



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
JULY 11, 2024**

Regular Meeting - 5:30 PM

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

1. Stormwater Implementation Plan - Chuck Green, Public Works Director

Public Works stormwater staff presented the implementation plan for stormwater under the new Municipal Discharge Permit which takes effect August 1, 2024.

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

1. Flag Salute

2. Roll Call

Present:

Mayor Ron Onslow
Mayor Pro Tem Jennifer Lindsay
Council Member Matt Cole
Council Member Lee Wells
Council Member Judy Chipman
Council Member Clyde Burkle
Council Member Katie Favela

3. Late changes to the agenda

III. PUBLIC COMMENT

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

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

IV. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

RESULT: (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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the June 27, 2024 Meeting**
3. **Approval of Dan Robinson Memorial Grove**

V. BUSINESS

1. **Approval of Resolution No. 650 - Financial Policy #04 Procurement of Goods & Services - Kirk Johnson, Finance Director**

The purpose of the policy is to establish the City's policies and procedures for purchasing supplies and materials and for contracting services. The Washington State Legislature has signed new legislation over the past few sessions adding and updating legislation regarding public works contracting requirements. The policy updates brought to council address those updates and changes to best practice around procurement of goods and services.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Jennifer Lindsay
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

2. **Motion - Award of Contract for Delivery of the Ridgefield Outdoor Recreation Complex Fieldhouse - Chuck Green, Public Works Director**

The City received a Minor League Baseball Grant in 2023 and has worked with the Ridgefield Raptors to identify items for which to use the grant funds. The Raptors and School District reviewed a package of a concept plan developed by the City's Public Works Facilities staff, which was approved by City Council. The City sought bids from highly qualified firms to provide all labor, supplies, equipment and materials for the installation of a new custom shed/Fieldhouse at the Ridgefield Outdoor Recreation Complex (RORC). The Fieldhouse will cover existing batting cages adjacent to Fields 4 and 5. The work will be led by a general contractor who will be responsible for coordinating the various work components with those subcontractors. Work is anticipated to take up to eight (8) weeks from Notice to Proceed to finish. At the request of the Cowlitz Indian Tribe, there will be an Inadvertent Discovery Plan in place during excavations in case artifacts are discovered (based on prior studies for the RORC, there is a very low probability of this occurring). The firm of AINW will be providing the monitoring under a separate contract. Bids were opened the afternoon of Tuesday, July 9. Bids received were a wide range which likely was the combination of a wide range of custom shed products being proposed by the various bidders as well as the bid (and upcoming work) occurring during high peak season for construction. The lowest responsive and responsible bid was from Conframe Construction out of Brush Prairie, WA in the amount of \$256,613.53. This amount is approximately \$31,000 over the Engineer's Estimate of \$225,000. The over-bid amount is reasonable considering the time of year of the bid and construction work. The bid plus \$10,000 for contingencies will be funded entirely out of the MLB Grant received from the state.

MOTION: MOVED TO AWARD THE RORC FIELDHOUSE CONSTRUCTION CONTRACT TO CONFRAME

CONSTRUCTION FROM BRUSH PRAIRIE, WA. FOR A TOTAL OF \$256,613.53, PLUS \$10,000 FOR CONTINGENCIES.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Matt Cole
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

3. Motion - Award of Contract for 2024 Asphalt Repairs Project - Chuck Green, Public Works Director

The 2024 Asphalt Repairs project will address degraded roadways primarily in intersections. These repairs consist of excavating and reconstructing localized areas of failing roadway within our jurisdiction. Additionally, Americans with Disabilities Act (ADA) requirements are triggered by the Asphalt Repairs in two locations (6thh/Timm & 11th/Timm). These locations will have abutting sidewalks and ramps reconstructed to comply with ADA requirements. Items of work included in the contract are excavation, base rock, asphalt, sidewalks/ramps and striping. There were two bids received by the June 25, 2024 bid opening. The lowest responsive bid was received from Western United Civil Group from Yacolt, WA for an amount of \$238,294, which is \$45,183 under the Engineer’s Estimate.

MOTION: MOVED TO AWARD THE ASPHALT REPAIR CONTRACT WITH WESTERN UNITED CIVIL GROUP FOR A TOTAL OF \$238,294.

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

4. Motion – Authorize City Manager to Sign Possession and Use Agreement with Gary Lahti for Property Acquisition on the Pioneer Widening Project - Chuck Green, Public Works Director

Right-of-way acquisition has been underway to secure right-of-way and temporary construction easements for the Pioneer Widening and 50th Place roundabout project. A critical piece to acquire is from Gary Lahti on the south side of Pioneer Street. An agreement has been reached through negotiations with Mr. Lahti, and time is needed to finalize a purchase and sale agreement to formalize the transaction. In order to allow the contractor to proceed with early site work for the project, a Possession and Use Agreement has been negotiated which, when executed, allows the City and its contractor to immediately begin work on the project in property that Mr. Lahti currently owns. Staff plans to return to council at the July 25, 2024 meeting with a formal purchase and sale agreement. The terms of the negotiations are for a total of \$1,166,400 for both the right-of-way and temporary construction easements.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER OR DESIGNEE TO EXECUTE THE POSSESSION AND USE AGREEMENT WITH GARY LAHTI.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Lee Wells
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
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VI. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1426 - Spring 2024 Ridgefield Municipal Code Amendments - Claire Lust, Community Development Director

The Community Development Department is proposing a series of amendments to the Ridgefield Municipal Code (RMC). The purpose of the proposed amendments is to keep the code up-to-date and to address current development issues in order to better serve the Ridgefield community. The majority of the proposed amendments are to Title 18 – Development Code. Amendments related to the work of the Community Development Department are also proposed to Title 3 – Revenue and Finance, Title 7 – Animals, and Title 15 – Abatement of Public Nuisances.

The City Council conducted a discussion on the proposed changes.

Written comments were received via email and added to the record.

Mayor Onslow Opened the Public Hearing: 7:37PM

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

Mayor Onslow Closed the Public Hearing: 7:41PM

First reading conducted.

2. Public Hearing and First Reading of Ordinance No. 1427 - Raptors Park Petition to Annex - Claire Lust, Community Development Director

The Raptors Park petition to annex includes four parcels and adjacent Carty Road right-of-way. The subject parcels are within the Ridgefield Urban Growth Area and are contiguous with the Ridgefield city limits including the Hillhurst Road right-of-way. Therefore, the parcels #215876000, #215857000, #216472000 and #216457000 are eligible for annexation. No development plans have been proposed at this time. Upon annexation, any proposed development will be subject to the City's land use, engineering, and building review processes beginning with a pre-application conference.

The City Council conducted a discussion.

Mayor Onslow Opened the Public Hearing: 7:49PM

No testimony was received.

Mayor Onslow Closed the Public Hearing: 7:50PM

First reading conducted.

VII. PUBLIC COMMENT

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comments may be submitted to the Clerk prior to the meeting.

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VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Burkle - Attended the 4th of July Event and Parade, City Manager Briefing.

Council Member Favela - Attended the 4th of July Event and Parade.

Council Member Cole - Attended the 4th of July Event and Parade.

Council Member Chipman - Attended Main Street Meeting, Neighbors Helping Neighbors Update.

Council Member Wells - Attended the 4th of July Event and Parade, City Manager Briefing, Port of Ridgefield Meeting.

Mayor Pro Tem Lindsay - Attended ECHO Meeting, Clark Cowlitz Fire & Rescue Meeting.

2. Mayor

Attended the 4th of July Event and Parade, City Manager Briefing.

3. City Manager

City Manager Steve Stuart - 4th of July Event Update, Main Street Days Event, Mountain View Dental Ribbon Cutting.

Public Works Director Chuck Green - Neighborhoods Slurry Seal Update.

Deputy City Manager Lee Knottnerus - Events Update, Second Quarter Public Engagement Report Update.

Police Chief Cathy Doriot - An Update Provided Regarding the Parade Chairs That Were Left Out Before 6PM

IX. EXECUTIVE SESSION

1. RCW 42.30.110(1)(iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency (Public Works Project)

8:18PM - The City Council entered into executive session pursuant to RWC 42.30.110(1)(iii). The session will last until 8:35PM and action to be taken after the session.

Attendees: Mayor, City Council, City Manager Steve Stuart, Public Works Director Chuck Green, City Attorney Janean Parker, Finance Director Kirk Johnson.

8:35PM - The Mayor reconvened the meeting.

MOTION: MOVED TO APPROVE CHANGE ORDER 99 AND THE SETTLEMENT AGREEMENT WITH N.W. CONSTRUCTION GENERAL CONTRACTING, INC IN RESOLUTION OF THE DISPUTED CLAIMS FOR THE ROYLE ROAD ROUNDABOUT PROJECT AND AUTHORIZE THE CITY MANAGER TO ENTER INTO THE SETTLEMENT AGREEMENT, SUBSTANTIALLY IN THE FORM PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Jennifer Lindsay
SECONDER:	Council Member Matt Cole
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member

X. ADJOURN

8:36PM

A handwritten signature in blue ink, reading "Julie Ferriss".

Julie Ferriss, City Clerk

A handwritten signature in blue ink, reading "Ron Onslow".

Ron Onslow, Mayor