



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

December 15, 2022

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	
Jen Lindsay	Mayor	Present	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Present	
Rachel Coker	Councilor	Present	
Matt Cole	Councilor	Present	

LATE CHANGES TO THE AGENDA

INTRODUCTION AND SWEARING IN FOR OFFICER KAYLIN DEBIAK - CHIEF DORIOT

OUTGOING COMMISSION MEMBER RECOGNITION

COMMISSION/BOARD MEMBERS APPOINTMENT

Appointment of Planning Commission Member, Position No. 4

Kevin Groshong, Position No. 4.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Judy Chipman, Councilor
SECONDER:	Matt Cole, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

Appointment of Planning Commission Member, Position No. 6

Joel Thompson, Position No. 6

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

Appointment of Salary Commission Member, Position No. 5

Josh Coleman, Position No. 5

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

Reappointment of Salary Commission Member, Position No. 1 & No. 2: Parks Board Member, Position No. 6; Clark County Mosquito Control Board; Planning Commission Member, No. 1.

Salary Commission, Position No. 1 - Shaun Ford

Salary Commission, Position No. 2 - Darcy Rourk

Park Board, Position No. 6 - Sandy Schill

Clark County Mosquito Control Board - Kevin Groshong

Planning Commission, Position No. 1 - Katie Favela

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

PUBLIC COMMENT

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

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the December 1, 2022 Meeting**

BUSINESS

- 1. Resolution No. 621 – Terminating the Ratification of Emergency Declaration for Gee Creek - Steve Stuart, City Manager**

On November 17, 2022, the City of Ridgefield Council passed Resolution No. 618 finding that an emergency existed in and around Gee Creek due to extreme weather conditions that required immediate measures to protect the public health and safety of Ridgefield residents. Since the adoption of this resolution, the City has worked with resource agency personnel and contractors to implement measures to remove obstructions, repair existing structures, restore stream banks, and protect property threatened by the extreme weather conditions. The work to stabilize Gee Creek between SR501/Pioneer Street and Heron Drive has been successfully completed, and no further emergency work is called for at this time to address the conditions identified in Resolution No. 618. Future work will be necessary to further stabilize and enhance streambanks and assure stream flow does not degrade public property, but that work can be accomplished in a non-emergent manner. Thus, it is in the public interest for the City of Ridgefield to terminate the use of its emergency powers as invoked under Resolution No. 618.

MOTION: MOVED TO APPROVE RESOLUTION NO. 621 AS PRESENTED.

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

2. Resolution No. 622 - NW 24Th Avenue Intent to Annex (Revised) - Claire Lust, Community Development Director

On October 13, Council adopted Resolution No. 616 approving the NW 24th Avenue Intent to Annex and authorizing the applicant to circulate a Petition to Annex. The applicant subsequently submitted a Petition to Annex for the three parcels covered by Resolution No. 616: #986027991, 215613000, and 215612000. As required by statute, staff submitted the Petition to Annex and survey of the proposed annexation area to the Clark County Assessor's office for a certification of sufficiency. The Assessor's office found that there are two narrow 0.04-acre parcels (#986050080 and 986051759) intervening between the proposed annexation area and the city limits to the north. Therefore, the area was not eligible for annexation and Resolution No. 616 was approved erroneously. The updated proposal is for an intent to annex including the two intervening parcels such that the annexation area is adjacent to city limits. The proposed annexation area now contains the following five parcels and adjacent NW Carty Road right-of-way.

MOTION: MOVED TO APPROVE RESOLUTION NO. 622 AS PRESENTED.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Rachel Coker, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Lindsay, Aichele, Chipman, Coker, Cole
ABSTAIN:	Wells

3. Second Reading of Ordinance No. 1384 – Ridgefield Capital Facilities Plan Update - Claire Lust, Community Development Director

A capital facilities plan (CFP) is a required element of county and city comprehensive plans. The CFP adopted with a comprehensive plan consists of an inventory of existing capital facilities owned by public entities, a forecast of the future needs for such capital facilities, the proposed locations and capacities of expanded or new capital facilities, and at least a six-year plan that will finance such capital facilities within projected funding capacities. The Ridgefield CFP was adopted with the 2016 Ridgefield Urban Area Comprehensive Plan and has undergone minor modifications with annual comprehensive plan updates since. An important function of the CFP is to identify the location and functional classification of existing and future public streets in the city. Future roadways shown on the CFP are required to be built by developers as projects in the vicinity develop. Such roadways are also eligible to be added to the Traffic Impact Fee (TIF) list as a separate next step and thereby become TIF-creditable. There are two proposed changes to the CFP functional classification map. The first proposal is to add Union Ridge Parkway as a collector between Pioneer Street and N 10th Street. This would ensure that the roadway exiting the planned roundabout at Pioneer Street and Union Ridge Parkway to the north and accessing the Clark College and Clark College Foundation properties is a public street extending connectivity through the area rather than a private driveway accessing one building and parking lot. The 2015 Ridgefield Junction Subarea Plan recommends a north-south connection in the vicinity of the proposed extension of Union Ridge Parkway, and notes that this connection is intended to improve access for the Clark College and PeaceHealth properties. Further, the 2020 Discovery Corridor Strategic Infrastructure

Study projects up to 2,000 new PM peak hour trips in the area bounded by 65th Ave, 85th Ave, 5th Street and 10th Street, which would result in over-capacity conditions on external streets and intersections without additional internal cross-circulation. Following the Clark College Advanced Manufacturing Center pre-application conference in July 2022, Clark College’s design team initiated a series of several meetings with staff between August and November to amend the site design by changing the private driveway accessing the site from the roundabout at Pioneer Street to a public collector. The public collector would comply with the proposed CFP update. The second proposal is to remove S 6th Way, a future industrial/commercial collector, between S Royle Road and future S 51st Avenue. Future S 3rd Way and S Wells Drive provide adequate east-west connectivity between S Royle Road and future S 51st Avenue. Further, a large wetland complex is located across the S 6th Way alignment.

City Council discussion.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1384 AS PRESENTED.

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

4. Second Reading of Ordinance No. 1385 - 6110 N 20th Street Rezone & Comprehensive Plan Amendment - Claire Lust, Community Development Director

City Council approved the annexation of 6110 N 20th Street on June 9, 2022. With a Comprehensive Plan designation of Urban Low (UL), the property was required to be assigned the Residential Low Density 4, 6, or 8 zoning designation upon annexation per RMC 18.210.015.A. Council assigned the RLD-6 zoning designation. The property also has the Urban Holding 10 (UH-10) overlay. Following annexation and the initial city zoning designation, the proposal is to amend the Comprehensive Plan designation from UL to Employment (EM), and concurrently rezone the parcel from RLD-6 to Employment (E). There is no proposal to remove the UH-10 overlay at this time; typically, urban holding is removed concurrent with a development proposal. The property owner is Zim Pro LLC, represented by David Zimmerly. The property currently has a single-family residence and three general purpose buildings used for the storage and maintenance of construction equipment associated with the Zimmerly family’s asphalt preservation business (Sierra Santa Fe Inc). While the family does not currently have plans to develop the property, the Employment zoning designation would better facilitate future expansion of business activity on the site. It would also better align with the Employment parcels adjacent to the south (the property is bound on the other three sides by the Tri-Mountain golf course). No adjacent parcels are residentially zoned.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1385 AS PRESENTED.

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

PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1387 – Ridgefield Development Code Amendment Related to Fees - Claire Lust, Community Development Director

Staff reviews the City of Ridgefield Master Fee Schedule (fee schedule) and proposes updates to ensure cost recovery, comply with new legislation, implement current or best practice, and address issues that have come up during permitting processes. Some of these updates require concurrent code updates. This year, five topics would require concurrent updates to the Ridgefield Municipal Code (RMC).

1. Water System Development Charge Indexing (RMC 13.30.010). Currently, indexing is required by code for impact fees. With indexing, fees are updated annually with an inflation adjustment equal to the West Region Consumer Price Index annual change calculated after the first half of the preceding year. The proposal is to apply the same indexing rules in effect for impact fees to water system development charges by codifying those indexing rules in RMC 13.30.010. Water SDCs are paid by the developer at building permit issuance and are essentially another impact fee as they mitigate for impacts to the City's water system.
2. International Residential Code - Re-roofing (RMC 14.03.040). Currently, Title 14 amends the International Residential Code by exempting certain residential re-roofing activities (first and second overlays) from permitting. The proposal is to strike this exemption and require a permit for any residential re-roofing activity. This will allow staff to inspect all re-roofs. On December 1, Council adopted a related update to the fee schedule setting a \$100.00 permit fee for all residential re-roofs.
3. Administrative Adjustment (RMC 18.350.020-030). An administrative adjustment is a modification of twenty percent or less to any numerical standard in the development code. Currently, staff reviews all applications for administrative adjustment using a Type II process, which includes a 21-day public comment period and takes around six weeks from submittal to approval. The current fee for a Type II administrative adjustment is \$350. Staff proposes an update that would result in a Type I administrative adjustment for modifications of ten percent or less to any numerical standard in the development code. The Type I fee would be \$150, and the Type II fee would be raised to \$450 based on standard Type I and Type II review fees. This amendment would allow staff to review adjustment requests with minimal impacts to surrounding properties in around two weeks with no public comment period.
4. School Impact Fee Code Reference (RMC 18.070.060). Finance staff has been working with other departments to remove fees from the code and replace them with references to the fee schedule. This eliminates the risk of the fee amount being updated in one document but not the other. Currently, School Impact Fees (SIF) are enumerated in RDC 18.070.060. The proposal is to replace the enumerated fees with a reference to the Ridgefield Master Fee Schedule.
5. School Impact Fee Formula (RMC 18.070.100). The SIF formula adopted in code includes an 85 percent adjustment factor reducing the calculated impact fees for single-family and multi-family dwelling units by fifteen percent to determine the final fees charged to the developer. The 85 percent adjustment factor was included in the original SIF formula in the 1990s as an additional safety check to ensure that fees were proportionate to the impact of development, and as a concession to stakeholders who opposed the creation of any SIF. The adjustment factor is not the only element in the formula ensuring that developments are only charged their share. The formula reduces the total amount of construction costs to that which ties to new growth (excluding costs to eliminate existing deficiencies), includes tax and state match credits to factor in public funding available for development projects, and uses a student generation rate.

During the Planning Commission and City Council meetings held on the Ridgefield School District 2022-2028 Capital Facilities Plan, including proposed 2023 SIF rates, reservations were expressed regarding the proposal to reduce the multifamily SIF rate by 21 percent from \$11,002.35 to \$8,699.00 per dwelling unit. Using the current formula, \$8,699.00 is the maximum multifamily SIF rate the City could charge over the next six years. There are two options that would give Council more discretion to determine the adjustment factor, described as follows.

Option A. If the fixed 85 percent adjustment factor was revised to be a minimum 85 percent adjustment factor, then Council would have the option to set any adjustment factor between 85 and 100 percent. This year, Council would have the authority to adopt a multifamily SIF rate of up to \$10,234.11, either effective on January 1 or to be reached through incremental annual increases from a lower rate over the next six years.

Option B. If no minimum or maximum adjustment factor is identified in code, then Council would have the option to set any adjustment factor between 0 and 100 percent.

City Council conducted discussion.

Mayor Lindsay Opened Public Hearing: 7:20PM

No testimony received.

Mayor Lindsay Closed Public Hearing: 7:20PM

City Council conducted discussion on adjustment factor options.

MOTION: COUNCIL MEMBER COKER MOVED TO ADOPT ORDINANCE NO. 1387 WITH OPTION A AND WAIVE THE SECOND READING.

SECOND: COUNCIL MEMBER CHIPMAN.

DISCUSSION.

YES: COKER, CHIPMAN, LINDSAY.

NO: ONSLOW, WELLS, COLE, AICHELE.

MOTION FAILED.

City Council conducted discussion.

MOTION: COUNCIL MEMBER WELLS MOVED TO ADOPT ORDINANCE NO. 1387 WITH OPTION B AND WAIVE THE SECOND READING.

NO SECOND - MOTION FAILED.

City Council conducted discussion.

MOTION: COUNCIL MEMBER ONSLOW MOVED TO RECONSIDER THE PREVIOUS VOTED MOTION.

SECOND: COUNCIL MEMBER COLE.

YES: COKER, CHIPMAN, ONSLOW, WELLS, COLE, AICHELE, LINDSAY.

MOTION PASSED.

MOTION: COUNCIL MEMBER AICHELE MOVED TO ADOPT ORDINANCE NO. 1387 WITH OPTION A AND WAIVE THE SECOND READING.

SECOND: COUNCIL MEMBER COKER.

DISCUSSION.

YES: COKER, CHIPMAN, LINDSAY, ONSLOW, WELLS, COLE, AICHELE.

MOTION PASSED.

BUSINESS

1. Second Reading of Ordinance No. 1386 - Ridgefield School District 2022-2028 Capital Facilities Plan - Claire Lust, Community Development Director

In 2016, Council adopted the 2016-2022 Ridgefield School District CFP including a SIF rate of \$6,530.00 for both single-family and multifamily units. Council also adopted indexing, whereby the SIF rate is updated annually based on the Rider Levett Bucknall (RLB) construction cost index. Increases beyond those dictated by indexing go to Council for approval, as do any increases (including those dictated by indexing) after three years of consecutive increase in SIF. The Ridgefield School District Board of Directors has requested an increase to the district's school impact fees under its adopted 2022-2028 Capital Facilities Plan.

City Council conducted discussion.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1386 WITH SINGLE-FAMILY SIF RATE OF \$16,880 AND BY ELIMINATING %15 FACTOR REDUCTION A MULTIFAMILY SIF RATE OF \$10,233.59 WITH THE EFFECTIVE DATE OF JANUARY 19, 2023.

RESULT:	ADOPTED [5 TO 2]
MOVER:	Rob Aichele, Councilor
SECONDER:	Jen Lindsay, Mayor
AYES:	Lindsay, Aichele, Chipman, Coker, Cole
NAYS:	Onslow, Wells

PUBLIC COMMENT

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Onslow - Attended Hometown celebration, City of Lac Center City Hall open house, AWC board meeting, C-TRAN board meeting, City Manager briefing.

Council Member Coker - Attended Hometown celebration, chamber holiday celebration invite.

Council Member Aichele - Attended Clark County Association of realtors installation event.

Council Member Wells - Attended Public Works director interviews, City Manager briefing, hometown celebration, legislative outlook breakfast.

Council Member Chipman - Attended 9 meeting, including CRWWD meeting, neighbors helping neighbors update provided.

Council Member Cole - Attended Hometown celebration, Ridgefield arts association holiday party, legislative outlook breakfast, leadership clark county, Public Works director interviews.

Mayor

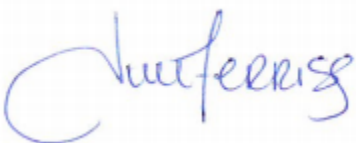
Attended most of the same meeting, ECHO (Ending Community Homelessness Organization) update provided.

City Manager

City Manager Steve Stuart - Ribbon Cutting for Ridgefield National Wildlife Refuge admin/multi purpose building is December 16 at 10AM.

Deputy City Manager - Kudos to staff on another great Hometown celebration.

ADJOURN - 8:38 PM



Julie Ferriss, City Clerk

Jennifer Lindsay, Mayor