RIDGEFIELD CITY COUNCIL
MEETING AGENDA

Thursday, December 2, 2021
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642

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

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

II. INTRODUCTION AND OATH OF OFFICE FOR OFFICER CUNETA - JOHN BROOKS, POLICE CHIEF

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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

IV. CONSENT AGENDA

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the November 18, 2021 Meeting**

V. PRESENTATION

1. **Salary Commission Update - Clyde Burkle, Chair**

VI. PUBLIC HEARING/BUSINESS

1. **Public Hearing and Second Reading of Ordinance No. 1355 – 2022 Proposed Budget - Kirk Johnson, Finance Director**
2. **Public Hearing and First Reading of Ordinance No. 1357 - 2021 Comprehensive Plan Amendments - Claire Lust, Community Development Director**

VII. BUSINESS

1. **Second Reading of Ordinance No. 1356 - Transportation Impact Fee List Update - Bryan Kast, Public Works Director**
2. **First Reading of Ordinance No. 1358 – Authorization to Eliminate the Ridgefield Transportation Benefit District Vehicle Licensing Fee and Amending Ridgefield Municipal Code 3.95 - Kirk Johnson, Finance Director**

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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. **Council**
2. **Mayor**
3. **City Manager**

X. ADJOURN

City Council Agenda Packet is available at the following link:
http://ridgefieldwa.iqm2.com/Citizens/

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: December 02, 2021

ITEM: CONSENT AGENDA

AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:
Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:
City Council approves claims and/or payroll of the City on a regular basis

BACKGROUND:
Vendor claims

BUDGET/FINANCIAL IMPACTS:
See vendor detail attached

ACTION OR MOTION:
Approve the claims and/or payroll by making the following motion:

"I move to approve the consent agenda as presented"

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: December 02, 2021 - Claims Report (PDF)

City of Ridgefield

Claims Payment Report
For Approval on:
December 02, 2021

Sum of Amount Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ADVENTIST HEALTH/OCCUPATIONAL MC	865	92041	Public Safety	Pre Hire Medical Exam - Cuenta	833.00
ADVENTIST HEALTH/OCCUPATIONAL MC Total					833.00
AFTERMATH SERVICES LLC	3712	JC2021-7446	Public Safety	Bio-Hazard Patrol Car Cleaning - Morgan	275.00
AFTERMATH SERVICES LLC Total					275.00
ARAMARK UNIFORM SERVICES	32	5.29E+11	Genl Govt/Facilities	PW's Uniforms/Floor Mats	2.44
			Public Works	PW's Uniforms/Floor Mats	42.50
		5.29E+11	Genl Govt/Facilities	PW Floor Mats	1.75
				PW Uniforms	0.68
			Public Works	PW Floor Mats	25.98
				PW Uniforms	16.53
ARAMARK UNIFORM SERVICES Total					89.88
ARBORSCAPE LTD INC	3562	21-111001	Genl Govt/Facilities	Tree Removal Across Street from 1836 S Hillhurst Rd.	997.28
ARBORSCAPE LTD INC Total					997.28
AUBREE MADDOCK	3710	3710-20211202	Genl Govt/Facilities	1Sat Vendor Fee Refund - RAM and Co	25.00
AUBREE MADDOCK Total					25.00
BATTERIES PLUS BULBS	3436	P45731668	Public Safety	PD Vehicle Maint - Cuneta	225.42
BATTERIES PLUS BULBS Total					225.42
CEDARS CONSTRUCTION LLC	3464	PLZ-21-0065	Genl Govt/Facilities	Refund PLZ-21-0065	350.00
CEDARS CONSTRUCTION LLC Total					350.00
CERTIFIED TESTING SERVICES INC	3536	407662	Public Works	Backflow testing	360.00
CERTIFIED TESTING SERVICES INC Total					360.00
CHMELIK SITKIN & DAVIS	3294	107408	Genl Govt/Facilities	Park Laundry Eval - Oct 2021	440.00
CHMELIK SITKIN & DAVIS Total					440.00
CINTAS CORPORATION NO 2	3497	8405411631	Public Safety	First Aid Supplies - PD	96.12
CINTAS CORPORATION NO 2 Total					96.12
CITY OF BATTLE GROUND	92	INV00361	Judicial	Court Costs/Public Defender - Oct 2021	14,022.58
CITY OF BATTLE GROUND Total					14,022.58
CLARK COUNTY	102	CI033453	Public Safety	Q3 & Q4 2020 - Jail Beds	13,560.12
		CI033528	Judicial	Pretiral Supervision - Oct 2021	477.23
CLARK COUNTY Total					14,037.35
Clark County Excavating	UB*00646	(blank)	Genl Govt/Facilities	Refund Check 010998-004 Hydrant Meter 1108 S Hillhurst Rd	261.54
Clark County Excavating Total					261.54
CLEAN WORLD MAINTENANCE INC	3105	46963	Genl Govt/Facilities	Janitorial Services - PW's Ops	71.17
				Janitorial Services - City Hall	682.83
				Janitorial Services - PW	156.10
			Public Safety	Janitorial Services - PD	461.87
			Public Works	Janitorial Services - PW's Ops	153.83
				Janitorial Services - PW	337.41
		46999	Genl Govt/Facilities	Window Cleaning - CH/PD	250.75
			Public Safety	Window Cleaning - CH/PD	75.00
CLEAN WORLD MAINTENANCE INC Total					2,188.96
COLUMBIAN PUBLISHING	116	32874	Community Development	Type II Land Use - Cloverhill Ph 2	91.80

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COLUMBIAN PUBLISHING	**116**	32868	**Community Development**	Ord No 1352	57.60
		32795	**Community Development**	Development Agreements & 2022 Notice of Budget Hrg/2021 Budget A	91.80
			Finance	Development Agreements & 2022 Notice of Budget Hrg/2021 Budget A	79.20
COLUMBIAN PUBLISHING Total					**320.40**
COMCAST - EPAY	**2271**	2271-202111-510	**Genl Govt/Facilities**	RACC Communications	81.70
			Community Development	RACC Communications	313.20
COMCAST - EPAY Total					**394.90**
COMCAST BUSINESS - EPAY	**1666**	131993716	**Genl Govt/Facilities**	PW's Ops Communications	247.75
			Public Works	PW's Ops Communications	3,690.97
				Ethernet Construction Costs - PW's Ops	6,000.00
		133973321	**Genl Govt/Facilities**	PW's Ops Communications	107.35
			Public Works	PW's Ops Communications	1,599.36
		134442555	**Genl Govt/Facilities**	Internet Services - CH	382.43
COMCAST BUSINESS - EPAY Total					**12,027.86**
DEPARTMENT OF ECOLOGY	**144**	2022-WAR310616-	**Public Works**	Royle Road Improvements - Water Quality	664.60
DEPARTMENT OF ECOLOGY Total					**664.60**
DEPARTMENT OF LICENSING - CPL EPAY	**154**	RG0000823-2021	**Genl Govt/Facilities**	CPL Fees - Picazo	18.00
		RG0000833-2021	**Genl Govt/Facilities**	CPL Fees - Campbell	18.00
		RG0000824-2021	**Genl Govt/Facilities**	CPL Fees - Schafer	18.00
		RG0000828-2021	**Genl Govt/Facilities**	CPL Fees - Warner	18.00
		RG0000831-2021	**Genl Govt/Facilities**	CPL Fees - McCamish	18.00
		RG0000830-2021	**Genl Govt/Facilities**	CPL Fees - Demars	18.00
		RG0000827-2021	**Genl Govt/Facilities**	CPL Fees - McPhee	21.00
		RG0000825-2021	**Genl Govt/Facilities**	CPL Fees - Ortiz	18.00
		RG0000832-2021	**Genl Govt/Facilities**	CPL Fees - Flury	18.00
		RG0000826-2021	**Genl Govt/Facilities**	CPL Fees - Tolan	18.00
		RG0000829-2021	**Genl Govt/Facilities**	CPL Fees - Demars	18.00
DEPARTMENT OF LICENSING - CPL EPAY Total					**201.00**
DEPARTMENT OF REVENUE UCP - EPAY	**1244**	ID2HXBPBCP	**Genl Govt/Facilities**	2021 UCP Report	138.94
DEPARTMENT OF REVENUE UCP - EPAY Total					**138.94**
DICK'S TIRE FACTORY	**158**	D10942	**Public Works**	Vehicle Maint - Strickler	1,226.54
		D11409	**Public Safety**	PD Vehicle Maintenance - 59462D	48.25
DICK'S TIRE FACTORY Total					**1,274.79**
Fed Volodymyr	**UB*00644**	(blank)	**Genl Govt/Facilities**	Refund Check 008285-000 25 S 32nd Pl	71.43
Fed Volodymyr Total					**71.43**
FRIENDS OF RIDGEFIELD NATIONAL WILDLIFE REFUG	**193**	0193-20211122	**Finance**	2021 Non-Profit Grant Funding - Friends of Ridgefield NWR	7,500.00
FRIENDS OF RIDGEFIELD NATIONAL WILDLIFE REFUGE Total					**7,500.00**
GB MANCHESTER INC	**3574**	28553	**Genl Govt/Facilities**	Low Voltage Wiring - S 56th	(41.96)
			Public Works	Low Voltage Wiring - S 56th	909.71
GB MANCHESTER INC Total					**867.75**
GRAINGER	**206**	9102786929	**Genl Govt/Facilities**	PW's Shop Thermostat	8.94
			Public Works	PW's Shop Thermostat	133.18
GRAINGER Total					**142.12**
GREATER VANCOUVER CHAMBER OF COMMERCE	**2938**	243586	**Genl Govt/Facilities**	2022 GVC Membership Renewal	937.00
GREATER VANCOUVER CHAMBER OF COMMERCE Total					**937.00**
GSI WATER SOLUTIONS INC.	**2971**	00727.001-37	**Public Works**	Hydrological Study	630.00

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GSI WATER SOLUTIONS INC. Total					**630.00**
HARPER HOUF PETERSON RIGHELLIS INC.	**1678**	51966	**Community Development**	51st Ave/Pioneer Widening	74,746.52
		51995	**Public Works**	Hillhurst Multi-Modal Trail	8,716.69
HARPER HOUF PETERSON RIGHELLIS INC. Total					**83,463.21**
HONEY BUCKETS	**223**	552444935	**Genl Govt/Facilities**	PW's Ops Port-aPotty	20.32
			Public Works	PW's Ops Port-aPotty	302.68
		552435379	**Genl Govt/Facilities**	PW Shop Port-a-Potty	10.38
			Public Works	PW Shop Port-a-Potty	154.62
		552426777	**Public Works**	Davis Park Port-a-Potty	373.00
HONEY BUCKETS Total					**861.00**
Hudson Properties LLC	**UB*00643**	(blank)	**Genl Govt/Facilities**	Refund Check 012308-000 228 Simons St	9.90
Hudson Properties LLC Total					**9.90**
HUMANE SOCIETY FOR SW WASHINGTON	**526**	5283	**Public Safety**	Q3.2021 - Animal Control	900.00
HUMANE SOCIETY FOR SW WASHINGTON Total					**900.00**
INSTANT IMPRINTS CASCADE PARK	**2371**	52020	**Human Resources**	City Logo Clothing	2,164.16
INSTANT IMPRINTS CASCADE PARK Total					**2,164.16**
J.L. STOREDAHL AND SONS	**558**	346587	**Public Works**	Streets 3/4" Crushed Rock	233.32
J.L. STOREDAHL AND SONS Total					**233.32**
JOHN BROOKS	**2793**	2793-2021119	**Public Safety**	Meals Per Diem - Brooks	55.00
JOHN BROOKS Total					**55.00**
KARL JOHANSSON	**3569**	21001-7	**Public Works**	YMCA Site Plan	11,390.90
KARL JOHANSSON Total					**11,390.90**
L.N. CURTIS AND SONS	**3075**	INV544925	**Genl Govt/Facilities**	PD Uniforms - Cuneta/Ferriss	69.37
L.N. CURTIS AND SONS Total					**69.37**
LAKESIDE INDUSTRIES	**264**	180407	**Public Works**	EZ Street Asphalt	885.84
LAKESIDE INDUSTRIES Total					**885.84**
LARCH CORRECTIONS CENTER	**2088**	LCC2110.904	**Public Works**	Community Work Crew - Oct 2021	1,112.80
LARCH CORRECTIONS CENTER Total					**1,112.80**
LINKO TECHNOLOGY INC.	**3337**	8966	**Genl Govt/Facilities**	Web Tests - Oct 2021	(7.14)
			Public Works	Web Tests - Oct 2021	92.14
LINKO TECHNOLOGY INC. Total					**85.00**
MARTA L. OCHOA-RUTHERFORD	**3396**	483	**Judicial**	Interpreting Services	130.00
		482	**Judicial**	Interpreting Services	130.00
		481	**Judicial**	Interpreting Services	260.00
MARTA L. OCHOA-RUTHERFORD Total					**520.00**
MICHAEL LOWERY DBA FIN AND FEATER	**3709**	3709-20211202	**Public Safety**	PD Firearm Repair	45.00
MICHAEL LOWERY DBA FIN AND FEATER Total					**45.00**
MOTION & FLOW CONTROL PRODUCTS INC	**2723**	8060629	**Public Works**	Water Supp	64.02
MOTION & FLOW CONTROL PRODUCTS INC Total					**64.02**
MWA ARCHITECTS INC	**3636**	202116.00-3	**Public Works**	PW Ops Center Design - 10.2021	872.50
MWA ARCHITECTS INC Total					**872.50**
NAPA AUTO PARTS	**498**	279600	**Genl Govt/Facilities**	Shop tools	3.14
			Public Works	Shop tools	46.84
		281289	**Public Safety**	PD Vehicle Wipers - Marvitz	27.86
		280680	**Public Works**	Water tools	68.02
NAPA AUTO PARTS Total					**145.86**

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NATIONAL INSTITUTE OF GOVERNMENT PURCHASIN	**3711**	451001	**Finance**	2022 NIGP Membership	280.00
NATIONAL INSTITUTE OF GOVERNMENT PURCHASING INC Total					**280.00**
NORTHWEST STAFFING	**522**	4120894	**Community Development**	Temp Services - Cleary	298.32
		4120759	**Community Development**	Temp Services - Cleary	497.20
NORTHWEST STAFFING Total					**795.52**
PACIFIC OFFICE AUTOMATION - LEASE	**1564**	74502684	**Genl Govt/Facilities**	PW Shop Printer	5.81
				RACC Copier Lease	133.76
				City Hall Copier Lease	646.47
			Public Works	PW Shop Printer	86.55
			Community Development	RACC Copier Lease	512.72
PACIFIC OFFICE AUTOMATION - LEASE Total					**1,385.31**
PATRICIA THOMPSON	**2644**	2644-20211202	**Genl Govt/Facilities**	Holiday Decor Reimb - Thompson	129.80
PATRICIA THOMPSON Total					**129.80**
PBS ENGINEERING AND ENVIRONMENTAL	**342**	0071543.000-10	**Public Works**	Pioneer Street Extension	46,627.52
PBS ENGINEERING AND ENVIRONMENTAL Total					**46,627.52**
PETERSON CAT	**1767**	PC2A0002477	**Genl Govt/Facilities**	Mini Excavator Hydraulic Line Repair	13.89
			Public Works	Mini Excavator Hydraulic Line Repair	206.91
		PC2A0002454	**Genl Govt/Facilities**	Mini Excavator Hydraulic Line Repair	6.89
			Public Works	Mini Excavator Hydraulic Line Repair	102.66
PETERSON CAT Total					**330.35**
PINK LEMONADE PROJECT	**3110**	3110-20211202	**Genl Govt/Facilities**	Pink Patch Project Donation	2,112.30
PINK LEMONADE PROJECT Total					**2,112.30**
PLATT ELECTRIC SUPPLY	**766**	2G86024	**Public Works**	Street Light Supplies	1,731.41
		Y450861	**Public Works**	Street Light Supplies	1,597.24
		2G85996	**Public Works**	(blank)	(1,597.24)
PLATT ELECTRIC SUPPLY Total					**1,731.41**
POLICE EXECUTIVE RESEARCH FORUM	**3432**	10198	**Public Safety**	PERF Dues 2022	200.00
POLICE EXECUTIVE RESEARCH FORUM Total					**200.00**
PURCOR PEST SOLUTIONS OF WASHINGTON LLC	**3606**	4030591	**Public Safety**	Pest Control - PD	107.32
PURCOR PEST SOLUTIONS OF WASHINGTON LLC Total					**107.32**
Richmond American Homes	**UB*00640**	(blank)	**Genl Govt/Facilities**	Refund Check 013162-021 2925 N McCanta Way	75.92
	UB*00638	(blank)	**Genl Govt/Facilities**	Refund Check 013162-019 2909 N McCanta Way	69.28
	UB*00647	(blank)	**Genl Govt/Facilities**	Refund Check 013162-016 2957 N Pioneer Canyon Dr	77.67
	UB*00649	(blank)	**Genl Govt/Facilities**	Refund Check 013162-020 2933 N McCanta Way	73.69
	UB*00645	(blank)	**Genl Govt/Facilities**	Refund Check 013162-054 2855 N McCanta Way	43.78
Richmond American Homes Total					**340.34**
RIDGEFIELD COMMUNITY GLEANERS ASSOCIATION	**2996**	2996-20211122	**Finance**	2021 Non-Profit Grant Funding - Ridgefield Community Gleaners	5,000.00
RIDGEFIELD COMMUNITY GLEANERS ASSOCIATION Total					**5,000.00**
RIDGEFIELD MAIN STREET	**2212**	2212-20211202	**Finance**	2021 Non-Profit Grant Funding - Ridgefield Main Street	25,000.00
RIDGEFIELD MAIN STREET Total					**25,000.00**
RIDGEFIELD SCHOOL DISTRICT	**378**	0378-20211122	**Finance**	2021 Non-Profit Grant Funding - Ridgefield Family Resource Center	10,000.00
RIDGEFIELD SCHOOL DISTRICT Total					**10,000.00**
Shelton Seth	**UB*00642**	(blank)	**Genl Govt/Facilities**	Refund Check 008098-000 1661 S 14Th Cir	23.93
Shelton Seth Total					**23.93**
SKAMANIA COUNTY SHERIFF'S OFFICE	**1554**	1554-20211202	**Public Safety**	Jail Beds - 10.2021	4,080.00
SKAMANIA COUNTY SHERIFF'S OFFICE Total					**4,080.00**

Attachment: December 02, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report
For Approval on:
December 02, 2021

STATE OF WA DEPARTMENT OF REVENUE - EPAY	**156**	0-023-289-742	**Genl Govt/Facilities**	October 2021 B&O and Excise Tax	249.01
			Public Works	October 2021 B&O and Excise Tax	12,094.50
STATE OF WA DEPARTMENT OF REVENUE - EPAY Total					**12,343.51**
SUPERIOR PRESS INC.	**1742**	4406384	**Finance**	Bank Deposit Stamps	82.23
SUPERIOR PRESS INC. Total					**82.23**
THE MASTERS TOUCH LLC	**1786**	9533	**Public Works**	Rate Increase Letter - Postage	1,250.00
THE MASTERS TOUCH LLC Total					**1,250.00**
THE PARR COMPANY	**964**	26588698	**Public Works**	Water supplies	16.50
		26589997	**Public Works**	Stormwater Supp - Grout	19.93
		26589663	**Public Works**	Concrete Mix - Streets	3.89
THE PARR COMPANY Total					**40.32**
USA BLUEBOOK	**444**	786489	**Public Works**	Storm Supplies	90.08
		780358	**Public Works**	Water Supp	772.59
USA BLUEBOOK Total					**862.67**
VAIRKKO TECHNOLOGIES LLC	**3699**	17347	**Public Safety**	PD Scheduling Software	115.08
VAIRKKO TECHNOLOGIES LLC Total					**115.08**
WALLIS ENGINEERING	**464**	16210	**Public Works**	N 8th Ave & Simons St	8,567.00
WALLIS ENGINEERING Total					**8,567.00**
WALTER E. NELSON COMPANY	**3553**	1650174	**Genl Govt/Facilities**	PW Ops Paper Supplies & Dispensers	4.30
			Public Works	PW Ops Paper Supplies & Dispensers	151.95
		1650234	**Genl Govt/Facilities**	PW Ops Paper Towels	3.37
			Public Works	PW Ops Paper Towels	50.20
		1652250	**Public Works**	Paper Towel Dispenser - PW's Ops	73.39
WALTER E. NELSON COMPANY Total					**283.21**
Waterfall Investments	**UB*00648**	(blank)	**Genl Govt/Facilities**	Refund Check 006328-000 110 Elm St	80.30
Waterfall Investments Total					**80.30**
WELLWORKS FOR YOU	**3414**	16161	**Human Resources**	Wellness Program - Nov 2021	548.00
WELLWORKS FOR YOU Total					**548.00**
WOODLAND TRUE VALUE HARDWARE	**1507**	A250932	**Public Works**	Water Supp	44.59
		B248816	**Public Works**	Water Supp	227.53
WOODLAND TRUE VALUE HARDWARE Total					**272.12**
WSP USA INC.	**3338**	1103642	**Public Works**	Gee Creek Trail - Heron Dr to Abrams Park	262.12
WSP USA INC. Total					**262.12**
ZENNER PERFORMANCE METERS INC.	**3354**	0063025-IN	**Public Works**	Water Meters	5,761.71
ZENNER PERFORMANCE METERS INC. Total					**5,761.71**
Grand Total					**290,862.87**

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: December 02, 2021

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the November 18, 2021 Meeting

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AGENDA ITEM TITLE:

Approval of minutes from the following meeting(s) of the council:

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

Staff has prepared the minutes for Council consideration of adoption for the Council meeting(s)

BUDGET/FINANCIAL IMPACTS:

Not applicable

ACTION OR MOTION:

Approve the minutes by making the following motion:

1. **"I move to approve the consent agenda"**

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 11-18-2021 (PDF)

CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
November 18, 2021

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	
Don Stose	Mayor	Present	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Present	
Rachel Coker	Councilor	Present	

LATE CHANGES TO THE AGENDA

Add Business: Resolution No. 601 - Amending Nonprofit Grant Program Budget Allocation.

PUBLIC COMMENT

None received.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rob Aichele, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the November 4, 2021 Meeting**

PRESENTATION

1. **Pioneer Widening Presentation**

PUBLIC HEARING/BUSINESS

1. **Public Hearing and First Reading of Ordinance No. 1355 – 2022 Proposed Budget - Kirk Johnson, Finance Director**

The 2022 budget proposes total revenues of $59.8 million and $62.9 million in expense. The proposed budget includes the use of capital reserves that have been collected since 2019 from developers and a grant received in 2021 to fund multiple capital projects. The 2022 budget proposes an operating budget of $19.5 million, capital budget of $28.3 million, special revenue budget of $350,000, capital service budget of $13.3 million and a debt service budget of $1.4 million (General Government), for a total budget of $62,915,881. The net impact on overall fund balance is a decrease of $3,063,136. The proposed budget includes the transfer of $1.1 million in grant funds received in 2021 from the General Fund to the utility capital funds for infrastructure projects. In addition the budget proposes using $7.9 million in new grants, impact fees and system development charges the city has been collecting since 2019 to fund the capital projects proposed for 2022. Transfers between funds included in the budget total $18,246,707, with $1,596,089 associated with the operating funds, transfers to the equipment replacement fund in the amount of $604,915, transfers for debt service in the amount of $1,414,003, and $15,031,700 for capital projects. Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget. The 2022 proposed budget includes funding for nine new full-time equivalent positions. The new positions are for two police officers, a code enforcement officer, a senior planner, a parks and recreation manager, an engineering tech, an accounting/utility clerk, an admin assistant in community development and a HR assistant. The total FTE count for the City of Ridgefield with these additions is 69.25, which includes 68 full-time positions and 2 part-time positions.

Mayor Opened Public Hearing: 7:50PM

No testimony received.

Mayor Closed Public Hearing: 7:50PM

BUSINESS

1. **Second Reading of Ordinance No. 1353 – 2022 Property Tax Levy - Kirk Johnson, Finance Director**

The 2021 levy amount was $1,659,764. The statutory 1% increase would raise the property tax levy $16,598. In addition to the 1% increase, the Clark County Assessor's office has preliminary estimates showing the City assessed value for new construction will add approximately $318.7 million to the City's assessed values, adding approximately $251,104 in property tax revenue. The Department of Revenue is still in the process of valuing state assessed utilities. These numbers should be available shortly. The value for the 2021 tax roll for state assessed utilities was $17.5 million. To date the estimated 2022 taxable assessed values for Ridgefield is $2639,246,206.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1353 AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ron Onslow, Councilor
SECONDER:	Rachel Coker, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

2. **Second Reading of Ordinance No. 1354 - 2022 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director**

The 2022 expense operating budget is expected to increase 51% over the 2021 operating budget. The main reason for the increase is capital outlay related to the purchase of a vacuum truck and tools to manage storm water drainage. Additional staff hours have been allocated to the storm maintenance work to continue to prepare for additional NPDES permit requirements. The City has completed multiple storm water projects over the past 4 years using most of the available reserve balances outside of policy reserves. Increasing the rate 3% with expected growth will allow the city to meet the needs of the storm water maintenance program. Revenue is expected to increase 21.8% due to growth in accounts and the recommended rate increase. Ordinance proposes a 3% rate increase or $0.65 per bi-monthly billing, per Equivalent Dwelling Unit (EDU). The 2022 rate would be increased to $20.30 per EDU.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1354 AS PRESENTED.

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

3. **First Reading of Ordinance No. 1356 - Transportation Impact Fee List Update - Bryan Kast, Public Works Director**

In 2020 Ordinance 1310 was passed that separated the Traffic Impact Fee (TIF) list from the CFP to allow better flexibility to amend or update the list. Since then, several of the projects on the TIF list have been completed, and other projects have been identified as new priorities. This update to the TIF list will remove completed projects from the list, and will add 35th Ave, N. Royle Road, N 14th Street (east/west collector on the Brown Property), and the signal at Union Ridge Parkway to the list of TIF eligible projects. Additionally, the costs for Pioneer Street from Royle to 51st and 51st to 56th as well as the 51st Ave roundabout have been updated based on the 30% design.

First reading only.

4. **Resolution No. 600 - Declaring Certain Property as Surplus and Authorizing Its Disposition - Kirk Johnson, Finance Director**

City staff have been reviewing equipment in each department in preparation of the move to the new Public Safety building and the new PW Op Center. The attached exhibit A is a list of obsolete or surplus equipment staff would like to try and sell on the online auction site and/or dispose of the equipment.
A public hearing is not required to surplus this property per RCW 39.33.020 and AGO 1997 No. 5, and RCW 35.94.040. RCW 39.33.020 requires a public hearing for surplus of property over $50,000 in value for all intergovernmental transfers. RCW 35.94.040 requires a public hearing to surplus property over $50,000 in value for the surplus of property originally purchased for a utility. The current property does not meet either of these criteria. The majority of the equipment is either obsolete or damaged and will be recycled in the most efficient manner possible. Items that may have value will be placed on the online auction site for sale to the public.

MOTION: MOVED TO ADOPT RESOLUTION NO. 600 AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rachel Coker, Councilor
SECONDER:	Jen Lindsay, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

5. **Resolution No. 601 - Amendment to Increase the Funding Allocation for the Non-Profit Grant Program - Kirk Johnson, Finance Director**

November 4, 2021, the City Council adopted Resolution 599 creating a Non-Profit Grants Program and allocating $70,000 from the Coronavirus Local Fiscal Recovery Funds (CLFRF) funding disbursement to be used for the Program in order to equitably distribute funds to the three categories of nonprofit groups established by the City in the Program, the City wishes to amend the funding allocation for the Program.

Amended to increase the funding allocation from $70,000 to $75,000 from the Coronavirus Local Fiscal Recovery Funds to fund grants to support operations and services of local non-profit organizations.

MOTION: MOVED TO ADOPT RESOLUTION NO. 601 AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ron Onslow, Councilor
SECONDER:	Rachel Coker, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Chipman, Coker

PUBLIC COMMENT

None received.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Chipman - Attended first Saturday event and activities.
Council Member Lindsay - Attended first Saturday event and activities, Veterans Day service, High School football games.
Council Member Aichele - Attended first Saturday event and activities.
Council Member Wells - Attended Ridgefield Junction Association meeting, CRWWD meeting, Veterans Day service.
Council Member Coker - Attended first Saturday event and activities, intertwine summit, school board meeting.
Council Member Onslow - Attended Ron Edwards celebration of life service, City Manager briefing, Chamber of Commerce.

Mayor

Lions Club presented a $1,500 check to Neighbors Helping Neighbors.

City Manager

City Manager Steve Stuart - Ribbon cutting for Oasis Dental is Friday, legislative redistricting update, Ridgefield Main Street update.
Public Works Director Bryan Kast - Public Works project updates provided.
Community Development Director Claire Lust - Community Development report provided.
Police Chief John Brooks - Letter of commendation read into record.

ADJOURN - 8:25 PM

________________________________ ________________________________

Julie Ferriss, City Clerk Don Stose, Mayor

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE:	December 02, 2021
ITEM:	PUBLIC HEARING/BUSINESS
AGENDA ITEM TITLE:	An Ordinance for the City of Ridgefield, Washington Adopting the 2022 Budget; and Providing for the Effective Date Thereof

GOVERNING LEGISLATION:
Revised Code of Washington Chapter 35A.33, City of Ridgefield Financial Policy #07: Budget.

PREVIOUS COUNCIL ACTION TAKEN:
The City Council conducted a public hearing on the proposed 2022 revenue sources at the November 4, 2021 council meeting. Council has held 2 work sessions on the 2022 proposed budget. Council held a public hearing on the proposed 2022 budget on November 18, 2022.

SUMMARY/BACKGROUND:
The 2022 budget represents the proposed fiscal plans for the City of Ridgefield for calendar year 2022. It took the collaborative efforts of the Budget Advisory Committee, City Council, senior management, staff, and citizen input to develop and create the budget. Meetings were held throughout the budget development process to discuss the budget in more detail and to ensure understanding. These meetings included three Budget Advisory Committee meetings, which were held on August 17th, September 14th, and October 21st. The City also conducted two City Council work sessions, which were held on August 26th, and September 23rd. Input and feedback gained throughout this process was reviewed and incorporated into the budget as appropriate. Copies of the budget have been made available to the Budget Advisory Committee, City Council, senior management, and staff for review as updates were made throughout the process. A proposed draft of the budget was made available to the public at City Hall and on the City's website October 29, 2021. Council held two public hearings on the budget on November 4, 2021 and November 18, 2021.

BUDGET/FINANCIAL IMPACTS:
The 2022 budget proposes a balanced budget. The proposed budget includes the use of capital reserves that have been collected since 2019 from developers and a grant received in 2021 to fund multiple strategic capital projects. The 2022 budget proposes an operating budget of $19.5 million, capital budget of $28.3 million, special revenue budget of $350,000, capital service budget of $13.3 million and a debt service budget of $1.4 million (General Government), for a total budget of $62,915,881.

The net impact on overall fund balance is a decrease of $3,063,136. The proposed budget includes the transfer of $1.1 million in grant funds received in 2021 from the General Fund to the utility capital funds for infrastructure projects. In addition the budget proposes using $7.9 million in new grants, $11.9 million in impact fees and system development charges the city has been collecting since 2019 to fund the capital projects proposed for 2022.

Transfers between funds included in the budget total $18,246,707, with $1,596,089 associated with the operating funds, transfers to the equipment replacement fund in the amount of $604,915, transfers for debt service in the amount of $1,414,003, and $15,031,700 for capital projects.

Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget.

The 2022 proposed budget includes funding for nine new full-time equivalent positions. The new positions are for two police officers, a code enforcement officer, a senior planner, a parks and recreation manager, an engineering tech, an accounting/utility clerk, an admin assistant in community development and a HR assistant. The total FTE count for the City of Ridgefield with these additions is 69.25, which includes 68 full-time positions and 2 part-time positions.

ACTION OR MOTION:

Adopt Ordinance No. 1355 by making the following motion:

"I move to adopt Ordinance No. 1355, as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

2022 Proposed Budget - Public Hearing 12.2 (PDF)
Exhibit A - 2022 Proposed Budget Summary (PDF)
Exhibit B - 2022 Proposed Operating Budget Summary (PDF)
Exhibit C - 2022 Proposed Special Revenue and Debt Service Budget Summary (PDF)
Exhibit D - 2022 Proposed Capital Service Fund Budget Summary (PDF)
Exhibit E - 2022 Proposed Capital and ERF Budget Summary (PDF)
Exhibit F - 2022 Proposed FTE Budget (PDF)

ORDINANCE NO. 1355

AN ORDINANCE FOR THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING THE 2022 BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the tax estimates and budget for the City of Ridgefield for the 2022 fiscal year have been prepared and filed as provided by the laws of the State of Washington; and

WHEREAS, the budget was printed for distribution and notice was published setting the time and place for hearings on the budget; and

WHEREAS, the 2022 proposed budget was submitted to the City Council and City Clerk on October 29, 2021, and budget workshop sessions were held on August 26, 2021, and September 23, 2021; and

WHEREAS, public hearings on the 2022 annual budget were held on November 4, 2021, November 18, 2021 and December 2, 2021.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1: Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt the 2022 budget of anticipated revenues and expenditures.

Section 2: 2022 Budget Adoption. The annual budget for the City of Ridgefield, Washington for the year ending December 31, 2022, is hereby adopted in the amounts and for the purposes shown in Exhibits “A-F”, attached hereto and incorporated herein by reference. The budget for each Department and Fund in Exhibits "A-F" is hereby adopted at the fund level and set as the appropriation limit for expenditures for the fiscal year 2022. The attached Exhibit “A” summarizes the totals of estimated revenue and expenditure appropriations for each separate fund and the aggregate total for all funds combined.

Section 3: The Finance Director is directed to transmit a copy of the budget hereby adopted to the State Auditor’s Office, Municipal Research & Services Center (MRSC), and to the Association of Washington Cities.

Section 4: Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.

Section 5: Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

Section 6: Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 7: Effective date. This ordinance shall take effect and be in full force five (5) days after the publication of the attached summary and Exhibits “A-F”, which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 2ND DAY OF DECEMBER, 2021.

By: ________________________________
Don Stose, Mayor

Attest:

____
Julie Ferriss
City Clerk

Approved as to Form:

____
Janean Parker, City Attorney

First Reading:	November 18, 2021
Second Reading/Passed:	December 2, 2021
Date of Publication:	December 8, 2021
Effective Date:	December 13, 2021

2022 Proposed Budget

December 2, 2021

2022 Proposed Budget Agenda

- 2022 Budget Summary
  - Operating Funds
  - Capital Service Funds
  - Capital Project/ERF Funds
  - Special Revenue Funds
  - Debt Service Funds
  - 2022 FTE Report

2022 Proposed Budget Agenda

- 2022 Budget Summary
  - Total revenue - $59,852,745
  - Total expense -$62,915,881
  - Operating budget - $19,551,110
    - Personnel expense - $8,688,988, 44.5%
    - Operations and maintenance - $5,834,870, 29.8%
    - Capital outlay and transfers - $4,655,582, 23.8%
    - Capital Leases - $306,670, 1.6%
    - Debt Service - $65,000, 0.3%

2022 Proposed Budget

		Beginning Fund Balance	2022 Budgeted Revenue	2022 Budgeted Expense	Ending Fund Balance	Change In Fund Balance
Operating Funds						
001	General Fund	$ 11,585,325	$ 13,673,685	$ 15,066,583	$ 10,192,427	$ (1,392,898)
101	Street Fund	97,107	956,893	946,890	107,110	$ 10,003
406	Water Operating	2,531,435	2,854,555	2,396,016	2,989,974	$ 458,540
408	Stormwater Operating	440,060	1,158,395	1,141,622	456,833	$ 16,773
	Total Operating Funds	*14,653,927*	*18,643,528*	*19,551,110*	*13,746,345*	*$ (907,582)*
Capital Service Funds						
105	Real Estate Excise Tax	3,830,214	2,370,000	1,414,003	4,786,211	955,997
114	Park Impact Fee	3,497,111	1,856,785	3,793,200	1,560,696	(1,936,415)
115	Traffic Impact Fee	3,906,209	3,212,700	5,530,000	1,588,909	(2,317,300)
416	Water Utility SDC	8,473,231	2,917,000	2,551,865	8,838,366	365,135
	Total Capital Service Funds	*19,706,765*	*10,356,485*	*13,289,068*	*16,774,182*	*(2,932,583)*
Special Revenue Funds						
111	Drug Fund	5,252	760	-	6,012	760
140	Affordable Housing	40,781	31,025	-	71,806	31,025
150	Transportation Benefit District	195,021	301,750	350,000	146,771	(48,250)
	Total Special Revenue Funds	*241,054*	*333,535*	*350,000*	*224,589*	*(16,465)*
Debt Service Fund						
200	Debt Service	-	1,414,003	1,414,003	-	-
	Total Debt Service Fund	*-*	*1,414,003*	*1,414,003*	*-*	*-*
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	1,110,346	23,562,654	23,065,200	1,607,800	497,454
410	Water Utility Capital Projects	16,536	4,087,500	4,087,500	16,536	-
412	Storm Utility Capital Projects	-	850,000	850,000	-	-
501	Equipment Replacement (ERF)	288,278	605,040	309,000	584,318	296,040
	Total Capital/ERF	*1,415,160*	*29,105,194*	*28,311,700*	*2,208,654*	*793,494*
	Total Budget	*$ 36,016,906*	*$ 59,852,745*	*$ 62,915,881*	*$ 32,953,770*	*$ (3,063,136)*

2022 Proposed Budget
Operating Funds Revenue Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Operating Funds				
001	General Fund	$ 13,379,317	$ 13,673,685	2.20%
101	Street Fund	961,564	956,893	-0.49%
406	Water Operating	5,404,793	2,854,555	-47.18%
408	Stormwater Operating	950,920	1,158,395	21.82%
	Total Operating Funds	***20,696,594***	***18,643,528***	***-9.92%***

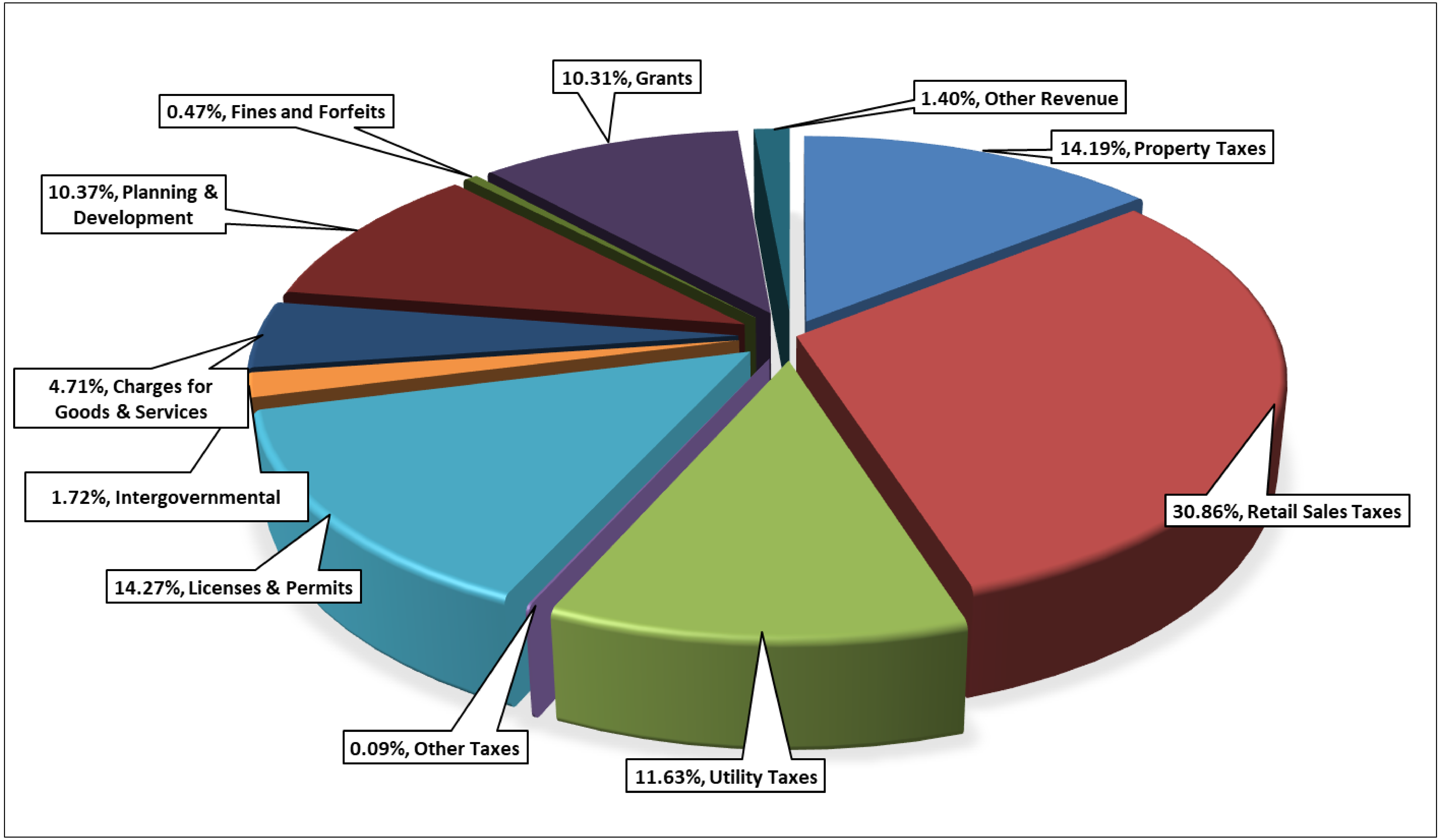
2022 Proposed Budget
Operating Funds Expense Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Operating Funds				
001	General Fund	$ 10,371,384	$ 15,066,583	45.27%
101	Street Fund	943,868	946,890	0.32%
406	Water Operating	4,963,386	2,396,016	-51.73%
408	Stormwater Operating	1,165,752	1,141,622	-2.07%
	Total Operating Funds	***17,444,390***	***19,551,110***	**12.08%**

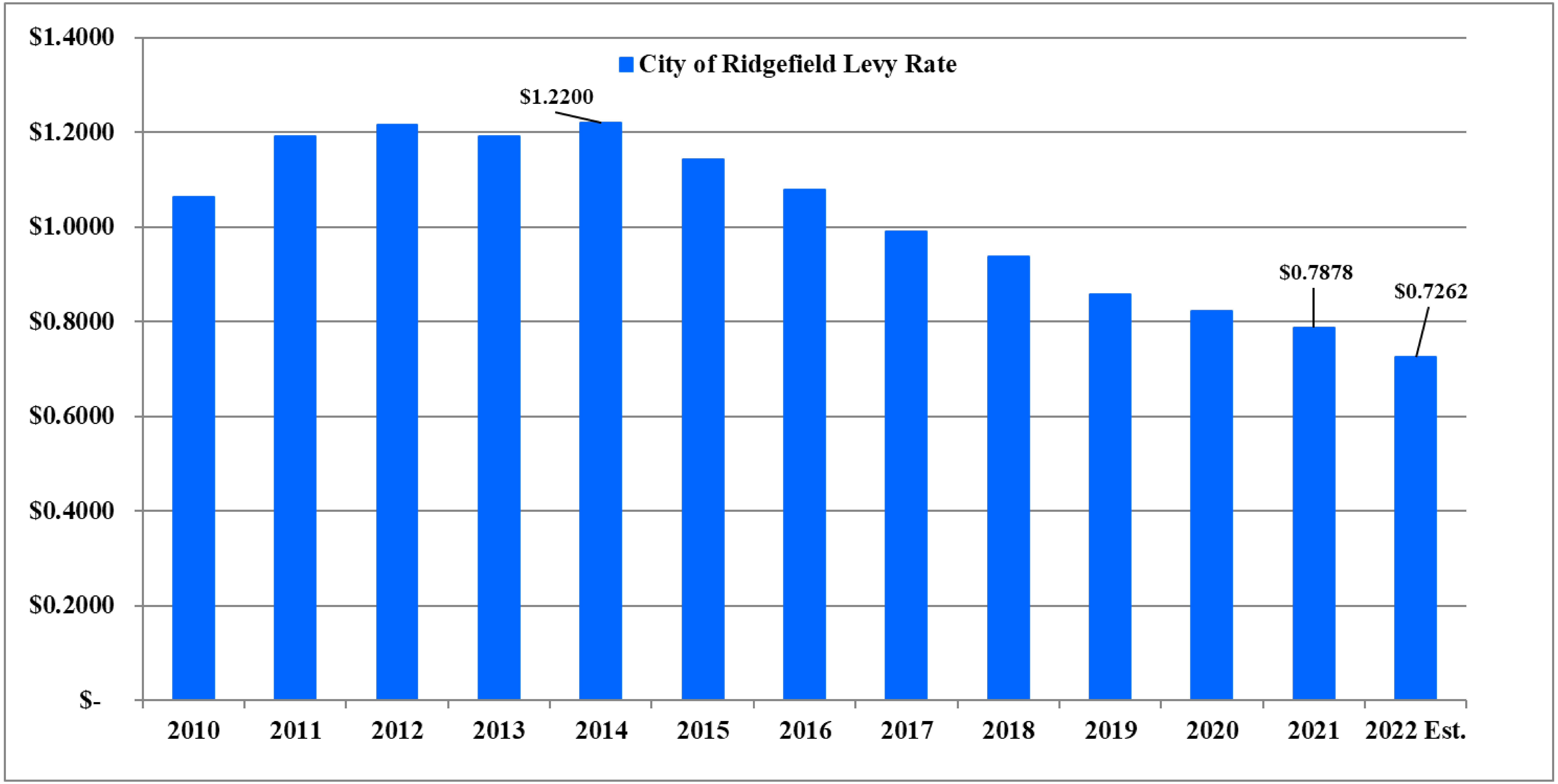
2022 Proposed Budget
Operating Funds – Fund Balance Impact

		Beginning Fund Balance	*2022 Budgeted Revenue*	*2022 Budgeted Expense*	*Ending Fund Balance*	*Change In Fund Balance*
Operating Funds						
001	General Fund	$ 11,585,325	$ 13,673,685	$ 15,066,583	$ 10,192,427	$ (1,392,898)
101	Street Fund	97,107	956,893	946,890	107,110	$ 10,003
406	Water Operating	2,531,435	2,854,555	2,396,016	2,989,974	$ 458,540
408	Stormwater Operating	440,060	1,158,395	1,141,622	456,833	$ 16,773
	Total Operating Funds	*14,653,927*	*18,643,528*	*19,551,110*	*13,746,345*	*$ (907,582)*

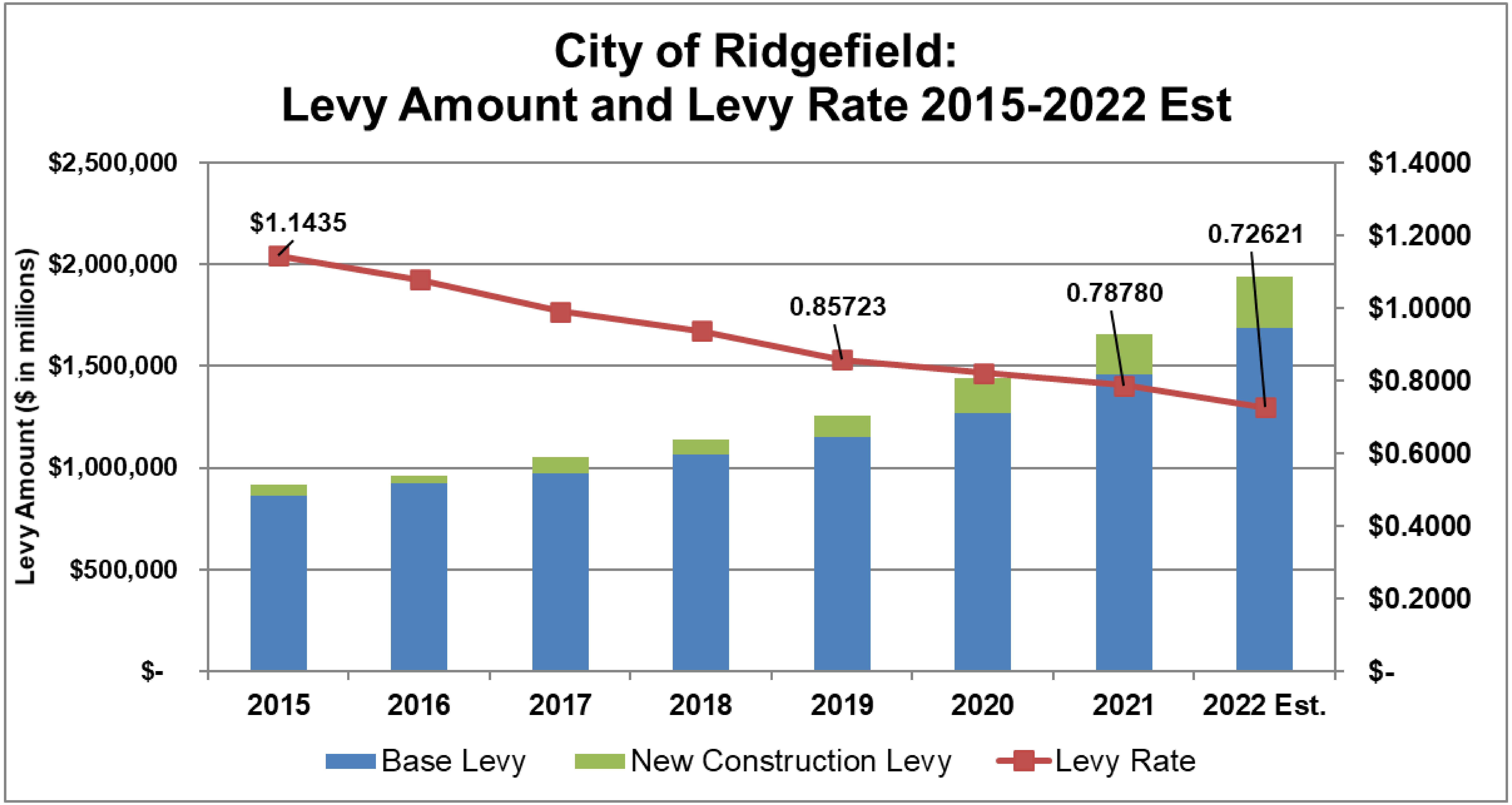
2022 Proposed Budget
General Fund Revenue Budget



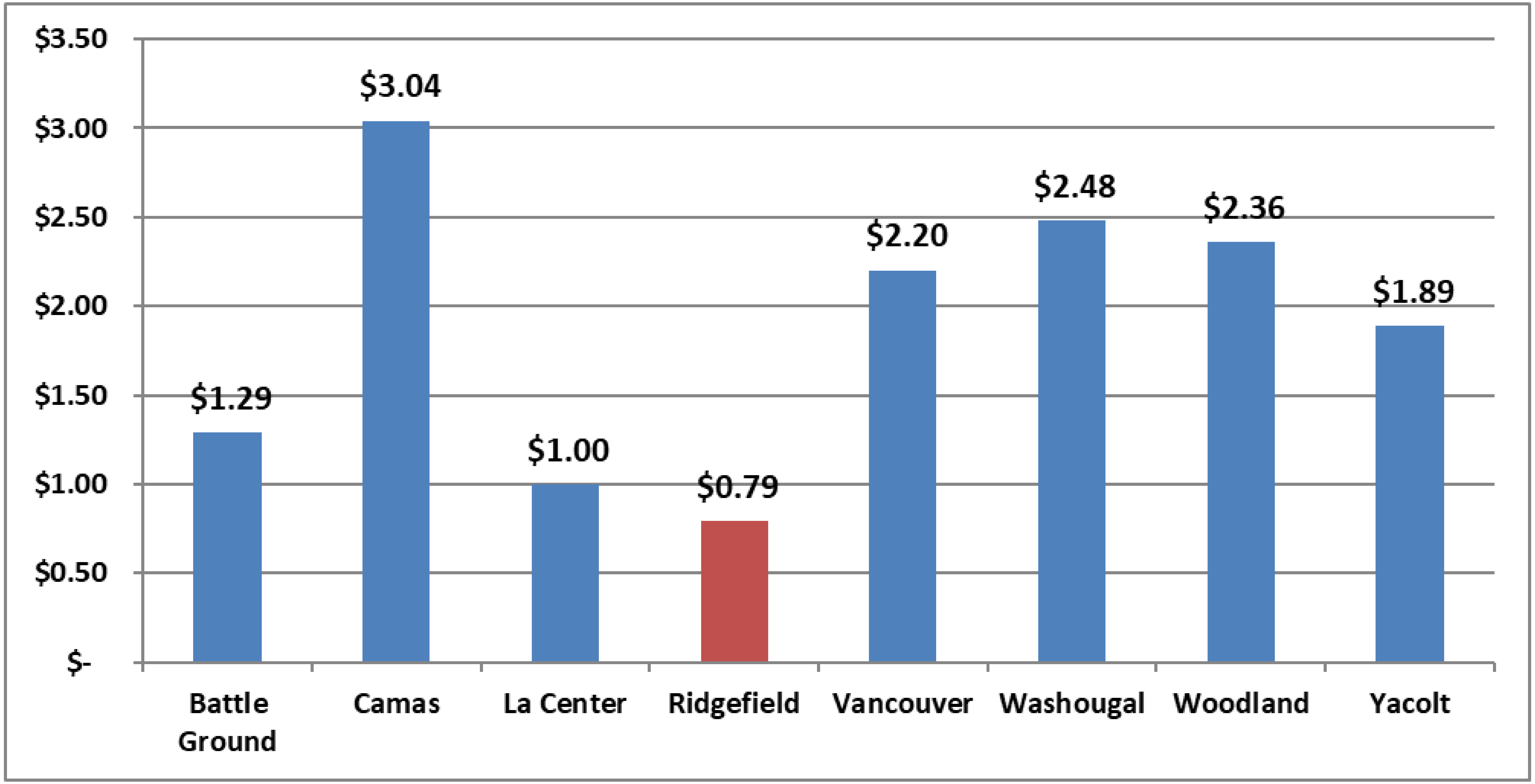
2022 Proposed Budget
General Fund Revenue Budget



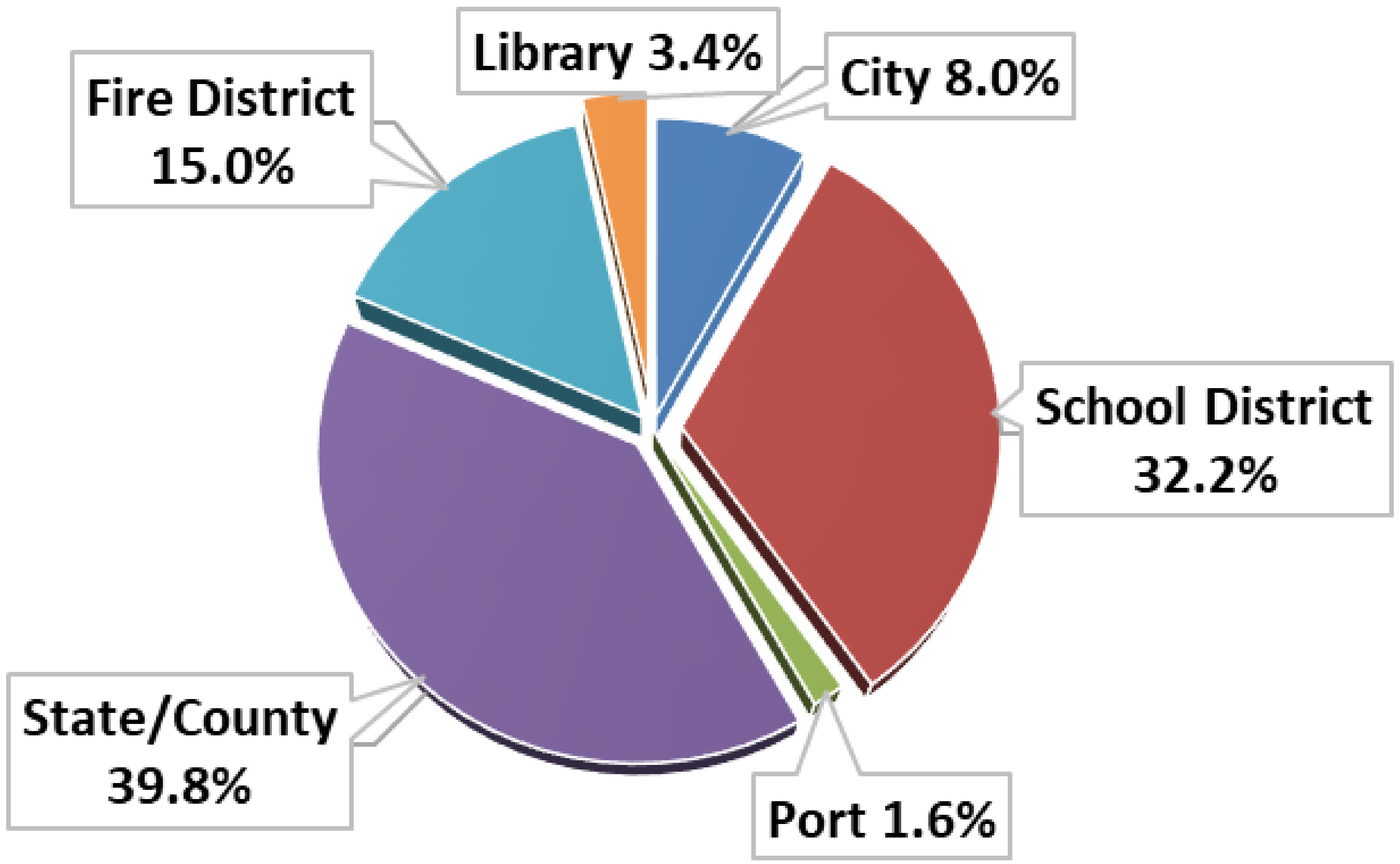
2022 Proposed Budget
General Fund Revenue Budget



2022 Proposed Budget
General Fund Revenue Budget

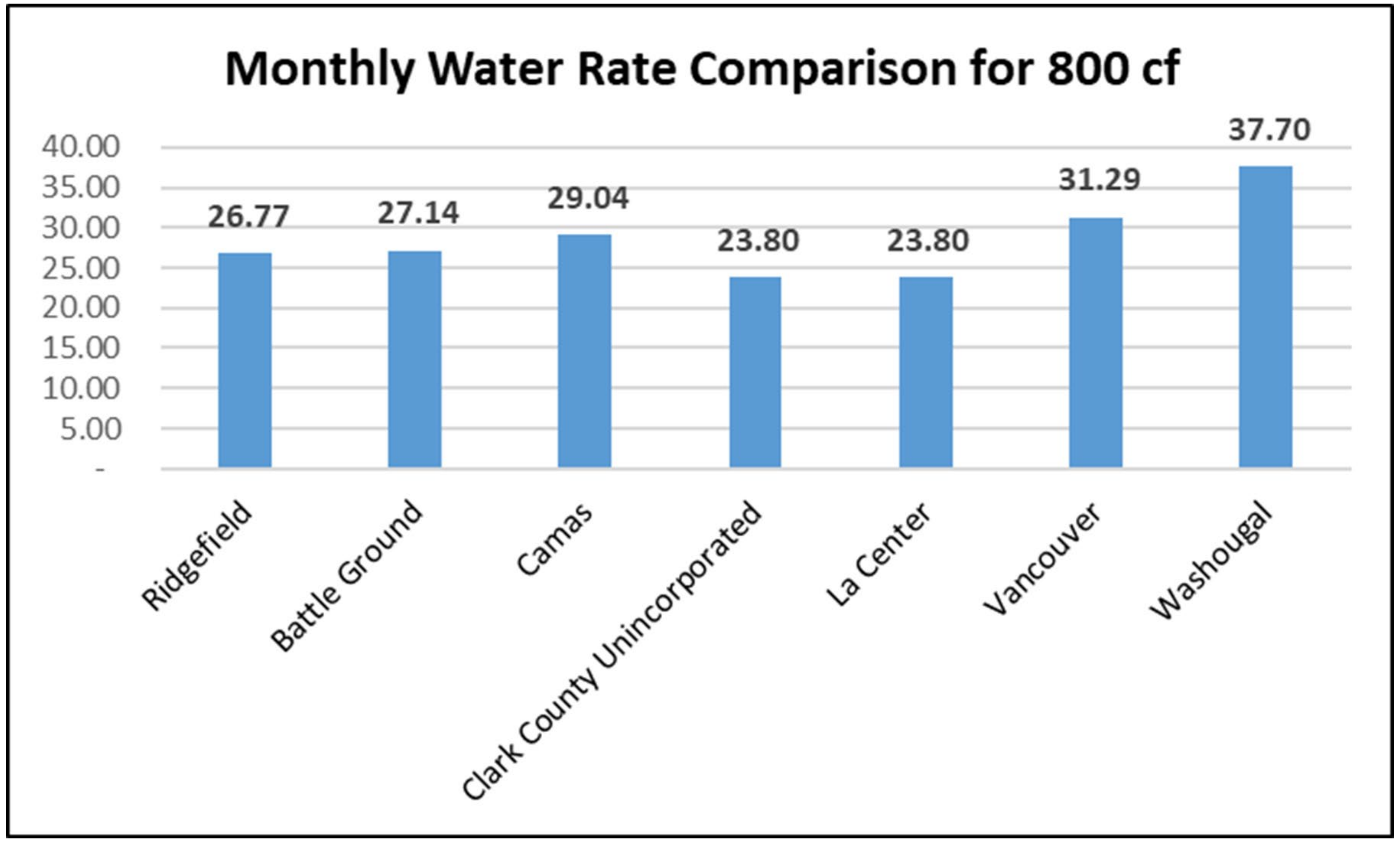


2022 Proposed Budget
General Fund Revenue Budget



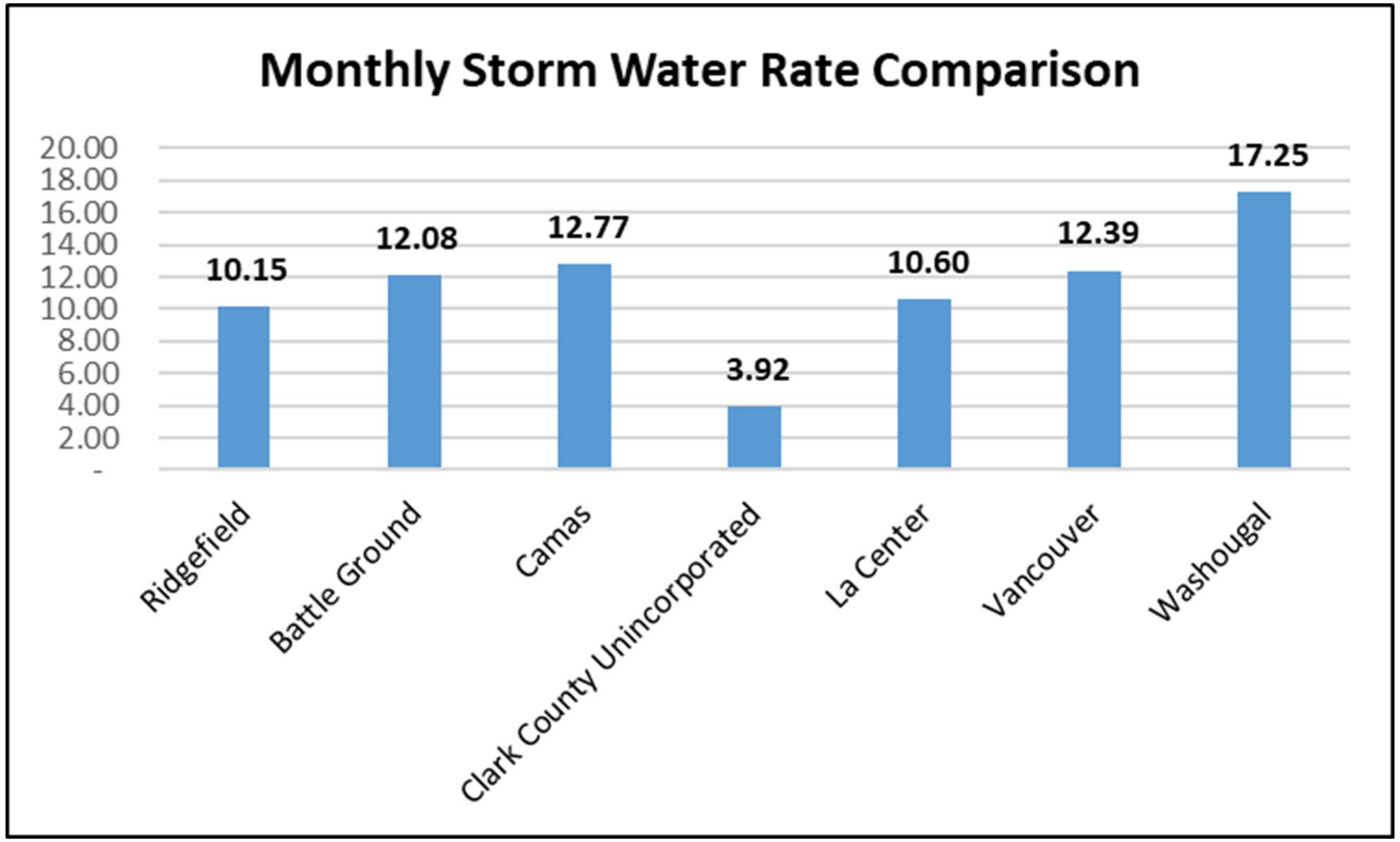
2022 Proposed Budget
Water Fund User Fees

Agency	Water	Utility Tax	Monthly Avg.	Notes
Ridgefield	26.77	8.00%	28.91	
Battle Ground	27.14	12.00%	30.40	
Camas	29.04	0.00%	29.04	
Clark County Unincorporated	23.80	0.00%	23.80	b, c
La Center	23.80	6.00%	25.23	b, c
Vancouver	31.29	28.90%	31.29	d
Washougal	37.70	10.00%	37.70	e



2022 Proposed Budget
Storm Water User Fees

Agency	Storm	Utility Tax	Monthly Avg
Ridgefield	10.15	0.00%	10.15
Battle Ground	12.08	12.00%	13.53
Camas	12.77	0.00%	12.77
Clark County Unincorporated	3.92	0.00%	3.92
La Center	10.60	6.00%	11.24
Vancouver	12.39	28.90%	12.39
Washougal	17.25	6.00%	18.28



2022 Proposed Budget
CRWWD Sewer User Fees

MONTHLY SEWER SERVICE	2014	2015	2016	2017	2018	2019	2020	2021	2022
Base Rate (Central Service Area)	$ 36.00	$ 37.00	$ 38.00	$ 38.00	$ 38.00	$ 39.00	$ 40.00	$ 41.00	$ 42.00
System Integration Charge	19.00	18.80	18.50	17.70	17.00	16.60	15.60	13.80	11.60
Total Sewer Service Charge	55.00	55.80	56.50	55.70	55.00	55.60	55.60	54.80	53.60
City Operating Fee (10%)	5.50	5.58	5.65	5.57	5.50	5.56	5.56	5.48	5.36
TOTAL BILL PER ERU/MONTH	**$ 60.50**	**$ 61.38**	**$ 62.15**	**$ 61.27**	**$ 60.50**	**$ 61.16**	**$ 61.16**	**$ 60.28**	**$ 58.96**
SYSTEM DEVELOPMENT CHARGES									
SDC per ERU	**$7,550.00**	**$7,550.00**	**$7,550.00**	**$7,550.00**	**$7,550.00**	**$7,950.00**	**$8,350.00**	**$8,750.00**	**$8,750.00**

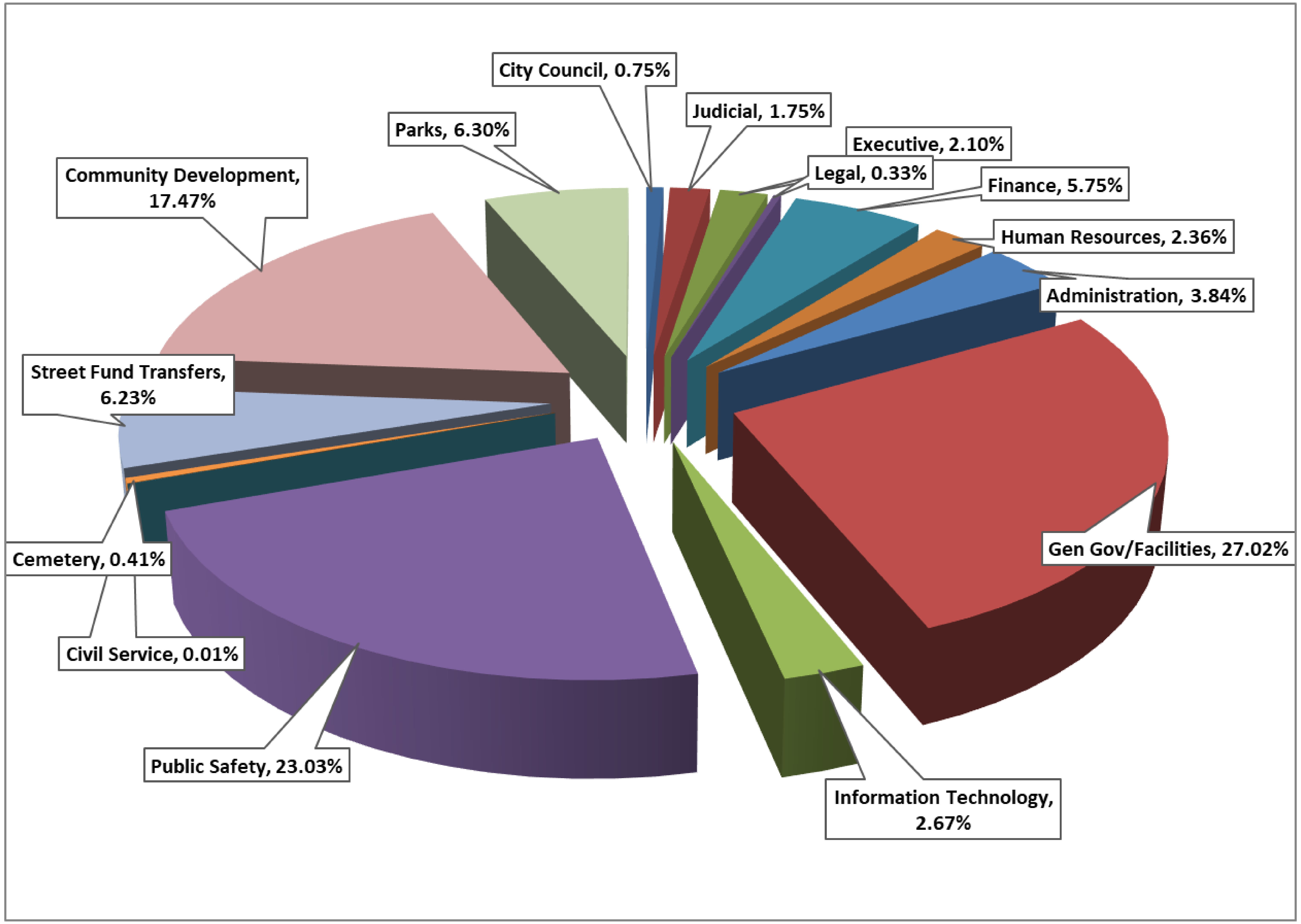
2022 Proposed Budget
2021-2022 General Fund Revenue Budget Comparison

Description	2021 Amended Budget	2022 Proposed Budget	Percentage Change
001 General Fund			
Revenue			
Property Tax	1,665,000	1,940,000	16.52%
Retail Sales & Other Tax	4,165,025	4,232,050	1.61%
Utility Taxes	1,353,890	1,589,810	17.43%
License & Permits	2,159,860	1,950,710	-9.68%
Planning & Development	1,246,010	1,417,400	13.76%
Fines & Forfeits	69,700	64,000	-8.18%
Charge for Goods & Services	586,328	644,030	9.84%
Intergovernmental/Grant	1,670,704	1,643,785	-1.61%
Other Revenue/Donations	462,800	191,900	-58.54%
Transfers In	-	-	0.00%
General Fund Revenue	***13,379,317***	***13,673,685***	***2.20%***

2022 Proposed Budget
2021-2022 General Fund Expense Budget Comparison

Description	2020 Amended Budget	2021 Proposed Budget	Percentage Change
001 General Fund			
Expense			
City Council	102,825	113,512	10.39%
Judicial	207,000	263,000	27.05%
Executive	312,110	315,829	1.19%
Legal	45,000	50,000	11.11%
Finance	686,490	865,966	26.14%
Human Resources	298,015	356,260	19.54%
Administration	528,030	577,951	9.45%
Gen Govt/Facilities	1,622,888	4,071,247	150.86%
Information Tech	217,300	401,700	84.86%
Public Safety	2,402,033	3,470,267	44.47%
Civil Service	1,000	1,000	0.00%
Cemetery	62,449	61,654	-1.27%
Transfers	965,438	938,167	-2.82%
Community Development	2,231,005	2,631,385	17.95%
Parks	689,801	948,645	37.52%
General Fund Expense	**10,371,384**	**15,066,583**	**45.27%**

2022 Proposed Budget
General Fund Expense Budget



2022 Proposed Budget

2021-2022 Capital Service Fund Revenue Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Capital Service Funds				
105	Real Estate Excise Tax	3,020,000	2,370,000	-21.52%
114	Park Impact Fee	2,213,450	1,856,785	-16.11%
115	Traffic Impact Fee	2,559,112	3,212,700	25.54%
416	Water Utility SDC	2,758,375	2,917,000	5.75%
	Total Capital Service Funds	***10,550,937***	***10,356,485***	**-1.84%**

2022 Proposed Budget

2021-2022 Capital Service Fund Expense Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Capital Service Funds				
105	Real Estate Excise Tax	1,413,405	1,414,003	0.04%
114	Park Impact Fee	636,000	3,793,200	496.42%
115	Traffic Impact Fee	4,794,000	5,530,000	15.35%
416	Water Utility SDC	4,312,088	2,551,865	-40.82%
	Total Capital Service Funds	***11,155,493***	***13,289,068***	**19.13%**

2022 Proposed Budget

2022 Capital Service Funds – Fund Balance Impact

		Beginning Fund Balance	2022 Budgeted Revenue	2022 Budgeted Expense	Ending Fund Balance	Change In Fund Balance
Capital Service Funds						
105	Real Estate Excise Tax	3,830,214	2,370,000	1,414,003	4,786,211	955,997
114	Park Impact Fee	3,497,111	1,856,785	3,793,200	1,560,696	(1,936,415)
115	Traffic Impact Fee	3,906,209	3,212,700	5,530,000	1,588,909	(2,317,300)
416	Water Utility SDC	8,473,231	2,917,000	2,551,865	8,838,366	365,135
	Total Capital Service Funds	*19,706,765*	*10,356,485*	*13,289,068*	*16,774,182*	*(2,932,583)*

2022 Proposed Budget

2021-2022 Capital Project and ERF Fund Revenue Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Capital Projects & ERF				
300	General Capital Projects	8,609,000	23,562,654	173.70%
410	Water Utility Capital Projects	1,237,025	4,087,500	230.43%
412	Storm Water Utility Capital Projects	426,000	850,000	99.53%
501	Equipment Replacement (ERF)	218,992	605,040	176.28%
	Total Capital Projects & ERF	***10,491,017***	***29,105,194***	***177.43%***

2021 Proposed Budget
2021-2022 Capital Project and ERF Fund Expense Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Capital Projects & ERF				
300	General Capital Projects	8,568,000	23,065,200	169.20%
410	Water Utility Capital Projects	1,237,025	4,087,500	230.43%
412	Storm Water Utility Capital Projects	426,000	850,000	99.53%
501	Equipment Replacement (ERF)	159,400	309,000	93.85%
	Total Capital Projects & ERF	***10,390,425***	***28,311,700***	**172.48%**

2022 Proposed Budget

2022 Capital Project and ERF Fund – Fund Balance Impact

		Beginning Fund Balance	2022 Budgeted Revenue	2022 Budgeted Expense	Ending Fund Balance	Change In Fund Balance
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	1,110,346	23,562,654	23,065,200	1,607,800	497,454
410	Water Utility Capital Projects	16,536	4,087,500	4,087,500	16,536	-
412	Storm Utility Capital Projects	-	850,000	850,000	-	-
501	Equipment Replacement (ERF)	288,278	605,040	309,000	584,318	296,040
	Total Capital/ERF	*1,415,160*	*29,105,194*	*28,311,700*	*2,208,654*	*793,494*

2022 Proposed Budget

2021-2022 Special Revenue and Debt Service Fund Revenue Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Special Revenue Funds				
111	Drug Fund	1,010	760	-24.75%
140	Affordable Housing	23,035	31,025	100.00%
150	Transportation Benefit District	153,435	301,750	96.66%
	Total Special Revenue Funds	***177,480***	***333,535***	87.93%
Debt Service				
200	Debt Service	1,433,629	1,414,003	-1.37%
	Total Debt Service	***1,433,629***	***1,414,003***	**-1.37%**

2022 Proposed Budget

2021-2022 Special Revenue and Debt Service Fund Expense Budget Comparison

		2021 Amended Budget	2022 Proposed Budget	Percentage Change
Special Revenue Funds				
111	Drug Fund	-	-	0.00%
140	Affordable Housing	-	-	0.00%
150	Transportation Benefit District	175,000	350,000	0.00%
	Special Revenue Funds	***175,000***	***350,000***	0.00%
Debt Service				
200	Debt Service	1,433,629	1,414,003	-1.37%
	Total Debt Service	***1,433,629***	***1,414,003***	**-1.37%**

2022 Proposed Budget

2021-2022 Special Revenue and Debt Service Fund – Fund Balance Impact

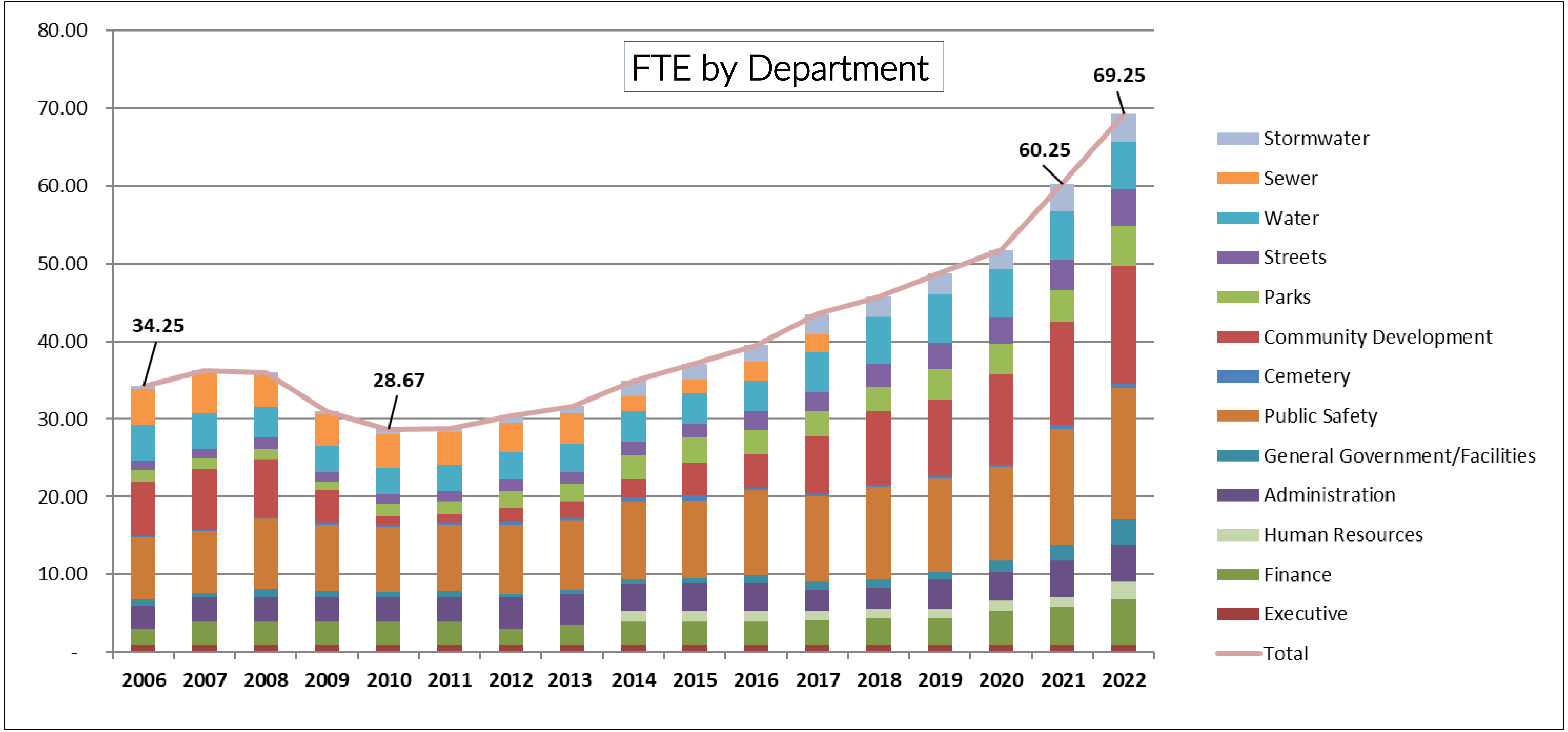
		Beginning Fund Balance	2022 Budgeted Revenue	2022 Budgeted Expense	Ending Fund Balance	Change In Fund Balance
Special Revenue Funds						
111	Drug Fund	5,252	760	-	6,012	760
140	Affordable Housing	40,781	31,025	-	71,806	31,025
150	Transportation Benefit District	195,021	301,750	350,000	146,771	(48,250)
	Total Special Revenue Funds	*241,054*	*333,535*	*350,000*	*224,589*	*(16,465)*
Debt Service Fund						
200	Debt Service	-	1,414,003	1,414,003	-	-
	Total Debt Service Fund	-	*1,414,003*	*1,414,003*	-	-

2022 Proposed Budget
2021-2022 FTE Count Comparison

Personnel Schedule (Full-Time Equivalents)				
Job Title	2020 FTE Allocation	2021 FTE Allocation	2022 FTE Allocation	2022 FTE Percentage
Executive	1.00	1.00	1.00	1.44%
Total Finance	4.30	4.80	5.80	8.38%
Total Human Resources	1.30	1.30	2.30	3.32%
Total Administration	3.70	4.70	4.70	6.79%
Total General Government/Facilities	1.54	2.05	3.22	4.65%
Total Public Safety	12.00	15.00	17.00	24.55%
Total Cemetery	0.24	0.45	0.47	0.68%
Total Community Development	11.72	13.27	15.17	21.91%
Total Parks	3.80	3.95	5.20	7.51%
Total Streets	3.42	4.58	4.70	6.79%
Total Water Utility	6.22	5.82	6.02	8.69%
Total Stormwater Utility	2.51	3.35	3.67	5.30%
Total Full Time Equivalents	51.75	60.25	69.25	100.00%
Full-Time Staff				
Full-Time Employees	50.00	59.00	68.00	98.19%
Part-Time Staff				
Part-Time Employees	1.75	1.25	1.25	1.81%

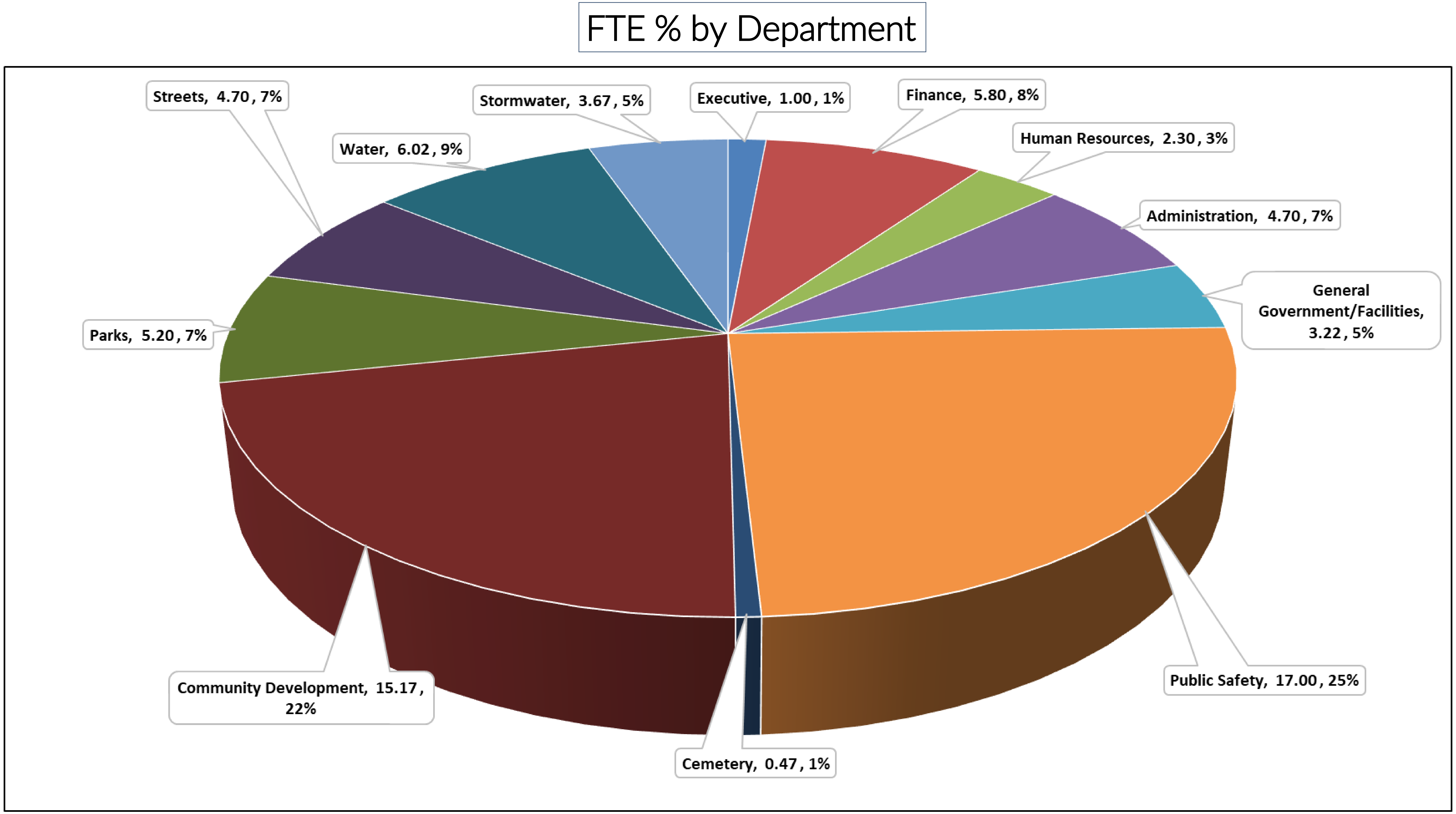
2022 Proposed Budget

2022 FTE Count

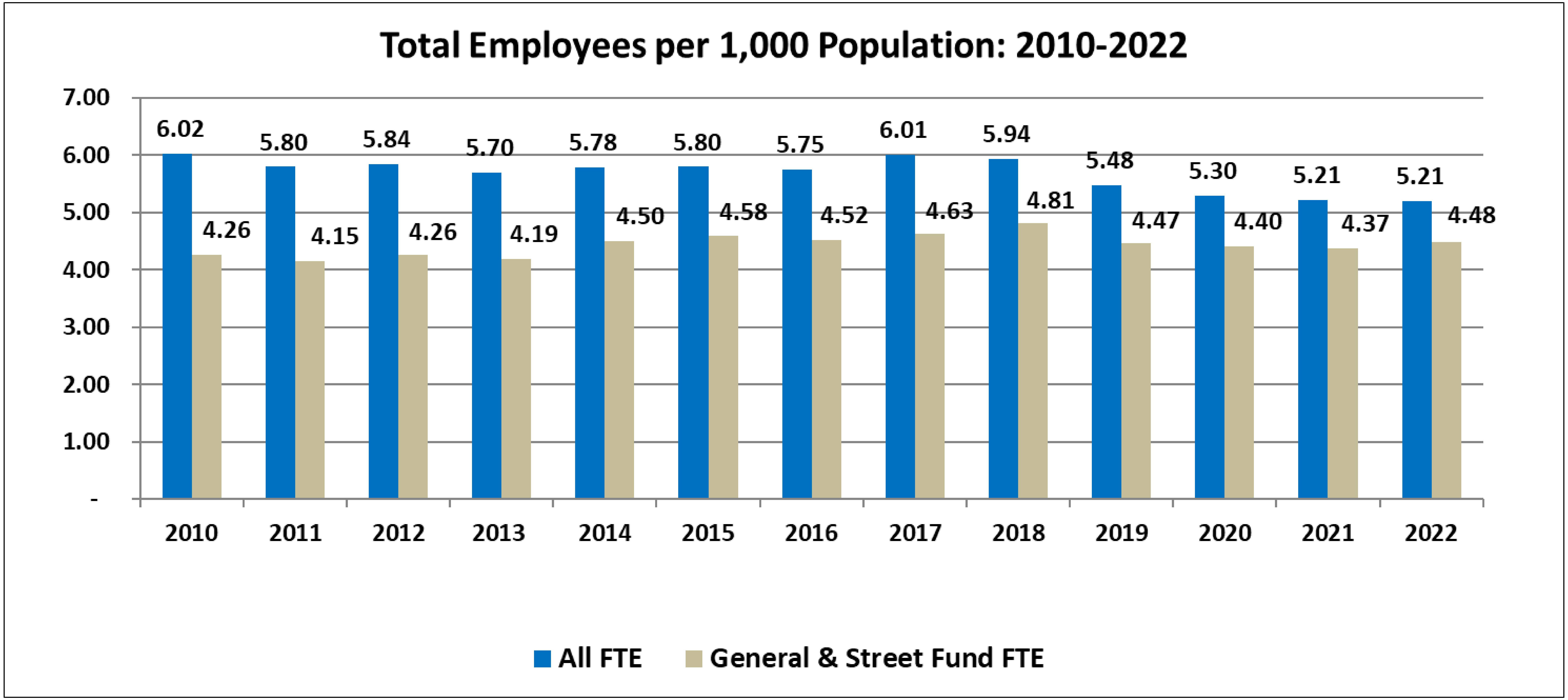


2022 Proposed Budget

2022 FTE Count



2022 Proposed Budget
2022 FTE Count



2022 Proposed Budget
Next Steps

- December
  - Conduct public hearing on budget 12/2 6:30 PM
  - Adopt 2022 budget 12/2 6:30 PM
  - Transmit 2022 budget to MRSC and State Auditor


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Exhibit "A"

2022 Budget

		Beginning Fund Balance	2022 Budgeted Revenue	2022 Budgeted Expense	Ending Fund Balance	Change In Fund Balance
Operating Funds						
001	General Fund	$ 11,585,325	$ 13,673,685	$ 15,066,583	$ 10,192,427	$ (1,392,898)
101	Street Fund	97,107	956,893	946,890	107,110	$ 10,003
406	Water Operating	2,531,435	2,854,555	2,396,016	2,989,974	$ 458,540
408	Stormwater Operating	440,060	1,158,395	1,141,622	456,833	$ 16,773
	Total Operating Funds	*14,653,927*	*18,643,528*	*19,551,110*	*13,746,345*	*$ (907,582)*
Capital Service Funds						
105	Real Estate Excise Tax	3,830,214	2,370,000	1,414,003	4,786,211	955,997
114	Park Impact Fee	3,497,111	1,856,785	3,793,200	1,560,696	(1,936,415)
115	Traffic Impact Fee	3,906,209	3,212,700	5,530,000	1,588,909	(2,317,300)
416	Water Utility SDC	8,473,231	2,917,000	2,551,865	8,838,366	365,135
	Total Capital Service Funds	*19,706,765*	*10,356,485*	*13,289,068*	*16,774,182*	*(2,932,583)*
Special Revenue Funds						
111	Drug Fund	5,252	760	-	6,012	760
140	Affordable Housing	40,781	31,025	-	71,806	31,025
150	Transportation Benefit District	195,021	301,750	350,000	146,771	(48,250)
	Total Special Revenue Funds	*241,054*	*333,535*	*350,000*	*224,589*	*(16,465)*
Debt Service Fund						
200	Debt Service	-	1,414,003	1,414,003	-	-
	Total Debt Service Fund	*-*	*1,414,003*	*1,414,003*	*-*	*-*
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	1,110,346	23,562,654	23,065,200	1,607,800	497,454
410	Water Utility Capital Projects	16,536	4,087,500	4,087,500	16,536	-
412	Storm Utility Capital Projects	-	850,000	850,000	-	-
501	Equipment Replacement (ERF)	288,278	605,040	309,000	584,318	296,040
	Total Capital/ERF	*1,415,160*	*29,105,194*	*28,311,700*	*2,208,654*	*793,494*
	Total Budget	*$ 36,016,906*	*$ 59,852,745*	*$ 62,915,881*	*$ 32,953,770*	*$ (3,063,136)*

Exhibit "B"

CITY OF RIDGEFIELD WASHINGTON

2022 Budget

Operating Funds
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
001 General Fund							
Revenue							
Property Tax	1,288,393	1,472,230	1,665,000	1,680,048	1,940,000	-	1,940,000
Retail Sales & Other Tax	3,255,417	3,151,630	4,165,025	4,276,183	4,232,050	-	4,232,050
Utility Taxes	1,095,607	1,244,333	1,353,890	1,405,610	1,589,810	-	1,589,810
License & Permits	1,302,769	2,116,847	2,159,860	2,198,303	1,950,710	-	1,950,710
Planning & Development	1,243,980	1,299,777	1,246,010	1,337,910	1,417,400	-	1,417,400
Fines & Forfeits	74,827	57,825	69,700	68,472	64,000	-	64,000
Charge for Goods & Srvc	564,533	503,187	586,328	616,862	644,030	-	644,030
Intergovernmental/Grant	314,624	601,388	1,670,704	1,600,093	245,505	1,398,280	1,643,785
Other Rev/Donations	238,898	307,619	462,800	406,041	191,900	-	191,900
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenue	***9,379,048***	***10,754,836***	***13,379,317***	***13,589,522***	***12,275,405***	***1,398,280***	***13,673,685***
Expense							
City Council	95,548	78,521	102,825	78,835	113,512	-	113,512
Judicial	132,677	169,244	207,000	195,536	263,000	-	263,000
Executive	266,751	267,035	312,110	276,843	315,829	-	315,829
Legal	27,523	38,472	45,000	35,904	50,000	-	50,000
Finance	452,256	608,409	686,490	654,574	706,566	159,400	865,966
Human Resources	206,171	208,857	298,015	286,216	266,460	89,800	356,260
Administration	394,378	433,497	528,030	526,247	575,951	2,000	577,951
Gen Govt/Facilities	1,174,734	1,237,389	1,622,888	1,559,228	1,460,107	2,611,140	4,071,247
Information Tech	148,572	193,338	217,300	209,437	253,500	148,200	401,700
Public Safety	1,823,404	2,036,241	2,402,033	2,231,141	2,711,267	759,000	3,470,267
Civil Service	80	92	1,000	118	1,000	-	1,000
Cemetery	35,432	47,751	62,449	32,147	59,424	2,230	61,654
Transfers	522,706	616,751	965,438	878,222	564,237	373,930	938,167
Community Development	1,835,908	1,841,175	2,231,005	1,774,067	2,414,585	216,800	2,631,385
Parks	599,806	541,698	689,801	528,290	705,415	243,230	948,645
Total Expense	***7,715,946***	***8,318,470***	***10,371,384***	***9,266,805***	***10,460,853***	***4,605,730***	***15,066,583***
Net Total	***1,663,102***	***2,436,366***	***3,007,933***	***4,322,717***	***1,814,552***	***(3,207,450)***	***(1,392,898)***
Fund Balance							
Beginning Fund Balance	3,163,140	4,826,242	7,262,608	7,262,608	11,585,325	13,399,877	11,585,325
Ending Fund Balance	4,826,242	7,262,608	10,270,541	11,585,325	13,399,877	10,192,427	10,192,427
GF Policy Reserve Balance	2,014,914	2,331,040	2,462,776	2,462,776	2,889,315	2,889,315	2,889,315
Building Policy Reserve Bal	574,578	538,567	612,292	612,292	648,382	648,382	648,382
Restricted for Building	586,442	660,998	2,564,479	3,149,925	3,506,999	3,506,999	3,290,199
Fund Balance Available	1,650,308	3,732,003	4,630,994	5,360,332	6,355,181	3,147,731	3,364,531

Attachment: Exhibit B - 2022 Proposed Operating Budget Summary (Public Hearing and Second Reading of Ordinance No. 1355 - 2022

Exhibit "B"

2022 Budget

Operating Funds
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
101 Street Fund							
Revenue							
Utility Tax/Franchise Fee	72,002	91,842	95,491	113,042	120,715	-	120,715
Permits	18,528	21,297	20,000	13,538	20,000	-	20,000
Grants	-	15,711	-	-	-	-	-
Intergovernmental	177,662	174,043	220,610	200,498	238,483	-	238,485
Other Revenue	1,694	3	1,025	-	525	-	525
Transfers In	328,125	401,850	624,438	624,438	564,237	12,930	577,168
Total Revenue	***598,011***	***704,746***	***961,564***	***951,516***	***943,960***	***12,930***	***956,893***
Expense							
Streets	600,875	693,579	943,868	868,162	933,960	12,930	946,890
Total Expense	***600,875***	***693,579***	***943,868***	***868,162***	***933,960***	***12,930***	***946,890***
Net Total	***(2,864)***	***11,167***	***17,696***	***83,354***	***10,000***	***-***	***10,003***
Fund Balance							
Beg Fund Balance	5,450	2,586	13,753	13,753	97,107	107,107	97,107
Ending Fund Balance	2,586	13,753	31,449	97,107	107,107	107,107	107,110
Reserves Maintain in GF	-	-	-	-	-	-	-
Fund Balance Available	2,586	13,753	31,449	97,107	107,107	107,107	107,110

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
406 Water Utility Fund							
Revenue							
Charge for Goods & Srvc	1,939,937	2,285,249	2,798,635	2,819,057	2,843,555	-	2,843,555
Grants	-	22,056	-	-	-	-	-
Other Revenue	12,652	4,995	10,000	571	11,000	-	11,000
Transfers In	200,310	198,530	2,596,158	2,564,193	-	-	-
Total Revenue	***2,152,899***	***2,510,830***	***5,404,793***	***5,383,821***	***2,854,555***	***-***	***2,854,555***
Expense							
Water Utility	1,808,533	2,000,215	4,963,386	4,836,777	2,230,676	165,340	2,396,016
Total Expense	***1,808,533***	***2,000,215***	***4,963,386***	***4,836,777***	***2,230,676***	***165,340***	***2,396,016***
Net Total	***344,366***	***510,615***	***441,407***	***547,044***	***623,880***	***(165,340)***	***458,540***
Fund Balance							
Beginning Fund Balance	1,129,410	1,473,776	1,984,391	1,984,391	2,531,435	3,155,314	2,531,435
Ending Fund Balance	1,473,776	1,984,391	2,425,798	2,531,435	3,155,314	2,989,974	2,989,974
Policy Reserve Balance	688,217	881,874	1,077,370	1,077,370	1,316,564	1,316,564	1,316,564
Fund Balance Available	785,559	1,102,517	1,348,428	1,454,065	1,838,750	1,673,410	1,673,410

Exhibit "B"

2022 Budget

Operating Funds
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
408 Stormwater Utility Fund							
Revenue							
Charge for Goods & Srvc	676,722	849,327	947,920	952,873	1,155,395	-	1,155,395
Grants	-	15,731	-	-	-	-	-
Other Revenue	(225)	4,022	3,000	(2,786)	3,000	-	3,000
Total Revenue	***676,497***	***869,080***	***950,920***	***950,087***	***1,158,395***	***-***	***1,158,395***
Expense							
Stormwater Utility	658,378	619,740	1,165,752	1,019,799	1,030,292	111,330	1,141,622
Total Expense	***658,378***	***619,740***	***1,165,752***	***1,019,799***	***1,030,292***	***111,330***	***1,141,622***
Net Total	***18,119***	***249,340***	***(214,832)***	***(69,712)***	***128,103***	***(111,330)***	***16,773***
Fund Balance							
Beginning Fund Balance	242,313	260,432	509,772	509,772	440,060	568,163	440,060
Ending Fund Balance	260,432	509,772	294,940	440,060	568,163	456,833	456,833
Policy Reserve Balance	275,728	398,183	497,449	497,449	612,693	612,693	612,693
Fund Balance Available	(15,296)	111,589	(202,509)	(57,389)	(44,530)	(155,860)	(155,860)

Exhibit "C"

2022 Budget

Special Revenue and Debt Service Fund
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
111 Drug Fund							
Revenue							
Fines and Forfeits	947	416	1,000	37	750	-	750
Other Revenue	264	9	10	4	10	-	10
Total Revenue	***1,211***	***425***	***1,010***	***41***	***760***	-	***760***
Expense							
Small Tools & Equipment	5,617	-	-	-	-	-	-
Intergovernmental	21	-	-	-	-	-	-
Total Expense	***5,638***	-	-	-	-	-	-
Net Total	***(4,427)***	***425***	***1,010***	***41***	***760***	-	***760***
Fund Balance							
Beginning Fund Balance	9,213	4,786	5,211	5,211	5,252	6,012	5,252
Ending Fund Balance	4,786	5,211	6,221	5,252	6,012	6,012	6,012
Fund Balance Available	4,786	5,211	6,221	5,252	6,012	6,012	6,012

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
140 Affordable Housing							
Revenue							
Retail Sales Tax	-	10,232	23,000	30,549	31,025	-	31,025
Other Revenue	-	-	35	-	-	-	-
Total Revenue	-	***10,232***	***23,035***	***30,549***	***31,025***	-	***31,025***
Expense							
Transfers-Out	-	-	-	-	-	-	-
Total Expense	-	-	-	-	-	-	-
Net Total	-	***10,232***	***23,035***	***30,549***	***31,025***	-	***31,025***
Fund Balance							
Beg Fund Balance	-	-	10,232	10,232	40,781	71,806	40,781
Ending Fund Balance	-	10,232	33,267	40,781	71,806	71,806	71,806
Fund Balance Available	-	10,232	33,267	40,781	71,806	71,806	71,806

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
150 Transportation Benefit District							
Revenue							
Vehicle Licensing Fees	75,973	153,806	153,410	170,223	301,725	-	301,725
Other Revenue	4	8	25	7	25	-	25
Total Revenue	***75,977***	***153,814***	***153,435***	***170,230***	***301,750***	-	***301,750***
Expense							
Transfers-Out	30,000	-	175,000	175,000	350,000	-	350,000
Total Expense	***30,000***	-	***175,000***	***175,000***	***350,000***	-	***350,000***
Net Total	***45,977***	***153,814***	***(21,565)***	***(4,770)***	***(48,250)***	-	***(48,250)***
Fund Balance							
Beg Fund Balance	-	45,977	199,791	199,791	195,021	146,771	195,021
Ending Fund Balance	45,977	199,791	178,226	195,021	146,771	146,771	146,771
Fund Balance Available	45,977	199,791	178,226	195,021	146,771	146,771	146,771

Exhibit "C"

2022 Budget

Special Revenue and Debt Service Fund
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
200 Debt Service Fund							
Revenue							
Transfers-In	808,499	831,596	1,433,629	1,413,405	1,414,003	-	1,414,003
Other Revenue	-	-	-	-	-	-	-
Other Financing Sources	-	3,857,663	-	-	-	-	-
Total Revenue	***808,499***	***4,689,259***	***1,433,629***	***1,413,405***	***1,414,003***	***-***	***1,414,003***
Expense							
Debt Service	808,499	870,346	1,433,629	1,413,405	1,414,003	-	1,414,003
Transfers-Out	-	3,818,913	-	-	-	-	-
Total Expense	***808,499***	***4,689,259***	***1,433,629***	***1,413,405***	***1,414,003***	***-***	***1,414,003***
Net Total	***-***	***-***	***-***	***-***	***-***	***-***	***-***
Fund Balance							
Beg Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-

Exhibit "D"

2022 Budget

Capital Service Fund
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
105 Real Estate Excise Tax (REET) Fund							
Revenue							
Real Estate Excise Taxes	1,569,351	1,778,422	3,000,000	3,087,465	2,350,000	-	2,350,000
Other Revenue	77,212	36,194	20,000	19,544	20,000	-	20,000
Total Revenue	***1,646,563***	***1,814,616***	***3,020,000***	***3,107,009***	***2,370,000***	***-***	***2,370,000***
Expense							
Utility	236,440	-	-	-	-	-	-
General	-	-	-	-	-	-	-
Streets	-	46,246	-	-	-	-	-
Parks	657,000	-	-	-	-	-	-
Debt Service (RORC)	788,275	791,148	1,413,405	1,413,405	1,414,003	-	1,414,003
Total Expense	***1,681,715***	***837,394***	***1,413,405***	***1,413,405***	***1,414,003***	***-***	***1,414,003***
Net Total	***(35,152)***	***977,222***	***1,606,595***	***1,693,604***	***955,997***	***-***	***955,997***
Fund Balance							
Beg Fund Balance	1,194,540	1,159,388	2,136,610	2,136,610	3,830,214	4,786,211	3,830,214
Ending Fund Balance	1,159,388	2,136,610	3,743,205	3,830,214	4,786,211	4,786,211	4,786,211
Debt Service Reserves	787,425	1,413,405	1,414,003	1,414,003	1,409,075	1,409,075	1,409,075
Fund Balance Available	371,963	723,205	2,329,202	2,416,211	3,377,136	3,377,136	3,377,136

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
114 Park Impact Fee (PIF) Fund							
Revenue							
Planning & Development	1,094,204	1,908,172	2,213,200	2,292,947	1,856,535	-	1,856,535
Grants	-	-	-	-	-	-	-
Other Revenue	39	83	250	50	250	-	250
Total Revenue	***1,094,243***	***1,908,255***	***2,213,450***	***2,292,997***	***1,856,785***	***-***	***1,856,785***
Expense							
Park Impact Fee	762,719	404,633	636,000	631,032	250,000	3,543,200	3,793,200
Total Expense	***762,719***	***404,633***	***636,000***	***631,032***	***250,000***	***3,543,200***	***3,793,200***
Net Total	***331,524***	***1,503,622***	***1,577,450***	***1,661,965***	***1,606,785***	***(3,543,200)***	***(1,936,415)***
Fund Balance							
Beg Fund Balance	-	331,524	1,835,146	1,835,146	3,497,111	5,103,896	3,497,111
Ending Fund Balance	331,524	1,835,146	3,412,596	3,497,111	5,103,896	1,560,696	1,560,696
Fund Balance Available	331,524	1,835,146	3,412,596	3,497,111	5,103,896	1,560,696	1,560,696

Exhibit "D"

2022 Budget

Capital Service Fund
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
115 Traffic Impact Fee (TIF) Fund							
Revenue							
Planning & Development	1,443,129	1,676,355	2,557,612	2,254,615	3,209,700	-	3,209,700
Other Revenue	42,330	23,155	1,500	3,131	3,000	-	3,000
Total Revenue	***1,485,459***	***1,699,510***	***2,559,112***	***2,257,746***	***3,212,700***	***-***	***3,212,700***
Expense							
Transp Impact Fee	73,515	107,991	4,794,000	1,355,000	-	5,530,000	5,530,000
Total Expense	***73,515***	***107,991***	***4,794,000***	***1,355,000***	***-***	***5,530,000***	***5,530,000***
Net Total	***1,411,944***	***1,591,519***	***(2,234,888)***	***902,746***	***3,212,700***	***(5,530,000)***	***(2,317,300)***
Fund Balance							
Beginning Fund Balance	-	1,411,944	3,003,463	3,003,463	3,906,209	7,118,909	3,906,209
Ending Fund Balance	1,411,944	3,003,463	768,575	3,906,209	7,118,909	1,588,909	1,588,909
Fund Balance Available	1,411,944	3,003,463	768,575	3,906,209	7,118,909	1,588,909	1,588,909

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
416 Water Utility SDC Fund							
Revenue							
Contributed Capital	1,647,176	2,823,471	2,718,375	2,893,708	2,867,000	-	2,867,000
Other Revenue	161,189	65,508	40,000	15,573	50,000	-	50,000
Total Revenue	***1,808,365***	***2,888,979***	***2,758,375***	***2,909,281***	***2,917,000***	***-***	***2,917,000***
Expense							
Intergovernmental	23,994	45,731	623,905	640,698	36,865	-	36,865
Capital Outlay	-	-	-	-	-	-	-
Transfers Out	939,598	1,224,251	3,688,183	2,611,057	-	2,515,000	2,515,000
Total Expense	***963,592***	***1,269,982***	***4,312,088***	***3,251,755***	***36,865***	***2,515,000***	***2,551,865***
Net Total	***844,773***	***1,618,997***	***(1,553,713)***	***(342,474)***	***2,880,135***	***(2,515,000)***	***365,135***
Fund Balance							
Beg Fund Balance	6,351,935	7,196,708	8,815,705	8,815,705	8,473,231	11,353,366	8,473,231
Ending Fund Balance	7,196,708	8,815,705	7,261,992	8,473,231	11,353,366	8,838,366	8,838,366
Fund Balance Available	7,196,708	8,815,705	7,261,992	8,473,231	11,353,366	8,838,366	8,838,366

Attachment: Exhibit D - 2022 Proposed Capital Service Fund Budget Summary (Public Hearing and Second Reading of Ordinance No. 1355 -

Exhibit "E"

2022 Budget

Capital Project/Equipment Replacement Funds
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
300 General Capital Project Fund							
Revenue							
Grants	362,700	414,294	1,315,000	686,649	-	6,492,000	6,492,000
Other Revenue	412,351	47,035	827,000	827,753	-	846,454	846,454
Transfers In	1,735,198	4,592,684	6,061,000	2,414,817	250,000	9,844,200	10,094,200
Other Financing Sources	406,000	406,000	406,000	465,000	-	6,130,000	6,130,000
Total Revenue	***2,916,249***	***5,460,013***	***8,609,000***	***4,394,219***	***250,000***	***23,312,654***	***23,562,654***
Expense							
Facilities	-	3,852,790	406,000	215,000	-	250,000	250,000
Cemetery	28,997	-	-	-	-	-	-
Streets	548,096	754,434	7,136,000	2,667,772	-	18,787,000	18,787,000
Parks	1,537,102	406,316	1,026,000	794,490	-	4,028,200	4,028,200
Transfers Out	98,950	-	-	-	-	-	-
Total Expense	***2,213,145***	***5,013,540***	***8,568,000***	***3,677,262***	***-***	***23,065,200***	***23,065,200***
Net Total	***703,104***	***446,473***	***41,000***	***716,957***	***250,000***	***247,454***	***497,454***
Fund Balance							
Beginning Fund Balance	(21,525)	275,579	393,389	393,389	1,110,346	1,360,346	1,110,346
Ending Fund Balance	275,579	393,389	434,389	1,110,346	1,360,346	1,607,800	1,607,800
Fund Balance Available	275,579	393,389	434,389	1,110,346	1,360,346	1,607,800	1,607,800

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
410 Water Utility Capital Project Fund							
Revenue							
Other Revenue	4	3	-	1	-	-	-
Transfers In	739,288	1,025,721	1,237,025	175,406	-	4,087,500	4,087,500
Other Financing Sources	-	-	-	-	-	-	-
Total Revenue	***739,292***	***1,025,724***	***1,237,025***	***175,407***	***-***	***4,087,500***	***4,087,500***
Expense							
Water Capital	739,288	1,025,721	1,237,025	175,406	-	4,087,500	4,087,500
Total Expense	***739,288***	***1,025,721***	***1,237,025***	***175,406***	***-***	***4,087,500***	***4,087,500***
Net Total	***4***	***3***	***-***	***1***	***-***	***-***	***-***
Fund Balance							
Beginning Fund Balance	16,528	16,532	16,535	16,535	16,536	16,536	16,536
Ending Fund Balance	16,532	16,535	16,535	16,536	16,536	16,536	16,536
Fund Balance Available	16,532	16,535	16,535	16,536	16,536	16,536	16,536

Exhibit "E"

2022 Budget

Capital Project/Equipment Replacement Funds
Summary Report by Fund

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
412 Storm Utility Capital Project Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Grants	150,000	-	-	-	-	-	-
Transfers In	236,440	-	260,000	165,663	-	850,000	850,000
Other Financing Sources	-	126,943	166,000	182,408	-	-	-
Total Revenue	***386,440***	***126,943***	***426,000***	***348,071***	***-***	***850,000***	***850,000***
Expense							
Storm Capital	386,440	126,943	426,000	348,071	-	850,000	850,000
Total Expense	***386,440***	***126,943***	***426,000***	***348,071***	***-***	***850,000***	***850,000***
Net Total	***-***	***-***	***-***	***-***	***-***	***-***	***-***
Fund Balance							
Beginning Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-

Description	2019 Actual	2020 Actual	2021 Amended Budget	2021 Est. Year End	2022 Baseline	2022 Additions	2022 Budget
501 Equipment Replacement Fund							
Revenue							
Other Revenue	20,982	34	100	7	125	-	125
Transfers In	135,675	190,088	218,892	218,892	634,915	-	604,915
Total Revenue	***156,657***	***190,122***	***218,992***	***218,899***	***635,040***	***-***	***605,040***
Expense							
General Government	8,166	3,767	10,000	-	-	-	-
Public Safety	-	62,366	-	-	-	74,000	74,000
Water	3,687	36,092	44,800	45,105	-	-	-
Cemetery	3,951	1,883	-	-	-	-	-
Stormwater	9,217	36,092	44,800	45,105	-	48,000	48,000
Streets	30,291	52,084	44,800	45,106	-	26,500	26,500
Community	1,843	-	-	-	-	-	-
Parks	29,253	28,603	15,000	15,035	-	160,500	160,500
Total Expense	***86,408***	***220,887***	***159,400***	***150,351***	***-***	***309,000***	***309,000***
Net Total	***70,249***	***(30,765)***	***59,592***	***68,548***	***635,040***	***(309,000)***	***296,040***
Fund Balance							
Beginning Fund Balance	180,246	250,495	219,730	219,730	288,278	893,318	288,278
Ending Fund Balance	250,495	219,730	279,322	288,278	893,318	584,318	584,318
Fund Balance Available	250,495	219,730	279,322	288,278	893,318	584,318	584,318

Exhibit "F"

2022 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title		FTE Allocation
Executive		
City Manager		1.00
Total Executive		**1.00**
Finance		
Accounting Assistant/Payroll Clerk		1.00
Procurement Coordinator		1.00
Finance Director		1.00
Accounting Assistant/Office Clerk		0.75
Senior Accountant		1.00
Utility Clerk		0.05
Accounting Assistant		1.00
Total Finance		**5.80**
Human Resources		
HR Analyst		0.90
Deputy City Manager		0.40
HR Assistant		1.00
Total Human Resources		**2.30**
Administration		
City Clerk		1.00
HR Analyst		0.10
Community Relations Specialist		1.00
Deputy City Manager		0.60
Administrative Specialist		1.00
Temporary Position (1-Year)		1.00
Total Administration		**4.70**
General Government/Facilities		
Building Inspector		0.25
Facility Maintenance Worker		0.10
City Engineer		0.02
Facility Maintenance Worker		0.05
Administrative Specialist		0.15
Public Works Director		0.20
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.10
Public Works Supervisor, Facilities		0.15
Facility Maintenance Worker		0.15
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.15
Development Inspector		0.05
Community Development Director		0.25
Associate Planner		0.30

Attachment: Exhibit F - 2022 Proposed FTE Budget (Public Hearing and Second Reading of Ordinance No. 1355 - 2022 Proposed Budget)

Exhibit "F"

2022 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title		*FTE Allocation*
General Government/Facilities Continued		
Engineering Tech		0.10
Code Enforcement Officer		1.00
Total General Government/Facilities		***3.22***
Public Safety		
Police Chief		1.00
Police Lieutenant		1.00
Police Sergeant		1.00
Police Sergeant		1.00
Police Clerk		1.00
Police Clerk		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Total Public Safety		***17.00***
Cemetery		
PW Administrative Assistant		0.05
Facility Maintenance Worker		0.05
Administrative Specialist		0.05
Public Works Director		0.02
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Public Works Supervisor, Facilities		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Total Cemetery		***0.47***

Exhibit "F"

2022 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title		FTE Allocation
Community Development		
Building Inspector/Code Enforcement		0.75
Building Inspector		1.00
Permit Technician		1.00
City Engineer		0.74
Public Works Director		0.25
Community Development Director		0.75
Plans Examiner		1.00
Permit Tech I		1.00
Associate Planner		0.70
Building Inspector		1.00
Building Inspector		1.00
Permit Tech 1		1.00
Utility Maintenance Worker		0.05
Stormwater Maintenance Supervisor		0.08
Stormwater Maintenance Worker		0.10
Development Inspector		0.85
Engineering Tech		0.50
Building Official		1.00
Senior Planner		1.00
Engineering Tech		0.40
CDD Administrative Assistant		1.00
Total Community Development		***15.17***
Parks		
Park Caretaker		0.50
PW Administrative Assistant		0.10
Facility Maintenance Worker		0.50
City Engineer		0.05
Facility Maintenance Worker		0.80
Administrative Specialist		0.30
Public Works Director		0.10
Facility Maintenance Worker		0.25
Facility Maintenance Worker		0.15
Public Works Supervisor, Facilities		0.30
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.45
Facility Maintenance Worker		0.20
Development Inspector		0.05
Engineering Tech		0.05
Parks & Recreation Manager		1.00
Engineering Tech		0.10
Total Parks		***5.20***

Exhibit "F"

2022 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title		*FTE Allocation*
Streets		
Facility Maintenance Worker		0.35
City Engineer		0.15
Facility Maintenance Worker		0.15
Administrative Specialist		0.05
Public Works Director		0.15
Facility Maintenance Worker		0.60
Facility Maintenance Worker		0.70
Public Works Supervisor, Facilities		0.50
Facility Maintenance Worker		0.50
Facility Maintenance Worker		0.40
Facility Maintenance Worker		0.60
Development Inspector		0.05
Engineering Tech		0.40
Engineering Tech		0.10
Total Streets		***4.70***
Water Utility		
PW Administrative Assistant		0.85
Utility Maintenance Worker		0.90
Public Works Supervisor, Utilities		1.00
Utility Maintenance Worker		1.00
City Engineer		0.02
Administrative Specialist		0.40
Public Works Director		0.15
Utility Clerk		0.75
Utility Maintenance Worker		0.95
Total Water Utility		***6.02***
Stormwater Utility		
Utility Maintenance Worker		0.10
City Engineer		0.02
Administrative Specialist		0.05
Public Works Director		0.13
Utility Clerk		0.20
Public Works Supervisor, Stormwater		0.92
Stormwater Maintenance Worker		1.00
Stormwater Maintenance Worker		0.90
Engineering Tech		0.05
Engineering Tech		0.30
Total Stormwater Utility		***3.67***
Total Full Time Equivalents		***69.25***
Full-Time Staff		
Full-Time Employees		**68.00**
Part-Time Staff		
Part-Time Employees		**1.25**

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: December 02, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ordinance No. 1203 Amending the Ridgefield Urban Area Comprehensive Plan Including the Comprehensive Plan and Zoning Maps by Amending the Comprehensive Plan and Zoning Designations for 4801 S 3Rd Way (Discovery Ridge Phase 4)

GOVERNING LEGISLATION:
RCW 36.70A – Growth Management

PREVIOUS COUNCIL ACTION TAKEN:
None.

SUMMARY/BACKGROUND:
The City, in consultation with the property owner, proposes to change the comprehensive plan designation on 4801 S 3rd Way, PIN 986052545, from General Commercial (GC) to Urban Medium (UM) and concurrently to change the zoning designation from Commercial Community Business (CCB) to Residential Medium Density 16 (RMD-16). The site is also known and Discovery Ridge Phase 4. This action would facilitate implementation of the Discovery Ridge Master Plan.

Please see the attached staff report for more information.

BUDGET/FINANCIAL IMPACTS:
None.

ACTION OR MOTION:
None. Public hearing and deliberation only.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: RUACP Updates 2021_CC Staff Report (PDF)

ORDINANCE NO. 1357

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN AND ZONING MAPS BY AMENDING THE COMPREHENSIVE PLAN AND ZONING DESIGNATIONS FOR 4801 S 3RD WAY (DISCOVERY RIDGE PHASE 4)

WHEREAS, the City of Ridgefield is located within Clark County, Washington, which is required to complete land use planning under the Revised Code of Washington Chapter 36.70A, Growth Management Act; and,

WHEREAS, the Ridgefield City Council approved a current periodic revision to the Ridgefield Urban Area Comprehensive Plan via adoption of Ordinance No. 1203 during a regularly scheduled meeting held on February 25, 2016; and

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan, most recently via adoption of Ordinance No. 1334 during a regularly scheduled meeting held on December 3, 2020; and

WHEREAS, the City of Ridgefield shall provide sufficient residential and non-residential lands to accommodate a forecasted 2035 population of 26,356 persons and 8,708 jobs based on a coordinated Clark County population forecast, adopted in Clark County Community Planning Issue Paper 4.2; and

WHEREAS, the City of Ridgefield reviewed its future vision, planning policies and map designations to accommodate projected population and jobs and developed Volume 1 of the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and Capital Facilities Plan; and

WHEREAS, the City, in consultation with the property owner, proposes to amend the subject property (4801 S 3rd Way, Discovery Ridge Phase 4) Comprehensive Plan designation from General Commercial to Urban Medium, with a concurrent zone change from Commercial Community Business to Residential Medium Density 16; and

WHEREAS, the proposal meets the approval requirements set forth in the Ridgefield Development Code, RDC 18.310.090 and RDC 18.320; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed Comprehensive Plan Amendment and Concurrent Zone Change at a regularly scheduled meeting on

November 3, 2021 during which specific time was given for the public to provide oral and written testimony on the amendments; and

WHEREAS, at the conclusion of the public hearing the Planning Commission elected to continue deliberations at a regularly scheduled meeting on December 1, 2021; and

WHEREAS, on December 1, 2021 the Planning Commission voted to recommend xx; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 15, 2021 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 23, 2021 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendment to the Ridgefield Urban Area Comprehensive Plan; and,

WHEREAS, the public comment period expired on December 8, 2021 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendment during a regularly scheduled City Council meeting held on December 2, 2021; and

WHEREAS, the Ridgefield City Council conducted the second reading on the proposed amendment during a regularly scheduled meeting held on December 16, 2021; and,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps attached hereto as Exhibit A superseding all previously adopted Comprehensive Plan and Zoning Maps.

<u>Section 3.</u> Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

<u>Section 4.</u> Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

<u>Section 5.</u> Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

<u>Section 6</u>. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

<u>Section 7</u>. Effective Date. This ordinance shall be in full force and effect as of January 1, 2022.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 16th DAY OF DECEMBER, 2021.

____
Don Stose, Mayor

ATTEST/AUTHENTICATED:

____
Julie Ferriss
City Clerk

APPROVED AS TO FORM:

____
Janean Parker, City Attorney

First Reading: December 2, 2021

Second Reading/Passage: December 16, 2021

Date of Publication:

Effective Date:

ATTACHMENT A: 2021 COMPREHENSIVE PLAN AND ZONING MAP UPDATES

THE CITY OF RIDGEFIELD
510 Pioneer Street Ste B | P.O. Box 608 | Ridgefield, WA

2021 Proposed Comprehensive Plan Amendment and Concurrent Zone Change

City Council Staff Report

SUMMARY

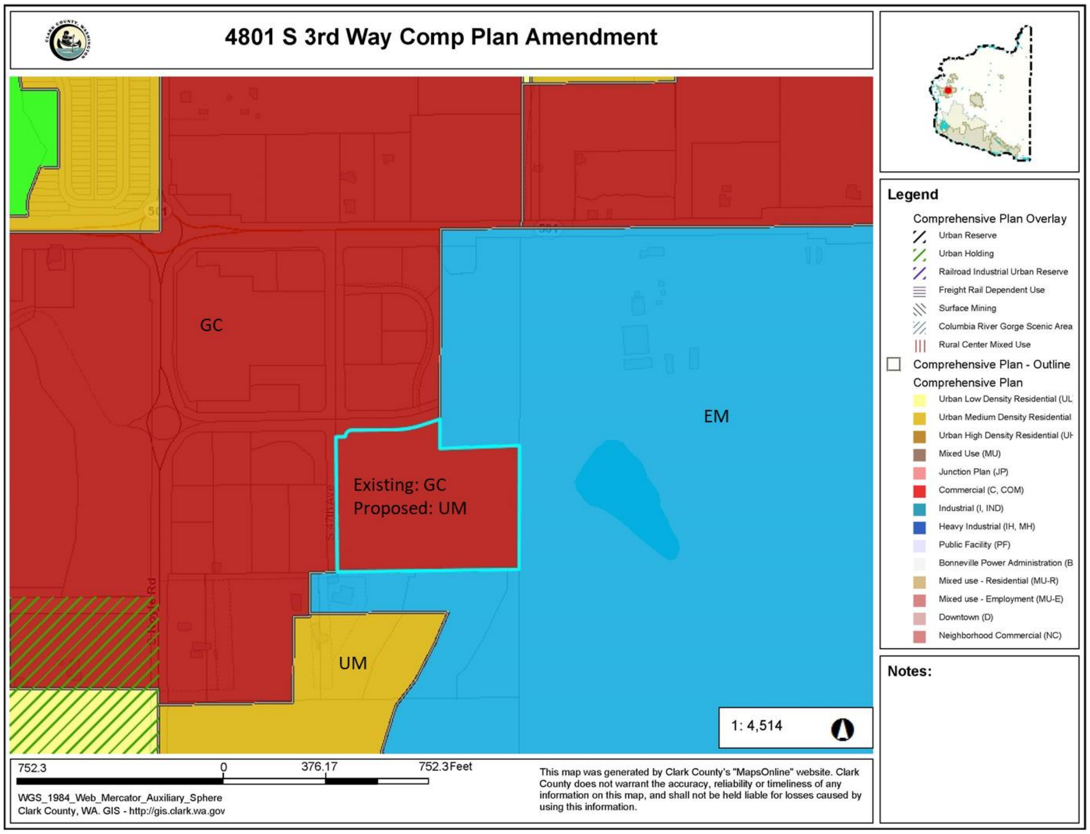
The City, in consultation with the property owner, proposes to change the comprehensive plan designation on 4801 S 3rd Way, PIN 986052545, from General Commercial (GC) to Urban Medium (UM) and concurrently to change the zoning designation from Commercial Community Business (CCB) to Residential Medium Density 16 (RMD-16). The site is also known and Discovery Ridge Phase 4. This action would facilitate implementation of the Discovery Ridge Master Plan.

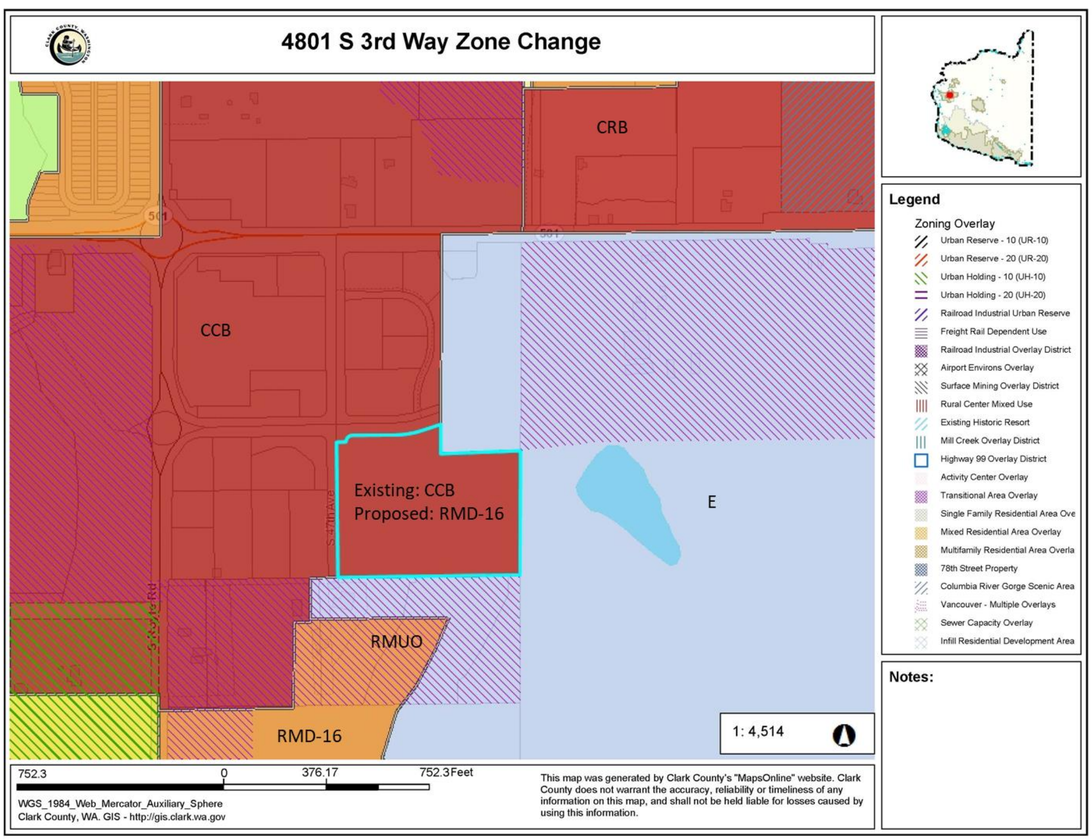
PROPOSAL

Comprehensive Plan Amendment and Zone Change

The City, in consultation with the property owner, proposes to change the zoning designation of the property from CCB to RMD-16 in order to facilitate potential future medium density residential development as set forth in the Discovery Ridge Master Plan, subject to the applicable standards of the Ridgefield Development Code (RDC). In order to achieve this zone change, a comprehensive plan amendment is also required to change the underlying comprehensive plan designation from GC to UM (RDC 18.320.050.A):

Parcel	Owner	Existing comp plan designation	Proposed comp plan designation	Existing zoning	Proposed zoning
4801 S 3rd Way / PIN 986052545	Discovery Ridge LLC	General Commercial (GC)	Urban Medium (UM)	Commercial Community Business (CCB)	Residential Medium Density 16 (RMD-16)


4801 S 3rd Way Comp Plan Amendment
GC
EM
Existing: GC
Proposed: UM
UM
1: 4,514
752.3
0
376.17
752.3 Feet
WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - http://gis.clark.wa.gov
This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.
Legend
Comprehensive Plan Overlay
Urban Reserve
Urban Holding
Railroad Industrial Urban Reserve
Freight Rail Dependent Use
Surface Mining
Columbia River Gorge Scenic Area
Rural Center Mixed Use
Comprehensive Plan - Outline
Comprehensive Plan
Urban Medium Density Residential
Mixed Use (MU)
Junction Plan (JP)
Commercial (C, COM)
Industrial (I, IND)
Heavy Industrial (IH, MH)
Public Facility (PF)
Mixed use - Residential (MU-R)
Mixed use - Employment (MU-E)
Downtown (D)
Neighborhood Commercial (NC)
Notes:


4801 S 3rd Way Zone Change
CRB
CCB
Existing: CCB
Proposed: RMD-16
E
RMUO
RMD-16
1: 4,514
752.3
0
376.17
752.3 Feet
WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - http://gis.clark.wa.gov
This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.
Legend
Zoning Overlay
Urban Reserve - 10 (UR-10)
Urban Reserve - 20 (UR-20)
Urban Holding - 10 (UH-10)
Urban Holding - 20 (UH-20)
Railroad Industrial Urban Reserve
Freight Rail Dependent Use
Railroad Industrial Overlay District
Airport Environs Overlay
Surface Mining Overlay District
Rural Center Mixed Use
Existing Historic Resort
Mill Creek Overlay District
Highway 99 Overlay District
Activity Center Overlay
Transitional Area Overlay
Mixed Residential Area Overlay
78th Street Property
Columbia River Gorge Scenic Area
Vancouver - Multiple Overlays
Sewer Capacity Overlay
Notes:

The subject site is 7.64 acres. The eastern portion of the site contains wetlands, riparian habitat areas, and moderate slopes of five to fifteen percent. The site was subject to a 2019 State Environmental Policy Act (SEPA) review for Discovery Ridge Phases 3 and 4 (PLZ-19-0005); the City issued a Determination of Non-Significance based on the extent of the conceptual development submitted by the applicant. Any future development on the site would be subject to critical areas review, and additional SEPA review if the maximum impacts of the conceptual development considered under PLZ-19-0005 are to be exceeded.

The developable (western) portion of the site is currently being used to store dirt removed from Discovery Ridge Phases 1-3 during the grading process. The western portion of the site is adjacent to S 47th Avenue on the west and S 3rd Way on the north.

Surrounding uses include:

- North and west: Discovery Ridge Phases 1-3. Existing and planned commercial development on CCB parcels.
- East: Lahti property. Single-family residence, agriculture, and natural areas on a large (~80-acre) Employment (E) parcel with the Ridgefield Mixed Use Overlay (RMUO) on its northern ~20 acres.
- South: Legacy Trails apartments. Multifamily apartment buildings and critical areas on split CCB/RMD-16/E parcels with the RMUO.

This proposal considers the comprehensive plan amendment and zone change requests only, and does not consider any site development. However, it is instructive to note that residential development under RMD-16 zoning has a density range of eight to sixteen units per net developable acre. (This differs from RMUO developments, such as the Legacy Trails apartments immediately to the south, which have a density range of eight to twenty-eight units per net developable acre and no density requirements for upper-story residential units over non-residential uses.) Single-family attached townhouses, cottage housing, duplexes, triplexes, and multifamily residential (four or more units of any type on a single lot) are all permitted outright in the RMD-16 zone. Under the existing CCB zone, only multifamily residential is permitted as an upper-story conditional use, with a density range of eight to sixteen units per net developable acre.

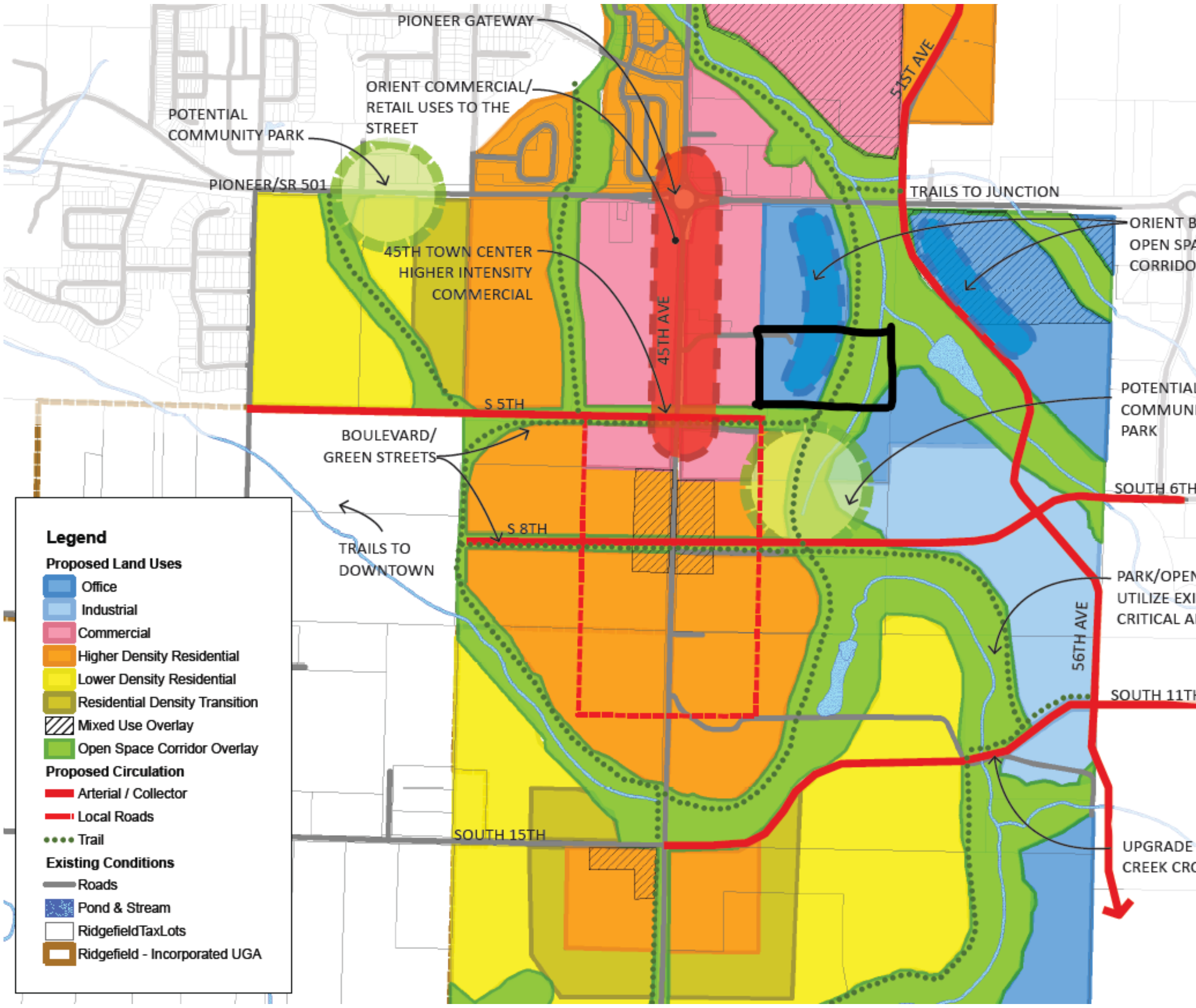
PLANNING CONTEXT

Pioneer and 45th Subarea Plan

In 2015, the City developed the 45th and Pioneer Subarea Plan, which was subsequently adopted into the 2016 Ridgefield Urban Area Comprehensive Plan. Note that 45th Avenue has since been renamed Royle Road. The guiding principles developed with stakeholders included creating appropriately scaled and attractive development, creating a walkable community, equitably distributing development opportunities, and offering flexibility to adapt to changing community and market expectations over time.

The subarea zoning plan shows an Office land use on the subject parcel, with a note that buildings should be oriented to open space and park corridors. The Office designation was implemented as the Employment zone in the 2016 Comprehensive Plan. The Pioneer and 45th Subarea Plan did not include commercial or residential zoning on the subject parcel.

Excerpt from Pioneer and 45th Subarea Plan zoning concept (subject site in black)



Concomitant Rezone

In 2018, the City entered into a Development Agreement (DA) with Discovery Ridge LLC and Port of Ridgefield, which at the time owned portions of Discovery Ridge. The DA included a concomitant rezone with the stated purposes to eliminate split zoning and to permit siting of a new comprehensive commercial development (Discovery Ridge) on the property. The portions of Discovery Ridge zoned E in the 45th and Pioneer Subarea Plan, including the subject site, were rezoned to CCB with a concurrent comprehensive plan designation change from EM to GC. The comprehensive plan amendment and zone change were subject to a Planning Commission public hearing on October 3, 2018 and a City Council public hearing on October 11, 2018. City Council adopted the comprehensive plan amendment and zone change from employment to commercial on November 15, 2018. The current zoning of the site is CCB.

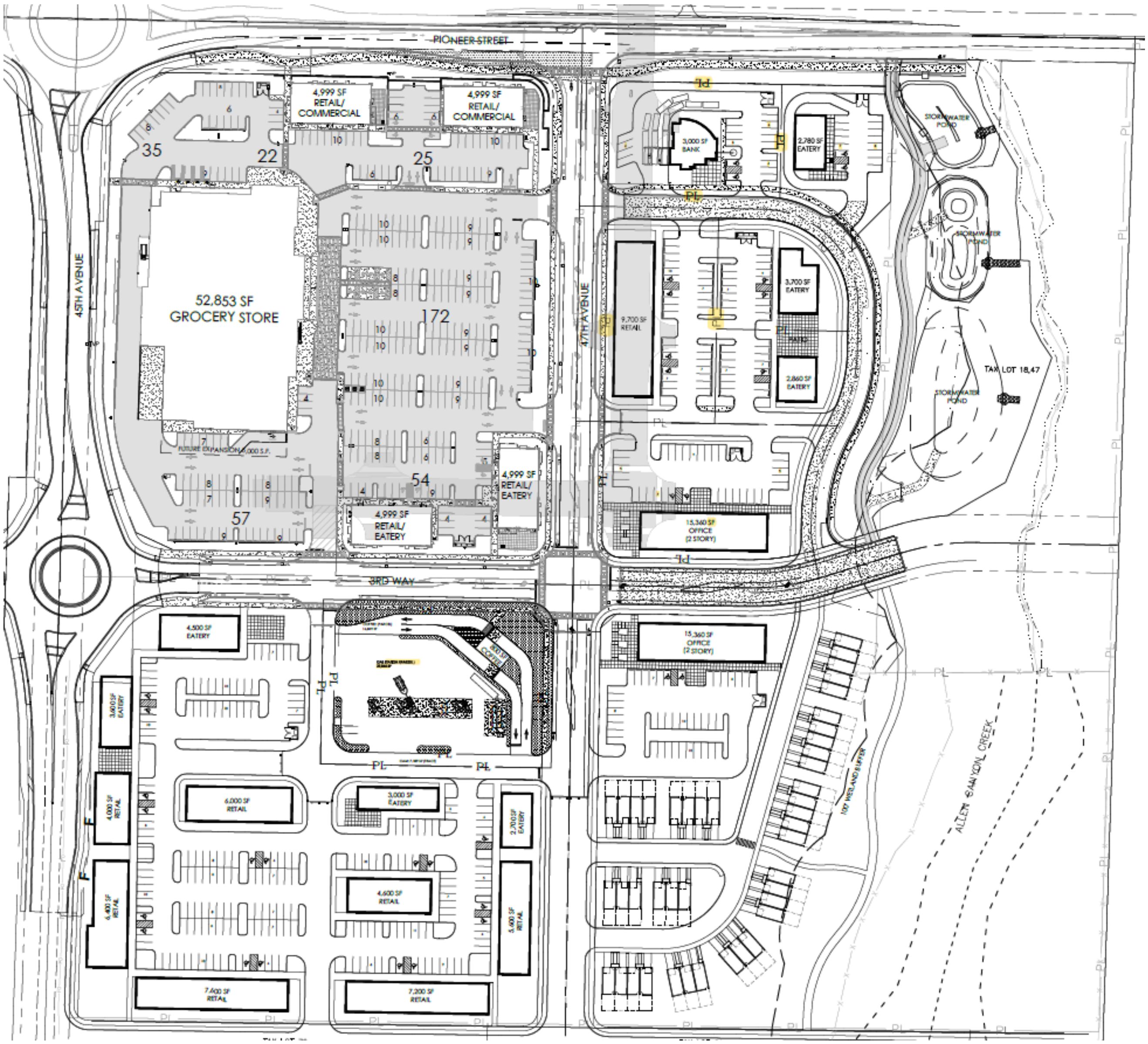
Discovery Ridge Master Plan

A draft of the Discovery Ridge Master Plan prepared in 2018 identifies the following in Phase 4: a two-story office building, parking area, 41 attached dwelling units in groups of three to five, and a trail between the residential units and the critical areas. The same version of the master plan was submitted to identify the conceptual development analyzed in PLZ-21-0005, Discovery Ridge Phase 3 and 4 SEPA. An updated draft of Phase 4 prepared in March 2021 identifies 30 attached dwelling units in groups of three to five and a trail between the units and the critical areas. The revisions reflect changing demand for residential versus non-residential tenants.

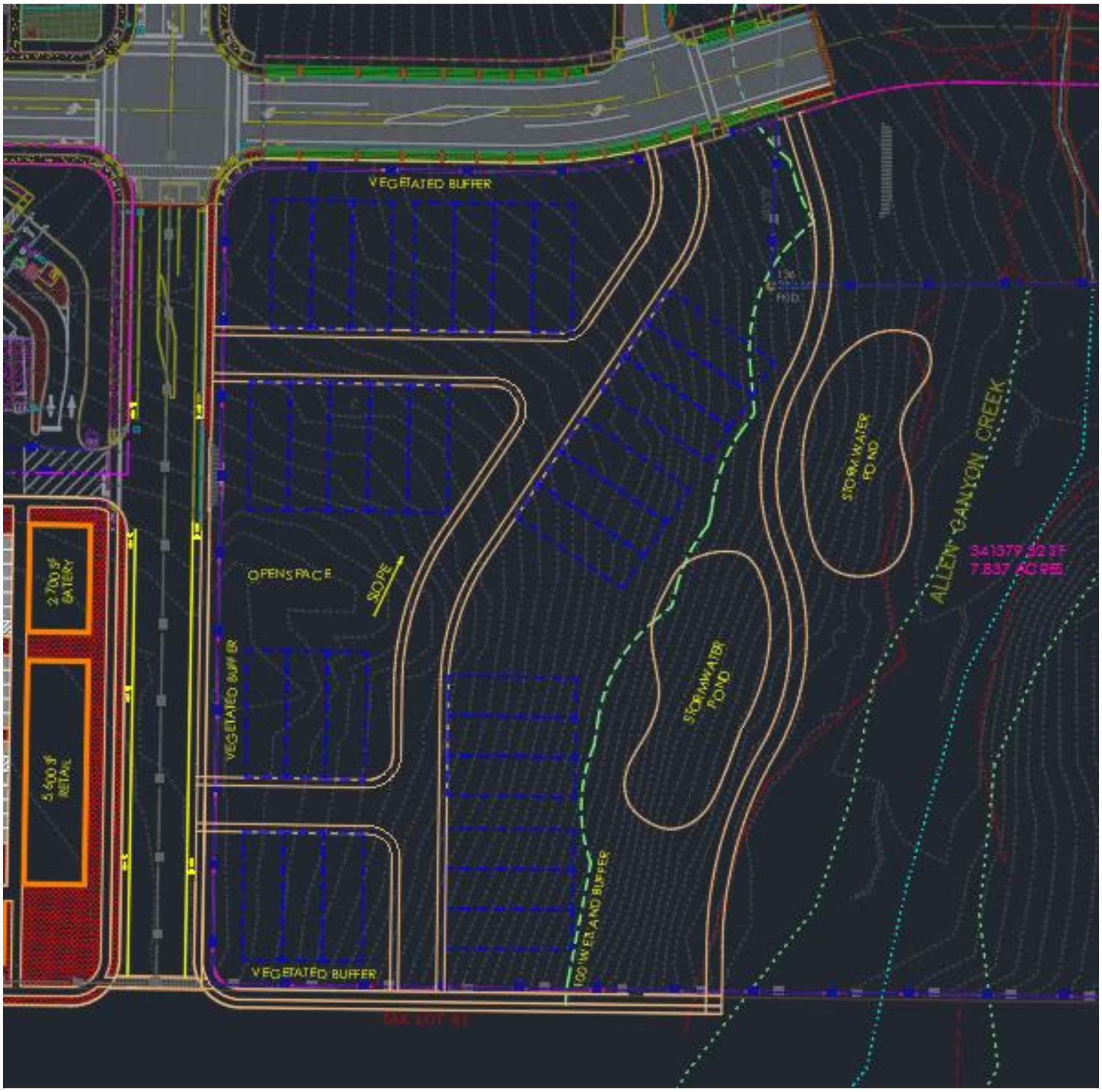
An approved master plan was not required for Discovery Ridge, and neither the 2018 Discovery Ridge Master Plan nor the 2021 Phase 4 amendment were formally approved under land use permits. However, the developer and City staff have used the Discovery Ridge Master Plan as a guiding document throughout the site development process, with minor changes to respond to changing market conditions. Phase 1 (Rosauers supermarket and four smaller multi-tenant commercial buildings) and portions of Phases 2 and 3 (Columbia Credit Union, Taco Bell, Rosauers Fueling Station, and Brewed Awakenings) have been built as shown on the master plan. Site plans for three additional buildings in Phase 2 have been approved as shown on the master plan. It is the shared intent of the developer and City staff to continue being largely consistent with the master plan for the remaining development in Phases 2, 3, and 4.

Approximately 3 to 3.5 acres of the site are developable. At RMD-16 density, a minimum of approximately 24-28 and a maximum of approximately 48-56 units could be developed. The 30 residential units shown on the most recent update to the master plan would therefore be permittable. The office shown on the 2018 version of the master plan would no longer be permittable under RMD-16 zoning.

2018 Discovery Ridge Master Plan (subject site in lower right quadrant)



2021 Discovery Ridge Master Plan Phase 4 revision



APPROVAL CRITERIA

RUACP Compliance

RDC 18.320.050.A requires amendments to be consistent with the goals and policies of the 2016 Ridgefield Urban Area Comprehensive Plan (RUACP). The RUACP policies Council should consider in relation to the proposal include, but are not limited to:

- LU-1 Citywide land supplies. Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities, and employment forecast allocations.

- LU-2 Efficient development patterns. Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.
- LU-4 Compatible uses. Facilitate development that minimizes adverse impacts to adjacent areas.
- LU-5 Complementary uses. Locate complementary land uses near to one another to maximize opportunities for people to work or shop or play nearer to where they live.
- LU-6 Mixed-use development. Facilitate development that combines multiple uses in single buildings or on integrated sites. Target areas for mixed-use development include the Lake River waterfront and the central city core, with additional opportunities at 45th and Pioneer.
- LU-7 Neighborhood livability. Maintain and facilitate development of stable, multi-use neighborhoods that contain a compatible mix of housing, jobs, stores, public schools and open and public spaces in a well-planned, safe pedestrian environment.
- EC-4 Community retail. Promote development of service-oriented businesses to serve residents and reduce the needs to travel out of the community.
- EC-9 45th & Pioneer. Implement the 45th & Pioneer Subarea Plan to create commercial, office and industrial employment opportunities.
- HO-1 Accommodate growth. Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:
    - New overall density target of six units per acre.
    - No more than 75% of new houses shall be of a single housing type.
- HO-2 Residential development density. Encourage a mix of single-family and multifamily housing that achieves an overall goal of six units per net acre. Six units per acre is approximately 7,000-square-foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.
- HO-3 Multifamily development. Provide a variety of multifamily residential development opportunities using multiple strategies:
    - Designate medium density areas sufficient to provides a minimum of 25% of new housing units.
    - Locate primary medium density areas within one-half mile of commercial or employment centers, and along existing or planned transit corridors.
    - Restrict zone changes or legislative approvals which lessen long-term capacity for multifamily residential development.

Engineering

Per RDC 18.320.050.B-C, comprehensive plan amendments and zone changes must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

The subject parcel currently takes access from S 47th Place, which is a local street, and S 3rd Way, which is a collector. The proposed zone change does not necessitate changes to the RUACP text or a CFP project amendment, and shall not result in a level-of-service deficiency for any capital facility or service identified in the CFP.

PLANNING COMMISSION

Planning Commission held and closed a public hearing on the proposed amendment on November 3, 2021. One public comment was received from Mr. Darren Wertz, who expressed concerns about converting non-residential, employment-generating land to residential land. Specifically, Mr. Wertz recommended against an amendment that would prevent the development of professional offices on the subject property. (Staff notes that office is a permitted use in the General Commercial (CNB, CCB, CRB), Mixed Use (CMU, WMU, WLS), and Employment (E) zones. Office is not a permitted use in the Urban Low (RLD-4, RLD-6, RLD-8) or Urban Medium (RMD-16) zones.) Staff forwarded the comment letter to Council.

After deliberating, Planning Commission requested more information about the amount of developable commercial and employment land that would remain in the City if the subject property were to change from commercial to medium density residential. Planning Commission elected not to make a recommendation to Council on November 3.

Staff performed a land use analysis of the City and found approximately 322 gross acres of General Commercial (CNB, CCB, CRB) land that has not yet been developed for commercial uses and is not subject to an active land use application for commercial uses. Staff found approximately 594 gross acres of Employment (E) land that has not yet been developed for employment uses and is not subject to an active land use application for employment uses. Staff also found approximately 54 gross acres of Mixed-Use (CMU, WMU, WLS) land that has not yet been developed for mixed uses and is not subject to an active land use application for mixed uses. A total of approximately 970 gross acres of land zoned for employment-generating uses, including offices, have not yet been developed for these uses. This figure does not exclude critical areas or infrastructure dedications, which are calculated and subtracted on a site-by-site basis to find the net developable acreage. Typically, infrastructure dedications comprise approximately 27 percent of a site, and in Ridgefield critical areas encumber an average of approximately 25 percent of a site. If we tentatively assume 50 percent of the 970 gross acres are undevelopable due to critical areas and required infrastructure dedications, then the net developable area zoned for commercial and employment uses would be approximately 485 acres.

Planning Commission has received this land use analysis. On December 1, Planning Commission will continue deliberations and make a recommendation to City Council. Staff will report on the outcome of the December 1 Planning Commission meeting at the December 2 Council meeting.

PROPOSED TIMELINE

Adoption of the proposed comprehensive plan designation and concurrent rezone is proposed to occur as follows in compliance with RDC 18.310.090, Type IV procedure:

November 3, 2021	Planning Commission public hearing
December 2, 2021	**City Council 1st reading and public hearing**
December 16, 2021	City Council 2nd reading and adoption
January 1, 2022	Effective date

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: December 02, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Transportation Impact Fee Project List

GOVERNING LEGISLATION: Revised Code of Washington Chapter 36.70A, Growth Management – Planning by Selected Counties and Cities

PREVIOUS COUNCIL ACTION TAKEN: Multiple ordinances and resolutions throughout the years; most recently Adoption of Ordinance 1310 establishing a separate TIF Project list on February 13, 2020 and ordinance 1326 amending the TIF project list on October 8th, 2020.

SUMMARY/BACKGROUND: In 2020 Ordinance 1310 was passed that separated the Traffic Impact Fee (TIF) list from the CFP to allow better flexibility to amend or update the list. Since then, several of the projects on the TIF list have been completed, and other projects have been identified as new priorities.

This update to the TIF list will remove completed projects from the list, and will add 35th Ave, N. Royle Road, N 14th Street (east/west collector on the Brown Property), and the signal at Union Ridge Parkway to the list of TIF eligible projects. Additionally, the costs for Pioneer street from Royle to 51st and 51st to 56th as well as the 51st Ave roundabout have been updated based on the 30% design.

BUDGET/FINANCIAL IMPACTS: Based on the current update the 2021 TIF rate will remain at $438.35 per Average Daily Trip. This cost will be indexed for 2022.

RECOMMENDED ACTION OR MOTION:
Staff recommends Council conduct a first reading of Ordinance No. 1356.

"I move to adopt Ordinance No. 1356 as presented."

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS:

ORDINANCE NO. 1356

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING TRANSPORTATION IMPACT FEE PROJECT LIST

WHEREAS, impact fees are authorized for those jurisdictions planning under the Growth Management Act (GMA) and are charges assessed by local governments against new development projects that attempt to recover the cost incurred by government in providing the public facilities required to serve new development; and

WHEREAS, pursuant to the GMA, the City has adopted a Capital Facilities Plan that sets out the long range plan for the City's transportation system including the transportation projects, forecasts, and potential funding needed to meet the City's long range transportation goals to accommodate growth; and

WHEREAS, the City has amended the Capital Facilities Plan by Ordinance No. 1305. to remove the traffic impact fee project list and fee calculation from the City's comprehensive plan and has by ordinance 1310 adopted a separate traffic impact fee project list to give greater flexibility to the City in responding to changes in funding and development; and

WHEREAS, the City Council finds that the traffic impact fee project list is consistent with the City's adopted Capital Facilities Plan as set forth in the City's Comprehensive Plan;

NOW THEREFORE, the City Council for the City of Ridgefield ordains as follows:

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt an updated traffic impact fee project list and fee.

Section 2. Adoption of Traffic Impact Fee Project List. The City Council hereby adopts the revised Traffic Impact Fee Project List as set forth in Exhibit A, attached hereto and incorporated fully by this reference based on the City's capital facilities plan for purposes of calculation of the Traffic Impact Fee.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 5. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 2nd DAY OF DECEMBER 2021.

____
Don Stose, Mayor

ATTEST/AUTHENTICATED:

____
Julie Ferriss
City Clerk

APPROVED AS TO FORM:

____
Janean Parker, City Attorney

First Reading:	November 18, 2021
Second reading/Passage:	December 2, 2021
Date of Publication:	____________
Effective Date:	____________

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: December 02, 2021

ITEM: BUSINESS

AGENDA ITEM TITLE: Authorization to Eliminate the Ridgefield Transportation Benefit District Vehicle Licensing Fee and Amending Ridgefield Municipal Code 3.95

GOVERNING LEGISLATION:
RCW 36.73 Transportation Benefit Districts; RMC 3.95 Ridgefield Transportation Benefit District

PREVIOUS COUNCIL ACTION TAKEN:
Council adopted Ordinance No. 998 on June 26, 2008 establishing a Transportation Benefit District (TBD). Council adopted Ordinance 1281 on December 6, 2018 to amend the geographical boundaries of the Ridgefield TBD. Council adopted Ordinance No. 1284 to assume the rights, powers, functions and obligations of the Ridgefield TBD on December 20, 2018. Council adopted Ordinance No. 1285 on December 20, 2018 to adopt a $20.00 vehicle licensing fee for the Ridgefield TBD. Council adopted Ordinance No. 1346 to increase the vehicle licensing fee to $30.00. Council adopted Resolution No. 596 to place a sales tax option on the ballot for voters to consider a 0.2% increase in the sales tax to fund the TBD.

SUMMARY/BACKGROUND:
Ridgefield City Council adopted a Resolution to send a ballot measure to the voters asking for an increase in the local sales tax of 0.2% to fund the pavement preservation program and Ridgefield Transportation Benefit District. Pending the sales tax measure was approved by voters, Council said they would ask for an Ordinance to be submitted for a vote of the Council to eliminate the vehicle licensing fee. Proposition 1 to increase the sales tax by 0.2%, was approved by voters in the November 2021 election, and certified by Clark County on November 23, 2021.

Staff have coordinated with the Department of Licensing (DOL) on the requirements and timing to eliminate the fee. The vehicle licensing fee is set to be eliminated on April 1, 2022 or as soon as DOL can implement the change after that date pending adoption of Ordinance No. 1358. This date coincides with the implementation of the 0.2% increase in the sales tax for pavement preservation funding.

BUDGET/FINANCIAL IMPACTS:
Elimination of the vehicle licensing fee of $30.00 per registration revenue source will be replaced by the voter approved 0.2% increase to the Ridgefield sales and use tax. The estimated revenue from the sales tax option compared to the $30 vehicle licensing fee is an increase of $2.2 million over the next ten years.

ACTION OR MOTION:

If Council would like to adopt Ordinance No. 1358 they can make the following motion:

“I move to waive second reading and adopt Ordinance No. 1358, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1358

AUTHORIZATION TO ELIMINATE THE RIDGEFIELD TRANSPORTATION BENEFIT DISTRICT VEHICLE LICENSING FEE AND AMENDING RIDGEFIELD MUNICIPAL CODE 3.95

WHEREAS, RCW 35.73 enables cities and counties to create transportation benefit districts to fund, construct, and maintain transportation improvements within the district; and

WHEREAS, the City Council adopted Ordinance No. 1281 amending the boundaries and functions of the Ridgefield Transportation District; and

WHEREAS, the City Council adopted Ordinance No. 1284 assuming all rights, powers, functions, and obligations of the Ridgefield Transportation Benefit District pursuant to RCW 36.74; and

WHEREAS, the City Council adopted Ordinance No. 1285 on December 20, 2018 authorizing by majority vote, a twenty-dollar ($20.00) annual vehicle licensing fee as authorized by RCW 82.80.140; and

WHEREAS, the City Council adopted Ordinance No. 1346 on July 22, 2021 authorizing by majority vote, an increase of ten-dollar ($10.00) for a total vehicle licensing fee of thirty-dollar ($30.00) as authorized by RCW 82.80.140; and

WHEREAS, the City Council adopted Resolution No. 596 on July 22, 2021 authorizing by majority vote, a proposition to be submitted on the voters to adopt a 0.2% sales tax option as authorized by RCW 82.80.140; and

WHEREAS, the voters residing in the Ridgefield Transportation Benefit District approved by a majority vote a sales tax increase of 0.2% to be used for transportation improvements; and

WHEREAS, the City of Ridgefield has the responsibility for the improvement, maintenance, protection, and operation of public streets and transportation improvements within the City; and

WHEREAS, the improvement, maintenance, protection and operation of public streets requires preserving existing transportation improvements to avoid both catastrophic failure of the improvements which would require significant additional funds to reconstruct, as well as to avoid their gradual deterioration; and

WHEREAS, the number one priority in the "Washington Transportation Plan for 2007-2026" adopted by the Washington Transportation Commission ("State Transportation Plan") is to preserve and extend prior investments in existing transportation facilities and the services they provide to people and commerce; and

WHEREAS, the State Transportation Plan establishes unfunded high priorities of state-wide significance and includes the need to "[p]reserve, maintain city streets" thereby recognizing that the shortfall in funding to preserve, maintain city streets is a matter of state-wide significance and accordingly, such preservation, maintenance and operation of city streets is an eligible transportation improvement listed on the state plan within the meaning of RCW 36.73.015; and

WHEREAS, the City's Capital Facilities Plan, incorporated into the District Transportation Plan as contemplated by RCW 36.73.015, as the plan may be amended or updated, describes the need for street resurfacing improvements and other street improvements that may be funded through the Transportation Benefit District's annual vehicle license fee; and

WHEREAS, the City Council would like to eliminate the vehicle licensing fee after the approval of the voters of the 0.2% sales tax; and

WHEREAS, the City Council finds it in the public interest to eliminate the annual vehicle licensing fee in the amount of thirty-dollars ($30.00) for the purposes of preserving, maintaining, operating, or constructing transportation improvements within the City consistent with RCW 36.73 and Ridgefield Municipal Code Chapter 3.95;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. **Public Interest.** The City Council for the City of Ridgefield, Washington finds that it is in the public interest to eliminate an annual vehicle fee for the purposes of preserving, maintaining, operating or constructing transportation improvements with the City.

Section 2. **Annual Vehicle License Fee Eliminated.** The annual vehicle license fee of thirty dollars ($30.00) established under ordinance 1285 and 1336 to be collected by the Washington Department of Licensing on qualifying vehicles as set forth in RCW 82.80.140 as written or hereafter amended.is hereby eliminated, effective as set forth in Section 3 of this Ordinance.

Section 3. **Vehicle License Fee Collection Elimination Effective Date**. The elimination of the annual license fee shall take effect for notices mailed in 2022 for vehicle license renewals due on or after April 1, 2022, or as soon thereafter as the Washington Department of Licensing is reasonably able to incorporate the elimination of the fee. To the extent that RCW 82.80.140(4) applies, the vehicle license fee elimination will not take effect sooner than six months after approval of the fee elimination as provided for in this Ordinance.

Section 4. **Notice to Department of Licensing**. The City Council directs the City Clerk to notify the Washington Department of Licensing of the vehicle license fee elimination established in Section 2 of this ordinance and to request the Department of Licensing take all steps necessary to implement elimination of this fee in accordance with RCW 82.80.140.

Section 5. **Revenue Restrictions**. All Transportation Benefit District revenues received from any source shall only be expended on transportation benefit district projects approved by the City Council pursuant to RMC 3.95.030 as adopted or hereafter amended.

Section 6. **Amending Ridgefield Municipal Code 3.95**. RMC 3.95.040 Establishment of Revenue Sources is hereby deleted in its entirety.

Section 7. **Corrections**. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 8. **Severability**. Any provision of this ordinance or its application to any person, legal entity, or circumstance is held invalid, the remainder of the ordinance or its application to other persons, legal entities, or circumstances is not affected.

Section 9. **Effective Date**. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 2nd DAY OF DECEMBER 2021.

CITY OF RIDGEFIELD

Don Stose
Mayor

ATTEST:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker
City Attorney

First reading/Passage:	December 2, 2021
Second Reading:	Waived
Date of Publication:	December 8, 2021
Effective Date:	January 7, 2022