



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, May 8, 2025
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. 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.

III. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the April 24, 2025 and May 1, 2025 Meeting**
- 3. Confirmation of Preferred GMA Land Use Alternative**

IV. PRESENTATION

- 1. Fourth Quarter 2024 Budget to Actual Presentation - Kirk Johnson, Finance Director**

V. BUSINESS

- 1. Motion - Approval of Water Conservation Strategy - Ryan Thamert, Utilities & Operations Director**
- 2. Second Reading of Ordinance No. 1451 - Marx Petition to Annex - Claire Lust, Community Development Director**

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1452 - Establishing a 20 mph Speed Limit for Gee Creek Loop - Chuck Green, Public Works Director**

2. **Public hearing and First Reading of Ordinance No. 1453 - Amendment to RMC 10.12
Parking, New Section to Prohibit Parking in Front Of or Within 10 Feet of U.S.
Mailboxes - Chuck Green, Public Works Director**

VII. 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.

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

IX. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

The City Council approves claims and/or payroll of the City on a regular basis

SUMMARY/BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor details attached

RECOMMENDED 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:

1. May 8, 2025 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
8 COW CREAMERY LLC	4138	4138-20250508	Genl Govt/Facilities	04.2025 1SAT Ice Cream	689.97
8 COW CREAMERY LLC Total					689.97
ACTIVE CONSTRUCTION INC.	4038	C2024-019-08	Public Works	02.2025 Pioneer Widening Construction	678,236.81
ACTIVE CONSTRUCTION INC. Total					678,236.81
AKS ENGINEERING & FORESTRY LLC	3908	11586-03	Public Works	03.2025 Hall & Elm Improvements	32,174.70
AKS ENGINEERING & FORESTRY LLC Total					32,174.70
Anderson Environmental Contracting	2258	28202	Genl Govt/Facilities	04.2025 Park Laundry Cleanup	(10,062.30)
			Public Works	04.2025 Park Laundry Cleanup	218,754.40
	UB*01142	(blank)	Genl Govt/Facilities	Refund Check 000033-000 Hydrant Meter 4 W Division - Park Laundry	268.67
Anderson Environmental Contracting Total					208,960.77
AQUATIC INFORMATICS INC.	3337	112911	Public Works	03.2025 Web Tests	420.67
AQUATIC INFORMATICS INC. Total					420.67
CINTAS CORPORATION NO 2	3497	5264613507	Public Safety	04.2025 First Aid Supplies - PD	40.43
		5264613504	Genl Govt/Facilities	04.2025 First Aid Supplies - RACC	16.11
			Community Development	04.2025 First Aid Supplies - RACC	28.98
		5264613503	Genl Govt/Facilities	04.2025 First Aid Supplies - PW Bldg	26.88
			Public Works	04.2025 First Aid Supplies - PW Bldg	495.59
			Community Development	04.2025 First Aid Supplies - PW Bldg	32.94
		5264613505	Genl Govt/Facilities	04.2025 First Aid Supplies - CH	15.98
CINTAS CORPORATION NO 2 Total					656.91
CITY OF WOODLAND	2708	2025-017-PW	Genl Govt/Facilities	2018 Ford Explorer 63639D - Rear Brake & Rotors & Fluids	(77.36)
			Public Safety	2018 Ford Explorer 63639D - Rear Brake & Rotors & Fluids	966.51
		2025-022-PW	Genl Govt/Facilities	2015 Ford Explorer 55294D - Front Brake Pads & Rotors & Fluids	(61.49)
			Public Safety	2015 Ford Explorer 55294D - Front Brake Pads & Rotors & Fluids	768.29
CITY OF WOODLAND Total					1,595.95
CLARK COUNTY	0102	CI074564	Public Safety	Q1.2025 Jail Beds	9,610.02
		CI074537	Public Safety	Q1.2025 TER&R NetMotion Support	7,057.96
CLARK COUNTY Total					16,667.98
CLARK COUNTY CURRENT EXPENSE	3137	IN0791059	Public Works	Overlook park Splash Pad - Water Feature Permit	363.00
CLARK COUNTY CURRENT EXPENSE Total					363.00
CLARK PUBLIC UTILITIES - EPAY	0110	7689-692-202504	Public Works	Clark College Roundabout Sign - 112 S 68th Ct	256.81
CLARK PUBLIC UTILITIES - EPAY Total					256.81
COLUMBIAN PUBLISHING CO	0116	51338	Genl Govt/Facilities	Official Newspaper	32.40
			Community Development	Mukensnabl Annexation	55.80
		51303	Public Works	New Retail Developments Speed Limit	84.60
			Community Development	Marx Annexationt	100.80
		51375	Public Works	Parking Amendments & Gee Creek Loop Speed Limit	147.60
COLUMBIAN PUBLISHING CO Total					421.20
CONFRAME CONSTRUCTION LLC	4049	302	Genl Govt/Facilities	Retainage - RORC Fieldhouse Installation	(6,880.07)
			Public Works	RORC Fieldhouse Installation	149,575.14
CONFRAME CONSTRUCTION LLC Total					142,695.07
CONSOR NORTH AMERICA INC.	3949	C240750WA.00-11	Public Works	03.2025 Pioneer Widening Construction Mgmt	109,066.38
CONSOR NORTH AMERICA INC. Total					109,066.38

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

COREY CROWNHART	3997	3997-20250513	Public Works	2025 WRPA Conference Meals - Crownhart	167.00
COREY CROWNHART Total					167.00
CRESCENT DESIGN AND ENGINEERING	4047	017	Community Development	04.2025 Development Plan Review	1,113.75
CRESCENT DESIGN AND ENGINEERING Total					1,113.75
CT PUBLISHING LLC	3753	290622	Public Works	Gee Creek Loop Speed Limit	98.60
		2907711	Public Works	Systemic Safety Improvements Construction	285.60
		290435	Genl Govt/Facilities	Invitation to Bid - Official Newspaper	45.90
CT PUBLISHING LLC Total					430.10
DAVID JENSEN	4014	4014-20250509	Public Safety	Public Safety Leadership Meals - Jensen	286.00
DAVID JENSEN Total					286.00
DEPARTMENT OF LICENSING - EPAY	0154	RG0001822-2025	Genl Govt/Facilities	CPL Fees	21.00
		RG0001826-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001820-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001825-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001824-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001823-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001819-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001821-2025	Genl Govt/Facilities	CPL Fees	18.00
DEPARTMENT OF LICENSING - EPAY Total					147.00
DRUG TESTING ANALYTICS	0981	340824	Genl Govt/Facilities	FMCSA Clearinghouse Query - PW Crew	12.69
			Public Works	FMCSA Clearinghouse Query - PW Crew	234.31
DRUG TESTING ANALYTICS Total					247.00
EDWARD E. COLE	3897	53797	Public Safety	PD Radar Certification	2,818.40
EDWARD E. COLE Total					2,818.40
ELITE CONTRACTING CO INC.	3850	3632	Public Works	Pioneer & Railroad Tracks Street Light Repair	6,868.01
		3612	Public Works	Pioneer & Railroad Tracks Street Light Repair	1,924.18
		3668	Public Works	Overlook Park Light Fixture Upgrade	16,347.45
ELITE CONTRACTING CO INC. Total					25,139.64
ENCORE ONE LLC	3890	639619	Genl Govt/Facilities	04.2025 Janitorial Services - 230 Pioneer Street	278.69
				04.2025 Janitorial Services - 487 S 56th Pl	33.10
				04.2025 Janitorial Services - 101 Mill Street Ste 210	350.00
			Public Safety	04.2025 Janitorial Services - 101 Mill Street Ste 110	681.71
			Public Works	04.2025 Janitorial Services - 487 S 56th Pl	453.59
			Community Development	04.2025 Janitorial Services - 487 S 56th Pl	40.55
				04.2025 Janitorial Services - 487 S 56th Pl	156.60
ENCORE ONE LLC Total					1,994.24
EXPRESS SERVICES INC.	4012	32245737	Public Works	04.14.2025-04.20.2025 Temp Services - Deanna Hovenkotter	1,120.00
		32219282	Public Works	04.07.2025-04.13.2025 Temp Services - Deanna Hovenkotter	1,400.00
EXPRESS SERVICES INC. Total					2,520.00
FERGUSON ENTERPRISES INC # 8423	0181	1315116	Public Works	Water Meters Warranty Return - Manufacturer Surcharge	20.71
		1308697-1	Public Works	Water Meters	2,070.71
		1307395-1	Public Works	OMNI Water Meter	1,759.09
FERGUSON ENTERPRISES INC # 8423 Total					3,850.51
G.T. MICHELLI CO. LLC	4097	INVBEA229	Public Safety	PD Scale Calibration	692.43
G.T. MICHELLI CO. LLC Total					692.43
GISI MARKETING GROUP	2811	289205	Public Works	Business Cards - Swarts	133.40
				Business Cards - Sampson	98.29

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

GISI MARKETING GROUP	2811	289205	Community Development	Business Cards - Swarts	7.02
				Business Cards - Sampson	42.13
				Business Cards - Gonzales	140.43
GISI MARKETING GROUP Total					421.27
GlenMar Construction	UB*01141	(blank)	Genl Govt/Facilities	Refund Check 016894-000 Hydrant Meter 28908 MW Main Ave	251.30
GlenMar Construction Total					251.30
GROUNDWATER SOLUTIONS INC.	2971	00727.001-73	Public Works	03.2025 Hydrological Study	6,094.00
GROUNDWATER SOLUTIONS INC. Total					6,094.00
HAILEY BUCHANAN GROOMING LLC	4141	503899714	Genl Govt/Facilities	Business License Refund - 503899714	50.00
HAILEY BUCHANAN GROOMING LLC Total					50.00
HD SUPPLY INC.	3886	INV00684223	Public Works	PWWTR Spill Kits	660.80
		INV00687988	Public Works	PWWTR Tile Probe & Screw Set & Gauge & Utility Pump	266.39
HD SUPPLY INC. Total					927.19
HELENA GREEN	3763	041725	Judicial	04.17.2025 Interpreting Services	75.00
HELENA GREEN Total					75.00
HIGHWAY SPECIALTIES LLC	3887	0120718-IN	Genl Govt/Facilities	2025 Spring Clean Up Cone Rental	285.34
HIGHWAY SPECIALTIES LLC Total					285.34
HOME DEPOT VISA - EPAY	1805	8970816	Genl Govt/Facilities	813 Pioneer St. Painting Supplies	1,274.05
		1011290	Genl Govt/Facilities	813 Pioneer St. Door Locks	70.62
HOME DEPOT VISA - EPAY Total					1,344.67
HONEY BUCKETS	0223	0554816294	Genl Govt/Facilities	2025 Spring Clean Up Port-a-Potty	355.00
		0554816293	Public Works	04.18.2025-04.15.2025 Davis Park Port-a-Potty	373.00
HONEY BUCKETS Total					728.00
HUMANE SOCIETY FOR SW WASHINGTON	0526	5641	Public Safety	Q1.2025 Animal Control	5,413.75
HUMANE SOCIETY FOR SW WASHINGTON Total					5,413.75
INTERSTATE ALL BATTERY CENTER OF OREGON	3072	1.9181E+12	Public Works	PWWTR Back up Batteries	456.65
INTERSTATE ALL BATTERY CENTER OF OREGON Total					456.65
J2 BLUE PRINT SUPPLY CO	0243	AR166248	Community Development	04.2025 Plotter Contract	58.18
J2 BLUE PRINT SUPPLY CO Total					58.18
KELLY MELROY	3872	3872-20250513	Public Works	2025 WRPA Conference Meals - Melroy	167.00
KELLY MELROY Total					167.00
LAND EXPRESSIONS LLC	3703	6861-251005	Public Works	Overlook Splash Pad Design	9,319.83
LAND EXPRESSIONS LLC Total					9,319.83
LEE KNOTTNERUS	1765	1765-20250508	Human Resources	ICMA Conference Travel & Meal Expenses Reimb. - Knottnerus	395.40
			Administration	ICMA Conference Travel & Meal Expenses Reimb. - Knottnerus	593.09
LEE KNOTTNERUS Total					988.49
LEPS-PSS PLLC	3896	5805	Public Safety	Post-COE Psychological Evaluation	450.00
LEPS-PSS PLLC Total					450.00
LES SCHWAB GROUP HOLDINGS LLC	4006	43700045024	Public Works	PWWTR 2022 Ford F250 74573D - Tires	1,457.81
			Community Development	PWWTR 2022 Ford F250 74573D - Tires	37.38
LES SCHWAB GROUP HOLDINGS LLC Total					1,495.19
MACKAY AND SPOSITO INC.	0899	054508	Public Works	03.2025 Gee Creek Trail Heron to Main	1,760.51
		053980	Public Works	02.2025 Gee Creek Trail Heron to Main	3,620.41
MACKAY AND SPOSITO INC. Total					5,380.92
MARTA L. OCHOA-RUTUHERFORD	3396	728	Judicial	04.10.2025 Interpreting Services	65.00
MARTA L. OCHOA-RUTUHERFORD Total					65.00
MATT COLE	3882	3882-20250508	Council	01.2025-03.2025 Mileage & Expenses Reimb. - Cole	723.88

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

MATT COLE Total					723.88
MOUNTAIN VIEW FENCING LLC	4142	RES-25-0012	Genl Govt/Facilities	Building Permit Fee Refund RES-25-0012	417.60
MOUNTAIN VIEW FENCING LLC Total					417.60
NAPA AUTO PARTS	0498	469876	Genl Govt/Facilities	PWOPS DEF and PWWTR Truck Electrical Parts	3.49
			Public Works	PWOPS DEF and PWWTR Truck Electrical Parts	51.00
		470953	Public Works	PWSTW Windshield Wash & Wipes	54.30
				PWSTW Truck Air Filter	57.44
		469922	Genl Govt/Facilities	PWOPS Automotive Tool	1.25
			Public Works	PWOPS Automotive Tool	8.73
NAPA AUTO PARTS Total					176.21
NATIONAL CONSTRUCTION RENTALS	3320	7779339	Public Works	04.2025 Park Laundry Cleanup Temp Fencing Rental	508.72
NATIONAL CONSTRUCTION RENTALS Total					508.72
PACIFIC OFFICE AUTOMATION - LEASE	1564	590046140	Genl Govt/Facilities	05.2025 Copier Lease - PW Shop	3.19
			Public Works	05.2025 Copier Lease - PW Shop	58.76
		589905038	Public Safety	04.2025 Copier Lease - PD	62.75
			Genl Govt/Facilities	05.2025 Copier Lease - PW Bldg	25.99
		589961249	Public Works	05.2025 Copier Lease - PW Bldg	479.12
			Community Development	05.2025 Copier Lease - PW Bldg	31.84
PACIFIC OFFICE AUTOMATION - LEASE Total					661.65
PETERSON CAT	1767	PC2A0014664	Genl Govt/Facilities	PW Backhoe Window Replacement	28.00
			Public Works	PW Backhoe Window Replacement	516.51
PETERSON CAT Total					544.51
Post Shayla	UB*01143	(blank)	Genl Govt/Facilities	Refund Check 015785-000 2366 S Trail View Ct	10.52
Post Shayla Total					10.52
PUBLIC SAFETY TESTING	0354	PSTI25-100	Public Safety	Background Check & Investigation Reprot	6,513.75
PUBLIC SAFETY TESTING Total					6,513.75
PURCHASE POWER - EPAY	0356	74351204	Genl Govt/Facilities	Postage Machine Purchase Power	502.25
PURCHASE POWER - EPAY Total					502.25
RENEE SERFACE	4137	0001	Genl Govt/Facilities	02.2025 1SAT Token Reimbursement	190.00
RENEE SERFACE Total					190.00
SEATTLE DAILY JOURNAL OF COMMERCE	3980	3409302	Public Works	Systemic Safety Improvements Construction	795.00
SEATTLE DAILY JOURNAL OF COMMERCE Total					795.00
SIMPLOT AB RETAIL INC	3893	212136769	Public Works	Parks/Streets Pesticides Stock	423.93
SIMPLOT AB RETAIL INC Total					423.93
SKAMANIA COUNTY SHERIFF'S OFFICE	1554	1554-202503	Public Safety	03.2025 Jail Beds	161.08
SKAMANIA COUNTY SHERIFF'S OFFICE Total					161.08
STEVEN SAMPSON	4079	4079-20250506	Public Works	PNWS-AWWA Conference Meals - Sampson	173.00
STEVEN SAMPSON Total					173.00
STOMMEL INC.	3747	SI118173	Public Safety	Patrol Vehicle Computer Dock Station	1,296.31
STOMMEL INC. Total					1,296.31
TALLOFIX LLC	4143	503866964	Genl Govt/Facilities	Business License Refund - 503866964	50.00
TALLOFIX LLC Total					50.00
TAPANI INC	0420	C2024-041-3	Public Works	03.2025 I-5 Overpass Safety Screen	69,296.25
TAPANI INC Total					69,296.25
THE MASTERS TOUCH LLC	1786	P95139	Public Works	04.2025 UB Delinquent Notices - Postage	178.02
		95139	Public Works	04.2025 UB Delinquent Notices	175.14
THE MASTERS TOUCH LLC Total					353.16

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

THE PARR COMPANY	0964	368550	Genl Govt/Facilities	PW Bldg Parking Curbs Repair	0.25				
			Public Works	PW Bldg Parking Curbs Repair	4.78				
			Community Development	PW Bldg Parking Curbs Repair	0.32				
		368618	Genl Govt/Facilities	PW Bldg Parking Curbs Repair	0.25				
			Public Works	PW Bldg Parking Curbs Repair	4.78				
			Community Development	PW Bldg Parking Curbs Repair	0.32				
		378031	Community Development	Safety Glasses - Rashed	13.47				
		478093	Public Works	PWWTR Chalk and Lumber Crayon	17.75				
		346644	Genl Govt/Facilities	813 Pioneer St Renovations	26.16				
THE PARR COMPANY Total					68.08				
THE PRINT SHOP	1580	80836	Genl Govt/Facilities	AP Checks	334.73				
THE PRINT SHOP Total					334.73				
TRACY BLEHM	0809	0809-20250506	Human Resources	AWC Labor Relations Institute Meals - Blehm	113.00				
TRACY BLEHM Total					113.00				
TRAFFIC SAFETY SUPPLY CO INC.	0432	INV079590	Genl Govt/Facilities	RORC Handicap ADA Project Signs and Supplies	(76.02)				
			Public Works	RORC Handicap ADA Project Signs and Supplies	949.80				
		INV079659	Genl Govt/Facilities	PWWTR Truck Lights	(50.11)				
			Public Works	PWWTR Truck Lights	626.11				
TRAFFIC SAFETY SUPPLY CO INC. Total					1,449.78				
TRANSPO GROUP USA INCORPORATED	4112	34813	Public Works	03.2025 ADA Transition Plan	6,624.00				
TRANSPO GROUP USA INCORPORATED Total					6,624.00				
TRI MOUNTAIN INVESTORS LLC	3866	2025-207	Genl Govt/Facilities	05.2025 101 Mill St Basement - Estimated NNN Maint.	320.24				
				05.2025 101 Mill St Ste 210 - Estimated NNN Maint.	1,067.46				
				05.2025 101 Mill St Ste 210 - Lease	6,250.00				
				05.2025 101 Mill St Basement - Lease	952.60				
			Public Safety	03.2025 101 Mill St Ste 210 - Electricity	8.84				
				03.2025 101 Mill St Ste 210 - Natural Gas	54.45				
				03.2025 101 Mill St Ste 210 - Sewer	21.27				
				05.2025 101 Mill St Ste 210 - Janitorial	28.17				
		2025-206	Public Safety	03.2025 101 Mill St Ste 101 - Sewer	61.67				
				05.2025 101 Mill St Ste 101 - Estimated NNN Maint.	3,032.61				
				05.2025 101 Mill St Ste 101 - Lease	31,432.34				
				05.2025 101 Mill St Ste 101 - Janitorial	62.83				
				TRI MOUNTAIN INVESTORS LLC Total					43,292.48
				TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNE	4139	CIV-2649	Public Works	2025 Adopt-a-Drain Membership Program	2,370.58
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA Total					2,370.58				
UNIFIRST CORPORATION	3904	2240214723	Public Safety	04.22.2025 Floor Mats - PD	42.32				
		2240212371	Genl Govt/Facilities	04.15.2025 PWOPS Uniforms	13.04				
				04.15.2025 PW Bldg Floor Mats	2.70				
			Public Works	04.15.2025 PWOPS Uniforms	91.69				
				04.15.2025 PW Bldg Floor Mats	49.78				
				04.15.2025 PWWTR Uniforms	40.55				
				04.15.2025 PWSTW Uniforms	46.62				
			Community Development	04.15.2025 PW Bldg Floor Mats	3.31				
				04.15.2025 PWWTR Uniforms	2.13				
		04.15.2025 PWSTW Uniforms		2.45					
		2240214738		Genl Govt/Facilities	04.22.2025 PW Bldg Floor Mats	2.70			

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

UNIFIRST CORPORATION	3904	2240214738	Genl Govt/Facilities	04.22.2025 PWOPS Uniforms	13.17
			Public Works	04.22.2025 PW Bldg Floor Mats	49.78
				04.22.2025 PWWTR Uniforms	40.55
				04.22.2025 PWOPS Uniforms	92.64
				04.22.2025 PWSTW Uniforms	46.63
				04.22.2025 PW Bldg Floor Mats	3.31
				04.22.2025 PWWTR Uniforms	2.13
				04.22.2025 PWSTW Uniforms	2.45
		2240212355	Public Safety	04.15.2025 Floor Mats - PD	42.32
		2240214718	Genl Govt/Facilities	04.22.2025 Floor Mats - CH	18.07
		2240212342	Genl Govt/Facilities	04.15.2025 Floor Mats - RACC	4.21
			Community Development	04.15.2025 Floor Mats - RACC	7.58
		2240212346	Genl Govt/Facilities	04.15.2025 Floor Mats - CH	18.07
		2240214715	Genl Govt/Facilities	04.22.2025 Floor Mats - RACC	4.21
			Community Development	04.22.2025 Floor Mats - RACC	7.58
UNIFIRST CORPORATION Total					649.99
Vigil Sarah	UB*01140	(blank)	Genl Govt/Facilities	Refund Check 017167-000 4001 N Pioneer Canyon Dr	10.50
Vigil Sarah Total					10.50
W.W.GRAINGER INC.	0206	9481118355	Public Works	PWWTR Manhole Hook & Hose Adapter/Valve/Knee Pad	237.63
		9481140631	Public Works	Water Treatment Plant Valve	150.36
W.W.GRAINGER INC. Total					387.99
WA STATE DEPARTMENT OF TRANSPORTATION	0688	RE313ATB5041503	Public Works	Hillhurst School Zone - Hawk PI Traffic Signal	546.41
WA STATE DEPARTMENT OF TRANSPORTATION Total					546.41
WALLIS ENGINEERING PLLC	0464	18006	Public Works	03.2025 Gee Creek Loop Improvements	25,693.13
WALLIS ENGINEERING PLLC Total					25,693.13
WALTER E. NELSON COMPANY	3553	1938971	Genl Govt/Facilities	PW Bldg Sanitary Products	6.32
			Public Works	PW Bldg Sanitary Products	116.39
			Community Development	PW Bldg Sanitary Products	7.74
		1938880	Public Safety	PD Sanitary Products	121.05
		1938884	Genl Govt/Facilities	Sanitary Products - CH	130.24
WALTER E. NELSON COMPANY Total					381.74
WATERSHED ALLIANCE OF SOUTHWEST WASHINGT	3284	RID-1STQTR2025	Genl Govt/Facilities	Q1.2025 Horns Corner Park Design	8,857.51
WATERSHED ALLIANCE OF SOUTHWEST WASHINGTON Total					8,857.51
WELLWORKS FOR YOU	3414	36673	Human Resources	04.2025 Wellness Program	793.51
WELLWORKS FOR YOU Total					793.51
WESTERN EQUIPMENT	2363	INV079202	Public Works	PWSTW Ventac Mower Front/Rear Connector	242.01
		INV080803	Public Works	Parks Ventac Mower Belt	133.95
		INV082558	Public Works	Parks Ventac Mower Belt	123.74
WESTERN EQUIPMENT Total					499.70
WFG NATIONAL TITLE COMPANY	4144	25-126481	Public Works	Earnest Money for 907 Pioneer St. Purchase	2,500.00
WFG NATIONAL TITLE COMPANY Total					2,500.00
WHATSAMATHER CONSULTING INC	3736	25040007-006	Public Safety	Public Safety Leadership - Jensen	2,000.00
WHATSAMATHER CONSULTING INC Total					2,000.00
WOODLAND SAW AND CYCLE INC.	2223	4056	Genl Govt/Facilities	PWOPS Weed Eater Repair	56.80
			Public Works	PWOPS Weed Eater Repair	399.40
		4062	Public Works	Parks Weed Eaters and Edgers Maint.	655.73
WOODLAND SAW AND CYCLE INC. Total					1,111.93

City of Ridgefield

Claims Payment Report

For Approval on:

May 8th, 2025

WSP USA INC.	3338	40180542	Community Development	03.2025 Comprehensive & System Plan Updates	20,084.31
WSP USA INC. Total					20,084.31
YADON MECHANICAL LLC	4111	12295261	Genl Govt/Facilities	HVAC Service Call - 813 Pioneer	850.68
		12295243	Genl Govt/Facilities	03.2025 HVAC Maintenance - PW Bldg	52.36
			Public Works	03.2025 HVAC Maintenance - PW Bldg	965.29
			Community Development	03.2025 HVAC Maintenance - PW Bldg	64.15
		12295244	Genl Govt/Facilities	03.2025 HVAC Maintenance - CH 230 Pioneer St	580.71
		12295262	Genl Govt/Facilities	HVAC Service Call - PW Bldg	140.79
			Public Works	HVAC Service Call - PW Bldg	2,595.63
			Community Development	HVAC Service Call - PW Bldg	172.50
YADON MECHANICAL LLC Total					5,422.11
ZACH KANGAS	4130	129	Public Works	Abrams Park Well 11 Fire/Security Alarm	2,918.55
ZACH KANGAS Total					2,918.55
Grand Total					1,474,491.92

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Approval of Minutes from the April 24, 2025 and May 1, 2025 Meeting

GOVERNING LEGISLATION

N/A

PREVIOUS COUNCIL ACTION TAKEN:

N/A

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

Approve the minutes by making the following motion: 1. "I move to approve the consent agenda".

STAFF CONTACT:

ATTACHMENTS:

1. 04-24-2025
2. 05-01-2025



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
APRIL 24, 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 - Arrived 6:39PM
Mayor Pro Tem Judy Chipman
Council Member Lee Wells
Council Member Katie Favela
Council Member Rian Davis
Council Member Meghan Hamilton

Absent:

Council Member Clyde Burkle

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

RESULT: (UNANIMOUS)

MOVER: Council Member Lee Wells

SECONDER: Council Member Rian Davis

AYES: Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis, Council Member 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 \(ridgefieldwa.us\)](#).

III. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the April 10, 2025 & April 17, 2025 Meeting**

IV. PRESENTATION

1. **Discussion of Engineering Standards Vol. III - Parks, Trails, and Recreation Design and Construction Requirements - Corey Crownhart, Park Manager**

Staff presented an overview of Volume III – Parks, Trails, and Recreation Design and Construction Requirements, the third addition to Ridgefield’s Engineering Standards. The volume includes seven chapters addressing planning, design, amenities, and maintenance of parks and recreational infrastructure. Council reviewed the draft and provided feedback on the proposed principles and standards.

V. APPOINTMENTS

1. **Appointment of Parks Board Youth Member, Position No. 1**

MOTION TO APPROVE MAYOR'S CONFIRMATION OF ELIANNA GALVAN TO PARKS BOARD, POSITION NO. 1.

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

VI. BUSINESS

1. **Resolution No. 663 - Declaring Certain Property as Surplus and Authorizing its Disposition - Kirk Johnson, Finance Director**

Council considered a request to sell approximately 13,000 sq. ft. of surplus land from parcel 214026-000 to an abutting property owner for buffering along Pioneer Canyon Road and Discovery Drive. The city identified over 21,000 sq. ft. as surplus without affecting current or future projects. The sale is valued at \$65,000 based on a comparable appraisal. No public hearing is required. Council was asked to confirm surplus status, with a purchase and sale agreement to be presented at a later date.

MOTION: MOVED TO APPROVE RESOLUTION NO. 663 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 Favela, Council Member Davis, Council Member Hamilton
--------------	---

2. Second Reading of Ordinance No. 1443 - Royle Ridge RMUO Expansion - Claire Lust, Community Development Director

City Council held a public hearing and first reading of the proposed RMUO expansion on January 23, 2025. The applicant's representative spoke in support, and Council directed staff to prepare a draft concomitant rezone agreement addressing issues including tree retention, security near residential areas, salvaging historical features, affordable housing, trail development, and a pedestrian crossing over Allen Canyon Creek. The agreement outlines specific commitments from the applicant tied to future development of the site.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1443 AS PRESENTED.

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

3. Motion - Approval of 2025-2030 Transportation Improvement Program Amendment Request - Chuck Green, Public Works Director

Council adopted the 2025-2030 Transportation Improvement Program (TIP) on December 19, 2024. One of the projects, the Ridgefield/I-5 South Connector Project, Stage 2, received federal funding through the Regional Transportation Council. The City had planned to use a state planning grant as the local match, but was unable to secure the funds during the 2025 legislative session. Washington State Department of Transportation requires Council action to demonstrate the local match. The request is to replace the \$42,000 state funds with local funds, and an amendment to the TIP is requested. No other amendments to the TIP are proposed.

MOTION: MOVED TO APPROVE AMENDMENT TO THE 2025-2030 TRANSPORTATION IMPROVEMENT PROGRAM AS PRESENTED.

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

VII. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1450 - Establishing Speed Limits for Streets Built by New Development or by City project: Pioneer Canyon Drive from 56th Place to Pioneer Street, 53rd Drive from Pioneer to Pioneer Canyon Drive; Discovery Drive between S Wells Drive and Pioneer Street; S 6th Way between S 56th Place and Discovery Drive - Chuck Green, Public Works Director

Council reviewed several new Collector and Minor Arterial roadways completed or soon to be completed in central Ridgefield as part of City- and developer-built projects. These streets include N Pioneer Canyon

Drive, N 56th Place, N 53rd Place, S Discovery Drive, and S 6th Way. Built in accordance with the City’s Engineering Standards, the City Engineer proposed setting speed limits on these new roads based on their design speeds and the City’s Transportation Capital Facilities Plan.

Mayor Cole Opened the Public Hearing: 7:33PM

No testimony was received.

Mayor Cole Closed the Public Hearing: 7:33PM

MOTION: MOVED TO WAIVE THE SECOND READING AND ADOPT ORDINANCE NO. 1450 AS PRESENTED.

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

2. Public Hearing and First Reading of Ordinance No. 1451 - Marx Petition to Annex - Claire Lust, Community Development Director

Council reviewed a Petition to Annex two residentially-zoned parcels accessed via NE 259th Street. The parcels include a 10.59-acre developable parcel and a 0.61-acre flagpole parcel, located south of Greely Farms Phase 3 and east of Urban Downs II, both RLD-6 planned unit developments. These parcels are in the Ridgefield Urban Growth Area (UGA) and contiguous with the city limits, making them eligible for annexation. Council adopted Resolution No. 659 on February 27, 2025, approving the intent to annex the Marx property. The annexation petition was signed by Robert and Denise Marx, who own 100% of the land value, exceeding the 60% threshold required for the direct petition method of annexation.

Mayor Cole Opened the Public Hearing: 7:40PM

No testimony was received.

Mayor Cole Closed the Public Hearing: 7:40PM

First reading only.

VIII. PUBLIC COMMENT

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

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

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Davis reminded that the upcoming Bike Safety Event will take place this Saturday. Provided brief updates from the recent CTRAN meeting and the Watershed Alliance fundraiser. Attending

a ribbon-cutting ceremony as well as participating in a spring clean-up event.

Council Member Favela welcomed the newest youth representative to the Park Board and congratulated Ridgefield High School student Sam Parker, who served as a page at the Washington State House, sponsored by Representative Ed Orcutt. Attended the spring clean-up event and participated in the Columbia River Economic Development Council (CREDC) luncheon. Shared an update on House Bill 2033. Noted that construction of the RORC Fieldhouse is progressing well. Reminded the public about the upcoming Drug Take-Back event and acknowledged National Telecommunications Week.

Council Member Hamilton participated in the City tour with City Manager, attended the ribbon-cutting ceremony, Columbia River Economic Development Council (CREDC) luncheon, School Board meeting and CCRF meeting.

Council Member Wells attended 5 public meetings, including a spring clean-up event and the Columbia River Economic Development Council (CREDC) luncheon.

2. Mayor

Participated in the City's Take Your Kids to Work Day, enjoying breakfast with the kids. Acknowledged Volunteer Appreciation Week. Gave an update to the County Council on the resource lands discussion. Moderated a Town Hall with U.S. Rep. Marie Gluesenkamp Perez.

3. City Manager

City Manager Steve Stuart provided an update on Spring Clean-Up Day and participation in Take Your Kids to Work Day.

Public Works Director Chuck Green shared a reminder that tree planting is scheduled for May 10th, hosted by the Watershed Alliance. Updates were also provided on the Pioneer widening project and the railroad overpass art.

Finance Director Kirk Johnson announced that the financial audit entrance meeting is scheduled.

Deputy City Manager Lee Knottnerus provided an update on the First Saturday event.

X. ADJOURN

8:09PM

Julie Ferriss, City Clerk

Matt Cole, Mayor



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
MAY 1, 2025**

Regular Meeting - 4:00 PM

I. STUDY SESSION - 4:00 P.M.

Present:

Mayor Matt Cole joined via zoom until 4:55PM
Mayor Pro Tem Judy Chipman joined in person until 5:15PM
Council Member Lee Wells
Council Member Clyde Burkle
Council Member Katie Favela
Council Member Rian Davis
Council Member Meghan Hamilton

1. Transportation Capital Facilities Plan, 2025-2045 - Chuck Green, Public Works Director

Council received a presentation on the draft 2025–2045 Transportation Capital Facilities Plan (CFP), which supports the upcoming Comprehensive Plan update. The CFP includes updated roadway classifications, revised alignments, a new TIF project list, and a lookup table for calculating Transportation Impact Fees (TIF). Key updates include the addition of multimodal transportation trails, reference to major future projects (e.g., I-5 overcrossings), and consideration of new state requirements related to climate resiliency and non-motorized transportation.

II. ADJOURN

5:48PM

Julie Ferriss, City Clerk

Matt Cole, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Confirmation of Preferred GMA Land Use Alternative

GOVERNING LEGISLATION

RCW 36.70A - Growth Management

PREVIOUS COUNCIL ACTION TAKEN:

No previous formal action. Council indicated preference for a targeted-growth land use alternative with limited UGA expansion during their March 20 study session.

SUMMARY/BACKGROUND:

On March 20, Council held a study session to discuss land use map options for Envision Ridgefield 2045, the city's 20-year Growth Management Act (GMA) planning update. During that study session, Council formed consensus around a preferred land use alternative showing limited, strategic Urban Growth Area (UGA) expansion and targeted mixed-use hubs. The preferred alternative also assumes land in the current UGA will annex over the 20-year planning horizon. The map is attached.

After March 20, staff proceeded working on the required elements of the GMA growth plan and associated Capital Facility Plan (CFP) updates using the preferred land use alternative. However, since Council formed consensus on the preferred land use alternative during a study session, it was not a formal action. The action before Council as part of the May 8 consent agenda is to formalize selection of the preferred land use alternative attached hereto.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Adoption of the consent agenda as presented would include formal adoption of Council's preferred land use alternative.

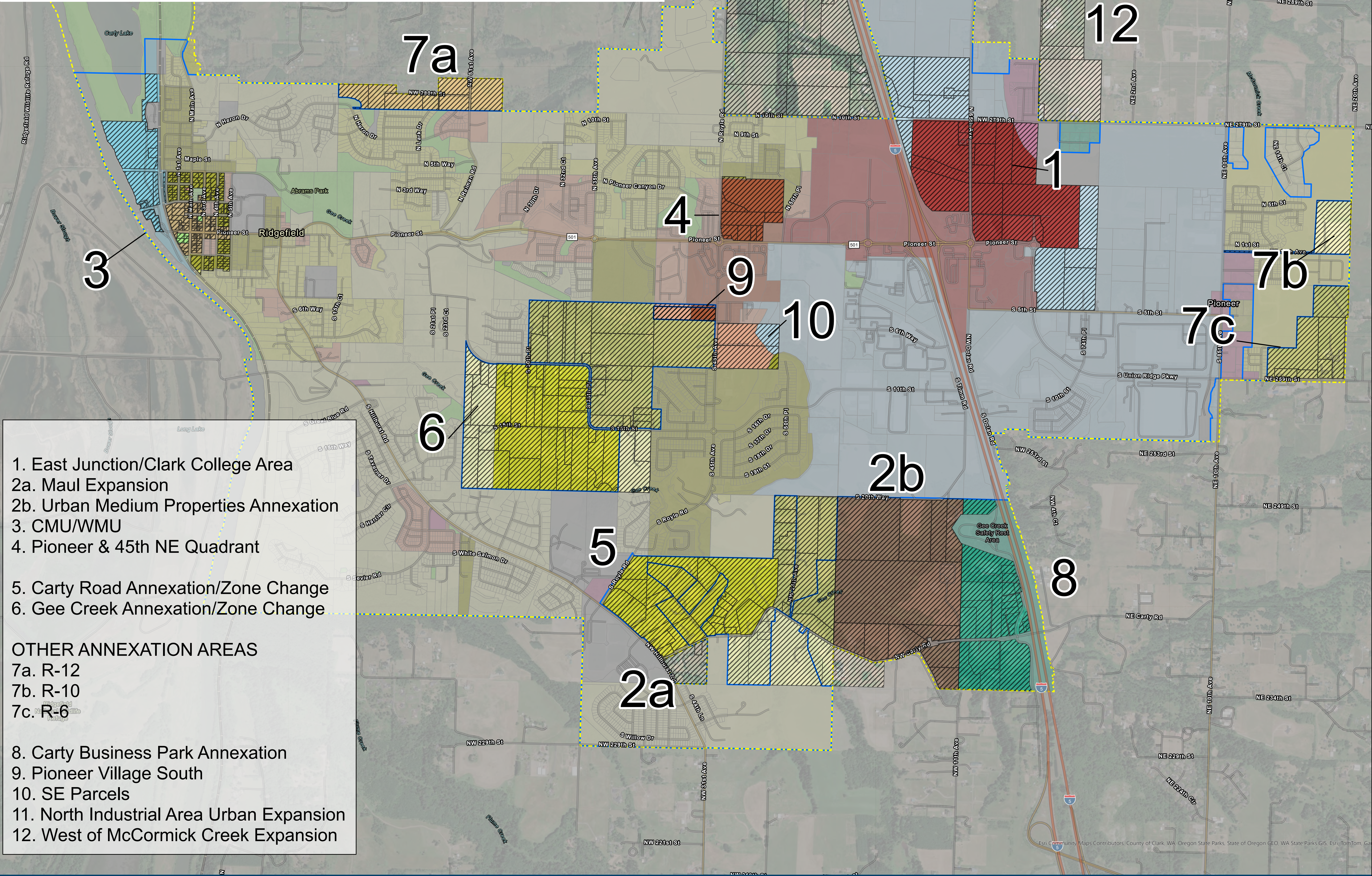
STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. City Council Preferred Land Use Map

Targeted Growth Approach

	County Council	Targeted Growth
Total Increase in Units	2,674	2,683
80% and below AMI Units	2,089	2,082
Total Increase/(Decrease) in jobs	1,186	2,156
80% and below AMI surplus/deficit	2	-5
2045 Pop Increase: Current City Limits	4,699	2,655
2045 Pop Increase: Unincorporated UGA	3,270	3,270
2045 Pop Increase: Expansion Areas	0	1,444



- 1. East Junction/Clark College Area
 - 2a. Maul Expansion
 - 2b. Urban Medium Properties Annexation
 - 3. CMU/WMU
 - 4. Pioneer & 45th NE Quadrant
 - 5. Carty Road Annexation/Zone Change
 - 6. Gee Creek Annexation/Zone Change
- OTHER ANNEXATION AREAS
- 7a. R-12
 - 7b. R-10
 - 7c. R-6
 - 8. Carty Business Park Annexation
 - 9. Pioneer Village South
 - 10. SE Parcels
 - 11. North Industrial Area Urban Expansion
 - 12. West of McCormick Creek Expansion

- Ridgefield Parcels
 - Urban Growth Area
 - Ridgefield City Limits
- Ridgefield Zoning**
- Central Mixed Use (CMU)
 - Commercial Community Business (CCB)
 - Commercial Neighborhood Business (CNB)
 - Commercial Regional Business (CRB)
 - Employment (E)
 - Parks/Open Space (P/OS)
 - Public Facilities (PF)
 - Residential Low Density - 4 (RLD-4)
 - Residential Low Density - 6 (RLD-6)
 - Residential Low Density - 8 (RLD-8)
 - Residential Medium Density (RMD-16)
 - Single Family Residential (R1-10)
 - Single Family Residential (R1-6)
 - Waterfront Low Scale (WLS)
 - Waterfront Mixed Use (WMU)
- Clark County Zoning**
- Single Family Residential (R1-10)
 - Single Family Residential (R1-7.5)
 - Single Family Residential (R1-6)
 - Business Park (BP)
 - Commercial Neighborhood Business (CNB)
 - Light Industrial (IL)
 - Neighborhood Commercial (NC)
 - Parks/Open Space (P/OS)
 - Residential (R-12)
 - Residential (R-22)



0 0.25 0.5 1 Miles

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Fourth Quarter 2024 Budget to Actual Presentation

GOVERNING LEGISLATION

RCW 35A.33: Budgets in Code Cities; City of Ridgefield Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

The council routinely reviews financial reports. An economic update occurs annually at the beginning of the following year's budget process.

SUMMARY/BACKGROUND:

Review the budget to actual results for 2024.

BUDGET/FINANCIAL IMPACTS:

No financial impact presentation only.

RECOMMENDED ACTION OR MOTION:

No action requested presentation only.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. 4th Qtr 2024 Budget Report



4th Quarter 2024 Budget Report



2024 Reserves Per Policy

	O&M	Revenue Stab.	Debt Service	Separation	Capital	Capital Repair & Replace	2024 Reserves	2023 Reserves	% Change
General Fund	1,808,606	1,008,654	141,113	118,202	1,101,250	-	4,177,825	3,327,969	25.54%
Building & Permitting	509,385	200,719	-	39,496	-	-	749,600	665,967	12.56%
Water Fund	572,242	-	-	21,699	263,236	774,561	1,631,738	1,381,176	18.14%
Storm Fund	168,911	-	19,323	15,722	242,013	320,987	766,956	646,251	18.68%
Total	3,059,144	1,209,373	160,436	195,119	1,606,499	1,095,548	7,326,119	6,021,363	21.67%
Capital Repair and Replacement Minimum Target (2% of Historical Cost)									
	Historical	Target	Total	Balance	Variance	% Target			
Water Fund	26,526,728	2%	530,535	774,561	244,026	146%			
Storm Fund	25,775,240	2%	515,505	320,987	(194,518)	62%			



4th Quarter 2024

General Fund Revenue

Revenue	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Property Taxes	\$ 2,333,788	\$ 2,340,000	99.7%	\$ 2,213,832	5.4%
Retail Sales Taxes	5,199,114	4,735,000	109.8%	4,313,885	20.5%
Utility and Other Taxes	2,005,406	2,064,500	97.1%	1,853,644	8.2%
Licenses and Permits	101,305	97,180	104.2%	88,782	14.1%
Fines Forfeits and Restitution	82,959	72,000	115.2%	61,010	36.0%
Charges for Goods and Services	38,366	37,600	102.0%	70,093	-45.3%
Interfund Charges for Goods and Services	1,525,160	1,488,406	102.5%	1,421,794	7.3%
Intergovernmental/Grants/Other	1,188,838	1,437,000	82.7%	1,267,474	-6.2%
Total General Fund Revenue	\$ 12,474,936	\$12,271,686	101.7%	\$ 11,290,514	10.5%



4th Quarter 2024

General Fund Expense

Expense	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Department					
City Council	\$ 126,824	\$ 135,000	93.9%	\$ 122,602	3.4%
Judicial	356,122	335,000	106.3%	293,785	21.2%
Executive	342,440	350,800	97.6%	310,372	10.3%
Finance	960,099	977,600	98.2%	895,909	7.2%
Legal	86,100	70,000	123.0%	82,596	4.2%
Human Resources	488,052	506,500	96.4%	431,921	13.0%
Administration	737,878	745,700	99.0%	685,793	7.6%
General Government/Facilities	1,951,404	1,999,475	97.6%	1,806,931	8.0%
Information Tech	371,068	496,000	74.8%	460,564	-19.4%
Public Safety	4,439,839	4,789,900	92.7%	4,031,861	10.1%
Cemetery	83,799	51,925	161.4%	51,997	61.2%
Community Development (Long Range Planning)	318,774	464,812	68.6%	94,226	238.3%
Parks	1,250,545	1,276,715	98.0%	1,041,643	20.1%
Transfers - To Debt Service	216,341	141,125	153.3%	-	100.0%
Transfers - To Utility Capital Funds	-	-	#DIV/0!	3,600	-100.0%
Transfers - To Storm Operating Fund	-	-	#DIV/0!	200,000	-100.0%
Transfers - To Equip Replace Fund	150,000	150,000	100.0%	340,000	-55.9%
Transfers - To Street Fund	1,052,935	1,052,935	100.0%	733,333	43.6%
Transfers - To Capital Facilities	190,207	360,000	52.8%	-	100.0%
Transfers - To Capital - Streets	546,301	994,080	55.0%	244,836	123.1%
Transfers - To Capital - Parks	439,131	2,096,000	21.0%	-	100.0%
Total General Fund Expense	\$ 14,107,859	\$16,993,567	83.0%	\$ 11,831,969	19.2%
Total Net Revenue (Loss)	\$ (1,632,923)	\$ (4,721,881)	34.6%	\$ (541,455)	201.6%



4th Quarter 2024

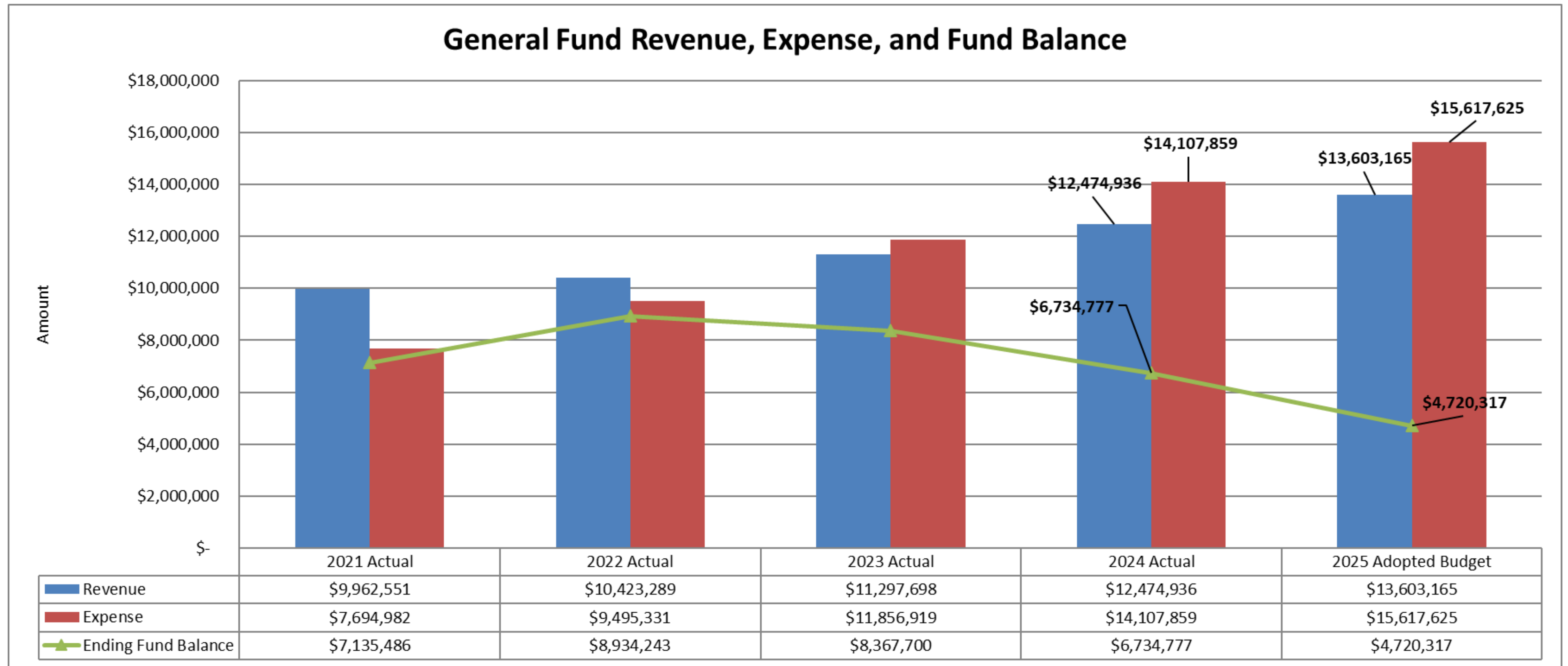
General Fund - Fund Balance

Fund Balance	4Q 2024 YTD Actual	2024 Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 8,367,700	\$ 8,367,700	\$ 8,909,155	-6.1%
Net Increase (Decrease)	(1,632,923)	(4,721,881)	(541,455)	201.6%
Ending Balance	6,734,777	3,645,819	8,367,700	-19.5%
Less: Reserved Amounts *	4,177,825	4,177,825	3,327,969	25.5%
Net Ending Available Fund Balance	\$ 2,556,952	\$ (532,006)	\$ 5,039,731	-49.3%
* Includes Street Fund Reserves				



4th Quarter 2024

General Fund - Fund Balance

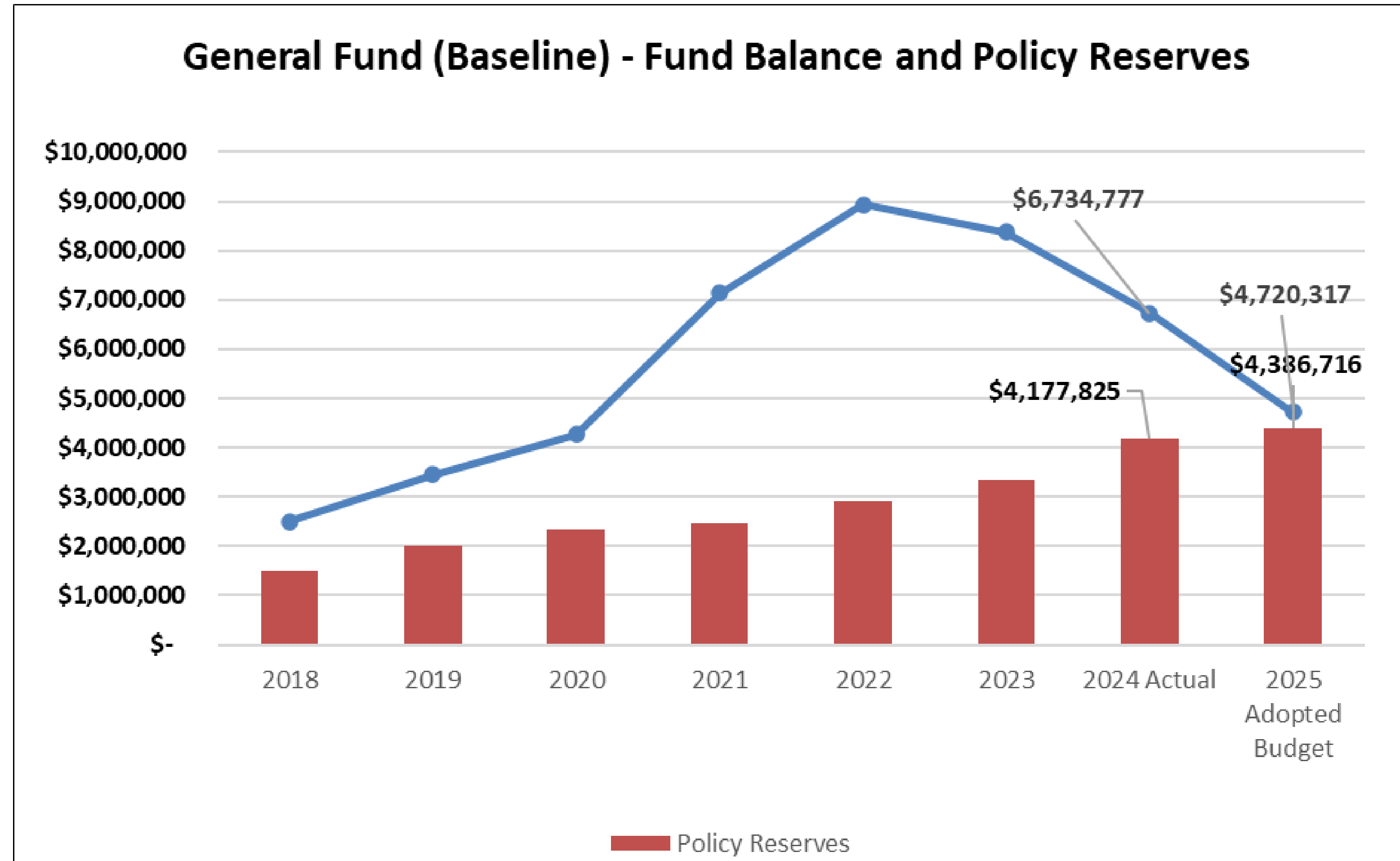


Source: City of Ridgefield Finance Department



4th Quarter 2024

General Fund - Fund Balance



Source: City of Ridgefield Finance Department



4th Quarter 2024

Street Fund

Revenue	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Tax/Franchise Fees	\$ 143,377	\$ 149,000	96.2%	\$ 125,020	14.7%
Vehicle Motor Fuel Tax	289,926	296,500	97.8%	274,279	5.7%
Grants	-	56,000	0.0%	-	0.0%
Permits	20,606	20,000	103.0%	17,187	19.9%
Transfer In - General Fund	1,052,935	1,052,935	100.0%	733,333	43.6%
Other Revenue	6,504	25,525	25.5%	13,261	-51.0%
Total Street Fund Revenue	\$ 1,513,348	\$ 1,599,960	94.6%	\$ 1,163,080	30.1%
Expense	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Street Fund	\$ 1,468,834	\$ 1,598,535	91.9%	\$ 1,261,236	16.5%
Total Street Fund Expense	\$ 1,468,834	\$ 1,598,535	91.9%	\$ 1,261,236	16.5%
Total Net Revenue (Loss)	\$ 44,514	\$ 1,425	3123.8%	\$ (98,156)	-145.4%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 35,564	\$ 35,564		\$ 133,720	-73.4%
Net Increase (Decrease)	44,514	1,425		(98,156)	-145.4%
Ending Balance	80,078	36,989		35,564	125.2%
Less: Reserved Amounts *	-	-		-	
Net Ending Available Fund Balance	\$ 80,078	\$ 36,989		\$ 35,564	125.2%
*Reserves Maintained in General Fund					



4th Quarter 2024

Community Development Building & Permitting Fund

Revenue	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Permits	\$ 1,239,614	\$ 872,000	142.2%	\$ 1,085,069	14.2%
Planning and Development	925,368	935,000	99.0%	926,769	-0.2%
Other Revenue	10,580	15,000	70.5%	10,410	1.6%
Total Building & Permitting Fund Revenue	\$ 2,175,562	\$ 1,822,000	119.4%	\$ 2,022,248	7.6%
Expense	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Building and Permitting	\$ 3,222,028	\$ 3,688,404	87.4%	\$ 3,210,213	0.4%
Total Building & Permitting Fund Expense	\$ 3,222,028	\$ 3,688,404	87.4%	\$ 3,210,213	0.4%
Total Net Revenue (Loss)	\$(1,046,466)	\$(1,866,404)	56.1%	\$(1,187,965)	-11.9%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 1,823,451	\$ 1,823,451		\$ 3,011,416	-39.4%
Net Increase (Decrease)	(1,046,466)	(1,866,404)		(1,187,965)	-11.9%
Ending Balance	776,985	(42,953)		1,823,451	-57.4%
Less: Reserved Amounts	749,600	749,600		665,967	12.6%
Net Ending Available Fund Balance	\$ 27,385	\$ (792,553)		\$ 1,157,484	-97.6%



4th Quarter 2024

Special Revenue & Debt Service Funds

Drug Fund	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 212	\$ 1,510	14.0%	\$ 491	-56.8%
Expense	-	500	0.0%	2	
Total Net Revenue (Loss)	\$ 212	\$ 1,010	21.0%	\$ 489	-56.6%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 9,678	\$ 9,678		\$ 9,189	5.3%
Net Increase (Decrease)	212	1,010		489	-56.6%
Net Ending Available Fund Balance	\$ 9,890	\$ 10,688		\$ 9,678	2.2%
Affordable Housing	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 24,270	\$ 25,000	97.1%	\$ 23,294	4.2%
Expense	-	-	0.0%	-	0.0%
Total Net Revenue (Loss)	\$ 24,270	\$ 25,000		\$ 23,294	4.2%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 90,470	\$ 90,470		\$ 67,176	34.7%
Net Increase (Decrease)	24,270	25,000		23,294	4.2%
Net Ending Available Fund Balance	114,740	\$ 115,470		\$ 90,470	26.8%
Debt Service Fund	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 34,343,058	\$ 34,454,680	99.7%	\$ 1,408,994	2337.4%
Expense	34,343,058	34,454,680	99.7%	1,408,994	2337.4%
Total Net Revenue (Loss)	\$ -	\$ -		\$ -	
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ -	\$ -		\$ -	
Net Increase (Decrease)	-	-		-	
Net Ending Available Fund Balance	-	\$ -		\$ -	



4th Quarter 2024

REET and TBD

Real Estate Excise Tax (REET)	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 2,085,312	\$ 1,725,000	120.9%	\$ 1,795,410	16.1%
Expense	1,992,686	2,288,555	87.1%	2,011,352	-0.9%
Total Net Revenue (Loss)	\$ 92,626	\$ (563,555)	-16.4%	\$ (215,942)	-142.9%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 4,285,137	\$ 4,285,137		\$ 4,501,079	-4.8%
Net Increase (Decrease)	92,626	(563,555)		(215,942)	-142.9%
Ending Fund Balance	4,377,763	3,721,582		4,285,137	2.2%
Debt Service Reserve	1,409,391	1,409,391		1,413,553	-0.3%
Net Ending Available Fund Balance	\$ 2,968,372	\$ 2,312,191		\$ 2,871,584	3.4%
Transportation Benefit District (TBD)	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 1,073,132	\$ 850,100	126.2%	\$ 885,436	21.2%
Expense	735,685	1,142,900	64.4%	1,082,663	-32.0%
Total Net Revenue (Loss)	\$ 337,447	\$ (292,800)	-115.2%	\$ (197,227)	100.0%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 389,688	\$ 389,688		\$ 586,915	-33.6%
Net Increase (Decrease)	337,447	(292,800)		(197,227)	-271.1%
Net Ending Available Fund Balance	727,135	\$ 96,888		\$ 389,688	86.6%



4th Quarter 2024 Impact Fee Funds

Park Impact Fee (PIF)	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 251,406	\$ 251,250	100.1%	\$ 412,707	-39.1%
Expense	335,358	827,000	40.6%	1,729,851	-80.6%
Total Net Revenue (Loss)	\$ (83,952)	\$ (575,750)	14.6%	\$(1,317,144)	-93.6%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 1,331,917	\$ 1,331,917		\$ 2,649,061	-49.7%
Net Increase (Decrease)	(83,952)	(575,750)		(1,317,144)	-93.6%
Net Ending Available Fund Balance	\$ 1,247,965	\$ 756,167		\$ 1,331,917	-6.3%
Traffic Impact Fee (TIF)	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 726,994	\$ 568,250	127.9%	\$ 656,346	10.8%
Expense	1,612,330	1,716,000	94.0%	2,079,008	-22.4%
Total Net Revenue (Loss)	\$ (885,336)	\$ (1,147,750)	77.1%	\$(1,422,662)	-37.8%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 885,341	\$ 885,341		\$ 2,308,003	-61.6%
Net Increase (Decrease)	(885,336)	(1,147,750)		(1,422,662)	-37.8%
Net Ending Available Fund Balance	\$ 5	\$ (262,409)		\$ 885,341	-100.0%



4th Quarter 2024

General Capital & Equipment Replacement Funds

General Capital Projects	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 38,617,257	\$ 47,974,350	80.5%	\$ 11,855,213	225.7%
Expense	22,054,044	46,753,850	47.2%	11,942,391	84.7%
Total Net Revenue (Loss)	\$ 16,563,213	\$ 1,220,500	-100.0%	\$ (87,178)	-19099.3%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 950,163	\$ 950,163		\$ 1,037,341	-8.4%
Net Increase (Decrease)	16,563,213	1,220,500		(87,178)	-19099.3%
Net Ending Available Fund Balance	\$ 17,513,376	\$ 2,170,663		\$ 950,163	1743.2%

Equipment Replacement (ERF)	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 275,000	\$ 275,050	100.0%	\$ 509,282	-46.0%
Expense	147,759	296,000	49.9%	627,358	-76.4%
Total Net Revenue (Loss)	\$ 127,241	\$ (20,950)	-607.4%	\$ (118,076)	-207.8%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 645,762	\$ 645,762		\$ 763,837	-15.5%
Net Increase (Decrease)	127,241	(20,950)		(118,076)	-207.8%
Net Ending Available Fund Balance	\$ 773,003	\$ 624,812		\$ 645,761	19.7%



4th Quarter 2024

Water and Storm Water Operating Funds

Water Utility O&M	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 3,269,655	\$ 3,422,500	95.5%	\$ 3,071,643	6.4%
Expense	2,801,052	3,032,973	92.4%	2,419,914	15.8%
Total Net Revenue (Loss)	\$ 468,603	\$ 389,527	120.3%	\$ 651,729	-28.1%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 3,172,604	\$ 3,172,604		\$ 2,520,875	25.9%
Net Increase (Decrease)	468,603	389,527		651,729	-28.1%
Ending Balance	3,641,207	3,562,131		3,172,604	14.8%
Less: Reserved Amounts	1,631,738	1,631,738		1,381,176	18.1%
Net Ending Available Fund Balance	\$ 2,009,469	\$ 1,930,393		\$ 1,791,428	12.2%
Stormwater Utility O&M	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 1,657,771	\$ 1,782,700	93.0%	\$ 1,412,913	17.3%
Expense	1,479,659	1,779,967	83.1%	1,359,481	8.8%
Total Net Revenue (Loss)	\$ 178,112	\$ 2,733	6517.1%	\$ 53,432	233.3%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 617,097	\$ 617,097		\$ 563,665	9.5%
Net Increase (Decrease)	178,112	2,733		53,432	233.3%
Ending Balance	795,209	619,830		617,097	28.9%
Less: Reserved Amounts	766,956	766,956		646,251	18.7%
Net Ending Available Fund Balance	\$ 28,253	\$ (147,126)		\$ (29,154)	-196.9%



4th Quarter 2024

Water SDC and Utility Capital Fund

Water SDC	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 1,519,164	\$ 1,750,000	86.8%	\$ 1,253,668	21.2%
Expense	2,015,988	6,712,000	30.0%	2,462,041	-18.1%
Total Net Revenue (Loss)	\$ (496,824)	\$ (4,962,000)	10.0%	\$ (1,208,373)	-58.9%
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 8,010,425	\$ 8,010,425		\$ 9,218,798	-13.1%
Net Increase (Decrease)	(496,824)	(4,962,000)		(1,208,373)	-58.9%
Net Ending Available Fund Balance	\$ 7,513,601	\$ 3,048,425		\$ 8,010,425	-6.2%

Water Utility Capital Projects	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 1,954,601	\$ 10,248,000	19.1%	\$ 2,459,103	-20.5%
Expense	2,254,601	10,248,000	22.0%	2,459,103	-8.3%
Total Net Revenue (Loss)	\$ (300,000)	\$ -		\$ -	
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ 16,536	\$ 16,536		\$ 16,536	0.0%
Net Increase (Decrease)	(300,000)	-		-	-100.0%
Net Ending Available Fund Balance	\$ (283,464)	\$ 16,536		\$ 16,536	-1814.2%

Storm Utility Capital Projects	4Q 2024 YTD Actual	2024 Budget	4Q % of Budget	4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Revenue	\$ 1,175,148	\$ 3,589,000	32.7%	\$ 146,400	702.7%
Expense	1,169,657	3,589,000	32.6%	151,891	670.1%
Total Net Revenue (Loss)	\$ 5,491	\$ -		\$ (5,491)	
Fund Balance	4Q 2024 YTD Actual	2024 Budget		4Q 2023 YTD Actual	4Q 2024 v 4Q 2023
Beginning Balance	\$ (5,491)	\$ (5,491)		\$ -	
Net Increase (Decrease)	5,491	-		(5,491)	-200.0%
Net Ending Available Fund Balance	\$ -	\$ (5,491)		\$ (5,491)	-100.0%



4th Quarter 2024

Cash and City Investments (Market Value)

- Total Cash on Hand \$1,888,986
- Total investment portfolio \$45,217,075
 - Municipal bonds \$735,229
 - US Agency bonds \$9,192,888
 - Clark County investment pool \$1,846,815
 - Washington State local government investment pool \$33,442,143
 - Current yield on investment 3.02%. Goal is 2%
- Weighted average maturity 12.41months





THANK YOU

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Motion - Approval of Water Conservation Strategy

GOVERNING LEGISLATION

WAC 246-290-100
RMC 13.05.040

PREVIOUS COUNCIL ACTION TAKEN:

Approval of Water Rate Structure and Conservation Options- Ordinance No. 1403
Adoption of 2024 Water System Plan Update and Water Use Efficiency Goals- Resolution No. 656

SUMMARY/BACKGROUND:

This Water Conservation Plan has been developed to provide the City of Ridgefield (City) with a structured approach to manage water demand during planned system outages, emergencies, and periods of peak seasonal demand that could otherwise exceed the system's current production and storage capacity.

Over the last 15 years the City has experienced rapid growth and development. During this time, new water infrastructure has been brought online and existing facilities have been upgraded to increase overall system capacity. However, it is important to note that despite investments in water infrastructure, the existing water system has limited capacity to support further increases in water demand and peak demands in recent summers have pushed the limits of the existing system.

The City's Capital Improvement Program outlines the construction schedule to bring new assets online to address these supply and storage deficiencies. However, these improvements are still more than a year from being completed. As a result, the City's ability to enact water conservation measures during periods of peak demand has taken on added importance.

This conservation plan has been tailored to reduce the seasonal peaks of water demand through a series of customer and City actions triggered by parameters like water production and available storage. The plan consists of 5 distinct phases that have increasing recommendations and restrictions designed to decrease water demand during high demand periods.

BUDGET/FINANCIAL IMPACTS:

Negligible financial impacts expected.

RECOMMENDED ACTION OR MOTION:

To adopt the Water Conservation Strategy:

"I move to approve the Water Conservation Strategy as presented."

STAFF CONTACT: Ryan Thamert, Utilities & Operations Director

ATTACHMENTS:

1. Water Conservation Strategy
2. conservation strategy Final

CITY OF RIDGEFIELD

CLARK COUNTY

WASHINGTON



WATER CONSERVATION STRATEGY

G&O #23244
APRIL 2025



Gray & Osborne, Inc.
CONSULTING ENGINEERS

TABLE OF CONTENTS

INTRODUCTION	1
System Overview	1
Present Need	1
WATER CONSERVATION ACTION PLAN.....	2
Communication.....	2
Stage I	3
Stage II.....	4
Stage III.....	5
Stage IV	6
Stage V.....	8

INTRODUCTION

This Water Conservation Plan has been developed to provide the City of Ridgefield (City) with a structured approach to manage water demand during planned system outages, emergencies, and periods of peak seasonal demand that could otherwise exceed the system's current production and storage capacity.

The plan is designed to reflect the City's present needs, which are outlined in greater detail in the following sections. It is recommended that the City periodically review and update this Water Conservation Plan to ensure that demand management strategies best fit with evolving water supply and demand conditions and infrastructure improvements.

SYSTEM OVERVIEW

The City of Ridgefield's water distribution system is supplied by six wells (identified as Wells 7, 8, 9, 10, 11 and Junction) as well as an intertie with Clark Public Utilities (CPU) which is located on South 5th Street east of the I-5 Junction. Two other interties with CPU are located in the north of the City's service area; however, these serve isolated stretches of distribution main and are not connected to the remainder of the City's system. The City also maintains three storage facilities (identified as the Cemetery Reservoir, The Junction Reservoir, and the High School Reservoir) which are used to maintain the pressure in the distribution system. A comprehensive description of all of the City's water system components can be found in the *2024 Ridgefield Water System Plan (WSP)*.

As previously mentioned, the City's reservoirs are key to establishing system pressure. The Cemetery Reservoir maintains pressure for the downtown area while High School Reservoir maintains system pressure for the remainder of the system. System pressure is maintained by ensuring that both reservoirs remain sufficiently full to provide a minimum of 30 psi to the highest in the water system. During a fireflow or emergency event, system pressure is allowed to dip as low as 20 psi; however, should pressure drop below 20 psi for an extended period of time, public notifications and a boil water notice are required by the Washington State Department of Health (DOH). The City operates a third reservoir, the Junction Reservoir, which is a ground level tank that can be used to refill the High School Reservoir via the Junction Booster Station. It is important that the Junction Reservoir remain at least 16 feet full, as this corresponds to the volume of water required to put out a large fire in the City's eastern commercial and industrial area.

PRESENT NEED

Over the last 15 years the City has experienced rapid growth and development. During this time, new water infrastructure has been brought online and existing facilities have been upgraded to increase overall system capacity. However, it is important to note that despite investments in water infrastructure, the existing water system has limited capacity to support further increases in water demand and peak demands in recent summers have pushed the limits of the existing system.

The *2024 Ridgefield Water System Plan* identified supply and storage capacities as the two growth limiting asset categories. It was projected that the City would reach a capacity deficit for supply in 2025 and storage in 2026 if growth continues as projected in the WSP and *Draft Clark County Comprehensive Growth Management Plan*.

The City's Capital Improvement Program outlines the construction schedule to bring new assets online to address these supply and storage deficiencies. However, these improvements are still more than a year from being completed. As a result, the City's ability to enact water conservation measures during periods of peak demand has taken on added importance.

Both the City's source and storage capacity limitations impact the water system's ability to maintain water supply and system pressure in the summer. This conservation plan has been tailored to reduce the seasonal peaks of water demand through a series of customer and City actions triggered by parameters like water production and available storage. The stages, triggers, and actions are described in detail in the Water Conservation Action Plan below.

As previously mentioned, the City should update this Water Conservation Plan as new infrastructure is brought online. As of Spring 2025, the City's Eastside Reservoir project is well into the design phase, with construction expected to begin in 2026. This project will add an estimated 2.5 million gallons of storage. The City is also actively pursuing multiple avenues to increase supply capacity, including an additional 1,000 gpm from a water main extension and CPU intertie on North Royle Road and additional wells at the Kennedy Farms development.

WATER CONSERVATION ACTION PLAN

Five distinct conservations "stages" have been created and are designed to increase in severity as the scenarios become more serious. Each stage is enacted when the specific trigger occurs and results in corresponding customer and City actions designed to curb water demand.

These triggers have been intentionally selected to allow for adequate reaction time by the City, water system operators, and customers, while also allowing for escalation to a more elevated and stringent stage should the need arise.

COMMUNICATION

Clear communication with the public is a key component of this action plan. The water conservation stages and corresponding customer responsibilities must be clearly communicated. Once a conservation stage is triggered or enacted, the City will provide information to customers using their preferred means of contact (robo-call or text message). The information provided will include an explanation of the current stage, as

well as a summary of expected customer actions. Customers will also be informed of when the stage is expected to end (if such information is available) or be notified that the stage remains effective until demand conditions change.

The City will also construct a “Water Conservation Stage Sign” on Pioneer Street which will display the current conservation stage and tell the public check the City’s website. A corresponding prominent banner that links to a summary of the current stage and customer actions will be updated accordingly on the City website. The City’s social media pages will display or link to the same information as well.

Internally, the Utilities Operations Director is responsible for ensuring the City actions and responsibilities are clearly delegated and communicated to City staff.

Stage I

Stage I is an advisory stage designed to remind customer and City staff of water conservation measures to curb seasonal demand or respond to anticipated drops in water supply.

Triggers

Stage I is triggered automatically on June 1st every year and will remain in effect until September 30th of every year.

Stage I may also be triggered by the – Public Works Utilities and Operations Director (PWUOD) when the potential for a water shortage exists due to a planned well shutdown, service of a storage reservoir, or water transmission main repair. In such cases it is not certain that there will be a water shortage, but an advisory may be issued as a precaution to prevent a shortage, or as a prudent response to drought conditions.

Customer Actions

Customers are to be reminded of the following conservation practices they can implement to promote water conservation:

- Limit water consumption to beneficial uses;
- Limit outdoor watering and encourage watering at night;
- Convert irrigation systems to drip systems;
- Maintain watering below saturation levels to minimize surface runoff and waste;

- Ensure pools, spas and ornamental fountains/ponds are equipped with recirculation pumps;
- Install automatic shut-off devices on any free-flowing hose application; and
- Refrain from washing cars at home.

City Actions

- Refrain from using hydrant meters for temporary water service and construction use during the hours of 7:00 am – 11:00 am.

Stage II

Stage II is a response to typical seasonal water demand increase and marks the point when customers are asked to voluntarily enact water conservation practices outlined in Stage 1. Customers are also asked to consider limiting their irrigation. The City is encouraged to plan to limit irrigation of City-managed properties and delay water intensive activities.

Triggers

Stage II will be triggered when any of the following conditions occur:

1. Water production (of wells and CPU intertie) reaches 2.5 MG;
2. In the event of a major water main break or any other circumstances where the PWUOD is concerned about maintaining or replenishing sufficient storage reserves.

Once Stage II is triggered by the 2.5 MG water production threshold, Stage II will remain in effect until September 30th. If Stage II is triggered by the PWUOD, the same person will end the stage actions when normal operations are restored.

Customer Actions

The public will be asked to voluntarily enact water conservation practices outlined in Stage I, in addition to following:

- Properties with odd addresses are requested to limit outdoor watering to Monday, Wednesday, Friday; and
- Properties with even addresses are requested to limit outdoor watering to Tuesday, Thursday, Saturday.

City Actions

- Form a plan for odd/even watering days for City owned and irrigated properties;
- Delay water flushing or street cleaning when possible;
- Limit water use for construction.

Stage III

Stage III is a response to early sustained stress of the water system. In this stage customers and the City are required to significantly modify their water consumption behavior.

Triggers

Stage III is triggered when any of the following conditions occur:

1. When total daily water production (of wells and CPU intertie) reaches 2.75 MG;
2. When the water level in the Junction Reservoir reaches 16 feet and water production reached 2.5 MG anytime within the previous 3 days;
3. When any City well is out of service between June 1st and September 30th.

Stage III will remain in effect until all water sources are operational, the Junction Reservoir has maintained a water level above 16 feet, water production returns below 2.5 MG for 3 days and temperatures are forecasted to be below average for the next week.

Customers Actions

- Properties with odd addresses shall limit watering Monday, Wednesday, Friday;
- Properties with even addresses shall limit watering Tuesday, Thursday, Saturday;
- Pools, spas, and ornamental fountains/ponds are only allowed to operate if they are equipped with recirculation pumps;

- Pause permitting and/or filling of any swimming pools, artificial lakes, ponds, or streams;
- Require automatic shut-off devices on any free-flowing hose application;
- Automobiles can only be washed at commercial establishments that use recycled or reclaimed water.

City Actions

- Issue warnings to non-compliant customers clearly stating that fines and water shut-offs will occur should the City enter the Emergency Stage;
- Implement twice per week watering schedule for lawns at City owned and managed properties;
- Drip irrigation systems can be used three times per week;
- Only use water for Public Works maintenance when deemed necessary by the PWUOD or to maintain public health and safety;
- Stop washing fleet vehicles;
- Fire Department should postpone using water for training exercises;
- Rescind hydrant permits for temporary water service, unless necessary for public health and safety.

Stage IV

Stage IV is a response to prolonged stress of the City's water system. In this stage customers and the City are required to more drastically modify their water consumption behavior.

Triggers

Stage IV will be triggered when any of the following conditions occur:

1. When total daily water production (of wells and CPU intertie) reaches 3.0 MG;
2. When the Junction Reservoir Level reaches 16 feet and production has reached 2.75 MG within the previous 3 days;

3. When the South 5th Street Intertie or either ground level reservoirs are offline between June 1st and September 30th.

Stage IV will remain in effect until all sources are functional, the Junction Reservoir has maintained a water level above 16 feet, water production returns below 2.85 MG for 3 days and temperatures are forecasted to be below average for the next week.

Customers Actions

- All measures from the previous stage (Stage III) shall continue unless replaced by more restrictive requirements below;
- Limit lawn watering to once per week;
- Properties with odd addresses shall limit:
 - Drip irrigation to Mondays and Thursdays;
 - Lawn watering to Tuesdays;
 - Non-drip (hand watering) of landscapes other than lawns to Sunday.
- Properties with even addresses shall limit:
 - Drip irrigation to Tuesdays and Saturdays;
 - Lawn watering to Fridays;
 - Non-drip (hand watering) of landscapes other than lawns to Wednesdays.
- Restaurants only serve water upon specific request;
- Issue warnings to non-compliant customers clearly stating that fines and water shut-offs will occur should the City enter the Emergency Stage.

City Actions

- All measures from the previous stage (Stage III) shall continue unless replaced by more restrictive requirements below;
- Stop watering lawns at City owned and managed properties;
- Drip irrigation systems can be used twice a week;
- Stop washing fleet vehicles;

- Rescind hydrant permits for temporary water service, unless necessary for public health;
- Issue warnings to non-compliant customers clearly stating that fines; and water shut-offs will occur should the City enter the Emergency Stage.
- Water shut-offs will occur should the City enter the Emergency Stage.

Stage V

Stage V is an emergency response to minimize water demand when the City's water system is critically stressed from an abnormally sustained drought or failure of critical infrastructure. In this stage customers and the City are required to immediately take action to minimize their water consumption behavior.

Triggers

Stage V is triggered when any of the following conditions occur:

1. Multiple sources are offline and daily water production is over 2.5 MG;
2. The High School reservoir is offline;
3. Multiple ground level tanks are offline;
4. A water supply emergency is called by the PWUOD.

Stage V will remain in effect until PWUOD ends the water supply emergency stage.

Customer Actions

- All measures from the previous stage (Stage IV) shall continue unless replaced by more restrictive requirements below;
- Prohibit all lawn watering;
- Prohibit non-drip (hand watering) of landscaping;
- Drip irrigation may be used one time per week;
- A contractor must be contacted to fix any residential leaks within 24 hours of notification by the utilities department.

City Actions

- All measures from the previous stage (Stage IV) shall continue unless replaced by more restrictive requirements below;
- Issue fines and water shut-offs for non-compliant customers;
- Request police support for enforcing emergency customer demand curbing actions;
- Drip irrigation systems may be used 1 day a week.



Water Conservation Strategy

Utilities and Operations Division | Public Works

City Council | May 8, 2025





Water Conservation Strategy

Structured approach to manage water demand during:

- System outages
- Emergencies
- Peak seasonal demand

The plan consists of 5 distinct stages that are designed to encourage water conservation as the demand on the water system increases

Tonight, we're going to discuss:

- Water system overview
- Present Need
- Peak day demand and why it matters
- Water Conservation Strategy plan overview



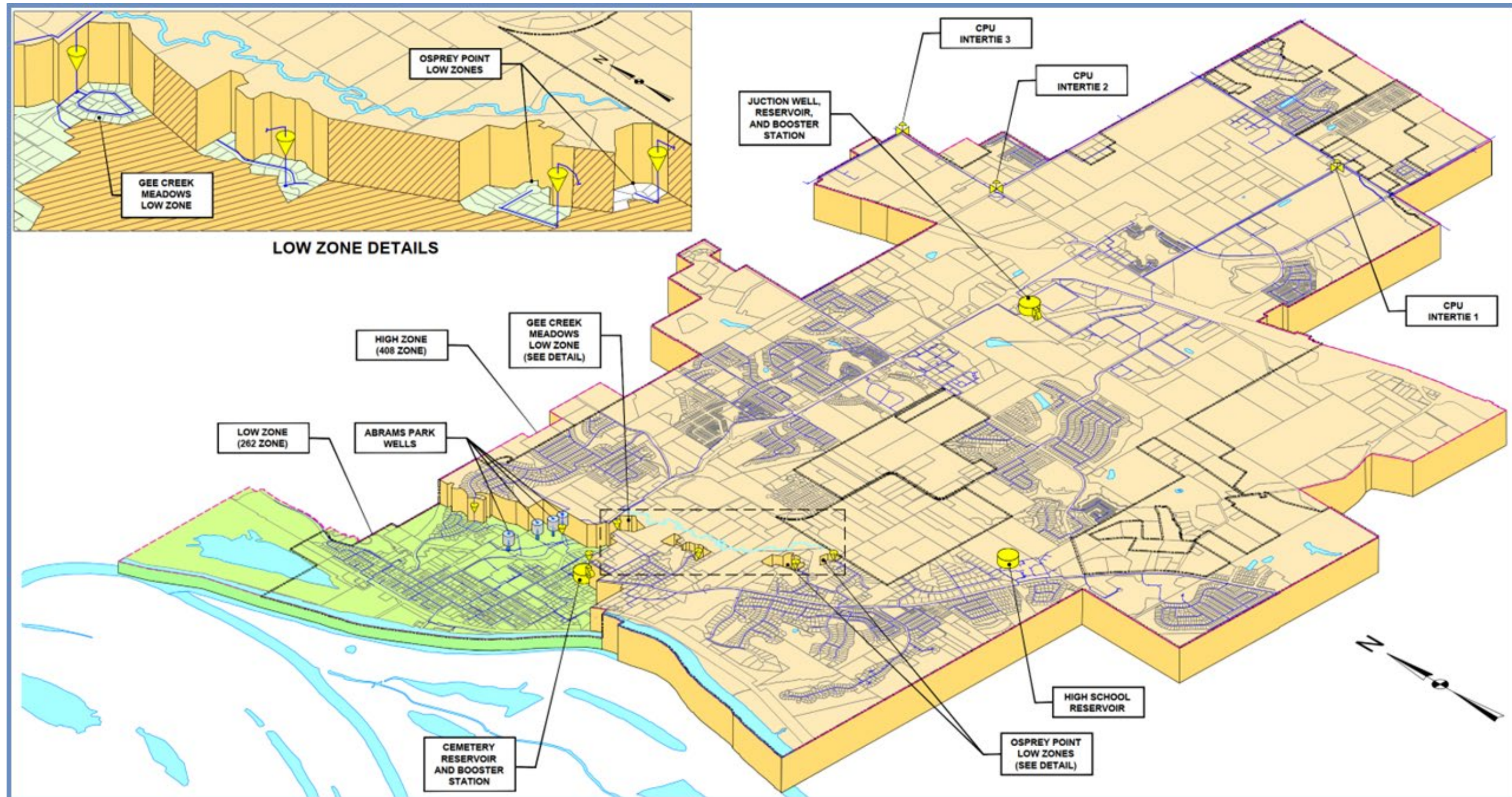
System Overview

Water Production

- Water is pumped from 6 wells- 5 in Abrams Park and 1 at the Junction.
- Ridgefield's system is intertied with Clark Public Utilities for redundancy during high demand periods.

Water Storage and Pressure

- Ridgefield has 3 water reservoirs
- Reservoirs provide storage for peak demand periods and fire flow
- The High School reservoir creates pressure to deliver water to our homes and businesses.



Present Need

Over the last 15 years, Ridgefield has experienced rapid growth and has invested heavily in our water system infrastructure.

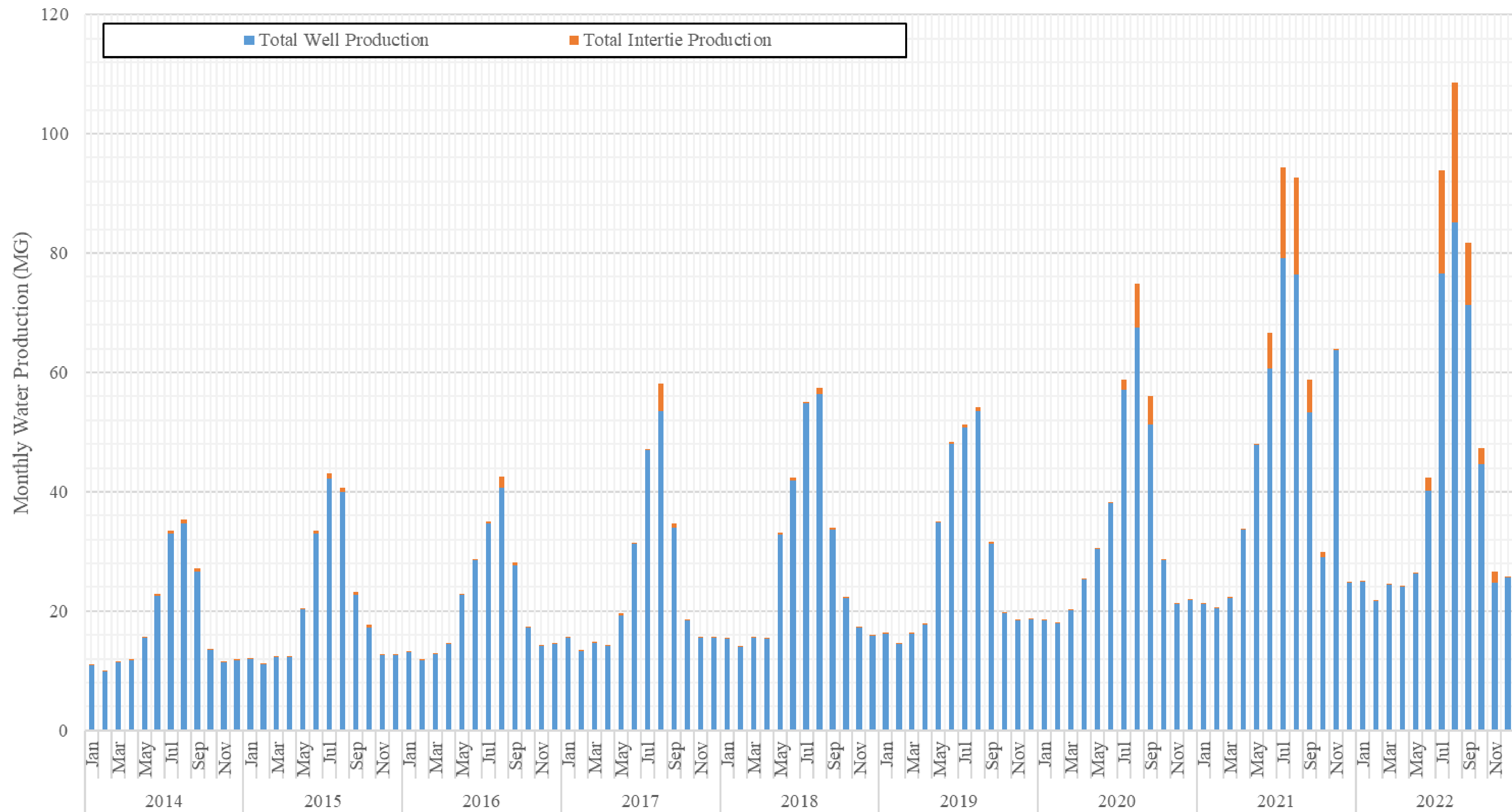
Projects Completed Since 2010

- Well 10
- Junction Well
- Junction Reservoir
- Cemetery Booster Station
- Junction Booster Station Upgrades
- Well 11

Projects Underway

- Eastside Reservoir
- Kennedy Well
- Royle Road Intertie with Clark Public Utilities





Peak Water Demand

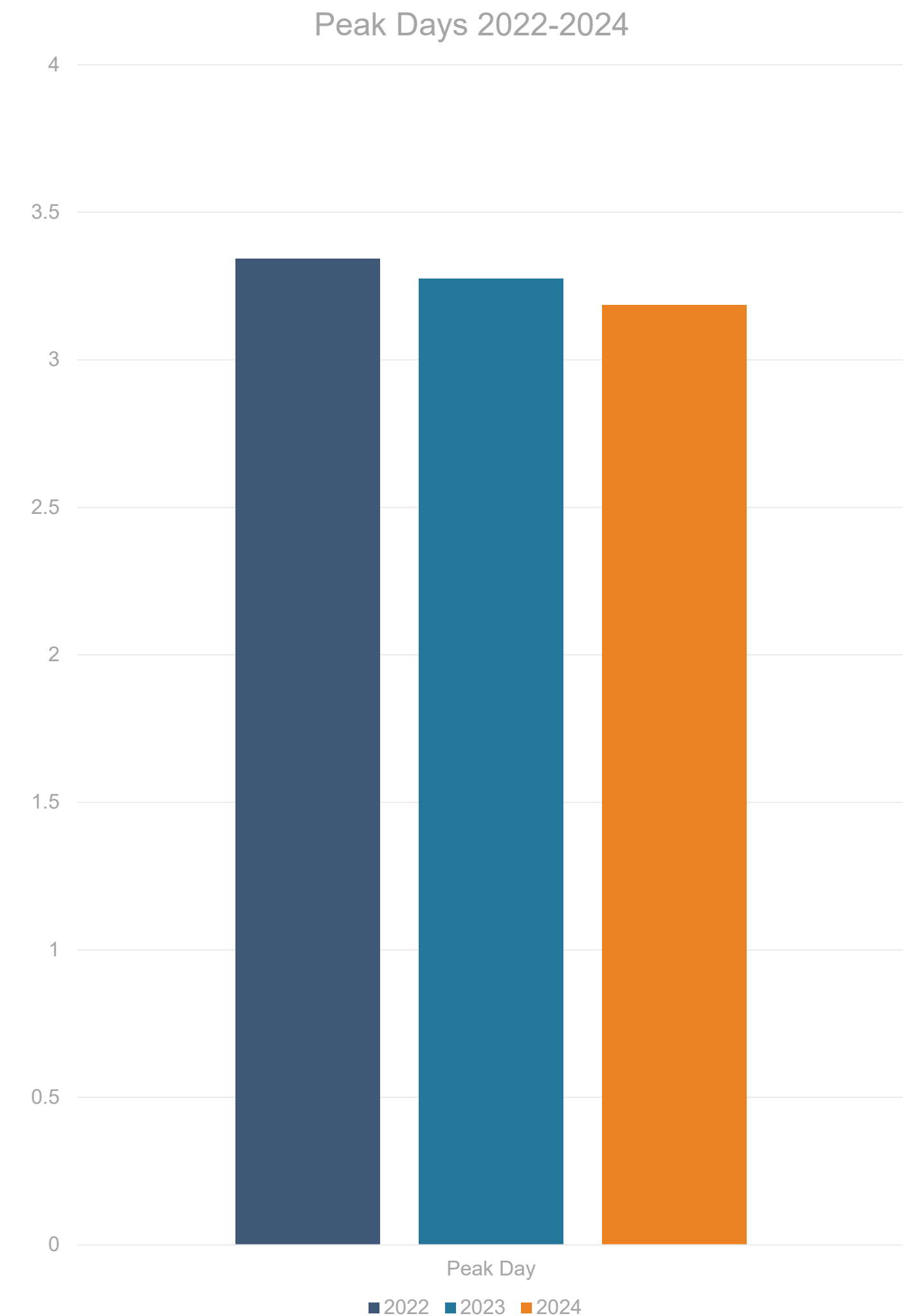
Water demand is affected by many factors:

- Seasonal impacts- hot and dry summers = more irrigation
- Maintenance and repairs of key components
- Firefighting activities
- Emergencies- water main breaks, equipment failure, etc.

Despite recent investments, water demand has the potential of exceeding the system capacity if multiple demand factors were to happen at the same time

But there is good news! Water conservation measures have shown to be effective and reducing demand

- Council passed water rate structure in early 2023
- Ridgefield peak day water demand has been reduced by 5% or over 167,000 gallons since 2022
- Previous conservation efforts have targeted seasonal water demand, this plan will target daily demand during peak days



Why is peak water demand so important?

It's all about pressure!



- Water pressure is how Ridgefield delivers usable water to your home
- Every 2.31 feet of elevation (height) = 1lb of pressure
- High School Reservoir needs to maintain at least 70ft of water to provide adequate pressure to homes and businesses
- When water users all use water at the same time- pressure drops
- Similar to when multiple water sources are used in a home- washing dishes, washing clothes, taking shower= no pressure



- Stop washing dishes, turn off washing machine= plenty of water for a shower
- The same principle applies to our water system- reducing peak demand is important to maintain adequate pressure!



Water Conservation Action Plan- Communication

Communication is key

- Each stage's customer responsibilities will be clearly communicated
- Education and Outreach will be the primary focus with enforcement being a last resort



Types of Communication

- **Website:** Section of website will be dedicated to the Conservation Strategy
- **Phone Calls and emails:** Customers will be communicated with via their preferred communication method
- **Social Media:** The City's social media accounts will be used to communicate conservation stages and requirements
- **Utility Billing Inserts:** City staff will create informational inserts that will be sent out with the Utility Bills

Water Conservation Stage Signs

- Located along Pioneer near the Junction
- Indicate the current conservation stage
- Information directing customers to City's website for more information

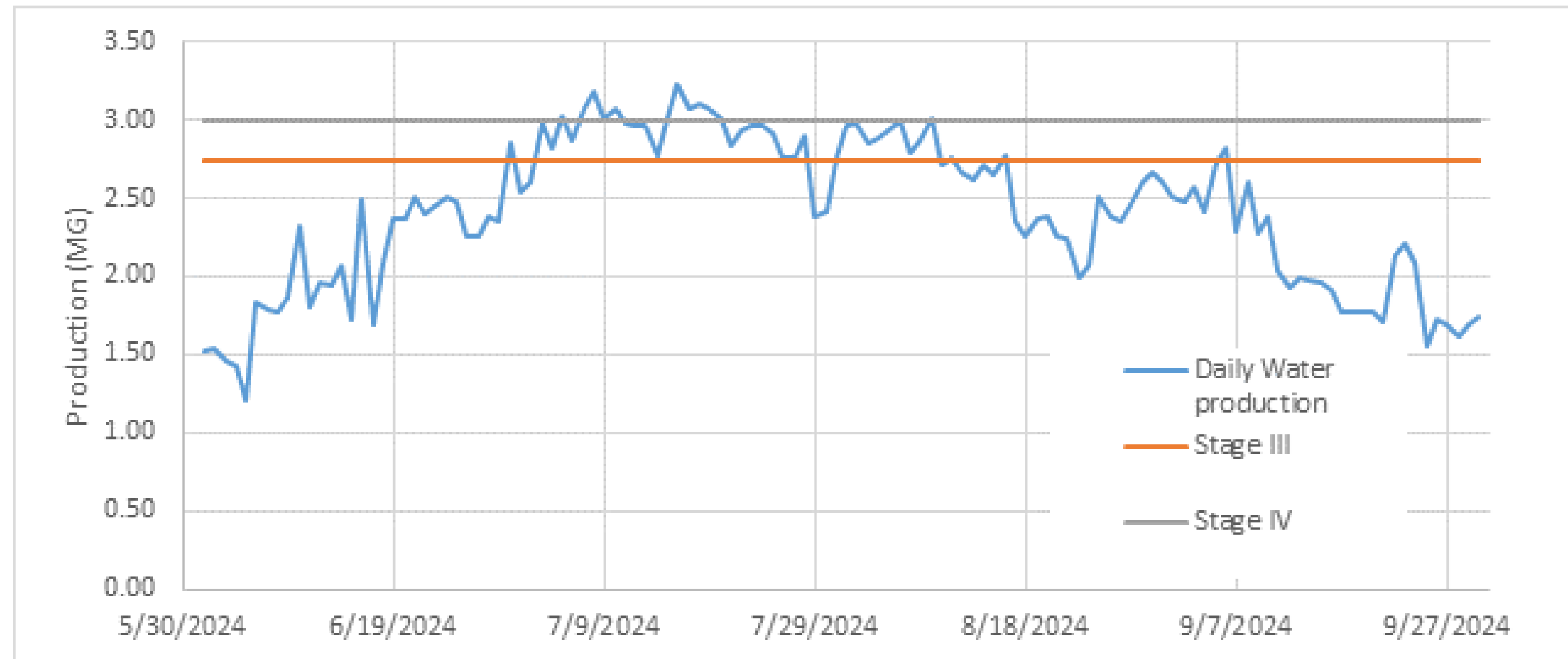


Water Conservation Action Plan- 5 Stages

	Trigger	Customer Actions	City Actions
Stage 1- Advisory	Automatically: June 1 st - September 30th		Send out advisory notice with information about ways to conserve water
Stage 2	Water production reaches 2.5 MG per day	Consider limiting water to 3 days per week	Create plan to reduced watering scheduled. Delay hydrant flushing and street cleaning activities. Limit Public Works water use
Stage 3	Water production reaches 2.75 MG per day	Water only 3 days per week. No filling of pools or outdoor water features	2 days per week watering lawns, 3 days per week for drip irrigation, no fleet washing, pause hydrant meter permits unless necessary for public health and safety
Stage 4	Water production reaches 3 MG per day	1 day per week watering	No watering lawns, 2 days per week for drip irrigation
Stage 5- Emergency	Triggered by multiple sources offline, reservoirs offline, or water main break	Prohibit all non drip irrigation, drip irrigation 1 day per week, fix residential leaks within 24 hours of being notified by Utilities Dept.	1 day per week for drip irrigation, issue fines for noncompliant customers



2024 Case Study



Applying stage parameters to 2024 numbers:

- Stage 3: 28 days
- Stage 4: 10 days
- Stage 5: 0 days



Thank You / Questions?



Ryan Thamert Utilities and Operations Director
Public Works | City of Ridgefield
Phone: (360) 887-6004
Email: ryan.thamert@ridgefieldwa.us



**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Second Reading of Ordinance No. 1451 - Marx Petition to Annex

GOVERNING LEGISLATION

RCW 35A.14 - Annexation by Code Cities

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Resolution No. 659 - Marx Intent to Annex on February 27, 2025.
Council held a public hearing and first ordinance reading for Ordinance No. 1451 - Marx Petition to Annex on April 24, 2025.

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

To approve the Marx annexation:
"I move to adopt Ordinance No. 1451 as presented."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report
2. Applicant's Narrative
3. Survey
4. Legal Description

ORDINANCE NO. 1451

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF RIDGEFIELD APPROXIMATELY 11.2 ACRES IDENTIFIED AS THE MARX ANNEXATION AREA AND ASSIGNING THE ZONING OF THE ANNEXED AREA AS RESIDENTIAL LOW DENSITY 6 WITH THE URBAN HOLDING 10 OVERLAY.

WHEREAS, annexations to the City of Ridgefield are regulated by Revised Code of Washington (RCW) Chapter 35A.14, Annexation by Code Cities; and

WHEREAS, the proposed annexation area (Marx Annexation Area comprised of Assessor's parcels 214469000 and 214472000) is within the Ridgefield Urban Growth Area as shown on the Ridgefield Urban Growth Area Comprehensive Plan Map of the Clark County 20-Year Comprehensive Growth Management Plan which the Board of Clark County Councilors adopted on June 28, 2016, Ordinance No. 2016-06-12; and

WHEREAS, the proposed annexation area is designated Urban Low as shown on the Comprehensive Plan Map of the Ridgefield Urban Area Comprehensive Plan which the City Council adopted on February 25, 2016, Ordinance No. 1203; and

WHEREAS, RCW 35A.14.010 provides that an unincorporated area lying contiguous to a code city may become part of the charter code city or noncharter code city by annexation; and

WHEREAS, the area proposed to be annexed is contiguous to the city limits; and

WHEREAS, RCW 35A.14.120 provides a direct petition annexation method which requires that prior to circulating a petition for annexation, the initiating party or parties, who shall be the owners of not less than ten percent in value, according to the assessed valuation for general taxation of the property for which annexation is sought, shall notify the legislative body of a charter code city or noncharter code city; and

WHEREAS, on February 27, 2025 the City Council of the City of Ridgefield adopted Resolution No. 659 accepting a notice of intent to annex for the Marx Annexation Area; and

WHEREAS, the City of Ridgefield received a petition to annex for the Mukensnabl Annexation Area and assigned File Nos. MASTER-25-0022 and PLZ-25-0039; and

WHEREAS, the City is designating subject properties Residential Low Density 6 pursuant to RDC 18.210.015.A, and the 2016 Ridgefield Urban Area Comprehensive Plan; and

WHEREAS, the City is placing all newly annexed properties in UH-10 pursuant to RDC 18.210.015.B until certification by the city engineer that identifies capital facilities deficiencies have been satisfactorily resolved, as required in RMC 18.270.060; and

WHEREAS, RCW 35A.14.120 requires that the petition to annex must be signed by the owners of not less than sixty percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned; and

WHEREAS, the Marx petition to annex is signed by the owners of 100 percent in assessed value of the property for which annexation is petitioned; and

WHEREAS, the City of Ridgefield requested that the Clark County Assessor's Office certify the petition to annex by direct petition method according to RCW 35A.01.040(4) which requires that a petition signed by property owners be transmitted to the County Assessor for determination of sufficiency; and

WHEREAS, on April 9, 2025, the Clark County Assessor provided to the City of Ridgefield a Certification of Sufficiency for the annexation petition by the direct petition method; and

WHEREAS, RCW 43.21C.222 exempts annexation of territory by a city or town from compliance with

the chapter entitled State Environmental Policy; and

WHEREAS, RCW 35A.14.130 provides that the legislative body of a code city may entertain a petition for annexation and fix a date for a public hearing thereon and cause notice of the hearing to be published in one or more issues of a newspaper of general circulation in the city, and post in three public places within the territory proposed for annexation, and shall specify the time and place of hearing and invite interested persons to appear and voice approval or disapproval of the annexation; and

WHEREAS, the City of Ridgefield met the requirements defined within RCW 35A.14.130 by publishing a notice of public hearing in the Columbian newspaper, posting notice of public hearing at three public places within the territory proposed for annexation, mailing the notice to surrounding property owners, and posting the notice online; and

WHEREAS, on April 18, 2025, the City Council of the City of Ridgefield held and closed a public hearing on the proposed annexation; and

WHEREAS, RCW 35A.14.140 provides that after the public hearing, if the legislative body determines to effect the annexation, then they shall do so by ordinance and file a copy of the ordinance with the board of county commissioners.

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

SECTION 1. Annexation. The City of Ridgefield hereby annexes into the corporate limits of the City of Ridgefield the Marx Annexation Area shown in Exhibit A.

SECTION 2. Zoning. The zoning of the annexed area shall be Residential Low Density 6 with the Urban Holding 10. The Urban Holding 10 overlay shall not be removed until the requirements of RDC 18.210.015.B and 18.270.060 are met.

SECTION 3. City Filing of Certificate with Washington State Office of Financial Management. A Certificate of Annexation shall be filed with the Washington State Office of Financial Management within thirty (30) calendar days of the effective date of this ordinance.

SECTION 4. City Filing with Clark County. A certified copy of the adopted ordinance shall be separately filed with the Board of Clark County Commissioners and the Clark County Department of Assessment and GIS.

SECTION 5. Severability. If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

SECTION 6. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

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.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 8TH DAY OF MAY, 2025.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: April 24, 2025

Second reading/Passage: May 8, 2025

Date of Publication:

Effective Date:

EXHIBIT A:

Legal Description and Map of Annexation Area



COMMUNITY DEVELOPMENT DEPARTMENT

510-B Pioneer Street | PO Box 608 | Ridgefield, WA 98642
(360) 887-3908 | Fax: (360) 887-2507 | www.ridgefieldwa.us

Marx Petition to Annex Staff Report

File No. MASTER-25-0022, PLZ-25-0039
May 8, 2025

I. Basic Facts

Petition to annex submitted: March 24, 2025

Technically complete: March 27, 2025

Council hearing: April 24, 2025

Council action: May 8, 2025

Property information:

1. 1920 NE 259th St / Ridgefield, WA 98642. #54 SEC 23 T4N R1E WM, Assessor's #214469000, 10.59 acres.

2. No address. #57 SEC 23 T4N R1E WM, Assessor's #214472000, 0.61 acres.

Applicant: Holt Homes. 1301 SE Tech Center Dr, Ste 150 / Vancouver, WA 98683. Contact: Jared Dusha, 360.787.7285, jaredd@holthomes.com

Applicant's Representative: Michael Andreotti, AKS Engineering & Forestry. 9600 NE 126th Avenue, Suite 2520 / Vancouver, WA 98682, Contact: 360.882.0419, andreottim@aks-eng.com

Property Owner: Robert A Marx & Denise M Marx. 1920 NE 259th St / Ridgefield, WA 98642

County Zoning: Clark County Single-Family Residential (R1-6), Urban Holding 10 (UH-10)

Current Comprehensive Plan Designation: Urban Low (UL), Urban Holding (UH)

Staff Contact: Claire Lust, Community Development Director. 360.857.5024, Claire.Lust@ridgefieldwa.us

II. Property Information

The Petition to Annex includes two residentially-zoned parcels accessed via NE 259th Street: a 10.59-acre developable parcel and a 0.61-acre flagpole parcel providing access (See Figures 1 and 2). The developable parcel is immediately south of Greely Farms Phase 3 and immediately east of Urban Downs II, which are both RLD-6 planned unit developments (PUDs). The parcels are in the Ridgefield Urban Growth Area (UGA) and are contiguous with the existing Ridgefield City limits to north (Greely Farms) and west (Urban Downs II). Therefore, the parcels are eligible for annexation. The property information is in Table 1.

Table 1. Property information

Property Owner	Legal	Square Feet	Acres	2024 Assessed Taxable Property Value for 2025 Taxes	Site Address
Robert & Denise Marx	#54 SEC 23 T4N R1EWM, Assessor's #214469000	461,300	10.59	\$1,034,466.00	1920 NE 259 th St
	#57 SEC 23 T4N R1E WM, Assessor's #214472000	26,572	0.61	\$0.00	No address
Totals		487,872	11.2	\$1,034,466.00	

Figure 1. Vicinity map

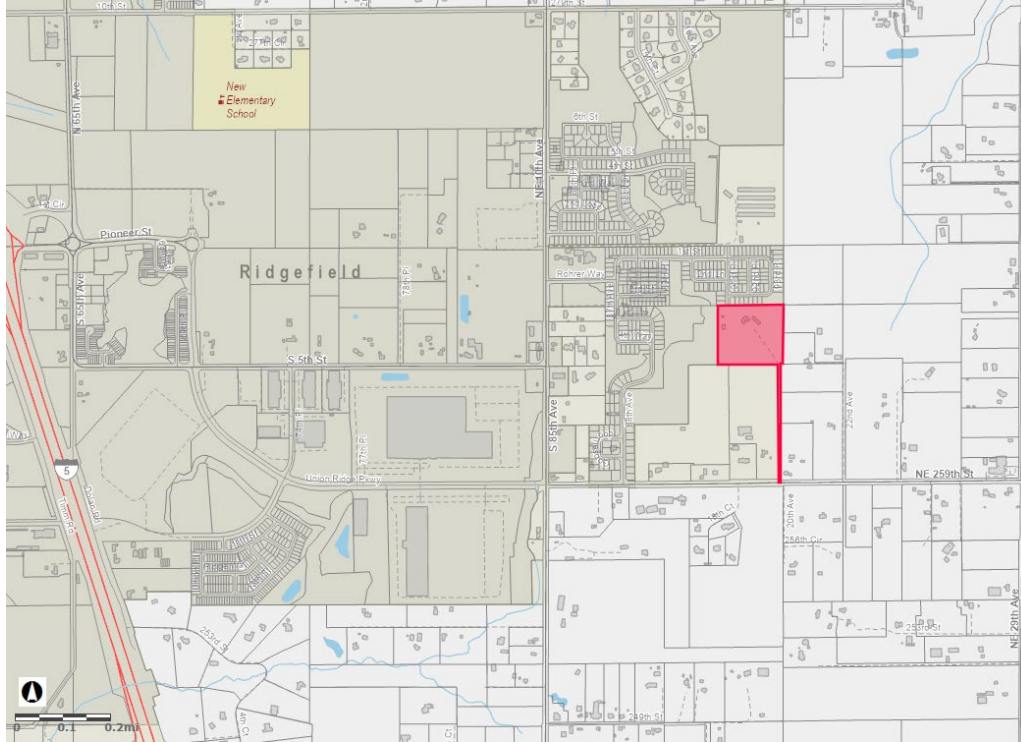
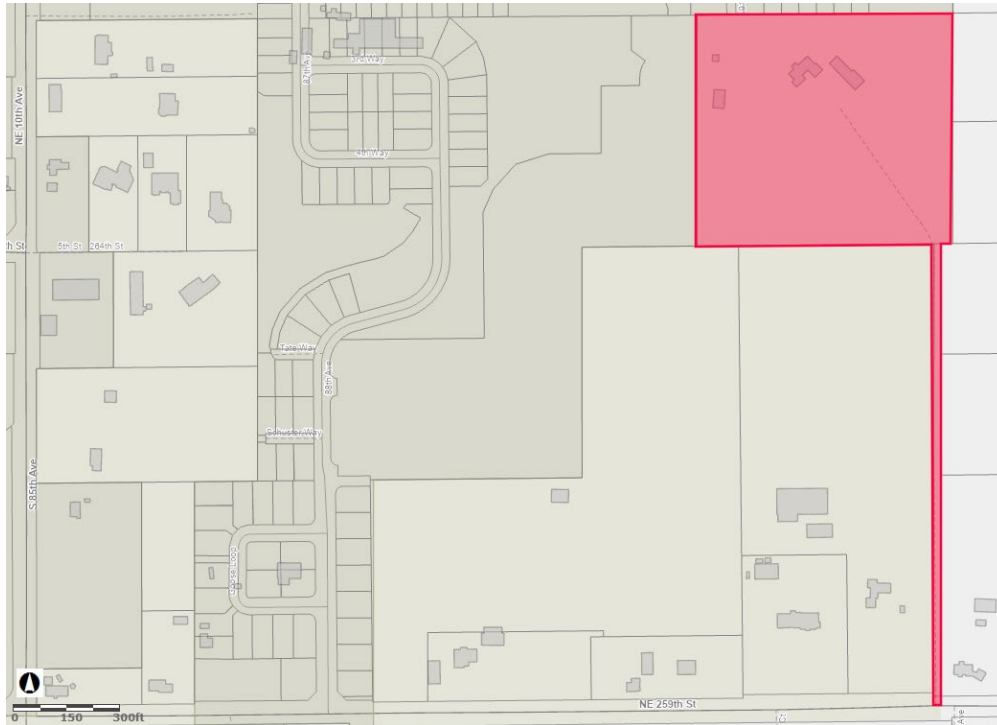


Figure 2. Site map



III. Zoning and Development

Annexation requires concurrent rezoning from the existing Clark County zoning designation to a City zoning designation. Staff finds:

- The County zoning of the proposed annexation area is Single Family Residential R1-6 with the Urban Holding – 10 (UH-10) overlay.
- The 2016 Ridgefield Urban Area Comprehensive Plan designation is Urban Low Density Residential (UL).
- Per RDC 18.210.015.A, the RLD-4, RLD-6, and RLD-8 zoning districts shall implement the UL comprehensive plan designation.
- The adopted 2016-2035 Ridgefield Urban Area Comprehensive Plan assigns RLD-6 zoning to the annexation area.
- Therefore, the proposed City zoning is RLD-6.
- The Urban Holding – 10 (UH-10) overlay shall be assigned until capital facilities deficiencies are adequately resolved. Typically, the UH-10 overlay will be removed from a residential property concurrent with the final subdivision plat.

The applicant's (Holt Homes) narrative is attached. Holt is developing the adjacent Greely Farms subdivision and intends to subdivide the Marx property following annexation. Upon annexation, any proposed development will be subject to the City's land use, engineering, and building review processes beginning with a pre-application conference. The project will vest to the version of the Ridgefield Development Code effective at the time the land use application is found to be technically complete.

IV. Procedure

Intent to Annex

Council adopted resolution No. 659 approving an intent to annex for the Marx property on February 27, 2025.

Direct petition (60 percent petition) method for owner-initiated annexation.

The direct petition method of annexation (RCW 35A.14.120-150) requires that owners of 60 percent or more of the land value of the proposed annexation area must sign the Petition to Annex. Road values are not included in this calculation. Robert and Denise Marx own 100 percent of the land value of the property proposed for annexation and signed the petition. This exceeds the 60 percent threshold of the Petition to Annex.

Certification of sufficiency.

The Clark County Assessor's office reviewed the declaration of petition to annex, survey, and legal description and issued a signed certification of sufficiency on April 9, 2025.

Council hearing.

City Council held a public hearing and first ordinance reading for the Marx Petition to Annex on April 24, 2025. No testimony was received.

Remaining steps.

- Second ordinance reading: City Council will hold a second reading and vote to determine whether the city will adopt the Petition to Annex on May 8, 2025.
- Ordinances: The city shall adopt an ordinance annexing certain lands, adopt a zoning ordinance for the annexed area, and forward the ordinance(s) to the Clark County Assessor's Office, State Department of Revenue, State Department of Commerce, and State Office of Financial Management.
- Census: The City Clerk shall report population increases to census reporting agencies.

4. Land Use Narrative



BEND, OR
2777 NW Lolo Drive
Suite 150
Bend, OR 97703
(541) 317-8429
www.aks-eng.com

KEIZER, OR
3700 River Road N
Suite 1
Keizer, OR 97303
(503) 400-6028

THE DALLES, OR
3775 Crates Way
The Dalles, OR 97058
(541) 296-9177

TUALATIN, OR
12965 SW Herman
Road, Ste 100
Tualatin, OR 97062
(503) 563-6151

KENNEWICK, WA
501 N Quay Street,
Suite C-102
Kennewick, WA 99336
(509) 905-0219

VANCOUVER, WA
9600 NE 126th Avenue
Ste 2520
Vancouver, WA 98682
(360) 882-0419

WHITE SALMON, WA
107 W Jewett, Ste 100
White Salmon, WA
98672
(509) 281-3227

Date: 3/6/2025
To: City of Ridgefield Community Development Department
From: Michael Andreotti, RLA
Project Name: Marx Annexation
AKS Job No.: 11439
Project Site: 1920 NE 259th St, Ridgefield, WA 98642

Subject: Petition to Annex

This memo is written to discuss the proposed petition to annex two properties into the City of Ridgefield (City).

The Applicant is proposing to annex two properties north of NE 259th Street and east of 88th Avenue, into the City of Ridgefield. The properties are identified as Clark County Parcel Numbers 214469-000 and 214472-000 and addressed 1920 NE 259th St, Ridgefield, WA 98642. The total area proposed for annexation is ±11.20 acres and the parcels are within the Ridgefield Urban Growth Area (UGA). The site is bound by the City boundary to the north and west with the Greely Farms Subdivision and Urban Downs Subdivision, respectively.

The proposed annexation is following the 10 percent/60 percent annexation process. This application is the 60 percent Petition to Annex submitted by Holt Homes, who is the contract purchaser of Parcels 214469-000 and 214472-000. Parcel 214469-000 is valued at \$1,034,466, and Parcel 214472-000 is valued at \$0, which represents 100 percent of the total value of the annexation area. The proposed annexation is a logical step for the parcels given that the site is bound by City Limits on two sides with public services available to the site.

The subject site is currently within the Clark County Single Family Residential (R1-6) zoning district, with properties zoned R1-6 to the south, Clark County Agriculture-20 (AG-20) to the east, and City of Ridgefield Residential Low Density – 6 (RLD-6) to the north and west. The applicant requests the parcels be zoned RLD-6 with the proposed annexation. The RLD-6 zoning designation would be consistent with the current zoning designation in the County, as well as being consistent with the neighboring properties to the north and west, which are currently being developed as Greely Farms Subdivision and Urban Downs Subdivision, respectively.

Public services, including water and sewer, are or will be available with the construction of Urban Downs Subdivision to the west and Greely Farms Subdivision to the north. Emergency services, garbage service, and transportation infrastructure are also available to the site. Extension of these public services into the annexation area is not part of a City capital project and would occur with future development of the site. Full right-of-way for NE 259th Street along the ±20-foot site frontage will be annexed to the City. Right-of-way dedication will occur on the entire site frontage of NE 259th Street, with future development. Current access to the site occurs through the “flagpole” from NE 259th Street. A street stub from the Greely Farms subdivision is located along the northern boundary of the site. The Urban Downs subdivision is currently under construction to the west of the subject site and will provide two

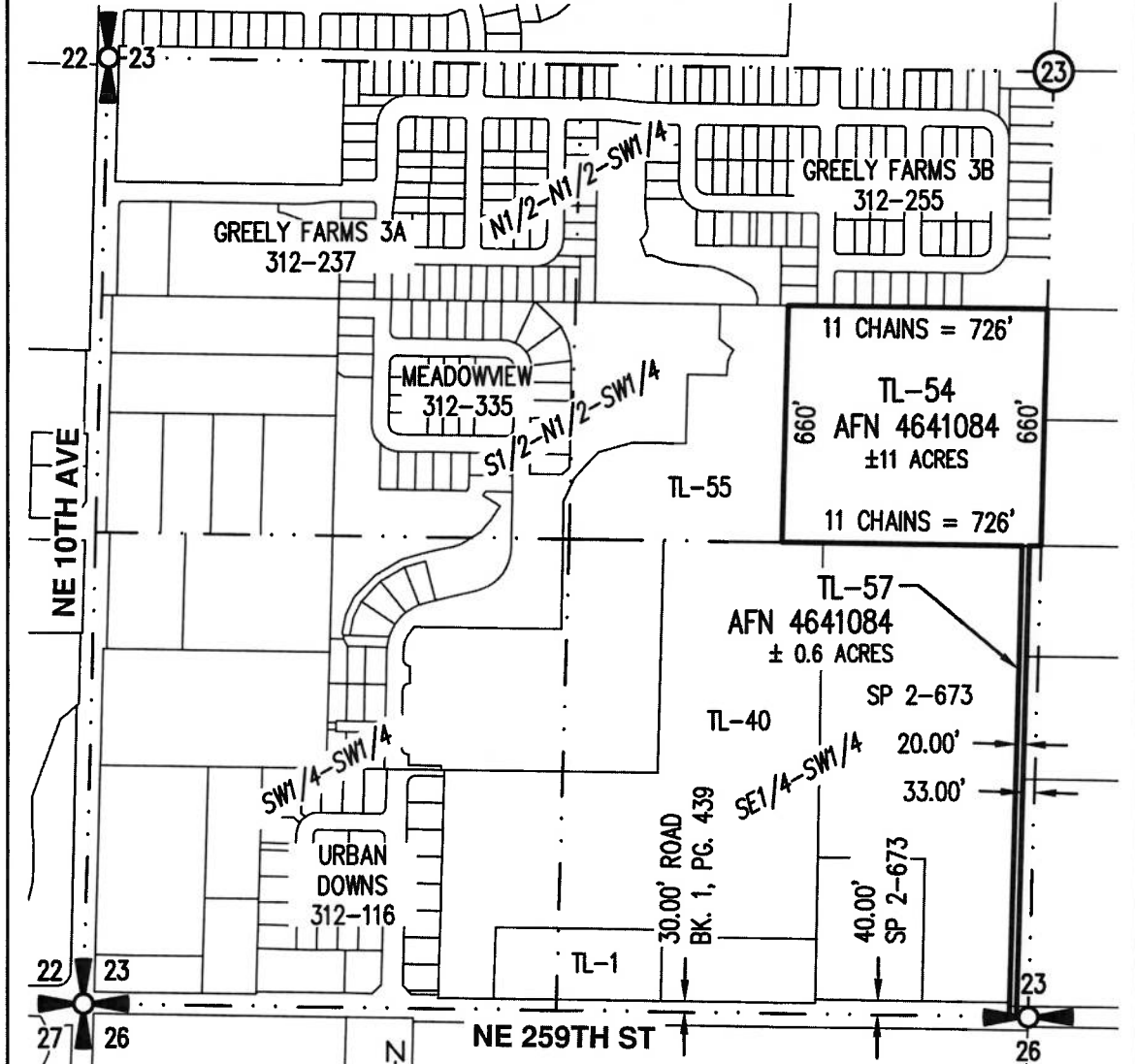
additional street stubs once completed. The Applicant intends to subdivide the parcel following the annexation.

The properties pertinent information is included below:

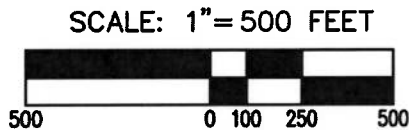
Property Owner	Legal	Square Feet	Acres	2024 Assessed Taxable Property Value	Site Address
Robert A Marx & Denise M Marx	#54 SEC 23 T4N R1E 10.59A Assessor's #214469-000	461,300 SF	10.59 AC	\$1,034,466	1920 NE 259th ST
Robert A Marx & Denise M Marx	#57 SEC 23 T4N R1EWM .61A Assessor's # 214472-000	26,572 SF	0.61 AC	\$0	No Situs Address

8. Survey

LOCATED IN THE S 1/2 OF THE NE 1/4 OF THE SW 1/4 AND
IN THE SE 1/4 OF THE SW 1/4 OF SEC. 23, T4N, R1E, W.M.,
CLARK COUNTY, WASHINGTON



3.07.2025



DATE: 3-07-2025

ANNEXATION TO THE CITY OF RIDGEFIELD

DRAWN BY: TDH CHECKED BY: BRE DWG: 11439EXH ANNEX JOB: 11439

AKS ENGINEERING & FORESTRY, LLC
9600 NE 126TH AVE, SUITE 2520
VANCOUVER, WA 98682
360.882.0419 WWW.AKS-ENG.COM



9. Legal Description



AKS ENGINEERING & FORESTRY

9600 NE 126th Avenue, Suite 2520, Vancouver, WA 98682

P: (360) 882-0419 F: (360) 882-0426

AKS Job #11439

OFFICES IN: BEND, OR | KEIZER, OR | THE DALLES, OR | TUALATIN, OR | VANCOUVER, WA | WHITE SALMON, WA

**LEGAL DESCRIPTION
FOR
ANNEXATION TO THE CITY OF RIDGEFIELD, WASHINGTON**

TAX LOT 54 / PARCEL NO. 214469000 & TAX LOT 57 / PARCEL NO. 214472000

That portion of the South Half of the Northeast Quarter of the Southwest Quarter and the Southeast Quarter of the Southwest Quarter of Section 23, Township 4 North, Range 1 East of the Willamette Meridian, Clark County, Washington, described by deed to Robert and Denise Marx, husband and wife, recorded February 10, 2010, under Auditor's File Number 4641084, records of said county, specifically described as follows:

BEGINNING at the southeast corner of the Northeast Quarter of the Southwest Quarter of Section 23, Township 4 North, Range 1 East of the Willamette Meridian, Clark County, Washington;

Thence West 11 chains;

Thence North 660 feet;

Thence East 11 chains;

Thence South 660 feet, more or less, to the POINT OF BEGINNING.

ALSO, the East 20 feet of the following described tract:

BEGINNING at a point 24.46 $\frac{1}{3}$ chains East of the southwest corner of Section 23, Township 4 North, Range 1 East of the Willamette Meridian, Clark County, Washington, said point of beginning being the southeast corner of the school tract;

Thence North 3.165 chains to the northeast corner of said tract;

Thence East 6.50 $\frac{2}{3}$ chains;

Thence North 16.835 chains;

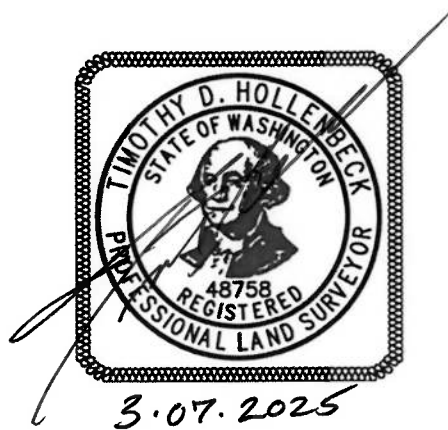
Thence East 8.53 chains to a point 0.50 chains West of the east line of the Southwest Quarter of said Section;

Thence South 20 chains to a point 0.50 chains West of the quarter section corner of the south line of said Section;

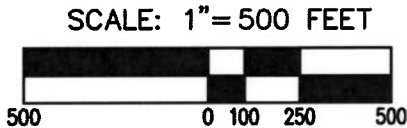
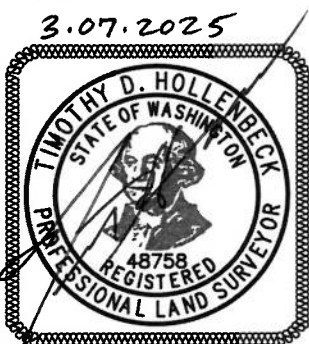
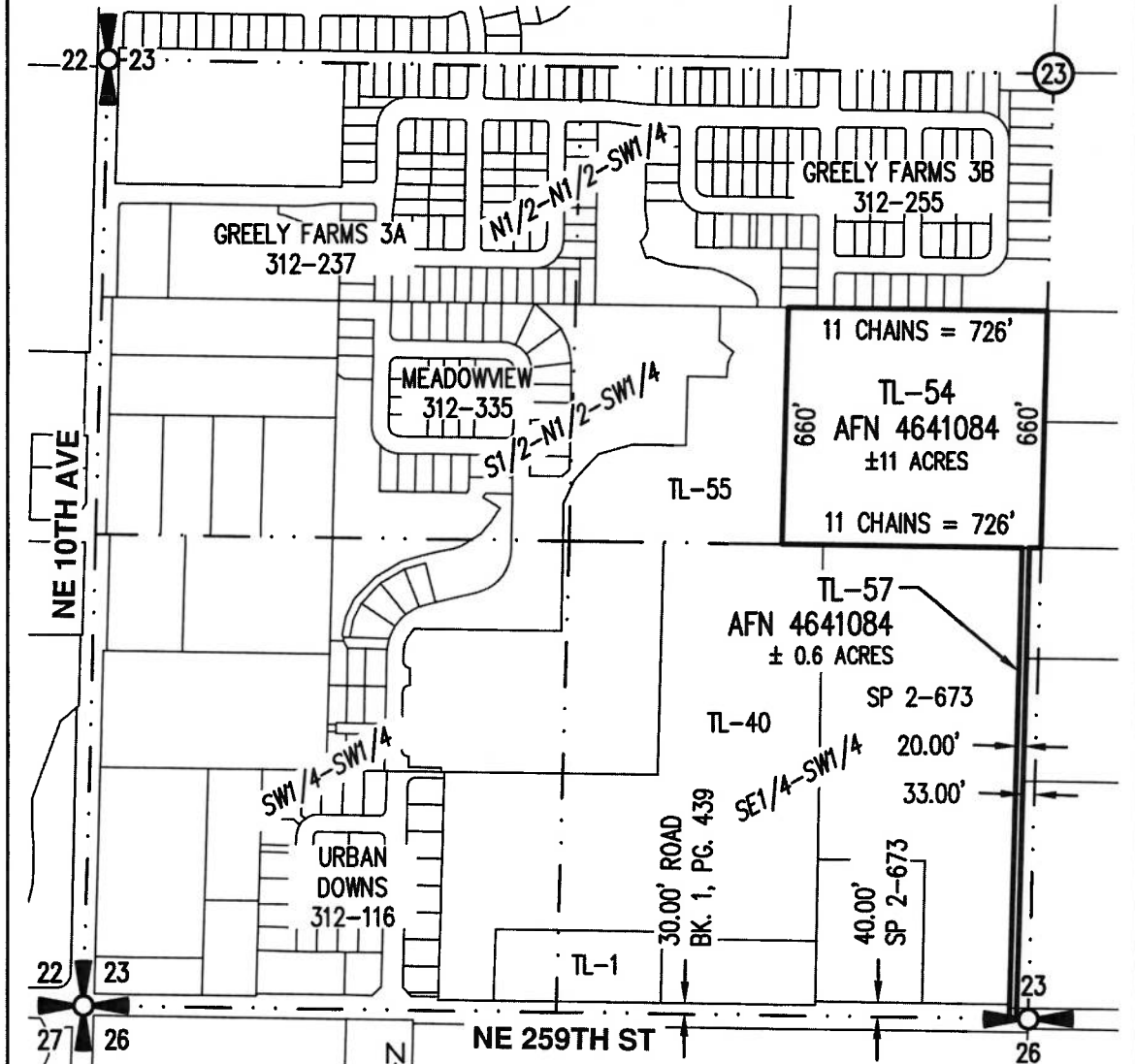
Thence West 15.03 $\frac{2}{3}$ chains to the POINT OF BEGINNING.

EXCEPT any portion thereof lying within Northeast 259th Street.

Contains 11.6 acres, more or less.



LOCATED IN THE S 1/2 OF THE NE 1/4 OF THE SW 1/4 AND
IN THE SE 1/4 OF THE SW 1/4 OF SEC. 23, T4N, R1E, W.M.,
CLARK COUNTY, WASHINGTON



DATE: 3-07-2025

ANNEXATION TO THE CITY OF RIDGEFIELD

DRAWN BY: TDH CHECKED BY: BRE DWG: 11439EXH ANNEX

JOB: 11439

AKS ENGINEERING & FORESTRY, LLC
9600 NE 126TH AVE, SUITE 2520
VANCOUVER, WA 98682
360.882.0419 WWW.AKS-ENG.COM



**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No. 1452 - Establishing a 20 mph Speed Limit for Gee Creek Loop

GOVERNING LEGISLATION

RCW 46.61.415 When local authorities may establish or alter maximum limits.
Ridgefield Municipal Code Title 10 (Vehicles and Traffic), Chapter 10.08 (Speed Limits)

PREVIOUS COUNCIL ACTION TAKEN:

Adoption of previous ordinances setting or changing speed limits in the City.

SUMMARY/BACKGROUND:

Gee Creek Meadows was built as a private Homeowners' Association (HOA) Community in 1993, and was annexed into the city at that time. Gee Creek Loop was the sole access road serving the subdivision.

In 2017, the HOA had effectively dissolved and all property owners signed a Quit Claim Deed to turn Gee Creek Loop (road and right-of-way) over to the city which converted it to a public road.

Public Works staff have been working with a consultant to complete the environmental and design process for storm runoff, pavement, and a crosswalk improvement for this neighborhood, a project funded in part by Community Development Block Grant (CDBG) funds. In a neighborhood meeting held in April with the community, neighbors brought up speeding as a traffic issue in the neighborhood. Staff researched the history of Gee Creek Loop since 2017 and determined that a speed limit was never established for Gee Creek Loop. Although there is a 15 mph speed limit sign entering Gee Creek Meadows, it is not enforceable.

To be enforceable, a speed limit must be established for Gee Creek Loop. The default speed limit is 25 mph under Chapter 10.08 of the City's Municipal Code. However, an engineering review of the current street and the engineering plans from 1993 concluded that Gee Creek Loop appears to have been designed as a private HOA street with a design speed of less than 25 mph.

Under State Statute, the City does not have the authority to adopt a speed limit of less than 20 mph for a public roadway. The City has authority to establish a 20 mph speed limit for non-arterial streets, and has recently done so in the Bertsinger Road corridor in Gee Creek Plateau.

The City Traffic Engineer has reviewed the situation and is proposing the City Council establish a 20 mph speed limit for Gee Creek Loop.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

Council is requested to conduct a public hearing on this item and follow with a first reading of this ordinance.

STAFF CONTACT: Chuck Green, Public Works Director

ATTACHMENTS:

1. Gee Creek Loop Map

ORDINANCE NO. 1452

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING RIDGEFIELD MUNICIPAL CODE CHAPTER 10.08 (SPEED LIMITS) ESTABLISHING A POSTED SPEED LIMIT OF 20 MPH FOR GEE CREEK LOOP IN THE GEE CREEK MEADOWS NEIGHBORHOOD

WHEREAS, the City of Ridgefield has adopted the Washington State Model Traffic Ordinance (WAC 308-330) which encourages uniform traffic laws throughout Washington State while providing local agencies the authority to raise and lower speed limits on local roadways; and

WHEREAS, RCW 46.61.415 establishes that local authorities may post, increase or decrease speeds on local roadways in their respective jurisdictions following an engineering and traffic investigation on arterial streets; and

WHEREAS, the 2023 Edition of the Manual on Uniform Traffic Control Devices (MUTCD) allows jurisdictions to consider other factors into considerations for modifying speed limits; and

WHEREAS, the City of Ridgefield has adopted previous Ordinances since 1967 pertaining to the established speed limits within the City Limits and enforcement thereof; and

WHEREAS, Gee Creek Loop was accepted by the City via Quit Claim Deed in 2017 as a public street and right-of-way; and

WHEREAS, residents of Gee Creek Meadows attending a recent community meeting requested the City establish a speed limit for Gee Creek Loop emphasizing safety and quality of life in the neighborhood; and

WHEREAS, the City Engineer has conducted an appropriate engineering evaluation consistent with the MUTCD and engineering parameters applied to the design of Gee Creek Loop and has determined that establishing a 20 mph posted speed limit along Gee Creek Loop is warranted; and

WHEREAS, the existing Chapter 10.08 is being amended to designate this speed limit establishment; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments to Title 10 during a regularly scheduled City Council meeting held on May 8, 2025.

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 amend Chapter 10.08 regulating speed limits on city collectors and arterials.

Section 2. Ridgefield Municipal Code Section 10.08.022 - Speed limits established—Twenty miles per hour is hereby amended as follows:

The speed limits on the following street segments shall be twenty miles per hour:

Bertsinger Road/S. 1st Way/S. 21st Place, a nonarterial street, Pioneer Street to S. 4th Way;

S. 4 th Way, S 21 st Place to S 25 th Place

Gee Creek Loop.

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, roadway names, 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. Applicability. This ordinance shall be applied in the current city limits of the City of Ridgefield.

Section 6. 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 ___TH DAY OF MAY, 2025.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: May 8, 2025

Second Reading/Passage:

Date of Publication:

Effective Date:

Gee Creek Loop (Gee Creek Meadows Neighborhood)



**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 8, 2025

AGENDA ITEM NAME: Public hearing and First Reading of Ordinance No. 1453 - Amendment to RMC 10.12 Parking, New Section to Prohibit Parking in Front Of or Within 10 Feet of U.S. Mailboxes

GOVERNING LEGISLATION

Ridgefield Municipal Code Chapter 10.12 – PARKING

Certain state statutes, including sections of the model traffic ordinance, which provide for the regulation of parking, stopping or standing of vehicles on public streets within City Limits

PREVIOUS COUNCIL ACTION TAKEN:

Previous ordinances related to modifying parking provisions and defining no-parking areas on public streets within City Limits.

SUMMARY/BACKGROUND:

As newer neighborhoods develop, the US Postal Service is requiring mailboxes in these neighborhoods be community (grouped) mailboxes. The streetside locations of these mailboxes compete with sometimes limited on-street parking availability, at times resulting in vehicles parked in front of, or directly adjacent to, these mailboxes. City staff have been receiving more frequent complaints about vehicles parking and blocking access to community mailboxes, most recently in the Quail Run and Taverner Ridge neighborhoods.

Similarly, now that mailboxes are allowed in the downtown area, concerns have been expressed about vehicles parking in front and blocking these mailboxes.

In January 2019, the Clark County Council added a new provision to Clark County Code, CCC 10.04.040 “No parking in front of mailboxes”, to respond to similar county resident concerns about vehicles parked in front of mailboxes. The Clark County Code prohibits parking within 10 feet of mailboxes, except temporarily while delivering or retrieving mail.

To respond to Ridgefield resident concerns about parked vehicles blocking mailboxes, a similar code is proposed. If enacted, this would have the effect of reserving the equivalent of 1-2 vehicle parking spaces for mail drop off and pick up only.

BUDGET/FINANCIAL IMPACTS:

Cost of installing signs is included in the Public Works – Operations budget for 2025.

RECOMMENDED ACTION OR MOTION:

Implementing this proposal is an amendment to Municipal Code Chapter 10.12 Parking and is via ordinance and requires a public hearing. Staff requests that Council conduct a public hearing and first

reading of Ordinance No. 1453.

STAFF CONTACT: Chuck Green, Public Works Director

ATTACHMENTS:

None

ORDINANCE NO. 1453

An Ordinance of the City of Ridgefield, Washington amending on-street parking regulations to add a new Section 10.12.035 – Parking in front of mailboxes.

WHEREAS, Title 10 Section 12 of the Ridgefield Municipal Code regulates “parking, standing and stopping of vehicles upon streets and ways open to the public within the city”; and

WHEREAS, City staff have received a number of concerns in the past two years regarding the parking of vehicles in front of US Postal Service mailboxes and blocking access to mail drop offs and pick ups; and

WHEREAS, the City Engineer has researched a similar issue in unincorporated Clark County that resulted in a parking code enacting restrictions regarding parking in front of mailboxes; and

WHEREAS, the City Engineer determined that enacting and enforcing that ordinance has had generally positive results; and

WHEREAS, a review of enacting a similar ordinance in the City of Ridgefield would have minor impacts to on-street parking but would resolve a number of recent concerns about parking in front of mailboxes; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed mailbox parking ordinance at a duly noticed public hearing on May 8, 2025.

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 accept the Public Works Director/City Engineer’s report and proposal for a new parking code regarding parking in front of mailboxes.

Section 2. Findings of Fact. Each and every of the recitals contained in the ‘whereas’ clauses of the preamble to this ordinance are hereby adopted as findings of fact and incorporated herein fully by reference.

Section 3. Regulation of Parking in front of or adjacent to mailboxes receiving US Postal Service mail. A new section of Chapter 10.12 – PARKING, 10.12.035 – Parking in front of mailboxes, is hereby adopted as follows: “It is unlawful to park in front of or within ten (10) feet of mailboxes receiving United States Postal Service mail, except temporarily for the purpose and while engaged in the delivery or pick up of postal items.”

Section 4. The Public Works Director is directed to develop appropriate no-parking signage that can be affixed to the sides of mailboxes receiving US Postal Service mail citing this code in accordance with this new section of Chapter 10.12 RMC.

Section 5. 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 6. 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 7. 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 ____ DAY OF ____ 2025.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: May 8, 2025
Second Reading/Passage:
Date of Publication:
Effective Date: