



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, November 20, 2025
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. PUBLIC COMMENT

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

III. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the November 6, 2025 Meeting**
- 3. Approval to Submit a US Department of Fish & Wildlife Service Fish Passage Program Grant Application for Royle Rd**
- 4. Approval of Interlocal Agreement with Battle Ground for Municipal Court, Prosecution, and Work Crew Services**
- 5. Approval of Contract with EMS District 2 for Ambulance Services**

IV. BUSINESS

- 1. Second Reading of Ordinance No. 1465 - 2026 Property Tax Levy and Revenues - Kirk Johnson, Finance Director**
- 2. Second Reading of Ordinance No. 1466 - 2026 Water Utility Rate Code Amendment - Kirk Johnson, Finance Director**
- 3. Second Reading of Ordinance No. 1467 - 2026 Stormwater Utility Rate Code Amendment - Kirk Johnson, Finance Director**

4. **Motion - Approval of Paradise Pointe Phases 6-10 Final Plat - Claire Lust, Community Development Director**

V. PUBLIC HEARING/BUSINESS

1. **Public Hearing and First Reading of Ordinance No. 1468 - Ridgefield Municipal Code Amendments Part 3 - Claire Lust, Community Development Director**
2. **Public Hearing and First Reading of Ordinance No. 1469 - 2026 Proposed Budget - Kirk Johnson, Finance Director**

VI. PUBLIC COMMENT

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

VII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

VIII. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION

Revised Code of Washington Title 35A – Optional Municipal Code

PREVIOUS COUNCIL ACTION TAKEN:

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

SUMMARY/BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor details attached

RECOMMENDED ACTION OR MOTION:

Approve the claims and/or payroll by making the following motion:
"I move to approve the consent agenda as presented"

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. November 20, 2025 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ANGELA BARRETT	4201	4201-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	12.80
ANGELA BARRETT Total					12.80
AQUATIC INFORMATICS INC.	3337	115551	Public Works	10.2025 Web Test	167.40
AQUATIC INFORMATICS INC. Total					167.40
ARBORSCAPE LTD INC	3562	25-110306	Public Works	Tree Removal - 2131 S Osprey Dr	426.10
ARBORSCAPE LTD INC Total					426.10
ASHLEY HART	4202	4202-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	12.80
ASHLEY HART Total					12.80
BACKWOOD BARK	3944	15860	Public Works	Drain Rock & Dark Hemlock - Parks	330.45
BACKWOOD BARK Total					330.45
Bal Philip	UB*01231	(blank)	Genl Govt/Facilities	Refund Check 016471-000 319 S 69th Pl	110.81
Bal Philip Total					110.81
BLUEFIN PAYMENT SYSTEMS - EPAY	2827	2827-202510A	Public Works	10.2025 Customer Web Payments	1,492.35
		2827-202510B	Public Works	10.2025 Customer Web Payments	21.90
BLUEFIN PAYMENT SYSTEMS - EPAY Total					1,514.25
BLUEROCK VENTURES LLC	4073	1014	Public Works	Rec Center Project Management	21,352.50
BLUEROCK VENTURES LLC Total					21,352.50
BSK ASSOCIATES	2119	VI02598	Public Works	10.2025 Coliform Testing	620.00
BSK ASSOCIATES Total					620.00
CASCADE CENTERS INC.	3969	26947	Genl Govt/Facilities	11.2025 Employee Assistance Program	11.00
			Public Safety	11.2025 Employee Assistance Program	133.16
			Public Works	11.2025 Employee Assistance Program	205.16
			Community Development	11.2025 Employee Assistance Program	105.26
			Human Resources	11.2025 Employee Assistance Program	15.23
			Executive	11.2025 Employee Assistance Program	6.33
			Finance	11.2025 Employee Assistance Program	38.33
			Administration	11.2025 Employee Assistance Program	35.53
CASCADE CENTERS INC. Total					550.00
CFM STRATEGIC COMMUNICATIONS INC.	2551	29631	Genl Govt/Facilities	10.2025 Lobbyist	5,200.00
CFM STRATEGIC COMMUNICATIONS INC. Total					5,200.00
CHARLES ANDERSON	4203	4203-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	31.00
CHARLES ANDERSON Total					31.00
CHRISTOPHER FRONSOE	4204	4202-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	27.50
CHRISTOPHER FRONSOE Total					27.50
CHRISTOPHER WESTMORELAND	4205	4205-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	12.80
CHRISTOPHER WESTMORELAND Total					12.80
CITY OF RIDGEFIELD - EPAY PERMITS	95	PERM-25-0013	Public Works	Permanent Irrigation 3' Meter - Pioneer Widening Green Spaces	78,045.00
CITY OF RIDGEFIELD - EPAY PERMITS Total					78,045.00
CITY OF RIDGEFIELD - EPAY PERMITS	0095	PLZ-25-0114	Public Works	Ridgefield Recreation Project Site Plan Review	2,836.50
CITY OF RIDGEFIELD - EPAY PERMITS Total					2,836.50
CITY OF RIDGEFIELD WATER & STORM - EPAY	0096	9787-10-202510	Genl Govt/Facilities	IRR 487 S 56th Pl.	2.51
			Public Works	IRR 487 S 56th Pl.	46.33
			Community Development	IRR 487 S 56th Pl.	3.08

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CITY OF RIDGEFIELD WATER & STORM - EPAY	0096				
	9272-0-202510	Public Works	1308 N Heron Dr Hayden Park - Water	190.91	
			1308 N Heron Dr Hayden Park - Storm	27.60	
	6404-0-202510	Genl Govt/Facilities	230 Pioneer St City Hall - Water	129.38	
			230 Pioneer St City Hall - Storm	193.20	
	6405-0-202510	Public Works	119 N 3rd Ave Community Park - Water	131.59	
			119 N 3rd Ave Community Park - Storm	55.20	
	9787-9-202510	Genl Govt/Facilities	487 S 56th Pl. PW Ops Center - Storm	52.10	
			487 S 56th Pl. PW Ops Center - Water	6.38	
		Public Works	487 S 56th Pl. PW Ops Center - Storm	960.47	
			487 S 56th Pl. PW Ops Center - Water	117.59	
		Community Development	487 S 56th Pl. PW Ops Center - Storm	63.83	
			487 S 56th Pl. PW Ops Center - Water	7.81	
	9787-16-202510	Public Works	IRR S 56th Pl (Temporary) CRWWD Sewer Mitigation Project	133.08	
	5804-0-202510	Public Works	535 N Abrams Park Rd - Storm	27.60	
	5807-0-202510	Public Works	Abrams Park Restrooms - Water	145.53	
			Abrams Park Restrooms - Storm	27.60	
	5436-9-202510	Public Works	6007 N Ridgefield Woods Dr - Irrigation	121.20	
	5032-0-202510	Genl Govt/Facilities	101 S Main - Overlook Park -Storm	27.60	
			101 S Main - Overlook Park - Water	873.43	
	9787-0-202510	Public Works	Green Gables Tract-Q Irrigation M	157.03	
	6419-0-202510	Public Works	301 N 3rd Ave CDD - Storm	55.20	
	12825-0-202510	Public Works	IRR West End S Sevier Rd	415.04	
	5815-0-202510	Genl Govt/Facilities	109 W Division WWTP - Water	138.36	
			109 W Division WWTP - Storm / CRWWD Portion	579.60	
			109 W Division WWTP - Storm	579.60	
			109 W Division WWTP - Water/ CRWWD Portion	138.36	
	5806-0-202510	Public Works	Abrams Soccer Field - Water	1,095.15	
	5812-1-202510	Public Works	Abrams Park Chlorine Injector - Storm	27.60	
	9787-14-202510	Public Works	8004 S 5th St	27.60	
	9787-23-202510	Public Works	Roundabout Discovery Dr. & Pioneer St.	298.84	
	5207-0-202510	Public Works	Blue Heron Community Garden	85.96	
	6398-0-202510	Public Safety	116 N Main Ave PD - Storm	110.40	
	9787-7-202510	Public Works	1101 S Hillhurst Rd - Water	146.50	
			1101 S Hillhurst Rd - Storm	27.60	
	9787-21-202510	Public Works	S 56th Pl B	341.23	
	9787-8-202510	Public Works	IRR Seven Wells PH3 Tract H	312.04	
	9787-11-202510	Public Works	IRR Horns Corner Park - Water	1,885.70	
			IRR Horns Corner Park - Storm	27.60	
	9787-6-202510	Public Works	Roundabout 45th & 3rd	56.64	
	9787-5-202510	Public Works	Park & Ride Lot - Storm	303.60	
	10889-0-202510	Public Works	Junction Well & Reservoir	193.20	
	5811-0-202510	Public Works	Abrams Park Kitchen - Storm	579.60	
			Abrams Park Kitchen & Irrigation - Water	58.38	
	10821-0-202510	Public Works	Water Tower (Cemetery)	82.80	
	7097-0-202510	Public Works	2311 N 5th Way Crow's Nest Park - Water	190.29	
			2311 N 5th Way Crow's Nest Park - Storm	55.20	
	9787-2-202510	Public Works	Green Gables Tract-D Irrigation M	403.81	

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CITY OF RIDGEFIELD WATER & STORM - EPAY	0096	5488-0-202510	Public Works	Cemetery Water Spigots	52.00	
		9787-22-202510	Genl Govt/Facilities	907 Pioneer St - Water	51.85	
				907 Pioneer St - Storm	27.60	
		8428-0-202510	Public Works	Cedar Ridge Park - Water	130.94	
				Cedar Ridge Park - Storm	27.60	
		5810-0-202510	Public Works	Abrams Park Standpipe - Water	69.42	
		7183-0-202510	Public Works	618 Lark Dr Lark Park - Water	241.81	
				618 Lark Dr Lark Park - Storm	27.60	
		10935-0-202510	Public Works	Cedar Creek Irrigation Tract-B	319.85	
		9787-15-202510	Public Works	IRR S Royle Rd & Wells Dr	915.76	
		9787-3-202510	Public Works	Green Gables Tract-D Irrigation MET	267.18	
		9457-0-202510	Public Works	IRR Columbia Hills Tract D Cispus Way	422.29	
		9787-17-202510	Public Works	IRR S Royle Rd at The Reserve	3,879.82	
		9787-4-202510	Public Works	Green Gables Tract-C Irrigation M	160.61	
		9787-12-202510	Public Works	IRR SW Corner of Roundabout Union Ridge Pkwy	1,675.49	
		6420-0-202510	Public Works	315 N 3rd Ave Davis Park	504.65	
		9427-0-202510	Public Works	IRR Columbia Hills Tract B Wind River	199.35	
		9787-24-202510	Public Works	N Pioneer Canyon Dr	33.63	
CITY OF RIDGEFIELD WATER & STORM - EPAY Total					20,724.40	
CLAIRE LUST	2782	2782-20251120	Community Development	APA WA Conference Hotel Reimb - Lust	432.42	
CLAIRE LUST Total					432.42	
CLARK COUNTY	0102	CI080665	Public Works	09.2025 Whatley Decant Billing	1,319.06	
CLARK COUNTY Total					1,319.06	
CLARK COUNTY FIRE DISTRICT #5	0104	50186	Genl Govt/Facilities	Confined Space Entry - Melroy	10.00	
					Confined Space Entry - Bartunek	10.00
			Public Works	Confined Space Entry - Melroy	90.00	
					Confined Space Entry - Bartunek	90.00
				Confined Space Entry - Mulderig	95.00	
				Confined Space Entry - Henker	100.00	
		Community Development	Confined Space Entry - Mulderig	5.00		
		50189	Genl Govt/Facilities	Fall Protection Training - Ashmore & Shaw	30.00	
			Public Works	Fall Protection Training - Ashmore & Shaw	120.00	
		50194	Genl Govt/Facilities	Q4.2025 Safety Consortium	70.16	
	Public Works	Q4.2025 Safety Consortium	1,294.84			
CLARK COUNTY FIRE DISTRICT #5 Total					1,915.00	
CLARK COUNTY TREASURERS OFFICE	0554	SIF202510	Genl Govt/Facilities	School Impact Fees	438,880.00	
CLARK COUNTY TREASURERS OFFICE Total					438,880.00	
Clark Katherine	UB*01074	(blank)	Genl Govt/Facilities	Refund Check 013856-000 4949 S 17th Dr	217.02	
Clark Katherine Total					217.02	
CLARK PUBLIC UTILITIES - EPAY	0110	7559-485-202510	Genl Govt/Facilities	109 W Division St - Electricity	47.70	
				230 Pioneer St.	199.57	
				907 Pioneer St.	75.11	
					487 S 56th Pl. - PW Ops Center	48.09
			Public Safety	101 Mill St Ste B - Police Station	339.88	
			Public Works	SR/Pioneer ST & S 65 AVE	69.77	
				800 NE 264 St Intertie 1 - Water	30,541.07	
	487 S 56th Pl. - PW Ops Center	685.27				

City of Ridgefield

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November 20th, 2025

CLARK PUBLIC UTILITIES - EPAY	0110	7559-485-202510	Public Works	SR/Pioneer St & S 56 PL	121.24					
				512 N Allen Dr - Electricity	37.45					
				255 S 56th Pl - Electricity	3,654.09					
				Municipal Lighting Lease	11,779.73					
				2300 N 3rd Way Bellwood Trail Lights	43.63					
				1504 NW Intertie 3 - Water	807.15					
				N 1st Cir & N 65th Ave - Park & Ride	67.91					
				S 5th St and S Union Ridge Pkwy	77.19					
				911 N 65th Ave Intertie 2 - Water	127.94					
				400 N Abrams Park Rd	1,437.06					
				Overlook Park - Electricity	68.97					
				214 S Riverview Dr	220.76					
				Traffic Signal - Hillhurst/Royal Rd.	67.30					
				487 S 56th Pl.- PW Ops Center	182.25					
				301 N 3rd Ave	256.07					
				Pioneer St. & Gee Creek Loop - Electricity	37.71					
				City Park/Water Well	5,515.77					
				101 S Main Ave - Overlook Park	276.56					
				3701 N 3rd Cir - Electricity	37.55					
				N Abrams Park/E Division	143.06					
N 35th Ave and Pioneer St	72.15									
337 S Royal Rd.	160.37									
2861 S Royle Rd. Traffic Flasher	37.18									
487 S 56th Pl. - PW Ops Center	58.93									
487 S 56th Pl. - PW Ops Center	19.18									
Community Development										
Public Works										
CLARK PUBLIC UTILITIES - EPAY Total					57,313.66					
CLARK REGIONAL WASTEWATER DISTRICT - EPAY	0741	0741-202510	Genl Govt/Facilities	Sewer - 487 S 56th Pl PW Ops Center	4.87					
				Sewer - 230 Pioneer St City Hall	77.58					
				Sewer - 109 W Division WWTP	73.04					
				Sewer - 109 W Division WWTP - CRWWD Portion	73.03					
				Sewer - 487 S 56th Pl PW Ops Center	87.84					
			Public Works	Sewer - 255 S 56th Pl Well & Reservoir	39.40					
				Sewer - 101 S Main Ave Overlook Park	719.44					
				Sewer - Abrams Park Kitchen	40.01					
				Sewer - Abrams Park Restrooms	87.89					
				Sewer - Abrams Park Concessions	44.24					
			Community Development	Sewer - 487 S 56th Pl PW Ops Center	5.97					
				Public Works	Sewer - 487 S 56th Pl PW Ops Center	1.94				
					CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total					1,255.25
					CLATSKANIE RIFLE & PISTOL CLUB INC.	3593	1019	Public Safety	10.2025 Range Fees	105.00
					CLATSKANIE RIFLE & PISTOL CLUB INC. Total					105.00
COLUMBIA RESOURCE COMPANY	0114	488148051	Public Works		Road Kill Disposal & Yard Debris - Streets	61.95				
				Yard Debris - Paks	246.42					
COLUMBIA RESOURCE COMPANY Total					308.37					
COLUMBIAN PUBLISHING CO	0116	54084	Finance	2026 Proposed Budget	75.60					
COLUMBIAN PUBLISHING CO Total					75.60					
COMCAST - EPAY	2271	2271-202511	Genl Govt/Facilities	City Hall Phone Services - 230 Pioneer St	66.66					

City of Ridgefield

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November 20th, 2025

COMCAST - EPAY	2271	2271-202511	Genl Govt/Facilities	PW Ops Center Phone Services - 487 S 56th Pl	13.87
				PW Ops Center Internet Services - 487 S 56th Pl	10.40
				City Hall Internet - 230 Pioneer St	409.47
				RACC Internet Services - 510 Pioneer St Ste B	71.72
			Public Safety	PD Phone Services -101 Mill St. Ste 110	80.61
			Public Works	PW Ops Center Phone Services - 487 S 56th Pl	225.86
				PW Ops Center Internet Services - 487 S 56th Pl	168.94
				Union Ridge & 5th St Traffic Light	147.01
			Community Development	PW Ops Center Phone Services - 487 S 56th Pl	28.63
				PW Ops Center Internet Services - 487 S 56th Pl	21.45
				RACC Internet Services - 510 Pioneer St Ste B	129.08
COMCAST - EPAY Total					1,373.70
COMCAST BUSINESS - EPAY	1666	255534241	Genl Govt/Facilities	PW Ops Ethernet - 487 S 56th Pl.	102.97
			Public Works	PW Ops Ethernet - 487 S 56th Pl.	1,898.25
			Community Development	PW Ops Ethernet - 487 S 56th Pl.	126.15
		255534244	Public Safety	PD Ethernet - 101 Mill St. Ste 110	911.23
COMCAST BUSINESS - EPAY Total					3,038.60
COMCAST EVERETT REGIONAL OFFICE	4225	ENG-25-0107	Community Development	ENG-25-0107 Permit Refund	120.00
COMCAST EVERETT REGIONAL OFFICE Total					120.00
CONNOR HINTHORN	4207	4207-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	19.80
CONNOR HINTHORN Total					19.80
CONNOR PEARSON	4206	4206-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	22.60
CONNOR PEARSON Total					22.60
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	3404	8951-1108391	Public Works	Streetlight Replacement Parts	4,600.14
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC Total					4,600.14
CRESCENT DESIGN AND ENGINEERING	4047	030	Public Works	10.2025 Engineering Services	5,788.76
				10.2025 Development Plan Review	2,777.50
			Community Development	10.2025 Long Range Planning Services	151.25
				10.2025 Development Plan Review	5,032.49
CRESCENT DESIGN AND ENGINEERING Total					13,750.00
CT PUBLISHING	3753	305195	Finance	2026 Revenue Source Hearing	117.30
		305629	Finance	2026 Proposed Budget	64.60
CT PUBLISHING Total					181.90
DAN'S TRACTOR	0134	115476	Public Works	Kubota Mowers Repair Parts - Parks	57.48
		115482	Public Works	Kubota Mowers Repair Parts - Parcks	5.67
		115475	Public Works	Kubota Mowers Repair Parts - Parks	463.14
DAN'S TRACTOR Total					526.29
DEBORAH DWONCH	4200	4200-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	19.80
DEBORAH DWONCH Total					19.80
DEPARTMENT OF LICENSING - EPAY	0154	RG0001916-2025	Genl Govt/Facilities	CPL Fees	21.00
		RG0001919-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001917-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001918-2025	Genl Govt/Facilities	CPL Fees	18.00
DEPARTMENT OF LICENSING - EPAY Total					75.00
DON GRISWOLD	2761	10262025	Council	WAVE Council Meeting Refreshments	78.26
DON GRISWOLD Total					78.26
Dumas Leisha	UB*01227	(blank)	Genl Govt/Facilities	Refund Check 013699-000 3117 S 1st St	12.14

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November 20th, 2025

Dumas Leisha Total						12.14
ELCOR INC	2081	0365-19746	Public Safety	10.2025 GCC Microsoft Teams Premium		6.32
			Public Works	10.2025 GCC Microsoft Teams Premium		9.56
			Community Development	10.2025 GCC Microsoft Teams Premium		2.00
			Information Technology	10.2025 GCC Microsoft Teams Premium		8.21
		MSG-19745	Public Safety	10.2025 IT Services		5,708.33
			Public Works	10.2025 IT Services		8,643.85
			Community Development	10.2025 IT Services		1,808.46
			Information Technology	10.2025 IT Services		7,417.77
		19813	Information Technology	Docking Station - Giles		228.26
ELCOR INC Total						23,832.76
ELIZABETH PHILBROOK	4208	4208-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		22.60
ELIZABETH PHILBROOK Total						22.60
ENCORE ONE LLC	3890	680423	Genl Govt/Facilities	10.2025 Janitorial Services - 487 S 56th Pl		33.10
				10.2025 Janitorial Services - 101 Mill Street Ste 210		350.00
				10.2025 Janitorial Services - 230 Pioneer Street		278.69
			Public Safety	10.2025 Janitorial Services - 101 Mill Street Ste 110		681.71
			Public Works	10.2025 Janitorial Services - 487 S 56th Pl		453.59
			Community Development	10.2025 Janitorial Services - 487 S 56th Pl		40.55
			Public Works	10.2025 Janitorial Services - 487 S 56th Pl		156.60
ENCORE ONE LLC Total						1,994.24
ERIC L EISEMANN	0485	0485-202510	Community Development	10.2025 Long Range Planning Services		1,050.00
				10.2025 Planning Consulting Services		1,210.00
ERIC L EISEMANN Total						2,260.00
EXPRESS SERVICES INC.	4012	33073898	Genl Govt/Facilities	10.20.2025-10.26.2025 PWOM Admin Temp Services - Proshe		(117.45)
			Public Works	10.20.2025-10.26.2025 PWOM Admin Temp Services - Proshe		1,467.45
		33100067	Genl Govt/Facilities	10.27.2025-11.02.2025 PWOM Admin Temp Services - Proshe		(117.45)
			Public Works	10.27.2025-11.02.2025 PWOM Admin Temp Services - Proshe		1,467.45
EXPRESS SERVICES INC. Total						2,700.00
FIDELITY NATIONAL TITLE COMPANY OF WASHINGT	3923	612902938-1	Genl Govt/Facilities	Title Report - 30 Arthur Quigley DLC		380.80
FIDELITY NATIONAL TITLE COMPANY OF WASHINGTON Total						380.80
Foggia Karen & Joe	UB*01232	(blank)	Genl Govt/Facilities	Refund Check 016983-000 2030 N 4th Way		37.04
Foggia Karen & Joe Total						37.04
GLOBAL SECURITY & SAFETY COMMUNICATIONS IN	3447	4693632	Genl Govt/Facilities	11.2025 Alarm Monitoring Services - PW Bldg		6.20
			Public Works	11.2025 Alarm Monitoring Services - PW Bldg		114.35
			Community Development	11.2025 Alarm Monitoring Services - PW Bldg		7.60
GLOBAL SECURITY & SAFETY COMMUNICATIONS INC. Total						128.15
GRANT WILLIAMS	3419	3419-20251120	Public Works	2025 NW Pavement Mgmt Conference Mileage - Williams		140.00
GRANT WILLIAMS Total						140.00
GREG HARVEY	4227	4227-20251120	Genl Govt/Facilities	ISA Certified Arborist Exam Reimb - Harvey		41.95
			Public Works	ISA Certified Arborist Exam Reimb - Harvey		377.51
GREG HARVEY Total						419.46
H.D. FOWLER CO. INC.	2036	17169662	Public Works	Valve Wrench - PWWTR		208.98
				Water Meter Parts - PWWTR		2,085.78
		C655105	Public Works	Valve Wrench		(176.78)
H.D. FOWLER CO. INC. Total						2,117.98
HARRY'S LAWN AND POWER EQUIPMENT	0214	287700	Public Works	Mower Repair Parts - Parks		640.51

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November 20th, 2025

HARRY'S LAWN AND POWER EQUIPMENT Total						640.51
HELENA GREEN	3763	10778	Judicial	11.06.2025 Interpreting Services		300.00
HELENA GREEN Total						300.00
HI-SCHOOL PHARMACY INC	4191	26653-1	Public Works	Fire Extinguisher - PWWTR		119.08
		26605-1	Genl Govt/Facilities	Cable Cutter Pliers - PWWTR		273.92
		26645-1	Public Works	Mouse Traps - CH		17.85
		26582-1	Public Works	Sander Repair Parts - Streets		7.51
		26654-1	Public Works	Trash Can - Parks		141.61
		26604-1	Public Works	Splash Pad Operational Supplies		45.04
		26627-1	Public Works	Trash Can - Parks		34.73
				Concrete Grinder Repair Parts - Streets		22.20
HI-SCHOOL PHARMACY INC Total						661.94
HONEY BUCKETS	0223	0555200854	Public Works	10.31.2025-11.27.2025 Port-a-Potty - Davis Park		373.00
HONEY BUCKETS Total						373.00
HYDRAULICS INC	0227	SO108851	Public Works	Sander Repair Parts - Streets		218.78
HYDRAULICS INC Total						218.78
INTERMEDIA.NET INC.	3804	2511031972	Information Technology	10.2025 Voice Service Charges		91.07
INTERMEDIA.NET INC. Total						91.07
JAMES ROHM	4209	4209-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		25.40
JAMES ROHM Total						25.40
JANEAN Z PARKER	2199	63	Public Works	10.2025 Legal Services		825.00
			Community Development	10.2025 Legal Services		675.00
			Legal	10.2025 Legal Services		6,075.00
JANEAN Z PARKER Total						7,575.00
JASON KOPSHO	4210	4210-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		14.90
JASON KOPSHO Total						14.90
JASON VAN DYKE	3911	3911-20251120	Public Works	2025 NW Pavement Mgmt Conference Mileage - Van Dyke		140.00
JASON VAN DYKE Total						140.00
JESSE JOHNSON	4211	4211-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		11.40
JESSE JOHNSON Total						11.40
JOE TURNER P.C.	1437	00001566	Community Development	10.2025 Hearing Examiner - Royle Ridge Master & Site Plan		2,205.66
JOE TURNER P.C. Total						2,205.66
Jones Richard	UB*01229	(blank)	Genl Govt/Facilities	Refund Check 012821-000 2234 S Victory Ct		4.24
Jones Richard Total						4.24
JOSEPH CHAMBERS	4212	4212-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		29.60
JOSEPH CHAMBERS Total						29.60
KEVIN POTTER	4213	4213-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		12.80
KEVIN POTTER Total						12.80
Killam Jerimy & Sarah Bickell	UB*01226	(blank)	Genl Govt/Facilities	Refund Check 010412-000 146 N 41st Pl		55.26
Killam Jerimy & Sarah Bickell Total						55.26
KIRK JOHNSON	1716	1716-20251120	Finance	08.2025-10.2025 Mileage Reimb. - Kirk Johnson		261.17
KIRK JOHNSON Total						261.17
Knerr Michael	UB*00870	(blank)	Genl Govt/Facilities	Refund Check 005383-000 911 S 6th Way		614.36
Knerr Michael Total						614.36
KRISTA HARRIS	4214	4214-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		26.80
KRISTA HARRIS Total						26.80
KRISTIN ASHENFELTER	4043	4043-20251120	Public Works	2025 NW Pavement Mgmt Conference Mileage - Ashenfelter		140.00

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

KRISTIN ASHENFELTER Total						140.00
Kvanvig Susan	UB*01223	(blank)	Genl Govt/Facilities	Refund Check 005108-000 118 S 3rd Ave		266.66
Kvanvig Susan Total						266.66
KYLE JOHNSON	3851	3851-20251120	Public Works	WDM2 Testing Fees Reimb. - K. Johnson		193.00
KYLE JOHNSON Total						193.00
LANGUAGE LINE SERVICES INC.	3122	11764994	Genl Govt/Facilities	10.2025 Interpreting Services - CH		7.94
LANGUAGE LINE SERVICES INC. Total						7.94
LEE KNOTTNERUS	1765	1765-20251120	Human Resources Administration	ICMA Conference Baggage Fees Reimb - Knottnerus ICMA Conference Baggage Fees Reimb - Knottnerus		28.00 42.00
LEE KNOTTNERUS Total						70.00
LEISEL ROWE	4215	4215-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		15.60
LEISEL ROWE Total						15.60
LES SCHWAB GROUP HOLDINGS LLC	4006	43700066819	Genl Govt/Facilities Public Works	2020 Chevy Silverado 70428D Oil Change - PWOM 2020 Chevy Silverado 70428D Oil Change - PWOM		24.44 117.81
		43700063064	Genl Govt/Facilities Public Works	2021 Ford F-150 Oil Change 72006D - PWOM 2021 Ford F-150 Oil Change 72006D - PWOM		21.78 104.95
		43700066419	Public Works	2016 Ford Focus 57240D Oil Change - PWCAP		95.61
		43700066134	Community Development Public Safety	2016 Ford Focus 57240D Oil Change - PWCAP 2020 Ford Explorer 70453D Oil Change - PD		3.73 98.62
		43700066392	Community Development	2021 Ford Escape 72008D Oil Change - CDD		108.57
		43700064911	Public Safety	2022 Ford Explorer 74571D Oil Change - PD		108.58
LES SCHWAB GROUP HOLDINGS LLC Total						684.09
LESLIE GRIFFITH	4216	4216-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		25.40
LESLIE GRIFFITH Total						25.40
MACKAY AND SPOSITO INC.	0899	13426	Public Works	09.2025 Gee Creek Trail Heron to Main		3,167.26
MACKAY AND SPOSITO INC. Total						3,167.26
MACKAY SPOSITO CONSTRUCTORS LLC	4129	381	Public Works	10.2025 Pioneer Widening and iQ Credit Union Wetlands		2,737.16
MACKAY SPOSITO CONSTRUCTORS LLC Total						2,737.16
MARTA L. OCHOA-RUTUHERFORD	3396	764	Judicial	11.06.2025 Interpreting Services		65.00
		763	Judicial	10.30.2025 Interpreting Services		130.00
MARTA L. OCHOA-RUTUHERFORD Total						195.00
MEGAN DEMOSS	3480	3480-20251112	Administration	Digital Day Conference Meals - DeMoss		109.00
MEGAN DEMOSS Total						109.00
MEGAN DEMOSS	3480	3480-20251120	Administration	Digital Day Conference Mileage - DeMoss		237.30
MEGAN DEMOSS Total						237.30
MICHAEL NOONAN	4217	4217-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		12.80
MICHAEL NOONAN Total						12.80
MOTION & FLOW CONTROL PRODUCTS INC	2723	9640510	Public Works	Sweeper - Water Fill Hose - PWSTW		529.72
MOTION & FLOW CONTROL PRODUCTS INC Total						529.72
NAPA AUTO PARTS	0498	499781	Public Works	Tire Gauge - PWWTR Trucks		10.29
				Wiper Blade & Valve Caps - PWWTR Trucks		86.76
				Diesel Exhaust Fluid - Sweeper		70.08
			Community Development	Tire Gauge - PWWTR Trucks		0.21
				Wiper Blade & Valve Caps - PWWTR Trucks		1.77
		500818	Public Works	Hook Truck Repair Parts - Streets		174.20
		500680	Public Works	Hook Truck/Sander Repair Parts - Streets		34.91
		499955	Public Works	Dump Trailer Light Bulb - Streets		25.96

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

NAPA AUTO PARTS Total						404.18
NEW DAY PEST MANAGEMENT LLC	4004	14379	Genl Govt/Facilities	10.27.2025 Rodent Control Service Call - CH		107.61
NEW DAY PEST MANAGEMENT LLC Total						107.61
NICHOLAS JOHNSON	3443	3443-20251120	Public Works	AWWA Water Exam Prep Subscription Reimb. - N. Johnson		32.63
NICHOLAS JOHNSON Total						32.63
NORTHSIDE FORD TRUCK SALES INC	3281	300358	Public Works	2023 Ford F150 74575D Oil Change - PWSTW		67.29
			Community Development	2023 Ford F150 74575D Oil Change - PWSTW		2.32
NORTHSIDE FORD TRUCK SALES INC Total						69.61
NORTHSTAR CHEMICAL INC.	1019	325385	Public Works	Sodium Hypochlorite		1,371.79
NORTHSTAR CHEMICAL INC. Total						1,371.79
NW NATURAL GAS - EPAY	0315	0315-202510	Genl Govt/Facilities	487 S 56th PW Ops #A - Natural Gas		3.17
				487 S 56th PW Ops #B - Natural Gas		27.26
				230 Pioneer St - CH		141.98
				109 Division - PW Shop		30.69
			Public Safety	101 Mill St Police Department - Natural Gas		89.73
			Public Works	487 S 56th PW Ops #A - Natural Gas		57.15
				487 S 56th PW Ops #B - Natural Gas		492.25
			Community Development	487 S 56th PW Ops #A - Natural Gas		3.88
			Public Works	487 S 56th PW Ops #A - Natural Gas		1.26
				487 S 56th PW Ops #B - Natural Gas		10.87
NW NATURAL GAS - EPAY Total						858.24
ONE CALL CONCEPTS INC.	0326	5109107	Public Works	10.2025 Excavation Notifications/Modern Ticket Delivery		359.16
ONE CALL CONCEPTS INC. Total						359.16
ON-HOLD CONCEPTS INC	2217	683031	Information Technology	11.2025 On Hold Music Services		27.95
ON-HOLD CONCEPTS INC Total						27.95
Osterkamp Michelle	UB*01230	(blank)	Genl Govt/Facilities	Refund Check 010298-000 514 N 40th Ave		135.17
Osterkamp Michelle Total						135.17
PACIFIC OFFICE AUTOMATION	2710	805696	Genl Govt/Facilities	08.2025-10.2025 Copier Usage - PW Bldg		24.23
			Public Works	08.2025-10.2025 Copier Usage - PW Bldg		446.58
			Community Development	08.2025-10.2025 Copier Usage - PW Bldg		29.68
PACIFIC OFFICE AUTOMATION Total						500.49
PATRICK HILDRETH BRAND AND DESIGN	2372	3320	Genl Govt/Facilities	10.2025 Holiday Ornaments & Ads		562.68
			Public Safety	10.2025 Police Patch Design		306.92
PATRICK HILDRETH BRAND AND DESIGN Total						869.60
PBS ENGINEERING AND ENVIRONMENTAL LLC	0342	78194.000-10593	Public Works	09.2025 Systemic Horizontal Curve Safety Imp		353.75
		25009175-10595	Public Works	Overlook Park Splash Pad Inspection Services		3,528.75
		71069.009-10589	Public Works	09.2025 Royle Rd 19th-Hillhurst		6,242.00
PBS ENGINEERING AND ENVIRONMENTAL LLC Total						10,124.50
PORTLAND ENGINEERING INC	2082	13301	Public Works	10.2025 Q178V Ridgefield Cellular Telemetry		228.27
PORTLAND ENGINEERING INC Total						228.27
Prosdocimi Adrian	UB*01224	(blank)	Genl Govt/Facilities	Refund Check 013697-000 2718 S White Salmon Dr		223.23
Prosdocimi Adrian Total						223.23
PUBLIC SAFETY TESTING	0354	PST25-1328	Public Safety	Background Check & Investigation Report		3,471.00
PUBLIC SAFETY TESTING Total						3,471.00
Raz Construction	UB*01225	(blank)	Genl Govt/Facilities	Refund Check 013195-002 Hydrant Meter 5561 S 1st Cir		168.22
Raz Construction Total						168.22
RICHARD YELENICH	4218	4218-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		25.40

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

RICHARD YELENICH Total						25.40
RYAN SULLIVAN	4219	4219-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		29.60
RYAN SULLIVAN Total						29.60
SHERI WILSON	4220	4220-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		19.80
SHERI WILSON Total						19.80
Siau Allician	UB*01222	(blank)	Genl Govt/Facilities	Refund Check 015309-000 2300 S Royal Ct		238.70
Siau Allician Total						238.70
SOLID WASTE SYSTEMS INC.	3826	W16677ORE	Genl Govt/Facilities	Vactor Bi-annual Preventative Maintenance & Repairs - PWSTW		1,640.62
			Public Works	Vactor Bi-annual Preventative Maintenance & Repairs - PWSTW		6,562.53
		SP303-S17013TAC	Public Works	Reel Cabinet & Truck Mount Control Console - PWSTW		5,038.25
SOLID WASTE SYSTEMS INC. Total						13,241.40
SPRINGBROOK - GROUP EPAY	3544	251121926	Public Works	10.2025 UB Web Payments		115.29
SPRINGBROOK - GROUP EPAY Total						115.29
SPRINGBROOK SOFTWARE LLC	3444	INV-022220	Public Works	10.2025 Customer Web Payments		619.79
SPRINGBROOK SOFTWARE LLC Total						619.79
STATE OF WA DEPARTMENT OF REVENUE - EPAY	0156	0-049-386-699	Genl Govt/Facilities	10.2025 Monthly B&O and Excise Tax		128.68
			Public Safety	10.2025 Monthly B&O and Excise Tax		6.60
			Public Works	10.2025 Monthly B&O and Excise Tax		8,544.77
STATE OF WA DEPARTMENT OF REVENUE - EPAY Total						8,680.05
STERICYCLE INC	2504	8012521417	Genl Govt/Facilities	10.2025 Secure Shredding - RACC		11.88
				10.2025 Secure Shredding - CH		65.51
			Public Safety	10.2025 Secure Shredding - PD		57.66
			Community Development	10.2025 Secure Shredding - RACC		21.40
		8012463859	Genl Govt/Facilities	10.2025 Secure Shredding - PW		5.56
			Public Works	10.2025 Secure Shredding - PW		102.55
			Community Development	10.2025 Secure Shredding - PW		6.81
STERICYCLE INC Total						271.37
THE PARR COMPANY	0964	777725	Genl Govt/Facilities	Tapered Drill Bits - PWPC		2.48
			Public Works	Tapered Drill Bits - PWPC		14.06
		792626	Public Works	Painter's Tape - Streets		9.88
				Sign Concrete Mix - Streets		5.35
		805042	Public Works	Sign Installation Concrete Mix - Streets		10.70
THE PARR COMPANY Total						42.47
TIMOTHY MCROBERT	4221	4221-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		25.40
TIMOTHY MCROBERT Total						25.40
TINA BLACKMORE	4222	4222-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		12.10
TINA BLACKMORE Total						12.10
TOD PALADENI	4223	4223-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend		19.10
TOD PALADENI Total						19.10
Todd Richard	UB*01228	(blank)	Genl Govt/Facilities	Refund Check 014939-000 3012 N Pioneer Canyon Dr		1.22
Todd Richard Total						1.22
TOPCON SOLUTIONS STORE	3421	90378577	Community Development	2025 Bluebeam Studio Prime Level 1 Renewal		271.75
TOPCON SOLUTIONS STORE Total						271.75
TRAFFIC SAFETY SUPPLY CO INC.	0432	INV085796	Genl Govt/Facilities	Carty Rd Replacement Sign - WA Sales/Use Tax		(12.46)
			Public Works	Carty Rd Replacement Sign - Streets		155.65
		INV085929	Genl Govt/Facilities	Boyse Park Pump Track Signage		(41.44)
			Public Works	Boyse Park Pump Track Signage		517.80

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

TRAFFIC SAFETY SUPPLY CO INC. Total						619.55	
TRANSPORTATION SOLUTIONS INC.	4155	20219	Community Development	10.2025 TIA Riview - Ridgefield Recreation Center PLZ-25-0114	909.00		
		20216	Community Development	10.2025 TIA Review - Marx Property PLZ-25-0059	1,410.00		
		20215	Community Development	10.2025 TIA Review - Legacy Trails III PLZ-25-0110	1,182.00		
		20218	Community Development	09.2025-10.2025 TIA Review - Royle Ridge Master Plan - PLZ-25-00	909.00		
		20217	Community Development	10.2025 TIA Review - Royle Ridge East PLZ-25-0080	318.00		
		20220	Community Development	10.2025 TIA Review - Legacy Trails COM-25-0041	363.00		
TRANSPORTATION SOLUTIONS INC. Total						5,091.00	
TYLER KING	2866	2866-20251120	Public Safety	Tac Medic Training Snacks - King	114.04		
TYLER KING Total						114.04	
U.S. BANK TRUST COMPANY NATIONAL ASSOCIATI	2237	3032720	Genl Govt/Facilities	RIDLTO24 Bond Interest	699,625.00		
		3032879	Public Works	RIDLTO18 Bond Interest	415,000.00		
		3032677	Public Works	RIDLTO17 Bond Interest	384,162.50		
U.S. BANK TRUST COMPANY NATIONAL ASSOCIATION Total						1,498,787.50	
UNIFIRST CORPORATION	3904	2240280107	Genl Govt/Facilities	10.28.2025 PW Bldg Floor Mats	2.98		
				10.28.2025 PWO&M Uniforms	11.40		
				Public Works	10.28.2025 PW Bldg Floor Mats	54.90	
					10.28.2025 PWO&M Uniforms	80.13	
					10.28.2025 PWSTW Uniforms	55.94	
					10.28.2025 PWWTR Uniforms	23.66	
				Community Development	10.28.2025 PW Bldg Floor Mats	3.65	
					10.28.2025 PWSTW Uniforms	2.94	
					10.28.2025 PWWTR Uniforms	1.25	
				2240282392	Genl Govt/Facilities	11.04.2025 PW Bldg Floor Mats	2.98
		11.04.2025 PWO&M Uniforms	11.40				
		Public Works	11.04.2025 PW Bldg Floor Mats			54.90	
			11.04.2025 PWO&M Uniforms			80.13	
			11.04.2025 PWSTW Uniforms			55.94	
			11.04.2025 PWWTR Uniforms			23.66	
		Community Development	11.04.2025 PW Bldg Floor Mats			3.65	
			11.04.2025 PWSTW Uniforms			2.94	
		11.04.2025 PWWTR Uniforms	1.25				
		2240280097	Genl Govt/Facilities			10.28.2025 Floor Mats - CH	20.77
				2240282382	Genl Govt/Facilities	11.04.2025 Floor Mats - RACC	4.96
						Community Development	11.04.2025 Floor Mats - RACC
		2240282387	Public Safety	11.04.2025 Floor Mats - PD	47.43		
		2240282385	Genl Govt/Facilities	11.04.2025 Floor Mats - CH	20.77		
2240280093	Genl Govt/Facilities	10.28.2025 Floor Mats - RACC	4.96				
Community Development	10.28.2025 Floor Mats - RACC	8.92					
	2240280280	Public Safety	10.28.2025 Floor Mats - PD	47.43			
UNIFIRST CORPORATION Total						637.86	
VERIZON WIRELESS - EPAY	0452	6127164380	Genl Govt/Facilities	General Cellphones	46.57		
				Public Works Engineering & UB Cellphones	72.10		
				HR Cellphones	93.15		
				Public Safety	PD Cellphones	839.02	
					Public Works	Zach Rader Phone	30.97
				Public Works Engineering & UB Cellphones	1,264.06		

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

VERIZON WIRELESS - EPAY	0452	6127164380	Community Development	Building Inspectors & Permitting Cellphones	652.72	
				Zach Rader Phone	1.63	
				Public Works Engineering & UB Cellphones	107.29	
				Code Enforcement Cellphone	46.57	
			Council	Council Cellphones	46.58	
			Finance	Public Works Engineering & UB Cellphones	2.41	
				Finance Cellphones	93.15	
			Administration	Admin Cellphones	186.30	
			6127164378	Genl Govt/Facilities	PW IPads	15.31
					Events IPads	242.82
		Public Safety		PD IPads & MDCs	1,154.62	
		Public Works		PW IPads	1,328.77	
				Board Commission Ipads	507.24	
		Community Development		PW IPads	235.82	
				Code Enforcement IPads	60.81	
				CDD IPads	607.72	
				Board Commission Ipads	507.25	
				Council	Council IPads	486.09
			Finance	Finance IPads	60.82	
			Administration	Admin IPads	182.45	
	Information Technology	Board Commission Ipads	507.24			
	6127164379	Public Works	Hillhurst Ped Crossing	145.17		
VERIZON WIRELESS - EPAY Total					9,524.65	
VICTORIA ARMSTRONG	4224	4224-20251120	Judicial	10.21.2025 Jury Duty Mileage & Stipend	18.40	
VICTORIA ARMSTRONG Total					18.40	
WASHINGTON STATE PATROL	0463	12602059	Genl Govt/Facilities	10.2025 Background Checks - CPL	36.00	
WASHINGTON STATE PATROL Total					36.00	
WELLS FARGO - EPAY	1681	202510-5484	Genl Govt/Facilities	Freimuth WSU Pesticide Training - Thamert	12.00	
				Freimuth Costco Cutlery - Pw Building	0.84	
				Freimuth WSU Pesticide Training - Embry	3.74	
				Public Safety	Freimuth Fairfield Inn & Suites FTO Training Hotel - Erazo	626.55
				Public Works	Freimuth WSU Pesticide Training - Thamert	204.00
					Freimuth Marriott Seattle Cross Connection Seminar Hotel- Swarts	128.45
					Freimuth Costco Cutlery - Pw Building	15.52
					Freimuth Instant CityUniform Shirt - Ryan Smith	10.30
					Freimuth Inn At Seaside Hotel NW Pavement Mgmt Assoc - Van Dyke	403.88
					Freimuth Marriott Seattle Cross Connection Seminar Hotel - Blake	128.45
			Freimuth WSU Pesticide Training - N. Johnson		240.00	
			Freimuth WSU Pesticide Training - Embry		26.26	
			Freimuth Inn At Seaside Hotel NW Pavement Mgmt Assoc - Williams		418.50	
			Community Development		Freimuth WSU Pesticide Training - Thamert	24.00
				Freimuth Costco Cutlery - Pw Building	1.03	
			Human Resources	Freimuth Safeway Sauce - Strickler Retirement Party	11.58	
				Freimuth Vdara Sprgk 2025 Activate Conf Hotel - Freimuth Cancel	(225.63)	
				Freimuth HTC Race 2026 Entry Fee	2,582.00	
				Freimuth Springbrook 2025 Activate Conf Reg Cancel - Freimuth	(795.00)	
				Freimuth Costco Supplies - Strickler Retirement Party	125.92	

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

WELLS FARGO - EPAY

Account Number	Department	Description	Amount
1681	202510-5484	Human Resources	
		Freimuth PTC Race 2026 Entry Fee	1,838.00
		Freimuth Inn At Gig Harbor 2025 Places Hotel Stay - Hamilton	541.47
		Freimuth Vdara Springbrook Activate Hotel - Rubio Credit	(32.01)
	202510-9687	Genl Govt/Facilities	
		Moore Amazon Mktpl Hdmi Cable - Pw Building	0.62
		Moore Amazon Garbage Cans - Pw Building	0.87
		Moore Amazon Plates - Pw Building	1.19
		Moore Amazon Easel Pads/Dry Erase Markers - Pw Building	2.74
		Moore Amazon Mktpl Binder Rings - Pw Building	0.47
		Moore Amazon Stain Remover - Pw Building	0.41
		Moore Amazon Batteries - Ch	32.34
		Moore Amazon Notebook/Memo Pads - PW Building	2.90
		Moore Amazon Mktpl Party Supplies - Dragon Boats	62.25
		Moore Amazon Measuring Tape - Engineering	5.65
		Moore Amazon Mktpl Duster - Pw Building	1.42
		Moore Amazon Usb Adapter - PW Building	0.50
		Moore Amazon Mktpl Notebooks - Pw Building	3.73
		Moore Amazon Mktpl Manhole Hook - Engineering	10.07
		Moore Amazon Pens - Engineering	2.00
		Moore Amazon Coffee/Kleenex - Pw Building	1.90
		Moore Amazon Laminating Pouches - Pw Building	1.11
		Moore Amazon Mktpl Tablecloth - Ch	19.46
		Moore Amazon Screen Protectors/Ipad Cases - Board/Commission	104.41
		Moore Amazon Mktpl Helium Tank - Ch	65.20
		Moore Amazon Laminating Pouches - Ch	33.95
		Moore Amazon Mktpl Batteries/Diffuser Set - Ch	121.80
		Moore Amazon Batteries - Invoice Main Steet	33.72
		Moore Amazon Signal Blocking Pouches - Pd	72.79
		Moore Amazon Mktpl Practice Rounds/Timer - Pd	157.98
		Moore Amazon Memo Pads - Pd	6.84
		Moore Amazon Paper/Laminating Pouches - Pd	57.31
		Moore Amazon Mktpl Inverters - Pd	1,653.30
		Moore Amazon Mouse - Pd	32.60
		Moore Amazon Charger/Soap/Dish Soap - Pd	76.13
		Moore Amazon Mktpl Batteries - Pd	32.58
		Moore Amazon Paper - Pd	38.22
		Moore Amazon Mktpl Headsets - Engineering	33.53
		Moore Amazon Mktpl Hdmi Cable - Pw Building	11.50
		Moore Amazon Garbage Cans - Pw Building	16.07
		Moore Amazon Plates - Pw Building	21.91
		Moore Amazon Easel Pads/Dry Erase Markers - Pw Building	50.55
		Moore Amazon Mktpl Binder Rings - Pw Building	8.72
		Moore Amazon Stain Remover - Pw Building	7.65
		Moore Amazon Notebook/Memo Pads - PW Building	53.62
		Moore Amazon Measuring Tape - Engineering	22.64
		Moore Amazon Mktpl Duster - Pw Building	26.16
		Moore Amazon Usb Adapter - PW Building	9.21
		Moore Amazon Mktpl Notebooks - Pw Building	68.87
		Public Safety	
		Public Works	

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

WELLS FARGO - EPAY

1681

202510-9687

Public Works

Moore Amazon Mktpl Heat Tape - Water	51.38
Moore Amazon Mktpl Outlet Parts - Water	103.61
Moore Amazon Mktpl Manhole Hook - Engineering	40.24
Moore Amazon Pens - Engineering	7.96
Moore Amazon Mktpl Water Pump Impeller - Water	9.77
Moore Amazon Coffee/Kleenex - Pw Building	35.16
Moore Amazon Flash Drives/Charging Cable - Mulderig	61.89
Moore Amazon Laminating Pouches - Pw Building	20.62
Moore Amazon Mktpl First Aid Kit - Stormwater	117.17
Moore Amazon Mktpl Phone Case - Zach Rader	24.52
Moore Amazon Heating Cable - Water	165.92
Moore Amazon Mktpl Headsets - Engineering	24.16
Moore Amazon Outdoor Staples - Cdd	9.22
Moore Amazon Cleaning Wipes/Tissues - Racc	36.57
Moore Amazon Mktpl Hdmi Cable - Pw Building	0.76
Moore Amazon Garbage Cans - Pw Building	1.07
Moore Amazon Plates - Pw Building	1.46
Moore Amazon Mktpl Stir Sticks - Racc	6.98
Moore Amazon Easel Pads/Dry Erase Markers - Pw Building	3.36
Moore Amazon Mktpl Mousepads - Moore	5.97
Moore Amazon Mktpl Binder Rings - Pw Building	0.58
Moore Amazon Stain Remover - Pw Building	0.51
Moore Amazon Notebook/Memo Pads - PW Building	3.56
Moore Amazon Mktpl Dish Brushes/Coffee - Racc	45.62
Moore Amazon Mktpl Plates/Utensils/Napkins/Foil - Racc	67.08
Moore Amazon Measuring Tape - Engineering	5.66
Moore Amazon Mktpl Duster - Pw Building	1.74
Moore Amazon Usb Adapter - PW Building	0.61
Moore Amazon Mktpl Notebooks - Pw Building	4.58
Moore Amazon Mktpl Halloween Decor - Racc	18.79
Moore Amazon Command Hooks - Racc	6.54
Moore Amazon Mktpl Manhole Hook - Engineering	10.06
Moore Amazon Pens - Engineering	1.99
Moore Amazon Coffee/Kleenex - Pw Building	2.34
Moore Amazon Laminating Pouches - Pw Building	1.37
Moore Amazon Mktpl Mousepads - May	10.32
Moore Amazon Hand Sanitizer - Racc	11.15
Moore Amazon Stapler - Cdd	15.67
Moore Amazon Mktpl Phone Case - Zach Rader	1.29
Moore Amazon Mktpl Lumbar Pillow - Siebert	28.90
Moore Amazon Mktpl Decor - Halloween Employee Lunch	29.54
Moore Amazon Mktpl Decor - Employee Halloween	65.71
Moore Amazon Mktplace Pmts Bells Refund - WAVE	(45.63)
Moore Amazon Cleaning Wipes/Tissues - Racc	20.31
Moore Amazon Mktpl Stir Sticks - Racc	3.88
Moore Amazon Mktpl Mousepads - Moore	5.98
Moore Amazon Mktpl Safety Deposit Bags - Finance	32.60

Community Development

Human Resources

Council

Finance

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

WELLS FARGO - EPAY	1681				
	202510-9687	Finance	Moore Amazon Mktpl Dish Brushes/Coffee - Racc		25.34
			Moore Amazon Mktpl Plates/Utensils/Napkins/Foil - Racc		37.26
			Moore Amazon Mktpl Halloween Decor - Racc		10.43
			Moore Amazon Command Hooks - Racc		3.63
			Moore Amazon Mktpl Phone Case - Fin		15.21
			Moore Amazon Hand Sanitizer - Racc		6.20
		Administration	Moore Amazon Mktpl Tabs/Notebook - Giles		16.06
		Information Technology	Moore Amazon Mktpl Headsets - Engineering		6.41
			Moore Amazon Mktpl Keyboard/Mouse - Finance		30.43
	202510-5756	Genl Govt/Facilities	Rubio Water Delivery Svcs - Pw Bldg		8.30
			Rubio Broadcast Music Inc License Subscription		11.00
			Rubio Water Delivery Service - Racc		71.92
			Rubio Amazon Web Services Web Audio Backup - WA Use Tax		(0.05)
		Public Safety	Rubio Siptrunk Telephone Service - Pd		234.43
		Public Works	Rubio Water Delivery Svcs - Pw Bldg		153.05
		Community Development	Rubio Water Delivery Svcs - Pw Bldg		10.17
			Rubio Water Delivery Service - Racc		129.42
		Information Technology	Rubio Adobe Software - Communications		76.08
			Rubio Zoom.Com Meeting Platform		69.56
			Rubio Spotify Monthly Music - CH		13.03
			Rubio Amazon Web Services Web Audio Backup		0.65
	202510-4870	Genl Govt/Facilities	Johnson WA Vehicle Licensing DOL Fee 2003 Ford Sale Report		13.65
		Public Works	Johnson Wa Dol Lic & Reg License/Registration Compressor Trailer		57.00
		Finance	Johnson The Columbian Publishing Monthly Newspaper Subscription		15.00
	202510-0794	Genl Govt/Facilities	Knottnerus Amazon Downtown Decorating Supplies - Invoice Main St		789.06
			Knottnerus Amazon Pink Lights Downtown Decor - Invoice Main St		217.20
			Knottnerus Amazon Pink Ribbon Downtown Decor - Invoice Main St		110.82
		Human Resources	Knottnerus Amazon Mktpl Mariners Items - September All Hands		60.82
			Knottnerus Budget Rent A Car Icma Conf Car Rental - Knottnerus		252.84
			Knottnerus Amazon September All Hands Items Refund - Not Receive		(42.24)
			Knottnerus Hilton Hotels Icma Conference Hotel Stay - Knottnerus		459.76
			Knottnerus Amazon September All Hands Items - Not Received		42.24
		Administration	Knottnerus Budget Rent A Car Icma Conf Car Rental - Knottnerus		379.25
			Knottnerus Hilton Hotels Icma Conference Hotel Stay - Knottnerus		689.64
	202510-7002	Genl Govt/Facilities	Thamert Happy Car Wash Car Wash - Pw Director		0.60
			Thamert Cameo Cafe Monthly Pw Directors Breakfast - Thamert		0.72
		Public Works	Thamert Happy Car Wash Car Wash - Pw Director		10.20
			Thamert Cameo Cafe Monthly Pw Directors Breakfast - Thamert		12.21
		Community Development	Thamert Happy Car Wash Car Wash - Pw Director		1.20
			Thamert Cameo Cafe Monthly Pw Directors Breakfast - Thamert		1.44
	202510-9059	Executive	Stuart Alaska Air Checked Luggage Fee ICMA Conf Flight - Stuart		35.00
			Stuart Black Rock Coffee Bar Meeting SW WA WSDOT Issues		8.43
			Stuart Embassy Suites Dwntrwn ICMA Conference Hotel - Stuart		345.04
			Stuart PMC Paid Parking at ICMA Hotel - Stuart		50.87
			Stuart Greater Vancouver Chamber Leadership Awards Conf - Stuart		50.00
			Stuart El Rancho Viejo Lunch Mtg. Downtown Developement Project		25.60
			Stuart Pdx Airport Parking ICMA Conf. Airport Parking - Stuart		144.00

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

WELLS FARGO - EPAY

Account Number	Category	Description	Amount
1681	202510-9059 Executive	Stuart Rosauers Breakfast Mtg. w/Councilors - Stuart	11.04
		Stuart Rosauers Breakfast Agenda Mtg - Stuart	7.28
		Stuart Feast At 316 Lunch Meeting W/ SW WA City Managers	30.71
		Stuart Starbucks Coffee Mtg. Columbia River Developement	8.02
		Stuart Budget Rent A Car ICMA Conference Rental Car - Stuart	611.55
		Stuart Alaska Air Checked Luggage Fee Return Flight ICMA	35.00
		Stuart Shawarma Refuge Lunch Meeting I-5 Commercial Businesses	22.18
		Stuart Sushi Kato Lunch Meeting Climate Action Plan	20.87
		Stuart Rosauers Breakfast Mtg. w/Councilors - Council	22.07
		Stuart Rosauers Breakfast Agenda Mtg - Council	14.56
202510-6020	Genl Govt/Facilities	Andrew Safariland Defense Lethal ICP Instructor WA Sales Tax	(91.35)
	Public Safety	Andrew Safariland Defense Lethal ICP Instructor - Detective King	1,141.35
202510-9102	Genl Govt/Facilities	Allen Costco By In Car Halloween Candy - Events	258.80
		Allen Costco By In Car Food Items - Safety Committee Meeting	41.17
		Allen Starbucks Coffee - Safety Committee Meeting	21.74
		Allen Rosauers Lunch - Safety Committee Meeting	126.63
		Allen Homedepot.Com Tables - TMI Building	260.85
	Public Works	Allen Customsigns.Com Lange Nameplate - Roundabout Committee	22.05
	Human Resources	Allen Costco By In Car Snacks - Wellness	1,138.95
		Allen Instacart Cracker Jacks - October All Hands	26.58
		Allen Starbucks Coffee - October All Hands	43.48
		Allen Instacart Instacart Annual Subscription	99.00
		Allen Instacart Price Adjustment - October All Hands	0.13
		Allen Instacart Breakfast Items - October All Hands	54.82
		Allen Costco By Instacar Food Items - Employee Halloween	116.11
202510-1081	Finance	Irwin NIGP Membership Agency Dues - Fin	295.00
202510-0187	Genl Govt/Facilities	Melroy Northside Ford Trucks Water Truck Switch - Water WA TAX	(6.08)
	Public Works	Melroy Northside Ford Trucks Water Truck Switch - Water	75.98
202510-8375	Community Development	Curtis SWW-ICC.Org Online Building Code Course - Alqatanani	66.91
		Curtis SWW-ICC.Org Online Building Code Course - Rashed	66.91
		Curtis SWW-ICC.Org 4X Membership Registrations - CDD Inspectors	120.00
		Curtis SWW-ICC.Org Online Building Code Course - Curtis	66.91
		Curtis SWW-ICC.Org Online Building Code Course - Mccausland	66.91
202510-7051	Public Works	Blehm WA Department Of Ecology WW Operator Certification -Swarts	190.00
		Blehm WA Ecology Service Fee WW Operator Certification - Swarts	6.08
	Community Development	Blehm WA Department Of Ecology WW Operator Certification -Swarts	10.00
		Blehm WA Ecology Service Fee WW Operator Certification - Swarts	0.32
202510-6996	Administration	Demoss Sp Bodno.Com Code ID Card Printer Ribbon - Admin	130.43
		Demoss The Columbian Mo Newspaper Subscription - Communications	12.50
		Demoss Sp Bodno.Com Code ID Card Printer Cleaning Kit - Admin	73.91
	Information Technology	Demoss Mirage (Captions) Captions Software - Communications	9.99
202510-3244	Public Safety	Doriot Shawarma Refuge Camera Installs Prj - Staff Lunch	16.96
		Doriot The Ups Store Drone Postage To Gentech For Repair	16.07
		Doriot Costco Whse Halloween Candy - Trunk Or Treat	279.98
		Doriot Nest Restaurant Vehicle Camera Install Prj - Staff Lunch	41.76
202510-5997	Public Works	Sampson Hydra-Power SystemsPump Repair Seals - Water	32.73
		Sampson Jacks VIP Auto Detail Truck Detailing - Stricklers Truck	296.40

City of Ridgefield

Claims Payment Report

For Approval on:

November 20th, 2025

WELLS FARGO - EPAY	1681	202510-5997	Public Works	Sampson Tractor Supply Gate Hinge - Dog Park	15.21		
					Sampson Hydra-Power Systems Pump Repair Seal - Water	5.71	
			Community Development		Sampson Jacks VIP Auto Detail Truck Detailing - Stricklers Truck	15.60	
		202510-7739	Genl Govt/Facilities			Coleman Cleverwaiver Waiver Platform - Dragon Boats	29.99
						Coleman Rosauers Refreshments - Dragon Boat Party	33.02
						Ferriss Rosauers Beverages - Council Fridge	39.41
		202510-7069	Council			Ferriss Association Of Washington AWC Reg. - Hamilton/Favela	205.01
						Ferriss LIMC Annual Renewal - Ferriss	195.00
						Ferriss CDW Govt Adobe License - Giles	218.58
		202510-6939	Community Development			Lust The Columbian Monthly Newspaper Subscription - CDD	13.00
				202510-9437	Public Safety		
						Steele-Hoots 10-42 Tactical LLC Work Boots Refund - Marvitz	(220.49)
		202510-6868	Genl Govt/Facilities Public Works			Steele-Hoots Costco Department Supplies - Pd	149.29
				Mulderig Vegetated Stormwater STW Facility Training WA Sales Tax	(21.75)		
				Mulderig Vegetated Stormwater STW Facility Training - Coone	271.75		
WELLS FARGO - EPAY Total					21,938.28		
WELLWORKS FOR YOU	3414	40560	Human Resources	10.2025 Wellness Program	793.51		
WELLWORKS FOR YOU Total					793.51		
WESTERN UNITED CIVIL GROUP LLC	3743	C2025-030-2R	Genl Govt/Facilities	10.2025 Boyse Park Pump Track	(90.75)		
			Public Works	10.2025 Boyse Park Pump Track	1,972.90		
WESTERN UNITED CIVIL GROUP LLC Total					1,882.15		
WEX BANK - EPAY	3552	108353868	Genl Govt/Facilities	PW Fuel	343.37		
			Public Safety	PD Fuel	4,525.86		
			Public Works	PW Fuel	5,461.95		
			Community Development	PW Fuel	1,303.81		
				CDD Fuel	648.26		
WEX BANK - EPAY Total					12,283.25		
WILCOX AND FLEGEL	1469	0987259-IN	Public Works	Abrams Treatment Plant Generator Fuel - PWWTR	383.39		
		0987254-IN	Public Works	Junction Treatment Plant Generator Fuel - PWWTR	291.72		
WILCOX AND FLEGEL Total					675.11		
WOODLAND SAW AND CYCLE INC.	2223	4438	Public Works	Blower Repair - Streets & Parks	310.67		
			4434	Genl Govt/Facilities	Blower and Hedge Trimmer - PWOM	223.73	
				Public Works	Blower and Hedge Trimmer - PWOM	1,078.60	
			4443	Public Works	Weed Eater Line - PWSTW	67.98	
WOODLAND SAW AND CYCLE INC. Total					1,680.98		
WSP USA INC.	3338	40272383	Public Works	10.2025 S 35th Ave Extension/Gee Creek Environmental Planning	13,918.54		
WSP USA INC. Total					13,918.54		
Grand Total					2,323,865.68		

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Approval of Minutes from the November 6, 2025 Meeting

GOVERNING LEGISLATION

N/A

PREVIOUS COUNCIL ACTION TAKEN:

N/A

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

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

STAFF CONTACT:

ATTACHMENTS:

1. 11-06-2025



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
NOVEMBER 6, 2025**

Regular Meeting - 6:30 PM

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

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

Present:

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

- 3. Late changes to the agenda**

II. APPOINTMENTS

- 1. Introduction, Appointments and Oath of Office for Youth Commission Members**

Mayor Cole introduced the new youth commissioners and requested a motion for approval.

MOTION TO ACCEPT 12 NOMINATIONS TO THE YOUTH COMMISSION AS PRESENTED BY MAYOR COLE.

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

The Oath of Office was administered by City Clerk, Julie Ferriss.

III. PUBLIC COMMENT

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

comments may be submitted to the Clerk prior to the meeting.

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

IV. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the October 16, 2025 and October 23, 2025 Meeting**

V. BUSINESS

- 1. Motion to Approve the Rules of Procedure for the Youth Commission - Lee Knottnerus, Deputy City Manager**

The rules outline the commission’s authority and purpose, membership and organization, officer roles and elections, duties and responsibilities, meeting procedures, voting, code of ethics, and procedures for conflicts and amendments. Following adoption, the City Council may review or amend the rules, with a review required at least every five years.

MOTION: MOVED TO APPROVE THE RULES OF PROCEDURE FOR YOUTH COMMISSION.

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

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing on the 2026 Property Tax Levy and Revenue Sources - Kirk Johnson, Finance Director**

The 2026 revenue budget totals \$80.4 million, including \$7.8 million in internal transfers, \$190,000 for lease payments, \$3.4 million for debt service, \$3.1 million to fund capital projects and \$1.1 million in internal transfers to support street operations and maintenance. \$15 million in tax revenue, \$11.6 million from charges for services, \$651,300 in state shared revenues, \$4.25 million in new grant funding, \$35.9 million in new debt issuance, and the balance in miscellaneous revenues. In comparison, the 2025 amended revenue budget was \$70.6 million. The overall net increase/decrease in the proposed revenue budget when compared to the 2025 amended budget is approximately \$9.8 million, a 13.9% increase.

Mayor Cole opened the public hearing at 7:33 p.m. No testimony was received. The public hearing was closed by Mayor Cole at 7:34 p.m.

VII. BUSINESS

1. First Reading of Ordinance No. 1465 - 2026 Property Tax Levy and Revenues - Kirk Johnson, Finance Director

Council reviewed the 2026 property tax levy and budget assumptions. The 2026 budget includes the statutory 1% property tax levy increase, in addition to revenue from new construction and other adjustments. The City's estimated 2026 taxable assessed value is \$4.56 billion, with a projected levy of \$2.65 million, an increase of \$150,000 from 2025 and a rate of \$0.58 per \$1,000 assessed value. The General Fund operating budget reflects a 3% increase over 2025.

The first reading of the Ordinance was conducted.

2. First Reading of Ordinance No. 1466 - 2026 Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

Council reviewed the Water Utility Fund rate study and budget recommendations. FCS, the City's rate consultant, completed a comprehensive review of water fund revenue requirements for the next 10 years. The study recommends an annual inflationary rate increase of at least 3% to maintain operations, reserves, and upcoming capital projects, including new water rights, a reservoir, and a new well field. For an average household, the proposed 3% rate increase equates to about \$2.24 per bi-monthly billing cycle. The Budget Advisory Committee recommended adoption of the 3% rate increase to ensure the Water Utility Fund remains financially stable and able to support planned capital investments.

The first reading of the Ordinance was conducted.

3. First Reading of Ordinance No. 1467 - 2026 Stormwater Utility Rate Code Amendment - Kirk Johnson, Finance Director

Council reviewed Ordinance No. 1467 amending the stormwater rate structure to support ongoing maintenance, compliance, and capital improvements. The Stormwater Utility, established in 2005, requires increased revenue to meet new NPDES Phase II permit requirements effective July 1, 2024, and to address rising operating and capital costs. A 2023 rate study recommended a \$2.76 bi-monthly rate increase, bringing the total to \$30.36 per billing cycle effective January 1, 2026. The City secured a \$120,000 Ecology grant and a \$2.4 million Public Works Board loan for downtown stormwater projects scheduled to begin in 2026. Rate revenue is expected to increase 15.4%, supporting operations, compliance, and capital reserve funding.

The first reading of the Ordinance was conducted.

4. Second Reading of Ordinance No. 1460 - 2025 Commercial Development Code Amendments - Claire Lust, Community Development Director

Staff presented proposed amendments to the municipal code, compiled annually for review by the Planning Commission and City Council. The 2025 amendments focus on commercial development. Planning Commission held a public hearing on September 3, 2025, received no public testimony, and recommended approval with modifications. City Council held a public hearing on September 25, 2025, and received testimony in support of expanding the downtown traffic impact fee reduction program and comments regarding commercial building color standards. The commercial building color amendment was updated based on Council's discussion.

City Council discussed the commercial building color amendment following the staff presentation.

MOTION: Mayor Pro Tem Chipman moved to remove RMC 18.230.055.I.1 to be considered and discussed separately from the rest of the code amendments.

SECOND: Council Member Burkle.

Yes: Mayor Pro Tem Chipman, Council Member Burkle, Council Member Davis, Mayor Cole.

No: Council Member Wells, Council Member Hamilton, Council Member Favela.

Motion Passed.

Following the motion, Council continued their discussion. After deliberation, Council directed staff to return with the code amendments reflecting the Council’s discussion and concerns.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1460 AS AMENDED.

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

5. Second Reading of Ordinance No. 1463 - Approval of AT&T Franchise Agreement - Miranda Lange, PW Infrastructure Deputy Director

The Council reviewed a Franchise Agreement Ordinance granting Forged Fiber 37, LLC, AT&T’s agent, a ten-year franchise to construct, operate, maintain, and repair telecommunications facilities in City rights-of-way. The agreement, based on other City franchise agreements, outlines operational, safety, permitting, and dispute resolution requirements.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1463 AS PRESENTED.

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

VIII. PUBLIC COMMENT

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

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IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Mayor Pro Tem Chipman attended Officer Stephen Mullinax’s CJTC graduation ceremony, the NAACP Vancouver Branch 80th Gala and awards dinner, and a two ribbon-cutting ceremony.

Council Member Burkle attended Steel Day at AIG, ribbon-cuttings for Ridgefield Storage RVs and Sunbelt Rentals, and Officer Stephen Mullinax’s CJTC graduation ceremony.

Council Member Hamilton congratulated all newly elected officials, attended Council Chat with Council Member Favela, participated in the RMS Wine Walk by pouring wine, and attended the Ridgefield School District Strategic Planning session.

Council Member Favela attended her son's graduation from United States Air Force Basic Training, a youth partnership event with the Boys & Girls Club, Steel Day at AIG, Council Chat with Council Member Hamilton, and congratulated all newly elected officials.

Council Member Davis attended the NAACP Vancouver Branch 80th Gala and awards dinner, participated in the RMS Wine Walk by pouring wine, and provided an update on the Parks Task Force meeting.

Council Member Wells participated in many of the same meetings as other Council members.

2. Mayor

Attended the NAACP Vancouver Branch 80th Gala and awards dinner, participated in the Lunch & Learn Mayor's Panel and the Tater Tot Bike Bus, attended the Clark County Prayer Breakfast and a lunch at the Boys & Girls Club, participated in the RMS Wine Walk by pouring wine, attended Steel Day at AIG, and judged the Ridgefield Arts Association Art Show.

Provided additional feedback from youth gathered during the Youth Commission interviews and shared it with Council.

3. City Manager

City Manager Steve Stuart congratulated all newly elected officials, attended the Small City Mayors Meetup with Mayor Cole. The Clark County Agricultural Land Study has been released and is available on their website. The Study Session on the Comprehensive Plan is scheduled for November 20th at 4:00 PM. Reminder: the Veterans Day Ceremony is on Tuesday at 11AM at Overlook Park.

PW Infrastructure Deputy Director Miranda Lange provided an update on the Roundabout Art installation.

Deputy City Manager Lee Knottnerus shared information about Make a Difference Month and the Food Drive.

Police Chief Cathy Doriot recognized Tractor Supply for their Hometown Hero event.

X. ADJOURN

8:45PM

Julie Ferriss, City Clerk

Matt Cole, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Approval to Submit a US Department of Fish & Wildlife Service Fish Passage Program Grant Application for Royle Rd

GOVERNING LEGISLATION

Financial Policy #07: Budget; and Financial Policy #15: Grant Management.

PREVIOUS COUNCIL ACTION TAKEN:

Council passed Financial Policy #15: Grant Management in January 2024. Council approved applying for an RCO grant for this project on January 27, 2022.

SUMMARY/BACKGROUND:

In October 2025, the Grants Steering Committee discussed the U.S. Fish & Wildlife Service’s Fish Passage Program and whether it would be a good fit for construction that needs to be done for the Gee Creek culvert at S. Royle Road. This federal program removes fish barriers to conserve vulnerable species and build safer infrastructure for people. Using the Grant Decision Matrix, the Grants Steering Committee voted unanimously to recommend this project to Council.

The Gee Creek Culvert Improvement Project involves the replacement of an existing 13-foot diameter CMP culvert with a 42-foot arch culvert at Gee Creek under S. Royle Road, providing access to 0.85 miles of new habitat access for fish. Species that have been documented in this reach of Gee Creek include Chum, Coho, Steelhead, Sea Run Cutthroat, and Resident Trout. The existing culvert presently represents a 67 percent barrier to fish movement. This project will include excavation and removal of the existing culvert, installation of a new 42-foot bottomless arch culvert, installation of a series of large wood debris structures, and installation of native plant materials. This work is part of the larger S. Royle Road Corridor project.

The City has already been awarded \$1,423,000 in grant funding from the Washington State Recreation and Conservation Office for this project.

BUDGET/FINANCIAL IMPACTS:

The estimated total cost of the Gee Creek Culvert Improvement Project is \$4,940,962. The City would ask for the maximum grant amount, \$1,000,000. There is no matching funding required for this grant. Due to the funding already awarded for this project from RCO, the remaining project cost amount for the City and/or further funding opportunities would be an estimated \$2,517,962.

The City has submitted an additional request for federal funding for the Royle Rd project. A decision is pending based on adoption of the 2026 full year federal budget.

RECOMMENDED ACTION OR MOTION:

If the Council chooses to approve the submittal of this grant application, a motion would be:
"I move to approve the consent agenda as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

None

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Approval of Interlocal Agreement with Battle Ground for Municipal Court, Prosecution, and Work Crew Services

GOVERNING LEGISLATION

RCW 39.34—Interlocal Cooperation Act
RCW 3.50—Municipal Courts—Alternate Provision

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

For the last several years the City of Ridgefield has contracted with the City of Battle Ground under an interlocal agreement for municipal court, prosecution, and work crew services. The term of the current agreement expires on December 31, 2025. The proposed agreement continues this agreement for services, largely unchanged, from previous agreements. The changes are highlighted in yellow in the attached draft and are as follows:

1. The term of the agreement is amended from an annual renewal requiring council approval each year, to an automatic renewal each year unless terminated. (Termination by 120 days written notice before the end of a term remains unchanged.)
2. The annual fees have been updated and a process to update these via an addendum each year and a dispute resolution process of binding arbitration to address any disagreements
3. The agreement addresses the manner in which certain privileged documents of the Battle Ground prosecutor, or certain privileged communications between the Battle Ground prosecutor and the Ridgefield staff will be handled between the parties. The agreement clarifies that these documents are privileged and that the City of Ridgefield maintains that privilege even though they may in the possession of or used by the City of Battle Ground. In the event of litigation related to such records, the City of Ridgefield will be responsible for the litigation costs of defending such privilege.

BUDGET/FINANCIAL IMPACTS:

The cost for the services provided for 2026 will be \$242,749 annually, billed in monthly installments of \$20,229.08. Other fees may be assessed in addition such as warrant fees, extraordinary prosecution costs, and pass through fees for jail, indigent defense and pretrial hearings.

RECOMMENDED ACTION OR MOTION:

Staff recommends that Council approve the interlocal agreement as presented.

STAFF CONTACT:

ATTACHMENTS:

1. 2025 ILA for Court Services - Ridgefield --highlighted 10-18-25
2. ILA for Court Services with 2026 Addendum A - Ridgefield

**INTERLOCAL AGREEMENT FOR PROVISION
OF MUNICIPAL COURT, PROSECUTION, AND
WORK CREW SERVICES**

THIS AGREEMENT is made on the date below signed, by and between the CITY OF BATTLE GROUND, a municipal corporation, and the CITY OF RIDGEFIELD, a municipal corporation, both existing under the laws of the State of Washington.

RECITALS

A. Court System: The CITY OF BATTLE GROUND currently operates a municipal court under the provision of Chapter 3.50 of the Revised Code of the State of Washington.

B. Use of Services: The CITY OF RIDGEFIELD is desirous of utilizing the municipal court of the CITY OF BATTLE GROUND for traffic infractions, misdemeanor offenses and the enforcement of ordinances, and designating it as a CITY OF RIDGEFIELD Municipal Court.

C. Interlocal Agreement: RCW 39.34.080 provides that public agencies may contract with any one or more other public agency to perform any governmental service activity undertaking, which each public agency entering into the contract is authorized by law to perform. Both the CITY OF BATTLE GROUND and the CITY OF RIDGEFIELD are authorized to operate municipal departments under Chapter 3.50 of the RCW.

D. Rationale: The CITY OF RIDGEFIELD currently has its ordinances prosecuted and violations processed through the CITY OF BATTLE GROUND Municipal Court and desires to continue that relationship because the CITY OF BATTLE GROUND is geographically close and will enable the CITY OF RIDGEFIELD to maintain closer contact with its court system and the CITY OF RIDGEFIELD has been satisfied to date. This Agreement Is a continuation of the existing relationship and contains certain amendments thereto.

E. Records: The scope of this Agreement contemplates that the CITY OF BATTLE GROUND municipal prosecutor may have communications with the CITY OF RIDGEFIELD staff that contain content protected by law as attorney-client privileged communications or may develop documents protected by law as

attorney work product on behalf of the CITY OF RIDGEFIELD. The parties mutually recognize and declare their intent to invoke the “common interest” doctrine as outlined in *Kittitas County v. Allphin*, 195 Wn.App. 355, (2016), pertaining the efficient and effective provision of legal services contemplated under this Agreement. The parties specifically assert and invoke the privilege with respect to any communications or documents that may contain attorney-client privileged communications and attorney work products that may be considered CITY OF BATTLE GROUND documents due to their possession or use by the CITY OF BATTLE GROUND.

For and in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

AGREEMENT

1. **Services Provided:** The CITY OF BATTLE GROUND will provide all courtroom services sufficient to process all traffic and civil Infractions arising under city ordinances and exclusive original jurisdiction for all misdemeanors resulting from violations of City ordinances of the CITY OF RIDGEFIELD as provided in RCW 3.50.020. Services provided by Battle Ground will include the provision of courtroom space, court clerk, municipal judge, court records, fund disbursement, and accounting, clerking of Jury and non-jury trials, work crew, arrangement of public defender services, Interpreters, investigators and expert witnesses, prosecution services, transport of defendants to jail from Battle Ground court if taken into custody during hearing, and such other matters that may be incidental to providing court facilities. The conduct of jury trials will be as hereinafter provided. CITY OF RIDGEFIELD agrees to appoint a municipal judge as provided in Section 9 of this Agreement.

2. **Duration:** This agreement shall be in effect on January 1, 2026, and shall automatically renew from year to year unless terminated pursuant to the terms and conditions of this agreement.

3. **Charges:** Each party to this agreement agrees that the rate schedule attached to this agreement as Addendum A will be renewed annually on or before September 15 of each year and any proposed changes will be presented at that time to allow both parties to fully discuss the proposed changes, If an agreement as to the level of compensation cannot be reached between the designated representatives of the parties, then either party may invoke binding arbitration by written notice to the other party. The notice must be given no later than October 31 of the given year and the existing rate or agreement will remain in effect until a new rate or agreement is reached or an arbitration award on the matter of fees is made. The parties each select one arbitrator, and the initial two arbitrators pick a third arbitrator.

4. Staffing: The CITY OF BATTLE GROUND will be responsible for the provision of adequate staffing for all services to be provided herein. Should the CITY OF BATTLE GROUND feel the need to reduce or increase staffing levels, the CITY OF RIDGEFIELD will be notified of the change, and an appropriate adjustment will be made to the CITY OF RIDGEFIELD's annual fee based upon the CITY OF RIDGEFIELD's pro-rata share of the adjusted operating costs.

5. Jury Trials and Appeals: For jury trials, the CITY OF BATTLE GROUND will assess no additional fee for court services; however, the CITY OF RIDGEFIELD will pay any actual jury and/or witness costs in addition to prosecution costs for motions, pretrial preparation, trial, and any appeals filed at the fully loaded rate for prosecution services.

6. Indigent Defense: Public Defenders will be contracted with the CITY OF BATTLE GROUND, and the CITY OF BATTLEGROUND will bill the CITY OF RIDGEFIELD for the actual defense expenses as described in Exhibit A. A copy of the attorney's invoice will be provided.

7. Warrants: At the request of the CITY OF RIDGEFIELD, or on its own motion, the Municipal Court of the CITY OF BATTLE GROUND shall issue warrants and maintain warrant files. The CITY OF BATTLE GROUND shall charge an administrative fee for each warrant issued as per Exhibit A. The CITY OF RIDGEFIELD Police Department shall be notified by phone as soon as possible after the issuance of a warrant by the CITY OF BATTLE GROUND Police Department or court clerk.

8. Citations: The CITY OF RIDGEFIELD shall provide citations used to summon defendants to court, and the CITY OF RIDGEFIELD shall deliver said citations to the CITY OF BATTLE GROUND Municipal Court within 48 hours of issuance, excepting court holidays,

9. Municipal Judge: Pursuant to RCW 3.50.040, the Mayor of the CITY OF RIDGEFIELD will designate as its Municipal Court Judge and Judge Pro-Tern those individuals recommended by the CITY OF BATTLE GROUND as Municipal Court Judges In the City of Battle Ground Municipal Court.

10. Jail: The Municipal Judge shall assign the CITY OF RIDGEFIELD's inmates to any jail as per Exhibit "A," and the CITY OF RIDGEFIELD shall pay said Jail fees as outlined in Section 11.

11. Work Crew: Battle Ground Municipal Court has the ability to designate work crew services as an alternative through the CITY OF BATTLE

GROUND. Defendants of the CITY OF RIDGEFIELD may also be eligible for work crew in lieu of Jail.

12. Miscellaneous Pass-Through Costs: As the CITY OF BATTLE GROUND receives billings from other agencies for miscellaneous costs incurred in the prosecution of violations on the CITY OF RIDGEFIELD's behalf; the CITY OF BATTLE GROUND will bill the CITY OF RIDGEFIELD for said costs. The CITY OF RIDGEFIELD shall pay its own miscellaneous costs, which include, but are not limited to, the following:

- a. Interpreter for non-English speaking and/or deaf defendants.
- b. Investigators and Expert Witnesses.
- c. District Court Pre-trial Hearings.
- d. Indigent Defense.
- e. Incarceration.

13. Accounting: The court clerk of the CITY OF BATTLE GROUND will provide monthly accounting to the CITY OF RIDGEFIELD, and said accounting shall include billings by citation number, not defendant name. The court clerk shall collect all fees, fines, forfeitures, and other monies imposed by the municipal court for any violations prosecuted on behalf of the

CITY OF RIDGEFIELD, which shall be detailed on the revenue worksheet and disbursed monthly to the CITY OF RIDGEFIELD. The CITY OF BATTLE GROUND shall be responsible for deducting any monies required to be submitted to the State of Washington and will account for same.

14. Ordinances: The CITY OF RIDGEFIELD shall provide a copy of the CITY OF RIDGEFIELD municipal code or copies of all ordinances on or before their effective date to the CITY OF BATTLE GROUND Municipal Court.

15. Termination: Either party may terminate this Agreement by giving 120 days' written notice prior to the end of the agreement, which notice shall be effective January 1 of the following calendar year. If, for any reason, the CITY OF BATTLE GROUND Municipal Court is terminated, this Agreement shall become null and void.

16. Organization: No separate legal or administrative entity is created by this Agreement, and this Agreement does not affect the organization of the Parties. This Agreement is not intended to create, and should not be construed as creating, a relationship of principal and agent, or master and servant, between Battle Ground and Ridgefield, their elected officials, employees, or agents. No agent, employee, representative, or subcontractor of Battle Ground shall be

deemed an employee, agent, representative, or subcontractor of Ridgefield by virtue of this Agreement.

17. Records: The Parties agree that the prosecution services provided under this agreement represent a common interest as set forth in the Recitals and the Parties agree to maintain and preserve the confidentiality assured by the attorney-client and attorney work product privileges and not to waive the same by the sharing of communications, information, legal strategies, documents and confidences for their mutual benefit under this agreement between the CITY OF BATTLE GROUND Prosecutor and the CITY OF RIDGEFIELD staff. The Parties further agree that all such privileged information shall not be waived except by prior written consent of the CITY OF RIDGEFIELD as the Client. The Parties agree that any public records request that seeks such privileged information shall be shared with the other Party and the Parties agree to work collaboratively to respond to such request.

18. Public Records Act Hold Harmless: In the event a claim or lawsuit is asserted against the CITY OF BATTLE GROUND as a result of the withholding of records pursuant to Paragraph 17 of this agreement, the CITY OF RIDGEFIELD agrees to indemnify and hold harmless the CITY OF BATTLE GROUND from any and all costs incurred by the CITY OF BATTLE GROUND in connection with such claim or lawsuit, to include litigation costs, including but not limited to attorneys' fees, settlement awards, and penalty awards. The CITY OF BATTLE GROUND may retain legal counsel of its choosing to represent the CITY OF BATTLE GROUND in connection with such lawsuit. The CITY OF BATTLE GROUND is vested with sole and exclusive authority to settle or otherwise resolve a claim or lawsuit asserted against the CITY OF BATTLE GROUND as a result of the withholding of records pursuant to Paragraph 17 of this agreement on such terms as are deemed appropriate by the CITY OF BATTLE GROUND in its sole discretion, provided however that the CITY OF BATTLE GROUND shall make reasonable efforts to consult with the CITY OF RIDGEFIELD. The CITY OF BATTLE GROUND shall transmit a statement of costs incurred in connection with a claim or lawsuit asserted against the CITY OF BATTLE GROUND as a result of the withholding of records pursuant to Section 17 of this agreement to the CITY OF RIDGEFIELD as such costs are incurred by the CITY OF BATTLE GROUND. The CITY OF RIDGEFIELD shall reimburse such costs to the CITY OF BATTLE GROUND within 30 days of receipt.

19. Hold Harmless/Indemnification: Except as provided in Paragraph 18, and to the extent authorized by law, the City of Battle Ground and the City of Ridgefield shall indemnify and hold harmless one another and their employees, officers, contractors and agents, from and shall process and defend at their own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages (both to persons and/or property), or cost, of whatsoever kind or

nature, brought against the one party arising out of, in connection with, or incident to the other party's performance or failure to perform any aspect of this Agreement, provided, that if such claims are caused by or result from the concurrent negligence of the City of Battle Ground and the City of Ridgefield, their respective employees, officers, contractors or agents, this indemnity provision shall be valid and enforceable only to the extent of their respective allocations of negligence, and provided further, that nothing herein shall require the City of Battle Ground or the City of Ridgefield to hold harmless or defend the other or its employees, officers, contractors or agents from any claims arising from that Party's sole negligence or that of its employees, officers, contractors or agents. The terms of this section shall survive the termination of this Agreement.

20. Choice of Law, Dispute Resolution, Venue, and Attorney's Fees:

This Agreement shall be construed according to the laws of the State of Washington. In the event any dispute arises regarding the performance or interpretation of this Agreement that cannot be resolved by the City Manager of Battle Ground and the Mayor of Ridgefield, then either party may request mediation of the dispute, with costs to be equally shared by the Parties, In the event the non- requesting jurisdiction does not agree to participation in mediation, or In the event neither party agrees to participate in mediation, venue for the legal dispute shall be the Superior Court of Clark County, with costs, including reasonable attorney's fees, to be awarded to the prevailing party.

21. Notice: Any notice to be given under this Agreement shall at a minimum be in writing and delivered by first-class mail, postage pre-paid, and addressed as follows:

- a). If to Battle Ground: City of Battle Ground
Attention: City Manager
109 S.W. 1st Street, Suite 221
Battle Ground, WA 98604

- b). If to Ridgefield: City of Ridgefield
Attention: City Manager
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

The name and address to which notices shall be directed may be changed by a party by giving the other parties notice of such change as provided in this section.

22. Compliance with Law: The Parties agree that, in connection with their activities under this Agreement, they shall comply with all applicable federal, state, and local laws and regulations.

23. Waiver: No waiver by any Party of any breach, term, or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition' or of any subsequent breach, whether of the same or different provision.

24. Amendment: The provisions of this Agreement may be amended by mutual consent of the Parties. No additions to or alterations of the terms of this Agreement shall be valid unless made in writing and formally approved by the governing bodies of each party and executed by the duly authorized official of each Party.

25. Severability: If any section or part of this Agreement is held by a court to be invalid, such action shall not affect the validity of any other part of this Agreement.

26. Entire Agreement: This Agreement contains all of the agreements of the Parties with respect to the subject matter covered or mentioned herein, and no prior agreements shall be effective to the contrary, except as specifically described herein.

27. Assignment: Neither this Agreement nor any portion thereof may be assigned without the express prior written consent of the Parties.

28. Recitals: The recitals set forth herein are incorporated into this Agreement as if fully set forth below.

MADE AND APPROVED the day and year signed below.

THE CITY OF BATTLE GROUND

DATED: _____, 2025.

TROY MCCOY, MAYOR

ATTEST:

ELIZABETH HALILI, CITY CLERK

APPROVED AS TO FORM:

Christine Hayes, CITY ATTORNEY

THE CITY OF RIDGEFIELD

DATED: _____, 2025.

MATT COLE, MAYOR

ATTEST:

JULIE FERRISS, CITY CLERK

APPROVED AS TO FORM:

Janean Parker, CITY ATTORNEY

EXHIBIT "A"

2026 Fee Schedule

BATTLE GROUND MUNICIPAL COURT FEES:

Annual Operating Cost \$_____ (to be billed in monthly installments):

\$_____ Warrant Fees: \$__ per warrant issued

Extraordinary prosecution costs, including trial preparation, trials, and appeals:

Fully loaded rate of prosecution service at the time extra hours are devoted to the case.

PASS-THROUGH FEES:

The following actual fees will be billed to RIDGEFIELD:

Incarceration: Actual Fees will be charged as assessed by the jail where defendant served time.

Indigent Defense: Public Defender, Interpreter for non-English speaking and deaf defendants, Expert Witness and Investigator.

District Court Pre-trial Hearings: Actual fees will be charged as assessed by Clark County.

**INTERLOCAL AGREEMENT FOR PROVISION
OF MUNICIPAL COURT, PROSECUTION, AND
WORK CREW SERVICES**

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attorney work product on behalf of the CITY OF RIDGEFIELD. The parties mutually recognize and declare their intent to invoke the “common interest” doctrine as outlined in *Kittitas County v. Allphin*, 195 Wn.App. 355, (2016), pertaining the efficient and effective provision of legal services contemplated under this Agreement. The parties specifically assert and invoke the privilege with respect to any communications or documents that may contain attorney-client privileged communications and attorney work products that may be considered CITY OF BATTLE GROUND documents due to their possession or use by the CITY OF BATTLE GROUND.

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AGREEMENT

1. **Services Provided:** The CITY OF BATTLE GROUND will provide all courtroom services sufficient to process all traffic and civil Infractions arising under city ordinances and exclusive original jurisdiction for all misdemeanors resulting from violations of City ordinances of the CITY OF RIDGEFIELD as provided in RCW 3.50.020. Services provided by Battle Ground will include the provision of courtroom space, court clerk, municipal judge, court records, fund disbursement, and accounting, clerking of Jury and non-jury trials, work crew, arrangement of public defender services, Interpreters, investigators and expert witnesses, prosecution services, transport of defendants to jail from Battle Ground court if taken into custody during hearing, and such other matters that may be incidental to providing court facilities. The conduct of jury trials will be as hereinafter provided. CITY OF RIDGEFIELD agrees to appoint a municipal judge as provided in Section 9 of this Agreement.

2. **Duration:** This agreement shall be in effect on January 1, 2026, and shall automatically renew from year to year unless terminated pursuant to the terms and conditions of this agreement.

3. **Charges:** Each party to this agreement agrees that the rate schedule attached to this agreement as Addendum A will be renewed annually on or before September 15 of each year and any proposed changes will be presented at that time to allow both parties to fully discuss the proposed changes, If an agreement as to the level of compensation cannot be reached between the designated representatives of the parties, then either party may invoke binding arbitration by written notice to the other party. The notice must be given no later than October 31 of the given year and the existing rate or agreement will remain in effect until a new rate or agreement is reached or an arbitration award on the matter of fees is made. The parties each select one arbitrator, and the initial two arbitrators pick a third arbitrator.

4. Staffing: The CITY OF BATTLE GROUND will be responsible for the provision of adequate staffing for all services to be provided herein. Should the CITY OF BATTLE GROUND feel the need to reduce or increase staffing levels, the CITY OF RIDGEFIELD will be notified of the change, and an appropriate adjustment will be made to the CITY OF RIDGEFIELD's annual fee based upon the CITY OF RIDGEFIELD's pro-rata share of the adjusted operating costs.

5. Jury Trials and Appeals: For jury trials, the CITY OF BATTLE GROUND will assess no additional fee for court services; however, the CITY OF RIDGEFIELD will pay any actual jury and/or witness costs in addition to prosecution costs for motions, pretrial preparation, trial, and any appeals filed at the fully loaded rate for prosecution services.

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7. Warrants: At the request of the CITY OF RIDGEFIELD, or on its own motion, the Municipal Court of the CITY OF BATTLE GROUND shall issue warrants and maintain warrant files. The CITY OF BATTLE GROUND shall charge an administrative fee for each warrant issued as per Addendum A. The CITY OF RIDGEFIELD Police Department shall be notified by phone as soon as possible after the issuance of a warrant by the CITY OF BATTLE GROUND Police Department or court clerk.

8. Citations: The CITY OF RIDGEFIELD shall provide citations used to summon defendants to court, and the CITY OF RIDGEFIELD shall deliver said citations to the CITY OF BATTLE GROUND Municipal Court within 48 hours of issuance, excepting court holidays,

9. Municipal Judge: Pursuant to RCW 3.50.040, the Mayor of the CITY OF RIDGEFIELD will designate as its Municipal Court Judge and Judge Pro-Tern those individuals recommended by the CITY OF BATTLE GROUND as Municipal Court Judges In the City of Battle Ground Municipal Court.

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11. Work Crew: Battle Ground Municipal Court has the ability to designate work crew services as an alternative through the CITY OF BATTLE

GROUND. Defendants of the CITY OF RIDGEFIELD may also be eligible for work crew in lieu of Jail.

12. Miscellaneous Pass-Through Costs: As the CITY OF BATTLE GROUND receives billings from other agencies for miscellaneous costs incurred in the prosecution of violations on the CITY OF RIDGEFIELD's behalf; the CITY OF BATTLE GROUND will bill the CITY OF RIDGEFIELD for said costs. The CITY OF RIDGEFIELD shall pay its own miscellaneous costs, which include, but are not limited to, the following:

- a. Interpreter for non-English speaking and/or deaf defendants.
- b. Investigators and Expert Witnesses.
- c. District Court Pre-trial Hearings.
- d. Indigent Defense.
- e. Incarceration.

13. Accounting: The court clerk of the CITY OF BATTLE GROUND will provide monthly accounting to the CITY OF RIDGEFIELD, and said accounting shall include billings by citation number, not defendant name. The court clerk shall collect all fees, fines, forfeitures, and other monies imposed by the municipal court for any violations prosecuted on behalf of the

CITY OF RIDGEFIELD, which shall be detailed on the revenue worksheet and disbursed monthly to the CITY OF RIDGEFIELD. The CITY OF BATTLE GROUND shall be responsible for deducting any monies required to be submitted to the State of Washington and will account for same.

14. Ordinances: The CITY OF RIDGEFIELD shall provide a copy of the CITY OF RIDGEFIELD municipal code or copies of all ordinances on or before their effective date to the CITY OF BATTLE GROUND Municipal Court.

15. Termination: Either party may terminate this Agreement by giving 120 days' written notice prior to the end of the agreement, which notice shall be effective January 1 of the following calendar year. If, for any reason, the CITY OF BATTLE GROUND Municipal Court is terminated, this Agreement shall become null and void.

16. Organization: No separate legal or administrative entity is created by this Agreement, and this Agreement does not affect the organization of the Parties. This Agreement is not intended to create, and should not be construed as creating, a relationship of principal and agent, or master and servant, between Battle Ground and Ridgefield, their elected officials, employees, or agents. No agent, employee, representative, or subcontractor of Battle Ground shall be

deemed an employee, agent, representative, or subcontractor of Ridgefield by virtue of this Agreement.

17. Records: The Parties agree that the prosecution services provided under this agreement represent a common interest as set forth in the Recitals and the Parties agree to maintain and preserve the confidentiality assured by the attorney-client and attorney work product privileges and not to waive the same by the sharing of communications, information, legal strategies, documents and confidences for their mutual benefit under this agreement between the CITY OF BATTLE GROUND Prosecutor and the CITY OF RIDGEFIELD staff. The Parties further agree that all such privileged information shall not be waived except by prior written consent of the CITY OF RIDGEFIELD as the Client. The Parties agree that any public records request that seeks such privileged information shall be shared with the other Party and the Parties agree to work collaboratively to respond to such request.

18. Public Records Act Hold Harmless: In the event a claim or lawsuit is asserted against the CITY OF BATTLE GROUND as a result of the withholding of records pursuant to Paragraph 17 of this agreement, the CITY OF RIDGEFIELD agrees to indemnify and hold harmless the CITY OF BATTLE GROUND from any and all costs incurred by the CITY OF BATTLE GROUND in connection with such claim or lawsuit, to include litigation costs, including but not limited to attorneys' fees, settlement awards, and penalty awards. The CITY OF BATTLE GROUND may retain legal counsel of its choosing to represent the CITY OF BATTLE GROUND in connection with such lawsuit. The CITY OF BATTLE GROUND is vested with sole and exclusive authority to settle or otherwise resolve a claim or lawsuit asserted against the CITY OF BATTLE GROUND as a result of the withholding of records pursuant to Paragraph 17 of this agreement on such terms as are deemed appropriate by the CITY OF BATTLE GROUND in its sole discretion, provided however that the CITY OF BATTLE GROUND shall make reasonable efforts to consult with the CITY OF RIDGEFIELD. The CITY OF BATTLE GROUND shall transmit a statement of costs incurred in connection with a claim or lawsuit asserted against the CITY OF BATTLE GROUND as a result of the withholding of records pursuant to Section 17 of this agreement to the CITY OF RIDGEFIELD as such costs are incurred by the CITY OF BATTLE GROUND. The CITY OF RIDGEFIELD shall reimburse such costs to the CITY OF BATTLE GROUND within 30 days of receipt.

19. Hold Harmless/Indemnification: Except as provided in Paragraph 18, and to the extent authorized by law, the City of Battle Ground and the City of Ridgefield shall indemnify and hold harmless one another and their employees, officers, contractors and agents, from and shall process and defend at their own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages (both to persons and/or property), or cost, of whatsoever kind or

nature, brought against the one party arising out of, in connection with, or incident to the other party's performance or failure to perform any aspect of this Agreement, provided, that if such claims are caused by or result from the concurrent negligence of the City of Battle Ground and the City of Ridgefield, their respective employees, officers, contractors or agents, this indemnity provision shall be valid and enforceable only to the extent of their respective allocations of negligence, and provided further, that nothing herein shall require the City of Battle Ground or the City of Ridgefield to hold harmless or defend the other or its employees, officers, contractors or agents from any claims arising from that Party's sole negligence or that of its employees, officers, contractors or agents. The terms of this section shall survive the termination of this Agreement.

20. Choice of Law, Dispute Resolution, Venue, and Attorney's Fees:

This Agreement shall be construed according to the laws of the State of Washington. In the event any dispute arises regarding the performance or interpretation of this Agreement that cannot be resolved by the City Manager of Battle Ground and the Mayor of Ridgefield, then either party may request mediation of the dispute, with costs to be equally shared by the Parties, In the event the non- requesting jurisdiction does not agree to participation in mediation, or In the event neither party agrees to participate in mediation, venue for the legal dispute shall be the Superior Court of Clark County, with costs, including reasonable attorney's fees, to be awarded to the prevailing party.

21. Notice: Any notice to be given under this Agreement shall at a minimum be in writing and delivered by first-class mail, postage pre-paid, and addressed as follows:

- a). If to Battle Ground: City of Battle Ground
Attention: City Manager
109 S.W. 1st Street, Suite 221
Battle Ground, WA 98604

- b). If to Ridgefield: City of Ridgefield
Attention: City Manager
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

The name and address to which notices shall be directed may be changed by a party by giving the other parties notice of such change as provided in this section.

22. Compliance with Law: The Parties agree that, in connection with their activities under this Agreement, they shall comply with all applicable federal, state, and local laws and regulations.

23. Waiver: No waiver by any Party of any breach, term, or condition of this Agreement shall be deemed or construed to constitute a waiver of any other term or condition' or of any subsequent breach, whether of the same or different provision.

24. Amendment: The provisions of this Agreement may be amended by mutual consent of the Parties. No additions to or alterations of the terms of this Agreement shall be valid unless made in writing and formally approved by the governing bodies of each party and executed by the duly authorized official of each Party.

25. Severability: If any section or part of this Agreement is held by a court to be invalid, such action shall not affect the validity of any other part of this Agreement.

26. Entire Agreement: This Agreement contains all of the agreements of the Parties with respect to the subject matter covered or mentioned herein, and no prior agreements shall be effective to the contrary, except as specifically described herein.

27. Assignment: Neither this Agreement nor any portion thereof may be assigned without the express prior written consent of the Parties.

28. Recitals: The recitals set forth herein are incorporated into this Agreement as if fully set forth below.

MADE AND APPROVED the day and year signed below.

THE CITY OF BATTLE GROUND

DATED: _____, 2025.

TROY MCCOY, MAYOR

ATTEST:

ELIZABETH HALILI, CITY CLERK

APPROVED AS TO FORM:

Kirk Ehlis, CITY ATTORNEY

THE CITY OF RIDGEFIELD

DATED: _____, 2025.

MATT COLE, MAYOR

ATTEST:

JULIE FERRISS, CITY CLERK

APPROVED AS TO FORM:

Janean Parker, CITY ATTORNEY

ADDENDUM "A"

2026 Fee Schedule

BATTLE GROUND MUNICIPAL COURT FEES

Annual Operating Cost \$242,749 (to be billed in monthly installments): \$20,229.08

Warrant Fees: \$25 per warrant issued

Extraordinary prosecution costs, including trial preparation, trials, and appeals:

Fully loaded rate of prosecution service at the time extra hours are devoted to the case.

PASS-THROUGH FEES:

The following actual fees will be billed to RIDGEFIELD:

Incarceration: Actual Fees will be charged as assessed by the jail where defendant served time.

Indigent Defense: Public Defender, Interpreter for non-English speaking and deaf defendants, Expert Witness and Investigator.

District Court Pre-trial Hearings: Actual fees will be charged as assessed by Clark County.

Signature of this agreement denotes acceptance of the rates and amends the Interlocal Agreement between the City of Battle Ground and the City of Ridgefield for Municipal Court Services.

Kristina Swanson, City Manager

Date

Steve Stuart, City Manager

Date

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Approval of Contract with EMS District 2 for Ambulance Services

GOVERNING LEGISLATION

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

Approval of Contract with EMS District 2 for Ambulance Services.

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

STAFF CONTACT:

ATTACHMENTS:

1. EMS Interlocal Cooperation Agreement wExhibit A

EMS INTERLOCAL COOPERATION AGREEMENT
FOR THE PROVISION OF AMBULANCE TRANSPORT SERVICES

THIS IS AN INTERLOCAL AGREEMENT (“Interlocal” or “Agreement”) effective the 1st day of January, 2026 (“Effective Date”) under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW, between Clark County Emergency Medical Service District #2 (“EMSD2” or “District”), an emergency medical services district authorized under RCW 36.32.480; Clark County (“County”); and the cities of Battle Ground, La Center, Ridgefield, and Woodland (“Cities”), by which the parties agree to establish and participate in (i) a cooperative and uniform system of Emergency Medical Services (EMS) regulation and (ii) intergovernmental cooperative purchasing of ambulance services. Such systems of regulation and intergovernmental cooperative purchasing shall be open to such other jurisdictions that choose to participate through this Agreement. EMSD2, the County, and the Cities are each a “Party” and collectively are the “Parties”.

RECITALS

WHEREAS pursuant to RCW 39.34.080 of the Interlocal Cooperation Act, one or more public agencies may contract to perform any government service, activity, or undertaking that each public agency is authorized by law to perform;

WHEREAS the District chose to leverage the City of Vancouver’s negotiated ambulance contract for the same services using the cooperative purchasing provision pursuant to RCW 39.34.030, based on the ambulance contract needing a sufficient call volume to be economically stable and to ensure reasonable ambulance rates, as well as ensuring the dispatching of the nearest ambulance; and

WHEREAS EMSD2, the County, and the Cities desire to enter into this Interlocal to continue receiving ambulance services beginning on January 1, 2026 and ending on December 31, 2029 to reduce unnecessary increases on patient costs and maintain adequate levels of service by capitalizing upon the market and administrative efficiencies associated with receiving ambulance service under a single ambulance contract provider.

NOW THEREFORE, EMSD2, THE COUNTY AND THE CITIES AGREE AS FOLLOWS:

1. **Purpose.** The purposes of this Agreement are:
 - a. To enable the Cities and the County to exercise uniform oversight over EMS in the Regulated Service Area;
 - b. To enable the Cities and the District to participate in intergovernmental cooperative purchasing of ambulance services for the Contract Service Area so as to enable the residents within the boundaries of the Contract Service Area to benefit from large scale buying power, economies of scale and superior disaster response capabilities; and,
 - c. To establish a process for other jurisdictions to become participants in this Agreement.
2. **Definitions.** Unless a different meaning is plainly required by the context, words and phrases used in this Agreement shall have the meanings attributed to them in RCW 18.73.030:

- a. "Ambulance Service Contractor" – The private or public entity that is under contract with the District to respond to all emergency medical requests originating within the Contracted Service Area.
- b. "Contracted Service Area" – The combined geographic area within the corporate limits of the cities of Battle Ground, La Center, Ridgefield, and Woodland; and within the portions of unincorporated Clark County, excluding the City of Vancouver and Fire District 5, for the purchase of intergovernmental cooperative purchasing of ambulance services.
- c. "EMS Administrative Board" – The Board is composed of one (1) fire chief or designee from each fire district within EMSD2, one (1) Medical Program Director (MPD), one (1) local hospital administrator within EMSD2, and one (1) Clark Regional Emergency Services Agency (CRESA) Director or designee. The Board shall carry out the District's business, finance and contract development and oversight.
- d. "EMS Interlocal Cooperative" or "Cooperative" – The collective group of governmental jurisdictions which participate in this Agreement.
- e. "Regulated Service Area" – The combined area of the corporate limits of the Cities plus the unincorporated areas of Clark County and all other general purpose jurisdictions that have entered into the EMS Interlocal Cooperation Agreement. This includes the District and any jurisdiction that may join this Agreement in the future.
- f. "Services" – The District's Ambulance Services Agreement with American Medical Response Northwest, Inc. (AMR) for the provision of care, which may

include transport for emergency patients, when the request for care is initiated in the Contract Service Area.

3. **Term.** This Interlocal shall remain in full force and effect for a term of four (4) years from January 1, 2026 at 12:00:00 AM until December 31, 2029 at 11:59:59 PM, and at the discretion of both EMSD2 and the County, the option of one (1) additional five (5) year extension resulting in a duration not to exceed December 31, 2034 11:59:59 PM, subject to the provisions of Section 4 of this Interlocal.
4. **Termination.** This Agreement may be terminated at any time at the discretion of either EMSD2 or the County by providing not less than thirty (30) days written notice to all of the other Parties. Any other Party may withdraw from this Agreement by providing not less than thirty (30) days written notice to the other Parties.
5. **EMSD2 Obligations.** EMSD2 is hereby designated as the Contract Administrator for the Cities and such other municipalities and jurisdictions as may become participants in this Agreement for purposes of intergovernmental cooperative purchasing of ambulance services. As the Contract Administrator, the District shall have the authority and responsibilities as follows:
 - a. To enter and negotiate a Contract for Ambulance Services on behalf of EMSD2, the County and the Cities to receive ambulance services within the boundaries of the Regulated Service Area.
 - b. To provide or enter into agreements to carry out the responsibilities to provide the ambulance contract administration and oversight through the EMS Administrative Board and the Medical Program Director.

- c. To analyze or enter into agreements to analyze the Ambulance Services Contractor's response times and assess liquidated damages, per the Ambulance Services Contract.
- d. To provide or enter into agreements to provide the Parties to this Agreement an annual consolidated report each year.
- e. To budget the revenue and expenses for EMSD2 and participate in the County's budgeting process, in order to allocate and spend District funds.
- f. The EMSD2 Board shall consist of five (5) persons, each of whom are delegated one vote consisting of the following members:
 - i. Two (2) Clark County Council members;
 - ii. Two (2) City Council members appointed representing the Cities of Battleground, La Center, Ridgefield and Woodland. The City representative shall rotate every two years with the position alternating between the cities in alphabetical order commencing with the City of Battle Ground and La Center. In the event that additional cities join this Interlocal, then they will be included as part of the next rotation by alphabetical order. Should a city decline its period of representation, the position shall go to the next city in line.
 - iii. One (1) Fire Commissioner representing the fire districts within EMSD2. The Fire Commissioner representative shall change every two years with the position alternating between the fire districts in alphabetical order commencing with Clark County Fire District #3. In the event that additional fire districts join this Interlocal, then they will

be included as part of the next rotation by alphabetical order. Should a fire district decline its period of representation, the position shall go to the next fire district in line.

6. The County's Obligations. The County shall have the authority and responsibilities as follows:

- a. To provide staff to support EMSD2's administrative and regulatory functions. All of the other parties to this Agreement shall indemnify, defend, and hold harmless the County, its elected and appointed officials, employees, and agents from all liability, demands, causes of action, lawsuits, and judgments, including costs, attorney fees, and expenses arising from or in connection with the County's role in supporting EMSD2's administrative and regulatory functions. The Parties' indemnification obligations will survive termination of this Interlocal.
- b. To annually choose, from a uniform schedule of subsidy/price options the subsidy/price relationship to be effective at its sole discretion within its own jurisdiction. For example, one participating jurisdiction may prefer zero subsidy and higher user-fees, while another jurisdiction may choose to offset a portion of its user-fees through local tax support.
- c. Agree to and remain compliant with the Business Associate Agreement, attached hereto and incorporated herein by this reference as Exhibit A. The Business Associate Agreement will survive the termination of this Agreement for so long as the County retains information protected by the Business Associate Agreement.

7. **The Cities' Obligations.** The Cities shall have the authority and responsibilities as follows:

- a. To annually choose, from a uniform schedule of subsidy/price options the subsidy/price relationship to be effective at its sole discretion within its own jurisdiction. For example, one participating jurisdiction may prefer zero subsidy and higher user-fees, while another jurisdiction may choose to offset a portion of its user-fees through local tax support.
- b. Agree to and remain compliant with the Business Associate Agreement, attached hereto and incorporated herein by this reference as Exhibit A. The Business Associate Agreement will survive the termination of this Agreement for so long as the Cities retain information protected by the Business Associate Agreement.

8. **Financial.** There is no cost to EMSD2, the County, or the Cities during the Term of this Interlocal. Ambulance services provided by the Ambulance Services Contractor and administrative costs of the County and District shall be funded from user fees unless individual jurisdictions which are Parties to this Agreement elect to subsidize the cost of such services pursuant to Section 6(b) and Section 7(a) of this Agreement.

9. **Dispute Resolution.**

- a. *Initial Dispute Resolution.* In the event of a dispute between the Parties regarding the delivery of Services, the Parties' designated representatives will confer to amicably resolve the dispute within fourteen business days of a Party's written notice of the dispute requiring resolution. If the Parties'

designated representatives are unable to resolve the dispute, those designated representatives will refer the dispute to the County Manager on behalf of the County, and City Managers or Mayors on behalf of the Cities, and the EMSD2 Chair on behalf of EMSD2 for resolution. The decision of the County Manager, City Managers or Mayors, and EMSD2 Chair regarding the dispute shall be final as between the Parties.

b. *Mediation.* If the County Manager, City Managers or Mayors, and EMSD2 Chair are unable to resolve the dispute, the Parties will submit the dispute to mediation with a neutral mediator agreed to by the Parties. If the Parties cannot agree on a mediator, each will select a mediator, who will together select a third mediator to hear the dispute. The Parties shall participate in mediation in good faith, but the Parties are not required to resolve the dispute in mediation. The Parties will equally share the cost of mediation.

c. *Claims.* The Parties may bring any claim regarding this Interlocal in Superior Court in Clark County if they are unable to resolve the dispute under Section 11A or 11B. The Parties will pay their own costs and fees, including attorneys' fees related to any Superior Court claim.

10. **Notices.** All notices under this Interlocal shall be hand delivered, emailed with confirmation of receipt, or mailed in the U.S. Mail, postage paid with return receipt and effective on the delivery date. Any party may change its address for notices at any time by providing notice in writing to the then current address.

Clark County and District:

Clark County/EMS District #2
Attn: County Manager
P.O. Box 5000
1300 Franklin
Vancouver, Washington 98660

City of La Center:

City of La Center
Attn: City Mayor
210 East Fourth Street
La Center, WA 98629

City of Battle Ground:

City of Battle Ground
Attn: City Manager
109 SW 1st Street
Battle Ground, WA 98604

City of Ridgefield:

City of Ridgefield
Attn: City Manager
P.O. Box 608
Ridgefield, WA 98642

City of Woodland:

City of Woodland
Attn: City Mayor
230 Davidson Avenue
Woodland, WA 98674

11. **Amendment.** Any changes to the Interlocal shall be made as mutually agreed amendments, which must be in writing and signed by all parties to be effective.
12. **Governing Law.** This Interlocal shall be governed by the laws of the State of Washington. Venue for any litigation shall be Superior Court located in Clark County, Washington.
13. **Severability.** If a court with jurisdiction over the matter determines that any clause of this Interlocal is found to be contrary to law or public policy or is unenforceable, the offending clauses shall be deemed stricken and the remainder of the Interlocal will remain in full force and effect.

14. Interlocal Execution and Filing. This is an Interlocal entered into pursuant to Chapter 39.34 RCW. The governing body of each Party shall authorize the Agreement, which sets forth the purposes, powers, rights, objectives, and responsibilities of each Party. Its purpose is set forth in Section 1 Purpose. Its duration is as specified in Section 3 Term. Its manner of financing is set forth in Section 8 Financial. Its method of termination is set forth in Section 4 Termination. No property shall be acquired pursuant to this Agreement that will need to be disposed of upon partial or complete termination. This Agreement may be executed in one or more counterparts, which together will constitute a single instrument. Upon execution, the Clark County Clerk to the Council will cause a copy of this Agreement to be posted on the County's website pursuant to RCW 39.34.040.

15. Entire Agreement. This Interlocal, together with its exhibits, is the entire agreement between the District, the County and the Cities and supersedes all prior agreements between them whether written or oral in nature.

[Signature pages to follow.]

Effective on the day and year first written above.

CITY OF BATTLE GROUND

Attest:

By: Kristina Swanson
City Manager

Elizabeth Halili
City Clerk

Approved only as to form:

Kirk A. Ehlis
City Attorney

Effective on the day and year first written above.

CITY OF LA CENTER

Attest:

By: Thomas Strobehn
Mayor

Peter Boyce
City Clerk

Approved only as to form:

Janean Parker
City Attorney

Effective on the day and year first written above.

CITY OF RIDGEFIELD

Attest:

By: Steve Stuart
City Manager

Julie Ferriss
City Clerk

Approved only as to form:

Janean Parker
City Attorney

Effective on the day and year first written above.

CITY OF WOODLAND

Attest:

By: Todd Dinehart
City Mayor

Amanda Hougan
City Clerk

Approved only as to form:

Emily Guildner
City Attorney

Effective on the day and year first written above.

CLARK COUNTY

Attest:

By: Kathleen Otto
County Manager

Rebecca Messinger
Clerk to the Council

Approved only as to form:
ANTHONY F. GOLIK
Clark County Prosecuting Attorney

Kevin A. McDowell
Senior Deputy Prosecuting Attorney

Effective on the day and year first written above.

CLARK COUNTY EMERGENCY
MEDICAL SERVICE DISTRICT #2

Attest:

By: Sue Marshall
Board Chair

Rebecca Messinger
Clerk to the Board

Approved only as to form:
ANTHONY F. GOLIK
Clark County Prosecuting Attorney

Kevin A. McDowell
Senior Deputy Prosecuting Attorney

Exhibit A – Business Associate Agreement

This Business Associate Agreement (“BAA” or “Agreement”) is by and between Clark County Emergency Medical Service District #2, an emergency medical services district authorized under RCW 36.32.480 (“EMSD2” or “Business Associate”), Clark County (“County”) and the cities of Battle Ground, La Center, Ridgefield and Woodland (“the Cities”), and is effective on January 1, 2026 (“Effective Date”) in connection with the EMS Interlocal Cooperation Agreement (“Interlocal”) between the Parties relating to ambulance services and effective from January 1, 2026 through December 31, 2029, to which this BAA is an exhibit. EMSD2, the County and the Cities are each a “Party” and collectively the “Parties” or the “District”. Capitalized but undefined terms will have the meaning given them in the Interlocal.

Recitals

1. EMSD2 is a “Covered Entity” as that term is defined in the Health Insurance Portability and Accountability Act (“HIPAA”), Privacy Standards and Security Standards, 45 C.F.R. Parts 160, 164 (the “Privacy Standards” and “Security Standards”).
2. The County and the Cities are a “Business Associate” as that term is defined in the Privacy Standards and Security Standards, and may access, use, create, maintain, transmit, receive and/or disclose Protected Health Information on behalf of the Covered Entity as well Health Care Information as defined in RCW 70.02.010 (together, the “PHI”) in connection with providing the Services.
3. Covered Entity will share PHI with Business Associate in connection with Business Associate’s receipt of the Services under the Interlocal.
4. Pursuant to the Privacy Standards and Security Standards, the Business Associate must agree in writing to certain mandatory provisions regarding the use and disclosure of PHI and compliance with applicable law, including HIPAA, the HITECH Act, and Ch 70.02 RCW (“Applicable Law”).
5. This BAA contains the terms and conditions under which Covered Entity will share and Business Associate will receive, access, and manage PHI in connection with receiving the Services in compliance with the Interlocal and Applicable Law.

Agreement

The Parties agree as follows:

1. **Permitted and Required Uses of PHI.** All PHI that is created or received by Covered Entity and disclosed or made available in any form to Business Associate, including paper record, oral communication, audio recording, and electronic display or is created used, accessed, maintained, transmitted, disclosed, or received by Business Associate on Covered Entity’s behalf is subject to this BAA. Business Associate shall create, receive, maintain, and transmit PHI solely in connection with receiving the Services pursuant to the Interlocal, including its internal management and administration in connection with the Interlocal, in compliance with Applicable Law and this BAA.
2. **Business Associated Prohibited Uses.** Business Associate shall not create, receive, maintain, or transmit PHI except as permitted by this BAA or Applicable Law.
3. **Business Associate Safeguards to Protect PHI.** Business Associate shall (1) implement administrative, physical and technical safeguards that reasonably and appropriately

protect the confidentiality, integrity and availability of Covered Entity's PHI (including electronic PHI or "ePHI") in accordance with Sections 164.308, 164.310, 164.312, and 164.316 of title 45, Code of Federal Regulations; (2) ensure that any third party agent or subcontractor who receives Covered Entity's PHI or ePHI from Business Associate agrees to implement equivalent administrative, physical and technical safeguards; and (3) deploy appropriate safeguards to implement the Secretary of Health and Human Services' annual guidance on the most effective and appropriate technical safeguards for use in carrying out security standards; (4) report any security breaches involving Covered Entity's PHI within 24 hours of discovery; and (5) perform periodic risk assessments regarding its security practices.

4. **Business Associate Safeguards.** In addition to all safeguards it may implement to comply with the Security Standards, the Parties shall implement the following security safeguards:
 - A. *Least Privilege.* The Parties will ensure only Authorized Persons have access to PHI. The Parties will implement authentication and access controls to enforce least privilege. Authorized Persons means the Parties' authorized employees and authorized subcontractors that have a legitimate need to access PHI to perform obligations under the Interlocal. The Parties shall ensure all Authorized Persons are subject to confidentiality obligations at least as protective as those in this BAA.
 - B. *Site Security.* The Parties shall ensure its locations, data centers, disaster recovery and back up sites are secure from unauthorized entry.
 - C. *Vulnerability Management.* The Parties shall maintain a vulnerability management program or ensure its vendors maintain a vulnerability management program and regularly patch software vulnerabilities; all Critical and High vulnerabilities must be patched within thirty days of discovery.
 - D. *Data Encryption.* The Parties shall encrypt all PHI in transit and at rest. The Parties shall ensure any mobile media that may contain PHI is encrypted. The Parties shall ensure its internal networks, including wireless networks, encrypt network activity. The Parties encryption in transit must be FIPS 140-2 certified and use minimal 128-bit strength symmetric cipher key. The Parties encryption at rest must be FIPS 197 certified and at least 256-bit strength.
 - E. *Privacy and Security Training.* The Parties shall provide all Authorized Persons with training on information security and data privacy knowledge, including protection of PHI, at least once per year.
 - F. *Location of PHI.* The Parties shall maintain PHI solely in data centers located in the United States.
 - G. *Business Continuity and Disaster Recovery.* The Parties shall maintain a business continuity plan and a disaster recovery plan. The Parties backup or disaster recovery sites that maintain PHI should be geographically separated.
5. **Business Associate Representation and Warranty Regarding Security Practices.** Business Associate acknowledges that the District is relying on the administrative, physical, and technical safeguards implemented by Business Associate in providing PHI to Business Associate as part of receiving the Services. Business Associate represents and warrants that it has adopted, implemented, and shall maintain, for so long as Business

Associate has access to, creates, maintains, uses, or transmits PHI or other confidential information, adequate and appropriate safeguards in order to: (i) protect the confidentiality and security of PHI obtained from, or created on behalf of, Covered Entity and (ii) prevent the use or disclosure of PHI other than as provided for by this BAA and Applicable Law.

6. **Business Associate Reporting Obligations for Unauthorized Use or Disclosure.** Business Associate shall report to Covered Entity any unauthorized use or disclosure of any PHI not more than 24 hours after becoming aware of an unauthorized use or disclosure of PHI by Business Associate, its representatives, employees, contractors, agents or by a third party to which Business Associate disclosed the PHI. The Parties shall provide notice to the District party named in Notice section of the Interlocal.
7. **Business Associate Reporting Obligations for Unauthorized Use or Disclosure of Unsecured PHI.**
 - A. Breach Defined. A PHI breach occurs when Unsecured PHI may have been used, accessed, disclosed, or acquired in a manner not permitted under this BAA.
 - B. Unsecured PHI Defined. Unsecured PHI means PHI that is not rendered unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified by the Secretary [in the guidance issued under section 13402\(h\)\(2\) of Public Law 111-5](#).
 - C. Breach Notice. If Business Associate has reason to believe that a breach has occurred, Business Associate will, within twenty-four hours of discovery, give Covered Entity notice. A breach shall be treated as discovered by the Business Associate as of the first day on which such breach is known to the Business Associate, (which includes any person, other than the individual committing the breach, who is an employee, representative, or other agent of the Business Associate) or should reasonably have been known to the Business Associate to have occurred.
 - D. Breach Mitigation and Remediation. Business Associate shall immediately mitigate and remediate any unauthorized access to PHI and shall devote such resources as may be required to accomplish that goal. The Business Associate shall cooperate with all Covered Entity efforts, including providing information necessary to enable Covered Entity to fully understand the nature and scope of the breach including but not limited to identification of each individual who has been affected by the breach.
 - E. Breach Investigation. The Business Associate will investigate a breach of unsecured PHI to determine if the PHI has been compromised based upon a risk assessment in accordance with Section 164.402(2).
 - F. Notification; Costs. Business Associate will provide assistance at no cost to Covered Entity and in accordance with the Covered Entity's policies and standards. Business Associate must coordinate with Covered Entity on any public notification or notice to any individual, media outlet, or the Secretary of Health and Human Services and will take no action prior to consulting with Covered Entity. Business Associate shall pay the full costs of any required notice to affected individuals, including the costs to retain an outside consulting firm to undertake the notification effort and will supply the District with the following information to make

such notification: (1) A brief description of what happened, including the date of the breach and the date of the discovery of the breach, if known. (2) A description of the types of unsecured PHI that were involved in the breach (such as full name, Social Security number, date of birth, home address, account number, or disability code). (3) A brief description of what the Business Associate is doing to investigate the breach, to mitigate losses, and to protect against any further breaches.

8. **Business Associate Agents and Subcontractors.** Business Associate shall enter into an agreement with its agents and subcontractors to ensure that its obligations under this BAA apply to the agents or subcontractor(s), including the Security Standards as applicable.
9. **HHS Audit.** Business Associate shall make its internal practices, books and records (“Documents”) relating to its obligations under this BAA regarding PHI available to the Secretary of the U.S. Department of Health and Human Services upon request (“HHS”) for purposes of determining the Parties’ compliance with the HIPAA Standards. Business Associate shall provide Covered Entity with a copy of any Documents within five days of providing Documents to HHS.
10. **Record Requests.** Business Associate will provide Covered Entity with information requested by an individual that exists in a designated records set within ten days of receiving the request from Covered Entity in accordance with 45 CFR § 164.528. Business Associate will amend any information following a request by an individual in accordance with 45 CFR § 164.526.
11. **Term; Termination.** The term of this BAA begins on the Effective Date and terminates on the date the Parties no longer retains any of Covered Entity’s PHI and no subcontractor or agent of the Parties retains any of Covered Entity’s PHI. Covered Entity may terminate this BAA if it determines Business Associate has violated a material term of the Agreement and does not cure the violation within seven (7) days from the date of written notice of the material breach. The District may determine the breach cannot be remedied and terminate this BAA immediately in its discretion.
12. **Business Associate PHI Obligations upon Termination of the Agreement.** Business Associate shall return or destroy all PHI received from Covered Entity, or created or received on behalf of Covered Entity, that Business Associate maintains in any form upon termination of the Agreement. Business Associate will retain no copies of PHI. If Business Associate determines that return or destruction of any PHI is not feasible, Business Associate shall notify Covered Entity of the reasons why return or destruction is not feasible. If Covered Entity is in agreement that return or destruction is not feasible, then Covered Entity will agree to extend the protections of this Agreement to that information and to limit further uses and disclosures to those purposes that make the return or destruction of the information infeasible, for as long as Business Associate or its business associates maintain PHI. The obligations under this section will survive termination of this Agreement.

13. **Indemnification.** The Parties and Business Associate shall indemnify the District and Covered Entity pursuant to Section 9 of the Interlocal arising from any actual or suspected breach of this BAA. The obligations under this section will survive termination of this Agreement.
14. **Covered Entity Audit Rights.** Covered Entity may, at any time, monitor, audit, and review Business Associate's activities and methods in implementing this BAA in order to ensure Business Associate's compliance with it. The Parties will complete the District's information security questionnaire upon request from the District at no cost to the District.
15. **Other Provisions.** Sections 10-12 and 15 of the Interlocal are fully incorporated into this Agreement as though set forth in full at this point.
16. **Counterparts.** This BAA may be executed in one or more counterparts, which together will constitute a single instrument.

[Signature pages to follow.]

Effective on the day and year first written above.

CITY OF BATTLE GROUND

Attest:

By: Kristina Swanson
City Manager

Elizabeth Halili
City Clerk

Approved only as to form:

Kirk A. Ehlis
City Attorney

Effective on the day and year first written above.

CITY OF LA CENTER

Attest:

By: Thomas Strobehn
Mayor

Peter Boyce
City Clerk

Approved only as to form:

Janean Parker
City Attorney

Effective on the day and year first written above.

CITY OF RIDGEFIELD

Attest:

By: Steve Stuart
City Manager

Julie Ferriss
City Clerk

Approved only as to form:

Janean Parker
City Attorney

Effective on the day and year first written above.

CITY OF WOODLAND

Attest:

By: Todd Dinehart
City Mayor

Amanda Hougan
City Clerk

Approved only as to form:

Emily Guildner
City Attorney

Effective on the day and year first written above.

CLARK COUNTY

Attest:

By: Kathleen Otto
County Manager

Rebecca Messinger
Clerk to the Council

Approved only as to form:
ANTHONY F. GOLIK
Clark County Prosecuting Attorney

Kevin A. McDowell
Senior Deputy Prosecuting Attorney

Effective on the day and year first written above.

CLARK COUNTY EMERGENCY
MEDICAL SERVICE DISTRICT #2

Attest:

By: Sue Marshall
Board Chair

Rebecca Messinger
Clerk to the Board

Approved only as to form:
ANTHONY F. GOLIK
Clark County Prosecuting Attorney

Kevin A. McDowell
Senior Deputy Prosecuting Attorney

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Second Reading of Ordinance No. 1465 - 2026 Property Tax Levy and Revenues

GOVERNING LEGISLATION

RCW 84.55.120 Public Hearing — Tax District's Revenue Sources — Adoption of Tax Increases by Ordinance or Resolution, RCW 84.52 Levy of Taxes, RCW 35A.33 Budgets in Code Cities, Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Council adopts a property tax levy annually. Council held a public hearing on the property tax levy and 2026 revenue sources on November 6, 2025. Council conducted the first reading of Ordinance No. 1465 on November 6, 2025.

SUMMARY/BACKGROUND:

The 2026 budget includes the 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 Implicit Price Deflator (IPD) Rate exceeds 1% for setting 2026 property taxes: The IPD inflation rate as of September 26, 2025, is 2.44%. This means all taxing districts with populations of 10,000 or greater can take the full 1% levy increase in 2026 without adopting a Resolution or Ordinance of "substantial need."

The 2025 regular levy amount was \$2,490,604. The statutory 1% increase would raise the property tax levy by \$24,906. In addition to the 1% increase, the Clark County Assessor's office has preliminary estimates showing the City's assessed value for new construction will add approximately \$174 million to the City's assessed value, adding approximately \$106,935 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 on the 2025 tax roll for state utilities was \$20.95 million.

To date, the estimated 2026 taxable assessed value for Ridgefield is \$4.56 billion. The Assessor must certify the assessed values by November 14, 2025. The City held the required revenue hearing on November 6, 2025. The city needs to certify a property tax levy to the County by November 30, 2025. The City's current forecast for the 2026 property tax levy is \$2,650,000, an increase of \$150,000 from the amended 2025 budget. The estimate is for the City of Ridgefield levy amount to be 0.58 cents per \$1,000 assessed value, a reduction of \$0.03 compared to the 2025 levy amount.

The 2026 General Fund operating expense budget has increased 3% over the 2025 operating expense budget. Inflation indexes for the City are 2.7% in June 2025 compared to one year prior. 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 \$24,906.
2. Bank the 1% increase and have it 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 2026 property tax receipts will increase by \$150,000 when compared with the amended 2025 budget. The total property tax levy is estimated to be \$2,650,000. A statutory increase of 1% in the property tax levy provides an additional \$24,906 in revenue.

RECOMMENDED ACTION OR MOTION:

If the Council chooses to adopt Ordinance No. 1465, a motion would be:

"I move to adopt Ordinance No.1465 as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

None

ORDINANCE NO. 1465

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, 2026, 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 2026 as required by statute; and

WHEREAS, the Revised Code of Washington 84.55.120 as amended by Referendum 47 requires an Ordinance or Resolution to 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 2025 was \$2,490,604 and the increase in the regular property tax levy amount for 2026 is \$24,906, 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; and,

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 2026 tax year in the amount of the maximum 1% allowed by law from the previous year, estimated to be \$24,906. 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 of Ordinance No. 1465, which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, THIS 20th DAY OF NOVEMBER 2025 AT AN OPEN PUBLIC MEETING.

City of Ridgefield:

Matt Cole, Mayor

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Second Reading of Ordinance No. 1466 - 2026 Water Utility Rate Code Amendment

GOVERNING LEGISLATION

RCW 35.92 Municipal Utilities, RMC 13.35 Water Rates, RCW 35A.33 Budgets in Code Cities, Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

The council has adopted ordinances over the years setting bi-monthly water rates that support operating and capital revenues to preserve the public health, safety and proper maintenance of the water system. The Council adopted Ordinance No. 1403 on May 25, 2023, to revise the water rate structure for residential and irrigation usage. The most recent action associated with bi-monthly water rates was adopted by the Council through Ordinance No. 1436 on November 21, 2024. Council held the first reading of Ordinance No. 1466 on November 6, 2025.

SUMMARY/BACKGROUND:

In 2023, city staff contracted with FCS, a consultant that specializes in comprehensive rate studies, to determine the revenue requirements for the next 10 years in the water fund. The study is conducted every 5–6 years per budget policy and reviews the estimated expenses for operations, capital, and reserve requirements to fund the water utility. The rate analysis analyzes expenses and revenues for the next 10 years for the Water Utility. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions. During the annual budget process, the Finance Department updates the model to ensure any significant changes are captured. The study concluded that the water rates should be increased annually by an inflationary factor of a minimum of 3% to insure the water fund can meet ongoing obligations to maintain the water system. The 2025 review for the 2026 operating and capital budget of the rate model determined the inflationary increase supports the revenue requirements for the Water Utility Fund.

The Water Utility Fund will have significant capital investment over the next several years to acquire new water rights, construct an elevated water reservoir and drill a new well field in the southwest section of town. The inflationary increase in conjunction with the water SDC funds will help support the capital expense. The City is actively seeking grants and low-cost debt to assist with the expense of these projects.

For a household using an average of 1,600 cf of water, the rate increase would be approximately \$2.24 per bi-monthly billing cycle, including utility tax. Due to the recommended rate increase and projected usage in 2026, rate revenue is expected to increase 5.5% over the estimated 2025 rate revenues. Expenses for the water utility fund are expected to increase 8.8% in 2026 over the amended 2025 budget, which includes \$476,500 in one-time capital expense. The water fund has several high priority capital infrastructure projects moving into construction over the next few years. City reserve policies

also require 5% of rate revenues (\$178,785) to be set aside into a reserve fund for repair and replacement of existing water system infrastructure. The proposed 2026 budget will use \$370,605 in reserve balances for one-time expenditures.

The Budget Advisory Committee is recommending we implement the 3% increase in the rate. The West Region Average Consumer Price Index for Urban Consumers (CPI-U) for the twelve months from July 1, 2023, through June 30, 2024, was 2.7%. A 3% increase, together with the projected account growth due to new development, is proposed to maintain a financially healthy utility and complete needed capital maintenance projects.

Refer to attached Exhibit "A" for the rate changes:

BUDGET/FINANCIAL IMPACTS:

Refer to the following table for impacts:

Budget Year	Rate Revenue	Miscellaneous Revenue	Total Revenue	2026 Comparison to 2025
2025	\$3,388,646	\$298,024	\$3,686,670	
2026	\$3,575,700	\$332,000	\$3,907,700	+ \$221,030

RECOMMENDED ACTION OR MOTION:

If the Council chooses to adopt Ordinance No. 1466, a motion would be:

"I move to adopt Ordinance No. 1466 as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. Chapter_13.35__WATER_RATES Redlined
2. Chapter_13.35__WATER_RATES Clean Copy

ORDINANCE NO. 1466

An Ordinance of the City of Ridgefield, Washington amending Ridgefield Municipal Code Chapter 13.35 and Ordinance Number 1436 adjusting the bi-monthly water rates

WHEREAS, Ridgefield Municipal Code Chapter 13.35 provides for bi-monthly water rates which have been adjusted periodically; and,

WHEREAS, the City Council of the City of Ridgefield deems it is in the best interest of the City that water rates increase to offset current inflation rates, which equates to a three percent (3%) increase for the basic bi-monthly charge, and that all other rates should increase in their pro rata share; and, WHEREAS, the City completed a study of the water system rates and structure and the City Council adopted the findings; and,

WHEREAS, this ordinance is necessary to incorporate the increase in the rate; and,

WHEREAS, this ordinance is needed for the immediate preservation of public health and safety, support of city government and to properly maintain the water system;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON HEREBY ORDAINS ASFOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it is in the public interest to amend Ordinance No. 1436, and Chapter 13.35 (Water Rates) of the Ridgefield Municipal Code.

Section 2. Amendment to Chapter 13.35 (Water Rates). Ridgefield Municipal Code Chapter 13.35 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, 2026.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THIS 20th DAY OF NOVEMBER 2025.

City of Ridgefield:

Matt Cole, Mayor

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Exhibit "A"

- CODE

Title 13 - PUBLIC UTILITIES

Chapter 13.35 WATER RATES

Chapter 13.35 WATER RATES

13.35.010 Water rates for metered customers.

A. Residential customers within the city limits shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
Residential	\$48.01 <u>49.46</u>	0—1,000	\$0.0060 <u>0.0062</u>
		1,001—2,000	\$0.0229 <u>0.0236</u>
		2,001—3,500	\$0.0283 <u>0.0292</u>
		3,501—5,000	\$0.0321 <u>0.0331</u>
		Over 5,000	\$0.0418 <u>0.0431</u>

B. Commercial, industrial, government, and mixed use customers shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$48.01 <u>49.46</u>	No Minimum	\$0.0325 <u>0.0335</u>
1.5-inch	\$96.01 <u>98.90</u>		
2-inch	\$153.62 <u>158.23</u>		
3-inch	\$288.00 <u>296.64</u>		
4-inch	\$480.03 <u>494.44</u>		
6-inch	\$960.01 <u>988.82</u>		
8-inch	\$1,536.01 <u>1,582.10</u>		
10-inch	\$5,520.03 <u>5,685.64</u>		
12-inch	\$10,320.04 <u>10,629.65</u>		

C. Irrigation meters shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$48.01 <u>49.46</u>	No Minimum	\$0.0341 <u>0.0352</u>
1.5-inch	\$96.01 <u>98.90</u>		
2-inch	\$153.62 <u>158.23</u>		
3-inch	\$288.00 <u>296.64</u>		
4-inch	\$480.03 <u>494.44</u>		
6-inch	\$960.02 <u>988.82</u>		
8-inch	\$1,536.01 <u>1,582.10</u>		

10-inch	\$5,520.03 <u>5,685.64</u>		
12-inch	\$10,320.04 <u>10,629.65</u>		

- D. Industrial customers using more than two hundred thousand cf per two-month billing cycle may request consideration by the city for a special contract under RMC 13.20.060. The rate shall be calculated on a case by case basis to be based on the actual cost of service. Negotiated rates, if approved, shall be approved via agreement between the industrial customer and the city.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1403, § 3(Exh. A), 5-25-2023; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

13.35.020 Optional water rates for residential customers.

- A. The following monthly volumetric water charges shall be applicable to a two-month billing cycle for water customers that request the optional conservation rate.

Meter Type or Size	Volume Used (cf)	
	\$/cf	
1 inch and under	No Minimum	\$0.0543 <u>0.0560</u>

- B. Customers under the optional water rate will not be charged a base rate.
- C. Customers must notify the utility clerk between December 1 and December 31 should they wish to exercise the ability to change between standard water rates for metered customers as provided for in RMC 13.35.010 and optional water rates for residential customers as provided for in RMC 13.35.020 for the following year.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

13.35.030 Water rates for customers beyond corporate limits.

All consumers of water service, for services provided beyond the corporate limits, shall pay the two-month billing cycle rate for their classification plus a surcharge of fifty percent inclusive of base rate and volume charge.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

13.35.040 Multiple residential users on a single meter.

- A. Multiple dwelling units, including accessory dwelling units on a single water meter shall be charged the standard residential water rate for each dwelling unit plus the volume charge as outlined in RMC 13.35.010. The allowable volume used in each tier for multiple residential users on a single meter shall be those tiers shown in RMC 13.35.010 multiplied by the number of units.
- B. For billing purposes multiple users on a single meter must be handled through one account only.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

13.35.050 Low-income citizen water rate discount.

- A. A discount of twenty-five percent of water charges shall be applied to those customers who are approved as low-income customers as defined in this title. To be approved as a low-income customer, the customer must meet the following requirements:
1. Have a household adjusted gross income of less than two hundred percent of the federal poverty guidelines.
 2. If a customer was approved as a low-income senior citizen by the city prior to January 31, 2014, the customer shall continue to be eligible for the credit for so long as the household adjusted gross income continues to meet the requirements of RCW 84.36.381(5).
- B. Any person desiring to be approved as a low-income customer shall submit an application on a form approved by the city and present the following documentation to staff:
1. A valid driver's license or other documentation verifying residence.
 2. The applicant's most recently filed federal income tax form if taxes forms are filed
- OR
- A letter of non-filing from the Internal Revenue Service AND the applicant's current social security statement or alternative income statement.
- C. The city shall approve all customers who meet these criteria as low-income customers. The city's approval shall be effective for one year from the date of approval. Any customer desiring to continue status as a low-income customer must reapply. Failure to reapply will cause the status to lapse.
- D. The discount shall only be allowed from and after the date that the customer is approved for this rate. The city shall not be liable for the failure of any qualified person to make application for this discount and there shall be no entitlement to such discount in the absence of an application, therefore.

(Ord. No. 1374, § 2(Exh. A), 9-8-2022; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

Editor's note(s)—Ord. No. 1374, § 2(Exh. A), adopted Sep. 8, 2022, amended § 13.35.050 in its entirety to read as herein set out. Former § 13.35.050 pertained to low income citizen water rate credit and derived from Ord. No. 1148, §§ 1—3, adopted Jan. 23, 2014; and Ord. No. 1169, § 2(Exh. 1), adopted Nov. 20, 2014.

Exhibit "A"
 - CODE
 Title 13 - PUBLIC UTILITIES
 Chapter 13.35 WATER RATES

Chapter 13.35 WATER RATES

13.35.010 Water rates for metered customers.

A. Residential customers within the city limits shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
Residential	\$49.46	0—1,000	\$0.0062
		1,001—2,000	\$0.0236
		2,001—3,500	\$0.0292
		3,501—5,000	\$0.0331
		Over 5,000	\$0.0431

B. Commercial, industrial, government, and mixed use customers shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$49.46	No Minimum	\$0.0335
1.5-inch	\$98.90		
2-inch	\$158.23		
3-inch	\$296.64		
4-inch	\$494.44		
6-inch	\$988.82		
8-inch	\$1,582.10		
10-inch	\$5,685.64		
12-inch	\$10,629.65		

C. Irrigation meters shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$49.46	No Minimum	\$0.0352
1.5-inch	\$98.90		
2-inch	\$158.23		
3-inch	\$296.64		
4-inch	\$494.44		
6-inch	\$988.82		
8-inch	\$1,582.10		

10-inch	\$5,685.64		
12-inch	\$10,629.65		

- D. Industrial customers using more than two hundred thousand cf per two-month billing cycle may request consideration by the city for a special contract under RMC 13.20.060. The rate shall be calculated on a case by case basis to be based on the actual cost of service. Negotiated rates, if approved, shall be approved via agreement between the industrial customer and the city.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1403, § 3(Exh. A), 5-25-2023; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

13.35.020 Optional water rates for residential customers.

- A. The following monthly volumetric water charges shall be applicable to a two-month billing cycle for water customers that request the optional conservation rate.

Meter Type or Size	Volume Used (cf)	
	\$/cf	
1 inch and under	No Minimum	\$0.0560

- B. Customers under the optional water rate will not be charged a base rate.
- C. Customers must notify the utility clerk between December 1 and December 31 should they wish to exercise the ability to change between standard water rates for metered customers as provided for in RMC 13.35.010 and optional water rates for residential customers as provided for in RMC 13.35.020 for the following year.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

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All consumers of water service, for services provided beyond the corporate limits, shall pay the two-month billing cycle rate for their classification plus a surcharge of fifty percent inclusive of base rate and volume charge.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

13.35.040 Multiple residential users on a single meter.

- A. Multiple dwelling units, including accessory dwelling units on a single water meter shall be charged the standard residential water rate for each dwelling unit plus the volume charge as outlined in RMC 13.35.010. The allowable volume used in each tier for multiple residential users on a single meter shall be those tiers shown in RMC 13.35.010 multiplied by the number of units.
- B. For billing purposes multiple users on a single meter must be handled through one account only.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

13.35.050 Low-income citizen water rate discount.

- A. A discount of twenty-five percent of water charges shall be applied to those customers who are approved as low-income customers as defined in this title. To be approved as a low-income customer, the customer must meet the following requirements:
1. Have a household adjusted gross income of less than two hundred percent of the federal poverty guidelines.
 2. If a customer was approved as a low-income senior citizen by the city prior to January 31, 2014, the customer shall continue to be eligible for the credit for so long as the household adjusted gross income continues to meet the requirements of RCW 84.36.381(5).
- B. Any person desiring to be approved as a low-income customer shall submit an application on a form approved by the city and present the following documentation to staff:
1. A valid driver's license or other documentation verifying residence.
 2. The applicant's most recently filed federal income tax form if taxes forms are filed
- OR
- A letter of non-filing from the Internal Revenue Service AND the applicant's current social security statement or alternative income statement.
- C. The city shall approve all customers who meet these criteria as low-income customers. The city's approval shall be effective for one year from the date of approval. Any customer desiring to continue status as a low-income customer must reapply. Failure to reapply will cause the status to lapse.
- D. The discount shall only be allowed from and after the date that the customer is approved for this rate. The city shall not be liable for the failure of any qualified person to make application for this discount and there shall be no entitlement to such discount in the absence of an application, therefore.

(Ord. No. 1374, § 2(Exh. A), 9-8-2022; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

Editor's note(s)—Ord. No. 1374, § 2(Exh. A), adopted Sep. 8, 2022, amended § 13.35.050 in its entirety to read as herein set out. Former § 13.35.050 pertained to low income citizen water rate credit and derived from Ord. No. 1148, §§ 1—3, adopted Jan. 23, 2014; and Ord. No. 1169, § 2(Exh. 1), adopted Nov. 20, 2014.

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Second Reading of Ordinance No. 1467 - 2026 Stormwater Utility Rate Code Amendment

GOVERNING LEGISLATION

RCW 35.92 Municipal Utilities, RCW 35.67 Sewerage Systems - Refuse Collection and Disposal, RCW 35A.33 Budgets in Code Cities, RMC 13.75 Stormwater Utility, Financial Policy #07: Budget

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 of Ordinance No. 1437 by the City Council on November 21, 2024, to update the bi-monthly rate to \$27.60 per equivalent dwelling unit.

The City Council heard a presentation on the 2023 comprehensive storm water utility rate study for service rates and system development charges on July 27, 2023. The council adopted the proposed rate structure at that meeting and declined to adopt a system development charge.

Council held the first reading of Ordinance No. 1467 on November 6, 2025.

SUMMARY/BACKGROUND:

The public storm water collection and treatment systems located within the City of Ridgefield must be maintained and repaired by the City's Public Works Department. The Stormwater 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 stormwater systems, providing good stewardship of the environment, while correspondingly reducing the financial burden on the City's General Fund. Ordinance No. 1467 provides an amendment to the rate structure and a step toward generating the necessary revenue to assist in funding the Stormwater Utility.

The City is required to provide additional stormwater treatment, inspection and compliance measures due to the population growth and NPDES Phase II Municipal Stormwater permit requirements as of July 1, 2024. As a result, staff have proactively increased maintenance of the stormwater treatment system to be able to meet the requirements of the new permit. Expenses have significantly increased over the past few years and the city uses a rate model to forecast revenue requirements to meet the operating and capital expense needs of the utility. The City conducted a comprehensive rate study in 2023 to determine the revenue requirements for the next 10 years for operations and capital. The study also reviewed the possibility of adding a stormwater system development charge for new development. The council approved the rate structure without the implementation of the system development charges. The rate model includes an increase of \$2.76 per bi-monthly billing to a total of \$30.36 every two months effective January 1, 2026.

Staff continue to identify potential grant opportunities and/or low-cost loans to help fund the capital projects. The City was awarded a \$120,000 grant from the Department of Ecology to assist with meeting new permit requirements in 2026. The City obtained a \$2.4 million Public Works Board loan to finance the construction of 4 high-priority stormwater projects in the downtown core in 2024. Construction is scheduled to begin in 2026. Debt service will be paid from the operating revenues over the term of the loan.

The 2026 operating budget is expected to increase 11.2% over the 2025 operating budget. The main reasons for the 2025 expense increase are an increase in personnel costs, the addition of a seasonal stormwater maintenance position, and equipment, professional services and software required to meet the compliance needs for stormwater drainage management. The stormwater capital budget will carry forward the majority of the expense related to the downtown stormwater improvement projects that will be financed with a low-cost Public Works Board loan.

Rate revenue is expected to increase \$267,900 (15.4%) due to growth in accounts and the recommended rate increase. Additionally, 5% of rate revenues, \$100,581, will be transferred into the capital repair and replacement reserve for future capital R&R projects. The increase, together with the projected account growth due to new development, is proposed to maintain a financially healthy utility and complete needed capital maintenance projects.

Ordinance No. 1467 proposes a \$2.76 bi-monthly billing increase, per Equivalent Dwelling Unit (EDU). The 2026 rate would be increased to \$30.36 per EDU.

BUDGET/FINANCIAL IMPACTS:

Refer to the following table for impacts:

Bi-Monthly Rate	Base Revenue	Total Revenue	Revenue Increase from 2025
\$30.36	\$2,011,625	\$2,158,125	\$390,503

RECOMMENDED ACTION OR MOTION:

If the Council chooses to adopt Ordinance NO. 1467, a motion would be:
"I move to adopt Ordinance No. 1467 as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. 13.75.060___Stormwater_service_charge_rates. Redlined
2. 13.75.060___Stormwater_service_charge_rates. Clean Copy

ORDINANCE NO. 1467

An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.75 and Ordinance Number 1437 to Amend Fees and Charges for the Stormwater Utility by 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 of Ridgefield constructs and maintains stormwater facilities for the management, regulation, and control of surface water and stormwater within the City to protect public health, safety and welfare; 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 \$30.36 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 the construction, 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. 1437 and Chapter 13.75 (Stormwater Utility) to the Ridgefield Municipal Code to amend fees and charges related to the stormwater system to cover the cost and expense of the stormwater utility.

Section 2. Amendment to Chapter 13.75 (Stormwater Utility). Section 13.75.060 Stormwater Service Charge Rates is hereby amended per the attached Exhibit A, fully incorporated herein by this reference.

Section 3. 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 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. Any provision of this Ordinance or its application to any person, legal entity, or circumstance is held invalid; the remainder of the Ordinance or its application to other persons, legal entities, or circumstances is not affected.

Section 6. Effective date. This Ordinance shall be in full force and effect on January 1, 2026.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 20th DAY OF NOVEMBER 2025.

City of Ridgefield:

Matt Cole, Mayor

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

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 ~~twenty-seven dollars and sixty cents~~ thirty dollars and thirty-six 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.
- D. For purposes of the stormwater utility and this chapter, "Equivalent Dwelling Unit" or "EDU" shall mean a measure equal to three thousand five hundred feet of impervious ground cover or a portion thereof, and is the measure of impervious ground cover to be used by the utility in assessing service charges against each parcel of 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; Ord. No. 1330, § 2(Exh. A), 11-19-2020; Ord. No. 1354, § 2(Exh. A), 11-18-2021; Ord. No. 1382, § 2(Exh. A), 11-17-2022; Ord. No. 1413, 2(Exh. A-1), 11-16-2023; Ord. No. 1437, § 2(Exh. A), 11-21-2024)

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 thirty dollars and thirty-six 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.
- D. For purposes of the stormwater utility and this chapter, "Equivalent Dwelling Unit" or "EDU" shall mean a measure equal to three thousand five hundred feet of impervious ground cover or a portion thereof, and is the measure of impervious ground cover to be used by the utility in assessing service charges against each parcel of 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; Ord. No. 1330, § 2(Exh. A), 11-19-2020; Ord. No. 1354, § 2(Exh. A), 11-18-2021; Ord. No. 1382, § 2(Exh. A), 11-17-2022; Ord. No. 1413, 2(Exh. A-1), 11-16-2023; Ord. No. 1437, § 2(Exh. A), 11-21-2024)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Motion - Approval of Paradise Pointe Phases 6-10 Final Plat

GOVERNING LEGISLATION

RCW 36.70A Growth Management
RMC 18.620 Procedure for Subdivision

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

Tax revenue from 63 new single-family residential lots.

RECOMMENDED ACTION OR MOTION:

To approve the final plat and concurrently lift the Urban Holding 10 (UH-10) zoning overlay:

"I move to approve the Paradise Pointe Phases 6-10 final plat as presented and lift urban holding."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report
2. PLAT SHEET 1
3. PLAT SHEET 2
4. PLAT SHEET 3



COMMUNITY DEVELOPMENT DEPARTMENT

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

Paradise Pointe Phases 6-10 Final Plat

Staff Report

File No. PLZ-25-0090

November 20, 2025

I. Basic Facts

Application date: On July 24, 2025, the City received an application for final plat approval for Paradise Pointe Phases 6-10 (63 lots).

Applicant's Representative: WFG National Title. 2001 SE Columbia River Dr / Vancouver, WA 98661. Contact: Sheri Hunzeker, 360.852.1576, shunzeker@wfgtitle.com

Property Owner/Applicant: HSR Development. 19120 SE 34th St #103 / Vancouver, WA 98683. Contact: Kevin Miller, 360.798.6458, kevin@hshnw.com

Property Information: #76,77,79,80,81,82,87,89 SEC 17 T4N R1EWM 22.76A (PEND 2095 Paradise Pointe PH 6-10), Assessor's #213069000, 22.76 acres

Zoning: Residential Low Density 4 (RLD-4), Urban Holding 10 Overlay (UH-10)

Comprehensive Plan: Urban Low (UL)

Compliance: The proposed plat complies with the applicable provisions in the Ridgefield Development Code and the Ridgefield Urban Area Comprehensive Plan.

Council date: November 20, 2025

II. Documents Received

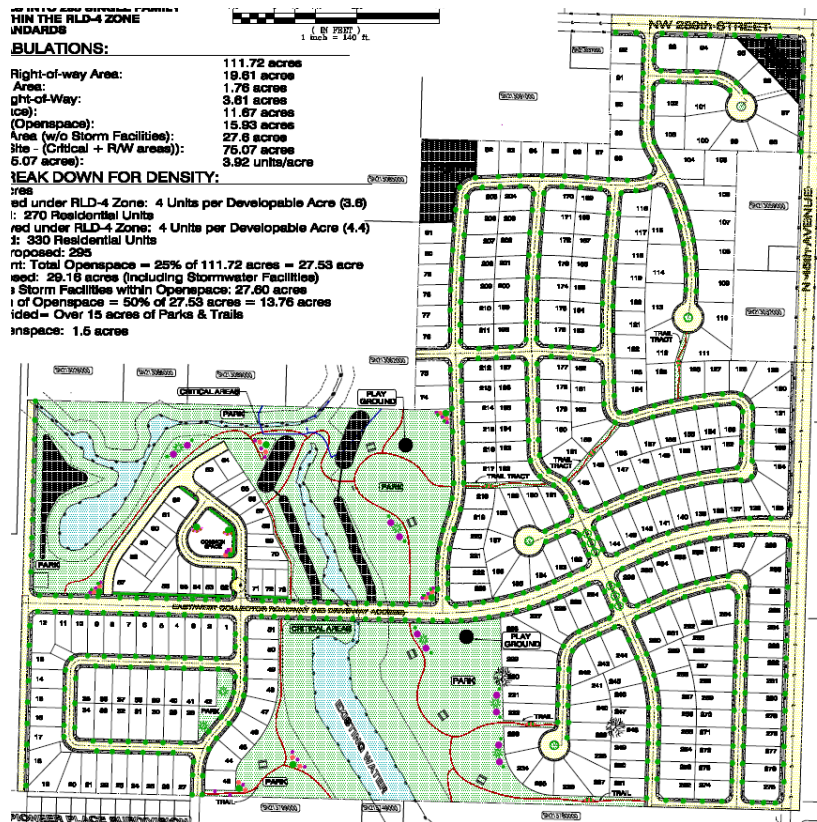
- A. Master land use application
- B. Final plat checklist
- C. Narrative
- D. Plat sheets
- E. Title report
- F. Perimeter description
- G. Draft CC&Rs
- H. Revised materials as required by staff

III. Background and Proposal

The project is subject the Brown Development and Pre-Annexation Agreement (adopted by Council on September 8, 2016 – ORD 1216), as amended by Council on July 27, 2023 (ORD 1405) and March 13, 2025 (ORD 1444).

The Hearing Examiner approved the preliminary plat for the Paradise Found Planned Unit Development (PUD) via final order on December 31, 2018 (PLZ-18-0095). The approved preliminary plat had 296 single-family residential lots. See Figure (1). The project has since been renamed to Paradise Pointe.

Figure 1. Paradise Found Preliminary PUD



On March 22, 2023 staff approved a post-decision review (PDR, PLZ-22-0058) reconfiguring the layout of the PUD but maintaining a total of 296 lots. A minimum lot area of 7,079 square feet and a maximum lot area of 13,000 square feet were approved through the PDR. See Figure (2).

On December 23, 2024 staff approved a post-decision review (PLZ-24-0072) reconfiguring the layout of the northern portion of the PUD to protect oak trees. The PDR reduced the total lot count to 291, resulting in an overall density of four units per net developable acre consistent with the RLD-4 zoning. The minimum lot area remained at 7,079 square feet and the maximum lot area increased to 14,176 square feet. See Figure (3).

Figure 2. Paradise Found PDR 1

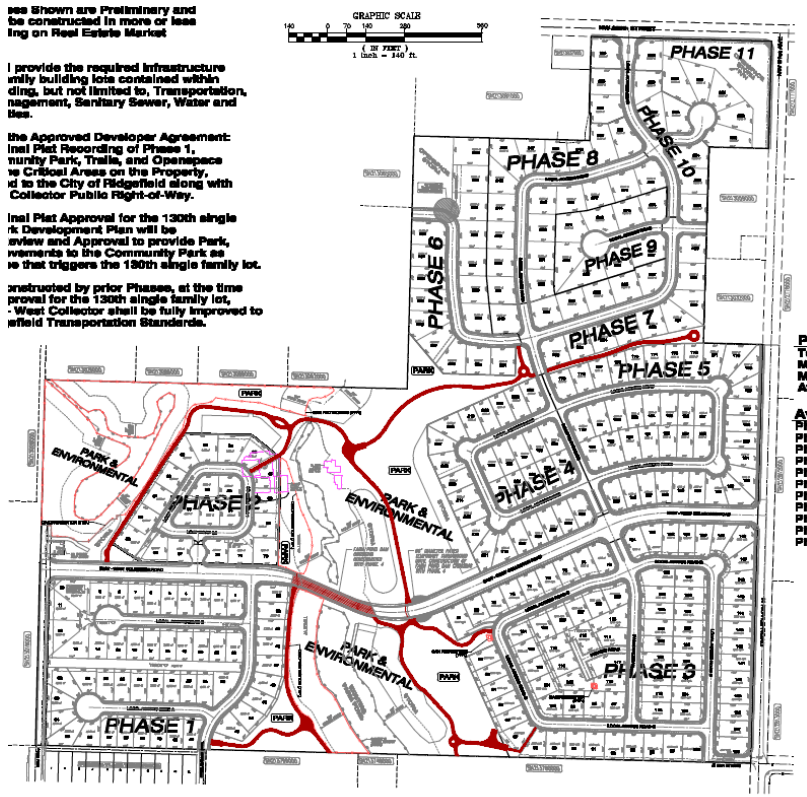
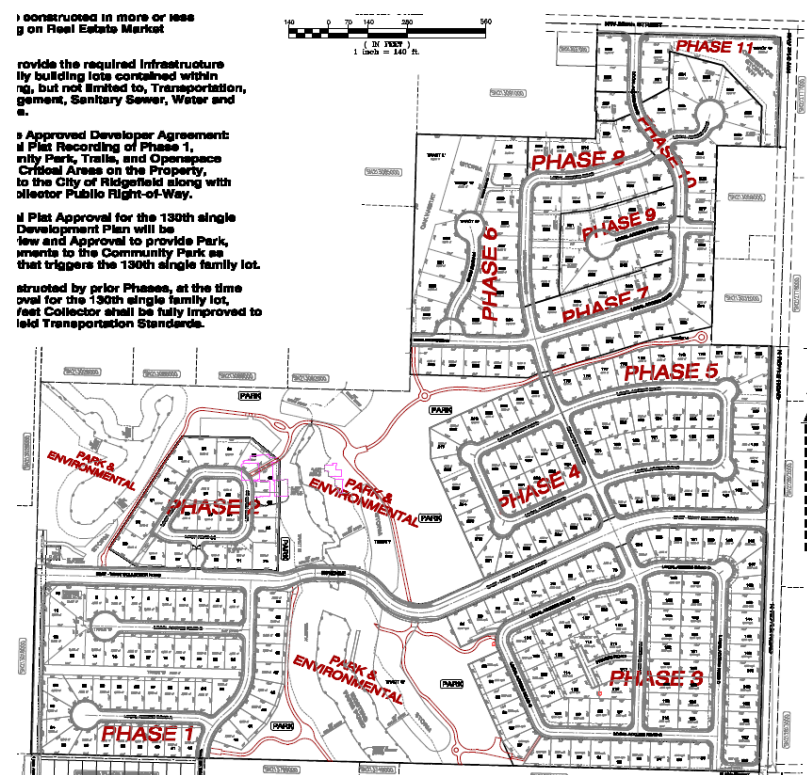


Figure 3. Paradise Pointe PDR 2



Open space tracts J and L are available for public use and the City is granted the right of third-party enforcement to ensure that they are maintained to the standards under which they were approved and created.

Part of the proposal is to simultaneously lift the Urban Holding 10 (UH-10) zoning overlay from Phases 6-10 per RDC 18.270.060.

IV. Staff Review

The purpose of this review is to consider whether the applicant has met the conditions of approval from the preliminary approval, the Development Agreement, the Ridgefield Development Code, the Ridgefield Urban Area Comprehensive Plan, and the City Engineering Standards for Public Works Construction. Staff evaluated the final plat materials and resubmittals provided and offer the following combined comments.

Survey Review

All survey review comments have been addressed.

Engineering Review

All public and private site improvements have been substantially completed save for punch list items which are required prior to engineering acceptance. No performance bond is included as part of this project. As a **condition of approval**, the applicant shall obtain engineering acceptance prior to obtaining city signatures on the final plat mylar.

All other engineering comments and conditions of approval have been addressed.

Land Use Review

The applicant submitted a draft addendum incorporating Phases 6-10 into the existing CC&Rs for review by the City Attorney and addressed all comments. As a **condition of approval**, the applicant shall record the CC&Rs and submit a recorded copy to the city.

All other land use comments and conditions of approval have been addressed.

Urban Holding

RDC 18.270.060.A allows the Urban Holding 10 overlay to be removed from a property concurrent with final plat approval. Urban Holding shall be removed from Paradise Pointe Phases 6-10 concurrent with this final plat approval.

V. Recommendation

Staff recommends City Council **APPROVE** the Paradise Pointe Phases 6-10 Final Plat including removal of the UH-10 zoning overlay subject to the following **conditions of approval**:

1. Submit a mylar for signature containing the signature and seal of the surveyor of record (Certification of Subdivision Platting, see RDC 18.620.120.L) and the signatures of all parties having an ownership interest in the land for purposes of dedication (Dedication of Subdivision, see RDC 18.620.120.M).
2. Obtain engineering construction acceptance prior to obtaining city signatures on the final plat mylar.
3. Record the final plat with the Clark County Auditor's Office within thirty (30) calendar days of City signatures on the face of the Mylar.

4. Submit the recorded plat and all associated written documents within thirty (30) calendar days of City signatures on the face of the Mylar.
5. Record the CC&Rs and submit a recorded copy to the city.

**PARADISE POINTE
PLANNED UNIT DEVELOPMENT
PHASE 6-10**

(PRELIMINARILY APPROVED AS "PARADISE FOUND PUD")

IN A PORTION OF THE
NE 1/4 OF THE SE 1/4
OF SECTION 17,
T. 4 N., R. 1 E., W.M.,
CITY OF RIDGEFIELD
CLARK COUNTY, WASHINGTON
SHEET 1 OF 3

CITY OF RIDGEFIELD FINAL PLAT NUMBER PLZ-25-0090

CITY COMMUNITY DEVELOPMENT DIRECTOR:

CITY COMMUNITY DEVELOPMENT DIRECTOR _____ DATE _____

CITY PUBLIC WORKS DIRECTOR:

CITY PUBLIC WORKS DIRECTOR _____ DATE _____

CITY ENGINEER:

CITY OF RIDGEFIELD ENGINEER _____ DATE _____

CITY MAYOR:

APPROVED AND ACCEPTED BY THE CITY OF RIDGEFIELD, COUNTY OF CLARK, STATE OF WASHINGTON, THIS ____ DAY OF _____, 2025.

MAYOR, CITY OF RIDGEFIELD _____

ATTESTED BY: _____
CITY CLERK

CLARK REGIONAL WASTEWATER DISTRICT

DEVELOPMENT PROGRAM MANAGER _____ DATE _____

ASSESSOR:

THIS PLAT MEETS THE REQUIREMENTS OF R.C.W. 58.17.170, LAWS OF WASHINGTON, TO BE KNOWN AS _____ PARADISE POINTE PUD PHASE 6-10 SUBDIVISION NO. _____ IN THE COUNTY OF CLARK, STATE OF WASHINGTON.

COUNTY ASSESSOR _____ DATE _____

AUDITORS CERTIFICATE:

FILED FOR RECORD, THIS ____ DAY OF _____, 2025, AT _____, ____M IN BOOK _____ OF PLATS, AT PAGE _____

CLARK COUNTY AUDITOR _____

AUDITORS FILE NUMBER _____

SURVEYOR'S CERTIFICATE:

I, KYLE FEEDER, A PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THE PLAT OF PARADISE POINTE PLANNED UNIT DEVELOPMENT, PHASE 6-10 IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 17, TOWNSHIP 4 NORTH, RANGE 1 EAST, THAT THE DISTANCES, COURSES, AND ANGLES ARE SHOWN THEREON CORRECTLY AND THAT MONUMENTS AND LOT CORNERS HAVE BEEN SET ON THE GROUND AS SHOWN ON THE PLAT.

KYLE P. FEEDER, PROFESSIONAL LAND SURVEYOR, _____ DATE _____
PLS NO. 41032



DATE:	10-27-25
SCALE:	1"=200'
JOB NO.:	18-038
CALC BY:	KPF
DRAWN BY:	GLF
CHECKED BY:	KPF
SHEET	1 OF 3

KPF
SURVEYING, INC.
2208 E. EVERGREEN BLVD. VANCOUVER, WA 98661
360-834-0174 FAX: 360-838-0155

NOTES:

- IMPACT FEES AND SYSTEM DEVELOPMENT CHARGES SHALL BE ASSESSED BASED ON FEE SCHEDULES IN EFFECT AT THE TIME OF BUILDING PERMIT ISSUANCE.
- CITY OF RIDGEFIELD FINAL PLAT NUMBER "PLZ-25-0090"
- PURSUANT TO RCW 27.53.060 IT IS UNLAWFUL TO REMOVE OR ALTER ANY ARCHAEOLOGICAL RESOURCE OR SITE WITHOUT HAVING OBTAINED A WRITTEN PERMIT FROM THE WASHINGTON STATE OFFICE OF ARCHEOLOGY AND HISTORIC PRESERVATION UPON ANY DISCOVERY OF POTENTIAL OR KNOWN ARCHAEOLOGICAL RESOURCES AT THE SUBJECT SITE PRIOR TO OR DURING ON-SITE CONSTRUCTION, THE DEVELOPER, CONTRACTOR, AND/OR ANY OTHER PARTIES INVOLVED IN CONSTRUCTION SHALL IMMEDIATELY CEASE ALL ON-SITE CONSTRUCTION, SHALL ACT TO PROTECT THE POTENTIAL OR KNOWN HISTORICAL AND CULTURAL RESOURCES AREA FROM OUTSIDE INTRUSION, AND SHALL NOTIFY, WITHIN A MAXIMUM PERIOD OF TWENTY FOUR HOURS FROM THE TIME OF DISCOVERY, THE CITY OF RIDGEFIELD COMMUNITY DEVELOPMENT DEPARTMENT OF SAID DISCOVERY.
- A MINIMUM OF ONE AND MAXIMUM OF FOUR OFF-STREET PARKING SPACES SHALL BE PROVIDED FOR EACH DWELLING UNIT.
- AT LEAST EIGHTEEN LINEAR FEET OF DRIVEWAY SHALL BE PROVIDED BETWEEN ANY GARAGE OR CARPORT ENTRANCE AND THE BACK SIDE OF THE SIDEWALK, MEASURED ALONG THE CENTERLINE OF THE DRIVEWAY.
- TABLE OF DEVELOPMENT STANDARDS (18.210.030-1 (PUD))
MINIMUM LOT AREA: 7079 SQ. FT.
MINIMUM LOT WIDTH: 50 FT
MAX BUILDING COVERAGE: 45%
MAX IMPERVIOUS SURFACE: 60%
MAX BUILDING HEIGHT: 30 FT (35 FT WITH PITCHED ROOF)
MINIMUM SIDE YARD SETBACK: 5 FT
(MINIMUM SIDEYARD SETBACK SHALL NOT BE REDUCED THROUGH THE PUD OR ADJUSTMENT OR VARIANCE PROCESS)
MINIMUM STREET SIDE YARD SETBACK: 15 FT
- ARCHITECTURAL DESIGN APPROVAL FROM THE CITY OF RIDGEFIELD IS REQUIRED FOR ALL SINGLE-FAMILY HOMES. IT IS THE RESPONSIBILITY OF THE APPLICANT TO OBTAIN DESIGN APPROVAL FOR EACH HOME, INCLUDING MODEL HOMES.
- ALL FENCES AND WALLS WITHIN THE SUBDIVISION ARE TO COMPLY WITH RDC 18.740.
- PROJECT DENSITY FOR ALL PHASES OF PARADISE FOUND PUD, PER THE APPROVED POST DECISION REVIEW (PLZ-22-005B), IS 3.96 UNITS/ACRE
- TRACT "J" IS OPEN SPACE TO BE OWNED AND MAINTAINED BY THE HOA.
- TRACT "K" IS A STORMWATER FACILITY TO BE OWNED AND MAINTAINED BY THE HOA. ALSO A BLANKET ACCESS AND INSPECTION EASEMENT DEDICATED TO THE CITY OF RIDGEFIELD
- TRACT "L" IS OPEN SPACE TO BE OWNED AND MAINTAINED BY THE HOA. ALSO A BLANKET ACCESS AND INSPECTION EASEMENT DEDICATED TO THE CITY OF RIDGEFIELD
- TRACT "M" IS A PRIVATE ROAD TRACT, TO BE OWNED AND MAINTAINED BY THE HOA, ALSO A BLANKET PUBLIC WATER AND STORM SEWER EASEMENT DEDICATED TO CITY OF RIDGEFIELD. ALSO A PUBLIC SANITARY SEWER EASEMENT TO CLARK REGIONAL WASTE WATER DISTRICT.
- LOTS 229 THRU 241 SHALL BE FIRE SPRINKLED.
- ANY PARKS, OPEN SPACE, AND TRAILS OWNED BY THE DEVELOPER OR THE HOA SHALL BE MADE AVAILABLE FOR PUBLIC USE AND BE MAINTAINED BY THE HOMEOWNERS ASSOCIATION. THE CITY SHALL BE GRANTED THE RIGHT OF THIRD-PARTY ENFORCEMENT TO ENSURE THAT THE PARKS, OPEN SPACE, AND TRAILS ARE MAINTAINED TO THE STANDARDS UNDER WHICH THEY WERE APPROVED AND CREATED.
- ANY OPEN SPACE TRACTS NOT DEDICATED TO THE CITY ARE TO BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS THAT WE THE UNDERSIGNED OWNERS OF THE TRACT OF LAND DESCRIBED ABOVE HAVE CAUSED THE SAME TO BE PLATTED ACCORDING TO THE PLAT HERETO ANNEXED, SAME TO BE KNOWN AS THE "PARADISE POINTE PLANNED UNIT DEVELOPMENT, PHASE 6-10", AND HEREBY DEDICATE ALL STREETS AND OTHER AREAS TO THE PUBLIC AND INDIVIDUAL OR INDIVIDUALS, RELIGIOUS SOCIETY OR SOCIETIES OR TO ANY CORPORATION, PUBLIC OR PRIVATE AS SHOWN ON THE PLAT OR SHORT PLAT AND A WAIVER OF ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHED CONSTRUCTION, DRAINAGE AND MAINTENANCE OF SAID ROAD.

HSR PARADISE 6-10 EXCAVATION, LLC

SIGNATURE _____ DATE _____

DECLARANT DECLARATION:

THE UNDERSIGNED AFFILIATE OF OWNER OF THE REAL ESTATE DESCRIBED HEREIN HEREBY DECLARES THIS MAP AND DEDICATES THE SAME FOR A COMMON INTEREST COMMUNITY NAMED PARADISE POINTE PLANNED UNIT DEVELOPMENT PHASE 6-10, A PLAT COMMUNITY, AS THAT TERM IS DEFINED IN THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT, SOLELY TO MEET THE REQUIREMENTS OF THE ACT AND NOT FOR ANY PUBLIC PURPOSE. THIS MAP AND ANY PORTION THEREOF IS RESTRICTED BY LAW AND IS RECORDED PURSUANT TO THE DECLARATION FOR PARADISE POINTE ESTATES HOMEOWNERS ASSOCIATION, RECORDED UNDER CLARK COUNTY RECORDING NUMBER 6158808, AND THE PHASE 4 AND 5 ADDENDUM THERETO RECORDED UNDER CLARK COUNTY RECORDING NUMBER 6231962.

BY: _____ PRINTED _____ SIGNED _____ TITLE _____ DATE _____

ACKNOWLEDGEMENT

STATE OF _____ COUNTY OF _____

I CERTIFY THAT I KNOW THAT _____ IS THE PERSON WHO APPEARED BEFORE ME AND SAID PERSON ACKNOWLEDGED THAT HE/SHE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS/HER FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS ____ DAY OF _____ 20____

SIGNED: _____

NOTARY NAME: _____

NOTARY PUBLIC IN AND FOR THE STATE OF _____

RESIDING IN _____

COMMISSION EXPIRES: _____

KPF SURVEYING, INC. MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH AS ADVERSE POSSESSION, ACQUESCENCE, ESTOPPEL, ETC.

A FIELD TRAVERSE WAS PERFORMED USING A ONE SECOND TOTAL STATION. THE FIELD TRAVERSE MET THE MINIMUM STANDARDS FOR SURVEYS AS DESIGNATED IN WAC 332-130-090. ALL CORNERS NOTED AS FOUND WERE VISITED IN JULY 2025

PERIMETER DESCRIPTION:

A TRACT OF LAND IN LOCATED IN A PORTION OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 4 NORTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 17;

THENCE NORTH 88°30'58" WEST, ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER, FOR A DISTANCE OF 524.55 FEET;

THENCE SOUTH 01°33'55" WEST, FOR A DISTANCE OF 30.00 FEET, TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF NORTHWEST 289TH STREET, SAID POINT BEING THE TRUE POINT OF BEGINNING;

THENCE SOUTH 01°33'55" WEST, FOR A DISTANCE OF 199.59 FEET;

THENCE ALONG THE ARC OF A 176.00 FOOT RADIUS CURVE TO THE LEFT, FOR AN ARC DISTANCE OF 46.64 FEET, THE RADIUS OF WHICH BEARS SOUTH 88°26'05" EAST, THROUGH A CENTRAL ANGLE OF 15°11'03", THE LONG CHORD OF WHICH BEARS SOUTH 06°01'36" EAST, FOR A CHORD DISTANCE OF 46.51 FEET;

THENCE NORTH 61°30'18" EAST, FOR A DISTANCE OF 109.60 FEET;

THENCE NORTH 01°33'55" EAST, FOR A DISTANCE OF 130.94 FEET;

THENCE SOUTH 75°13'49" EAST, FOR A DISTANCE OF 195.34 FEET;

THENCE SOUTH 43°33'06" EAST, FOR A DISTANCE OF 201.56 FEET;

THENCE SOUTH 01°40'55" WEST, FOR A DISTANCE OF 143.23 FEET;

THENCE NORTH 88°32'01" WEST, FOR A DISTANCE OF 155.00 FEET;

THENCE SOUTH 01°40'55" WEST, FOR A DISTANCE OF 710.99 FEET, TO A POINT ON THE NORTHERLY LINE OF PARADISE POINTE PUD PHASE 4-5, ACCORDING TO THE PLAT THEREOF, RECORDED IN BOOK 312 OF PLATS, AT PAGE 344, RECORDS OF CLARK COUNTY, WASHINGTON;

THENCE SOUTH 89°09'12" WEST, FOR A DISTANCE OF 140.74 FEET;

THENCE ALONG THE ARC OF A 500.00 FOOT RADIUS CURVE TO THE LEFT, FOR AN ARC DISTANCE OF 142.81 FEET, THE RADIUS OF WHICH BEARS SOUTH 00°50'48" EAST, THROUGH A CENTRAL ANGLE OF 16°21'55", THE LONG CHORD OF WHICH BEARS SOUTH 80°58'14" WEST, FOR A CHORD DISTANCE OF 142.33 FEET;

THENCE SOUTH 72°47'17" WEST, FOR A DISTANCE OF 293.64 FEET;

THENCE SOUTH 78°37'46" WEST, FOR A DISTANCE OF 48.52 FEET;

THENCE ALONG THE ARC OF A 1024.00 FOOT RADIUS, NON-TANGENT CURVE TO THE RIGHT, FOR AN ARC DISTANCE OF 20.08 FEET, THE RADIUS OF WHICH BEARS NORTH 70°24'39" EAST, THROUGH A CENTRAL ANGLE OF 01°07'24", THE LONG CHORD OF WHICH BEARS NORTH 19°01'39" WEST, FOR A CHORD DISTANCE OF 20.08 FEET;

THENCE SOUTH 65°56'47" WEST, FOR A DISTANCE OF 38.26 FEET;

THENCE NORTH 88°25'45" WEST, FOR A DISTANCE OF 391.46 FEET;

THENCE NORTH 01°34'15" EAST, FOR A DISTANCE OF 100.00 FEET;

THENCE NORTH 88°25'45" WEST, FOR A DISTANCE OF 30.00 FEET;

THENCE NORTH 01°34'15" EAST, FOR A DISTANCE OF 757.12 FEET;

THENCE SOUTH 88°30'58" EAST, FOR A DISTANCE OF 637.44 FEET;

THENCE NORTH 01°35'57" EAST, FOR A DISTANCE OF 64.35 FEET;

THENCE SOUTH 88°24'03" EAST, FOR A DISTANCE OF 62.59 FEET;

THENCE NORTH 67°24'47" EAST, FOR A DISTANCE OF 66.90 FEET;

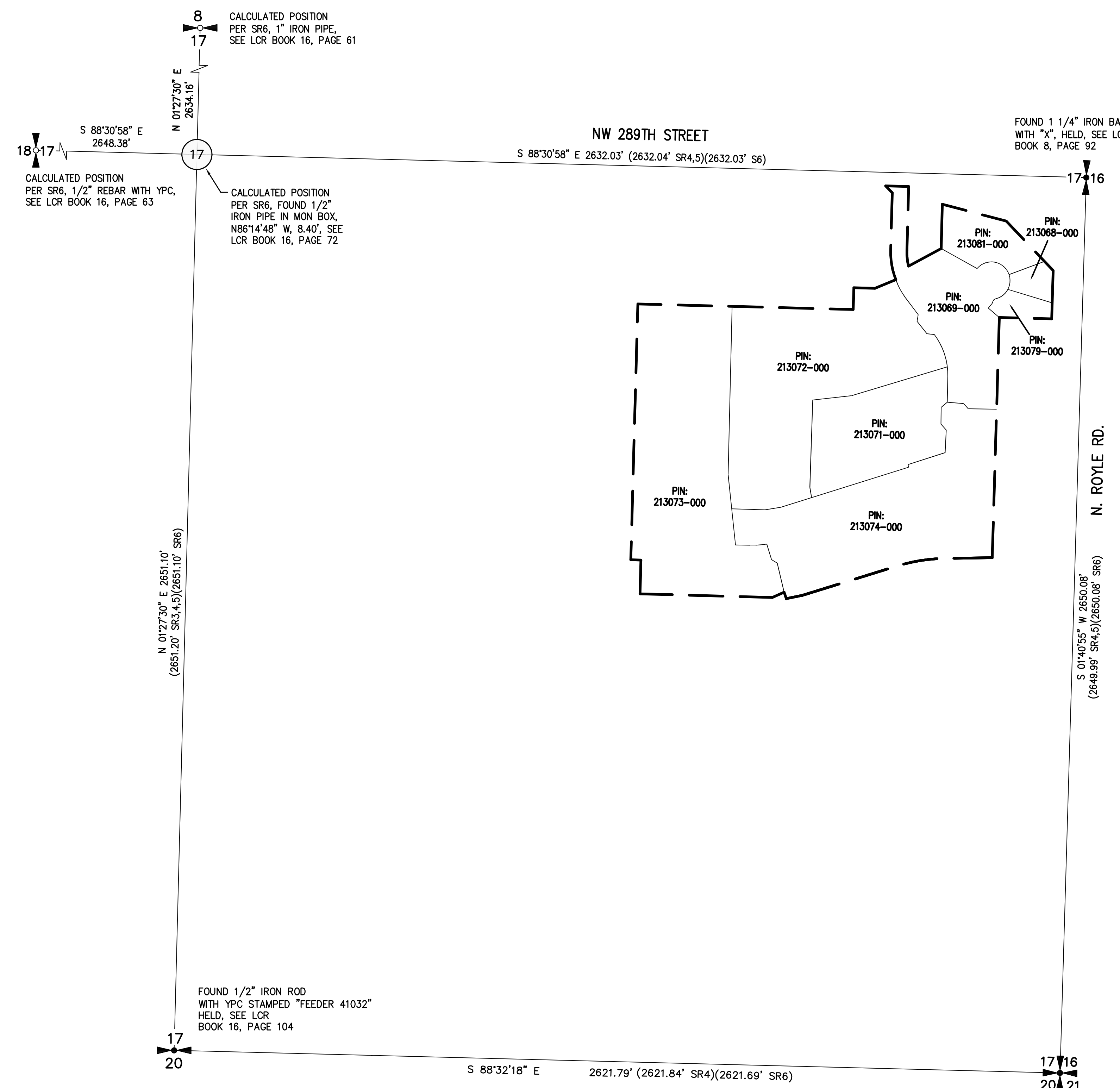
THENCE ALONG THE ARC OF A 224.00 FOOT RADIUS, NON-TANGENT CURVE TO THE RIGHT, FOR AN ARC DISTANCE OF 89.42 FEET, THE RADIUS OF WHICH BEARS NORTH 68°41'31" EAST, THROUGH A CENTRAL ANGLE OF 22°52'24", THE LONG CHORD OF WHICH BEARS NORTH 09°52'17" WEST, FOR A CHORD DISTANCE OF 88.83 FEET;

THENCE NORTH 01°33'55" EAST, FOR A DISTANCE OF 169.50 FEET;

THENCE NORTH 43°28'31" WEST, FOR A DISTANCE OF 42.44 FEET, TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF NORTHWEST 289TH STREET;

THENCE SOUTH 88°30'58" EAST, ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, FOR A DISTANCE OF 78.03 FEET, TO THE TRUE POINT OF BEGINNING.

CONTAINING 22.76 ACRES, MORE OR LESS.



8
17
CALCULATED POSITION PER SR6, 1" IRON PIPE, SEE LCR BOOK 16, PAGE 61

18
17
CALCULATED POSITION PER SR6, 1/2" REBAR WITH YPC, SEE LCR BOOK 16, PAGE 63

CALCULATED POSITION PER SR6, FOUND 1/2" IRON PIPE IN MON BOX, N86°14'48" W, 8.40', SEE LCR BOOK 16, PAGE 72

FOUND 1 1/4" IRON BAR WITH "X", HELD, SEE LCR BOOK 8, PAGE 92

FOUND 1/2" IRON ROD WITH YPC STAMPED "FEEDER 41032" HELD, SEE LCR BOOK 16, PAGE 104

FOUND NAIL IN CONCRETE IN MONUMENT CASE, SEE LCR BOOK 6, PAGE 67

NOTE:

THE CITY OF RIDGEFIELD HAS NO RESPONSIBILITY TO IMPROVE OR MAINTAIN THE PRIVATE ROADS AND IT SHALL BE THE SOLE RESPONSIBILITY OF THE PROPERTY OWNERS TO IMPROVE OR MAINTAIN THE PRIVATE ROADS PROVIDING ACCESS TO THE PROPERTY CONTAINED WITHIN AND DESCRIBED IN THIS PLAT.

UTILITY AND SIDEWALK EASEMENT:

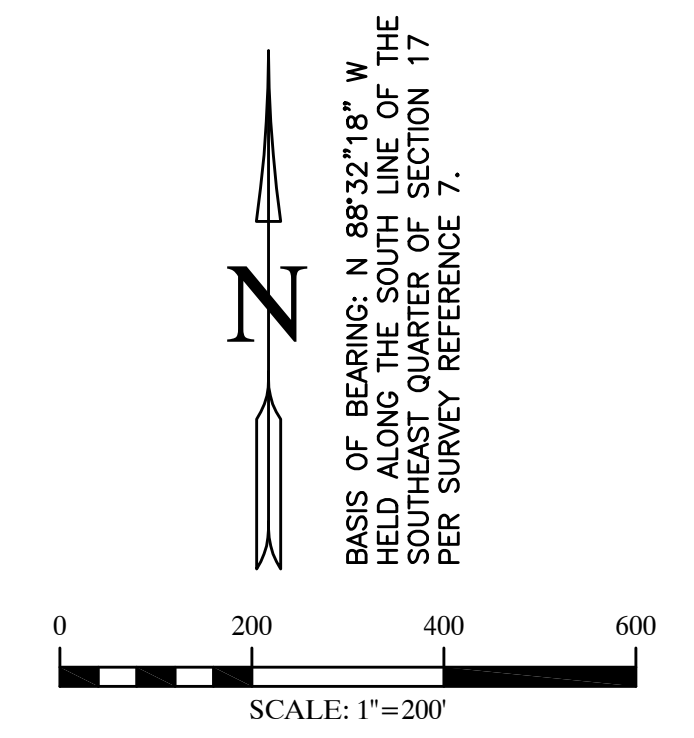
AN EASEMENT IS HEREBY RESERVED UNDER AND UPON ALL TRACTS AND THE EXTERIOR EIGHT (8) FEET ON ALL BOUNDARY LINES OF THE LOTS ADJACENT TO PUBLIC/PRIVATE ROADS AND TRACTS FOR THE INSTALLATION, CONSTRUCTION, RENEWING, OPERATING AND MAINTAINING ELECTRIC, TELEPHONE, TV, CABLE, WATER AND SANITARY SEWER SERVICES. ALL LOTS CONTAINING PADMOUNT TRANSFORMERS ARE SUBJECT TO THE MINIMUM CLEARANCES AS DEFINED BY CLARK PUBLIC UTILITIES CONSTRUCTION STANDARDS. ALSO, A SIDEWALK EASEMENT, AS NECESSARY TO COMPLY WITH ADA SLOPE REQUIREMENTS, SHALL BE RESERVED UPON THE EXTERIOR EIGHT (8) FEET ALONG THE FRONT BOUNDARY LINES OF ALL LOTS AND TRACTS ADJACENT TO PUBLIC STREETS.

SIDEWALK NOTE:

PRIOR TO ISSUANCE OF OCCUPANCY PERMITS, SIDEWALKS AND PLANTER STRIPS SHALL BE CONSTRUCTED ALONG ALL LOTS IN ACCORDANCE WITH THE APPROVED ENGINEERING PLANS.

LEGEND

- INDICATES CALCULATED POSITION
- (SR#) INDICATES SURVEY REFERENCE
- LCR INDICATES LAND CORNER RECORD
- YPC INDICATES YELLOW PLASTIC CAP
- PIN INDICATES ASSESSORS PARCEL NUMBER
- HOA INDICATES HOME OWNERS ASSOCIATION

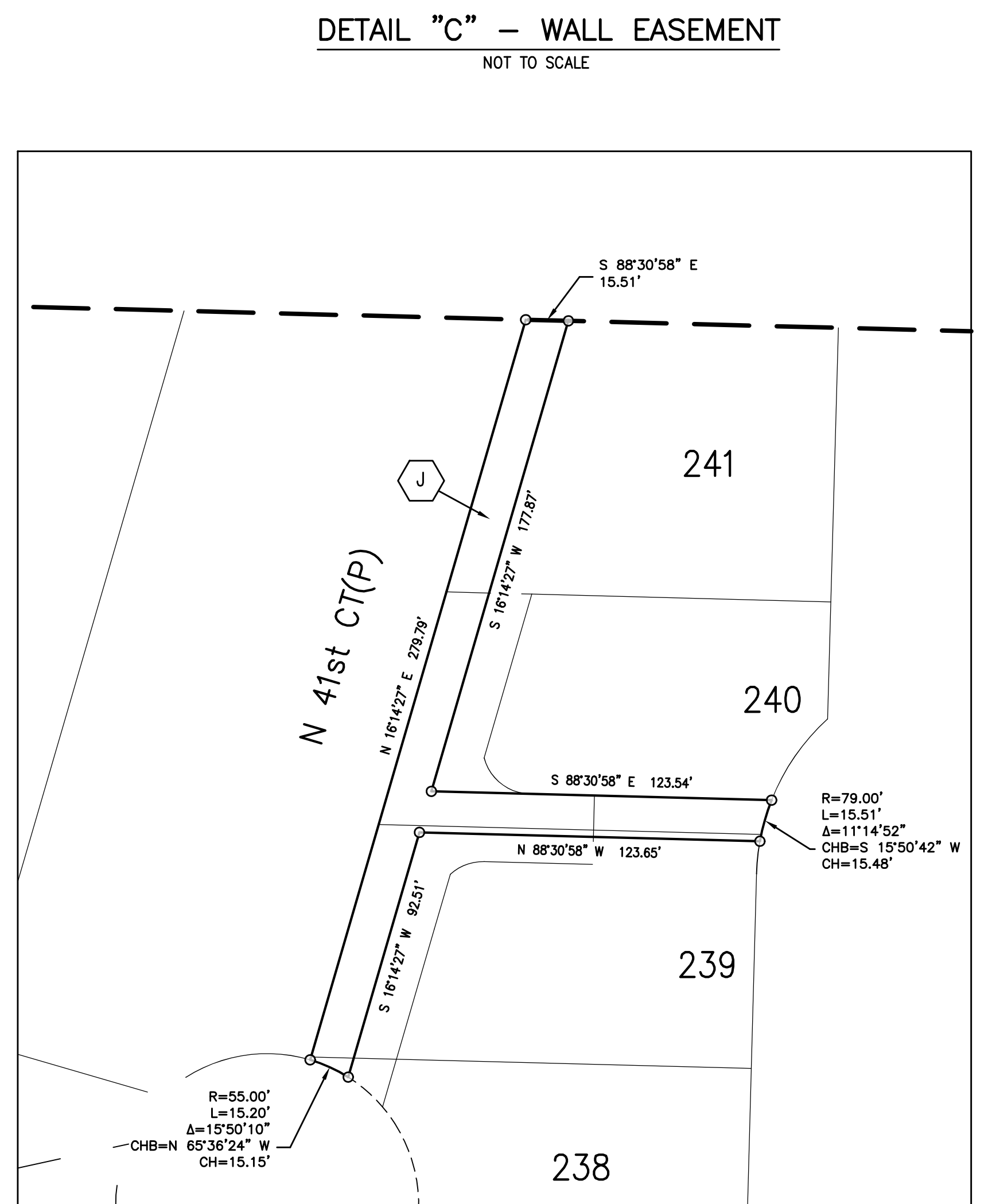
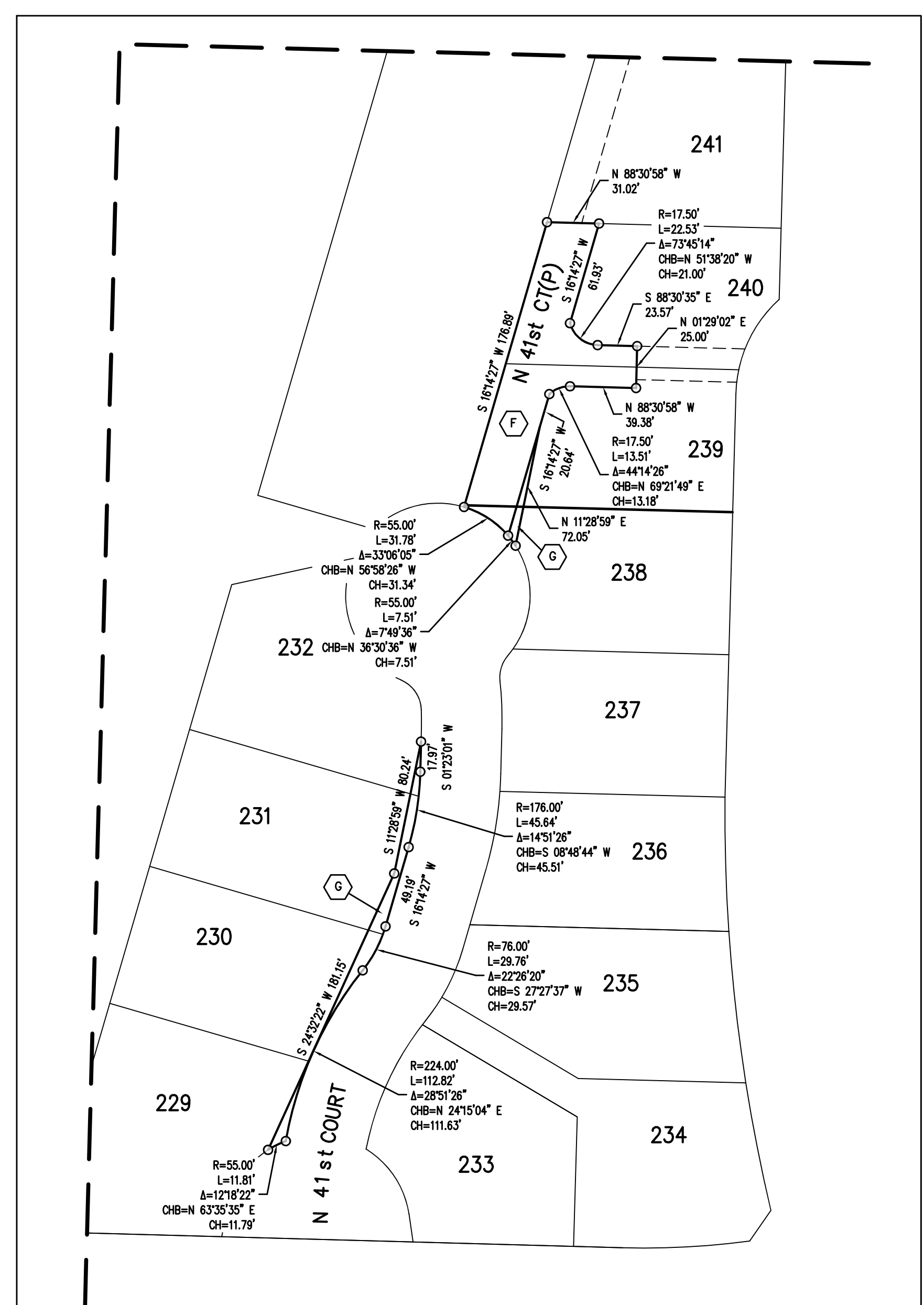
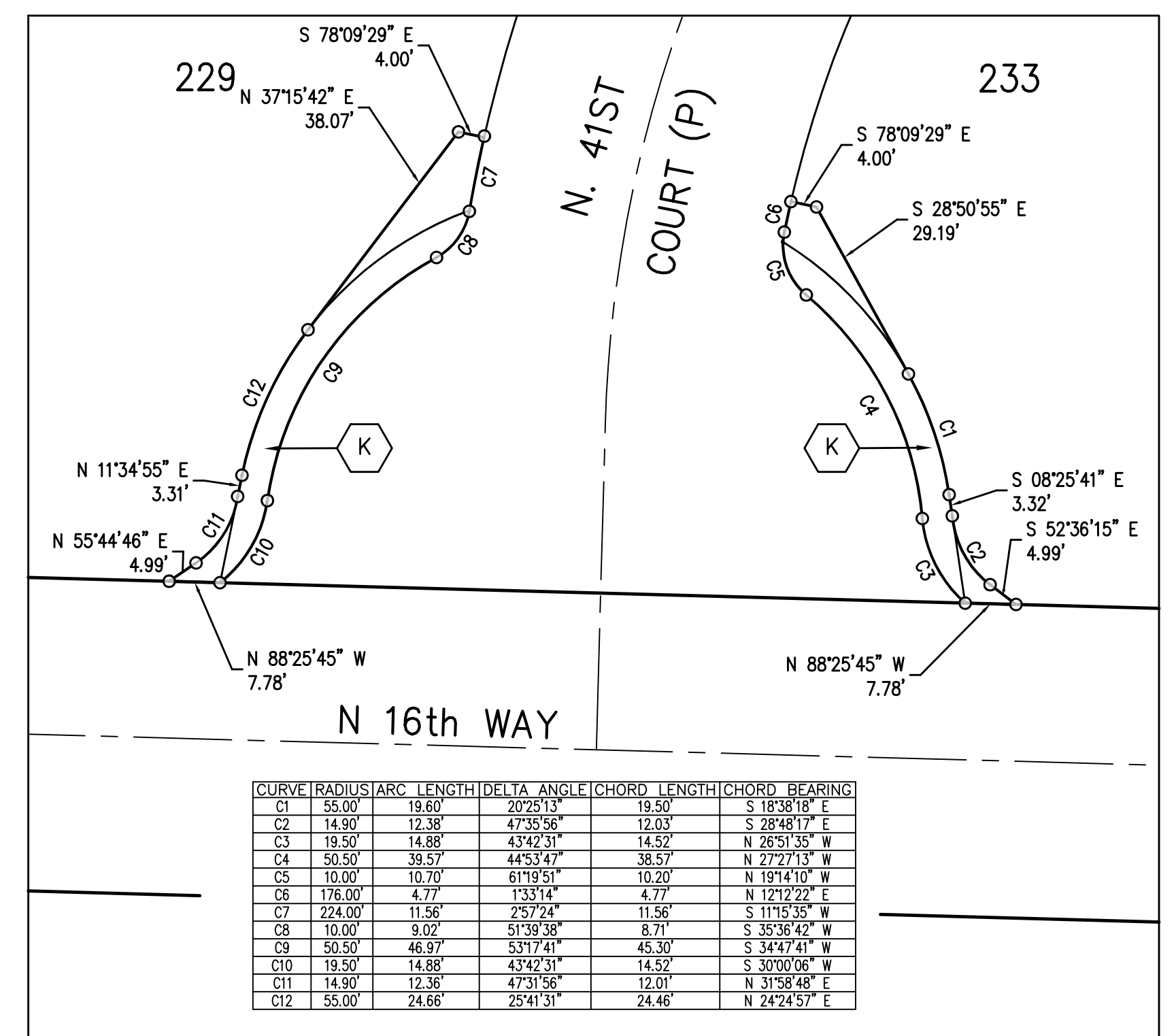
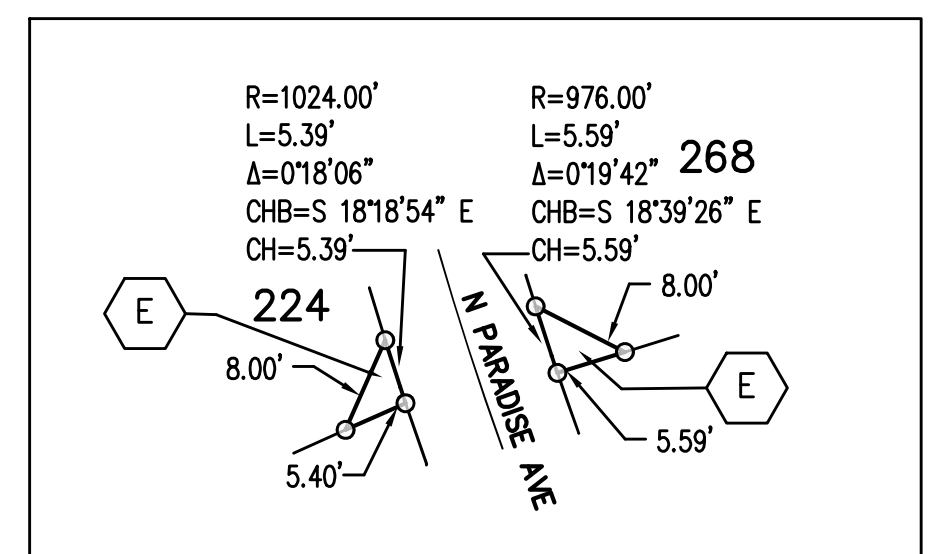


**PARADISE POINTE
PLANNED UNIT
DEVELOPMENT
PHASE 6-10**
(PRELIMINARILY APPROVED AS "PARADISE FOUND PUD")
IN A PORTION OF THE
NE 1/4 OF THE SE 1/4
OF SECTION 17,
T. 4 N., R. 1 E., W.M.,
CITY OF RIDGEFIELD
CLARK COUNTY, WASHINGTON
SHEET 2 OF 3
CITY OF RIDGEFIELD FINAL PLAT NUMBER PLZ-25-0090

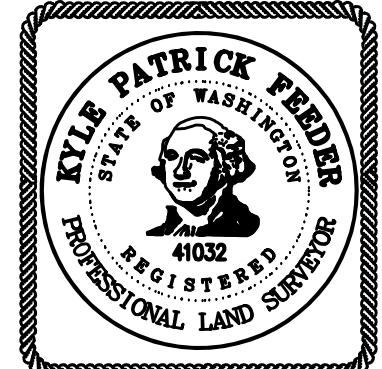
CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD LENGTH	CHORD BEARING
C1	1024.00	51.18	251.50°	51.18	S 1702.02° E
C2	1024.00	51.18	251.50°	51.18	S 1702.02° E
C3	524.00	62.93	652.51°	62.93	N 8448.29° E
C4	524.00	30.39	319.21°	30.38	N 8954.39° E
C5	524.00	93.32	1071.37°	93.19	N 8876.09° E
C6	55.00	47.90	495.55°	46.40	N 3322.39° W
C7	476.00	75.79	907.24°	75.71	N 8700.33° E
C8	1024.00	265.52	1451.23°	264.77	S 0551.26° E
C9	1024.00	72.44	429.03°	72.43	N 1932.08° E
C10	1024.00	90.89	505.08°	90.86	S 0624.34° E
C11	1024.00	80.14	429.02°	80.12	S 0137.29° E
C12	1024.00	17.04	051.71°	17.04	S 0106.39° E
C13	79.00	123.97	893.44°	111.64	S 3801.37° E
C14	79.00	14.46	1029.22°	14.44	S 0648.56° W
C15	79.00	49.14	358.21°	48.35	S 2952.47° W
C16	79.00	60.37	434.70°	59.01	S 3872.43° W
C17	476.00	155.32	1841.46°	154.63	N 8208.10° E
C18	476.00	69.31	820.32°	69.24	N 8718.47° E
C19	476.00	86.02	1071.14°	85.90	N 7252.74° E
C20	176.00	53.93	173.92°	53.72	S 3549.34° E
C21	224.00	65.36	1643.09°	65.13	S 2940.03° E
C22	224.00	89.42	2252.24°	88.83	S 0952.17° E
C23	176.00	46.84	1511.03°	46.51	S 0610.36° E
C24	176.00	74.98	2429.29°	74.41	S 3549.34° E
C25	79.00	51.63	3726.33°	50.71	S 7257.39° W
C26	79.00	34.27	2451.13°	34.00	S 6639.59° W
C27	79.00	17.36	1235.12°	17.32	S 3872.43° W
C28	20.00	42.44	12135.77°	34.92	N 3053.51° W
C29	55.00	270.21	28129.23°	69.61	N 6909.50° W
C30	55.00	70.72	7340.10°	65.95	S 0635.34° W
C31	55.00	30.98	3212.98°	31.26	N 8275.39° W
C32	55.00	31.00	3217.25°	30.59	N 8750.14° W
C33	55.00	51.43	5334.36°	49.58	N 4454.14° W
C34	55.00	41.72	4327.50°	40.73	N 0336.58° E
C35	55.00	44.38	4813.57°	43.48	N 4823.64° E
C36	20.00	15.60	4442.17°	15.21	S 4913.43° W
C37	79.00	89.35	6448.21°	84.67	N 5916.45° E
C38	79.00	22.49	1618.43°	22.42	N 5301.57° E
C39	79.00	86.86	4892.86°	84.89	N 6740.29° E
C40	31.00	14.22	2616.23°	14.09	S 7832.44° W
C41	224.00	155.24	3942.33°	152.16	N 1810.21° W
C42	224.00	58.07	1529.01°	57.91	N 8275.39° W
C43	224.00	95.25	2421.52°	94.54	N 1030.01° W
C44	124.00	153.89	7196.21°	144.20	N 3714.06° E
C45	124.00	54.85	2520.32°	54.40	N 1421.11° E
C46	124.00	39.53	1816.13°	39.29	N 8409.44° E
C47	124.00	37.35	1745.33°	37.21	N 5395.47° E
C48	124.00	22.14	1013.43°	22.11	N 6740.29° E
C49	976.00	74.86	423.40°	74.73	S 1747.69° E
C50	976.00	54.84	310.44°	54.83	S 1712.42° E
C51	976.00	20.02	110.30°	20.01	S 1924.32° E
C52	976.00	254.29	1455.40°	253.57	S 0553.39° E
C53	976.00	84.53	451.73°	84.31	S 0253.39° E
C54	976.00	122.02	709.48°	121.94	S 0448.47° E
C55	976.00	47.74	248.09°	47.73	S 0010.11° W
C56	31.00	48.65	8934.47°	43.81	S 4613.39° W
C57	524.00	170.89	1814.43°	170.33	N 8208.10° E
C58	524.00	22.11	225.02°	22.11	S 8943.29° E
C59	524.00	84.21	912.29°	84.12	N 8427.45° E
C60	524.00	64.86	704.14°	64.62	N 7619.24° E
C61	224.00	72.80	1837.66°	72.48	N 8275.39° E
C62	224.00	4.50	109.04°	4.50	N 7212.45° E
C63	224.00	68.30	1729.12°	68.04	N 6254.07° E
C64	224.00	121.98	3092.23°	119.55	N 1932.08° E
C65	176.00	100.36	3240.14°	99.02	N 2141.30° W
C66	176.00	21.62	702.19°	21.61	N 0150.14° W
C67	224.00	73.87	1853.39°	73.53	S 8214.06° W
C68	224.00	58.07	1429.01°	57.91	S 8275.39° W
C69	224.00	17.80	433.08°	17.79	S 7503.51° E
C70	20.00	18.88	5404.45°	18.18	S 8010.21° E
C71	55.00	276.61	2889.30°	276.61	S 1712.43° E
C72	55.00	62.59	651.29°	62.59	S 8275.39° E
C73	55.00	51.08	5312.46°	49.26	S 3503.31° W
C74	55.00	53.80	5602.53°	51.68	S 1934.18° E
C75	55.00	63.85	6630.55°	60.32	S 8032.12° E
C76	55.00	45.49	410.44°	44.62	S 8275.39° E
C77	20.00	18.88	5404.45°	18.18	S 8010.21° E
C78	176.00	58.04	1853.39°	57.78	S 8214.06° W
C79	76.00	94.32	7196.21°	88.38	N 6740.29° E
C80	1000.00	73.06	411.69°	73.04	N 1741.41° W
C81	1000.00	299.72	1710.22°	298.60	N 0700.56° W
C82	55.00	86.31	8954.47°	77.72	N 4613.39° E
C83	500.00	184.15	1814.43°	183.43	N 8208.10° E
C84	200.00	72.86	2048.54°	72.26	N 6222.50° W
C85	200.00	138.20	3935.33°	135.47	N 1813.51° E
C86	55.00	38.12	3942.33°	37.36	N 7149.39° E
C87	55.00	72.87	7934.46°	67.65	N 8275.39° E
C88	200.00	138.61	3942.33°	135.85	N 1810.21° W
C89	200.00	65.95	1853.39°	65.65	N 8214.06° E
C90	100.00	124.10	7196.21°	116.29	N 0714.06° E
C91	500.00	40.47	433.08°	40.45	N 7503.51° E
C92	500.00	123.45	1408.46°	123.13	N 8429.53° E
C93	200.00	129.53	3706.32°	127.28	N 2007.31° E
C94	100.00	39.16	1226.30°	39.15	N 7272.37° E
C95	200.00	51.86	1451.26°	51.72	N 0848.44° W
C96	200.00	80.72	2370.24°	80.17	N 1010.41° W
C97	176.00	85.19	2743.57°	84.36	S 2448.49° W
C98	176.00	82.18	2614.16°	81.41	S 2429.53° W
C99	176.00	3.03	059.10°	3.03	S 3811.12° W
C100	124.00	48.56	2226.20°	48.25	N 2727.37° E
C101	124.00	17.05	750.45°	17.04	N 3441.27° E
C102	124.00	31.51	1431.40°	31.43	N 0150.14° W
C103	224.00	58.08	1451.26°	57.92	N 0848.44° W
C104	224.00	47.53	1209.25°	47.44	N 1009.44° E
C105	224.00	10.56	242.01°	10.56	N 0274.01° E
C106	224.00	28.62	719.13°	28.60	N 0216.36° W
C107	20.00	16.26	4634.15°	15.81	S 1720.55° W
C108	55.00	4.87	504.33°	4.87	N 3805.46° E
C109	55.00	104.71	10970.49°	103.03	N 1850.00° W
C110	55.00	58.12	6032.53°	55.46	S 7619.24° W
C111	55.00	21.24	2237.24°	21.11	S 3451.55° W
C112	55.00	86.72	9070.18°	78.01	S 2121.56° E
C113	20.00	22.85	6434.41°	21.37	N 3414.14° W
C114	176.00	10.21	319.24°	10.21	N 0016.41° W
C115	176.00	45.64	1451.26°	45.51	N 0848.44° E
C116	176.00	14.69	448.58°	14.69	N 0348.30° E
C117	176.00	30.95	1070.26°	30.91	N 1112.13° E
C118	76.00	29.76	2226.20°	29.57	N 2727.37° E
C119	76.00	5.02	347.15°	5.02	N 1808.04° E
C120	76.00	24.74	1839.08°	24.63	N 2922.37° E
C121	224.00	112.82	2851.26°	111.63	S 2419.04° W
C122	224.00	63.19	16709.45°	62.88	S 3035.55° W
C123	224.00	49.63	1241.41°	49.53	S 1610.12° W
C124	55.00	55.85	5870.29°	53.48	S 4032.29° W
C125	520.00	15.73	144.01°	15.73	N 7339.17° E
C126	520.00	27.85	304.05°	27.84	S 7613.20° W
C127	520.00	43.58	448.06°	43.57	S 7511.20° W
C128	55.00	275.66	28710.08°	65.30	S 7702.58° W

LOT	SW CORNER TO CURB MAIL	LOT	SW CORNER TO CURB MAIL	LOT	SW CORNER TO CURB MAIL	LOT	SW CORNER TO CURB MAIL
224/225	9.75	225/226	9.75	226/227	9.75	227/228	9.75
225/226	9.75	226/227	9.75	227/228	9.75	228/229	9.75
226/227	9.75	227/228	9.75	228/229	9.75	229/230	9.75
227/228	9.75	228/229	9.75	229/230	9.75	230/231	9.75
228/229	9.75	229/230	9.75	230/231	9.75	231/232	9.75
229/230	9.75	230/231	9.75	231/232	9.75	232/233	9.75
230/231	9.75	231/232	9.75	232/233	9.75	233/234	9.75
231/232	9.75	232/233	9.75	233/234	9.75	234/235	9.75
232/233	9.75	233/234	9.75	234/235	9.75	235/236	9.75
233/234	9.75	234/235	9.75	235/236	9.75	236/237	9.75
234/235	9.75	235/236	9.75	236/237	9.75	237/238	9.75
235/236	9.75	236/237	9.75	237/238	9.75	238/239	9.75
236/237	9.75	237/238	9.75	238/239	9.75	239/240	9.75
237/238	9.75	238/239	9.75	239/240	9.75	240/241	9.75
238/239	9.75	239/240	9.75	240/241	9.75	241/242	9.75
239/240	9.75	240/241	9.75	241/242	9.75	242/243	9.75
240/241	9.75	241/242	9.75	242/243	9.75	243/244	9.75
241/242	9.75	242/243	9.75	243/244	9.75	244/245	9.75
242/243	9.75	243/244	9.75	244/245	9.75	245/246	9.75
243/244	9.75	244/245	9.75	245/246	9.75	246/247	9.75
244/245	9.75	245/246	9.75	246/247	9.75	247/248	9.75
245/246	9.75	246/247	9.75	247/248	9.75	248/249	9.75
246/247	9.75	247/248	9.75	248/249	9.75	249/250	9.75
247/248	9.75	248/249	9.75	249/250	9.75	250/251	9.75
248/249	9.75	249/250	9.75	250/251	9.75	251/252	9.75
249/250	9.75	250/251	9.75	251/252	9.75	252/253	9.75
250/251	9.75	251/252	9.75	252/253	9.75	253/254	9.75
251/252	9.75	252/253	9.75	253/254	9.75	254/255	9.75
252/253	9.75	253/254	9.75	254/255	9.75	255/256	9.75
253/254	9.75	254/255	9.75	255/256	9.75	256/257	9.75
254/255	9.75	255/256	9.75	256/257	9.75	257/258	9.75
255/256	9.75	256/257	9.75	257/258	9.75	258/259	9.75
256/257	9.75	257/258	9				

PARADISE POINTE
 PLANNED UNIT
 DEVELOPMENT
 PHASE 6-10
 (PRELIMINARILY APPROVED AS "PARADISE FOUND PUD")
 IN A PORTION OF THE
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 T. 4 N., R. 1 E., W.M.,
 CITY OF RIDGEFIELD
 CLARK COUNTY, WASHINGTON
 SHEET 3 OF 3
 CITY OF RIDGEFIELD FINAL PLAT NUMBER PLZ-25-0090



- A 10.00' PRIVATE STORM EASEMENT, ALSO ACCESS AND INSPECTION EASEMENT TO THE CITY OF RIDGEFIELD.
- B 15.00' PRIVATE STORM EASEMENT, ALSO ACCESS AND INSPECTION EASEMENT TO THE CITY OF RIDGEFIELD.
- C 30' PUBLIC SANITARY SEWER EASEMENT TO CRWWD
- D 20' PUBLIC SANITARY SEWER EASEMENT TO CRWWD
- E EXCLUSIVE WALL ACCESS AND MAINTENANCE EASEMENT TO THE HOA.
- F PRIVATE ROAD AND UTILITY EASEMENT ALSO PUBLIC SANITARY SEWER EASEMENT TO CRWWD.
- G PUBLIC SANITARY SEWER EASEMENT TO CRWWD.
- J 15.00' PRIVATE STORM EASEMENT, ALSO ACCESS AND INSPECTION EASEMENT TO THE CITY OF RIDGEFIELD.
- K EXCLUSIVE WALL ACCESS AND MAINTENANCE EASEMENT TO THE HOA.



DATE:	10-27-25
SCALE:	AS NOTED
JOB NO.:	18-038
CALC BY:	KPF
DRAWN BY:	GLF
CHECKED BY:	KPF
SHEET	3 OF 3

KPF
 SURVEYING, INC.
 2208 E. EVERGREEN BLVD. VANCOUVER, WA 98661
 360-834-0174 FAX: 360-838-0155



**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No. 1468 - Ridgefield Municipal Code Amendments Part 3

GOVERNING LEGISLATION

RCW 36.70A - Growth Management

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

Every year, staff compiles proposed amendments to the municipal code for review by Planning Commission and City Council. The proposed amendments are based on staff and City customers' ongoing work implementing the existing code as well as feedback from community members, elected officials, and appointed officials.

Earlier in 2025, Planning Commission and Council reviewed a list of code amendment topics including amendments including signs. Proposed amendments to the sign code are the focus of this agenda item. In the course of their work, staff have added proposed amendments to impact fees, right of way use standards adjacent to parade routes, and hours of construction enforcement.

Planning Commission reviewed the proposed amendments to RMC Title 18 — the proposed sign code amendments and impact fee code amendment — and held a public hearing on November 5, 2025. No testimony was received. Planning Commission voted to recommend approval of the amendments with consideration for their feedback and recommendations, which are in the attached summary of proposed amendments. The proposed underline/strikethrough text amendments are also attached.

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

None. Public hearing and first reading only.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Summary of Proposed Amendments
2. NEW 5.40.140___Right_of_way_use_standards_adjacent_to_parade_routes.
3. 9.14.010___Hours_of_construction.
4. 18.070.060___Imposition_of_fees.

5. 18.710.030__Exemptions.
6. 18.710.040__Prohibited_signs.
7. 18.710.150__Accessory_signs.
8. 18.710.210__Freestanding_signs.
9. 18.710.290__Definitions.
10. 20.100.030__Applicability.
11. 20.200.020__Enforcement_provisions.

ORDINANCE NO. 1468

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON Amending Chapters within Titles 5, 9, 18, and 20 of the Ridgefield Municipal Code

WHEREAS, the Community Development and Public Safety departments have reviewed the provisions within the Ridgefield Municipal Code for updates to assure that the provisions reflect current law and best practices for development and implement the Ridgefield Urban Area Comprehensive Plan; and WHEREAS, the City of Ridgefield, located in Clark County, Washington, is required to plan under the Growth Management Act (GMA), Revised Code of Washington (RCW) Chapter 36.70A; and WHEREAS, Ridgefield adopted the Ridgefield Urban Area Comprehensive Plan (RUACP), as amended, consistent with the GMA; and WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan polices goals and policies; and WHEREAS, Title 18 of the Ridgefield Municipal Code (RMC) was established in 1995 by Ordinance 676 and amended thereafter, and is intended to implement the Ridgefield Comprehensive Plan; and WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations; and WHEREAS, the City of Ridgefield submitted notice of the proposed amendments to the Washington State Department of Commerce on October 30, 2025 consistent with RCW 36.70A; and WHEREAS, consistent with WAC 197-11-340(2), on [DATE] the City of Ridgefield issued a SEPA Determination of Non-significance (DNS) regarding the proposed amendments; and, WHEREAS, the SEPA DNS public comment period expired on [DATE] and the City addressed all comments received; and, WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed amendments to RMC Title 18 on November 5, 2025, forwarded a recommendation to amend the Ridgefield Municipal Code to the City Council; and WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments to RMC Titles 5, 9, 18, and 20 during their meeting held on November 20, 2025; and WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments during their meeting held on January 8, 2026; 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 Titles 5, 9, 18, and 20 of the Ridgefield Municipal Code.

Section 2. Amendments to the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Titles 5, 9, 18, and 20 as set forth below in the exhibits attached hereto and incorporated by this reference.

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, zoning district names, 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 Clark County Board of County Commissioners and the subsequent acceptance by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 8th DAY OF JANUARY, 2026.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 20, 2025

Second Reading/Passage:

Date of Publication:

Effective Date:

2025 Ridgefield Municipal Code Amendments – List of Topics

Sign Code Amendments

Code Section	Proposed Amendment	Planning Commission Feedback and Recommendations
18.710.030 – Exemptions	Exempt historic markers from sign permit requirements.	Create parameters around what is/is not a historic marker. Does this conflict with content neutrality?
18.710.040 – Prohibited signs	Amend prohibition on backlit cabinet signs to align with October 2024 Director’s Interpretation: 1. Allow cabinet signs where text, symbols, and/or logo shields only are illuminated with an opaque sign face background	Support as proposed.
18.710.290 – Definitions	As established in the October 2024 Director’s Interpretation re: cabinet signs, define “cabinet sign” as <i>a sign which may be single- or multi-sided incorporating a rigid frame which support and retains removeable sign face panel(s) constructed of acrylic, plexiglass, plastic, or similar materials.</i>	Support as proposed.
18.710.150 – Accessory signs	Provide that more than four accessory signs meeting the design requirements of this subsection may be allowed on a parcel if the applicant demonstrates that the additional signs are required for safe user circulation.	Who will determine whether more than four accessory signs are needed, and how?
18.710.210.A.4 – Freestanding signs – Number – Sign base	Require the sign base to be earth-toned. Prohibit wraps on sign bases, i.e., plastic material with a two-dimensional brick or stone pattern.	Define “wraps” or confirm that sign customers will know what this means.
18.710.210.C – Freestanding signs – Height and area by zoning district	Add provisions for subdivision monument signs in residential zones that match the restrictions for monument signs in the CNB and under the RMUO: no greater than 75 square feet and no taller than 12 feet above grade.	Support dimensional standards for subdivision monument signs. Make sure the City is not precluding subdivision entry archways. <i>(Staff note: subdivision entry archways are permitted under 18.710.235 “Ranch-style archway signs” and this code amendment would not impact their viability.)</i>

		Consider whether current restrictions on RMUO signs are appropriate, or if there should be different requirements for freestanding signs in commercial vs. residential portions of RMUO sites.
18.710.210.D – Freestanding signs – CRB zones adjacent to I5	Add provisions requiring pole signs and monument signs adjacent to I5 to have an earth-toned sign base that is at least 25 percent of the pole height. (Example: INOB pole sign has a base that is 29 percent of the pole height.)	Should the City consider prohibiting pole signs? If they continue to be allowed, support as proposed.

Impact Fee Amendments, Continued

Code Section	Proposed Amendment	Planning Commission Feedback and Recommendations
18.070.060 – Impact Fees – Imposition of fees	Amend code to reflect the long-standing practice of calculating impact fees at the time of building permit submittal then collecting impact fees at the time of final building inspections (residential) and building permit issuance (non-residential), with an option to defer non-residential traffic impact fees to final building inspections.	Support as proposed.

Misc. Amendments

Code Section	Proposed Amendment	Planning Commission Feedback and Recommendations
(New) 5.40.140 – Special Events – Right of way use standards adjacent to parade routes	Codify right of way use standards adjacent to parade routes including placement of chairs on public property after 12:00pm the day prior to a parade. The goal is to create reasonable limits for saving spaces along a parade route that balance accessibility and safety with embracing the community spirit of events like the 4 th of July parade.	Not reviewed by PC (outside of Title 18).

<p>9.14.010 – Public Peace, Morals, and Safety – Noise Limitations and Penalties – Hours of construction; 20.100.030 – Enforcement Code – General Provisions – Applicability; 20.200.020 – Enforcement Code – Enforcement – Provisions</p>	<p>Make hours of construction regulations enforceable under Title 20, Enforcement Code.</p>	<p>Not reviewed by PC (outside of Title 18).</p>
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NEW 5.40.140 Right of way use standards adjacent to parade routes.

In order to assure safe and orderly execution of parades which allow the public enjoyment of permitted special events while also ensuring ADA required accessibility in public rights of way, the City is creating an exception to RMC 15.24 (Public Nuisances) to allow discharge of property in the public right of way in the following circumstances and manner:

- A. Special Event Permits. The City may, as part of a special event permit application approval, authorize a permit holder to reserve certain rights of way and public property for the observation of the parade and to erect and control seating on such reserved public property.
- B. Prohibitions on Reservation of Public Property. Unless as otherwise authorized pursuant to a special event permit, no person shall claim or attempt to claim, reserve, occupy or control public right of way along the parade route by the placement of any object, such as chairs, ropes, blankets, tape, paint, chalk, or barrier of any kind before 12 p.m. on the day preceding the day of the parade.
- C. Chairs on Public Property—Conditions. After 12 p.m. on the day preceding the day of the parade, chairs may be placed within the public right of way in accordance with the following standards:
 - 1. An adult person (aged 18 or older) may place up to five chairs within the public right of way outside the paved portion of city streets, so long as the chairs do not block ADA accessibility and that the person placing the chairs is physically and constantly present at the occupied area until at least 6 p.m. on the evening preceding the parade. More than five chairs per person is prohibited.
 - 2. No other objects, such as ropes, blankets, tape, paint or chalk or other barrier of any kind may be used to secure the use of the right of way.
 - 3. No chairs shall be placed at any intersection in a way that blocks ADA ramps or sight distance for vehicles.
 - 4. Any chairs or other objects left unoccupied along a parade route before 6 p.m. on the evening preceding the parade or after the conclusion of the parade will be considered intentional or negligent discharge of abandoned property as defined in RMC 15.24.020(Q) and may be confiscated by the City.
 - 5. The City shall not be responsible for any chairs or other objects left unattended in the right of way, or on public property and the City does not guarantee to any person any right of way reservation.
- D. Storage and reclamation. Any chairs or other objects along the parade route found in violation of this section and confiscated by the City will be stored by the City for a period of three days following the parade. The City may dispose of any chairs or other objects remaining unclaimed after that period as authorized in RMC 15.24.040.
- E. Vehicles. From 24 hours before the start of a parade and continuing until the conclusion of the parade, no person shall park a motor vehicle, trailer or tent trailer on the streets designated as the parade route. Only motor vehicles and trailers which are participating in the parade are allowed to be in the areas designated as staging areas or along the parade route. It shall be the responsibility of the special event permit holder to place signage along the approved parade route at least 48 hours before the start of the parade, notifying residents of the restriction in this section.
- F. Public Nuisance Declared. Any violation of this section is a public nuisance under RMC 15.24 and objects may be confiscated or vehicles may be towed from right of way along the parade route at the owner's expense.

9.14.010 Hours of construction.

- A. Except as permitted in subsection B of this section, any construction activity in conjunction with any approved permits, including, but not limited to, building permits, utility permits, grading permits or land use certification permits shall only be permitted between the hours of seven a.m. to ten p.m. Monday through Friday and nine a.m. to six p.m. on Saturday, Sunday and observed city holidays.
- B. Construction activity may be permitted outside the hourly limits set forth in subsection A of this section only after receipt of a written application prior to the desired dates for construction activity outside the specified hourly limits and approval by the community development director or the public works director or the city engineer or building official, as appropriate. Criteria for approval shall include project remoteness, undue hardship or other reasonable standards. Approval may only be for specific dates and times and under terms that the approving official deems appropriate under the circumstances.
- C. Each violation by any person, corporation, or other business or nonprofit entity, in connection with the approved permit, of the construction hourly limit set forth in subsection A of this section or of limited approval granted under subsection B of this section shall be ~~civil noise infraction as provided in the RCW 7.80 and shall result in a five hundred dollar civil fine enforceable under RMC Title 20.~~
- D. Responses to emergency situations occurring in connection with any construction activity, in conjunction with any approved permits, that causes or will cause harm to persons or real property or to the general public, health, safety or welfare of the city shall not be subject to the construction hours specified herein, provided that the city shall retain the authority to impose the construction hour restrictions specified herein when the immediateness of the emergency situation has passed or to mitigate impacts to the public health, safety or welfare of the city.

(Ord. 920 § 3, 2006; Ord. 839 § 1, 2004).

18.070.060 Imposition of fees.

- A. No building permit shall be issued for a development in a designated service area as defined in Section 18.070.070 unless the impact fee is calculated and imposed pursuant to this chapter except where the impact fee is otherwise deferred as provided in this chapter.
- B. ~~For single-family residential subdivisions and short subdivisions hereinafter approved, the per lot impact fee shall be calculated at the time of preliminary plat or short plat approval, noted in the face of the final plat, and imposed on a per lot basis at the time of final inspection of the building for which the permit was issued. For new multifamily and nonresidential development hereafter approved, the impact fee shall be calculated at the time of site plan approval unless deferred to building permit application, because the nature of the development is then not sufficiently defined to permit such calculation, and the impact fee shall be imposed at the time of final inspection of the building for which the permit was issued. Notwithstanding the foregoing, the fee shall be recalculated for building permit applications filed more than three years following the date of the applicable preliminary plat, preliminary short plat, or site plan approval. Residential impact fees shall be calculated at the time of building permit submittal and imposed at the time of final inspection of the building for which the permit was issued, Non-residential impact fees shall be calculated at the time of building permit application and imposed at the time of building permit issuance.~~
- C. ~~For development not necessitating or having been previously granted preliminary plat, preliminary short plat or site plan approval, the im-pact fee shall be calculated and~~Non-residential traffic impact fees may be imposed at the time of final inspection of the building for which the permit was issued, subject to approval by the Community Development and Finance Directors.
- D. For development not necessitating a building permit, the impact fee shall be calculated and imposed at the time of site plan approval.
- E. For mobile home parks, the impact fee shall be calculated and imposed at the time of site plan approval.
- F. The school impact fee shall be calculated upon application of the formula set out in Section 18.070.100 based on information contained in the Ridgefield School District No. 122 Capital Facilities Plan, unless otherwise established by the city council. Such fee is set forth in the Ridgefield Master Fee Schedule.

(Ord. 678 § 7, 1995).

(Ord. No. 1215, 8-11-2016; Ord. No. 1286, § 2, 1-24-2019; Ord. No. 1307, § 3, 12-19-2019; Ord. No. 1387, § 2(Exh. A), 12-15-2022)

18.710.030 Exemptions.

The following signs or activities relating to signs are exempt from the permitting requirements of this chapter.

- A. Changes to the face or copy of changeable copy signs, digital signs, electronic messaging signs, provided such changes do not change the material or appearance of the sign as originally permitted by the city.
- B. The normal repair and maintenance of conforming or legal nonconforming signs.
- C. Temporary signs on private property or public property, meeting the requirements in Section 18.710.270 (Temporary Signs).
- D. Building identification numbers as required pursuant to R.M.C. 14.60.020 or any other city or state regulation.
- E. Governmental signs. Signs installed by the city, county, or a federal or State governmental agency for the protection of the public health, safety and general welfare, including, but not limited to, the following:
 - 1. Emergency and warning signs necessary for public safety or civil defense;
 - 2. Traffic and/or wayfinding signs erected and maintained by an authorized public agency;
 - 3. Signs required to be displayed by law;
 - 4. Signs showing the location of public facilities; and
 - 5. Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety and general welfare.
- F. Flags. Any flags, provided that the vertical staff to which they are attached conforms to all applicable building code standards and base zone standards for structures.
- G. Certain stone or cement plaques and cornerstones with engraved or cast text or symbols and permanently embedded in the building's foundation or masonry siding materials, provided that none of these exceed four square feet in area.
- H. Interior signs. Signs or displays located entirely inside of a building and located at least three feet away from transparent doors and windows.
- I. Non-visible signs. Signs and associated sign support structures not visible or audible beyond the boundaries of the lot or parcel upon which they are located, or from any public right-of-way.
- J. Vehicle with signs. Any sign on a vehicle, unless such vehicle is parked or stationed near an activity for the primary purpose of attracting public attention to such activity, unless such vehicle or mobile unit is regularly parked in any prominently visible location for the primary purpose of attracting public attention to the sign.
- K. Temporary signs in windows. Any temporary sign taped or otherwise affixed to the inside of a window, in such a manner as to be easily removed, provided that the total area of such sign in any one window does not exceed the size limitations in Section 18.710.280 (Window Signs) and Section 18.710.270 (Temporary Signs).
- L. Bench signs. Any outdoor bench or furniture with any signs other than plaques one square foot or less in area.
- M. Privately-maintained traffic control signs in a subdivision with private roads, or signs in a parking lot.

N. Historic markers with written approval from the Community Development Director.
(Ord. No. 1227, § 2(Exh. A), 6-22-2017; Ord. No. 1325, § 2(Exh. A), 9-24-2020)

Commented [CL1]: PC comment: Create parameters around what is/is not a historic marker. Does this conflict with content neutrality?

18.710.040 Prohibited signs.

No person shall erect, alter, maintain or relocate any of the following signs in the city.

- A. Animated signs. Rotating or revolving signs, or signs where all or a portion of the sign moves in some manner. This includes any sign animated by any means, including fixed aerial displays, balloons, pennants, spinners, propellers, whirling, or similar devices designed to flutter, rotate or display other movement under the influence of the wind, including flag canopies not otherwise allowed in Section 18.710.160 (Awning or Canopy Signs), streamers, tubes, feather flags, or other devices affected by the movement of air or other atmospheric or mechanical means. This does not include historic signs and historic replica signs where the applicant is able to prove, through documentation or other evidence, that the original historic sign produced the same motion/movement and is proposed in the same location.
- B. Rotating signs. Any sign in which the sign body or any portion rotates, moves up and down, or any other type of action involving a change in position of the sign body or any portion of the sign, whether by mechanical or any other means.
- C. Nuisance signs. Any signs which emit smoke, visible particles, odors and sound, except that speakers in drive-through facilities shall be permitted.
- D. Bench or furniture signs greater than one square foot in area.
- E. Flashing signs or lights. A sign that contains an intermittent or flashing light source, or a sign that includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Flashing light sources are prohibited. Signs with an exposed light source, exceeding the equivalent of twenty-five watts per lamp, including clear light bulbs which do not flash on a theater marquee except for neon incorporated into the design of the sign, are also prohibited. Electronic message center signs and digital signs are allowed under the provisions of Sections 18.710.190 (Digital Signs) and 18.710.200 (Electronic Message Center Signs).
- F. Hazardous signs. Any sign that constitutes a traffic hazard or detriment to traffic safety by reason of its size, location, movement or method of illumination, or by obstructing the vision of drivers, or by distracting from the visibility of an official traffic control device by diverting or tending to divert the attention of drivers or moving vehicles from traffic movements on streets, roads, intersections or access facilities. No sign shall be erected so that it obstructs the vision of pedestrians or by glare or method of illumination constitutes a hazard to pedestrians or traffic. No sign may interfere with, mislead or confuse traffic.
- G. No sign may impede free ingress and egress from any door, window or exit way required by building and fire regulations.
- H. Permanent signs on vacant lots, parcels or easements. No permanent sign shall be located on a vacant lot, parcel or easement. No permanent sign shall be located on a lot, parcel or easement as the principal use of that lot, parcel or easement. Signs may only be established as an accessory use to a principally permitted use.
- I. Portable signs on wheels (trailer signs), changeable copy portable signs and illuminated portable signs.
- J. Abandoned signs.
- K. Signs on utility poles, fences, on poles or trees.
- L. Off-site controlled signs. Any sign that is programmed and/or controlled off-site.

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- M. ~~Backlit cabinet signs fabricated from acrylic, plexiglass®, plastic-faced, or injection-molded panels with translucent vinyl, film, painted graphics, and/or integrally colored polycarbonate materials. Cabinet signs with illumination other than that permitted on text, symbols, and/or logo shields.~~

(Ord. No. 1227, § 2(Exh. A), 6-22-2017; Ord. No. 1290, § 2(Exh. A), 4-25-2019; Ord. No. 1325, § 2(Exh. A), 9-24-2020)

18.710.150 Accessory signs.

No permit shall issue for an accessory sign which does not comply with the following standards:

- A. Number. A maximum of one sign at each vehicle point of entry or egress, not to exceed four accessory signs per parcel.

~~4. More than four accessory signs meeting the design requirements of this subsection may be allowed on a parcels if the applicant demonstrates that the additional signs are required for safe user circulation.~~

- B. Location. Flexible, provided that the number of signs in subsection A is not exceeded, and provided that the signs comply with setback standards for freestanding signs in 18.710.210.
- C. Zones. Not allowed in residential zones.
- D. Design. Non-illuminated or internal illumination only. Any accessory sign with electronic display must conform to all EMC and/or digital sign standards in Section 18.710.190 (Digital signs) or 18.710.200 (EMC signs).
- E. Size. Maximum sign area: three square feet per face; may be double-sided.
- F. Height. Mounting height:
 - 1. Building mounted wall sign (Section 18.710.170): Maximum of eight feet; must be flat against a wall of the building.
 - 2. Freestanding sign (Section 18.710.210): Maximum of three feet from grade.

Commented [CL1]: PC comment: Who will determine whether more than four accessory signs are needed, and how?

Figure 12



- G. Drive-Through Large Accessory Signs. In addition to the accessory signs allowed for vehicle points of entry and in addition to free-standing signs otherwise allowed under Section 18.710.210, large accessory signs are allowed for each point of entry to a drive-up window, subject to the following standards:

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1. Maximum sign area per drive-up point of entry: forty-five square feet.
 2. Maximum sign size: thirty square feet.
 3. Maximum sign height: Five feet, six inches, including the associated sign structure.
 4. Orientation: Large accessory signs must be oriented so that the sign face is not visible from the view of the street or public-right-of way.
 5. Screening: All sides of large accessory signs must be screened from the view of the street or public right-of-way with landscaping or walls of brick, stone or siding materials that match the principal walls of the building to which the sign applies. If landscaping is used for screening, it must provide full screening at maturity and must be large enough at planting to provide at least seventy percent screening of the sign.
 6. Audio. No sound or amplification may be emitted that is audible beyond the site.

(Ord. No. 1227, § 2(Exh. A), 6-22-2017)

18.710.210 Freestanding signs.

No sign permit shall issue for a freestanding sign which does not comply with the following standards:

A. Number.

1. The number and type of freestanding signs for single and multiple tenant uses are derived from the use, zone, location and length of development site frontage as described in this section.
2. One freestanding sign is allowed for each site frontage. Flag lot sites with frontage on a public street are permitted one sign on the frontage providing primary access to the site.
 - a. Parcels adjacent the Interstate 5 right-of-way zoned commercial regional business (CRB) shall be permitted two signs along the Interstate frontage.
3. Where more than one freestanding sign is proposed on a site with multiple frontages, a minimum of sixty linear feet shall separate each sign.

B. Sign Base.

1. ~~4.~~ The permanent sign base shall have a minimum aggregate width of forty percent of the width of the sign cabinet or face.
2. ~~The sign base shall be earth-toned.~~
3. ~~Any stone, brick, or similar designs on a sign base shall be rendered in three-dimensional materials. Two-dimensional renderings including patterned plastic wraps are prohibited.~~

Commented [CL1]: PC comment: Define "wraps" or confirm that sign customers will know what this means.

Figure 16

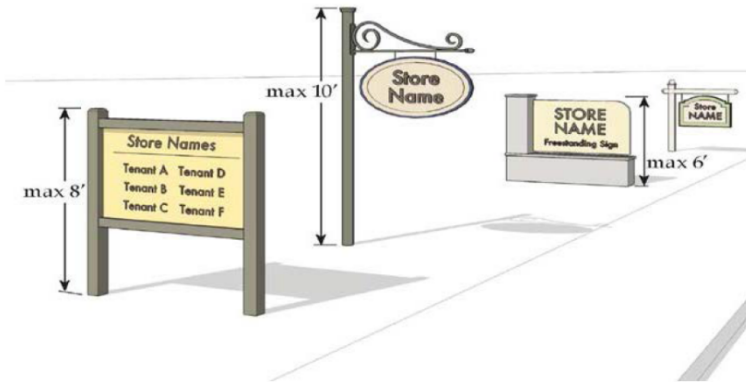


BC. Location.

1. No freestanding sign shall be permitted on any site that does not have street frontage.
2. Freestanding signs shall be set back a minimum of five feet from the street side property line, a minimum of twenty-five feet from any interior side lot line and a minimum of thirty feet from any residential district.
3. No freestanding sign shall be located in the triangular area(s) measured fifteen feet by fifteen feet where a driveway enters onto a street, or in any other area which may obstruct the vision of

motorists so as to create a safety hazard. Additionally, all signs are subject to the public works standards regarding sight distances.

Figure 17



CD. Height-Dimensional Standards by Zoning District.

1. Sign height and maximum area is regulated by zoning district:
 - a. Signs in the Commercial Regional Business (CRB) zone shall be a maximum of two hundred square feet in area and shall be no taller than fifty feet above grade.
 - i. Adjacent to the Interstate 5 right-of-way signs within the commercial regional business (CRB) zones shall receive a bonus of fifty additional square feet.
 - b. Signs in the Community Commercial Business (CCB) zone and Public Facilities (PF) zone shall be a maximum of one hundred square feet in area and shall be no taller than twenty feet above grade.
 - c. Signs in the Commercial Neighborhood Business (CNB) zone, the Employment (E) zone, the residential zones (RLD-4, RLD-6, RLD-8, RMD-16), and properties with the Ridgefield Mixed Use Overlay (MXRMUO) when proposed for Mixed Use development shall be a maximum of seventy-five square feet and shall be no taller than twelve feet above grade.
 - i. Properties zoned Employment (E) that use up to fifteen percent of the gross property area for General Retail uses as defined by RDC 18.205.030.Q-~~R~~R and are within one hundred fifty feet of Interstate 5 are eligible for a bonus in sign height up to a maximum of twenty-five feet from the natural grade, and a bonus in sign area up to a maximum of two hundred square feet in area subject to the requirements below:
 - (a) The retail component of any employment space using this bonus must be dedicated to the sale of products made on-site. The sign may only be used to advertise one business located on the same parcel as the sign.
 - (b) The sign is placed on a monument-style base made of or covered with brick or stone, which extends at least half the width of the sign face and is at least one-~~fifth~~-fourth of the total sign height. An alternate material

Commented [CL2]: PC comment: Support dimensional standards for subdivision monument signs. Make sure the City is not precluding subdivision entry archways. (Staff note: subdivision entry archways are permitted under 18.710.235 "Ranch-style archway signs" and this code amendment would not impact their viability.) Consider whether current restrictions on RMUO signs are appropriate, or if there should be different requirements for freestanding signs in commercial vs. residential portions of RMUO sites.

may be approved by the director if he or she finds that the material better reflects the materials and architecture of the closest or principal building on the site; and

- (c) The sign face is either non-illuminated, externally illuminated, or complies with both of the following standards for an internally illuminated sign:
 - (i) The background of the sign is totally opaque, and only the graphics and/or text are illuminated; and
 - (ii) The sign cabinet and the associated trim caps that secure and frame the sign face are dark bronze, black, or an earth tone color which reflects the color of the sign base and/or the color of the siding or trim of the building to which the sign applies.
 - (iii) Any change of use or change in ownership to the subject property shall require a type I review of the sign permit to ensure continued compliance with the provisions of this section. Application for review shall be made as soon as practical following the change of use, but in no case shall the formal review take place more than thirty days following the change of use or ownership.
- ii. Properties with the Ridgefield Mixed Use Overlay that are built to the standards of the underlying zone are subject to the requirements of the underlying zone.

- 2. In zones other than Commercial Regional Business (CRB) a sign may be awarded a bonus of up to fifteen percent in allowable area, provided that all of the following conditions are satisfied:
 - a. The sign is placed on a monument-style base made or covered with a brick or stone, which extends at least the full width of the sign face and is at least one-fourth of the total sign height. An alternate material may be approved by the director if he or she finds that the material better reflects the materials and architecture of the closest or principal building on the site; and
 - b. The sign face is either non-illuminated, externally illuminated, or complies with both of the following standards for an internally illuminated sign:
 - i. The background of the sign is totally opaque, only the graphics and/or text are illuminated; and
 - ii. The sign cabinet and the associated trim caps that secure and frame the sign face are dark bronze, black, or an earth tone color which reflects the color of the sign base and/or the color of the siding or trim of the building to which the sign applies.

d. Freeway Signs. Parcels zoned commercial regional business (CRB) and adjacent to the Interstate 5 right-of-way shall comply with the following design standards.

- 1. The base of the proposed sign shall be constructed to compliment the appearance of structures associated with the proposed sign. For example, signs must incorporate an exposed beam component. Additionally, if the front façade surface area of the primary structure is primarily faced with brick, the proposed sign must incorporate similar materials in the sign structure.
- 2. The base of the proposed sign shall be made or covered with a brick or stone, which extends at least the full width of the sign face and is at least one-fourth of the total sign height. An alternate

Commented [CL3]: Should the City consider prohibiting pole signs? If they continue to be allowed, support as proposed.

material may be approved by the director if he or she finds that the material better reflects the materials and architecture of the closes or principal building on the site.

3. Pole signs are permitted in the CRB zone and adjacent to the Interstate 5 right-of-way subject to compliance with the sign base standards in D (1) and (2). The pole shall be earth-toned.

(Ord. No. 1227, § 2(Exh. A), 6-22-2017; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1273, § 2(Exh. A), 10-11-2018)

18.710.290 Definitions.

The words and phrases used in this section shall be construed as defined in this chapter, unless the context clearly appears otherwise. Unless specifically defined in this section, the definitions set forth in other provisions of this Code shall likewise apply to this chapter.

"Abandoned sign" means a sign, the face of which has been removed or is broken and is not refaced within one hundred eighty days thereafter. Abandoned signs shall also include signs with rusted, faded, peeled, cracked or otherwise deteriorated materials or finishes that have not been repaired within ninety days after the city provides notice of the sign's deteriorated condition under the city's enforcement chapter (18.24).

"Accessory sign" means a permanent, free standing or building mounted sign of limited height and size that provides supplemental opportunity for free standing or building mounted signage on a site.

"Aerial sign" means a free floating balloon, kite or similar object not directly secured to property within the city.

"A-frame sign" see also, portable sign or sandwich board sign, means signs capable of standing without support or attachment.

"Alter" means to change the copy, color, size, shape, illumination, position, location, construction or supporting structure of a sign, not including ordinary maintenance.

"Area of a sign" means the smallest square, rectangle, parallelogram or circle that will enclose the extreme limits of writing, representation, logo, or any figure of similar character, together with any frame, background area, structural trim, or other materials or color forming an integral part of the display or used to differentiate such sign from the background against which it is placed. The supports or uprights on which any such sign is supported shall not be included in determining the sign area. The area of signs with two faces shall be considered to be the area of the largest face. The area of signs with three or more faces shall be considered to be the area of the largest face or one-half the area of all of the faces, whichever is less.

"Awning or canopy sign" means a sign affixed to or imprinted on an attached shelter composed on non-rigid materials such as an awning, or a permanent architectural projection, such as an awning or canopy, composed of non-rigid materials on a supporting framework, affixed to the exterior wall of a building, extending over a door, entrance, window or outdoor service area.

"Business activity" means an enterprise offering goods, services, or other consideration to the public, in legal occupancy of a site or of a specific portion of a site and under separate and distinct management from any other enterprise located on the same site.

"Business frontage" means the horizontal dimensions of a building or individual business elevation measured at ground level.

"Cabinet signs" means a sign which may be single- or multi-sided incorporating a rigid frame which supports and retains removeable sign face panel(s) constructed of acrylic, plexiglass, plastic, or similar materials.

"Canopy or awning sign" — See definition under "awning or canopy sign" above.

"Changeable copy sign" means a sign or portion thereof which is designed to have its message or copy readily changed manually or by remote or automatic means without altering or replacing the face or surface. Changeable copy signs support hard-copy text or graphics and do not use digital or electronic text or images.

"Commercial sign" means a sign that advertises goods or services.

"Digital sign" means a changeable copy sign with monochrome LED (light emitting diodes) text, graphics or symbols over a black, non-illuminated background.

"Directional sign" means a sign erected for the purpose of facilitating or controlling the efficient and safe movement of pedestrians or vehicles within a multi-tenant development.

"Electronic message center sign" means an electrically activated changeable copy sign having variable message and/or graphic presentation capability that can be electronically programmed by computer or handheld device from a remote location. EMC's typically use light emitting diodes (LED's) or liquid crystal display (LCD) as a lighting source.

"Elevation" means the visible vertical plane of the side of a building from ground level to the roof line.

"Elevation, primary" means the side of a building directly abutting either a street or a parking area. A business owner may choose which elevation is considered the primary elevation, except that in a multi-tenant building, the elevation which is contiguous to other businesses shall be the primary elevation.

"Elevation, secondary" means any elevation of a building not determined to be a primary elevation.

"Façade" means the elevation of a building extending from the ground level up to the bottom of the fascia on a pitched roof building, and up to the top of the wall or parapet on a flat roof building. The area of a façade for purposes of calculating allowable wall signage includes the area of the windows and doors but excludes openings that do not have solid coverings, such as breezeways, colonnades and gateways that extend to the backside of the building.

"Fascia" means an architectural term for a vertical frieze or board under a roof edge or which forms the outer surface of a cornice, visible to an observer.

"Flag" means a flat piece of cloth, with distinctive colors, patterns or symbols, having one end of the cloth attached to a vertical staff (directly or by rope and pulley mechanism) and all other ends free-flowing under natural movement of wind.

"Flag canopy" means a line of flags, or a series of lines of flags, suspended above a site.

"Flashing sign" means an electric sign or portion thereof except electronic message center signs, which changes light intensity in a sudden transitory burst, or which switches on and off in a constant pattern in which more than one-third of the non-constant light source is off at any one time.

"Freestanding sign" means a sign and its support pole or base standing directly on the ground that is independent from any building or other structure.

"Freeway" means a limited access highway, state route or interstate.

"Freeway oriented sign" means a sign within one hundred fifty feet of a freeway right-of-way that has its sign face parallel to, perpendicular to, angled toward, or otherwise readable from the freeway right-of-way.

"Frontage" means the property line of an individual lot, tract or parcel that abuts a public or private street right-of-way, excluding alleys and private driveways. The number of frontages on a lot is the same as the number of public or private street rights-of-way that the lot abuts.

"Gross leasable space" means area of a single leasable space, regardless of the number of tenants or leases within the space.

"Halo illuminate" means a light source placed behind totally opaque letter or symbol so that the light reflects off the wall or background to which the letters or symbols are mounted rather than emanating through the letters or symbols, creating a halo effect that leaves the letters or symbols viewable in silhouette form only.

"Height of sign" means the overall height of the sign above grade directly below or at the base of the sign.

"Illegal sign" means a sign which does not conform to the requirements and standards of this chapter and which does not meet the criteria of a nonconforming sign as defined in this definitions section.

"Integrated development site" means any commercial or noncommercial development site, regardless of the number of lots or individual tenants, that is developed with common parking, layout, architecture or design features.

"Item of information" means a word, figure, logo, abbreviation or other symbolic representation.

"Logo" means a design of letters, colors or symbols used as a trademark or for identification in lieu of, or in conjunction with, other signs.

"Logo shield" means a logo contained within an area no greater than four square feet, incorporated into a larger sign face or designed as an individual sign or component of a sign containing individually mounted sign graphics.

"Lot line" means a line that separates two lots.

"Luminance" means the photometric quality most closely associated with the perception of brightness. Luminance is measured in candelas per square meters or "nits."

"Mansard" means a roof with two slopes on each side of the four sides, the lower steeper than the upper.

"Monument sign" means a freestanding low profile sign with the sign width greater than the sign height and designed with a solid base and background.

"Motion" means the depiction of movement or change of position of text, images or graphics. Motion shall include, but not be limited to, visual effects such as dissolving and fading text and images, running sequential text, graphic bursts, lighting that resembles zooming, twinkling or sparkling, changes in light or color, transitory bursts of light intensity, moving patterns or bands of light, expanding or contracting shapes and similar actions.

"Multitenant development" means a development consisting of three or more leasable spaces.

"Natural grade" means the topographic condition or elevation of a site or portion of a site over the past five years, or the finished grade of an approved site development plan. Changes to grade or elevation resulting from fill, mounding or berming within five years preceding any requested permit other than a site development plan shall not be considered natural grade for permitting purposes.

"Neon sign" means a sign with illumination affected by a light source consisting of a neon or other gas tube which is bent to form letters, symbols or other shapes.

"Night-time hours" means from one-half hour before sunset to one-half hour after sunrise.

"Nits" means a unit of measure of brightness or luminance. One nit is equal to one candela/square meter.

"Nonconforming sign" means any sign, which at one time conformed to all applicable requirements and standards of this chapter, including all permit requirements, but which subsequently ceased to so conform due to changes in such requirements and standards.

"Nonresidential zone" means, in the context of this chapter, any zone that does not include residential dwelling units except for mixed use zoning districts where residential units are located above or behind nonresidential uses and the ground floor streetscape is characterized by commercial and other nonresidential uses.

"Opaque" means a material that does not transmit light from an internal illumination source.

"Painted sign" means a sign painted directly on a building or on material which is then attached to a building. See also, "wall sign."

"Pan-channel" means a sign graphic that is constructed of a three-sided metal channel, usually having a light source contained within the channel. The open side may face inward, resulting in silhouette lighting, or it may face outward to allow full illumination. The open side of the channel may be enclosed with a translucent material.

"Parapet" means a protective wall or barrier projecting above any canopy, balcony or roof.

"Permanent sign" means a sign constructed of weather resistant material and intended for permanent use and that does not otherwise meet the definition of "temporary sign." Wall mounted sign holders designed for insertion of signs and posters shall be considered permanent signage and subject to all standards of this chapter.

"Pole sign" means a sign mounted on a weighted base, intended to be movable.

"Portable sign" means a free-standing sign that is readily moveable and not permanently affixed to the ground, including A-frame or sandwich board signs, pole signs mounted on weighted bases, and similar signs that are used on more than a temporary basis.

"Projecting sign or projection sign" means a sign attached to a building with the face not parallel to the vertical surface of the building. Projecting signs include signs projecting directly from walls, or signs hanging from porch ceilings or other support structures.

"Raceway" means a box-type conduit to house electrical wires for signs and used to support and/or affix signage on a wall.

"Ranch-style archway signs" means a sign that spans between two independent support structures and has individual lettering located in front of an open horizontal cross-support

"Right-of-way" is the strip of land platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles or utilities.

"Roadway" means that portion of the street improved, designed, or ordinarily used for vehicular travel and parking, exclusive of the sidewalks and shoulder. Where there are curbs, the roadway is the curb to curb width of the street.

"Roof line" means the uppermost edge of the roof or the top of the parapet, excluding mechanical equipment screens, whichever is highest. Where a building has several roof levels, the roof line shall be the one belonging to that portion of the building on which the sign is located.

"Roof mounted sign" means a sign which has a point of attachment to the roof or mansard of a building. Architectural projections, including mechanical equipment screens, above any parapet or roof line whose sole function is a background for signs shall be considered a sign structure. A sign on such an architectural projection shall be considered a roof sign.

"Sandwich board sign" — See "A-frame sign" definition.

"Service island sign" means a permanent sign displayed on the service island canopy of a gas station, bank, carwash or other use that provides a canopy cover for vehicles. Service island signs are not the same as awning or canopy signs as otherwise defined by this chapter.

"Sign" means letters, figures, symbols, trademarks, or logos, with or without illumination, intended to identify any place, subject, person, firm, business, product, article, merchandise or point of sale. A sign also includes balloons attached to sign structures, products, streamers, spinners, pennants, flags, inflatables or similar devices intended to attract attention to a site or business, as well as architectural or structural forms, illuminated panels, spandrels, awnings and other structural or architectural features not common to classic vernacular or non-corporate regional architecture and that are intended to convey a brand, message or otherwise advertise a location or product, whether or not such features include text or graphics and whether or not they serve other practical purposes such as lighting, covering or enclosure of persons or products. A sign includes any device which streams, televises or otherwise conveys electronic visual messages, pictures, videos or images, with or without sound or odors. Refer to Section 18.710.040 for a list of prohibited signs.

"Signable area" means the area of the largest rectangular portion of a face of a building to which a sign is affixed or proposed to be affixed, which can be included within parallel, vertical and horizontal lines uninterrupted by significant architectural features of the building.

"Sign walker" means a sign carried by a person.

"Site" means a unit of land, together with all improvements thereon, determined as follows:

- (1) A unit of land which may be conveyed separately from any and all adjacent land without the requirement of approval of a boundary line adjustment, short plat or a preliminary plat.
- (2) Two or more buildings or business activities that are or will be related to each other physically or architecturally, such as by sharing off-street parking facilities, so as to form an integrated development, such as a shopping center, industrial park, or office complex.

"Spandrel" means a panel or box-type structure that spans between and/or is connected to the support columns of a porch, colonnade or canopy, usually for architectural embellishment and/or signage purposes.

"Special event sign or temporary sign" means signs or advertising displays or a combination thereof which advertises or attracts public attention to a special one-time event, including but not limited to, the opening of a building or business activity, the sale of goods and services at discounted or otherwise especially advantageous prices or similar event.

"Static" means without motion.

"Story" means that portion of a building included between the upper surface of a floor and the upper surface of the floor or ceiling next above.

"Suspended sign" means a sign mounted above a sidewalk adjacent to a business, affixed to a beam, overhang, roof or other fixture that is an integral part of a building.

"Temporary sign (which may include special event sign)" means any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, excluding portable signs as defined by this chapter, including any poster, banner, placard, stake sign or sign not placed in the ground with concrete (except temporary for sale signs as defined in 18.710.270(10)(a), or other means to provide permanent support, stability and rot prevention. Temporary signs may only be made of non-durable materials including, but not limited to, paper, plywood, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than twenty-ounce fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this chapter.

"Tenant space" means the entire building which encompasses a building or use on a site; or in buildings designed for multi-tenant occupancy, it is the space between demising walls and which has an independent entrance to common corridors or to the outside. Portions of tenant spaces that are sublet to or otherwise allowed to be used by persons or businesses other than the principle person or business of a tenant space are not considered tenant spaces in the context of this chapter.

"Unshielded lighting" means an external illumination source which is exposed to view.

"Vertical banner sign" means a street banner that is hung vertically on a utility pole.

"Wall sign" means a sign which is attached parallel to or painted on a wall, including parapet or canopy fascia, or a building.

"Width of sign" means the total horizontal dimension of a sign, including all frames or structures.

"Window" means the entire window unit including individual sashes or panes that might otherwise divide the area between the head, jamb and sill; except that in commercial storefront window assemblies, a single "window" is the glass area between each mullion that divides the window assembly, whether installed as a single piece of glass or as multiple pieces of glass divided by muntins.

"Window sign" means a sign that is attached to or is intended to be seen in, on or through a window of a building and is visible from the exterior of the window.

(Ord. No. 1227, § 2(Exh. A), 6-22-2017; Ord. No. 1290, § 2(Exh. A), 4-25-2019; Ord. No. 1325, § 2(Exh. A), 9-24-2020)

(Supp. No. 110)

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20.100.030 Applicability.

The enforcement provisions of Title 20 shall apply to the following substantive RMC chapters and titles and to such other sections of the Ridgefield Municipal Code making reference to this chapter:

RMC Chapter 8.04, Debris Removal

RMC Chapter 8.12, Garbage Collection

RMC Chapter 8.13, Collection of Recyclable Materials

[RMC Chapter 9.14.010, Hours of Construction](#)

RMC Chapter 12.12, Trees

RMC Chapter 12.15, Street Excavations

RMC Chapter 13.15, Sewer Service

RMC Chapter 13.20, Water Service

RMC Chapter 13.50, Meters

RMC Chapter 13.55, Backflow Cross-Connection Regulations

RMC Chapter 13.80, Illicit Discharge

RMC Title 14 - Buildings and Construction

RMC Title 15 - Abatement of Public Nuisances

RMC Title 18 - Development Code

(Ord. No. 1416, § 2(Att.), 2-22-2024)

20.200.020 Enforcement provisions.

The city adopted the code pursuant to its police powers to protect the public's health, safety, and welfare. It shall be unlawful to violate the code. Whenever the city official determines that a violation has occurred or is occurring, the city official, in response to the seriousness and severity of the violation, may utilize one or a combination of the enforcement mechanisms in this section. The following enforcement mechanisms may be used instead of, or in addition to, the summary abatement procedures provided in RMC 20.200.080 and any other remedies available under law:

- A. Correction notice. The city official may issue a correction notice to the person responsible for a violation. The correction notice shall conform to the requirements in RMC 20.200.030. The correction notice shall not impose civil or criminal penalties, and the correction notice is not subject to appeal.
- B. Voluntary Correction Agreement. The city official may enter into a voluntary correction agreement with the person responsible for the violation where the person admits the violation and agrees to corrective action to abate the violation or to remediate or mitigate the impacts of the violation. The voluntary correction agreement must be in a form approved by the city attorney and contain:
 - 1. The name and address of the person responsible for the violation;
 - 2. The address of the violation, a description of the violation and the code provisions violated, and a waiver of the right to administratively appeal the violation, acknowledging that the conditions described exist and that they constitute a violation;
 - 3. A description of the corrective action to be taken and the time deadlines by which the actions must be completed;
 - 4. The amount of the civil penalty that will be imposed if the voluntary compliance agreement is not satisfied; and
 - 5. An acknowledgement and consent that if the voluntary compliance agreement is not satisfied that the city may, without further due process, enter the property and perform the abatement and assess the costs incurred in enforcement and abatement, which if not paid, may be charged as a lien against the property.
- C. Notice of civil penalty. The city official may issue a notice of civil penalty to the person responsible for a violation. The notice of civil penalty may require corrective action or actions and impose monetary penalties according to RMC 20.200.070.
 - 1. Required corrective action may include an order to vacate a building, structure or premises when vacation is necessary in the interest of health, safety and welfare.
 - 2. The city may abate a violation in accordance with applicable law, if required corrective action is not commenced or is not completed within the time specified in the notice of civil penalty.
 - 3. Non-compliance with the corrective action noted in the notice of civil penalty constitutes a second or subsequent violation and may result in the issuance of an additional notice of civil penalty or the assessment of cumulative monetary penalties.
 - 4. It may be a separate offense for each and every day or portion thereof during which any violation is committed.
- D. Order to revoke permit. The city official may issue an order to revoke a permit. An order to revoke a permit may be appropriate if the permittee is not complying with the terms of the permit or approved plans; or if the permit is issued in error; or if a permit is issued based upon incorrect information; or if the work is, in the city official's judgment, adversely effecting or about to adversely affect adjacent

property or rights-of-way, a drainageway, watercourse, critical area or stormwater facility, or city water system; or if the issuance of the permit is a hazard to the public health, safety, or welfare; or if a permit is contrary to law.

- E. Judicial abatement. Whenever the person responsible for the violation has failed to perform the abatement required by an unappealed notice of civil penalty, a voluntary correction agreement, or a final order of the hearing examiner, the city may abate any conditions that continue to be a violation and may assess the costs incurred in enforcement and abatement, which if not paid, may be charged as a lien against the property. Abatement on private property shall be with the consent of the owner or occupier of the property or pursuant to a judicial abatement order, unless an imminent threat requires summary abatement.
- F. Summary abatement. Whenever any violation of the RMC poses an imminent threat to the health, safety, or welfare of persons or property, or to the environment, the city official may immediately order that the violation be abated in conformance with the requirements contained in RMC 20.200.080.
- G. Injunctive Relief. When the code enforcement officer finds that any person, firm or corporation has violated and continues to violate or threaten to violate any provision of the municipal code or any chapter thereof or order issued under the municipal code by the code enforcement officer, then the city, through the city attorney, may petition to the appropriate court with jurisdiction for the issuance of a temporary or permanent injunction or restraining order as is deemed appropriate which restrains the continued violation of any provision of this code or compels the specific performance as required or such other requirement imposed by the municipal code on the activities of the violator. A petition for injunctive relief shall not be a bar against or a prerequisite for taking any other action against the violator.
- H. Criminal prosecution. The city official may refer a violation to the prosecutor for criminal prosecution.
 1. As specified in this subsection, a violation of the code may be classified as a misdemeanor:

RMC Chapter	Criminal Classification
RMC Chapter 8.04 - Debris Removal	Misdemeanor
RMC Chapter 8.12 - Garbage Collection	Misdemeanor
RMC Chapter 8.13 - Collection of Recyclable Materials	Misdemeanor
<u>RMC Chapter 9.14.010 – Hours of Construction</u>	<u>Misdemeanor</u>
RMC Chapter 12.12 - Trees	Misdemeanor
RMC Chapter 12.15 - Street Excavations	Misdemeanor
RMC Chapter 13.15 - Sewer Service	Misdemeanor
RMC Chapter 13.20 - Water Service	Misdemeanor
RMC Chapter 13.50 - Meters	Misdemeanor
RMC Chapter 13.55 - Backflow Cross-Connection Regulations	Misdemeanor
RMC Chapter 13.80 - Illicit Discharge	Misdemeanor
Title 14 - Buildings and Construction	Misdemeanor
Title 15 - Abatement of Public Nuisances	Misdemeanor
Title 18 - Development Code	Misdemeanor

2. It may be a separate offense for each and every day or portion thereof during which any violation is committed.

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3. The city official shall refer a violation to the prosecutor for criminal prosecution only after the city official first attempts to achieve compliance through the issuance of a correction notice or notice of civil penalty or order to revoke permit. Provided that, the city official may refer a violation to the prosecutor for criminal prosecution, without attempting to achieve compliance through civil enforcement options, under the following circumstances:
 - a. When a repeat violation occurs; or
 - b. When the person acted with malicious intent, reckless indifference to the law or knew or reasonably should have known that the condition, act, failure to act or omission that prompted enforcement is in violation of the code; or
 - c. When the city official and city attorney determine a notice of civil penalty or order to revoke permit will not be effective or timely.
 4. The procedures contained in RMC 20.200.020(E) shall not apply to members of the Ridgefield Police Department who possess law enforcement authority to issue criminal citations.
- H. Judicial relief. Nothing in this title shall prevent the city from filing a complaint or petition in a court of competent jurisdiction to seek any relief authorized by law before first seeking compliance through civil enforcement options when civil or administrative enforcement options or criminal prosecution would not prove timely or effective.

(Ord. No. 1416, § 2(Att.), 2-22-2024)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 20, 2025

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No. 1469 - 2026 Proposed Budget

GOVERNING LEGISLATION

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

PREVIOUS COUNCIL ACTION TAKEN:

The City Council conducted a public hearing on the proposed 2026 revenue sources at the November 6, 2025, council meeting. Additionally, the council has held 3 work sessions on the 2026 proposed budget.

SUMMARY/BACKGROUND:

The 2026 budget represents the proposed fiscal plans for the City of Ridgefield for calendar year 2026. 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 12th, September 9th, and October 7th. The City also conducted three City Council work sessions, which were held on August 21st, October 2nd, and October 16th. 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 on the City's website on October 31, 2025.

BUDGET/FINANCIAL IMPACTS:

The 2026 budget proposes total revenues of \$80.1 million and \$81 million in expenses. The proposed budget includes the use of contingent reserves in the Operating Funds for one-time capital and initiative requests, the use of capital reserves to fund multiple capital projects, and debt issuance to complete multiple high-priority capital improvements.

The 2026 budget proposes an operating budget of \$27.9 million, a capital budget of \$43.4 million, a special revenue budget of \$1.6 million, a capital service budget of \$4.6 million and a debt service budget of \$3.4 million, for a total budget of \$80,988,399.

The net impact on the overall fund balance is a decrease of \$898,969. In addition, the budget proposes revenues of \$672,250 in new operating grants, \$3.7 million in new capital grants, \$35.9 million from new debt issuance, and \$3.1 million in transfers to fund the capital projects proposed for 2026.

Transfers between funds included in the budget total \$7,841,629, with \$1.3 million associated with the operating funds, transfers to the equipment replacement fund in the amount of \$46,500, transfers for debt service in the amount of \$3.4 million, and \$3.1 million for capital projects.

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

The proposed 2026 budget includes funding for four new full-time equivalent positions. The new positions are for a city attorney, transitioning from a contract position to a full-time position, two new police officers and an engineering technician. In addition to the new positions, the proposed budget includes the addition of two new seasonal positions, one for street maintenance and one for stormwater maintenance. The total FTE count for the City of Ridgefield with these additions is 90.75, which includes 89 full-time positions and 3 part-time positions.

RECOMMENDED ACTION OR MOTION:

Conduct the first public hearing and reading of Ordinance No. 1469 pertaining to the 2026 Proposed Budget. No formal action is requested at this time.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. 2026 Proposed Budget - Public Hearing
2. 2026 Proposed Budget Exhibit A
3. 2026 Proposed Budget Exhibit B
4. 2026 Proposed Budget Exhibit C
5. 2026 Proposed Budget Exhibit D
6. 2026 Proposed Budget Exhibit E
7. 2026 Proposed Budget Exhibit F

ORDINANCE NO. 1469

AN ORDINANCE FOR THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING THE 2026 BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the tax estimates and budget for the City of Ridgefield for the 2026 fiscal year have been prepared and filed as provided by the laws of the State of Washington; and

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

WHEREAS, the 2026 proposed budget was submitted to the City Council and City Clerk on October 31, 2025, and budget workshop sessions were held on August 21, 2025, October 2, 2025, and October 16, 2025; and

WHEREAS, public hearings on the 2026 annual budget were held on November 6, 2025, November 20, 2025, and December 4, 2025.

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 Proposed 2026 Budget for anticipated revenues and expenditures.

Section 2: 2026 Budget Adoption. The annual budget for the City of Ridgefield, Washington for the year ending December 31, 2026, 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 2026. 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, and the Municipal Research & Services Center (MRSC).

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 the 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 4TH DAY OF DECEMBER 2025.

By: _____
Matt Cole, Mayor

Attest:

Julie Ferriss, City Clerk

Approved as to Form:

Janean Parker, City Attorney



2026 Proposed Budget

November 20, 2025
Public Hearing



2026 Proposed Budget Agenda

- 2026 Budget Summary
 - Operating Funds
 - Capital Service Funds
 - Special Revenue Funds
 - Debt Service Funds
 - Capital Project/ERF Funds
 - 2026 FTE Report



2026 Proposed Budget

- 2026 Budget Summary
 - Total revenue - \$80,089,430
 - Total expense - \$80,988,399
 - Use of fund balance - \$898,969
 - Operating budget - \$27,956,515
 - Personnel expense - \$14,915,995, 53.3%
 - Operations and maintenance - \$9,630,180, 34.5%
 - Capital outlay and transfers - \$2,515,340, 9.0%
 - Capital Leases - \$683,300, 2.4%
 - Debt Service - \$211,700, 0.8%



2026 Proposed Budget

2026 Estimated Policy Reserves

	O&M	Revenue Stab.	Debt Service	Separation	Capital	Capital Repair & Replacement	2026 Est Reserves	2025 Reserves	% Change
General Fund	1,545,164	1,199,701	141,113	-	1,268,689	-	4,154,667	4,165,939	-0.27%
Community Development	538,626	-	-	-	1,644	-	540,270	552,158	-2.15%
Water Fund	608,300	-	-	21,699	309,352	970,412	1,909,763	1,818,822	5.00%
Storm Fund	264,093	-	19,323	-	295,458	413,949	992,823	975,492	1.78%
Total	2,956,183	1,199,701	160,436	21,699	1,875,144	1,384,361	7,597,524	7,512,411	1.13%



2026 Proposed Budget

	<i>Beginning Fund Balance</i>	<i>2026 Budgeted Revenue</i>	<i>2026 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds					
001 General Fund	\$ 4,584,158	\$ 15,605,160	\$ 16,059,655	\$ 4,129,663	\$ (454,495)
101 Street Fund	137,202	1,608,840	1,671,840	74,202	\$ (63,000)
402 Building and Permitting	286,927	3,555,500	3,711,380	131,047	\$ (155,880)
406 Water Operating	4,067,407	3,907,700	4,278,305	3,696,802	\$ (370,605)
408 Stormwater Operating	864,099	2,158,125	2,235,335	786,889	\$ (77,210)
Total Operating Funds	9,939,793	26,835,325	27,956,515	8,818,603	\$ (1,121,190)
Capital Service Funds					
105 Real Estate Excise Tax	1,875,639	2,540,000	3,173,250	1,242,389	(633,250)
114 Park Impact Fee	564,244	480,500	311,309	733,435	169,191
115 Traffic Impact Fee	1,641,368	751,000	-	2,392,368	751,000
416 Water Utility SDC	7,688,823	1,850,000	1,084,000	8,454,823	766,000
Total Capital Service Funds	11,770,074	5,621,500	4,568,559	12,823,015	1,052,941
Special Revenue Funds					
111 Drug Fund	9,994	1,510	500	11,004	1,010
130 Tax Increment Area	161,915	250,000	306,000	105,915	(56,000)
140 Affordable Housing	139,240	24,000	-	163,240	24,000
150 Transportation Benefit District	1,480,542	1,228,000	1,328,230	1,380,312	(100,230)
Total Special Revenue Funds	1,791,691	1,503,510	1,634,730	1,660,471	(131,220)
Debt Service Fund					
200 Debt Service	-	3,444,450	3,444,450	-	-
Total Debt Service Fund	-	3,444,450	3,444,450	-	-
Capital Project/Equipment Replacement Construction Funds					
300 General Capital Projects	3,813,304	21,327,645	21,809,645	3,331,304	(482,000)
410 Water Utility Capital Projects	16,536	19,429,500	19,429,500	16,536	-
412 Storm Utility Capital Projects	-	1,881,000	1,881,000	-	-
501 Equipment Replacement (ERF)	649,807	46,500	264,000	432,307	(217,500)
Total Capital/ERF	4,479,647	42,684,645	43,384,145	3,780,147	(699,500)
Total Budget	\$ 27,981,205	\$ 80,089,430	\$ 80,988,399	\$ 27,082,236	\$ (898,969)



2026 Proposed Budget

Operating Funds Budget Summary

		<i>Beginning Fund Balance</i>	<i>2026 Budgeted Revenue</i>	<i>2026 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Operating Funds</i>						
001	General Fund	\$ 4,584,158	\$ 15,605,160	\$ 16,059,655	\$ 4,129,663	\$ (454,495)
101	Street Fund	137,202	1,608,840	1,671,840	74,202	\$ (63,000)
402	Building and Permitting	286,927	3,555,500	3,711,380	131,047	\$ (155,880)
406	Water Operating	4,067,407	3,907,700	4,278,305	3,696,802	\$ (370,605)
408	Stormwater Operating	864,099	2,158,125	2,235,335	786,889	\$ (77,210)
<i>Total Operating Funds</i>		9,939,793	26,835,325	27,956,515	8,818,603	\$ (1,121,190)



2026 Proposed Budget

Capital Service Funds Budget Summary

		<i>Beginning Fund Balance</i>	<i>2026 Budgeted Revenue</i>	<i>2026 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Service Funds</i>						
105	Real Estate Excise Tax	1,875,639	2,540,000	3,173,250	1,242,389	(633,250)
114	Park Impact Fee	564,244	480,500	311,309	733,435	169,191
115	Traffic Impact Fee	1,641,368	751,000	-	2,392,368	751,000
416	Water Utility SDC	7,688,823	1,850,000	1,084,000	8,454,823	766,000
<i>Total Capital Service Funds</i>		<i>11,770,074</i>	<i>5,621,500</i>	<i>4,568,559</i>	<i>12,823,015</i>	<i>1,052,941</i>



2026 Proposed Budget

Special Revenue & Debt Service Funds Budget Summary

		<i>Beginning Fund Balance</i>	<i>2026 Budgeted Revenue</i>	<i>2026 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Special Revenue Funds</i>						
111	Drug Fund	9,994	1,510	500	11,004	1,010
130	Tax Increment Area	161,915	250,000	306,000	105,915	(56,000)
140	Affordable Housing	139,240	24,000	-	163,240	24,000
150	Transportation Benefit District	1,480,542	1,228,000	1,328,230	1,380,312	(100,230)
<i>Total Special Revenue Funds</i>		<i>1,791,691</i>	<i>1,503,510</i>	<i>1,634,730</i>	<i>1,660,471</i>	<i>(131,220)</i>
<i>Debt Service Fund</i>						
200	Debt Service	-	3,444,450	3,444,450	-	-
<i>Total Debt Service Fund</i>		<i>-</i>	<i>3,444,450</i>	<i>3,444,450</i>	<i>-</i>	<i>-</i>



2026 Proposed Budget

Capital Project & ERF Funds Budget Summary

		<i>Beginning Fund Balance</i>	<i>2026 Budgeted Revenue</i>	<i>2026 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	3,813,304	21,327,645	21,809,645	3,331,304	(482,000)
410	Water Utility Capital Projects	16,536	19,429,500	19,429,500	16,536	-
412	Storm Utility Capital Projects	-	1,881,000	1,881,000	-	-
501	Equipment Replacement (ERF)	649,807	46,500	264,000	432,307	(217,500)
<i>Total Capital/ERF</i>		<i>4,479,647</i>	<i>42,684,645</i>	<i>43,384,145</i>	<i>3,780,147</i>	<i>(699,500)</i>
<i>Total Budget</i>		<i>\$ 27,981,205</i>	<i>\$ 80,089,430</i>	<i>\$ 80,988,399</i>	<i>\$ 27,082,236</i>	<i>\$ (898,969)</i>



2026 Proposed Budget

2023-2026 FTE Count Comparison

Personnel Schedule (Full-Time Equivalents)					
Job Title	2023 FTE Allocation	2024 FTE Allocation	2025 FTE Allocation	2026 FTE Allocation	2026 FTE Percentage
Executive	1.00	1.00	1.00	1.00	1.10%
Total Finance	6.30	6.30	6.05	6.05	6.67%
Total Human Resources	2.40	2.40	2.40	2.40	2.64%
Total Administration	5.60	5.60	5.60	5.60	6.17%
Total Legal	-	-	-	1.00	1.10%
Total General Government/Facilities	1.40	1.55	1.70	2.20	2.42%
Total Public Safety	19.00	21.00	21.00	23.00	25.34%
Total Cemetery	0.30	0.35	0.70	0.50	0.55%
Total Long Range Planning & Code Enforcement	1.50	1.50	1.50	1.30	1.43%
Total Parks	5.65	6.65	8.25	7.85	8.65%
Total Streets	6.10	6.90	6.95	7.70	8.48%
Total Building and Permitting	15.70	15.70	15.65	15.55	17.13%
Total Water Utility	7.00	7.00	9.45	9.90	10.91%
Total Stormwater Utility	4.30	6.30	6.50	6.70	7.38%
Total Full Time Equivalents	76.25	82.25	86.75	90.75	100.00%
Full-Time Staff					
Full-Time Employees	75.00	81.00	85.00	89.00	98.07%
Part-Time Staff					
Part-Time Employees	1.25	1.25	1.75	1.75	1.93%

FTE Count includes 4 new full-time positions in 2026:

- 1 city attorney (Transitioning from a contract attorney)
- 2 police officers
- 1 engineering technician
- 2 seasonal positions
 - 1 seasonal in streets
 - 1 seasonal in storm



2026 Proposed Budget Next Steps

- November

- Conduct second reading on 2026 property tax levy 11/20 6:30 PM
- Conduct second reading on 2026 water utility and storm water utility rates 11/20 6:30 PM

- December

- Conduct public hearing on budget 12/4 6:30 PM
- Adopt 2026 budget 12/4 6:30 PM
- Transmit 2026 budget to MRSC and State Auditor





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2026 Budget

	<i>Beginning Fund Balance</i>	<i>2026 Budgeted Revenue</i>	<i>2026 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds					
001 General Fund	\$ 4,584,158	\$ 15,605,160	\$ 16,059,655	\$ 4,129,663	\$ (454,495)
101 Street Fund	137,202	1,608,840	1,671,840	74,202	\$ (63,000)
402 Building and Permitting	286,927	3,555,500	3,711,380	131,047	\$ (155,880)
406 Water Operating	4,067,407	3,907,700	4,278,305	3,696,802	\$ (370,605)
408 Stormwater Operating	864,099	2,158,125	2,235,335	786,889	\$ (77,210)
Total Operating Funds	9,939,793	26,835,325	27,956,515	8,818,603	\$ (1,121,190)
Capital Service Funds					
105 Real Estate Excise Tax	1,875,639	2,540,000	3,173,250	1,242,389	(633,250)
114 Park Impact Fee	564,244	480,500	311,309	733,435	169,191
115 Traffic Impact Fee	1,641,368	751,000	-	2,392,368	751,000
416 Water Utility SDC	7,688,823	1,850,000	1,084,000	8,454,823	766,000
Total Capital Service Funds	11,770,074	5,621,500	4,568,559	12,823,015	1,052,941
Special Revenue Funds					
111 Drug Fund	9,994	1,510	500	11,004	1,010
130 Tax Increment Area	161,915	250,000	306,000	105,915	(56,000)
140 Affordable Housing	139,240	24,000	-	163,240	24,000
150 Transportation Benefit District	1,480,542	1,228,000	1,328,230	1,380,312	(100,230)
Total Special Revenue Funds	1,791,691	1,503,510	1,634,730	1,660,471	(131,220)
Debt Service Fund					
200 Debt Service	-	3,444,450	3,444,450	-	-
Total Debt Service Fund	-	3,444,450	3,444,450	-	-
Capital Project/Equipment Replacement Construction Funds					
300 General Capital Projects	3,813,304	21,327,645	21,809,645	3,331,304	(482,000)
410 Water Utility Capital Projects	16,536	19,429,500	19,429,500	16,536	-
412 Storm Utility Capital Projects	-	1,881,000	1,881,000	-	-
501 Equipment Replacement (ERF)	649,807	46,500	264,000	432,307	(217,500)
Total Capital/ERF	4,479,647	42,684,645	43,384,145	3,780,147	(699,500)
Total Budget	\$ 27,981,205	\$ 80,089,430	\$ 80,988,399	\$ 27,082,236	\$ (898,969)



2026 Budget Operating Funds Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026	
			Amended Budget	2025 Est. Year End		Additions	2026 Budget
001 General Fund							
Revenue							
Property Tax	2,213,832	2,333,788	2,500,000	2,495,000	2,650,000	-	2,650,000
Retail Sales & Other Tax	4,098,461	4,954,279	5,758,000	5,782,552	6,082,500	442,000	6,524,500
Public Safety Sales/Use Tax	230,760	255,585	250,000	261,026	275,000	-	275,000
Utility Taxes	1,838,309	1,994,656	2,110,000	2,215,532	2,310,000	-	2,310,000
License & Permits	88,782	101,305	102,240	108,805	115,240	-	115,240
Fines & Forfeits	61,009	82,959	73,000	72,767	83,200	-	83,200
Charge for Goods & Srvc	1,491,886	1,563,526	1,635,880	1,698,721	2,027,150	78,000	2,105,150
Intergovernmental/Grant	403,937	551,021	640,945	565,034	375,700	494,750	870,450
Other Rev/Donations	870,722	637,817	558,000	392,239	461,620	20,000	481,620
Transfers In	-	-	-	-	170,000	20,000	190,000
Total Revenue	11,297,698	12,474,936	13,628,065	13,591,676	14,550,410	1,054,750	15,605,160
Expense							
City Council	122,602	126,824	178,950	193,081	177,750	-	177,750
Judicial	293,785	356,122	350,000	341,346	360,000	-	360,000
Executive	310,372	342,440	390,400	334,750	405,550	-	405,550
Legal	82,596	86,100	105,000	84,457	105,000	95,575	200,575
Finance	895,909	960,099	1,033,250	1,027,079	1,128,350	-	1,128,350
Human Resources	431,921	488,052	510,050	512,877	531,700	30,800	562,500
Administration	685,793	737,878	819,150	741,725	754,600	39,000	793,600
Gen Govt/Facilities	2,350,531	2,507,951	2,149,820	2,244,237	1,928,350	170,000	2,098,350
Information Tech	460,564	371,068	522,500	420,530	515,000	8,550	523,550
Public Safety	4,031,695	4,439,669	5,085,325	4,843,004	5,335,300	898,400	6,233,700
Civil Service	166	170	1,000	188	850	-	850
Cemetery	51,996	83,799	90,100	63,890	73,350	-	73,350
Transfers	978,169	1,599,236	1,371,230	1,185,911	1,020,250	250,090	1,270,340
Long Range Planning & Code	118,816	318,774	551,450	462,385	226,900	260,000	486,900
Parks	1,041,644	1,689,677	3,504,100	3,286,835	1,331,250	413,040	1,744,290
Total Expense	11,856,559	14,107,859	16,662,325	15,742,295	13,894,200	2,165,455	16,059,655
Net Total	(558,861)	(1,632,923)	(3,034,260)	(2,150,619)	656,210	(1,110,705)	(454,495)
Fund Balance							
Beginning Fund Balance	8,926,561	8,367,700	6,734,777	6,734,777	4,584,158	5,240,368	4,584,158
Ending Fund Balance	8,367,700	6,734,777	3,700,517	4,584,158	5,240,368	4,129,663	4,129,663
GF Policy Reserve Balance	3,327,969	4,177,825	4,165,939	4,165,939	4,154,667	4,154,667	4,154,667
Fund Balance Available	5,039,731	2,556,952	(465,422)	418,219	1,085,701	(25,004)	(25,004)



2026 Budget Operating Funds Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
101 Street Fund							
Revenue							
Utility Tax/Franchise Fee	125,020	143,377	158,500	172,267	175,000	-	175,000
Permits	17,187	20,606	20,000	27,940	20,000	-	20,000
Grants	-	-	56,000	56,000	-	-	-
Intergovernmental	274,279	289,926	307,165	288,390	303,100	-	303,100
Other Revenue	13,261	6,504	25,525	4,636	11,000	-	11,000
Transfers In	733,333	1,052,935	1,009,000	1,009,000	1,020,250	79,490	1,099,740
Total Revenue	1,163,080	1,513,348	1,576,190	1,558,233	1,529,350	79,490	1,608,840
Expense							
Streets	1,261,237	1,468,834	1,571,950	1,527,597	1,519,350	152,490	1,671,840
Total Expense	1,261,237	1,468,834	1,571,950	1,527,597	1,519,350	152,490	1,671,840
Net Total	(98,157)	44,514	4,240	30,636	10,000	(73,000)	(63,000)
Fund Balance							
Beg Fund Balance	160,209	62,052	106,566	106,566	137,202	147,202	137,202
Ending Fund Balance	62,052	106,566	110,806	137,202	147,202	74,202	74,202
Reserves Maintain in GF	-	-	-	-	-	-	-
Fund Balance Available	62,052	106,566	110,806	137,202	147,202	74,202	74,202
402 Building/Permitting							
Revenue							
Permits	1,085,069	1,239,614	1,302,000	1,479,503	1,803,000	-	1,803,000
Planning and Development	926,769	925,368	1,195,000	1,111,312	1,737,500	-	1,737,500
Other Revenue	10,410	10,580	15,000	17,987	15,000	-	15,000
Total Revenue	2,022,248	2,175,562	2,512,000	2,608,802	3,555,500	-	3,555,500
Expense							
Building/Permitting	3,210,213	3,222,028	3,309,800	3,098,861	3,621,580	89,800	3,711,380
Total Expense	3,210,213	3,222,028	3,309,800	3,098,861	3,621,580	89,800	3,711,380
Net Total	(1,187,965)	(1,046,466)	(797,800)	(490,059)	(66,080)	(89,800)	(155,880)
Fund Balance							
Beg Fund Balance	3,011,417	1,823,452	776,986	776,986	286,927	220,847	286,927
Ending Fund Balance	1,823,452	776,986	(20,814)	286,927	220,847	131,047	131,047
Policy Reserves	665,967	749,600	552,158	552,158	540,270	540,270	540,270
Fund Balance Available	1,157,485	27,386	(572,972)	(265,231)	(319,423)	(409,223)	(409,223)



2026 Budget Operating Funds Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026		
			Amended Budget	2025 Est. Year End		Additions	2026 Budget	
406 Water Utility Fund								
Revenue								
Charge for Goods & Srvc	2,955,429	3,145,852	3,827,000	3,562,616	3,750,700	-	3,750,700	
Grants	-	-	30,000	30,000	-	30,000	30,000	
Other Revenue	116,213	123,803	76,000	94,054	76,000	-	76,000	
Transfers In	-	-	-	-	51,000	-	51,000	
Total Revenue	3,071,642	3,269,655	3,933,000	3,686,670	3,877,700	30,000	3,907,700	
Expense								
Water Utility	2,488,677	2,801,052	3,933,400	3,260,470	3,622,810	655,495	4,278,305	
Total Expense	2,488,677	2,801,052	3,933,400	3,260,470	3,622,810	655,495	4,278,305	
Net Total	582,965	468,603	(400)	426,200	254,890	(625,495)	(370,605)	
Fund Balance								
Beginning Fund Balance	2,589,639	3,172,604	3,641,207	3,641,207	4,067,407	4,322,297	4,067,407	
Ending Fund Balance	3,172,604	3,641,207	3,640,807	4,067,407	4,322,297	3,696,802	3,696,802	
Policy Reserve Balance	1,381,176	1,631,738	1,818,822	1,818,822	1,909,763	1,909,763	1,909,763	
Fund Balance Available	1,791,428	2,009,469	1,821,985	2,248,585	2,412,534	1,787,039	1,787,039	
408 Stormwater Utility Fund								
Revenue								
Charge for Goods & Srvc	1,224,811	1,520,633	2,265,000	1,753,089	2,026,625	-	2,026,625	
Grants	-	130,000	-	-	-	120,000	120,000	
Other Revenue	(11,898)	7,138	11,500	14,533	11,500	-	11,500	
Transfer In	200,000	-	-	-	-	-	-	
Total Revenue	1,412,913	1,657,771	2,276,500	1,767,622	2,038,125	120,000	2,158,125	
Expense								
Stormwater Utility	1,409,017	1,479,659	2,067,280	1,698,732	2,056,260	179,075	2,235,335	
Total Expense	1,409,017	1,479,659	2,067,280	1,698,732	2,056,260	179,075	2,235,335	
Net Total	3,896	178,112	209,220	68,890	(18,135)	(59,075)	(77,210)	
Fund Balance								
Beginning Fund Balance	613,201	617,097	795,209	795,209	864,099	845,964	864,099	
Ending Fund Balance	617,097	795,209	1,004,429	864,099	845,964	786,889	786,889	
Policy Reserve Balance	646,251	766,956	975,492	975,492	992,823	992,823	992,823	
Fund Balance Available	(29,154)	28,253	28,937	(111,393)	(146,859)	(205,934)	(205,934)	



2026 Budget

Capital Service Fund Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
105 Real Estate Excise Tax (REET) Fund							
Revenue							
Real Estate Excise Taxes	1,490,525	1,872,677	1,900,000	1,889,327	1,600,000	-	1,600,000
Other Revenue	304,885	212,635	140,000	145,971	940,000	-	940,000
Total Revenue	1,795,410	2,085,312	2,040,000	2,035,298	2,540,000	-	2,540,000
Expense							
Utility	65,000	-	-	-	-	-	-
General	-	-	-	-	523,275	-	523,275
Streets	537,358	-	1,230,710	1,228,781	-	-	-
Parks	-	-	500,000	500,000	-	-	-
Debt Service (GO Bonds)	1,408,994	1,992,686	2,808,645	2,808,641	2,160,975	489,000	2,649,975
Total Expense	2,011,352	1,992,686	4,539,355	4,537,422	2,684,250	489,000	3,173,250
Net Total	(215,942)	92,626	(2,499,355)	(2,502,124)	(144,250)	(489,000)	(633,250)
Fund Balance							
Beg Fund Balance	4,501,079	4,285,137	4,377,763	4,377,763	1,875,639	1,731,389	1,875,639
Ending Fund Balance	4,285,137	4,377,763	1,878,408	1,875,639	1,731,389	1,242,389	1,242,389
Debt Service Reserves	1,408,996	2,808,645	2,350,435	2,350,435	2,810,070	2,810,070	2,810,070
Fund Balance Available	2,876,141	1,569,118	(472,027)	(474,796)	(1,078,681)	(1,567,681)	(1,567,681)

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
114 Park Impact Fee (PIF) Fund							
Revenue							
Planning & Development	320,790	209,447	215,000	217,632	480,000	-	480,000
Grants	-	-	-	-	-	-	-
Other Revenue	91,918	41,959	250	7,599	500	-	500
Total Revenue	412,708	251,406	215,250	225,231	480,500	-	480,500
Expense							
Park Impact Fee	1,729,852	335,358	1,017,000	908,952	-	311,309	311,309
Total Expense	1,729,852	335,358	1,017,000	908,952	-	311,309	311,309
Net Total	(1,317,144)	(83,952)	(801,750)	(683,721)	480,500	(311,309)	169,191
Fund Balance							
Beg Fund Balance	2,649,061	1,331,917	1,247,965	1,247,965	564,244	1,044,744	564,244
Ending Fund Balance	1,331,917	1,247,965	446,215	564,244	1,044,744	733,435	733,435
Fund Balance Available	1,331,917	1,247,965	446,215	564,244	1,044,744	733,435	733,435

115 Traffic Impact Fee (TIF) Fund							
Revenue							
Planning & Development	593,928	699,997	465,000	1,641,363	750,000	-	750,000
Other Revenue	62,418	26,997	250	-	1,000	-	1,000
Total Revenue	656,346	726,994	465,250	1,641,363	751,000	-	751,000
Expense							
Transp Impact Fee	2,079,008	1,612,330	-	-	-	-	-
Total Expense	2,079,008	1,612,330	-	-	-	-	-



2026 Budget

Capital Service Fund Summary Report by Fund

Description	2023	2024	2025	2025 Est.	2026	2026	2026
	Actual	Actual	Amended Budget	Year End	Baseline	Additions	Budget
Net Total	(1,422,662)	(885,336)	465,250	1,641,363	751,000	-	751,000
Fund Balance							
Beginning Fund Balance	2,308,003	885,341	5	5	1,641,368	2,392,368	1,641,368
Ending Fund Balance	885,341	5	465,255	1,641,368	2,392,368	2,392,368	2,392,368
Fund Balance Available	885,341	5	465,255	1,641,368	2,392,368	2,392,368	2,392,368

Description	2023	2024	2025	2025 Est.	2026	2026	2026
	Actual	Actual	Amended Budget	Year End	Baseline	Additions	Budget
416 Water Utility SDC Fund							
Revenue							
Contributed Capital	832,398	1,112,553	1,550,000	1,336,641	1,650,000	-	1,650,000
Other Revenue	421,270	406,611	200,000	228,846	200,000	-	200,000
Total Revenue	1,253,668	1,519,164	1,750,000	1,565,487	1,850,000	-	1,850,000
Expense							
Intergovernmental	17,519	61,387	40,000	20,190	40,000	-	40,000
Capital Outlay	-	-	-	-	-	-	-
Transfers Out	2,444,522	1,954,601	8,425,000	1,370,075	51,000	993,000	1,044,000
Total Expense	2,462,041	2,015,988	8,465,000	1,390,265	91,000	993,000	1,084,000
Net Total	(1,208,373)	(496,824)	(6,715,000)	175,222	1,759,000	(993,000)	766,000
Fund Balance							
Beg Fund Balance	9,218,798	8,010,425	7,513,601	7,513,601	7,688,823	9,447,823	7,688,823
Ending Fund Balance	8,010,425	7,513,601	798,601	7,688,823	9,447,823	8,454,823	8,454,823
Fund Balance Available	8,010,425	7,513,601	798,601	7,688,823	9,447,823	8,454,823	8,454,823



2026 Budget

Special Revenue and Debt Service Fund Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
111 Drug Fund							
Revenue							
Fines and Forfeits	56	138	500	76	500	-	500
Other Revenue	435	73	1,010	29	1,010	-	1,010
Total Revenue	491	211	1,510	105	1,510	-	1,510
Expense							
Small Tools & Equipment	-	-	-	-	-	-	-
Intergovernmental	2	-	500	-	500	-	500
Total Expense	2	-	500	-	500	-	500
Net Total	489	211	1,010	105	1,010	-	1,010
Fund Balance							
Beginning Fund Balance	9,189	9,678	9,889	5,211	9,994	11,004	9,994
Ending Fund Balance	9,678	9,889	10,899	9,994	11,004	11,004	11,004
Fund Balance Available	9,678	9,889	10,899	9,994	11,004	11,004	11,004

130 Tax Increment Area							
Revenue							
Property Tax	-	-	30,000	186,553	250,000	-	250,000
Other Revenue	-	-	-	1,644	-	-	-
Total Revenue	-	-	30,000	188,197	250,000	-	250,000
Expense							
Services	-	-	30,000.00	26,282.00	6,000.00	-	6,000.00
Transfers-Out	-	-	-	-	300,000	-	300,000
Total Expense	-	-	30,000	26,282	306,000	-	306,000
Net Total	-	-	-	161,915	(56,000)	-	(56,000)
Fund Balance							
Beg Fund Balance	-	-	-	-	161,915	105,915	161,915
Ending Fund Balance	-	-	-	161,915	105,915	105,915	105,915
Fund Balance Available	-	-	-	161,915	105,915	105,915	105,915

140 Affordable Housing							
Revenue							
Retail Sales Tax	23,294	24,270	25,000	24,500	24,000	-	24,000
Other Revenue	-	-	-	-	-	-	-
Total Revenue	23,294	24,270	25,000	24,500	24,000	-	24,000
Expense							
Transfers-Out	-	-	-	-	-	-	-
Total Expense	-	-	-	-	-	-	-
Net Total	23,294	24,270	25,000	24,500	24,000	-	24,000
Fund Balance							
Beg Fund Balance	67,176	90,470	114,740	114,740	139,240	163,240	139,240
Ending Fund Balance	90,470	114,740	139,740	139,240	163,240	163,240	163,240
Fund Balance Available	90,470	114,740	139,740	139,240	163,240	163,240	163,240



2026 Budget

Special Revenue and Debt Service Fund Summary Report by Fund

Description	2025							2026 Budget
	2023 Actual	2024 Actual	Amended Budget	2025 Est. Year End	2026 Baseline	2026 Additions	2026	
150 Transportation Benefit District								
Revenue								
Retail Sales Tax	882,362	1,072,151	1,165,000	1,162,375	1,225,000	-		1,225,000
Other Revenue	3,074	981	3,000	15,434	3,000	-		3,000
Total Revenue	885,436	1,073,132	1,168,000	1,177,809	1,228,000	-		1,228,000
Expense								
Personnel	-	21,040	104,500	32,248	91,200	-		91,200
Operations & Maintenance	-	13,475	73,000	8,167	72,500	-		72,500
Services	-	-	5,000	-	5,000	-		5,000
Transfers-Out	1,082,663	701,171	920,000	383,986	-	1,159,530		1,159,530
Total Expense	1,082,663	735,686	1,102,500	424,401	168,700	1,159,530		1,328,230
Net Total	(197,227)	337,446	65,500	753,408	1,059,300	(1,159,530)		(100,230)
Fund Balance								
Beg Fund Balance	586,915	389,688	727,134	727,134	1,480,542	2,539,842		1,480,542
Ending Fund Balance	389,688	727,134	792,634	1,480,542	2,539,842	1,380,312		1,380,312
Fund Balance Available	389,688	727,134	792,634	1,480,542	2,539,842	1,380,312		1,380,312
200 Debt Service Fund								
Revenue								
Transfers-In	1,408,994	2,459,027	2,949,765	2,874,525	2,955,450	489,000		3,444,450
Other Revenue	-	-	-	-	-	-		-
Total Revenue	1,408,994	2,459,027	2,949,765	2,874,525	2,955,450	489,000		3,444,450
Expense								
Debt Service	1,408,994	2,459,027	2,949,765	2,874,525	2,955,450	489,000		3,444,450
Transfers-Out	-	-	-	-	-	-		-
Total Expense	1,408,994	2,459,027	2,949,765	2,874,525	2,955,450	489,000		3,444,450
Net Total	-	-	-	-	-	-		-
Fund Balance								
Beg Fund Balance	-	-	-	-	-	-		-
Ending Fund Balance	-	-	-	-	-	-		-
Fund Balance Available	-	-	-	-	-	-		-



2026 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
300 General Capital Project Fund							
Revenue							
Grants			4,106,170	3,023,983	-	3,697,206	3,697,206
Other Revenue			1,750,000	1,826,802	-	-	-
Transfers In			19,910,940	5,085,277	-	1,905,439	1,905,439
Other Financing Sources			555,000	2,764	-	15,725,000	15,725,000
Total Revenue			26,322,110	9,938,826	-	21,327,645	21,327,645
Expense							
Facilities			2,100,000	2,033,107	-	167,000	167,000
Cemetery			-	-	-	-	-
Streets			20,130,100	18,166,231	-	5,105,600	5,105,600
Parks			4,537,000	3,439,560	-	16,497,045	16,497,045
Transfers Out			-	-	-	40,000	40,000
Total Expense			26,767,100	23,638,898	-	21,809,645	21,809,645
Net Total			(444,990)	(13,700,072)	-	(482,000)	(482,000)
Fund Balance							
Beginning Fund Balance			17,513,376	17,513,376	3,813,304	3,813,304	3,813,304
Ending Fund Balance			17,068,386	3,813,304	3,813,304	3,331,304	3,331,304
Fund Balance Available			17,068,386	3,813,304	3,813,304	3,331,304	3,331,304

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
410 Water Utility Capital Project Fund							
Revenue							
Other Revenue			-	-	-	-	-
Transfers In			8,501,000	1,370,076	-	1,104,500	1,104,500
Other Financing Sources			500,000	500,000	-	18,325,000	18,325,000
Total Revenue			9,001,000	1,870,076	-	19,429,500	19,429,500
Expense							
Water Capital			9,001,000	1,570,076	-	19,429,500	19,429,500
Total Expense			9,001,000	1,570,076	-	19,429,500	19,429,500
Net Total			-	300,000	-	-	-
Fund Balance							
Beginning Fund Balance			(283,464)	(283,464)	16,536	16,536	16,536
Ending Fund Balance			(283,464)	16,536	16,536	16,536	16,536
Fund Balance Available			(283,464)	16,536	16,536	16,536	16,536



2026 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
412 Storm Utility Capital Project Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Other Financing Sources	-	-	2,404,000	43,133	-	1,881,000	1,881,000
Total Revenue			2,404,000	43,133	-	1,881,000	1,881,000
Expense							
Storm Capital	-	-	2,404,000	43,133	-	1,881,000	1,881,000
Total Expense			2,404,000	43,133	-	1,881,000	1,881,000
Net Total			-	-	-	-	-
Fund Balance							
Beginning Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-

Description	2023 Actual	2024 Actual	2025		2026 Baseline	2026 Additions	2026 Budget
			Amended Budget	2025 Est. Year End			
501 Equipment Replacement Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Transfers In	-	-	284,100	284,100	46,500	-	46,500
Total Revenue			284,100	284,100	46,500	-	46,500
Expense							
General Government	-	-	-	-	-	2,150	2,150
Public Safety	-	-	330,000	339,785	-	93,000	93,000
Water	-	-	5,000	6,950	-	93,000	93,000
Cemetery	-	-	-	-	-	-	-
Stormwater	-	-	9,000	6,950	-	-	-
Streets	-	-	31,000	6,950	-	34,450	34,450
Community	-	-	43,500	39,711	-	-	-
Parks	-	-	24,000	6,950	-	41,400	41,400
Total Expense			442,500	407,296	-	264,000	264,000
Net Total			(158,400)	(123,196)	46,500	(264,000)	(217,500)
Fund Balance							
Beginning Fund Balance	-	-	773,003	773,003	649,807	696,307	649,807
Ending Fund Balance	-	-	614,603	649,807	696,307	432,307	432,307
Fund Balance Available	-	-	614,603	649,807	696,307	432,307	432,307



2026 Budget

2026 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Executive		
City Manager		1.00
Total Executive		1.00
Finance		
Finance Director		1.00
Accounting Supervisor		1.00
Administrative Assistant II		0.50
Accounting Assistant II		1.00
Utility Billing Lead		0.05
Accounting Assistant I		0.50
Procurement Coordinator		1.00
Grant Writer		1.00
Total Finance		6.05
Human Resources		
Deputy City Manager/Admin Director		0.40
HR Supervisor		1.00
HR Analyst I		1.00
Total Human Resources		2.40
Administration		
Deputy City Manager/Admin Director		0.60
City Clerk		1.00
Communications Program Manager		1.00
Communications Coordinator II		1.00
Community Events Coordinator II		1.00
HR Administrative Coordinator		1.00
Total Administration		5.60
Legal		
City Attorney		1.00
Total Legal		1.00
General Government/Facilities		
Operations Supervisor		0.10
PW Administrative Coordinator		0.10
Operations Lead - Parks/Cemetery		0.15
Operations II - Parks/Cemetery		0.10
Operations II - Parks/Cemetery		0.10
Operations I - Parks/Cemetery		0.10
Operations I - Parks/Cemetery		0.25
Operations I - Parks/Cemetery		0.20
Operations Lead - Streets/Facilities		0.30
Operations II - Streets/Facilities		0.30
Operations I - Streets/Facilities		0.20
Operations I - Streets/Facilities		0.10



2026 Budget

2026 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation
Operations I - Streets/Facilities	0.20
Total General Government/Facilities	2.20
Public Safety	
Police Chief	1.00
Police Lieutenant	1.00
Police Detective	1.00
Police Sergeant	1.00
Police Sergeant	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
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Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Administrative Supervisor	1.00
Police Clerk III	1.00
Total Public Safety	23.00
Cemetery	
Operations Supervisor	0.05
PW Administrative Coordinator	0.05
Backflow Program Coordinator	0.10
Operations Lead - Parks/Cemetery	0.05
Operations II - Parks/Cemetery	0.05
Operations II - Parks/Cemetery	0.05
Operations I - Parks/Cemetery	0.05
Operations I - Parks/Cemetery	0.05
Operations I - Parks/Cemetery	0.05
Total Cemetery	0.50



2026 Budget

2026 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Long Range Planning/Code Enforcement		
Community Development Director		0.15
Senior Planner		0.10
Planner I		0.05
Code Enforcement Officer II		1.00
Total Long Range Planning/Code Enforcement		1.30
Parks		
Public Works Director		0.15
Capital & Engineering Deputy Director		0.15
Parks Manager		1.00
Capital & Development Manager		0.05
Capital Project Manager		0.30
Capital Project Manager		0.15
Civil Engineering Tech		0.20
Operations Supervisor		0.35
Utilities & Operations Admin Supervisor		0.05
PW Administrative Coordinator		0.10
Backflow Program Coordinator		0.05
Operations Lead - Parks/Cemetery		0.80
Operations II - Parks/Cemetery		0.85
Operations II - Parks/Cemetery		0.85
Operations I - Parks/Cemetery		0.70
Operations I - Parks/Cemetery		0.75
Operations I - Parks/Cemetery		0.85
Abrams Park Caretaker		0.50
Total Parks		7.85
Streets		
Public Works Director		0.15
Capital & Engineering Deputy Director		0.40
Capital & Development Manager		0.55
Capital Project Manager		0.30
Capital Project Manager		0.40
Civil Engineering Tech		0.20
Operations Supervisor		0.50
Utilities & Operations Admin Supervisor		0.10
PW Administrative Coordinator		0.50
Backflow Program Coordinator		0.05
Operations Lead - Streets/Facilities		0.70
Operations II - Streets/Facilities		0.70
Operations I - Streets/Facilities		0.90



2026 Budget

2026 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation
Operations I - Streets/Facilities	0.80
Operations I - Streets/Facilities	0.80
Stormwater Maintenance Worker II	0.05
Stormwater Maintenance Worker II	0.10
Total Streets	7.20
Pavement Preservation	
Capital & Development Manager	0.25
Capital Project Manager	0.20
Capital Project Manager	0.05
Total Pavement Preservation	0.50
Building and Permitting	
Community Development Director	0.85
Senior Planner	0.90
Planner I	0.95
Permit Technician II	1.00
Permit Technician II	1.00
Permit Technician I	1.00
Administrative Assistant II	0.50
Building Official	1.00
Plans Examiner	1.00
Building Inspector II	1.00
Building Inspector I	1.00
Building Inspector I	1.00
Building Inspector I	1.00
Public Works Director	0.05
Capital & Engineering Deputy Director	0.10
Lead Engineer	0.50
Capital & Development Manager	0.05
Development Review Coordinator	1.00
Development Inspector	1.00
Utilities Supervisor	0.15
Water Lead	0.05
Water Maintenance Worker	0.05
Utilities Technician	0.20
Stormwater Permit Coordinator	0.05
Stormwater Maintenance Worker II	0.05
Stormwater Maintenance Worker II	0.05
Stormwater Technician	0.05
Total Building and Permitting	15.55



2026 Budget

2026 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Water Utility		
Public Works Director		0.35
Capital & Engineering Deputy Director		0.25
Utilities Supervisor		0.45
Capital & Development Manager		0.05
Capital Project Manager		0.20
Capital Project Manager		0.20
Civil Engineering Tech		0.40
Utilities & Operations Admin Supervisor		0.85
Backflow Program Coordinator		0.75
Water Lead		0.95
Water Lead		1.00
Water Maintenance Technician		1.00
Utilities Maintenance Worker		0.95
Utilities Maintenance Worker		1.00
Utilities Technician		0.35
Utility Billing Lead		0.75
Accounting Assistant I		0.40
Total Water Utility		9.90
Stormwater Utility		
Public Works Director		0.30
Capital & Engineering Deputy Director		0.10
Stormwater Field Supervisor		0.40
Capital & Development Manager		0.05
Capital Project Manager		0.20
Civil Engineering Tech		0.20
Stormwater Permit Coordinator		0.95
Utilities Technician		0.45
Backflow Program Coordinator		0.05
Stormwater Lead		1.00
Stormwater Maintenance Worker II		0.90
Stormwater Maintenance Worker II		0.85
Stormwater Technician		0.95
Utility Billing Lead		0.20
Accounting Assistant I		0.10
Total Stormwater Utility		6.70
Total Full Time Equivalents		90.75
Full-Time Staff		
Full-Time Employees		89.00
Part-Time Staff		
Part-Time Employees		1.75