



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
JUNE 23, 2025**

Regular Meeting - 6:30 PM

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

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

Present:

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

- 3. Late changes to the agenda**

II. PUBLIC COMMENT

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

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III. CONSENT AGENDA

MOTION: COUNCIL MEMBER BURKLE MOVED TO APPROVE CONSENT AGENDA.
SECOND: COUNCIL MEMBER WELLS.

MOTION: COUNCIL MEMBER FAVELA MOVED TO AMEND THE MOTION BY REMOVING RESOLUTION NO. 668.
SECOND: COUNCIL MEMBER CHIPMAN.
MOTION PASSED.

ACTION: MOTION TO APPROVE CONSENT AGENDA AS AMENDED.

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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the June 12, 2025 Meeting**
3. **Approval to Submit Federal Grant Applications**
4. **Approval of Resolution 668 -Adopting the Clark County Comprehensive Solid Waste Management Plan for Years 2025-2030**

IV. PRESENTATION

1. **Clark County Commission on Aging Annual Presentation - Chuck Green, Public Works Director**

The Clark County Commission on Aging presented its annual report to the City Council.

V. BUSINESS

1. **Motion - Award Ridgefield I-5 South Connector Phase 2 Study Contract - Chuck Green, Public Works Director**

The City continues work on the Ridgefield/I-5 South Connector Project, a planned transportation connection between south Ridgefield and the I-5/SR 502 (219th Street) interchange. With state and federal grant funding secured, the City has completed a corridor study and is now advancing to the next phase: alternatives analysis and environmental planning. Following a competitive selection process, the consultant team led by Kittelson & Associates was selected for this phase of work, with a contract not to exceed \$275,000. Tasks will include refinement of alternatives, environmental review, public involvement, and development of a Preliminary Locally Preferred Alternative (PLPA), to be selected jointly with Clark County. WSDOT Local Programs is administering the federal funds and set a 17% DBE participation goal.

MOTION: MOVED TO APPROVE AWARDING THE CONTRACT FOR THE RIDGEFIELD/I-5 SOUTH CONNECTION STAGE 2 CONSULTANT CONTRACT TO KITTELSON AND ASSOCIATES FOR AN AMOUNT NOT TO EXCEED \$275,000, PLUS AN ADDITIONAL \$10,000 FOR CONTINGENCIES.

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

2. **Second Reading of Ordinance No. 1454 - Approving an Updated Transportation Capital Facilities Plan and Amending Chapter 18.070 of the Ridgefield Municipal Code by Adopting an Updated Transportation Impact Fee Project List and Updated Transportation Impact Fees - Chuck Green, Public Works Director**

Staff presented the draft 2025–2045 Transportation CFP, a required element of the City’s Comprehensive Plan. The CFP includes an inventory of public transportation facilities, a forecast of future needs, and a six-

year project list (2025–2030 Transportation Improvement Program).

Key updates include:

- Addition of citywide Multi-Modal Transportation Trails, now eligible for Transportation Impact Fees (TIF).
- Updated road alignments and project references, including the Ridgefield/I-5 South Connector study area, S 35th Ave/Gee Creek Plateau extension, and potential I-5 overcrossings north and south of Pioneer Street.
- Removal and realignment of collectors to reflect feasibility and actual built conditions.
- New TIF overlay subareas for Gee Creek Plateau and Carty Road.
- A new TIF lookup table to streamline fee assessments by land use and trip generation, to be incorporated into Engineering Standards.

The plan also responds to recent state planning requirements by addressing multimodal level-of-service, climate change, and transportation resiliency.

Due to significant increases in construction costs, staff presented three citywide TIF rate options:

- **Option 1:** \$583.31/trip (7% increase) – base scenario
- **Option 2:** \$703.08/trip (29% increase) – adds short collectors and trail share
- **Option 3:** \$769.45/trip (41% increase) – includes all elements plus the N 10th/20th Street corridor

Proposed TIF overlay rates:

- **Gee Creek Plateau Extension:** \$1,111.11/trip (up from \$900.48)
- **Carty Road Corridor:** \$597.83/trip (new)

City Council conducted a discussion on all three TIF options.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1454 WITH OPTION 1 AND ESTABLISHING AN ANNUAL REVIEW PROCESS.

RESULT:	(6-1)
MOVER:	Council Member Davis
SECONDER:	Mayor Pro Tem Chipman
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis, Council Member Hamilton
NAYS:	Council Member Burkle

3. Second Reading of Ordinance No. 1455 - 2025 Budget Amendment - Kirk Johnson, Finance

Director

The 2025 budget amendment includes \$7.2 million in new and reappropriated expenditures, with \$2.74 million in new revenue and \$102,790 from existing developer share funds. Of the expenses, \$20,000 are ongoing, with the remainder tied to capital or one-time costs. The amendment reappropriates \$3.6 million for projects continuing from 2024 and includes \$1.9 million in previously recognized funding, primarily from grants. New 2025 funding requests total \$3.6 million for capital projects, equipment, and property acquisitions, with \$935,000 in new revenue. The total fund balance impact is \$4.47 million, including \$1.02 million from the General Fund, \$19,500 from the Building and Permitting Fund, and the remainder from capital funds.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1455 AS PRESENTED.

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

4. Approval of Resolution No. 667 - Master Fee Schedule Update - Kirk Johnson, Finance Director

Staff presented updates to the City's fee schedule to reflect new programs and recent Council actions. The changes include a new public records fee related to the Police Department's body-worn and in-car camera program, adjustments to animal-related licensing and concealed weapon permit fees, and a new facility rental fee for community space at the TMI building. The schedule also incorporates the recently adopted Transportation Impact Fee updates from Ordinance No. 1454.

MOTION: MOVED TO APPROVE RESOLUTION NO. 667 WITH OPTION 1 TIF CHANGES PER ORDINANCE NO. 1454.

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

5. Motion - Approval of the Greely Farms Phase 2B Final Plat - Claire Lust, Community Development Director

The Greely Farms Phase 2B Planned Unit Development, governed by the Rohrer-Walker-Schuster Development Agreement, received preliminary plat approval from the Hearing Examiner on July 5, 2022. The project subdivides one parcel into 57 single-family residential lots ranging from 4,658 to 12,542 square feet, consistent with the PUD and development agreement. The plat includes open space, stormwater facilities, and a sanitary sewer pump station, to be maintained by the HOA and Clark Regional Wastewater District, as applicable. A gravel path in Tract D provides public access from NE 289th Street.

MOTION: MOVED TO APPROVE GREELY FARMS PHASE 2B FINAL PLAT AS PRESENTED.

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

6. Second Reading of Ordinance No. 1456 - Amending Ridgefield Municipal Code 2.12.030 - Planning Commission Qualifications - Lee Knottnerus, Deputy City Manager

The Planning Commission is a seven-member advisory body to the City Council responsible for research and fact-finding on planning, development, and growth issues. While state law does not mandate specific qualifications for commissioners, many cities, including Ridgefield, require residency within city limits. A proposal was presented to modify Ridgefield's current requirement to allow one member of the commission to reside within the urban growth area. This change would align with common practices in other jurisdictions and aims to bring broader perspectives, specialized expertise, and increased representation of the community potentially affected by future development.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1456 AS PRESENTED.

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

VI. PUBLIC COMMENT

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VII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Davis attended the groundbreaking ceremony for the new elementary school and expressed appreciation to Chuck Green in recognition of his retirement.

Council Member Favela participated in the CRESA tour and expressed appreciation to Chuck Green in recognition of his retirement.

Council Member Wells attended several meetings, including the DCWA meeting, and expressed appreciation to Chuck Green in recognition of his retirement.

Council Member Burkle provided an update on the Green Bag Food Project, attended the groundbreaking ceremony for the new elementary school, a ribbon cutting for a new business, and expressed appreciation to Chuck Green in recognition of his retirement.

Council Member Hamilton attended the groundbreaking ceremony for the new elementary school and

expressed appreciation to Chuck Green in recognition of his retirement.

Mayor Pro Tem Chipman expressed appreciation to Chuck Green in recognition of his retirement.

2. Mayor

Participated in the tour of Red Truck Farm and expressed appreciation to Chuck Green in recognition of his retirement.

3. City Manager

Deputy City Manager Lee Knottnerus provided an update on events scheduled for the 4th of July weekend.

Public Works Director Ryan Thamert presented an update on the Water Conservation Strategy Plan.

Community Development Director Claire Lust provided an update on the planning grant.

Police Chief Cathy Doriot acknowledged Chuck Green on his retirement.

Capital & Engineering Director Chuck Green thanked City Council for their support and recognition.

VIII. ADJOURN

9:01PM



Julie Ferriss, City Clerk



Matt Cole, Mayor