



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
NOVEMBER 7, 2024**

Regular Meeting - 5:00 PM

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

1. 2025-2045 Comprehensive Plan Update: Land Use and Transportation - Claire Lust, Community Development Director, Chuck Green, Public Works Director

The City of Ridgefield is updating its 20-year Comprehensive Plan under the Growth Management Act (GMA), focusing on accommodating housing and employment growth within the City and its Urban Growth Area (UGA) over the next 20 years. The update includes planning for affordable housing and requires the Council to adopt a preferred land use alternative, which will shape the comprehensive plan's policies on land use, transportation, housing, economic development, and climate.

Council previously reviewed two draft land use alternatives in June:

- **Alternative 1** emphasized density increases throughout the City and UGA.
- **Alternative 2** focused on intensified mixed-use hubs.

Council requested a third alternative, which combines elements of both Alternatives 1 and 2.

The three alternatives all propose UGA expansions to address housing growth needs, particularly affordable housing. In early 2024, Clark County accepted site-specific UGA expansion requests, with Alternatives 1 and 2 including all such requests and Alternative 3 focusing on two areas suited to Ridgefield's needs.

Community outreach included a September workshop and online mapping activity where residents provided input on where growth and affordable housing should occur. The results will be summarized in the study session. The study session's goals were to gather direction on Transportation Capital Facility Plan policies and draft transportation network, as well as discuss the three land use alternatives and community feedback.

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

- 1. Flag Salute**
- 2. Roll Call**

Present:

Mayor Ron Onslow
Mayor Pro Tem Matt Cole
Council Member Judy Chipman
Council Member Katie Favela
Council Member Rian Davis

Absent:

Council Member Lee Wells
Council Member Clyde Burkle

MOTION: MOVED TO EXCUSE COUNCIL MEMBER BURKLE AND COUNCIL MEMBER WELLS FROM THE MEETING.

RESULT: (UNANIMOUS)
MOVER: Mayor Pro Tem Matt Cole
SECONDER: Council Member Judy Chipman
AYES: Mayor Onslow, Mayor Pro Tem Cole, Council Member Chipman, Council Member Favela, Council Member Davis

3. Late changes to the agenda

III. PARKS BOARD APPOINTMENT

1. Appointment Confirmation of Parks Board Member, Position No. 2

MOTION: MOVED TO CONFIRM THE APPOINTMENT OF JESSICA PACE TO THE PARKS BOARD, POSITION NO. 2.

RESULT: (UNANIMOUS)
MOVER: Mayor Pro Tem Matt Cole
SECONDER: Council Member Judy Chipman
AYES: Mayor Onslow, Mayor Pro Tem Cole, Council Member Chipman, Council Member Favela, Council Member Davis

IV. PUBLIC COMMENT

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

Comments received during public testimony can be heard on the City's website under [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](https://www.ridgefieldwa.us/City-Council/Meeting-Audio-Files).

V. CONSENT AGENDA

MOTION; MOVED TO APPROVE AS PRESENTED.

RESULT: (UNANIMOUS)
MOVER: Council Member Rian Davis
SECONDER: Council Member Katie Favela
AYES: Mayor Onslow, Mayor Pro Tem Cole, Council Member Chipman, Council Member

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the October 24, 2024 Meeting**
3. **Motion to Approve the Submission of a DWSRF Loan to Fund Construction of the Elevated Water Reservoir**

VI. PUBLIC HEARING

1. **Public Hearing on 2025 Property Tax Levy and Revenue Sources
- Kirk Johnson, Finance Director**

The 2025 revenue budget totals \$63.9 million, including \$24.2 million in internal transfers for capital projects including \$13.8 million of the remaining bond funds, \$3.3 million for governmental debt service, and \$0.9 million in internal transfers to support street operations and maintenance. \$3.4 million in new grant funding, and \$3.5 million in new debt issuance. In comparison, the 2024 amended revenue budget was \$122.6 million, with \$49.4 million associated with internal transfers from existing funds. The overall net increase/decrease in the proposed revenue budget when compared to the 2024 amended budget is approximately \$58.7 million, a 47.9% decrease.

MAYOR ONSLOW OPENED THE PUBLIC HEARING: 7:08PM

No testimony was received.

MAYOR ONSLOW CLOSED THE PUBLIC HEARING: 7:09PM

VII. BUSINESS

1. **First Reading of Ordinance No. 1435 - 2025 Property Tax Levy and Revenues - Kirk Johnson, Finance Director**

The 2025 budget includes a statutory 1% increase in the property tax levy, exclusive of new construction, property improvements, state-assessed property increases, and annexations. The Implicit Price Deflator (IPD) rate of 2.57% allows the City to take the full 1% increase without a "substantial need" resolution. The estimated property tax levy for 2025 is \$2,500,000, reflecting a \$160,000 increase from 2024, supported by new construction adding \$108,338 to revenue. Ridgefield's estimated taxable assessed value is \$4,053,624,940, with a levy rate of \$0.61 per \$1,000 assessed value. The General Fund operating expenses have increased by 15.8% from 2024, and while the 1% levy increase does not match inflation, it is necessary to maintain a balanced budget.

Options for the 2025 property tax levy:

1. Adopt a 1% increase (\$23,320).
2. Bank the 1% increase for future use.
3. Decline to adopt or bank the 1% increase.

First reading conducted.

2. **First Reading of Ordinance No. 1436 - 2025 Water Utility Rate Code Amendment - Kirk Johnson, Finance Director**

In 2023, the City contracted FCS to conduct a 10-year water utility rate study. The study analyzed operational, capital, and reserve requirements and concluded that a 3% annual rate increase is needed to meet revenue requirements and maintain the water system. The 2025 review confirms that the inflationary increase supports these needs, including significant upcoming capital projects such as acquiring new water rights, constructing a reservoir, and drilling a new well field. For an average household using 1,600 cf of water, the 3% increase equates to \$2.18 per bi-monthly bill. Projected rate revenues for 2025 are expected to rise 14.2% over the amended 2024 budget, while expenses are anticipated to increase by 29.7%. Reserve policies will allocate 5% of rate revenues for system repair and replacement. The Budget Advisory Committee recommends adopting the 3% increase to ensure financial health, align with inflationary pressures, and fund critical infrastructure projects.

First reading conducted.

3. First Reading of Ordinance No. 1437 - 2025 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

The City of Ridgefield's Stormwater Utility, established in 2005, ensures long-term management and maintenance of the stormwater system while reducing reliance on the General Fund. Ordinance No. 1437 proposes a \$2.80 bi-monthly rate increase per Equivalent Dwelling Unit (EDU), raising the rate to \$27.60 effective January 1, 2025. This adjustment addresses increasing costs and supports compliance with NPDES Phase II permit requirements beginning July 2024. The 2023 rate study identified revenue needs for the next decade, excluding the implementation of a system development charge. Rate revenue in 2025 is expected to increase by \$493,800 (27.7%) due to the proposed increase and account growth. Expenses will rise by 17.5% over 2024, reflecting added staff, equipment, and compliance measures. To fund capital projects, the City secured a \$2.4 million Public Works Board loan for four downtown projects, with construction starting in 2025. Operating revenues will cover loan repayments, and 5% of rate revenues (\$112,500) will be reserved for future capital repairs. The proposed rate adjustment ensures a financially sustainable utility capable of meeting operational and capital needs.

First reading conducted.

4. Motion - Contract Amendment #2 with HHPR for Additional Design Services During Construction for the Pioneer Widening and 50th Place Roundabout Project - Chuck Green, Public Works Director

The initial HHPR contract for the Pioneer Widening and Discovery Drive Roundabout project was approved in 2023 for \$2,380,926, including design, permitting, and construction support services. An additional \$245,804 is now requested to address unforeseen project needs:

- Identification of previously unknown underground utilities.
- Design modifications for water, sewer, and culvert bypass systems to meet permit requirements.
- Increased contractor inquiries and submittal reviews.
- Expanded work for rights-of-way and temporary easements.
- Development of wetland mitigation planting and management plans in coordination with IQ Credit Union's mitigation covenant.

Of the additional budget, \$1,800 will be reimbursed by Clark Regional Wastewater District, \$15,820 by the water fund, and \$228,184 will be covered by project bond proceeds.

MOTION: MOVED TO APPROVE CONTRACT AMENDMENT #2 WITH HHPR FOR ADDITIONAL SUPPORT

SERVICES DURING CONSTRUCTION OF THE PIONEER WIDENING AND 50TH AVENUE ROUNDABOUT PROJECT IN THE AMOUNT OF \$245,804.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Judy Chipman
SECONDER:	Council Member Rian Davis
AYES:	Mayor Onslow, Mayor Pro Tem Cole, Council Member Chipman, Council Member Favela, Council Member Davis

5. Motion - Award of Construction Contract for Park Laundry Clean-Up Project - Chuck Green, Public Works Director

The City entered a consent decree with the Washington State Department of Ecology to clean up parcels on Main St and Simons, including the "Park Laundry" parcel acquired in 2023. Cleanup efforts, estimated at \$2.3 million, will be funded primarily by \$2,070,000 in remedial action grants and a \$195,000 Department of Commerce grant, with the City covering up to 10% of costs. An Invitation to Bid for remediation contractors was issued on September 26, 2024. Seven bids were received, with Anderson Environmental Contracting, LLC (AEC) submitting the lowest bid at \$915,542.47, below the Engineer’s Estimate of \$1,443,000. AEC’s qualifications were reviewed and deemed satisfactory. A Notice of Intent to Award was issued to AEC on October 29, 2024, with no protests received. The project is set to proceed with grant funding covering the majority of costs.

MOTION: MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE PARK LAUNDRY CLEANUP PROJECT TO ANDERSON ENVIRONMENTAL CONTRACTING, LLC FROM KELSO, WA IN THE AMOUNT OF \$915,542.47 PLUS \$100,000 IN CONTINGENCIES.

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

6. Motion - Approval of Agreed Order with Department of Ecology - Steve Stuart, City Manager

The City and Port have finalized Agreed Order No. DE 12769 with the Washington State Department of Ecology, which mandates the implementation of the 2024 Off-Property Portion Cleanup Action Plan (CAP). This plan focuses on soil removal and replacement in specific downtown Ridgefield properties and rights-of-way, marking the final phase of required remediation. The agreement includes an indemnification clause, protecting the State from claims related to the Port and City’s implementation of the cleanup. Ecology has confirmed sufficient grant funding is available for the work and clarified that Davis Park is not subject to remediation for dioxins contamination.

MOTION: MOVED TO APPROVE THE AGREED ORDER AGREEMENT WITH THE DEPARTMENT OF ECOLOGY AS PRESENTED AND GIVE AUTHORIZATION TO THE CITY MANAGER TO SIGN SAID AGREEMENT, CONTINGENT UPON THE EXECUTION OF THE COOPERATION AGREEMENT.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Rian Davis
SECONDER:	Council Member Judy Chipman

AYES:	Mayor Onslow, Mayor Pro Tem Cole, Council Member Chipman, Council Member Favela, Council Member Davis
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7. Motion - Approval of Agreed Order Cooperation Agreement with Port of Ridgefield - Steve Stuart, City Manager

The Washington State Department of Ecology has identified hazardous substance releases at the Pacific Wood Treating Corporation site. In 1996 and 2001, the Port and Ecology entered Agreed Orders (AOs) to address contamination and perform remediation, including a Remedial Investigation and Feasibility Study (RI/FS). In 2013, a Consent Decree (CD) was signed by Ecology, the Port, and the City, which outlined actions for a portion of the site, excluding the "Off-Property Portion" contaminated with dioxins. In 2014, a third AO was signed to address the Off-Property Portion, which included soil removal in 2016 and 2017. The City and Port have now negotiated a new Agreed Order (No. DE 12769) with Ecology, requiring the implementation of the 2024 Off-Property Portion Cleanup Action Plan (2024 AO CAP), marking the next phase of remediation.

MOTION: MOVED TO APPROVE THE AGREED ORDER COOPERATION AGREEMENT WITH THE PORT OF RIDGEFIELD AS PRESENTED AND GIVE AUTHORIZATION TO THE CITY MANAGER TO SIGN SAID AGREEMENT.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Matt Cole
SECONDER:	Council Member Rian Davis
AYES:	Mayor Onslow, Mayor Pro Tem Cole, Council Member Chipman, Council Member Favela, Council Member Davis

VIII. PUBLIC COMMENT

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IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Chipman attended the CREDC meeting, the Chamber of Commerce Mayor's luncheon, leadership training, volunteered at the wine walk event, and participated in a City Manager briefing.

Council Member Favela attended the AWC luncheon in Kalama, volunteered at the wine walk event, and attended the CCF&R meeting.

Council Member Davis held individual meetings with management team members and attended the Paradise Pointe Park Open House.

Mayor Pro Tem Cole attended the Chamber of Commerce Mayor's luncheon and the RTC meeting.

2. Mayor

Attended the ribbon cutting for a new business, participated in the Chamber of Commerce Mayor's luncheon, volunteered at the wine walk event, and attended the AWC luncheon in Kalama.

3. City Manager

City Manager Steve Stuart commended the Police Department and Public Works Department for their efforts during the Halloween event. He also reminded everyone about the Veteran's Memorial ceremony on Monday and the Ribbon Cutting for the RORC field lights on November 19th.

Public Works Director Chuck Green provided an update on the Pioneer Widening project.

Finance Director Kirk Johnson gave an update on grant reimbursements.

Deputy City Manager Lee Knottnerus recognized City Hall staff for their work on the Halloween downtown event.

Police Chief Cathy Doriot thanked Lieutenant Andrew for her work during her absence.

X. ADJOURN

8:20PM



Julie Ferriss, City Clerk



Matt Cole, Mayor Pro Tem