



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, December 16, 2021
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. RECOGNITION OF PARKS BOARD AND PLANNING COMMISSION MEMBERS

III. PUBLIC COMMENT

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

IV. CONSENT AGENDA

- 1. Approval of Minutes from the December 2, 2021 Meeting**
- 2. Approval of Claims And/Or Payroll**

V. PRESENTATION

- 1. Pink Patch Donation - Cathy Doriot, Lieutenant**
- 2. Splash Pad Presentation - Bryan Kast, Public Works Director**
- 3. Fleet Study - Lease/Own Analysis Presentation - Kirk Johnson, Finance Director**

VI. BUSINESS

- 1. First Reading of Ordinance No. 1360 - Authorization to Enter into a Lease Purchase Agreement for the Acquisition of a Vacuum Excavation Truck - Kirk Johnson, Finance Director**
- 2. First Reading of Ordinance No. 1361 – Ridgefield Municipal Code, Title 14 Housekeeping Update - Claire Lust, Community Development Director**
- 3. Resolution No. 602 – Update to Master Fee Schedule - Kirk Johnson, Finance Director**

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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

- 1. Council**

2. Mayor
Appointment of Planning Commission Members
Appointment of Parks Board Members
3. City Manager

IX. EXECUTIVE SESSION - COLLECTIVE BARGAINING

1. Pursuant to RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement.

X. ADJOURN

**City Council Agenda Packet is available at the following link:
<http://ridgefieldwa.iqm2.com/Citizens/>**

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 16, 2021

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the December 2, 2021 Meeting

AGENDA ITEM TITLE:

Approval of minutes from the following meeting(s) of the council:

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

Not applicable

ACTION OR MOTION:

Approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 12-02-2021 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

December 2, 2021

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Present	
Rachel Coker	Councilor	Present	

ES TO THE AGENDA

INTRODUCTION AND OATH OF OFFICE FOR OFFICER CUNETA - JOHN BROOKS, POLICE CHIEF

PUBLIC COMMENT

None received.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the November 18, 2021 Meeting

PRESENTATION

Salary Commission Update - Clyde Burkle, Chair

PUBLIC HEARING/BUSINESS

1. Public Hearing and Second Reading of Ordinance No. 1355 – 2022 Proposed Budget - Kirk Johnson, Finance Director

The 2022 budget proposes total revenues of \$59.8 million and \$62.9 million in expense. The proposed budget includes the use of capital reserves that have been collected since 2019 from developers and a grant received in 2021 to fund multiple capital projects. The 2022 budget proposes an operating budget of \$19.5 million, capital budget of \$28.3 million, special revenue budget of \$350,000, capital service budget of \$13.3 million and a debt service budget of \$1.4 million (General Government), for a total budget of \$62,915,881. The net impact on overall fund balance is a decrease of \$3,063,136. The proposed budget includes the transfer of \$1.1 million in grant funds received in 2021 from the General Fund to the utility capital funds for infrastructure projects. In addition the budget proposes using \$7.9 million in new grants, impact fees and system development charges the city has been collecting since 2019 to fund the capital projects proposed for 2022. Transfers between funds included in the budget total \$18,246,707, with \$1,596,089 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$604,915, transfers for debt service in the amount of \$1,414,003, and \$15,031,700 for capital projects. Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget. The 2022 proposed budget includes funding for nine new full-time equivalent positions. The new positions are for two police officers, a code enforcement officer, a senior planner, a parks and recreation manager, an engineering tech, an accounting/utility clerk, an admin assistant in community development and a HR assistant. The total FTE count for the City of Ridgefield with these additions is 69.25, which includes 68 full-time positions and 2 part-time positions.

Mayor Opened Public Hearing: 6:42PM

No testimony received.

Mayor Closed Public Hearing: 6:42PM

MOTION: MOVED TO ADOPT ORDINANCE NO. 1355 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

2. Public Hearing and First Reading of Ordinance No. 1357 - 2021 Comprehensive Plan Amendments - Claire Lust, Community Development Director

The City, in consultation with the property owner, proposes to change the comprehensive plan designation on 4801 S 3rd Way, PIN 986052545, from General Commercial (GC) to Urban Medium (UM) and concurrently to change the zoning designation from Commercial Community Business (CCB) to Residential Medium Density 16 (RMD-16). The site is also known and Discovery Ridge Phase 4. This action would facilitate implementation of the Discovery Ridge Master Plan.

City Council discussion.

Mayor Opened Public Hearing: 7:26PM

Dean Maldonado - Developer

Comments received during public hearing can be heard on the City's website

<https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

Mayor Closed Public Hearing: 7:40PM

First reading conducted.

BUSINESS

1. Second Reading of Ordinance No. 1356 - Transportation Impact Fee List Update - Bryan Kast, Public Works Director

In 2020 Ordinance 1310 was passed that separated the Traffic Impact Fee (TIF) list from the CFP to allow better flexibility to amend or update the list. Since then, several of the projects on the TIF list have been completed, and other projects have been identified as new priorities. This update to the TIF list will remove completed projects from the list, and will add 35th Ave, N. Royle Road, N 14th Street (east/west collector on the Brown Property), and the signal at Union Ridge Parkway to the list of TIF eligible projects. Additionally, the costs for Pioneer Street from Royle to 51st and 51st to 56th as well as the 51st Ave roundabout have been updated based on the 30% design.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1356 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Jen Lindsay, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

2. First Reading of Ordinance No. 1358 – Authorization to Eliminate the Ridgefield Transportation Benefit District Vehicle Licensing Fee and Amending Ridgefield Municipal Code 3.95 - Kirk Johnson, Finance Director

Ridgefield City Council adopted a Resolution to send a ballot measure to the voters asking for an increase in the local sales tax of 0.2% to fund the pavement preservation program and Ridgefield Transportation Benefit District. Pending the sales tax measure was approved by voters, Council said they would ask for an Ordinance to be submitted for a vote of the Council to eliminate the vehicle licensing fee. Proposition 1 to increase the sales tax by 0.2%, was approved by voters in the November 2021 election, and certified by Clark County on November 23, 2021. Staff have coordinated with the Department of Licensing (DOL) on the requirements and timing to eliminate the fee. The vehicle licensing fee is set to be eliminated on April 1, 2022 or as soon as DOL can implement the change after that date pending adoption of Ordinance No. 1358. This date coincides with the implementation of the 0.2% increase in the sales tax for pavement preservation funding.

MOTION: MOVED TO WAIVE SECOND READING AND ADOPT ORDINANCE NO. 1358 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rob Aichele, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

PUBLIC COMMENT

Comments received during public comment can be heard on the City's website

<https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Chipman - Attended City Manager briefing, CREDC Board of Directors meeting.

Council Member Lindsay - Helped at Lions Club tree lot and upcoming food drive, attended fall sports activities and citizens for school bond meeting.

Council Member Aichele - Attended ribbon cutting ceremony for Oasis Dental, Ridgefield library meeting, Ilani tree lighting event, Neighbors on Watch meeting.

Council Member Wells - Attended ribbon cutting ceremony for Oasis Dental, City Manager briefing, expressed concerns regarding Royle Rd visibility and joggers.

Council Member Coker - City tour with Council member Onslow, Turkey Trot.

Council Member Onslow - Attended ribbon cutting ceremony for Oasis Dental, citizens for school bond meeting, Clark college culinary board meeting, lions club tree lot, Ilani tree lighting event.

Mayor

Attended City Manager briefing.

City Manager

City Manager Steve Stuart - Kudos for Finance Department and Public Works Department.

Community Development Claire Lust - Community Development report provided, code enforcement position update.

Finance Director Kirk Johnson - Nonprofit grant program update.

Public Works Director Bryan Kast - Erosion control update, Royle Road project update.

Deputy City Manager Lee Knottnerus - Hometown celebration event.

Police Chief John Brooks - Officer King, Siem and Sergeant Ferriss recognition.

ADJOURN - [8:20 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 12-02-2021 (Approval of Minutes)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 16, 2021
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

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: December 16, 2021 - Claims Report (PDF)

City of Ridgefield

Claims Payment Report

For Approval on:

December 16, 2021

4.2.a

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ARAMARK UNIFORM SERVICES	32	5.29E+11	Genl Govt/Facilities	PW Floor Mats	1.75
				PW Uniforms	0.64
			Public Works	PW Floor Mats	25.98
				PW Uniforms	15.31
ARAMARK UNIFORM SERVICES Total					43.68
Bailey Cary	UB*00657	(blank)	Genl Govt/Facilities	Refund Check 011737-000 217 N 33rd Ct	73.70
Bailey Cary Total					73.70
BANNER BANK - EPAY	3533	3533-20211216	Genl Govt/Facilities	PW Ops Center - Bond Interest/Principal	174,958.41
BANNER BANK - EPAY Total					174,958.41
BLAIRCO INC	1493	21M-03058	Public Safety	HVAC Main - PD	215.72
		21M-03057	Genl Govt/Facilities	HVAC Maint - CH	280.76
BLAIRCO INC Total					496.48
BOB'S AUTOMOTIVE	57	21932	Public Works	Vehcile Maint - 2016 F-250 - 63638D	27.13
BOB'S AUTOMOTIVE Total					27.13
BSK ASSOCIATES	2119	VE03614	Public Works	Coliform Testing	467.50
BSK ASSOCIATES Total					467.50
CFM STRATEGIC COMMUNICATIONS INC.	2551	26342	Genl Govt/Facilities	Lobbyist - Nov 2021	5,200.00
CFM STRATEGIC COMMUNICATIONS INC. Total					5,200.00
CINTAS CORPORATION NO 2	3497	5086553713	Public Safety	First Aid Supplies - PD	60.57
		5086553714	Genl Govt/Facilities	First Aid Supplies - RACC	6.26
			Community Development	First Aid Supplies - RACC	24.01
		5086553703	Genl Govt/Facilities	First Aid Supplies - CH	31.01
		5086553788	Genl Govt/Facilities	First Aid Supplies - PW's	8.15
			Public Works	First Aid Supplies - PW's	121.32
CINTAS CORPORATION NO 2 Total					251.32
CITY OF BATTLE GROUND	92	INV00357	Judicial	Court Costs/Public Defender - Sept 2021	16,872.58
CITY OF BATTLE GROUND Total					16,872.58
CITY OF CAMAS	93	139981	Public Safety	10.2021 EVOC Training	412.50
CITY OF CAMAS Total					412.50
CLARK COUNTY	102	CI034343	Public Works	Whatley Decant Billing - Oct 2021	1,463.60
CLARK COUNTY Total					1,463.60
CLARK COUNTY TREASURERS OFFICE	554	SIF202111	Genl Govt/Facilities	School Impact Fees	336,240.85
CLARK COUNTY TREASURERS OFFICE Total					336,240.85
CLARK PUBLIC UTILITIES - EPAY	110	7559-485-202111	Genl Govt/Facilities	230 Pioneer Ave	202.80
			Public Safety	116 N Main Avenue	218.96
			Public Works	N 35th Ave and Pioneer St	60.62
				N 1st Cir & N 65th Ave - Park & Ride	74.41
				Municipal Lighting Lease	8,451.89
				Overlook Park - Electricity	65.02
				N Abrams Park/E Division	206.06
				109 W Division St - Electricity	186.48
				214 S Riverview Dr	77.52

Attachment: December 16, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

December 16, 2021

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CLARK PUBLIC UTILITIES - EPAY	110	7559-485-202111	Public Works	SR/Pioneer ST & S 65 AVE	58.82
				800 NE 264 St Intertie 1 - Water	918.95
				Traffic Signal - Hillhurst/Royal Rd.	58.33
				512 N Allen Dr - Electricity	26.83
				911 N 65th Ave Intertie 2 - Water	97.41
				1504 NW Intertie 3 - Water	738.70
				2300 N 3rd Way Bellwood Trail Lights	36.62
				255 S 56th Pl - Electricity	1,452.04
				3701 N 3rd Cir - Electricity	26.91
				337 S Royal Rd.	152.04
				400 N Abrams Park Rd	1,275.65
				SR/Pioneer St & S 56 PL	105.76
				City Park/Water Well	3,258.10
				Pioneer St. & Gee Creek Loop - Electricity	27.07
				535 N Abrams Park Rd.	41.95
CLARK PUBLIC UTILITIES - EPAY Total					17,818.94
CLARK REGIONAL WASTEWATER DISTRICT - EPAY	741	035480-000-202111	Public Works	255 S 56th Pl Well & Reservoir - Sewer	39.18
		032695-000-202111	Genl Govt/Facilities	109 W Division WWTP - CRWWD Portion - Sewer	77.76
			Public Works	109 W Division WWTP - Sewer	77.76
		032899-000-202111	Public Works	Abrams Park Former Mgr House - Sewer	42.20
		032895-000-202111	Public Works	Abrams Park Restrooms - Sewer	80.17
		032894-000-202111	Public Works	Abrams Park Kitchen - Sewer	41.59
		032712-000-202111	Public Safety	116 N Main Ave PD - Sewer	45.81
		032664-000-202111	Public Works	301 N 3RD AVE - SEWER	19.73
			Community Development	301 N 3RD AVE - SEWER	19.73
		032752-000-202111	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	367.10
CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total					811.03
CLEARGOV INC.	3109	2021-11515	Information Technology	Clear Gov Subscription - 2022	4,025.05
CLEARGOV INC. Total					4,025.05
COLUMBIA RESOURCE COMPANY	114	33833	Genl Govt/Facilities	Roadkill/Shop Trash	2.81
			Public Works	Roadkill/Shop Trash	76.69
COLUMBIA RESOURCE COMPANY Total					79.50
COLUMBIAN PUBLISHING	116	32988	Public Works	Stormwater Increase & Property Tax Revenue	46.80
			Finance	Stormwater Increase & Property Tax Revenue	48.60
		32983	Community Development	2021 Comprehensice Plan Updates	102.60
		32931	Finance	Budget Hearing 2nd Notice	32.40
COLUMBIAN PUBLISHING Total					230.40
COMCAST - EPAY	2271	2271-202112-230	Genl Govt/Facilities	Internet Services - CH	466.79
		2271-202112-116	Public Safety	PD Communications	350.25
COMCAST - EPAY Total					817.04
COMCAST BUSINESS - EPAY	1666	135972902	Genl Govt/Facilities	PW's Ops Communications - Nov 2021	110.18
			Public Works	PW's Ops Communications - Nov 2021	1,641.42
COMCAST BUSINESS - EPAY Total					1,751.60
COMPASSION 360 INC	3715	3715-20211216	Finance	2021 Non-Profit Grant Funding - Compassion 360	10,000.00
COMPASSION 360 INC Total					10,000.00
COOK SECURITY GROUP	2268	871784	Genl Govt/Facilities	CH Alarm Monitoring 12/2021 - 11/2022	390.24

Attachment: December 16, 2021 - Claims Report (Approval of Claims And/OR Payroll)

City of Ridgefield

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December 16, 2021

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COOK SECURITY GROUP Total					390.24
Coval Jenay & Carter	UB*00666	(blank)	Genl Govt/Facilities	Refund Check 010407-001 2053 N 4th Way	78.01
Coval Jenay & Carter Total					78.01
DENNIS BENEDICT	3717	ENG-21-0064	Genl Govt/Facilities	Refund ENG-21-0064	240.00
DENNIS BENEDICT Total					240.00
DEPARTMENT OF LICENSING - CPL EPAY	154	RG0000834-2021	Genl Govt/Facilities	CPL Fees - Vinson	18.00
		RG0000836-2021	Genl Govt/Facilities	CPL Fees - Vanderlinden	18.00
		RG0000841-2021	Genl Govt/Facilities	CPL Fees - Emken	18.00
		RG0000839-2021	Genl Govt/Facilities	CPL Fees - Peterson	18.00
		RG0000842-2021	Genl Govt/Facilities	CPL Fees - Emken	18.00
		RG0000835-2021	Genl Govt/Facilities	CPL Fees - Petersen	18.00
		RG0000840-2021	Genl Govt/Facilities	CPL Fees - Hinthorn	18.00
		RG0000838-2021	Genl Govt/Facilities	CPL Fees - Morgan	18.00
		MAGNO2021	Genl Govt/Facilities	Dealer License - Magno	125.00
		RG0000837-2021	Genl Govt/Facilities	CPL Fees - Wilhelm	18.00
DEPARTMENT OF LICENSING - CPL EPAY Total					287.00
DEPARTMENT OF NATURAL RESOURCES	715	9158076	Genl Govt/Facilities	Forest Land Assessment	19.00
DEPARTMENT OF NATURAL RESOURCES Total					19.00
DICK'S TIRE FACTORY	158	D12862	Genl Govt/Facilities	Dump Truck Flat Repair	1.70
			Public Works	Dump Truck Flat Repair	25.30
DICK'S TIRE FACTORY Total					27.00
Duncan Gloria	UB*00665	(blank)	Genl Govt/Facilities	Refund Check 012359-000 4756 S 19th St	56.44
Duncan Gloria Total					56.44
DYLAN WAATTI	3718	ENG-21-0112	Genl Govt/Facilities	Refund ENG-21-0112	100.00
DYLAN WAATTI Total					100.00
E2 LAND USE PLANNING SERVICES LLC	485	0485-202111	Community Development	Planning Consulting Services - Nov 2021	3,675.00
E2 LAND USE PLANNING SERVICES LLC Total					3,675.00
EDVARD GOLYSHEVSKIY	3716	502358440	Genl Govt/Facilities	Business License Refund - Golyshevskiy	50.00
EDVARD GOLYSHEVSKIY Total					50.00
ELCOR INC	2081	MSP-14219	Public Safety	IT Services - Nov 2021	3,435.86
			Public Works	IT Services - Nov 2021	2,974.84
			Community Development	IT Services - Nov 2021	3,054.10
			Information Technology	IT Services - Nov 2021	6,569.21
			Public Works	Laptop/Monitor/Dock - Kast	1,465.98
		14274		Tokay Remote License - Blake	188.62
			Community Development	Laptop/Monitor/Dock - Kast	860.47
			Information Technology	Laptop/Monitor/Dock - Kast	860.47
ELCOR INC Total					19,409.55
FERGUSON ENTERPRISES INC # 8423	181	1054574	Public Works	Water Meters	9,365.76
		1051647	Public Works	Water Meters	7,572.87
		0994860-3	Genl Govt/Facilities	Water Meters	(768.10)
			Public Works	Water Meters	9,912.10
		1054389	Public Works	Water Meters	811.67
FERGUSON ENTERPRISES INC # 8423 Total					26,894.30
FLORIDA CDI LLC	3635	87208	Genl Govt/Facilities	Snowburst Tree Topper	1,273.71
				26' Majestic Tree	24,619.27

Attachment: December 16, 2021 - Claims Report (Approval of Claims And/OR Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

December 16, 2021

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FLORIDA CDI LLC Total					25,892.98
GISI MARKETING GROUP	2811	262137	Community Development	Envelopes	480.08
		262139	Public Works	Envelopes	517.35
GISI MARKETING GROUP Total					997.43
GREGORY J STEWART	3713	3713-20211216	Public Safety	PD Workload Analysis	3,000.00
GREGORY J STEWART Total					3,000.00
Haman Andrew	UB*00660	(blank)	Genl Govt/Facilities	Refund Check 009825-000 350 N Green Gables Loop	126.32
Haman Andrew Total					126.32
HARRY'S LAWN AND POWER EQUIPMENT	214	213804	Public Works	Trimmer - Stormwater	407.95
		213803	Public Works	Oper Supplies - Stormwater	78.10
HARRY'S LAWN AND POWER EQUIPMENT Total					486.05
HOME DEPOT CREDIT CARD SERVICES - EPAY	1805	8543178	Public Works	Green Markers - Storm	42.15
		4702477	Genl Govt/Facilities	Events Storage	813.72
		4030238	Genl Govt/Facilities	PW Shop Door	14.79
			Public Works	PW Shop Door	220.29
		5902948	Genl Govt/Facilities	Events Storage	138.71
HOME DEPOT CREDIT CARD SERVICES - EPAY Total					1,229.66
HONEY BUCKETS	223	552476669	Public Works	Davis Park Port-a-Potty	373.00
HONEY BUCKETS Total					373.00
INTERMEDIA.NET INC	2187	2112015680	Information Technology	Voice Service Charges - Nov 2021	86.53
INTERMEDIA.NET INC Total					86.53
J2 BLUE PRINT SUPPLY	243	AR112111	Genl Govt/Facilities	HT Signs	165.86
		AR111955	Community Development	Plotter Contract - Nov 2021	66.02
J2 BLUE PRINT SUPPLY Total					231.88
JANEAN Z PARKER	2199	138	Community Development	Legal Services - Nov 2021	875.00
			Legal	Legal Services - Nov 2021	3,250.00
JANEAN Z PARKER Total					4,125.00
JESSICA KIPP	2099	2099-20211216	Administration	Mileage Reimb - Kipp	68.26
JESSICA KIPP Total					68.26
JET CONSTRUCTION NW LLC	3613	1012	Public Works	Division St Railroad Crossing	19,000.00
JET CONSTRUCTION NW LLC Total					19,000.00
KEYSTONE CONTRACTING	2657	2657-2	Public Works	Storm Facility Rehab - Retainage Release	7,577.31
KEYSTONE CONTRACTING Total					7,577.31
Kleiva Josh	UB*00651	(blank)	Genl Govt/Facilities	Refund Check 012535-000 2402 Nisqually Ave	7.95
Kleiva Josh Total					7.95
L.N. CURTIS AND SONS	3075	INV545673	Public Safety	Uniforms - Dani/Sandra	105.21
		INV546672	Public Safety	PD Uniforms	96.20
L.N. CURTIS AND SONS Total					201.41
LES SCHWAB TIRES WOODLAND	272	36900728050	Public Safety	Chains - Ferriss	737.01
LES SCHWAB TIRES WOODLAND Total					737.01
Malmer Marnie	UB*00654	(blank)	Genl Govt/Facilities	Refund Check 012247-000 1292 S Quail Run Pl	140.03
Malmer Marnie Total					140.03
Maritzen Mike	UB*00662	(blank)	Genl Govt/Facilities	Refund Check 012920-000 1732 S Farm View Loop	262.15
Maritzen Mike Total					262.15
MARIUS L MALATTIA	1817	155	Community Development	Design Reviews - Nov 2021	552.50
MARIUS L MALATTIA Total					552.50

City of Ridgefield

Claims Payment Report

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MERCURY ASSOCIATES INC.	3547	Ridge-IMP-2	Genl Govt/Facilities	Fleet Management Implementation	17,330.00
MERCURY ASSOCIATES INC. Total					17,330.00
MUNICIPAL CODE CORP.	1185	367314	Genl Govt/Facilities	Admin Support Fee 12/2021 - 11/2022	275.00
MUNICIPAL CODE CORP. Total					275.00
MWA ARCHITECTS INC	3636	202116.00-4	Public Works	PW Ops Center Design - 11.2021	5,931.84
MWA ARCHITECTS INC Total					5,931.84
NAPA AUTO PARTS	498	281089	Genl Govt/Facilities	Shop Supp/Tools	25.07
			Public Works	Shop Supp/Tools	373.58
NAPA AUTO PARTS Total					398.65
NORTHWEST NATURAL GAS - EPAY	315	8578-7-202111	Public Works	PW Shop - Natural Gas	146.12
		10005916-202111	Public Safety	PD - Natural Gas	69.08
		8817-9-202111	Genl Govt/Facilities	CH - Natural Gas	273.93
NORTHWEST NATURAL GAS - EPAY Total					489.13
NORTHWEST STAFFING	522	4121036	Community Development	Temp Services - Cleary	497.20
NORTHWEST STAFFING Total					497.20
NW CONSTRUCTION GENERAL CONTRACTING INC.	2900	2900-3	Public Works	Royle Rd S 19th to 460 LF N of S 15th	144,500.00
NW CONSTRUCTION GENERAL CONTRACTING INC. Total					144,500.00
ONE CALL CONCEPTS	326	1119096	Public Works	Excavation Notif./Modem Ticket Delivery - Nov 2021	249.48
ONE CALL CONCEPTS Total					249.48
ON-HOLD CONCEPTS INC	2217	557626	Information Technology	On Hold Music Service - Dec 2021	24.95
ON-HOLD CONCEPTS INC Total					24.95
PATRICK HILDRETH BRAND AND DESIGN	2372	2126	Genl Govt/Facilities	Professional Design/Web Maint - Nov 2021	1,441.00
			Information Technology	Professional Design/Web Maint - Nov 2021	1,179.00
PATRICK HILDRETH BRAND AND DESIGN Total					2,620.00
PBS ENGINEERING AND ENVIRONMENTAL	342	0071069.004-6	Public Works	Royle Rd & 15th Roundabout	1,657.50
PBS ENGINEERING AND ENVIRONMENTAL Total					1,657.50
PETERSON CAT	1767	PC2A0002500	Genl Govt/Facilities	Mini Excavator Hydraulic Line Repair	14.50
			Public Works	Mini Excavator Hydraulic Line Repair	215.99
PETERSON CAT Total					230.49
PINK LEMONADE PROJECT	3110	3110-202112	Genl Govt/Facilities	Pink Patch Project Donation	20.00
PINK LEMONADE PROJECT Total					20.00
PITNEY BOWES - EPAY	341	3314704427	Genl Govt/Facilities	Postage Machine Lease - Q4.2021	466.77
PITNEY BOWES - EPAY Total					466.77
PNWS-AWWA	1070	2022-4134	Public Works	WA Water Utilities Council Dues - 2022	250.00
PNWS-AWWA Total					250.00
Porter Emily	UB*00656	(blank)	Genl Govt/Facilities	Refund Check 013004-000 4927 S 19th St	92.38
Porter Emily Total					92.38
PORTLAND ENGINEERING INC	2082	10773	Public Works	Verizon Data - Telemetry	195.12
PORTLAND ENGINEERING INC Total					195.12
POSTMASTER	348	0348-20211216	Public Works	Postage Replensihment - 2022 Utility Calendar	1,198.86
POSTMASTER Total					1,198.86
POWER RENTS LLC	2798	91319-2	Genl Govt/Facilities	Manlift - Christmas Tree	362.25
POWER RENTS LLC Total					362.25
PURCOR PEST SOLUTIONS OF WASHINGTON LLC	3606	4408709	Genl Govt/Facilities	Pest Management - PWOPS	10.16
			Public Works	Pest Management - PWOPS	151.36
		4408702	Public Works	Pest Management - Davis Park	107.32

Attachment: December 16, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

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PURCOR PEST SOLUTIONS OF WASHINGTON LLC	3606	6324655	Genl Govt/Facilities	Pest Control - CH	129.00
PURCOR PEST SOLUTIONS OF WASHINGTON LLC Total					397.84
Pursley Herb	UB*00652	(blank)	Genl Govt/Facilities	Refund Check 014253-000 7104 S 13th St	16.71
Pursley Herb Total					16.71
Ramussen Thomas	UB*00650	(blank)	Genl Govt/Facilities	Refund Check 012985-000 7025 S 11th St	70.79
Ramussen Thomas Total					70.79
Reed Todd	UB*00655	(blank)	Genl Govt/Facilities	Refund Check 005505-000 213 S Riverview Dr	14.18
Reed Todd Total					14.18
Richmond American Homes	UB*00663	(blank)	Genl Govt/Facilities	Refund Check 013162-036 2914 N McCanta Way	50.01
	UB*00658	(blank)	Genl Govt/Facilities	Refund Check 013162-034 3002 N McCanta Way	35.12
	UB*00664	(blank)	Genl Govt/Facilities	Refund Check 013162-033 2940 N McCanta Way	36.55
	UB*00661	(blank)	Genl Govt/Facilities	Refund Check 013162-049 3013 N McCanta Way	32.03
Richmond American Homes Total					153.71
RIDGEFIELD ART ASSOCIATION	2501	2501-20211216	Finance	2021 Non-Profit Grant Funding - Ridgefield Art Association	3,000.00
RIDGEFIELD ART ASSOCIATION Total					3,000.00
RIDGEFIELD HARDWARE	376	0376-202111	Genl Govt/Facilities	PW FTE Operational Supplies	3.88
				PW FTE Small Tools	1.32
				Events Supplies	270.10
				General Operational Supplies	9.76
			Public Works	PW FTE Operational Supplies	57.88
				PW FTE Small Tools	19.63
				Stormwater Operational Supplies	41.34
				Parks Operational Supplies	155.42
				Streets Operational Supplies	54.34
				Water Operational Supplies	121.88
			Community Development	CDD Operational Supplies	21.46
RIDGEFIELD HARDWARE Total					757.01
RIDGEFIELD LIONS CHARITIES INC	3714	3714-20211216	Finance	2021 Non-Profit Grant Funding - Ridgefield Lions Charities	10,000.00
RIDGEFIELD LIONS CHARITIES INC Total					10,000.00
RIDGEFIELD SCHOOL DISTRICT	378	1002100041	Genl Govt/Facilities	RACC Operating Expense - Electricity	207.45
				RACC Operating Expense - Garbage	21.41
				RACC Operating Expense - Wastewater	10.25
				RACC Operating Expense - Janitorial	293.07
			Community Development	RACC Operating Expense - Electricity	795.23
				RACC Operating Expense - Garbage	82.09
				RACC Operating Expense - Wastewater	39.29
				RACC Operating Expense - Janitorial	1,123.43
RIDGEFIELD SCHOOL DISTRICT Total					2,572.22
Scott Nathan	UB*00653	(blank)	Genl Govt/Facilities	Refund Check 013694-000 2641 S 12th Ct	67.13
Scott Nathan Total					67.13
SPRINGBROOK - GROUP EPAY	3544	211221926	Public Works	Customer Web Payments - Nov 2021	694.82
SPRINGBROOK - GROUP EPAY Total					694.82
STERICYCLE INC	2504	8000530579	Genl Govt/Facilities	Secure Shredding - CH	43.27
		8000530580	Genl Govt/Facilities	Secure Shredding - RACC	6.89
			Community Development	Secure Shredding - RACC	26.39
STERICYCLE INC Total					76.55

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City of Ridgefield

Claims Payment Report

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Storedahl Bo & Christin	UB*00659	(blank)	Genl Govt/Facilities	Refund Check 010260-000 508 N Horns Corner Dr	156.94
Storedahl Bo & Christin Total					156.94
TAC 1 SYSTEMS	1634	SI-010604	Genl Govt/Facilities	Radio Parts	(15.54)
			Public Safety	Radio Parts	200.54
TAC 1 SYSTEMS Total					185.00
THE PARR COMPANY	964	26590883	Genl Govt/Facilities	Christmas Tree Supp	131.12
		26591196	Public Works	Water Supp	17.86
		26590861	Genl Govt/Facilities	Christmas Tree Supp	87.41
THE PARR COMPANY Total					236.39
TLC TOWING	431	139243	Public Works	Vehicle Tow	150.00
TLC TOWING Total					150.00
TRJ PLANNING INC	3575	73	Community Development	Residential Permit Design Review	4,295.48
TRJ PLANNING INC Total					4,295.48
USA BLUEBOOK	444	802356	Public Works	Water Chemicals	237.57
USA BLUEBOOK Total					237.57
VERIZON WIRELESS - EPAY	452	9893872487	Genl Govt/Facilities	PW Cell Phones & 2 iPads	56.51
				PW/CDD Cell	6.35
			Public Safety	PD Cell Phones	550.01
				ADMIN Cell Phones	111.93
			Public Works	PW Cell Phones & 2 iPads	841.97
				PW/CDD Cell	14.81
				PWSTW Cell Equipment	54.19
			Community Development	CDD Cell Phones	411.50
				PW/CDD Cell	21.15
			Finance	FIN Cell Phones	42.31
		9893872485	Genl Govt/Facilities	PW Cell Phones & 2 iPads	27.61
				PW Director iPad	7.91
				Julie iPad	52.59
			Public Safety	PD Cell Phones	732.94
				PD Chief iPad	52.60
			Public Works	PW Cell Phones & 2 iPads	411.22
				PW Director iPad	34.05
			Community Development	CDD Cell Phones	215.57
				PW Director iPad	10.53
				CDD Director iPad	52.59
			Finance	Finance Director iPad	52.59
			Administration	Deputy City Manager iPad	52.60
			Executive	City Manager iPad	52.59
			Council	Council iPads	604.53
		9893872486	Public Works	Hillhurst Ped Crossing - Nov 2021	105.16
VERIZON WIRELESS - EPAY Total					4,575.81
WA ASSOCIATION SHERIFFS AND POLICE CHIEFS	459	INV030158	Public Safety	WASPC 2021 Fall Training - Brooks	175.00
WA ASSOCIATION SHERIFFS AND POLICE CHIEFS Total					175.00
WASHINGTON STATE PATROL	463	I22003084	Genl Govt/Facilities	Background Checks - CPL	172.25
WASHINGTON STATE PATROL Total					172.25
WELLS FARGO - EPAY	1681	202111-8052	Genl Govt/Facilities	Freimuth Amzn Mktp Us Sk56q4573 Office Supplies - Howell	0.27

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City of Ridgefield

Claims Payment Report

For Approval on:

December 16, 2021

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WELLS FARGO - EPAY

1681

202111-8052

Genl Govt/Facilities

Freimuth Amazon.Com Hs38548l3 Amzn Cell Phone Case - Krebser	18.42
Freimuth Amzn Mktp Us Sk56q4573 Stacking Tray - Kast	1.18
Freimuth Amazon.Com 1055h3y63 CH Organizers	113.43
Freimuth Amzn Mktp Us Pv8kl9vn3 HT Supplies	84.40
Freimuth Amzn Mktp Us Pa23s9ur3 HT Supplies	11.86
Freimuth Amzn Mktp Us 7p1p26fd3 HT Supp	8.66
Freimuth Amzn Mktp Us Sk56q4573 Microwave - RACC	20.18
Freimuth Amzn Mktp Us Sk56q4573 PWs Office Supplies	5.58
Freimuth Amzn Mktp Us Oh6g33zv3 HT Supplies	49.85
Freimuth Amazon.Com Bp1tw5d23 CH Storage Container	32.51
Freimuth Amazon.Com 933ui7d43 HT Supplies	11.46
Freimuth Amzn Mktp Us 5f66y4c13 HT Supplies	71.04
Freimuth Amzn Mktp Us 0e0z64gy3 HT Supplies	29.26
Freimuth Amzn Mktp Us Cw5881wk3 HT Supplies	77.10
Freimuth Amzn Mktp Us U01zj3ms3 PD Batteries/Gun Sling	57.72
Freimuth Amazon.Com Xb7vj99p3 Amzn PD Office Supp	24.67
Freimuth Amazon.Com Xb7vj99p3 Amzn PD Oper Supp	9.65
Freimuth Amazon.Com 6k8x16ue3 Amzn Gun Safe - Cuneta	65.04
Freimuth Amzn Mktp Us A17od03f3 PD Oper Supp	106.43
Freimuth Amzn Mktp Us Ta6pt9oo3 PD Batteries	7.53
Freimuth Amzn Mktp Us 5e7x11rb3 PD Storage Totes	34.67
Freimuth Amzn Mktp Us A17od03f3 PD Office Supp	7.96
Freimuth Amazon.Com 9x9ux4il3	49.04
Freimuth Amzn Mktp Us Sk56q4573 Office Supplies - Howell	2.16
Freimuth Amzn Mktp Us Sk56q4573 Keyboard - Blake	50.94
Freimuth Amzn Mktp Us Sk56q4573 Stacking Tray - Kast	4.57
Freimuth Amzn Mktp Us Sk56q4573 Web Cam/Keyboard/Mouse - William	31.44
Freimuth Amzn Mktp Us Sk56q4573 PWs Office Supplies	83.12
Freimuth Amzn Mktp Us Sk56q4573 Office Supplies - Howell	11.07
Freimuth Amzn Mktp Us Sk56q4573 Stacking Tray - Kast	2.13
Freimuth Amzn Mktp Us Sk56q4573 Web Cam/Keyboard/Mouse - William	94.30
Freimuth Amzn Mktp Us Sk56q4573 CDD Operational Supplies	44.80
Freimuth Amzn Mktp Us Sk56q4573 Office Supplies - Hague	23.23
Freimuth Amzn Mktp Us Sk56q4573 Microwave - RACC	77.37
Freimuth Amzn Mktp Us Hz5az5gd3 Rubber Muck Boots - Rashed	178.81
Freimuth Amazon.Com Ce07v1v63 Amzn Computer Headset - Hague	43.24
Freimuth Amzn Mktp Us Sk56q4573 CDD Office Supplies	97.07
Freimuth Amzn Mktp Us Sk56q4573 Toner - Irwin	113.64
Freimuth Amzn Mktp Us 3y3c768u3 2022 Planner - DeMoss	14.08
Rubio Romero Amzn Mktp Us 2m9np5773 CH Box of Tea	42.83
Rubio Romero Amzn Mktp Us P10gr9rb3 PW Operational Supplies	1.22
Rubio Romero Amazon.Com Cu9wz09b3 PW Headset	2.71
Rubio Romero Amzn Mktp Us Zj1xu8b53 PW Ops Supplies Office Supp	22.11
Rubio Romero Amzn Mktp Us Oy5cq8b73 PW Water Filters	0.94
Rubio Romero Amzn Mktp Us Pr2yf7ek3 HT Event Supplies	80.18
Rubio Romero Amzn Mktp Us PW Coat Rack/Paper Cutter Refund	(4.54)

Public Safety

Public Works

Community Development

Finance

Administration

Genl Govt/Facilities

202111-5756

Attachment: December 16, 2021 - Claims Report (Approval of Claims And/OR Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

December 16, 2021

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WELLS FARGO - EPAY

1681

202111-5756

Genl Govt/Facilities

Rubio Romero Amazon.Com Wi51s5ew3 Amzn Pws Office Supplies	0.37
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Howell	0.71
Rubio Romero Amazon.Com Vu7p97dn3 Amzn PW Ops Center Vacuum	9.29
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Weichman	1.20
Rubio Romero Amazon.Com T02t74un3 Amzn PW Waste Baskets	5.47
Rubio Romero Water - Coffee Delivery PW Ops Center Water Deliver	1.72
Rubio Romero Amzn Mktp Us Returned Rolled Maps Wire Bin Storage	(70.45)
Rubio Romero Amzn Mktp Us Sp8bh8r93 PW Ops Center Duster	7.59
Rubio Romero The Columbian Circ 2 CH News Paper	35.00
Rubio Romero Amzn Mktp Us Mw9jw1ve3	70.45
Rubio Romero Amazon.Com Y87b73is3 Amzn CH Copy Paper and Office	150.66
Rubio Romero Amzn Mktp Us Returned PW Duster	(7.59)
Rubio Romero Amzn Mktp Us Vm4wn3y43 Events Supplies	66.11
Rubio Romero Amzn Mktp Us Wq0yb30f3 PD Iphone Case	18.40
Rubio Romero Siptrunk Inc PD Telephone Service	217.27
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Williams	10.53
Rubio Romero Amazon.Com Wi51s5ew3 Amzn Office Supplies - William	1.49
Rubio Romero Amzn Mktp Us P10gr9rb3 PW Operational Supplies	18.24
Rubio Romero Amazon.Com Wi51s5ew3 Amzn Pws Op Supplies	5.58
Rubio Romero Amazon.Com Cu9wz09b3 PW Headset	40.53
Rubio Romero Amzn Mktp Us Zj1xu8b53 PW Ops Supplies Office Supp	329.37
Rubio Romero Amzn Mktp Us Oy5cq8b73 PW Water Filters	14.10
Rubio Romero Amzn Mktp Us PW Coat Rack/Paper Cutter Refund	(67.66)
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Howell	5.71
Rubio Romero Amazon.Com Vu7p97dn3 Amzn PW Ops Center Vacuum	138.48
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Weichman	5.99
Rubio Romero Amazon.Com T02t74un3 Amzn PW Waste Baskets	81.53
Rubio Romero Amzn Mktp Us Fh8vt1v13 Abrams Park - Fireplace Wood	94.30
Rubio Romero Water - Coffee Delivery PW Ops Center Water Deliver	25.71
Rubio Romero Amzn Mktp Us Q28t20473 PW Laptop HDMI Cable	17.66
Rubio Romero Amzn Mktp Us 0x2dj3d13 Abrams Park - Fireplace Safe	130.07
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Williams	31.60
Rubio Romero Amazon.Com Wi51s5ew3 Amzn Office Supplies - William	4.46
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Howell	29.22
Rubio Romero Amzn Mktp Us Zj1xu8b53 Oper Supp - Weichman	16.77
Rubio Romero Amzn Mktp Us 3c84f5023 CDD Card Stock Paper	49.28
Rubio Romero Amazon.Com Lm5on2hz3 Amzn Desk side wastebasket - A	6.47
Rubio Romero Dropbox X4qddsk6lfc5 File Sharing	21.67
Rubio Romero Amazon Web Services Web Audio Backup	0.45
Rubio Romero Apple.Com/Bill CH Ipad Music	10.83
Rubio Romero Apple.Com/Bill Comm Events IPAD Music	14.08
Rubio Romero Adobe Creative Cloud Software - DeMoss	57.44
Rubio Romero Mailchimp Misc Social Media and Email Marketing	22.61
Rubio Romero Txtsignal.Com Texting Software	39.00
Rubio Romero Zoom.Us 888-799-9666 Meeting Platform	59.60
Rubio Romero Amzn Mktp Us Q28t20473 PW Laptop HDMI Cable	7.25

Public Safety

Public Works

Community Development

Finance

Information Technology

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City of Ridgefield

Claims Payment Report

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WELLS FARGO - EPAY	1681	202111-5756	Information Technology	Rubio Romero Eclinchier Basic Plan Social Media Publishing and An	49.00
				Rubio Romero Txtsignal.Com Text Message Software	39.00
			Administration	Rubio Romero Amazon.Com Hw9th96z3 Headphone Jack Adapter - DeMos	8.66
		202111-8763	Genl Govt/Facilities	Kast Cov Parking Payst 491300 Pioneer Widening Mtg Parking - Kas	0.38
				Kast Rosauers Food & Dru Kitchen Condiments - PWs Ops	2.45
			Public Works	Kast Cov Parking Payst 491300 Pioneer Widening Mtg Parking - Kas	1.44
				Kast Rosauers Food & Dru Kitchen Condiments - PWs Ops	36.48
				Kast Cov Parking Payst 491300 Pioneer Widening Mtg Parking - Kas	0.68
		202111-0760	Community Development	Kipp Rosauers Food & Dru PIZZA FOR VOLUNTEER APPRECIATION	221.39
			Genl Govt/Facilities	Kipp Costco Whse #0772 FIRST SATURDAY - NOV	133.20
				Kipp Costco Whse #0772 HOMETOWN DECOR CANDY	265.38
			Human Resources	Kipp Costco By Instacart Wellness snacks for all locations	422.85
				Kipp Costco By Instacart Wellness snacks for all departments	582.82
		202111-6996	Genl Govt/Facilities	Demoss Facebk Pvyhy837m2 1SAT Dec - Marketing	29.72
				Demoss Facebk Pvyhy837m2 1SAT Nov - Marketing	18.78
				Demoss Facebk H3k66at6m2 Facebook paid marketing for December Fi	32.31
				Demoss Sticker Mule 1SAT Dec - 175 Ornaments	435.55
				Demoss Facebk Pvyhy837m2 Proposition 1 Awareness Campaign - Mark	51.50
			Human Resources	Demoss Sticker Mule 75 Ornaments for Employee Gift	186.67
			Finance	Demoss Cross Border Trans Fee Cross Border Trans Fee for Mentime	1.20
			Information Technology	Demoss Mentimeter Quizzing online software for All Hands meeting	119.88
				Demoss Airtable.Com/Bill planner software	24.00
		202111-7051	Genl Govt/Facilities	Blehm Wa St Dept Agriculture Pesticide License Renewal - Joshua	7.50
				Blehm Wa Agr Service Fee Pesticide License Renewal Joshua Natha	0.22
			Public Works	Blehm Wa St Dept Agriculture Pesticide License Renewal - Joshua	17.50
				Blehm Wa Agr Service Fee Pesticide License Renewal Joshua Nathan	0.45
				Blehm Wa Agr Service Fee Pesticide License Renewal Joshua Natha	0.83
				Blehm Wa St Dept Agriculture Mike Vennes Pesticide License Rene	33.00
				Blehm Wa St Dept Agriculture Pesticide License Renewal - Joshua	25.00
				Blehm Wa Agr Service Fee Mike Vennes Pesticide License Renewal S	0.99
			Human Resources	Blehm Yeti 1-833-225-9384 Holiday gift to employees	1,896.24
				Blehm Rosauers Food & Dru Halloween prizes	156.80
		202111-0810	Genl Govt/Facilities	Johnson Municipal Research And Se MRSC Rosters annual dues	275.00
			Public Works	Johnson Www Costco Com Dishwasher for new PW Op Center	829.25
		202111-7028	Genl Govt/Facilities	Brunson Rosauers Food & Dru Drinking Water for PW Shop	2.00
			Public Works	Brunson Rosauers Food & Dru Drinking Water for PW Shop	29.92
				Brunson Harbor Freight Tools 255 Straps for lifting	43.36
		202111-0187	Public Works	Melroy Wtd Equipment Portland Wood Chipper Blades	375.18
				Melroy Block And Olson Glass Ser Abrams park mirror replacement	193.86
				Melroy Western Star Northwest Ri Hook truck reprogram for plow	444.17
		202111-7036	Genl Govt/Facilities	Stuart The Columbian Circ 2 Online newspaper subscription	9.99
			Executive	Stuart The Sportsmans Meeting with City Councilors re upcoming C	111.87
				Stuart The Sportsmans Food for mtg with City Councilors re upcom	53.36
				Stuart Wsba Training seminar for licensing and certification req	115.00
				Stuart Wf4wasbassoc Service Fee Service fee for training seminar	2.88
				Stuart The Seminar Group Training seminar for licensing and cert	629.00

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City of Ridgefield

Claims Payment Report

For Approval on:

December 16, 2021

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WELLS FARGO - EPAY	1681	202111-7036	Executive	Stuart Pioneer Street Cafe Meeting with City Councilors re upcom	61.95
		202111-9437	Public Safety	Steele-Hoots Usps Po 5471680444 8 BOOKS OF STAMPS	92.80
				Steele-Hoots Costco Whse #0772 COFFEE FOR PD	28.99
				Steele-Hoots Usps Po 5471680444 POSTAGE FOR ANDYS JUMPSUIT RETUR	9.80
				Steele-Hoots Llrm Andy MARVITZ TRAINING CLASS	150.00
				Steele-Hoots Tlo Transunion BACKGROUND INVESTIGATIONS	139.73
				Steele-Hoots Usps Po 5471680444 POSTAGE FOR COIN-PATCH THANK YOU	4.30
		202111-8755	Genl Govt/Facilities Public Safety	Brooks La Cosina Real Department Heads breakfast meeting	73.57
				Brooks El Rancho Viejo Lunch with New Hire. Expectations discuss	27.15
				Brooks Sq Signs & T-Shirt Police Uniforms	420.61
		202111-0745	Public Safety	Doriot Zazzle Inc Ridgefield Police Department Christmas Cards A	71.93
				Doriot Costco Whse #1086 Candy for patrol vehicle at Trunk or tr	179.88
				Doriot Ridgefield Pioneer City card used for personal purchase i	12.36
		202111-7069	Administration	Ferriss Paypal Laserfiche LF training - Thompson	150.00
				Ferriss Paypal Laserfiche LF Training - Ferriss	150.00
202111-0794	Council	Ferriss Association Of Washington Chipman - AWC training	40.00		
	Human Resources	Knottnerus Paypal Awc Recruitment on AWC JobNet	200.00		
	Information Technology	Knottnerus Dnh Domain Hosting Srvcs Website domain renewal and t	65.00		
	Administration	Knottnerus Icma Online Professional Membership	200.00		
	202111-7002	Public Works	Thamert Grainger traffic cone signs- sidewalk closed	104.01	
		Thamert Wsu Pesticide Continuing education classes for pesticide	60.00		
202111-0852	Public Safety	Freimuth Amazon.Com lw39s1rg3 Amzn Kitchen Bags - PD	23.30		
WELLS FARGO - EPAY Total					13,825.98
WEX BANK - EPAY	3552	76277074	Genl Govt/Facilities	Nov 2021 Fuel - PW's	290.27
			Public Safety	Nov 2021 Fuel - PD	2,842.99
			Public Works	Nov 2021 Fuel - PW's	4,324.51
			Community Development	Nov 2021 Fuel - CDD	418.15
WEX BANK - EPAY Total					7,875.92
WILCO FARM STORE	655	719008/6	Genl Govt/Facilities	Overalls - Thiesen	5.96
			Public Works	Overalls - Thiesen	113.27
		719004/6	Genl Govt/Facilities	Overall/Gloves - Portillo	4.18
			Public Works	Overall/Gloves - Portillo	79.27
		719076/6	Public Works	Oper Supplies - Stormwater	139.22
WILCO FARM STORE Total					341.90
WOODLAND TRUE VALUE HARDWARE	1507	B249511	Public Works	Water Supp	111.34
WOODLAND TRUE VALUE HARDWARE Total					111.34
Grand Total					915,313.48

Attachment: December 16, 2021 - Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 16, 2021

ITEM:

AGENDA ITEM TITLE: Splash Pad Presentation

Splash Pad Presentation

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS:

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 16, 2021
ITEM: PRESENTATION
AGENDA ITEM TITLE: Fleet Study - Lease/Own Analysis Presentation

GOVERNING LEGISLATION:

Ridgefield Financial Policy #07: Budget; Ridgefield Financial Policy #10: Debt Management

PREVIOUS COUNCIL ACTION TAKEN:

Council reviewed a fleet study presentation in 2021 to discuss fleet status and recommendations from fleet consultant.

SUMMARY/BACKGROUND:

Presentation on financing options for equipment replacement. Options include current pay as you go cash financing through an equipment replacement model, debt financing and leasing.

BUDGET/FINANCIAL IMPACTS:

Impacts to be determined depending on guidance from Council.

ACTION OR MOTION:

No formal action requested just guidance on preferred method of equipment replacement financing.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 16, 2021

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington, Authorizing a Lease Purchase Agreement in the Principal Amount of Not to Exceed \$600,000, for the Acquisition of a Vacuum Excavation Truck; Delegating the Authority to Finalize the Payment, Terms and Maturity Date for the Agreement.

GOVERNING LEGISLATION:

RCW 39.94 Financing Contracts, Financial Policy #10: Debt Management

PREVIOUS COUNCIL ACTION TAKEN:

Council has adopted previous Ordinances authorizing the issuance of General Obligation Bonds. Council adopted the 2022 budget with funding allocated for the lease-purchase of a new Vac Truck.

SUMMARY/BACKGROUND:

City staff contracted with Mercury Associates to present a study on the city fleet. Included in the study was a recommendation for the purchase or lease of equipment not currently in the fleet. One recommendation was for a vacuum excavation truck for use by storm water staff to maintain catch basins and by water staff for water work.

Currently staff contract out for this type of work at approximately \$250 per hour or rent a truck for city personnel to operate at roughly \$15,000 per month. The city also owns a vacuum trailer which is not suitable for catch basin maintenance but can be used for water work.

Council included funding in the 2022 budget to enter into a lease-purchase agreement for a new truck. Staff have found a truck available through the Washington State DES contract and SWS Equipment, LLC. Staff had the truck onsite in Ridgefield for a demonstration and verified the included equipment would meet the needs of the city for all uses identified. The truck price is \$472,118.22. Lease-purchase payments would be \$75,228.44 annually for 7 years. The total cost with financing comes to \$526,599.08. Financing cost over the term of the agreement is \$54,480.86 for an annual interest rate of approximately 2% with a yield of 3.581% over the term of the agreement.

BUDGET/FINANCIAL IMPACTS:

Appropriated 2022 budget is \$100,000 for the lease-purchase agreement. Contract terms show a \$75,228.44 annual payment for 7 years. Total expense over the term of the agreement would be \$526,599.08.

ACTION OR MOTION:

If Council would like to adopt Ordinance No. 1360 they can make the following motion:

“I move to waive second reading and adopt Ordinance No. 1360, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1360**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON, AUTHORIZING A LEASE PURCHASE AGREEMENT IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$600,000, FOR THE ACQUISITION OF A VACUUM EXCAVATION TRUCK; DELEGATING THE AUTHORITY TO FINALIZE THE PAYMENT, TERMS AND MATURITY DATE FOR THE AGREEMENT.**

WHEREAS, the City Council (the "Council") of the City of Ridgefield, Washington (the "City"), has deemed it in the best interest of the City to acquire a new vacuum excavation truck; and

WHEREAS, to provide financing for costs of the equipment, the City wishes to enter into a lease-purchase agreement with a financing company; and

WHEREAS, the City is authorized by Washington State law to borrow money and issue general obligation debt payable from regular property tax levies of the City; and

WHEREAS, after due consideration the Council has determined that it is in the best interest of the City to authorize a lease-purchase agreement in the principal amount of not to exceed \$600,000 to finance the costs of the Purchase and to pay interest costs over the term of the agreement, as set forth herein; and

WHEREAS, the lease-purchase agreement is in accordance with the City's adopted budget and debt management policies; and

WHEREAS, this Council wishes to delegate authority to the City Manager and the Finance Director, or their designee (each, a "Designated Representative"), for a limited time, to select the proposal that is in the best interest of the City (if any) and to approve the interest rate and the terms of the lease-purchase agreement within the parameters set by this ordinance; and

WHEREAS, the City has issued a request for proposal from NCL Government Capital per contract award with Sourcewell a procurement partner; and

WHEREAS, the City may enter into a lease-purchase agreement, or a conditional sales contract, with such financial institution in connection with the purchase of the equipment; and

WHEREAS, the Council now wishes to enter into a lease-purchase agreement set forth in this ordinance;

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

Section 1: Public Interest. The Ridgefield City Council finds it to be in the public interest to purchase a Vacuum Excavation Truck.

Section 2: Authorization. The City Manager and Finance Director are authorized to enter into an agreement for a lease-purchase or conditional sales contract for the lease or purchase of a Vacuum Excavation Truck.

Section 3: Terms. The term of the payment under the agreement is not to exceed seven (7) years and a yield of 3.581% over the term of the agreement.

Section 4: Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.

Section 5: Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

Section 6: 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, ordinance numbering, section/subsection numbers and any references thereto.

Section 7: Effective date. This ordinance shall take effect and be in full force five (5) days after the publication, which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 16th DAY OF DECEMBER, 2021.

By: _____
Don Stose, Mayor

Attest:

Julie Ferriss
City Clerk

Approved as to Form:

Janean Parker, City Attorney

First Reading:	December 16, 2021
Second Reading/Passed:	Waived
Date of Publication:	December 22, 2021
Effective Date:	December 27, 2021

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 16, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Chapter 14.03 - Amendments - 2018 International Residential Code to Update the Permitting Requirements for Decks Within the City

GOVERNING LEGISLATION:

RCW 19.27.031 State building code – Adoption – Conflicts – Opinions.

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Ordinance No. 1344, adopting the provisions of the 2018 editions of the national model codes as amended by the Washington State Building Code Council, on June 24, 2021.

SUMMARY/BACKGROUND:

On June 24, 2021 Council adopted the provisions of the 2018 national model building codes (as amended by the Washington State Building Code Council) into RMC Title 14 – Buildings and Construction. During implementation of the updated codes over the past six months, the Building Official identified one amended provision of the 2018 International Residential Code (IRC) that staff, by error of omission, did not propose in June 2021.

The 2015 IRC includes the following provision regarding deck permitting:

- Decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling, and do not serve a required exit door are exempt from permitting.

Ridgefield adopted an amended version of the 2015 IRC provision:

- Decks or platforms with no roof or cover not over 30 inches above finish grade are exempt from permitting.

The 2018 IRC includes the same provision as the 2015 IRC:

- Decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling, and do not serve a required exit door are exempt from permitting.

In June 2021, staff intended to propose adoption of an amended version of the 2018 IRC provision that would best offer efficient quality control for deck construction in Ridgefield. By error of omission this proposal did not come to Council in June. Now, staff proposes the following amended version of the 2018 IRC provision:

- Decks or platforms with no roof or cover, that not over 30 inches above finish grade at any point, not attached to a dwelling, and do not serve a required exit door are exempt from permitting.

See Exhibit A for exact language.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

To waive second reading and adopt the amendment:

“I move to waive second reading and adopt Ordinance No. xxxx as presented.”

STAFF CONTACT:

Claire Lust, Community Development Director

ATTACHMENTS:

Exhibit A. Title 14 Housekeeping Update (PDF)

ORDINANCE NO. 1361

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTER 14.03 - AMENDMENTS - 2018 INTERNATIONAL RESIDENTIAL CODE TO UPDATE THE PERMITTING REQUIREMENTS FOR DECKS WITHIN THE CITY

WHEREAS, on June 24, 2021 the Ridgefield City Council adopted Ordinance No. 1344 adopting the provisions of the 2018 editions of the national model codes as amended by the Washington State Building Code Council; and

WHEREAS, the 2018 editions of the national model codes as amended by the Washington State Building Code Council include the 2018 International Residential Code; and

WHEREAS, certain amendments to the 2018 International Residential Code are adopted in RMC Chapter 14.03 – Amendments – 2018 International Residential Code and incorporated into the City of Ridgefield's Construction and Administrative Code; and

WHEREAS, over the course of implementing Ordinance No. 1344 the Building Official has reviewed the provisions within Chapter 14.03 for necessary updates to assure that the provisions implement the requirements of the 2018 International Residential Code, as amended by the Washington State Building Code Council, and as amended locally to best provide efficient, quality-controlled deck construction in the City of Ridgefield;

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 updates to Chapter 14.03 of the Municipal Code.

Section 2. Amending Chapter 14.03. That Ridgefield Municipal Code Chapter 14.03 is amended by as set forth in Exhibit A attached hereto and incorporated fully by this reference.

Section 3. 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, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Severability. Any provision of this ordinance or its application to any person, legal entity, or circumstance is held invalid, the remainder of the ordinance or its application to other persons, legal entities, or circumstances is not affected.

Section 5. 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 16th DAY OF DECEMBER, 2021.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: December 16, 2021

Second Reading/Passage: Waived

Date of Publication:

Effective Date:

Title 14 - BUILDINGS AND CONSTRUCTION

Chapter 14.03 - CONSTRUCTION ADMINISTRATIVE CODE^[1]

14.03.040 Amendments – 2018 International Residential Code.

The following amendments to the 2018 International Residential Code are hereby proposed for adoption and incorporation into the city of Ridgefield's Construction Administrative Code.

CHAPTER 1 ADMINISTRATION

SECTION R105 PERMITS

Subsection R105.2 Work Exempt from Permit is hereby proposed to be amended by adding two additional exemptions as enumerated by the number's 10 & 11 under the heading "Building", as follows:

R105.2 Work exempt from permit. In addition to the exemptions enumerated in Chapter 1 of the 2015 International Residential Code, a permit shall not be required for the following:

Building:

10. Re-roofing of one and two family dwellings or buildings accessory to these dwellings may be exempt for up to a maximum of a second overlay per section R907.3.
11. Decks or platforms with no roof or cover, which are not over 30 inches above finish grade at any point, are not attached to a dwelling, and do not serve the exit door required by Section R311.4.

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 16, 2021

ITEM: BUSINESS

AGENDA ITEM TITLE: A Resolution of the City of Ridgefield, Washington Amending and Superseding Resolution No. 299, Resolution No. 313, Resolution No. 325, Resolution No. 346, Resolution No. 402, Resolution No. 441, Resolution No. 455, Resolution No. 477, Resolution No. 483, Resolution No. 522, Resolution No. 531, Resolution No. 539, Resolution No. 549, and Resolution No. 568 (Master Fee Schedule)

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 42.56.120
Washington Administrative Code 44-14-07001
Ridgefield Municipal Code Chapter 3.70 – Fees for Services

PREVIOUS COUNCIL ACTION TAKEN:

City Council passed Resolution No. 299 August 2, 2005 establishing the Master Fee Schedule. Council has since passed multiple revisions to the Master Fee Schedule, the most recent Resolution No. 568 on December 19, 2019.

SUMMARY/BACKGROUND:

City staff periodically review the Master Fee Schedule to ensure fees are appropriate to cover services provided. Community Development and Finance staff have identified a few changes to the fee schedule that will implement the large lot plat process, more accurately cover services provided, streamline application payments, and/or clarify existing language and processes. Proposed fee changes are outlined below. Fee schedule attached includes index change to Traffic, Park and School impact fees effective January 1, 2022.

Fee Description	Current Fee	Recommended Fee	Justification
Preliminary large lot plat	N/A	\$1,500	Council adopted a large lot plat process in November 2021. Establish associated fees at the same cost as short plat due to substantially similar processing requirements.
Final large lot plat	N/A	\$500	
Residential re-roof: full tear off	\$95	N/A	Consolidate residential re-roof fees. Per RDC

Residential re-roof: full tear off with sheathing replaced	\$100	\$100	14.03.040, full tear-offs without sheathing replaced are exempt from permitting.
Residential re-siding: full tear off with or without sheathing replaced	N/A	\$100	Establish fees for residential re-siding similar to those for residential re-roof, except that there is no exemption for those without sheathing replaced.
Fee for each residential plot plan review in excess of 2	N/A	\$58	Incentivize submittal of accurate residential plot plans and account for staff time by charging an additional fee equal to the original submittal fee for each review in excess of 2.
Architectural design review fee	N/A	\$75	Incentivize submittal of approvable architectural elevations and account for staff time by establishing in equal amounts an architectural design review fee, re-review fee, and fee for changes to approved elevations.
Fee for each architectural design review in excess of 2	N/A	\$75	
Changes or additions to approved elevations that require additional architectural design review	N/A	\$75	

Mechanical and Plumbing Combined Permit Fee for SFR	N/A	25% of building permit fee, plus any applicable wood/pellet/gas stove fees	Charge combined plumbing and mechanical fees for new single-family residences as a simple percentage of the building permit fee, rather than based on the sum of a long list of fixtures. Reduce opportunities for applicant error during the submittal process. Percentage based on average ratio of plumbing and mechanical fees to building permit fees in 2021. Fees pertaining to standalone plumbing and mechanical permits not proposed to change.
Use of Outside Professional Consultants	City cost in excess of applicable permit fee	No cost recovery	Removed language specifying that any outside consultant cost in excess of applicable permit fee would be charged to developer.
Unclaimed Property Processing Fee	\$0	\$5	Charge a processing fee for time intensive refund checks that remain uncashed after a 12 month period.

BUDGET/FINANCIAL IMPACTS:

No significant budget impacts are anticipated.

RECOMMENDED ACTION OR MOTION:

Council may adopt resolution No. 602 as presented by making the following motion:

“I move to approve Resolution No. 602 as presented.”

STAFF CONTACT:

Kirk Johnson, Finance Director

ATTACHMENTS:

1.1.2021 Master Fee Schedule_Clean Copy (DOCX)

1.1.2021 Master Fee Schedule_Redlined(DOCX)

Resolution No.602

A RESOLUTION OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING AND SUPERSEDING RESOLUTION NO. 299, RESOLUTION NO. 313, RESOLUTION NO. 325, RESOLUTION NO. 346, RESOLUTION NO. 402, RESOLUTION NO. 441, RESOLUTION NO. 455, RESOLUTION NO. 477, RESOLUTION NO. 483, RESOLUTION NO. 522, RESOLUTION NO. 531, RESOLUTION NO. 539, RESOLUTION NO. 549, AND RESOLUTION NO. 568 (MASTER FEE SCHEDULE)

WHEREAS, it is the general policy of the City to establish fees that are reflective of the cost of services provided by the City; and

WHEREAS, the Ridgefield City Council approved Resolution No. 299 at a regular meeting held on August 2, 2005 establishing a Master Fee Schedule to provide cost recovery for the provision of providing various municipal services; and,

WHEREAS, the Ridgefield City Council approved additional resolutions after this time period that added services, delegated authority, and modified and/or updated fees, and;

WHEREAS, the Ridgefield City Council also desires to add new fees, update fees and charges within the current Master Fee Schedule that are outdated or no longer applicable; and

NOW THEREFORE, be it resolved by the City Council of the City of Ridgefield, Washington, as follows:

Section 1. Public Interest. The City Council for the City of Ridgefield, Washington finds that it is in the public interest to amend and supersede the previously approved Master Fee Schedule to address costs associated with providing services.

Section 2. Supersede Previous Resolutions. This Resolution inclusive of Exhibit "A" attached hereto shall supersede in its entirety Resolution No. 299, Resolution No. 313, Resolution No. 325, Resolution No. 346, Resolution No. 402, Resolution No. 441, Resolution No. 455, Resolution No. 477, Resolution No. 483, Resolution No. 522, Resolution No. 531, Resolution No. 539, Resolution No. 549, and Resolution No. 568 previously passed by the Ridgefield City Council.

Section 3. Adjustments. The Ridgefield City Council amends the Master Fee Schedule to include the attached Exhibit "A".

Section 4. Effective Date. This Resolution shall be in full force and effect on January 1, 2022.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 16th DAY OF DECEMBER, 2021.

CITY OF RIDGEFIELD

Don Stose
Mayor

Attest:

Julie Ferriss
City Clerk

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

A. City Personnel Costs	
Building Official	\$90.00
Building Inspector	\$75.00
Public Safety	\$75.00
Public Works	\$50.00
Park Attendant	\$15.00
All Other City Personnel	Actual Cost + 10%
B. Land Use Planning Permits	
• Payment. All fees are due at the time an application is submitted. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done, All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
Annexation:	
Notice of Intent	\$450
Notice of Petition to Annex	\$2,000
Appeal:	
Review by recognized City Neighborhood Organization or HOA	\$250
Appeal involving an individual single-family residence or duplex	\$350
All land use appeals to Hearing Examiner	\$2,000
Archaeological Pre-Determination Review	\$350
Boundary Line Adjustment	\$400
Comprehensive Plan Amendment/Zone Change Request	
Comprehensive Plan	\$3,000
Zone Change Request	\$3,750
Conditional Use Permit:	
New Use	\$3,750
Existing Use – Minor Alteration	\$450
Existing Use – Major Alteration	\$2,000
Covenant Release: Full or Partial	\$1,000

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

Critical or Sensitive Area Review (Fee for Each Required Review)	
Fish & Wildlife Habitat Conservation Areas	\$600
Frequently Flooded Areas	\$600
Geologic Hazard Areas	\$600
Wetlands	\$600
Critical Aquifer Recharge Areas	\$600
Minor Exception Request	\$600
Reasonable Use Exception Request	\$600
Development Agreement	\$1,000
Development Agreement – Amendment	\$750
Director's Interpretation	\$350
Extensions of Land Use Approval:	
Preliminary PUD or Preliminary Plat	\$350
All Others	\$150
Final Plat:	
Final Subdivision Plat	\$2,000
Final Short Plat	\$500
Final Large Lot Plat	\$500
Final Binding Site Plan	\$500
Map of Dedication:	
Map of Dedication (not part of another land use application)	\$500
Amendment to a Map of Dedication Type I and Type II	\$500
Amendment to a Map of Dedication Type III	\$2,000
Home Occupation	\$150
Large Lot Plat (Preliminary)	\$1,500
Legal Lot Determination:	
Up to Two Lots	\$450
Plus Fee-per-lot for Each Lot Over 2	\$50
Legislative Text Amendment	\$3,000
Master Planned/Mixed Use Development	\$3,000
(Plus Corresponding PUD or Subdivision Fee)	
Nonconforming Situations:	
Type I Alteration of Nonconforming Situation	\$150
Type II Alteration of Nonconforming Situation	\$450
Type III Alteration of Nonconforming Situation	\$3,250
Type II Determination or Discontinuance of Nonconforming Situation	\$150
Type II Reconstruction of a Nonconforming Situation	\$450
Planned Residential Development (PUD):	
10 – 25 Lots	\$4,000
26 – 50 Lots	\$5,500
51 Lots or More	\$5,500
Plus Fee-per-lot for Each Lot Over 50	\$25

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

Modification of Preliminary PUD (plus applicable Map of Dedication fee)	
Minor Modification	\$650
Major Modification	\$2,000
Plat Alteration or Vacation	\$2,000
Plat Modification (plus applicable Map of Dedication fee)	\$2,000
Post-Decision Review:	
Type I	\$150
Type II	\$2,500
Type III	\$3,250
Pre-Application Conference:	\$1,250
If Development Permit Application Submitted within 6 Months	\$500 Credit
Pre-Application Waiver	\$65
SEPA Review:	
SEPA Review	\$500
SEPA Review for One Single Family Residence	\$150
Shoreline Permit:	
Shoreline Statement of Exemption	\$150
Shoreline Substantial Development Permit	\$3,000
Shoreline Conditional Use Permit	\$3,000
Shoreline Variance	\$2,100
Sign Permit:	
Sandwich Board or "A" Frame	\$50
Permanent (Plus Applicable Building and Land Use Permit Fees in Section "B and D")	\$100
Master Sign Plan	\$250
Site Plan Review:	
Minor Site Plan	\$150
Basic Site Plan	\$2,500
Major Site Plan	\$3,500
Preliminary Binding Site Plan	\$4,000
Short Plat (Preliminary)	\$1,500
Subdivision (Preliminary):	
10 – 25 Lots	\$4,000
26 – 50 Lots	\$5,500
51 Lots or More	\$5,500
Plus Fee-per-lot for Each Lot Over 50	\$25
Temporary Use Permit:	
Type I	\$150
Type II	\$450
Type I Review (All Others)	\$150

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

Type II Review (All Others)	\$450
Type III Review (All Others)	\$3,250
Variance/Administrative Adjustment	
Administrative Adjustment	\$350
Variance	\$3,250
Variance Filed in Conjunction with Another Type III Application	\$1,050
Zoning Confirmation Letter	\$150
C. Public Works Permits	
• Payment. All fees are due at the time an application is submitted. Any additional charges shall be paid prior to receipt of a Final Decision, Final Plat Approval or Statement of Completion as applicable. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
Right of Way/Road Encroachment Permit:	
Right of Way/Road Blocking Only	\$125
1-200 Linear Feet of Pavement Disturbed	\$300
Over 200 Linear Feet of Pavement Disturbed	\$300
Plus Fee Per Linear Foot over 200	\$0.75
Extension (90 Day)	\$75
Grading Permit:	
Under 50 Cubic Yards of Total Cut and Fill	No Fee
50-100 Cubic Yards of Total Cut and Fill	\$50
101-500 Cubic Yards of Total Cut and Fill	\$200
501-1,000 Cubic Yards of Total Cut and Fill	\$500
1,001-10,000 Cubic Yards of Total Cut and Fill	\$750
10,001-50,000 Cubic Yards of Total Cut and Fill	\$1,000
50,001-100,000 Cubic Yards of Total Cut and Fill	\$1,500
100,001-200,000 Cubic Yards of Total Cut and Fill	\$2,500
Over 200,000 Cubic Yards of Total Cut and Fill	\$5,000

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

Grading Permit Extension (12 Months)	50% of Original Fee
Street Tree Removal (Permit Required):	
Fee if Existing Tree is Replaced within Timeframe on Permit	\$0
Fee if Existing Tree is Not Replaced within Timeframe on Permit	\$50
Water Utility Fees:	
Administrative Termination	\$50
Hydrant Meter Rental Deposit	\$500
Meter Accuracy Testing (One Free Test per 12 Month Period)	\$60
Utility Account Set Up	\$10
Service Call	\$15
Water Meter Installation Fee	
5/8-3/4 Inch Meter	\$425
1.0 Inch Meter	\$490
1.5 Inch Meter	\$775
2.0 Inch Meter	\$980
3.0 Inch Meter	Time & Materials
4.0 Inch Meter	Time & Materials
6.0 Inch Meter	Time & Materials
8.0 Inch Meter	Time & Materials
Water Service Installation	Time & Materials
Water Utility Availability Determination	\$25
Engineering Review:	
Engineering Site Plan	\$8,000
Engineering Site Plan with Off-site Infrastructure	\$12,000
Engineering Short Plat (2-9 Lots)	\$10,000
Engineering Subdivision/PUD (More than 9 Lots)	\$10,000
Plus Fee Per Lot	\$100
Fee for Each City Plan Review in Excess of 3	\$500
D. Building Permits	
• Payment. All plan review fees are due at the time an application is submitted. All building permit fees are due when the permit is picked up by the applicant. Any additional charges shall be paid prior to the issuance of a building permit. • * Use of Outside Professional Consultants. The City reserves the right to use the services of outside professional consultants. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Building Valuation. Building Valuation shall be calculated by the Building Official based on the cost of the construction as stated by	

Attachment: 1.1.2021 Master Fee Schedule_Clean Copy (Update to the Master Fee Schedule)

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

the applicant and/or by utilizing the square footage of the proposed construction and valuation data published by the International Code Council. Valuation data shall be updated annually on January 1 using the most recent release of the ICC Building Valuation Data. (ex. January 1, 2022 using ICC Building Valuation Data released August 2021). Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.		
Building Plan Review:		65% of Building Permit Fee
Minimum Plan Review Fee		\$25
Maximum Plan Review Fee		\$32,500
Outside Structural Plan Review: Exception Only (ex: Hospitals)		* City Cost
Fee for Each Building Plan Review in Excess of 3		\$500
Changes or Additions to Approved Plans that Require Additional Review – Fee per Hour		\$75
Re-Activation of 180-Day Plan Approval Fee		\$250
Plot Plan Review Fee		\$58
Fee for Each Plot Plan Review in Excess of 2		\$58
Changes or Additions to Approved Plot Plan that Require Additional Review		\$58
Architectural Design Review Fee		\$75
Fee for Each Architectural Design Review in Excess of 2		\$75
Changes or Additions to Approved Elevations that Require Additional Architectural Design Review		\$75
Building Permit:		
<i>Valuation per International Code Council – Two Year Lag</i>		
\$1-\$500 (Minimum)		\$25
\$501-\$2,000		\$50
\$2,001 - \$25,000 Base		\$50
Plus \$/\$1,000 Over \$2,000 (and Any Fraction Thereof)		\$14
\$25,001 - \$50,000 Base		\$372
Plus \$/\$1,000 Over \$25,000 (and Any Fraction Thereof)		\$10
\$50,001 - \$100,000 Base		\$622
Plus \$/\$1,000 Over \$50,000 (and Any Fraction Thereof)		\$7
\$100,001 - \$500,000 Base		\$1,022
Plus \$/\$1,000 Over \$100,000 (and Any Fraction Thereof)		\$5

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2021



6.3.a

FEE AMOUNT

\$500,001 - \$1,000,000 Base	\$3,400
Plus \$/\$1,000 Over \$500,000 (and Any Fraction Thereof)	\$4
Over \$1,000,000 Base	\$7,375
Plus \$/\$1,000 Over \$1,000,000 (and Any Fraction Thereof)	\$4
Maximum Building Permit Fee	\$50,000
Foundation Permit/Early Start At-Risk Agreement:	\$250
Inspection Fees:	
Base Inspection Cost per Hour	\$75
Inspections Outside of Normal Business Hours	4 Hour Minimum
Re-Inspection Fees (If Separate Inspection Fee is Applicable)	1 Hour Minimum
Adult Family Home	2 Hour Minimum
Special Occupancies	2 Hour Minimum
Special Inspections Requested by the Applicant	2 Hour Minimum
Other Inspections (If Separate Inspection Fee is Applicable)	1 Hour Minimum
Mechanical & Plumbing Combined Permit Fee for New SFR	25% of Building Permit Fee (plus any applicable wood/pellet/gas stove fees)
Mechanical Plan Review Fees:	25% of Mechanical Permit Fee
Mechanical Permit Fees:	
Permit Issuance	\$65.00
Supplemental Permit (Original Permit Not Expired)	\$15.00
<u>Furnaces</u>	
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$18.00
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	\$20.00
For the installation or relocation of each floor furnace, including vent	\$15.00
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$15.00
<u>Heat Pumps/AC</u>	
Heat Pump/AC 0-3	\$12.00
Heat Pump/AC 3-15	\$20.00
Heat Pump/AC 15-30	\$25.00
Heat Pump/AC 30-50	\$35.00
Heat Pump/AC >50	\$60.00
<u>Wood/Pellet/Gas Stoves</u>	
Wood/Pellet/Gas Stove Insert	\$58.00

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FEE AMOUNT

Wood/Pellet/Gas Stove Free Standing	\$58.00
<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$7.00
For each additional outlet over five, each	\$2.00
<u>Appliance Vents</u>	
For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$8.00
<u>Repairs or Additions</u>	
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$14.00
<u>Boilers, Compressors, and Absorption Systems</u>	
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$15.00
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$30.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$40.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$95.00
<u>Air Handlers</u>	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto Note: This fee does not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	\$15.00
For each air-handling unit over 10,000 cfm (4719 L/s)	\$20.00

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<u>Evaporative Coolers</u>	
For each evaporative cooler other than portable type	\$15.00
<u>Commercial Ducts</u>	
For each duct	\$9.00
<u>Ventilation and Exhaust</u>	
For each ventilation fan connected to a single duct	\$8.00
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$15.00
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$15.00
<u>Incinerators</u>	
For the installation or relocation of each domestic-type incinerator	\$20.00
For the installation or relocation of each commercial or industrial-type incinerator	\$15.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories, or for which no other fee is listed in the table	\$15.00
Plumbing Plan Review Fees:	25% of Plumbing Permit Fee
Plumbing Permit Fees:	
Permit Issuance	\$65.00
Supplemental Permit (Original Permit Not Expired)	\$15.00
<u>Fixtures and Vents</u>	
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow prevention thereof)	\$10.00
For repair or alteration of drainage or vent piping, each fixture	\$7.00
<u>Industrial Waste and Rainwater Systems</u>	
For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$20.00
Rainwater systems – per drain inside building	\$10.00
<u>Water Piping and Water Heaters</u>	
For installation, alteration, or repair of water piping or water-treatment equipment, or both, each	\$7.00
For each water heater including vent (for vents only, see Mechanical Permit Fee Table)	\$15.00
<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$7.00
For each additional outlet over five, each	\$2.00

Attachment: 1.1.2021 Master Fee Schedule_Clean Copy (Update to the Master Fee Schedule)

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<u>Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices</u>	
For each lawn sprinkler system on any one meter, including backflow protection devices thereof	\$15.00
For atmospheric-type vacuum breakers or backflow protection devices not included above:	
1 to 5 devices	\$15.00
Over 5 devices, each	\$3.00
For each backflow-protection device other than atmospheric-type vacuum breakers:	
2 inches (50.8 mm) and smaller	\$15.00
Over 2 inches (50.8 mm)	\$25.00
<u>Swimming Pools</u>	
For each swimming pool or spa (in addition to other permits/fees):	
Public Pool	\$95.00
Public Spa	\$65.00
Private Pool	\$65.00
Private Spa	\$35.00
Pools over 5,000 gallons	\$100.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Plumbing Code but not listed in other appliance categories, or for which no other fee is listed	\$10.00
Mobile Home Permit Fees:	
Placement of a Temporary Mobile Home/Trailer	\$100.00
Manufactured Home Inspection	\$100.00
Temporary Storage of a Mobile Home	\$100.00
Other Building Permit and Inspection Fees:	
Accessibility Review	\$100.00
Change of Occupancy	\$100.00
Change of Use	\$100.00
Demolition Permit	\$100.00
Energy/Indoor Air Quality	\$100.00
Moving Permit	\$100.00
Roof Permit (Residential):	
Full Tear Off (With Sheathing Replaced)	\$100.00
Siding Permit (Residential):	
Full Tear Off (With or Without Sheathing Replaced)	\$100.00
Temporary Certificate of Occupancy	
Temporary Revocable Commercial Certificate of Occupancy	
0-90 Days	\$250.00
91 Days and Over	\$500.00

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FEE AMOUNT

Temporary Tents, Canopies, and Air Supported Structures - For public use, inclusive of all tents for a single event - Not applicable to tents less than 200 sq. ft., canopies less than 400 sq. ft., or tents used for non-commercial events	\$100.00
Washington State Building Code Council (W.S.B.C.C.) Surcharge:	
Commercial	\$25.00
First Living Unit	\$6.50
Each Additional Unit (In a Multi-Family Project)	\$2.00
Collected on each permit that is issued in accordance with the Ridgefield Building Code	
Systems Development Charges and Impact Fees (See Notes):	
<u>Traffic Impact Fees (1)(5)</u>	
Single Family (Per Dwelling Unit)	\$4,408.88
Multi Family (Per Dwelling Unit)	\$2,699.69
Commercial (Per Average Daily Trip)	\$460.71
<u>Park Impact Fees (2)(5)</u>	
Single Family (Per Dwelling Unit)	\$3,713.07
Multi Family (Per Dwelling Unit)	\$3,713.07
<u>School Impact Fees (3)(6)</u>	
Single Family (Per Dwelling Unit)	\$11,002.35
Multi Family (Per Dwelling Unit)	\$11,002.35
<u>Water System Development Charge (4)(7)</u>	
5/8"-3/4" Meter	\$4,440.26
1" Meter	\$11,100.65
1.5" Meter	\$22,201.29
2" Meter	\$35,522.07
3" Meter	\$66,603.88
4" Meter	\$111,006.47
6" Meter	\$222,012.95
8" Meter	\$355,220.71
Outside City Limits	1.5x In-City SDC
Notes:	
1. Traffic Impact Fees charged are based upon average daily trip (ADT) generation of the proposed use.	
2. Park Impact Fees reflect a mix of acquisition and development. Trail cost estimates make allowance for required compliance with the Americans with Disabilities Act. Development costs can be significantly reduced by calculating deductions made for other exactions, e.g. dedication of a public easement through an open space corridor earmarked for trail or park development.	

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FEE AMOUNT

	3. School Impact Fees are based on the improvement cost of needed school facilities identified in the most current Ridgefield School District Capital Facility Plan. 4. Water System Development Charges are based upon meter equivalent size (M.E.S.). 5. Per Ridgefield Municipal Code 18.070.080-18.070.090, the planning director shall calculate annual inflation adjustments in the Traffic Impact Fee rate and the Park Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2022 impact fee increase to reflect the increase in the CPI-U index from the first half of 2020 to the first half of 2021). 6. Per Ridgefield Municipal Code 18.070.100, the planning director shall calculate annual inflation adjustments in the School Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the Rider Levett Bucknall Construction Cost Index (RLB) for the first half of the previous year (Ex: January 1, 2022 impact fee increase to reflect the increase in the RLB index from the 2nd quarter publication of the 2021 RLB index). 7. Per Ridgefield Municipal Code 13.30.010 Water System Development Charges are set forth in the Master Fee Schedule. The Public Works Director shall calculate annual inflation adjustments in the Water System Development Charges. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2022 system development charge increase to reflect the increase in the CPI-U index from the first half of 2020 to the first half of 2021). 8. System Development Charges and non-residential Impact Fees are due at the time of building permit issuance. Residential Impact Fees are due at the time of final occupancy. Per Ridgefield Municipal Code 13.30.020 meter size 3" and larger or single family residential homes moving from well source to municipal water source may be eligible for payment plans.	
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FEE AMOUNT

E. Park Rental & Special Events	
Special Events. Request for City Services such as Police and Public Works labor are available by request. Refer to Special Event Fees for more information.	
Abram's Park Rentals	
Bennett Hall:	
First Hour	\$25.00
Each Additional Hour	\$15.00
Maximum Fee	\$100.00
Refundable Deposit	\$50.00
Bennett Hall & Kitchen:	
First Hour	\$25.00
Each Additional Hour	\$15.00
Maximum Fee	\$100.00
Refundable Deposit	\$100.00
Bennett Hall & Plaza: (May or may not include kitchen)	
First Hour	\$35.00
Each Additional Hour	\$25.00
Maximum Fee	\$160.00
Refundable Deposit	\$100.00
Bennett Hall, Plaza & Open Space: (May or may not include kitchen)	
First Hour	\$40.00
Each Additional Hour	\$30.00
Maximum Fee	\$190.00
Refundable Deposit	\$100.00
Grass Fields, Baseball, Softball, and T-Ball Fields:	
Per Hour	\$10.00
3 Month Session (Maximum of 2 times per week for two hours)	\$80.00
Refundable Deposit	\$100.00
Overlook Park Rentals:	
Plaza & Stage	
Per Hour	\$40.00
Maximum Fee	\$240.00
Refundable Deposit	\$300.00
Plaza, Stage & Upper Grassy Area	
Per Hour	\$45.00
Maximum Fee	\$270.00
Refundable Deposit	\$300.00
Entire Park	
Per Hour	\$50.00
Maximum Fee	\$300.00
Refundable Deposit	\$300.00

Attachment: 1.1.2021 Master Fee Schedule_Clean Copy (Update to the Master Fee Schedule)

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FEE AMOUNT

All other City Parks are available to the public on a first come, first served basis. Reservations are not accepted.	No Charge
Special Events:	
Special Event Permit Application	No Charge
City Personnel Costs	Section A
City Services (Cost + Admin Fee of \$30.00)	Actual Cost
F. Other Fees and Permits	
Business License Fees:	
Annual Resident Business License	\$50
Annual Non-Resident Business License	\$50
Annual Peddler and Solicitors License	\$50
Plus One-Time Background Check	\$40
Copy/Record Duplication Fees:	
Copy of audio tapes, video tapes, photos, maps or other records needing reproduction	Actual City Cost
Black & White 8.5x11.0 Inch	\$0.15 per page
Black & White 8.5x14.0 Inch	\$0.35 per page
Black & White 11.0x17.0 Inch	\$0.40 per page
Color 8.5x11.0 Inch	\$1.00 per page
Color 8.5x14.0 Inch	\$1.00 per page
Color 11.0x17.0 Inch	\$1.50 per page
Records scanned into electronic format	\$0.10 per page
Electronic files uploaded to email, cloud storage service, or other electronic delivery system	\$0.05 every four files
Transmission of electronic records	\$0.10 per gigabyte
Hiring information technology expertise – external	Actual City Cost w/10% deposit
Annual Budget (Bound Copy)	\$30.00
Comprehensive Annual Financial Report (Bound Copy)	\$30.00
City Comprehensive Plan (Bound Copy)	\$30.00
Park & Recreation Comprehensive Plan (Bound Copy)	\$30.00
City Engineering Standards (Bound Copy)	\$30.00
Administrative Processing Fee:	
Fee Added to Each Billing/Invoice for Reimbursable Costs	\$30.00
Fee Added to Each Remittance for Impact Fees or SDCs	\$30.00
Fee Added to Each Remittance for Fire Code Fees	\$30.00
Unclaimed Property Processing Fee	\$5.00
Administrative Fees:	
NSF Check	\$35.00
Cemetery Lot – Purchase	\$600.00
Cemetery Lot – Marking	\$25.00
Notary Fee	\$5.00
Latecomer Agreement Application	\$500.00
Latecomer Agreement Processing	\$125.00

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FEE AMOUNT

Latecomer Agreement Appeal	\$250.00
Administrative Billing Late Fee (After 60 Days Past Due)	1% Per Month
Police Department Fees:	
Fingerprint Card	\$20.00
Release of Property to Finder Fee	*\$10.00
Neighborhood Electric Vehicle/Golf Cart Registration (One Time)	\$30.00
<u>Concealed Weapon Permit</u>	
Concealed Weapon Permit Application (Good for 5 Years)	\$49.25
Concealed Weapon Permit Renewal	\$32.00
Late Renewal Penalty	\$42.00
Replacement Permit	\$10.00
<u>Dog Licenses</u>	
Spayed or Neutered – Annual Fee	\$20.00
Not Spayed or Neutered – Annual Fee	\$30.00
Lifetime Dog License (Altered or Unaltered) Non-Transferrable	\$50.00
Hobby Kennels (5-10 Dogs)	\$50.00
Commercial Kennels (11+ Dogs)	\$100.00
*Plus Actual Cost of Publication of Notice (RCW 63.21.030)	

Attachment: 1.1.2021 Master Fee Schedule_Clean Copy (Update to the Master Fee Schedule)

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FEE AMOUNT

A. City Personnel Costs	
Building Official	\$90.00
Building Inspector	\$75.00
Public Safety	\$75.00
Public Works	\$50.00
Park Attendant	\$15.00
All Other City Personnel	Actual Cost + 10%
B. Land Use Planning Permits	
• Payment. All fees are due at the time an application is submitted. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
Annexation:	
Notice of Intent	\$450
Notice of Petition to Annex	\$2,000
Appeal:	
Review by recognized City Neighborhood Organization or HOA	\$250
Appeal involving an individual single-family residence or duplex	\$350
All land use appeals to Hearing Examiner	\$2,000
Archaeological Pre-Determination Review	\$350
Boundary Line Adjustment	\$400
Comprehensive Plan Amendment/Zone Change Request	
Comprehensive Plan	\$3,000
Zone Change Request	\$3,750
Conditional Use Permit:	
New Use	\$3,750
Existing Use – Minor Alteration	\$450
Existing Use – Major Alteration	\$2,000
Covenant Release: Full or Partial	\$1,000

Resolution No. 568
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Critical or Sensitive Area Review (Fee for Each Required Review)	
Fish & Wildlife Habitat Conservation Areas	\$600
Frequently Flooded Areas	\$600
Geologic Hazard Areas	\$600
Wetlands	\$600
Critical Aquifer Recharge Areas	\$600
Minor Exception Request	\$600
Reasonable Use Exception Request	\$600
Development Agreement	\$1,000
Development Agreement – Amendment	\$750
Director's Interpretation	\$350
Extensions of Land Use Approval:	
Preliminary PUD or Preliminary Plat	\$350
All Others	\$150
Final Plat:	
Final Subdivision Plat	\$2,000
Final Short Plat	\$500
<u>Final Large Lot Plat</u>	<u>\$500</u>
Final Binding Site Plan	\$500
Map of Dedication:	
Map of Dedication (not part of a Subdivision or PUD <u>another land use application</u>)	\$500
Amendment to a Map of Dedication Type I and Type II	\$500
Amendment to a Map of Dedication Type III	\$2,000
Home Occupation	\$150
<u>Large Lot Plat (Preliminary)</u>	<u>\$1,500</u>
Legal Lot Determination:	
Up to Two Lots	\$450
Plus Fee-per-lot for Each Lot Over 2	\$50
Legislative Text Amendment	\$3,000
Master Planned/Mixed Use Development	\$3,000
(Plus Corresponding PUD or Subdivision Fee)	
Nonconforming Situations:	
Type I Alteration of Nonconforming Situation	\$150
Type II Alteration of Nonconforming Situation	\$450
Type III Alteration of Nonconforming Situation	\$3,250
Type II Determination or Discontinuance of Nonconforming Situation	\$150
Type II Reconstruction of a Nonconforming Situation	\$450
Planned Residential Development (PUD):	
10 – 25 Lots	\$4,000
26 – 50 Lots	\$5,500
51 Lots or More	\$5,500

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Plus Fee-per-lot for Each Lot Over 50	\$25
Modification of Preliminary PUD (plus applicable Map of Dedication fee)	
Minor Modification	\$650
Major Modification	\$2,000
Plat Alteration or Vacation	\$2,000
Plat Modification (plus applicable Map of Dedication fee)	\$2,000
Post-Decision Review:	
Type I	\$150
Type II	\$2,500
Type III	\$3,250
Pre-Application Conference:	\$1,250
If Development Permit Application Submitted within 6 Months	\$500 Credit
Pre-Application Waiver	\$65
SEPA Review:	
SEPA Review	\$500
SEPA Review for One Single Family Residence	\$150
Shoreline Permit:	
Shoreline Statement of Exemption	\$150
Shoreline Substantial Development Permit	\$3,000
Shoreline Conditional Use Permit	\$3,000
Shoreline Variance	\$2,100
Sign Permit:	
Sandwich Board or "A" Frame	\$50
Permanent (Plus Applicable Building and Land Use Permit Fees in Section "B and D")	\$100
Master Sign Plan	\$250
Site Plan Review:	
Minor Site Plan	\$150
Basic Site Plan	\$2,500
Major Site Plan	\$3,500
Residential Plot Plan Review or Revision	\$58
Preliminary Binding Site Plan	\$4,000
Short Plat (Preliminary)	\$1,500
Subdivision (Preliminary):	
10 – 25 Lots	\$4,000
26 – 50 Lots	\$5,500
51 Lots or More	\$5,500
Plus Fee-per-lot for Each Lot Over 50	\$25
Temporary Use Permit:	
Type I	\$150

Commented [CL1]: Moved to building permit section

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Type II	\$450
Type I Review (All Others)	\$150
Type II Review (All Others)	\$450
Type III Review (All Others)	\$3,250
Variance/Administrative Adjustment	
Administrative Adjustment	\$350
Variance	\$3,250
Variance Filed in Conjunction with Another Type III Application	\$1,050
Zoning Confirmation Letter	\$150
C. Public Works Permits	
• Payment. All fees are due at the time an application is submitted. Any additional charges shall be paid prior to receipt of a Final Decision, Final Plat Approval or Statement of Completion as applicable. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
Right of Way/Road Encroachment Permit:	
Right of Way/Road Blocking Only	\$125
1-200 Linear Feet of Pavement Disturbed	\$300
Over 200 Linear Feet of Pavement Disturbed	\$300
Plus Fee Per Linear Foot over 200	\$0.75
Extension (90 Day)	\$75
Grading Permit:	
Under 50 Cubic Yards of Total Cut and Fill	No Fee
50-100 Cubic Yards of Total Cut and Fill	\$50
101-500 Cubic Yards of Total Cut and Fill	\$200
501-1,000 Cubic Yards of Total Cut and Fill	\$500
1,001-10,000 Cubic Yards of Total Cut and Fill	\$750
10,001-50,000 Cubic Yards of Total Cut and Fill	\$1,000
50,001-100,000 Cubic Yards of Total Cut and Fill	\$1,500

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100,001-200,000 Cubic Yards of Total Cut and Fill	\$2,500
Over 200,000 Cubic Yards of Total Cut and Fill	\$5,000
Grading Permit Extension (12 Months)	50% of Original Fee
Street Tree Removal (Permit Required):	
Fee if Existing Tree is Replaced within Timeframe on Permit	\$0
Fee if Existing Tree is Not Replaced within Timeframe on Permit	\$50
Water Utility Fees:	
Administrative Termination	\$50
Hydrant Meter Rental Deposit	\$500
Meter Accuracy Testing (One Free Test per 12 Month Period)	\$60
Utility Account Set Up	\$10
Service Call	\$15
Water Meter Installation Fee	
5/8-3/4 Inch Meter	\$425
1.0 Inch Meter	\$490
1.5 Inch Meter	\$775
2.0 Inch Meter	\$980
3.0 Inch Meter	Time & Materials
4.0 Inch Meter	Time & Materials
6.0 Inch Meter	Time & Materials
8.0 Inch Meter	Time & Materials
Water Service Installation	Time & Materials
Water Utility Availability Determination	\$25
Engineering Review:	
Engineering Site Plan	\$8,000
Engineering Site Plan with Off-site Infrastructure	\$12,000
Engineering Short Plat (2-9 Lots)	\$10,000
Engineering Subdivision/PUD (More than 9 Lots)	\$10,000
Plus Fee Per Lot	\$100
Fee for Each City Plan Review in Excess of 3	\$500
D. Building Permits	
Payment. All plan review fees are due at the time an application is submitted. All building permit fees are due when the permit is picked up by the applicant. Any additional charges shall be paid prior to the issuance of a building permit. * Use of Outside Professional Consultants. The City reserves the right to use the services of outside professional consultants. The applicant is responsible for any City costs in excess of the fee amount paid. All such costs shall be billed to the applicant and shall include a \$30 processing fee. Any additional charges shall be paid prior to issuance of a building permit.	

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• Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Building Valuation. Building Valuation shall be calculated by the Building Official based on the cost of the construction as stated by the applicant and/or by utilizing the square footage of the proposed construction and valuation data published by the International Code Council. Valuation data shall be updated annually on January 1 using the most recent release of the ICC Building Valuation Data. (ex. January 1, 2021 using ICC Building Valuation Data released August 2019). Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
Building Plan Review:	65% of Building Permit Fee
Minimum Plan Review Fee	\$25
Maximum Plan Review Fee	\$32,500
Outside Structural Plan Review: Exception Only (ex: Hospitals)	* City Cost
Fee for Each <u>City-Building</u> Plan Review in Excess of 3 Changes or Additions to <u>Approved</u> Plans that Required Additional Review – Fee per Hour	\$75
Re-Activation of 180-Day Plan Approval Fee	\$250
<u>Plot Plan Review Fee</u>	<u>\$58</u>
<u>Fee for Each Plot Plan Review in Excess of 2 Changes or Additions to Approved Plot Plan that Require Additional Review</u>	<u>\$58</u>
<u>Architectural Design Review Fee</u>	<u>\$75</u>
<u>Fee for Each Architectural Design Review in Excess of 2 Changes or Additions to Approved Elevations that Require Additional Architectural Design Review</u>	<u>\$75</u>
Building Permit:	
<i>Valuation per International Code Council – Two Year Lag</i>	\$25
\$1-\$500 (Minimum)	\$50
\$501-\$2,000	\$50
\$2,001 - \$25,000 Base	\$14

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Plus \$/\$1,000 Over \$2,000 (and Any Fraction Thereof)	\$372
\$25,001 - \$50,000 Base	\$10
Plus \$/\$1,000 Over \$25,000 (and Any Fraction Thereof)	\$622
\$50,001 - \$100,000 Base	\$7
Plus \$/\$1,000 Over \$50,000 (and Any Fraction Thereof)	\$1,022
\$100,001 - \$500,000 Base	\$5
Plus \$/\$1,000 Over \$100,000 (and Any Fraction Thereof)	\$3,400
\$500,001 - \$1,000,000 Base	\$4
Plus \$/\$1,000 Over \$500,000 (and Any Fraction Thereof)	
Over \$1,000,000 Base	\$7,375
Plus \$/\$1,000 Over \$1,000,000 (and Any Fraction Thereof)	\$4
Maximum Building Permit Fee	\$50,000
Foundation Permit/Early Start At-Risk Agreement:	\$250
Inspection Fees:	
Base Inspection Cost per Hour	\$75
Inspections Outside of Normal Business Hours	4 Hour Minimum
Re-Inspection Fees (If Separate Inspection Fee is Applicable)	1 Hour Minimum
Adult Family Home	2 Hour Minimum
Special Occupancies	2 Hour Minimum
Special Inspections Requested by the Applicant	2 Hour Minimum
Other Inspections (If Separate Inspection Fee is Applicable)	1 Hour Minimum
<u>Mechanical & Plumbing Combined Permit Fee for New SFR</u>	<u>25% of Building Permit Fee (plus any applicable wood/pellet/gas stove fees)</u>
Mechanical Plan Review Fees:	25% of Mechanical Permit Fee
Mechanical Permit Fees:	
Permit Issuance	\$65.00
Supplemental Permit (Original Permit Not Expired)	\$15.00
<u>Furnaces</u>	
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$18.00
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	\$20.00
For the installation or relocation of each floor furnace, including vent	\$15.00
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$15.00

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<u>Heat Pumps/AC</u>	
Heat Pump/AC 0-3	\$12.00
Heat Pump/AC 3-15	\$20.00
Heat Pump/AC 15-30	\$25.00
Heat Pump/AC 30-50	\$35.00
Heat Pump/AC >50	\$60.00
<u>Wood/Pellet/Gas Stoves</u>	
Wood/Pellet/Gas Stove Insert	\$58.00
Wood/Pellet/Gas Stove Free Standing	\$58.00
<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$7.00
For each additional outlet over five, each	\$2.00
<u>Appliance Vents</u>	
For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$8.00
<u>Repairs or Additions</u>	
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$14.00
<u>Boilers, Compressors, and Absorption Systems</u>	
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$15.00
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$30.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$40.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over	

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1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$95.00
<u>Air Handlers</u>	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto	\$15.00
Note: This fee does not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	
For each air-handling unit over 10,000 cfm (4719 L/s)	\$20.00
<u>Evaporative Coolers</u>	
For each evaporative cooler other than portable type	\$15.00
<u>Commercial Ducts</u>	
For each duct	\$9.00
<u>Ventilation and Exhaust</u>	
For each ventilation fan connected to a single duct	\$8.00
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$15.00
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$15.00
<u>Incinerators</u>	
For the installation or relocation of each domestic-type incinerator	\$20.00
For the installation or relocation of each commercial or industrial-type incinerator	\$15.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories, or for which no other fee is listed in the table	\$15.00
Plumbing Plan Review Fees:	25% of Plumbing Permit Fee
Plumbing Permit Fees:	
Permit Issuance	\$65.00
Supplemental Permit (Original Permit Not Expired)	\$15.00
<u>Fixtures and Vents</u>	
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow prevention thereof)	\$10.00
For repair or alteration of drainage or vent piping, each fixture	\$7.00
<u>Industrial Waste and Rainwater Systems</u>	

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For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$20.00
Rainwater systems – per drain inside building	\$10.00
<u>Water Piping and Water Heaters</u>	
For installation, alteration, or repair of water piping or water-treatment equipment, or both, each	\$7.00
For each water heater including vent (for vents only, see Mechanical Permit Fee Table)	\$15.00
<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$7.00
For each additional outlet over five, each	\$2.00
<u>Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices</u>	
For each lawn sprinkler system on any one meter, including backflow protection devices thereof	\$15.00
For atmospheric-type vacuum breakers or backflow protection devices not included above:	
1 to 5 devices	\$15.00
Over 5 devices, each	\$3.00
For each backflow-protection device other than atmospheric-type vacuum breakers:	
2 inches (50.8 mm) and smaller	\$15.00
Over 2 inches (50.8 mm)	\$25.00
<u>Swimming Pools</u>	
For each swimming pool or spa (in addition to other permits/fees):	
Public Pool	\$95.00
Public Spa	\$65.00
Private Pool	\$65.00
Private Spa	\$35.00
Pools over 5,000 gallons	\$100.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Plumbing Code but not listed in other appliance categories, or for which no other fee is listed	\$10.00
<u>Mobile Home Permit Fees:</u>	
Placement of a Temporary Mobile Home/Trailer	\$100.00
Manufactured Home Inspection	\$100.00
Temporary Storage of a Mobile Home	\$100.00
<u>Other Building Permit and Inspection Fees:</u>	

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Accessibility Review	\$100.00
Change of Occupancy	\$100.00
Change of Use	\$100.00
Demolition Permit	\$100.00
Energy/Indoor Air Quality	\$100.00
Moving Permit	\$100.00
Roof Permit (Residential):	
Full Tear Off	\$95.00
Full Tear Off (With/with Sheathing Replaced)	\$100.00
Siding Permit (Residential):	
Full Tear Off (With or Without Sheathing Replaced)	\$100.00
Temporary Certificate of Occupancy	
Temporary Revocable Commercial Certificate of Occupancy	
0-90 Days	\$250.00
91 Days and Over	\$500.00
Temporary Tents, Canopies, and Air Supported Structures	
• For public use, inclusive of all tents for a single event	
• Not applicable to tents less than 200 sq. ft., canopies less than 400 sq. ft., or tents used for non-commercial events	\$100.00
Washington State Building Code Council (W.S.B.C.C.) Surcharge:	
Commercial	\$25.00
First Living Unit	\$6.50
Each Additional Unit (In a Multi-Family Project)	\$2.00
Collected on each permit that is issued in accordance with the Ridgefield Building Code	
Systems Development Charges and Impact Fees (See Notes):	
Traffic Impact Fees (1)(5)	
Single Family (Per Dwelling Unit)	\$4,194.94 4,408.88
Multi Family (Per Dwelling Unit)	\$2,568.69 2,699.69
Commercial (Per Average Daily Trip)	\$438.35 460.71
Park Impact Fees (2)(5)	
Single Family (Per Dwelling Unit)	\$3,532.89 3,713.07
Multi Family (Per Dwelling Unit)	\$3,532.89 3,713.07
School Impact Fees (3)(6)	
Single Family (Per Dwelling Unit)	\$10,408.05 11,002.3
Multi Family (Per Dwelling Unit)	\$10,408.05 11,002.3
Water System Development Charge (4)(7)	\$10,408.05 11,002.3

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FEE AMOUNT

5/8"-3/4" Meter	\$4,440.26
1" Meter	\$11,100.65
1.5" Meter	\$22,201.29
2" Meter	\$35,522.07
3" Meter	\$66,603.88
4" Meter	\$111,006.47
6" Meter	\$222,012.95
8" Meter	\$355,220.71
Outside City Limits	1.5x In-City SDC
<u>Notes:</u>	
1. Traffic Impact Fees charged are based upon average daily trip (ADT) generation of the proposed use. 2. Park Impact Fees reflect a mix of acquisition and development. Trail cost estimates make allowance for required compliance with the Americans with Disabilities Act. Development costs can be significantly reduced by calculating deductions made for other exactions, e.g. dedication of a public easement through an open space corridor earmarked for trail or park development. 3. School Impact Fees are based on the improvement cost of needed school facilities identified in the most current Ridgefield School District Capital Facility Plan. 4. Water System Development Charges are based upon meter equivalent size (M.E.S.). 5. Per Ridgefield Municipal Code 18.070.080-18.070.090, the planning director shall calculate annual inflation adjustments in the Traffic Impact Fee rate and the Park Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 20221 impact fee increase to reflect the increase in the CPI-U index from the first half of 2019-2020 to the first half of 20219). 6. Per Ridgefield Municipal Code 18.070.100, the planning director shall calculate annual inflation adjustments in the School Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the Rider Levett Bucknall Construction Cost Index (RLB) for the first half of the previous year (Ex: January 1, 20221 impact fee increase to reflect the increase in the RLB index from the 2nd quarter publication of the 20219 RLB index). 7. Per Ridgefield Municipal Code 13.30.010 Water System Development Charges are set forth in the Master Fee Schedule. The Public Works Director shall calculate	

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annual inflation adjustments in the Water System Development Charges. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2022⁴ system development charge increase to reflect the increase in the CPI-U index from the first half of 2020¹⁹ to the first half of 20²¹). 8. System Development Charges and non-residential Impact Fees are due at the time of building permit issuance. Residential Impact Fees are due at the time of final occupancy. Per Ridgefield Municipal Code 13.30.020 meter size 3" and larger or single family residential homes moving from well source to municipal water source may be eligible for payment plans.	
E. Park Rental & Special Events Special Events. Request for City Services such as Police and Public Works labor are available by request. Refer to Special Event Fees for more information.	
Abram's Park Rentals Bennett Hall: First Hour Each Additional Hour Maximum Fee Refundable Deposit Bennett Hall & Kitchen: First Hour Each Additional Hour Maximum Fee Refundable Deposit Bennett Hall & Plaza: (May or may not include kitchen) First Hour Each Additional Hour Maximum Fee Refundable Deposit Bennett Hall, Plaza & Open Space: (May or may not include kitchen) First Hour Each Additional Hour	\$25.00 \$15.00 \$100.00 \$50.00 \$25.00 \$15.00 \$100.00 \$100.00 \$35.00 \$25.00 \$160.00 \$100.00 \$40.00 \$30.00

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Maximum Fee	\$190.00
Refundable Deposit	\$100.00
Grass Fields, Baseball, Softball, and T-Ball Fields:	
Per Hour	\$10.00
3 Month Session (Maximum of 2 times per week for two hours)	\$80.00
Refundable Deposit	\$100.00
Overlook Park Rentals:	
Plaza & Stage	
Per Hour	\$40.00
Maximum Fee	\$240.00
Refundable Deposit	\$300.00
Plaza, Stage & Upper Grassy Area	
Per Hour	\$45.00
Maximum Fee	\$270.00
Refundable Deposit	\$300.00
Entire Park	
Per Hour	\$50.00
Maximum Fee	\$300.00
Refundable Deposit	\$300.00
All other City Parks are available to the public on a first come, first served basis. Reservations are not accepted.	No Charge
Special Events:	
Special Event Permit Application	No Charge
City Personnel Costs	Section A
City Services (Cost + Admin Fee of \$30.00)	Actual Cost
F. Other Fees and Permits	
Business License Fees:	
Annual Resident Business License	\$50
Annual Non-Resident Business License	\$50
Annual Peddler and Solicitors License	\$50
Plus One-Time Background Check	\$40
Copy/Record Duplication Fees:	
Copy of audio tapes, video tapes, photos, maps or other records needing reproduction	Actual City Cost
Black & White 8.5x11.0 Inch	\$0.15 per page
Black & White 8.5x14.0 Inch	\$0.35 per page
Black & White 11.0x17.0 Inch	\$0.40 per page
Color 8.5x11.0 Inch	\$1.00 per page
Color 8.5x14.0 Inch	\$1.00 per page
Color 11.0x17.0 Inch	\$1.50 per page
Records scanned into electronic format	\$0.10 per page

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Electronic files uploaded to email, cloud storage service, or other electronic delivery system	\$0.05 every four files
Transmission of electronic records	
Hiring information technology expertise – external	\$0.10 per gigabyte
Annual Budget (Bound Copy)	Actual City Cost w/10% deposit
Comprehensive Annual Financial Report (Bound Copy)	\$30.00
City Comprehensive Plan (Bound Copy)	\$30.00
Park & Recreation Comprehensive Plan (Bound Copy)	\$30.00
City Engineering Standards (Bound Copy)	\$30.00
Administrative Processing Fee:	
Fee Added to Each Billing/Invoice for Reimbursable Costs	\$30.00
Fee Added to Each Remittance for Impact Fees or SDCs	\$30.00
Fee Added to Each Remittance for Fire Code Fees	\$30.00
Unclaimed Property Processing Fee	\$5.00
Administrative Fees:	
NSF Check	\$35.00
Cemetery Lot – Purchase	\$600.00
Cemetery Lot – Marking	\$25.00
Notary Fee	\$5.00
Latecomer Agreement Application	\$500.00
Latecomer Agreement Processing	\$125.00
Latecomer Agreement Appeal	\$250.00
Administrative Billing Late Fee (After 60 Days Past Due)	1% Per Month
Police Department Fees:	
Fingerprint Card	\$20.00
Release of Property to Finder Fee	*\$10.00
Neighborhood Electric Vehicle/Golf Cart Registration (One Time)	\$30.00
Concealed Weapon Permit	
Concealed Weapon Permit Application (Good for 5 Years)	\$49.25
Concealed Weapon Permit Renewal	\$32.00
Late Renewal Penalty	\$42.00
Replacement Permit	\$10.00
Dog Licenses	
Spayed or Neutered – Annual Fee	\$20.00
Not Spayed or Neutered – Annual Fee	\$30.00
Lifetime Dog License (Altered or Unaltered) Non-Transferrable	\$50.00
Hobby Kennels (5-10 Dogs)	\$50.00
Commercial Kennels (11+ Dogs)	\$100.00
*Plus Actual Cost of Publication of Notice (RCW 63.21.030)	

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FEE AMOUNT