



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
MARCH 13, 2025**

Regular Meeting - 6:30 PM

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

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

Present:

Mayor Matt Cole
Mayor Pro Tem Judy Chipman
Council Member Lee Wells
Council Member Clyde Burkle
Council Member Katie Favela
Council Member Rian Davis
Council Member Meghan Hamilton

- 3. Late changes to the agenda**

II. PUBLIC COMMENT

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

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

III. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

- 1. Approval of Claims And/Or Payroll**

2. Approval of Minutes from the February 27, 2025 & March 6, 2025, Meeting

3. Approval of City Manager 2024-2025 Initiatives

IV. BUSINESS

1. Approval of Resolution No. 660 - Downtown Parking Plan - Chuck Green, Public Works Director

The City has been working with Downtown merchants, residents, and Ridgefield Main Street to identify solutions to expand parking capacity and address related issues, including traffic flow, bicycle and pedestrian circulation, accessibility, and safety. Key parking concerns identified include limited availability in the downtown core, lack of ADA spaces and loading zones, outdated curb markings, poor sight distance at key intersections, wrong-way drivers in one-way zones, and the need for longer-term parking options. City staff, with community input, have developed a plan outlining both short-term and long-term improvements. Completed actions include updated signage to prevent wrong-way driving, streamlined mailbox request approvals, discussions on parking adjustments with local stakeholders, and securing a grant for Sargent Street improvements, including a new parking lane.

Council reviewed several decision points, including:

- Sight distance improvements and potential one-way conversion on N 4th Avenue.
- A proposal for on-street EV charging stations on N 3rd Avenue.
- The possibility of converting sections of Simons Street and N Main Avenue to angled parking.
- Adding on-street ADA parking near key intersections.
- Establishing new loading zones and implementing a 2-hour time limit in select areas.
- Future parking code amendments, including restrictions near mailboxes and regulations for EV charging stations.

Council conducted a discussion on the Proposed Downtown Parking Plan and proposed amendments.

MOTION: MOVED TO ADOPT RESOLUTION NO. 660 AS AMENDED.

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

2. Approval of Resolution No. 661 - Master Fee Schedule Update - Kirk Johnson, Finance Director, Claire Lust, Community Development Director

Council reviewed the city's cost of service study for development services, conducted as part of the adopted budget policy requiring a fee review every 5–6 years. The study, conducted by Exigy Consulting, assessed building, land use, and engineering permit review and inspection fees to determine cost recovery levels. Staff presented three cost-recovery options for development review and inspection fees:

1. 100% cost recovery (development fully pays for itself),
2. 80–90% cost recovery (accounting for public benefit), or
3. A market-based approach (indexing fees to comparable jurisdictions).

Additionally, Council considered cost recovery for third-party reviews, with options to either maintain the current policy of billing only for structural engineering reviews or require applicants to cover all third-party review costs. Council selected 100% cost recovery, including full recovery of third-party review costs, through a 10.4% increase in land use, engineering, and building plan review and inspection fees.

MOTION: MOVED TO ADOPT RESOLUTION NO. 661 AS PRESENTED.

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

3. Motion to Approve the Purchase of Real Property - 813 Pioneer St - Kirk Johnson, Finance Director

Council reviewed the status of the City's offer on the property at 813 Pioneer St., a key site for potential future traffic revisions supporting downtown and waterfront growth. The City Manager was authorized to sign a purchase and sale agreement pending inspection and due diligence, with final Council approval required before closing. City staff completed a review of the appraisal, broker’s opinion of value, home inspection, and radon testing, identifying necessary repairs before closing. Staff, the broker, and the seller are finalizing repair details, with a closing date set for March 28, 2025, contingent on final Council approval and completion of all required corrections.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER OR DESIGNEE TO PURCHASE REAL PROPERTY LOCATED AT 813 PIONEER ST, PARCEL 069426000 FOR THE PURCHASE PRICE OF \$487,000 PLUS APPLICABLE CLOSING COSTS PENDING SATISFACTORY COMPLETION OF REQUESTED REPAIRS.

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

4. First Reading of Ordinance No. 1447 - Amendments to Ridgefield Municipal Code Chapter 8.18 – Park Rules and Regulations - Corey Crownhart, Park Manager

Ordinance No. 1447 proposes amendments to Ridgefield Municipal Code Chapter 8.18 – Park Rules and Regulations to incorporate current best practices in park and trail management. These updates enhance public safety, improve clarity and enforceability, and align regulations with evolving recreational trends. Notable revisions include updated trail use guidelines, refined pet regulations, prohibitions on specific activities, and new provisions for commercial use. City Council discussed the proposed changes and provided direction.

First reading conducted.

V. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1442 - Second Amendment to the Sanderling

Park Development Agreement - Steve Stuart, City Manager

Council reviewed a proposed Second Amendment to the Development/Pre-Annexation Agreement with Pahlisch Homes at Sanderling Park, LP, detailing park, trail, and road improvements required as part of the Sanderling Park PUD Subdivision.

Key provisions include:

- Dedication of 2.5 acres of park land to the City, with compensation through Park Impact Fee (PIF) Credits totaling \$562,500.
- Construction of Trail T-25, eligible for PIF Credits.
- Development of community park improvements, with PIF Credits issued based on actual construction costs.
- Deferred collection of PIFs from building permit submittals until PIF Credits are issued.
- Developer's agreement to design and construct park and trail improvements to City standards, with completion required within 12 months of starting construction. Performance bonding will be allowed if the improvements are not completed on time.
- Four maintenance options for the park and trail, to be included in the final plat and CC&Rs.
- Construction of South Collector Improvements, with the City reimbursing 50% of verified costs through Traffic Impact Fee (TIF) Credits.

Mayor Cole Opened the Hearing: 8:37PM

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

Mayor Cole Closed the Hearing: 8:39PM

Council conducted a discussion on the proposed changes and provided direction.

2. Public Hearing and First Reading of Ordinance No. 1444 - Second Amendment to the Paradise Pointe Development Agreement - Steve Stuart, City Manager

Council reviewed a proposed amendment to the Development/Pre-Annexation Agreement with HSR for the Paradise Point PUD Subdivision. The agreement, originally established in 2016 and amended in 2023, requires the developer to construct and dedicate road, park, and trail improvements, including an E-W Collector, trails, and a community park master plan adopted by Council on December 19, 2024. The amendment aims to clarify previously agreed-upon provisions, including the timeline for completing transportation, park, and trail improvements. It also updates cost estimates for required infrastructure to determine the value of impact fee credits the developer will receive upon completion and dedication to the City.

Mayor Cole Opened the Public Hearing: 8:45PM

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

Mayor Cole Closed the Public Hearing: 8:47PM

MOTION: MOVED TO WAIVE SECOND READING AND ADOPT ORDINANCE NO. 1444 AS PRESENTED.

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

3. Public Hearing and First Reading of Ordinance No. 1446 - Mukensnabl Petition to Annex - Claire Lust, Community Development Director

The Intent to Annex includes one parcel off NW Meuller Road. The parcel is in the Ridgefield Urban Growth Area (UGA) and is contiguous with the existing Ridgefield City limits to the east and west. Therefore, the parcel 215870000 is eligible for annexation. No development plans have been proposed at this time. Upon annexation, any proposed development will be subject to the City's land use, engineering, and building review processes beginning with a pre-application conference.

Mayor Cole Opened the Public Hearing: 8:56PM

No testimony received.

Mayor Cole Closed the Public Hearing: 8:57PM

Council held a discussion and conducted the first reading of the Ordinance.

VI. PUBLIC COMMENT

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

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VII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Davis participated in the Color Run, a 5K event hosted by the NW Association for Blind Athletes. Attended the RTC meeting, City Council study session, C-Tran meeting, and the Iris Awards Luncheon - congratulated Chief Doriot on her Iris Award win.

Council Member Favela assisted with the Wine Walk and participated in filming for the State of the City video. Attended the ECHO meeting and the Clark Cowlitz Fire Rescue meeting, the Iris Awards Luncheon - congratulated Chief Doriot on her Iris Award win

Council Member Wells participated in the filming for the State of the City video and attended the City Manager briefing, City Council study session, and the Iris Awards Luncheon.

Council Member Burkle attended the City Council study session, City Manager briefing, Port of Ridgefield meeting, and the Iris Awards Luncheon - congratulated Chief Doriot on her Iris Award win.

Council Member Hamilton participated in the filming for the State of the City video and assisted with the Wine Walk. Attended the school board meeting and the Iris Awards Luncheon - congratulated Chief Doriot on her Iris Award win.

Mayor Pro Tem Chipman gave kudos to the Finance Department for earning the Distinguished Budget Presentation Award. Participated in a lobbying trip to Washington, D.C., attended the CREDC meeting, and the Iris Awards Luncheon - congratulated Chief Doriot on her Iris Award win.

2. Mayor

Congratulation to Chief Doriot on her Iris Award win. Update provided on the CDBG meeting and the lobbying trip to Washington, D.C.

The State of the City event is scheduled for March 18th at 6 PM.

3. City Manager

City Manager Steve Stuart congratulated Chief Doriot on her Iris Award win and the Finance Department for earning the Distinguished Budget Presentation Award.

Public Works Director Chuck Green provided an update on the CDBG.

Police Chief Cathy Doriot thanked everyone for their support and gave kudos to Officer Hunt for solving a mail theft case.

VIII. EXECUTIVE SESSION

1. Pursuant to RCW 42.30.140(4)(a) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions related to the interpretation or application of a labor agreement.

9:30PM - The City Council entered into executive session pursuant to RCW 42.30.140(4)(a), scheduled to conclude at 9:50PM, with action to be taken following the session.

Attendees: City Council, City Manager City Stuart, Deputy City Manager Lee Knottnerus, Police Chief Cathy Doriot.

9:50PM - The Mayor reconvened the meeting.

MOTION: MOVED TO APPROVE THE 2025-2027 LABOR AGREEMENT BETWEEN THE CITY OF RIDGEFIELD AND THE RIDGEIFELD POLICE OFFICERS ASSOCIATION AND AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT.

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

IX. ADJOURN

9:51PM



Julie Ferriss, City Clerk



Matt Cole, Mayor