



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, November 19, 2020
Teleconference
N/A, Ridgefield, WA 98642**

- I. GENERAL SESSION CALL TO ORDER - 6:30 PM**
 - 1. Roll Call
 - 2. Late changes to the agenda
- II. CONSENT AGENDA**
 - 1. Approval of Claims And/Or Payroll
 - 2. Approval of Minutes from the November 5, 2020 Meeting
- III. PUBLIC HEARING/BUSINESS**
 - 1. Public Hearing and First Reading of Ordinance No. 1331 – 2021 Proposed Budget - Kirk Johnson, Finance Director
 - 2. Public Hearing and First Reading of Ordinance No. 1332 - Transportation CFP Amendment - Claire Lust, Community Development Director
 - 3. Public Hearing and First Reading of Ordinance No. 1333 - Fandell Comprehensive Plan Amendment and Zone Change Request - Claire Lust, Community Development Director
 - 4. Public Hearing and First Reading of Ordinance No. 1334 - Temme & Bird Comprehensive Plan Amendment and Zone Change Request - Claire Lust, Community Development Director
- IV. BUSINESS**
 - 1. Second Reading of Ordinance No. 1329 – 2021 Property Tax Levy - Kirk Johnson, Finance Director
 - 2. Second Reading of Ordinance No. 1330 - 2021 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director
- V. COUNCIL/PRESIDING OFFICER/STAFF REPORTS**
 - 1. Council
 - 2. Mayor
 - 3. City Manager
- VI. ADJOURN**

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

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 19, 2020
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

RECOMMENDED ACTION OR MOTION:

Staff recommends Council 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: November 19, 2020 - Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: November 19, 2020

2.1.a

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ACCELA INC. - EPAY	3386	201121926	Public Works	Customer Web Payments	99.65
ACCELA INC. - EPAY Total					99.65
Allegri Jason	UB*00409	(blank)	Genl Govt/Facilities	Refund Check 007336-000 709 N 16th Ct	69.08
Allegri Jason Total					69.08
AMAZON BUSINESS	3485	16Y4-494P-P6VH	Genl Govt/Facilities	HT Supplies - Events	232.99
		14NR-D99C-GJWH	Genl Govt/Facilities	1Sat Supplies	25.99
		1G6D-HFRG-3YG9	Genl Govt/Facilities	CH Date Stamp Refill	80.10
		1JRR-KRYT-KTRF	Administration	Planners - Julie & Tracy	30.24
		16QD-R99N-7QWK	Genl Govt/Facilities	2 Hole Punch for City Hall	27.63
		1D6G-HLT1-TCNX	Public Safety	PD Office/Oper Supplies	97.02
		1YHC-FDHV-K443	Genl Govt/Facilities	HT Supplies - Events	129.92
		1KWL-3JQH-GQVM	Genl Govt/Facilities	City Hall Supplies	36.09
		1LD7-QJJW-QXD3	Administration	Planner - Megan	15.12
		11W1-GTTF-RNGT	Genl Govt/Facilities	CH Packing Tape	12.61
AMAZON BUSINESS Total					687.71
ARAMARK UNIFORM SERVICES	32	864714296	Genl Govt/Facilities	PW Uniforms	1.06
				PW Floor Mats	1.93
			Public Works	PW Uniforms	25.29
				PW Floor Mats	25.80
		864706872	Genl Govt/Facilities	PW Uniforms	1.06
				PW Floor Mats	1.93
			Public Works	PW Uniforms	25.29
				PW Floor Mats	25.80
ARAMARK UNIFORM SERVICES Total					108.16
ASSOCIATED CONSULTANTS INC.	1030	20-110-01	Community Development	Prairie Electric Plan Review	2,517.50
		20-101g-03	Community Development	Pioneer Billage Bldg 1 Plan Review	332.50
		20-192-01	Community Development	Starbucks Plan Review	570.00
		20-194-01	Community Development	Widom Ridge South Plan Review	712.50
		20-198-01	Community Development	The Vancouver Clinic Plan Review	427.50
		20-101d-03	Community Development	Pioneer Village Bldg 10 Plan Review	237.50
		20-184-02	Community Development	Pioneer Village Bldg 12 Plan Review	380.00
		20-195-01	Community Development	Wisdom Ridge North Plan Review	712.50
ASSOCIATED CONSULTANTS INC. Total					5,890.00
AVAILABLE CREATIONS SCREENPRINTING & EMBROI	3409	20-428	Public Safety	Volunteer Hats	105.32
AVAILABLE CREATIONS SCREENPRINTING & EMBROIDERY LL Total					105.32
B AND L PAPER COMPANY	2165	32302	Public Safety	PD Toiletries	114.36
B AND L PAPER COMPANY Total					114.36
Benedict Dennis & Janet	UB*00424	(blank)	Genl Govt/Facilities	Refund Check 005144-001 411 Shobert St	85.57
Benedict Dennis & Janet Total					85.57
Bradford Jeremy Hamilton & Stephanie	UB*00413	(blank)	Genl Govt/Facilities	Refund Check 012782-000 1205 S Quail Hill Pl	45.40
Bradford Jeremy Hamilton & Stephanie Total					45.40

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BRAT WEAR GROUP LLC	63	202010SU647	Public Safety	PD Uniforms - Gibson	572.89
BRAT WEAR GROUP LLC Total					572.89
BSK ASSOCIATES	2119	VD03350	Public Works	Coliform Testing	425.00
BSK ASSOCIATES Total					425.00
Buecker Robert	UB*00420	(blank)	Genl Govt/Facilities	Refund Check 010103-000 109 N 38th Pl	77.09
Buecker Robert Total					77.09
Caperton Thomas	UB*00415	(blank)	Genl Govt/Facilities	Refund Check 011723-000 603 N 22nd Ct	21.96
Caperton Thomas Total					21.96
Cedars Construction LLC	UB*00411	(blank)	Genl Govt/Facilities	Refund Check 011444-063 7036 S 11th St	71.02
	UB*00412	(blank)	Genl Govt/Facilities	Refund Check 011444-076 7132 S Ridge Way	66.76
	UB*00423	(blank)	Genl Govt/Facilities	Refund Check 011444-075 7138 S Ridge Way	66.67
Cedars Construction LLC Total					204.45
CFM STRATEGIC COMMUNICATIONS INC.	2551	25746	Genl Govt/Facilities	Lobbyist - Oct 2020	5,200.00
CFM STRATEGIC COMMUNICATIONS INC. Total					5,200.00
CINTAS CORPORATION NO 2	3497	8404888927	Genl Govt/Facilities	Disinfecting Wipes	428.18
		8404869336	Genl Govt/Facilities	First Aid Supplies - RACC	0.17
			Public Works	First Aid Supplies - RACC	2.25
			Community Development	First Aid Supplies - RACC	2.40
		8404869335	Genl Govt/Facilities	First Aid Supplies - CH	4.82
		8404869333	Genl Govt/Facilities	First Aid Supplies - PW Shop	5.74
			Public Works	First Aid Supplies - PW Shop	76.74
		8404869334	Public Safety	First Aid Supplies - PD	4.82
CINTAS CORPORATION NO 2 Total					525.12
CITY OF RIDGEFIELD-W/S	96	005807-000-1120	Public Works	Abrams Park Restrooms - Water	122.91
				Abrams Park Restrooms - Storm	19.05
		005436-010-1120	Public Works	5054 Pioneer Street	19.05
		009787-006-1120	Public Works	Roundabout 45th & 3rd	329.65
		005815-000-1120	Genl Govt/Facilities	109 W Division - WWTP/ CRWWD Portion	111.34
				109 W Division WWTP-Storm / CRWWD Portion	400.05
			Public Works	109 W Division - WWTP	111.34
				109 W Division WWTP-Storm	400.04
		005812-001-1120	Public Works	Abrams Park Chlorine Injector - Storm	19.05
		005806-000-1120	Public Works	Abrams Soccer Field	678.69
		009272-000-1120	Public Works	1308 N Heron Dr Hayden Park - Storm	19.05
				1308 N Heron Dr Hayden Park - Water	204.20
		012825-000-1120	Public Works	IRR West End S Sevier Rd	546.38
		006398-000-1120	Public Safety	116 N Main Ave PD - Water	61.88
				116 N Main Ave PD - Storm	76.20
		009787-005-1120	Public Works	Park & Ride Lot	209.55
		010935-000-1120	Public Works	Cedar Creek Irrigation Tract-B	283.26
		005488-000-1120	Public Works	Cemetery Water Spigots	47.44
		007183-000-1120	Public Works	618 Lark Dr Lark Park - Storm	19.05
				618 Lark Dr Lark Park - Water	163.02
		009457-000-1120	Public Works	Columbia Hills Irrigation Tract D Cispus Way	248.11

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CITY OF RIDGEFIELD-W/S	96	009427-000-1120	Public Works	Columbia Hills Irrigation Tract B Wind River	177.44
		006405-000-1120	Public Works	119 N 3rd Ave Community Park - Water	193.68
				119 N 3rd Ave Community Park - Storm	38.10
		006420-000-1120	Public Works	315 N 3rd Ave Davis Park	545.62
		005811-000-1120	Public Works	Abrams Park Kitchen - Storm	400.05
				Abrams Park Kitchen & Irrigation - Water	47.83
		005032-000-1120	Genl Govt/Facilities	111 S Main - Water	293.01
				111 S Main -Storm	57.15
		007097-000-1120	Public Works	2311 N 5th Way Crow's Nest Park - Storm	38.10
				2311 N 5th Way Crow's Nest Park - Water	174.43
		008428-000-1120	Public Works	Cedar Ridge Park - Storm	19.05
				Cedar Ridge Park - Water	172.02
		010821-000-1120	Public Works	Water Tower (Cemetery)	57.15
		006404-000-1120	Genl Govt/Facilities	230 Pioneer St City Hall - Storm	133.35
				230 Pioneer St City Hall - Water	109.77
		005810-000-1120	Public Works	Abrams Park Standpipe	55.78
		005436-009-1120	Public Works	6007 N Ridgefield Woods Dr - Irrigation	129.27
		009787-000-1120	Public Works	Green Gables Tract-Q Irrigation M	119.13
		009787-002-1120	Public Works	Green Gables Tract-D Irrigation M	248.69
		005436-001-1120	Public Works	I-5/SR501 NE Interchange Irrigation	94.94
		005436-005-1120	Public Works	I-5/SR501 NW Interchange Irrigation	94.88
		005207-000-1120	Public Works	Blue Heron Community Garden	60.66
		010889-000-1120	Public Works	Junction Well & Reservoir	133.35
		009787-003-1120	Public Works	Green Gables Tract-D Irrigation MET	254.18
		009787-004-1120	Public Works	Green Gables Tract-C Irrigation M	164.33
CITY OF RIDGEFIELD-W/S Total					7,901.27
CLARK COUNTY TREASURERS OFFICE	554	SIF202010	Genl Govt/Facilities	School Impact Fees	554,653.75
CLARK COUNTY TREASURERS OFFICE Total					554,653.75
CLARK PUBLIC UTILITIES	110	7206-643-4-20201119	Public Works	400 N Abrams Park Rd	1,324.24
		7206-555-0-20201119	Public Works	109 W Division St - Electricity	124.44
		7453-365-4-20201119	Public Works	535 N Abrams Park Rd.	44.31
		7206-456-1-20201119	Public Safety	116 N Main Avenue	154.89
		7207-401-6-20201119	Public Works	800 NE 264 St Intertie 1 - Water	789.54
		7206-605-3-20201119	Public Works	N 1st Cir & N 65th Ave - Park & Ride	66.01
		7448-974-1-20201119	Public Works	N 35th Ave and Pioneer St	62.66
		7122-942-1-20201119	Public Works	3701 N 3rd Cir - Electricity	26.91
		7206-644-2-20201119	Public Works	City Park/Water Well	2,513.08
		7126-408-9-20201119	Public Works	2300 N 3rd Way Bellwood Trail Lights	34.99
		7124-838-9-20201119	Public Works	Overlook Park - Electricity	64.29
		7122-944-7-20201119	Public Works	512 N Allen Dr - Electricity	26.83
		7207-403-2-20201119	Public Works	911 N 65th Ave Intertie 2 - Water	103.30
		7516-978-9-20201119	Public Works	SR/Pioneer ST & S 65 AVE	59.72
		7206-694-7-20201119	Public Works	255 S 56th Pl - Electricity	2,911.49
		7206-578-2-20201119	Genl Govt/Facilities	230 Pioneer Ave	166.89

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CLARK PUBLIC UTILITIES	110	7123-806-7-20201119	Public Works	Pioneer St. & Gee Creek Loop - Electricity	27.16
		7206-645-9-20201119	Public Works	N Abrams Park/E Division	199.53
		7206-552-7-20201119	Public Works	214 S Riverview Dr	75.63
		7207-402-4-20201119	Public Works	1504 NW Intertie 3 - Water	701.70
		7516-979-7-20201119	Public Works	(blank)	111.23
		7206-648-3-20201119	Public Works	Municipal Lighting Lease	7,918.48
		CLARK PUBLIC UTILITIES Total			
CLARK REGIONAL WASTEWATER DISTRICT	741	032695-000-202011	Genl Govt/Facilities	109 W Division WWTP - CRWWD Portion - Sewer	92.05
			Public Works	109 W Division WWTP - Sewer	92.05
		032752-000-202011	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	81.95
		032712-000-202011	Public Safety	116 N Main Ave PD - Sewer	46.49
		032894-000-202011	Public Works	Abrams Park Kitchen - Sewer	40.98
		032899-000-202011	Public Works	Abrams Park Former Mgr House - Sewer	42.81
		035480-000-202011	Public Works	255 S 56th Pl Well & Reservoir - Sewer	39.75
		032895-000-202011	Public Works	Abrams Park Restrooms - Sewer	91.12
CLARK REGIONAL WASTEWATER DISTRICT Total					527.20
COLUMBIAN PUBLISHING	116	24876	Community Development	Pub Hrg Notice - Comp Plan/Rev Source	122.40
			Finance	Pub Hrg Notice - Comp Plan/Rev Source	30.60
		24789	Community Development	ORD No. 1326 & 1327	43.20
			Council	ORD No. 1326 & 1327	37.80
COLUMBIAN PUBLISHING Total					234.00
COMCAST	2271	2271-202011-230	Genl Govt/Facilities	Internet Services - CH	465.80
COMCAST Total					465.80
COMDATA NETWORK INC.	1101	20338924	Genl Govt/Facilities	Fuel PW - XN173 - 10/16/2020-10/31/2020	144.36
			Public Works	Fuel PW - XN173 - 10/16/2020-10/31/2020	1,929.83
			Community Development	Fuel CDD - XN173 - 10/16/2020-10/31/2020	125.25
		20338910	Public Safety	PD Fuel XN795 - 10/16/20 - 10/31/20	827.61
COMDATA NETWORK INC. Total					3,027.05
Conway Construction Company	UB*00416	(blank)	Genl Govt/Facilities	Refund Check 013277-000 Hydrant Meter 2630 S Hillhurst Rd	462.05
Conway Construction Company Total					462.05
Copeland Dana	UB*00418	(blank)	Genl Govt/Facilities	Refund Check 009453-000 2308 S Nisqually Ave	72.27
Copeland Dana Total					72.27
DAY WIRELESS SYSTEMS INC	140	INV651794	Public Safety	PD Radio Repair	792.21
DAY WIRELESS SYSTEMS INC Total					792.21
DEPARTMENT OF LICENSING - CPL	154	RG0000514-2020	Genl Govt/Facilities	CPL Fees - Cooley	18.00
		RG0000506-2020	Genl Govt/Facilities	CPL Fees - Trestrail	18.00
		RG0000515-2020	Genl Govt/Facilities	CPL Fees - Bisila	18.00
		RG0000516-2020	Genl Govt/Facilities	CPL Fees - Au	18.00
		RG0000509-2020	Genl Govt/Facilities	CPL Fees - Fivecoats	18.00
		RG0000501-2020	Genl Govt/Facilities	CPL Fees - Sanchez	18.00
		RG0000508-2020	Genl Govt/Facilities	CPL Fees - Peterson	18.00
		RG0000502-2020	Genl Govt/Facilities	CPL Fees - Gama	18.00
		RG0000512-2020	Genl Govt/Facilities	CPL Fees - Shelton	18.00
		RG0000513-2020	Genl Govt/Facilities	CPL Fees - Loucks	18.00

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DEPARTMENT OF LICENSING - CPL	154	RG0000503-2020	Genl Govt/Facilities	CPL Fees - Gama	18.00
		RG0000505-2020	Genl Govt/Facilities	CPL Fees - Alholinna	18.00
		RG0000507-2020	Genl Govt/Facilities	CPL Fees - Trestrail	18.00
		RG0000500-2020	Genl Govt/Facilities	CPL Fees - Landwehr	18.00
		RG0000498-2020	Genl Govt/Facilities	CPL Fees - Landwehr	18.00
		RG0000504-2020	Genl Govt/Facilities	CPL Fees - Knerr	18.00
		RG0000499-2020	Genl Govt/Facilities	CPL Fees - Landwehr	18.00
		RG0000510-2020	Genl Govt/Facilities	CPL Fees - Feller	18.00
		RG0000517-2020	Genl Govt/Facilities	CPL Fees - Au	18.00
DEPARTMENT OF LICENSING - CPL Total					342.00
DUDE SOLUTIONS INC.	3044	INV-79233	Public Works	Asset Essential Enterprise - 2021	5,069.76
			Information Technology	Asset Essential Enterprise - 2021	5,069.77
DUDE SOLUTIONS INC. Total					10,139.53
E2 LAND USE PLANNING SERVICES LLC	485	0485-20201119	Community Development	Planning Consulting Services - Oct 2020	3,762.50
E2 LAND USE PLANNING SERVICES LLC Total					3,762.50
ECIVIS INC.	2316	INV104398	Genl Govt/Facilities	Grant Management Consulting	1,000.00
ECIVIS INC. Total					1,000.00
ELCOR INC	2081	13001	Genl Govt/Facilities	Virtual Meeting Cameras/Mics	1,699.99
		MSP-12979	Public Safety	IT Services - Oct 2020	2,561.61
			Public Works	IT Services - Oct 2020	2,140.56
			Community Development	IT Services - Oct 2020	2,276.98
			Information Technology	IT Services - Oct 2020	4,975.03
		12980	Genl Govt/Facilities	Remote Work Laptops/Monitors	7,750.69
			Information Technology	Mic's/Surface Dock	254.95
ELCOR INC Total					21,659.81
FDM Development	UB*00417	(blank)	Genl Govt/Facilities	Refund Check 012676-000 11 S 47th Ave	209.87
	UB*00422	(blank)	Genl Govt/Facilities	Refund Check 012676-002 255 S 47th Ave	34.27
FDM Development Total					244.14
FERGUSON ENTERPRISES INC # 8423	181	933241	Genl Govt/Facilities	Water Meters	(747.26)
			Public Works	Water Meters	9,643.26
FERGUSON ENTERPRISES INC # 8423 Total					8,896.00
FERNANDO JIMENEZ	2559	1436	Genl Govt/Facilities	RORC Fencing	(488.66)
			Public Works	RORC Fencing	5,297.12
FERNANDO JIMENEZ Total					4,808.46
GROVER ELECTRIC AND PLUMBING	210	HB30362	Public Works	Parks Supplies	25.09
GROVER ELECTRIC AND PLUMBING Total					25.09
HALME EXCAVATING INC.	2746	C2020-035-1b	Genl Govt/Facilities	S 3rd Ave Waterline - Retainage Release	2,046.50
HALME EXCAVATING INC. Total					2,046.50
Hayes Jennifer	UB*00406	(blank)	Genl Govt/Facilities	Refund Check 012474-000 3305 N Pioneer Canyon Dr	144.01
Hayes Jennifer Total					144.01
HOME DEPOT CREDIT CARD SERVICES	1805	9127008	Genl Govt/Facilities	PW's Cleaning/Supplies	55.88
			Public Works	PW's Cleaning/Supplies	49.39
		7511004	Genl Govt/Facilities	CH/PW Supplies	14.48
			Public Works	CH/PW Supplies	20.14

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HOME DEPOT CREDIT CARD SERVICES	1805	6521598	Public Works	Parks Supplies	28.77
		6024304	Public Works	Parks Supplies	12.59
		5511207	Public Works	Abrams Park Kitchen Door Supplies	87.75
HOME DEPOT CREDIT CARD SERVICES Total					269.00
HONEY BUCKETS	223	551811685	Public Works	Davis Pak Port-a-Potty	328.00
HONEY BUCKETS Total					328.00
IMAGINEERING GRAHICS INC	234	20199	Community Development	Inspector Pads	398.04
IMAGINEERING GRAHICS INC Total					398.04
INSTANT IMPRINTS CASCADE PARK	2371	50540	Community Development	CDD Shirts/Council Jacket	87.06
			Council	CDD Shirts/Council Jacket	75.91
INSTANT IMPRINTS CASCADE PARK Total					162.97
INTERMEDIA.NET INC	2187	2011324517	Information Technology	Voice Service Charges - Oct 2020	87.42
INTERMEDIA.NET INC Total					87.42
INTERSTATE SPECIAL EVENTS	2706	159014-1	Genl Govt/Facilities	Halloween Tent	602.11
INTERSTATE SPECIAL EVENTS Total					602.11
J2 BLUE PRINT SUPPLY	243	AR92867	Community Development	Plotter Contract - Nov 2020	54.20
		AR93030	Genl Govt/Facilities	Halloween Signs	65.04
		AR93384	Genl Govt/Facilities	Make a Difference Signs	86.72
J2 BLUE PRINT SUPPLY Total					205.96
JANEAN Z PARKER	2199	98	Public Works	Legal Services - Oct 2020	600.00
			Community Development	Legal Services - Oct 2020	200.00
			Legal	Legal Services - Oct 2020	1,850.00
JANEAN Z PARKER Total					2,650.00
Jones Dennis	UB*00404	(blank)	Genl Govt/Facilities	Refund Check 010107-000 113 N 38th Pl	163.14
Jones Dennis Total					163.14
KIRK JOHNSON	1716	1716-20201119	Finance	Mileage Reimbursement - Johnson	174.80
KIRK JOHNSON Total					174.80
Krippner Homes NW LLC	UB*00408	(blank)	Genl Govt/Facilities	Refund Check 010340-102 2006 N 4th Way	3.54
Krippner Homes NW LLC Total					3.54
Laspa Roark	UB*00419	(blank)	Genl Govt/Facilities	Refund Check 006207-000 319 N 1st Ave	33.01
Laspa Roark Total					33.01
LEE CONTRACTORS LLC	3500	3500-4	Genl Govt/Facilities	Equip Abrams Park Well 11 Proj	(4,284.75)
			Public Works	Equip Abrams Park Well 11 Proj	92,893.38
LEE CONTRACTORS LLC Total					88,608.63
LINKO TECHNOLOGY INC.	3337	7691	Genl Govt/Facilities	Web Tests - Oct 2020	(6.13)
			Public Works	Web Tests - Oct 2020	79.13
LINKO TECHNOLOGY INC. Total					73.00
MARIUS L MALATTIA	1817	142	Community Development	Design Reviews - Oct 2020	1,722.50
MARIUS L MALATTIA Total					1,722.50
NAPA AUTO PARTS	498	210258	Genl Govt/Facilities	Vehicle Maint - Kauffman	7.64
			Public Works	Vehicle Maint - Kauffman	43.31
		211024	Public Works	Vehicle Maint - Storm	281.22
		212631	Public Safety	PD Vehicle Maint	43.02
NAPA AUTO PARTS Total					375.19

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New Tradition Homes	UB*00407	(blank)	Genl Govt/Facilities	Refund Check 009388-133 4112 S 17th Way	152.94
New Tradition Homes Total					152.94
NORTHWEST NATURAL GAS	315	8817-9-20201119	Genl Govt/Facilities	City Hall - Natural Gas	93.77
		8578-7-20201119	Public Works	PW Shop - Natural Gas	86.05
		1000591-6-20201119	Public Safety	Police Department - Natural Gas	33.40
NORTHWEST NATURAL GAS Total					213.22
ONE CALL CONCEPTS	326	109093	Public Works	Excavation Notif./Modem Ticket Delivery - Oct 2020	308.88
ONE CALL CONCEPTS Total					308.88
ON-HOLD CONCEPTS INC	2217	525067	Information Technology	On Hold Music Services	24.95
ON-HOLD CONCEPTS INC Total					24.95
PATRICK HILDRETH BRAND AND DESIGN	2372	1806	Genl Govt/Facilities	Professional Design and Web Maintenance	550.00
PATRICK HILDRETH BRAND AND DESIGN Total					550.00
PBS ENGINEERING AND ENVIRONMENTAL	342	0071069.002-1	Public Works	S. 45th/Royale Rd Improvements	11,236.25
PBS ENGINEERING AND ENVIRONMENTAL Total					11,236.25
PORTLAND ENGINEERING INC	2082	9916	Public Works	Professional Fees - S 56th VFD Proj	135.00
PORTLAND ENGINEERING INC Total					135.00
PROFORCE LAW ENFORCEMENT	1014	428302	Public Safety	Tasers	253.66
PROFORCE LAW ENFORCEMENT Total					253.66
PROVIDENCE HEALTH & SERVICES OREGON	3530	5867	Genl Govt/Facilities	DOT Exams - Bolling/Melroy/Webberley	9.50
			Public Works	DOT Exams - Bolling/Melroy/Webberley	275.50
PROVIDENCE HEALTH & SERVICES OREGON Total					285.00
PUBLIC SAFETY TESTING	354	2020-0665	Public Safety	Q3.2020 - Subscription Fees	125.00
PUBLIC SAFETY TESTING Total					125.00
QHR Development LLC	UB*00421	(blank)	Genl Govt/Facilities	Refund Check 011496-012 1292 S Quail Hill Pl	162.82
QHR Development LLC Total					162.82
RICOH USA INC.	1662	104299516	Public Safety	PD Copier Lease	186.17
RICOH USA INC. Total					186.17
RIDGEFIELD SCHOOL DISTRICT	378	1002000021	Genl Govt/Facilities	RACC Operating Expense - Electricity	150.42
				RACC Operating Expense - Janitorial	238.24
			Public Works	RACC Operating Expense - Electricity	129.52
				RACC Operating Expense - Janitorial	205.11
			Community Development	RACC Operating Expense - Electricity	543.40
				RACC Operating Expense - Janitorial	860.61
		1002000029	Genl Govt/Facilities	RACC Annual Lease - 2020	114,862.00
RIDGEFIELD SCHOOL DISTRICT Total					116,989.30
RYAN THAMERT	2928	2928-20201119	Public Works	CDL Renewal Reimb. - Thamert	102.00
RYAN THAMERT Total					102.00
SAFEFIRE LLC	3415	RPD-2020-10-001	Public Safety	Range Rental - Training	650.40
SAFEFIRE LLC Total					650.40
SHRED-IT US JV LLC	2274	8180770314	Genl Govt/Facilities	Oct 2020 Secure Shredding - RACC	6.08
			Public Works	Oct 2020 Secure Shredding - RACC	5.24
			Community Development	Oct 2020 Secure Shredding - RACC	21.96
		8180770312	Genl Govt/Facilities	Secure Shredding - CH	43.81
		8180767828	Genl Govt/Facilities	Annual Records Management Purge	551.31

Attachment: November 19, 2020 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield
Claims Payment Report
For Approval on: November 19, 2020

2.1.a

SHRED-IT US JV LLC	2274	8180770313	Public Safety	Secure Shredding - PD	33.28
SHRED-IT US JV LLC Total					661.68
SOUTHWEST WASHINGTON BASEBALL GROUP	3364	3364-20201119	Finance	Small Business Sustainability Grant - Ridgefield Raptors	2,493.22
SOUTHWEST WASHINGTON BASEBALL GROUP Total					2,493.22
SPRINGBROOK SOFTWARE LLC	3444	INV-004675	Public Works	Customer Web Payments - Oct 2020	357.00
SPRINGBROOK SOFTWARE LLC Total					357.00
STAPLES CONTRACT & COMMERCIAL INC	2884	8060210107	Genl Govt/Facilities	COVID Oper Supplies	312.04
			Public Safety	Battery Backup - PD	223.29
			Public Works	Office Supplies - Lisa	78.73
			Community Development	Office Supples - Cristy	169.34
			Administration	Printer - Tracy	287.98
STAPLES CONTRACT & COMMERCIAL INC Total					1,071.38
STATE OF WASHINGTON DEPARTMENT OF REVENUE	156	0-017-024-063	Genl Govt/Facilities	October 2020 B&O and Excise Tax	2,171.75
			Public Works	October 2020 B&O and Excise Tax	11,772.14
STATE OF WASHINGTON DEPARTMENT OF REVENUE Total					13,943.89
STELLAR J	3045	3045-01	Public Works	Juntion Booster Pump Station VFD Upgrade	271,997.28
STELLAR J Total					271,997.28
Strom Caila Redd & Kell	UB*00410	(blank)	Genl Govt/Facilities	Refund Check 011795-000 318 N 1st Ave	57.84
Strom Caila Redd & Kell Total					57.84
Summerplace Homes Inc	UB*00414	(blank)	Genl Govt/Facilities	Refund Check 007988-121 2391 S Taverner Ct	0.80
Summerplace Homes Inc Total					0.80
SW CONSULTING ENGINEERING	3398	0821193-10	Community Development	Legacy Trails Consulting Svcs	142.50
SW CONSULTING ENGINEERING Total					142.50
THE GUNTER GROUP LLC	3493	3503	Community Development	SmartGov Consulting Services	7,510.00
THE GUNTER GROUP LLC Total					7,510.00
THE PAPE' GROUP INC.	3486	12334451	Genl Govt/Facilities	Street Sweeper Maintenance	(17.34)
			Public Works	Street Sweeper Maintenance	223.76
		15974	Public Works	Kenworth T470 - Hook Truck	120,307.00
THE PAPE' GROUP INC. Total					120,513.42
THE PARR COMPANY	964	26535382	Genl Govt/Facilities	1Sat - Event Sign Stands	82.82
		26534476	Public Works	Cross Walk Sign Supplies	104.45
		26533503	Public Works	Streets - ADA Ramp Repair	36.75
THE PARR COMPANY Total					224.02
THE REINALT-THOMAS CORPORATION	2046	2294185	Genl Govt/Facilities	Tires for Nick Johnson	93.95
			Public Works	Tires for Nick Johnson	845.55
THE REINALT-THOMAS CORPORATION Total					939.50
TRAFFIC SAFETY SUPPLY	432	INV031909	Public Works	Your Speed Solar Sign	10,474.56
		INV032422	Genl Govt/Facilities	Solar Powered Cross Walk Signal Supplies-WA Use/Sales Tax	(800.09)
			Public Works	Solar Powered Cross Walk Signal Supplies	10,324.93
TRAFFIC SAFETY SUPPLY Total					19,999.40
TRAVELERS	3532	3532-20201119	Finance	Notary Bond - Freimuth - 4479V0234	40.00
TRAVELERS Total					40.00
USA BLUEBOOK	444	402983	Public Works	Water Supplies	1,191.38
USA BLUEBOOK Total					1,191.38

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VERIZON WIRELESS	452	9865900429	Public Works	Hillhurst Ped Crossing - Oct 2020	110.04
VERIZON WIRELESS Total					110.04
WASHINGTON STATE PATROL	463	I21002263	Genl Govt/Facilities	Background Checks - CPL	819.00
WASHINGTON STATE PATROL Total					819.00
WELLS FARGO	1681	202010-7036	Genl Govt/Facilities Executive	Stuart In Cellar 55 Wine Storag 2020-2021 Ridgefield Roundabout	1,100.00
				Stuart Starliner Food Market Identity Clark County Legislative P	11.97
				Stuart The Sportsmans Mtng w/councilors - upcoming City issues/a	101.47
				Stuart Sq The Doghouse SW WA City Manager mtng	18.00
				Stuart Tom'S Urban Mtng re: commercial development proj - Ridgef	43.30
				Stuart Three Sixty Burgers An Updating GMA Workgroup Mtng	21.89
				Stuart Three Sixty Burgers An OR And WA Planners Association Con	24.06
				Stuart Rosauers Food & Dru Mtng w/councilors - upcoming City iss	24.90
				Stuart Billygans Roadhouse Ridgefield housing supply and project	18.94
		202010-5756	Information Technology	Rubio Romero Apple.Com/Bill CH Ipad	14.08
				Rubio Romero Eclincher Social Media	49.00
				Rubio Romero Adobe 800-833-6687 Software - Giles	16.25
				Rubio Romero Zoom.Us 888-799-9666 Meeting Platform	59.60
				Rubio Romero Amazon Web Services Website backup	0.51
				Rubio Romero Adobe Creative Cloud Software - Demoss	57.44
				Rubio Romero Apple.Com/Bill Community Events Ipad	10.83
				Rubio Romero Adobe Acropro Subs Software - Stuart	16.14
				Rubio Romero Txtsignal.Com Outreach texting Software	39.00
		202010-6947	Genl Govt/Facilities	Kipp Www Costco Com RACC Coffee	2.78
				Kipp Costco Whse #0772 1Sat activity bags	90.99
				Kipp Samsclub.Com Hometown decor	146.62
				Kipp Paypal Pgwilson13 Ebay P Nov 1Sat	134.42
				Kipp Dollar Tree HOMETOWN	26.02
			Public Works	Kipp Www Costco Com RACC Coffee	37.21
			Community Development	Kipp Www Costco Com RACC Coffee	39.99
			Human Resources	Kipp Instacart Wellness snacks	983.56
				Kipp Instacart 2020-2021 Wellness snack delivery service	99.00
				Kipp Instacart wellness snack delivery fee reimbursement	(7.99)
		202010-7051	Public Works	Blehm National Society Of Profe Roundabout Design Webinar - Howe	129.00
				Blehm National Society Of Profe Roundabout Design Webinar - Kast	129.00
			Human Resources	Blehm Rosauers Food & Dru Halloween treats	27.95
				Blehm Fred-Meyer #0614 Kudos and Halloween raffle	138.85
				Blehm Rosauers Food & Dru Halloween gift card for lunch	540.00
				Blehm Fred-Meyer #0614 Kudos	260.60
				Blehm Ipma-Hr Online HR conference	50.00
		202010-7010	Public Safety	Hoots Wpy Wapro RECORDS CONFERENCE	25.00
				Hoots Usps Po 5471680444 STAMPS PD	55.00
				Hoots Adobe Acropro Subs OFFICE SOFTWARE SUBSCRIPTION	16.25
				Hoots Costco Whse #0772 Kitchen Supplies - PD	78.57
				Hoots Costco Whse #0772 COFFE PD	36.99

Attachment: November 19, 2020 - Claims Report (Approval of Claims And/OR Payroll)

City of Ridgefield
Claims Payment Report
For Approval on: November 19, 2020

2.1.a

WELLS FARGO	1681	202010-7010	Public Safety	Hoots Tlo Transunion BACK GROUND INVESTIGATIONS	54.20	
		202010-6921	Public Safety	Doriot Wpy Covert Media Consulti Social media investigation trai	295.00	
				Doriot Costco Whse #1086 PD Breakroom kitchen supplies	34.44	
		202010-7069	Information Technology	Ferriss Pagefreezer.Com PageFreezer	500.00	
			Finance	Ferriss Cross Border Trans Fee Cross Border Trans Fee	5.00	
				Ferriss Dol - Professional Licen Notary Renewal fee - Freimuth	30.00	
			Council	Ferriss Eb 2020 Leadership Aw Leadership Award - Day	38.77	
				Ferriss Eb Credc Fall Luncheo CREDC Fall Luncheon - Day	15.00	
				Ferriss Eb Credc Fall Luncheo CREDC Fall Luncheon - Stose/Lindsa	30.00	
				Ferriss Eb Credc Fall Luncheo CREDC Fall Luncheon - Ziemer	15.00	
		202010-6996	Genl Govt/Facilities	Demoss Sticker Mule button pins for make a difference month	31.44	
				Demoss Facebk Gssfjwjqe2 Marketing for MTC	15.09	
			Information Technology	Demoss Mailchimp Misc Online email communication program	22.61	
		202010-6954	Public Safety	Brooks On The Spot Engraving DUI Awards Plaque	27.10	
		202010-7028	Public Works	Brunson Lowes #01632 Cordless drill	194.04	
		202010-6939	Community Development	Lust American Planning A Renew American Planning Association mem	544.00	
		202010-6988	Human Resources	Knottnerus Internation Professional Membership	80.00	
				Knottnerus Paypal Awc Recruitment-Job Announcements	200.00	
				Knottnerus Internation Training	149.00	
			Administration	Knottnerus Internation Professional Membership	120.00	
			202010-7002	Public Works	Thamert Hp Hp.Com Store printer ink cartridges color and black	114.88
			202010-6962	Finance	Denton National Insitute Of Gove Yearly 2021 subscription to Pro	190.00
WELLS FARGO Total					7,372.76	
WIN-911 SOFTWARE	3107	313069E1-202118	Genl Govt/Facilities	Win-911 Annual Software Support	(40.32)	
			Public Works	Win-911 Annual Software Support	640.32	
WIN-911 SOFTWARE Total					600.00	
WOODLAND TRUE VALUE HARDWARE	1507	A233275	Public Works	Water Supplies	160.55	
WOODLAND TRUE VALUE HARDWARE Total					160.55	
Grand Total					1,330,381.28	

Attachment: November 19, 2020 - Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 19, 2020

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the November 5, 2020 Meeting

AGENDA ITEM TITLE:

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

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

Not applicable

RECOMMENDED ACTION OR MOTION:

Staff recommends Council approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 11-05-2020 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

November 5, 2020

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Sandra Day	Councilor	Present	
Jen Lindsay	Councilor	Absent	
Rob Aichele	Councilor	Present	
Dana Ziemer	Councilor	Present	

MOTION: Council Member Ron Onslow moved to excuse Council Member Jennifer Lindsay from the meeting.

SECOND: Council Member Sandra Day.

Motion Passed.

LATE CHANGES TO THE AGENDA

PROCLAMATION

Make a Difference Month

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rob Aichele, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Aichele, Ziemer
ABSENT:	Lindsay

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the October 22, 2020 Meeting

PRESENTATION

1. Washington State Legislative Update - Mike Burgess
2. Lifesaving Award - John Brooks, Police Chief

PUBLIC HEARING/BUSINESS

1. Public Hearing on 2021 Property Tax Levy and Revenues

The 2021 revenue budget totals \$29,043,553, including \$7,095,245 associated with internal transfers from existing funds, \$1,060,280 in grant funds, \$406,000 from a bond issuance and \$166,000 in final draws for a Public Works Trust Fund loan. In comparison the 2020 amended revenue budget was \$33,498,847, with \$4,471,055 associated with internal transfers from existing funds. The overall net decrease in the proposed revenue budget when compared to the 2020 amended budget is approximately \$4.45 million, an 13.3% decrease.

Mayor opened Public Hearing: 7:48PM

No testimony received.

Mayor closed Public Hearing: 7:48PM

BUSINESS

1. First Reading of Ordinance No. 1329 – 2021 Property Tax Levy - Kirk Johnson, Finance Director

The 2021 budget includes a statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, and annexations that have occurred, and including any refunds made.

First reading conducted.

2. First Reading of Ordinance No. 1330 - 2021 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

Ordinance proposes a 3% rate increase or \$0.60 per bi-monthly billing, per Equivalent Dwelling Unit (EDU). The 2021 rate would be increased to \$19.65 per EDU.

First reading conducted.

3. Second Reading of Ordinance No. 1328 – 2020 Budget Amendment 2 - Kirk Johnson, Finance Director

Overall adjustments to the 2020 budget would be \$2,732,750 in additional revenue, \$547,630 in new grant funding, for a total increase of \$3,280,380, \$850,230 in new one-time expense, and \$192,000 in fund transfers. No ongoing expense is requested. The final fund balance impact over all funds is a positive \$2,430,150. There are three changes from the first reading: Increase RORC fencing change order from \$20,000 to \$25,000. Increase Gee Creek Trail contract amendment from \$25,000 to \$40,000. Add S. Pioneer extension project design/permitting at \$100,000.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1328 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Dana Ziemer, Councilor
AYES:	Onslow, Wells, Stose, Day, Aichele, Ziemer
ABSENT:	Lindsay

4. Resolution No. 587 – Approval of Ridgefield Residential Utility Assistance Program - Kirk Johnson, Finance Director

The purpose of this temporary emergency program is to assist residential customers with a utility relief program for those negatively impacted by the Public Health crisis (Covid-19 pandemic). For residential

customers who have suffered a job loss, significant loss in income due to the Covid-19 pandemic, or who would otherwise qualify under the City's low income citizen water rate credit program the City intends to use CARES Act funding to reduce and/or eliminate past due bills up to \$500.00 per account. Residents who qualify for this program will not need to pay the amount received back to the City. Relief is granted for City of Ridgefield water and stormwater utility accounts only.

MOTION: MOVED TO ADOPT RESOLUTION NO. 587 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sandra Day, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Stose, Day, Aichele, Ziemer
ABSENT:	Lindsay

5. Motion - Approval of the Crossing Phase 2 Final Plat

The Ridgefield Hearing Examiner approved the Ridgefield Crossing mixed use master plan and preliminary subdivision plat on July 27, 2018, Ridgefield Crossing includes three residential phases with a total of 133 single-family attached lots. The subject final plat, The Crossing Phase 2, was formerly known as Ridgefield Crossing Phase B. The applicant proposes to subdivide the 6.84-acre site into 52 single-family attached (townhouse) residential lots. The lots range from 1,681 square feet to 3,184 square feet, consistent with the lot sizes approved through the Ridgefield Crossing mixed use master plan and preliminary subdivision plat. The average lot size is 2,148 square feet. S 69th Place is a public street that provides direct access to each of the lots for S 5th Street and future S Union Ridge Parkway, which is also a public street dedicated to the City with this plat. The Crossing Phase 2 also contains two parking areas with fourteen total spaces to be owned and maintained by the HOA. Tract C is a storm facility to be owned and maintained by the HOA, with an easement for access and inspection granted to the City. Tracts G, H, J, and I are open space areas to be owned and maintained by the HOA. Tract I contains a pedestrian trail to be owned and maintained by the HOA. After starting at S Union Ridge Parkway and traveling through Tract I, the pedestrian trail accesses Tract C via a public easement between Lots 7 and 8, to be maintained by the HOA. The trails continues north through Tracts C and J, reconnecting with the public sidewalk on S 69th Place near its intersection with S Union Ridge Parkway. Pedestrians can follow the sidewalk north to connect with the trail in The Crossing Phase 1.

City Council discussion.

MOTION: MOVED TO APPROVE THE CROSSING PHASE 2 FINAL PLAT AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rob Aichele, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Day, Aichele, Ziemer
ABSENT:	Lindsay

6. Motion - Approval of Amendment to Continuing Operations Plan

Effective Monday, November 2nd, the City Manager amended the COVID-19 Emergency Order to open sports fields for organized team practices subject to the regulations specified in the Washington State Phase 2 Sporting Activities Guidelines. Therefore, Ridgefield Outdoor Recreation Complex and all other fields in Ridgefield will be available for organized sports practices as outlined in the State's guidance. The

Center for Disease Control and Clark County Public Health modified the recommendations for quarantine and/or isolation due to COVID-19. The City will implement these recommendations for City employees.

MOTION: MOVED TO APPROVE THE AMENDMENT TO THE CONTINUING OPERATIONS PLAN AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rob Aichele, Councilor
SECONDER:	Lee Wells, Councilor
AYES:	Onslow, Wells, Stose, Day, Aichele, Ziemer
ABSENT:	Lindsay

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Aichele - Attended virtual pre-application conference, Ridgefield arts association, Port of Ridgefield meeting.

Council Member Day - Attended virtual CRWWD meeting, school board meeting, Ridgefield chamber of commerce meeting, 2020 leadership awards for outstanding alumnus.

Council Member Wells - Attended City Manager briefing.

Council Member Ziemer - Attended City Manager briefing, CREDC fall luncheon.

Council Member Onslow - Attended virtual RTC meeting, City Manager briefing.

Mayor

Attended City Manager briefing.

City Manager

City Manager Steve Stuart - Tree planting project organized for Saturday morning, COVID-19 update provided.

Community Development Director Claire Lust - "Let's Talk Housing" virtual open house scheduled for November 17.

Deputy City Manager Lee Knottnerus - Events update, Food Drive update, new inspector position filled.

Police Chief John Brooks - Out of State plates emphasis update provided.

ADJOURN - [8:34 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 11-05-2020 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 19, 2020

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: An Ordinance for the City of Ridgefield, Washington Adopting the 2021 Budget; and Providing for the Effective Date Thereof

GOVERNING LEGISLATION:

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

PREVIOUS COUNCIL ACTION TAKEN:

The City Council conducted a public hearing on the proposed 2021 revenue sources at the November 5, 2020 council meeting. Council has held 2 work sessions on the 2021 proposed budget.

SUMMARY/BACKGROUND:

The 2021 budget represents the proposed fiscal plans for the City of Ridgefield for calendar year 2021. It took the collaborative efforts of the Budget Advisory Committee, City Council, senior management, staff, and citizen input to develop and create the budget. Meetings were held throughout the budget development process to discuss the budget in more detail and to ensure understanding. These meetings included three Budget Advisory Committee meetings, which were held on August 13th, September 17th, and October 15th. The City also conducted two City Council work sessions, which were held on August 27th, and September 24th. Input and feedback gained throughout this process was reviewed and incorporated into the budget as appropriate. Copies of the budget have been made available to the Budget Advisory Committee, City Council, senior management and staff for review as updates were made throughout the process. A proposed draft of the budget was made available to the public at City Hall and on the City's website October 30, 2020.

BUDGET/FINANCIAL IMPACTS:

The 2021 budget proposes total revenues of \$29 million and \$27.4 million in expense. The 2021 budget proposes an operating budget of \$14,135,090, capital budget of \$6,201,400, special revenue budget of \$0, capital service budget of \$5,667,468 and a debt service budget of \$1,433,629 (General Government), for a total budget of \$27,437,587. The net impact on overall fund balance is an increase of \$1,605,966.

Transfers between funds included in the budget total \$7,095,245, with \$1,011,566 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$218,892, transfers for debt service in the amount of \$1,629,787 (\$1,433,629 General Govt. and \$196,158 for Water Utility), and \$4,235,000 for capital projects.

Total revenues and the use of fund balance and/or designated reserves are projected

to sufficiently support the proposed budget.

The 2021 proposed budget includes funding for seven new full-time equivalent positions and an increase from one part-time position to a full-time position. The new positions are for two police officers, a police clerk, a permit tech, a storm water maintenance worker, a facilities maintenance worker and a one-year project related position for a support specialist. The total FTE count for the City of Ridgefield with these additions is 59.25, which includes 58 full-time positions and 2 part-time positions.

RECOMMENDED ACTION OR MOTION:

Conduct the first public hearing and reading of Ordinance No. 1331 pertaining to the 2021 Proposed Budget. No formal action is requested at this time.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2021 Proposed Budget - Public Hearing 11.19.2020 (PDF)
 Exhibit A - 2021 Proposed Budget Summary (PDF)
 Exhibit B - 2021 Operating Funds Summary (PDF)
 Exhibit C - 2021 Special Revenue and Debt Service Fund Summary (PDF)
 Exhibit D - Capital Service Fund Summary (PDF)
 Exhibit E - Capital Project Fund and ERF Summary (PDF)
 Exhibit F - 2021 FTE Schedule (PDF)

ORDINANCE NO. 1331

AN ORDINANCE FOR THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING THE 2021 BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the tax estimates and budget for the City of Ridgefield for the 2021 fiscal year have been prepared and filed as provided by the laws of the State of Washington; and

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

WHEREAS, the 2021 proposed budget was submitted to the City Council and City Clerk on October 30, 2020 and budget workshop sessions were held on August 27, 2020, and September 24, 2020; and

WHEREAS, public hearings on the 2021 annual budget were held on November 5, 2020, November 19, 2020 and December 3, 2020.

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

Section 1: Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt the 2021 budget of anticipated revenues and expenditures.

Section 2: 2021 Budget Adoption. The annual budget for the City of Ridgefield, Washington for the year ending December 31, 2021 is hereby adopted in the amounts and for the purposes shown in Exhibits "A-F", attached hereto and incorporated herein by reference. The budget for each Department and Fund in Exhibits "A-F" is hereby adopted at the fund level and set as the appropriation limit for expenditures for the fiscal year 2021. The attached Exhibit "A" summarizes the totals of estimated revenue and expenditure appropriations for each separate fund and the aggregate total for all funds combined.

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

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

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 3RD
DAY OF DECEMBER, 2020.

By: _____
Don Stose, Mayor

Attest:

Julie Ferriss
City Clerk

Approved as to Form:

Janean Parker, City Attorney

First Reading:	November 19, 2020
Second Reading/Passed:	December 3, 2020
Date of Publication:	December 9, 2020
Effective Date:	December 14, 2020



2021 Proposed Budget

November 19, 2020



2021 Proposed Budget Agenda

- 2021 Budget Summary
 - Operating Funds
 - Capital Service Funds
 - Capital Project/ERF Funds
 - Special Revenue Funds
 - Debt Service Funds
- 2021 FTE Report



2021 Proposed Budget Agenda

- 2021 Budget Summary
 - Total revenue \$29,043,553
 - Total expense \$27,437,587
 - Operating budget \$14,135,090
 - 49.8% Personnel expense
 - 32.6% Operations and maintenance
 - 12.8% Capital outlay and transfers
 - 2.9% Capital Leases
 - 1.9% Debt Service



2021 Proposed Budget

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 6,627,370	\$ 9,647,238	\$ 9,975,584	\$ 6,299,024	\$ (328,346)
101	Street Fund	12,237	767,564	749,868	29,933	\$ 17,696
406	Water Operating	2,037,696	2,454,793	2,253,886	2,238,603	\$ 200,907
408	Stormwater Operating	503,442	950,920	1,155,752	298,610	\$ (204,832)
Total Operating Funds		9,180,745	13,820,515	14,135,090	8,866,170	\$ (314,575)
Capital Service Funds						
105	Real Estate Excise Tax	1,734,086	1,520,000	1,413,405	1,840,681	106,595
114	Park Impact Fee	1,546,550	1,413,450	490,000	2,470,000	923,450
115	Traffic Impact Fee	2,380,483	2,559,112	1,930,000	3,009,595	629,112
416	Water Utility SDC	8,623,696	1,858,375	1,834,063	8,648,008	24,312
Total Capital Service Funds		14,284,815	7,350,937	5,667,468	15,968,284	1,683,469
Special Revenue Funds						
111	Drug Fund	5,297	1,010	-	6,307	1,010
140	Affordable Housing	5,500	23,035	-	28,535	23,035
150	Transportation Benefit District	192,451	153,435	-	345,886	153,435
Total Special Revenue Funds		203,248	177,480	-	380,728	177,480
Debt Service Fund						
200	Debt Service	-	1,433,629	1,433,629	-	-
Total Debt Service Fund		-	1,433,629	1,433,629	-	-
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	389,679	4,517,000	4,517,000	389,679	-
410	Water Utility Capital Projects	9,509	1,099,000	1,099,000	9,509	-
412	Storm Utility Capital Projects	-	426,000	426,000	-	-
501	Equipment Replacement (ERF)	219,735	218,992	159,400	279,327	59,592
Total Capital/ERF		618,923	6,260,992	6,201,400	678,515	59,592
Total Budget		\$ 24,287,731	\$ 29,043,553	\$ 27,437,587	\$ 25,893,697	\$ 1,605,966



2021 Proposed Budget

Operating Funds Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 9,740,553	\$ 9,647,238	-0.96%
101	Street Fund	675,625	767,564	13.61%
406	Water Operating	2,349,549	2,454,793	4.48%
408	Stormwater Operating	765,275	950,920	24.26%
<i>Total Operating Funds</i>		<i>13,531,002</i>	<i>13,820,515</i>	<i>2.14%</i>



2021 Proposed Budget

Operating Funds Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 8,872,324	\$ 9,975,584	12.43%
101	Street Fund	725,387	749,868	3.37%
406	Water Operating	2,177,534	2,253,886	3.51%
408	Stormwater Operating	648,986	1,155,752	78.09%
<i>Total Operating Funds</i>		<i>12,424,231</i>	<i>14,135,090</i>	<i>13.77%</i>



2021 Proposed Budget

Operating Funds – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 6,627,370	\$ 9,647,238	\$ 9,975,584	\$ 6,299,024	\$ (328,346)
101	Street Fund	12,237	767,564	749,868	29,933	\$ 17,696
406	Water Operating	2,037,696	2,454,793	2,253,886	2,238,603	\$ 200,907
408	Stormwater Operating	503,442	950,920	1,155,752	298,610	\$ (204,832)
Total Operating Funds		9,180,745	13,820,515	14,135,090	8,866,170	\$ (314,575)



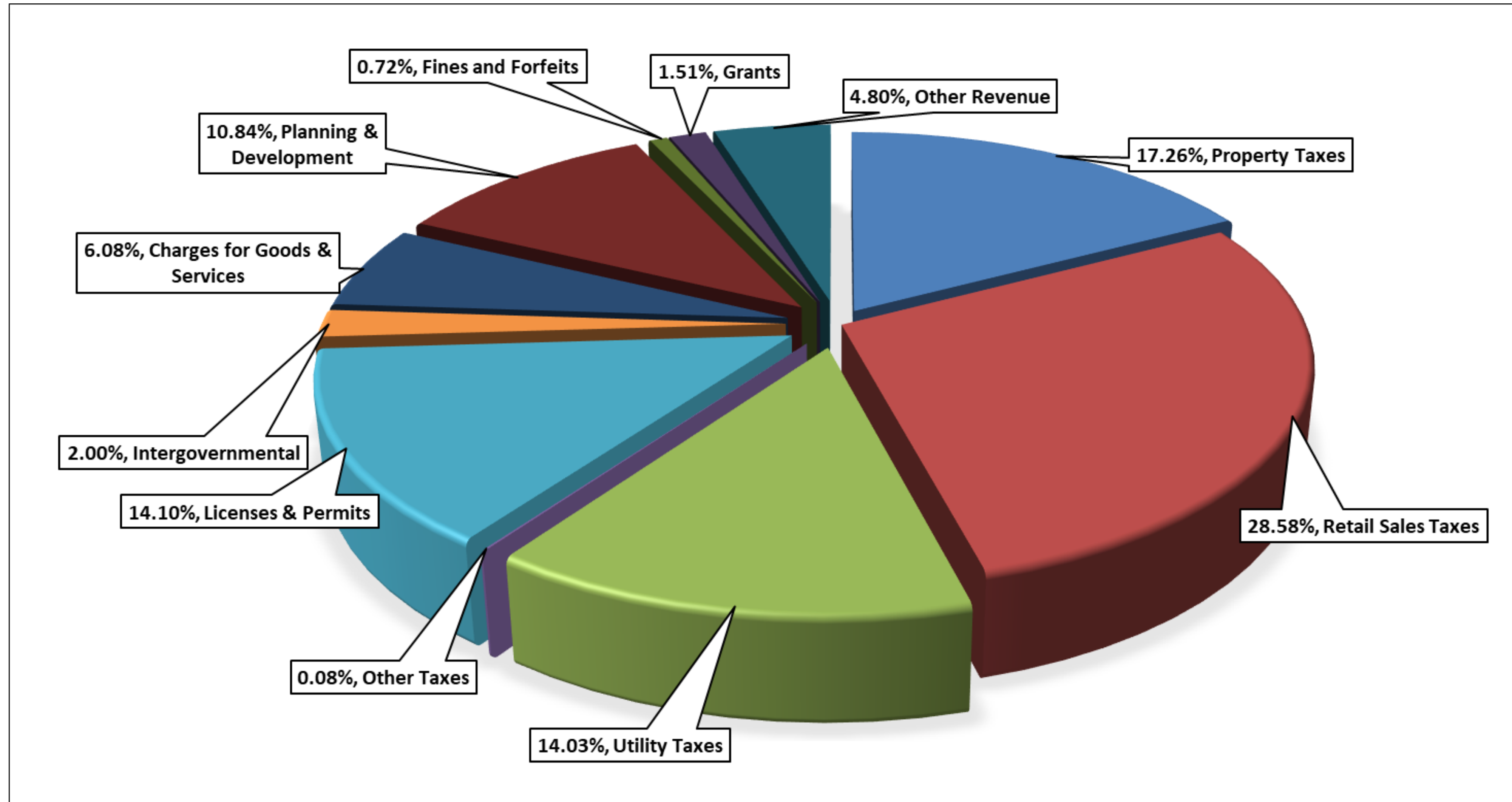
2021 Proposed Budget

2020-2021 General Fund Revenue Budget Comparison

Description	2020 Amended Budget	2021 Proposed Budget	Percentage Change
<i>001 General Fund</i>			
<i>Revenue</i>			
Property Tax	1,460,000	1,665,000	14.04%
Retail Sales & Other Tax	2,656,025	2,765,025	4.10%
Utility Taxes	1,172,046	1,353,890	15.52%
License & Permits	1,831,398	1,359,860	-25.75%
Planning & Development	1,192,136	1,046,010	-12.26%
Fines & Forfeits	59,900	69,700	16.36%
Charge for Goods & Services	500,627	586,328	17.12%
Intergovernmental/Grant	607,271	338,625	-44.24%
Other Revenue/Donations	261,150	462,800	77.22%
Transfers In	-	-	0.00%
General Fund Revenue	9,740,553	9,647,238	-0.96%



2021 Proposed Budget General Fund Revenue Budget



2021 Proposed Budget

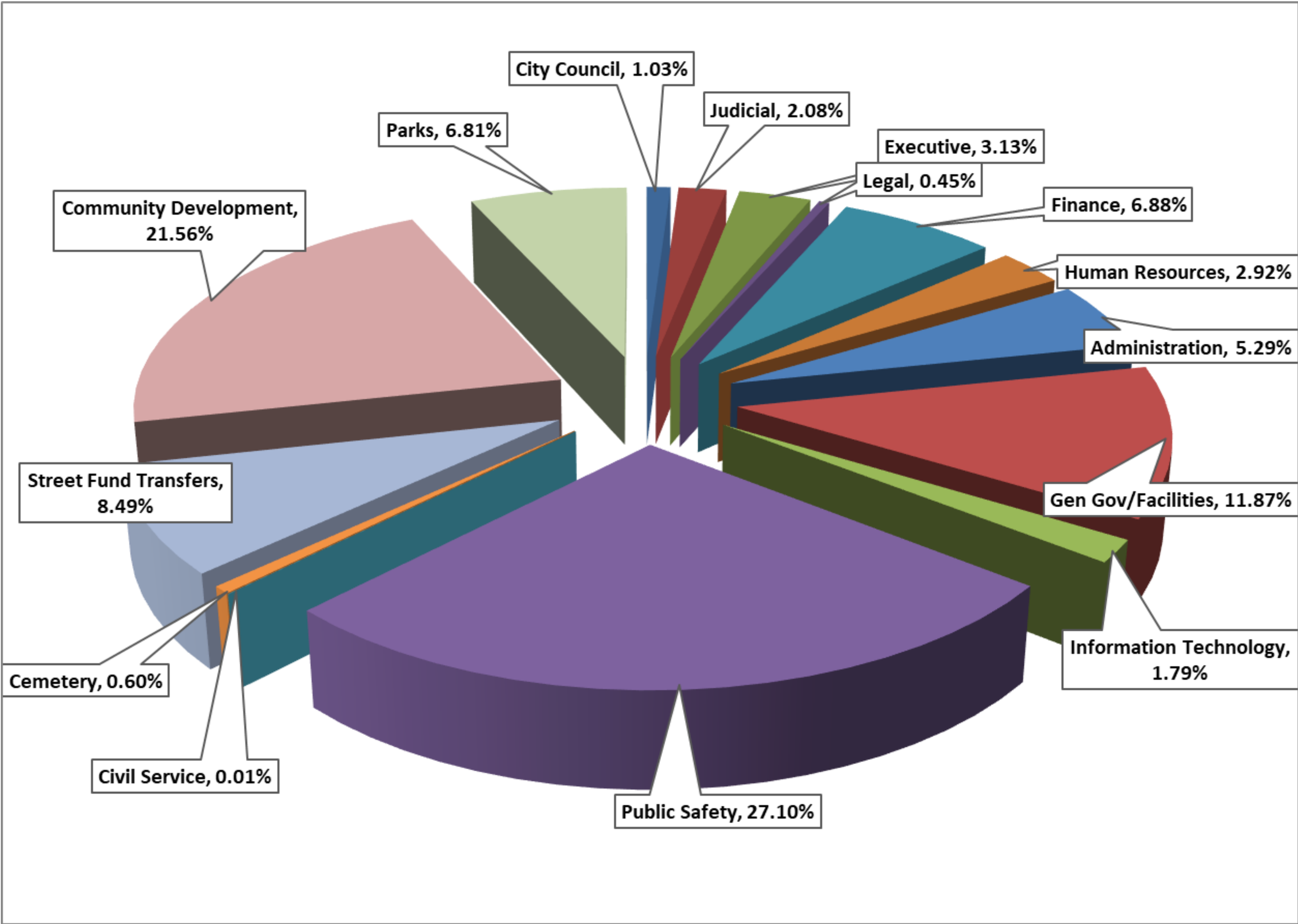
2020-2021 General Fund Expense Budget Comparison

Description	2020 Amended Budget	2021 Proposed Budget	Percentage Change
001 General Fund			
Expense			
City Council	96,483	102,825	6.57%
Judicial	187,000	207,000	10.70%
Executive	277,776	312,110	12.36%
Legal	45,000	45,000	0.00%
Finance	637,522	686,490	7.68%
Human Resources	238,029	291,015	22.26%
Administration	456,179	528,030	15.75%
Gen Govt/Facilities	1,258,600	1,183,672	-5.95%
Information Tech	178,909	178,800	-0.06%
Public Safety	1,993,998	2,702,949	35.55%
Civil Service	1,000	1,000	0.00%
Cemetery	34,985	59,449	69.93%
Transfers	665,850	846,438	27.12%
Community Development	2,185,599	2,151,005	-1.58%
Parks	615,394	679,801	10.47%
General Fund Expense	8,872,324	9,975,584	12.43%



2021 Proposed Budget

General Fund Expense Budget



2021 Proposed Budget

2020-2021 Capital Service Fund Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	1,464,166	1,520,000	3.81%
114	Park Impact Fee	1,626,916	1,413,450	-13.12%
115	Traffic Impact Fee	1,429,616	2,559,112	79.01%
416	Water Utility SDC	2,207,134	1,858,375	-15.80%
<i>Total Capital Service Funds</i>		<i>6,727,832</i>	<i>7,350,937</i>	<i>9.26%</i>



2021 Proposed Budget

2020-2021 Capital Service Fund Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	837,925	1,413,405	68.68%
114	Park Impact Fee	521,500	490,000	-6.04%
115	Traffic Impact Fee	200,000	1,930,000	865.00%
416	Water Utility SDC	1,600,113	1,834,063	14.62%
<i>Total Capital Service Funds</i>		<i>3,159,538</i>	<i>5,667,468</i>	<i>79.38%</i>



2021 Proposed Budget

2021 Capital Service Funds – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Service Funds</i>						
105	Real Estate Excise Tax	1,734,086	1,520,000	1,413,405	1,840,681	106,595
114	Park Impact Fee	1,546,550	1,413,450	490,000	2,470,000	923,450
115	Traffic Impact Fee	2,380,483	2,559,112	1,930,000	3,009,595	629,112
416	Water Utility SDC	8,623,696	1,858,375	1,834,063	8,648,008	24,312
<i>Total Capital Service Funds</i>		<i>14,284,815</i>	<i>7,350,937</i>	<i>5,667,468</i>	<i>15,968,284</i>	<i>1,683,469</i>



2021 Proposed Budget

2020-2021 Capital Project and ERF Fund Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Projects & ERF</i>				
300	General Capital Projects	6,539,337	4,517,000	-30.93%
410	Water Utility Capital Projects	1,441,500	1,099,000	-23.76%
412	Storm Water Utility Capital Projects	359,000	426,000	18.66%
501	Equipment Replacement (ERF)	190,263	218,992	15.10%
<i>Total Capital Projects & ERF</i>		<i>8,530,100</i>	<i>6,260,992</i>	<i>-26.60%</i>



2021 Proposed Budget

2020-2021 Capital Project and ERF Fund Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Projects & ERF</i>				
300	General Capital Projects	6,158,250	4,517,000	-26.65%
410	Water Utility Capital Projects	1,441,500	1,099,000	-23.76%
412	Storm Water Utility Capital Projects	359,000	426,000	18.66%
501	Equipment Replacement (ERF)	365,300	159,400	-56.36%
<i>Total Capital Projects & ERF</i>		<i>8,324,050</i>	<i>6,201,400</i>	<i>-25.50%</i>



2021 Proposed Budget

2021 Capital Project and ERF Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Project/Equipment Replacement Construction Funds</i>						
300	General Capital Projects	389,679	4,517,000	4,517,000	389,679	-
410	Water Utility Capital Projects	9,509	1,099,000	1,099,000	9,509	-
412	Storm Utility Capital Projects	-	426,000	426,000	-	-
501	Equipment Replacement (ERF)	219,735	218,992	159,400	279,327	59,592
<i>Total Capital/ERF</i>		618,923	6,260,992	6,201,400	678,515	59,592



2021 Proposed Budget

2020-2021 Special Revenue and Debt Service Fund Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Special Revenue Funds</i>				
111	Drug Fund	1,100	1,010	-8.18%
140	Affordable Housing	-	23,035	100.00%
150	Transportation Benefit District	143,500	153,435	6.92%
<i>Total Special Revenue Funds</i>		<i>144,600</i>	<i>177,480</i>	<i>22.74%</i>
<i>Debt Service</i>				
200	Debt Service	4,665,313	1,433,629	-69.27%
<i>Total Debt Service</i>		<i>4,665,313</i>	<i>1,433,629</i>	<i>-69.27%</i>



2021 Proposed Budget

2020-2021 Special Revenue and Debt Service Fund Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Special Revenue Funds</i>				
111	Drug Fund	-	-	0.00%
140	Affordable Housing	-	-	0.00%
150	Transportation Benefit District	-	-	0.00%
<i>Special Revenue Funds</i>		-	-	0.00%
<i>Debt Service</i>				
200	Debt Service	4,665,313	1,433,629	-69.27%
<i>Total Debt Service</i>		<i>4,665,313</i>	<i>1,433,629</i>	<i>-69.27%</i>



2021 Proposed Budget

2020-2021 Special Revenue and Debt Service Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Special Revenue Funds</i>						
111	Drug Fund	5,297	1,010	-	6,307	1,010
140	Affordable Housing	5,500	23,035	-	28,535	23,035
150	Transportation Benefit District	192,451	153,435	-	345,886	153,435
<i>Total Special Revenue Funds</i>		<i>203,248</i>	<i>177,480</i>	<i>-</i>	<i>380,728</i>	<i>177,480</i>
<i>Debt Service Fund</i>						
200	Debt Service	-	1,433,629	1,433,629	-	-
<i>Total Debt Service Fund</i>		<i>-</i>	<i>1,433,629</i>	<i>1,433,629</i>	<i>-</i>	<i>-</i>



2021 Proposed Budget

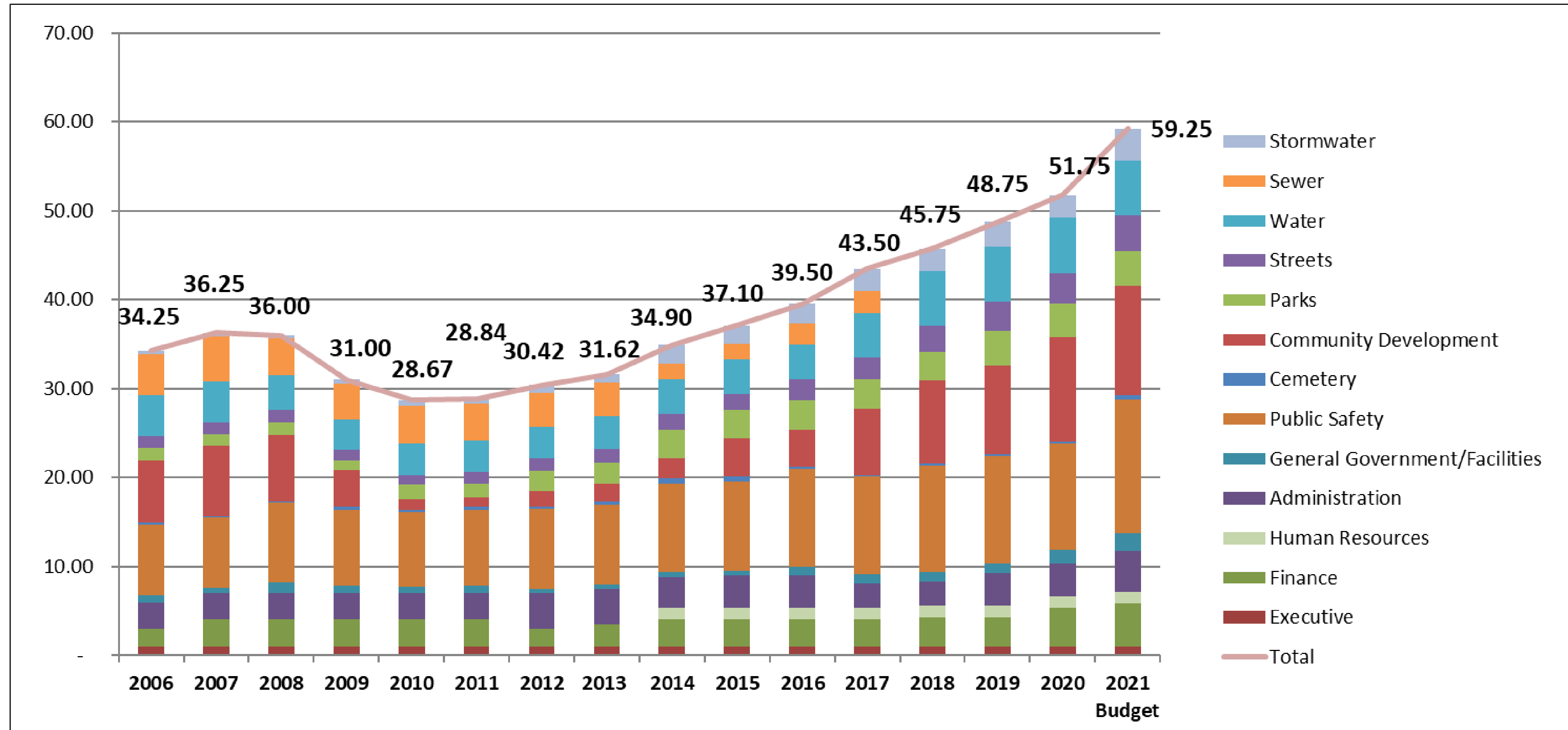
2020-2021 FTE Count Comparison

Personnel Schedule (Full-Time Equivalents)				
Job Title	2019 FTE Allocation	2020 FTE Allocation	2021 FTE Allocation	2021 FTE Percentage
Executive	1.00	1.00	1.00	1.69%
Total Finance	3.30	4.30	4.80	8.10%
Total Human Resources	1.30	1.30	1.30	2.19%
Total Administration	3.70	3.70	4.70	7.93%
Total General Government/Facilities	1.07	1.54	1.97	3.32%
Total Public Safety	12.00	12.00	15.00	25.32%
Total Cemetery	0.27	0.24	0.47	0.79%
Total Community Development	9.90	11.72	12.29	20.74%
Total Parks	3.89	3.80	3.97	6.70%
Total Streets	3.31	3.42	4.02	6.78%
Total Water Utility	6.24	6.22	6.18	10.43%
Total Stormwater Utility	2.77	2.51	3.55	5.99%
Total Full Time Equivalents	48.75	51.75	59.25	100.00%
Full-Time Staff				
Full-Time Employees	47.00	50.00	58.00	97.89%
Part-Time Staff				
Part-Time Employees	1.75	1.75	1.25	2.11%



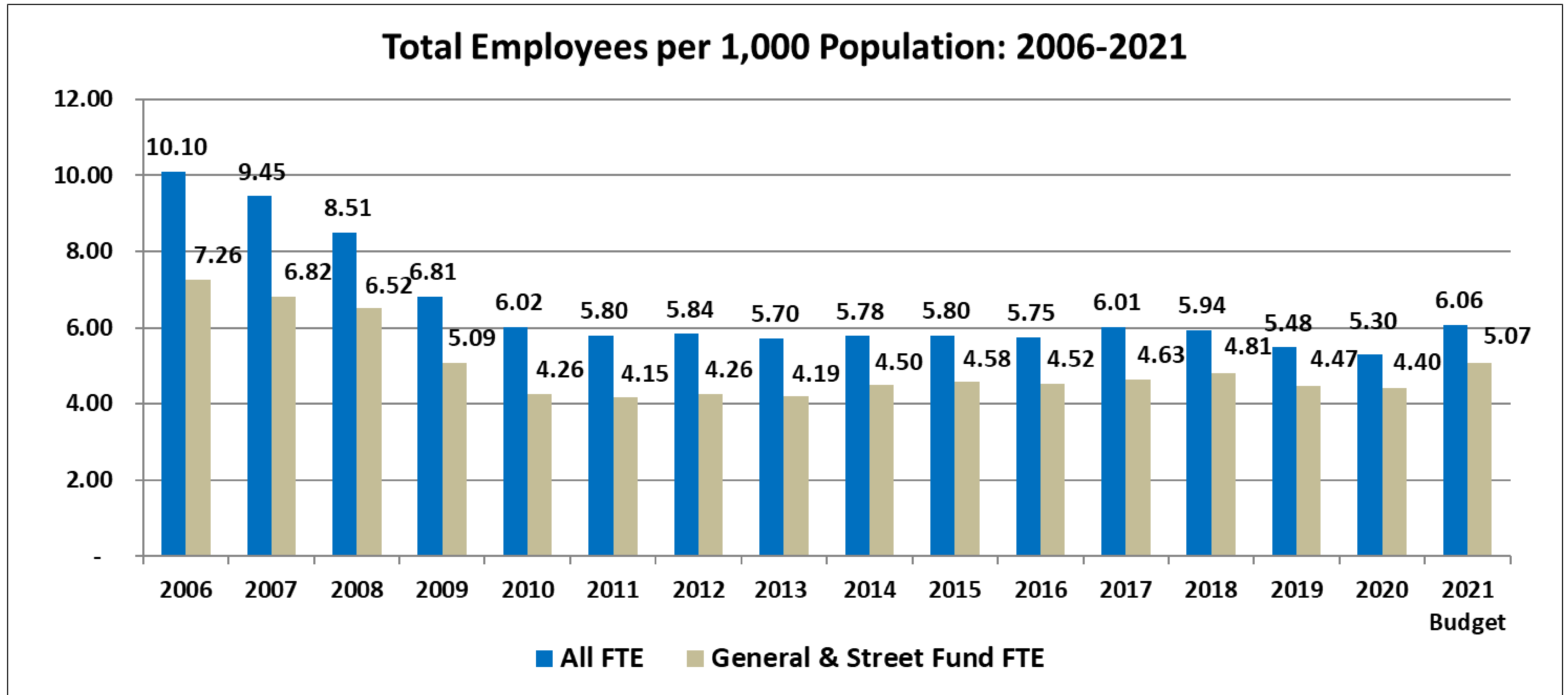
2021 Proposed Budget

2021 FTE Count



2021 Proposed Budget

2021 FTE Count



2021 Proposed Budget Next Steps

- November

- Conduct second reading on property tax levy 11/19 6:30 PM
- Conduct second reading on storm water utility rates 11/19 6:30 PM

- December

- Conduct public hearing on budget 12/3 6:30 PM
- Adopt 2021 budget 12/3 6:30 PM
- Transmit 2021 budget to MRSC and State Auditor





THANK YOU

Exhibit "A"



2021 Budget

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 6,627,370	\$ 9,647,238	\$ 9,975,584	\$ 6,299,024	\$ (328,346)
101	Street Fund	12,237	767,564	749,868	29,933	\$ 17,696
406	Water Operating	2,037,696	2,454,793	2,253,886	2,238,603	\$ 200,907
408	Stormwater Operating	503,442	950,920	1,155,752	298,610	\$ (204,832)
<i>Total Operating Funds</i>		<i>9,180,745</i>	<i>13,820,515</i>	<i>14,135,090</i>	<i>8,866,170</i>	<i>\$ (314,575)</i>
Capital Service Funds						
105	Real Estate Excise Tax	1,734,086	1,520,000	1,413,405	1,840,681	106,595
114	Park Impact Fee	1,546,550	1,413,450	490,000	2,470,000	923,450
115	Traffic Impact Fee	2,380,483	2,559,112	1,930,000	3,009,595	629,112
416	Water Utility SDC	8,623,696	1,858,375	1,834,063	8,648,008	24,312
<i>Total Capital Service Funds</i>		<i>14,284,815</i>	<i>7,350,937</i>	<i>5,667,468</i>	<i>15,968,284</i>	<i>1,683,469</i>
Special Revenue Funds						
111	Drug Fund	5,297	1,010	-	6,307	1,010
140	Affordable Housing	5,500	23,035	-	28,535	23,035
150	Transportation Benefit District	192,451	153,435	-	345,886	153,435
<i>Total Special Revenue Funds</i>		<i>203,248</i>	<i>177,480</i>	<i>-</i>	<i>380,728</i>	<i>177,480</i>
Debt Service Fund						
200	Debt Service	-	1,433,629	1,433,629	-	-
<i>Total Debt Service Fund</i>		<i>-</i>	<i>1,433,629</i>	<i>1,433,629</i>	<i>-</i>	<i>-</i>
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	389,679	4,517,000	4,517,000	389,679	-
410	Water Utility Capital Projects	9,509	1,099,000	1,099,000	9,509	-
412	Storm Utility Capital Projects	-	426,000	426,000	-	-
501	Equipment Replacement (ERF)	219,735	218,992	159,400	279,327	59,592
<i>Total Capital/ERF</i>		<i>618,923</i>	<i>6,260,992</i>	<i>6,201,400</i>	<i>678,515</i>	<i>59,592</i>
<i>Total Budget</i>		<i>\$ 24,287,731</i>	<i>\$ 29,043,553</i>	<i>\$ 27,437,587</i>	<i>\$ 25,893,697</i>	<i>\$ 1,605,966</i>

Exhibit "B"



2021 Budget

Operating Funds Summary Report by Fund

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
001 General Fund							
Revenue							
Property Tax	1,149,449	1,288,393	1,460,000	1,387,000	1,665,000	-	1,665,000
Retail Sales & Other Tax	2,635,867	3,255,417	2,656,025	2,758,520	2,765,025	-	2,765,025
Utility Taxes	1,015,750	1,095,607	1,172,046	1,250,178	1,353,890	-	1,353,890
License & Permits	1,175,971	1,302,769	1,831,398	1,955,216	1,359,860	-	1,359,860
Planning & Development	1,089,769	1,243,980	1,192,136	1,217,519	1,046,010	-	1,046,010
Fines & Forfeits	76,029	74,827	59,900	57,313	69,700	-	69,700
Charge for Goods & Srvc	595,719	564,533	500,627	501,950	572,528	13,800	586,328
Intergovernmental/Grant	176,782	314,624	607,271	631,599	338,625	-	338,625
Other Rev/Donations	98,492	238,898	261,150	271,046	462,800	-	462,800
Transfers In	8,798	-	-	-	-	-	-
Total Revenue	8,022,626	9,379,048	9,740,553	10,030,341	9,633,438	13,800	9,647,238
Expense							
City Council	80,622	95,548	96,483	83,571	102,825	-	102,825
Judicial	124,879	132,677	187,000	162,573	207,000	-	207,000
Executive	254,507	266,751	277,776	248,119	312,110	-	312,110
Legal	29,970	27,523	45,000	32,951	45,000	-	45,000
Finance	427,613	452,256	637,522	595,163	686,490	-	686,490
Human Resources	189,151	206,171	238,029	206,586	261,815	29,200	291,015
Administration	321,448	394,378	456,179	423,640	479,840	48,190	528,030
Gen Govt/Facilities	788,304	1,174,734	1,258,600	1,154,769	1,003,060	180,612	1,183,672
Information Tech	135,059	148,572	178,909	173,291	178,800	-	178,800
Public Safety	1,726,967	1,823,404	1,993,998	2,006,972	2,276,829	426,120	2,702,949
Civil Service	70	80	1,000	92	1,000	-	1,000
Cemetery	18,950	35,432	34,985	52,403	55,645	3,804	59,449
Transfers	341,124	522,706	665,850	620,850	595,000	251,438	846,438
Community Development	2,329,319	1,835,908	2,185,599	1,886,382	1,942,305	208,700	2,151,005
Parks	429,570	599,806	615,394	581,851	580,555	99,246	679,801
Total Expense	7,197,553	7,715,946	8,872,324	8,229,213	8,728,274	1,247,310	9,975,584
Net Total	825,073	1,663,102	868,229	1,801,128	905,164	(1,233,510)	(328,346)
Fund Balance							
Beginning Fund Balance	2,338,067	3,163,140	4,826,242	4,826,242	6,627,370	7,532,534	6,627,370
Ending Fund Balance	3,163,140	4,826,242	5,694,471	6,627,370	7,532,534	6,299,024	6,299,024
GF Policy Reserve Balance	1,480,890	2,014,914	2,331,040	2,331,040	2,421,264	2,421,264	2,421,264
Building Policy Reserve Bal	394,376	574,578	538,567	538,567	594,109	594,109	594,109
Restricted for Building	346,554	599,282	1,230,900	1,679,948	1,657,720	1,657,720	1,449,020
Fund Balance Available	941,320	1,637,468	1,593,964	2,077,815	2,859,441	1,625,931	1,834,631

Exhibit "B"



2021 Budget

Operating Funds Summary Report by Fund

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
101 Street Fund							
Revenue							
Utility Tax/Franchise Fee	69,750	72,002	85,634	89,044	95,491	-	95,491
Permits	21,806	18,528	20,000	23,946	20,000	-	20,000
Grants	-	-	17,000	17,000	-	-	-
Intergovernmental	168,375	177,662	151,116	160,635	220,610	-	220,610
Other Revenue	322	1,694	1,025	3	1,025	-	1,025
Transfers In	236,403	328,125	400,850	400,850	400,000	30,438	430,438
Total Revenue	496,656	598,011	675,625	691,478	737,126	30,438	767,564
Expense							
Streets	530,946	600,875	725,387	681,827	719,430	30,438	749,868
Total Expense	530,946	600,875	725,387	681,827	719,430	30,438	749,868
Net Total	(34,290)	(2,864)	(49,762)	9,651	17,696	-	17,696
Fund Balance							
Beg Fund Balance	39,740	5,450	2,586	2,586	12,237	29,933	12,237
Ending Fund Balance	5,450	2,586	(47,176)	12,237	29,933	29,933	29,933
Reserves Maintain in GF	-	-	-	-	-	-	-
Fund Balance Available	5,450	2,586	(47,176)	12,237	29,933	29,933	29,933

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
406 Water Utility Fund							
Revenue							
Charge for Goods & Srvc	1,712,142	1,939,937	2,118,404	2,258,295	2,248,635	-	2,248,635
Grants	-	-	22,000	22,000	-	-	-
Other Revenue	9,017	12,652	10,605	9,368	10,000	-	10,000
Transfers In	203,276	200,310	198,540	198,540	196,158	-	196,158
Total Revenue	1,924,435	2,152,899	2,349,549	2,488,203	2,454,793	-	2,454,793
Expense							
Water Utility	2,181,386	1,808,533	2,177,534	1,997,639	2,091,986	161,900	2,253,886
Total Expense	2,181,386	1,808,533	2,177,534	1,997,639	2,091,986	161,900	2,253,886
Net Total	(256,951)	344,366	172,015	490,564	362,807	(161,900)	200,907
Fund Balance							
Beginning Fund Balance	1,409,730	1,202,766	1,547,132	1,547,132	2,037,696	2,400,503	2,037,696
Ending Fund Balance	1,202,766	1,547,132	1,719,147	2,037,696	2,400,503	2,238,603	2,238,603
Policy Reserve Balance	531,686	688,217	881,874	881,874	1,005,949	1,005,949	1,005,949
Fund Balance Available	671,080	858,915	837,273	1,155,822	1,394,554	1,232,654	1,232,654

Exhibit "B"



2021 Budget
Operating Funds
Summary Report by Fund

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
408 Stormwater Utility Fund							
Revenue							
Charge for Goods & Srvs	560,683	676,722	749,000	833,703	947,920	-	947,920
Grants	-	-	16,000	16,000	-	-	-
Other Revenue	1,414	(225)	275	1,830	3,000	-	3,000
Total Revenue	562,097	676,497	765,275	851,533	950,920	-	950,920
Expense							
Stormwater Utility	741,675	658,378	648,986	645,705	753,752	402,000	1,155,752
Total Expense	741,675	658,378	648,986	645,705	753,752	402,000	1,155,752
Net Total	(179,578)	18,119	116,289	205,828	197,168	(402,000)	(204,832)
Fund Balance							
Beginning Fund Balance	437,626	279,495	297,614	297,614	503,442	700,610	503,442
Ending Fund Balance	279,495	297,614	413,903	503,442	700,610	298,610	298,610
Policy Reserve Balance	183,098	275,728	398,183	398,183	456,435	456,435	456,435
Fund Balance Available	96,397	21,886	15,720	105,259	244,175	(157,825)	(157,825)

Exhibit "C"



2021 Budget

Special Revenue and Debt Service Fund Summary Report by Fund

		2020						
Description	2018	Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
111 Drug Fund								
Revenue								
Fines and Forfeits		1,837	947	1,000	506	1,000	-	1,000
Other Revenue		167	264	100	5	10	-	10
Total Revenue		2,004	1,211	1,100	511	1,010	-	1,010
Expense								
Small Tools & Equipment		-	5,617	-	-	-	-	-
Intergovernmental		1	21	-	-	-	-	-
Total Expense		1	5,638	-	-	-	-	-
Net Total		2,003	(4,427)	1,100	511	1,010	-	1,010
Fund Balance								
Beginning Fund Balance		7,210	9,213	4,786	4,786	5,297	6,307	5,297
Ending Fund Balance		9,213	4,786	5,886	5,297	6,307	6,307	6,307
Fund Balance Available		9,213	4,786	5,886	5,297	6,307	6,307	6,307

140 Affordable Housing								
Revenue								
Retail Sales Tax		-	-	-	5,500	23,000	-	23,000
Other Revenue		-	-	-	-	35	-	35
Total Revenue		-	-	-	5,500	23,035	-	23,035
Expense								
Transfers-Out		-	-	-	-	-	-	-
Total Expense		-	-	-	-	-	-	-
Net Total		-	-	-	5,500	23,035	-	23,035
Fund Balance								
Beg Fund Balance		-	-	-	-	5,500	28,535	5,500
Ending Fund Balance		-	-	-	5,500	28,535	28,535	28,535
Fund Balance Available		-	-	-	5,500	28,535	28,535	28,535

150 Transportation Benefit District								
Revenue								
Vehicle Licensing Fees		-	75,973	143,450	146,463	153,410	-	153,410
Other Revenue		-	4	50	11	25	-	25
Total Revenue		-	75,977	143,500	146,474	153,435	-	153,435
Expense								
Transfers-Out		-	30,000	-	-	-	-	-
Total Expense		-	30,000	-	-	-	-	-
Net Total		-	45,977	143,500	146,474	153,435	-	153,435
Fund Balance								
Beg Fund Balance		-	-	45,977	45,977	192,451	345,886	192,451
Ending Fund Balance		-	45,977	189,477	192,451	345,886	345,886	345,886
Fund Balance Available		-	45,977	189,477	192,451	345,886	345,886	345,886

Exhibit "C"



2021 Budget

Special Revenue and Debt Service Fund Summary Report by Fund

Description	2018	Actual	2020		2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
			2019 Actual	Amended Budget				
200 Debt Service Fund								
Revenue								
Transfers-In		456,555	808,499	807,650	807,649	1,433,629	-	1,433,629
Other Revenue		1,384	-	-	-	-	-	-
Other Financing Sources		7,099,533	-	3,857,663	3,857,663	-	-	-
Total Revenue		7,557,472	808,499	4,665,313	4,665,312	1,433,629	-	1,433,629
Expense								
Debt Service		633,781	808,499	4,665,313	4,665,312	1,433,629	-	1,433,629
Transfers-Out		8,671,000	-	-	-	-	-	-
Total Expense		9,304,781	808,499	4,665,313	4,665,312	1,433,629	-	1,433,629
Net Total		(1,747,309)	-	-	-	-	-	-
Fund Balance								
Beg Fund Balance		1,747,309	-	-	-	-	-	-
Ending Fund Balance		-	-	-	-	-	-	-
Fund Balance Available		-	-	-	-	-	-	-

Exhibit "D"



2021 Budget

Capital Service Fund Summary Report by Fund

	2020							
Description	2018	Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
105 Real Estate Excise Tax (REET) Fund								
Revenue								
Real Estate Excise Taxes	1,091,870		1,569,351	1,449,166	1,390,841	1,500,000	-	1,500,000
Other Revenue	51,645		77,212	15,000	21,782	20,000	-	20,000
Total Revenue	1,143,515		1,646,563	1,464,166	1,412,623	1,520,000	-	1,520,000
Expense								
Utility		-	236,440	-	-	-	-	-
General		-	-	-	-	-	-	-
Streets	1,425,806		-	50,500	50,500	-	-	-
Parks	2,812,875		657,000	-	-	-	-	-
Debt Service (RORC)	436,331		788,275	787,425	787,425	1,413,405	-	1,413,405
Total Expense	4,675,012		1,681,715	837,925	837,925	1,413,405	-	1,413,405
Net Total	(3,531,497)		(35,152)	626,241	574,698	106,595	-	106,595
Fund Balance								
Beg Fund Balance	4,726,037		1,194,540	1,159,388	1,159,388	1,734,086	1,840,681	1,734,086
Ending Fund Balance	1,194,540		1,159,388	1,785,629	1,734,086	1,840,681	1,840,681	1,840,681
Debt Service Reserves	787,275		787,425	1,413,405	1,413,405	1,414,003	1,414,003	1,414,003
Fund Balance Available	407,265		371,963	372,224	320,681	426,678	426,678	426,678

Description			2020	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget	
	2018	Actual	2019 Actual					Amended Budget
114 Park Impact Fee (PIF) Fund								
Revenue								
Planning & Development	927,194		1,094,204	1,626,891	1,731,264	1,413,200	-	1,413,200
Grants	-		-	-	-	-	-	-
Other Revenue	16,433		39	25	105	250	-	250
Total Revenue	943,627		1,094,243	1,626,916	1,731,369	1,413,450	-	1,413,450
Expense								
Park Impact Fee	4,264,655		762,719	521,500	516,343	-	490,000	490,000
Total Expense	4,264,655		762,719	521,500	516,343	-	490,000	490,000
Net Total	(3,321,028)		331,524	1,105,416	1,215,026	1,413,450	(490,000)	923,450
Fund Balance								
Beg Fund Balance	3,321,028		-	331,524	331,524	1,546,550	2,960,000	1,546,550
Ending Fund Balance	-		331,524	1,436,940	1,546,550	2,960,000	2,470,000	2,470,000
Fund Balance Available	-		331,524	1,436,940	1,546,550	2,960,000	2,470,000	2,470,000

Exhibit "D"



2021 Budget

Capital Service Fund Summary Report by Fund

	2020							
Description	2018	Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
115 Traffic Impact Fee (TIF) Fund								
Revenue								
Planning & Development	623,373		1,443,129	1,429,591	1,159,480	2,557,612	-	2,557,612
Other Revenue	(1,191)		42,330	25	9,059	1,500	-	1,500
Total Revenue	622,182		1,485,459	1,429,616	1,168,539	2,559,112	-	2,559,112
Expense								
Transp Impact Fee	1,439,255		73,515	200,000	200,000	-	1,930,000	1,930,000
Total Expense	1,439,255		73,515	200,000	200,000	-	1,930,000	1,930,000
Net Total	(817,073)		1,411,944	1,229,616	968,539	2,559,112	(1,930,000)	629,112
Fund Balance								
Beginning Fund Balance	817,073		-	1,411,944	1,411,944	2,380,483	4,939,595	2,380,483
Ending Fund Balance	-		1,411,944	2,641,560	2,380,483	4,939,595	3,009,595	3,009,595
Fund Balance Available	-		1,411,944	2,641,560	2,380,483	4,939,595	3,009,595	3,009,595

Description			2020	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget	
	2018	Actual	2019 Actual					Amended Budget
416 Water Utility SDC Fund								
Revenue								
Contributed Capital	2,012,391		1,647,176	2,138,221	2,683,927	1,818,375	-	1,818,375
Other Revenue	39,235		161,189	68,913	49,539	40,000	-	40,000
Total Revenue	2,051,626		1,808,365	2,207,134	2,733,466	1,858,375	-	1,858,375
Expense								
Intergovernmental	30,248		23,994	20,073	41,450	23,905	600,000	623,905
Capital Outlay	-		-	-	-	-	-	-
Transfers Out	564,053		939,598	1,580,040	1,265,028	196,158	1,014,000	1,210,158
Total Expense	594,301		963,592	1,600,113	1,306,478	220,063	1,614,000	1,834,063
Net Total	1,457,325		844,773	607,021	1,426,988	1,638,312	(1,614,000)	24,312
Fund Balance								
Beg Fund Balance	4,894,610		6,351,935	7,196,708	7,196,708	8,623,696	10,262,008	8,623,696
Ending Fund Balance	6,351,935		7,196,708	7,803,729	8,623,696	10,262,008	8,648,008	8,648,008
Fund Balance Available	6,351,935		7,196,708	7,803,729	8,623,696	10,262,008	8,648,008	8,648,008

Exhibit "E"



2021 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

	2020						
Description	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
300 General Capital Project Fund							
Revenue							
Grants	2,275,010	362,700	1,160,000	578,997	-	1,235,000	1,235,000
Other Revenue	336,349	412,351	-	41,844	-	-	-
Transfers In	18,730,578	1,735,198	1,037,000	986,843	195,000	2,681,000	2,876,000
Other Financing Sources	-	-	4,342,337	3,877,337	-	406,000	406,000
Total Revenue	21,341,937	2,510,249	6,539,337	5,485,021	195,000	4,322,000	4,517,000
Expense							
Facilities	-	-	3,961,250	3,833,056	-	406,000	406,000
Cemetery	-	28,997	-	-	-	-	-
Streets	4,913,088	548,096	1,575,500	1,019,839	195,000	3,286,000	3,481,000
Parks	16,498,295	1,537,102	621,500	518,026	-	630,000	630,000
Transfers Out	-	98,950	-	-	-	-	-
Total Expense	21,411,383	2,213,145	6,158,250	5,370,921	195,000	4,322,000	4,517,000
Net Total	(69,446)	297,104	381,087	114,100	-	-	-
Fund Balance							
Beginning Fund Balance	47,921	(21,525)	275,579	275,579	389,679	389,679	389,679
Ending Fund Balance	(21,525)	275,579	656,666	389,679	389,679	389,679	389,679
Fund Balance Available	(21,525)	275,579	656,666	389,679	389,679	389,679	389,679

Description	2020						
	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
410 Water Utility Capital Project Fund							
Revenue							
Other Revenue	4	4	-	5	-	-	-
Transfers In	625,343	739,288	1,441,500	1,066,488	-	1,099,000	1,099,000
Other Financing Sources	-	-	-	-	-	-	-
Total Revenue	625,347	739,292	1,441,500	1,066,493	-	1,099,000	1,099,000
Expense							
Water Capital	625,344	739,288	1,441,500	1,073,516	-	1,099,000	1,099,000
Total Expense	625,344	739,288	1,441,500	1,073,516	-	1,099,000	1,099,000
Net Total	3	4	-	(7,023)	-	-	-
Fund Balance							
Beginning Fund Balance	16,525	16,528	16,532	16,532	9,509	9,509	9,509
Ending Fund Balance	16,528	16,532	16,532	9,509	9,509	9,509	9,509
Fund Balance Available	16,528	16,532	16,532	9,509	9,509	9,509	9,509

Exhibit "E"



2021 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

	2020						
Description	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
412 Storm Utility Capital Project Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Grants	-	150,000	-	-	-	-	-
Transfers In	240,440	236,440	-	-	-	260,000	260,000
Other Financing Sources	-	-	359,000	193,000	-	166,000	166,000
Total Revenue	240,440	386,440	359,000	193,000	-	426,000	426,000
Expense							
Storm Capital	240,440	386,440	359,000	193,000	-	426,000	426,000
Total Expense	240,440	386,440	359,000	193,000	-	426,000	426,000
Net Total	-	-	-	-	-	-	-
Fund Balance							
Beginning Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-

	2020						
Description	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
501 Equipment Replacement Fund							
Revenue							
Other Revenue	59	20,982	175	49	100	-	100
Transfers In	118,310	135,675	190,088	190,088	218,892	-	218,892
Total Revenue	118,369	156,657	190,263	190,137	218,992	-	218,992
Expense							
General Government	-	8,166	3,790	3,766	-	10,000	10,000
Public Safety	48,702	-	57,400	62,366	-	-	-
Water	-	3,687	81,000	36,260	-	44,800	44,800
Cemetery	166	3,951	1,895	1,883	-	-	-
Stormwater	37,018	9,217	81,000	36,260	-	44,800	44,800
Streets	11,976	30,291	96,539	51,703	-	44,800	44,800
Community	-	1,843	-	-	-	-	-
Parks	14,473	29,253	43,676	28,659	-	15,000	15,000
Total Expense	112,335	86,408	365,300	220,897	-	159,400	159,400
Net Total	6,034	70,249	(175,037)	(30,760)	218,992	(159,400)	59,592
Fund Balance							
Beginning Fund Balance	174,212	180,246	250,495	250,495	219,735	438,727	219,735
Ending Fund Balance	180,246	250,495	75,458	219,735	438,727	279,327	279,327
Fund Balance Available	180,246	250,495	75,458	219,735	438,727	279,327	279,327

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Executive		
City Manager		1.00
Total Executive		1.00
Finance		
Accounting Assistant/Payroll Clerk		1.00
Finance Director		1.00
Accounting Assistant/Office Clerk		0.75
Senior Accountant		1.00
Utility Clerk		0.05
Procurement Specialist		1.00
Total Finance		4.80
Human Resources		
HR Analyst		0.90
Deputy City Manager		0.40
Total Human Resources		1.30
Administration		
City Clerk		1.00
HR Analyst		0.10
Community Relations Specialist		1.00
Deputy City Manager		0.60
Administrative Specialist		1.00
Temporary Position (1-Year)		1.00
Total Administration		4.70
General Government/Facilities		
Public Works Supervisor, Facilities		0.25
Facility Maintenance Worker		0.05
City Engineer		0.02
Facility Maintenance Worker		0.05
Public Works Director		0.15
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.15
Facility Maintenance Worker		0.05
Development Inspector		0.05
Community Development Director		0.10
Associate Planner		0.30
Administrative Specialist		0.15
Building Inspector/Code Enforcement		0.25
Planner		0.10
Facility Maintenance Worker		0.10
Total General Government/Facilities		1.97

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and First Reading of Ordinance No. 1331 - 2021 Proposed Budget)

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Public Safety		
Police Chief		1.00
Police Lieutenant		1.00
Police Sergeant		1.00
Police Sergeant		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Clerk		1.00
Police Officer		1.00
Police Officer		1.00
Police Clerk		1.00
Total Public Safety		15.00
Cemetery		
Public Works Supervisor, Facilities		0.15
PW Administrative Assistant		0.05
Public Works Director		0.02
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Total Cemetery		0.47
Community Development		
Building Inspector/Code Enforcement		1.00
Permit Technician		1.00
City Engineer		0.82
Public Works Director		0.27
Community Development Director		0.90
CDD Administrative Assistant		0.50
Plans Examiner		1.00
Associate Planner		0.70
Building Inspector		1.00
Development Inspector		0.70
Engineering Tech		0.75
Building Official		1.00
Building Inspector/Code Enforcement		0.75
Planner		0.90
Permit Tech I		1.00
Total Community Development		12.29

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and First Reading of Ordinance No. 1331 - 2021 Proposed Budget)

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Parks		
Public Works Supervisor, Facilities		0.30
Park Caretaker		0.50
PW Administrative Assistant		0.10
Facility Maintenance Worker		0.35
City Engineer		0.02
Facility Maintenance Worker		0.75
Public Works Director		0.10
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.25
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.45
Development Inspector		0.05
Engineering Tech		0.05
Facility Maintenance Worker		0.45
Total Parks		3.97
Streets		
Public Works Supervisor, Facilities		0.30
PW Administrative Assistant		0.02
Facility Maintenance Worker		0.60
City Engineer		0.10
Facility Maintenance Worker		0.20
Public Works Director		0.15
Facility Maintenance Worker		0.55
Facility Maintenance Worker		0.60
Facility Maintenance Worker		0.50
Facility Maintenance Worker		0.45
Development Inspector		0.10
Engineering Tech		0.05
Facility Maintenance Worker		0.40
Total Streets		4.02
Water Utility		
PW Administrative Assistant		0.81
Utility Maintenance Worker		1.00
Public Works Supervisor, Utilities		1.00
Utility Maintenance Worker		1.00
City Engineer		0.02
Public Works Director		0.15
Administrative Specialist		0.35
Utility Clerk		0.75
Utility Maintenance Worker		1.00
Development Inspector		0.05
Engineering Tech		0.05
Total Water Utility		6.18

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and First Reading of Ordinance No. 1331 - 2021 Proposed Budget)

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Stormwater Utility		
PW Administrative Assistant		0.02
City Engineer		0.02
Public Works Director		0.16
Utility Clerk		0.20
Public Works Supervisor, Stormwater		1.00
Stormwater Maintenance Worker		1.00
Development Inspector		0.05
Engineering Tech		0.10
Stormwater Maintenance Worker		1.00
Total Stormwater Utility		3.55
Total Full Time Equivalents		59.25
Full-Time Staff		
Full-Time Employees		58.00
Part-Time Staff		
Part-Time Employees		1.25

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and First Reading of Ordinance No. 1331 - 2021 Proposed Budget)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 19, 2020

ITEM:

AGENDA ITEM TITLE: 2020 Ridgefield Transportation Capital Facilities Plan
Amendment

GOVERNING LEGISLATION:

RCW 36.70A

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The Ridgefield Transportation Capital Facilities Plan (CFP) is an element of the Ridgefield Urban Areas Comprehensive Plan (RUACP) that may be amended on an annual basis. The Ridgefield Transportation CFP was last updated in 2018. The proposed 2020 revisions will be minor update to the 2018 CFP, and include extensions of two proposed roads and reclassification of two other roads to support development patterns that have emerged since the last plan was created.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Public hearing and first reading.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: 2020 Transportation CFP Amendments_CC Staff Report_11192020
(PDF)
Proposed Transportation CFP Amendments (PDF)

ORDINANCE NO. 1332**2020 RIDGEFIELD TRANSPORTATION CAPITAL FACILITIES PLAN AMENDMENT****ORDINANCE NO. 1332****AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1203
AMENDING THE RIDGEFIELD TRANSPORTATION CAPITAL FACILITIES PLAN**

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

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

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan, most recently via adoption of Ordinance No. 1305 during a regularly scheduled meeting held on December 19, 2019; and

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

WHEREAS, the Transportation Capital Facilities Plan identifies the future street network in the City boundary for collector and arterial roadways; and

WHEREAS, development and development proposals have created a need for minor updates to the street network to meet the transportation needs of the community; and

WHEREAS, staff has identified as appropriate the extension of one proposed collector designation (S Settler Drive), the extension of one proposal industrial/commercial collector designation (N 56th Avenue), the removal of one existing collector designation (S Dolan Road), and the addition of the collector designation to one existing street segment (S 5th Street) in the Transportation Capital Facilities Plan; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed amendments to the Transportation Capital Facilities Plan on November 4, 2020 during which specific

time was given for the public to provide oral and written testimony on the amendments, and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendments to the Transportation Capital Facilities Plan; and,

WHEREAS, the City of Ridgefield reviewed its needs for capital facilities including water, sanitary sewer, general facilities, parks, transportation and schools during the 2016-2035 planning period as required by RCW 36.70A.070(3) and developed the Ridgefield Capital Facilities Plan with elements for each type of facility; and

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 14, 2020 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 10, 2020 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Ridgefield Transportation Capital Facilities Plan; and,

WHEREAS, the public comment period expired on November 24, 2020 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments during a regularly scheduled City Council meeting held on November 19, 2020; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendments during a regularly scheduled meeting held on December 17, 2020; and,

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

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

Section 2. Adoption of the Updated Ridgefield Capital Facilities Plan. The City Council finds that the updated Ridgefield Capital Facilities Plan is sufficient to provide necessary facilities to serve growth forecast in the Ridgefield Urban Area Comprehensive Plan and hereby adopts the updated Ridgefield Capital Facilities Plan, attached hereto as Exhibit B superseding all previously adopted Capital Facilities Plans.

Section 4. Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

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. 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 7. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 8. Effective Date. This ordinance shall be in full force and effect as of January 1, 2021.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 17th DAY OF DECEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 19, 2020

Second Reading/Passage: December 17, 2020

Date of Publication:

Effective Date:



THE CITY OF RIDGEFIELD

510 Pioneer Street Ste B | P.O. Box 608 | Ridgefield, WA

2020 Transportation CFP Amendment City Council Staff Report

BACKGROUND

The Ridgefield Transportation Capital Facilities Plan (CFP) is an element of the Ridgefield Urban Areas Comprehensive Plan (RUACP) that may be amended on an annual basis. The Ridgefield Transportation CFP was last updated in 2018. The proposed 2020 revisions will be minor update to the 2018 CFP, and include extensions of two proposed roads and reclassification of two other roads to support development patterns that have emerged since the last plan was created.

DISCUSSION

Proposal and Existing Conditions

The 2018 Transportation Capital Facilities Plan laid out the future roadway network within the City for Collector and Arterial roadways. As development proposals have come forward minor updates to the roadway network have become necessary to mesh with the transportation needs of the community.

The 2020 update will extend a collector roadway that in the 2018 plan begins south of Pioneer Street off S Royle Road and extends west through the Pioneer Village Development to the Acero Apartment Complex. This extension will allow traffic to better circulate between these two projects as well as east to Discovery Ridge and future development south of Pioneer.

The future collector roadway N 56th Avenue will also be extended north through to N 10th Street. In the 2018 plan this future roadway does not extend north past N 5th Street.

East of I-5, Dolan Road will have its collector designation removed, as preliminary design of the S 10th Street overpass shows that Dolan Road will not be able to connect to S 10th Street due to grade. S 5th Street will have a collector classification added between S 65th Avenue and Union Ridge Parkway to allow traffic to access S 10th Street and the future overpass.

Compliance with RDC 18.320.050.B-C

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

The proposed updates are intended to meet level-of-service needs for the transportation network. The petition is a CFP project amendment, and is justified by the need for better traffic connections due to increased commercial development in the City.

PROPOSED TIMELINE

Adoption of the proposed Transportation CFP amendment is proposed to occur as follows:

November 4, 2020	Planning Commission public hearing
November 19, 2020	City Council 1st reading and public hearing
December 17, 2020	City Council 2 nd reading and adoption
January 1, 2021	Effective date

PLANNING COMMISSION

On November 4, 2020, Planning Commission voted unanimously in favor of recommending approval of the 2020 Transportation CFP Amendment to Council.

ATTACHMENTS

Proposed 2020 Functional Classification map.

Proposed Amendments

1

S Settler Drive

Extend proposed collector west

2

N 56th Avenue

Extend proposed industrial/commercial collector north

3

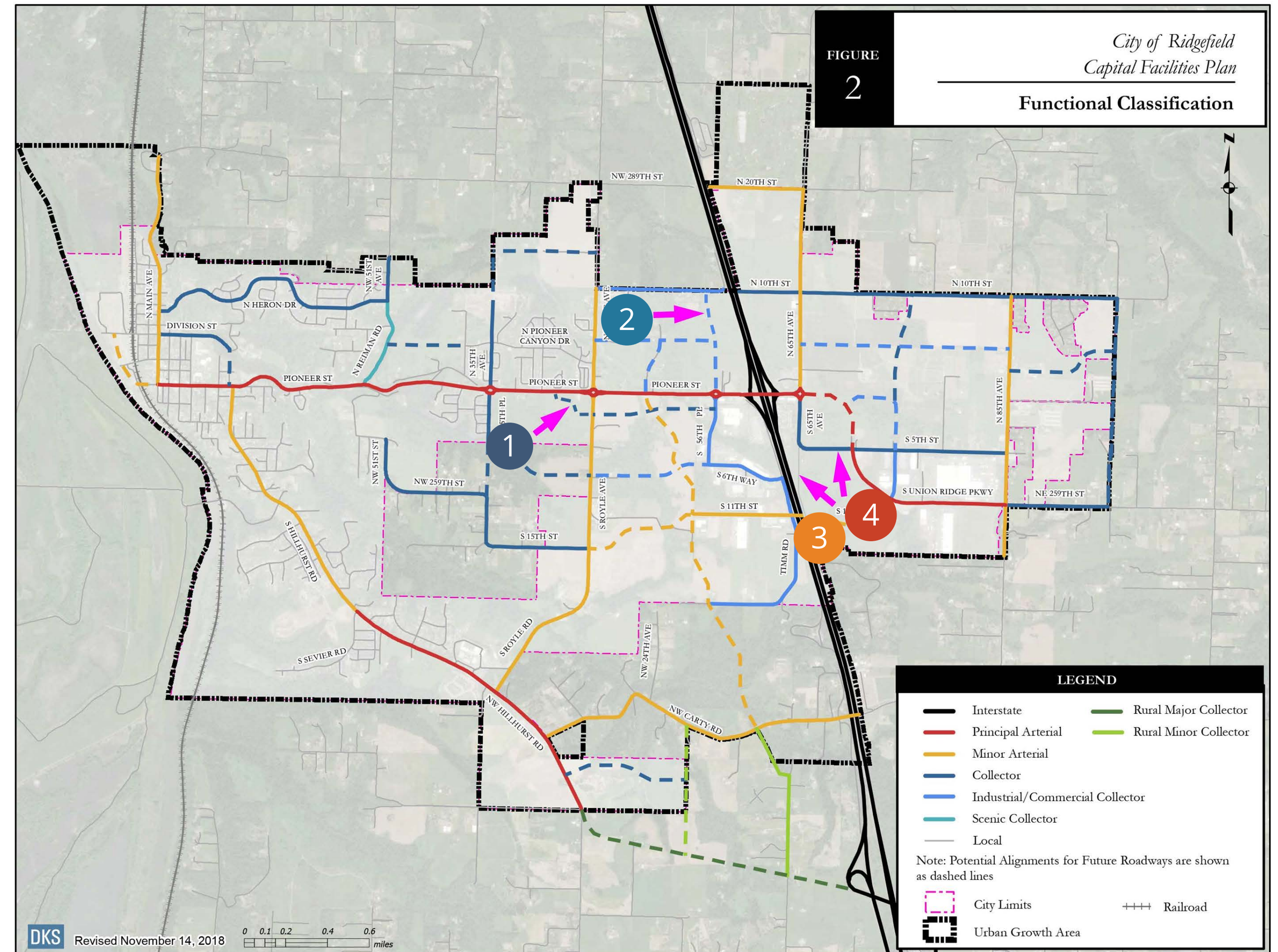
S Dolan Road

Remove collector classification

4

S 5th Street

Add collector classification



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 19, 2020

ITEM:

AGENDA ITEM TITLE: Fandell Comprehensive Plan Amendment and Zone Change Request

GOVERNING LEGISLATION:

RCW 36.70

PREVIOUS COUNCIL ACTION TAKEN:

None

SUMMARY/BACKGROUND:

On July 1, 2020, the City received a comprehensive plan amendment and zone change application for the Fandell property on N 50th Place (PIN 213991000). The proposal is to change the comprehensive plan designation from Urban Medium (UM) to Urban Low (UL) and concurrently to change the zoning designation from Residential Medium Density 16 (RMD-16) to Residential Low Density 8 (RLD-8). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Public hearing and first reading.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: PLZ-20-0048 Fandell Comp Plan Amendment_CC Staff
Report_11192020 (PDF)
Fandell comp plan amendment map (PDF)
Fandell zone change map (PDF)
Fandell application docs(PDF)

ORDINANCE NO. 1333

FANDELL COMPREHENSIVE PLAN AMENDMENT AND ZONE CHANGE REQUEST

ORDINANCE NO. 1333

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1203
AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE
PLAN AND ZONING MAPS BY AMENDING THE FANDELL PROPERTY COMPREHENSIVE PLAN AND
ZONING DESIGNATIONS**

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

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

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan, most recently via adoption of Ordinance No. 1305 during a regularly scheduled meeting held on December 19, 2019; and

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

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

WHEREAS, staff received and processed an application to amend the Fandell property (PIN 213991000) Comprehensive Plan designation from Urban Medium to Urban Low, with a concurrent zone change from Residential Medium Density 16 to Residential Low Density 8; and

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

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed Fandell Comprehensive Plan Amendment and Concurrent Zone Change on November 4, 2020 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendment; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 2, 2020 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 10, 2020 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map; and,

WHEREAS, the public comment period expired on November 24, 2020 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments during a regularly scheduled City Council meeting held on November 19, 2020; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendment during a regularly scheduled meeting held on December 3, 2020; and,

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

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

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

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

Section 4. 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 5. 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 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect as of January 1, 2020.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 3rd DAY OF DECEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 19, 2020

Second Reading/Passage: December 3, 2020

Date of Publication:

Effective Date:

ATTACHMENT A: COMPREHENSIVE PLAN AND ZONING MAP UPDATES



THE CITY OF RIDGEFIELD

510 Pioneer Street Ste B | P.O. Box 608 | Ridgefield, WA

Fandell Comprehensive Plan Amendment and Zone Change City Council Staff Report

BACKGROUND

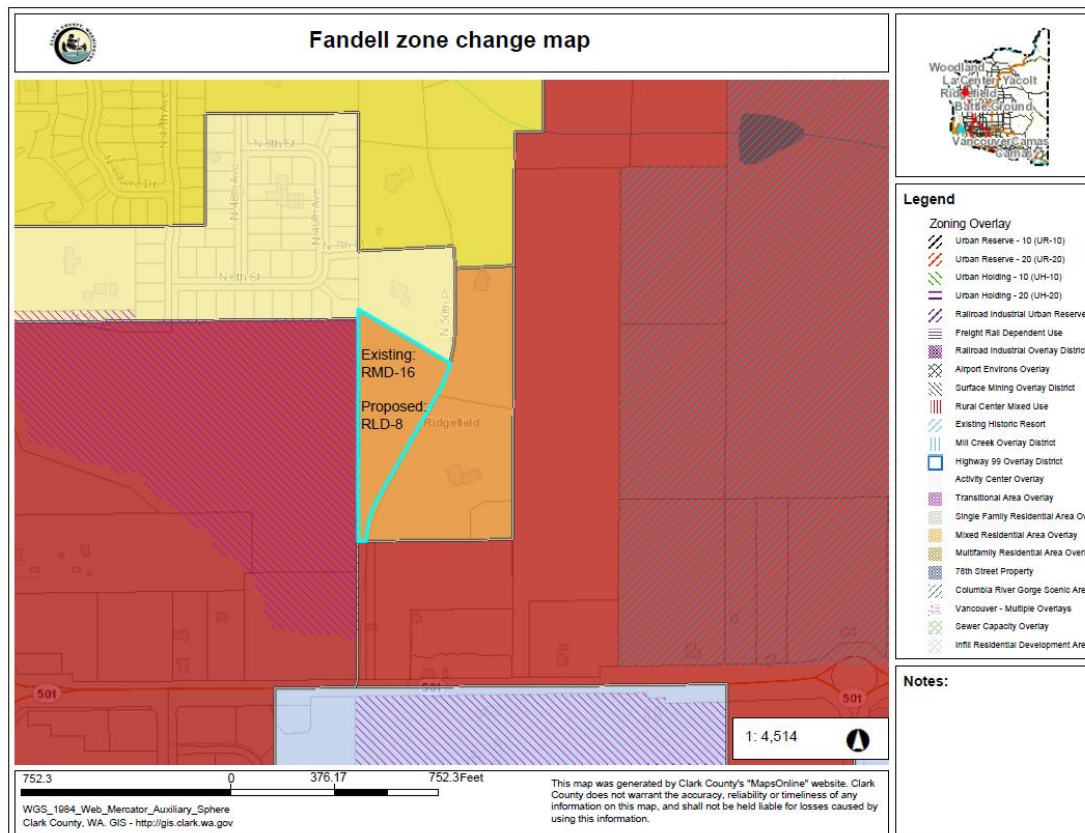
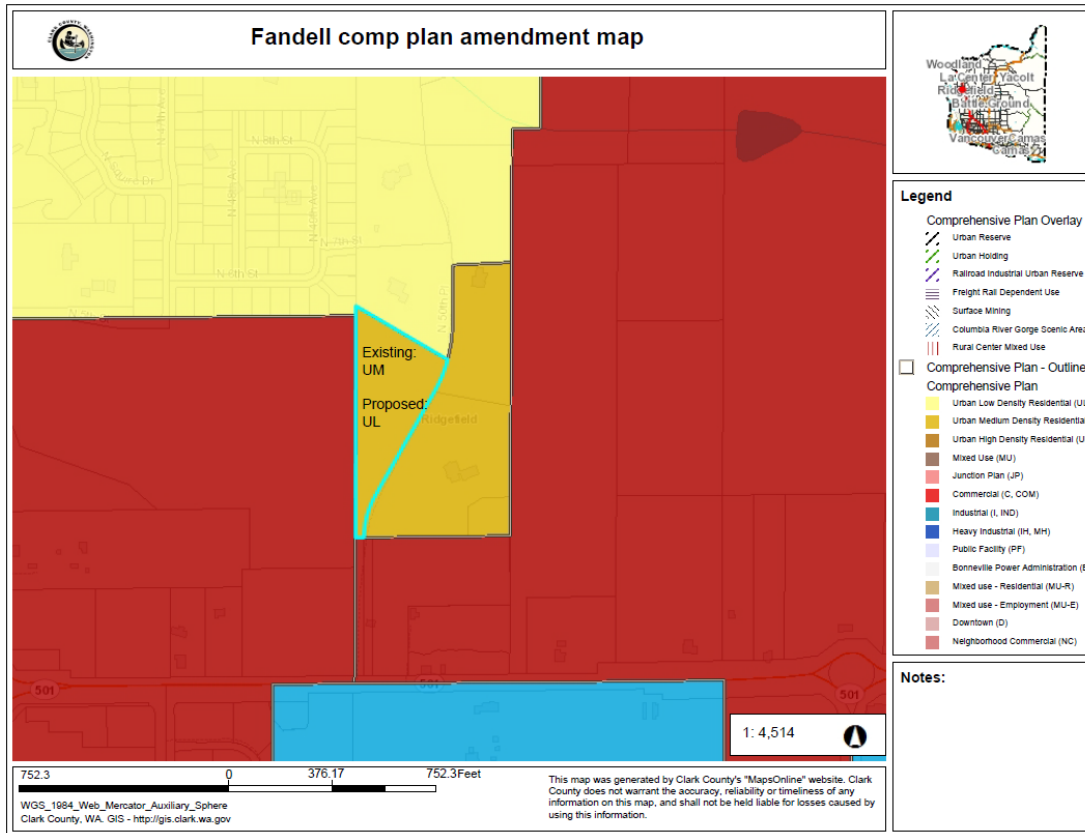
On July 1, 2020, the City received a comprehensive plan amendment and zone change application for the Fandell property on N 50th Place (PIN 213991000). The proposal is to change the comprehensive plan designation from Urban Medium (UM) to Urban Low (UL) and concurrently to change the zoning designation from Residential Medium Density 16 (RMD-16) to Residential Low Density 8 (RLD-8). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

DISCUSSION

Comprehensive Plan Amendment and Zone Change

The owner proposes to change to the zoning designation of the parcel from RMD-16 to RLD-8 in order to facilitate potential future residential development under the applicable standards of the Ridgefield Development Code (RDC). In order to achieve this zone change, a comprehensive plan amendment is also required to change the underlying comprehensive plan designation from UM to UL (RDC 18.320.050.A):

Parcel	Owner	Existing comp plan designation	Proposed comp plan designation	Existing zoning	Proposed zoning
No address / PIN 213991000	Jeffrey Fandell and Frances Fandell	Urban Medium (UM)	Urban Low (UL)	Residential Medium Density 16 (RMD-16)	Residential Low Density 8 (RLD-8)



The Fandell property is a vacant, 3.11-acre roughly triangular site. It slopes from south to north, with a slightly steeper slope coming from the south side, then leveling off midway through the site and gently rolling downward toward the north boundary. The center of the property is a fairly flat field, with tree cover to the west and north. There are no mapped critical areas, however, the applicant notes that the northeast portion of the site appears to contain depressional ground with moisture constituting a potential environmental constraint. The property is served by a single-lane, gravel private road connecting to Pioneer Street to the south.

Surrounding properties include:

- South: Undeveloped City-owned parcels zoned Commercial Regional Business (CRB) totaling approximately 4.75 acres.
- East: Single-family residences on 2.5 and 5-acre lots zoned RMD-16.
- North: Single-family residence on a 2.5-acre lot zoned RLD-8.
- Northwest: Single-family development (Discovery Ridge subdivision) on 7,000 to 8,000-square foot lots zoned RLD-8.
- West: Undeveloped 20-acre CCB parcel with the Ridgefield Mixed Use Overlay (RMUO).

Development further to the southwest at the Pioneer Street/Royle Road intersection includes the Discovery Ridge and Pioneer Village commercial developments, the Acero apartments, the Legacy Trails apartments and the Pioneer Canyon townhomes. The applicant notes that medium and higher density residential development in the surrounding area is located on main roads at or near major intersections, whereas the Fandell property is located off of major roads and does not appear to satisfy market demand for medium density residential development.

This application considers the comprehensive plan amendment and zone change requests only, and does not consider any site development. However, it is instructive to note that residential development under RLD-8 zoning has a base minimum lot area of 5,000 square feet, with a density range of 6-8 units per net developable acre. The lot area may be reduced to 4,000 square feet under the Planned Unit Development (PUD) process in exchange for a 25 percent open space dedication and subject to perimeter compatibility standards. The minimum lot area for the existing RMD-16 zone is 2,500 square feet, with a density range of 8-16 units per net developable acre. It is also important to note that one single-family detached home may be placed on a residential low density parcel of any size, however, this allowance does not apply on medium density residential parcels.

RUACP Compliance

RDC 18.320.050.A requires amendments to be consistent with the goals and policies of the Ridgefield Urban Area Comprehensive Plan (RUACP). Planning Commission should consider the proposal in relation to the following RUACP policies.

Land Use Policies:

- LU-1 Citywide land supplies. Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities, and employment forecast allocations.
- LU-2 Efficient development patterns. Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.

- LU-4 Compatible uses. Facilitate development that minimizes adverse impacts to adjacent areas.

Staff comments: The Fandell property is adjacent to Urban Medium/RMD-16 parcels, Urban Low/RLD-8 parcels, and General Commercial/CRB/CCB parcels.

Housing Policies:

- HO-1 Accommodate growth. Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:
 - o New overall density target of six units per acre.
 - o No more than 75% of new houses shall be of a single housing type.
 - o A minimum density of four units per net acre (10,890 sf average lot size) for single-family dwellings in any single development.
- HO-2 Residential development density. Encourage a mix of single-family and multifamily housing that achieves an overall goal of six units per net acre. Six units per acre is approximately 7,000-square-foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.

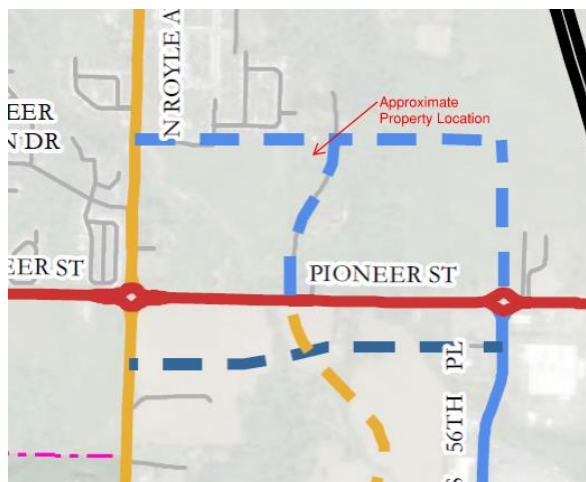
Staff comments: The current density average in Ridgefield is around 7 units per acre. The RMD-16 zone allows for 8-16 units per acre, and the RLD-8 zone allows for 6-8 units per acre.

Engineering

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

The proposed zone change is a reduction in density, and therefore is a reduction of demand on capital facilities and services. The petition does not necessitate a change in RUACP text or a CFP project amendment.

The current Transportation CFP shows two proposed collectors bordering the subject property as shown below.



PROPOSED TIMELINE

Adoption of the proposed Fandell property comprehensive plan designation and concurrent rezone is proposed to occur as follows:

November 4, 2020	Planning Commission public hearing
November 19, 2020	City Council 1st reading and public hearing
December 3, 2020	City Council 2 nd reading and adoption
December 17, 2020	City Council 2 nd reading and adoption (continued if necessary)
January 1, 2021	Effective date

PLANNING COMMISSION

On November 4, 2020, Planning Commission voted unanimously in favor of recommending approval of the Fandell Comprehensive Plan Amendment and Concurrent Zone Change to Council.

ATTACHMENTS

Proposed Fandell amendments.



Fandell comp plan amendment map

3.3.b



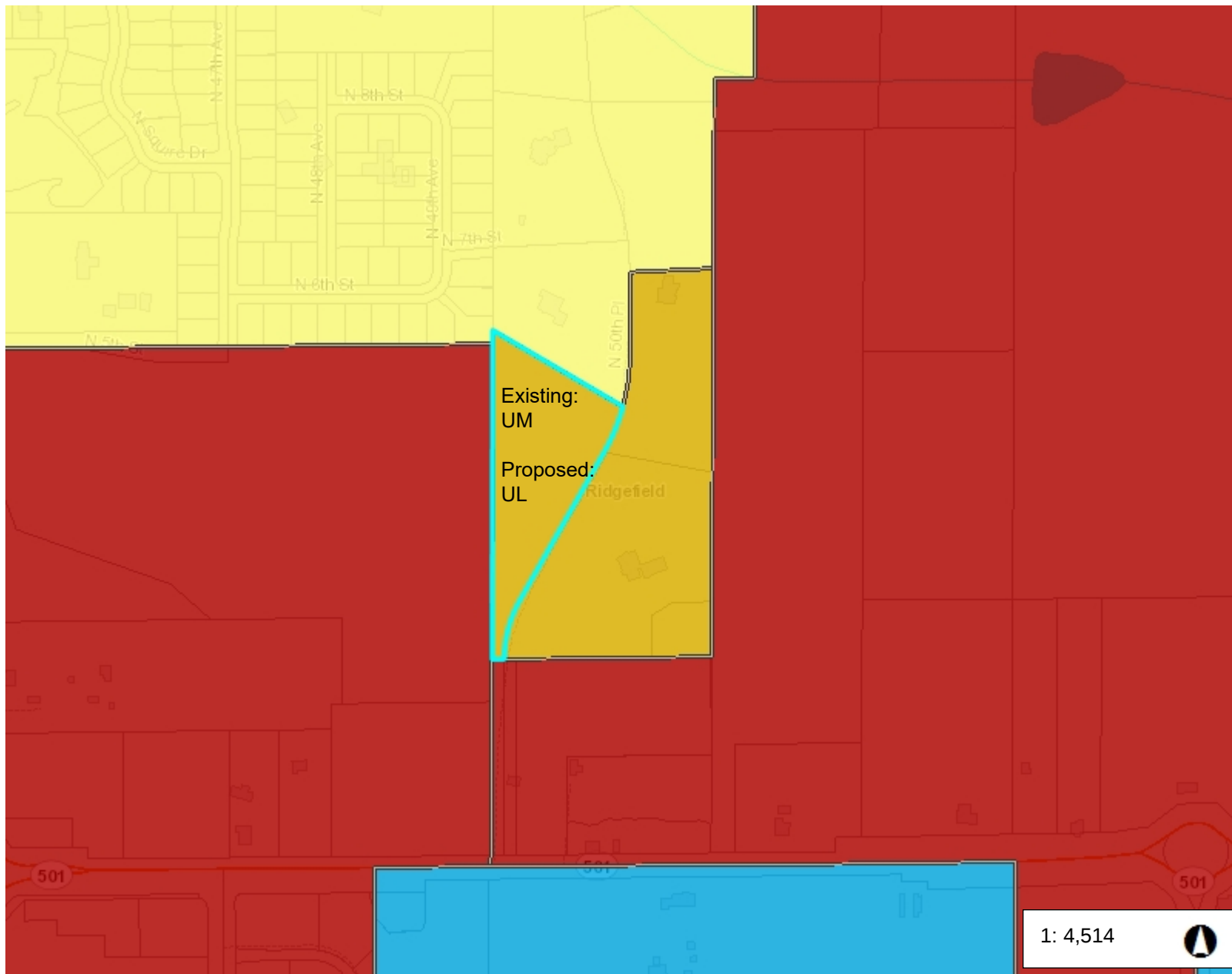
Legend

- Comprehensive Plan Overlay
- Urban Reserve
 - Urban Holding
 - Railroad Industrial Urban Reserve
 - Freight Rail Dependent Use
 - Surface Mining
 - Columbia River Gorge Scenic Area
 - Rural Center Mixed Use

Comprehensive Plan - Outline

- Comprehensive Plan
- Urban Low Density Residential (L)
 - Urban Medium Density Residential (M)
 - Urban High Density Residential (H)
 - Mixed Use (MU)
 - Junction Plan (JP)
 - Commercial (C, COM)
 - Industrial (I, IND)
 - Heavy Industrial (IH, MH)
 - Public Facility (PF)
 - Bonneville Power Administration
 - Mixed use - Residential (MU-R)
 - Mixed use - Employment (MU-E)
 - Downtown (D)
 - Neighborhood Commercial (NC)

Notes:



752.3 0 376.17 752.3 Feet

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Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

Attachment: Fandell comp plan amendment map (Fandell Comprehensive Plan Amendment and Zone



Fandell zone change map

3.3.c

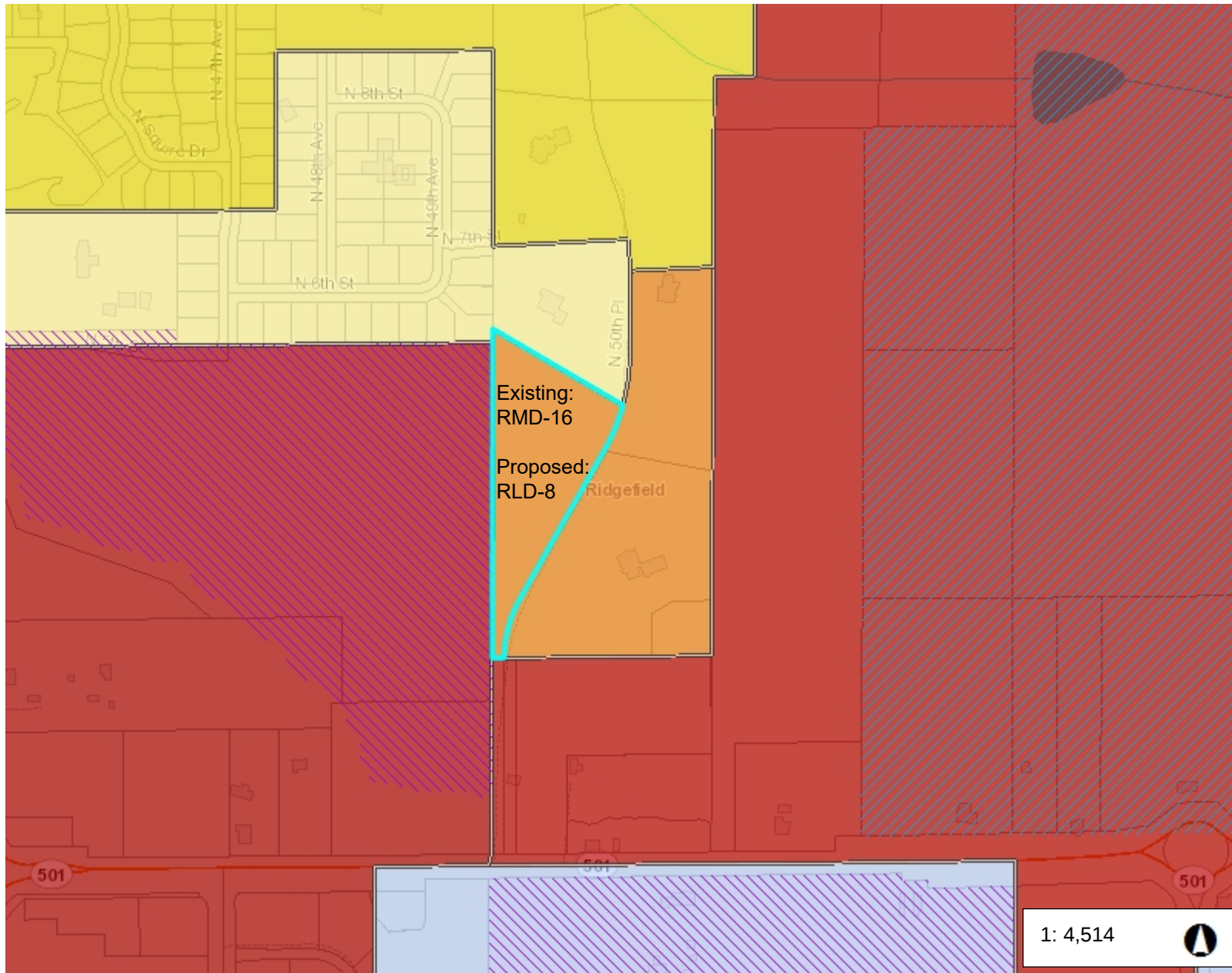


Legend

Zoning Overlay

- Urban Reserve - 10 (UR-10)
- Urban Reserve - 20 (UR-20)
- Urban Holding - 10 (UH-10)
- Urban Holding - 20 (UH-20)
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Railroad Industrial Overlay District
- Airport Environs Overlay
- Surface Mining Overlay District
- Rural Center Mixed Use
- Existing Historic Resort
- Mill Creek Overlay District
- Highway 99 Overlay District
- Activity Center Overlay
- Transitional Area Overlay
- Single Family Residential Area O
- Mixed Residential Area Overlay
- Multifamily Residential Area Over
- 78th Street Property
- Columbia River Gorge Scenic Arr
- Vancouver - Multiple Overlays
- Sewer Capacity Overlay
- Infill Residential Development Arr

Notes:



752.3 0 376.17 752.3 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

Attachment: Fandell zone change map (Fandell Comprehensive Plan Amendment and Zone Change



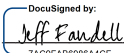
MASTER LAND USE APPLICATION
 510-B Pioneer Street/PO Box 608
 Ridgefield, WA 98642
 Tel: (360)887-3908
 Fax: (360)887-2507
www.ridgefieldwa.us

OFFICE USE ONLY

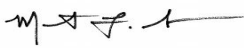
PERMIT NUMBER

CONTACT INFORMATION**APPLICANT:**☐ Check box if primary contactContact Name: Jeff Fandell

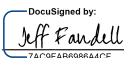
Company: _____

Address: 610 E Raison CtCity, State, ZIP: Kuna, ID 83634Phone: _____ Email: jjfandell@gmail.comSignature: 

(Signature required)

APPLICANT'S REPRESENTATIVE:☒ This will be the contact for any public inquiriesContact Name: MacKay SpositoCompany: Marty SnellAddress: 1325 SE Tech Center Drive, Suite 140City, State, ZIP: Vancouver, WA 98683Phone: 360-823-1358 Email: msnell@mackaysposito.comSignature: **PROPERTY OWNER:**☐ Check box if primary contactContact Name: Jeff and Frances Fandell

Company: _____

Address: 610 E Raison CtCity, State, ZIP: Kuna, ID 83634Phone: _____ Email: jjfandell@gmail.comSignature: 

(Signature or a letter of authorization from the owner required)

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change Request)

PROPERTY INFORMATION

Site Address: No Situ's Address

Legal Description: #42 Sec 21 T4N R1EWM 3.11A

Existing Use of Site: Vacant

Project type: Comprehensive Zone Change Request

Zoning description: Residential Medium Density (RMD-16)

Site area (acres): +/- 3.11

Square footage (Commercial Buildings): N/A

Number of units (Residential): N/A

Assessor's Serial Number: 213991000

Total cost of the project: Unknown

Fiscal quarter the project will start: July

Year the project will start: 2020

Fiscal quarter the project will end: Unknown

Year the project will end: 2020

DEVELOPMENT PROPOSAL

Proposed Development Action:

The applicant is requesting to rezone parcel #213991000 from Residential Medium Density to Residential Low Density

List the Master File Number associated with this request: **PROJECTS-**____-____-____-____

Pre-Application Conference Date and File Number, if applicable: _____

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change Request)



COMPREHENSIVE ZONE CHANGE REQUEST

510-B Pioneer Street/PO Box 608
Ridgefield, WA 98642

Tel: (360)887-3908

Fax: (360)887-2507

www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

APPLICATION TYPE

☐ Comprehensive Plan

☒ Zone Change

SUBMITTAL CHECKLIST

A. APPLICATION REQUIREMENTS FOR ALL REVIEWS

Please include a CD containing all application materials as PDF or text files.

■ **1. MASTER APPLICATION FORM:** Provide **one (1) copy** of the completed Master Land Use Application form with signature(s).

■ **2. CHECKLIST:** Provide **one (1) copy** of this completed submittal checklist.

■ **3. WRITTEN NARRATIVE:** Submit **one (1) copy in WORD format** of a detailed description of the proposed project, which addresses each of the following review criteria from RDC 18.320.050:

a. Zoning district map amendments shall be consistent with the Comprehensive Plan map. Where the proposed amendment is not consistent with the Comprehensive Plan map, the petitioner shall also file a petition to amend the Comprehensive Plan map. Amendments to zoning district maps or text must be consistent with the goals and policies of the Comprehensive Plan. Please consult with City Staff to identify relevant Comprehensive Plan goals and policies.

b. Amendments to this title or to the Comprehensive Plan must be consistent with the concurrency requirements of the Capital Facility Plan (CFP) and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. Include analysis of impacts to all relevant facilities, including transportation, sewer, water, schools and parks as appropriate.

c. If the petition necessitates a Comprehensive Plan text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

d. The city shall not approve any amendment petition which is contrary to state or federal law.

■ **4. MAILING LABELS:** Current Clark County assessor map showing the properties within a radius of 300 feet of the property that is the subject of the application and a typed list and **one (1) set** of self-adhesive labels of the names and addresses of owners of all properties within that radius, certified as accurate and complete by the Clark County assessor, a title company, licensed surveyor, or other party approved by the City Clerk. Mailing labels can be obtained from the Clark County GIS Department; call (564) 729-4652 or online at <https://gis.clark.wa.gov/gishome/mapstore/#/services>.

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change Request)

☒ 5. SEPA CHECKLIST: Submit **one (1) copy** of a separate SEPA threshold determination form and SEPA checklist. SEPA checklist must be in **WORD format**. N/A; Per Claire's email, dated 06/17, the City will complete the SEPA

■ 6. PLANS AND GRAPHIC REQUIREMENTS: Submit **one (1) copy** of plans in addition to electronic files (pdf files) of all plans. All plans shall be folded to fit a legal size file. Include one (1) reduced copy (11 inches by 17 inches or 8.5 inches by 11 inches) of each plan sheet. All plans, except architectural elevations, shall be at no smaller than 1 inch = 20 feet engineering scale and on a maximum sheet size of 24 inches by 36 inches.

Each of the following plans and drawings shall be submitted on separate sheets. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24 inch x 36 inch sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information:

Site Plan: Submit **one (1) copy** of a to-scale lot line adjustment plan for the properties involved. The plan shall contain the following minimum information:

- ☐ North arrow, scale and date of plan
- ☐ Vicinity map
- ☐ Existing streets and public rights-of-way, including measurement from centerline to edge of existing streets or public rights-of-ways
- ☐ Existing property lines, sizes, and dimensions
- ☐ Existing buildings and structures
- ☐ Proximity to public water, sewer, and power
- ☐ Location of 100-year floodplain, if applicable

B. APPLICATION FEES:

Fees must be paid at the time of application. Please make checks payable to City of Ridgefield. There may be fees related to fire reviews and/or fire inspections. These fees would be applied to the permit with payment due at the time of permit issuance.

☒ Comprehensive Plan \$3,000 N/A; Per Claire's email, dated 06/17, the City will waiver the fee

☒ Zone Change Request \$3,750 N/A; Per Claire's email, dated 06/17, the City will waiver the fee

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge. I have owner(s) permission to submit this application. I agree to hold harmless the City of Ridgefield as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including myself, and filed against the City of Ridgefield, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application. I understand and acknowledge that the City of Ridgefield may charge me additional costs such as consulting fees, administrative costs and actual costs directly associated with processing this land use application.

DocuSigned by:

7AC9FA8B988A4CF
 Applicant's Signature

6/29/2020

Date

Jeff Fandell

Print Applicant's Name

Comprehensive Plan/Zone Change Request 2

Comprehensive Plan Amendment and Rezone Request
Residential Medium Density to Residential Low Density
Fandell Property
Tax ID #213991000

Overview of Request

Property owners Jeff and Frances Fandell are requesting approval of a Comprehensive Plan Amendment and Rezone of their 3.11 acre parcel of land located at approximately the 500 block of North 50th Place.

Mr. Fandell would like to have the Comprehensive Plan designation changed from Urban Medium Density Residential (UM) to Urban Low Density Residential (UL) and the zoning district changed from Residential Medium Density (RMD-16) to Residential Low Density (RLD-8).

Property Characteristics

The property is an irregular shaped 3.11 acres. The property is sloped from south to north, with a slightly steeper slope coming from the south side, then leveling off about midway through and then gently rolling downward on the far north end. The property has a large, fairly flat field in the middle and it is ringed with trees on the west side and north side. In the northeast corner along the private road, there appears to be some depressional ground that is a bit 'spongy'. There is a small culvert crossing under the road that daylight on the east side to an area that has the hallmarks of the presence of wetlands.

As shown in the photos below, the property is adjacent to two large lot, historically rural residential uses. The property is served by a single-lane, gravel private drive/road that would be wholly inadequate for a dense development. The shape of the property, which can be described as pie-shaped, does not lend itself to a dense development, meaning that the property would not yield the maximum density of any zone. At the northeast corner of property, there is likely an environmental constraint that could potentially limit development on a portion of the property. For all these characteristics and the type of residential uses adjacent to the property, it is more suited for a lower density residential use.

Adjacent Properties - Northeast/North-Northwest/East (Across adjacent field) Views



Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change Request)

South/West/North/East Views



Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change Request)

South/Southwest/North/Northeast Views



Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change Request)

Surrounding Area

It is beneficial to understand the surrounding area and not just the adjacent and immediate properties. When looking at the development pattern, especially for medium and higher density residential, the more attractive and likely areas are near major intersections. At the Pioneer/45th Street roundabout, there are approximately 600 units completed or under construction in the following developments: Pioneer 45 Apartments - 300 units; Pioneer Village Mixed Use - 82 units; and Holsinger Mixed Use - 195 units. These developments are on the south side of the roundabout alone. On the north side of the roundabout, Pioneer Canyon, Green Gables, and Village Canyon are planned unit developments that contain at least 230 units of attached housing, typically in a duplex format. As has been planned by the city and where the market has responded, the city is experiencing the type of development desirable for the surrounding area. To maintain Medium Density Residential plans on this property is to maintain it in an undeveloped state, as the market demand for this kind of development is clearly elsewhere.



[Map above sourced from City of Ridgefield *Development Activity Map*.]

Responses to Comprehensive Plan Amendment Review Criteria

The following responses address each of the following review criteria from Ridgefield Municipal Code 18.320.050:

a. Zoning district map amendments shall be consistent with the Comprehensive Plan map. Where the proposed amendment is not consistent with the Comprehensive Plan map, the petitioner shall also file a petition to amend the Comprehensive Plan map. Amendments to zoning district maps or text must be consistent with the goals and policies of the Comprehensive Plan.

Response:

In reviewing the goals and policies of the Comprehensive Plan, there are certain Land Use and Housing policies that are most relevant to this request. Three Land Use policies and two Housing policies are copied below. For each one, there are comments responding to the policy.

2.3 Land Use Policies

LU-1 Citywide land supplies

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

Response:

The request would change the residential density from 16 units per acre to 8 units per acre. With the city's goal to achieve 6 units per acre for Urban Low Density and 12 units per acre for Urban Medium Density, the request fits within the range of these densities. According to the Ridgefield UGA Development Capacity data (Table 2-1 from the Comprehensive Plan), current planning designations for residential land use yields a surplus of 214 housing units. With a best case scenario of development potential, this 3.11 acre parcel would yield either 35 units if it remains RMD-16 or would yield 17 units if it is changed to RLD-8. The difference in unit yield is 18 units. The request does not excessively impact the city's ability to accommodate the long-term forecasts for population growth and the Development Capacity of residential land.

LU-2 Efficient development patterns

Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.

Response:

The parcel currently lacks access to public sewer and water. There are three adjacent parcels, which are characterized by large, lot residential, that are on septic systems. An adjacent parcel that is 20 acres in size has public sewer service, however the location of the sewer is on the far west edge of the property. There is a newer subdivision adjacent to the NW corner of the

Comprehensive Plan Amendment and Rezone

Fandell Property

Tax ID #213991000

Fandell property which includes service lines for water and sewer. In terms of transportation and transit, the property is served by a private drive in N. 50th place. This is an unimproved private drive serving four (4) historically rural residential home sites and the Fandell property. There is no transit service to or near the property. With these limitations to public services and utilities, it is more fitting to have a lesser density land use designation and zoning in place than the current RMD-16.

LU-4 Compatible uses

Facilitate development that minimizes adverse impacts to adjacent areas.

Response:

The Fandell property is surrounded by large lots, four with historic rural residential use, and one recent subdivision located to the northwest of the property. In viewing the Comprehensive Plan and Zoning maps, it appears that there is an island of Medium Density Residential surrounded by Low Density Residential, with Commercial to the south and adjacent to the Pioneer Street/Royle Road roundabout intersection. Developing the property as-is would create an abrupt development pattern of multi-family housing between the 7,000-8,000 square foot lot residential development in the adjacent subdivision and large lot, rural residential uses adjacent to the north, south and east of the property (2.53 acre, 2.5 acre, and 4.7 acre, respectively). Changing the plan and zoning to have the property develop similarly to the recent subdivision to the NW is in keeping with compatibility and would minimize adverse impacts to adjacent areas and properties.

5.3 Housing Policies

HO-1 Accommodate growth

Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:

- New overall density target of six units per net acre.
- No more than 75% of new houses shall be of a single housing type.
- A minimum density of four units per net acre (10,890 sq. ft. average lot size) for single-family dwellings in any single development.

Response:

The request to change the zoning from RMD-16 to RLD-8 maintains an adequate supply of residential land to meet the housing needs of the city for the anticipated population growth. This request also meets two of the three objectives listed above. If the request is approved, RLD-8 zoning allows for a variety of housing types, such as single-family detached, townhouses, accessory dwelling units, and carriage houses. It is possible for more than a single housing type to be built on the subject property, if rezoned, thereby meeting the third objective.

HO-2 Residential development density

Comprehensive Plan Amendment and Rezone

Fandell Property

Tax ID #213991000

Encourage a mix of single family and multifamily housing that achieves an overall goal of 6 units per net acre. 6 units per acre is approximately 7000-square foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.

Response:

The request would change the residential density from 16 units per acre to 8 units per acre. With the city's goal to achieve 6 units per acre overall for the city and UGA, the request and potential development density would meet this overall goal. If the request is approved, RLD-8 zoning allows for a variety of housing types, such as single-family detached, townhouses, accessory dwelling units, and carriage houses. The opportunity to build a variety of housing types within this zone does provide housing options that are desirable to the community.

b. Amendments to this title or to the Comprehensive Plan must be consistent with the concurrency requirements of the Capital Facility Plan (CFP) and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. Include analysis of impacts to all relevant facilities, including transportation, sewer, water, schools and parks as appropriate.

Response:

Capital facilities planning is typically conducted on a macroscale and plans are developed using a set of assumptions based on a variety of factors, including the number of dwelling units and the use of public services and utilities per dwelling unit. Sewer and water usage, transportation and trip generation, and student enrollment numbers use per equivalent residential unit (ERU), per dwelling unit, or per household to determine need and capacity. It is reasonable to conclude that if the current zoning of RMD-16 did not result in any level-of-service deficiency for any of the capital facilities or services identified in the city's CFP, that changing the zoning to RLD-8, which would have the impact of halving the development density on this 3.11 acre parcel, would also not result in any level-of-service deficiency.

c. If the petition necessitates a Comprehensive Plan text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

Response:

The request does not necessitate a change to the text of the Comprehensive Plan or an amendment to any project on the CFP.

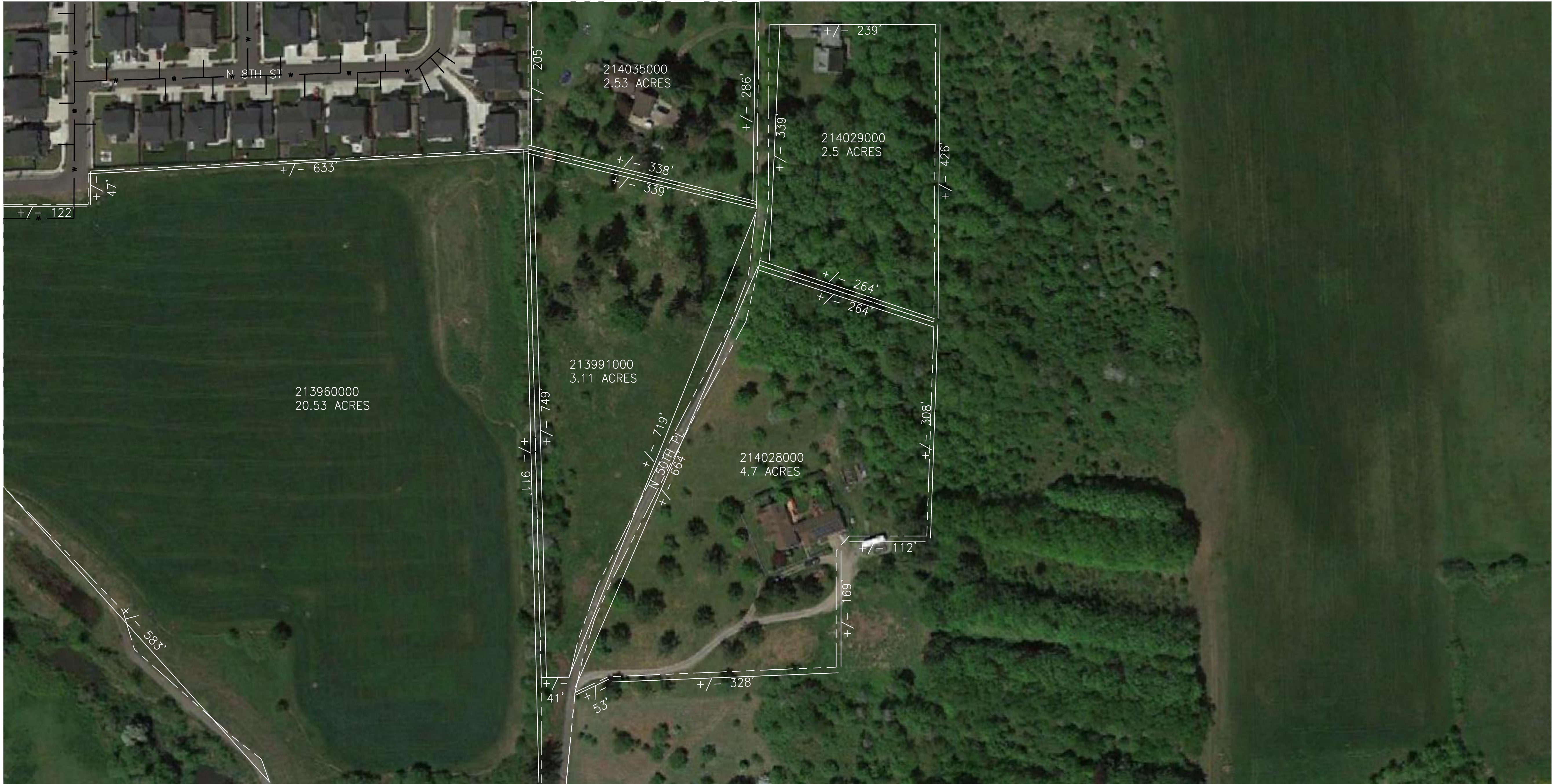
d. The city shall not approve any amendment petition which is contrary to state or federal law.

Response:

By approving the request to change the Comprehensive Plan designation and zoning, especially with following the city's process with due consideration by city staff, Planning Commission, the public, and City Council, the city is acting consistent with state law.

Conclusion

As demonstrated by the property characteristics, the surrounding area and development pattern, and responses to pertinent Ridgefield Municipal Code sections and Comprehensive Plan policies, we respectfully request that the City approve the Comprehensive Plan Amendment and Rezone of the Fandell property as put forth in the submitted application.



OWNER / APPLICANT

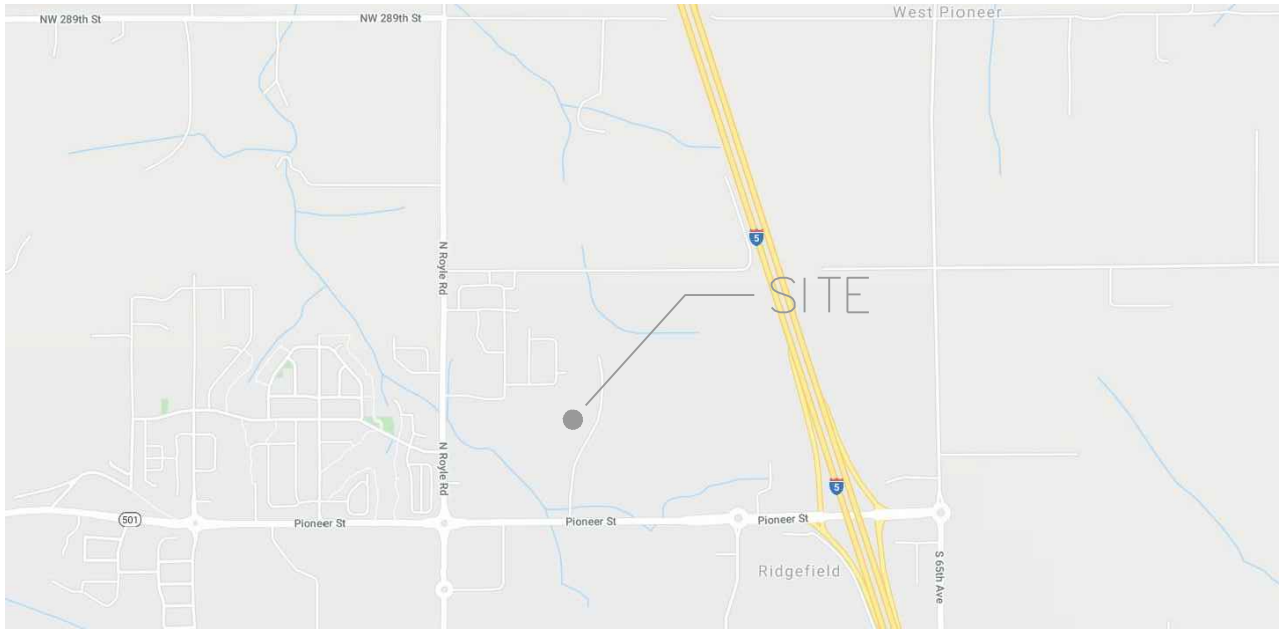
JEFFREY FANDELL
610 E RAISON CT
KUNA, ID 83634
JFANDELL@GMAIL.COM

CONTACT/PLANNER

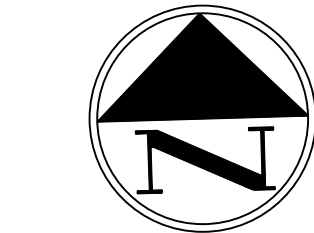
MACKAY SPOSITO, INC.
ATTN: MARTY SNELL
1325 SE TECH CENTER DRIVE, SUITE 140
VANCOUVER, WA 98683
(360) 823-1358
MSNELL@MACKAYSPOSITO.COM

PROPERTY INFORMATION

SITE ADDRESS: NO IN-SITU ADDRESS
TAX LOT: 213991000
PRESENT USE: VACANT
CURRENT ZONE: RMD-16
SANITARY SEWER SERVICE: CLARK REGIONAL
WATER SERVICE: CITY OF RIDGEFIELD
TOTAL SITE AREA: 3.11 ACRES



VICINITY MAP



0 80 160
SCALE: 1" = 80'

LEGEND

— w — SITE ADDRESS:

FANDELL REZONE & COMP PLAN
RIDGEFIELD, WASHINGTON

SITE PLAN

REVISIONS:

JOB NO.: 17439
DATE: 06/22/2020
SCALE: 1" = 80'
DESIGNED BY: NH
DRAWN BY: NH
CHECKED BY: MS

SITE PLAN

C100

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 19, 2020

ITEM:

AGENDA ITEM TITLE: Temme & Bird Comprehensive Plan Amendment and Zone Change Request

GOVERNING LEGISLATION:

RCW 36.70

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

On June 30, 2020, the City received a comprehensive plan amendment and zone change application for the Bird and Temme properties at 1296 and 1446 S Dolan Road. The proposal is to change the comprehensive plan designation from Employment (EM) to Urban Low (UL) and concurrently to change the zoning designation from Employment (E) to Residential Low Density 6 (RLD-6). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Public hearing and first reading.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: PLZ-20-0047 Bird_Temme Comp Plan Amendment_CC Staff
Report_11192020 (PDF)
Bird_Temme comp plan amendment map (PDF)
Bird_Temme zone change map (PDF)
Bird & Temme application docs (PDF)

ORDINANCE NO. 1334

TEMME & BIRD COMPREHENSIVE PLAN AMENDMENT AND ZONE CHANGE REQUEST

ORDINANCE NO. 1334

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN AND ZONING MAPS BY AMENDING THE BIRD AND TEMME PROPERTY COMPREHENSIVE PLAN AND ZONING DESIGNATIONS

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

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

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan, most recently via adoption of Ordinance No. 1305 during a regularly scheduled meeting held on December 19, 2019; and

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

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

WHEREAS, staff received and processed an application to amend the Bird and Temme property (PINs 215367000 and 215369000) Comprehensive Plan designation from Employment to Urban Low, with a concurrent zone change from Employment to Residential Low Density 6; and

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

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed Bird and Temme Comprehensive Plan Amendment and Concurrent Zone Change on November 4, 2020 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendment; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 2, 2020 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 10, 2020 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map; and,

WHEREAS, the public comment period expired on November 24, 2020 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments during a regularly scheduled City Council meeting held on November 19, 2020; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendment during a regularly scheduled meeting held on December 3, 2020; and,

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

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

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

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

Section 4. 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 5. 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 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect as of January 1, 2020.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 3rd DAY OF DECEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 19, 2020

Second Reading/Passage: December 3, 2020

Date of Publication:

Effective Date:

ATTACHMENT A: COMPREHENSIVE PLAN AND ZONING MAP UPDATES



THE CITY OF RIDGEFIELD

510 Pioneer Street Ste B | P.O. Box 608 | Ridgefield, WA

Bird/Temme Comprehensive Plan Amendment and Zone Change City Council Staff Report

BACKGROUND

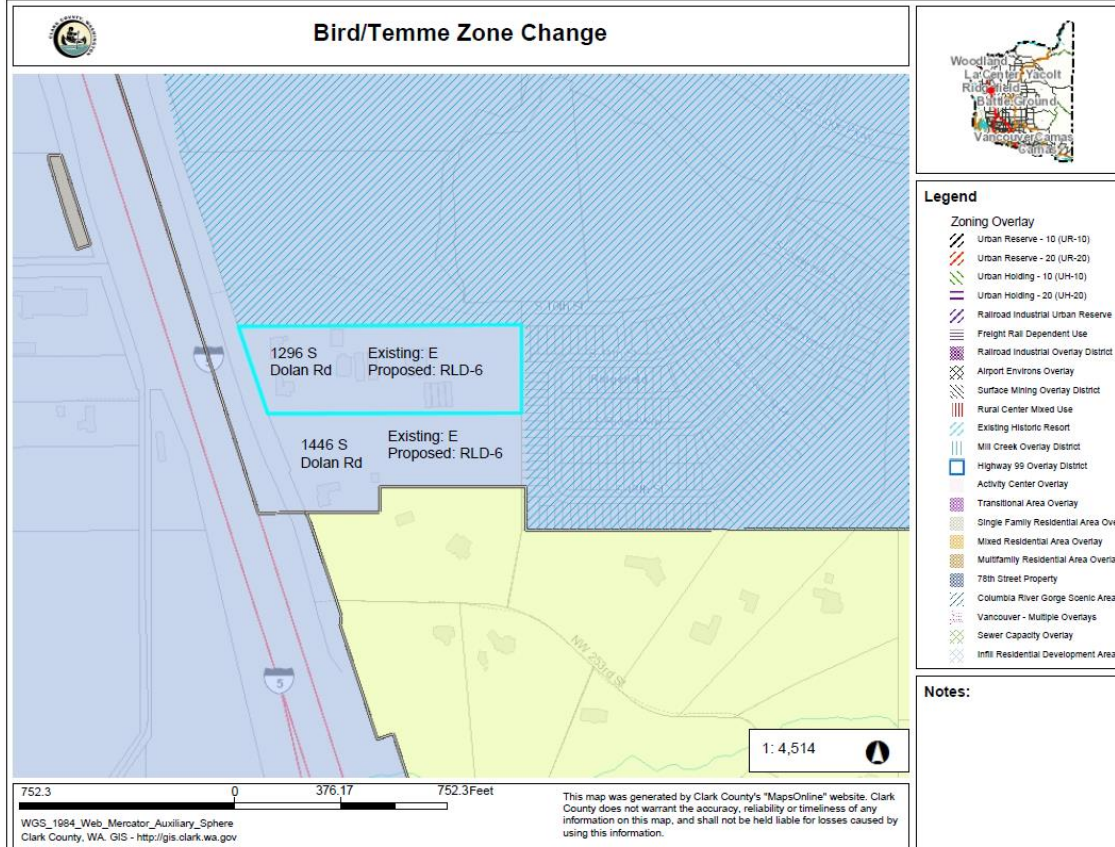
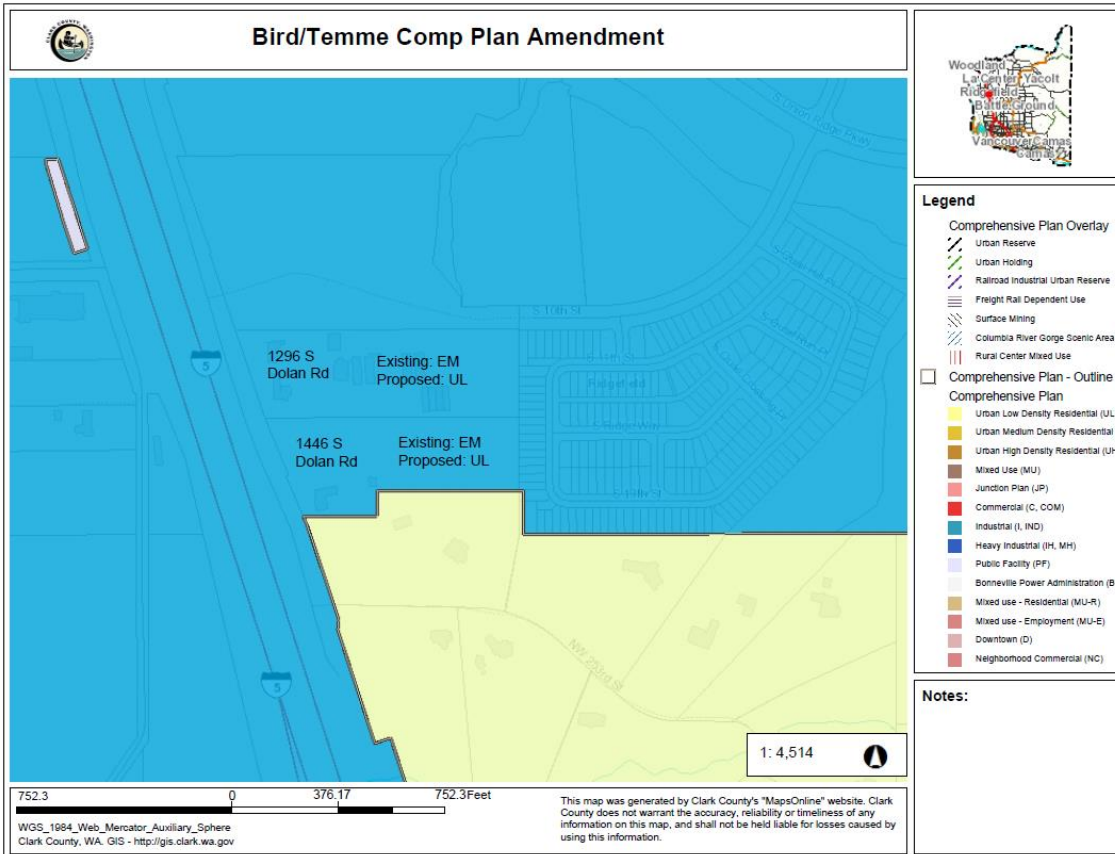
On June 30, 2020, the City received a comprehensive plan amendment and zone change application for the Bird and Temme properties at 1296 and 1446 S Dolan Road. The proposal is to change the comprehensive plan designation from Employment (EM) to Urban Low (UL) and concurrently to change the zoning designation from Employment (E) to Residential Low Density 6 (RLD-6). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

DISCUSSION

Comprehensive Plan Amendment and Zone Change

The owners of 1296 and 1446 S Dolan Road propose to change to the zoning designation of the two properties from E to RLD-6 in order to facilitate potential future residential development under the applicable standards of the Ridgefield Development Code (RDC). In order to achieve this zone change, a comprehensive plan amendment is also required to change the underlying comprehensive plan designation from EM to UL (RDC 18.320.050.A):

Parcel	Owner	Existing comp plan designation	Proposed comp plan designation	Existing zoning	Proposed zoning
1296 S Dolan Road / PIN 215367000	Bird's English Garden and Nursery (Kevin T Bird)	Employment (EM)	Urban Low (UL)	Employment (E)	Residential Low Density (RLD-6)
1446 S Dolan Road / PIN 215369000	George A and Julia N Temme, Trustees	Employment (EM)	Urban Low (UL)	Employment (E)	Residential Low Density (RLD-6)



The Bird and Temme site consists of two Employment parcels with a total area of approximately 12.6 acres. The northern portion of the site (Bird property) was previously developed as a nursery. The southern portion of the site (Temme property) contains a single-family residence. The site slopes downward from west to east, with a high point of approximately 284 feet near the eastern boundary and a low point of approximately 262 feet in the northwest portion of the site along S Dolan Road. A small portion of an off-site wetland appears to encroach on the southeast corner of the site. There are no other mapped critical areas. The site takes access from S Dolan Road.

Surrounding properties include:

- South: Single-family residential development on approximately 5-acre lots under Clark County Rural-5 (R-5) zoning.
- East: Single-family residential development on approximately 2,500 to 4,000-sf lots, equivalent to Residential Medium Density – 16 density, under Employment (E) zoning with the Employment Mixed Use Overlay (EMUO) as part of the Union Ridge master planned area.
- Northeast: Two industrial warehouse/distribution buildings under E zoning with the EMUO as part of the Union Ridge master planned area.
- North: A large, undeveloped E/EMUO parcel, designated for Office/Industrial uses under the Union Ridge master plan.
- West: Interstate 5.

This application considers the comprehensive plan amendment and zone change requests only, and does not consider any site development. However, it is instructive to note that residential development under RLD-6 zoning has a base minimum lot area of 7,200 square feet, with a density range of four to six units per net developable acre. The minimum lot area may be reduced to 4,680 square feet under the Planned Unit Development (PUD) process in exchange for a 25 percent open space dedication and subject to perimeter compatibility standards. Under the existing E zone, only multifamily residential is permitted as an upper-story conditional use, with a density range of eight to sixteen units per net developable acre.

RUACP Compliance

RDC 18.320.050.A requires amendments to be consistent with the goals and policies of the Ridgefield Urban Area Comprehensive Plan (RUACP). Planning Commission should consider the proposal in relation to the following RUACP policies.

Land Use Policies:

- LU-1 Citywide land supplies. Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities, and employment forecast allocations.
- LU-2 Efficient development patterns. Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.
- LU-4 Compatible uses. Facilitate development that minimizes adverse impacts to adjacent areas.

Staff comments: The Bird & Temme site is adjacent to Rural-5 parcels, EMUO parcels designated for office/industrial development, and EMUO parcels developed with medium density single-family residences.

Housing Policies:

- HO-1 Accommodate growth. Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:
 - o New overall density target of six units per acre.
 - o No more than 75% of new houses shall be of a single housing type.
 - o A minimum density of four units per net acre (10,890 sf average lot size) for single-family dwellings in any single development.
- HO-2 Residential development density. Encourage a mix of single-family and multifamily housing that achieves an overall goal of six units per net acre. Six units per acre is approximately 7,000-square-foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.

Staff comments: The current density average in Ridgefield is around 7 units per acre. The E zone allows upper-story, multifamily residential only at 8-16 units per acre. The RLD-6 zone allows 4-6 units per acre.

Economic Development Policies:

- EC-6 Employment capacity. Restrict zone changes or legislative approvals which lessen long-term capacity for high-wage employment unless accompanied by other changes within the same annual review cycle which would compensate for the lost capacity, or unless the proposed change would promote the long-term economic health of the city.

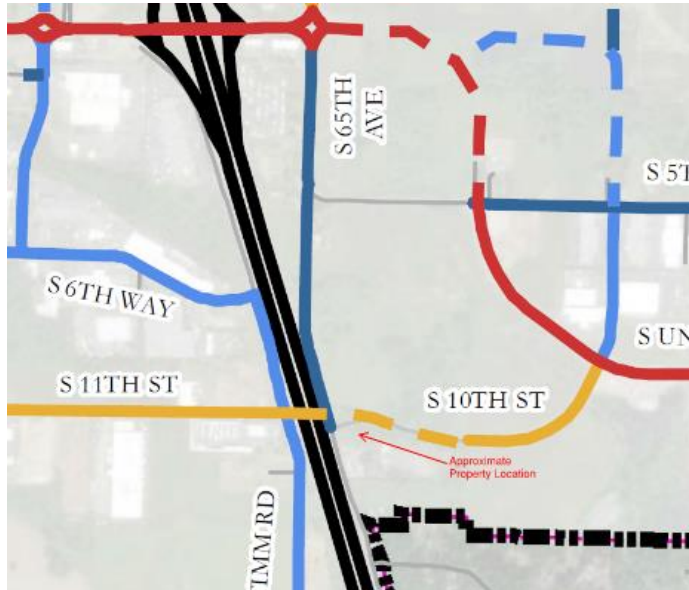
Staff comments: Zone changes from employment to residential may be approved if the proposed change would promote the long-term economic health of the city. Development results in increased tax revenue and economic health for the city. The Bird & Temme site is bordered on one of three developed/developable sides (north) by a parcel designated for employment uses. It is bordered on two of three developed/developable sides by residential uses, with urban density higher than RLD-6 to the east and rural density lower than RLD-6 to the south. The future S 10th Street extension will be located between the Bird & Temme site and the parcel to the north. While this arterial will be adequate to handle traffic from the Bird & Temme site whether it is designated for employment or residential uses, the orientation of S 10th Street as it ramps up to an overpass crossing I-5 will limit the access from S 10th Street to the northeast corner of the site only. Secondary access would likely be on S Dolan Road traveling beneath the overpass, which as a local street would better manage residential traffic than employment traffic, which is likely to include trucks.

Engineering

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

The proposed zone change does not necessitate changes to the RUACP text or a CFP project amendment, and shall not result in a level-of-service deficiency for any capital facility or service identified in the CFP.

The subject parcels currently take access from Dolan Road, which is classified as a collector, although it has not been developed to the collector standard and is proposed to be reclassified as a local street. Future development on the parcels may instead take access from the future extension of S 10th Street. The S 10th Street extension is proposed as an arterial, and sufficient to handle traffic volumes from the parcels whether zoned employment or residential.



PROPOSED TIMELINE

Adoption of the proposed Bird/Temme property comprehensive plan designation and concurrent rezone is proposed to occur as follows:

November 4, 2020	Planning Commission public hearing
November 19, 2020	City Council 1st reading and public hearing
December 3, 2020	City Council 2 nd reading and adoption
December 17, 2020	City Council 2 nd reading and adoption (continued if necessary)
January 1, 2021	Effective date

PLANNING COMMISSION

On November 4, 2020, Planning Commission voted unanimously in favor of recommending approval of the Bird & Temme Comprehensive Plan Amendment and Concurrent Zone Change to Council.

ATTACHMENTS

Proposed Bird & Temme amendments.



Bird/Temme Comp Plan Amendment

3.4.b



Legend

Comprehensive Plan Overlay

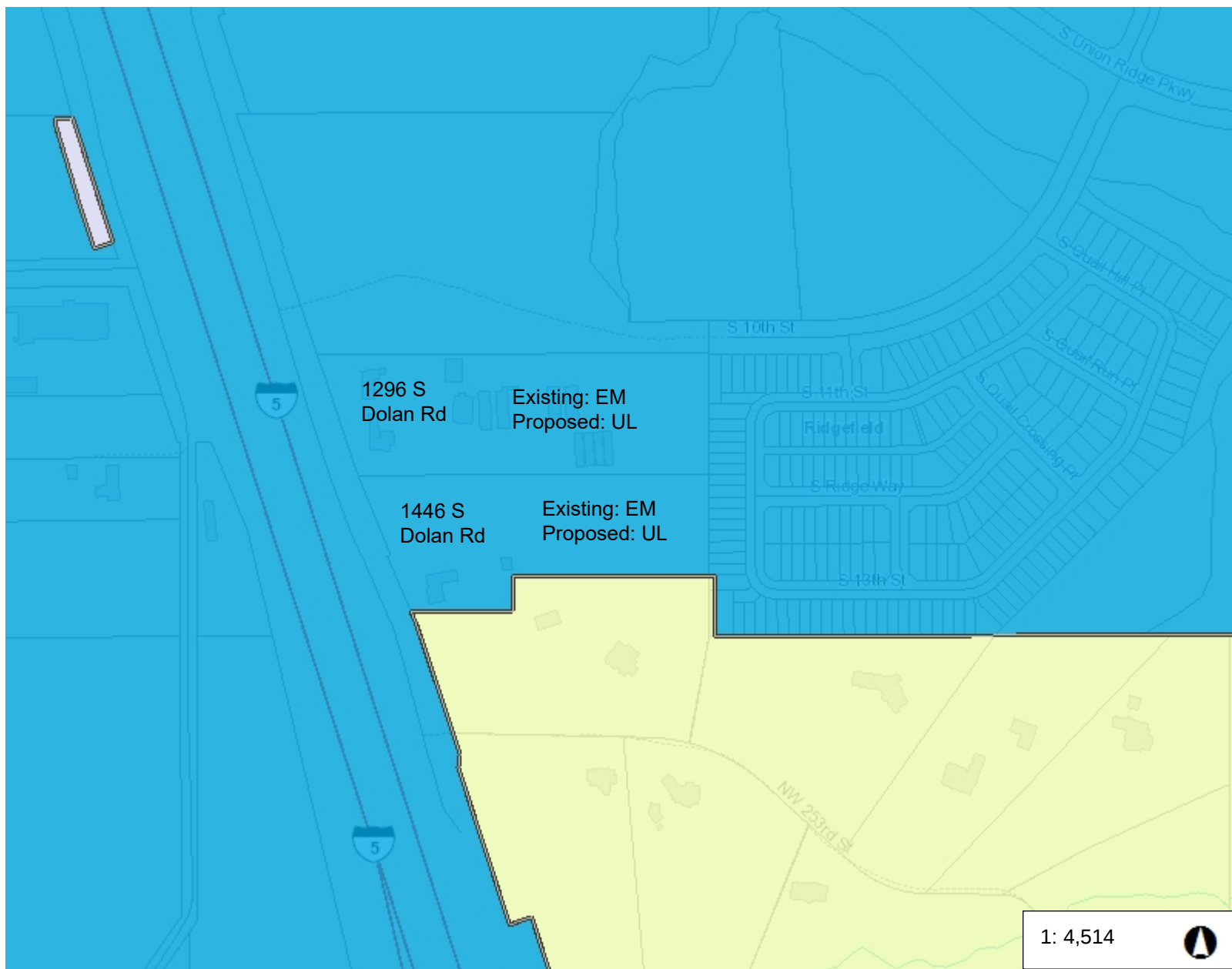
- Urban Reserve
- Urban Holding
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Surface Mining
- Columbia River Gorge Scenic Area
- Rural Center Mixed Use

Comprehensive Plan - Outline

Comprehensive Plan

- Urban Low Density Residential (L)
- Urban Medium Density Residential (M)
- Urban High Density Residential (H)
- Mixed Use (MU)
- Junction Plan (JP)
- Commercial (C, COM)
- Industrial (I, IND)
- Heavy Industrial (IH, MH)
- Public Facility (PF)
- Bonneville Power Administration
- Mixed use - Residential (MU-R)
- Mixed use - Employment (MU-E)
- Downtown (D)
- Neighborhood Commercial (NC)

Notes:



1: 4,514

752.3 0 376.17 752.3 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

Attachment: Bird_Temme comp plan amendment map (Temme & Bird Comprehensive Plan Amendment)



Bird/Temme Zone Change

3.4.c

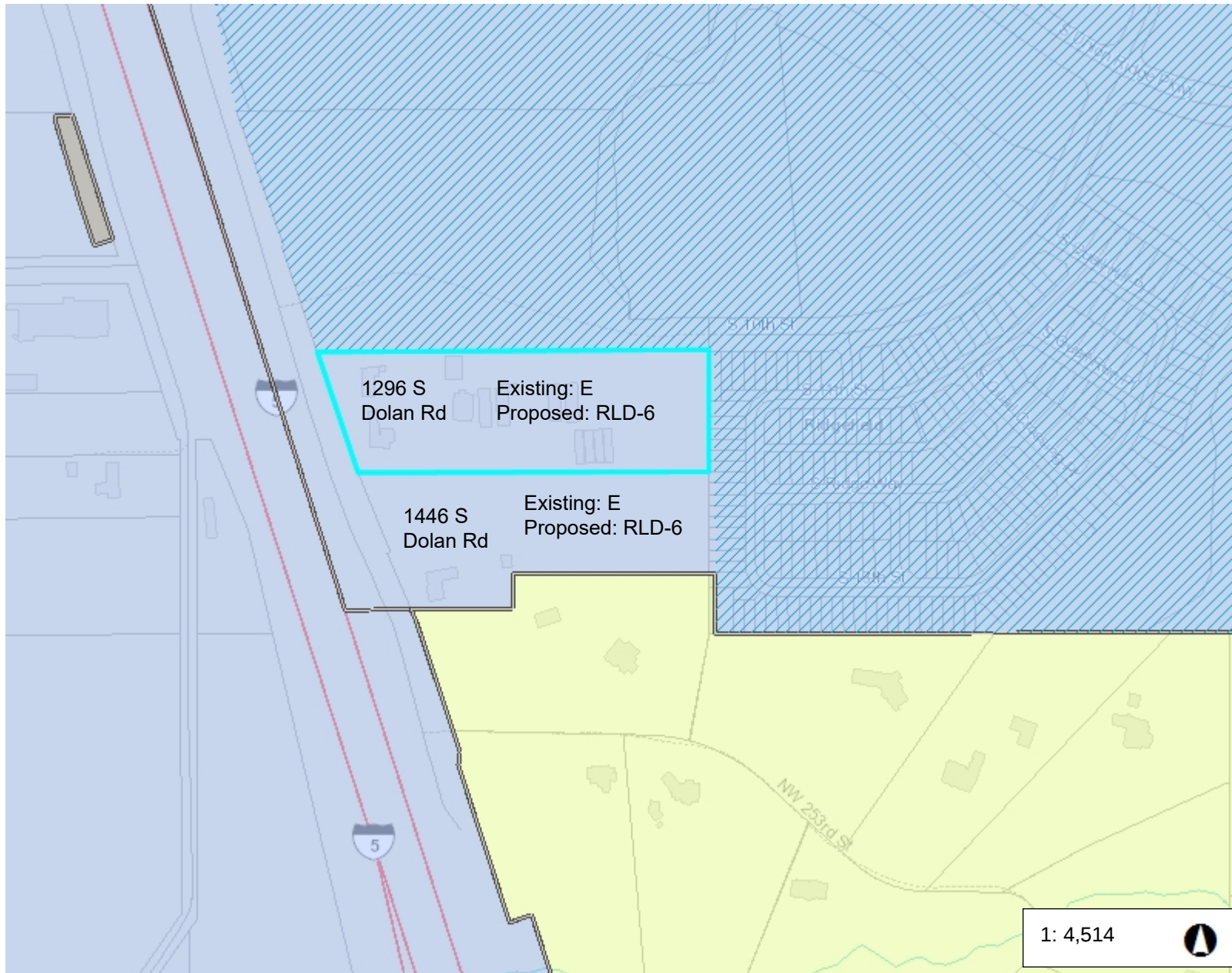


Legend

Zoning Overlay

- Urban Reserve - 10 (UR-10)
- Urban Reserve - 20 (UR-20)
- Urban Holding - 10 (UH-10)
- Urban Holding - 20 (UH-20)
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Railroad Industrial Overlay District
- Airport Environs Overlay
- Surface Mining Overlay District
- Rural Center Mixed Use
- Existing Historic Resort
- Mill Creek Overlay District
- Highway 99 Overlay District
- Activity Center Overlay
- Transitional Area Overlay
- Single Family Residential Area O
- Mixed Residential Area Overlay
- Multifamily Residential Area Over
- 78th Street Property
- Columbia River Gorge Scenic Ar
- Vancouver - Multiple Overlays
- Sewer Capacity Overlay
- Infill Residential Development Ar

Notes:



752.3 0 376.17 752.3 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

Attachment: Bird_Temme zone change map (Temme & Bird Comprehensive Plan Amendment and Zone



MASTER LAND USE APPLICATION
 510-B Pioneer Street/PO Box 608
 Ridgefield, WA 98642
 Tel: (360)887-3908
 Fax: (360)887-2507
www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

CONTACT INFORMATION**APPLICANT:**☒ Check box if primary contactContact Name: Richard BirdCompany: Bird's English Garden & NurseryAddress: 3015 NW 99th St.City, State, ZIP: Vancouver, WA. 98665Phone: (360) 573-6342Email: rcbird34@gmail.comSignature: Richard Bird

(Signature required)

APPLICANT'S REPRESENTATIVE:This will be the contact for any public inquiries

Contact Name: _____

Company: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Email: _____

Signature: _____

PROPERTY OWNER:☒ Check box if primary contactContact Name: Richard BirdCompany: Bird's English Garden & NurseryAddress: ~~1296 S Dolan Road~~Same as aboveCity, State, ZIP: ~~Ridgefield, WA 98642~~Phone: (360) 573-6342Email: rcbird34@gmail.comSignature: Richard Bird

(Signature or a letter of authorization from the owner required)

Attachment: Bird & Temme application docs (Temme & Bird Comprehensive Plan Amendment and Zone Change Request)

PROPERTY INFORMATIONSite Address: 1296 S Dolan RoadLegal Description: # 37 Of Sec 27 T4n1Ewm 6.79A For Assessor Use Only N 300 Ft Of S 43 Rds Of Nw 1/4 Sec 27-4-1Ewm & Lying E Of New Pac Hy Exc Access Rights To St Hy Per Dd Sc 41 686Existing Use of Site: Sfr Nursery - Closed

Project type: _____

Total cost of the project: _____

Zoning description: (E): RGF

Fiscal quarter the project will start: _____

Site area (acres): 6.79

Year the project will start: _____

Square footage (Commercial Buildings): ~~78470~~ 5,000

Fiscal quarter the project will end: _____

Number of units (Residential): 8

Year the project will end: _____

Assessor's Serial Number: 25367000**DEVELOPMENT PROPOSAL**

Proposed Development Action:

change zoning from E to ~~RLD-6~~ RLD-6

The intent is no longer to develop the site with warehouse uses, but to make it available for low-density residential development. Currently the property (including the Temme property to the south) is bordered on two sides by what is or will be public road, and on two other sides by residential. The revised low-density residential will be more compatible with the adjacent Quail Hill and Pioneer East residentially zoned properties.

(Pek)
Initial

List the Master File Number associated with this request: PROJECTS-_____-_____

Pre-Application Conference Date and File Number, if applicable: _____

Attachment: Bird & Temme application docs (Temme & Bird Comprehensive Plan Amendment and Zone Change Request)



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 Tel: (360)887-3908
 Fax: (360)887-2507
www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

CONTACT INFORMATION**APPLICANT:**☒ Check box if primary contactContact Name: Anita Temme, Co-TrusteeCompany: Temme Family Trust/Temme George A & Temme Julia N TrusteesAddress: PO Box 61554City, State, ZIP: Vancouver, WA, 98666Phone: 360-607-7987Email: Anita.Temme@hotmail.comSignature: Anita Temme

(Signature required)

APPLICANT'S REPRESENTATIVE:☒ This will be the contact for any public inquiries

Contact Name: _____

Company: _____

Address: _____

City, State, ZIP: _____

Phone: _____ Email: _____

Signature: _____

PROPERTY OWNER:☒ Check box if primary contactContact Name: Anita Temme, Co-TrusteeCompany: Temme Family Trust/Temme George A & Temme Julia N TrusteesAddress: PO Box 61554City, State, ZIP: Vancouver, WA, 98666Phone: 360-607-7987Email: Anita.Temme@hotmail.comSignature: Anita Temme

(Signature or a letter of authorization from the owner required)

Master Land Use Application 1

Attachment: Bird & Temme application docs (Temme & Bird Comprehensive Plan Amendment and Zone Change Request)

PROPERTY INFORMATION

Site Address: 1446 S Dolan Rd, Ridgefield, WA 98642

Legal Description: #39 SEC 27 T4N R1EWM 5.83A M/L

Existing Use of Site: Residence

Project type: Rezone Total cost of the project: _____

Zoning description: (E): RGF Fiscal quarter the project will start: _____

Site area (acres): 5.83 Year the project will start: _____

Square footage (Commercial Buildings): _____ Fiscal quarter the project will end: _____

Number of units (Residential): 1 Year the project will end: _____

Assessor's Serial Number: 215369000

DEVELOPMENT PROPOSAL

Proposed Development Action:

Change Zoning from E to RLD-6

Simultaneously rezone 1446 S Dolan Rd and 1296 S Dolan Rd, to single family residential.

The intent is no longer to develop the site with warehouse uses, but to make it available for low-density residential development. Currently the property (including the Bird Property to the North) is bordered on two sides by what is or will be public road, and on two other sides by residential. The revised low density residential will be more compatible with th adjacent Quail Hill and Pioneer East residentially zoned properties.

List the Master File Number associated with this request: **PROJECTS-**____-____

Pre-Application Conference Date and File Number, if applicable: _____

Initial

ayt

Master Land Use Application 2

Attachment: Bird & Temme application docs (Temme & Bird Comprehensive Plan Amendment and Zone Change Request)

#3 WRITTEN NARRATIVE

The City of Ridgefield changed the zoning for the subject property to Employment, which does not allow warehouse uses. The Owner met with the City to discuss this issue. The City recommended the property be rezoned to PUD 6 as a way to solve the Employment zone problem. This submittal supports that rezone process, including the following Site Concept Plan with Development Information and supporting Utility Concept with Infrastructure Information.



COMPREHENSIVE ZONE CHANGE REQUEST

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

OFFICE USE ONLY

PERMIT NUMBER

APPLICATION TYPE

☐ Comprehensive Plan

☐ Zone Change

SUBMITTAL CHECKLIST

A. APPLICATION REQUIREMENTS FOR ALL REVIEWS

Please include a CD containing all application materials as PDF or text files.

- ☒ **1. MASTER APPLICATION FORM:** Provide **one (1) copy** of the completed Master Land Use Application form with signature(s).
- ☒ **2. CHECKLIST:** Provide **one (1) copy** of this completed submittal checklist.
- ☒ **3. WRITTEN NARRATIVE:** Submit **one (1) copy in WORD format** of a detailed description of the proposed project, which addresses each of the following review criteria from RDC 18.320.050:
 - a. Zoning district map amendments shall be consistent with the Comprehensive Plan map. Where the proposed amendment is not consistent with the Comprehensive Plan map, the petitioner shall also file a petition to amend the Comprehensive Plan map. Amendments to zoning district maps or text must be consistent with the goals and policies of the Comprehensive Plan. Please consult with City Staff to identify relevant Comprehensive Plan goals and policies.
 - b. Amendments to this title or to the Comprehensive Plan must be consistent with the concurrency requirements of the Capital Facility Plan (CFP) and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. Include analysis of impacts to all relevant facilities, including transportation, sewer, water, schools and parks as appropriate.
 - c. If the petition necessitates a Comprehensive Plan text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.
 - d. The city shall not approve any amendment petition which is contrary to state or federal law.
- ☒ **4. MAILING LABELS:** Current Clark County assessor map showing the properties within a radius of 300 feet of the property that is the subject of the application and a typed list and **one (1) set** of self-adhesive labels of the names and addresses of owners of all properties within that radius, certified as accurate and complete by the Clark County assessor, a title company, licensed surveyor, or other party approved by the City Clerk. Mailing labels can be obtained from the Clark County GIS Department; call (564) 729-4652 or online at <https://gis.clark.wa.gov/gishome/mapstore/#/services>.

Comprehensive Plan/Zone Change Request 1

☐ **5. SEPA CHECKLIST:** Submit **one (1) copy** of a separate SEPA threshold determination form and SEPA checklist. SEPA checklist must be in **WORD format**.

☒ **6. PLANS AND GRAPHIC REQUIREMENTS:** Submit **one (1) copy** of plans in addition to electronic files (pdf files) of all plans. All plans shall be folded to fit a legal size file. Include one (1) reduced copy (11 inches by 17 inches or 8.5 inches by 11 inches) of each plan sheet. All plans, except architectural elevations, shall be at no smaller than 1 inch = 20 feet engineering scale and on a maximum sheet size of 24 inches by 36 inches.

Each of the following plans and drawings shall be submitted on separate sheets. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24 inch x 36 inch sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information:

Site Plan: Submit **one (1) copy** of a to-scale lot line adjustment plan for the properties involved. The plan shall contain the following minimum information:

☒ North arrow, scale and date of plan

☒ Vicinity map

☒ Existing streets and public rights-of-way, including measurement from centerline to edge of existing streets or public rights-of-ways

☒ Existing property lines, sizes, and dimensions

☒ Existing buildings and structures

☒ Proximity to public water, sewer, and power

on concept plan

☐ Location of 100-year floodplain, if applicable

B. APPLICATION FEES:

Fees must be paid at the time of application. Please make checks payable to City of Ridgefield. There may be fees related to fire reviews and/or fire inspections. These fees would be applied to the permit with payment due at the time of permit issuance.

☐ **Comprehensive Plan** \$3,000

☐ **Zone Change Request** \$3,750

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge. I have owner(s) permission to submit this application. I agree to hold harmless the City of Ridgefield as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including myself, and filed against the City of Ridgefield, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application. I understand and acknowledge that the City of Ridgefield may charge me additional costs such as consulting fees, administrative costs and actual costs directly associated with processing this land use application.

Richard Bird
Applicant's Signature

6-24-2020
Date

RICHARD BIRD
Print Applicant's Name

Comprehensive Plan/Zone Change Request 2

Development Information

Gross Area
 Property ID 21537000
 Property ID 21538500
 Total Gross Area
 = 6.79 ac
 = 12.62 ac (assessor)
 = 12.62 ac (assessor)

Development Standards: City of Ridgefield
 Zoning: Employment (E) - Chapter 18.240

Future Zoning: Residential Low Density (RLD-L) - Chapter 18.270

Min Lot Width = 50'
 Min Lot Area = 5,000 sf
 Min Front Yard Setback = 10'
 Min Side Yard Setback = 10'
 Min Street Side Yard Setback = 35'
 Max Height = 50'
 Max Building Coverage = 60%
 Min Density = 6 du/net ac
 Max Density = 8 du/net ac

Total Gross Area = 12.62 ac
 Proposed ROW Dedication = -2.79 ac
 Proposed Stormwater Facilities = -0.95 ac
 Net Developable Area = 8.88 ac
 Min Density (6 du/net ac x 8.88 ac) = 53 du
 Max Density (8 du/net ac x 8.88 ac) = 71 du

Planned Unit Developments (PUD) - Chapter 18.401

Min Density = underlying zoning
 Open Space = 25% gross site area
 Stormwater Facilities = 5% (25% of gross site area)
 Min Front Yard Setback - Perimeter
 Limits on Modifying Standards

Lot Size = 65% underlying zone or 4,000 sf
 Max Density = 25% underlying zone or 8 du/ac
 Open Space (25% gross) = 3.16 ac

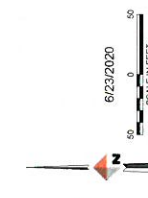
Proposed Development
 Single Family Attached, 2,000 sf
 Total Proposed Units = 71 units

Proposed Open Space = 3.16 ac (3.16 ac required)

Notes:

- Map information based on GIS data obtained from Clark County and Microsoft Bing. Survey data not used for this plan and area calculations are approximate. DOWL has not verified accuracy of this information.
- Net Density: The density of development on net developable acres including buildable areas, after removing public rights-of-way, public and private infrastructure, stormwater facilities, and other non-developable areas. The density of development on gross site area is 3.16 units per acre. The density of development on net developable area is 71 units per acre. The density of development on gross site area is 3.16 units per acre. The density of development on net developable area is 71 units per acre.
- Lot Size: Variance required for lot size or a code amendment to the PUD language to allow detached lots to be 3,150 sf and attached homes to be 2,000 sf.
- Storm: Storm area might be able to be reduced if actual infiltration rates are higher than assumed which would increase the developable area and allow for more lots.

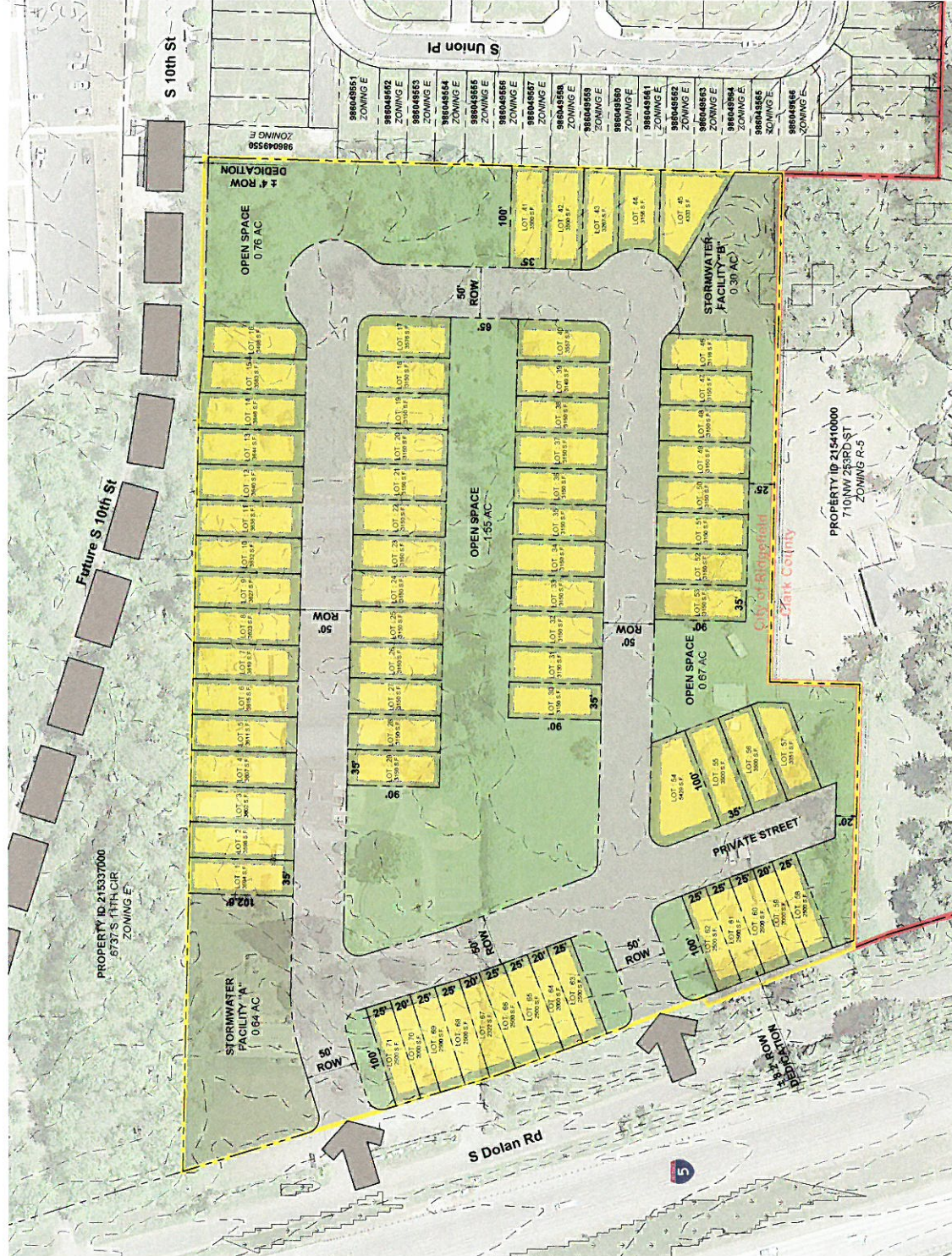
- Legend
- City of Ridgefield / Clark County
 - Existing Project Boundary
 - Existing Property Line
 - Existing Contour - 2' Interval
 - Existing Clark County Wetland Inventory
 - Proposed Property Line
 - Proposed Drive Access
 - Future Roadway



DOWL
 www.dowl.com
 720 SW Washington Street, #750
 Portland, Oregon 97205
 Project No. 2332.1472.01
 Contact: Ben Williams, PE

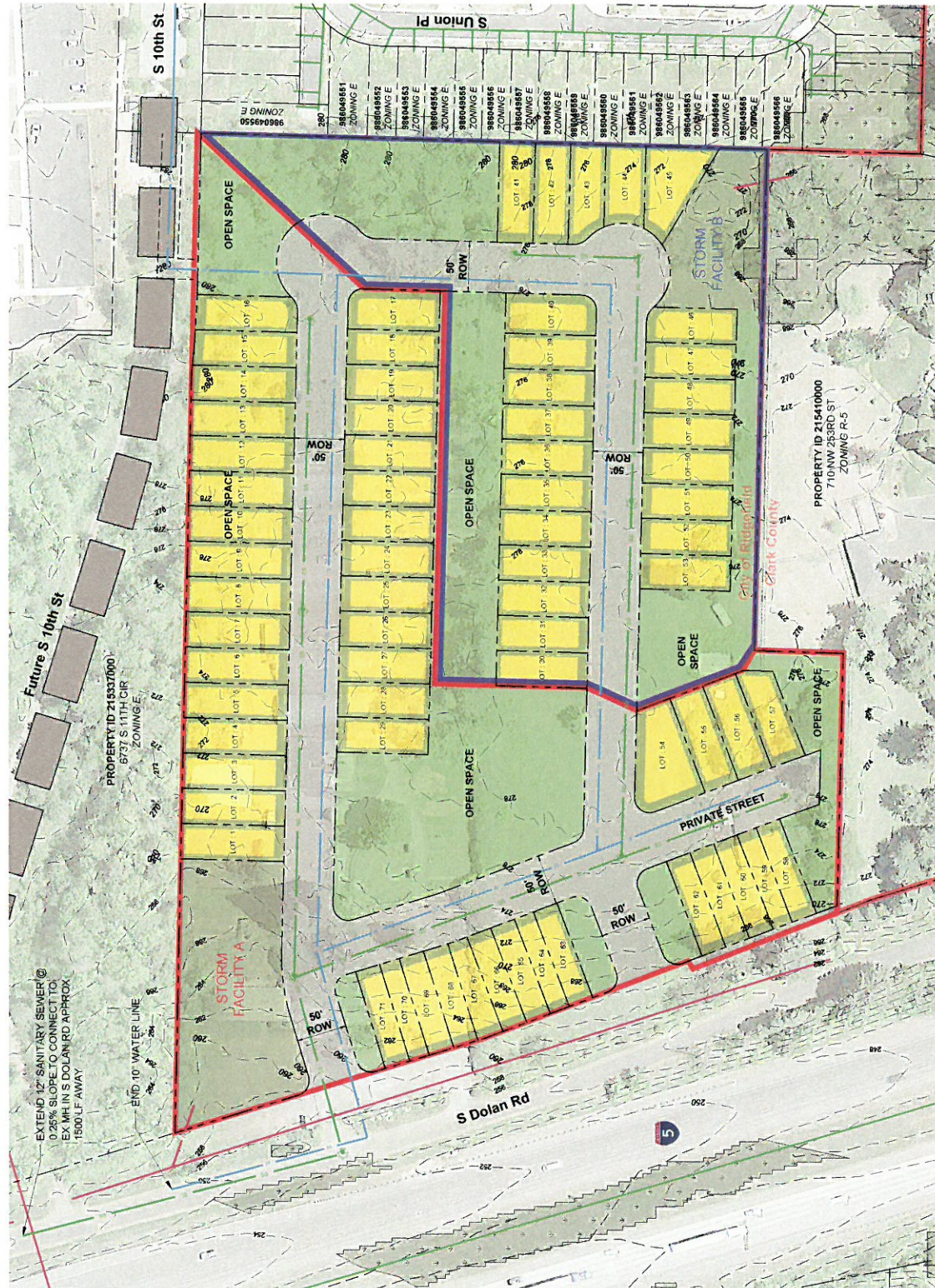
Ridgefield, Wa

3.4.d



Bird's English Garden & Nursery

Concept "A"



Proposed Utility Infrastructure Information

- Storm System Notes:**
- SIZED IN WMM AS RETENTION SYSTEMS WITH 0.5% INFLTRATION RATE
 - DESIGNED WITH 1% MEDIA, 12" PONDING DEPTH, 6" FREEBOARD PER DOE SWMMWW FIGURE 6.5.12
 - RIDEFIELD 2018 COMPREHENSIVE STORMWATER MANAGEMENT PLAN SHOWS OUR ONE-SIDED LOT SLOPS AT THE SITE (0.5% INFLTRATION, 7% PER TABLE 2.1)
 - SYSTEMS DESIGNED IN WMM TO MEET STREAM PROTECTION DURATION, LID DURATION, AND FLOW FREQUENCY
 - FACILITY A, 19,000 SF REQUIRED, CONTRIBUTING AREA 7.8 AC (68% OF SITE) FACILITY DISCHARGES TO DITCH THAT RUNS NORTH ALONG S DOLAN RD
 - FACILITY B, 11,000 SF REQUIRED, CONTRIBUTING AREA 4.4 AC (38% OF SITE) FACILITY DISCHARGES TO WETLAND SOUTHEAST OF THE SITE
- Sanitary Sewer System Notes:**
- PROPOSED CONNECTION TO EXISTING 10" WATER LINE IN S 10TH ST (INVT - 275) PARTIAL DEPTH
 - SANITARY SEWER, 8" DIA, 1200' FROM EXISTING 10" DIA, 1200' TO A NEW 10" DIA, 1200' AT THE PROPOSED NORTH SITE ACCESS WHICH IS A LOW DRAINAGE DOLAN RD DUE TO TOPOGRAPHY AND LIMITED COVER, 12" PIPE AT 0.25% WAS USED
 - CONNECTION TO EXISTING 10" SANITARY SEWER IN S 10TH ST IS INFEASIBLE DUE TO TOPOGRAPHY AND ELEVATION OF EXISTING SYSTEM
- Water System Notes:**
- PROPOSED CONNECTION TO EXISTING 10" WATER LINE IN S 10TH ST (INVT - 275) AN EASEMENT WILL BE REQUIRED TO MAKE CONNECTION THROUGH PROPERTY 21501000, APPROXIMATELY 150' LF
 - EXTEND 10" WATER LINE TO S DOLAN RD FOR FUTURE CONNECTION TO S 10TH ST PER RIDGEFIELD CAPITAL FACILITIES PLAN FIGURE 1.3 - WATER SYSTEM IMPROVEMENTS
- General Note:**
- The below design is based on information from as-builts and future improvement plans provided by the City of Ridgefield, Clark County GIS (maponline) was also used to confirm locations of existing infrastructure. DOWL has not verified accuracy of this information.

- Legend**
- City of Ridgefield / Clark County
 - Existing Property Line
 - Existing Contour - 2' Interval
 - Existing Clark County Wetland Inventory
 - Existing Sanitary Sewer Line
 - Existing Storm Line
 - Existing Water Line
 - Proposed Property Line
 - Proposed Sanitary Sewer Line
 - Proposed Storm Line
 - Proposed Water Line
 - Proposed Easement

DOWL
 720 SW Washington Street, #750
 Portland, Oregon 97205
 Project No. 2332.14727.01
 Contact: Ben Williams, PE

6/23/2020
 SCALE: 1" = 50' FEET

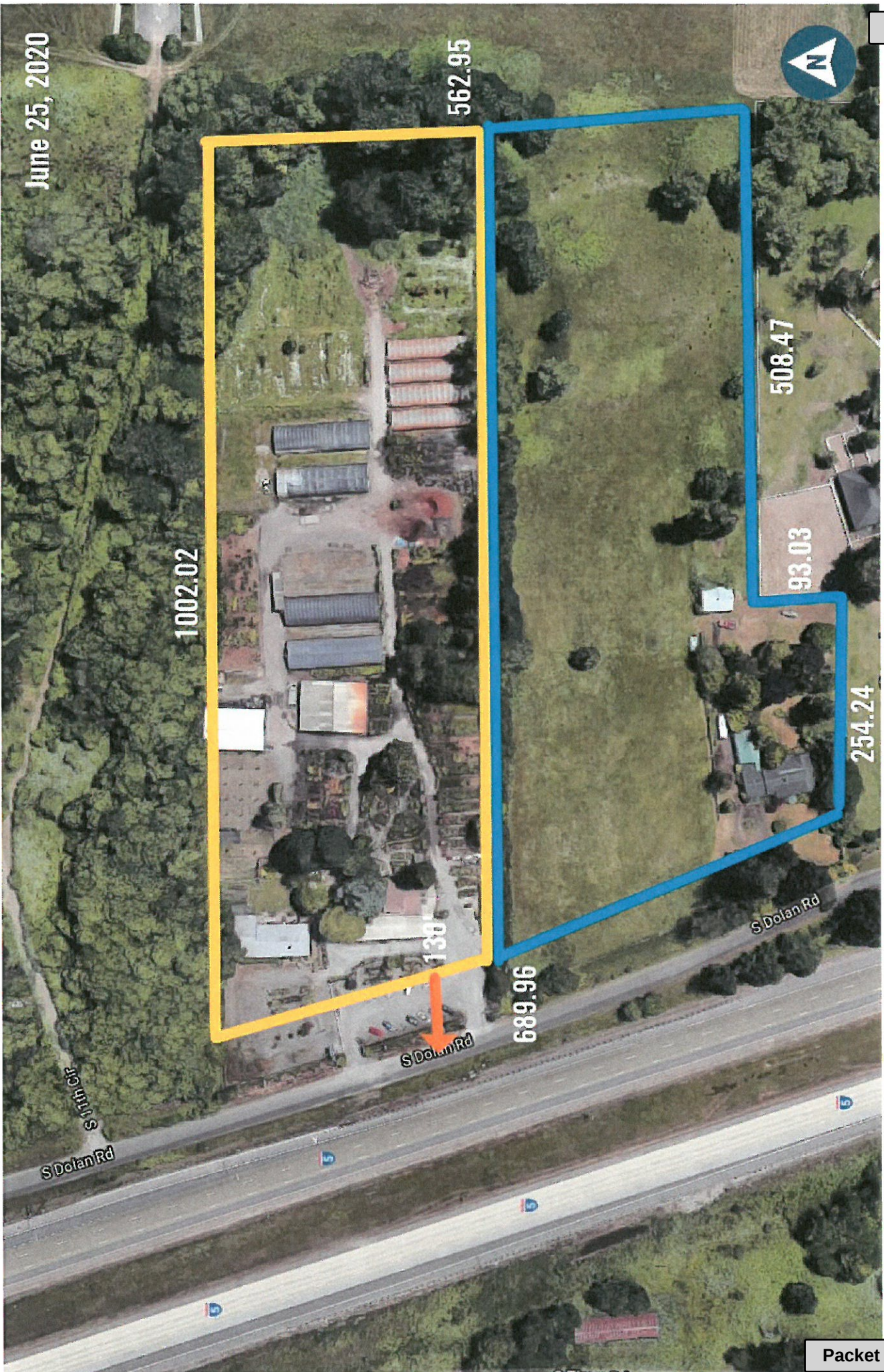
Bird's English Garden & Nursery

Utility Concept

Ridgefield, Wa

June 25, 2020

3.4.d





CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 19, 2020

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield Establishing the Estimated Ad Valorem Taxes Necessary to Finance the Anticipated Requirements of the City of Ridgefield, Washington for the Fiscal Year Ending December 31, 2021 by Increasing Property Tax Revenue from the Previous Year

GOVERNING LEGISLATION:

RCW 84.55.120, and RCW 84.52.020

PREVIOUS COUNCIL ACTION TAKEN:

Council adopts a property tax levy annually. Council held a public hearing on property tax and 2021 revenue sources on November 5, 2020. Council had the first reading of the Ordinance No. 1329 on November 5, 2020.

SUMMARY/BACKGROUND:

The 2021 budget includes a statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, and annexations that have occurred, and including any refunds made.

The 2020 levy amount was \$1,441,716. The statutory 1% increase would raise the property tax levy \$14,417. In addition to the 1% increase, the Clark County Assessor's office has preliminary estimates showing the City assessed value for new construction will add approximately \$242.6 million to the City's assessed values, adding approximately \$199,362 in property tax revenue. The Department of Revenue is still in the process of valuing state assessed utilities. These numbers should be available shortly. The value for the 2020 tax roll for state assessed utilities was \$17.8 million.

To date the estimated 2021 taxable assessed values for Ridgefield is \$2,107,413,232. Per RCW 84.48.130 the Assessor must certify the assessed values within 12 working days of November 30th. The Assessor has notified the City they will not meet this deadline. This is due to delays from the Department of Revenue in providing valuations of state assessed utility and valuations for personal property values. In the event the City's budget amount of \$1,665,000 is below the statutory levy amount available this will provide the City the ability to work with the Assessor to ensure the property tax levy meets the needs of the City.

The City must hold a revenue hearing and certify a property tax levy to the County by November 30, 2020. The City's current forecast for the 2021 property tax levy is \$1,665,000, an increase of \$205,000 from the 2020 budget. The estimate is for the City of Ridgefield levy amount to be 78.7 cents per \$1,000 assessed value a decrease of 3.7 cents from the 2020

levy amount.

The 2021 General Fund operating expense budget has increased 12.4% over the 2020 operating expense budget to account for contractual and inflationary increases. Adoption of the 1% property tax levy increase does not match current inflation, but the increase is needed to maintain a balanced budget.

The three options available for property tax are:

1. Adopt a 1% increase estimated to be \$14,417.
2. Bank the 1% increase and have available for use at a later date.
3. Do not adopt a 1% increase or bank the capacity for the 1% increase.

BUDGET/FINANCIAL IMPACTS:

The 2021 property tax receipts will increase \$205,000 when compared with the 2020 budget. The total property tax levy is estimated to be \$1,665,000.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1329 by making the following motion:

“I move to adopt Ordinance No. 1329, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1329

AN ORDINANCE OF THE CITY OF RIDGEFIELD ESTABLISHING THE ESTIMATED AD VALOREM TAXES NECESSARY TO FINANCE THE ANTICIPATED REQUIREMENTS OF THE CITY OF RIDGEFIELD, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021 BY INCREASING PROPERTY TAX REVENUE FROM THE PREVIOUS YEAR

WHEREAS, public hearings have been held by the Ridgefield City Council to review and discuss the estimated revenue needed for calendar year 2021 as required by statute; and

WHEREAS, the Revised Code of Washington 84.55.120 as amended by Referendum 47 requires an Ordinance or Resolution be approved by the City Council if the anticipated property tax levy will increase by any amount; and,

WHEREAS, the amount levied for fiscal year 2020 was \$1,441,716 and the increase in the regular property tax levy amount for 2021 is \$14,417 which is a percentage increase of 1% from the previous year; and,

WHEREAS, this increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, and annexations that have occurred, and including any refunds made.

WHEREAS, a certified budget request or estimate is filed with the County Legislative Authority, separate from this ordinance. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The form for this purpose is titled "Levy Certification" and is available through the Assessor's Office. Certification is made in a manner prescribed by the County Legislative Authority.

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to increase the property tax levy by the maximum allowed by the Revised Code of Washington.

Section 2. Fixing Ad Valorem Taxes. That an increase in the regular property tax levy is authorized for the levy to be collected for the 2021 tax year in the amount of the maximum 1% allowed by law from the previous year, estimated to be \$14,417. This increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property and annexations that have occurred.

Section 3. Transmittal to County. A certified copy of this ordinance shall be transmitted to Clark County in accordance with law.

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

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

Section 6. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the

correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 7: Effective date. This ordinance shall take effect and be in full force five (5) days after the publication in which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 19th DAY OF NOVEMBER, 2020 IN AN OPEN PUBLIC MEETING.

City of Ridgefield:

Don Stose
Mayor

ATTEST:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First reading:	November 5, 2020
Second reading:	November 19, 2020
Publication date:	November 25, 2020
Effective date:	November 30, 2020

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 19, 2020

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.75 and Ordinance Number 1299 Increasing the Bi-Monthly Stormwater Rate

GOVERNING LEGISLATION:

RCW 35.67.020 and RCW 35.92.020 and Ridgefield Municipal Code Chapter 13.75.

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance No. 883, forming a Storm Water Utility, was adopted by City Council at the August 25, 2005 regular council meeting and Ordinance No. 884 was adopted by City Council establishing the initial rate structure of the utility. Multiple Ordinances have been adopted to set the bi-monthly rate, with the most recent adoption Ordinance No. 1299 by the City Council on November 7, 2019, to update the bi-monthly rate to \$19.05 per equivalent dwelling unit. Council had the first reading of Ordinance No. 1330 on November 5, 2020.

SUMMARY/BACKGROUND:

The public storm water collection and treatment systems located within the City of Ridgefield must be maintained, inspected and repaired by the City Public Works Department. The Storm Water Utility was created in 2005 with the plan that the fees charged would be used to perform the required long-term management, maintenance and repair to the storm water systems providing good stewardship of the environment, while correspondingly reducing the financial burden on the City's General Fund. Ordinance No. 1330 provides an amendment in the rate structure and a step toward generating the necessary revenue to assist in funding the Storm Water Utility.

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was reviewed in 2017 and completed in 2018 and looked at expenses and revenues for the next 10 years for the Storm Water Utility. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions. The City completed an update of the Stormwater Capital Facility Plan in 2018 and incorporated the capital projects into the rate model.

Staff update the rate model created during the rate analysis each year during the budget cycle to incorporate actual data and revise assumptions as needed. As a result, of estimated expenses the rate model calls for a 3% increase to revenues to support estimated operating and capital repair and replacement expenditures. Staff revised the rate model to add in additional capital projects required to meet upcoming permit requirements. To fund these projects staff are in the process of identifying grant opportunities and/or low-cost loans to help fund the projects. In addition to these funding sources staff are recommending the storm water rate be increased \$0.60 per bi-monthly billing or 3% to meet the upcoming obligations.

The 2021 expense operating budget is expected to increase 78.1% over the 2020 amended

budget. The main reason for the increase is several projects for capital repair and replacement and the addition of a new full-time employee. The City plans on rehabilitating 5 bio-swales and 1 storm pond in 2021. Each of these projects will reduce ongoing maintenance required for these storm assets. The City has completed multiple storm water projects over the past 3 years using most of the available reserve balances outside of policy reserves. Increasing the rate 3% with expected growth will allow the city to complete additional capital repair and replacement projects. Council has approved the use of capital reserves from the Storm fund to complete these capital repair and replacement projects in 2021.

Revenue is expected to increase 24.3% due to growth in accounts and EDU's and the recommended rate increase. Per the rate model the estimate is that 6% of rate revenues would be set aside for capital projects in 2021. The percentage of rate revenue targeted for capital averages an increase of 3-5% per year over the following 7 years covered by the model.

Ordinance No. 1330 proposes a 3% rate increase or \$0.60 per bi-monthly billing, per Equivalent Dwelling Unit (EDU). The 2021 rate would be increased to \$19.65 per EDU.

BUDGET/FINANCIAL IMPACTS:

Refer to the following table for impacts:

Bi-Monthly Rate	Base Revenue	Increased Revenue	Total Revenue	Increase from 2019
\$19.65	915,456	27,464	942,920	3%

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1330 by making the following motion:

“I move to adopt Ordinance No. 1330, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 13.75.060__Stormwater_service_charge_rates. Exhibit A
(DOC)

ORDINANCE NO. 1330

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING RIDGEFIELD MUNICIPAL CODE CHAPTER 13.75 AND ORDINANCE NUMBER 1299 INCREASING THE BI-MONTHLY STORMWATER RATE

WHEREAS, the City of Ridgefield, Washington (the "City"), created a Stormwater Utility to implement and administer its Stormwater Management Program; and,

WHEREAS, the City is authorized pursuant to the general police powers, RCW 35.67.020 and RCW 35.92.020, to fix, alter, regulate and control the rates and charges for use of said Utility and the Stormwater Management Program of the City; and,

WHEREAS, the Ridgefield City Council finds that it is now necessary to amend the rates and charges by increasing the rate to \$19.65 per bi-monthly billing period per equivalent dwelling unit to cover the cost and expense of operating said Utility; and,

WHEREAS, the Ridgefield City Council finds that all developed real property within the boundaries of the Utility benefits from the Stormwater Utility of the City and should participate financially in the payment of all expenses for maintenance, operation and improvement of said storm drainage system and for administration of the Utility;

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

Section 1. Public Interest. The Ridgefield City Council finds it is in the public interest to amend Ordinance No. 1299 (2019), Ordinance No. 1279 (2018), Ordinance No. 1249 (2017), Ordinance No. 1223 (2016), Ordinance No. 1196 (2015), Ordinance No. 1170 (2014), Ordinance No. 1140 (2013), Ordinance No. 1120 (2012), Ordinance No. 1088 (2011), Ordinance No. 1063 (2010), Ordinance No. 1044 (2009), Ordinance No. 1025 (2008), Ordinance No. 969 (2007), Ordinance No. 937 (2006), Ordinance No. 884 (2005) and Chapter 13.75 (Stormwater Utility) to the Ridgefield Municipal Code.

Section 2. Amendment to Chapter 13.75 (Stormwater Utility). Chapter 13.75 is hereby amended per the attached exhibit A.

Section 3. 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 4. Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

Section 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. Effective date. This ordinance shall be in full force and effect on January 1, 2021.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 19TH DAY OF NOVEMBER, 2020.

By: _____
Don Stose,
Mayor

ATTEST:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	November 5, 2020
Second Reading:	November 19, 2020
Date of Publication:	November 25, 2020
Effective Date:	January 1, 2021

13.75.060 - Stormwater service charge rates.

- A. In accordance with the rate structure set forth in RMC 13.75.050, there is hereby levied upon all developed real property within the stormwater service area the following stormwater service charges which shall be collected from the property owners of such properties: For all developed real property within the stormwater service area, unless exempt as set forth above, the stormwater service charge shall be nineteen dollars and ~~sixty~~-five cents per two months per EDU multiplied by the number of EDUs determined by the utility to be contained in such parcel.
- B. All property subject to charges of the stormwater management program shall be billed based on the property characteristics existing one month prior to billing.
- C. All stormwater service charges and all other stormwater fees or charges hereafter established by the city shall be deemed to be levied upon real property.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1170, § 2(Exh. A), 11-20-2014; Ord. No. 1196, § 2(Exh. A), 11-19-2015; Ord. No. 1223, § 2(Exh. A), 11-17-2016; Ord. No. 1249, § 2(Exh. A), 11-16-2017; Ord. No. 1279, § 2(Exh. A), 11-15-2018; Ord. No. 1299, § 2(Exh. A), 11-21-2019)