



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
DECEMBER 19, 2024**

Regular Meeting - 6:30 PM

I. 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 Lee Wells
Council Member Judy Chipman
Council Member Clyde Burkle
Council Member Rian Davis

Absent:

Council Member Katie Favela

MOTION: MOVED TO EXCUSE COUNCIL MEMBER FAVELA 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 Wells, Council Member Chipman, Council Member Burkle, Council Member Davis

3. Late changes to the agenda

II. APPOINTMENTS

1. Reappointment of Parks Board Member, Position No. 4

Reappointment of Parks Board Member, Position No. 4 - John Rafanelli.

RESULT: (UNANIMOUS)

MOVER: Council Member Rian Davis

SECONDER:	Council Member Judy Chipman
AYES:	Mayor Onslow, Mayor Pro Tem Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Davis

2. Reappointment of Parks Board Member, Position No. 5

Reappointment of Parks Board Member, Position No. 5 - Brigid Taylor.

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

3. Reappointment of Planning Commission Member, Position No. 7

Reappointment of Planning Commission Member, Position No. 7 - Patrick Flynn.

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

4. Appointment of Planning Commission Member, Position No. 5

Appointment of Planning Commission Member, Position No. 5 - Niall Glavin.

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

5. Appointment of Civil Service Commission Member, Position No. 2

Appointment of Civil Service Commission Member, Position No. 2 - Ken Stewart.

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

6. Reappointment of Roundabout Committee Member, Position No. 4

Reappointment of Roundabout Committee Member, Position No. 4 - Kelley McMorris.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Lee Wells
SECONDER:	Council Member Judy Chipman

AYES:	Mayor Onslow, Mayor Pro Tem Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Davis
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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 [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](https://www.ridgefieldwa.us/City-Council/Meeting-Audio-Files).

IV. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the December 5, 2024 Meeting**
3. **Approval of an Interlocal Agreement Between the City of Ridgefield and Clark County for Administration of Tax Increment Financing**
4. **Approval of EMS Interlocal Cooperation Agreement**
5. **Approval of Washington State Legislative Agenda**
6. **Approval of Federal Legislative Agenda**

V. PRESENTATION

1. **Ridgefield Main Street - Lee Knottnerus, Deputy City Manager**

Marykay Lamoureux, Executive Director provided an update.

VI. BUSINESS

1. **Motion - Approval of Paradise Pointe Park Master Plan - Corey Crownhart, Park Manager**

Staff presented the Paradise Pointe Park Master Plan concept. Council reviewed the proposal, provided feedback, and participated in discussion regarding the plan.

MOTION: MOVED TO APPROVE THE PARADISE POINTE PARK MASTER PLAN AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Rian Davis
SECONDER:	Council Member Clyde Burkle
AYES:	Mayor Onslow, Mayor Pro Tem Cole, Council Member Wells, Council Member

2. Second Reading of Ordinance No. 1441 - Ridgefield Parks Board Membership - Lee Knottnerus, Deputy City Manager

The Parks Board currently consists of seven adult members, all residing within city limits and qualified electors, with three-year terms. A proposed ordinance recommends maintaining a seven-member board, replacing one adult member with a youth member aged 14-17, residing within city limits. The youth member would serve a two-year term with the same rights and responsibilities as adult members, including attending meetings, voicing opinions, and voting. The youth member would represent youth perspectives on parks and trails, fostering inclusivity and increased youth engagement in the City's park system.

City Council conducted a discussion on the proposed ordinance.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1441 AS PRESENTED.

RESULT:	(5-1)
MOVER:	Mayor Pro Tem Cole
SECONDER:	Council Member Burkle
AYES:	Council Member Burkle, Mayor Pro Tem Cole, Mayor Onslow, Council Member Wells, Council Member Davis
NAYS:	Council Member Chipman

3. Motion - Approval of the Collective Bargaining Agreement with the Chauffeurs, Teamsters and Helpers, Local 58 - Lee Knottnerus, Deputy City Manager

The current collective bargaining agreement between the City of Ridgefield and the Teamsters Local 58 expires on December 31, 2024. Negotiations for a new labor agreement began in November 2024, resulting in a tentative two-year agreement addressing operational and economic issues. Key resolutions include a program ensuring Public Works crew availability during office closures and emergencies and proposed COLA increases of 5% for 2025, with a CPI-based increase for 2026 (minimum 3%, maximum 5%). Teamsters members approved the agreement on December 18, 2024.

MOVED TO APPROVE THE 2025-2026 LABOR AGREEMENT BETWEEN THE CITY OF RIDGEFIELD AND THE CHAUFFEURS, TEAMSTERS AND HELPERS, LOCAL 58 AND AUTHORIZE THE DEPUTY CITY MANAGER TO SIGN THE AGREEMENT.

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

4. Motion - Approval of Updated Water System Development Charge (SDC) Rates. - Kirk Johnson, Finance Director

Staff presented an update on the City's Water System Plan for 2024, including a review of water system development charges (SDC). The proposed updates aim to ensure fair charges for new developments impacting the water system, with two components considered: existing facility and future facility costs. The maximum SDC per meter equivalent size (MES) is calculated at \$6,706, compared to the current rate

of \$4,440.26. Four options for SDC adjustments were presented: maintain the current rate, index by 2.8%, increase to the maximum in 2025, or phase increases over three years to reach the maximum by 2027. City Council conducted a discussion on the proposed rates.

MOTION: MOVED TO APPROVE WATER SYSTEM DEVELOPMENT CHANGE RATE STRUCTURE AT PHASED APPROACH.

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

5. Motion - Award of Design and Environmental Services Contract for Hall and Elm Community Development Block Grant Project - Chuck Green, Public Works Director

In 2023, the City of Ridgefield’s Hall and Elm project received Community Development Block Grant (CDBG) funding. Following an RFQ process for consultant services, AKS Engineering and Forestry was selected as the highest-rated firm. The project will include water line upgrades, stormwater improvements, new sidewalks, paving, and ADA-compliant ramps across a three-block downtown area. The consultant's scope covers project management, environmental assessments, design, right-of-way planning, public outreach, and construction support. Future phases will address right-of-way acquisition.

MOTION: MOVED TO APPROVE THE AWARD OF THE HALL AND ELM PROJECT DESIGN AND ENVIRONMENTAL SERVICES CONTRACT TO AKS ENGINEERING AND FORESTRY FOR AN AMOUNT NOT TO EXCEED \$212,597, WITH AN ADDITIONAL CONTINGENCY OF \$10,000.

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

6. Motion - Pioneer Widening and Discovery Drive (50th Place) Roundabout Project Update and Approval of Combined Change Orders - Chuck Green, Public Works Director

The Pioneer Widening and Discovery Drive Roundabout project is 33% complete. Delays in permit issuance caused a four-week start delay, impacting early completion incentives and resulting in revised milestones and payment schedules (Change Order 01). The contractor met two revised milestones, earning a \$350,000 incentive (Change Order 02). A substitution of Hilfiker walls for RECO wall panels saved time and costs (Change Order 03). Temporary traffic measures were implemented near Costco due to permit delays (Change Order 04). Standby equipment and administrative costs caused by permit delays were negotiated (Change Order 05). The total for these five change orders is a net increase of \$476,096.48. Including potential future change orders of \$409,000.52, the project remains within its \$2 million budget for incentives and contingencies, with \$1.1 million remaining. The project is on track financially as work progresses into more favorable conditions.

MOTION: MOVED TO APPROVE THE CONSOLIDATED SET OF CHANGE ORDERS 01 THROUGH 05, IN THE AMOUNT OF \$476,096.48, AND INCREASE ACTIVE CONSTRUCTION, INC'S CONTRACT AMOUNT TO \$19,918,538.48.

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

VII. PUBLIC HEARING/BUSINESS

1. Public Hearing and Approval of Resolution No. 657 - 2025-2030 Transportation Improvement Program - Chuck Green, Public Works Director

Per RCW 35.77.010, the City must adopt a six-year Transportation Improvement Program (TIP) following public hearings. The Draft 2025-2030 TIP, available for public review on Ridgefield Roundtable, includes a TIP Book with project details, funding sources, and links to project pages. Projects are categorized as Reasonably Funded Projects, Community Development Block Grant Projects, Transportation Benefit District (TBD) projects, Future Funded Projects, and Projects Anticipated to be Built with Development. The TIP is separate from the Transportation Capital Facilities Plan, which will be updated in early 2025.

Mayor Ron Onslow Opened Public Hearing: 8:55PM

Comments received during public hearing can be heard on the City's website under [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](#).

Mayor Onslow Closed Public Hearing: 9:02PM

MOTION: MOVED TO ADOPT RESOLUTION NO. 657 AS PRESENTED.

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

VIII. 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.

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IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Chipman attended the CRWWD meeting, the Mains Street Breakfast Session, a City Manager briefing, and provided an update on the Neighbors Helping Neighbors program.

Council Member Burkle attended the Hometown Celebration, provided an update on the Green Bag Food Project, a City Manager briefing, and the Port of Ridgefield meeting.

Council Member Davis attended the Hometown Celebration and recognized the Finance team for receiving Excellence in Financial Reporting.

Council Member Wells attended the Hometown Celebration and the Port of Ridgefield meeting.

Mayor Pro Tem Cole attended the County Council meeting, the school board meeting, and praised City staff for facilitating Santa letters.

2. Mayor

Attended the Vancouver Chamber’s legislative session, Hometown Celebration, Stan Okinaka memorial service, AWC meeting, and conducted board and commission interviews.

3. City Manager

X. EXECUTIVE SESSION

1. Pursuant to RCW 42.30.110(b) - To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price

9:17PM - The City Council entered into executive session pursuant to RCW 42.30.110(b), scheduled to conclude at 9:30PM, with action to be taken following the session.

Attendees: City Council, City Manager Steve Stuart, Finance Director Kirk Johnson.

9:30PM - The City Manager announced that City Council would continue the executive session until 9:35PM.

9:36PM - Mayor reconvened the meeting.

City Council conducted a discussion.

MOTION: APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN THE PURCHASE AND SALE AGREEMENT FOR THE TMI BUILDING, WITH THE STIPULATION THAT STAFF PROVIDES A BRIEFING TO COUNCIL ON THE FACILITIES PLAN WITHIN 60 DAYS.

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

XI. ADJOURN

9:54PM



Julie Ferriss, City Clerk



Ron Onslow, Mayor