



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, November 16, 2017
Ridgefield Community Center
210 N. Main, 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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the November 2, 2017 Meeting**

IV. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1251 –2018 Proposed Budget-Kirk Johnson, Finance Director**
- 2. Public Hearing and First Reading of Ordinance No. 1252 – Ridgefield Development Code Amendment - Gee Creek Plateau Sub-Area Plan-Jeff Niten, Community Development Director**
- 3. Public Hearing and First Reading of Ordinance No. 1253 – Ridgefield Development Code Amendment-Jeff Niten, Community Development Director**
- 4. Public Hearing and First Reading of Ordinance No. 1254 – Green Building Standards-Jeff Niten, Community Development Director**

V. BUSINESS

- 1. Ordinance No. 1247 – Second Reading of 2018 Property Tax Levy-Kirk Johnson, Finance Director**
- 2. Ordinance No. 1248 – Second Reading of 2018 Water Utility Rate Code Amendment -Kirk Johnson, Finance Director**
- 3. Ordinance No. 1249 – Second Reading of 2018 Storm Water Utility Rate Code Amendment-Kirk Johnson, Finance Director**
- 4. Ordinance No. 1250 – Second Reading of Fireworks Regulations-Jeff Niten, Community Development Director**

5. Motion - Approval of Cooperative Purchase Agreement with Vancouver - Bryan Kast, Public Works Director

6. Motion - Approval of Proposed CDBG Projects - Bryan Kast, Public Works 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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

VII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

2. Mayor

3. City Manager

VIII. FROM THE COUNCIL

IX. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 16, 2017
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

RECOMMENDED ACTION OR MOTION:

Staff recommends Council approve the claims and/or payroll by making the following motion:

“I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: November 16 2017 Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: November 16, 2017

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ACCELA INC.	2779	INV-ACC35126	Public Works	Oct 2017 - Web Payments with Online-Bills.com	349.00
ACCELA INC. Total					349.00
ACCESS SERVICES NORTHWEST	2919	14506	Judicial	Sign Language Interpreter Services	150.00
		14821	Judicial	Sign Language Interpreter Services	130.00
ACCESS SERVICES NORTHWEST Total					280.00
AMIRA SONNTAG	726	17-107	Judicial	Spanish Interpreting Services	50.00
AMIRA SONNTAG Total					50.00
Anderson Environmental	UB*00050	1	Genl Govt/Facilities	Refund Check	510.46
Anderson Environmental Total					510.46
ARAMARK UNIFORM SERVICES	32	863152070	Genl Govt/Facilities	PW Uniforms & Floor Mats	2.01
			Public Works	PW Uniforms & Floor Mats	44.81
			Community Development	PW Uniforms & Floor Mats	0.70
		863152069	Genl Govt/Facilities	City Hall/PW/CDD/PD Floor Mats	7.09
			Public Safety	City Hall/PW/CDD/PD Floor Mats	4.47
			Public Works	City Hall/PW/CDD/PD Floor Mats	3.91
			Community Development	City Hall/PW/CDD/PD Floor Mats	3.92
ARAMARK UNIFORM SERVICES Total					66.91
ASSOCIATED CONSULTANTS INC.	1030	17-276-01	Public Works	Engineering Services - Refuge Memorial Sculpture	832.50
ASSOCIATED CONSULTANTS INC. Total					832.50
BERGERABAM	1708	320465	Community Development	Gee Creek Plateau Subarea Plan	8,100.33
BERGERABAM Total					8,100.33
CATHY DORIOT	79	0079201710-01	Public Safety	Meals Per-Diem - WCIA Use of Force-Doriot	308.00
CATHY DORIOT Total					308.00
Cedar Creek Property Development	UB*00053	1	Genl Govt/Facilities	Refund Check	500.00
Cedar Creek Property Development Total					500.00
CFM STRATEGIC COMMUNICATIONS INC.	2551	24233	Genl Govt/Facilities	Lobbyist	4,530.00
CFM STRATEGIC COMMUNICATIONS INC. Total					4,530.00
CHRIST COMMUNITY CHURCH	1470	1470-201711-01	Genl Govt/Facilities	Park Refundable Deposit	100.00
CHRIST COMMUNITY CHURCH Total					100.00
CITY OF BATTLE GROUND	92	948	Judicial	City of Battleground Court Costs	750.00
CITY OF BATTLE GROUND Total					750.00
CITY OF RIDGEFIELD	95	COM-17-0062	Public Works	Osprey Point Play Ground - Building Permit	634.80
		SITE-17-0001	Public Works	Osprey Point Play Ground - Site Plan Review	150.00
CITY OF RIDGEFIELD Total					784.80
CITY OF RIDGEFIELD-W/S	96	0096-201711-25	Public Works	Abrams Soccer Field	933.91
		0096-201711-36	Public Works	301 N 3rd Ave CDD - Storm	16.46
			Community Development	301 N 3rd Ave CDD - Storm	16.46
		0096-201711-14	Public Works	109 W Division WWTP - Water	601.62
		0096-201711-01	Public Works	Park & Ride Lot - Storm	181.06

Attachment: November 16 2017 Claims Report (Approval of Claims And/Or Payroll)

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CITY OF RIDGEFIELD-W/S	96	0096-201711-32	Public Works	Abrams Park Restrooms - Storm	16.46		
		0096-201711-12	Public Works	2311 N 5th Way Crows Nest Park - Storm	32.92		
		0096-201711-05	Public Works	119 N 3rd Ave Community Park - Water	147.34		
		0096-201711-16	Public Works	109 W Division WWTP - Storm	691.32		
		0096-201711-35	Public Works	Cedar Ridge Park - Water	189.87		
		0096-201711-31	Public Works	Cemetery Water Spigots - Water	44.71		
		0096-201711-15	Public Safety	116 N Main Ave PD - Water	54.84		
		0096-201711-07	Public Works	Abrams Park Chloine Injector - Storm	16.46		
		0096-201711-23	Public Safety	116 N Main Ave PD - Storm	65.84		
		0096-201711-20	Public Works	Water Tower (Cemetery)	49.38		
		0096-201711-37	Public Works	301 N 3rd Ave CDD - Water	29.40		
			Community Development	301 N 3rd Ave CDD - Water	29.41		
		0096-201711-13	Public Works	Cedar Ridge Park - Storm	16.46		
		0096-201711-34	Public Works	Green Gables Tract-D Irrigation M	246.50		
		0096-201711-21	Public Works	Junction Well & Reservoir - Storm	115.22		
		0096-201711-27	Public Works	Green Gables Tract-C Irrigation M	180.64		
		0096-201711-17	Public Works	Abrams Park Kitchen - Storm	345.66		
		0096-201711-22	Public Works	Columbia Hills Irrigation Tract B Wind River	228.51		
		0096-201711-02	Public Works	Abrams Park Kitchen & Irrigation - Water	210.85		
		0096-201711-39	Genl Govt/Facilities	111 S Main - Storm	49.38		
		0096-201711-11	Public Works	1308 N Heron Dr Hayden Park - Storm	16.46		
		0096-201711-40	Genl Govt/Facilities	230 Pioneer Street City Hall - Water	555.68		
		0096-201711-08	Public Works	2311 N 5th Way Crows Nest Park - Water	147.46		
		0096-201711-38	Public Works	618 Lark Dr Lark Park - Storm	16.46		
		0096-201711-29	Public Works	1-5/SR501 NE Interchange Irrigation	688.50		
		0096-201711-26	Genl Govt/Facilities	111 S Main - Water	267.19		
		0096-201711-33	Public Works	Blue Heron Community Garden - Water	68.52		
		0096-201711-19	Public Works	Green Gables Tract-Q Irrigation M	94.31		
		0096-201711-28	Public Works	315 N 3rd Avenue Davis Park - Water	449.10		
		0096-201711-04	Public Works	119 N 3rd Ave Community Park - Storm	32.92		
		0096-201711-24	Genl Govt/Facilities	230 Pioneer Street City Hall - Storm	115.22		
		0096-201711-03	Public Works	Columbia Hills Irrigation Tract D Cispus Way	268.37		
		0096-201711-18	Public Works	Green Gables Tract-D Irrigation MET	149.19		
		0096-201711-10	Public Works	1308 N Heron Dr Hayden Park - Water	98.69		
		0096-201711-30	Public Works	618 Lark Dr Lark Park - Water	166.36		
		0096-201711-41	Public Works	6007 N Ridgefield Woods Dr. - Irrigation	174.32		
		0096-201711-06	Public Works	1-5/SR501 NE Interchange Irrigation	509.51		
		0096-201711-09	Public Works	Abrams Park Restrooms - Water	120.59		
		CITY OF RIDGEFIELD-W/S Total					8,449.53
		CLARK AND SONS EXCAVATING INC.	2848	2848-GCT-3	Genl Govt/Facilities	Gee Creek Trail	(786.28)
					Public Works	Gee Creek Trail	17,046.45
2848-201711-01	Public Works			Hillhurst Rd. Storm Drain Repair	31,436.00		
CLARK AND SONS EXCAVATING INC. Total					47,696.17		

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CLARK COUNTY	102	160003490	Community Development	FLS Plan Review - Church of the Nazarene	200.00
		130008089	Public Works	Sept 2017 - Lab Analysis & Biosolids Disposal	6,686.96
		730013822	Community Development	Fire Inspection - Ridgefield High School	400.00
		110016154	Public Safety	Estimated 1st/2nd/3rd Qtr 2017 Jail Services	8,356.86
CLARK COUNTY Total					15,643.82
CLARK COUNTY TREASURERS OFFICE	554	SIF201710-01	Genl Govt/Facilities	October 2017 School Impact Fees	115,913.95
CLARK COUNTY TREASURERS OFFICE Total					115,913.95
CLARK PUBLIC UTILITIES	110	0110-201711-03	Public Works	400 N Abrams Park Rd	485.30
		0110-201711-04	Public Works	214 S Riverview Dr	42.82
		0110-201711-01	Public Works	N 1st Cir & N 65th Ave - Park & Ride	46.75
		0110-201711-02	Public Works	255 S 56th Pl - Electricity	2,372.96
CLARK PUBLIC UTILITIES Total					2,947.83
CLARK REGIONAL WASTEWATER DISTRICT	741	0741-201711-04	Public Works	Abrams Park Restrooms - Sewer	75.98
		0741-201711-01	Public Works	109 W Division WWTP - Sewer	247.53
		0741-201711-05	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	135.41
		0741-201711-02	Public Works	301 N 3rd Ave CDD - Sewer	26.76
			Community Development	301 N 3rd Ave CDD - Sewer	21.03
		0741-201711-06	Public Works	Abrams Park Kitchen - Sewer	44.11
		0741-201711-03	Public Works	Abrams Park Former Mgr House - Sewer	47.79
		0741-201711-08	Public Safety	116 N Main Ave PD - Sewer	47.79
		0741-201711-07	Public Works	255 S 56th Pl Well & Reservoir - Sewer	61.27
CLARK REGIONAL WASTEWATER DISTRICT Total					707.67
CMS OF OREGON	2923	2923-201711-01	Genl Govt/Facilities	Utility Refund 500-2015003	146.48
CMS OF OREGON Total					146.48
COMDATA NETWORK INC.	1101	20278164	Genl Govt/Facilities	Fuel - XN173	76.49
			Public Works	Fuel - XN173	1,383.53
			Community Development	Fuel - XN173	265.10
		20278167	Public Safety	PD Fuel XN795	1,219.29
COMDATA NETWORK INC. Total					2,944.41
COMPULINK MANAGEMENT CENTER INC.	2648	20171031PS	Genl Govt/Facilities	Professional Service Work	(1,054.12)
			Public Works	Professional Service Work	5,441.25
			Community Development	Professional Service Work	3,264.74
			Information Technology	Professional Service Work	4,897.13
COMPULINK MANAGEMENT CENTER INC. Total					12,549.00
DAVID BONE	710	0710-201711-01	Genl Govt/Facilities	Expense Reimbursement	21.67
		0710201710-01	Public Safety	Meals Per-Diem - WCIA Use of Force-Bone	308.00
DAVID BONE Total					329.67
DEPARTMENT OF ECOLOGY	144	2017-5353	Public Works	2018 Wastewater Operator Cert. Renewal - Brunson	30.00
		2017-5563	Public Works	2018 Wastewater Operator Cert. Renewal - Strickler	30.00
DEPARTMENT OF ECOLOGY Total					60.00
DEPARTMENT OF LICENSING	154	RG0000151-2017	Genl Govt/Facilities	CPL License - Rodriguez	18.00
DEPARTMENT OF LICENSING Total					18.00
DICK'S TIRE FACTORY	158	D76898	Public Works	Parks Vehicle Maint.	206.77

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DICK'S TIRE FACTORY Total					206.77
DKS ASSOCIATES	1565	64829	Community Development	On-Call Review Services - Sept 2017	4,200.00
DKS ASSOCIATES Total					4,200.00
ELCOR INC	2081	MSP-10099	Public Safety	Comp Maint/Service/Equip/Software	1,572.83
			Public Works	Comp Maint/Service/Equip/Software	1,471.27
			Community Development	Comp Maint/Service/Equip/Software	1,097.94
			Information Technology	Comp Maint/Service/Equip/Software	2,673.58
		10147	Community Development	CDD - Display Port to DVI Cables	31.20
ELCOR INC Total					6,846.82
ELIZABETH BUSKIRK	845	0845-201711-01	Genl Govt/Facilities	Park Refundable Deposit	50.00
ELIZABETH BUSKIRK Total					50.00
FERGUSON ENTERPRISES INC # 8423	181	0582243-6	Public Works	Meter Replacement Program	10,261.47
FERGUSON ENTERPRISES INC # 8423 Total					10,261.47
Graeme Kelly & Jason	UB*00052	1	Genl Govt/Facilities	Refund Check	21.43
Graeme Kelly & Jason Total					21.43
GRAY AND OSBORNE INC	207	17272.00-2	Community Development	Final Plat - Quail Hill at Union Ridge	289.80
		17242.00-6	Public Works	Northridge Drive Water Main Replacement Project	7,426.78
		17268.00-3	Community Development	Engineering Review - Cloverhill Phase 5	1,638.99
		17277.00-3	Community Development	Engineering Review - Village at Canyon Ridge PUD	762.34
		16222.00-4	Community Development	Final Plat - Taverner Ridge Phase 8 & 9	1,651.87
GRAY AND OSBORNE INC Total					11,769.78
GROVER ELECTRIC AND PLUMBING	210	HA59070	Public Works	Water Supplies	8.25
GROVER ELECTRIC AND PLUMBING Total					8.25
H.D. FOWLER COMPANY	2036	I4676034	Public Works	Meter Replacement Program/Hydrant Repair	635.65
H.D. FOWLER COMPANY Total					635.65
HARRY'S LAWN AND POWER EQUIPMENT	214	130245	Public Works	Storm/Parks Equip. Maint.	258.08
HARRY'S LAWN AND POWER EQUIPMENT Total					258.08
HONEY BUCKETS	223	550439111	Public Works	Davis Park Port-a-Potty	298.00
		550464781	Public Works	Davis Park Port-a-Potty	298.00
HONEY BUCKETS Total					596.00
INDX INC.	1755	2017259	Genl Govt/Facilities	Storage Unit Rental	450.00
INDX INC. Total					450.00
INTERMEDIA.NET INC	2187	1711151266	Information Technology	Voice Service Charges	80.26
INTERMEDIA.NET INC Total					80.26
JOE TURNER P.C.	1437	702	Community Development	Public Hearing - PLZ-16-0049 Ridgefield Heights	867.00
JOE TURNER P.C. Total					867.00
JOHN BROOKS	2793	2793201711-01	Public Safety	Meals Per-Diem - WA Assoc of Sheriffs & PD Chiefs Fall Training	114.00
JOHN BROOKS Total					114.00
JOHN MAIN	2448	2448-201711-04	Council	August 2017 Mileage Reimbursement - Main	19.37
		2448-201711-03	Council	July 2017 Mileage Reimbursement-Main	19.37
		2448-201711-02	Council	June 2017 Mileage Reimbursement-Main	61.75
		2448-201711-05	Council	September 2017 Mileage Reimbursement - Main	19.37
		2448-201711-01	Council	Oct 2017 Mileage Reimbursement - Main	49.38

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JOHN MAIN Total					169.24
KIM OTIS	2922	2922-201711-01	Community Development	Legal Services - 2/8/17 Hearing	112.67
KIM OTIS Total					112.67
MASONS SUPPLY COMPANY	2051	6030732-00	Public Works	Streets Supplies	26.20
MASONS SUPPLY COMPANY Total					26.20
Maygren Breanne	UB*00049	1	Genl Govt/Facilities	Refund Check	62.60
Maygren Breanne Total					62.60
MERCHANT TRANSACT	2901	27928404	Public Works	October 2017 Merchant Transact Gateway Fees	50.68
MERCHANT TRANSACT Total					50.68
MUNICIPAL CODE CORP.	1185	297928	Genl Govt/Facilities	Codification	262.77
MUNICIPAL CODE CORP. Total					262.77
NAPA AUTO PARTS	498	14120	Public Works	Jetter Maint	17.39
NAPA AUTO PARTS Total					17.39
NORTHWEST NATURAL GAS	315	0315-201711-03	Public Works	PW Shop - Natural Gas	26.57
		0315-201711-01	Public Safety	Police Department - Natural Gas	27.63
		0315-201711-02	Genl Govt/Facilities	City Hall - Natural Gas	85.98
NORTHWEST NATURAL GAS Total					140.18
NORTHWEST STAFFING	522	4082711	Public Works	Temp Services Week Ending 10/29/17 - Lopez	1,049.44
NORTHWEST STAFFING Total					1,049.44
NW CONSTRUCTION INC.	2900	C2017035-2	Genl Govt/Facilities	35th Ave Roundabout Project	(14,771.13)
			Public Works	35th Ave Roundabout Project	295,422.75
NW CONSTRUCTION INC. Total					280,651.62
NW OCCUPATIONAL MEDICAL CENTER	794	42547	Genl Govt/Facilities	DOT Exam - Arends	11.25
			Public Works	DOT Exam - Arends	63.75
NW OCCUPATIONAL MEDICAL CENTER Total					75.00
ONE CALL CONCEPTS	326	7109091	Public Works	Excavation Notifications & Modem Ticket Delivery	128.04
ONE CALL CONCEPTS Total					128.04
ON-HOLD CONCEPTS INC	2217	442177	Information Technology	On Hold Music Service	24.95
ON-HOLD CONCEPTS INC Total					24.95
OTAK INC.	1787	101700275	Public Works	RORC Construction Management	22,757.00
		111700033	Public Works	Ridgefield Stormwater Master Plan Update	16,900.69
		101700108	Public Works	Downtown Accessibility Improvements	9,588.00
OTAK INC. Total					49,245.69
PALADIN DATA SYSTEM CORPORATION	668	2401195	Community Development	SMARTGOV Impact Fees Report Configuration	160.00
		2401180	Community Development	SMARTGOV E-PlanCheck Digital Plan Review Users	11,719.08
PALADIN DATA SYSTEM CORPORATION Total					11,879.08
PATRICK HILDRETH BRAND AND DESIGN	2372	812	Public Works	Web Maint. & Utility Brochure	66.67
			Information Technology	Web Maint. & Utility Brochure	183.33
		813	Genl Govt/Facilities	Festival Logo - Events	1,100.00
PATRICK HILDRETH BRAND AND DESIGN Total					1,350.00
PBS ENGINEERING AND ENVIRONMENTAL	342	0071069.000-2	Public Works	S. 45TH & Royal Rd. Improvements	41,440.02
		HDJ4083.002-20	Public Works	35th Ave Roundabout Design Phase 2	15,862.03
PBS ENGINEERING AND ENVIRONMENTAL Total					57,302.05

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R.SCOTT BRUNSON	1467	1467-201711-01	Genl Govt/Facilities Public Works	Work Boot Reimbursement - Brunson Work Boot Reimbursement - Brunson	(4.56) 157.56
R.SCOTT BRUNSON Total					153.00
REFLECTOR	369	101143	Finance	Notice of Hrg. - Budget 2018	28.17
		101006	Community Development	DNS-Code Updates	114.66
		101141	Finance	Budget Amendments	47.73
		101130	Community Development	SEPA DNS- Taverner Ridge	111.33
REFLECTOR Total					301.89
RICOH USA INC.	1662	99641554	Public Safety	PD Copier Lease	178.50
RICOH USA INC. Total					178.50
RIDGEFIELD COMMUNITY CENTER	373	0373-201711-01	Genl Govt/Facilities Community Development	Community Center Rental - Sept & Oct 2017 Community Center Rental - Sept & Oct 2017	1,462.50 487.50
RIDGEFIELD COMMUNITY CENTER Total					1,950.00
RIDGEFIELD HARDWARE	376	0376-201711-01	Genl Govt/Facilities Public Safety Public Works Community Development	Operational Supplies Operational Supplies Operational Supplies Operational Supplies	114.89 8.10 648.36 1.65
RIDGEFIELD HARDWARE Total					773.00
RIDGEFIELD SCHOOL DISTRICT	378	1001700021	Public Works	RORC Plan Check Fees-Scorebrd/Goal Post/Flag Pole	508.30
RIDGEFIELD SCHOOL DISTRICT Total					508.30
Rotschy Inc.	UB*00048	1	Genl Govt/Facilities	Refund Check	262.54
Rotschy Inc. Total					262.54
SANDRA DAY	1838	1838-201711-01	Council	Mileage & Parking Reimbursement - Day	462.01
SANDRA DAY Total					462.01
SANDRA HOOTS	2163	2163-201711-01	Public Safety	Meal & Mileage Reimbursement - Hoots	66.83
SANDRA HOOTS Total					66.83
Schultz Tonya & Bryan	UB*00051	1	Genl Govt/Facilities	Refund Check	51.48
Schultz Tonya & Bryan Total					51.48
SMARSH	2550	INV00291164	Information Technology	Email & Social Media Archiving - Oct 2017	216.20
SMARSH Total					216.20
SOUTHWEST PRODUCTS CORP	2709	5000964-00	Public Works	PW Crane Repair	972.42
SOUTHWEST PRODUCTS CORP Total					972.42
STAPLES ADVANTAGE	2884	8047197119	Genl Govt/Facilities Public Safety Public Works Community Development	Office & Operational Supplies Office & Operational Supplies Office & Operational Supplies Office & Operational Supplies	3.72 112.92 45.18 253.26
STAPLES ADVANTAGE Total					415.08
STATE OF WASHINGTON DEPARTMENT OF REVENUE	156	21953393	Genl Govt/Facilities Public Works	Oct 2017 Excise and B&O Tax Oct 2017 Excise and B&O Tax	1,431.22 5,415.16
STATE OF WASHINGTON DEPARTMENT OF REVENUE Total					6,846.38
TAPANI INC	420	15929	Genl Govt/Facilities Public Works	NW Hillhurst Water Main Ext - Retainage NW Hillhurst Water Main Ext	(660.00) 14,308.80
		15901	Public Works	RORC Mass Grading and Utilities	1,419,797.29

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TAPANI INC Total					1,433,446.09
THE PARR COMPANY	964	26385703	Public Works	Sidewalk Repair	62.07
		26384419	Public Works	Water Supplies	15.92
THE PARR COMPANY Total					77.99
TRAFFIC SAFETY SUPPLY	432	135297	Genl Govt/Facilities	Street Signs	(90.93)
			Public Works	Street Signs	1,173.43
		134557	Genl Govt/Facilities	Street Signs	(21.33)
			Public Works	Street Signs	275.28
TRAFFIC SAFETY SUPPLY Total					1,336.45
TRIBECA TRANSPORT LLC	747	COR-1713	Public Works	Sludge Hauling	1,830.00
TRIBECA TRANSPORT LLC Total					1,830.00
WASHINGTON CITIES	732	RF-1769	Genl Govt/Facilities	No-Show Training Invoice - Kast	5.00
			Public Works	No-Show Training Invoice - Kast	37.50
			Community Development	No-Show Training Invoice - Kast	7.50
WASHINGTON CITIES Total					50.00
WASHINGTON STATE PATROL	463	I18002857	Genl Govt/Facilities	CPL Background Checks	96.00
WASHINGTON STATE PATROL Total					96.00
WILCO FARM STORE	655	692434	Public Works	Storm Supplies	29.24
		692605	Public Works	Parks Supplies	11.90
		692774	Genl Govt/Facilities	PW Shop Supplies	3.06
			Public Works	PW Shop Supplies	49.43
			Community Development	PW Shop Supplies	1.70
WILCO FARM STORE Total					95.33
Grand Total					2,113,571.13

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**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 16, 2017

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the November 2, 2017 Meeting

AGENDA ITEM TITLE:

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

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

Not applicable

RECOMMENDED ACTION OR MOTION:

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

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 11-02-2017 (PDF)



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
November 2, 2017

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - [6:30 PM](#)

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Mayor	Present	
David Taylor	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Councilor	Present	
Darren Wertz	Councilor	Present	
John Main	Councilor	Present	
Sandra Day	Councilor	Present	

LATE CHANGES TO THE AGENDA

None.

PUBLIC COMMENT - [6:31 PM](#)

Janice Myev - Non Resident
 Addressing Council regarding pictures/videos that were shared
 Thanks for attending Growth management board hearing
 Trees are dyeing near the pump station and were buried by the developer
 Pump station concerns near Jackson/Carlson property
 Flooding, fence cutting concerns
 Please hear us and put yourself in their shoes
 Still 100% opposed to the development

CONSENT AGENDA - MOTION APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Don Stose, Councilor
SECONDER:	David Taylor, Councilor
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Main, Day

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the October 26, 2017 Meeting**

BUSINESS**1. Second Reading of Ordinance No. 1245 – Self-Storage Regulations-Jeff Niten, Community Development Director**

During City Council consideration of Ridgefield Development Code updates the topic of self-storage facilities was discussed and identified as a concern by several council members. Since July 2016 two self-storage facilities have been permitted in the city, and staff has been approached regarding permit requirements for at least three additional facilities. Because of the rapid expansion of self-storage facilities contemplated in the city and the need for council to consider the overall impact of self-storage uses city wide council adopted Ordinance 1238 which immediately implemented a moratorium on the acceptance, processing or approval of any new self-storage facilities in Ridgefield. The adoption of a moratorium is permitted for 6 months, provided a public hearing is held within 60 days of adoption. Ordinance 1238 was adopted in June, 2017 and the moratorium will end in December, 2017. The draft has been shared with Columbia River Economic Development Council and staff has not received any comments. The main changes from previous regulatory designs include a limit of 8.32 square feet of self-storage space for each person expected to reside within the city limit over the planning horizon. Today's population estimate under the currently adopted Comprehensive Plan is 25,494 people by 2035. This draft regulatory framework would allow up to 60,195 square feet of self-storage space within the corporate boundary of Ridgefield. There are two facilities under development currently that total 112,172 square feet of self-storage space. Under this draft framework (8.32 square feet per person x total population) the city will need additional self-storage space in approximately 2023. Another feature of the draft proposal requires a Conditional Use permit application to show the facility design meets requirements contained in the draft. A Conditional Use permit application is a public hearing before the Hearings Examiner. Please note one change to the draft described at the public hearing on October 12: We have removed all reference to boat and recreational vehicle storage, and prohibited outdoor storage as an employment use not associated with other uses.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1245 AS PRESENTED.

RESULT:	ADOPTED [6 TO 0]
MOVER:	David Taylor, Councilor
SECONDER:	Don Stose, Councilor
AYES:	Onslow, Taylor, Stose, Wertz, Main, Day
ABSTAIN:	Wells

2. Motion - Approval of Taverner Ridge Phase 8 Final Plat - [6:47 PM](#)

Ridgefield City Council approved the preliminary plat for Taverner Ridge Planned Unit Development (PUD) on January 9, 1997. The plat is also subject to the development agreement made between the city of Ridgefield and New Vista Properties, LLC recorded under AF# 5308399, records of Clark County, WA. The project proposes to subdivide the 22.76-acre parcel into 54 single family residential lots ranging from 8,390 sq. ft. to 18,256 sq. ft. The Final Plat must demonstrate compliance with the findings and conditions of approval in the Final Order, post-decision reviews and with applicable City regulations and standards. The private improvements required for the subdivision are complete and the applicant is required to post a bond equal to 120% of the remaining public improvements. The bond amount is \$237,701.60. Other conditions of approval are listed in the memo.

City Council conducted discussion.

MOTION: MOVED TO APPROVE TAVERNER RIDGE PHASE 8 FINAL PLAT AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Don Stose, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Main, Day

PUBLIC HEARING/BUSINESS

1. Public Hearing on 2018 Property Tax Levy and Revenues - [7:00 PM](#)

The total 2018 revenue budget totals \$40,271,141, including \$20,305,554 associated with internal transfers from existing funds. In comparison the 2017 final revenue budget was \$45,578,760, with \$19,023,443 associated with internal transfers from existing funds. The overall net decrease in the proposed revenue budget when compared to the 2017 budget is approximately \$5.3 million, an 11.64% decrease from the 2017 year-end budgeted revenue.

Mayor opened the hearing: 7:19PM

No testimony received.

Mayor closed the hearing: 7:19PM

2. Ordinance No. 1247– First Reading of 2018 Property Tax Levy-Kirk Johnson, Finance Director

The 2018 budget includes a statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, property annexations, and any increase in the value of state assessed property. To date the estimated 2018 taxable assessed values for Ridgefield is \$1,213,717,292. The Assessor must certify the assessed values by November 14, 2017. The City must hold a revenue hearing and certify a property tax levy to the County by November 30, 2017. The City's current forecast for the 2017 property tax levy is \$1,145,000, an increase of \$85,000 from the 2017 budget. The estimate is for the City of Ridgefield levy amount to be 93.8 cents per \$1,000 assessed value a decrease of 5.2 cents from 2017. The 2018 General Fund expense budget has increased 6.1% over the 2017 original expense budget to account for contractual and inflationary increases. Adoption of the 1% property tax levy increase does not match current inflation, but is needed to maintain a balanced budget.

City Council conducted discussion and first reading of the Ordinance.

3. Ordinance No. 1248 - First Reading of 2018 Water Utility Rate Code Amendment-Kirk Johnson, Finance Director

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was conducted in 2016 and looked at expenses and revenues for the next 10 years for the Water Utility. As a result of the study it was determined that rates for 2017 should increase at a rate of 3% to account for inflation. The rate model has been updated with actual information for both 2016 and 2017 including growth for both new accounts and water usage. The city was able to buy down the rate increase in 2017 to 0% due to the high growth rate for new accounts and usage. The rate model calls for a 3% increase for inflationary factors in 2018. After analysis of growth related factors, staff are recommending a buy down to a 1.5% water rate increase for 2018.

City Council conducted discussion and first reading of the Ordinance.

4. Ordinance No. 1249 - First Reading of 2018 Storm Water Utility Rate Code Amendment-Kirk Johnson, Finance Director

Public Works staff are currently working with a consultant to revise the storm water master plan which

will factor in needed capital improvements for the next several years. As a result staff will be updating the rate model to include the new capital project cost estimates when the storm water plan is completed. Staff are bringing forward two options for the 2018 storm water rates. Option 1, per the current rate model, would increase the rate \$0.86 per bi-monthly billing cycle per equivalent dwelling unit. Option 2, would increase the rate \$1.04 per bi-monthly billing cycle per equivalent dwelling unit. The justification for option 2 is to get ahead of the curve for additional capital cost over the life of the new storm water plan and the upcoming storm water permit requirements when the city reaches a population level of 10,000 residents.

City Council conducted discussion between the 2 options and first reading of the Ordinance.

5. Public Hearing and First Reading of Ordinance No. 1250 – Fireworks Regulations-Jeff Niten, Community Development Director

Each year the City received complaints from residents regarding the noise, litter, and pollution associated with fireworks during the New Year holiday. This proposed change applies would prohibit the use of fireworks on New Year Eve and New Year Day. No changes are proposed to the use of fireworks at any other time of the year as part of this ordinance.

Mayor opened the hearing: 7:55PM

David Plunkett - Resident

Wrote to Council before regarding fireworks after 4th of July and New Year's Eve.

Is this ordinance not addressing 4th of July at this time?

Ridicules to use WA state law.

This is irresponsible activities.

Will you be addressing 4th of July?

Mayor closed the hearing: 7:57PM

Staff - This Ordinance will only address New Year's Eve and New Year's Day fireworks.

Mayor - Addressed questions regarding 4th of July fireworks discharge.

PUBLIC COMMENT - [7:59 PM](#)

None received.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Taylor - no report.

Council member Main - Attended Halloween Hall hosted by Ridgefield arts association.

Council Member Wertz - no report.

Council Member Day - Attended pink lemonade project Halloween event.

Council Member Stose - Attended pink lemonade project Halloween event.

Council Member Wells - no report.

Mayor

Mayor - Attended Scott Campbell funeral service.

City Manager

City Manager Steve Stuart - Main street program meeting on November 16th will have a special guest Kennewick City Manager Marie Mosley, GOP tax reform package update will be provided via email to Council.

City Attorney Janean Parker - Litigation update provided.

Community Development Director Jeff Niten - Community Development update provided, permit technician Lindsay Judd accepted a position with City of Vancouver and she will be leaving the City.

Deputy City Manager Lee Knottnerus - Event updates provided.

Police Chief John Brooks - Police Department had extra patrol during Halloween.

FROM THE COUNCIL

ADJOURN - [8:13 PM](#)

Julie Ferriss, City Clerk

Ron Onslow, Mayor

Attachment: 11-02-2017 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance Adopting the 2018 Budget for the City of Ridgefield, Washington And providing for the Effective Date Thereof

GOVERNING LEGISLATION:
Revised Code of Washington Chapter 35A.33

PREVIOUS COUNCIL ACTION TAKEN:

The City Council conducted a public hearing on the proposed 2018 revenue sources at the November 2, 2017 council meeting.

SUMMARY/BACKGROUND:

The 2018 budget represents the proposed fiscal plans for the City of Ridgefield for calendar year 2018. 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 3rd, September 7th, and October 5th. The City also conducted three City Council work sessions, which were held on August 10th, September 21st, and October 12th. Input and feedback gained throughout this process was reviewed and incorporated into the budget as appropriate. Copies of the budget have been made available to the Budget Advisory Committee, City Council, senior management and staff for review as updates were made throughout the process. A proposed draft of the budget was made available to the public at City Hall and on the City's website October 31, 2017.

BUDGET/FINANCIAL IMPACTS:

The 2018 budget proposes an operating budget of \$10,526,241, capital budget of \$21,091,000, special revenue budget of \$12,931,218, and a debt service budget of \$6,320,224, for a total budget of \$50,868,683. The net impact on overall fund balance is a decrease of \$10,591,584.

Transfers between funds included in the budget total \$20,305,554, with \$1,118,892 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$118,310, transfers for debt service in the amount of \$410,224, and \$18,658,128 for capital projects.

Intergovernmental transfers total \$729,410 to cover operating costs for the sewer treatment plant. The City has transferred ownership of the plant but continues to manage operations through contractual agreement.

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

to sufficiently support the proposed budget.

The 2018 proposed budget includes funding for two new full-time equivalent positions. The new positions are for a police officer and a community development admin assistant/permit tech. The FTE count also includes the reduction of one position for a waste water treatment plant operator. The total FTE count for the City of Ridgefield with these additions and subtractions is 44.5, which includes 44 full-time positions and 1 part-time position.

RECOMMENDED ACTION OR MOTION:

Conduct the first public hearing and reading of Ordinance No. 1251 pertaining to the 2018 Proposed Budget. No formal action is requested at this time.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2018 Budget Exhibits A-F (PDF)
2018 Proposed Budget - Public Hearing 11.16.17(PDF)

ORDINANCE NO. 1251**AN ORDINANCE ADOPTING THE 2018 BUDGET FOR THE CITY OF RIDGEFIELD, WASHINGTON
AND PROVIDING FOR THE EFFECTIVE DATE THEREOF**

WHEREAS, the tax estimates and budget for the City of Ridgefield for the 2018 fiscal year have been prepared and filed as provided by the laws of the State of Washington; and

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

WHEREAS, the 2018 proposed budget was submitted to the City Council and City Clerk on October 31, 2017 and budget workshop sessions were held on August 10, 2017, September 21, 2017, and October 12, 2017; and

WHEREAS, public hearings on the 2018 annual budget were held on November 2, 2017, November 16, 2017 and December 7, 2017

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 2018 budget of anticipated revenues and expenditures.

Section 2: 2018 Budget Adoption. The annual budget for the City of Ridgefield, Washington for the year ending December 31, 2018 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 2018. The attached Exhibits "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, Division of Municipal Research, and to the Association of Washington Cities.

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

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 7TH
DAY OF DECEMBER, 2017.

By: _____
Ron Onslow, Mayor

Attest:

Julie Ferriss
City Clerk

Approved as to Form:

Janean Parker, City Attorney

First Reading:	November 16, 2017
Second Reading/Passed:	December 7, 2017
Date of Publication:	December 13, 2017
Effective Date:	December 18, 2017

Exhibit "A"



2018 Budget

		<i>Beginning Fund Balance</i>	<i>2018 Budgeted Revenue</i>	<i>2018 Budgeted Expense</i>	<i>Ending Fund Balance</i>
Operating Funds					
001	General Fund	\$ 2,350,050	\$ 6,427,616	\$ 6,209,608	\$ 2,568,057
101	Street Fund	55,125	625,257	679,871	511
406	Water Operating	1,393,080	1,881,572	2,125,345	1,149,307
407	Sewer Operating	245,992	729,460	729,410	246,042
408	Stormwater Operating	459,476	598,653	782,007	276,122
Total Operating		4,503,723	10,262,558	10,526,241	4,240,038
Special Revenue Funds					
105	Real Estate Excise Tax	5,344,626	1,010,000	4,458,000	1,896,626
111	Drug Fund	4,470	1,075	-	5,545
114	Park Impact Fee	4,175,550	754,577	4,481,000	449,127
115	Traffic Impact Fee	637,928	698,920	1,324,128	12,720
416	Water Utility SDC	4,835,592	1,072,050	2,668,090	3,239,553
Total Special Revenue		14,998,166	3,536,622	12,931,218	5,603,570
Debt Service Fund					
200	Debt Service	910,000	5,410,224	6,320,224	-
Total Debt Service		910,000	5,410,224	6,320,224	-
Capital Project/Equipment Replacement Funds					
300	General Capital Projects	131,986	17,919,277	18,000,700	50,563
410	Water Utility Capital Projects	9,287	2,680,010	2,680,000	9,297
412	Storm Utility Capital Projects	-	350,000	350,000	-
501	Equipment Replacement (ERF)	163,046	118,410	60,300	221,156
Total Capital/ERF		304,319	21,067,697	21,091,000	281,016
Total Budget		\$ 20,716,208	\$ 40,277,101	\$ 50,868,683	\$ 10,124,624

Exhibit "B"



2018 Budget

Operating Funds Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
001 General Fund							
Revenue							
Property Tax	931,292	988,321	1,060,000	1,060,000	1,145,000	-	1,145,000
Retail Sales & Other Tax	1,138,504	1,441,431	1,553,576	1,611,173	1,724,845	-	1,724,845
Utility Taxes	854,999	890,329	1,017,411	993,577	1,051,705	-	1,051,705
License & Permits	566,594	875,419	679,283	653,175	876,200	-	876,200
Planning & Development	499,198	668,459	690,973	671,386	738,793	-	738,793
Fines & Forfeits	76,077	68,761	78,417	67,697	70,095	-	70,095
Charge for Goods & Svc	360,957	421,993	434,676	436,649	534,945	-	534,945
Intergovernmental/Grant	271,923	196,207	176,258	180,437	183,788	-	183,788
Other Rev/Donations	94,762	166,961	117,799	107,573	93,447	-	93,447
Transfers In	-	7,304	1,555	2,332	-	8,798	8,798
Total Revenue	4,794,306	5,725,185	5,809,948	5,783,999	6,418,818	8,798	6,427,616
Expense							
City Council	52,575	65,401	80,660	77,089	84,044	-	84,044
Judicial	116,151	130,881	130,000	123,376	133,082	-	133,082
Executive	179,499	198,546	220,391	230,219	247,703	-	247,703
Legal	62,129	30,023	45,000	23,460	45,000	-	45,000
Finance	311,700	313,984	355,245	354,774	393,509	-	393,509
Human Resources	177,567	195,344	197,944	201,548	190,494	750	191,244
Administration	313,041	323,337	307,972	298,166	332,367	-	332,367
Gen Govt/Facilities	523,499	652,343	697,318	677,893	637,994	20,000	657,994
Information Tech	115,942	222,667	204,797	168,529	127,903	24,364	152,267
Public Safety	1,237,531	1,489,688	1,536,217	1,496,444	1,579,016	159,665	1,738,681
Civil Service	794	60	1,000	-	1,000	-	1,000
Cemetery	34,010	15,914	29,570	13,323	31,437	1,650	33,087
Transfers	326,000	450,799	476,100	476,100	361,100	14,722	375,822
Community Development	1,031,024	932,977	1,548,649	1,497,427	1,196,371	170,243	1,366,614
Parks	353,263	401,884	392,025	376,375	397,444	59,750	457,194
Total Expense	4,834,725	5,423,848	6,222,888	6,014,723	5,758,465	451,144	6,209,608
Net Total	(40,419)	301,337	(412,940)	(230,724)	660,352	(442,346)	218,007
Fund Balance							
Beginning Fund Balance	2,326,960	2,277,935	2,580,774	2,580,774	2,350,050	3,010,403	2,350,050
Ending Fund Balance	2,277,935	2,580,774	2,167,834	2,350,050	3,010,403	2,568,057	2,568,057
GF Policy Reserve Balance	1,362,447	1,373,802	1,465,770	1,465,770	1,550,683	1,550,683	1,550,683
Building Policy Reserve Bal	170,812	284,515	331,895	331,895	329,152	329,152	329,152
Restricted for Building	538,917	936,852	652,333	648,165	856,700	686,457	686,457
Fund Balance Available	205,759	(14,395)	(282,164)	(95,780)	273,868	1,765	1,765

Exhibit "B"



2018 Budget

Operating Funds

Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
101 Street Fund							
Revenue							
Utility Tax/Franchise Fee	43,058	52,581	64,062	63,711	70,565	-	70,565
Permits	4,777	11,898	9,106	5,800	9,000	-	9,000
Grants	-	3,500	50,000	-	-	-	-
Intergovernmental	129,095	145,331	156,705	156,705	167,345	-	167,345
Other Revenue	13,017	5,946	2,525	1,475	2,525	-	2,525
Transfers In	326,000	346,725	331,100	331,100	361,100	14,722	375,822
Total Revenue	515,947	565,981	613,498	558,791	610,535	14,722	625,257
Expense							
Streets	510,409	496,345	690,378	589,706	665,149	14,722	679,871
Total Expense	510,409	496,345	690,378	589,706	665,149	14,722	679,871
Net Total	5,538	69,636	(76,880)	(30,915)	(54,615)	-	(54,615)
Fund Balance							
Beg Fund Balance	10,866	16,404	86,040	86,040	55,125	511	55,125
Ending Fund Balance	16,404	86,040	9,160	55,125	511	511	511
Reserves Maintain in GF	-	-	-	-	-	-	-
Fund Balance Available	16,404	86,040	9,160	55,125	511	511	511

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
406 Water Utility Fund							
Revenue							
Charge for Goods & Svc	1,292,763	1,396,354	1,623,080	1,501,050	1,666,128	-	1,666,128
Other Revenue	9,275	10,212	10,580	9,412	12,167	-	12,167
Transfers In	86,750	323,775	213,900	213,900	203,277	-	203,277
Total Revenue	1,388,788	1,730,341	1,847,560	1,724,362	1,881,572	-	1,881,572
Expense							
Water Utility	1,314,627	1,705,638	1,857,671	1,618,985	1,879,255	246,090	2,125,345
Total Expense	1,314,627	1,705,638	1,857,671	1,618,985	1,879,255	246,090	2,125,345
Net Total	74,161	24,703	(10,111)	105,377	2,317	(246,090)	(243,773)
Fund Balance							
Beginning Fund Balance	1,053,526	1,170,879	1,287,703	1,287,703	1,393,080	1,395,397	1,393,080
Ending Fund Balance	1,170,879	1,287,703	1,277,592	1,393,080	1,395,397	1,149,307	1,149,307
Policy Reserve Balance	453,177	485,130	457,309	396,724	425,271	425,271	425,271
Fund Balance Available	717,702	802,573	820,283	996,356	970,126	724,036	724,036

Exhibit "B"



2018 Budget

Operating Funds Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
407 Sewer Utility Fund							
Revenue							
Charge for Goods & Svc	868,735	556,650	732,298	732,298	675,612	53,798	729,410
Other Revenue	153,133	1,300,831	76,050	76,051	50	-	50
Total Revenue	1,021,868	1,857,481	808,348	808,349	675,662	53,798	729,460
Expense							
Sewer Collection & Debt Svc	154,476	1,285,357	-	-	-	-	-
Sewer Treatment Utility	1,228,501	593,296	809,853	676,604	675,612	53,798	729,410
Total Expense	1,382,977	1,878,653	809,853	676,604	675,612	53,798	729,410
Net Total	(361,109)	(21,172)	(1,505)	131,745	50	-	50
Fund Balance							
Beginning Fund Balance	496,528	135,419	114,247	114,247	245,992	246,042	245,992
Ending Fund Balance	135,419	114,247	112,742	245,992	246,042	246,042	246,042
Policy Reserve Balance	156,000	156,000	170,000	170,000	175,100	175,100	175,100
Fund Balance Available	(20,581)	(41,753)	(57,258)	75,992	70,942	70,942	70,942

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
408 Stormwater Utility Fund							
Revenue							
Charge for Goods & Svc	375,878	428,537	481,292	497,544	598,128	-	598,128
Other Revenue	2,842	2,419	2,654	1,617	525	-	525
Total Revenue	378,720	430,956	483,946	499,161	598,653	-	598,653
Expense							
Stormwater Utility	345,262	445,227	594,349	516,631	490,196	291,811	782,007
Total Expense	345,262	445,227	594,349	516,631	490,196	291,811	782,007
Net Total	33,458	(14,271)	(110,403)	(17,470)	108,457	(291,811)	(183,354)
Fund Balance							
Beginning Fund Balance	470,537	499,653	476,946	476,946	459,476	567,933	459,476
Ending Fund Balance	499,653	476,946	366,543	459,476	567,933	276,122	276,122
Policy Reserve Balance	120,761	149,726	159,175	159,175	155,364	155,364	155,364
Fund Balance Available	378,892	327,220	207,368	300,301	412,569	120,758	120,758

Exhibit "C"



2018 Budget

Debt Service Fund

Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
105 Real Estate Excise Tax (REET) Fund							
Revenue							
Real Estate Excise Taxes	636,898	899,391	750,000	1,051,829	1,000,000	-	1,000,000
Other Revenue	45,602	22,788	957,586	963,101	10,000	-	10,000
Total Revenue	682,500	922,179	1,707,586	2,014,930	1,010,000	-	1,010,000
Expense							
Utility	74,730	314,382	85,400	75,989	-	-	-
General	-	-	638,550	364,082	-	-	-
Streets	38,230	53,280	2,600	2,587	-	2,238,000	2,238,000
Parks	68,590	518,212	3,800,000	50,000	-	1,830,000	1,830,000
Debt Service (RORC)	-	-	-	-	390,000	-	390,000
Total Expense	181,550	885,874	4,526,550	492,658	390,000	4,068,000	4,458,000
Net Total	500,950	36,305	(2,818,964)	1,522,272	620,000	(4,068,000)	(3,448,000)
Fund Balance							
Beg Fund Balance	2,721,702	3,222,652	3,258,957	3,258,957	5,344,626	5,964,626	5,344,626
Ending Fund Balance	3,222,652	3,258,957	439,993	5,344,626	5,964,626	1,896,626	1,896,626
Fund Balance Available	3,222,652	3,258,957	439,993	5,344,626	5,964,626	1,896,626	1,896,626

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
111 Drug Fund							
Revenue							
Fines and Forfeits	1,027	921	1,011	1,218	1,000	-	1,000
Other Revenue	4,545	49	75	165	75	-	75
Total Revenue	5,572	970	1,086	1,383	1,075	-	1,075
Expense							
Small Tools & Equipment	2,030	4,017	8,900	8,900	-	-	-
Intergovernmental	450	-	-	25	-	-	-
Total Expense	2,480	4,017	8,900	8,925	-	-	-
Net Total	3,092	(3,047)	(7,814)	(7,542)	1,075	-	1,075
Fund Balance							
Beginning Fund Balance	11,967	15,059	12,012	12,012	4,470	5,545	4,470
Ending Fund Balance	15,059	12,012	4,198	4,470	5,545	5,545	5,545
Fund Balance Available	15,059	12,012	4,198	4,470	5,545	5,545	5,545

Exhibit "C"



2018 Budget

Debt Service Fund

Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
114 Park Impact Fee (PIF) Fund							
Revenue							
Planning & Development	475,759	742,868	742,868	612,604	751,077	-	751,077
Grants	-	-	225,300	211,435	-	-	-
Other Revenue	763,811	10,563	1,364,991	1,367,220	3,500	-	3,500
Total Revenue	1,239,570	753,431	2,333,159	2,191,259	754,577	-	754,577
Expense							
Park Impact Fee	620,779	1,047,886	2,183,875	573,190	-	4,481,000	4,481,000
Total Expense	620,779	1,047,886	2,183,875	573,190	-	4,481,000	4,481,000
Net Total	618,791	(294,455)	149,284	1,618,069	754,577	(4,481,000)	(3,726,423)
Fund Balance							
Beg Fund Balance	1,422,521	2,041,312	1,802,481	1,802,481	4,175,550	4,930,127	4,175,550
Ending Fund Balance	2,041,312	1,802,481	1,951,765	4,175,550	4,930,127	449,127	449,127
Fund Balance Available	2,041,312	1,802,481	1,951,765	4,175,550	4,930,127	449,127	449,127

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
115 Traffic Impact Fee (TIF) Fund							
Revenue							
Planning & Development	94,308	193,773	263,559	147,649	695,920	-	695,920
Other Revenue	9,956	9,569	9,540	7,748	3,000	-	3,000
Total Revenue	104,264	203,342	273,099	155,397	698,920	-	698,920
Expense							
Transp Impact Fee	44,755	52,367	1,247,000	500,000	-	1,324,128	1,324,128
Total Expense	44,755	52,367	1,247,000	500,000	-	1,324,128	1,324,128
Net Total	59,509	150,975	(973,901)	(344,603)	698,920	(1,324,128)	(625,208)
Fund Balance							
Beginning Fund Balance	772,047	831,556	982,531	982,531	637,928	1,336,848	637,928
Ending Fund Balance	831,556	982,531	8,630	637,928	1,336,848	12,720	12,720
Fund Balance Available	831,556	982,531	8,630	637,928	1,336,848	12,720	12,720

Exhibit "C"



2018 Budget

Debt Service Fund

Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
416 Water Utility SDC Fund							
Revenue							
Contributed Capital	693,290	1,316,075	1,046,750	863,733	1,046,750	-	1,046,750
Other Revenue	21,385	29,477	27,447	40,118	25,300	-	25,300
Total Revenue	714,675	1,345,552	1,074,197	903,851	1,072,050	-	1,072,050
Expense							
Intergovernmental	10,399	19,741	14,813	14,042	14,813	-	14,813
Capital Outlay	9,217	-	-	-	-	-	-
Transfers Out	133,150	371,285	1,418,900	763,900	203,277	2,450,000	2,653,277
Total Expense	152,766	391,026	1,433,713	777,942	218,090	2,450,000	2,668,090
Net Total	561,909	954,526	(359,516)	125,909	853,961	(2,450,000)	(1,596,040)
Fund Balance							
Beg Fund Balance	3,193,248	3,755,157	4,709,683	4,709,683	4,835,592	5,689,553	4,835,592
Ending Fund Balance	3,755,157	4,709,683	4,350,167	4,835,592	5,689,553	3,239,553	3,239,553
Fund Balance Available	3,755,157	4,709,683	4,350,167	4,835,592	5,689,553	3,239,553	3,239,553

Exhibit "D"



2018 Budget

Debt Service Fund

Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
200 Debt Service Fund							
Revenue							
Transfers-In	-	-	20,225	20,224	410,224	-	410,224
Other Financing Sources	-	-	10,000,000	10,000,000	-	5,000,000	5,000,000
Total Revenue	-	-	10,020,225	10,020,224	410,224	5,000,000	5,410,224
Expense							
Debt Service	-	-	129,258	129,257	410,224	55,000	465,224
Transfers-Out	-	-	9,890,967	8,980,967	-	5,855,000	5,855,000
Total Expense	-	-	10,020,225	9,110,224	410,224	5,910,000	6,320,224
Net Total	-	-	-	910,000	-	(910,000)	(910,000)
Fund Balance							
Beg Fund Balance	-	-	-	-	910,000	910,000	910,000
Ending Fund Balance	-	-	-	910,000	910,000	-	-
Fund Balance Available	-	-	-	910,000	910,000	-	-

Attachment: 2018 Budget Exhibits A-F (Public Hearing and First Reading of Ordinance No. 1251 - 2018 Proposed Budget)

Exhibit "E"



2018 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
300 General Capital Project Fund							
Revenue							
Grants	173,424	373,744	2,802,400	1,651,235	-	1,919,099	1,919,099
Bond Revenue	-	-	-	-	-	-	-
Other Revenue	17	14	161,499	161,475	50	272,000	272,050
Transfers In	772,353	1,810,778	16,606,092	9,313,926	-	15,728,128	15,728,128
Total Revenue	945,794	2,184,536	19,569,991	11,126,636	50	17,919,227	17,919,277
Expense							
Facilities	-	-	463,550	194,539	-	-	-
Streets	83,039	606,857	4,197,000	2,302,980	-	4,591,700	4,591,700
Parks	707,867	1,671,086	9,209,875	8,506,300	-	13,409,000	13,409,000
Total Expense	790,906	2,277,943	13,870,425	11,003,819	-	18,000,700	18,000,700
Net Total	154,888	(93,407)	5,699,566	122,817	50	(81,473)	(81,423)
Fund Balance							
Beginning Fund Balance	(52,312)	102,576	9,169	9,169	131,986	132,036	131,986
Ending Fund Balance	102,576	9,169	5,708,735	131,986	132,036	50,563	50,563
Fund Balance Available	102,576	9,169	5,708,735	131,986	132,036	50,563	50,563

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
410 Water Utility Capital Project Fund							
Revenue							
Other Revenue	3	1	25	6	10	-	10
Transfers In	245,053	49,167	1,205,000	550,000	-	2,680,000	2,680,000
Other Financing Sources	-	2,678,951	215,700	446,915	-	-	-
Total Revenue	245,056	2,728,119	1,420,725	996,921	10	2,680,000	2,680,010
Expense							
Water Capital	819,455	2,384,344	1,420,700	754,371	-	2,680,000	2,680,000
Total Expense	819,455	2,384,344	1,420,700	754,371	-	2,680,000	2,680,000
Net Total	(574,399)	343,775	25	242,550	10	-	10
Fund Balance							
Beginning Fund Balance	4,600	(569,799)	(233,263)	(233,263)	9,287	9,297	9,287
Ending Fund Balance	(569,799)	(233,263)	(233,238)	8,466	9,287	9,297	9,297
Fund Balance Available	(569,799)	(233,263)	(233,238)	8,466	9,287	9,297	9,297

Attachment: 2018 Budget Exhibits A-F (Public Hearing and First Reading of Ordinance No. 1251 - 2018 Proposed Budget)

Exhibit "E"



2018 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
412 Storm Utility Capital Project Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Grants	-	-	-	-	-	100,000	100,000
Transfers In	74,730	439,924	99,100	89,682	-	250,000	250,000
Total Revenue	74,730	439,924	99,100	89,682	-	350,000	350,000
Expense							
Storm Capital	74,730	439,924	99,100	89,682	-	350,000	350,000
Total Expense	74,730	439,924	99,100	89,682	-	350,000	350,000
Net Total	-	-	-	-	-	-	-
Fund Balance							
Beginning Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
501 Equipment Replacement Fund							
Revenue							
Other Revenue	8,641	24	400	536	100	-	100
Transfers In	153,801	195,359	114,667	114,667	118,310	-	118,310
Total Revenue	162,442	195,383	115,067	115,203	118,410	-	118,410
Expense							
General Government	2,167	5,362	-	-	-	1,405	1,405
Public Safety	9,468	85,688	-	-	-	-	-
Water	15,108	-	61,000	61,000	-	-	-
Cemetery	3	-	-	-	-	3,015	3,015
Stormwater	10,794	-	24,400	24,400	-	8,430	8,430
Streets	2,179	7,149	24,400	24,400	-	24,295	24,295
Community	-	-	-	-	-	-	-
Parks	84,113	19,669	31,800	31,800	-	23,155	23,155
Total Expense	123,832	117,868	141,600	141,600	-	60,300	60,300
Net Total	38,610	77,515	(26,533)	(26,397)	118,410	(60,300)	58,110
Fund Balance							
Beginning Fund Balance	73,318	111,928	189,443	189,443	163,046	281,456	163,046
Ending Fund Balance	111,928	189,443	162,910	163,046	281,456	221,156	221,156
Fund Balance Available	111,928	189,443	162,910	163,046	281,456	221,156	221,156

Attachment: 2018 Budget Exhibits A-F (Public Hearing and First Reading of Ordinance No. 1251 - 2018 Proposed Budget)

Exhibit "F"



2018 Budget

Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Executive		
City Manager		1.00
Total Executive		1.00
Finance		
Utility Clerk		0.05
Finance Director		1.00
Accounting Clerk		1.00
Accountant II		1.00
Total Finance		3.05
Human Resources		
HR Analyst		0.90
Deputy City Manager		0.40
Total Human Resources		1.30
Administration		
City Clerk		1.00
HR Analyst		0.10
Community Relations Specialist		1.00
Deputy City Manager		0.60
Total Administration		2.70
General Government/Facilities		
Public Works Supervisor, Facilities		0.15
PW Administrative Assistant		0.08
Utility Maintenance Worker		0.02
Public Works Supervisor, Utilities		0.05
Utility Maintenance Worker		0.02
Utility Maintenance Worker		0.02
Engineer		0.05
Facility Maintenance Worker		0.06
Public Works Director		0.10
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.10
Utility Maintenance Worker		0.02
Facility Maintenance Worker		0.05
Mechanic/Maintenance Worker		0.05
Development Inspector/Code Enforcement		0.10
Facility Maintenance Worker		0.05
Total General Government/Facilities		1.02

Exhibit "F"



2018 Budget

Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Public Safety		
Police Sergeant		1.00
Chief of Police		1.00
Police Sergeant		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Lieutenant		1.00
Police Clerk		1.00
Police Officer		1.00
Police Officer - Vacant		1.00
Total Public Safety		12.00
Cemetery		
Public Works Supervisor, Facilities		0.05
PW Administrative Assistant		0.02
Facility Maintenance Worker		0.04
Facility Maintenance Worker		0.04
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.02
Total Cemetery		0.22
Community Development		
PW Administrative Assistant		0.05
Engineer		0.45
Public Works Director		0.20
Associate Planner		1.00
Building Inspector		1.00
Community Development Director		1.00
Building Official		1.00
Permit Tech		1.00
Development Inspector/Code Enforcement		0.82
Building Inspector		1.00
Administrative Assistant/Permit Tech - Vacant		1.00
Total Community Development		8.52

Exhibit "F"



2018 Budget

Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Parks		
Public Works Supervisor, Facilities		0.30
Park Caretaker		0.50
PW Administrative Assistant		0.10
Engineer		0.10
Facility Maintenance Worker		0.36
Public Works Director		0.15
Facility Maintenance Worker		0.38
Facility Maintenance Worker		0.25
Facility Maintenance Worker		0.10
Mechanic/Maintenance Worker		0.30
Development Inspector/Code Enforcement		0.02
Facility Maintenance Worker		0.60
Total Parks		3.16
Streets		
Public Works Supervisor, Facilities		0.25
PW Administrative Assistant		0.10
Utility Maintenance Worker		0.05
Engineer		0.15
Facility Maintenance Worker		0.40
Public Works Director		0.20
Facility Maintenance Worker		0.33
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.15
Mechanic/Maintenance Worker		0.35
Development Inspector/Code Enforcement		0.02
Facility Maintenance Worker		0.25
Total Streets		2.55

Exhibit "F"



2018 Budget

Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Water Utility		
PW Administrative Assistant		0.55
Utility Maintenance Worker		0.98
Public Works Supervisor, Utilities		0.95
Utility Maintenance Worker		0.93
Utility Maintenance Worker		0.93
Utility Clerk		0.70
Engineer		0.10
Public Works Director		0.15
Utility Maintenance Worker		0.98
Mechanic/Maintenance Worker		0.05
Development Inspector/Code Enforcement		0.02
Total Water Utility		6.34
Sewer Treatment		
Public Works Director		0.05
Total Sewer Treatment		0.05
Stormwater Utility		
Public Works Supervisor, Facilities		0.25
PW Administrative Assistant		0.10
Utility Maintenance Worker		0.05
Utility Clerk		0.25
Engineer		0.15
Facility Maintenance Worker		0.14
Public Works Director		0.15
Facility Maintenance Worker		0.15
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.70
Mechanic/Maintenance Worker		0.25
Development Inspector/Code Enforcement		0.02
Facility Maintenance Worker		0.08
Total Stormwater Utility		2.59
Total Full Time Equivalents		44.50
Full-Time Staff		
Full-Time employees		44.00
Part-Time Staff		
Park Caretaker		0.50



2018 Proposed Budget

November 16, 2017



2018 Budget Agenda

- 2018 Budget Summary
 - Operating Funds
 - Special Revenue Funds
 - Debt Service Funds
 - Capital Project/ERF Funds
- 2018 FTE Report



2018 Proposed Budget

		<i>Beginning Fund Balance</i>	<i>2018 Budgeted Revenue</i>	<i>2018 Budgeted Expense</i>	<i>Ending Fund Balance</i>
Operating Funds					
001	General Fund	\$ 2,350,050	\$ 6,427,616	\$ 6,209,608	\$ 2,568,057
101	Street Fund	55,125	625,257	679,871	511
406	Water Operating	1,393,080	1,881,572	2,125,345	1,149,307
407	Sewer Operating	245,992	729,460	729,410	246,042
408	Stormwater Operating	459,476	598,653	782,007	276,122
Total Operating		4,503,723	10,262,558	10,526,241	4,240,038
Special Revenue Funds					
105	Real Estate Excise Tax	5,344,626	1,010,000	4,458,000	1,896,626
111	Drug Fund	4,470	1,075	-	5,545
114	Park Impact Fee	4,175,550	754,577	4,481,000	449,127
115	Traffic Impact Fee	637,928	698,920	1,324,128	12,720
416	Water Utility SDC	4,835,592	1,072,050	2,668,090	3,239,553
Total Special Revenue		14,998,166	3,536,622	12,931,218	5,603,570
Debt Service Fund					
200	Debt Service	910,000	5,410,224	6,320,224	-
Total Debt Service		910,000	5,410,224	6,320,224	-
Capital Project/Equipment Replacement Funds					
300	General Capital Projects	131,986	17,919,277	18,000,700	50,563
410	Water Utility Capital Projects	9,287	2,680,010	2,680,000	9,297
412	Storm Utility Capital Projects	-	350,000	350,000	-
501	Equipment Replacement (ERF)	163,046	118,410	60,300	221,156
Total Capital/ERF		304,319	21,067,697	21,091,000	281,016
Total Budget		\$ 20,716,208	\$ 40,277,101	\$ 50,868,683	\$ 10,124,624



2018 Proposed Budget

Operating Funds Revenue Budget Comparison

		<i>2017 Final Budget</i>	<i>2018 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 5,809,948	\$ 6,427,616	10.63%
101	Street Fund	613,498	625,257	1.92%
406	Water Operating	1,847,560	1,881,572	1.84%
407	Sewer Operating	808,348	729,460	-9.76%
408	Stormwater Operating	483,946	598,653	23.70%
<i>Total Operating Funds</i>		<i>9,563,300</i>	<i>10,262,558</i>	<i>7.31%</i>



2018 Proposed Budget

Operating Funds Expense Budget Comparison

		<i>2017 Final Budget</i>	<i>2018 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 6,222,888	\$ 6,209,608	-0.21%
101	Street Fund	690,378	679,871	-1.52%
406	Water Operating	1,857,671	2,125,345	14.41%
407	Sewer Operating	809,853	729,410	-9.93%
408	Stormwater Operating	594,349	782,007	31.57%
<i>Total Operating</i>		\$ 10,175,139	\$ 10,526,241	3.45%



2018 Proposed Budget

Operating Funds – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2018 Budgeted Revenue</i>	<i>2018 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 2,350,050	\$ 6,427,616	\$ 6,209,608	\$ 2,568,057	\$ 218,006
101	Street Fund	55,125	625,257	679,871	511	\$ (54,615)
406	Water Operating	1,393,080	1,881,572	2,125,345	1,149,307	\$ (243,773)
407	Sewer Operating	245,992	729,460	729,410	246,042	\$ 50
408	Stormwater Operating	459,476	598,653	782,007	276,122	\$ (183,354)
Total Operating		4,503,723	10,262,558	10,526,241	4,240,038	\$ (263,685)



2018 Proposed Budget

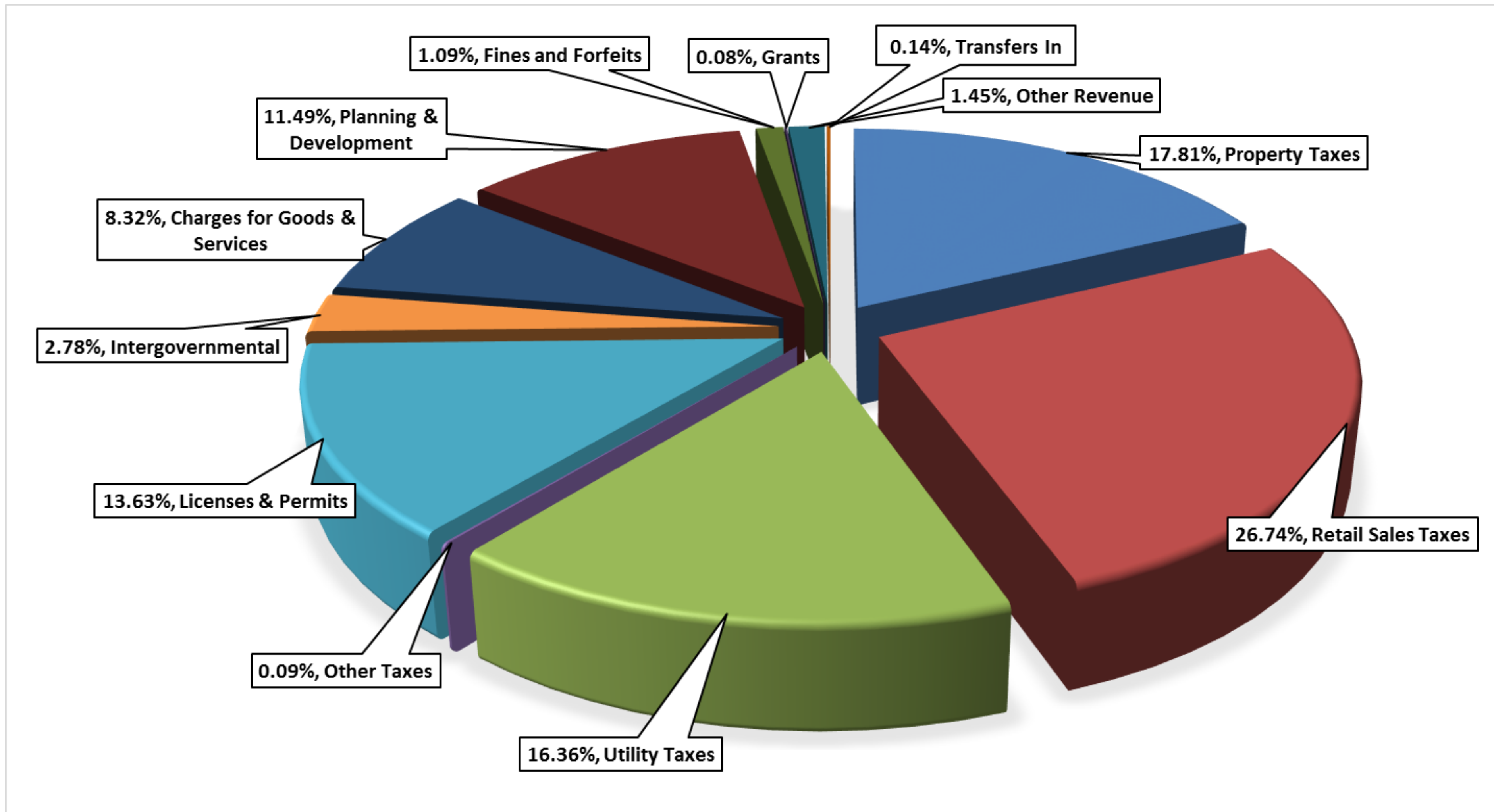
2017-2018 General Fund Revenue Budget Comparison

Description	2017 Budget	2018 Budget	Percentage Change
<i>001 General Fund</i>			
<i>Revenue</i>			
Property Tax	1,060,000	1,145,000	8.02%
Retail Sales & Other Tax	1,553,576	1,724,845	11.02%
Utility Taxes	1,017,411	1,051,705	3.37%
License & Permits	679,283	876,200	28.99%
Planning & Development	690,973	738,793	6.92%
Fines & Forfeits	78,417	70,095	-10.61%
Charge for Goods & Services	434,676	534,945	23.07%
Intergovernmental/Grant	176,258	183,788	4.27%
Other Revenue/Donations	117,799	93,447	-20.67%
Transfers In	1,555	8,798	465.79%
<i>General Fund Revenue</i>	<i>5,809,948</i>	<i>6,427,616</i>	<i>10.63%</i>



2018 Proposed Budget

General Fund Revenue Budget



2018 Proposed Budget

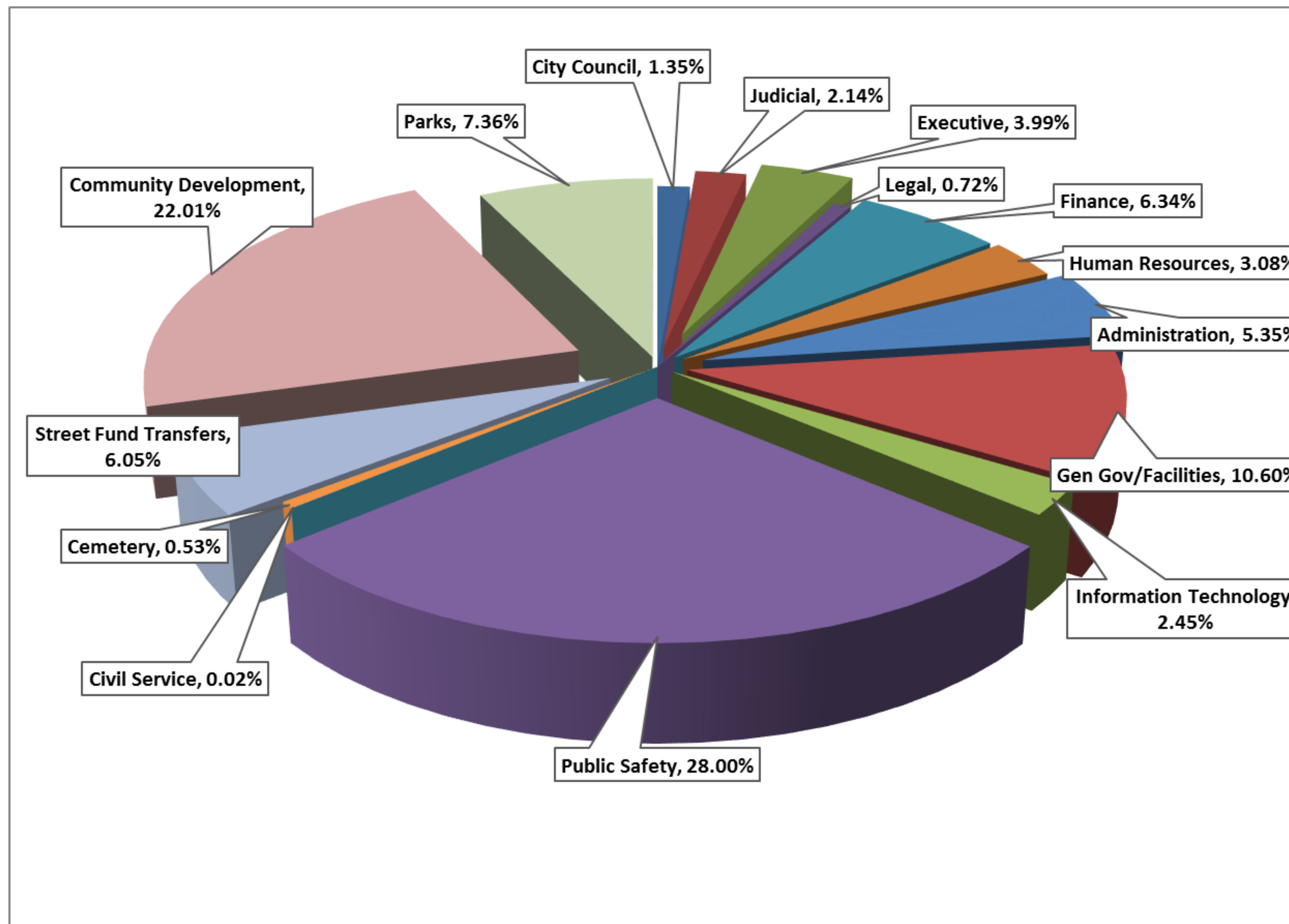
2017-2018 General Fund Expense Budget Comparison

Description	2017 Budget	2018 Budget	Percentage Change
001 General Fund			
Expense			
City Council	80,660	84,044	4.19%
Judicial	130,000	133,082	2.37%
Executive	220,391	247,703	12.39%
Legal	45,000	45,000	0.00%
Finance	355,245	393,509	10.77%
Human Resources	197,944	191,244	-3.38%
Administration	307,972	332,367	7.92%
Gen Govt/Facilities	697,318	657,994	-5.64%
Information Tech	204,797	152,267	-25.65%
Public Safety	1,536,217	1,738,681	13.18%
Civil Service	1,000	1,000	0.00%
Cemetery	29,570	33,087	11.90%
Transfers	476,100	375,822	-21.06%
Community Development	1,548,649	1,366,614	-11.75%
Parks	392,025	457,194	16.62%
General Fund Expense	6,222,888	6,209,608	-0.21%



2018 Proposed Budget

General Fund Expense Budget



2018 Proposed Budget

2017-2018 Special Revenue Fund Revenue Budget Comparison

		<i>2017 Final Budget</i>	<i>2018 Proposed Budget</i>	<i>Percentage Change</i>
<i>Special Revenue Funds</i>				
105	Real Estate Excise Tax	1,707,586	1,010,000	-40.85%
111	Drug Fund	1,086	1,075	-1.01%
114	Park Impact Fee	2,333,159	754,577	-67.66%
115	Traffic Impact Fee	273,099	698,920	155.92%
416	Water Utility SDC	1,074,197	1,072,050	-0.20%
<i>Total Special Revenue Funds</i>		<i>5,389,127</i>	<i>3,536,622</i>	<i>-34.37%</i>



2018 Proposed Budget

2017-2018 Special Revenue Fund Expense Budget Comparison

		<i>2017 Final Budget</i>	<i>2018 Proposed Budget</i>	<i>Percentage Change</i>
<i>Special Revenue Funds</i>				
105	Real Estate Excise Tax	\$ 4,526,550	\$ 4,458,000	-1.51%
111	Drug Fund	8,900	-	-100.00%
114	Park Impact Fee	2,183,875	4,481,000	105.19%
115	Traffic Impact Fee	1,247,000	1,324,128	6.19%
416	Water Utility SDC	1,433,713	2,668,090	86.10%
<i>Total Special Revenue</i>		\$ 9,400,038	\$ 12,931,218	37.57%



2018 Proposed Budget

2018 Special Revenue Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2018 Budgeted Revenue</i>	<i>2018 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Special Revenue Funds</i>						
105	Real Estate Excise Tax	5,344,626	1,010,000	4,458,000	1,896,626	(3,448,000)
111	Drug Fund	4,470	1,075	-	5,545	1,075
114	Park Impact Fee	4,175,550	754,577	4,481,000	449,127	(3,726,423)
115	Traffic Impact Fee	637,928	698,920	1,324,128	12,720	(625,208)
416	Water Utility SDC	4,835,592	1,072,050	2,668,090	3,239,553	(1,596,040)
<i>Total Special Revenue</i>		14,998,166	3,536,622	12,931,218	5,603,570	(9,394,596)



2018 Proposed Budget

2017-2018 Capital Project and ERF Fund Revenue Budget Comparison

		<i>2017 Final Budget</i>	<i>2018 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Projects & ERF</i>				
300	General Capital Projects	19,569,991	17,919,277	-8.43%
410	Water Utility Capital Projects	1,420,725	2,680,010	88.64%
412	Storm Water Utility Capital Projects	99,100	350,000	253.18%
501	Equipment Replacement (ERF)	115,067	118,410	2.91%
<i>Total Capital Projects & ERF</i>		<i>21,204,883</i>	<i>21,067,697</i>	<i>-0.65%</i>



2018 Proposed Budget

2017-2018 Capital Project and ERF Fund Expense Budget Comparison

		<i>2017 Final Budget</i>	<i>2018 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Project/Equipment</i>				
300	General Capital Projects	\$ 13,870,425	\$ 18,000,700	29.78%
410	Water Utility Capital Projects	1,420,700	2,680,000	88.64%
412	Storm Water Utility Capital Projects	99,100	350,000	100.00%
501	Equipment Replacement	141,600	60,300	-57.42%
<i>Total Capital/Equip Replacement</i>		\$ 15,531,825	\$ 21,091,000	35.79%



2018 Proposed Budget

2018 Capital Project and ERF Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2018 Budgeted Revenue</i>	<i>2018 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Project/Equipment Replacement Funds</i>						
300	General Capital Projects	131,986	17,919,277	18,000,700	50,563	(81,423)
410	Water Utility Capital Projects	9,287	2,680,010	2,680,000	9,297	10
412	Storm Utility Capital Projects	-	350,000	350,000	-	-
501	Equipment Replacement (ERF)	163,046	118,410	60,300	221,156	58,110
<i>Total Capital/ERF</i>		<i>304,319</i>	<i>21,067,697</i>	<i>21,091,000</i>	<i>281,016</i>	<i>(23,303)</i>



2018 Proposed Budget

2017-2018 Debt Service Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2018 Budgeted Revenue</i>	<i>2018 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Debt Service Fund</i>						
200	Debt Service	910,000	5,410,224	6,320,224	-	(910,000)
<i>Total Debt Service</i>		<i>910,000</i>	<i>5,410,224</i>	<i>6,320,224</i>	<i>-</i>	<i>(910,000)</i>



2018 Proposed Budget

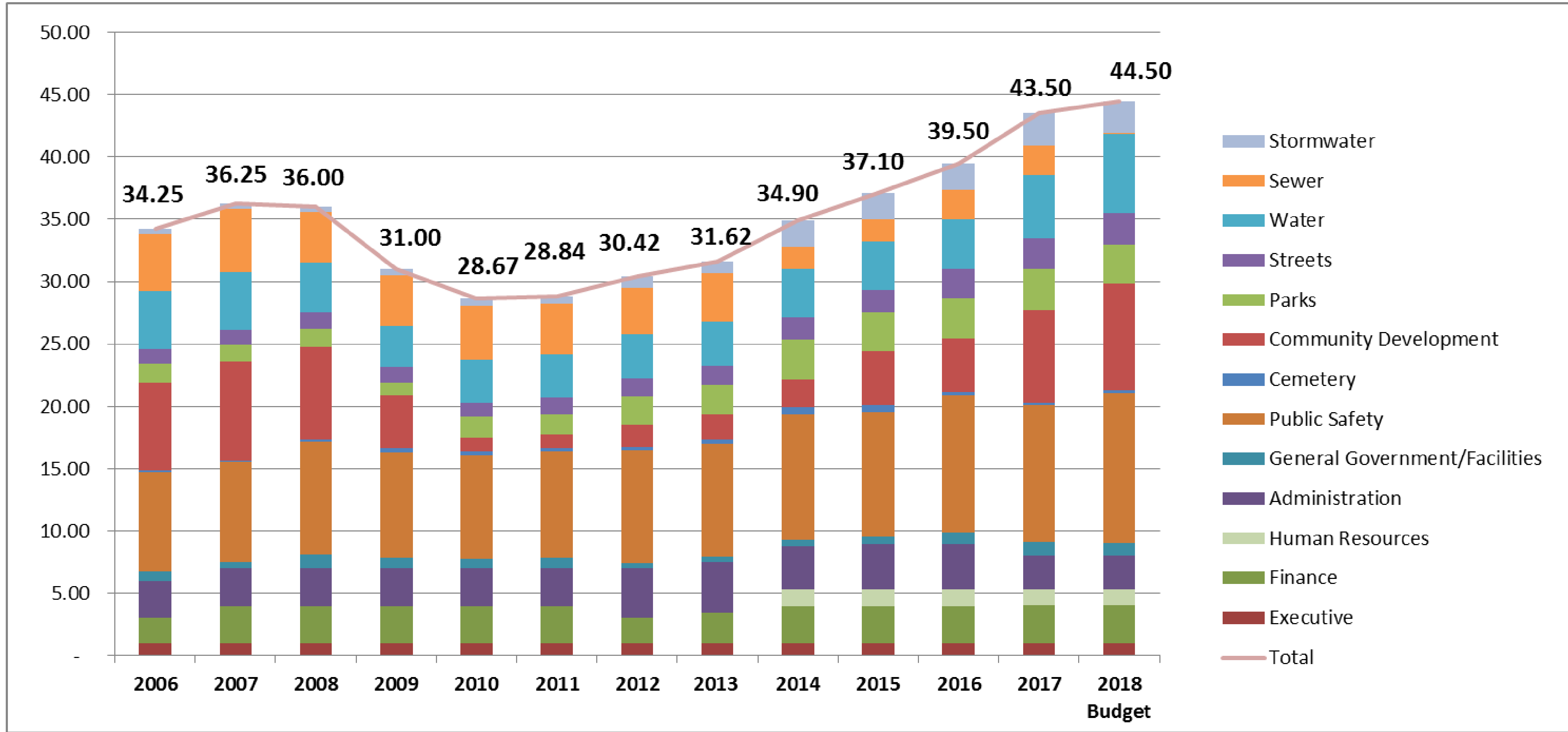
2017-2018 FTE Count Comparison

Personnel Schedule (Full-Time Equivalents)		
Job Title	2017 FTE Allocation	2018 FTE Allocation
Executive	1.00	1.00
Total Finance	3.05	3.05
Total Human Resources	1.30	1.30
Total Administration	2.70	2.70
Total General Government/Facilities	1.04	1.02
Total Public Safety	11.00	12.00
Total Cemetery	0.22	0.22
Total Community Development	7.45	8.52
Total Parks	3.26	3.16
Total Streets	2.46	2.55
Total Water Utility	5.06	6.34
Total Sewer Treatment	2.39	0.05
Total Stormwater Utility	2.57	2.59
Total Full Time Equivalents	43.50	44.50
Full-Time Staff		
Full-Time employees	43.00	44.00
Part-Time Staff		
Park Caretaker	0.50	0.50



2018 Proposed Budget

2018 FTE Count

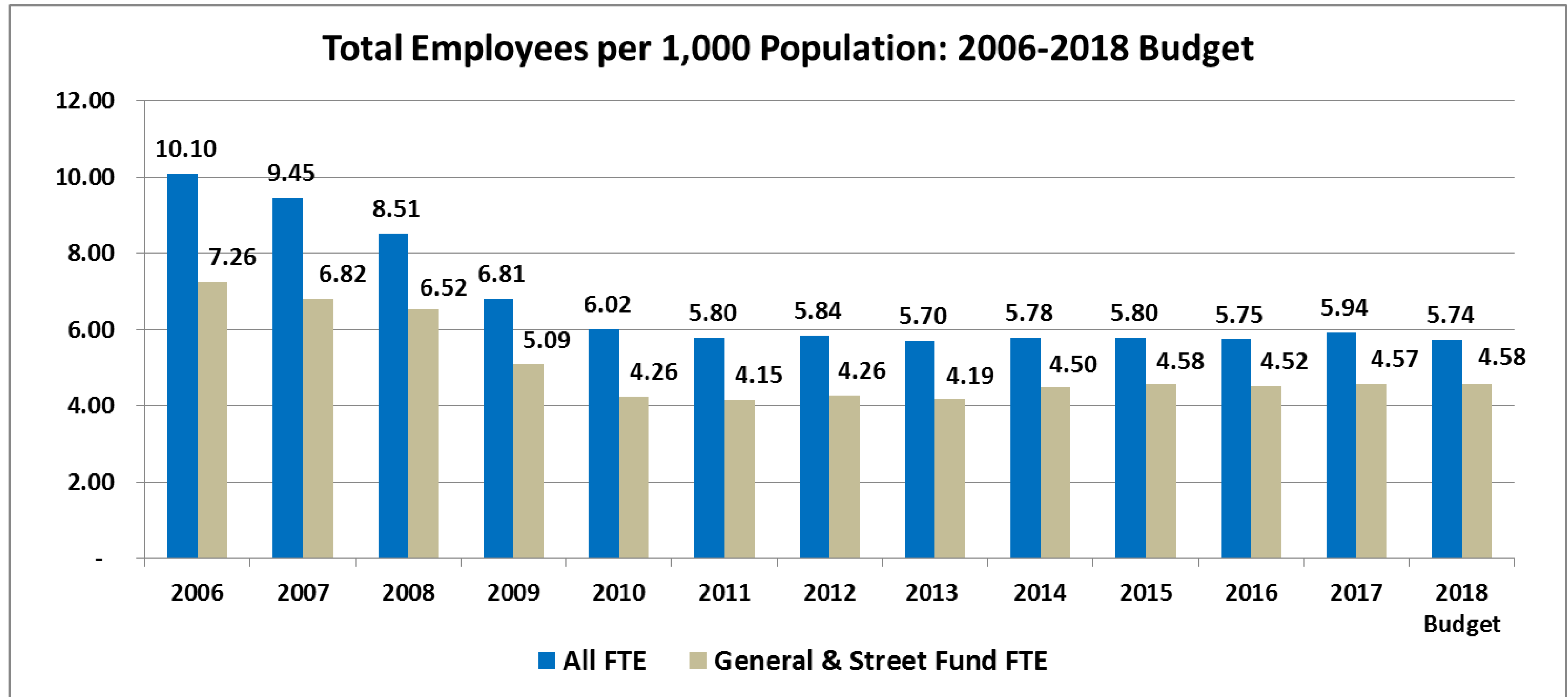


Attachment: 2018 Proposed Budget - Public Hearing 11.16.17 (Public Hearing and First Reading of Ordinance No. 1251 - 2018 Proposed Budget)



2018 Proposed Budget

2018 FTE Count



2018 Proposed Budget

2018 FTE Count

City	Population	Full-Time	Part-Time	Total	Employees per capita
Yacolt	1,715	2	3	5	343
Battleground	20,370	78	-	78	261
Washougal	15,760	74	0	74	213
Vancouver	176,400	984	27	1,011	174
Woodland	6,035	33	2	35	172
Ridgefield	7,235	43	1	44	166
Kelso	11,980	74	7	81	148
LaCenter	3,195	22	2	24	133
Kalama	2,620	17	4	21	125
Camas	23,080	179	11	190	121
Longview	37,510	303	8	411	91
City of Ridgefield Trend					
2018 Proposed	7,755	44	1	45	174
2017	7,235	43	1	44	166
2016	6,870	37	1	38	181
2015	6,400	35	2	37	173



2018 Baseline Budget

Next Steps

- December
 - Conduct public hearing on budget 12/7 6:30 PM
 - Adopt 2018 operating and capital budget
 - Transmit 2018 budget to MRSC and State Auditor





THANK YOU

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
Adopting the Gee Creek Plateau Sub-Area Plan as an
Amendment to the 2016 Ridgefield Urban Area Comprehensive
Management Plan

GOVERNING LEGISLATION:
R.C.W.

PREVIOUS COUNCIL ACTION TAKEN:
None.

SUMMARY/BACKGROUND:

During development of the Community Development work program in late 2016 the city council directed staff to initiate a sub-area planning process for the Gee Creek Plateau. The Gee Creek Plateau is an approximately 359-acre area of unincorporated land within the urban growth boundary of the City of Ridgefield (City). The subarea is an island – it is an unincorporated area surrounded on all sides by the incorporated City. The subarea plan establishes future residential densities, as well as required transportation and utility infrastructure improvements.

The sub-area planning process began in the Spring of 2016 as the city engaged a consulting team with the background necessary to develop a sub-area plan for the city. City staff also contacted a number of people who own property in the area to be part of a stake-holder group and included a Planning Commissioner and a member of the City Council. Stakeholder interviews began in the Spring, and the first of three stake-holder meetings was held at Ridgefield High School on June 14, 2017. The stake-holder group assisted city staff and the consulting team with development of a vision for the Gee Creek Plateau. An open house was held on September 27, 2017 and approximately XX people attended and provided comments.

The overriding vision for the sub-area resulting from the meetings and conversations with the stake-holder group was retaining the rural character that many current residents enjoy. To accomplish this the concept plan attempts to recognize and preserve open space areas through a unique clustering implementation model. For many of the properties, generally concentrated along the transportation corridors, there is a requirement to cluster residential development closer to the roadways and maintain open space behind and to the side of single family home sites allowing future residents to participate in some aspects of the rural experience including ownership of livestock. The open spaces would be owned and maintained by the Home Owners Association.

Other elements of the plan include identified transportation corridors, a comprehensive trail and park network, and identification of cluster areas.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Second reading is scheduled with the City Council on December 7, 2017.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: GeeCreek_SUMMARY10.2.17 (PDF)
GeeCreekConcept_Plan (PDF)

ORDINANCE NO. 1252**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING THE GEE CREEK PLATEAU SUB-AREA PLAN AS AN AMENDMENT TO THE 2016 RIDGEFIELD URBAN AREA COMPREHENSIVE MANAGEMENT PLAN**

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, the stakeholder committee, composed of property owners within the sub-area plan boundary, met individually with the project team and collectively three times on June 14, 2017, August 9, 2017, and August 30, 2017 to develop and discuss the vision and guiding principles for the sub area; and

WHEREAS, the City held an open house on September 27, 2017 for members of the public to view and comment on the draft proposal for the sub area plan; and

WHEREAS, the sub area plan will provide unique housing and development opportunities that take advantage of the difficult topography and transportation challenges present within the sub area; and

WHEREAS, the City and Clark County collaborated during each step of the development of the sub area plan; and

WHEREAS, the Ridgefield Planning Commission, after conducting an appropriately noticed public hearing on October 4, 2017, forwarded a recommendation of approval to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed adoption to the Washington State Department of Commerce on November 1, 2017 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on November 15, 2017 the City of Ridgefield issued a Determination of Non-significance regarding the proposed Gee Creek Plateau sub area plan adoption; and,

WHEREAS, the public comment period expired for the DNS on November 30, 2017 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading for the Gee Creek Plateau sub area plan during a regularly scheduled City Council meeting held on November 16, 2017; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the Gee Creek Plateau sub area plan during a regularly scheduled meeting held on December 7, 2017; 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 the Gee Creek Plateau sub area plan to ensure the sub area develops at densities compatible with the possible infrastructure installation.

Section 2. 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 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 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 7TH DAY OF DECEMBER, 2017.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab,
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 16, 2017

Second Reading/Passage: December 7, 2017

Date of Publication:

Effective Date:

EXHIBIT A:

Gee Creek Plateau sub area plan



Gee Creek Plateau

Subarea Plan

Gee Creek Plateau

Subarea Plan

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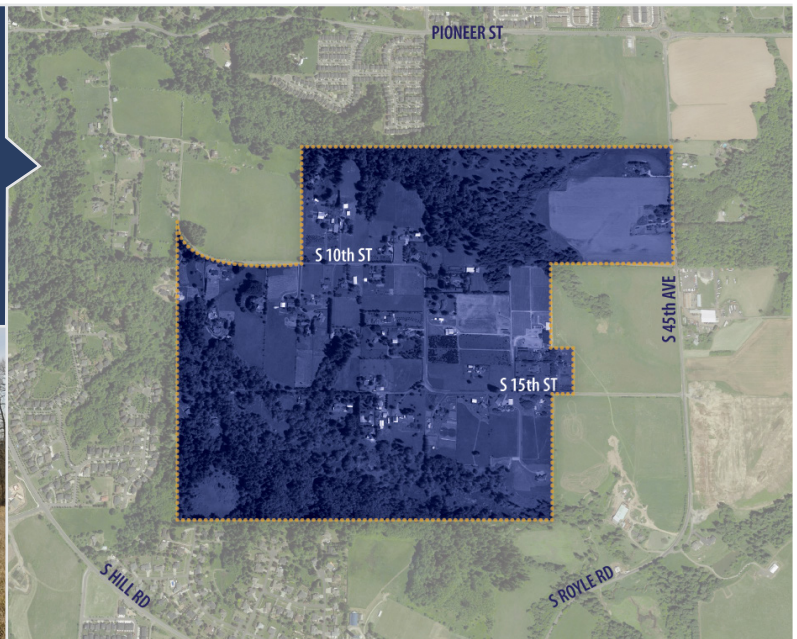


Attachment: GeeCreek_SUMMARY10.2.17 (Gee Creek Plateau Sub-Area Plan)

Introduction

The Gee Creek Plateau is an approximately 359-acre area of unincorporated land within the urban growth boundary of the City of Ridgefield (City). The subarea is an island – it is an unincorporated area surrounded on all sides by the incorporated City. City Council initiated a subarea planning process in order to honor the requests of property owners to plan for something unique on the Plateau. The subarea plan establishes future residential densities, as well as required transportation and utility infrastructure improvements.

The Gee Creek Plateau subarea is located west of South 45th Avenue, south of Pioneer Street, and east and north of Gee Creek.



Planning Process

Throughout the subarea planning process, the consultant team worked with the City and subarea stakeholders to develop a plan that addresses the City's increasing residential needs while adhering to the stakeholders' desire to preserve the subarea's rural character and agricultural land.

The planning process consisted of three phases:

Framework	Vision	Implementation
• Interview stakeholders • Analyze existing conditions • Assess demographics and market conditions • Form a stakeholder advisory group	• Create a vision and guiding principles • Develop a draft concept plan • Finalize a preferred plan that reflects the vision, stakeholder feedback, and the community	• Recommend policy refinements and implementation strategies • Develop short-term and long-term action items with associated capital improvements

Framework

The subarea planning process began by talking to property owners within the subarea boundaries. The goal of the stakeholder interviews was to understand what current residents value most about the Gee Creek Plateau and solicit initial feedback on annexation.

It is important to the community to maintain the rural character of the area - and that future use retains agriculture uses, open space, and grazing land.



A consistent theme emerged in the stakeholder interviews – stakeholders understand that development is likely within the area, given the speed with which surrounding areas are developing, but they want to maintain the rural character of the subarea as development occurs. Stakeholders generally expressed support for annexation and were interested in working with the City to ensure that future development respects existing agricultural uses and retains open space and grazing land.

The framework for the subarea plan was further established through an analysis of existing conditions and a market assessment. The existing conditions analysis identified land use, zoning, and prospects for annexation; parks, trails, and open spaces; critical areas; utility (water and sewer) infrastructure and capacity; and the current transportation network and planned improvements. Critical areas comprise approximately 179 acres (or 50 percent of the land area) of the subarea. The critical areas include steep slopes and riparian habitat corridors associated with Gee Creek, which runs through the southern portion of the subarea, and an unnamed creek in the northeast portion of the subarea. Stakeholders identified the importance of protecting critical areas in conjunction with future development.

The market assessment addressed demographics, residential trends, opportunities, and fiscal considerations – and proved that the area is growing quickly.



2,785 new residential units have been approved and are in development



350% 

The estimated population increase over the next 20 years

With this projected population increase, the residential market in Ridgefield will continue to grow. Over a 20-plus year buildout, the subarea is anticipated to represent less than 10 percent of all new residential construction in the City; however, given the subarea's rural character and existing agricultural uses, future development in the Gee Creek Plateau could fill a one-of-a-kind niche.

At buildout, the subarea could reach an assessed valuation of \$377 million, as much as a one-third increase in the City's current taxable valuation.

At present, the property tax rates within the City are approximately six percent less than the current rates in the County. For the average-priced home in the subarea (approximately \$372,000), this equates to a property tax savings of about \$216/year.

Vision

To build on the framework established through phase 1 of the project, a stakeholder advisory group (SAG) was convened. The SAG included the same property owners that participated in the stakeholder interviews. The group met three times over the course of the project.

During the first SAG meeting, the group developed the vision and guiding principles for the Gee Creek Plateau.

Vision Statement

Gee Creek Plateau is a scenic neighborhood that reflects the rural heritage of Ridgefield. Residential developments are integrated within the natural environment and agricultural land is preserved to support family farms and maintain a working landscape.

Guiding Principles

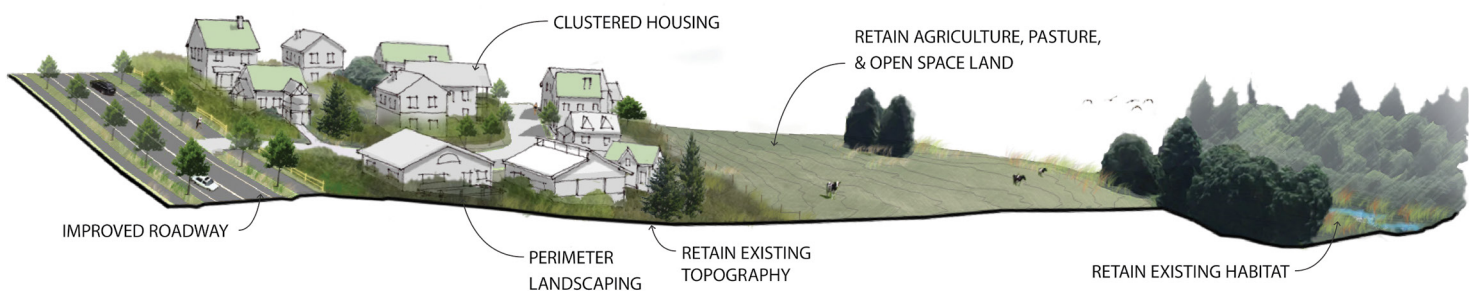
Future development in the Gee Creek Plateau will:

- Respect existing development and the community's desire to remain rural
- Maintain larger lot sizes and protect agricultural lands
- Support mobility with multimodal trails and new roadway connections within and outside of the subarea
- Protect the area's natural topography and critical areas
- Support local, community serving, small-scale commercial development in coordination with the 45th and Pioneer Subarea Plan
- Commercial development should complement and reflect the community's rural heritage

50%

Of the land within the subarea are critical areas including creeks and habitat corridors. These areas will be protected from future developments.

To implement the stakeholders' vision and support agricultural uses within new residential developments, the subarea plan recommends a residential-cluster overlay.



The overlay will apply to projects on parcels over 1 acre; will allow lots from 5,000 to 10,000 square feet with an average lot size of 6,000 square feet, clustered on a portion of the developable area; and will require perimeter landscaping that buffers new residential developments from agricultural land.

Concept Plan Review

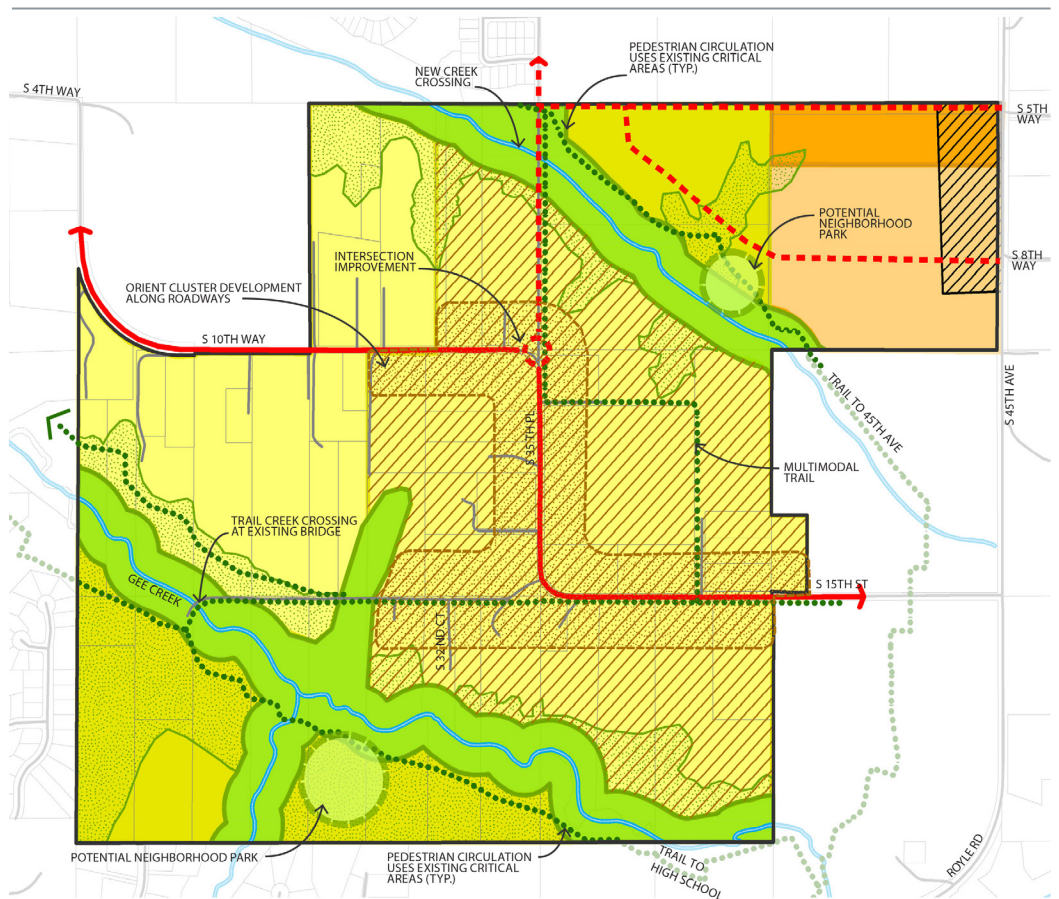
The City and the consultant team developed a concept plan based on the vision and guiding principles, as well as the information collected during the framework phase. The SAG evaluated the concept plan at its second and third meetings and a preferred concept plan was prepared.

The preferred plan identifies low-density residential development throughout the subarea, with higher density residential in the northeast corner of the subarea adjacent to 45th Avenue. A new residential low-density cluster overlay zone (RLD-C) is applied in portions of the subarea in order to maintain the area's rural character and protect agricultural and grazing land.

Concept Map Legend

-  Gee Creek Study Area
-  Neighborhood Parks (2-5 Ac.)
-  Cluster Development
- Proposed Circulation**
 -  Existing Road
 -  Collector Improvements
 -  Proposed Collector
 -  Multimodal Trail
- Overlays**
 -  Residential Cluster
 -  Mixed Use*
 -  Open Space
- Zoning Designations**
 -  Open Space/Park
 -  Residential Low Density - 4
 -  Residential Low Density - 6
 -  Residential Low Density 8*
 -  Residential Medium Density 16*

Note: * Included in 45th & Pioneer Subarea Plan



The density of the underlying zone, four units per net acre, will apply and new residential construction will require approval under a cluster planned unit development (PUD) to ensure the retention of large portions of land for open space, agriculture, or grazing.

To address connectivity within and beyond the subarea, which stakeholders identified as a key consideration, the preferred concept plan uses existing critical areas to provide off-street trail connections and includes recommended transportation improvements through the redevelopment of 5th Street and 8th Way and an extension of South 35th Place.

Implementation - Next Steps

Gee Creek Plateau is a special place - rural ambiance, scenic views, and agricultural uses make this a unique area within the growing Ridgefield community. To ensure these characteristics are maintained for future generations, this plan establishes a regulatory framework that supports a unique development pattern compatible with the existing rural character and agricultural.



The following steps are recommended to implement the subarea plan.

Adoption

The first step is to adopt the Gee Creek subarea plan and incorporate it into the comprehensive plan. The preferred alternative will be adopted as the subarea concept plan map. Through the adoption of the subarea plan, the City and property owners can ensure future development is consistent with the Gee Creek guiding principles, including the preservation of agricultural uses within the plan area.

Code Amendments

In order to integrate the subarea plan elements into the Ridgefield Development Code (RDC), amendments are recommended. Amendments will include establishing the new low-density residential overlay zone (RLD-C), additional use categories to address the keeping of animals and commercial uses associated with agriculture, and specific clustering standards within the planned unit development ordinance.

Annexation

The petition method of annexation, pursuant to RCW 35A.14.120, is anticipated to be used for the subarea. Under this method, annexation is initiated by landowners with 60 percent or more of the assessed property value within the proposed annexation area. An annexation petition will require City Council review and approval.

Annexation can occur in phases or the entire subarea can be annexed at one time. The timing and sequence of annexation will be driven by property owners' interest in developing their property and connecting to City services.

Capital Improvements

Capital improvements, including water, sewer, and transportation infrastructure, are required in conjunction with subarea development. Sewer pump stations are preliminarily proposed within the Gee Creek corridor within the subarea. A collection sewer is also proposed along 35th Avenue, 30th Place, 15th Street, and within the Gee Creek corridor with force mains proposed to connect the collection sewer to pump stations. A water line is proposed through the subarea along 15th Street, 35th Avenue, and 10th Way. Transportation improvements include improvements to 35th Avenue/Place, 5th Street, and 8th Way.

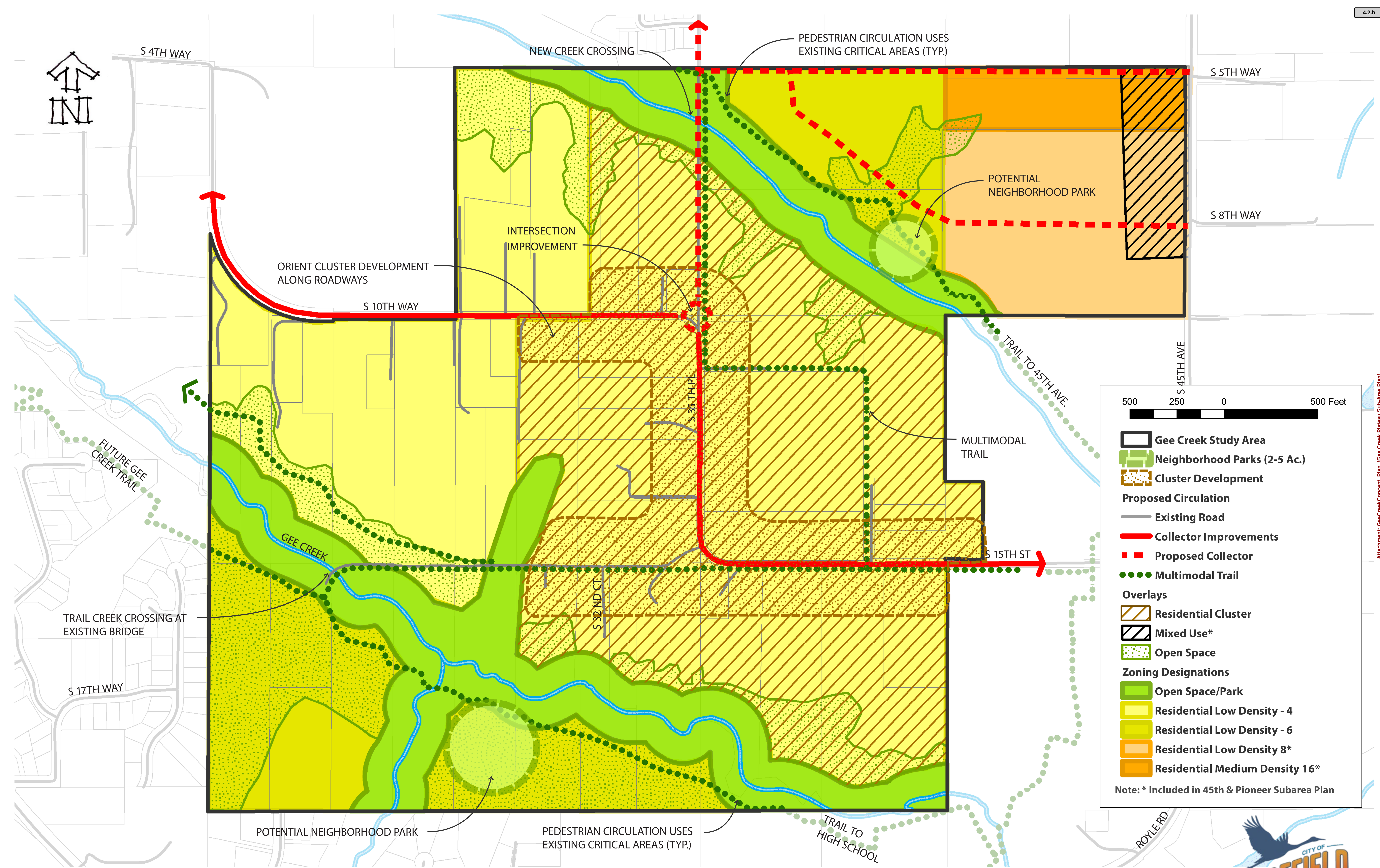
Attachments

The following technical documents support the Gee Creek plateau subarea plan and are on file with the Ridgefield Community Development Department.

- Stakeholder Interview Summary
- Stakeholder Advisory Group and Open House Meeting Summaries
- Existing Conditions Analysis
- Market Assessment
- Implementation Strategies Memorandum
- Recommended Design Guidelines



Attachment: GeeCreek_SUMMARY10.2.17 (Gee Creek Plateau Sub-Area Plan)



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON Amending Chapters Within Title 18 of the Ridgefield Municipal Code AMENDING CHAPTERs 18.100 (Definitions); AND 18.205 (Uses); and 18.210 (Low Density Residential Districts); and 18.230 (Commercial Districts); and 18.230 (COMMERCIAL DISTRICTS); and 18.235 (Mixed Use Districts) and 18.240 (Employment District); and 18.280 (Critical Areas Protection); and 18.310 (Procedures); and 18.350 (Modifications to Standards); and 18.401 (Planned Unit Developments); and 18.500 (Site Plan Review); and 18.610 (Short Plats); and 18.620 (Procedure for Subdivision); and 18.710 (Signs); and 18.715 (Exterior Lighting); and 18.725 (Landscaping); and 18.755 (Erosion Control).

GOVERNING LEGISLATION:

R.C.W. 36.70A

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The City is proposing a series of housekeeping amendments and changes to the Ridgefield Development Code (RDC), which establishes zoning regulations for residential and nonresidential development throughout the City. This third 2017 update to the code focuses on code refinements to clarify the interpretation of certain sections, adjust the details of a policy, reflect desired design standards, simplify review procedures, or reduce the number of paper copies required. The majority of updates relate to issues identified by staff and code users during implementation over the past year, or looking ahead to future applications.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Second reading of the ordinance is scheduled with City Council on December 7, 2017.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: 2017RDCAmendment_part 3_Matrix_Revised_11162017 v.2
(DOCX)

ORDINANCE NO. 1253

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE AMENDING CHAPTERS 18.100 (DEFINITIONS); AND 18.205 (USES); AND 18.210 (LOW DENSITY RESIDENTIAL DISTRICTS); AND 18.230 (COMMERCIAL DISTRICTS); AND 18.230 (COMMERCIAL DISTRICTS); AND 18.235 (MIXED USE DISTRICTS) AND 18.240 (EMPLOYMENT DISTRICT); AND 18.280 (CRITICAL AREAS PROTECTION); AND 18.310 (PROCEDURES); AND 18.350 (MODIFICATIONS TO STANDARDS); AND 18.401 (PLANNED UNIT DEVELOPMENTS); AND 18.500 (SITE PLAN REVIEW); AND 18.610 (SHORT PLATS); AND 18.620 (PROCEDURE FOR SUBDIVISION); AND 18.710 (SIGNS); AND 18.715 (EXTERIOR LIGHTING); AND 18.725 (LANDSCAPING); AND 18.755 (EROSION CONTROL).

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 policies 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, including Ordinance Nos. 1072, 1108, 1132, 1178, 1225, 1230, 1232, and 1234; and

WHEREAS, the Ridgefield Planning Commission, after conducting public meetings and public hearings on the revisions to Title 18 on November 1, 2017, forwarded recommendations to amend Title 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed amendments to the Washington State Department of Commerce on September 27, 2017 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on October 25, 2017 the City of Ridgefield issued a Determination of Non-significance regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the public comment period expired on November 8, 2017 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the amendments to Title 18 during a regularly scheduled City Council meeting held on November 16, 2017; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 18 during a regularly scheduled meeting held on December 7, 2017; 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 Title 18 to ensure that the City's development and zoning regulations continue to implement the Ridgefield Urban Area Comprehensive Plan.

Section 2. Amendments of Title 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Title 18 set forth below in the manner set forth in Exhibit A, attached hereto and incorporated by this reference:

- Amends Title 18, Chapter: 18.100, Definitions; and
- Amends Title 18, Chapter: 18.205, Uses; and
- Amends Title 18, Chapter: 18.210, Residential Low Density Districts; and
- Amends Title 18, Chapter: 18.230, Commercial Districts; and
- Amends Title 18, Chapter: 18.235, Mixed Use Districts; and
- Amends Title 18, Chapter: 18.240, Employment Districts; and
- Amends Title 18, Chapter: 18.280, Critical Areas Protection; and
- Amends Title 18, Chapter: 18.310, Procedures; and
- Amends Title 18, Chapter: 18.350, Modifications to Standards; and
- Amends Title 18, Chapter: 18.401, Planned Unit Developments; and
- Amends Title 18, Chapter: 18.500, Site Plan Review; and
- Amends Title 18, Chapter: 18.610, Short Plats; and
- Amends Title 18, Chapter: 18.620, Procedure for Subdivision; and
- Amends Title 18, Chapter: 18.710, Signs; and
- Amends Title 18, Chapter: 18.715, Exterior Lighting; and
- Amends Title 18, Chapter: 18.725, Landscaping; and

Amends Title 18, Chapter: 18.755, Erosion Control.

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 7th DAY OF DECEMBER, 2017.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab,
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: November 16, 2017

Second Reading/Passage: December 7, 2017

Date of Publication:

Effective Date:

EXHIBIT A:

Amendments of Title 18 of the Ridgefield Municipal Code

Code Section	Code Language		Rationale
RDC 18.205 – Uses			
18.205.020-1	Residential General		Prohibit single-family detached residences that are greater than one story (see limitations attachment) in the RMD-16 zone to emphasize the zone’s medium-density purpose and encourage multifamily residential options.
	Specific Land Use	RMD 16	
	Single-Family Detached Residential	P-L	
18.205.030	D. Animal Kennel and Shelter 1. In the CRB and IND E zones, animal kennels and shelters are allowed subject to a Type I limited use review provided the following standards are met:		Remove outdated reference to IND zone and replace with E zone.
RDC 18.210 – Residential Low Density Districts			
18.210.060	C. All wall openings, regardless of visibility from a public right of way, shall have contrasting trim and/or shutters, or another feature approved by the community development director. <u>C. Every home shall contain the following features:</u> <u>1. All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim (minimum 3 inches wide), and where no wall openings exist on a façade, contrasting materials must be incorporated;</u> <u>2. Roof overhang (minimum 6 inches);</u> <u>3. Porch or covered entry for the primary entrance; and</u> <u>4. Minimum 100-square-foot covered outdoor area located on any façade other than the front façade.</u> <u>5. Another equivalent feature approved by the community development director may be authorized in lieu of one or more of the foregoing based on fact-specific analysis in the director’s sole discretion.</u> D. Architectural Design. To ensure variety in architecture and to reduce the dominance of garages on the streetscape, applicants for new residential developments shall demonstrate compliance with the following provisions at the time of building permit application: 1. In single family detached residential development, no dwelling may have the same front facade as any other dwelling within two hundred linear feet, on either side of the street, as measured from the nearest point of the subject property lines. If a rear facade is visible from a public right of way and there is not a buildable lot fully between the nearest point of the rear property line of the subject property and the nearest point of a public right of way or private street, the rear facade of the subject		Strengthen low density residential design standards by consolidating and prioritizing requirements to better reflect what good design looks like on the ground.

Attachment: 2017RDCAmendment part 3 Matrix Revised 11162017 v.2 (RDC Updates)

dwelling shall also comply with the requirements of RDC 18.210.060(D). Facades shall be substantially different beyond simple mirrored plans, garage or window relocation, and shall include combinations of architectural variety such as: front porches, dormers, gables, bay windows, hipped or pitched roofs, orientation of the primary roofline, or other such architectural features that substantially differentiate house facades, including those listed in RDC 18.210.060.D.5.

2. Housing within the same development that faces across a public or private street or right of way shall be the same type, i.e., single-family attached facing single-family attached or townhouses facing townhouses.

3. Where houses are served by alleys, all garages and on-site parking shall be accessible from the alley and the facade of the house facing the public street shall be designed as the front of the house including, but not limited to, a primary building entrance consisting of inward swinging door(s), porch(es), window(s) and pathway(s) to the public sidewalks.

4. Each single-family residence shall contain a porch or covered entry area for the primary entrance facing or accessible from the public or private street serving the residence.

5. Each residence shall contain at least three of the following features:

- a. Garage with decorative door(s);
- b. Bay window(s) facing the street;
- c. Cross gable roof (separate gable ends that intersect meeting in a valley);
- d. Roof dormer(s);
- e. Cupolas or towers;
- f. Pillars or posts;
- g. Eaves, with a minimum six-inch projection;
- h. Off-sets in building face by a minimum of sixteen inches;
- i. Balconies;
- j. Decorative patterns on exterior finish (e.g., scales/shingles, wainscoting, ornamentation, and similar features);

- k. Use of contrasting materials, such as brick or stone, on a minimum of twenty-five percent of the facade;
- l. Decorative cornices and rooflines (e.g., for flat roofs);
- m. Trim a minimum of two inches wide around the windows facing a public street;
- n. Varied roof line with at least one intersecting plane; and
- o. Other architectural elements, other than color, glass or lighting, including varying texture and materials within the same building, or massing, window voids, or other elements the director finds compatible with the residential character of the zone.

D. Architectural Design. To ensure variety in architecture and to reduce the dominance of garages on the streetscape, applicants for new residential developments shall demonstrate compliance with the following provisions at the time of building permit application:

1. Front façade variety. Dwellings with the same front façade located on the same side of a street shall be separated by no less than two (2) lots, and dwellings with the same front façade located on opposite sides of a street shall be separated by no less than two (2) lots, with the lot directly across the street not included in the two-lot calculation. In this context, the lot “directly across the street” means the lot with which the greatest portion of frontage aligns with the frontage of the subject lot.
2. Front façade features. Every front façade shall contain a minimum of three (3) elements from the lists below to include a minimum of one (1) element from the structural elements list and at least one (1) element from the decorative elements list:
 - a. Structural elements. Porches, dormers, gables, hipped/pitched roof, bay window, cupolas/towers, 16-inch offset, balconies, unique roofline via orientations (structure, pitch, etc.), vertical breaks/horizontal walls
 - b. Decorative elements. Decorative garage doors, pillars/posts, decorative finish, contrasting materials, brick/rock accents, variable siding materials, shutters, plan reversal, other architectural elements, other than color, glass

	<u>or lighting, including varying texture and materials within the same building, or massing, or window voids.</u> <u>The community development director may authorize another feature in lieu of one or more of the foregoing based on fact-specific analysis in the director's sole discretion.</u> <u>3. Housing within the same development that faces across a public or private street or right-of-way shall be the same type, i.e., single-family attached facing single-family attached or townhouses facing townhouses.</u> <u>4. Where houses are served by alleys, all garages and on-site parking shall be accessible from the alley and the facade of the house facing the public street shall be designed as the front of the house including, but not limited to, a primary building entrance consisting of inward swinging door(s), porch(es), window(s) and pathway(s) to the public sidewalks.</u>	
18.210.065	B. Architectural Design. Elevations that face major corridors as listed in subsection (A) shall demonstrate compliance with the following architectural design standards: 1. French doors or similar decorative door type having a minimum width of six feet; 2. Minimum of one hundred twenty-square foot covered deck/patio with roof material matching the residential structure roof and wood or brick or stone decorative supports; 3. Minimum of three planes with vertical breaks on the rear facade with a minimum of fifteen percent of each plane having a brick or stone surface; 4. Minimum of three planes on the roof that are visible from major corridors as listed in subsection (A) with a minimum of one gable end peak; 5. All windows shall be trimmed; 6. All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim and/or shutters, or another feature approved by the community development director;	Remove additional architectural design provisions along major corridors in favor of the updated architectural design standards in RDC 18.210.060, Neighborhood design standards. Add figure to landscaping standards (figure is attached, to be inserted beneath 18.210.065.D.1.e).

	7. Other elements the director finds to be compatible with the intent of providing visible architectural variety and interest as seen from major corridors as listed in subsection (A). B. Architectural Design. The architectural design standards in RDC 18.210.060.C and RDC 18.210.060.D apply. D. Landscaping. The following standards are in addition to the requirements in RDC 18.725. <u>Figure 18.210.065-1 is an example of design adhering to these standards.</u>	
RDC 18.230– Commercial Districts		
18.230.045	A. Dimensional standards shall comply with Table 18.230.035-1. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.055-1 <u>18.725.050-1.</u>	Correct code reference.
18.230.080	D. Off-street parking lots containing fifty parking spaces or more in all commercial zones shall provide pedestal or wall-mounted Level 2, two hundred forty-volt electric vehicle chargers, or similar alternative fueling stations as approved by the planning director. Stations shall be provided at a ratio <u>minimum</u> of one station per fifty parking spaces up to a maximum of five such stations.	Clarify method to calculate required alternative fueling stations.
18.235 – Mixed Use Districts		
18.235.020	E. Dimensional Standards. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
18.235.030	D. Site Requirements. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
18.235.040	F. Dimensional Standards. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
18.235.060	F. Dimensional Standards. The following dimensional standards supersede those of the base zones. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
RDC 18.240 – Employment Districts		

18.240.010	B. Employment Mixed Use Overlay (EMUO). The city recognizes that the optional development of master planned mixed use sites consistent with this chapter has the potential to increase employment opportunities within these zones. The city has created the employment mixed use overlay (EMUO) to provide for a mix of compatible light industrial, service, office, retail, and limited residential uses in certain areas designated within the IND or OFF <u>E</u> zone. The EMUO allows retail and residential uses that would otherwise be prohibited in the underlying IND or OFF <u>E</u> zoning district. Uses can achieve improved efficiency and flexibility beyond the base zones through the application of master planning opportunities. Master planning requires compliance with additional siting and performance standards.	Remove outdated references to IND and OFF zones, and replace with E zone.
18.240.110	B. General Applicability. The provisions of this section may be applied to any parcel or an aggregation of parcels under an applicant's common ownership or control of forty gross acres or greater that are designated EMUO on the RUACP map at the election of an applicant. In the event an applicant elects to file an EMUO master plan application instead of an IND or OFF <u>E</u> master plan application, the applicant shall comply with all of the provisions of this section and unless otherwise provided, Sections 18.240.020 through 18.240.095 of this chapter shall not apply. An EMUO master plan, at a minimum, shall address the following approval criteria:	Remove outdated references to IND and OFF zones, and replace with E zone.
	F. 11. Signs a. The requirements of Chapter 18.710 RDC applicable to the IND and OFF districts <u>E district</u> shall be met; provided however that entry or gateway signs along the perimeter of the mixed-use development identifying the development shall be allowed at the following locations, with a maximum sign area of three hundred fifty square feet at each location, provided further that the maximum area of all entry or gateway signs for a mixed-use development shall be no greater than an amount equal to five square feet times the total net acreage for the mixed-use development:	Remove outdated references to IND and OFF zones, and replace with E zone.
RDC 18.280 – Critical Areas Protection		

18.280.050	F. One original and three paper copies copy of all application materials, as well as electronic copies of all materials that include graphic and text files, are <u>is required. Electronic copies of all materials that include graphic and text files are required.</u>	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
18.280.070	D. Site Development. Development within the property utilizing density transfer may reduce the minimum lot size and minimum lot width and depth dimensions for the zone by up to twenty percent in order to accommodate the additional lots transferred. Within PUDs, any further reduction to lot size; or width or depth greater than twenty percent shall comply with RDC 18.401.100.A. Outside of PUDs, any further reduction to lot size; or width or depth greater than twenty percent shall be processed as a variance consistent with RDC 18.350.	Remove references to lot depth, which is not included in dimensional standard requirements.
RDC 18.310 – Procedures		
18.310.030	C. To initiate pre-application review, an applicant shall submit a completed form provided by the review authority for that purpose, the required fee, and all information required by the relevant section(s) of the city code or recommended in writing by the review authority for the pre-application in question and other relevant information. The applicant shall provide one original and three paper copies copy of all application materials, as well as and <u>and</u> electronic copies of all materials that include graphic and text files.	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
18.310.160	B. Exceptions. The provisions in this section do not apply to the following: 1. Recorded subdivision plats and short plats. See RDC 18.160.050 and 18.620.150. 2. Planned unit developments. See RDC 18.401.060.	Remove exemption to allow post-decision review provisions to apply to PUDs, rather than following a separate set of PUD modification standards.
RDC 18.350 – Modifications to Standards		
18.350.030	Any decision approving an adjustment request shall be in writing and supported by findings of fact and conclusions demonstrating that all of the criteria below have been satisfied: A. There are topographic or built conditions, such as steep slopes, wetlands, water areas, structures, streets, utilities, lot patterns, street patterns or similar conditions which justify departure from strict adherence to the standard to be modified;	Change format of approval criteria to clarify that compliance is required with either A-G or H.

	B. No significant adverse impacts to neighboring properties or to the environment will result from the modification; the cumulative effects of more than one adjustment shall be considered in this regard; C. The adjustment is consistent with sound engineering principles, and will be safe, practical and efficient; D. The modification is not contrary to the purpose section of this chapter, or to any applicable policy or provision of the RUACP or CFP; E. There are no other remedies prescribed in this title or the City Engineering Standards to alleviate the practical problem identified in subsection (A) of this section; F. The proposed adjustment is the minimum necessary to resolve the identified problem; <u>and</u> G. The proposed adjustment is no greater than twenty percent of the relevant numeric standard; <u>OR</u> H. The adjustment is required to comply with other regulatory schemes, for example, state licensing, and subsections (B), (C), (D), and (G) of this section are satisfied.	
RDC 18.401 – Planned Unit Developments		
18.401.040	A. Preliminary PUD application requirements. An application for a preliminary PUD shall include one original and three paper copies <u>copy</u> of all application materials; as well as electronic copies of all materials that include graphic and text files. <u>and electronic copies of all materials.</u>	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
18.401.060	18.401.060 – Modification of preliminary PUD. A. After final approval of a preliminary PUD, an applicant may submit an application for a modified final approval with the planning director. 1. The planning director may approve minor adjustments to the approved preliminary PUD through a Type II decision-making process. (See Chapter 18.310.070) 2. The hearing examiner shall approve or disapprove a final PUD with major modifications through a Type III review process consistent with RDC 18.310.080. The approval criteria for a major modification shall be those criteria covering the original approval	Remove RDC 18.401.060, Modification of preliminary PUD, in favor of allowing PUDs to be modified using the post-decision review process to standardize the criteria used to modify decisions and eliminate conflict between sections.

	of the permit which is subject to the proposed modification request. 3. An applicant shall not commence construction until the appropriate review authority approves a modified final PUD. B. The planning director shall determine whether a minor modification or major modification is required, based on criteria below. A minor modification shall not result in a deviation to a numeric performance standard of more than ten percent. 1. Minor Modification. The planning director may approve minor modifications to an approved preliminary or final PUD. Modifications are deemed minor if all the following criteria are satisfied: a. The modification will not result in more than a ten percent reduction in the amount of landscaping, buffering and open space, or the relocation of open space; b. No more than a ten percent reduction in the amount of parking is proposed; c. No more than a ten percent reduction of any landscape buffer, in width or density of planting, between the development and adjoining properties is proposed; d. No more than a ten percent increase in the total ground area covered by buildings or other impervious surfaces is proposed; e. No more than a ten percent change in the preservation of trees or other unique natural features which were required to be preserved by the preliminary PUD approval is proposed; f. No structures are relocated closer to the perimeter of the site, to water bodies or to sensitive areas; and, g. No increase in traffic volumes or change in traffic patterns is proposed. Examples of minor modifications include but are not limited to lot line adjustments, minor relocation of buildings or landscaped areas, minor changes in phasing and timing, and minor changes in elevations of buildings. 2. Major Modifications. Major modifications are those adjustments which change the basic design, density, use, open space,	
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	appearance from streets or adjoining properties or other similar requirements or provisions. Major modification review is triggered if the applicant proposes to add additional land, increase density, increase the number of dwelling units or lots, change the location or number of access points, or substantially increases traffic volumes or a change in traffic pattern. Major modifications shall be processed as a Type III review pursuant to Chapter 18.310. (Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1178, § 2(Exh. A), 2-12-2015)	
18.401.080.A.	A. Density 1. The minimum density of residential development for any PUD shall be based on the allowable minimum <u>minimum</u> density for the underlying zoning district. <u>Minimum density may only be reduced through the modification process in RDC 18.350, and may not be varied through the PUD process.</u> 2. <u>The maximum density of residential development for any PUD shall be the maximum density for the underlying zoning district, unless modified through the PUD process under RDC 18.401.100.A.6 or the critical areas density transfer provisions in RDC 18.280.070.</u>	Clarify density requirements in one location.
18.401.080.C	1. Purpose. The development of the perimeter of the PUD shall achieve substantial compatibility with abutting residentially zoned properties so that there will be a graduated transition between existing and new residential development. 2. Applicability. This section shall apply to lots abutting the perimeter of the PUD and lots not separated from the perimeter by an open space tract with a minimum width of twenty feet, critical areas tract, public or private street, or similar intervening element, where the property abutting the PUD perimeter is zoned RLD or RMD, <u>and is less than five acres and greater than twenty thousand square feet at the time the PUD application is vested.</u> Exceptions: a. This section shall not apply where the proposed PUD lots abut mapped or platted critical areas on the abutting property. 3. Compatibility measures a. Building Lot size for lots subject to this section shall <u>comply with the minimum size established in RDC 18.401.100.A.4</u> not be less than 65 percent of that permitted in the underlying zone, and may not be modified or further reduced through the PUD or variance process; or	Revise and clarify perimeter compatibility standards for PUDs.

	b. Setbacks and coverage standards for perimeter lots shall meet the minimum requirements for the underlying zone and shall not be modified or reduced through the PUD or variance process. If the applicant proposes to reduce the perimeter lot sizes below 80 percent of that permitted in the underlying zone, the applicant will provide landscaping on the external public streets at a minimum of 15 feet wide to an L-3 standard, with the exception of Pioneer Street, Hillhurst Road, and 45th Street/Royle Road, which are subject to RDC 18.210.065. c. <u>Allowed uses for perimeter lots in the RLD zone shall be limited to single-family detached residential.</u> Within a PUD in the RLD zones, only detached single-family dwellings, an open space tract with a minimum width of twenty feet, critical areas tract, public or private street, or similar intervening element as determined by the Community Development Director shall abut any property line external to the proposed PUD where the abutting property is less than five acres or greater than twenty thousand square feet and the platting of the abutting property into less than five acres predates the proposed PUD.	
18.401.100.A	4. Lot size, <u>provided that no lot is less than 65 percent of the minimum lot area in the underlying zone, or 4,000 square feet, whichever is greater, except in the RMD-16 zone;</u>	Create a minimum lot size for all PUD lots except in the RMD-16 zone.
RDC 18.500 – Site Plan Review		
18.500.040	A. Basic site plan and binding site plan review applications shall be accompanied by one original and three paper copies <u>copy</u> of all required submittal materials, as well as and <u>and</u> one electronic copy of all materials including graphic and text files. B. Applications for minor site plan review shall be accompanied by one original and one paper copy of the submittal requirements of RDC 18.500.040.A as well as one electronic copy of all materials including graphic and text files. <u>and one electronic copy of all materials.</u>	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
RDC 18.610 – Short Plats		
18.610.020	B. The prospective subdivider shall submit one original and three paper copies <u>copy</u> of all application materials, as well as electronic copies of all materials that include graphic and text files to the city	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.

	clerk and <u>and electronic copies of all materials.</u> The application shall contain the following:	
RDC 18.620 – Procedure for Subdivision		
18.620.090	B. A Mylar, a sepia, and four paper copies of the map shall be provided, and shall include the following:	Reduce number of hard copies required to save materials and facilitate the transition to online submittal.
18.620.100	A. Each final plat submitted for approval shall be accompanied by an original reproducible drawing of the subdivision, three copies thereof, and a current title report, and required fees.	Reduce number of hard copies required to save materials and facilitate the transition to online submittal.
RDC 18.710 – Signs		
18.710.210	C. Height 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. 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, and properties with the Ridgefield Mixed Use Overlay (RMUO) 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. <u>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 and are within 150 feet of Interstate 5 are eligible for a bonus in sign height up to a maximum of 25 feet from the natural grade, and a bonus in sign area up to a maximum of 200 square feet in area subject to the requirements below:</u> (a). <u>The retail component of any employment space using this bonus must be dedicated to the sale of</u>	Amend freestanding sign height requirements to allow height and size bonuses for freestanding signs associated with the sale of on-site-produced goods in the E zone. Correct typographical errors.

	<u>products made on-site. The sign may only be used to advertise one business located on the same parcel as the sign.</u> <u>(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 a least one-fifth (1/5) 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</u> <u>(c). The sign face is either non-illuminated, externally illuminated, or complies with both of the following standards for an internally illuminated sign:</u> <u>(i). The background of the sign is totally opaque, and only the graphics and/or text are illuminated; and</u> <u>(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.</u> <u>iii. 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.</u> 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	
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	materials and architecture of the closest or principle <u>principal</u> 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; and.	
RDC 18.715 – Exterior Lighting		
18.715.050	A. All light trespass is prohibited. <u>All exterior lighting fixtures and accent lighting shall be designed, installed, located and maintained such that there is no light trespass (see Figure 3 in 18.715.100).</u> C. All exterior lighting fixtures and accent lighting shall be designed, installed, located and maintained such that there is no light trespass (see Figure 3 in 18.715.100).	Consolidate light trespass requirements into one standard. Re-letter following sections.
RDC 18.725 – Landscaping		
18.725.050-1	Zone or Use CRB Site Parking Area <u>Parking Area</u> CCB Site Parking Area <u>Parking Area</u> CNB Site Parking Area <u>Parking Area</u>	Correct table formatting. Site and parking area should be on separate lines.

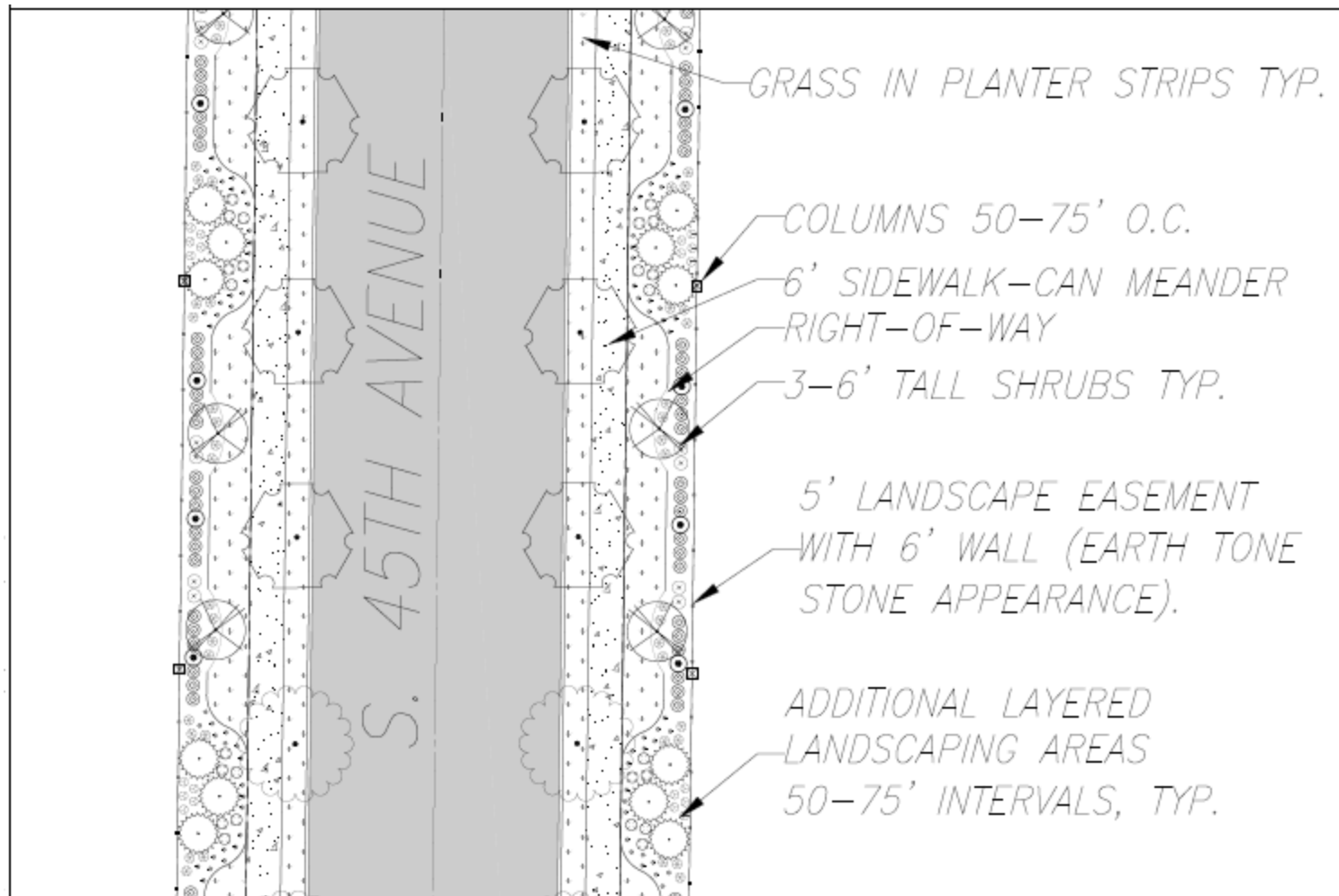
18.725.050	Table 18.725.050-1 Landscaping, Screening and Buffering Matrix ¹ Table Notes: <u>(1) When buffer standards and relevant setback standards do not match, the greater of the two shall apply.</u>	Clarify which standards control when required landscaping and setbacks differ. Renumber following table notes.
RDC 18.755 – Erosion Control		
18.755.030	A. Provisions of this chapter apply to land-disturbing activities, as outlined in the <u>Puget Sound Water Quality Manual, Chapter I-2, Sections I-2.1 through I-2.6 and Chapters II-2 through II-5</u> 2005 Stormwater Management Manual for Western Washington (Western Washington Manual), Volume I, Chapter 2, Section 2.5 and Volume II. Where provisions of this chapter or other city codes and ordinances conflict with the Puget Sound Manual <u>Western Washington Manual</u> , this chapter and city codes and ordinances will govern.	Update reference to current stormwater manual.
18.755.040	“BMP Manual” means the most current issue of the Stormwater Management Manual for the Puget Sound Basin (The Technical Manual), Volume II, Erosion and Sediment Control, Chapter 1-2, Sections I-2.1 through I-2.6, Chapter II-2 through II-5 2005 Stormwater Management Manual for Western Washington (Western Washington Manual), Volume II, <u>Construction Stormwater Pollution Prevention</u> .	Update reference to current stormwater manual.
18.755.070.A	10. Any application that the director determines poses a high risk of erosion impacting adjacent properties, water bodies, or public rights-of-way, and those described in Chapter I-2 of the Puget Sound Manual <u>Volume I, Chapter 2, Section 2.4 of the Western Washington Manual</u> .	Update reference to current stormwater manual.

2017 Annual Update to Ridgefield Development Code: Part 3

Notes to interpret the matrix:

- Revisions noted in legislative format, underline and ~~strikeout~~.
- For reference, there is a link to the existing code on the City’s webpage at: <http://www.ci.ridgefield.wa.us/cd/page/planning-division>.

Exhibit 18.210.065-1.



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Adopting an Optional Green Building Incentive Program and Amending Title 14 and Title 18 of the Ridgefield Municipal Code.

GOVERNING LEGISLATION:
R.C.W. 19.27

PREVIOUS COUNCIL ACTION TAKEN:
None.

SUMMARY/BACKGROUND:

As part of the work program for the Planning Commission and Community Development in 2017 the City Council directed staff to research, develop and implement a Green Building program for Ridgefield.

The Washington State Building Code Council does not permit a jurisdiction to adopt a building code that is more restrictive than the state building code without the State Building Code Council's approval (RCW 19.27.060). Also, the state energy code is a "mini-maxi" code in that you can't add any more to it or reduce it.

Staff has researched the opportunities and challenges associated with implementing a required green building program in the state. The Washington State Building Code Council does not permit a jurisdiction to adopt a building code that is more restrictive than the state building code without the State Building Code Council's approval (RCW 19.27.060). Also, the state energy code is a "mini-maxi" code in that you cannot add any more to it or reduce it.

National standards for Green Building programs have been developed by the American National Standards Institute (ANSI). At this time the only ANSI certified green building program is the National Green Building Standard, but other programs are close to certification, and under this draft the programs will be available to use once certified by ANSI.

Following discussion with stakeholders and with the Planning Commission staff has developed a draft program that involves voluntary incentivized green building utilizing any certified ANSI program as a basis for a 10% rebate on residential building permit fees, as well as site design features including recycled materials and requirements for reduced water use on each individual lot. The rebates may be applied to building plan check and permit fees only, and do not apply to impact fees, system development charges, or the Washington state

building permit surcharge. The rebates also cannot be applied to future permits. The draft code structure requires 3rd party review of the chosen ANSI certified green building program in which a certificate of compliance is issued. The developer then provides a copy of the certificate to the city and the 10% rebate is issued.

The second component of the city's draft program is a requirement to use environmental best practices on the site itself. These requirements are a pick list of items including mist irrigation, recycled materials, or other elements found acceptable by the Community Development Director.

Both components of the program apply to single family and multi-family residential developments.

Another element of home construction the Planning Commission considered is the concept of visitability that will address the issues people with mobility challenges face when visiting friends and neighbors.

A visitable house includes these three features:

- One zero-step entrance.
- Doors with 32 inches of clear passage space.
- One bathroom on the main floor you can get into in a wheelchair

The Planning Commission recommended an additional rebate of 10% when a home incorporates the three features above during construction. To be eligible for a rebate the Building Official or designee will review and certify that the home has incorporated the three required features.

BUDGET/FINANCIAL IMPACTS:

Staff anticipates that 15 to 20% of new homes will take advantage of the rebate programs offered. A reduction in building permit and plan check revenue is to be expected resulting from the adoption of this ordinance.

RECOMMENDED ACTION OR MOTION:

None. Second reading is scheduled with City Council on December 7, 2017.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Chapter_14.32 Green Building v.3 (DOCX)
 18.210.035_Green Design (DOCX)
 18.220.035_Green Design (DOCX)
 Green Building BIA letter (PDF)

ORDINANCE NO. 1254

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING AN OPTIONAL GREEN BUILDING INCENTIVE PROGRAM AND AMENDING TITLE 14 AND TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE.

WHEREAS, the intent of this ordinance is to provide an appropriate standard for builders when attempting to construct environmentally sustainable structures; and,

WHEREAS, compliance with any green building program certified by the American National Standards Institute (ANSI) is voluntary; and,

WHEREAS, the city is considering adoption of mandatory environmentally sustainable Green site design practices; and,

WHEREAS, compliance with an ANSI certified green building program is eligible for a building permit rebate of ten percent (10%) of the building permit and plan review costs, not including System Development Charges, Impact Fees, or the Washington State building permit surcharge; and,

WHEREAS, the City Council finds that incentivizing environmentally sustainable practices is in the best interests of public health safety and welfare because it will result in the reduction of impacts to the city's water supply and sanitary sewer services, as well as improving environmental quality for future generations; and,

WHEREAS, the Ridgefield Planning Commission, after conducting and appropriately noticed public hearing on the proposed amendments on November 1, 2017, recommended approval to the Ridgefield City Council; and,

WHEREAS, the Planning Commission recommends an additional ten percent (10%) rebate incentive of the building permit and plan review costs to encourage home builders to incorporate the concept of "visitability" into new homes within Ridgefield; and,

WHEREAS, increasing "visitability" for homes within Ridgefield are consistent with city and county goals to support the aging population as detailed in the County's Aging Readiness Task Force Report; and,

WHEREAS, the City of Ridgefield submitted notice of the proposed adoption to the Washington State Department of Commerce on October 5, 2017 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on October 5, 2017 the City of Ridgefield issued a Determination of Non-significance regarding the proposed Green Building Program; and,

WHEREAS, the public comment period expired for the DNS on October 26, 2017 and the City addressed all comments received; and,

WHEREAS, the City Council of the City of Ridgefield conducted a first reading and public hearing at an appropriately noticed meeting for the ordinance on November 16, 2017, and conducted a second reading on December 7, 2017;

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

Section 1. Public Interest. The City Council of the City of Ridgefield finds it to be in the public interest to adopt the optional, incentivized Green Building program and the incentive to encourage the concept of visitability. The Council also finds the mandatory environmentally sustainable site design practices are in the public interest.

Section 2. Adoption of American National Standards Institute (ANSI) certification. The City Council of the City of Ridgefield finds that any Green Building program that has achieved certification of that program from ANSI shall be eligible for incentives authorized under this ordinance.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. 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 5. Applicability. This ordinance shall be applied to all related building permit activities.

Section 6. Effective Date. This ordinance shall be in full force and effect 30 days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 7th DAY OF DECEMBER, 2017.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab, Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	November 16, 2017
Second Reading/Passage:	December 7, 2017
Date of Publication:	XXXXXXX
Effective Date:	XXXXXXX

Chapter 14.32 - BUILDING CODE— American National Standards Institute (ANSI) Green Building certification

14.32.010 – Purpose

Ridgefield's Green Building Program encourages new homes to be built to high levels of energy efficiency, conserve and use less water, and use healthier materials in the construction. The program uses any Green Building program that has been certified by the American National Standards Institute (ANSI), as amended, and 3rd Party verification, to verify the homes achieve the required standards as contained in the certified Green Building Program.

14.32.020 – Adoption

The City adopts, by reference, the current edition of the National Green Building Standard (NGBS) as its Green Building reference standard. Any Green Building program that meets the ANSI requirements will, at the time of ANSI certification, also be adopted by reference. This standard is to be used by builders on a voluntary basis and compliance with this standard shall not be construed as creating any mandatory obligation.

14.32.030 – Rebate

Applicants that choose to develop under the NGBS requirements, or any other Green Building Program certified by ANSI, will receive a ten percent (10%) rebate of building permitting fees for residential building permit applications for the structure utilizing the standard. An additional rebate of ten percent (10%) of building permitting fees for residential permit applications shall issue for homes that incorporate the concept of visitability. For the purposes of this Chapter visitability is defined as single family or multi-family dwelling that are designed in such a way that people with mobility challenges can live or visit the dwelling without extensive re-modeling required.

1. Rebates apply to residential building permitting fees, including plumbing and mechanical permits, only. Rebates do not include Impact Fees, System Development Charges or the Washington State surcharge.
2. To receive a Green Building rebate applicants must provide the city with a certificate verifying 3rd party review of the chosen Green Building program. The certificate must be submitted to the Community Development Department and must be accompanied by a cover sheet indicating the building permit file number the certificate applies to, the address of the applicable structure, lot number, primary contact person, mailing address and phone number.
 - a. Rebates shall only be processed by check, credits toward future building permits will not be available.
3. To receive a visitability rebate applicants must construct the residence with (a), (b), and (c) below to be verified by the City of Ridgefield Building Official or designee.

- a. Zero rise entryway; and,
- b. All entry and exit doors must have 32 inches of clear passage space; and
- c. One bathroom must be located on the ground floor with at least 32 inches of clear passage space.

18.210.035 – Green Design

- A. The purpose of this section is to ensure best practices of environmental stewardship within the City of Ridgefield and to protect, to the extent practicable, our natural environment for future residents.
- B. Development of single family residential uses within Ridgefield shall choose at least two practices from the list below during construction:
 - 1. Landscape with drought-tolerant, native plants
 - 2. Install water-conserving drip, micro-mist, or sub-surface irrigation systems
 - 3. Recycle, salvage, or donate excess or unwanted materials
 - 4. Recycle materials for use in walls, fences, trails, or other amenities that are integral to the development.
 - 5. Rain Gardens to accommodate storm water on-site, particularly roof drains, rather than conveyance to a community system.
 - 6. Other green design practices that are acceptable to the Community Development Director.

18.220.035 – Green Design

- A. The purpose of this section is to ensure best practices of environmental stewardship within the City of Ridgefield and to protect, to the extent practicable, our natural environment for future residents.
- B. Development of single or multi family residential uses within Ridgefield shall choose at least two practices from the list below during construction:
 - 1. Landscape with drought-tolerant, native plants
 - 2. Install water-conserving drip, micro-mist, or sub-surface irrigation systems
 - 3. Recycle, salvage, or donate excess or unwanted materials
 - 4. Recycle materials for use in walls, fences, trails, or other amenities that are integral to the development.
 - 5. Rain Gardens to accommodate storm water on-site, particularly roof drains, rather than conveyance to a community system.
 - 6. Other green design practices that are acceptable to the Community Development Director.



Jeff Niten
Community Development Director
City of Ridgefield

Dear Mr. Niten:

The Building Industry Association of Clark County's Green Building Council (GBC) supports Ridgefield's adoption of the current edition of the National Green Building Standard (NGBS) as an optional standard in Ridgefield's building code.

We support the adoption of NGBS as a voluntary building standard because it is a market-based solution that will enhance housing choice and quality in Ridgefield without any new public burden.

The GBC believes adopting an existing standard is important for providing a clear pathway for builders to create homes that lower the impact of each home on the environment, support local businesses by sourcing materials within 500 miles and lessen impacts on water, sewer and energy consumption.

We applaud the forward-looking approach to incorporate any Green Building program that has been certified by the American National Standards Institute (ANSI), as amended, and includes 3rd Party verification. Communities benefit from these higher standards that are cost-effective for municipalities to implement, shift the market towards better building practices, and reduce demand on infrastructure.

The incentives provided by the City of Ridgefield are a progressive way to encourage high performance home building. We appreciate Ridgefield's partnership with the building industry.

Sincerely,

Niall Glavin, Chair
Green Building Council
Building Industry Association of Clark County

Attachment: Green Building BIA letter (Green Building Standards)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance 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, 2018 by Increasing Property Tax Revenue from the Previous Year

GOVERNING LEGISLATION: RCW 84.55.120, and RCW 84.52.020

PREVIOUS COUNCIL ACTION TAKEN: Council adopts a property tax levy annually.

SUMMARY/BACKGROUND: The 2018 budget includes a statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, property annexations, and any increase in the value of state assessed property.

The 2017 levy amount was \$1,052,384. The statutory 1% increase would raise the property tax levy \$10,524. In addition to the 1% increase the County Assessor's office has determined that the City assessed value for new construction will add approximately \$75.35 million to the City assessed values. The Department of Revenue is still in the process of valuing state assessed utilities. These numbers should be available shortly. The value for the 2017 tax roll for state assessed utilities was \$9,821,568.

To date the estimated 2018 taxable assessed values for Ridgefield is \$1,213,717,292. The Assessor must certify the assessed values by November 14, 2017. The City must hold a revenue hearing and certify a property tax levy to the County by November 30, 2017. The City's current forecast for the 2017 property tax levy is \$1,145,000, an increase of \$85,000 from the 2017 budget. The estimate is for the City of Ridgefield levy amount to be 93.8 cents per \$1,000 assessed value a decrease of 5.2 cents from 2017.

The 2018 General Fund expense budget has increased 6.1% over the 2017 original expense budget to account for contractual and inflationary increases. This increase is lower than the Portland Average Consumer Price Index for Urban Consumers (CPI-U) for the twelve months July 1, 2016 through June 30, 2017. The CPI-U was 4.4% for this time period, however the CPI-U less food and energy was 4.6% (BLS) over the past year. A 1% increase does not match inflation, but it will assist in maintaining a balanced budget.

BUDGET/FINANCIAL IMPACTS: The 2018 property tax receipts will increase \$85,000 when compared with the 2017 budget. The total property tax levy is estimated to be \$1,145,000.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1247 by making the following motion:

“I move to adopt Ordinance No. 1247, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1247

AN ORDINANCE 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, 2018 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 2018 as required by statute; and

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

WHEREAS, the amount levied for fiscal year 2017 was \$1,052,384 and the increase in the regular property tax levy amount for 2018 is \$10,524 which is a percentage increase of 1% from the previous year; and,

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

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

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

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 2018 tax year in the amount of the maximum 1% allowed by law from the previous year, estimated to be \$10,524. This increase is exclusive of additional revenue resulting from new construction, improvements to property, and any increase in the value of state assessed property.

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

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

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 16TH DAY OF NOVEMBER, 2017 IN AN OPEN PUBLIC MEETING.

City of Ridgefield:

Ron Onslow
Mayor

ATTEST:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First reading:	November 2, 2017
Second reading:	November 16, 2017
Publication date:	November 22, 2017
Effective date:	November 27, 2017

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.35 and Ordinance Number 1169 Adjusting the Bi-Monthly Water Rates

GOVERNING LEGISLATION: RCW 35.92; Ridgefield Municipal Code Chapter 13.35

PREVIOUS COUNCIL ACTION TAKEN: 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 most recent action associated with bi-monthly water rates was adopted by Council through Ordinance No. 1169 on November 20, 2014.

SUMMARY/BACKGROUND: City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was conducted in 2016 and looked at 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.

As a result of the study it was determined that rates for 2017 should increase at a rate of 3% to account for inflation. The rate model has been updated with actual information for both 2016 and 2017 including growth for both new accounts and water usage. The city was able to buy down the rate increase in 2017 to 0% due to the high growth rate for new accounts and usage.

The rate model again calls for a 3% increase for inflationary factors in 2018. After analysis of growth related factors, staff are recommending a buy down to a 1.5% water rate increase for 2018. For a household using an average of 1,600 cf of water the rate increase would be approximately \$0.90 per bi-monthly billing cycle. Due to the recommended rate increase and projected usage in 2018, rate revenue is expected to increase 2.65% over the 2017 budget. Operating expenses for the water utility fund are expected to increase 2.03% in 2018 over the 2017 budget. The expenses include 5% of rate revenues being set aside into a reserve fund for repair and replacement of existing water system infrastructure.

Per the rate model, future increases are recommended at an inflationary factor for the remaining 8 years. Staff will continue to update the model with available data and to make recommendations during the budget process each year.

The Budget Advisory Committee is recommending we implement a 1.5% increase in the rate as a result of the study conducted. This increase is lower than the Portland Average Consumer Price Index for Urban Consumers (CPI-U) for the twelve months July 1, 2016

through June 30, 2017. The CPI-U was 4.4% for this time period, however the CPI-U less food and energy was 4.6% (BLS) over the past year. A 1.5% 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.

The following table represents the rate structure for a two month period for a residential customer with a 1.5% increase:

Residential Customer – Two Month Rates With 1.5% Increase:

Two-Month Base Rate	CF of Water	Volume Rate per CF
\$42.02	Up to 1,000	\$0.0057
	>= 1,001 - 2,000	\$0.0223
	>= 2,001 - 4,000	\$0.0247
	Over 4,000	\$0.0281

Commercial Customer – Two- Month Rates With 1.5% Increase:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$ / cf
1 inch and under	\$42.02	No Minimum	\$0.0284
1.5 inch	\$84.03		
2 inch	\$134.46		
3 inch	\$252.10		
4 inch	\$420.18		
6 inch	\$840.34		
8 inch	\$1,344.55		
10 inch	\$4,831.99		
12 inch	\$9,033.71		

Following is the conservation incentive rate. These customers consume less than 1,000 cf of water in a two month period and use a 1 inch or less meter size. This rate code was added in 2012 and these customers are charged \$0.0476 per cf of water consumed. This rate code has no base charge.

Conservation Customer – Two- Month Rate With 1.5% Increase:

Meter Type or Size	Volume Charge	
	Volume Used (cf)	\$ / cf
1 inch and under	No Minimum	\$0.0476

BUDGET/FINANCIAL IMPACTS: Based on the number of current service connections, expected growth and the recommended rate increase, the Water Utility Fund is expected to

generate revenues in 2018 of approximately \$1.68 million and incur operating and capital maintenance expenses of \$1.7 million. The City will transfer an estimated \$67,800 into the capital repair and replacement reserve based on rate revenues received in 2017.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1248 by making the following motion:

“I move to adopt Ordinance No. 1248, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: Exhibit A Ordinance No 1248 Water Rate Increase 2018 Clean (DOC)
Exhibit A Ordinance No 1248 Water Rate Increase 2018 Redlined (DOC)

ORDINANCE NO. 1248

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING RIDGEFIELD MUNICIPAL CODE CHAPTER 13.35 AND ORDINANCE NUMBER 1169 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 one and one-half percent (1.5%) for the basic bi-monthly charge, and that all other rates should increase in their pro rata share; and,

WHEREAS, the City completed a Water System Plan update and study of the water system rates and structure; and,

WHEREAS, the City deemed it appropriate to incorporate the promotion of water conservation and good business practices into the new water rate charge structure; and,

WHEREAS, this ordinance is necessary to incorporate the increase in the rate and the new rate structure; 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 AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it is in the public interest to amend Ordinance No. 1169 (2014), Ordinance No. 1139 (2013), Ordinance No. 1118 (2012), Ordinance No. 1095 (2011), Ordinance No. 1086 (2011), Ordinance No. 1042 (2009), Ordinance No. 1023 (2008), Ordinance No. 935 (2006), Ordinance No. 897 (2005), Ordinance No. 853 (2004), Ordinance No. 808 (2002), Ordinance No. 775 (2001), Ordinance No. 751 (1999), Ordinance No. 730 (1998), Ordinance No. 682 (1995), Ordinance No. 642 (1994), Ordinance No. 634 (1994), Ordinance No. 610 (1993), Ordinance No. 521 (1988), 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.

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, 2018.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 16TH DAY OF NOVEMBER, 2017.

By: _____
Ron Onslow, Mayor

ATTEST:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker,
City Attorney

First Reading:	November 2, 2017
Second Reading:	November 16, 2017
Date of Publication:	November 22, 2017
Effective Date:	January 1, 2018

Exhibit “A”**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	\$42.02	0—1,000	\$0.0057
		1,001—2,000	\$0.0223
		2,001—4,000	\$0.0247
		>Over 4,000	\$0.0281

B. Commercial, industrial, government, mixed use customers, and 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	\$42.02	No Minimum	\$0.0284
1.5 inch	\$84.03		
2 inch	\$134.46		
3 inch	\$252.10		
4 inch	\$420.18		
6 inch	\$840.34		
8 inch	\$1,344.55		
10 inch	\$4,831.99		
12 inch	\$9,033.71		

C. 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 RMC13.20.060. 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)

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 Charge	
	Volume Used (cf)	\$/cf
1 inch and under	No Minimum	\$0.0476

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)

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)

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)

13.35.050 - Low income citizen water rate credit.

A. A credit 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 (200%) 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 tax forms are filed or a letter of non-filing from the Internal Revenue Service.

3. The applicant's current social security statement or an alternate retirement income statement, if applicable.

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 re-apply will cause the status to lapse.

- D. The credit shall only be allowed from and after the date that the customer is approved for this credit. The city shall not be liable for the failure of any qualified person to make application for this credit and there shall be no entitlement to such credit in the absence of an application therefore.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014)

Exhibit "A"

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	\$41.40 <u>42.02</u>	0—1,000	\$0. 0056 <u>0057</u>
		1,001—2,000	\$0. 0220 <u>0223</u>
		2,001—4,000	\$0. 0243 <u>0247</u>
		>Over 4,000	\$0. 0277 <u>0281</u>

B. Commercial, industrial, government, mixed use customers, and 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	\$41.40 <u>42.02</u>	No Minimum	\$0. 0280 <u>0284</u>
1.5 inch	\$82.79 <u>84.03</u>		
2 inch	\$132.47 <u>134.46</u>		
3 inch	\$248.37 <u>252.10</u>		
4 inch	\$413.97 <u>420.18</u>		
6 inch	\$827.92 <u>840.34</u>		
8 inch	\$1,324.68 <u>1,344.55</u>		
10 inch	\$4,760.58 <u>4,831.99</u>		
12 inch	\$8,900.21 <u>9,033.71</u>		

C. 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 RMC13.20.060. 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.

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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 Charge	
	Volume Used (cf)	\$/cf
1 inch and under	No Minimum	\$0. 0469 <u>0476</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.

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B. For billing purposes multiple users on a single meter must be handled through one account only.

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1. Have a household adjusted gross income of less than two hundred percent (200%) 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 tax forms are filed or a letter of non-filing from the Internal Revenue Service.

3. The applicant's current social security statement or an alternate retirement income statement, if applicable.

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 re-apply will cause the status to lapse.

- D. The credit shall only be allowed from and after the date that the customer is approved for this credit. The city shall not be liable for the failure of any qualified person to make application for this credit and there shall be no entitlement to such credit in the absence of an application therefore.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.75 and Ordinance Number 1223 Increasing the Bi-Monthly Stormwater Rate

GOVERNING LEGISLATION: RCW 35.67.020 and RCW 35.92.020 and Ridgefield Municipal Code Chapter 13.75.

PREVIOUS COUNCIL ACTION TAKEN: Ordinance No. 883, forming a Storm Water Utility, was adopted by City Council at the August 25, 2005 regular council meeting and Ordinance No. 884 was adopted by City Council establishing the initial rate structure of the utility. Multiple Ordinances have been adopted to set the bi-monthly rate, with the most recent adoption Ordinance No. 1223 by the City Council on November 17, 2016, to update the bi-monthly rate to \$16.46 per equivalent dwelling unit.

SUMMARY/BACKGROUND: The public storm water collection and treatment systems located within the City of Ridgefield must be maintained and repaired by the City Public Works Department. The Storm Water Utility was created in 2005 with the plan that the fees charged would be used to perform the required long-term management, maintenance and repair to the storm water systems providing good stewardship of the environment, while correspondingly reducing the financial burden on the City's General Government Fund. Ordinance No. 1249 provides an amendment in the rate structure and a step toward generating the necessary revenue to assist in funding the Storm Water Utility.

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was conducted in 2016 and looked at expenses and revenues for the next 10 years for the Storm Water Utility. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions.

Public Works staff are currently working with a consultant to revise the storm water master plan which will factor in needed capital improvements for the next several years. As a result staff will be updating the rate model to include the new capital project cost estimates when the storm water plan is completed.

As a result, the Budget Advisory Committee and staff are recommending an increase of \$1.04 per bi-monthly billing cycle per equivalent dwelling unit to a total bi-monthly bill of \$17.50. The justification is to get ahead of the curve for additional capital cost over the life of the new storm water plan and the upcoming storm water permit requirements when the city reaches a population level of 10,000 residents. Please

refer to the following table for additional information on budget/financial impacts.

The 2018 expense budget is expected to increase 31.57% over the 2017 budget, including \$250,000 for capital and \$24,440 transferred to the capital repair & replacement reserve. Per the rate model the estimate is that 21% of rate revenues would be set aside for capital projects in 2018. The percentage of rate revenue targeted for capital averages an increase of 3-5% per year over the following 8 years covered by the model.

Ordinance No. 1249 proposes rate increases per bi-monthly billing of \$1.04, per Equivalent Dwelling Unit (EDU) to \$17.50 per bi-monthly billing.

BUDGET/FINANCIAL IMPACTS: Refer to the following table for impacts:

Bi-Monthly Rate	Base Revenue	Increased Revenue	Total Revenue	Increase from 2017
17.50	557,880	35,248	593,128	24.28%

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1249 by making the following motion:

“I move to adopt Ordinance No. 1249, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: Exhibit A Ordinance No 1249 - 2018 Storm Water Rate Increase (DOCX)

ORDINANCE NO. 1249

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING RIDGEFIELD MUNICIPAL CODE CHAPTER 13.75 AND ORDINANCE NUMBER 1223 INCREASING THE BI- MONTHLY STORMWATER RATE

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

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

WHEREAS, the Ridgefield City Council finds that it is now necessary to amend the rates and charges by increasing the rate \$1.04 per bi-monthly billing period, to \$17.50 per bi-monthly billing period per equivalent dwelling unit, to cover the cost and expense of operating said Utility; and,

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

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

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

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

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, 2018.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 16TH DAY OF NOVEMBER, 2017.

By: _____
Ron Onslow, Mayor

ATTEST:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	November 2, 2017
Second Reading:	November 16, 2017
Date of Publication:	November 22, 2017
Effective Date:	January 1, 2018

Exhibit "A"**Option 2****Chapter 13.75****STORMWATER UTILITY****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 ~~sixteen-seventeen~~ **dollars and ~~forty-six~~fifty cents** per two months per EDU multiplied by the number of EDUs determined by the utility to be contained in such parcel.
- B. All property subject to charges of the stormwater management program shall be billed based on the property characteristics existing one month prior to billing.
- C. All stormwater service charges and all other stormwater fees or charges hereafter established by the city shall be deemed to be levied upon real property.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1170, § 2(Exh. A), 11-20-2014; Ord. No. 1196, § 2(Exh. A), 11-19-2015; Ord. No. 1223, § 2(Exh. A), 11-17-2016)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 16, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
Amending Chapters Within Title 9 of the Ridgefield Municipal
Code AMENDING CHAPTER 9.04.030 (FIREWORKS).

PREVIOUS COUNCIL ACTION TAKEN:

Public Hearing and first reading of this ordinance was before City Council on November 2, 2017.

SUMMARY/BACKGROUND:

Each year the City received complaints from residents regarding the noise, litter, and pollution associated with fireworks during the New Year holiday. This proposed change applies would prohibit the use of fireworks on New Year Eve and New Year Day. No changes are proposed to the use of fireworks at any other time of the year as part of this ordinance.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1250 by making the following motion:

“I move to adopt Ordinance No. 1250, as presented.”

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: 9.04.030___Fireworks_revised (DOCX)

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN TITLE 9 OF THE RIDGEFIELD MUNICIPAL CODE AMENDING CHAPTER 9.04.030 (FIREWORKS).

WHEREAS, Chapter 70.77 RCW (Washington State Fireworks Law) authorizes municipalities, including the city, to regulate the sale, discharge and public display of fireworks within the City; and

WHEREAS, Chapter 70.74 RCW (Washington State Explosives Act) authorizes municipalities, including the city, to regulate the sale and discharge of explosives within the City; and

WHEREAS, the City Council deems it to be in the best interests of public health, safety and welfare that fireworks and explosives be regulated as provided in this Ordinance; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the amendments to Title 9 during a regularly scheduled City Council meeting held on November 2, 2017; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 9 during a regularly scheduled meeting held on November 16, 2017;

**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 Title 9 to ensure the health, safety and welfare of its citizens.

Section 2. Amendments of Title 9 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Title 9 set forth below in the manner set forth in Exhibit A, attached hereto and incorporated by this reference:

Amends Title 9, Chapter: 9.04.030, Fireworks.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 5. Applicability. This ordinance shall be applied in the current city limits of Ridgefield and shall expand to incorporate future additions to the city on the effective date of any future annexation.

Section 6. Effective Date. This ordinance shall be in full force and effect one year after adoption and publication on November 16, 2018, pursuant to RCW 70.77.250(4).

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 16th DAY OF NOVEMBER, 2017.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab,
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 2, 2017

Second Reading/Passage: November 16, 2017

Date of Publication:

Effective Date:

EXHIBIT A:

Amendments of Title 9 of the Ridgefield Municipal Code

9.04.030 - Fireworks.

A. Definitions.

"City" means the city of Ridgefield, Washington.

"Consumer fireworks" means any small firework device designed to produce visible effects by combustion and which must comply with the construction, chemical composition, and labeling requirements of the United States consumer product safety commission, as set forth in 16 C.F.R. Parts 1500 and 1507 and including some small devices designed to produce audible effects, such as whistling devices, ground devices containing fifty mg or less of explosive materials, and aerial devices containing one hundred thirty mg or less of explosive materials and classified as fireworks UN0336 by the United States department of transportation at 49 C.F.R. Sec 172.101 as of June 13, 2002, and not including fused setpieces containing components which together exceed fifty mg of salute powder.

"Display fireworks" means large fireworks designed primarily to produce visible or audible effects by combustion, deflagration, or detonation and includes but is not limited to, salutes containing more than two grains (one hundred thirty mg) or explosive materials, aerial shells containing more than forty grams of pyrotechnic compositions, and other display pieces which exceed the limit of explosive materials for classification as "consumer fireworks" and are classified as fireworks UN0333, UN0334, or UN0335 by the United States department of transportation at 49 Code of Federal Regulations (C.F.R.) Sec 172.101 as of June 13, 2002 and including fused setpieces containing components which exceed fifty mg of salute powder.

"Fire nuisance" means anything or any act which increases, or may cause an increase of, the hazard or menace of fire to a greater degree than customarily recognized as normal by persons in the public service or preventing, suppressing, or extinguishing fire; or which may obstruct, delay, hinder, or may become the cause of any obstruction, delay or hindrance to the prevention or extinguishment of fire.

"Fireworks" means any composition or device designed to produce a visible or audible effect by combustion, deflagration, or detonation, and which meets the definition or articles pyrotechnic or consumer fireworks or display fireworks.

"License" means a non-transferable formal authorization which the chief of the Washington State Patrol, through the director of fire protection, is authorized to issue under this section to allow a person to engage in the act specifically designated therein.

"Licensee" means any person issued a fireworks license in conformance with this section.

"Local fire official" means the chief of Clark County Fire District No. 12 or a chief fire protection officer or such other person as may be designated by the governing body of the city to act as a local fire official under this section.

"Permit" means the official authorization granted by the city for the purpose of establishing and maintaining a place within the jurisdiction of the city where fireworks are sold.

"Permittee" means any person issued a fireworks permit in conformance with this section.

"Person" includes any individual, firm, partnership, joint venture, association, concern, corporation, or any other group or combination acting as a unit.

"Public display of fireworks" means an entertainment feature where the public is or could be admitted or allowed to view the display or discharge of display fireworks.

"Retailer" means and includes any person who, at a fixed location or place of business, offers for sale, sells or exchanges for consideration fireworks to a consumer or user.

"Temporary storage" means the storage of consumer fireworks during the periods allowed for sale in this section.

B. Prohibited Acts. Except as otherwise provided in this section, no person, without appropriate state license and city permit as required by this section may:

1. Manufacture, import, possess, or sell any fireworks at wholesale or retail for any use;
 2. Make a public display of fireworks;
 3. Transport fireworks, except as a licensee or as a public carrier delivering to a licensee; or
 4. Knowingly manufacture, import, transport, store, sell or possess with intent to sell, as fireworks, explosives, as defined in Revised Code of Washington (RCW) 70.74.010, that are not fireworks, as defined by this section;
 5. No person less than eighteen years of age may apply for or receive a permit; or
 6. No license or permit is required for the possession or use of consumer fireworks lawfully purchased at retail.
- C. Sale of Consumer Fireworks. It is legal to sell and purchase consumer fireworks within the city limits from twelve o'clock noon to eleven p.m. on June 28th, from nine a.m. to eleven p.m., on each day from June 29th through July 4th and from nine a.m. to nine p.m. on July 5th.
- D. Discharge of Consumer Fireworks. Consumer fireworks may be used or discharged each day between the hours of twelve o'clock noon and eleven p.m. on June 28th, from nine a.m. to eleven p.m. on each day from June 29th to July 3rd, from nine a.m. to twelve o'clock midnight on July 4th, from nine a.m. to nine p.m. on July 5th, ~~and from nine p.m. on December 31st to one a.m. on January 1st.~~
- E. Unlawful Possession of Fireworks—Penalties. It is unlawful to possess any class or kind of fireworks in violation of this section. A violation of this section is:
1. A misdemeanor if involving less than one pound of fireworks, exclusive of external packaging; or
 2. A gross misdemeanor if involving one pound or more of fireworks, exclusive of external packaging. For the purposes of this section, "external packaging" means any materials that are not an integral part of the operative unit of fireworks.
- F. Unlawful Discharge or Use of Fireworks—Penalty. It is unlawful for any person to discharge or use fireworks in a reckless manner which creates a substantial risk of death or serious physical injury to another person or damage of the property of another. A violation of this section is a gross misdemeanor.
- G. Gross Misdemeanor. It is unlawful for any person to sell or transfer any common fireworks to a consumer or a user other than at a fixed place of business of a retailer for which a license and permit have been issued.
- H. Penalty. Except as otherwise provided in this section, any person violating any provision of this section or any rules issued thereunder is guilty of a misdemeanor.
- I. Civil Enforcement Not Precluded. The inclusion of this section of criminal penalties does not preclude enforcement of this section through civil means as set forth in RCW 70.77 et al.

(Ord. 963 § 1, 2007; Ord. 760 § 2, 2000; Ord. 495 § 1 (part), 1987).

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Cooperative Purchase Agreement with
Vancouver

GOVERNING LEGISLATION:

RCW 39.34 (Interlocal Cooperation Act)

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

Revised Code of Washington (RCW) Chapter 39.34 allows for governmental agencies to enter into interlocal agreements whereby each party can utilize the other procurement of services when it is determined to be in the best interest of both parties and the procurement was written to allow “piggybacking”.

The City of Ridgefield is exploring utilizing Vancouver’s procurement of CH2M for Wastewater Treatment Plant (WWTP) Operations at the Ridgefield WWTP. If it is determined that this is the best route for Operation of the WWTP this interlocal agreement will provide a mechanism to allow the City to contract with CH2M for this work.

BUDGET/FINANCIAL IMPACTS:

None. Per City policy any contract in excess of \$100,000 arising from this agreement will come to council for approval as a separate action.

RECOMMENDED ACTION OR MOTION:

Staff recommend that the Council review and approve the cooperative purchasing agreement with the City of Vancouver. A suggested motion would be:

“I move to approve the Cooperative Purchasing Agreement with the City of Vancouver”

STAFF CONTACT:

Bryan Kast, Public Works Director

ATTACHMENTS:

Cooperative Purchasing Agreement Vancouver (DOCX)

COOPERATIVE PURCHASING AGREEMENT

The City of Vancouver, Washington, in accordance with the Revised Code of Washington (RCW) Chapter 39.34 and to all other applicable laws, and the City of Ridgefield, Washington, hereby agree to cooperative governmental purchasing agreement for various supplies, materials, equipment, public works, maintenance, and routine, expert and/or consultant services, using competitively awarded contracts. The following terms and conditions:

1. Each agency, in contracting for the purchase of supplies, materials, equipment and services, agrees at its discretion, to extend contracts for shared use to the extent permitted by law and agreed upon by those parties and vendors.
2. Each agency is responsible for compliance with its applicable laws and regulations regarding purchases.
3. Any purchases shall be effected by a purchase order from the purchasing agency and directed to the vendor(s).
4. The originating contracting agency does not accept responsibility or liability for the performance of any vendor used by the purchasing agency as a result of this agreement.
5. Each agency shall be responsible for the payment of any item(s) they purchased through a contract or purchase order that resulted from this Agreement.
6. This Agreement shall remain in force until cancelled in writing by either party.

__City of Ridgefield, State of Washington__

City of Vancouver, State of Washington

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 16, 2017
ITEM: BUSINESS
AGENDA ITEM TITLE: Motion - Approval of Proposed CDBG Projects

GOVERNING LEGISLATION:

Federal CDGB regulations

PREVIOUS COUNCIL ACTION TAKEN:

None

SUMMARY/BACKGROUND:

Each year, Clark County receives approximately one million dollars in Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development (HUD), with the objective of improving communities. The funds are then distributed to municipalities, organizations and groups through a competitive grant application process. Each October, the Clark County CDBG Program requests proposals from applicants in order to award the next year's CDBG funds. Proposals received are evaluated in several categories including infrastructure (roads, sewer, water, parks acquisition) and social services to determine which projects will receive the funding. Infrastructure projects must be completed in census data defined low/moderate income areas, or localized low/moderate income areas as demonstrated with an income survey. Final CDBG applications are due by December 1, 2017.

To be able to apply for CDBG funds the program requires that public meeting be held to inform residents about program objectives, eligible activities, and to solicit public comment on local needs. This public hearing and motion will satisfy the requirement for a meeting and public input.

For the 2018 program Staff is recommending that the city re-apply for funds to improve South 8th Avenue with sidewalk on the east side of the street, rain gardens to replace the existing open ditches, and roadway improvements including curb and asphalt and waterline replacement to upsize the existing 4-inch water main. This project will increase safety for pedestrians, including children that walk to school from this neighborhood, improve drainage, and will beautify the street and increase property values.

BUDGET/FINANCIAL IMPACTS:

The total project cost for the South 8th Avenue Improvements project is estimated at approximately \$500,000. A minimum 10-percent match is required for this grant.

Staff proposes a request of approximately \$250,000 from the CDBG grant program with a \$250,000 local match using funds from the water fund and downtown sidewalk infill and street improvements that are included in the draft 2018 budget. The CDBG program generally awards grants in spring of each year, however, the funds are not available until late summer.

RECOMMENDED ACTION OR MOTION:

Staff requests feedback from the Council and Public on potential CDBG projects and requests that Council approve a motion authorizing City staff to submit an application for Community Development Block Grant funding supporting the South 8th Avenue Improvements Project. A suggested motion would be:

“I move to authorize the City Manager to submit an application on behalf of the City of Ridgefield requesting Community Development Block Grant funding supporting the South 8th Avenue Improvements Project.”

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: Clark County Low/Mod Income areas
8th Ave (DOCX)

