Field Equipment Rate Schedule.

The rates for document production are set forth in the Document Production Rate Schedule.

RATE CHANGES

Schedule of Charges are subject to change without notice.

EXHIBIT “B”
TITLE VI ASSURANCES

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agree as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the “REGULATIONS”), which are herein incorporated by reference and made a part of this AGREEMENT.
2. **Non-discrimination:** The CONSULTANT, with regard to the work performed during the AGREEMENT, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the REGULATIONS, including employment practices when the AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.
3. **Solicitations for Sub-consultants, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT’s obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination of the grounds of race, color, sex, or national origin.
4. **Information and Report:** The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by AGENCY, STATE or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, STATE or FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Non-compliance:** In the event of the CONSULTANT’s non-compliance with the non-discrimination provisions of this AGREEMENT, the

AGENCY shall impose such AGREEMENT sanctions as it, the STATE or the FHWA may determine to be appropriate, including, but not limited to:

- Withholding of payments to the CONSULTANT under the AGREEMENT until the CONSULTANT complies, and/or;
- Cancellation, termination, or suspension of the AGREEMENT, in whole or in part.

6. Incorporation of Provisions: The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the AGENCY, STATE, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY and the STATE enter into such litigation to protect the interests of the AGENCY and the STATE and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.