



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

November 7, 2019

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

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

LATE CHANGES TO THE AGENDA

PROCLAMATION - EPILEPSY AWARENESS MONTH

RECOGNITION OF LT. ROY RHINE FOR HIS SERVICE

PUBLIC COMMENT

Michael Jennings - Resident

Spoke regarding Pink Lemonade Project recycling bins

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from October 24, 2019 Meeting

BUSINESS - [6:48 PM](#)

1. Second Reading of Ordinance No. 1297 –2020 Property Tax Levy - Kirk Johnson, Finance Director

The 2020 budget includes a statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, improvements to property, any increase in the

value of state assessed property, and annexations that have occurred, and including any refunds made.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1297 AS PRESENTED.

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

2. Second Reading of Ordinance No. 1300 –2019 Budget Amendment - Kirk Johnson, Finance Director

The budget amendment totals \$1,451,420 in total appropriations, including a net amount of \$545,200 in capital project fund and operating fund transfers. No ongoing costs are included in the appropriation requests.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1300 AS PRESENTED.

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

3. First Reading of Ordinance No. 1298 - 2020 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. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions. City staff use the model created during the rate analysis and update annually to determine proper rates to maintain the water system. As a result of the update to the rate model, it was determined that rates for 2020 should increase at a rate of 3%, to account for the minimum increase for inflation. However, the city has seen higher than expected growth from 2018 to 2019. As a result of the growth, staff have calculated the rate increase can be bought down to 1.5% due to the increase in accounts and usage. The city has been able to buy down the rate increase in previous years as well, 2016 and 2017 to 0% and 2018 to 1.5% due to the high growth rate for new accounts and usage.

City Council discussion.

First reading conducted.

4. First Reading of Ordinance No. 1299 - 2020 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

Staff update the rate model created during the rate analysis each year during the budget cycle to incorporate actual data and revise assumptions as needed. As a result, of estimated expenses the rate model calls for a 3% increase to revenues to support estimated operating expenditures. Staff revised the rate model to add in additional capital projects required to meet upcoming permit requirements. To fund these projects staff are in the process of identifying grant opportunities and/or low-cost loans to help fund the projects. In addition to these funding sources staff are recommending the storm water rate be increased \$1.00 per bi-monthly billing or 5.5% to meet the upcoming obligations.

City Council conducted discussion.

First reading conducted.

5. Motion - Approval of Code Enforcement Officer Designation

RMC 18.395 provides specific guidance and procedures for code enforcement actions in the city. It is the policy of the City of Ridgefield to thoroughly and consistently enforce the rules and regulations of the municipal code, with primary emphasis on protection of the general health, safety and welfare. In addition, it is the policy of the city to strive for and achieve the highest level of voluntary compliance in all code enforcement actions with minimal use of punitive authority. RMC 18.395.030 provides that "There shall be designated by the city council a 'code enforcement officer.' The code enforcement officer shall determine if a violation of the development code has occurred." The code enforcement officer performs a variety of responsible and complex duties to assist the Community Development Department functions and programs including monitoring and enforcing City ordinances, codes, and regulations related to land use, building, housing, health and safety, and other matters of public concern. The City selected Ahmad Alqatanani for this position.

MOTION: MOVED TO DESIGNATE AHMAD ALQATANANI AS THE CODE ENFORCEMENT OFFICER FOR THE CITY OF RIDGEFIELD AS PRESENTED.

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

PUBLIC HEARING/BUSINESS - [7:13 PM](#)

1. Public Hearing and First Reading of Ordinance No. 1302 – 2020 Proposed Budget - Kirk Johnson, Finance Director

The 2020 budget proposes total revenues of \$22.4 million and \$18.8 million in expense. The 2020 budget proposes an operating budget of \$12,374,126, capital budget of \$3,221,300, special revenue budget of \$0, capital service budget of \$2,413,038 and a debt service budget of \$807,650 (General Government), for a total budget of \$18,816,114. The net impact on overall fund balance is an increase of \$3,628,989. Transfers between funds included in the budget total \$4,158,505, with \$846,927 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$343,388, transfers for debt service in the amount of \$1,006,190 (\$807,650 General Govt. and \$198,540 for Water Utility), and \$1,962,000 for capital projects. Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget. The 2020 proposed budget includes funding for four new full-time equivalent positions. The new positions are for an associate planner, building inspector/code enforcement officer, police clerk, and a procurement specialist. The total FTE count for the City of Ridgefield with these additions is 52.75, which includes 51 full-time positions and 3 part-time positions.

City Council conducted discussion.

Mayor Opened Public Hearing: 7:24PM

No testimony received.

Mayor Closed Public Hearing: 7:24PM

First reading conducted.

PUBLIC COMMENT

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Day - Attended Library District fundraiser meeting.

Council Member Lindsay - Attended AWC Cities on Tap event, Liberty Theater collecting items for care packages to the Sailors on USS Abraham Lincoln.

Council Member Wertz - Attended City Manager briefing, Planning Commission meeting, AWC Cities on Tap event.

Council Member Wells - Attended AWC Cities on Tap event.

Council Member Taylor - Attended City Manager briefing.

Council Member Onslow - Attended AWC Cities on Tap event, school bond event, City Manager briefing.

Mayor

Attended City of Battle Ground City Council meeting with Council Member Day and Cowlitz Tribe, City presented proclamation on Native American Heritage Month.

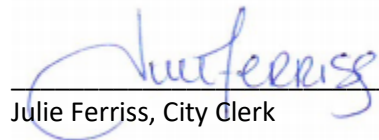
City Manager

City Manager Steve Stuart - Veterans Day Ceremony November 11th, public meeting on new library scheduled for November 19th.

Public Works Director Bryan Kast - Public Works projects update provided.

Police Chief John Brooks - Provided update on upcoming events for Police Department.

ADJOURN - [7:42 PM](#)



Julie Ferriss, City Clerk



Don Stose, Mayor