



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, October 28, 2021
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and 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 October 14, 2021 Meeting**

IV. PRESENTATION

- 1. 2022 Budget Update - Kirk Johnson, Finance Director**

V. BUSINESS

- 1. First Reading of Ordinance No. 1351 – Budget Amendment - Kirk Johnson, Finance Director**
- 2. Second Reading of Ordinance No. 1349 – Amendment to Union Ridge Development Agreement - Steve Stuart, City Manager**
- 3. Second Reading of Ordinance No. 1350 - Amendment to Ridgefield Heights Development Agreement - Steve Stuart, City Manager**

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1352 – Fall 2021 Ridgefield Municipal Code Updates - Claire Lust, Community Development Director**

VII. 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.

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

- 1. Council**
- 2. Mayor**

3. City Manager

IX. EXECUTIVE SESSION - COLLECTIVE BARGAINING

1. Pursuant to RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement.

X. ADJOURN

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

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 28, 2021
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

ACTION OR MOTION:

Approve the claims and/or payroll by making the following motion:

“I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: October 28, 2021 - Claims Report (PDF)

City of Ridgefield

Claims Payment Report

For Approval on:

October 28, 2021

3.1.a

Sum of Amount								
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total			
AARON C JONES	3667	3667-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	14.30			
AARON C JONES Total					14.30			
ABBOTT KEATEN	3641	3641-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	379.50			
ABBOTT KEATEN Total					379.50			
AMAZON BUSINESS	3485	1YJ7-JXQC-KK9J	Genl Govt/Facilities	City Hall Supp	26.00			
		1GR3-KFVC-LLTH	Public Safety	PD Supplies/Office Supplies/NOW Vests	298.83			
		1RG1-6Y1N-KYWW	Human Resources	Wellness Snacks	41.64			
		1QKD-747D-YJMD	Genl Govt/Facilities	Events Supp	118.10			
AMAZON BUSINESS Total					484.57			
AMBRY INC	3643	3643-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	229.35			
AMBRY INC Total					229.35			
AMERICAN RESIDENTIAL SERVICES LLC	3702	PLM-21-0363	Genl Govt/Facilities	Refund PLM-21-0363	75.00			
AMERICAN RESIDENTIAL SERVICES LLC Total					75.00			
ANDERSON SIGNS INC.	2569	56351	Public Works	Parks Board/Planning Commision Name Plates	51.23			
			Community Development	Parks Board/Planning Commision Name Plates	51.22			
ANDERSON SIGNS INC. Total					102.45			
ARAMARK UNIFORM SERVICES	32	5.29E+11	Genl Govt/Facilities	PW Floor Mats	1.75			
				PW Uniforms	0.68			
			Public Works	PW Floor Mats	25.98			
				PW Uniforms	16.53			
	5.29E+11		Genl Govt/Facilities	PW Floor Mats	1.75			
				PW Uniforms	0.82			
			Public Works	PW Floor Mats	25.98			
				PW Uniforms	19.61			
			ARAMARK UNIFORM SERVICES Total					93.10
			ARBORSCAPE LTD INC	3562	21-100607	Genl Govt/Facilities	2003 N 5th Way Tree Removal	1,196.74
ARBORSCAPE LTD INC Total					1,196.74			
ARROW PEAK BUILDERS LLC	3646	3646-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	615.45			
ARROW PEAK BUILDERS LLC Total					615.45			
ASSOCIATED CONSULTANTS INC.	1030	21-203-03	Community Development	Wisdom Ridge School TI & Future 2nd Floor Plan Review	237.50			
		21-185a-03	Community Development	Trademark Shop Outdoor Starge Addition Plan Review	380.00			
		21-110b-04	Community Development	Prairie Electric Building Plan Review	285.00			
ASSOCIATED CONSULTANTS INC. Total					902.50			
BLAIRCO INC	1493	21S-09951	Finance	City Hall Economizer Screens	355.51			
				City Hall HVAC Repair	2,573.42			
BLAIRCO INC Total					2,928.93			
BLUEFIN PAYMENT SYSTEMS - EPAY	2827	2827-202109A	Public Works	Cusomter Web Payments - Sept 2021	5,109.67			
		2827-202109B	Public Works	Customer Web Payments - Sept 2021	21.90			
BLUEFIN PAYMENT SYSTEMS - EPAY Total					5,131.57			
BROADCAST MUSIC INC.	3413	10357840	Genl Govt/Facilities	BMI Music License 2021-2022	368.00			
BROADCAST MUSIC INC. Total					368.00			
BUSY B'S EXTERIORWOOD LLC	3648	3648-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	5.20			
BUSY B'S EXTERIORWOOD LLC Total					5.20			

Attachment: October 28, 2021 - Claims Report (Approval of Claims And/Or Payroll)

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CAPITOL SIGN & AWNING	3649	3649-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	69.30
CAPITOL SIGN & AWNING Total					69.30
CASCADE WEST DEV INC	2974	2974-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	8.25
CASCADE WEST DEV INC Total					8.25
CEDARS CONSTRUCTION LLC	3464	3464-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	6,070.35
CEDARS CONSTRUCTION LLC Total					6,070.35
CINTAS CORPORATION NO 2	3497	8405372715	Genl Govt/Facilities	First Aid Kit Supp - RACC	2.90
			Public Works	First Aid Kit Supp - RACC	43.27
			Community Development	First Aid Kit Supp - RACC	46.19
		8405372716	Genl Govt/Facilities	First Aid Kit Supplies - PW Shop	4.59
			Public Works	First Aid Kit Supplies - PW Shop	68.44
		8405372718	Public Safety	First Aid Kit Supplies - PD	50.50
		8405372717	Genl Govt/Facilities	First Aid Kit Supp - CH	81.52
CINTAS CORPORATION NO 2 Total					297.41
CISTUS LLC	2975	2975-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	271.20
CISTUS LLC Total					271.20
CLARK COUNTY	102	CI032249	Community Development	Annual GIS Partnership Fee - 2021	5,887.00
		CI032309	Judicial	Q3.2021 Jurisdiction Cases	240.00
CLARK COUNTY Total					6,127.00
CLARK REGIONAL WASTEWATER DISTRICT	3600	3600-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	462.00
CLARK REGIONAL WASTEWATER DISTRICT Total					462.00
CLARK REGIONAL WASTEWATER DISTRICT - EPAY	741	035480-000-202109	Public Works	255 S 56th Pl Well & Reservoir - Sewer	39.18
		032899-000-202109	Public Works	Abrams Park Former Mgr House - Sewer	42.20
		032695-000-202109	Genl Govt/Facilities	109 W Division WWTP - CRWWD Portion - Sewer	77.76
			Public Works	109 W Division WWTP - Sewer	77.76
		032894-000-202109	Public Works	Abrams Park Kitchen - Sewer	41.59
		032712-000-202109	Public Safety	116 N Main Ave PD - Sewer	45.81
		032664-000-202109	Public Works	301 N 3RD AVE - SEWER	19.73
			Community Development	301 N 3RD AVE - SEWER	19.73
		032895-000-202109	Public Works	Abrams Park Restrooms - Sewer	80.17
		032752-000-202109	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	367.10
CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total					811.03
CLEAN WORLD MAINTENANCE INC	3105	46814	Public Works	Carpet Cleaning - S. 56th Place	649.00
CLEAN WORLD MAINTENANCE INC Total					649.00
CM INVESTMENTS LLC	3651	3651-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	480.15
CM INVESTMENTS LLC Total					480.15
COMCAST - EPAY	2271	2271-202110-109	Genl Govt/Facilities	PW Shop Communications	28.12
			Public Works	PW Shop Communications	418.75
		2271-202110-230	Genl Govt/Facilities	Internet Services - CH	466.79
		2271-202110-116	Public Safety	PD Communications	350.25
COMCAST - EPAY Total					1,263.91
COMCAST BUSINESS - EPAY	1666	132456335	Genl Govt/Facilities	Internet Services - CH	382.43
COMCAST BUSINESS - EPAY Total					382.43
CONNOR P & KERRY E SAVAGE	3687	3687-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	32.50
CONNOR P & KERRY E SAVAGE Total					32.50
CPS EARTHWORKS	3653	3653-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	39.60
CPS EARTHWORKS Total					39.60

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DAVID M. COREY	530	4124	Public Safety	Post Offer Evaluation - Cuenta	420.00
DAVID M. COREY Total					420.00
DEMATIC CORPORATION	3654	3654-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	860.70
DEMATIC CORPORATION Total					860.70
DENISE JOHNSON	3655	3655-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	150.00
DENISE JOHNSON Total					150.00
DENNIS & PAULETTE ANDERSEN	3644	3644-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	254.10
DENNIS & PAULETTE ANDERSEN Total					254.10
DENNIS M & JANET K BENEDICT	3647	3647-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	193.05
DENNIS M & JANET K BENEDICT Total					193.05
DEPARTMENT OF LICENSING - CPL EPAY	154	RG0000806-2021	Genl Govt/Facilities	CPL Fees - Giffoni	18.00
		RG0000805-2021	Genl Govt/Facilities	CPL Fees - Arain	18.00
		RG0000802-2021	Genl Govt/Facilities	CPL Fees - Wertz	18.00
		RG0000803-2021	Genl Govt/Facilities	CPL Fees - Ehline	18.00
		RG0000804-2021	Genl Govt/Facilities	CPL Fees - Tipton	21.00
		RG0000800-2021	Genl Govt/Facilities	CPL Fees - Lamhers	18.00
		RG0000801-2021	Genl Govt/Facilities	CPL Fees - Wertz	18.00
DEPARTMENT OF LICENSING - CPL EPAY Total					129.00
DICK'S TIRE FACTORY	158	D6933	Public Safety	PD Vehicle Maintenance - 48616D	84.99
DICK'S TIRE FACTORY Total					84.99
DKS ASSOCIATES	1565	78954	Community Development	On Call Review Services - Sept 2021	966.25
DKS ASSOCIATES Total					966.25
DR HORTON INC.	1157	1157-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	826.65
DR HORTON INC. Total					826.65
EASTSIDE STEEL INC.	3134	2-278920	Public Works	Streets Sander Repair	104.06
EASTSIDE STEEL INC. Total					104.06
ELCOR INC	2081	14070	Public Safety	IT Supp - Sept 2021	2,856.47
			Public Works	IT Supp - Sept 2021	8,761.41
		MSP-14022	Public Safety	IT Services - Sept 2021	3,411.98
			Public Works	IT Services - Sept 2021	2,954.16
			Community Development	IT Services - Sept 2021	3,032.88
			Information Technology	IT Services - Sept 2021	6,523.56
ELCOR INC Total					27,540.46
ERIC'S CUSTOM DESIGN	3656	3656-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	336.60
ERIC'S CUSTOM DESIGN Total					336.60
EVERGREEN AG BUILDERS LLC	3657	3657-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	683.85
EVERGREEN AG BUILDERS LLC Total					683.85
EVERGREEN HOMES NW LLC	3587	3587-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	9,084.15
EVERGREEN HOMES NW LLC Total					9,084.15
FERGUSON ENTERPRISES INC # 8423	181	1035858	Genl Govt/Facilities	Nature Play Park Supp	(45.40)
			Public Works	Nature Play Park Supp	585.84
FERGUSON ENTERPRISES INC # 8423 Total					540.44
GENERATION HOMES NORTHWEST LLC	3658	3658-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	9,103.05
GENERATION HOMES NORTHWEST LLC Total					9,103.05
GISI MARKETING GROUP	2811	260293	Genl Govt/Facilities	2021 Newsletter #3	2,686.52
GISI MARKETING GROUP Total					2,686.52
GPD GROUP	3659	3659-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	557.70

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GPD GROUP Total					557.70
GSI WATER SOLUTIONS INC.	2971	0727.001-36	Public Works	Hydrological Study	1,240.00
GSI WATER SOLUTIONS INC. Total					1,240.00
H.D. FOWLER COMPANY	2036	I5927828	Public Works	Repair Clamps	197.40
		I5929321	Public Works	Water Meters	1,773.86
H.D. FOWLER COMPANY Total					1,971.26
H2 HILLHURST LLC	3660	3660-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	24.75
H2 HILLHURST LLC Total					24.75
H2 RIDGEFIELD LLC	3661	3661-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	438.90
H2 RIDGEFIELD LLC Total					438.90
HARRY'S LAWN AND POWER EQUIPMENT	214	211932	Public Works	Weed Eater Supplies	42.80
HARRY'S LAWN AND POWER EQUIPMENT Total					42.80
HAYWARD USKOSKI AND ASSOCIATES	3663	3663-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	108.90
HAYWARD USKOSKI AND ASSOCIATES Total					108.90
HINTON DEVELOPMENT LLC	3664	3664-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	297.00
HINTON DEVELOPMENT LLC Total					297.00
HONEY BUCKETS	223	552383923	Genl Govt/Facilities	PW Shop Port-a-Potty	10.38
			Public Works	PW Shop Port-a-Potty	154.62
		552375433	Public Works	Davis Park Port-a-Potty	373.00
HONEY BUCKETS Total					538.00
IIMC	231	0231-20211028	Administration	2022 IIMC Renewal - Ferriss	200.00
IIMC Total					200.00
J2 BLUE PRINT SUPPLY	243	AR109505	Public Works	Royle Rd & 15th Roundabout	360.75
J2 BLUE PRINT SUPPLY Total					360.75
JAMES C & JEANNE M NINDEL-EDWARDS	3675	3675-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	65.00
JAMES C & JEANNE M NINDEL-EDWARDS Total					65.00
JAMES J & MICHELLE R CARROLL	3650	3650-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	62.70
JAMES J & MICHELLE R CARROLL Total					62.70
JCDI PROPERTY LLC	3666	3666-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	483.45
JCDI PROPERTY LLC Total					483.45
JEFFREY & JENNIFER HARBISON	3662	3662-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	14.30
JEFFREY & JENNIFER HARBISON Total					14.30
JOHN BROOKS	2793	2793-20211028	Public Safety	NOW Patch Application Reimb - Brooks	84.99
JOHN BROOKS Total					84.99
JOHN P MCDONAGH	2267	6102021	Council	Council Retreat Facilitation	1,500.00
JOHN P MCDONAGH Total					1,500.00
JULEP LLC	3668	3668-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	462.00
JULEP LLC Total					462.00
JUSTIN & RENEE SERFACE	3689	3689-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	8.25
JUSTIN & RENEE SERFACE Total					8.25
KAMRON E HEDVAL	3628	2097	Public Works	301 N 3rd Avenue Demolition	46,250.64
		2094	Public Works	301 N. 3rd Avenue Demolition - C/O #1	5,070.00
		2095	Public Works	301 N. 3rd Avenue Demolition - C/O #2	1,017.30
KAMRON E HEDVAL Total					52,337.94
KARL JOHANSSON	3569	21001-6	Public Works	YMCA Site Plan	10,339.18
KARL JOHANSSON Total					10,339.18
KENNETH A ROYLE	3686	3686-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	207.90

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KENNETH A ROYLE Total					207.90
KINGSTON HOMES LLC	2456	2456-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	9,852.15
KINGSTON HOMES LLC Total					9,852.15
KRIPPNER HOMES LLC	2320	2320-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	7,340.85
KRIPPNER HOMES LLC Total					7,340.85
L.N. CURTIS AND SONS	3075	INV529886	Public Safety	Uniforms - Sandra/Dani	300.40
L.N. CURTIS AND SONS Total					300.40
LANGUAGE LINE SERVICES INC.	3122	10343986	Judicial	Interpretation Services	20.38
LANGUAGE LINE SERVICES INC. Total					20.38
LARCH CORRECTIONS CENTER	2088	LCC2109.899	Public Works	Community Work Crew - Sept 2021	366.24
LARCH CORRECTIONS CENTER Total					366.24
LENA Y GATES-DENNIS	3700	502116088	Genl Govt/Facilities	Business License Refund - Lena Gates-Dennis	50.00
LENA Y GATES-DENNIS Total					50.00
LENNAR NORTHWEST INC	2976	2976-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	35,080.80
LENNAR NORTHWEST INC Total					35,080.80
LINKO TECHNOLOGY INC.	3337	8825	Genl Govt/Facilities	Web Tests - Sept 2021	(23.44)
			Public Works	Web Tests - Sept 2021	302.44
LINKO TECHNOLOGY INC. Total					279.00
MAINSTAY VENTURES LLC	3669	3669-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	590.70
MAINSTAY VENTURES LLC Total					590.70
MAISIE ANN & KEATON SCOTT WEISENBORN	3696	3696-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	42.90
MAISIE ANN & KEATON SCOTT WEISENBORN Total					42.90
MANOR HOMES NORTHWEST INC	3670	3670-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	6,584.40
MANOR HOMES NORTHWEST INC Total					6,584.40
MARIUS L MALATTIA	1817	153	Community Development	Design Reviews - Sept 2021	1,072.50
MARIUS L MALATTIA Total					1,072.50
MCD PROPERTIES LLC	3671	3671-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	123.75
MCD PROPERTIES LLC Total					123.75
MCM OF WASHINGTON INC	3672	3672-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	32,541.25
MCM OF WASHINGTON INC Total					32,541.25
MICHAEL ROBARGE	3698	3698-20211028	Genl Govt/Facilities	BF Performance - Mike Robarge	300.00
MICHAEL ROBARGE Total					300.00
MILDREN DESIGN GROUP PC	3673	3673-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	13,437.50
MILDREN DESIGN GROUP PC Total					13,437.50
MINUTEMAN PRESS (NORTH)	3278	4899	Public Works	Notary Stamp - Blake	35.99
MINUTEMAN PRESS (NORTH) Total					35.99
MWA ARCHITECTS INC	3636	202116.00-2	Public Works	PW Ops Center Design	1,858.75
MWA ARCHITECTS INC Total					1,858.75
NEW TRADITION HOMES INC	3674	3674-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	25,714.70
NEW TRADITION HOMES INC Total					25,714.70
NORTHWEST OUTDOOR STRUCTURES LLC	3676	3676-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	5.20
NORTHWEST OUTDOOR STRUCTURES LLC Total					5.20
NORTHWEST STAFFING	522	4120172	Community Development	Temp Services - Cleary	497.20
NORTHWEST STAFFING Total					497.20
NW HANDLING SYSTEMS INC	3677	3677-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	74.25
NW HANDLING SYSTEMS INC Total					74.25
OWEN EQUIPMENT COMPANY	916	203021	Public Works	Street Sweeper Maintenance	129.07

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OWEN EQUIPMENT COMPANY Total					129.07
P45 LLC ETAL	3577	3577-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	149.20
P45 LLC ETAL Total					149.20
PACIFIC LIFESTYLE HOMES	2883	2883-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	21,235.50
PACIFIC LIFESTYLE HOMES Total					21,235.50
PAUL DAVIS RESTORATION INC.	3678	3664-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	32.50
PAUL DAVIS RESTORATION INC. Total					32.50
PENNEY EXCAVATING	3679	3679-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	69.30
PENNEY EXCAVATING Total					69.30
PIPELINE VIDEO INSPECTION LLC	3531	927898R	Public Works	Vactor Services	11,924.00
		928070R	Public Works	Vactor Services	6,761.45
		928134R	Public Works	Vactor Services	3,983.70
PIPELINE VIDEO INSPECTION LLC Total					22,669.15
PLATT ELECTRIC SUPPLY	766	2D00705	Public Works	S 56th Reservoir Supp	62.88
PLATT ELECTRIC SUPPLY Total					62.88
PM DESIGN GROUP INC.	3680	3680-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	1,250.40
PM DESIGN GROUP INC. Total					1,250.40
PORTLAND ENGINEERING INC	2082	10623	Public Works	X152 Interite Control Panel	3,987.77
		10641	Public Works	Verizon Data - Telemetry	195.12
PORTLAND ENGINEERING INC Total					4,182.89
POSTMASTER	348	0348-20211028	Genl Govt/Facilities	Postage Replishment - Newsletter	33.63
POSTMASTER Total					33.63
POWER DMS INC.	2473	INV-11124	Public Safety	PD Records Management - Additional Licenses	127.95
POWER DMS INC. Total					127.95
PRIME CONTRACTORS INC	3681	3681-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	697.95
PRIME CONTRACTORS INC Total					697.95
PURCHASE POWER - EPAY	356	43571741	Genl Govt/Facilities	Postage	500.00
PURCHASE POWER - EPAY Total					500.00
PURCOR PEST SOLUTIONS OF WASHINGTON LLC	3606	3817040	Genl Govt/Facilities	Pest Control - CH	129.00
PURCOR PEST SOLUTIONS OF WASHINGTON LLC Total					129.00
PYRAMID HOMES INC.	2807	2807-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	1,308.45
PYRAMID HOMES INC. Total					1,308.45
RED CLAY CONSTRUCTION LLC	3682	3682-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	412.50
RED CLAY CONSTRUCTION LLC Total					412.50
RICHMOND AMERICAN HOMES OF OREGON INC.	3683	3683-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	4,860.60
RICHMOND AMERICAN HOMES OF OREGON INC. Total					4,860.60
RICOH USA INC.	1662	105504202	Public Safety	PD Copier Lease	213.66
RICOH USA INC. Total					213.66
RIDGEFIELD EAST DEVELOPMENT LLC	3684	3684-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	1,811.70
RIDGEFIELD EAST DEVELOPMENT LLC Total					1,811.70
RIDGEFIELD HARDWARE	376	0376-202109	Genl Govt/Facilities	Oper Supp - PW's	3.10
				Oper Supp - Gen/CH	19.75
				Oper Supp - Events	65.33
				Oper Supp - PW's	46.13
			Public Works	Tools - Parks	42.92
				Oper Supp - Stormwater	98.05
				Oper Supp - Water	260.87

Attachment: October 28, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

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RIDGEFIELD HARDWARE	376	0376-202109	Public Works	Oper Supp - Parks	481.68
				Oper Supp - Streets	34.29
RIDGEFIELD HARDWARE Total					1,052.12
RIDGEFIELD LANDSCAPE PRODUCTS	3021	3021-202108	Public Works	Streets/Parks/Cemetery Debris Dump and Parks Soil	1,388.60
		3021-202109	Public Works	Parks/Streets Yard Debris & Parks Chips	1,192.40
RIDGEFIELD LANDSCAPE PRODUCTS Total					2,581.00
RIDGEFIELD SCHOOL DISTRICT	378	0378-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	66.00
		1002100025	Genl Govt/Facilities	RACC Operating Expense - Water	75.75
				RACC Operating Expense - Wastewater	18.10
				RACC Operating Expense - Janitorial	220.98
				RACC Operating Expense - Garbage	37.82
			Public Works	RACC Operating Expense - Water	65.22
				RACC Operating Expense - Wastewater	15.59
				RACC Operating Expense - Janitorial	190.26
				RACC Operating Expense - Garbage	32.56
			Community Development	RACC Operating Expense - Water	273.65
				RACC Operating Expense - Wastewater	65.39
				RACC Operating Expense - Janitorial	798.29
				RACC Operating Expense - Garbage	136.62
		1002100026	Public Works	Q3.2021 RORC Operating Costs	4,124.53
RIDGEFIELD SCHOOL DISTRICT Total					6,120.76
ROMANO PROPERTIES LLC	3685	3685-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	219.45
ROMANO PROPERTIES LLC Total					219.45
RYAN & KEELEE CODY	3652	3652-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	612.15
RYAN & KEELEE CODY Total					612.15
SAFEGUARD BUSINESS SYSTEMS INC	3594	414146	Genl Govt/Facilities	1009/W2 Forms	490.68
SAFEGUARD BUSINESS SYSTEMS INC Total					490.68
SCOTT ANDERSEN	3645	3645-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	475.20
SCOTT ANDERSEN Total					475.20
SECURITY SIGNS INC	3688	3688-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	9.90
SECURITY SIGNS INC Total					9.90
SEPPANEN PROPERTY LLC	3499	3499-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	120.45
SEPPANEN PROPERTY LLC Total					120.45
SINGLE-PLY SYSTEMS INC	3690	3690-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	122.10
SINGLE-PLY SYSTEMS INC Total					122.10
SLAVIK STOROZHKO	3691	3691-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	333.30
SLAVIK STOROZHKO Total					333.30
Sorensen Donald	UB*00619	(blank)	Genl Govt/Facilities	Refund Check 011901-000 183 N 44th Pl	66.81
Sorensen Donald Total					66.81
SPRINGBROOK - GROUP EPAY	3544	211021926	Public Works	Customer Web Payments - Sept 2021	812.28
SPRINGBROOK - GROUP EPAY Total					812.28
SPRINGBROOK SOFTWARE LLC	3444	INV-007435	Public Works	Customer Web Payments - September 2021	2,351.56
SPRINGBROOK SOFTWARE LLC Total					2,351.56
STERLING DESIGN INC.	2858	2858-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	165.00
STERLING DESIGN INC. Total					165.00
SUMMERPLACE HOMES	1796	1796-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	5,963.10
SUMMERPLACE HOMES Total					5,963.10

City of Ridgefield

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SUN COUNTRY HOMES INC.	645	0645-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	1,318.35
SUN COUNTRY HOMES INC. Total					1,318.35
TAC 1 SYSTEMS	1634	SI-009641	Genl Govt/Facilities	Radio Parts	(43.78)
			Public Safety	Radio Parts	565.01
TAC 1 SYSTEMS Total					521.23
Tapani Underground	UB*00620	(blank)	Genl Govt/Facilities	Refund Check 010944-003 Hydrant Meter Pioneer/McCuddy Way/Mill St	235.43
Tapani Underground Total					235.43
TEAL CREST LLC	3692	3692-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	3,109.05
TEAL CREST LLC Total					3,109.05
THE GUNTER GROUP LLC	3493	4097	Community Development	SmartGov Consulting Services	1,072.50
THE GUNTER GROUP LLC Total					1,072.50
THE MASTERS TOUCH LLC	1786	P77855	Public Works	Delinquent Utility Statements Postage - September 2021	350.52
		P77869	Public Works	Final Utility Statements Postage - September 2021	24.25
		77869	Public Works	Final Utility Statements - September 2021	15.67
		77855	Public Works	Delinquent Utility Statements - September 2021	387.83
THE MASTERS TOUCH LLC Total					778.27
THE PARR COMPANY	964	26585132	Community Development	CDD Uniforms	30.44
		26584132	Public Works	Chlorine Room Repair	10.82
THE PARR COMPANY Total					41.26
TIMOTHY PATRICK & CHENAE ARIELIE HORNE	3665	3665-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	628.65
TIMOTHY PATRICK & CHENAE ARIELIE HORNE Total					628.65
TODD D BINGHAM	3409	21-405	Public Safety	NOW Volunteer Hats	150.46
TODD D BINGHAM Total					150.46
TRACY BLEHM	809	0809-20211028	Human Resources	Airfare Reimb - Blehm	377.39
TRACY BLEHM Total					377.39
TRJ PLANNING INC	3575	56	Community Development	Residential Permit Design Reviews	6,687.80
TRJ PLANNING INC Total					6,687.80
TUBE ART GROUP	3693	3693-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	122.10
TUBE ART GROUP Total					122.10
UNIVERSAL FIELD SERVICES INC	3601	706571	Public Works	Right of Way Acquisition Assistance for Royle Rd.	3,349.75
UNIVERSAL FIELD SERVICES INC Total					3,349.75
URBAN NORTHWEST HOMES LLC	2263	BLD-20-0601	Genl Govt/Facilities	Refund BLD-20-0601	1,879.80
		PLM-20-0686	Genl Govt/Facilities	Refund PLM-20-0686	48.00
		2263-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	5,161.20
URBAN NORTHWEST HOMES LLC Total					7,089.00
URBAN ON 10TH LLC	3694	3694-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	1,232.55
URBAN ON 10TH LLC Total					1,232.55
USA BLUEBOOK	444	751908	Genl Govt/Facilities	PW's Safety Supp	16.75
			Public Works	PW's Safety Supp	249.59
		745316	Public Works	Water Supp	412.94
USA BLUEBOOK Total					679.28
VAIRKKO TECHNOLOGIES LLC	3699	17018	Public Safety	PD Scheduling Software	442.56
VAIRKKO TECHNOLOGIES LLC Total					442.56
VARI SALES CORPORATION	3412	IVC-2-1869126	Public Safety	Stand Up Desk - Bowerman	363.95
VARI SALES CORPORATION Total					363.95
VERIZON WIRELESS - EPAY	452	9889456189	Genl Govt/Facilities	PW Cell Phones & 2 iPads	27.61
				PW Director iPad	7.91

Attachment: October 28, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

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VERIZON WIRELESS - EPAY	452	9889456189	Genl Govt/Facilities	Julie iPad	52.59
			Public Safety	PD Cell Phones	732.94
				PD Chief iPad	52.60
			Public Works	PW Cell Phones & 2 iPads	411.43
				PW Director iPad	34.05
			Community Development	CDD Cell Phones	215.57
				PW Director iPad	10.53
				CDD Director iPad	52.59
			Council	Council iPads	603.92
			Administration	Deputy City Manager iPad	52.60
	9889456191	Finance	Finance Director iPad	52.59	
		Executive	City Manager iPad	52.59	
		Genl Govt/Facilities	PW Cell Phones & 2 iPads	56.31	
			PW/CDD Cell	5.56	
		Public Safety	PD Cell Phones	547.28	
			ADMIN Cell Phones	112.11	
		Public Works	PW Cell Phones & 2 iPads	838.90	
			PW/CDD Cell	12.99	
		Community Development	CDD Cell Phones	409.69	
			PW/CDD Cell	18.55	
		9889456190	Finance	FIN Cell Phones	37.10
			Public Works	Hillhurst Ped Crossing - Sept 2021	105.16
VERIZON WIRELESS - EPAY Total					4,503.17
VULCAN DESIGN & CONSTRUCTION	3695	3695-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	37.70
VULCAN DESIGN & CONSTRUCTION Total					37.70
WA STATE TREASURER'S OFFICE	642	0642-3RDQTR2021	Genl Govt/Facilities	3rd Quarter 2021 Building Code Fees	1,946.50
WA STATE TREASURER'S OFFICE Total					1,946.50
WAPITI NW LLC	2545	9564	Genl Govt/Facilities	Vehicle Maintenance - 2017 GMC Sierra 1500 - 63637D	38.45
			Public Works	Vehicle Maintenance - 2017 GMC Sierra 1500 - 63637D	346.01
			Community Development	Vehicle Maint - 48618D	490.60
			Public Works	Vehicle Maint - 48619D	429.27
			Genl Govt/Facilities	Vehicle Maintenance - 2021 Ford F150 - 72006D	102.19
			Public Works	Vehicle Maintenance - 2021 Ford F150 - 72006D	306.55
			9568	Public Works	Vehicle Maint - 57232D
WAPITI NW LLC Total					2,038.41
WELLS FARGO - EPAY	1681	202109-5756	Genl Govt/Facilities	In Power Plastics Corp. Covid Supplies	(6.16)
				The Columbian Circ 2 CH Newspaper	35.00
			Public Safety	Siptrunk Inc PD Telephone Service	228.19
			Public Works	In Power Plastics Corp. Covid Supplies	396.16
			Information Technology	Dropbox Fp9jkdthvfc4 File Sharing Software	21.67
				Txtsignal.Com Text Message Software	39.00
				Amazon Web Services Web Audio Backup	0.49
				Adobe Creative Cloud Software - DeMoss	57.44
				Mailchimp Misc Social Media and Email Marketing Software	22.61
				Apple.Com/Bill Comm Events IPAD Music	14.08
				Eclinch Social Media Publishing and Analytics	49.00
				Apple.Com/Bill CH Ipad Music	10.83

Attachment: October 28, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

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WELLS FARGO - EPAY	1681	202109-5756	Information Technology	Zoom.us 888-799-9666 Meeting Platform	59.60
			Finance	Traininnng Llc 1099 Reporting - Finance Team	250.00
		202109-6996	Genl Govt/Facilities	Alder Creek Kayak Supply Prize for 100 Miles in 100 Days	80.00
				Facebk Lhwgf8t7m2 BF Facebook Marketing	48.60
				Facebk 2fass6b7m2 MTC Facebook Marketing	75.00
				Sticker Mule PW Vehicle Inspection Stickers	3.75
				Cricut Subscription F2T access electronic files	10.86
				Dollar Tree Bins for distributing COVID masks	9.76
				Canva I03166-35151335 Flyers for Community Experience Survey	36.00
				Facebk Lhwgf8t7m2 MTC Facebook Marketing	2.93
				Facebk Yne3e8t6m2 BF- Facebook Marketing	30.45
			Public Works	Sticker Mule PW Vehicle Inspection Stickers	55.87
			Information Technology	Airtable.Com/Bill Online organizational tool	24.00
			Administration	Elgl Network Professional association Engaging Local Government	206.00
				Mvp Media Network Registration for Government Social Media conf	299.00
				Event Countering Soci Countering Social Media Misinformation W	35.00
				Facebk Lhwgf8t7m2 Facebook Marketing - Community Experience Sur	48.47
				Facebk Yne3e8t6m2 Community Experience Survey	41.75
		202109-7069	Genl Govt/Facilities	Www Costco Com RACC Coffee	4.78
				Www Costco Com City Hall Coffee	25.98
			Public Works	Www Costco Com RACC Coffee	71.21
			Community Development	Www Costco Com RACC Coffee	75.97
			Human Resources	Costco By Instacart Wellness	555.41
			Information Technology	Cdw Govt #L253854 Tokay Upgrade	794.25
		202109-7051	Genl Govt/Facilities	Fmcsa D&A Clearinghouse Pre Purchase for Annual Driving Checks	3.93
				Laborlawcenter Inc Electronic labor law poster annual subscrip	24.95
				Usps Po 5409380396 Stamps	11.60
			Public Works	Paypal Nwpma Registration for Grant Williams NWPMA Conference	87.50
				Fmcsa D&A Clearinghouse Pre Purchase for Annual Driving Checks	58.57
			Community Development	Paypal Nwpma Registration for Grant Williams NWPMA Conference	262.50
			Human Resources	Chuck'S Produce & Boxed lunches for wellness LTC webinar	218.58
				Rosauers Food & Dru Gift cards for wellness LTC webinar	100.00
				Western Region Ipma-Hr Registration for Tracy Blehm - IPMA-HR C	314.10
				Wm Supercenter #5929 Candy for kudos	39.08
			Council	San Saba Cap City Council Clothing - Purchase was credited back	108.73
				San Saba Cap City Council Clothing - Credit	(108.73)
			Administration	Western Region Ipma-Hr Registration for Tracy Blehm - IPMA-HR C	34.90
				Officemax/Depot 6658 Office products	25.46
				Paypal Media Class Media Registration for Megan DeMoss confere	295.00
		202109-7036	Executive	Starliner Food Market Mtg w/YMCA re design/site plan progress f	13.09
				El Rancho Viejo Mtg w/developer re Ridgefield project status/up	29.20
				Taps Beer Reserve Mtg w/property owners re potential City land	94.96
				Pioneer Street Cafe Mtg w/City Councilors re upcoming City issu	99.39
				The Sportsmans Mtg w/City Councilors re upcoming City issues/ag	76.06
				Sq Sugars Barbecue Mtg w/City Managers re shared issues of con	18.22
		202109-7028	Genl Govt/Facilities	Rosauers Food & Dru Water for Shop	2.02
			Public Works	Rosauers Food & Dru Water for Shop	30.24

Attachment: October 28, 2021 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

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WELLS FARGO - EPAY	1681	202109-0810	Public Works	Www Costco Com new PW Ops Center Appliances - tenant improvemen	4,585.29	
			Community Development	Wa Dol Lic & Reg 51307 Title Ford Escape Hybrid for CDD	63.50	
			Finance	El Rancho Viejo Procurement Coordinator Welcome Lunch	38.86	
				El Rancho Viejo Tip for Procurement Coordinator Welcome Lunch	7.00	
				Event Mrsc On-Demand Training for Procurement Coordinator	30.00	
			202109-0760	Genl Govt/Facilities	Dispute-Musinsaase Fraud - Disputed and Settled	(88.64)
				Dispute-Currency Conversi Fraud - Disputed and Settled	(0.89)	
				Dollar Tree BF DECOR	4.34	
				Wager Audi P160525453 MTC SOUND SYSTEM RENTAL - Final Payment	213.75	
				Target 00018838 MTC CRAFT SUPPLIES	57.39	
				Craft Warehouse -15 BF DECOR	146.50	
				Human Resources	Fred-Meyer #0460 GIFT CARDS FOR WELLNESS	590.25
					Costco By Instacart SNACKS FOR ALL LOCATIONS	639.64
					Fred-Meyer #0460 GIFT CARDS FOR EMPLOYEE RELATIONS	393.50
				Information Technology	Lawdepot.Com 8775094398 PROGRAM TO HELP WITH CREATING CONTRACTS	35.00
			202109-0187	Genl Govt/Facilities	United Rentals #018489 Trailer used for events	130.89
				Human Resources	Papa Petes Pizza # 3 Employee appreciation lunch as per Lee	141.36
			202109-0745	Public Safety	Miracle Cleaners Officers Patch removal/Pink Patch application	104.06
				Administration	Dispute-Musinsaase Fraud - Disputed and Settled	(88.64)
					Dispute-Currency Conversi Fraud - Disputed and Settled	(0.89)
			202109-8763	Genl Govt/Facilities	Dispute-Musinsaase Fraud - Disputed and Settled	(79.33)
					Dispute-Currency Conversi Fraud - Disputed and Settled	(0.79)
			202109-0794	Genl Govt/Facilities	Dispute-Musinsaase Fraud - Disputed and Settled	(95.78)
					Dispute-Currency Conversi Fraud - Disputed and Settled	(0.96)
				Human Resources	Washington Trust For Hist Training Conference - Knottnerus	24.88
				Information Technology	Dnh Domain/Hosting Website Domain	404.97
				Administration	Washington Trust For Hist Training Conference - Knottnerus	37.31
			202109-7002	Public Works	Hanson Pipe Corporate Media for Modular Wetlands- storm water t	363.08
			202109-8755	Genl Govt/Facilities	Dispute-Musinsaase Fraud - Disputed and Settled	(88.64)
					Dispute-Currency Conversi Fraud - Disputed and Settled	(0.89)
			202109-6939	Community Development	Int'L Code Council Inc Subscription to digital building codes f	1,871.83
			202109-9437	Public Safety	Tlo Transunion BACKGROUND INVESTIGATIONS	110.24
					Odot Dmv2u VEHICLE INVESTIGATION FROM OREGON DOL	4.00
WELLS FARGO - EPAY Total					15,104.49	
Wiersma Jeremy	UB*00621	(blank)	Genl Govt/Facilities	Refund Check 013586-000 241 N 33rd Ct	31.10	
Wiersma Jeremy Total					31.10	
WINSTON CONSTRUCTION LLC	3697	3697-2020REFUND	Genl Govt/Facilities	2020 Permits Refund	501.60	
WINSTON CONSTRUCTION LLC Total					501.60	
YULIYA FERRISS	1050	1050-20211028	Administration	Mileage Reimb - Ferriss	12.04	
YULIYA FERRISS Total					12.04	
Grand Total					424,716.12	

Attachment: October 28, 2021 - Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 28, 2021

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the October 14, 2021 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

ACTION OR MOTION:

Approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 10-14-2021 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

October 14, 2021

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	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Absent	
Rachel Coker	Councilor	Present	

MOTION: Council Member Onslow moved to excuse Council Member Chipman from the meeting.

SECOND: Council Member Coker.

Motion Passed.

LATE CHANGES TO THE AGENDA

PROCLAMATION

National Disability Employment Awareness Month

Breast Cancer Awareness Month

PUBLIC COMMENT

None received.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Lindsay, Aichele, Coker
ABSENT:	Chipman

1. Approval of Claims And/Or Payroll

Attachment: 10-14-2021 (Approval of Minutes)

2. Approval of Minutes from the September 23, 2021 Meeting

PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1349 – Amendment to Union Ridge Development Agreement - Steve Stuart, City Manager

The original development agreement was approved by Council Resolution No. 314 and signed by the City on June 30, 2006. The agreement was effective on June 30, 2006. Use designation for Union Ridge Master Plan adjusted lot 4 under the Union Ridge Master Plan was changed from Destination Retail/High Impact Commercial to Office/Industrial Park via PLZ-21-0049. The development agreement amendment formally integrates the adjusted lot 4 use designation into the Union Ridge Master Plan which is referenced and contained within the original development agreement. In addition to the change of uses being memorialized, the development agreement amendment adopts enhanced vegetative screening and façade standards to recognize the larger physical presence of the approved building on adjusted lot 4. Vegetative screening and façade design are memorialized in the development agreement amendment.

City council discussion.

Mayor opened the hearing: 6:58PM

No testimony received.

Mayor closed the hearing: 6:58PM

First reading only.

2. Public Hearing and First Reading of Ordinance No. 1350 – Amendment to Ridgefield Heights Development Agreement - Steve Stuart, City Manager

The 2007 subdivision application (formerly “Kemper”) was approved by the Ridgefield Hearings Examiner for 200 lots. The decision also included a requirement that Kemper construct (at their expense) a connection to Pioneer Street / SR501 from S Bertsinger Road. Due to topography, environmental, road classification, and cost concerns, developer asked City to consider a Development Agreement for the subdivision (subsequently referred to as “Ridgefield Heights”) that would change the classification of S Bertsinger Rd to local access only, remove the replacement bridge required by the 2007 Final Order, not allow new trips from subdivision onto S Bertsinger Rd, not allow construction traffic to use S Bertsinger Rd, require developer contribution for the future extension of S 35th Ave from project area to Pioneer Street / SR501, and require developer improvement of S 10th Way between the eastern boundary of the subject property to the intersection of S 35th Place. The City agreed to plan, design, and construct improvements to S 35th Place, which would connect improvements on S 10th Way and S 15th Street. This amendment to the Development Agreement would change the requirements for improvement to S 35th Place from City to Developer responsibility and provide a process for City to reimburse those costs through Traffic Impact Fee Credits.

City Council discussion.

Mayor opened the hearing: 7:09PM

Roy Garrison

Comments received during public hearing can be heard on the City’s website under

[<https://ridgefieldwa.us/government/city-council-meeting-audio-files/>](https://ridgefieldwa.us/government/city-council-meeting-audio-files/)

Mayor closed the hearing: 7:12PM

PUBLIC COMMENT

None received.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Lindsay - Attended Birdfest event, citizen's forum meeting, pre-application conference, Clark County national disability employment awareness event.

Council Member Aichele - Chamber of Commerce board of directors meeting, art association meeting, City Council retreat, pre-application conference, neighbors on watch meeting.

Council Member Wells - Pre-application conference, ribbon cutting ceremony, City Manager briefing, TLC towing memorial procession.

Council Member Coker - Attended many of the same events, excited to see an increase in business community.

Council Member Onslow - Attended ribbon cutting ceremony, nature park update, CRWWD update, RTC meeting, AWC meeting, City Manager briefing.

Mayor

Attended many of the mentioned meeting, City Manager briefing.

City Manager

City Manager Steve Stuart - Ron Edwards passing, Lake River dredging update provided.

Public Works Director Bryan Kast - Gee Creek trail update, engineering staff has moved a new facility.

Deputy City Manager Lee Knottnerus - Halloween Hall is this weekend at Abrams Park.

Police Chief John Brooks - Out of state license plate enforcement update, neighbors on watch update.

Finance Director Kirk Johnson - Budget Advisory committee meeting update.

ADJOURN - [7:35 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 10-14-2021 (Approval of Minutes)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 28, 2021
ITEM: PRESENTATION
AGENDA ITEM TITLE: 2022 Budget Update

GOVERNING LEGISLATION:

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

PREVIOUS COUNCIL ACTION TAKEN:

City Council has held work study sessions on August 26, 2021 and September 23, 2021 to discuss operating and capital budgets for the 2022 fiscal year.

SUMMARY/BACKGROUND:

Update on revenue projections and changes to the operating and capital budgets since last touch.

BUDGET/FINANCIAL IMPACTS:

Refer to attached documents.

ACTION OR MOTION:

No action requested. Presentation only.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2022 Revenue Update (PDF)
2022 Operating and Capital Updates (PDF)
2022 Proposed Budget Summary (PDF)



2022 Budget

2022 Revenue Forecast Update

Description	2022 Revenue Forecast	2022 Revenue Update	Percentage Change
001 General Fund			
Revenue			
Property Tax	1,925,000	1,940,000	0.78%
Retail Sales & Other Tax	3,999,800	4,232,050	5.81%
Utility Taxes	1,598,310	1,589,810	-0.53%
License & Permits	1,949,210	1,950,710	0.08%
Planning & Development	1,417,400	1,417,400	0.00%
Fines & Forfeits	64,000	64,000	0.00%
Charge for Goods & Services	626,280	644,030	2.83%
Intergovernmental/Grant	1,523,494	1,643,785	7.90%
Other Revenue/Donations	191,900	191,900	0.00%
General Fund Revenue	13,295,394	13,673,685	2.85%
101 Street Fund			
Revenue			
Utility Tax/Franchise Fee	120,713	120,715	0.00%
Permits	20,000	20,000	0.00%
Intergovernmental	238,483	238,485	0.00%
Other Revenue	525	525	0.00%
Transfers In	562,240	577,170	2.66%
Street Fund Revenue	941,961	956,895	1.59%
406 Water Utility Fund			
Revenue			
Charges for Goods and Services	2,843,553	2,843,555	0.00%
Other Revenue	11,000	11,000	0.00%
Transfers In	-	-	0.00%
Water Utility Fund Revenue	2,854,553	2,854,555	0.00%
408 Stormwater Utility Fund			
Revenue			
Charges for Goods and Services	1,155,395	1,155,395	0.00%
Other Revenue	3,000	3,000	0.00%
Stormwater Utility Fund Revenue	1,158,395	1,158,395	0.00%

Attachment: 2022 Revenue Update (2022 Budget Update)



2022 Budget

2022 Revenue Forecast Update

105 Real Estate Excise Tax (REET) Fund

Revenue

Real Estate Excise Taxes	2,350,000	2,350,000	0.00%
Other Revenue	20,000	20,000	0.00%
REET Fund Revenue	2,370,000	2,370,000	0.00%

114 Park Impact Fee (PIF) Fund

Revenue

Planning & Development	1,856,535	1,856,535	0.00%
Other Revenue	250	250	0.00%
PIF Fund Revenue	1,856,785	1,856,785	0.00%

115 Traffic Impact Fee (TIF) Fund

Revenue

Planning & Development	3,209,700	3,209,700	0.00%
Other Revenue	3,000	3,000	0.00%
TIF Fund Revenue	3,212,700	3,212,700	0.00%

416 Water System Development Charge (WSDC) Fund

Revenue

Contributed Capital	2,867,000	2,867,000	0.00%
Other Revenue	50,000	50,000	0.00%
WSDC Revenue	2,917,000	2,917,000	0.00%

111 Drug Fund

Revenue

Fines and Forfeits	750	750	0.00%
Other Revenue	10	10	0.00%
Drug Fund Revenue	760	760	0.00%

140 Affordable Housing

Revenue

Retail Sales Tax	31,025	31,025	0.00%
Other Revenue	-	-	0.00%
Affordable Housing Revenue	31,025	31,025	0.00%

150 Transportation Benefit District (TBD)

Revenue

Vehicle Licensing Fees	301,725	301,725	0.00%
Other Revenue	25	25	0.00%
TBD Fund Revenue	301,750	301,750	0.00%

Attachment: 2022 Revenue Update (2022 Budget Update)



2022 Budget

2022 Revenue Forecast Update

501 Equipment Replacement Fund (ERF)

Revenue

Other Revenue	100	125	0.00%
Transfers In	604,915	604,915	0.00%
ERF Revenue	605,015	605,040	0.00%

2022 Operating and Capital Budget Updates

Project/Line Item	Funding Source	Previous Request	Adjustment	Total Request	One-Time	Description
Events	General Fund	80,000	20,000	100,000	Ongoing	Increase to estimate of events cost due to 3 year trend.
CRESA Fees	General Fund	80,000	20,000	100,000	Ongoing	Received 2022 fee breakdown. 20% increase from 2021.
Police Officer	General Fund	234,600	20,000	254,600	One-Time	Signing Bonus.
Police Officer	General Fund	260,600	20,000	280,600	One-Time	Signing Bonus.
Fuel	All Operating Funds	103,500	14,000	117,500	Ongoing	Increase in expected rise in fuel costs prior to transition to hybrid model vehicles
Water	Water Ops Fund	100,000	50,000	150,000	Ongoing	Increase to water purchase from CPU based on 2021 purchase and weather patterns.
Water Meters	Water Ops Fund	225,000	50,000	275,000	One-Time	Increase water meter purchase to match permit volume.
Electricity	Water Ops Fund	90,000	10,000	100,000	Ongoing	Increase electricity expense related to water services at well fields.
Water Telemetry	Water Ops Fund	10,000	5,000	15,000	Ongoing	Increase professional service expense related to water system telemetry and annual maint. for cellular telemetry.
Credit Card Fees	Water and Storm Ops Funds	45,000	5,000	50,000	Ongoing	Expense related to absorbing debit/credit card transaction fees for paying utility bills.
Vactor Services	Storm Water Ops Fund	25,000	(25,000)	-	Ongoing	Reduced expense related to hiring consultant or renting equipment for vactor services.
PW Operations Center Tenant Improv	Bond	150,000	100,000	250,000	One-Time	Carry forward addtl amount due to rental agreement extension with current tenant.

Attachment: 2022 Operating and Capital Updates (2022 Budget Update)

2022 Operating and Capital Budget Updates

Project/Line Item	Funding Source	Previous Request	Adjustment	Total Request	One-Time	Description
Pioneer St Widening & 51st Rdbt Design	TIF	-	350,000	350,000	One-Time	Carry forward portion of design contract due to schedule for completion.
Royle Road Roundabout Construction	TIF	2,850,000	(250,000)	2,600,000	One-Time	Adjustment based on estmed 2021 work completed by year-end.
Pioneer St East Extension Design/ROW Acquisition	TIF	-	650,000	650,000	One-Time	Adjustment based on ROW acquisition timeline and final consultant expense related to design/ROW acquisition.
Overlook Park Splash Pad Construction	PIF, Grants	375,000	125,000	500,000	One-Time	Preliminary estimate from consultant on cost to build splash pad.
YMCA Site Plan and Design	Grant, PIF	120,000	85,000	205,000	One-Time	Revised estimate for completion of project by consultant.
Watershed Community Engagement and Plantings	General Fund	-	50,000	50,000	One-Time	Community enagement program partnership with the Watershed Alliance.

Exhibit "A"



2022 Budget

		<i>Beginning Fund Balance</i>	<i>2022 Budgeted Revenue</i>	<i>2022 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 11,585,325	\$ 13,673,685	\$ 15,066,585	\$ 10,192,425	\$ (1,392,900)
101	Street Fund	97,107	956,895	946,890	107,112	\$ 10,005
406	Water Operating	2,531,435	2,854,555	2,396,016	2,989,974	\$ 458,540
408	Stormwater Operating	440,060	1,158,395	1,141,622	456,833	\$ 16,773
Total Operating Funds		14,653,927	18,643,530	19,551,112	13,746,345	\$ (907,582)
Capital Service Funds						
105	Real Estate Excise Tax	3,830,214	2,370,000	1,414,003	4,786,211	955,997
114	Park Impact Fee	3,497,111	1,856,785	3,793,200	1,560,696	(1,936,415)
115	Traffic Impact Fee	3,906,209	3,212,700	5,530,000	1,588,909	(2,317,300)
416	Water Utility SDC	8,473,231	2,917,000	2,551,865	8,838,366	365,135
Total Capital Service Funds		19,706,765	10,356,485	13,289,068	16,774,182	(2,932,583)
Special Revenue Funds						
111	Drug Fund	5,252	760	-	6,012	760
140	Affordable Housing	40,781	31,025	-	71,806	31,025
150	Transportation Benefit District	195,021	301,750	350,000	146,771	(48,250)
Total Special Revenue Funds		241,054	333,535	350,000	224,589	(16,465)
Debt Service Fund						
200	Debt Service	-	1,414,003	1,414,003	-	-
Total Debt Service Fund		-	1,414,003	1,414,003	-	-
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	1,110,346	23,562,654	23,065,200	1,607,800	497,454
410	Water Utility Capital Projects	16,536	4,087,500	4,087,500	16,536	-
412	Storm Utility Capital Projects	-	850,000	850,000	-	-
501	Equipment Replacement (ERF)	288,278	605,040	309,000	584,318	296,040
Total Capital/ERF		1,415,160	29,105,194	28,311,700	2,208,654	793,494
Total Budget		\$ 36,016,906	\$ 59,852,747	\$ 62,915,883	\$ 32,953,770	\$ (3,063,136)

Attachment: 2022 Proposed Budget Summary (2022 Budget Update)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 28, 2021

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington
Amending Ordinance No. 1331, Ordinance No. 1340 and
Ordinance No. 1348 Pertaining to the 2021 Budget

GOVERNING LEGISLATION:

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

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Ordinance No. 1331 pertaining to the 2021 Budget on December 3, 2020. Council adopted Ordinance No. 1340 on April 22, 2021, amending the 2021 Budget. Council adopted Ordinance No. 1348 to amend the 2021 budget on August 26, 2021.

SUMMARY/BACKGROUND:

The budget amendment totals \$369,000 in total appropriations and includes \$6,245,558 in additional revenue for 2021. Revenue increases include an updated forecast for retail sales and use taxes of \$1.4 million, a one-time revenue receipt from the State Legislature of \$45,654 to assist with increased expense related to police reform, and two small grants for \$8,904. Building permit fees and plan check fees will see an increase of \$1,000,000 total, REET revenue \$1.5 million, PIF \$800,000 and a developer pro rata share for traffic impacts of \$41,000. Water revenue will see an increase due to the high usage during the warm summer months of \$500,000 and meter installs will see an increase of \$50,000 in revenue.

Appropriations include \$164,000 for street fund operations \$93,000 for additional personnel expense related to snow removal early in 2021 and crack seal work completed with the pavement preservation program. Additional street fund expense includes \$71,000 for operational work mainly related to the emergency repair of the Reiman Road guardrail and paving work at the Division Street rail crossing. Funding will come from a reallocation of existing General Fund expenses in the amount of \$164,000.

Water fund appropriations for \$155,000 for additional water meter purchase to meet the permitting requests for installed meters and \$50,000 for additional water charges related to purchase of water supply from Clark Public Utility.

Overall fund balance impact will be an increase of \$6,040,558.

Refer to the attached exhibit "A" for Ordinance No. 1351, for a list of revenue impacts and appropriation requests, and the following table for detailed fund balance impact.

Fund Balance Impact							
		Total Expense	Ongoing Expense	One-Time Expense	Change In Revenue	Interfund Transfer In	Fund Impact
001	General Fund	-	-	-	1,454,558	-	1,454,558
001-58	Building Fees	-	-	-	1,000,000	-	1,000,000
105	REET Fund	-	-	-	1,500,000	-	1,500,000
101	Street Fund	164,000	-	164,000	-	164,000	-
114	PIF Fund	-	-	-	800,000	-	800,000
115	TIF Fund	-	-	-	-	-	-
150	TBD	-	-	-	-	-	-
300	General Capital	-	-	-	41,000	-	41,000
406	Water Fund	205,000	-	-	550,000	-	345,000
408	Storm Fund	-	-	-	-	-	-
410	Water Utility Capital	-	-	-	-	-	-
416	Water SDC	-	-	-	900,000	-	900,000
Total		369,000	-	164,000	6,245,558	164,000	6,040,558

BUDGET/FINANCIAL IMPACTS:

Please refer to the included table and to Exhibit “A” attached to Ordinance No. 1351

ACTION OR MOTION:

Staff requests Council waive second reading and make the following motion for Ordinance No. 1351

“I move to waive second reading and adopt Ordinance No. 1351, as presented.”

STAFF CONTACT:

Kirk Johnson, Finance Director

ATTACHMENTS:

Ordinance No 1351 Exhibit A (PDF)
2021 Budget Amendment Presentation (2021)

ORDINANCE NO. 1351

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1331, ORDINANCE NO. 1340 AND ORDINANCE NO. 1348 PERTAINING TO THE 2021 BUDGET

WHEREAS, the Ridgefield City Council at its regular meeting on December 3, 2020 adopted Ordinance No. 1331 which adopted the City of Ridgefield 2021 budget; and

WHEREAS, the Ridgefield City Council at its regular meeting on April 22, 2021 adopted Ordinance No. 1340 amending the City of Ridgefield 2021 budget; and

WHEREAS, the Ridgefield City Council at its regular meeting on August 26, 2021 adopted Ordinance No. 1348 amending the City of Ridgefield 2021 budget; and

WHEREAS, the City of Ridgefield deems it necessary to adjust its forecast for revenue and appropriate additional expenditures in 2021 in the funds that are identified in the attached Exhibit "A" of the 2021 budget amendment; and

WHEREAS, these expenditures were not anticipated at the time of the adoption of the 2021 budget.

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 amend the 2021 budget to account for revenues and expenditures that were not anticipated at the time of adoption.

Section 2. Budget Amendment Adopted. Ordinance No. 1351, and the budget of the City of Ridgefield for fiscal year 2021 shall be amended to include the additional receipt and/or reduction of funds and the additional and/or reduction of expenditures addressing the funds shown in the attached Exhibit "A".

Section 3. 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 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 five (5) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 28th DAY OF OCTOBER, 2021.

Don Stose,
Mayor

ATTEST:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker,
City Attorney

First Reading:	October 28, 2021
Second Reading	Waived
Date of Publication:	November 3, 2021
Effective Date:	November 8, 2021

Exhibit "A"



2021 Budget Amendment #3

Ordinance # 1351

Expense					Funding Source								
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2020 Appr.	Total Ongoing Annual Expense	Reapprop.	New Approp. Request	Revenue increase/ Decrease	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
1	Finance	General Fund	Retail Sales Tax	Retail Sales Tax	-	-	-	-	1,400,000	-	-	1,400,000	Recognize additional retail sales and use tax revenues.
2	Finance	General Fund	Residential Building Permits	Developers	-	-	-	-	800,000	-	-	800,000	Recognize additional SFR building permit revenue.
3	Finance	General Fund	LE & CJ Leg One Time Cost	Washington State	-	-	-	-	45,654	-	-	45,654	Recognize one-time revenue from State legislature to assist with new public safety legislation adopted in past session.
4	Finance	General Fund	Plan Check Fees	Developers	-	-	-	-	200,000	-	-	200,000	Recognize additional residential and commercial plan check fee revenue.
5	Finance	General Fund	WFOA Intern Grant	WFOA	-	-	-	-	5,000	-	-	5,000	Recognize grant revenue for 2021 Finance intern.
6	Finance	General Fund	WSCJ Training Commission CIT Grant	WSCJ	-	-	-	-	3,904	-	-	3,904	Recognize grant revenue from 2021 CIT grant for overtime by police officers covering officer training.
7	Finance	REET	Real Estate Excise Taxes	Excise Taxes	-	-	-	-	1,500,000	-	-	1,500,000	Recognize additional REET revenue.



2021 Budget Amendment #3

Ordinance # 1351

Expense Funding Source													
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2020 Apprpr.	Total Ongoing Annual Expense	Reapprop.	New Approp. Request	Revenue increase/ Decrease	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
8	Finance	PIF	Park Impact Fees	Developers	-	-	-	-	800,000	-	-	800,000	Recognize additional PIF revenue.
9	Finance	General Capital	Developer Share	Developers	-	-	-	-	41,000	-	-	41,000	Recognize additional residential and commercial developer share revenue.
10	Finance	Water Operating	Water Revenue	Charges for Service	-	-	-	-	500,000	-	-	500,000	Recognize additional residential and commercial water revenue.
11	Finance	Water Operating	Service Meter Fees	Developers	-	-	-	-	50,000	-	-	50,000	Recognize additional residential and commercial service meter fee revenue.
12	Finance	WSDC	Water System Development Charges	Developers	-	-	-	-	900,000	-	-	900,000	Recognize additional WSDC revenue.
13	Public Works	Street Fund	Personnel Expense	General Fund	93,000	-	-	93,000	-	93,000	-	-	Recognize additional personnel expense in the Street Fund. Funding reallocated from General Fund
14	Public Works	Street Fund	Maintenance	General Fund	55,000	-	-	55,000	-	55,000	-	-	Additional maintenance in the Street Fund. Mainly related to Reiman Road guardrail emergency maintenance. Funding reallocated from General Fund
15	Public Works	Street Fund	Road Maintenance	General Fund	16,000	-	-	16,000	-	16,000	-	-	Recognize additional road maintenance in the Street Fund. Funding reallocated from General Fund.

													
2021 Budget Amendment #3													
Ordinance # 1351													
Expense Funding Source													
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2020 Apprpr.	Total Ongoing Annual Expense	Reapprop.	New Approp. Request	Revenue increase/ Decrease	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
16	Public Works	Water Fund	Water Meters	Water Ops	155,000	-	-	155,000	-	-	-	(155,000)	Recognize additional water meters in the Water Fund.
17	Public Works	Water Fund	Water	Water Ops	50,000	-	-	50,000	-	-	-	(50,000)	Recognize additional water in the Water Fund.
Total Budget Amendment					369,000	-	-	369,000	6,245,558	164,000	-	6,040,558	



2021 Budget Amendment – Ordinance No. 1351
First Reading October 28, 2021



2021 Budget Amendment – Ordinance No. 1351 2021 Policy Reserves

Fund Balance Source	2021 Reserves	2020 Reserves	% Change	Reserve % to 2021 Budget
General Fund	\$2,462,776	\$2,331,040	5.65%	24%
Community Development (Building Activities)	\$612,292	\$538,567	13.69%	20%
Water Fund	\$1,077,370	\$881,874	22.17%	46%
Storm Water Fund	\$497,449	\$398,183	24.93%	43%
Total Policy Reserves (Operating Funds)	\$4,649,887	\$4,149,664	12.05%	
Real Estate Excise Tax (Debt Service GO Bonds)	\$1,414,003	\$1,413,405	0.04%	



2021 Budget Amendment – Ordinance No. 1351 2021 Revenue Updates

Project	Funding Source	Expense	Revenue	Description
Retail Sales Tax	Retail Sales Tax	\$0	\$1,400,000	Recognize additional estimated retail sales and use tax revenues.
Residential Building Permits	Developers	0	800,000	Recognize additional SFR building permit revenue.
Plan Check Fees	Developers	0	200,000	Recognize additional residential and commercial plan check fee revenue.
Park Impact Fees	Developers	0	800,000	Recognize additional PIF revenue.
Water System Development Charges	Developers	0	900,000	Recognize additional WSDC revenue.
Pro Rata Developer Share	Developers	0	41,000	Recognize additional proportionate share charges from developers.



2021 Budget Amendment – Ordinance No. 1351 2021 Revenue Updates

Project	Funding Source	Expense	Revenue	Description
Real Estate Excise Tax	Excise Taxes – Sale of Real Property	0	1,500,000	Recognize additional REET revenue.
Water Revenue	Charges for Service	0	500,000	Recognize additional residential and commercial water usage revenue.
Service Meter Fees	Developers	0	50,000	Recognize additional residential and commercial meter installation fees.
LE & CJ Leg One-Time Cost	Washington State Legislature	0	45,654	Recognize one-time revenue from State Legislature to assist with new public safety legislation adopted in past session.
WFOA Intern Grant	WFOA	0	5,000	Recognize grant revenue for 2021 Finance intern program.
WSCJ Training Commission – CIT Grant	WSCJ	0	3,904	Recognize grant revenue from 2021 CIT grant for overtime to cover officer training.
	Total Revenue Increases	\$0	\$6,245,558	



2021 Budget Amendment – Ordinance No. 1351 New Requests to 2021 Budget

Project	Funding Source	Expense	Revenue	Description
Personnel Expense – Street Fund	General Fund Reallocation	\$93,000	\$0	Recognize additional personnel expense in the Street Fund. Funding reallocated from existing General Fund Expense.
Street Fund Maintenance	General Fund	55,000	0	Additional maintenance in Street Fund. Mainly related to Reiman Road guardrail emergency repair. Funding reallocated from existing General Fund expense.
Street Fund Road Maintenance	General Fund	16,000	0	Recognize additional road maintenance in the Street Fund. Funding reallocated from existing General Fund expense.
Water Meter Purchase	Water Fund	155,000	0	Recognize additional expense related to purchasing of water meters to support growth in SFR and commercial development.
Water	Water Fund	50,000	0	Additional expense in purchasing water from CPU to support high usage during summer months.
	Total Additions to Budget Amendment	\$369,000	\$6,245,558	

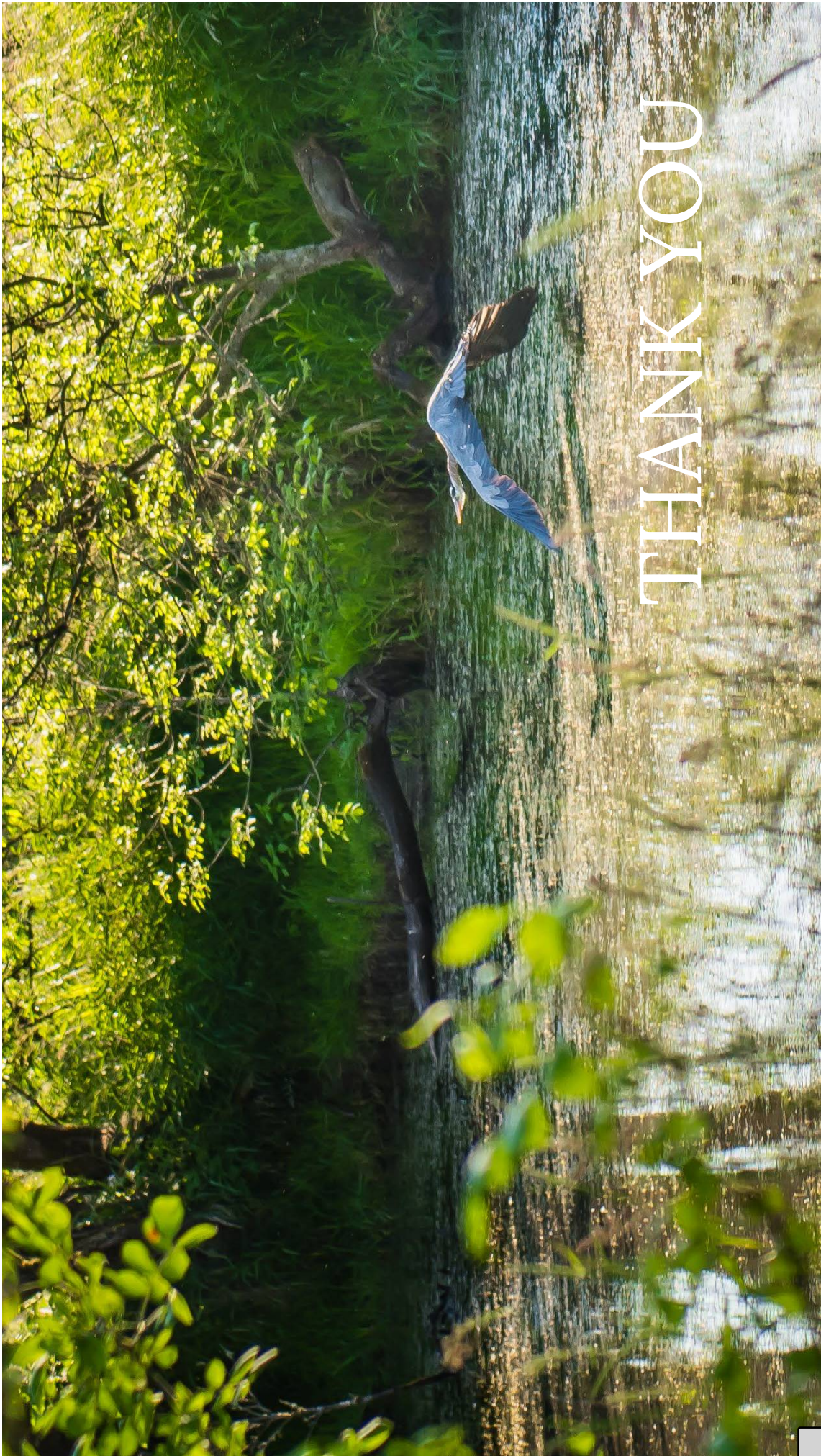


2021 Budget Amendment – Ordinance No. 1351

Fund Balance Impact

Fund	Total Expense & Transfers Out	Revenue	Interfund Transfer In	Fund Impact	Forecast Y/E Avail Fund Bal
General Fund	\$0	\$1,454,558	\$0	\$1,454,558	\$5,360,332
Building Fees	0	1,000,000	0	1,000,000	\$3,149,925
Street Fund	164,000	0	164,000	0	\$97,107
REET Fund	0	1,500,000	0	1,500,000	\$2,416,211
PIF Fund	0	800,000	0	800,000	\$3,497,111
General Capital	0	41,000	0	41,000	\$0
Water Fund	205,000	550,000	0	345,000	\$1,454,065
Water SDC	0	900,000	0	900,000	\$8,473,231
Total	\$369,000	\$6,245,558	\$164,000	\$6,040,558	





CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 28, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Approving a First amendment Development Agreement with Pioneer Estates, LLC

PREVIOUS COUNCIL ACTION TAKEN:

Approval of Union Ridge Master Plan Development Agreement – Effective June 30, 2006.

SUMMARY/BACKGROUND:

The original development agreement was approved by Council Resolution Number 314 and signed by the City on June 30, 2006. The agreement was effective on June 30, 2006. The use designation for Union Ridge Master Plan adjusted lot 4 under the Union Ridge Master Plan was changed from Destination Retail/High Impact Commercial to Office/Industrial Park via PLZ-21-0049.

The development agreement amendment formally integrates the adjusted lot 4 use designation into the Union Ridge Master Plan which is referenced and contained within the original development agreement as Figure 3.

In addition to the change of uses being memorialized, the development agreement amendment adopts enhanced vegetative screening and façade standards to recognize the larger physical presence of the approved building on adjusted lot 4. Vegetative screening and façade design are memorialized in Exhibits A and B to the development agreement amendment.

BUDGET/FINANCIAL IMPACTS:

Staff does not foresee any budget or financial impacts as a result of an approval of this development agreement amendment.

ACTION OR MOTION:

Adopt Ordinance No. 1349 by making the following motion:

“I move to adopt Ordinance No. 1349, as presented.”

STAFF CONTACT: Steve Stuart, City Manager

ATTACHMENTS: Specht_Union Ridge DA (PDF)

ORDINANCE NO. 1349

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON APPROVING A FIRST AMENDMENT DEVELOPMENT AGREEMENT WITH PIONEER ESTATES, LLC

WHEREAS, Pioneer Estates LLLP, and RREEF CPIF Ridgefield Industrial, LLC (hereinafter collectively referred to as "Owner") are the legal signatories for certain real property legally described in the Union Ridge Master Plan Development Agreement, which is incorporated herein by this reference (hereinafter generally referred to as the "Agreement"); and

WHEREAS, the City and Owner entered into the Agreement effective June 30, 2006;

WHEREAS, the City is a Washington municipal corporation with land use planning and permitting authority over property within its corporate limits;

WHEREAS, the City has the authority to enter into development agreements pursuant to RCW 36.70B.170;

WHEREAS, the Master Plan that is subject to the Agreement has been amended pursuant to PLZ-21-0049 (the "Amendment Approval");

WHEREAS, Condition #3 on the Amendment Approval ("Condition #3") requires that the Development Agreement be amended to include an updated use map to reflect the impact of the Amendment Approval;

WHEREAS, in order to satisfy Condition #3, the City and Owner wish to enter into an amendment to the Agreement to satisfy Condition #3 and to make certain other changes to the Agreement;

WHEREAS, the City Council conducted a public hearing and took testimony on the proposed amendment to the Agreement at a regular meeting held on October 14, 2021;

WHEREAS, the City Council conducted a first reading of the ordinance on October 14, 2021.

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

Section 1. **Public Interest.** The City Council for the City of Ridgefield, Washington finds, following a public hearing process, that it is in the public interest for the City of Ridgefield to approve the amendment to the Development Agreement with Owner.

Section 2. **Development Agreement Amendment Approved.** The City Council for the City of Ridgefield hereby approves the amendment to the Development Agreement ("Amendment") attached hereto as Exhibit "B" hereby

incorporated fully herein by this reference and authorizes the City Manager to execute the Amendment substantially in the form attached and to take such other actions as may be necessary to effect the Amendment.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON
THIS 28th DAY OF OCTOBER 2021.

CITY OF RIDGEFIELD

Mayor, Don Stose

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Public Hearing:	October 14, 2021
First reading:	October 14, 2021
Second Reading/Passage:	October 28, 2021
Date of Publication:	November 3, 2021
Effective Date:	December 2, 2021

AFTER RECORDING RETURN TO:
City of Ridgefield
Attn: Steve Stuart
230 Pioneer St./P.O. Box 608
Ridgefield, WA 98642-0608

RECORDING COVER SHEET

This space provided for recorder's use.

INSTRUMENT TITLE: **AMENDMENT TO DEVELOPMENT AGREEMENT**

GRANTOR(S): Pioneer Estates LLLP, & RREEF CPIF Ridgefield Industrial, LLC (collectively, "Owner")

GRANTEE: CITY OF RIDGEFIELD, WASHINGTON

ABBREVIATED LEGAL DESC: #30 OF SEC 22 TN4R1EWM 38.01A and #4 OF SEC 27 T4R1EWM 12.01A

FULL LEGAL DESCRIPTION: See **Exhibit A** To This Document

ASSESSOR'S PROPERTY TAX
PARCEL ACCOUNT NUMBERS: 214215000, 215337000

REFERENCE NUMBER OF
RELATED DOCUMENTS: N/A

Attachment: Specht_Union Ridge DA (A amendment to Union Ridge DA)

DEVELOPMENT AGREEMENT

Effective Date: Date of Recording

PROPERTY

The real property subject to this Amendment is a portion of the area that is subject to the Union Ridge Master Plan and Union Ridge Master Plan Development Agreement (the “Agreement”) as more particularly described on **Exhibit A** attached hereto and incorporated herein by this reference (“Master Plan Area”). The specific portions of the Master Plan Area affected by this Amendment are two tax parcels within the City of Ridgefield, Clark County, Washington. One of the tax parcels is known as Lot #30 of Sec. 22 T4NR1EWM and contains approximately 38.01 acres of land (“Lot 30”). The second parcel is known as Lot #4 of Sec. 27 T4NR1EWM and contains approximately 12.01 acres of land (“Lot 4” and, together with Lot 30, collectively, the “Lots”). The Lots are legally described on **Exhibit B** attached hereto and incorporated herein by this reference.

PARTIES

RREEF CPIF Ridgefield Industrial, LLC (“Developer”) is the current owner of fee title to the Lots.

PIONEER ESTATES LLLP and RREEF CPIF Ridgefield Industrial, LLC (collectively, “Owner”) and the City are the necessary parties to this Amendment of the Agreement.

The CITY OF RIDGEFIELD is a Washington municipal corporation (hereafter “City”) and is responsible for land use planning and permitting pursuant to the Growth Management Act, RCW 35A.63 and RCW 58.17.

Owner, Developer, and the City, as defined in this agreement, are sometimes referred to herein, collectively, as the “Parties” and individually as a “Party”.

AUTHORITIES

Whereas, the Parties are authorized to enter this Agreement by RCW 36.70B.170(1).

Whereas, pursuant to RCW 36.70B.170, a development agreement may set forth the development standards and other provisions that will apply to, govern and vest the development, use and mitigation of the development of real property for the duration specified in the agreement, which statute provides:

Attachment: Specht_Union Ridge DA (Amendment to Union Ridge DA)

(1) A local government may enter into a Development Agreement with a person having ownership or control of real property within its jurisdiction. A city may enter into a development agreement for real property outside its boundaries as part of a proposed annexation or a service agreement. A development agreement must set forth the development standards and other provisions that will apply to and govern and vest the development, use, and mitigation of the development of the real property for the duration specified in the agreement. A development agreement will be consistent with applicable development regulations adopted by a local government planning under chapter 36.70A RCW;

Whereas, the legislative findings supporting the enactment of this section provide:

The legislature finds that the lack of certainty of the approval of development projects can result in a waste of public and private resources, escalate housing costs for consumers and discourage the commitment to comprehensive planning which would make maximum efficient use of resources at the least economic cost to the public. Assurance to a development project applicant that upon government approval the project may proceed in accordance with existing policies and regulations, and subject to conditions of approval, all as set forth in a development agreement, will strengthen the public planning process, encourage private, participation and comprehensive planning, and reduce the economic costs of development. Further, the lack of public facilities and services is a serious impediment to development of new housing and commercial uses. Project applicants and local governments may include provisions and agreements whereby applicants are reimbursed over time for financing public facilities. It is the intent of the legislature by RCW 36.70B.170 through 36.70B.210 to allow local governments and owners and developers of real property to enter into development agreements.

RECITALS

- A. Developer owns the Lots located at 6737 S 11TH CIR and 6547 S 5TH ST, Ridgefield, WA 98642, comprising a total of approximately 50.02 acres.
- B. Developer sought to amend the uses for the Lots in the Agreement, which required a concurrent change to the Master Plan and an amendment to the Agreement.
- C. The Master Plan was amended through a Type III Post-Decision Review process under RDC 18.240.110.C.2.h, and was completed pursuant to PLZ-21-0049 (the “Master Plan Amendment”) and this amendment to the Agreement is required in order to complete the amendment to the Master Plan.
- D. Owner and the City are the necessary parties to amend the Agreement.
- E. Developer and the City have agreed that due to the location and scope of the proposed development on Property, it would benefit the project and public to provide enhanced façade features and vegetive buffers in addition to and in lieu of the requirements set forth in the

Agreement.

F. Each of the Recitals contained herein are intended to be, and are incorporated as, covenants between the Parties and will be so construed.

AGREEMENT

NOW, THEREFORE, the Parties agree as follows:

1. UNION RIDGE MASTER PLAN USE DESIGNATION

Developer has successfully completed a Type III Post-Decision Review process with the City to change the use designation for the Lots. Accordingly, the Agreement is hereby amended to provide that the Master Plan subject to the Agreement is the Master Plan as amended by the Master Plan Amendment.

2. LANDSCAPING PLAN

In order to best provide a vegetative buffer between the allowed uses and buildings on the Lots and the surrounding public areas, the landscaping plan attached hereto as **Exhibit C** and incorporated herein by this reference replaces any landscaping plan for the Lots set forth in the Agreement.

3. FEE IN LIEU

Developer hereby agrees that the City may use approximately \$54,464.00, that would otherwise be payable to Developer and that was paid to the City by another developer as a fee-in-lieu of making certain improvements to 10th Street, to purchase and plant additional trees and vegetation.

4. FAÇADE IMPROVEMENTS

In lieu of any requirements in the Agreement related to the design of building facades for development on the Lots, buildings on the Lots shall have substantially the façade designs depicted on **Exhibit D** attached hereto and incorporated herein by this reference.

5. CITY'S RESERVED AUTHORITY

Notwithstanding anything in this Amendment to the contrary, the City will have the authority to impose new or different regulations to the extent required by a serious threat to public health and safety as required by RCW 36.70B; provided, however that traffic congestion generally is not a serious threat to public health and safety but the impact of congestion at any particular location may degrade to a level that constitutes a safety hazard, and that such action will only be taken by legislative act of the Ridgefield City Council after appropriate public process.

6. EXECUTION OF AMENDMENT; COUNTERPARTS; ELECTRONIC SIGNATURES

Attachment: Specht_Union Ridge DA (A Amendment to Union Ridge DA)

This Amendment may be executed in several counterparts; each of which shall be deemed an original and all of which shall constitute one and the same instrument, and shall become effective when counterparts have been signed by each of the Parties and delivered to the other Parties; it being understood that all Parties need not sign the same counterparts – PROVIDED that all signature pages will be recorded together, and the complete recorded Amendment will constitute the final instrument. The exchange of copies of this Amendment and of signature pages by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in “portable document format” (“.pdf”) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, or by combination of such means, shall constitute effective execution and delivery of this Amendment as to the Parties and may be used in lieu of the original Amendment for all purposes. Signatures of the Parties transmitted by facsimile shall be deemed to be their original signatures for all purposes.

7. TERMINATION

The Amendment may be terminated by a mutual agreement of the Parties in writing, which will be recorded.

8. AUTHORIZATION

The persons executing this Amendment on behalf of the Parties are authorized to do so and, upon execution by such parties, this Amendment will be a valid and binding obligation of such parties in accordance with its terms. The Parties have each obtained any and all consents required to enter into this Amendment and to consummate or cause to be consummated the transactions contemplated hereby.

9. RUN WITH THE LAND

This Amendment shall run with the land and benefit and bind the Parties and the Parties' heirs, successors and assigns, and will be recorded with the Clark County Auditor.

10. ASSIGNABILITY AND CONTRACTUAL TRANSFER OF OBLIGATIONS

The rights and obligations established in this Amendment are assignable by Developer to its successors and assigns and any future owners of all or any portion of the Lots.

11. TERM

The Term of this Amendment will expire on the fifth (5th) anniversary of the date of the recording of this Amendment if Developer does not commence construction of its project on the Lots prior to such date.

prior to such date. The Term may, however, be extended in writing by mutual agreement of the Parties which shall be recorded.

12. PUBLIC HEARING

The Ridgefield City Council has approved execution of this Amendment by ordinance after a public hearing.

13. DISPUTE RESOLUTION

Should a disagreement arise between the Parties, the Parties agree to attempt to resolve the disagreement by first meeting and conferring. If such meeting proves unsuccessful to resolve the dispute, the disagreement may be resolved by a civil action.

14. APPLICABLE LAW AND VENUE

This Amendment will be construed in accordance with the laws of the State of Washington, and exclusive venue for any dispute will be in the Clark County Superior Court.

15. SEVERABILITY

If any portion of this Amendment will be invalid or unenforceable to any extent, the validity of the remaining provisions will not be affected thereby. If a material provision of this Amendment is held invalid or unenforceable such that a Party does not receive the benefit of its bargain, then the other Parties will renegotiate in good faith terms and provisions that will effectuate the spirit and intent of the Parties' agreement herein.

16. INCONSISTENCIES

If any provisions of the Ridgefield Development Code and land use regulations are deemed inconsistent with this Amendment, the court shall first attempt to harmonize the provisions and if unable to do so, the provisions of this Amendment will prevail, excepting the City's reserved authority as explicitly defined herein.

17. AMENDMENTS

This Amendment may only be amended by a mutual written agreement of the Parties that has been recorded in the Clark County deed records.

18. SURVIVAL

Any covenant or condition set forth in this Amendment, the full performance of which is not specifically required prior to the expiration or earlier termination but which by its terms is to survive the termination of this Amendment, will survive the expiration or earlier termination of this Amendment and will remain fully enforceable thereafter.

19. NO DIRECT BENEFIT TO THIRD PARTIES

The Parties are the only parties to this Amendment and are the only parties entitled to enforce its terms, except as otherwise specifically provided in this Amendment. There are no third-party beneficiaries.

20. ENTIRE AGREEMENT

This Amendment and the Agreement constitute the entire agreement between the Parties as to the subject matter hereof.

21. NOTICES

All notices will be in writing and may be delivered by personal delivery, by overnight courier service, or by deposit in the United States Mail, postage prepaid, as certified mail, return receipt requested, and addressed as follows:

City:	City of Ridgefield Attn: Steve Stuart 230 Pioneer St./PO Box 608 Ridgefield, WA 98642-0608
With a copy to:	Janean Parker Law Office of Janean Z. Parker PO Box 298 Adna, WA 98522
Owner:	Pioneer Estates LLLP, _____ _____ Attn: _____
Developer:	c/o Specht Development, Inc. 10260 SW Greenburg Rd Suite 170 Portland, OR 97223 Attn: Brent Hedberg
With a copy to:	Stoel Rives LLP 760 SW Ninth Avenue Suite 3000 Portland, OR 97205 Attn: Andrew Solomon

Notices will be deemed received by the addressee upon the earlier of actual delivery or refusal of a party to accept delivery thereof. The addresses to which notices are to be delivered may be

Attachment: Specht_Union Ridge DA (Amendment to Union Ridge DA)

changed by giving notice of such change in address in accordance with this notice provision.

22. TIME IS OF THE ESSENCE

Time is of the essence in the performance of and adherence to each and every provision of this Amendment.

23. NON-WAIVER

Waiver by any Party of strict performance of any provision of this Amendment will not be deemed a waiver of or prejudice a Party's right to require strict performance of the same or any other provision in the future. A claimed waiver must be in writing and signed by the Party granting a waiver. A waiver of one provision of this Amendment will be a waiver of only that provision. A waiver of a provision in one instance will be a waiver only for that instance, unless the waiver explicitly waives that provision for all instances.

24. HEADINGS

The section headings are for convenience in reference and are not intended to define or limit the scope of any provision of this Amendment.

25. INTERPRETATION OF AMENDMENT; STATUS OF PARTIES

This Amendment is the result of arm's-length negotiations between the Parties and will not be construed against any Party by reason of its preparation of this Amendment. Nothing contained in this Amendment will be construed as creating the relationship of principal and agent, partners, joint venturers, or any other similar relationship between the Parties. In the event of any conflict between the terms and provisions of this Amendment and the terms and provisions of the Agreement, the terms and provisions of this Amendment will control.

26. FUTURE ASSURANCES

Each of the Parties will promptly execute and deliver such additional documents and will do such acts that are reasonably necessary, in connection with the performance of their respective obligations under this Amendment so as to carry out the intent of this Amendment.

[signatures and notary blocks on following pages]

Attachment: Specht_Union Ridge DA (Amendment to Union Ridge DA)

OWNER

PIONEER ESTATES LLLP

By: _____

Name: _____

Its: _____

STATE OF _____)
)ss.

County of _____)

This instrument was acknowledged before me on _____, 20____ by _____
_____, as _____ of _____, a(n)
_____.

Notary Public for _____

My Commission Expires: _____

Attachment: Specht_Union Ridge DA (Amendment to Union Ridge DA)

DEVELOPER

RREEF CPIF Ridgefield Industrial, LLC, a Delaware limited liability company

By: RREEF CPIF Ridgefield Industrial JV, LLC, a Delaware limited liability company, its sole member

By: RREEF CPIF Ridgefield Industrial Member, LLC, a Delaware limited liability company, its Manager

By: RREEF America, L.L.C.,
a Delaware limited liability company, its authorized signatory

By: _____
Name: _____
Its: Authorized Signatory

By: _____
Name: _____
Its: Authorized Signatory

STATE OF _____)
)ss.
County of _____)

This instrument was acknowledged before me on _____, 20____ by _____
_____, as _____ of _____, a(n)
_____.

Notary Public for _____
My Commission Expires: _____

Attachment: Specht_Union Ridge DA (A amendment to Union Ridge DA)

CITY OF RIDGEFIELD

 By: Steven Stuart
 Its: City Manager

 Date

State of Washington)
) ss.
 City of _____)

I certify that I know or have satisfactory evidence that Steven Stuart is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the City Manager of the City of Ridgefield to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: _____, 2021.

(Seal or stamp)

 Signature

 Title
 My appointment expires _____

Approved as to form:

 City Counsel

Attachment: Specht_Union Ridge DA (Amendment to Union Ridge DA)

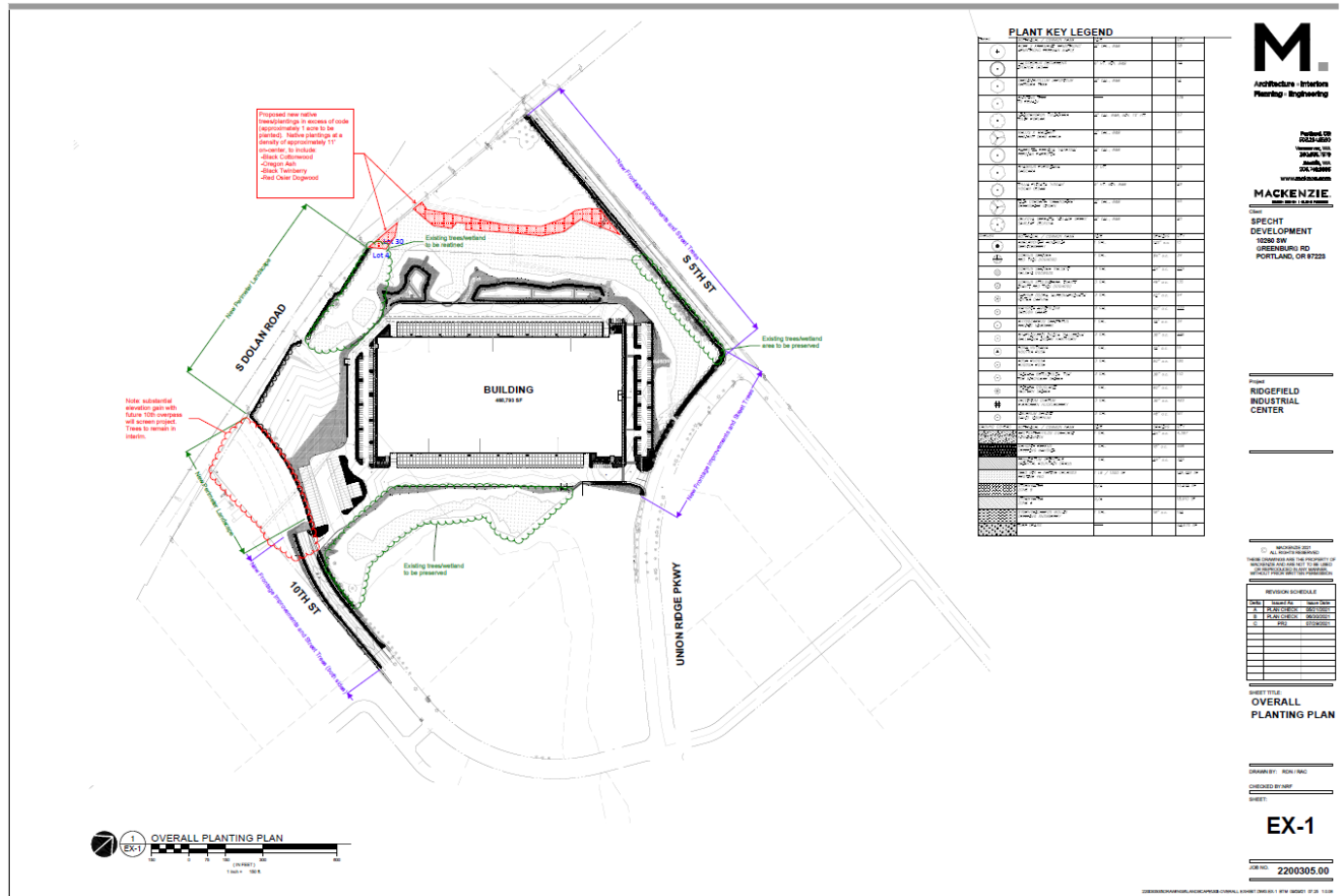
EXHIBIT A

Legal Description

Attachment: Specht_Union Ridge DA (A amendment to Union Ridge DA)

EXHIBIT B
Landscape Plan

Attachment: Specht_Union Ridge DA (A amendment to Union Ridge DA)

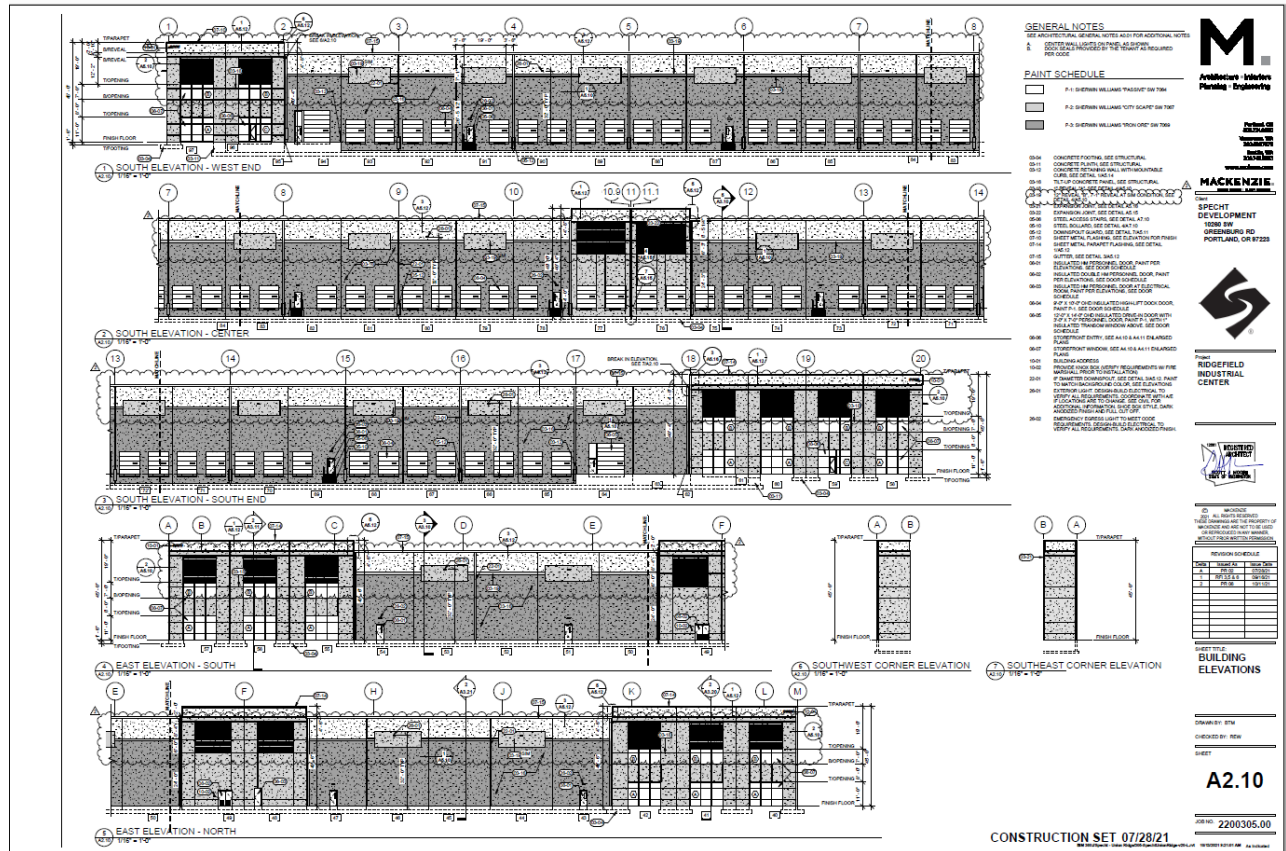


Attachment: Specht_Union Ridge DA (A amendment to Union Ridge DA)

EXHIBIT C

Building Façade Elevations

Attachment: Specht_Union Ridge DA (A amendment to Union Ridge DA)



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 28, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Approving a First Amendment Development Agreement with Odc Ridgefield Heights, LLC

PREVIOUS COUNCIL ACTION TAKEN:

Approval of Ridgefield Heights Development Agreement – March 30, 2017. Approval by Hearings Examiner of Kemper 200-lot Subdivision – December 14, 2007.

SUMMARY/BACKGROUND:

The 2007 subdivision application (formerly “Kemper”) was approved by the Ridgefield Hearings Examiner for 200 lots. The decision also included a requirement that Kemper construct (at their expense) a connection to Pioneer Street / SR501 from S Bertsinger Road.

Due to topography, environmental, road classification, and cost concerns, developer asked City to consider a Development Agreement for the subdivision (subsequently referred to as “Ridgefield Heights”) that would change the classification of S Bertsinger Rd to local access only, remove the replacement bridge required by the 2007 Final Order, not allow new trips from subdivision onto S Bertsinger Rd, not allow construction traffic to use S Bertsinger Rd, require developer contribution for the future extension of S 35th Ave from project area to Pioneer Street / SR501, and require developer improvement of S 10th Way between the eastern boundary of the subject property to the intersection of S 35th Place. The City agreed to plan, design, and construct improvements to S 35th Place, which would connect improvements on S 10th Way and S 15th Street.

This amendment to the Development Agreement would change the requirements for improvement to S 35th Place from City to Developer responsibility and provide a process for City to reimburse those costs through Traffic Impact Fee Credits.

BUDGET/FINANCIAL IMPACTS:

Staff does not foresee any budget or financial impacts as a result of an approval of this development agreement amendment, as the current cost burden for S 35th Place rests with the City and would simply be repaid to Developer through TIF Credits.

ACTION OR MOTION:

Adopt Ordinance No. 1350 by making the following motion:

“I move to adopt Ordinance No. 1350, as presented.”

STAFF CONTACT: Steve Stuart, City Manager

ATTACHMENTS:

ODC Ridgefield Heights DA (PDF)

ORDINANCE NO. 1350

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON APPROVING A FIRST AMENDMENT DEVELOPMENT AGREEMENT WITH ODC RIDGEFIELD HEIGHTS, LLC

WHEREAS, ODC Ridgefield Heights LLC (hereinafter referred to as "Owner") is a signatory of 2017 Ridgefield Heights Development Agreement (hereinafter referred to as the "DA") with the City of Ridgefield (hereinafter referred to as "City"), and current owner for certain real property subject to this DA (Assessor's Property Tax Parcel Account Numbers 213727000; 213491000; 213509000); and

WHEREAS, the City and Owner entered into the DA on March 30, 2017; and

WHEREAS, the City is a Washington municipal corporation with land use planning and permitting authority over property within its corporate limits; and

WHEREAS, the City has the authority to enter into development agreements pursuant to RCW 36.70B.170; and

WHEREAS, Lennar Northwest, Inc (hereinafter referred to as "Developer") is the current owner for certain real property subject to this DA (Assessor's Property Tax Parcel Account Number 213745000) and as such is a successor in interest bound by terms of the DA; and

WHEREAS, the City, Owner, and Developer wish to enter into an amended DA related to the responsibility for design and construction of traffic improvements on S 35th Place; and

WHEREAS, the City Council conducted a public hearing and took testimony on the proposed amended development agreement at a regular meeting held on October 14, 2021; and

WHEREAS, the City Council conducted a first reading of the ordinance on October 14, 2021;

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

Section 1. **Public Interest.** The City Council for the City of Ridgefield, Washington finds, following a public hearing process, that it is in the public interest for the City of Ridgefield to approve the Amended Development Agreement with Owner and Developer.

Section 2. **Development Agreement Amendment Approved.** The City Council for the City of Ridgefield hereby approves the Amended Development Agreement and authorizes the City Manager to execute the agreement substantially

in the form attached and to take such other actions as may be necessary to effect this agreement.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON
THIS 28th DAY OF OCTOBER 2021.

CITY OF RIDGEFIELD

Mayor, Don Stose

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Public Hearing:	October 14, 2021
First reading:	October 14, 2021
Second Reading/Passage	October 28, 2021
Date of Publication:	November 3, 2021
Effective Date:	December 2, 2021

MAIL TAX STATEMENTS TO:

AFTER RECORDING RETURN TO:

City of Ridgefield
 Attn: Steve Stuart
 230 Pioneer St./P.O. Box 608
 Ridgefield, WA 98642-0608

RECORDING COVER SHEET

This space provided for recorder's use.

INSTRUMENT TITLE:	DEVELOPMENT AGREEMENT
GRANTOR(S):	LENNAR NORTHWEST, INC. ("Developer") ODC RIDGEFIELD HEIGHTS LLC ("Owner")
GRANTEE:	CITY OF RIDGEFIELD, WASHINGTON ("City")
ABBREVIATED LEGAL DESC:	#44 OF SEC 20 T4NR1EWM 38.45A #7 SEC 19 T4NR1EWM 19.25A #24 OF SEC 20 T4NR1EWM 10A
FULL LEGAL DESCRIPTION:	See Exhibit A To This Document
ASSESSOR'S PROPERTY TAX PARCEL ACCOUNT NUMBERS:	213745000; 213727000; 213491000; 213509000
REFERENCE NUMBER OF RELATED DOCUMENTS:	N/A

Attachment: ODC Ridgefield Heights DA (Amendment to Ridgefield Heights DA)

DEVELOPMENT AGREEMENT

Effective Date: Date of Recording

PROPERTY

The real property subject to this Agreement consists of four tax parcels within the City of Ridgefield, Clark County, Washington – Assessor’s Property Tax Parcel Account Numbers 213745000, 213727000, 213491000, and 213509000. The legal description for the parcels is attached as **Exhibit A**. The four tax parcels are subject to a 2017 Development Agreement (hereinafter “DA”) between Owner and City.

PARTIES

LENNAR NORTHWEST, INC. are the current owners of fee title to subject parcel 213745000. As used herein, “Developer” means Lennar Northwest, Inc..

ODC RIDGEFIELD HEIGHTS LLC (hereinafter “Owner”) are the Grantors in the 2017 DA and a necessary signatory to this amendment due to their continued ownership in fee simple title to subject parcels 213727000, 213491000, and 213509000.

The CITY OF RIDGEFIELD is a Washington municipal corporation (hereafter “City”) and is responsible for land use planning and permitting pursuant to the Growth Management Act, RCW 35A.63 and RCW 58.17.

Owner, Developer, and the City, as defined in this Agreement, are collectively referred to as the Parties.

AUTHORITIES

Whereas, the Parties are authorized to enter this Agreement by RCW 36.70B.170(1).

Whereas, pursuant to RCW 36.70B.170, a development agreement may set forth the development standards and other provisions that will apply to, govern and vest the development, use and mitigation of the development of real property for the duration specified in the agreement, which statute provides:

(1) A local government may enter into a Development Agreement with a person having ownership or control of real property within its jurisdiction. A city may enter into a development agreement for real property outside its boundaries as part of a proposed annexation or a service agreement. A development agreement must set forth the development standards and other provisions that will apply to and govern and vest the development, use, and mitigation of the development of the real property for the duration specified in the agreement. A development agreement will be consistent with applicable development regulations adopted by a local government planning under chapter 36.70A RCW;

Whereas, the legislative findings supporting the enactment of this section provide:

The legislature finds that the lack of certainty of the approval of development projects can result in a waste of public and private resources, escalate housing costs for consumers and discourage the commitment to comprehensive planning which would make maximum efficient use of resources at the least economic cost to the public. Assurance to a development project applicant that upon government approval the project may proceed in accordance with existing policies and regulations, and subject to conditions of approval, all as set forth in a development agreement, will strengthen the public planning process, encourage private, participation and comprehensive planning, and reduce the economic costs of development. Further, the lack of public facilities and services is a serious impediment to development of new housing and commercial uses. Project applicants and local governments may include provisions and agreements whereby applicants are reimbursed over time for financing public facilities. It is the intent of the legislature by RCW 36.70B.170 through 36.70B.210 to allow local governments and owners and developers of real property to enter into development agreements.

AGREEMENT

NOW, THEREFORE, the Parties agree as follows:

1. RESPONSIBILITY FOR DESIGN AND CONSTRUCTION OF IMPROVEMENTS TO S 35TH PLACE

Under the DA, Section 5(b), the City is responsible for specified planning, designing, and construction of improvements to S 35th Place between S 10th Way and S 15th Street. The City in part agreed to improvements that “resolve deficiencies including, but not limited to, roadway widths constructed consistent with the scenic collector standard (24 feet of paved surface)” and “comply with current applicable roadway construction and stormwater standards”.

Owner is required in the DA to improve S 10th Way between the eastern boundary of the subject property to the intersection of S 35th Place to a scenic collector standard.

Developer is already undertaking design work for the Owner’s required S 10th Way improvements and expressed concern that the City’s required work on S 35th Place be initiated.

The Parties find there to be a benefit to the project and public for the work on S 10th Way and S 35th Place to be coordinated. To assure the work is completed in a timely fashion and at a lower overall cost to the Parties, the Parties hereby agree that the Developer shall take on all the responsibilities for S 35th Place improvements contained in the DA Section 5(b). In exchange for Developer's agreement to undertake this work, the City agrees to include S 35th Place in a Capital Facilities Plan Amendment which shall be presented to the City Council prior to the end of calendar year 2021, for the purposes of making the work on S 35th Place eligible for reimbursement through Traffic Impact Fee Credits.

2. CITY'S RESERVED AUTHORITY

Notwithstanding anything in this Agreement to the contrary, the City will have the authority to impose new or different regulations to the extent required by a serious threat to public health and safety as required by RCW 36.70B; provided, however that traffic congestion generally is not a serious threat to public health and safety but the impact of congestion at any particular location may degrade to a level that constitutes a safety hazard, and that such action will only be taken by legislative act of the Ridgefield City Council after appropriate public process.

3. EXECUTION OF AGREEMENT; COUNTERPARTS; ELECTRONIC SIGNATURES

This Agreement may be executed in several counterparts; each of which shall be deemed an original and all of which shall constitute one and the same instrument, and shall become effective when counterparts have been signed by each of the Parties and delivered to the other Parties; it being understood that all Parties need not sign the same counterparts – PROVIDED that all signature pages will be recorded together, and the complete recorded Agreement will constitute the final instrument. The exchange of copies of this Agreement and of signature pages by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, or by combination of such means, shall constitute effective execution and delivery of this Agreement as to the Parties and may be used in lieu of the original Agreement for all purposes. Signatures of the Parties transmitted by facsimile shall be deemed to be their original signatures for all purposes.

4. TERMINATION

The Agreement may be terminated by a mutual agreement of the Parties in writing, which will be recorded.

5. AUTHORIZATION

The persons executing this Agreement on behalf of the Parties are authorized to do so and, upon execution by such parties, this Agreement will be a valid and binding obligation of such parties in accordance with its terms. The Parties have each obtained any and all consents required to enter into this Agreement and to consummate or cause to be consummated the transactions contemplated hereby.

6. RUN WITH THE LAND

This Agreement shall run with the land and benefit and bind the Parties and the Parties' heirs, successors and assigns, and will be recorded with the Clark County Auditor.

7. ASSIGNABILITY AND CONTRACTUAL TRANSFER OF OBLIGATIONS

The rights and obligations established in this Agreement are assignable by Owner and/or Developer to its successors and assigns including, without limitation.

8. TERM

The Term of this Agreement will expire on the fifth (5th) anniversary of the date of the recording of this document if Developer does not commence construction of its project on the parcels prior to such date. The Term may, however, be extended in writing by mutual agreement of the Parties which shall be recorded.

9. PUBLIC HEARING

The Ridgefield City Council has approved execution of this Agreement by ordinance after a public hearing.

10. DISPUTE RESOLUTION

Should a disagreement arise between the Parties, the Parties agree to attempt to resolve the disagreement by first meeting and conferring. If such meeting proves unsuccessful to resolve the dispute, the disagreement may be resolved by a civil action.

11. APPLICABLE LAW AND VENUE

This Agreement will be construed in accordance with the laws of the State of Washington, and exclusive venue for any dispute will be in the Clark County Superior Court.

12. SEVERABILITY

If any portion of this Agreement will be invalid or unenforceable to any extent, the validity of the remaining provisions will not be affected thereby. If a material provision of this Agreement is held invalid or unenforceable such that a Party does not receive the benefit of its bargain, then the other Parties will renegotiate in good faith terms and provisions that will effectuate the spirit and intent of the Parties' agreement herein.

13. INCONSISTENCIES

If any provisions of the Ridgefield Development Code and land use regulations are deemed inconsistent with this Agreement, the court shall first attempt to harmonize the provisions and if unable to do so, the provisions of this Agreement will prevail, excepting the City's reserved authority as explicitly defined herein.

14. AMENDMENTS

This Agreement may only be amended by a mutual written agreement of the Parties that has been recorded in the Clark County deed records.

15. SURVIVAL

Any covenant or condition set forth in this Agreement, the full performance of which is not specifically required prior to the expiration or earlier termination but which by its terms is to survive the termination of this Agreement, will survive the expiration or earlier termination of this Agreement and will remain fully enforceable thereafter.

16. NO DIRECT BENEFIT TO THIRD PARTIES

The Parties are the only parties to this Agreement and are the only parties entitled to enforce its terms, except as otherwise specifically provided in this Agreement. There are no third-party beneficiaries.

17. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties as to the subject matter.

18. NOTICES

All notices will be in writing and may be delivered by personal delivery, by overnight courier service, or by deposit in the United States Mail, postage prepaid, as certified mail, return receipt requested, and addressed as follows:

City:	City of Ridgefield Attn: Steve Stuart 230 Pioneer St./PO Box 608 Ridgefield, WA 98642-0608
With a copy to:	Janean Parker Law Office of Janean Z. Parker PO Box 298 Adna, WA 98522
Owner:	ODC Ridgefield Heights, LLC 19767 SW 72 nd Ave, Suite 100 Tualatin, OR 97062 _____ _____ Attn: _____

With a copy to:

 Attn: _____

Developer: Lennar Northwest, Inc.

With a copy to:

Notices will be deemed received by the addressee upon the earlier of actual delivery or refusal of a party to accept delivery thereof. The addresses to which notices are to be delivered may be changed by giving notice of such change in address in accordance with this notice provision.

19. TIME IS OF THE ESSENCE

Time is of the essence in the performance of and adherence to each and every provision of this Agreement, including the City's review of Developer's construction and engineering submittals to complete road work subject to this Amendment.

20. NON-WAIVER

Waiver by any Party of strict performance of any provision of this Agreement will not be deemed a waiver of or prejudice a Party's right to require strict performance of the same or any other provision in the future. A claimed waiver must be in writing and signed by the Party granting a waiver. A waiver of one provision of this Agreement will be a waiver of only that provision. A waiver of a provision in one instance will be a waiver only for that instance, unless the waiver explicitly waives that provision for all instances.

21. HEADINGS

The section headings are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.

22. INTERPRETATION OF AGREEMENT; STATUS OF PARTIES

This Agreement is the result of arm's-length negotiations between the Parties and will not be construed against any Party by reason of its preparation of this Agreement. Nothing contained in this Agreement will be construed as creating the relationship of principal and agent, partners, joint venturers, or any other similar relationship between the Parties.

23. FUTURE ASSURANCES

Each of the Parties will promptly execute and deliver such additional documents and will do such acts that are reasonably necessary, in connection with the performance of their respective obligations under this Agreement so as to carry out the intent of this Agreement.

Signatures appear on the following pages.

OWNER

Barry A Cain

Date

STATE OF _____)

)ss.

County of _____)

This record was acknowledged before me on _____, 21 by _____
_____, as _____ of _____, a(n)
_____.

Notary Public for _____

My Commission Expires: _____

DEVELOPER

Lennar Northwest, Inc.

By: _____

STATE OF _____)

)ss.

County of _____)

This record was acknowledged before me on _____, 21 by _____
 _____, as _____ of _____, a(n)
 _____.

My Commission Expires: _____

 Notary Public for _____

CITY OF RIDGEFIELD

 By: Steven Stuart
 Its: City Manager

 Date

State of Washington)
) ss.
 City of _____)

I certify that I know or have satisfactory evidence that Steven Stuart is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the City Manager of the City of Ridgefield to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: _____, 2021.

(Seal or stamp)

 Signature

 Title
 My appointment expires _____

Approved as to form:

 City Counsel

Attachment: ODC Ridgefield Heights DA (Amendment to Ridgefield Heights DA)

EXHIBIT A

Legal Description

The following described property lying in Section 19 and Section 20, Township 4 North, Range 1 East of the Willamette Meridian, situated in the County of Clark, State of Washington, to wit;

Tract "A"

The South West $\frac{1}{4}$ of the South West $\frac{1}{4}$ of said Section 20 except that portion lying South Westerly of Bertsinger Road (a.k.a. N.W. 259th Street and N.W. 51st Avenue), except public roads.

Tract "B"

Beginning at the North West corner of the South West $\frac{1}{4}$ of said Section 20 and running thence South along the Section line 619.5 feet to the true point of beginning; thence South 701.5 feet more or less to the South West corner of the North West $\frac{1}{4}$ of the South West $\frac{1}{4}$ of said Section 20; thence East 561 feet; thence North to a point 10 feet North of the center line of an unnamed creek running Easterly across said North West $\frac{1}{4}$ of the South West $\frac{1}{4}$, said point being South Easterly from the point of beginning; thence North Westerly in a direct line to the true point of beginning.

EXCEPT public roads.

Tract "C"

Beginning at the North East corner of the South East $\frac{1}{4}$ of said Section 19, thence South 1,254 feet; thence West 752 feet; thence in a Northerly direction to a point 868 feet West of the North East corner of said South East $\frac{1}{4}$; thence East 868 feet to the point of beginning.

EXCEPT tract in North East corner deeded to the Town of Ridgefield, recorded in Volume 101, Page 367, records of said county;

EXCEPT tracts in North East corner deeded to George B. Robinson, recorded in Volume 149, Page 286 and in Volume 178, Page 503, records of said County.

EXCEPT any portion thereof lying within the right of way of NW 264th Street, NW 54th Avenue and Bertsinger Road.

ALSO EXCEPT that portion conveyed to the State of Washington for State Highway 1-T by deed recorded under Auditor's File No. G94721.

Portland-2188589.1 0029924-00062

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 28, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington amending and Creating Chapters Within Titles 13, 14, and 18 of the Ridgefield Municipal Code amending Chapters 13.40 Billings and Payment, 14.72 Public Works Construction, 18.100 Definitions, 18.210 Residential Low Density Districts, 18.230 Commerical Districts, 18.600 Subdivisions, 18.740 Fences and Walls; and Creating Chapter 18.615 Large Lot Plats.

GOVERNING LEGISLATION:

RCW 36.70A – Growth Management

RCW 58.17 – Plats-Subdivisions-Dedications

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

Staff propose a series of amendments to Titles 13, 14, and 18 of the Ridgefield Municipal Code (RMC). The purpose of the proposed amendments is to keep the code up-to-date and to address current issues in order to better serve the Ridgefield community.

See the staff report and supporting attachments for further information.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

None. Public hearing.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: Fall 2021 RMC Amendments_Staff Report_CC (PDF)
2021 Fall RMC Amendments Matrix_CC (PDF)
Chapter 18.615 Large Lot Plats (PDF)

ORDINANCE NO. 1352

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING AND CREATING CHAPTERS WITHIN TITLES 13, 14, AND 18 OF THE RIDGEFIELD MUNICIPAL CODE AMENDING CHAPTERS 13.40 BILLINGS AND PAYMENT, 14.72 PUBLIC WORKS CONSTRUCTION, 18.100 DEFINITIONS, 18.210 RESIDENTIAL LOW DENSITY DISTRICTS, 18.230 COMMERCIAL DISTRICTS, 18.600 SUBDIVISIONS, 18.740 FENCES AND WALLS; AND CREATING CHAPTER 18.615 LARGE LOT PLATS.

WHEREAS, the Finance department has reviewed the provisions within Chapter 13.40 for updates to assure that the provisions reflect current law and best practices for utility payments; and

WHEREAS, the Public Works department has reviewed the provisions within Chapter 14.72 for updates to assure that the provisions reflect current standards for engineering review; and

WHEREAS, the Community Development department has reviewed the provisions within Title 18 for updates to assure that the provisions reflect current law and best practices for development and implement the Ridgefield Urban Area Comprehensive Plan; and

WHEREAS, the City of Ridgefield, located in Clark County, Washington, is required to plan under the Growth Management Act (GMA), Revised Code of Washington (RCW) Chapter 36.70A; and

WHEREAS, Ridgefield adopted the Ridgefield Urban Area Comprehensive Plan (RUACP), as amended, consistent with the GMA; and

WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan 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, most recently including Ordinance No. 1345; and

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed revisions to Title 18 on October 6, 2021, forwarded a recommendation to amend Title 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed Title 18 amendments to the Washington State Department of Commerce on October 12, 2021 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on October 15, 2021 the City of Ridgefield issued a SEPA Determination of Non-significance (DNS) regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the SEPA DNS public comment period expired on October 29, 2021 and the City addressed all comments received; and,

WHEREAS, Planning Commission, Commerce, and SEPA actions are not required for proposed amendments to the RMC outside of Title 18; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments to Titles 13, 14, and 18 during a regularly scheduled City Council meeting held on October 28, 2021; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Titles 13, 14 and 18 during a regularly scheduled meeting held on November 4 2021; and

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Titles 13, 14, and 18.

Section 2. Amendments of Titles 13, 14, and 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Titles 13,14, and 18 set forth below in Exhibits A and B, attached hereto and incorporated by this reference.

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

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction

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

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Clark County Board of County Commissioners and the subsequent acceptance by the Ridgefield City Council.

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 4th DAY OF NOVEMBER, 2021.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: October 28, 2021
Second Reading/Passage: November 4, 2021
Date of Publication:

Effective Date:

EXHIBIT A:

Amendments to Titles 13, 14, and 18 of the Ridgefield Municipal Code

EXHIBIT B:

Chapter 18.615 – Large Lot Plats



THE CITY OF RIDGEFIELD

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

Amendments to Titles 13, 14, and 18 of the Ridgefield Municipal Code City Council Staff Report October 28, 2021

BACKGROUND

Staff propose a series of amendments to Titles 13, 14, and 18 of the Ridgefield Municipal Code (RMC). The purpose of the proposed amendments is to keep the code up-to-date and to address current issues in order to better serve the Ridgefield community.

PLANNING COMMISSION

Planning Commission held a public hearing on the proposed Title 18 amendments on October 6, 2021. (The proposed amendments to Title 13 and 14 were not required to go before Planning Commission.) There were no public comments, however, Commissioners discussed the proposed amendments and made recommendations to staff. Planning Commission comments and staff responses appear in the tables below under Discussion – Summary of Proposed Changes.

Planning Commission voted unanimously to forward a recommendation of approval, incorporating requests from Planning Commission for minor changes and further clarification, to City Council.

DISCUSSION

Types of Amendments

The proposed amendments intend to update the code to address issues identified when applying the existing code and issues anticipated for future projects in Ridgefield. For this round of updates, staff identified three types of proposed code amendments: housekeeping updates, minor policy changes, and major policy changes related to land division (see Attachment A, Fall 2021 RMC Amendments Matrix, and Attachment B, Chapter 18.615 Large Lot Plats, for details):

1. Housekeeping items: address clerical errors and clarify existing code language without substantive changes to the content.
2. Minor policy changes: add content to strengthen the code with the goal to better implement the Ridgefield Comprehensive Plan (RUACP) and existing City policies and practices.
3. Major policy changes: introduce new or significantly altered processes or strategies to implement the RUACP.

Summary of Changes

Housekeeping items:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>	<u>Planning Commission input</u>
14.72.010	Delete outdated reference.	N/A
18.230.055	Clarify that exposed beam construction means exposed wood beam construction, as intended.	No comments.

Minor Policy Changes:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>	<u>Planning Commission input</u>
13.40.040	As permitted by state law, allow customers to make payments of utility charges on an annual averaged basis rather than a per billing cycle basis.	N/A
18.740.030	Establish basic design criteria for retaining walls.	Provide more nuance on the material requirement, largely on the basis that it would be impractical to prohibit CMU. <i>Staff response:</i> The material requirement has been revised so that instead of prohibiting CMU, walls visible from the public right-of-way (including CMU walls) would need to be finished with stone veneer. The proposed code also clarifies that the standards would apply to walls and retaining walls subject to permitting; it would be impractical to enforce design requirements where staff does not review a permit application.

Major Policy Changes – Land Division:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>	<u>Planning Commission input</u>
18.210.030	Allow division of one low-density residential lot into two lots without meeting base zone lot area and density standards. Goal: facilitate one-time basic division of large low-density residential properties, typically requested for multigenerational living.	Clarify that this is a one-time exemption from lot area and density requirements for both the parent parcel and the new parcel. <i>Staff response:</i> This is ensured in the last line of the proposed code language: “Any further partitioning of the parent parcel or the oversized lot must comply with the lot size requirements of the underlying zone.”

18.600.040	As permitted by state statute, exempt the division of land into parcels at least 20 acres in area from subdivision processes. Goal: expedite basic division of very large properties for sale to multiple owners who may subsequently resubdivide and/or develop.	Is there too much risk in exempting these land divisions from all subdivision standards? <i>Staff response:</i> Parcels created using this exemption would be subject to further land use and engineering review prior to development, including but not limited to short plat, site plan, engineering site plan, grading, and critical areas review. Therefore, staff enforcement of compliance with the Comprehensive Plan, Development Code, and Engineering Standards for Public Works Construction would simply happen at a later, and more appropriate, date.
18.615	Establish a separate process for large lot plats – subdivisions that create lots between 5 and 20 acres. Allow for Type II preliminary and Type I final plat processes. Allow for redivision at any time. Base zone lot area requirements must be met, so by nature this provision is intended for non-residential properties.	Staff answered minor clarifying questions during the Planning Commission meeting.

The City Attorney provided the following guidance related to the proposed amendments in 18.600.040 and 18.615:

- RCW 58.17.040(2) provides that the subdivision chapter does not apply to divisions of land 1/128th of a section or 5 acres or larger unless the jurisdiction has adopted an ordinance requiring plat approval of such divisions. Ridgefield has done so. The City's existing subdivision code explicitly does not exempt such subdivisions requiring all divisions of land to go through the City's subdivision processes. RMC 18.600.040(D).
- There are a few different ways that large lot subdivisions have been treated in other jurisdictions if not required to go through the regular subdivision process. Some exempt large lots entirely, some provide a different regulatory process for larger lot subdivisions of certain size or number of lots, and some do a hybrid of the two:
 - Exempting lots of a certain size entirely. Some jurisdictions exempt completely from the subdivision statutory process lots of certain sizes (ie. 10, 20, 40 acres). Those lots may be divided without any subdivision requirements of RCW 58.17, however any development would still need to go through the appropriate land use permitting processes and any subdivision into smaller lots would need to comply with 58.17.

The advantages of this would be that an owner of a larger piece of land could divide the land into a fewer larger parcels without using the subdivision process and then these larger parcels could be sold and subdivided via short plat more easily. The disadvantage is that the City loses its ability to condition the land division for compliance with comprehensive plan and to plan for roads, drainage, water and other infrastructure in a coordinated way.

- Creating modified regulations for large lot subdivisions that allow them to be subdivided with fewer regulatory conditions because the final development plan for each large lot has not likely been determined. Most jurisdictions that do this provide an administrative review and approval of both the preliminary and final plat.

The advantages of this would be a simpler process for approval of large lot subdivisions with fewer conditions for approval of the final plat because the large lots created would undergo further subdivision at a later time with full compliance with either the full subdivision plat or short plat processes. The disadvantage would be creating an additional regulatory process and trying to craft such a regulation that would take into account the various scenarios that might need to be addressed by such a regulation.

- Hybrid approach. Many jurisdictions have a hybrid of the two approaches whereby lots over a certain size were exempt completely and then lots between 5 acres and that larger size went through a large lot subdivision process. Ridgefield could tailor a regulation that addressed the lot sizes and anticipated land uses of Ridgefield development.

Staff proposes the hybrid approach, whereby lots 20 acres and larger are exempt completely and lots between 5 and 20 acres are subject to a large lot subdivision process.

PROCESS

<u>Date</u>	<u>Milestone</u>
September 22, 2021	Notice of public hearing published
October 6, 2021	Planning Commission public hearing
October 28, 2021	City Council public hearing and 1st reading
November 4, 2021	City Council public meeting and 2 nd reading/adoption

Staff have received no public comments as of the date of this report.

ATTACHMENTS

- Attachment A – Fall 2021 RMC Amendments Matrix
- Attachment B – Chapter 18.615 Large Lot Plats

Fall 2021 Ridgefield Municipal Code Proposed Amendments – City Council 10/28/2021

Title 13 – Public Utilities

Title 14 – Buildings and Construction

Title 18 – Development Code

Housekeeping Updates

Code Section	Code Language	Rationale
14.72 – Public Works Construction		
14.72.010 – Standards adopted.	The Standard Specifications for Municipal Public Works Construction, prepared by Washington State Chapter, American Public Works Association, 1975, and as they may from time to time be amended, are adopted by reference. Three copies of the specifications are on file with the city clerk.	Delete outdated reference.
18.230 – Commercial Districts		
18.230.055 – Building design and features.	B. Context-sensitive building design. Development shall consider the cohesive integration of one property along with all adjacent properties in a district so that the “whole is greater than the sum of the parts.” 7. Elements of any individual site shall include exposed wood beam construction as part of the primary structure. This construction type adds balance to trellises, awnings, canopies, etc.	Exposed beam construction was intended to imply exposed wood beams. Clarify.

Minor Policy Changes

Code Section	Code Language	Rationale
13.40 – Billings and Payment		
13.40.040 – Payment of bills.	E. The Finance Director is hereby authorized to create and implement a budget payment plan in accordance with state law RCW 35.21.300. Such plan shall permit the authorized customer to make payments of utility charges on an annual averaged basis rather than on a per billing cycle basis, with at least one annual adjustment to ensure that the amount paid by the customer on an annual basis reflects the actual charges incurred.	As permitted by state law, allow customers to make payments of utility charges on an annual averaged basis rather than a per billing cycle basis.

18.740 – Fences and Walls		
18.740.030 – Design criteria.	<u>D. The following design requirements apply to all walls and retaining walls subject to permitting:</u> <u>1. Walls shall be earth-toned.</u> <u>2. Walls visible from the public right-of-way shall be faced with stone veneer.</u>	Establish basic design criteria for retaining walls.

Major Policy Changes – Land Division

Code Section	Code Language	Rationale
18.210 – Residential Low Density Districts (RLD-4, RLD-6, RLD-8)		
18.210.030 – Dimensional and density standards	B. The maximum lot area does not apply to existing lots, the remaining parent parcel after a land division, and lots created for non-residential uses such as parks and trails, utilities, and critical areas. <u>1. For a two (2) lot short plat with one (1) existing residence, a one-time exemption may be allowed wherein neither the existing lot with the residence nor the remainder lot must meet the maximum lot area permitted in the underlying zone. Any further partitioning of the parent parcel or the oversized lot must comply with the lot size requirements of the underlying zone.</u>	Allow division of one low-density residential lot into two lots without meeting lot area and density standards. Goal: facilitate basic division of large low-density residential properties, typically requested for multigenerational living.
18.600 – Subdivisions – General		
18.600.040 – Exemptions and adjustments.	D. Within the corporate limits of the city divisions of land into lots or tracts, each of which is five acres or larger are expressly not exempted from this chapter pursuant to RCW 58.17.040. The city expressly requires plat approval of all divisions of land including divisions into lots or tracts each of which is one-one hundred twenty-eighth of a section of land or larger, or five acres or larger if the land is not capable of description as a fraction of a section of land. <u>D. Division of land into lots, parcels or tracts, each of which is at least 20 acres or 1/32 of a section in area. (RCW 58.17.040)</u>	As permitted by state statute, exempt the division of land into parcels at least 20 acres in area from subdivision processes. Goal: expedite basic division of large properties for sale to multiple owners who may subsequently resubdivide and/or develop.
<u>18.615 – Large Lot Plats</u>		
	New chapter – see attached “Chapter 18.615 Large Lot Plats” document.	Establish a separate process for non-residential subdivisions that create lots between 5 and 20 acres.

		Allow for Type II preliminary and Type I final plat processes. Allow for redivision at any time.
--	--	--

- CODE
Title 18 - DEVELOPMENT CODE
Chapter 18.615 Large Lot Plats

Chapter 18.615 LARGE LOT PLATS

18.615.010 Large lot plat provisions.

The purpose of this chapter is to provide a simplified process to divide property into large lots that are not subject to the five-year waiting period prior to subsequent subdivision required for short plats.

- A. Applicability. Every division of contiguous land, for purposes of sale, lease or transfer of ownership, into two or more lots, all of which are 5 acres or 1/128 of a section of land or larger, and any one of which is smaller than 20 acres or 1/32 of a section, shall proceed in compliance with this chapter. Large lot subdivisions may be redivided pursuant to this chapter or Chapter 18.610, Short Plats, unless the proposed redivision constitutes a subdivision, in which case redivision must be approved pursuant to Chapter 18.620, Procedure for Subdivision.
- B. Approval required. It is unlawful for any person to divide land so as to constitute a large lot plat within the city, or to enter into any contract for the sale or lease of any part of such land, without first complying with the relevant provisions of this title.
- C. Administration and application.
 - 1. Pre-application review is required.
 - 2. Preliminary large lot plats are reviewed under a Type II review consistent with RDC 18.310.070.
 - 3. Final large lot plats shall be reviewed under a Type I review consistent with RDC 18.310.060.

18.615.020 Preliminary large lot plat application contents.

- A. An application for a large lot plat may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the short subdivision is sought for a governmental purpose and such application shall be filed with the city.
- B. The application shall contain the following:
 - 1. The entire lot or parcel constituting the applicants land;
 - 2. Proposed name of the large lot plat (if any). This name shall not duplicate any name used on a recorded plat or subdivision in Clark County, including the municipalities of Clark County;
 - 3. Accurate and complete legal description of the proposed large lot plat;
 - 4. Scale, north arrow and date;
 - 5. Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
 - 6. Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed large lot plat and their point of connections with existing services;
 - 7. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
 - 8. Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed large lot plat with a clear designation of their size, purpose and nature;
 - 9. Parcels of land intended or required to be dedicated for streets, open space, or other public purposes;

10. Contour lines at two-foot elevation intervals for slopes less than 25 percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
11. Accurate mapping of critical areas, including wetlands, stream corridors, slopes of fifteen to twenty-four percent, slopes of twenty-five percent and greater, floodplains and slope hazard areas;
12. Name, mailing address and telephone number owner and/or developer and/or preparer of information;
13. Environmental checklist, if required by RDC 18.810;
14. Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary the proposed large lot plat; and
15. Modifications or variations requested, if any.

18.615.030 Preliminary large lot plat approval criteria.

- A. The review authority shall approve a preliminary large lot plat if they find that the following standards are satisfied:
 1. The large lot plat conforms with the provision of Title 18, including the zoning district standards in which the large lot plat is located;
 2. The large lot plat conforms with the RUACP;
 3. The large lot plat conforms with the requirements in RDC 18.615;
 4. The large lot plat conforms with the applicable design and improvement requirements in Chapter 18.630 and the City of Ridgefield Engineering Standards for Public Works Construction, including but not limited to, appropriate provisions for:
 - a. Public health, safety and welfare,
 - b. Open spaces, parks and recreation, and playgrounds,
 - c. Drainage systems for stormwater retention and detention,
 - d. Streets, sidewalks, alleys and other public ways, transit stops, and other features that assure safe walking conditions for students,
 - e. Potable water supplies, and
 - f. Sanitary waste disposal.
 5. Unbuildable portions of a large lot plat are protected from development through conservation easements, dedications, or other appropriate means approved by the planning director.
 6. Based upon subsections (A)(1) through (A)(5) of this section, that the public use and interest will be served and not burdened.

18.615.040 Final large lot plat application.

- A. An applicant may file for a final large lot plat within five years of the date of approval of the preliminary large lot plat.
- B. An applicant for a final large plat shall submit the requisite fee and the following information:
 1. The final large lot plat map, including the following:
 - a. The entire lot or parcel constituting the applicant's land;
 - b. Large lot subdivision name (if any);

- c. North arrow and scale;
- d. The taxation parcel number or numbers as assigned to the land proposed to be divided by the Clark County assessor;
- e. The names or recording numbers of any contiguous land divisions;
- f. Lot corners and lines marking the division of the land;
- g. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
- h. Location of any roads, rights-of-way, or easements proposed to serve the lots within the large lot plat with a clear designation of their size, purpose and nature, as well as street names;
- i. Tracts (if any) and the purpose of each;
- j. The acknowledged signatures of all fee simple owners and other parties having interest in the lands being subdivided as enumerated in subsections (ii)(A) and (B) below, as well as the acknowledged signatures of all owners of property over which access or utility easements pass unless such easements are previously or simultaneously recorded by separate instrument in the county auditor's office, certifying the following:
 - i. In case of a large lot plat not containing a dedication:
 - (A) A full and correct legal description of the land to be divided as it appears on the large lot plat;
 - (B) A statement of free consent in substantially the following form, the reference to easements to be omitted where not applicable:

Know all men by these presents that: _____ are the fee simple owners of the land hereon described; have with their free consent and in accordance with their desires caused the same to be surveyed and large lot platted as shown hereon and do hereby grant and reserve the easements as shown hereon for the uses indicated hereon.

...
(Name)

...
(Name)

- ii. In the case of a large lot plat containing a dedication or easement:
 - (A) A full and correct legal description of the land to be divided as it appears on the large lot plat;
 - (B) A statement of free consent and waiver of claims for damages in substantially the following form:

DEDICATION AND WAIVER OF CLAIMS

Know all men by these presents that are the owners and all other parties having any interest in the land hereon described have with their free consent and in accordance with their desires caused the same to be surveyed and large lot platted as shown hereon do hereby dedicate those roads, rights-of-way or easements shown a public dedications hereon to the use of the public: do hereby waive on behalf of themselves and their successors in interest all claims for damages against the City of Ridgefield and any other governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of said dedicated roads and/or rights-of-way and do hereby grant and reserve the easements as shown hereon for the uses indicated.

...
(Name)

...
(Name)

- iii. If an offer of dedication includes, or is required to include, a waiver of direct access to any street from any property, the appropriate certificate shall additionally recite said waiver;
- k. A certificate by a surveyor certifying to the accuracy of the survey and short plat in substantially the following form:

I, _____, Professional Land Surveyor, do hereby certify that the large lot plat as shown is based upon an actual survey in accordance with the requirements of the Survey Recording Act, that the distances, courses and angles are shown hereon correctly, and that the monuments and lot corners have been set on the ground as shown hereon.

(Surveyor's Signature, seal and number);

- I. Signature blocks for the:
 - i. City engineer;
 - ii. Public works director;
 - iii. Community development director;
 - iv. Mayor;
 - v. County auditor; and
 - vi. County assessor.

18.615.050 Approval criteria for a final large lot plat.

- A. The review authority shall approve a final large lot plat if they find:
 - 1. It complies with the decision approving the preliminary large lot plat;
 - 2. The applicant has fulfilled all conditions of approval of the preliminary large lot plat and the requirements of this title; and
 - 3. The final large lot plat application complies with the submittal requirements of RDC 18.615.040.

18.615.060 Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of final large lot plat.

- A. The subdivider may, as an alternative to actual construction of appropriate public improvements required under RDC 18.615.030, provide a surety bond or other secure method providing for and securing to the city the actual cost of construction of required public improvements within a specified period of time and expressed in the bond or other method of security. Any bond or other method of security shall specify the improvements covered and the schedule for completion.
- B. The bond or other method of security shall be subject to approval by the city engineer prior to approval of the short plat by the administrator. In no case shall the amount of the bond or other method of security be less than one hundred fifty percent of the actual estimated cost of the improvements.
- C. All appropriate improvements to be privately improved and maintained must be fully constructed prior to approval of the final large lot plat.

- D. The subdivider shall provide the city with a maintenance bond with a two-year term valued at twenty percent of the actual construction costs, subject to review and approval by the director of public works.

18.615.070 Approval of large lot plats—Filing.

Each large lot plat shall be filed for record by the owner in the office of the Clark County auditor. The subdivider shall be responsible for payment of all filing fees.

18.615.080 Large lot plat—Amendment.

An approved and recorded large lot plat may be amended or vacated in whole or in part in a manner not involving a resubdivision by recording an amended large lot plat in accordance with the following provisions:

- A. The amended large lot plat must comply with procedures and requirements of this chapter for original large lot plat approval.
- B. The title of the amended short plat shall be:
 "Large Lot Plat No.____."
 "Amending Large Lot Plat No.____."
- C. The amended large lot plat shall show all of the land shown on the original large lot plat, all deleted original lot lines as dashed lines, and bear the acknowledged signatures of all current fee simple owners and contract purchasers of the affected lots within the original large lot plat as shown by a current title certificate.
- D. A large lot plat amended using the provisions of this section shall not increase the number of lots included in the original large lot plat.
- E. Minor errors not involving a change in lot lines may be corrected by the surveyor upon approval of the planning director by recording an affidavit with the Clark County auditor specifically referencing the short plat by number and correction.

18.615.090 Large lot plat—Decision appeals.

Appeals of preliminary or final large lot plat decisions shall be filed in accordance with Chapter 18.310.