



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
JUNE 27, 2024**

Regular Meeting - 5:30 PM

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

1. 2025-2045 Comprehensive Plan Update: Land Use Alternatives - Claire Lust, Community Development Director

As part of the 2025-2045 Comprehensive Plan Update, cities and counties are required to formulate multiple land use scenarios that would accommodate growth over the next twenty years. Now that Clark County has adopted final population, housing, and employment allocations for its cities, our project team has begun developing land use alternatives for Ridgefield and its Urban Growth Area.

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

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

Yes.

IX.5. Motion - Approve Entering a Work Order Agreement with Clark Public Utilities for Utility Relocations as Part of the Pioneer Widening Project.

IX.6. Motion – Approval Paradise Pointe Phase 1 Final Plat

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

IV. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER TRIBER - CHIEF DORIOT

V. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER ERAZO - CHIEF DORIOT

VI. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER STEWARD - CHIEF DORIOT

VII. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing

may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

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

VIII. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the June 13, 2024 Meeting**

IX. BUSINESS

1. **Second Reading of Ordinance No. 1425 - Adoption of 2021 Building Codes - Claire Lust, Community Development Director**

The Washington State Building Code Council (SBCC) advises the Legislature on building code issues and develops the building codes used in Washington State to ensure buildings and facilities constructed in the state are safe, healthy, accessible, and energy efficient. The State Building Code is updated on a three-year cycle. In 2021, the SBCC and its Technical Advisory Groups (TAGs) began work on the 2021 code update. This work continued through 2023. On September 19, 2023 the SBCC set a final adoption date for the 2021 code on March 15, 2024. On March 15, 2024 the 2021 State Building Code became effective statewide. This code includes:

- 2021 International Building Code with statewide amendments
- ICC/ANSI A117.1-2017, Accessible and Usable Buildings and Facilities, with statewide amendments (adopted as part of the IBC)
- 2021 International Existing Building Code with statewide amendments (adopted through the IBC)
- 2021 International Residential Code with statewide amendments
- 2021 International Mechanical Code with statewide amendments
- 2020 Liquefied Petroleum Gas Code (NFPA 58) for LP Gas
- 2021 National Fuel Gas Code (NFPA 54) for LP Gas installations
- 2021 International Fuel Gas Code with statewide amendments
- 2021 International Fire Code with statewide amendments
- 2021 Uniform Plumbing Code with statewide amendments
- 2021 Washington State Energy Code-Commercial
- 2021 Washington State Energy Code-Residential
- 2023 National Electrical Code (NFPA 70)

City Council conducted a discussion after the staff report.

MOTION: MAYOR PRO TEM LINDSAY MOVED TO ADOPT ORDINANCE NO. 1425 THE 2021 BUILDING CODES

WITH THE AMENDMENTS PROPOSED BY THE CITY STAFF.
SECOND: COUNCIL MEMBER WELLS.

MOTION TO AMENDMENT: COUNCIL MEMBER COLE MOVED TO AMEND THE MOTION TO INCLUDING ALL
CCF&R PROPOSALS EXCEPT SECTION R313.2.
SECOND: COUNCIL MEMBER BURKLE.

RESULT:	(6-1)
MOVER:	Council Member Cole
SECONDER:	Council Member Burkle
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Chipman, Council Member Burkle, Council Member Favela
NAYS:	Council Member Wells

2. Motion - Approval of Contract Amendment with WSP for the Comprehensive Plan and Capital Facility Plans Update - Claire Lust, Community Development Director

On August 10, 2023 Council awarded to WSP the contract for Ridgefield's 2025-2045 Comprehensive Plan and System Plan updates. The contract is in the amount of \$500,000.00 plus a \$22,611.00 contingency for a total amount of \$522,611.00. Subsequently, the Washington Department of Commerce made available grant funding for the required climate element in comprehensive plans. Staff applied for (and received, subject to completion of deliverables) \$173,002.62 in climate grant funding, split between \$40,002.62 for baseline climate planning work with Clark County and \$133,000.00 for WSP to complete the climate analysis and integrate climate planning into the 2025-2045 Comprehensive Plan. Council accepted this \$173,002.62 climate planning grant in early 2024. Prior to executing the climate planning grant agreement, Commerce requested clarifications to its scope and budget. At this time, City staff and WSP identified an opportunity to increase the scope and budget to cover additional climate planning work as part of the comprehensive plan update. The updated climate planning grant scope and budget includes \$126,900.00 of additional work by WSP including a multimodal transportation analysis and further integration of climate planning across the other required comp plan elements (land use, housing, etc.). Adding \$126,900.00 to the original climate planning grant amount of \$173,002.62 brings the total climate planning grant amount to \$299,902.62 (\$40,002.62 for baseline climate planning work with Clark County and \$259,900.00 for WSP). There are multiple components of the proposed amendment to the City's contract with WSP including recognition of the climate grant funding and several smaller requests totaling \$375,145.00.

MOTION: MOVED TO APPROVE THE CONTRACT AMENDMENT WITH WSP FOR THE COMPREHENSIVE PLAN AND SYSTEM PLAN UPDATES IN THE AMOUNT OF \$375,145.00.

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

3. Motion - Approval of Ridgefield Surface Transportation Block Grant Funding Applications through Regional Transportation Council - Chuck Green, Public Works Director

Per the grant policy, council authority is required to submit grant applications over \$100,000 that require additional city resources such as matching funds. the City has pursued rural federal funding through the

periodic Regional Transportation Council (RTC) Transportation Improvement Program call-for-projects process. Coincidental with the 2020 Census, Ridgefield has been designated a Small City Federal Urban Area (Ridgefield UAB) under the federal program which was adopted by the RTC Board in October 2023. As the boundary roughly conforms with the Ridgefield Urban Growth Area boundary, there is a portion of the Ridgefield UAB that includes unincorporated Clark County. Discussions with the county indicate they do not have any projects they intend to submit for these funds this cycle. The RTC process dictates that the City submit project grant applications consistent with RTC's current call for projects. The three projects which are proposed to be submitted to RTC are: Ridgefield/ I-5 South Connector Project Stage 2 (STBG), S 10th / 11th Street Overpass, Union Ridge Parkway to S Timm Road (STBG), Carty Road Multi-Purpose Trail Project: Phase 1, Hillhurst at Carty Road Enhanced Crosswalk (CRP).

The two STBG applications would request approximately \$660,000 of the \$840,000 STBG funds available to the City over a six-year period and the CRP application is for all \$240,000 of the federal CRP funds available to the City. A project pre-qualification review by RTC will be conducted on July 5, 2024, and final grant applications are due to RTC by July 12, 2024. Funds would be available starting in late 2024 or early 2025 after RTC Board adoption of the Transportation Improvement Program in October and incorporated into the Statewide Transportation Improvement Program after that adoption. The Grant Steering Committee unanimously recommended the grant applications to go to council for approval.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER OR DESIGNEE TO SUBMIT FUNDING APPLICATIONS THROUGH THE REGIONAL TRANSPORTATION COUNCIL PROCESS FOR THE RIDGEFIELD/I-5 SOUTH CONNECTOR PROJECT, THE S 10TH/11TH STREET OVERCROSSING PROJECT AND PHASE 1 OF THE CARTY ROAD MULTI-PURPOSE TRAIL PROJECT, AND ENHANCED CROSSWALK AT THE HILLHURST/CARTY ROAD INTERSECTION.

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

4. Motion - Selection of Project to Submit for Federal Fiscal Year 2025 Community Development Block Grant Funding - Chuck Green, Public Works Director

Several projects within the City, primarily in the downtown area, have been completed using funding from the CDBG. Most recently these have included stormwater improvements to S 3rd Avenue and S 8th Avenue, the 8th Avenue and Simons project, Gee Creek Loop and the Hall and Elm projects, which are in process, and Sargent Street between S Main and S 3rd Avenues which will be underway later in 2024. Several candidate projects have been identified by City staff for discussion:

- Lake River Stormwater Outfall project (which was considered in 2023 and 2024 and has received Public Works Board financing)
- Sidewalk infill and repair along N 3rd Avenue between Pioneer and Maple Streets
- Downtown stormwater and water main replacement projects (which could include sidewalks and pavement repair) including:
 - Maple Street between Railroad and Main Avenues,
 - Railroad Avenue from Division to Mill Streets, and
 - N 1st Avenue from Division to Mill Streets.

City Council conducted a discussion on the proposed projects.

MOTION: MOVED TO DIRECT STAFF TO PROCEED SEEKING A FEDERAL FISCAL YEAR 2025 COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE MAPLE STREET DOWNTOWN PROJECT.

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

5. Motion - Approve Entering a Work Order Agreement with Clark Public Utilities for Utility Relocations as Part of the Pioneer Widening Project - Chuck Green, Public Works Director

As construction work on the Pioneer Widening Project gets underway, there will be extensive utility relocations into a Joint Utility Trench (JUT). Clark Public Utilities (CPU) will have a coordinating role in relocating overhead power to underground in the JUT as well as with communications lines that are currently attached to CPU poles. Reconnection of service is also needed. Also included will be a “shoe-fly” overhead power line relocation to allow for Phase 1 (50th Place, Pioneer Canyon Drive) to be built and open to traffic by the end of August. Due to the aggressive schedule on that phase, CPU is needing to bid out and undertake the shoe-fly immediately. Council action on approving the work order agreement with CPU is requested at this meeting.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER OR DESIGNEE TO SIGN THE WORK WITH CLARK PUBLIC UTILITIES FOR UTILITY RELOCATIONS ON THE PIONEER WIDENING PROJECT FOR THE ESTIMATED AMOUNT OF \$240,000 PLUS A 10% CONTINGENCY.

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

6. Motion – Approval Paradise Pointe Phase 1 Final Plat - Claire Lust, Community Development Director

Staff approved a post-decision review reconfiguring the layout of the PUD but maintaining a total of 296 lots. A minimum lot area of 7,079 square feet and a maximum lot area of 13,000 square feet were approved through the PDR. The project has since been renamed to Paradise Pointe. Phase 1 is in the western portion of the site, adjacent to the planned east-west collector through Paradise Pointe to the north, the future Paradise Pointe community park to the east, Pioneer Place subdivision to the south, and parcels in unincorporated Clark County to the west. The Paradise Pointe Phase 1 proposal is to create 51 single-family detached residential lots. The lots range from 7,080 square feet (24 total lots) to 11,316 square feet (Lot 10). The average lot area is 7,431 square feet. Each lot in Phase 1 takes access from public streets which tie into the east-west collector through Paradise Pointe and into the neighboring Pioneer Place subdivision. Phase 1 also has open space tracts including those comprising the future Paradise Pointe Community Park.

MOTION: MOVED TO APPROVE PARADISE POINTE PHASE 1 FINAL PLAT AS PRESENTED.

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

X. PUBLIC COMMENT

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XI. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Favela - Congrats to the New Officers, AWC Conference.
Council Member Burkle - Attended AWC Conference, Port of Ridgefield Meeting, City Manager Briefing.
Council Member Wells - Attended DCWA Meeting, 2 Pre-Application Conferences.
Council Member Cole - Attended AWC Conference.
Council Member Chipman - Attended Ridgefield Junction Board Meeting, AWC Conference.
Mayor Pro Tem Lindsay - Attended AWC Conference, AWC Priorities Committee Meeting, CCF&R Meeting.

2. Mayor

Attended AWC Conference, City Manager Briefing.

3. City Manager

City Manager Steve Stuart - Bond Sale and AWC Conference Update.
Public Works Director Chuck Green - Royle Road Update.
Police Chief Cathy Doriot - 4th of July Event Prep/Update.

XII. EXECUTIVE SESSION

1. RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee

8:49PM - The City Council entered into executive session pursuant to RWC 42.30.110(1)(g). The session will last until 9:20PM and action to be taken after the session.

Attendees: Mayor, City Council, Deputy City Manager Lee Knottnerus.

9:20PM - Deputy City Manager announced that City Council will continue the executive session until 9:30PM.

9:30PM - The Deputy City Manager announced that the City Council would extend the executive session until 9:40 PM. City Manager Steve Stuart entered the session.

9:40PM - The Mayor reconvened the meeting.

Note: Pursuant to his employment agreement, Ridgefield City Manager Steve Stuart is entitled to a salary increase and merit-based bonus on an annual basis. City Council established goals and specific criteria for Steve Stuart to complete during the April 1, 2023 to April 14, 2024 evaluation period to determine the amount of the merit-based bonus. The goals are above and beyond regular job duties and have specific measurable outcomes.

MOTION: MOVED TO INCREASE CITY MANAGER STEVE STUART'S SALARY TO \$230,000, ALONG WITH A MERIT BONUS OF \$20,000

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

XIII. ADJOURN

9:48PM



Julie Ferriss, City Clerk



Ron Onslow, Mayor