



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, October 27, 2016
Ridgefield Community Center
210 N. Main, Ridgefield, WA 98642**

I. STUDY SESSION - 5:00 P.M.

- 1. 2017 Preliminary Budget - Kirk Johnson, Finance Director**
- 2. YMCA Market Feasibility Study - Steve Stuart, City Manager**

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

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

III. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding items not on the agenda 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.

IV. CONSENT AGENDA

- 1. Approval of Minutes from October 13, 2016 Meeting**
- 2. Approval of Claims And/Or Payroll**

V. PRESENTATION

- 1. Quarterly Report - 3RD Quarter 2016 - Kirk Johnson, Finance Director**
- 2. Complete Streets Update - Bryan Kast, Public Works Director**

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and Approval of Water Conservation Goal Setting - Bryan Kast, Public Works Director**

VII. BUSINESS

The public is invited to comment on business items at the conclusion of Council discussion prior to the vote. In cases where public record has been closed, no additional comments may be received.

- 1. Ordinance No. 1221 – First Reading of 2016 Budget Amendment -Kirk Johnson, Finance Director**
- 2. Ordinance No. 1219 - Second Reading of Ridgefield Mixed Use Overlay Approval - Jeff Niten, Community Development Director**

3. **Ordinance No. 1220 – Second Reading of Commercial Design Standards Approval-Jeff Niten, Community Development Director**
4. **Resolution No. 516 - Approval of Support for Ridgefield Outdoor Recreation Complex Project-Steve Stuart, City Manager**
5. **Motion - Approval of Bid Award for Sargent Street Storm Improvements Project - Bryan Kast, Public Works Director**

VIII. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding items not on the agenda 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.

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

X. FROM THE COUNCIL

XI. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 27, 2016
ITEM: STUDY SESSION - 5:30 P.M.
AGENDA ITEM TITLE: 2017 Preliminary Budget

GOVERNING LEGISLATION: RCW 35A.33

PREVIOUS COUNCIL ACTION TAKEN: Council adopts an annual budget each year. The 2016 budget, Ordinance No. 1197, was adopted on December 3, 2015. Council conducted a study session on the 2017 budget on August 25, 2016 and October 13, 2016.

SUMMARY/BACKGROUND: Finance staff conducted a study session with City Council on August 25, 2016 to present the 2017 budget assumptions, baseline operating budget and initial 2017 revenue projections. Finance staff also conducted a study session on October 13, 2016 to discuss 2017 initiatives and capital projects. The current study session is to provide follow-up to questions received by staff at the October 13 study session, present the preliminary draft of the final budget and the City Manager's budget message.

The Management team and Budget Advisory Committee has vetted the operating budget, initiatives and capital project requests submitted for 2017. The preliminary budget is recommended to move forward for final discussion as the fiscal plan for 2017.

BUDGET/FINANCIAL IMPACTS: Preliminary budget presentation for 2017 operating and capital budget.

RECOMMENDED ACTION OR MOTION: No action will be taken.

STAFF CONTACT: Kirk Johnson, Finance Director

Approved to be placed on City Council Agenda:

ATTACHMENTS:

2017 Budget Summary Council 10.27.16 (PDF)

2016-2017 Budget Comparison Council 10.27.16(PDF)



2017 Budget

		<i>Beginning Fund Balance</i>	<i>2017 Budgeted Revenue</i>	<i>2017 Budgeted Expense</i>	<i>Ending Fund Balance</i>
Operating Funds					
001	General Fund	\$ 2,738,636	\$ 5,609,494	\$ 5,844,633	\$ 2,503,497
101	Street Fund	94,617	593,498	641,532	46,583
406	Water Operating	1,204,579	1,633,660	1,504,438	1,333,801
407	Sewer Operating	171,894	732,348	732,298	171,944
408	Stormwater Operating	356,575	483,946	500,946	339,575
Total Operating		4,566,301	9,052,947	9,223,847	4,395,401
Special Revenue Funds					
105	Real Estate Excise Tax	3,176,061	773,539	2,075,000	1,874,600
111	Drug Fund	12,555	1,086	8,900	4,741
114	Park Impact Fee	2,034,577	754,084	995,500	1,793,161
115	Traffic Impact Fee	824,797	273,099	500,000	597,896
416	Water Utility SDC	4,818,372	1,074,197	394,813	5,497,756
Total Special Revenue		10,866,362	2,876,005	3,974,213	9,768,154
Capital Project/Equipment Replacement Funds					
300	General Capital Projects	83,979	6,186,925	6,186,900	84,004
410	Utility Capital Projects	10,800	380,025	380,000	10,825
501	Equipment Replacement (ERF)	195,815	115,067	141,600	169,282
Total Capital/ERF		290,594	6,682,017	6,708,500	264,111
Total Budget		\$ 15,723,257	\$ 18,610,968	\$ 19,906,559	\$ 14,427,666



2017 Budget

2016-2017 Budget Comparison

Description	2016 Budget	2017 Budget	Percentage Change
001 General Fund			
Revenue			
Property Tax	965,000	1,060,000	9.84%
Retail Sales & Other Tax	1,162,295	1,553,575	33.66%
Utility Taxes	916,618	1,017,411	11.00%
License & Permits	739,050	654,283	-11.47%
Planning & Development	563,410	532,473	-5.49%
Fines & Forfeits	92,248	78,417	-14.99%
Charge for Goods & Services	418,815	434,676	3.79%
Intergovernmental/Grant	189,229	176,757	-6.59%
Other Revenue/Donations	114,111	101,900	-10.70%
General Fund Revenue	5,160,776	5,609,493	8.69%
Expense			
City Council	60,940	80,660	32.36%
Judicial	124,500	130,000	4.42%
Executive	193,429	220,391	13.94%
Legal	60,000	45,000	-25.00%
Finance	314,724	355,246	12.88%
Human Resources	201,635	174,618	-13.40%
Administration	325,090	307,972	-5.27%
Gen Govt/Facilities	674,921	664,669	-1.52%
Information Tech	219,054	187,339	-14.48%
Public Safety	1,453,845	1,531,034	5.31%
Civil Service	1,300	1,000	-23.08%
Cemetery	29,990	29,570	-1.40%
Transfers	612,300	476,100	-22.24%
Community Development	928,155	1,264,509	36.24%
Parks	404,574	376,525	-6.93%
General Fund Expense	5,604,457	5,844,632	4.29%
	(443,681)	(235,139)	47.00%



2017 Budget

2016-2017 Budget Comparison

Description	2016 Budget	2017 Budget	Percentage Change
101 Street Fund			
Revenue			
Utility Tax/Franchise Fee	57,049	64,063	12.29%
Permits	7,500	9,106	21.41%
Grants	3,500	-	-100.00%
Intergovernmental	138,048	156,705	13.51%
Other Revenue	300	2,525	741.67%
Transfers In	462,300	361,100	-21.89%
Street Fund Revenue	668,697	593,498	-11.25%
Expense			
Streets	665,249	641,532	-3.57%
Street Fund Expense	665,249	641,532	-3.57%
Net Total	3,448	(48,033)	1493.08%
406 Water Utility Fund			
Revenue			
Charges for Goods and Services	1,455,437	1,623,081	11.52%
Other Revenue	9,000	10,579	17.55%
Transfers In	323,775	-	-100.00%
Water Utility Fund Revenue	1,788,212	1,633,660	-8.64%
Expense			
Water Utility	1,780,264	1,504,438	-15.49%
Water Utility Fund Expense	1,780,264	1,504,438	-15.49%
Net Total	7,948	129,222	1525.84%
407 Sewer Utility Fund			
Revenue			
Charges for Goods and Services	630,221	732,298	0.00%
Other Revenue	1,201,275	50	-100.00%
Sewer Utility Fund Revenue	1,831,496	732,348	-60.01%
Expense			
Debt Service	1,200,775	-	-100.00%
Sewer Treatment Utility	683,671	732,298	7.11%
Sewer Utility Fund Expense	1,884,446	732,298	-61.14%
Net Total	(52,950)	50	-100.09%

Attachment: 2016-2017 Budget Comparison Council 10.27.16 (1115 : Study Session - Preliminary Budget)



2017 Budget

2016-2017 Budget Comparison

Description	2016 Budget	2017 Budget	Percentage Change
408 Stormwater Utility Fund			
Revenue			
Charges for Goods and Services	401,910	481,292	19.75%
Other Revenue	2,500	2,654	6.15%
Stormwater Utility Fund Revenue	404,410	483,946	19.67%
Expense			
Stormwater Utility	624,456	500,946	-19.78%
Stormwater Utility Fund Expense	624,456	500,946	-19.78%
Net Total	(220,046)	(17,000)	-92.27%

105 Real Estate Excise Tax (REET) Fund			
Revenue			
Real Estate Excise Taxes	480,000	750,000	56.25%
Other Revenue	20,000	23,539	17.70%
REET Fund Revenue	500,000	773,539	54.71%
Expense			
General	-	275,000	0.00%
Streets	68,200	-	-100.00%
Parks	2,245,000	1,800,000	-19.82%
Utilities	339,000	-	-100.00%
REET Fund Expense	2,652,200	2,075,000	-21.76%
Net Total	(2,152,200)	(1,301,461)	-39.53%

111 Drug Fund			
Revenue			
Fines and Forfeits	1,000	1,011	1.12%
Other Revenue	150	75	-50.00%
Drug Fund Revenue	1,150	1,086	-5.55%
Expense			
Total Expense	3,500	8,900	154.29%
Drug Fund Expense	3,500	8,900	154.29%
Net Total	(2,350)	(7,814)	232.50%



2017 Budget

2016-2017 Budget Comparison

Description	2016 Budget	2017 Budget	Percentage Change
114 Park Impact Fee (PIF) Fund			
Revenue			
Planning & Development	718,095	742,868	3.45%
Grants	225,300	-	-100.00%
Other Revenue	8,500	11,217	31.96%
PIF Fund Revenue	951,895	754,084	-20.78%
Expense			
Park Impact Fee	1,364,000	995,500	-27.02%
PIF Fund Expense	1,364,000	995,500	-27.02%
Net Total	(412,105)	(241,416)	41.42%

115 Traffic Impact Fee (TIF) Fund			
Revenue			
Planning & Development	232,404	263,559	13.41%
Other Revenue	6,500	9,540	46.77%
TIF Fund Revenue	238,904	273,099	14.31%
Expense			
Traffic Impact Fee	402,000	500,000	24.38%
TIF Fund Expense	402,000	500,000	24.38%
Net Total	(163,096)	(226,901)	39.12%

416 Water System Development Charge (WSDC) Fund			
Revenue			
Contributed Capital	1,046,750	1,046,750	0.00%
Other Revenue	16,000	27,447	71.54%
Utility Capital Project Revenue	1,062,750	1,074,197	1.08%
Expense			
Intergovernmental	10,000	14,813	48.13%
Capital Outlay	-	-	0.00%
Transfers Out	771,275	380,000	-50.73%
Utility Capital Project Expense	781,275	394,813	-49.47%
Net Total	281,475	679,385	141.37%



2017 Budget

2016-2017 Budget Comparison

Description	2016 Budget	2017 Budget	Percentage Change
300 General Capital Project Fund			
Revenue			
Grants	2,669,300	2,501,400	-6.29%
Other Revenue	50	25	-50.00%
Transfers In	4,267,500	3,685,500	-13.64%
General Capital Fund Revenue	6,936,850	6,186,925	-10.81%
Expense			
General	-	275,000	100.00%
Streets	3,281,800	3,116,400	-5.04%
Parks	3,739,375	2,795,500	-25.24%
General Capital Fund Expense	7,021,175	6,186,900	-11.88%
Net Total	(84,325)	25	-100.03%

410 Utility Capital Projects Fund			
Revenue			
Other Revenue	50	25	-50.00%
Transfers In	913,973	380,000	-58.42%
Other Financing Sources	2,142,000	-	100.00%
Utility Capital Project Revenue	3,056,023	380,025	-87.56%
Expense			
Water Capital	2,591,157	380,000	-85.33%
Stormwater Capital	479,816	-	-100.00%
Utility Capital Project Expense	3,070,973	380,000	-87.63%
Net Total	(14,950)	25	-100.17%



2017 Budget

2016-2017 Budget Comparison

Description	2016 Budget	2017 Budget	Percentage Change
501 Equipment Replacement Fund (ERF)			
Revenue			
Other Revenue	400	400	0.00%
Transfers In	195,359	114,667	-41.30%
ERF Revenue	195,759	115,067	-41.22%
Expense			
General Government	6,240	-	-100.00%
Public Safety	87,000	-	-100.00%
Water	-	61,000	100.00%
Cemetery	-	-	100.00%
Stormwater	-	24,400	100.00%
Streets	8,320	24,400	193.27%
Community Development	-	-	0.00%
Parks	21,840	31,800	45.60%
ERF Expense	123,400	141,600	14.75%
Net Total	72,359	(26,533)	-136.67%

200 Debt Service			
Revenue			
Transfers In	-	20,225	100.00%
Debt Service Revenue	-	20,225	100.00%
Expense			
Public Safety Debt Service	-	20,225	100.00%
ERF Expense	-	20,225	100.00%
Net Total	-	-	0.00%

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 27, 2016
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Minutes from October 13, 2016 Meeting

AGENDA ITEM TITLE:

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

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

Not applicable

RECOMMENDED ACTION OR MOTION:

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

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Basarab, City Clerk

ATTACHMENTS: City Council Minutes 10-13-2016 (PDF)

Approved to be placed on City Council Agenda:



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
October 13, 2016

Regular Meeting - 6:30 PM

STUDY SESSION - 5:00 P.M. - [5:04 PM](#)

Finance Director Kirk Johnson presented 2017 Budget initiatives and capital projects.

1. 2017 Budget - Initiatives and Capital Projects

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:33 PM](#)

FLAG SALUTE

ROLL CALL

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

LATE CHANGES TO THE AGENDA

City Manager Steve Stuart - Move agenda item "Proclamation - Red Ribbon Week" to be read into the record after section V. Presentation.

PUBLIC COMMENT - [6:35 PM](#)

None Received.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED. - [6:35 PM](#)

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

1. Approval of Minutes from September 22, 2016 Meeting - [6:35 PM](#)

2. Approval of Claims And/Or Payroll - [6:35 PM](#)

PRESENTATION - [6:35 PM](#)

The public meeting site is accessible to persons with disabilities. Accommodations for persons with disabilities can be arranged with a two week advance notice by calling the City Clerk at (360) 887-3557. For other formats or special language needs, contact the City Clerk at (360) 887-3557.

AWC Municipal Excellence Award - Sean Guard, AWC Director - [6:38 PM](#)

AWC Director and Washougal Mayor Sean Guard presented City with 2016 Small City Success Municipal Excellence Award for Ridgefield First Saturday's program.

Mayor Ron Onslow read Red Ribbon week proclamation into the record and presented it to the Lewis & Clark Young Marines.

PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1219 - Ridgefield Mixed Use Overlay - [6:39 PM](#)

The purpose of Ridgefield Mixed Use Overlay is to encourage development of mixed-use nodes outside the central city in the Pioneer & 45th and Ridgefield Junction subareas. Mixed-use sites are intended to combine commercial, residential and office uses on sites distinguished by high-quality architectural and site design that integrate common open areas, connections between uses and to adjacent sites, and a sensitive response to environmental features.

Mayor opened public hearing 7:10PM.

Peggy Quall - Resident 7:11PM

Concerns regarding Pioneer Street traffic, how do we keep the movement on Pioneer Street?

Joe Melo- Hinton Development

Commend Jeff Niten on the process for development.

Supporting the opportunity for the Mixed Use Overlay.

Mayor closed public hearing 7:13PM.

First Reading Conducted.

2. Public Hearing and First Reading of Ordinance No. 1220 - Commercial Design Standards - [6:39 PM](#)

The purpose of Commercial Design standards is to develop regulations that ensure commercial property is developed in a way that suits Ridgefield's unique character and identity. The major themes of the proposed standards include working with the land, rather than clearing and leveling a site developer's must work with the natural topography of a site. Another highlight is maintaining a significant portion of the native vegetation. Walkability and architectural hierarchy is prevalent throughout the proposed design regulations, differing rooflines and architectural breaks in the building create texture and produce buildings that are interesting and unique.

Mayor opened public hearing 7:32PM.

Sandy Schill - Resident

Be environmentally friendly when choosing materials for parking lots, look at other options besides concrete.

Mayor closed public hearing 7:33PM.

First Reading Conducted.

BUSINESS - RESOLUTION NO. 515 - APPROVAL OF PARKS AND TRAIL STANDARDS

1. -Bryan Kast, Public Works Director

Standards are intended as a tool for developers to use in identifying locations and amenities for parks and trails, and as a guide for discussions between the City and developers to ensure that the projects

will best meet the City's long-term recreation needs. The design and acquisition standards will be implemented as an appendix to the existing Ridgefield Parks & Recreation Comprehensive Plan.

MOTION: Moved to adopt Resolution No. 515 as presented.

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

PUBLIC COMMENT - [8:01 PM](#)

David Kelly - Resident
Bring bike lanes - more parking is needed.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council - [8:04 PM](#)

Council member Don Stose - attended Chief Brooks reception and swearing-in ceremony.
Council member Lee Wells - attended Chief Brooks reception and swearing-in ceremony.
Council member Sandra Day - attended Chief Brooks reception and swearing-in ceremony, City employee picnic.
Council member Darren Wertz - attended City employee picnic, Annette Cleveland AWC award ceremony, Chief Brooks reception and swearing-in ceremony, stopped by Police Department and was able to use electronic finger printing machine which was great and fast.
Council member John Main - C-Tran board meeting update provided, briefing with City Manager.
Council member David Taylor - attended pipeline safety committee meeting, Chief Brooks reception and swearing-in ceremony, City employee picnic and Wildlife Refuge event - "Celebrating Shared Success for Columbian White-tailed Deer".

Mayor - [8:10 PM](#)

Attended City employee picnic, Birdfest event which was great, toured City Hall with Mrs. Hornes 1st Grade class from Union Ridge Elementary and attended Wildlife Refuge event - "Celebrating Shared Success for Columbian White-tailed Deer".

Mayor read proclamation into the record - Manufacturing Month.

Appointment of Planning Commission Member, Position No. 3

Jennifer Lindsay introduced herself to City Council.

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

City Manager - [8:20 PM](#)

Steve Stuart - weather advisory information provided.

Community Development Director Jeff Niten - Community Development update report provided.

Public Works Director Bryan Kast - crew is out keeping an eye on stormwater facilities/drains.

Police Chief John Brooks- Have been on the job now for 10 days, Halloween is coming up and extra police patrol will be out in neighborhoods.

FROM THE COUNCIL

ADJOURN - [8:24 PM](#)

Julie Basarab, City Clerk

Ron Onslow, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 27, 2016
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

RECOMMENDED ACTION OR MOTION:

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

“I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: October 27 2016 - Claims Report (PDF)

Approved to be placed on City Council Agenda:

City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
9	ACCURATE AUTOMOTIVE*	4167	PD VEHICLE MAINT		Pub Safety	316.83
						316.83
27	AMERICAN WATER WORKS ASSOCIATION*	20161018-1	2016-2017 MEMBERSHIP DUES - BRUNSON		Pub Wrks	355.00
						355.00
2569	ANDERSON SIGNS, INC.*	32919	GOLF CART STICKERS		Pub Safety	125.00
						125.00
32	ARAMARK UNIFORM SERVICES*	862571449	FLOOR MATS - CITY HALL/PW/CDD/PD		Pub Safety	19.39
32	ARAMARK UNIFORM SERVICES*	862571450	UNIFORM SERVICES		Genl Govt	55.77
32	ARAMARK UNIFORM SERVICES*	862582024	FLOOR MATS - CITY HALL/PW/CDD/PD		Genl Govt	19.39
32	ARAMARK UNIFORM SERVICES*	862582025	UNIFORM SERVICES		Genl Govt	51.79
						146.34
1563	ARCHAEOLOGICAL INVESTIGATIONS NW INC*	7002	ARCHEOLOGICAL STUDY FOR NP6		Pub Wrks	8,472.89
						8,472.89
2165	B & L PAPER COMPANY*	23000	OPERATIONAL SUPPLIES		Pub Wrks	351.77
						351.77
939	BATTERY X CHANGE*	1004482.VC	PD VEHICLE MAINTENANCE		Pub Safety	100.04
						100.04
1708	BERGERABAM*	316389	SMYTHE RD TRAIL PROJECT	P1012	Pub Wrks	12,076.20
						12,076.20
54	BLUMENTHAL UNIFORMS & EQUIPMENT*	006139510	PD UNIFORMS		Pub Safety	63.96
54	BLUMENTHAL UNIFORMS & EQUIPMENT*	006139516	PD UNIFORMS		Pub Safety	135.50
54	BLUMENTHAL UNIFORMS & EQUIPMENT*	006139517	PD UNIFORMS		Pub Safety	224.50
54	BLUMENTHAL UNIFORMS & EQUIPMENT*	006147283	PD UNIFORMS		Pub Safety	258.00
54	BLUMENTHAL UNIFORMS & EQUIPMENT*	006173751	PD UNIFORMS		Pub Safety	257.00
						938.96
59	BOB'S PAINTLAND*	7529A	FIRE HYDRANT PAINT		Pub Wrks	80.11
59	BOB'S PAINTLAND*	7592A	FIRE HYDRANT PAINT		Pub Wrks	54.09
59	BOB'S PAINTLAND*	7604A	STREETS PAINT		Pub Wrks	54.09
						188.29
2119	BSK ASSOCIATES*	V603364	LAB ANALYSIS - ALKALINITY & COLIFORM		Pub Wrks	397.00
						397.00

Attachment: October 27 2016 - Claims Report (1116 : Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
2025	CAPITOL ELECTRIC CO., INC*	61234	COMM CENTER WIFI ELECTRICAL		Com Dev	867.20
						867.20
80	CED-CONSOLIDATED ELECTRICAL DIST.*	8951-435448	WWTP OPERATIONAL SUPPLIES		Pub Wrks	252.01
						252.01
1756	CESSCO, INC.*	376228	14" ASPHALT BLADE		Genl Govt	107.32
						107.32
2671	CHAMBERS MOTOR COMPANY*	013248	2004 FORD F550		Genl Govt	15,493.00
						15,493.00
92	CITY OF BATTLE GROUND*	857	SEPTEMBER 2016 COURT COSTS		Judicial	10,344.66
						10,344.66
104	CLARK COUNTY FIRE DISTRICT #5*	9128	4TH QTR 2016 SAFETY CONSORTIUM		Genl Govt	546.00
						546.00
554	CLARK COUNTY TREASURERS OFFICE*	20161017-1	SEPTEMBER 2016 IMPACT FEES		Admin	79,668.00
						79,668.00
102	CLARK COUNTY*	220004522	2ND QTR 2016 LIMITED COURT SERVICES		Judicial	340.00
102	CLARK COUNTY*	230001937	3RD QTR 2016 - NETMOTION		Pub Safety	606.24
102	CLARK COUNTY*	31009743	4TH QTR PER CAPITA FEES		Pub Safety	1,369.00
102	CLARK COUNTY*	31009751	4TH QTR 2016 CONTRACTED DISPATCH		Pub Safety	14,723.25
102	CLARK COUNTY*	330007073	UPPER DAYBREAK EF-20		Pub Wrks	356.64
102	CLARK COUNTY*	730012161	FIRE INSPECTIONS		Com Dev	294.00
						17,689.13
110	CLARK PUBLIC UTILITIES*	20161018-1	ELECTRICITY - 512 ALLEN DR		Pub Wrks	26.91
110	CLARK PUBLIC UTILITIES*	20161018-2	ELECTRICITY - PIONEER ST & GEE CREEK LOOP		Pub Wrks	26.50
110	CLARK PUBLIC UTILITIES*	20161018-3	ELECTRICITY - 2300 N 3RD WAY BELLWOOD TRAIL		Pub Wrks	33.11
110	CLARK PUBLIC UTILITIES*	20161018-4	ELECTRICITY - OVERLOOK PARK		Pub Wrks	67.47
110	CLARK PUBLIC UTILITIES*	20161018-5	ELECTRICITY - 3701 N 3RD CIR		Pub Wrks	26.90
110	CLARK PUBLIC UTILITIES*	20161018-6	WATER - 1504 NW 289 ST INTERTIE 3		Pub Wrks	362.00
110	CLARK PUBLIC UTILITIES*	20161018-7	WATER - 800 NE 264 ST INTERTIE 1		Pub Wrks	1,601.40
110	CLARK PUBLIC UTILITIES*	20161018-8	WATER - 911 N 65 AV INTERTIE 2		Pub Wrks	115.95
110	CLARK PUBLIC UTILITIES*	8850521	JUNCITON WELL PROJECT - NEW ELECTRICAL		Pub Wrks	14,679.31

Attachment: October 27 2016 - Claims Report (1116 : Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
						16,939.55
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-1	109 W DIVISION WWTP SEWER		Pub Wrks	233.07
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-2	116 N MAIN AVE - PD SEWER		Pub Safety	47.86
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-3	230 PIONEER ST CITY HALL - SEWER		Genl Govt	88.88
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-4	301 N 3RD AVE - CDD SEWER		Com Dev	49.10
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-5	ABRAMS PARK KITCHEN & IRRIGATION - SEWER		Pub Wrks	44.13
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-6	ABRAMS PARK RESTROOMS - SEWER		Pub Wrks	88.25
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-7	ABRAMS PARK FORMER PARK MGR HOUSE - SEWER		Pub Wrks	40.68
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-8	ABRAMS PARK CONCESSIONS		Pub Wrks	45.37
741	CLARK REGIONAL WASTEWATER DISTRICT*	20161018-9	255 S 56TH PL		Pub Wrks	43.65
						680.99
114	COLUMBIA RESOURCE COMPANY*	13259	WASTE REMOVAL - STREETS/BARN		Pub Wrks	180.41
						180.41
2271	COMCAST BUSINESS*	201610-01	COMMUNITY CENTER WIFI		Com Dev	673.81
2271	COMCAST BUSINESS*	20161018-1	CITY HALL INTERNET& COMMUNICATIONS		Genl Govt	239.33
2271	COMCAST BUSINESS*	20161018-2	PW/WWTP COMMUNICATIONS		Pub Wrks	294.27
2271	COMCAST BUSINESS*	20161018-3	PD COMMUNICATIONS		Pub Safety	287.59
2271	COMCAST BUSINESS*	47307433	CITY HALL COMMUNICATIONS		Genl Govt	363.09
						1,858.09
1666	COMCAST*	20161018-1	CDD/PW COMMUNICATIONS		Com Dev	66.97
						66.97
1101	COMDATA NETWORK, INC.*	20257002	FUEL PD XN795		Pub Safety	851.69
1101	COMDATA NETWORK, INC.*	20257004A	FUEL CDD XN173		Com Dev	111.06
1101	COMDATA NETWORK, INC.*	20257004B	FUEL PW XN173		Genl Govt	1,240.46
						2,203.21
2452	CROSSMATCH*	278120	LIVE FINGERPRINT SCANNER IMPLEMENTATION		Pub Safety	3,295.36
						3,295.36
134	DAN'S TRACTOR*	959053	DIESEL MOWER & MULCH KIT		Pub Wrks	14,307.72
						14,307.72
140	DAY WIRELESS SYSTEMS INC*	421928	ONSITE SMD CALIBRATION		Pub Safety	863.19
						863.19

Friday, October 21, 2016

City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
148	DEPARTMENT OF HEALTH*	SW1693	CEMETERY BOOSTER PUMP STATION PERMIT		Pub Wrks	1,984.00
						1,984.00
154	DEPARTMENT OF LICENSING*	201610-01	CPL FEES - LANPHAR		Admin	18.00
154	DEPARTMENT OF LICENSING*	RG0000118-1	CPL FEES - GUILD		Admin	18.00
154	DEPARTMENT OF LICENSING*	RG0000120-1	CPL FEES - CARLSON LATE RENEWAL		Admin	21.00
						57.00
158	DICK'S TIRE FACTORY*	D43379	USED TIRE DISPOSAL		Pub Wrks	193.92
						193.92
485	E2 LAND USE PLANNING SERVICES, LLC*	201610-01	SEPTEMBER 2016 PLANNING CONSULTING		Com Dev	16,205.06
						16,205.06
2316	ECIVIS, INC.*	105154	GRANTS NETWORK ACCESS		Genl Govt	2,200.00
						2,200.00
958	FCS GROUP*	2491-21609038	UTILITY RATE STUDY		Pub Wrks	540.00
						540.00
2674	FRONTIER TREE SERVICE*	37017	EMERGENCY TREE REMOVAL		Pub Wrks	1,365.84
						1,365.84
207	GRAY AND OSBORNE INC*	13	CEMETERY BOOSTER STATION UPGRADE	P1020	Pub Wrks	1,041.31
207	GRAY AND OSBORNE INC*	16A	1.0 MG RESERVOIR	P1018	Pub Wrks	9,923.45
207	GRAY AND OSBORNE INC*	16B	JUNCTION WELL	P1019	Pub Wrks	6,214.87
						17,179.63
212	H & H RECYCLERS*	201610-01	BRUSH REMOVAL - STREETS & PARKS/BARN		Pub Wrks	720.00
						720.00
1678	HARPER HOUF PETERSON RIGHELLIS INC.*	38761	N. 4TH PLACE IMPROVEMENTS	P1005	Pub Wrks	521.79
1678	HARPER HOUF PETERSON RIGHELLIS INC.*	38762	DIVISION ST. STORM DRAIN IMPROVEMENTS	P1022	Pub Wrks	2,460.19
						2,981.98
214	HARRY'S LAWN & POWER EQUIPMENT*	108771	PARKS OPERATIONAL SUPPLIES		Pub Wrks	21.35
						21.35
734	HDR ENGINEERING, INC.*	1200014112	MAIN AVE PRESERVATION PROJECT		Pub Wrks	7,608.24
734	HDR ENGINEERING, INC.*	1200014113	UNDERSIZE WATER MAIN REPLACEMENT		Pub Wrks	7,465.71
						15,073.95
1805	HOME DEPOT CREDIT CARD SERVICES*	4041296	PW/PARKS/STREETS SUPPLIES		Pub Wrks	527.58

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City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
1805	HOME DEPOT CREDIT CARD SERVICES*	8584948	PARKS OPERATIONAL SUPPLIES		Pub Wrks	13.96
						541.54
2594	HR ANSWERS, INC.*	39289	CLASSIFICATION/COMPENSATION STUDY			2,942.50
						2,942.50
526	HUMANE SOCIETY FOR SW WASHINGTON*	4113	ANIMAL CONTROL		Pub Safety	410.00
						410.00
231	IIMC*	26441-2016	2017 ANNUAL MEMBERSHIP FEE - BASARAB		Administration	160.00
						160.00
2371	INSTANT IMPRINTS CASCADE PARK*	45221	PW LOGO HATS & COUNCIL/MAYOR/STEVE RESTK FEE		Genl Govt	527.42
						527.42
2187	INTERMEDIA.NET, INC*	1610001898	VOICE SERVICES CHARGES			80.02
						80.02
2103	INTERNATIONAL E-Z UP, INC.*	287264	EX UP CANOPY & TABLE COVER		Genl Govt	796.62
						796.62
558	J.L. STOREDAHL & SONS*	197276	CRUSHED ROCK - WATER		Pub Wrks	174.03
558	J.L. STOREDAHL & SONS*	197922	SAND FOR SAND BAGS		Genl Govt	68.76
						242.79
243	J2 BLUE PRINT SUPPLY*	AR15826	CDD BOND COPIES		Com Dev	7.02
243	J2 BLUE PRINT SUPPLY*	AR16931	CDD BOND COPIES		Com Dev	6.50
						13.52
2099	JESSICA KIPP*	201610-01	MILEAGE REIMBURSEMENT		Pub Safety	48.43
						48.43
2448	JOHN MAIN*	20161018-1	MILEAGE REIMBURSEMENT		Council	23.76
						23.76
2657	KEYSTONE CONTRACTING*	KEY16-253	ABRAMS PARK RESIDENCE DEMOLITION (BARN)		Pub Wrks	2,872.60
						2,872.60
1716	KIRK JOHNSON*	201610-01	MEALS PER DIEM - LEAN PANEL IN TACOMA		Pub Wrks	77.00
1716	KIRK JOHNSON*	201610-02	MILEAGE REIMB - LEAN PANEL Q&A IN TACOMA		Pub Wrks	146.88
1716	KIRK JOHNSON*	201610-03	MILEAGE & PARKING REIMBURSEMENT		Finance	35.70
						259.58
264	LAKESIDE INDUSTRIES*	2115070MB	EZ STREET ASPHALT		Pub Wrks	566.98

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City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
						566.98
2088	LARCH CORRECTIONS CENTER*	LCC1609.397	STREETS AREA CLEANUP		Pub Wrks	148.71
						148.71
1765	LEE KNOTTNERUS*	201610-01	MEALS PER DIEM - WA STATE TRAILS COALITION		Pub Wrks	62.00
1765	LEE KNOTTNERUS*	201610-02	MILEAGE REIMB - WA STATE TRAILS COALITION		Pub Wrks	248.40
1765	LEE KNOTTNERUS*	201610-04	REIMBURSEMENT - KUDOS AWARD		Genl Govt	34.94
1765	LEE KNOTTNERUS*	201610-05	MILEAGE REIMBURSEMENT			154.44
						499.78
2407	LSW ARCHITECTS*	7	OUTDOOR SPORTS COMPLEX	P1010	Pub Wrks	21,087.50
						21,087.50
567	MARK O BROWN*	2016-11	OCTOBER 2016 LOBBYIST		Genl Govt	1,500.00
						1,500.00
1720	MRSC ROSTERS*	187992296270201	PURCHASING/CONTRACT WORKSHOP - RUBIO		Finance	90.00
						90.00
498	NAPA AUTO PARTS*	936900	TRAILER JACK WHEEL		Pub Wrks	16.37
498	NAPA AUTO PARTS*	938494	PW SHOP & WATER SUPPLIES		Genl Govt	114.41
498	NAPA AUTO PARTS*	939110	PARKS OPERATIONAL SUPPLIES		Pub Wrks	9.62
498	NAPA AUTO PARTS*	939113	PW SHOP SUPPLIES		Pub Wrks	9.69
498	NAPA AUTO PARTS*	939790	PW SHOP TOWELS		Pub Wrks	16.17
498	NAPA AUTO PARTS*	939946	VEHICLE MAINT - NEW BUCKET TRUCK		Genl Govt	92.08
498	NAPA AUTO PARTS*	940184	NEW BUCKET TRUCK - VEHICLE MAINTENANCE		Genl Govt	64.22
498	NAPA AUTO PARTS*	940236	VEHICLE MAINT - NEW BUCKET TRUCK		Genl Govt	354.45
498	NAPA AUTO PARTS*	940305	VEHICLE MAINT - NEW BUCKET TRUCK		Genl Govt	22.09
498	NAPA AUTO PARTS*	940419	NEW BUCKET TRUCK - VEHICLE MAINTENANCE		Genl Govt	28.31
						727.41
2672	NORMED*	43469-730249	FIRST AID KITS - ALL CITY DEPARTMENTS		Pub Safety	387.90
						387.90
1019	NORTHSTAR CHEMICAL, INC.*	93382	SODIUM HYPOCHLORITE		Pub Wrks	680.21
1019	NORTHSTAR CHEMICAL, INC.*	93433	SODIUM HYDROXIDE		Pub Wrks	2,361.42
						3,041.63
522	NORTHWEST STAFFING*	4067725	TEMP SERVICES WK ENDING 10/2/2016		Com Dev	701.22

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City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
522	NORTHWEST STAFFING*	4067995	TEMP SERVICES - WEEK ENDING 10/09/2016		Com Dev	904.80
522	NORTHWEST STAFFING*	4068262	TEMP SERVICES - WEEK ENDING 10/16/2016		Com Dev	904.80
						2,510.82
794	NW OCCUPATIONAL MEDICAL CENTER*	41122	DOT EXAM - CROCKFORD		Genl Govt	70.00
						70.00
1599	OFFICEMAX, INCORPORATED*	190017	PD OFFICE & OPERATIONAL SUPPLIES		Pub Safety	334.26
1599	OFFICEMAX, INCORPORATED*	190076	PD OFFICE SUPPLIES		Pub Safety	33.23
1599	OFFICEMAX, INCORPORATED*	193419	OFFICE & OPERATIONAL SUPPLIES		Administratio n	220.16
						587.65
1787	OTAK, INC.*	000101600016	CONSTRUCTION INSPECTION SERVICES		Com Dev	3,871.40
1787	OTAK, INC.*	000101600018	SARGENT ST STORWATER IMPROVEMENT		Pub Wrks	8,711.41
						12,582.81
1564	PACIFIC OFFICE AUTOMATION*	51885230	PW/CDD COPIER LEASE		Com Dev	308.74
1564	PACIFIC OFFICE AUTOMATION*	51894456	PW PRINTER/CITY HALL COPIER LEASE		Genl Govt	736.44
						1,045.18
2040	PIONEER PEST MANAGEMENT*	210430	CITY HALL PEST MGMT FOLLOW UP		Genl Govt	129.00
2040	PIONEER PEST MANAGEMENT*	223329	CDD SPIDER EXTERMINATION		Com Dev	237.40
						366.40
356	PURCHASE POWER*	201610-01	POSTAGE		Genl Govt	500.00
						500.00
841	RAYMOND NEWBILL*	201610-01	MILEAGE REIMB - ICC ANNUAL FALL SEMINAR		Com Dev	10.48
						10.48
369	REFLECTOR*	94387	PUBLIC HEARING NOTICE - CODE AMENDMENTS		Com Dev	80.46
369	REFLECTOR*	94390	NOTICE OF SIGN CODE REVISIONS		Com Dev	88.72
369	REFLECTOR*	94391	NOTICE OF EMPLOYMENT		Com Dev	87.59
369	REFLECTOR*	94393	NOTIVE OF DEVELOPMENT CODE		Com Dev	88.72
369	REFLECTOR*	94403	NOTIVE OF SEPA - 19TH ST COTTAGES		Com Dev	78.36
369	REFLECTOR*	94414	NOTICE OF HEARING - REVENUE SOURCES		Finance	25.83
369	REFLECTOR*	I1203854	PUB HRG NOTICE - WATER USE EFFICIENCY		Pub Wrks	45.51
						495.19

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City of Ridgefield

Claims Payment Report

For Approval on: October 27, 2016

Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
376	RIDGEFIELD HARDWARE*	201610-01	OPERATIONAL SUPPLIES		Pub Safety	635.22
						635.22
1835	RMT EQUIPMENT*	T47040	MOWER MAINTENANCE		Pub Wrks	135.91
						135.91
1838	SANDRA DAY*	201610-01	MEALS PER DIEM - WA STATE TRAILS COALITION		Pub Wrks	62.00
1838	SANDRA DAY*	201610-02	MILEAGE REIMB - WA STATE TRAILS COALITION		Pub Wrks	254.88
						316.88
2596	SGA ENGINEERING, PLLC*	10496	45TH & ROYLE RD IMPROVEMENT		Pub Wrks	2,387.50
						2,387.50
2274	SHRED-IT USA LLC*	8120956739	PD SECURE SHREDDING		Pub Safety	33.28
2274	SHRED-IT USA LLC*	8120956740	CITY HALL SECURE		Genl Govt	31.20
2274	SHRED-IT USA LLC*	8120956741	CDD/PW SECURE SHREDDING		Pub Wrks	31.20
						95.68
2550	SMARSH*	INV00188361	SOCIAL MEDIA & EMAIL ARCHIVING SEP 2016			188.00
						188.00
295	SPOK, INC.*	Z0364104J	COMMUNICATIONS		Pub Wrks	26.02
						26.02
156	STATE OF WASHINGTON*	19100215	SEPTEMBER 2016 EXCISE & B&O TAX		Pub Wrks	12,233.74
156	STATE OF WASHINGTON*	67017	3RD QTR 2016 LEASEHOLD TAX		Admin	1,945.26
						14,179.00
2504	STERICYCLE*	3003590683	HAZARDOUS WASTE DISPOSAL		Pub Safety	10.36
						10.36
2075	STEVE STUART*	20161019-1	MILEAGE REIMB-LOCAL GOV COMM HEARING		Exec	102.60
						102.60
1786	THE MASTERS TOUCH, LLC*	47858	DELINQUENT UTILITY STATEMENTS - OCT 2016		Pub Wrks	350.96
1786	THE MASTERS TOUCH, LLC*	P47858	POSTAGE - DELINQUENT UTILITY STATEMENTS		Pub Wrks	218.17
						569.13
964	THE PARR COMPANY*	26339008	DUSTIN GLOVES		Pub Wrks	4.43
						4.43
431	TLC TOWING*	97326	TOWING - PW JOHN DEERE TRACTOR		Pub Wrks	779.13
						779.13

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City of Ridgefield

Claims Payment Report

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Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
2236	TRABUCCO CONSULTING, LLC*	6799	1ST SAT POSTERS & POSTCARDS NOV 2016		Genl Govt	888.75
						888.75
2670	TRACER ELECTRONICS, LLC*	98059	LOCATOR REPAIR		Pub Wrks	306.94
						306.94
2524	TUFF SHED, INC.*	1034766	SHED - 707 ABRAMS PARK RD		Genl Govt	3,514.71
						3,514.71
2673	TUSCANY HOMES LLC*	BLD-16-0290	REFUND - BLD PERMIT CANCELLED		Admin	15,609.58
						15,609.58
2237	US BANK*	20160930	SEPTEMBER 2016 CUSTODY CHARGES		Finance	36.00
						36.00
444	USA BLUEBOOK*	080563	OPERATIONAL SUPPLIES		Pub Wrks	580.11
						580.11
451	VANCOUVER AUTO GROUP*	91215	PD VEHICLE MAINT		Pub Safety	131.19
451	VANCOUVER AUTO GROUP*	CM89952	CORE DEPOSIT REFUND		Pub Safety	-81.30
						49.89
452	VERIZON WIRELESS*	9772791174-1	CDD CELL PHONES		Com Dev	204.82
452	VERIZON WIRELESS*	9772791174-2	IPADS		Pub Safety	351.80
452	VERIZON WIRELESS*	9772791174-3	PD CELL PHONES		Pub Safety	793.80
452	VERIZON WIRELESS*	9772791174-4	PW CELL PHONES		Genl Govt	693.71
						2,044.13
642	WA STATE TREASURER'S OFFICE*	20160930-1	3RD QTR 2016 BUILDING CODE FEES		Admin	382.50
						382.50
1681	WELLS FARGO*	201610-1765	SEPTEMBER 2016 VISA STATEMENT - HOOTS		Pub Safety	167.30
1681	WELLS FARGO*	201610-2725	SEPTEMBER 2016 VISA STATEMENT - STUART		Exec	88.03
1681	WELLS FARGO*	201610-4542	SEPTEMBER 2016 VISA STATEMENT - BASARAB		Council	1,289.33
1681	WELLS FARGO*	201610-4689	SEPTEMBER 2016 VISA STATEMENT - JOHNSON		Finance	1,998.87
1681	WELLS FARGO*	201610-4814	SEPTEMBER 2016 VISA STATEMENT - KAST		Genl Govt	25.00
1681	WELLS FARGO*	201610-5651	SEPTEMBER 2016 VISA STATEMENT - BLEHM		Pub Safety	1,264.30
1681	WELLS FARGO*	201610-5669	SEPTEMBER 2016 VISA STATEMENT - ARENDS		Genl Govt	374.04
1681	WELLS FARGO*	201610-5677	SEPTEMBER 2016 VISA STATEMENT - BRUNSON		Pub Wrks	70.84
1681	WELLS FARGO*	201610-6206	SEPTEMBER 2016 VISA STATEMENT - RHINE		Pub Safety	435.64

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City of Ridgefield

Claims Payment Report

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Vendor #	Vendor Name	Invoice No.	Description	Contract No.	Resp. Dept	Amount
1681	WELLS FARGO*	201610-7785	SEPTEMBER 2016 VISA STATEMENT - KNOTTNERUS			497.60
1681	WELLS FARGO*	201610-7829	SEPTEMBER 2016 VISA STATEMENT - KIPP		Genl Govt	710.58
1681	WELLS FARGO*	201610-8717	SEPTEMBER 2016 VISA STATEMENT - NITEN		Com Dev	210.30
						7,131.83
655	WILCO FARM STORE*	684527	PARKS OPERATIONAL SUPPLIES		Pub Wrks	55.26
						55.26
Total All Vendors						352,520.64

Attachment: October 27 2016 - Claims Report (1116 : Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 27, 2016
ITEM: PRESENTATION
AGENDA ITEM TITLE: Quarterly Report - 3RD Quarter 2016

GOVERNING LEGISLATION: RCW 35A.33; Ridgefield Financial Management Policies, Budget Policies

PREVIOUS COUNCIL ACTION TAKEN: Council approves an annual budget each year

SUMMARY/BACKGROUND: Presentation of budget to actual data through the 3rd quarter 2016

BUDGET/FINANCIAL IMPACTS: None

RECOMMENDED ACTION OR MOTION: No action taken

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: 3rd Quarter 2016 Budget Report (PDF)

Approved to be placed on City Council Agenda:



3rd Quarter 2016 Financial Report

City Council Meeting October 27, 2016

Agenda

- FUND BALANCES
- REQUIRED RESERVES
- GENERAL FUND REVENUE & EXPENSE
- STREET FUND REVENUE & EXPENSE
- SPECIAL REVENUE FUNDS
- CAPITAL FUNDS
- UTILITY FUNDS
- INVESTMENT REPORT

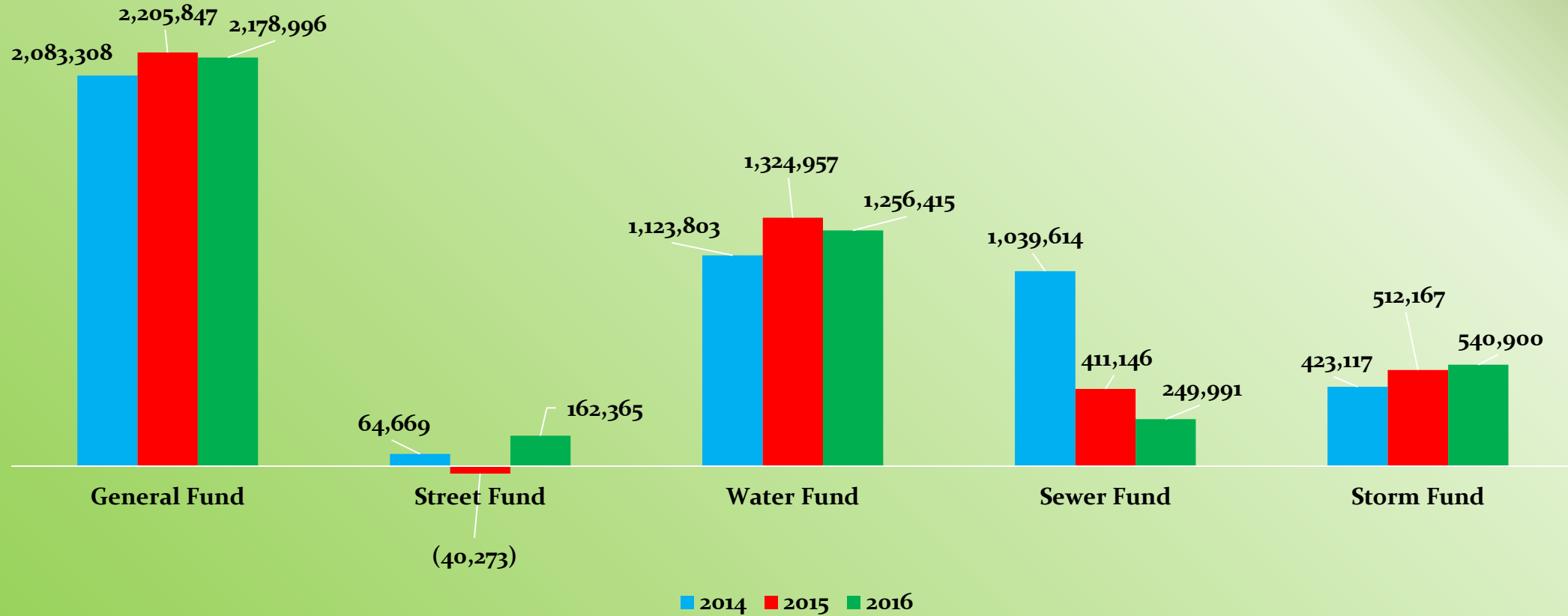
City Council Meeting October 27, 2016

3rd Quarter Ending Fund Balance Operating Funds

	General Fund	Street Fund	Water Utility	Sewer Utility	Storm Utility
Beginning Balance	2,277,935	16,404	1,147,320	117,858	525,784
2nd Quarter Ending Bal	2,178,996	162,365	1,256,415	249,991	540,900
Change	(98,939)	145,961	109,095	132,133	15,116

City Council Meeting October 27, 2016

3rd Quarter Ending Fund Balance – Last 3 Years Operating Funds



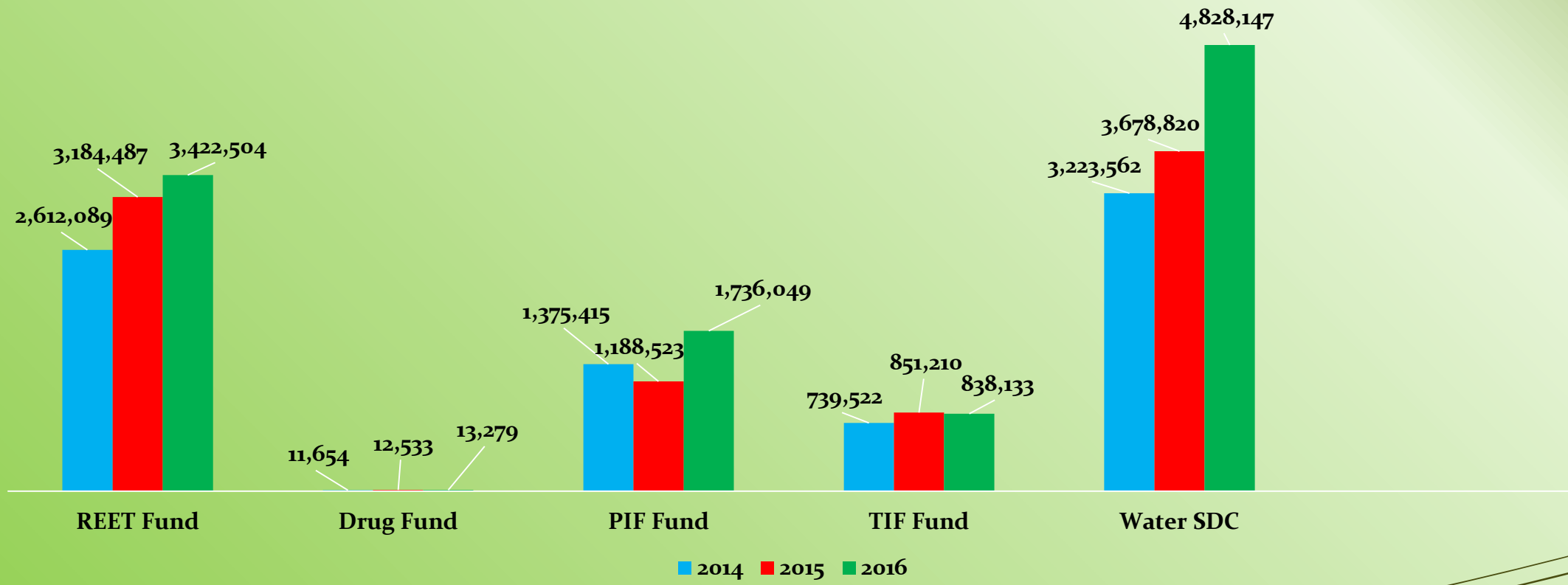
City Council Meeting October 27, 2016

3rd Quarter Ending Fund Balance Special Revenue Funds

	REET Fund	Drug Fund	PIF Fund	TIF Fund	Water SDC
Beginning Balance	3,222,652	15,059	2,041,313	831,555	3,755,157
2nd Quarter Ending Bal	3,422,504	13,279	1,736,049	838,133	4,828,147
Change	199,852	(1,780)	(305,264)	6,578	1,072,990

City Council Meeting October 27, 2016

2nd Quarter Ending Fund Balance – Last 3 Years Special Revenue Funds



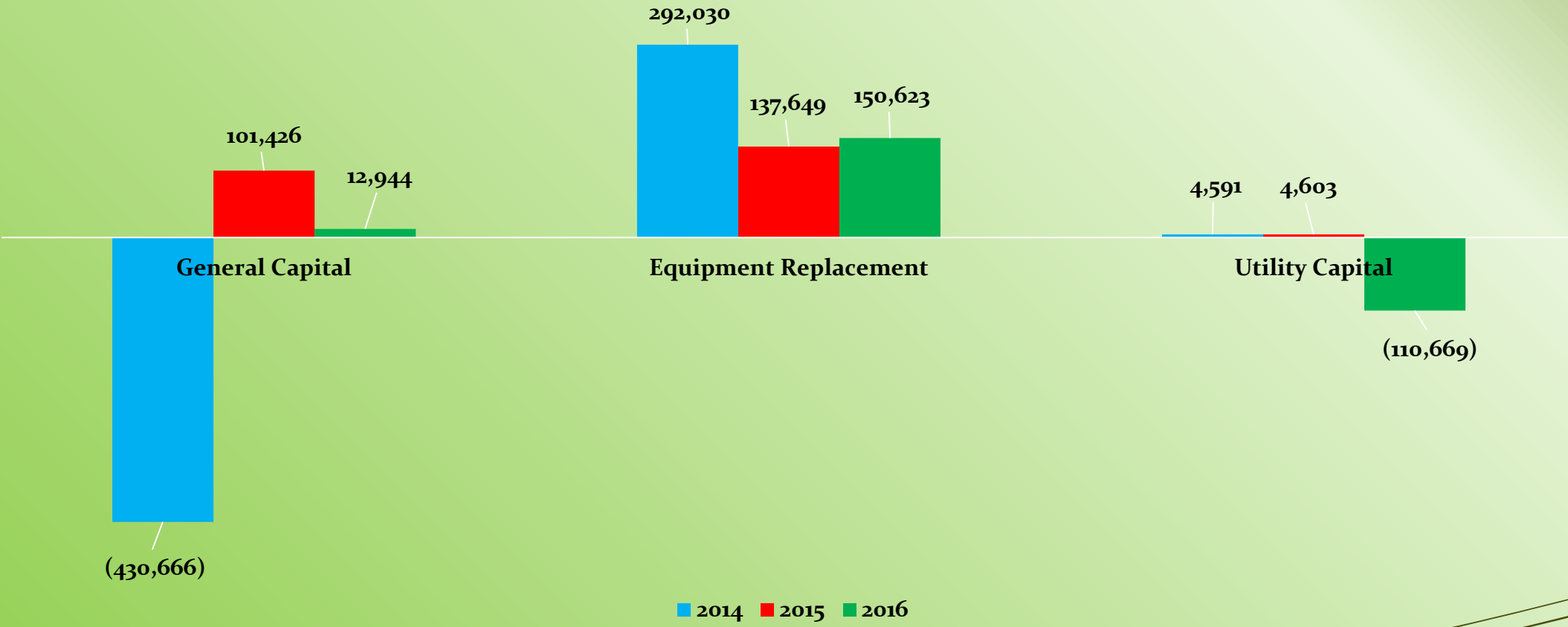
City Council Meeting October 27, 2016

3rd Quarter Ending Fund Balance Capital Funds

	General Capital	ERF Fund	Utility Capital
Beginning Balance	102,576	111,928	(569,799)
2nd Quarter Ending Bal	12,944	150,623	(110,669)
Change	(89,632)	38,695	459,130

City Council Meeting October 27, 2016

3rd Quarter Ending Fund Balance – Last 3 Years Capital Funds



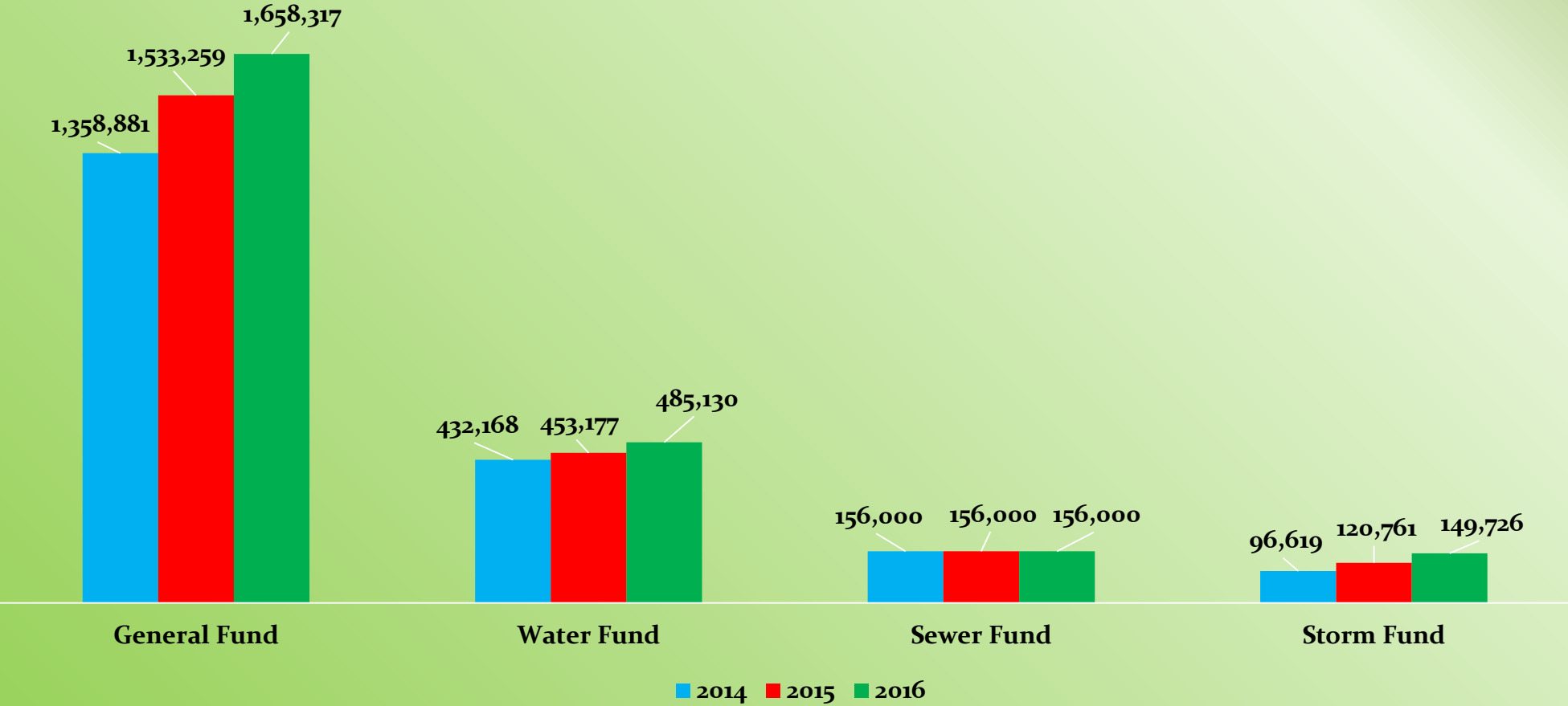
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2016 Required Reserve Balances

	O&M	Revenue Stab.	Debt Service	Capital	2016 Reserves	2015 Reserves	% Change
General							
Fund	805,700	493,241	15,800	343,576	1,658,317	1,533,259	8.16%
Water							
Fund	302,058	-	75,000	108,072	485,130	453,177	7.05%
Storm							
Fund	96,199	-	-	53,527	149,726	120,761	23.99%
Total	1,203,957	493,241	90,800	505,175	2,293,173	2,107,197	8.83%

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Required Reserve Balance – Last 3 Years



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General Fund Revenue

Revenue	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Property Taxes	\$ 579,159	\$ 965,000	60.0%	\$ 547,257	5.8%
Retail Sales Taxes	775,410	1,154,185	67.2%	604,380	28.3%
Utility and Other Taxes	543,437	924,728	58.8%	467,139	16.3%
Licenses and Permits	757,646	739,050	102.5%	356,621	112.5%
Planning and Development	533,849	563,410	94.8%	382,465	39.6%
Fines Forfeits and Restitution	48,714	92,248	52.8%	55,459	-12.2%
Charges for Goods and Services	2,634	2,000	131.7%	1,734	51.9%
Interfund Charges for Goods and Service	312,611	416,815	75.0%	268,745	16.3%
Intergovernmental/Grants/Other	253,948	293,340	86.6%	353,195	-28.1%
Total General Fund Revenue	\$ 3,807,408	\$5,150,776	73.9%	\$ 3,036,995	25.4%

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General Fund Expense

Expense	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Department					
City Council	\$ 50,916	\$ 60,940	83.6%	\$ 25,122	102.7%
Judicial	87,055	124,500	69.9%	45,984	89.3%
Legal	23,111	60,000	38.5%	24,786	-6.8%
Executive	140,960	193,429	72.9%	88,872	58.6%
Finance	231,513	314,724	73.6%	173,564	33.4%
Human Resources	118,238	201,635	58.6%	86,325	37.0%
Administration	241,838	325,090	74.4%	152,790	58.3%
General Government/Facilities	408,279	548,761	74.4%	281,378	45.1%
Information Tech	158,764	219,054	72.5%	38,761	309.6%
Public Safety	1,069,159	1,455,145	73.5%	586,258	82.4%
Cemetery	12,967	29,990	43.2%	31,539	-58.9%
Community Development	631,729	911,755	69.3%	399,477	58.1%
Parks	272,339	364,004	74.8%	154,200	76.6%
Transfer to Equip Replace Fund	78,525	104,700	75.0%	35,098	123.7%
Transfers Out - To Street Fund	346,725	462,300	75.0%	175,583	97.5%
Transfers To Capital - Streets	4,229	150,000	2.8%	-	
Transfers To Capital - Parks	30,000	30,000	100.0%	-	
Total General Fund Expense	\$ 3,906,347	\$5,556,027	70.3%	\$ 2,299,737	69.9%
Total Net Revenue (Loss)	\$ (98,939)	\$ (405,251)	24.4%	\$ 737,258	-113.4%

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General Fund - Fund Balance

Fund Balance	3Q 2016 YTD Actual	2016 Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 2,277,935	\$2,277,935	\$ 2,326,959	-2.1%
Net Increase (Decrease)	(98,939)	(405,251)	737,258	-113.4%
Ending Balance	2,178,996	1,872,684	3,064,217	-28.9%
Less: Reserved Amounts *	1,658,317	1,658,317	1,533,259	8.2%
Net Ending and Available Balance	\$ 520,679	\$ 214,367	\$ 1,530,958	-66.0%
* Includes Street Fund Reserves				

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Street Fund – Revenue & Expense

Revenue	3Q 2016		2016	3Q % of	3Q 2015	3Q 2016 v		
	YTD	Actual	Budget	Budget	YTD Actual	3Q 2015		
Tax/Franchise Fees	\$	33,138	\$	57,049	58.1%	\$	30,858	7.4%
Vehicle Motor Fuel Tax		85,157		138,048	61.7%		83,438	2.1%
Grants		-		3,500	0.0%		-	
Permits		11,298		7,500	150.6%		3,727	203.1%
Transfer In - General Fund		346,725		454,200	76.3%		225,750	53.6%
Other Revenue		5,942		300	1980.7%		3,215	84.8%
Total Street Fund Revenue	\$	482,260	\$	660,597	73.0%	\$	346,988	39.0%
Expense	3Q 2016		2016	3Q % of	3Q 2015	3Q 2016 v		
	YTD	Actual	Budget	Budget	YTD Actual	3Q 2015		
Street Fund	\$	336,299	\$	656,149	51.3%	\$	398,127	-15.5%
Total Street Fund Expense	\$	336,299	\$	656,149	51.3%	\$	398,127	-15.5%
Total Net Revenue (Loss)	\$	145,961	\$	4,448	3281.5%	\$	(51,139)	-385.4%
Fund Balance	3Q 2016		2016	3Q 2015		3Q 2016 v		
	YTD	Actual	Budget	YTD Actual		3Q 2015		
Beginning Balance	\$	16,404	\$	16,404	\$	10,867	51.0%	
Net Increase (Decrease)		145,961		4,448		(51,139)	-385.4%	
Ending Balance		162,365		20,852		(40,272)		
Less: Reserved Amounts *		-		-		-		
Net Ending and Available Balance	\$	162,365	\$	20,852		\$	(40,272)	
*Reserves Maintained in General Fund								

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Real Estate Excise Tax Fund

Real Estate Excise Tax (REET)	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 655,666	\$ 500,000	131.1%	\$ 513,090	27.8%
Expense	455,814	2,313,200	19.7%	50,305	
Total Net Revenue (Loss)	\$ 199,852	\$(1,813,200)	-11.0%	\$ 462,785	-56.8%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 3,222,652	\$ 3,222,652		\$ 2,721,702	18.4%
Net Increase (Decrease)	199,852	(1,813,200)		462,785	-56.8%
Ending Fund Balance	\$ 3,422,504	\$ 1,409,452		\$ 3,184,487	7.5%

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Drug Fund

Drug	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 725	\$ 1,150	63.0%	\$ 566	28.1%
Expense	2,505	3,500	71.6%	-	
Total Net Revenue (Loss)	\$ (1,780)	\$ (2,350)	75.7%	\$ 566	-414.5%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 15,059	\$ 15,059		\$ 11,967	25.8%
Net Increase (Decrease)	(1,780)	(2,350)		566	-414.5%
Ending Fund Balance	\$ 13,279	\$ 12,709		\$ 12,533	6.0%

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Park Impact Fee Fund

Park Impact Fee (PIF)	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 685,340	\$ 951,895	72.0%	\$ 376,886	81.8%
Expense	990,604	1,364,000	72.6%	610,884	0.0%
Total Net Revenue (Loss)	\$ (305,264)	\$ (412,105)	74.1%	\$ (233,998)	30.5%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 2,041,313	\$ 2,041,313		\$ 1,422,521	43.5%
Net Increase (Decrease)	(305,264)	(412,105)		(233,998)	30.5%
Ending Fund Balance	\$ 1,736,049	\$ 1,629,208		\$ 1,188,523	46.1%

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Traffic Impact Fee Fund

Traffic Impact Fee (TIF)	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 160,802	\$ 238,904	67.3%	\$ 89,424	79.8%
Expense	154,224	355,000	43.4%	10,261	100.0%
Total Net Revenue (Loss)	\$ 6,578	\$ (116,096)	-5.7%	\$ 79,163	-91.7%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 831,555	\$ 831,555		\$ 772,047	7.7%
Net Increase (Decrease)	6,578	(116,096)		79,163	-91.7%
Ending Fund Balance	\$ 838,133	\$ 715,459		\$ 851,210	-1.5%

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General Capital Fund

General Capital Projects	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 1,673,180	\$ 6,889,850	24.3%	\$ 834,408	100.5%
Expense	1,762,812	6,974,175	25.3%	680,670	159.0%
Total Net Revenue (Loss)	\$ (89,632)	\$ (84,325)	106.3%	\$ 153,738	-158.3%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 102,576	\$ 102,576		\$ (52,312)	-96.1%
Net Increase (Decrease)	(89,632)	(84,325)		153,738	-158.3%
Ending Fund Balance	\$ 12,944	\$ 18,251		\$ 101,426	112.8%

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Equipment Replacement Fund

Equipment Replacement (ERF)	3Q 2016		2016	3Q % of	3Q 2015		3Q 2016 v	
	YTD	Actual	Budget	Budget	YTD	Actual	3Q 2015	
Revenue	\$	124,042	\$	165,759	74.8%	\$	108,384	14.4%
Expense		85,347		123,400	69.2%		44,053	93.7%
Total Net Revenue (Loss)	\$	38,695	\$	42,359	91.4%	\$	64,331	-39.9%
Fund Balance	3Q 2016		2016			3Q 2015	3Q 2016 v	
	YTD	Actual	Budget			YTD	Actual	3Q 2015
Beginning Balance	\$	111,928	\$	111,928		\$	73,318	52.7%
Net Increase (Decrease)		38,695		42,359			64,331	-39.9%
Ending Fund Balance	\$	150,623	\$	154,287		\$	137,649	9.4%

Water Utility Fund

Water Utility O&M	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 967,122	\$ 1,741,462	55.5%	\$ 916,437	5.5%
Expense	858,027	1,699,957	50.5%	711,831	20.5%
Total Net Revenue (Loss)	\$ 109,095	\$ 41,505	262.8%	\$ 204,606	-46.7%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 1,147,320	\$ 1,147,320		\$ 1,120,351	2.4%
Net Increase (Decrease)	109,095	41,505		204,606	-46.7%
Ending Balance	1,256,415	1,188,825		1,324,957	-5.2%
Less: Reserved Amounts	485,130	485,130		453,177	7.1%
Net Ending and Available Fund Balance	\$ 771,285	\$ 703,695		\$ 871,780	-11.5%

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Sewer Treatment Utility Fund

Sewer Treatment Utility O&M	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 553,108	\$ 1,831,496	30.2%	\$ 543,804	1.7%
Expense	420,975	1,831,446	23.0%	1,034,830	-59.3%
Total Net Revenue (Loss)	\$ 132,133	\$ 50	264266.0%	\$ (491,026)	-126.9%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 117,858	\$ 117,858		\$ 902,172	-86.9%
Net Increase (Decrease)	132,133	50		(491,026)	-126.9%
Ending Balance	249,991	117,908		411,146	-39.2%
Less: Reserved Amounts	156,000	156,000		156,000	0.0%
Net Ending and Available Fund Balance	\$ 93,991	\$ (38,092)		\$ 255,146	-63.2%

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Stormwater Utility Fund

Stormwater Utility O&M	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 283,133	\$ 404,410	70.0%	\$ 252,524	12.1%
Expense	268,017	844,840	31.7%	192,320	39.4%
Total Net Revenue (Loss)	\$ 15,116	\$ (440,430)	-3.4%	\$ 60,204	-74.9%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 525,784	\$ 525,784		\$ 451,963	16.3%
Net Increase (Decrease)	15,116	(440,430)		60,204	-74.9%
Ending Balance	540,900	85,354		512,167	5.6%
Less: Reserved Amounts	149,726	149,726		120,761	24.0%
Net Ending and Available Fund Balance	\$ 391,174	\$ (64,372)		\$ 391,406	-0.1%

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Water SDC Fund

Water SDC	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 1,132,571	\$ 1,062,750	106.6%	\$ 547,695	106.8%
Expense	59,581	781,275	7.6%	62,123	-4.1%
Total Net Revenue (Loss)	\$ 1,072,990	\$ 281,475	381.2%	\$ 485,572	121.0%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ 3,755,157	\$ 3,755,157		\$ 3,193,248	17.6%
Net Increase (Decrease)	1,072,990	281,475		485,572	121.0%
Net Ending and Available Fund Balance	\$ 4,828,147	\$ 4,036,632		\$ 3,678,820	31.2%

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Utility Capital Fund

Utility Capital Projects	3Q 2016 YTD Actual	2016 Budget	3Q % of Budget	3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Revenue	\$ 2,290,827	\$ 2,954,550	77.5%	\$ 38,853	5796.1%
Expense	1,831,697	2,954,500	62.0%	38,850	4614.8%
Total Net Revenue (Loss)	\$ 459,130	\$ 50	918260.0%	\$ 3	15304233.3%
Fund Balance	3Q 2016 YTD Actual	2016 Budget		3Q 2015 YTD Actual	3Q 2016 v 3Q 2015
Beginning Balance	\$ (569,799)	\$ (569,799)		\$ 4,600	-12486.9%
Net Increase (Decrease)	459,130	50		3	15304233.3%
Net Ending and Available Fund Balance	\$ (110,669)	\$ (569,749)		\$ 4,603	-2504.3%

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City Investments

- Total investment portfolio \$9,383,002.38
- Change in investments
 - Purchased FNMA \$500,000 7/27/16
 - Called FHLB \$255,882.35 7/14/16
 - Matured FHLB \$210,000 9/9/16
 - Matured FHLB \$215,000 9/15/16
 - Purchased FHLB \$250,000 9/14/16
- Current yield on investment 1.73%
- Weighted Avg. Maturity 28.66 months
- All investments within policy limits

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QUESTIONS?

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 27, 2016
ITEM: PRESENTATION
AGENDA ITEM TITLE: Complete Streets Update

GOVERNING LEGISLATION:

Title 12 of the Ridgefield Municipal Code

PREVIOUS COUNCIL ACTION TAKEN:

Approval of Resolution 495 – Complete Streets Policy

SUMMARY/BACKGROUND:

“Complete Streets” refers to a policy and planning approach that ensures that streets are planned, designed, constructed and maintained in a way that accommodates users of all forms of transportation including pedestrians, cyclists and users of public transportation. In 2011 Washington State passed a Complete Streets Bill (HB 1071) creating a program that would provide grants to communities that met appropriate criteria, including having an adopted Complete Streets Policy. In September of 2015 the City adopted a Complete Streets Policy. The Complete Streets policy requires the Public Works Department, as lead agency, to submit an annual report detailing the City’s progress toward implementation and realization of the goals of the Complete Streets Policy. The attached report addresses the reporting requirements stated in the policy.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

Staff requests that the Council discuss and provide feedback on the City’s Complete Streets Policy and annual report.

STAFF CONTACT: Bryan Kast, Public Works Director
ATTACHMENTS: 2016 Complete Streets Annual Report (PDF)

Approved to be placed on City Council Agenda:

Complete Streets Annual Report

The City of Ridgefield adopted a Complete Streets Policy by Resolution 495 (Resolution) on September 10, 2015. The Complete Streets Resolution requires the Public Works Department, as lead agency, to submit an annual report detailing the City's progress toward implementation and realization of the goals of the Complete Streets Policy. The three sections below address the reporting requirements stated in the Resolution.

1. Baseline and Updated Performance Measures

Performance Measures 1-4

Most new infrastructure in the City is development driven, due to Standards that require all new development comply with the City's Complete Streets policy. Table 1 below provides a summary performance measures 1 through 4, as described in Section F of the Resolution.

Table 1 Updated Performance Measures			
Project	New Bicycle Infrastructure (ft)	New Pedestrian Infrastructure (ft)	New Curb Ramps
Hawk's Landing	941	6,064	13
Taverner Ridge Ph. 7	465	4,207	6
Bella Noche	756	2,656	8
Canterbury Trails	1,831	8,577	20
Total	3,993	21,504	47

Performance Measure 5

Performance measure 5 requires bicycle and pedestrian counts at key locations, including high need areas. High need areas are defined as:

- Any census tract in which the median household income is less than 80% of the statewide average median based on the most current census tract-level data from the U.S. Census Bureau American Community Survey.
- Any area within one mile of a school.
- Any area that has high use by pedestrian and/or bicycles.

A map showing all areas within a 1 mile radius of a school is included as Figure 1 in Appendix A. These areas encompass most of Ridgefield and include all other areas meeting the definition of a high need area as defined above.

Since the high need areas encompass most of the City, counts have not yet been conducted. Counts may be conducted in the future as part of the planning process for specific improvements within the defined high need areas.

Performance Measure 6

Performance measure 6 is the commute mode percentages as provided by the American Community Survey conducted by the U.S. Census Bureau. The survey estimated that Ridgefield had 2,556 workers, age 16 and over, commuting to work in 2014, the most recent year for which data is available. The mean commute time for a Ridgefield worker was 33.5 minutes. Table 2 summarizes the estimated numbers and percentages of workers commuting by various means of transportation.

Table 2 Commute Mode Percentages		
Description	Total	Percentage (%)
Total Workers	2,556	100
Car, Truck, Van-drove alone	2,188	85.6
Car, Truck, Van- carpooled	198	7.7
Public Transportation	0	0.0
Walked	16	0.6
Other means	16	0.6
Worked at home	138	5.4

Performance Measure 7

Performance measure 7 is the percentage of transit stops accessible via sidewalks and curb ramps. Currently, Ridgefield has only two transit stops, one located in downtown and the other at the park and ride near I-5. Both transit stops are ADA accessible.

Performance Measure 8

Performance measure 8 is the number, locations, and cause of collisions, injuries, and fatalities, by mode of transportation. The data available from the Ridgefield Police Department includes number and locations of collisions, and if there were injuries or fatalities. No information regarding the cause of collisions or if bicycles or pedestrians were involved is available.

During the period of October 1, 2015 through October 20, 2016 there were a total of 50 collisions, with 12 resulting in injury. No fatalities were reported. Generally, the collisions were spread throughout the City, however the following intersections had multiple collisions:

- S. 65th Ave and Pioneer Street- 2 collisions, no injuries
- Pioneer Street and 4th Avenue- 3 collisions, no injuries

- NE 10th Ave and S. Union Ridge Pkwy- 2 collisions, 1 injury collision with 4 injuries
- S. 85th and S. Union Ridge Pkwy- 2 collisions, 1 injury collision with 1 injury
- Pioneer Street and S. 56th Place- 3 collisions, 1 injury collision with 1 injury
- Pioneer Street and 45th Ave- 2 collisions, 1 injury collision with 1 injury
- Pioneer Street and I-5- 2 collisions, no injuries

The full collision report is included in Appendix B.

Performance Measures 9 and 10

Measures 9 and 10 are:

- The total number or rate of children walking or bicycling to school as data is available
- Vehicle Miles Traveled (VMT) or Single Occupancy Vehicle (SOV) trip reduction as data is available

Coordination with the local school district through the Safe Routes to School program will be the source of the rate of children walking or bicycling to school. An estimate of children walking or bicycling to the High School was obtained as part of early planning for the Hillhurst Trail (project is currently on hold, pending funding). It was estimated that only 14 children walk or bike to the high school.

The City established a vehicle miles traveled reduction policy, which incorporates a commute Trip Reduction program, in the 2016 Comprehensive Plan Update. Data is not yet available on the results of these policies.

2. Summaries

The second reporting requirement of the Resolution requires a summary of various aspects of implementation. Each item requiring a summary is listed below in bold, with the summary directly following.

a. All Transportation Projects planned or undertaken and their status, including a full list and map, with clear identification of which projects are located in High Need Areas.

Current transportation projects are summarized in Table 4. Maps showing the location of the listed project are included as Figures 2 through 6 in Appendix A.

Table 4 Project Summary		
Project	Status	High Need Area
N. 4 th Place Improvements	Construction	Yes
Main Avenue Overlay	Design Complete	Yes
Gee Creek Trail-South	Design Phase	Yes
Gee Creek Trail-North	Pre-Design	Yes
Downtown Access Project	Pre-Design	Yes
Smythe Road Trail	Design	No

Table 4 Project Summary		
Project	Status	High Need Area
Reiman Road Guardrail	Construction	Yes
Pioneer/35 th Roundabout	Design	No
S.45 th Avenue/ S. Royle Road Improvements	Pre-Design	Partial

b. All exceptions granted pursuant to Section E of this Policy, including identification of exceptions granted in High Need Areas

No exceptions to the policy have been granted.

c. The progress made in achieving the benchmarks for High Need Areas developed pursuant to Section D(5)

Section D(5) of the Resolution requires that Public Works shall identify an existing process or develop a new process that allows for public participation in decisions concerning the design, planning, and use of streets and roadways covered by the Complete Streets Policy.

The City recently completed the Comprehensive Plan Update, the Multimodal Transportation Plan, and the Downtown Circulation Plan. During the updates to these plans, public participation was invited by holding community meetings. Public input was incorporated into the formation of the policies established by these Plans. No further public participation is specifically sought for small projects that comply with the objectives and policies established in the Plans. Additional community meetings and public comment periods are held for large projects.

d. Updates to street design standards, internal department and agency manuals and procedures, zoning and municipal codes, and land use plans, pursuant to Sections D(1)-(3)

Sections D(1)-(3) address the incorporation of the Complete Streets Policy into all City codes, standards, plans and staff training.

As mentioned above, the City has completed the Comprehensive Plan Update, the Multimodal Transportation Plan, and the Downtown Circulation Plan in the last year. The Comprehensive Plan incorporated the Complete Streets Policy, and the Multimodal and Downtown Circulation Plans were created specifically to implement the Complete Streets Policy. The ideas and philosophy behind the Complete Streets Resolution have been a part of the City's development code and engineering standards for some time.

Public works staff has completed training offered by the funding agencies for the Complete Streets Program and the Safe Routes to School Program.

e. All funding acquired for projects that enhance the Complete Streets network

Funds have been acquired for the Main Avenue Overlay, which includes the installation of 18 new ADA curb ramps, from the Transportation Improvement Board (TIB). TIB is also providing funding for the 35th Avenue Roundabout, which will include bicycle and pedestrian improvements. Community Development Block Grants have been secured for the N. 4th Place Project and the Downtown Access Project, which targets adding sidewalks and ADA ramps in the residential neighborhood adjacent to downtown. Local funds have been budgeted for the Reiman Road Guardrail, the Smythe Road Trail and North Gee Creek Trail. A private donation was also received for the Smythe Road Trail.

f. All staff trainings and professional development provided pursuant to Section D(4)

Staff trainings are addressed in Section D(3) of the Resolution. As discussed above, public works staff has completed training offered by the funding agencies for the Complete Streets Program and the Safe Routes to School Program.

3. Recommendations

The final reporting requirement for the Complete Streets Resolution asks for recommendations for improving the implementation of the Policy. This is the first annual report, and the Plans written or updated this year have not been in place long enough for an accurate evaluation of their effectiveness or implementability.

Appendix A

Figure 1: High Need Areas

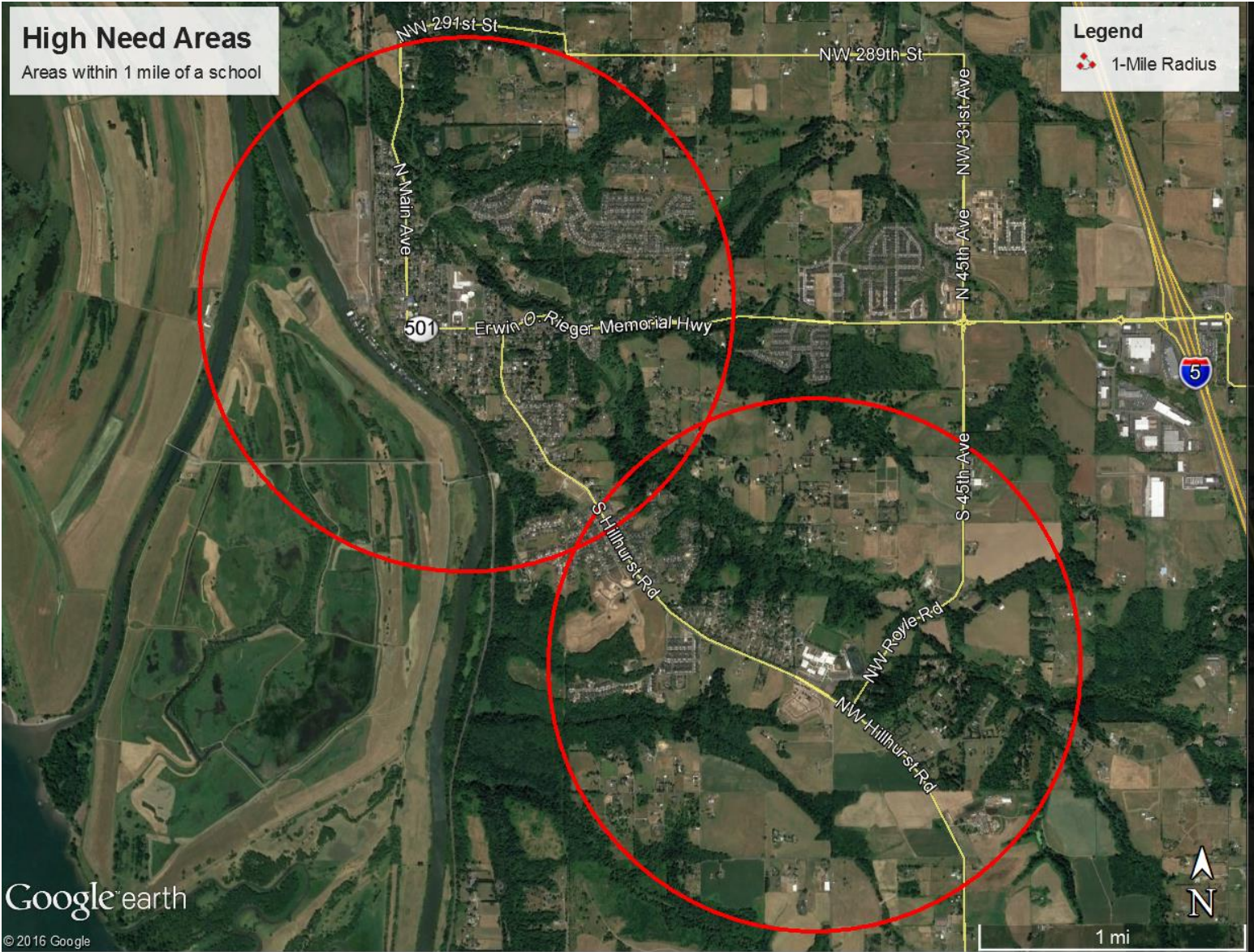


Figure 2: Downtown Projects

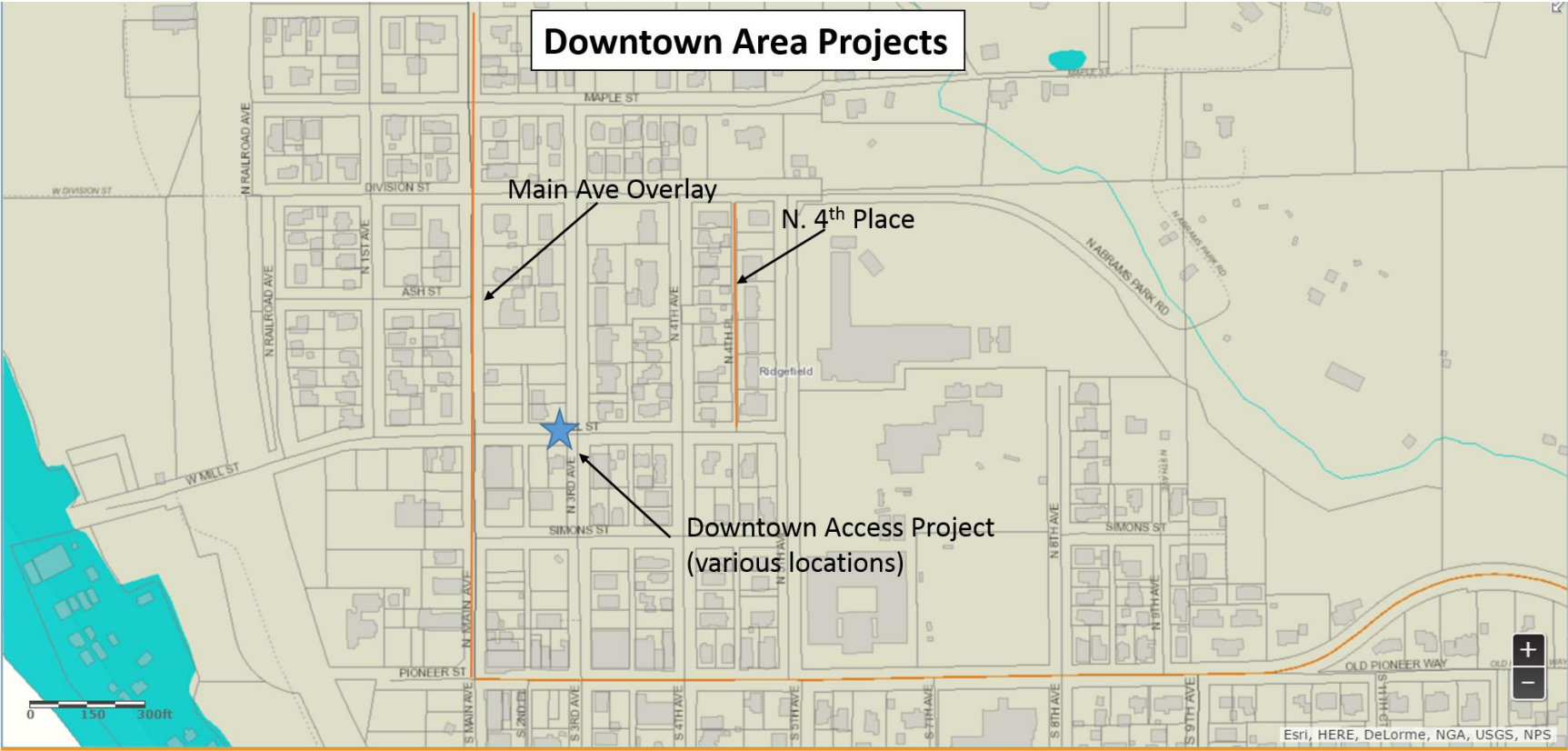


Figure 3: Pioneer and 35th Avenue Area Projects

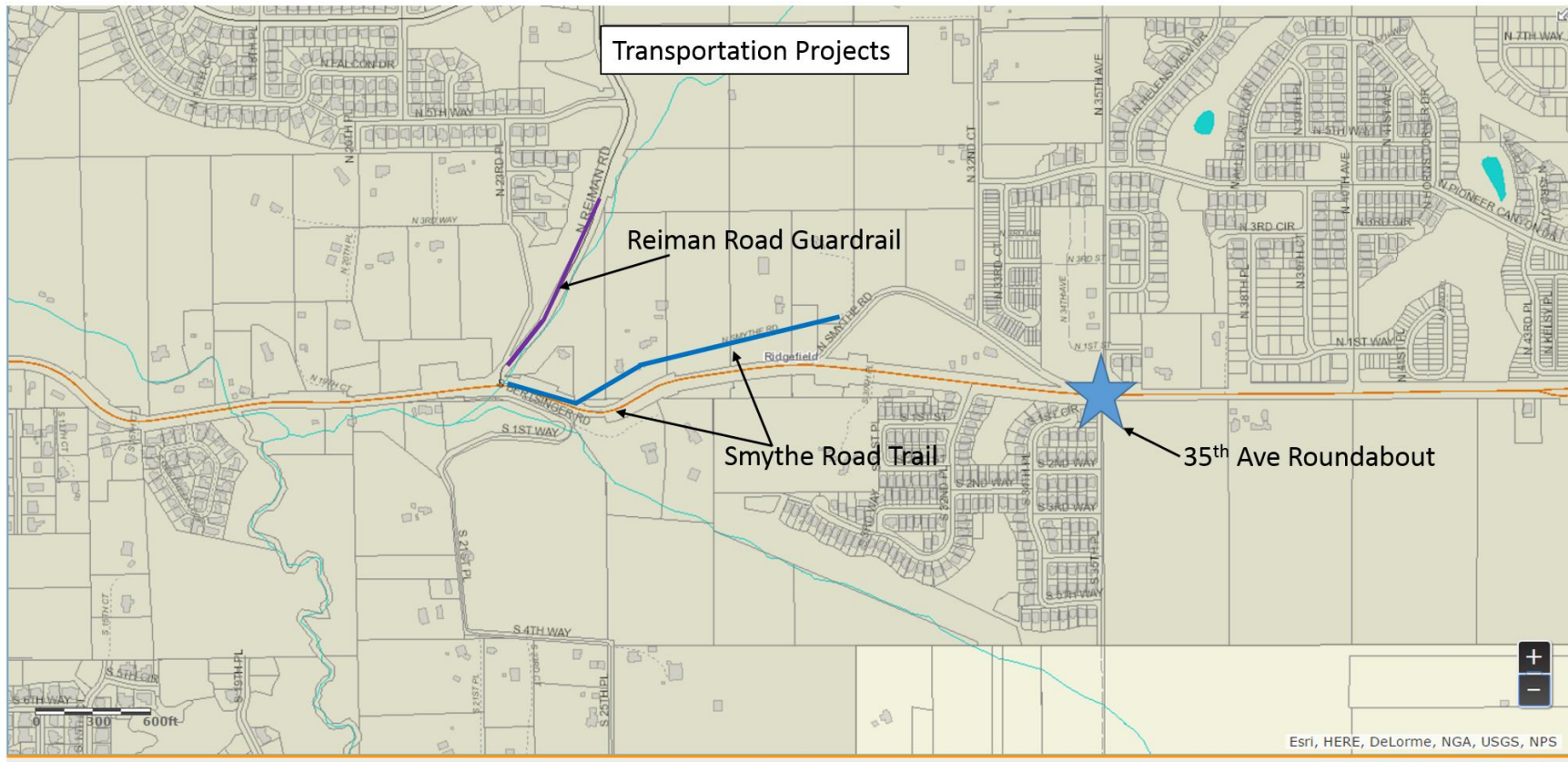


Figure 4: Gee Creek Trail-South Segment.

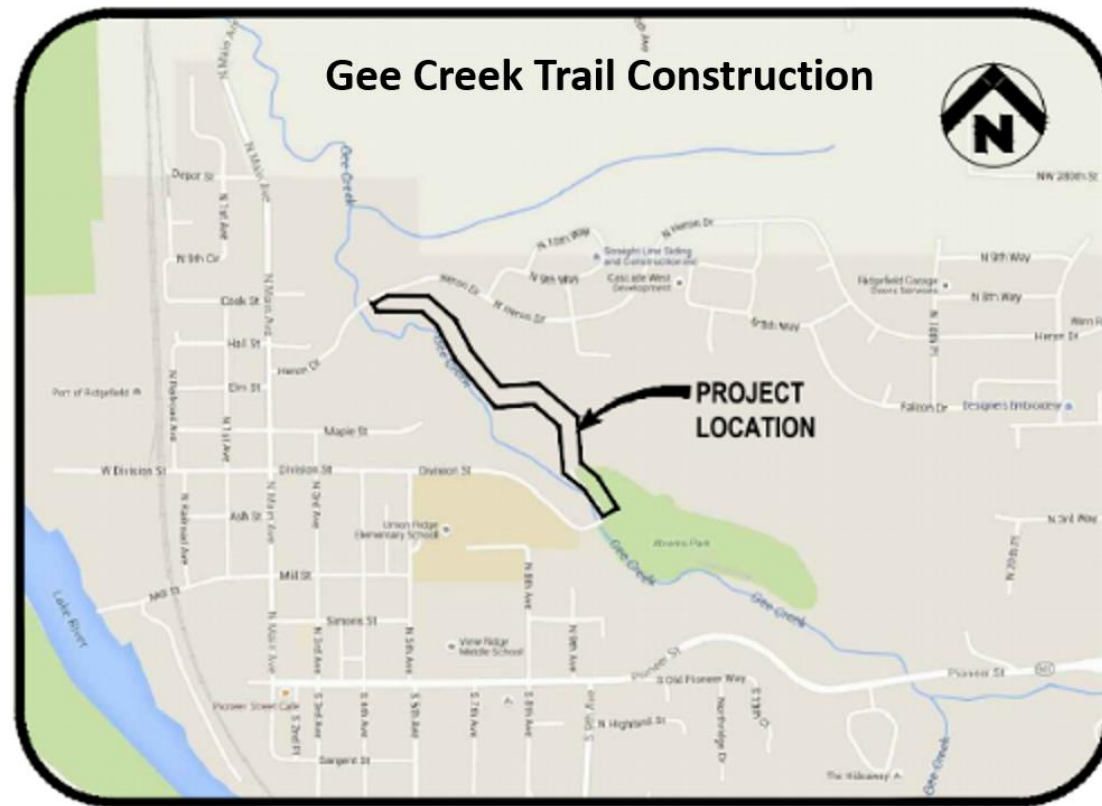


Figure 5: Gee Creek Trail- North Segment

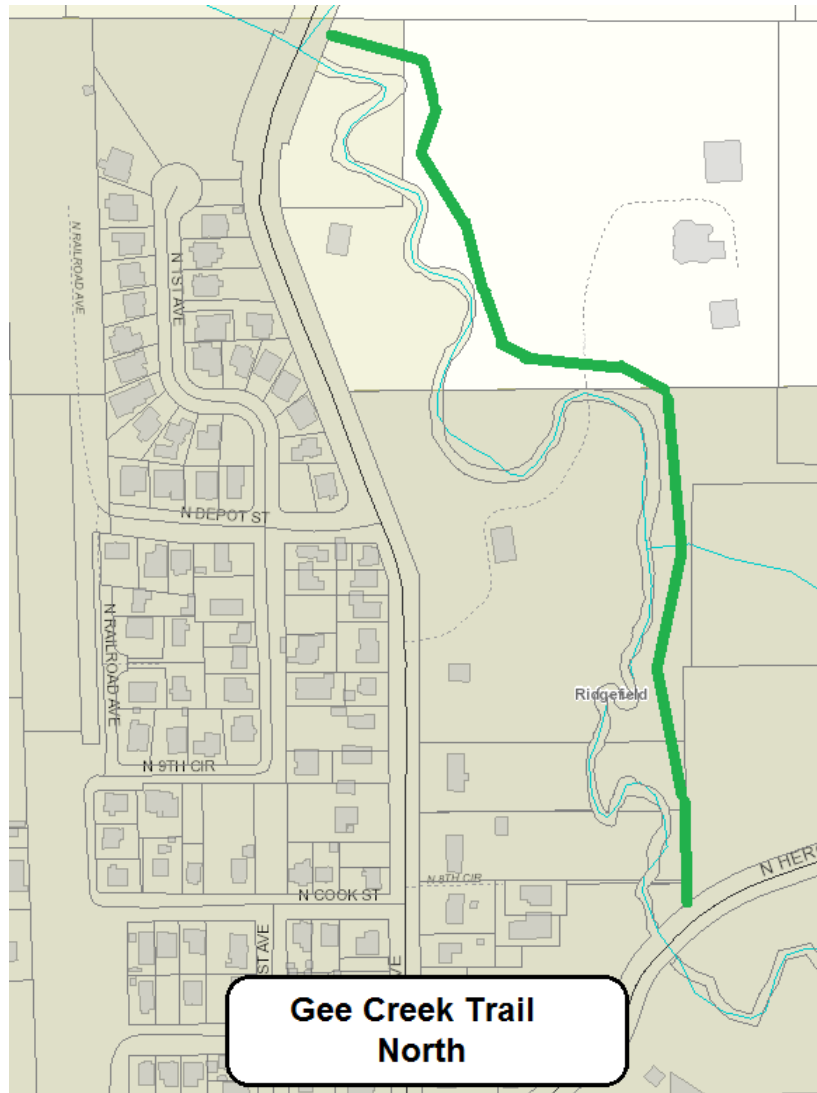
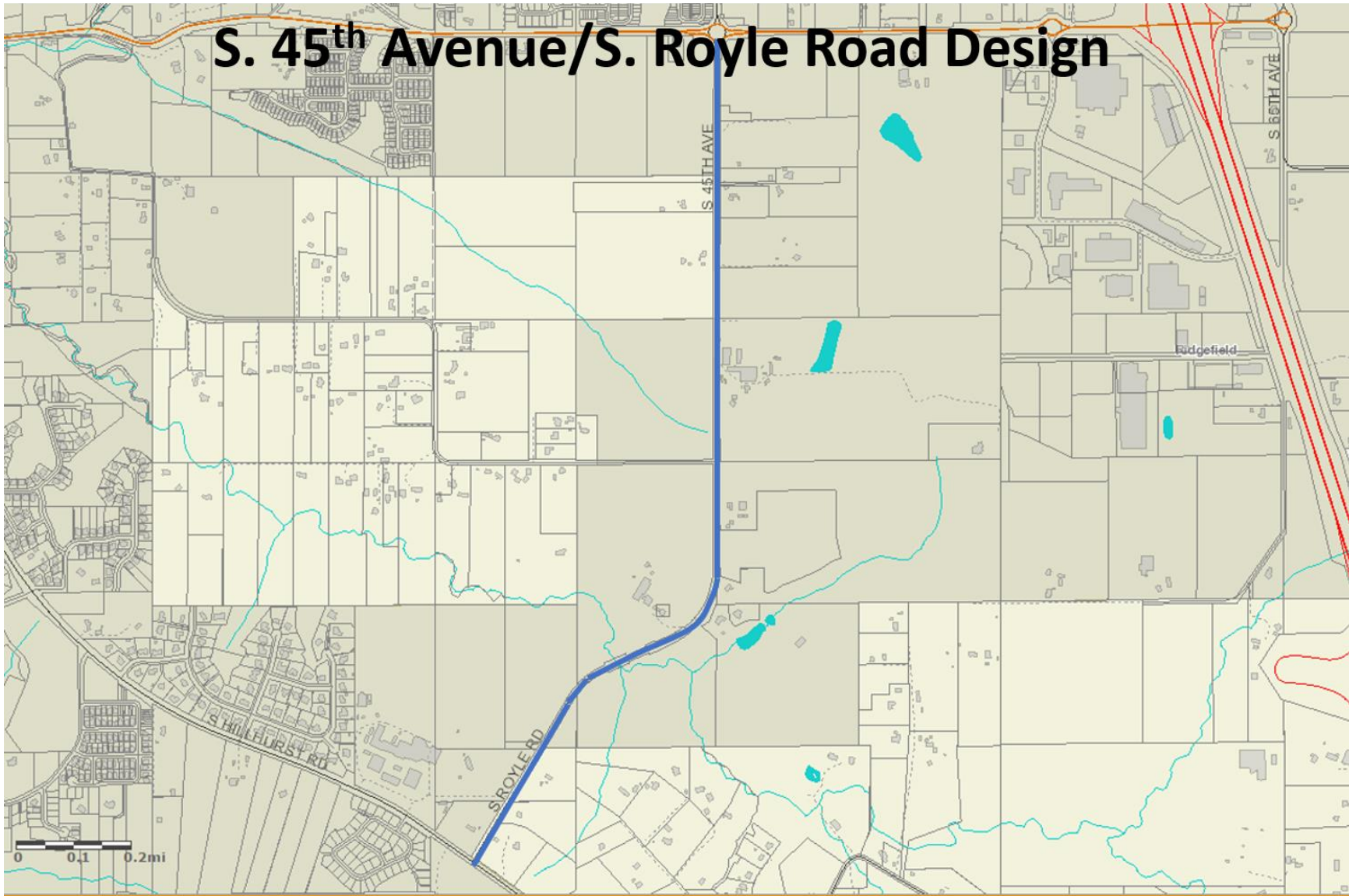


Figure 6: 45th Avenue/S. Royle Road Improvements



Appendix B

State of Washington
 Collisions by Location
 From: 10/01/2015 To: 10/20/2016
 For:
 CLARK County City Of Ridgefield
 Ridgefield PD

Location	Total Collisions	Fatal Collisions	Injury Collisions	Number Fatalities	Number Injuries
PIONEER ST	2	0	1	0	2
S 29TH CT	1	0	0	0	0
S 5TH ST	1	0	0	0	0
PIONEER ST 45TH AVE	1	0	0	0	0
PIONEER ST 8TH AVE	1	0	1	0	2
N MAIN ASH ST	1	0	0	0	0
N MAIN AVE DIVISION ST	1	0	0	0	0
PIONEER ST I-5	1	0	0	0	0
PIONEER ST I-5 NB ON/OFF RAMP	1	0	0	0	0
N 40TH AVE N 3RD CT	1	0	0	0	0
N PIONEER CANYON DR N 40TH AVE	1	0	0	0	0
PIONEER ST (501) N 40TH AVE	1	0	0	0	0
PIONEER N 45TH AVE	1	0	0	0	0
PIONEER STREET N 45TH AVENUE	1	0	1	0	1
PIONEER ST N 4TH AVE	2	0	0	0	0
N 47TH AVE N 5TH ST	1	0	0	0	0
N HERON DR N LARK DR	1	0	0	0	0
PIONEER ST N SMYTHE RD	1	0	0	0	0
NE 259TH NE 10TH AVE	1	0	0	0	0
NE 259TH ST NE 10TH AVE	1	0	0	0	0
S HILLHURST RD NE 229TH ST	1	0	0	0	0
NW HILLHURST NW 229TH	1	0	0	0	0
NW HILLHURST NW CARTY	1	0	1	0	1
NORTH RIDGE DR OLD PIONEER WAY	1	0	0	0	0

Attachment: 2016 Complete Streets Annual Report (1127 : Complete Streets Update)

State of Washington
 Collisions by Location
 From: 10/01/2015 To: 10/20/2016
 For:
 CLARK County City Of Ridgefield
 Ridgefield PD

Location	Total Collisions	Fatal Collisions	Injury Collisions	Number Fatalities	Number Injuries
N 45TH AVE PIONEER CANYON	1	0	0	0	0
S 65TH AVE PIONEER ST	1	0	0	0	0
S. 65TH AVE PIONEER ST	1	0	0	0	0
REIMAN ROAD PIONEER STREET	1	0	0	0	0
S HILLHURST ROYLE ROAD	1	0	0	0	0
S UNION RIDGE PRKY S 10TH STREET	1	0	1	0	1
S HILLHURST S 15TH CIR	1	0	1	0	1
PIONEER ST S 15TH CT	1	0	0	0	0
S 8TH WAY S 15TH CT	1	0	0	0	0
S HILLHURST S 29TH CT	1	0	1	0	2
PIONEER ST S 32ND PL	1	0	1	0	1
PIONEER ST S 4TH AVE	1	0	0	0	0
PIONEER ST S 56TH PL	1	0	0	0	0
PIONEER ST S 56TH PLACE	1	0	1	0	1
PIONEER STREET S 56TH PLACE	1	0	0	0	0
S 65TH AVE S 5TH ST	1	0	0	0	0
S 85TH WAY S 5TH ST	1	0	0	0	0
PIONEER STREET S 7TH AVENUE	1	0	0	0	0
S HILLHURST RD S HAWK PL	1	0	0	0	0
RIDGEFIELD WILDLIFE S HILLHURST	1	0	1	0	3
NE 10TH AVE S UNION RIDGE PARKWA	1	0	1	0	4
NE 10TH AVE S UNION RIDGE PKWY	1	0	0	0	0
S 85TH AVE S UNION RIDGE PRKWAY	1	0	0	0	0
S 85TH AVENUE S. UNION RIDGE PKWY	1	0	1	0	1

Report Totals:

50

0

12

0

20

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 27, 2016

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: Public Hearing and Approval of Water Conservation Goal Setting

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 43.20.230, and Chapter 90.03

PREVIOUS COUNCIL ACTION TAKEN:

Resolution 449, Approval of the 2013 Water System Plan Update, September 12, 2013

SUMMARY/BACKGROUND:

The Department of Health requires that goals for water use efficiency are established every 6-years through a public forum. The City last established water use efficiency goals at a public meeting on July 9, 2009. Those goals were carried over in the 2013 Water System Plan that was adopted by council in 2013, however there was not a forum for public comment on the goals at that time.

The City's current goals are to "reduce average annual consumption for residential connections by 1-percent per year through 2015" and to "reduce distribution system leakage and loss to less than 10-percent". While the City has been successful at reducing system leakage and loss to well below our goal, water consumption per connection has increased in recent years.

The City currently tracks water connections by ERU or Equivalent Residential Unit. A single family home is the basis at 1 ERU, with commercial and industrial uses converted to ERUs based on the meter size. While this method of tracking is standard, it can make it difficult to separate out connections and consumption for residential connections only as described by our previous goal.

Staff recommends revising the water use efficiency goals to "Reduce average consumption to 191 gallons per day per ERU by 2022", and to "maintain distribution system leakage and loss below 10-percent". These goals are consistent with the City's Water System Plan and

Approved to be placed on City Council Agenda:

Department of Health Guidelines. In 2015 average consumption was 228 gallons per day per ERU, and distribution system leakage and loss was at 3.3-percent. The leakage and loss percentage has varied between a low of 3.3-percent in 2008 and 2015 and a high of 21.5-percent in 2006 and 2010. It is estimated that the majority of this loss is due to un-metered hydrant use and errors or emissions in tracking approve un-meter use for flushing, flow testing and firefighting.

To meet these goals City staff will increase education and outreach to customers regarding the City's billing rate structures that encourage conservation, as well as efficient irrigation techniques. Staff will also continue to work with contractors and the Clark County Fire and Rescue to ensure that all hydrant use is accounted for.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Staff recommends that the Council hold a Public Hearing to receive comments on the proposed goals, and to adopt the goals. A suggested motion would be:

"I move to adopt the water use efficiency goals as presented"

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS:

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 27, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: Amendment to the 2016 Budget

GOVERNING LEGISLATION: Revised Code of Washington Chapter 35A.33. City of Ridgefield Financial Policy #01 Financial Management and Financial Policy #07 Budget

PREVIOUS COUNCIL ACTION TAKEN: Council adopted Ordinance No. 1197 pertaining to the 2016 Budget on December 3, 2015; Council adopted Ordinance No. 1205 amending the 2016 Budget on April 28, 2016.

SUMMARY/BACKGROUND: The City has contracted with LaserFiche and FreeDoc to install and implement a new document management system city wide. The City originally budgeted the annual cost of the software, but not the full cost of implementation as it was expected to be a multi-year project. The implementation timeframe will be able to be completed in 2016. General Fund expense for the implementation has been reallocated from existing budget line items. The cost associated with the building department (\$16,400), water fund (\$32,750) and storm fund (\$16,800) need to be allocated through budget amendment. In addition recognition of the street fund expense portion of implementation (\$8,100) needs to be recognized. The transfer from the General Fund to support the street fund expense was reallocated previously from existing budget line items.

The Public Works Department has begun engineering and design of a high priority project for stage 1 road improvements for 45th and Royle Avenues. This project was not anticipated during the 2016 budget process. The cost of the initial engineering and design work for 2016 is estimated at \$47,000 and would be funded through a transfer from the transportation impact fee fund.

Due to the 2015 Christmas season the City postponed completion of the final paving of the alley utility projects between Main and 3rd, and 3rd and 4th to limit impact on local business. The City needs to re-appropriate the final cost of the project for water work (\$1,657) and storm work (\$816). Transfers from the operating funds will cover the re-appropriation.

The Finance Department and Public Works is recommending reallocating the expense for the Division St storm improvement project from Storm Water Operations to Real Estate Excise Tax to fund the improvements. The reallocation would move \$240,000 in expense from operations to REET. In addition the cost of the design and construction has exceeded the original budgeted line item by \$114,000. The total expense for the project would be \$354,000.

Approved to be placed on City Council Agenda:

Kirk Johnson	Completed	10/17/2016 9:53 AM
Approved for Council		
Steve Stuart	Completed	10/17/2016 11:17 AM
City Council	Completed	10/27/2016 6:30 PM

The City's events have been extremely successful in 2016. As a result of additional events the City has sponsored both on their own and in a public/private partnership the City needs to recognize revenue in the amount of \$10,000 and the resulting expense of \$10,000 to account for the private partnership portion of these events.

The City completed an additional project to add a temporary parking lot downtown at the Park Laundry property on N. Main St. The cost of the project, which was not anticipated at the time the 2016 budget was developed was \$10,000.

The City added a security camera and recording device to Overlook Park at the end of 2015 as a result of vandalism at the park. In addition the City added security features to City Hall. The vendor failed to invoice the City until June of 2016 for the overall costs. As a result the City is asking to re-appropriate the expense into the 2016 budget in the amount of \$10,030.

Due to significant ongoing development Public Works is asking to increase the budget for water meter installs for new residence. The estimate is for an additional 110 meters to be needed by the end of 2016. The current budget allots 250 meter installs. The expense would increase \$37,000 and the associated revenue increase would be \$46,750. In addition Public Works staff is requesting an additional \$8,900 to be added to the water fund budget for small tools and equipment to cover the cost of an additional handheld meter reading device. The new devices are able to read meters at a much more efficient rate than the current meters. The City has been undergoing a meter replacement program and the replacement of the handheld unit will continue to create efficiencies in the process.

The City has the opportunity to purchase a used chipper from the City of Vancouver at a cost of \$5,000. Staff recommends the purchase to eliminate the cost of renting equipment and reduce current hauling costs for brush removal.

The total budget amendment request is for \$534,926 which includes \$371,453 in new expenditures, \$109,750 in additional revenue recognition, and \$163,473 in net transfers from both special revenue and operating funds. The total fund balance reduction is \$261,703.

<i>Fund Balance Impact</i>						
			Total Expense	Increased Revenue	Interfund Transfer In	Fund Impact
001	General Fund		32,030	10,000	-	(22,030)
001-58	Building Fees		16,400			(16,400)
101	Street Fund		9,100	-	-	(9,100)
105	REET Fund		354,000	-	-	(354,000)
115	TIF Fund		47,000	-	-	(47,000)
300	General Capital		47,000	-	47,000	-
406	Water Fund		80,307	46,750	-	(33,557)
407	Sewer Fund		53,000	53,000	-	-
408	Storm Fund		(220,384)			220,384
410	Utility Capital		116,473	-	116,473	-
Total			534,926	109,750	163,473	(261,703)

BUDGET/FINANCIAL IMPACTS: Please refer to the table above and to Exhibit A attached to Ordinance No. 1221

RECOMMENDED ACTION OR MOTION: Staff recommends Council conduct the first reading of Ordinance No. 1221

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2016 Budget Amendment 2 (PDF)

ORDINANCE NO. 1221**AMENDMENT TO THE 2016 BUDGET****AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
AMENDING ORDINANCE NO. 1205, AND ORDINANCE NO. 1197
PERTAINING TO THE 2016 BUDGET**

WHEREAS, the Ridgefield City Council at its regular meeting on December 3, 2015 adopted Ordinance No. 1197 which adopted the City of Ridgefield 2016 budget; and

WHEREAS, the Ridgefield City Council at its regular meeting on April 28, 2016, adopted Ordinance No. 1205 which amended the City of Ridgefield 2016 budget; and

WHEREAS, the City of Ridgefield deems it necessary to appropriate additional expenditures in 2016 in the funds that are identified in the attached Exhibit A of the 2016 budget amendment; and

WHEREAS, these expenditures were not anticipated at the time of the adoption of the 2016 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 2016 budget to account for revenues and expenditures that were not anticipated at the time of adoption.

Section 2. Budget Amendment Adopted. Ordinance No. 1221, and the budget of the City of Ridgefield for fiscal year 2016 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 3rd DAY OF NOVEMBER, 2016.

Ron Onslow, Mayor

ATTEST:

Julie Basarab,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	October 27, 2016
Second Reading	November 3, 2016
Date of Publication:	November 9, 2016
Effective Date:	November 14, 2016

Exhibit "A"



2016 Budget Amendment #2
Ordinance #1221

ExpenseFunding Source													
Item No.	Requesting Department	Fund	Project	Funding Source	Total One Time 2016 Appopr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Special Revenue Funds Transfer	Operating Funds Transfer	Fund Balance Impact	Description
1	Finance	CDD	Document Management	Fund Balance	16,400	-	-	16,400	-	-	-	(16,400)	Complete implementation of document management system. Building permit portion of project.
2	Finance	Street	Document Management	General Fund Transfer	8,100	-	-	8,100	-	-	-	(8,100)	Complete implementation document management system. Street Fund portion of project. General Fund transfer previously reallocated from existing budget source.
3	Finance	Water	Document Management	Fund Balance	32,750	-	-	32,750	-	-	-	(32,750)	Complete implementation of Accela software and document management system. Water Fund portion of projects. General Fund transfer reallocated from existing budget source.
4	Finance	Storm	Document Management	Fund Balance	16,800	-	-	16,800	-	-	-	(16,800)	Complete implementation of Accela software and document management system. Storm Fund portion of projects. General Fund transfer reallocated from existing budget source.
5	Public Works	General Capital	Stage 1 Road Improvements 45th & Royle	TIF	47,000	-	-	47,000	-	47,000	-	(47,000)	Engineering & Design for improvements to 45th & Royle. Transfer funding from TIF.
6	Public Works	Utility Capital	Alley Project Water	Water Ops	1,657	-	1,657	-	-	-	1,657	(1,657)	Project carried over to 2016 to complete final improvements.

2016 Budget Amendment #2

Ordinance #1221

Expense Funding Source													
Item No.	Requesting Department	Fund	Project	Funding Source	Total One Time 2016 Appopr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Special Revenue Funds Transfer	Operating Funds Transfer	Fund Balance Impact	Description
7	Public Works	Utility Capital	Alley Project Storm	Storm Ops	816	-	816	-	-	-	816	(816)	Project carried over to 2016 to complete final improvements.
8	Public Works	Utility Capital	Division St Storm Project	REET	354,000	-	240,000	114,000		354,000	-	(354,000)	Reallocate funding source for project. Initially funded from Storm Operations at \$240,000. Qualifies for REET funding and would provide additional flexibility in Storm Ops. Budget amount increased \$114,000 for construction and design.
9	Public Works	Utility Capital	Division St Storm Project	Storm Ops	(240,000)	-	(240,000)	-	-	-	(240,000)	240,000	Reallocate funding source for project. Initially funded from Storm Operations at \$240,000. Qualifies for REET funding and would provide additional flexibility in Storm Ops.
9	Public Works	Sewer Ops	Influent Pump	Sewer Ops	12,000	-	-	12,000	12,000	-	-	-	Replace influent pump at WWTP. Funded through R&R reserves in sewer fund. DCWA will reimburse reserves for project.
12	Admin	Gen Govt./ Facilities	Events	General Fund/ Donation	10,000	10,000	-	-	10,000	-	-	-	Increase events expense budget to match donations and event related revenue designated for specific events.
13	Public Works	Sewer Ops	Alkalinity System	DCWA	41,000	-	-	41,000	41,000	-	-	-	Cost overrun for alkalinity project. Approved by DCWA admin lead.
14	Public Works	General Fund	Parking Lot	General Fund	10,000	-	-	10,000	-	-	-	(10,000)	Cost for temporary parking lot on the Park Laundry property.
15	Finance	General Fund	Security Camera	General Fund	10,030	360	9,670					(9,670)	Security camera cost for Overlook park and motion detectors and monitoring service for City Hall. Reallocated in 2015. Vendor invoiced City in 2016. Reappropriate budget to 2016.

2016 Budget Amendment #2													
Ordinance #1221													
Expense								Funding Source					
Item No.	Requesting Department	Fund	Project	Funding Source	Total One Time 2016 Apprpr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Special Revenue Funds Transfer	Operating Funds Transfer	Fund Balance Impact	Description
16	Public Works	Water	Meters	Water Ops	37,000	-		37,000	46,750	-	-	9,750	Increase budget for 110 new water meter installs.
17	Public Works	Water	Small Tools and Equipment	Water Ops	8,900	-	-	8,900	-	-	-	(8,900)	Increase small tools and equipment one-time to account for the cost of handheld meter reader.
18	Public Works	Parks, Street, Storm	Chipper	Street, Park, Storm	5,000	-	-	5,000	-	-	-	(5,000)	Purchase used chipper from City of Vancouver. 40% Parks and Storm, 20% Streets
Total Budget Amendment					371,453	10,360	12,143	348,950	109,750	401,000	(237,527)	(261,343)	
Fund Balance Impact													
					Total Expense	Increased Revenue	Interfund Transfer In	Fund Impact					
001	General Fund				32,030	10,000	-	(22,030)					
001-58	Building Fees				16,400			(16,400)					
101	Street Fund				9,100	-	-	(9,100)					
105	REET Fund				354,000	-	-	(354,000)					
115	TIF Fund				47,000	-	-	(47,000)					
300	General Capital				47,000	-	47,000	-					
406	Water Fund				80,307	46,750	-	(33,557)					
407	Sewer Fund				53,000	53,000	-	-					
408	Storm Fund				(220,384)			220,384					
410	Utility Capital				116,473	-	116,473	-					
Total					534,926	109,750	163,473	(261,703)					

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 27, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: Ordinance No. 1219 - Second Reading of Ridgefield Mixed Use Overlay Approval

GOVERNING LEGISLATION:

Growth Management Act RCW 36.70A

PREVIOUS COUNCIL ACTION TAKEN:

Public Hearing and first reading with Council October 13, 2016.

SUMMARY/BACKGROUND:

One of the implementation items for the Ridgefield Comprehensive Growth Management Plan was the creation of a Mixed Use Overlay for areas of property identified in the Ridgefield Junction sub-area plan and the 45th and Pioneer sub-area plan. Staff asked elected and appointed officials, property owners in the areas under consideration, other citizens, design professionals, and developers to participate in a stakeholder process to design a Mixed Use code that would fit Ridgefield's unique needs. The stakeholder group met three times during the summer months to discuss the form the optional overlay should take. Major themes discussed by the stakeholder group included site design, architectural design, residential density, and types of uses preferred in a Mixed Use development.

The purpose of the Ridgefield Mixed Use Overlay is to encourage development of mixed-use nodes outside the central city in the Pioneer & 45th and Ridgefield Junction subareas. There is the potential to apply the proposed overlay elsewhere in the city on sites 10 acres or larger if requested by the property owner. Mixed-use sites are intended to combine commercial, residential and office uses on sites distinguished by high-quality architectural and site design that integrate common open areas, connections between uses and to adjacent sites, and a sensitive response to environmental features.

BUDGET/FINANCIAL IMPACTS:

None.

Approved to be placed on City Council Agenda:

RECOMMENDED ACTION OR MOTION:

Staff recommends that City Council adopt Ordinance No. 1219 as presented using the following motion:

“I move to adopt Ordinance 1219 as presented”.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: ORD 1219 RMUO (DOCX)
Council presentation 10_13 and 27 (PPTX)
DRAFT RMUO code (DOCX)

ORDINANCE NO. 1219**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
AMENDING CHAPTERS WITHIN TITLE 18 OF THE RIDGEFIELD MUNICIPAL
CODE****AMENDING CHAPTERS 18.235 (MIXED USE DISTRICTS).**

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

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

WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan policies goals and policies; and

WHEREAS, Title 18 of the Ridgefield Municipal Code (RMC) was established in 1995 by Ordinance 676 and amended thereafter, and is intended to implement the Ridgefield Comprehensive Plan; and

WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations, including Ordinance Nos. 1072, 1108, 1132 and 1178; and

WHEREAS, the Ridgefield Planning Commission, after conducting public meetings and public hearings on the revisions to Title 18 on September 7, 2016, forwarded recommendations to amend Title 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed amendments to the Washington State Department of Commerce on August 15, 2016 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on September 20, 2016 the City of Ridgefield issued a Determination of Non-significance (DNS, PLZ-16-0076) regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the public comment period expired for PLZ-15-0002 on October 5, 2016 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the amendments to Title 18 during a regularly scheduled City Council meeting held on October 13, 2016; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 18 during a regularly scheduled meeting held on October 27, 2016; and

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Title 18 to ensure that the City's development and zoning regulations continue to implement the Ridgefield Urban Area Comprehensive Plan.

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

Amends Title 18, Chapters: 18.235, Mixed Use Districts.

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
27TH DAY OF OCTOBER, 2016.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab,
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: October 13, 2016

Second Reading/Passage: October 27, 2016

Date of Publication:

Effective Date:

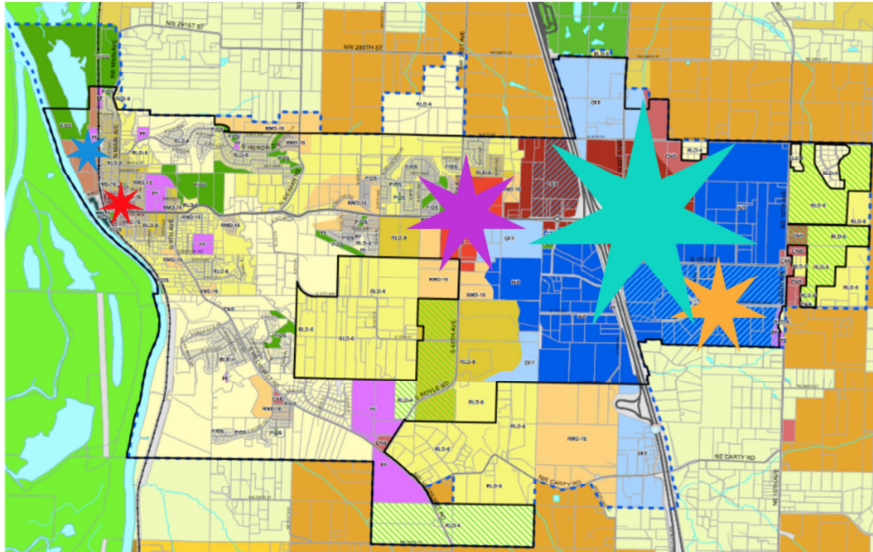
EXHIBIT A:**Amendments of Title 18 of the Ridgefield Municipal Code**

Ridgefield Mixed-Use Overlay

45th & Pioneer / Junction Subareas



Ridgefield Context



Three existing mixed use areas in town, downtown, the waterfront and Union Ridge. We can look at those for some general ideas about what works, what doesn't and how to balance the specific environments created in each mixed-use area to complement rather than compete with each other.

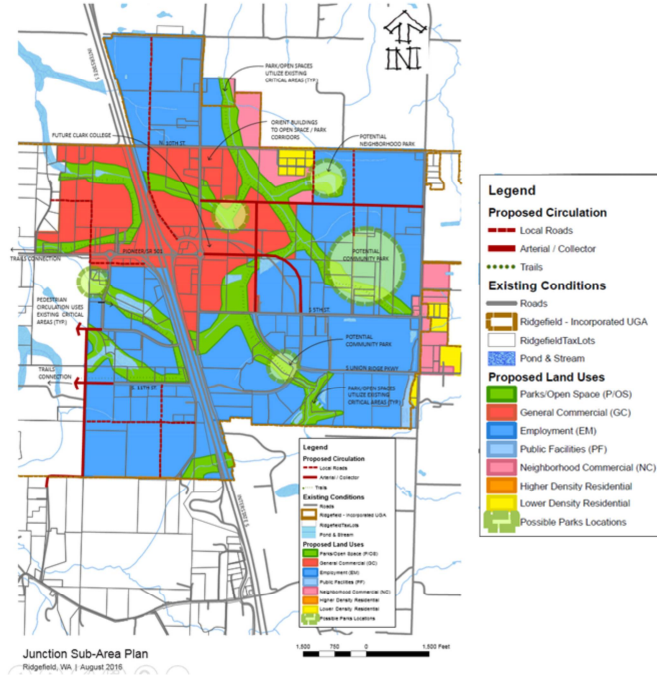
Goal of this overlay is add two new options for mixed use at 45th & Pioneer and the Junction.

I like to think of this as a spectrum of three unique concentrations gradually increasing in intensity along Pioneer St from west to east: starting with existing downtown and waterfront area, the historic center with a mix of retail and later employment along the river, then commercial/residential/employment mixed use at 45th primarily focused on the needs of the surrounding communities, and then the most intense mix of uses at the Junction to accommodate regional-scale commercial and employment. As the Junction develops, it will be important to incorporate the Union Ridge area with its relative employment strengths.

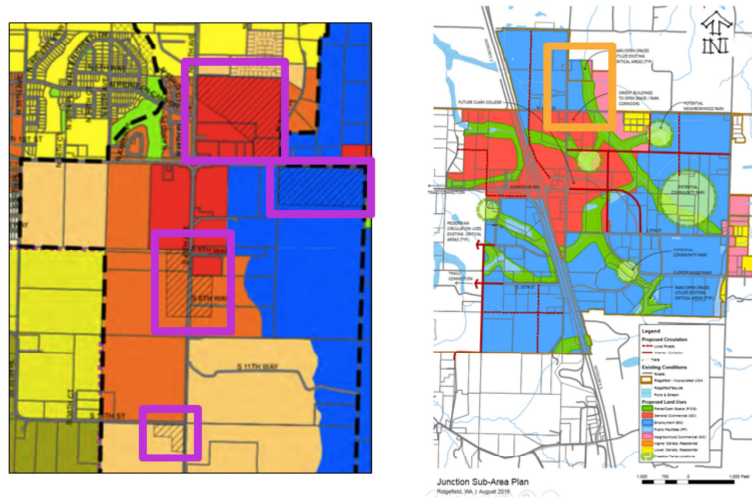
45th & Pioneer Subarea

Area currently has primarily residential development north of Pioneer Street, and the subarea is expected to see significant residential development south of Pioneer in the next 5 years. We've got several large projects in the development pipeline. What will make this neighborhood unique, though, is the significant commercial development planned around the 45th roundabout with additional office development planned on the eastern edge of the subarea.

Junction Subarea



Geographic Extent



There have been some areas already identified for potential mixed use development, again, keeping in mind that these are areas that would have the option to develop under the overlay but would not be required to, could develop under base zoning instead.

At the 45th area, portion of northeast corner of the roundabout is seen as a possibility to blend the residential development to the north with the commercial development. Another opportunity in the employment zone on Pioneer St to the east, around 50th. Another opportunity for mix of multifamily housing and some commercial at 5th Way and 45th Ave.

Opportunity identified in plan for area on S 15th Street, but no longer recommended because of the zone change and PUD plans for Royle property here as all single-family development.

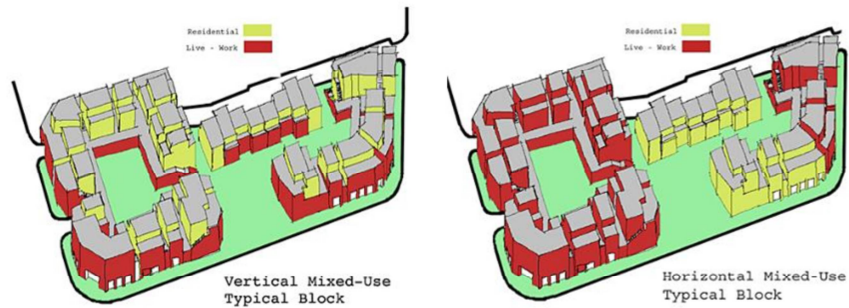
In the Junction subarea, the only area pre-identified for mixed use development is in light tan, up at the corner on N 65th Ave at N 10th St, would be north of Clark College and the existing fire station.

These are seen as initial opportunities, but the intention is to allow additional property owners within the subareas to opt-in to the overlay through a master planning process. It would likely be restricted to properties of a certain size, say 10 acres or more, and we are looking at which base zones would be best suited for such development. Parcels surrounded by single-family development, for example, might not be the most compatible, and likewise, a mixed commercial and residential project might not fit well in a heavily industrial area.

Mixed-Use Overlay Concept

- Applicability: Optional overlay
- Implemented through master plan
- May be applied in commercial, employment or medium-density residential zones
- Works in tandem with base zones to provide additional flexibility
- Design standards to align with commercial code under development

Horizontal Mixed Use



Concept for the overlay is primarily horizontal mixed use, to allow mixing of uses on a single site as shown in the right-hand picture, but not necessarily mixing uses in the same buildings known as vertical mixed use, shown in the left. Vertical mixed use is more typical of downtowns and urban areas, the classic model of commercial and retail spaces on the ground floor and residential units above. Vertical mixed use won't be prohibited in the overlay, but the market analysis done with the subarea plans shows that it isn't likely to be economically feasible in the Ridgefield market.

Code Outline

Purpose	
Applicability	Commercial, employment, multifamily zones, 10+ acre sites
Uses	Builds off base zones, generally allows mix of commercial, office and residential Multifamily, SF attached and cottage housing allowed, not SF detached Prohibit inactive, vehicle-dependent uses
Mix of Uses	Residential sites: Minimum 20%, maximum 60% non-res Non-residential sites: Minimum 20%, maximum 60% res
Lot requirements	Residential: 2,000 SF Non-residential: 5,000 SF
Dimensional standards	3 stories plus optional parking or 45 feet in RMD-16 Similar to base zones for compatibility
Density	8-28 units per acre, bonus for upper-story residential
Site & building design	To be tied to commercial design standards under development

Code Outline, ctn'd

Open space requirements	10% designated for open space for active uses Connections to trails required In addition to critical areas, stormwater, and minimum landscaping
Outdoor uses	Active commercial uses allowed up to 20% of site Outdoor storage limited to 10% of site
Signs	Tied to base zones
Parking	Encourage joint use between uses on site to minimize parking requirements Opportunity for slip lane parking lots along frontages
Landscaping	Residential: 25%, non-residential 10%, may be averaged
Fences	Quality materials and/or screening required, 6 feet
Procedure	Type III master plan to implement PMUO 5-year term, developable in phases Type II site plan for development of individual sites

RDC Chapter 18.235: MIXED USE DISTRICTS

18.235.010 – Purpose

A. The purpose of the downtown and waterfront mixed-use districts is to encourage multiple uses within the unique areas that make up Ridgefield's central downtown and waterfront areas. The mixed-use districts include the older commercial and residential core of Ridgefield, the waterfront business center and a waterfront residential area that accommodates floating homes. The three districts are tied together by geography, varying proximity to Lake River, transportation links and public infrastructure. Each district has a distinct character and opportunities, to be emphasized through use and design standards tailored to each of the three districts.

B. The downtown and waterfront mixed-use districts shall allow for a mix of uses in a single building or across an integrated site of multiple buildings, and across the district more broadly. Mixed-use developments are intended to allow for efficient use of land and public services in an urban setting; encourage human interaction and sense of place; create safe, attractive and convenient environments; and increase development flexibility.

C. Views of the Lake River shoreline and the Ridgefield National Wildlife Refuge are prominent visual features in the central core of Ridgefield. It is the intent of the Lake River View Protection Overlay District (LRVP) to protect these views in order to provide for a unifying feature across ~~all three~~ the downtown and waterfront mixed-use districts.

D. The purpose of the Ridgefield Mixed Use Overlay is to encourage development of mixed-use nodes outside the central city in the Pioneer & 45th and Ridgefield Junction subareas. Mixed-use sites are intended to combine commercial, residential and office uses on sites distinguished by high-quality architectural and site design that integrate common open areas, connections between uses and to adjacent sites, and a sensitive response to environmental features.

18.235.060 – Special provisions for the Ridgefield Mixed-Use Overlay (RMUO) *Proposed*

A. Purpose. The RMUO is intended to create mixed-use nodes to implement the subarea plans for Pioneer & 45th and the Ridgefield Junction by:

1. Providing flexible development opportunities by allowing an optional mix of commercial, residential, and office uses.
2. Creating vibrant, livable, and attractive communities through sustainable design, distinct architecture and site design that respond to the site context.
3. Creating walkable communities with connections within and between sites.
4. Promoting sensitive treatment of environmental features including critical areas and vegetation.

5. Creating and maintaining usable open spaces for the enjoyment of residents, patrons, employees and the public, that connect to natural features on and off site.
6. Managing transitions between uses on sites and neighboring properties to avoid conflicts between potentially incompatible uses.

B. Applicability.

1. The RMUO is an optional overlay to may be applied within the Pioneer & 45th and Ridgefield Junction subareas, as defined in the current adopted subarea plans for the districts, when initiated by the property owner through an approved master plan, through procedures outlined in RDC 18.235.060.Q.
 - a. The provisions of this section may be applied to any parcel or aggregation of contiguous parcels under an applicant's common ownership or control of 10 acres or greater.
 - b. RMUO master plans may be applied to parcel(s) with CNB, CCB, CRB, E or RMD-16 zoning.
2. In the event of conflict between the base zone standards and the standards of this section, the provisions of this section shall apply.

C. Uses

1. The use regulations for the underlying zone for permitted, limited, conditional and prohibited uses in RDC 18.205 shall apply with the exceptions and additions noted in this section. Use categories are as defined in RDC 18.100 unless otherwise defined or amended in this section.
2. The following additional uses are allowed as permitted uses under the RMUO overlay:
 - a. On RMUO sites with CRB, CCB, CNB base zoning:
 - i. Single-Family Attached Residential
 - ii. Cottage Homes meeting the standards of RDC 18.210.150. All other Single-Family Detached Residential uses are prohibited.
 - iii. Home Occupation
 - iv. Multifamily Residential
 - v. Hotel and Motel
 - vi. Community Recreation and Social Facility
 - vii. Conference Center
 - viii. Nursing and Personal Care Facility
 - ix. Self-storage. Must be located on a RMUO site with residential use, limited to no more than 20 percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than 20 percent of the street frontage. All other Warehousing uses are prohibited.
 - b. On RMUO sites with E base zoning:

- i. Single-Family Attached Residential
 - ii. Cottage Homes meeting the standards of RDC 18.210.150. All other Single-Family Detached Residential uses are prohibited.
 - iii. Home Occupation
 - iv. Multifamily Residential
 - v. Community Residential Facility
 - vi. Hotel and Motel
 - vii. Artisan and Specialty Goods Production as a limited use consistent with limitations in RDC 18.205.030.
 - viii. General Retail Trade/Services
 - ix. Eating and Drinking Establishment
 - x. Indoor Entertainment Facility
 - xi. Nursing and Personal Care Facility
 - xii. Self-storage. Must be located on a RMUO site with residential use, limited to no more than 20 percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than 20 percent of the street frontage. All other Warehousing uses are prohibited.
- c. On RMUO sites with RMD-16 base zoning:
- i. Bed and Breakfast
 - ii. Hotel and Motel
 - iii. General Retail Trade/Services
 - iv. Eating and Drinking Establishment
 - v. Artisan and Specialty Goods Production as a limited use consistent with limitations in RDC 18.205.030.
 - vi. Office
 - vii. Community Recreation and Social Facility
 - viii. Conference Center
 - ix. Religious Institution
 - x. Cultural Institution
 - xi. Medical Clinic/Laboratory
 - xii. Nursing and Personal Care Facility as a permitted use
 - xiii. Self-storage. Must be located on a RMUO site with residential use, limited to no more than 20 percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than 20 percent of the street frontage. All other Warehousing uses are prohibited.

3. Prohibited uses within a RMUO site include:

- a. Motor Vehicle Related Use
- b. Gasoline Service Station
- c. Drive-up, drive-in and drive-through facilities in connection with any General Retail Trade/Services, Eating and Drinking Establishment, or other use.
- d. Animal Kennel and Shelter
- e. Recreational Vehicle Park
- f. Freight/Cargo Movement and Storage
- g. Fleet Service
- h. Warehousing, except self-storage.
- i. Wholesale Retail
- j. Public Agency or Utility Yard
- k. Broadcasting and Telecommunications Facility
- l. Interim Recycling Facility, except for drop-box facilities for the collection and temporary storage of re-usable materials as an accessory use.
- m. Waste-Related Facility
- n. Bus Base

D. Required Mix of Uses. Each RMUO site must include a mix of uses within a single unified development that incorporates the planned integration of commercial, employment and residential land uses. Mixed-use projects may be vertically oriented in one or more buildings, or geographically distributed across a development site.

- 1. For RMUO sites in the CRB, CCB, CRB underlying zones, the site must include a minimum of 20 percent and a maximum of 60 percent of uses included within the 'Residential General' or 'Group Residences' category of RDC Table 18.205.020-1 as measured by net developable acres or gross floor area.
- 2. For RMUO sites in the E underlying zone, the site must include a minimum of 20 percent and a maximum of 60 percent of uses other than those included within the 'Employment' category of RDC Table 18.205.020-1 as measured by net developable acres or gross floor area.
- 3. For RMUO sites in the RMD-16 underlying zone, the site must include a minimum of 20 percent and a maximum of 60 percent of uses other than those included within the 'Residential General' or 'Group Residences' category of RDC Table 18.205.020-1 as measured by net developable acres or gross floor area.

E. Lot Requirements. The following lot requirements supersede those of the base zones.

- 1. Minimum lot size for residential uses, regardless of base zone, is 2,000 square feet with a minimum lot width of 20 feet.

2. Minimum lot size for all non-residential uses and upper-story residential above non-residential uses, regardless of base zone, is 5,000 square feet with a minimum lot width of 50 feet.
3. Flag lots are specifically discouraged unless there is no practicable alternative as determined by the City Engineer.

F. Dimensional Standards. The following dimensional standards supersede those of the base zones.

	Residential uses	Non-residential uses and upper-story residential above non-residential uses
Maximum height	3 stories up to 45 feet, or 4 stories if first floor is used for parking with no residential units	45 feet in RMD-16, CNB base zones 65 feet in CCB, CRB, E zones
Ground floor minimum structural ceiling height	n/a	13 feet
Minimum front and street side yard setback	10 feet	0 feet
Maximum front and street side yard setback	20 feet	10 feet on pedestrian streets, as defined in RDC 18.230.050.B.1 20 feet on major corridors, as defined in RDC 18.230.050.B.2
Minimum side setback	5 feet, or 0 feet for attached single-family residential use	10 feet plus 1 foot for every 2 feet of height above 35 feet from adjacent RLD, RMD or P/OS zones 0 feet for all others
Minimum rear setback	5 feet	
Minimum residential garage setback ¹	18 feet	n/a
Maximum building coverage	65%	80%
Maximum impervious surface coverage	75%	90%

Notes:

1. For garages oriented towards the front or street side property line, as measured from the property line. No minimum setback applies to garages oriented towards a rear alley.

G. Density.

1. The minimum density for RMUO sites is 8 units per net developable acre and the maximum is 28 units per net developable acre, based on total net developable acres developed for residential use.
2. Upper-story residential use above a non-residential use, other than parking, is exempt from the minimum and maximum density standards.

H. Site Design Standards.

1. Development under the RMUO shall comply with the site design standards in RDC 18.230.050 for commercial districts, with the following exceptions:
 - a. In lieu of compliance with RDC 18.230.050.F, open spaces shall be developed consistent with RDC 18.235.060.J.
 - b. All references to fence regulations in RDC 18.230.100 listed in RDC 18.230.050.G shall instead reference the fence regulations in RDC 18.235.060.P.
 - c. RDC 18.230.050.H does not apply because drive-throughs are not permitted in the RMUO per RDC 18.235.060.C.3.c.

I. Architectural Design Standards.

1. Development under the RMUO shall comply with the architectural design standards in RDC 18.230.055 for commercial districts, with the following exceptions:
 - a. In lieu of the applicability standards in RDC 18.230.055.A, the remainder of RDC 18.230.055 shall apply to development in the RMUO that includes new buildings of any size and to the addition to or remodel of an existing building that increases the gross floor area of the building by 5,000 square feet or more.
 - b. In addition to the articulation methods listed in RDC 18.230.055.C.1.c, ground-floor residential uses may employ the following methods:
 - i. Landscape planting bed at least five feet wide or a raised planter bed at least two feet high and three feet wide in front of the wall. Such planting areas shall include planting materials that are sufficient to obscure or screen at least 60 percent of the wall surface within three years. Planting beds may include a vertical trellis with climbing vines or other plant materials to contribute to the plant coverage requirement.
 - ii. Covered front porches or patios for individual dwelling units with a minimum dimension of six feet and minimum total size of 64 square feet.
 - iii. Window patterns and/or entries that reinforce the pattern of individual dwelling units; e.g. groups of windows and/or entries that repeat no more than once per dwelling unit as opposed to a uniform row or "ribbon" of windows.
 - c. Doorways for individual dwelling units are exempt from compliance with RDC 18.230.055.C.1.d.

d. All references to outdoor common area standards in RDC 18.230.050.F listed in RDC 18.230.055.D.2 shall instead reference the open space regulations in RDC 18.235.060.J.

e. In lieu of compliance with RDC 18.230.055.E.3, windows and transparent doors shall constitute at least 15 percent of the total wall area of prominent façade wall planes for building with entirely residential use.

f. Ground-floor residential uses are exempt from complying with the transparency zone standards in RDC 18.230.055.E.4.

J. Open Space Requirements.

1. Not less than 10 percent of the net developable area shall be designated for open space for community or site-user activity. Such activity space may be planned and designed for recreational use or involvement by residents, employees, site visitors and/or the general public.
2. Critical areas and buffers, stormwater facilities, and interior parking lot landscaping required by RDC 18.720.040.C.2 may not be counted towards the required open space. However, the integration of critical areas and buffers and stormwater facilities with the open space areas is encouraged to provide an enhanced site design and cultivate a relationship to the site's environmental amenities.
3. The minimum size for an open space area is 250 square feet, with a minimum dimension of 10 feet. Fewer, larger open space areas are strongly preferred over multiple, smaller areas.
4. Open space areas shall be in high pedestrian traffic locations within the development such as along street frontages, on lot corners, along internal or external pedestrian connections, or near building entrances. Open space areas shall not be located in isolated or undevelopable space where low pedestrian traffic is anticipated.
4. Open space areas must be accessible to users of the site but do not need to be made accessible to the general public.
5. Open space areas must be accessible by internal and/or external pedestrian connections as required by RDC 18.230.050.D.
6. Easements or dedications for system trails identified in the Parks & Recreation Comprehensive Plan must be provided across the site and may count towards the open space requirements. All portions of the site shall be connected to any system trail via internal and/or external pedestrian connections as required by RDC 18.230.050.D. All trail corridors and trail development shall comply with the Engineering Standards.
7. Open space may include plazas and outdoor dining areas; gardens and landscaped areas; parks or park features such as playground equipment or sport courts, trails, and other active recreation facilities as defined in RDC 18.100; community gardens; common roof decks, balconies, and patios; and other areas deemed materially similar by the Planning Director.
8. Open space amenities may include benches and outdoor seating including moveable seating such as for outdoor dining, water features, drinking fountains, raised landscaping

planter beds, public art, distinctive paving, and/or other similar features. All outdoor furnishings shall be commercial grade designed for heavy public use.

9. Pedestrian-scaled lighting is required at a level averaging at least 2 foot candles throughout the area. Lighting may be free-standing or building-mounted and shall not be mounted higher than 14 feet.

10. The following are not allowable as part of open space areas:

- a. Asphalt pavement.
- b. Adjacent and unscreened chain link fences, dumpsters or service areas.
- c. Unscreened blank walls.

K. Outdoor Uses.

1. Active outdoor uses such as café seating, outdoor vending such as food or beverage carts, and display of goods for purchase are encouraged and may occupy up to 20 percent of the net developable site area. Outdoor uses may be located within open space required under RDC 18.235.060.J.

2. Outdoor storage may not exceed 10 percent of the net developable site area and shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view.

3. Outdoor uses in the public right-of-way require approval by the Public Works Director through the master plan or site plan review process. The sidewalk area may be used for outdoor dining, sales areas or similar use provided a six-foot wide pedestrian zone is maintained. Outdoor uses shall be defined relative to the pedestrian zone with movable planters, bollards, movable fence, or other similar means of separation.

L. Signs. All signs shall comply with the standards of RDC 18.710 relative to the site's base zone, with the following exceptions:

1. Non-residential uses on a RMUO site in the RMD-16 base zone shall comply with the standards for signs in the CNB zone per RDC 18.710.050.B.

2. Additional entry or gateway signs shall be permitted along the perimeter of the mixed-use development identifying the development, with a maximum allowed sign area for each sign of ten square feet times the total gross acreage for the mixed-use development not to exceed 250 square feet.

- a. One sign may be located at each of the entrances into a mixed-use development, or two signs at both sides of an entrance.
- b. One sign may be located at each public street intersection on which the mixed-use development has street frontage.
- c. One sign may be oriented to the I-5 freeway (if applicable).
- d. Maximum sign height shall not exceed 25 feet.

M. Lighting. All lighting shall comply with the standards of RDC 18.715.

N. Off-Street Parking and Loading. All off-street parking and loading shall comply with the standards of RDC 18.720, with the following exceptions:

1. Parking requirements for the RMUO site shall be calculated separately for the proposed uses under RDC 18.720.030 but the applicant is encouraged to develop a plan for joint use of facilities under RDC 18.720.020.B. to reduce the total amount of parking needed. The Planning Director shall consider the mixed-use nature of the site and the potential for users of the site to access more than one use without generating additional parking needs when reviewing the joint use of facilities proposal.
2. On-street parking on public streets adjacent to the development may be counted towards the minimum required parking spaces under RDC 18.720.030.
3. Slip lane parking lots are permitted along the street frontage of major corridors, as defined in RDC 18.230.050.B.2, and are exempt from the 50 percent street frontage limitation for parking lots in RDC 18.720.040.C.1.
 - a. Slip lane parking lots may consist of one, one-way drive aisle and one row of parking stalls arranged parallel or angled, meeting the dimensional standards of RDC Table 18.720.040-1. The combined width of the drive aisle and parking stalls shall not exceed 44 feet.
 - b. Slip lane parking lots shall include a sidewalk with a minimum width of 5 feet between the parking lot and the interior of the site, running the full length of the slip lane parking lot.
 - c. Along a minimum of 75% of the length of the slip lane parking lot, buildings shall be set back no more than 5 feet from the back edge of the required sidewalk.
 - d. Buildings fronting the slip lane parking lot shall provide a primary pedestrian entrance directly facing the parking lot.
 - e. Where practicable, slip lane parking lots shall extend to the edge of the property line to allow seamless continuation along the adjoining properties.
 - f. Slip lane parking lots shall only be allowed if the Public Works Director approves access onto the major corridor, which may include limitations on driveway spacing and restricted turn movements.

O. Landscaping.

1. Residential portions of RMUO sites shall provide 25 percent of the site area as landscaping.
2. Non-residential portion of RMUO sites shall provide 10 percent of the site area as landscaping.
3. Total landscaping required for the project may be averaged across the site provided the requirements for the residential and non-residential portions are met and the landscaping is arranged so that there is physical and visual access from all portions of the site.

4. The exterior perimeter of RMUO sites shall include a 10-foot landscaping buffer to an L2 standard along the side and rear property lines and along any parking areas along the front or street side property lines.

5. Any natural areas to be retained as part of the required landscaping shall be maintained with their existing native vegetation and/or enhanced with supplemental plantings of native tree, shrub, and ground cover species as listed in RDC 18.830 to provide scenic, environmental and wildlife habitat value.

P. Fences. Fences shall comply with the standards of RDC 18.740 with the following additional standards:

1. Fences shall be compatible with the overall building design, such as repetition of the building material on fence columns and/or stringers, and constructed of wrought iron, brick, stone or concrete block (CMU). Smooth-faced concrete block must have a veneer finish on the side(s) visible to public view. Other materials which have the general appearance and visual quality of approved fence materials may be approved by the Planning Director. However, the use of wood, vinyl, plywood or composite sheeting as a fence material is not permitted.

2. Chain link fences are discouraged and may only be used in areas not visible from any public right-of-way, adjacent property, or onsite common open area. If used, black, dark brown or dark-toned coated chain link fencing with matching posts and rails shall be required.

3. Barbed wire, razor wire, electric and similar dangerous fences shall not be used except for specific condition where the applicant demonstrates they are required for security reasons and that they will not be visible from adjacent rights-of-way.

4. Fences and walls facing pedestrian streets, as defined in RDC 18.230.050.B.1, shall not be allowed and fences and walls facing major corridors, as defined in RDC 18.230.050.B.2 shall be discouraged unless the applicant demonstrates the fences or walls are necessary for business safety, screening the development from adjacent residential uses, or screening the parking area, or service areas. If fences or walls facing public streets are used, they shall be set back 10 feet from sidewalk or right-of-way and shall provide landscaping within the setback area at an L2 standard.

Q. Procedure.

1. A pre-application conference is required for a RMUO master plan per RDC 18.310.030.

2. The RMUO master plan shall be reviewed through a Type III procedure per RDC 18.310.080. The master plan may be reviewed concurrently with any related applications such as subdivision or site plan review. Master plan applications must include:

a. **Boundaries of the Site and Existing Conditions.** The master plan must show the boundaries of the master plan area and existing conditions such as environmental constraints, utility services, existing structures and uses and existing transportation improvements.

b. **General Statement.** The master plan must include a narrative that generally describes the uses and development concept for the master plan area, and responds

to all of the applicable standards in this chapter and elsewhere in the RDC. The statement shall include calculations of total gross acres; approximate net developable acres, gross floor area and residential density, if proposed, of proposed uses; area of public rights-of-way and other infrastructure; area of common open space and landscaping; and area of critical areas.

c. A SEPA Checklist.

d. Master Plan. The master plan must generally show the proposed division of land and distribution of proposed uses. The plan must include:

- i. The location of all existing and proposed buildings, structures and other improvements, indicating proposed use category (e.g. residential, commercial).
- ii. The location and size of all areas to be conveyed, dedicated or reserved as common open spaces, public parks or trails, recreation areas, and similar public or semipublic uses.
- iii. The existing and proposed circulation system of streets, including off-street parking areas, service areas, loading areas and major points of access to public rights-of-way.
- iv. The existing and proposed pedestrian circulation system.
- v. The existing and proposed utility systems, including sanitary sewers, stormwater facilities, and water.
- vi. The proposed treatment of the perimeter of the master plan area, including materials and techniques used such as screens, fences and walls.
- vii. The existing and proposed landscaping, including natural areas to be retained, and critical areas and buffers.

e. Development Standards. The applicant may propose modifications to development standards in this section or the base zone standards for development under the master plan. The applicant must detail how the proposed modifications contribute to creation of a better site and meet the purpose and approval criteria for this overlay, in lieu of review under RDC 18.350.

f. Phasing of Development. The master plan shall include the proposed development phases, probable sequence of future phases, estimated dates and interim uses of the property awaiting development.

g. Transportation and Parking. The applicant shall provide information on the following items for each phase:

- i. Projected Transportation Impacts. Provide a traffic impact analysis that includes the expected number of trips (peak and daily), an analysis of the impact of those trips on the street system, and the proposed mitigation measures. Mitigation measures may include improvements to the street system or specific programs to reduce traffic impacts, including transportation demand management techniques, such as encouraging the use of public transit, carpool, vanpools, adjustment of work hours and other alternatives to single occupancy vehicles.
- ii. Parking Plan. Provide an estimate of parking needs and locations including opportunities to reduce overall parking for the site through joint use of facilities.

3. Site plan review consistent with RDC 18.500 is required for development of individual sites within the master plan area. Development must demonstrate compliance with the approved master plan as part of the site plan review.
4. A RMUO master plan shall expire five years from the date of final approval thereof. For master plans approved as multi-phased development, approval for the first phase of development shall expire after five years from the date of final approval of the master plan and each subsequent phase must be completed within five years after. For purposes of this section, recording of a final plat, issuance of a site plan approval, or issuance of a building permit for the phase of development described in the approved master plan shall constitute completion of a phase.
5. Extensions. A master plan may be extended for a period of up to two years upon application. Approval of the extension shall be done by the City Council through a development agreement. Extensions are subject to the following criteria and conditions:
 - a. The applicant must make written requests for an extension at least sixty days prior to the expiration of the preliminary plat approval;
 - b. There have not been any substantial changes in the laws governing the development of the site with which lack of compliance would be contrary to public health, safety and welfare;
 - c. The applicant shall demonstrate that the applicant has pursued final platting in good faith in light of surrounding circumstances but has been delayed:
 - i. By extensive environmental permitting times;
 - ii. Extensive studies required by conditions of approval which took longer than anticipated; or
 - iii. There are specific verifiable extenuating circumstances or conditions beyond the control of the applicant as deemed appropriate by the City Council.
5. Amendments to approved master plans shall be reviewed through the post-decision review process per RDC 18.310.160.

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 27, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Chapters Within Title 18 of the Ridgefield Municipal Code

PREVIOUS COUNCIL ACTION TAKEN:

Public Hearing and first reading of Ordinance 1220 with Council October 13, 2016

SUMMARY/BACKGROUND:

The purpose of the proposed Commercial Design standards is to develop regulations that ensure commercial property is developed in a way that suits Ridgefield's unique character and identity. The vision underlying these proposed design standards is one that lets citizens and visitors alike know they're in Ridgefield.

The major themes of the proposed standards include working with the land, rather than clearing and leveling a site developer's must work with the natural topography of a site, this is an important element because it helps retain the unique character of Ridgefield. Another highlight is maintaining a significant portion of the native vegetation. Site design must take into account the native vegetation present on the site and work to preserve as much of the site as practical.

Walkability and architectural hierarchy is prevalent throughout the proposed design regulations, differing rooflines and architectural breaks in the buildings create texture and produce buildings that are interesting and unique rather than bland. Primary and secondary walkways taking the shortest route between buildings enhance the walkability of the site.

Material and color choices are limited in the proposal, however the Planning Commission and staff worked diligently to strike the right balance between requiring items necessary to produce what fits for Ridgefield while not stifling the creativity of individual design and construction teams.

During the public hearing comments requesting a consistent architectural theme be incorporated into the proposed standards. This draft of the standards contains a requirement for exposed beam construction to be incorporated into the primary building on

Approved to be placed on City Council Agenda:

Jeff Niten	Completed	10/21/2016 2:23 PM
Steve Stuart	Completed	10/21/2016 2:43 PM
City Council	Completed	10/27/2016 6:30 PM

a site.

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1220 by making the following motion:

“I move to adopt Ordinance No. 1220, as presented.”

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: 18.230Commercial_CleanDraft160831 (DOCX)
Council Commercial Design Standards presentation 10_27_16
(PPTX)

ORDINANCE NO. 1220**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN
TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE**

AMENDING CHAPTERS 18.100 (DEFINITIONS), 18.230 (COMMERCIAL DISTRICTS), AND 18.725 (LANDSCAPING).

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

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

WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan policies goals and policies; and

WHEREAS, Title 18 of the Ridgefield Municipal Code (RMC) was established in 1995 by Ordinance 676 and amended thereafter, and is intended to implement the Ridgefield Comprehensive Plan; and

WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations, including Ordinance Nos. 1072, 1108, 1132 and 1178; and

WHEREAS, the Ridgefield Planning Commission, after conducting public meetings and public hearings on the revisions to Title 18 on September 7, 2016, forwarded recommendations to amend Title 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed amendments to the Washington State Department of Commerce on August 15, 2016 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on September 20, 2016 the City of Ridgefield issued a Determination of Non-significance (DNS, PLZ-16-0076) regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the public comment period expired for PLZ-15-0002 on October 5, 2016 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the amendments to Title 18 during a regularly scheduled City Council meeting held on October 13, 2016; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 18 during a regularly scheduled meeting held on October 27, 2016; and

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Title 18 to ensure that the City's development and zoning regulations continue to implement the Ridgefield Urban Area Comprehensive Plan.

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

Amends Title 18, Chapters: 18.100, Definitions; 18.230, Commercial Districts; and 18.725, Landscaping.

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 27TH DAY OF OCTOBER, 2016.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab,
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: October 13, 2016

Second Reading/Passage: October 27, 2016

Date of Publication:

Effective Date:

EXHIBIT A:

Amendments of Title 18 of the Ridgefield Municipal Code

RDC 18.230 – COMMERCIAL DISTRICTS

18.230.010 Purpose

- A. The purpose of the commercial districts is to encourage multiple commercial uses within each district of appropriate scale relative to the surrounding districts. The commercial districts implement RUACP policies that promote commercial development that meets local and regional needs, with particular emphasis on low-intensity neighborhood commercial development.
1. The purpose of the neighborhood business (CNB) zone is to allow for-low intensity office, business, retail and service uses located on or with convenient access to arterial streets. Development is intended to serve the needs of the surrounding neighborhood.
 2. The purpose of the community business zone (CCB) is to provide location for a wide variety of business activities, such as convenience and comparison retail, personal services for local needs, and to allow for limited higher-intensity residential opportunities as part of mixed use developments.
 3. The purpose of the regional business (CRB) zone is to provide for the location of integrated complexes made up of business and office uses serving regional market areas with significant employment opportunities. Such a zone requires accessibility to regional transportation corridors. Development of taller buildings, a mix of uses excluding residential, and transit supportive uses are encouraged in this zone.
- B. The city encourages building design and site planning so that development relates visually and physically to the surrounding area, compliments the existing character of specific neighborhoods, and promotes pedestrian activity.
- C. Design in commercial zones should protect residential neighborhoods adjacent to commercial zones from intrusion in their privacy, character, and quality of life.
- D. Commercial development should provide a pedestrian environment with amenities, visual interest, and safety features which encourage more people to use these areas.

18.230.040 Lot requirements

- A. The minimum lot area shall be as follows:
1. CNB: Five thousand square feet.
 2. CCB: Ten thousand square feet.
 3. CRB: Ten thousand square feet.
- B. There are no maximum lot area standards in the CNB, CCB, or CRB zones.
- C. The minimum lot width for all zones shall be fifty feet.

D. All Commercial Zones shall provide electrical vehicle charging stations equal to 2% of the required spaces per RDC 18.710. This section applies only to those lots containing 50 parking spaces or more. In no case shall more than 5 electric vehicle charging stations be required.

18.230.045 Dimensional standards

A. Dimensional standards shall comply with Table 18.230.035-1. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.055-1.

	CNB	CCB	CRB
Minimum front or street side yard setback along pedestrian street (1)	0 feet	0 feet	0 feet
Maximum front or street side yard setback along pedestrian street (1)	10 feet	10 feet	20 feet
Minimum front or street side yard setback along major corridor (1)	5 feet	10 feet	10 feet
Maximum front or street side yard setback along major corridor (1)	20 feet	25 feet	30 feet
Minimum side or rear yard (interior) setback:			
Abutting RLD or RMD zones (2)	10 feet	20 feet	20 feet
Not abutting one of the above	0 feet	5 feet	5 feet
Maximum height	35 feet (2)	60 feet	65 feet (3)
Maximum impervious surface coverage	85%	85%	90%

Table Notes:

(1) Front and street side yard setbacks shall be measured from the property line as defined in RDC 18.100.046, except that front and street side yard setbacks on properties incorporating a slip lane parking lot as allowed per RDC 18.230.080.xx shall be measured from back edge of the required sidewalk between the parking area and the interior of the site.

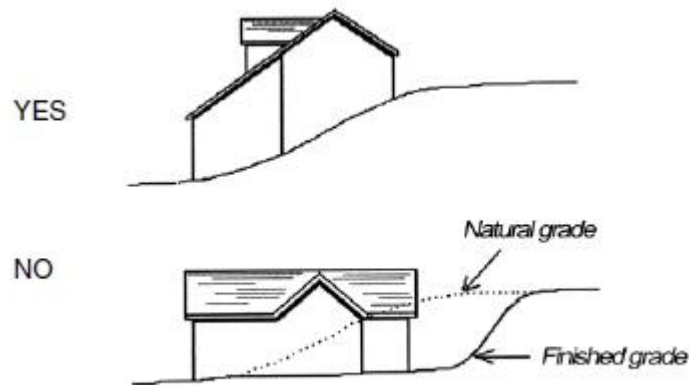
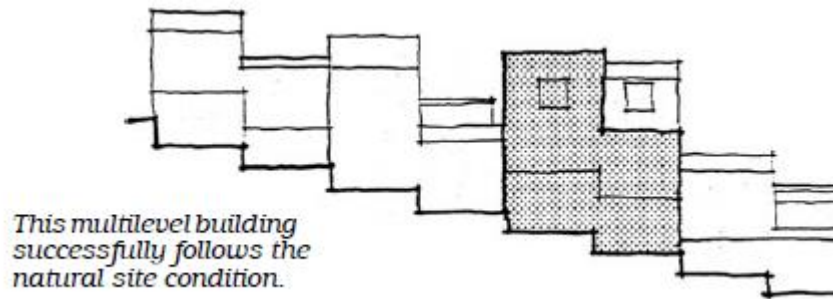
(2) Bonus height for mixed use development in the CNB zone: In order to provide flexibility in types of housing and to meet the policies of the RUACP promoting mixed-use development, the base height may be increased for mixed-use development with at least one story of residential use up to 45 feet. Residential dwelling units shall not occupy the ground floor.

(3) Maximum height for hospital uses in the CRB zone is one hundred eighty feet.

18.230.050 Site Planning

A. Topography. Site design should preserve and maximize the use of natural features and reduce adverse impacts on existing natural features.

1. Retain natural topography to the extent practicable by designing buildings and parking lots to fit natural slopes.



2. The grade difference between building entrance and nearest public right-of-way shall not exceed 10 feet, and intervening setback shall not exceed a slope of 1:1.
3. Retaining walls shall not exceed six feet high to promote more gradual, terraced development working with the natural slopes.

B. Types of street frontage. Development standards are differentiated based on two types of street frontages:

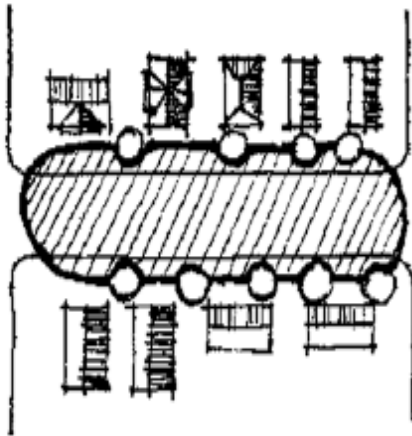
1. Pedestrian streets. Pedestrian streets include all collectors and local streets, as classified in the City's Transportation Capital Facilities Plan. Pedestrian streets are intended to be developed with a "main street" feel that generally includes on-street parking, wide sidewalks with pedestrian amenities, buildings close to the sidewalk, and pedestrian-scale building design with minimal inactivated space such as parking lots.
2. Major corridors. Major corridors include all arterials and minor arterials, as classified in the City's Transportation Capital Facilities Plan. Major corridors are

intended to serve primarily as vehicular access routes with less pedestrian activity, where medium to large-scale commercial development is anticipated.

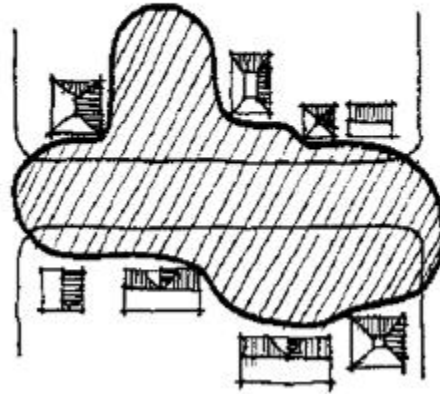
C. Street frontage.

1. For commercial development along pedestrian streets, buildings and/or common open space must be placed within the minimum and maximum setback area along a minimum of 80 percent of the site's street frontage not encumbered by critical areas or significant vegetation.
2. For commercial development along major corridors, buildings and/or common open space must be placed within the minimum and maximum setback area along a minimum of 50 percent of the site's street frontage not encumbered by critical areas or significant vegetation.

Consistent streetfront setback produces organized spatial enclosure.



Inconsistent setback and site design produces irregular and often incoherent enclosure.



- a. Enhanced landscaping buffers may be substituted as an alternative to buildings and/or common open space to satisfy this standard provided the enhanced landscaping buffer extends the full distance from the property line to the maximum setback line and is developed to an L4 standard.
 - b. On sites that incorporate a slip lane parking lot as allowed per RDC 18.230.080.C, buildings and/or common open space must be placed within the minimum and maximum setback area as measured from back edge of the required sidewalk between the parking area and the interior of the site.
3. For developments located on a corner lot where at least one street frontage is a pedestrian street, buildings and/or common open space must be placed within the minimum and maximum setback area along both street frontages for a minimum of 100 feet or 25% of the street frontage length, whichever is less, beginning from the corner of the lot, excepting any portion of the street frontage encumbered by critical areas or significant vegetation. Sites must also meet the overall requirement for buildings and/or common open space along the site's street frontage in subsections (1) and (2) above, and may count buildings and/or common open space developed under this subsection towards the overall requirement.
 4. The area between the property line and the buildings and/or common open space, with the exception of any pedestrian connections, shall be fully landscaped to an L2 standard.
- D. Pedestrian Connectivity. Sites shall establish internal and external pedestrian connections throughout the development.
1. Provide an external pedestrian connection between the building's primary entrance and the primary frontage street.
 2. Provide internal pedestrian connections between individual buildings, though parking areas, and between parking areas and buildings, superseding requirements

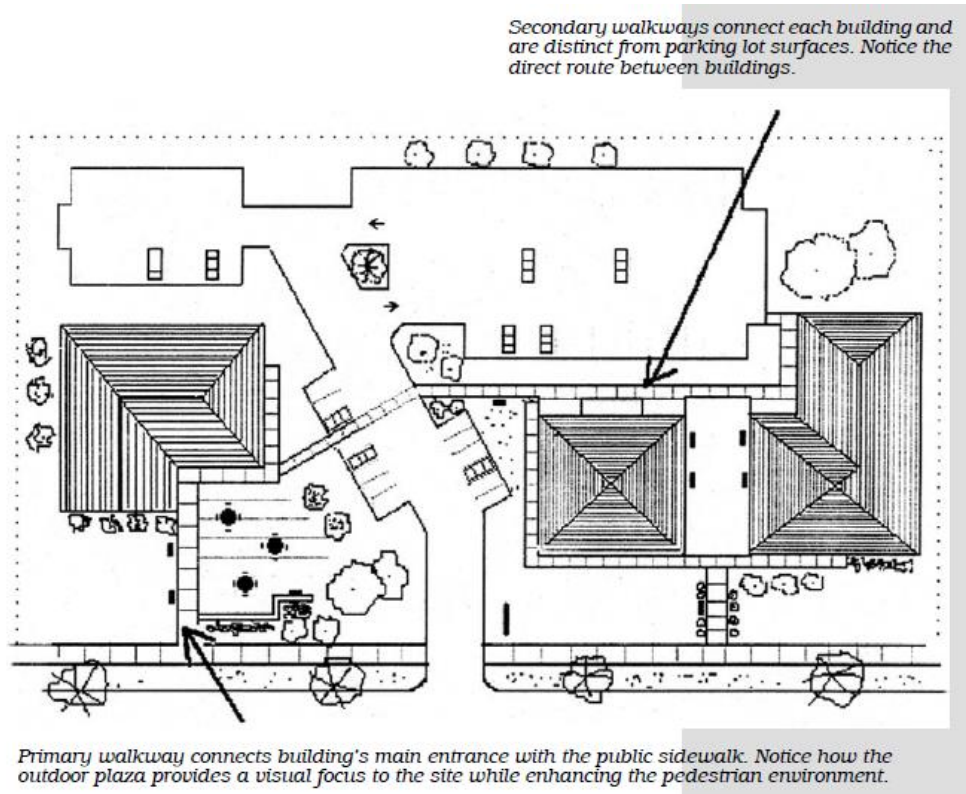
for pedestrian access corridors per RDC 18.720.040.C.5. Public sidewalks may be considered part of the internal pedestrian circulation system if they provide convenient connections between buildings and/or parking areas.

3. For large development sites over two acres, the combined external and internal pedestrian connection system shall provide cross-circulation functionally equivalent to a street grid by providing through connections no less than every 500 feet.

4. Internal and external pedestrian connections must meet all of the following requirements:

- a. Provide connections via the most direct route.
- b. Separate pedestrians safely from motor vehicle traffic, except for crossings of vehicle travel ways.
- c. Be a minimum of five feet wide. External pedestrian connections shall be a minimum of eight feet wide for developments with a ground floor area in excess of 20,000 square feet.
- d. Be well lit with pedestrian-scale lighting at a level averaging at least 2 foot candles and with free-standing or building-mounted lighting fixtures mounted no higher than 14 feet.
- e. Be accented with landscaping buffers a minimum of five feet wide including trees a minimum of every 25 feet, shrubs at the rate of one per 20 square feet of landscaped area, and groundcover sufficient to provide at least 85 percent coverage of the landscaped area. One side of all pedestrian connections must be landscaped except for crossings of vehicle travel ways.
- f. Use concrete or other approved unit-paving surfaces distinct from parking lot surface by texture, pattern, and/or color to differentiate and maximize the visibility of the pedestrian path. Path shall be elevated six inches above parking lot grade except for crossings of vehicle travel ways. Superficial treatments such as painted pedestrian paths are not sufficient to meet this requirement. Paint may be used only in combination with other techniques.

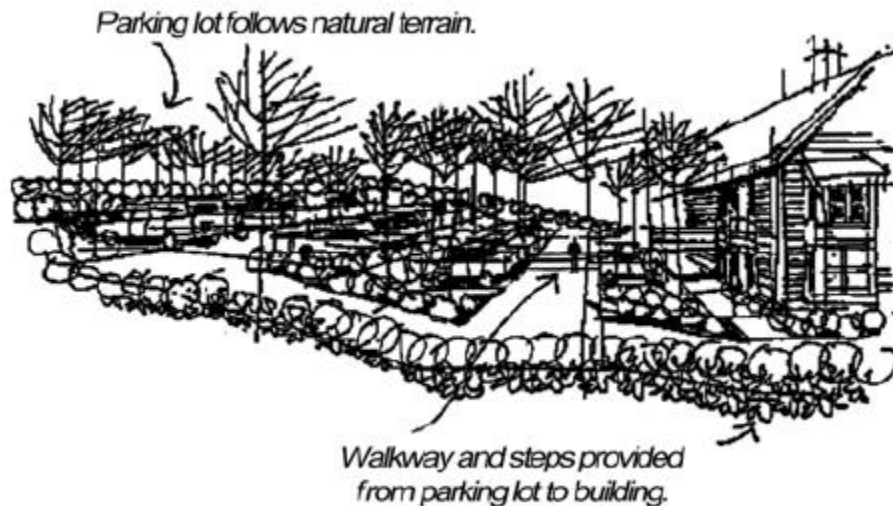
- g. Crossings of vehicle travel ways shall be well articulated with pavement markings, pedestrian warning signs, and lighting.



E. Building entrances.

1. Buildings must have a primary entrance that incorporates at least two of the following entry enhancement features:
 - a. At least one hundred square feet of landscaping or planters incorporating trees, shrubs, and/or flowers, in addition to the minimum landscaping requirements for the site;
 - b. At least one hundred square feet of paving materials different from the street sidewalk or parking lot surfacing;
 - c. At least one hundred square feet of awning, marquee, or arcade over the entry where the feature is at least eight feet above the walking surface and projects at least five feet horizontally from the structure;
 - d. Decorative outdoor features such as benches, fountains, sculptures or other similar features as determined by the Planning Director;
 - e. Entry recessed or projected from the facade surface by at least three feet; or
 - f. Pedestrian-scale accent lighting.

2. Buildings along pedestrian streets are required to have a primary entrance facing the street providing primary access to the site. Entrances shall be built to the sidewalk's edge or be connected to the sidewalk with a direct external pedestrian connection.

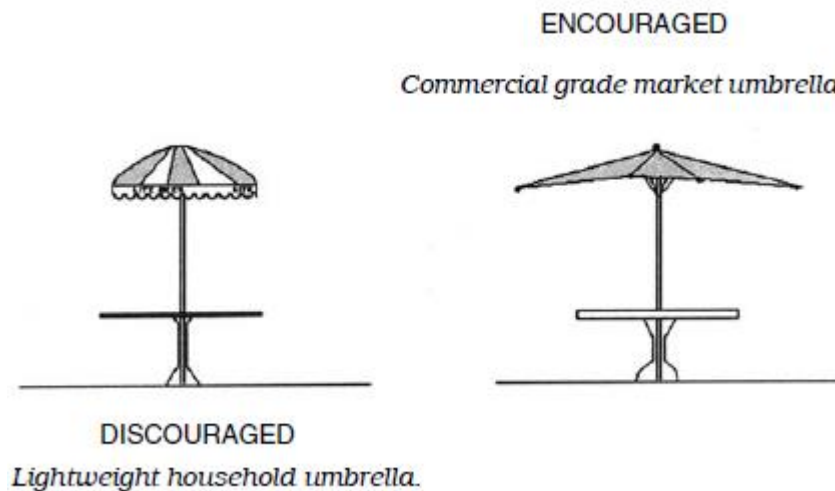


3. Buildings along major corridors are encouraged to have a primary entrance facing the street providing primary access to the site. As an alternative, the primary entrance may face a parking area or secondary access street provided that a secondary entrance is provided that faces the street providing primary access to the site. A secondary entrance shall be built to the sidewalk's edge or be connected to the sidewalk with a direct external pedestrian connection.

F. Outdoor common areas. Common areas encourage outdoor activities and leisure in outdoor spaces associated with commercial development. For developments with 5,000 square feet or more gross floor area, excluding area of garages, warehouses and similar unheated support structures, outdoor common areas equal to five percent of the gross floor area is required.

1. The minimum size for a common area is 250 square feet, with a minimum dimension of 10 feet. Fewer, larger common areas are strongly preferred over multiple, smaller common areas.
2. Common areas shall be in high pedestrian traffic locations within the development such as along street frontages, on lot corners, along internal or external pedestrian connections, or near building entrances. Common areas shall not be located in isolated or undevelopable space where low pedestrian traffic is anticipated.
3. Common areas must be accessible to users of the site but do not need to be made accessible to the general public.
4. Common areas must be accessible by internal and/or external pedestrian connections.

5. Common areas shall be developed as one of, or a combination of, the following:
 - a. Patio, deck or balcony attached to building, provided area can be accessed from the building's exterior.
 - b. Plaza with colored or textured pavement surface, e.g., brick, stone, exposed aggregate concrete or colored and textured concrete. To provide pattern and enhance the texture of the pavement, any concrete surfaces shall be scored or otherwise divided into smaller sections.
 - c. Landscaping areas of grass, trees, shrubbery and flowers, combined with paths and pavement areas for tables and/or benches.
 - d. Other similar areas approved by the Planning Director.
6. Common area amenities must include a minimum of one bench or table and one trash receptacle per 250 square feet. Amenities may also include water feature, raised landscaping planter beds, drinking fountain, moveable seating such as for outdoor dining, distinctive paving, and/or public artwork. All outdoor furnishings shall be commercial grade designed for heavy public use.



7. Pedestrian-scaled lighting is required at a level averaging at least 2 foot candles throughout the area. Lighting may be free-standing or building-mounted and shall not be mounted higher than 14 feet.
8. The following are not allowable as part of outdoor common areas:
 - a. Asphalt pavement.
 - b. Adjacent and unscreened chain link fences, dumpsters or service areas.
 - c. Unscreened blank walls.
9. Active use of outdoor common areas is encouraged provided it does not impede pedestrian flow along adjacent pedestrian connections or public sidewalks. Allowed

activities within common areas, subject to area limitations in RDC 18.230.110, include:

- a. Food or flower carts, limited to one portable food or flower cart for common areas less than 1,000 square feet and two carts for common areas 1,000 square feet or greater. Carts must be portable and be stored away after hours.
 - b. Temporary art displays or performances.
 - c. Outdoor sales such as a sidewalk sale or farmers market. Commercial activity by vendors with no permanent indoor vending space on the property must be reviewed through either site plan review for recurring uses per RDC 18.500 or temporary use review consistent with RDC 18.205.015(F).
 - d. Outdoor seating.
 - e. Transit stops, coordinated with transit service provider.
 - f. Similar active uses as determined by the Planning Director.
- G. Service areas shall be located and screened to minimize negative visual impacts from the public right-of-way, within the site, and from adjacent users.
- 1. Loading areas, service areas, and outdoor storage areas shall be located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building, and shall be screened from view by a fence, landscaping to a value of eighty percent year-round opacity, or a combination of both. Fences shall be masonry or similar materials, and shall not be chain link.
 - 2. Garbage collection and recycling areas, not including individual trash receptacles for public use, must be in an enclosed area and located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building. Enclosures should be complementary in design to the main buildings, and shall be constructed of fencing, walls, landscaping to a value of eighty percent year-round opacity, or a combination. If used, fences shall comply with RDC 18.230.100.
 - 3. Mechanical units, utility equipment, elevator equipment, and telecommunication equipment located on the roof shall be grouped together and incorporated into the roof design. Such equipment located on the ground shall be screened from adjacent pedestrian connections or sidewalks by a fence or landscaping to a value of eighty percent year-round opacity. If used, fences shall comply with RDC 18.230.100.
- H. Drive-through lanes shall be sited to minimize adverse effects of vehicular traffic on the adjacent neighborhood and businesses, to minimize conflicts with pedestrian traffic, and to minimize visual impacts.
- 1. The requirements of this subsection shall apply to all drive-through restaurants, banks and credit unions, pharmacies, dry cleaners, and other similar uses. Espresso stands that are less than five hundred square feet in floor area and do not have an indoor customer area, or gas stations, car washes, oil and lube facilities,

and freestanding drop boxes for, including, but not limited to, voter ballots, library books, and mail (both private and public carriers), and other similar uses, shall be exempt from the requirements of this subsection.

2. Drive-through queuing (stacking) lanes shall have a capacity of six spaces as measured from the pickup window. This amount may be adjusted, higher or lower, if peak average monthly volume for the business (or similar businesses) shows a need for a different amount of queuing spaces, as documented by the applicant.

3. Drive-through lanes shall not be located between the building and the street unless the Planning Director determines such location is not feasible because of lot geometry or access. In situations where drive-through lanes must be located between the building and the street, then additional screening and landscaping shall be required, consisting of a ten-foot wide L4 landscaping buffer incorporating shrubs with a mature height of at least six feet or equivalent treatment.

4. Pedestrian crossings of drive-through lanes shall be minimized and where necessary, shall be clearly marked and shall meet requirements for pedestrian connections in RDC 18.230.050.D. Likewise, signs and other visual cues shall be provided to alert drive-through users of the pedestrian crossing.

5. Drive-through lanes shall be screened to obscure the vehicles and to keep the drive-through vehicle headlights from shining onto public rights-of-way and adjacent properties. A ten-foot wide L4 landscaping buffer incorporating shrubs with a mature height of at least six feet or equivalent treatment incorporating landscaping, decorative walls, berms, and/or fencing shall be required between any drive-through lanes and adjacent properties or public rights-of-way.

6. Outdoor seating areas shall not be adjacent to drive-through lanes unless shielded by a ten-foot wide L4 landscaping buffer incorporating shrubs with a mature height of at least six feet or equivalent treatment incorporating landscaping, decorative walls, berms, and/or fencing. Buffers, fences and walls must be designed so they do not result in poor visibility for, and of, pedestrians crossing the drive-through lane or vehicles exiting the drive-through lane.

18.230.055 Building design and features

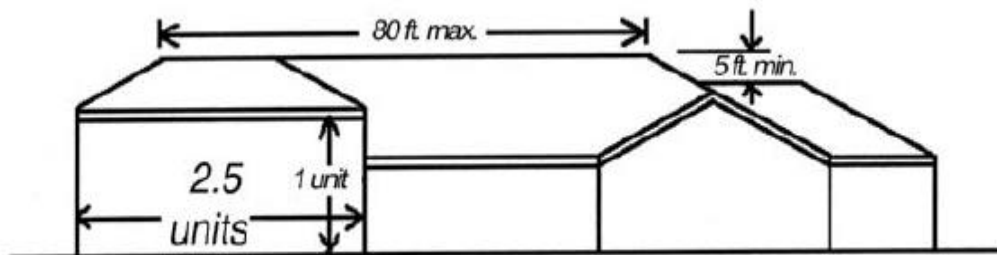
A. Applicability. The requirements of section 18.230.055 apply to buildings within the CCB and CRB zoning districts. The requirements of this chapter apply to:

1. New building of any size, and
2. The addition to or remodel of an existing building that increases the gross floor area of the building by 5,000 square feet or more.

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.” Elements of context-sensitive design include:

1. Orienting primary building facades towards the street with the highest street classification,
2. Ordering building height and scale between adjacent buildings so that a building is no more than 50% taller or larger than an adjacent building,
3. Extending horizontal planes between adjacent buildings, such as roof lines, cornices, rows of windows, belt courses, stories, and storefronts,
4. Ordering window size or patterns similarly to adjacent buildings;
5. Use of similar materials in adjacent buildings, for example, if the front façade surface area of building A is primarily faced with brick, adjacent buildings must incorporate similar materials in at least 25% of the primary façade, and
6. Use of similar plant materials, landscape fixtures and street furniture between adjacent buildings.
7. Elements of any individual site shall include exposed beam construction as part of the primary structure. This construction type adds balance to trellises, awnings, canopies, etc.

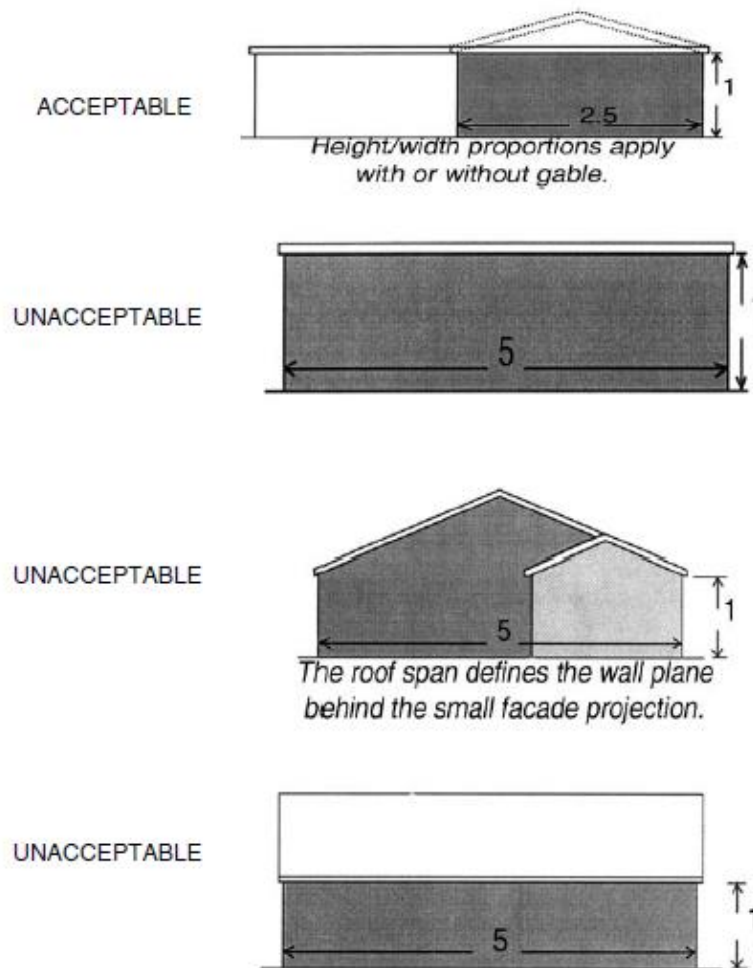
C. Mass and scale. Mass is the physical bulk or volume of a building. In architectural terms, a single-mass building is a single geometric form such as a rectangle or square, and may include a simple roof form with no variation in the roof line. “Massing” refers to variation in the mass and may involve multiple masses joined together. The purpose of the mass standards is to break large structures down into smaller building modules.



1. Where the lot has frontage on a pedestrian street, the facades of all new buildings longer than fifty feet (measured horizontally along the facade) shall incorporate relief to the perceived building mass through such features as wall projections or recesses, projecting windows, entrances, or other visual relief. Where the lot has frontage on a major corridor, the facades of all new buildings longer than one hundred feet (measured horizontally along the facade) shall incorporate relief to the perceived building mass through such features as wall projections or recesses, projecting windows, entrances, or other visual relief.

a. No single wall plane shall be wider than two and one-half times the height of the wall plane. Unenclosed projections do not affect the height/width ratio of the wall plane from which the unenclosed structure projects.

b.

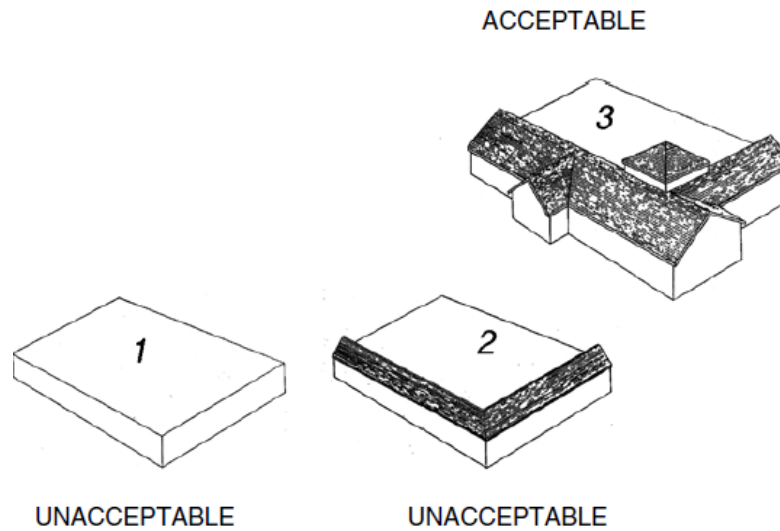


**Note: Porches, porticos and similar unenclosed projections do not affect the height/width ratio of the wall plane from which the unenclosed structure projects.*

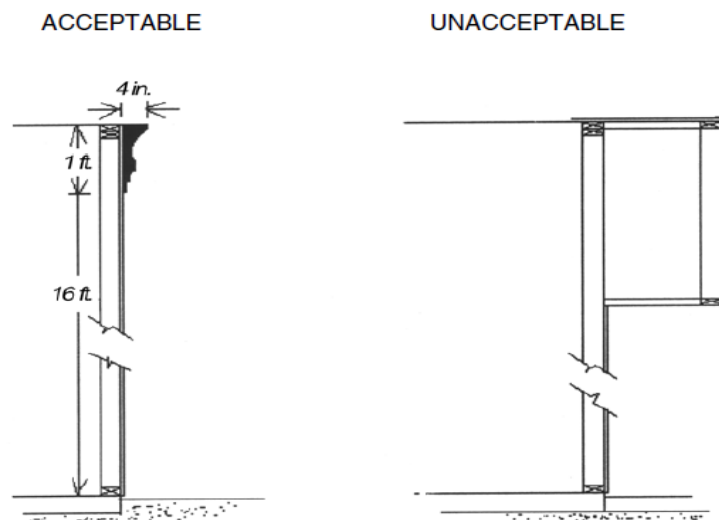
Exterior walls and roof forms shall be a true reflection of interior space. False projections of wall or roof forms are not allowed, except that parapets and gables may rise above the true roof line if they include side returns or roof planes that (a) extend back at least one and one-half times the width of the parapet or gable, or (b) extend back to a point that is not visible from any public vantage point.

c. Building walls visible from a public right-of-way shall employ at least three of the following articulation methods at intervals no greater than sixty feet:

- i. Window patterns and/or entries that reinforce the pattern of storefront spaces; e.g., groups of windows that repeat no more than every 60 feet as opposed to a uniform row, or "ribbon," of windows.
 - ii. Weather protection features that reinforce storefronts. For example, for a building façade that is one hundred eighty feet wide, use three separate awnings to articulate the façade.
 - iii. Providing vertical building modulation of at least two feet in depth and four feet in width if tied with a change in roofline or change in building materials or siding style. Otherwise, the minimum depth and width of the modulation shall be ten and twenty feet, respectively.
 - iv. Placement of building columns or vertical piers or vertical elements such as planters, trellises, art pieces, or other features that repeat at intervals of sixty feet or less that reinforce a storefront pattern.
- d. The doorways on buildings abutting or within three feet of the sidewalk shall be recessed in order to avoid conflicts with pedestrians.
- e. Additional standards for large format uses in any zone. Individual retail uses with at least fifty thousand square feet of gross floor area or a façade greater than one hundred fifty feet in width shall provide:
 - i. Prominent entry. The building front shall integrate a prominent entry feature combining substantial roofline modulation with vertical building modulation and a distinctive change in materials and/or colors.
 - ii. Roofline modulation. The minimum vertical dimension of roofline modulation is the greater of six feet or 0.3 multiplied by the wall height (finish grade to top of the wall).
 - iii. Façades wider than three hundred feet shall incorporate at least two entry/articulation features (if there is only one entry, the second feature may be less prominent).
- 2. Roofs. All structures shall have a visual cap. This may be achieved with either a pitched or flat roof if designed according to one of the following options:
 - a. Lower pitched roof with extended eaves. A lower pitched roof with a minimum 4/12 pitch is allowed provided eaves extend at least two feet beyond exterior building walls.
 - b. Steep pitch hip, gable or saltbox roof form. Conform to the following roof pitch requirements: Minimum pitch: 6/12 in all areas. Maximum pitch: 12/12 in all areas. Exceptions: Steeples, bell towers and other ancillary structures.
 - c. False pitch roof with appearance of true hip gable or saltbox. Single story and multiple story buildings may have a flat roof with a false pitch if (a) the roof appears to be true hip or gable from all public vantage points, and (b) there are extending wings on each corner of the building which allow for a true hip or gable to extend out from the false hip or gable. Roofs shall conform to the minimum roof pitch standards specified in subsection (D)(1) of this section.



- d. Flat roof with projecting cornice on multistory structures only. Cornice dimensions must be one foot high for every 16 feet of building height and must protrude forward at least one-third the cornice height dimension. The protrusion may include the entire cornice or the cornice may be a graduated protrusion with full protrusion at the top. Cornices must be at or near the top of the wall or parapet. Pediments may extend above the cornice.



Cornices must be part of the building's trim detail. Framed projections such as overhangs or standard fascia projections do not meet the cornice requirements.

D. Hierarchy in building design. The following standards apply to all commercial sites with more than one building or with one or more multitenant buildings.

1. Design primary structures as a focal point. Primary structures shall be designed to serve as a visual draw to a site. Primary structures shall be designed as follows:

- a. Must be prominently visible to the public. Primary structures shall be the focal point of development and must be prominently visible to the public right-of-way giving access to the project, unless significant vegetation warrants a less visible structure.
- b. Must have the appearance of at least two levels.
 - i. Primary structures shall have at least two floors (minimum eight feet apart). The second floor level shall be at least one-third the area of the lower floor area.
 - ii. Alternatively, primary structures may be single-floor buildings with roofs having a minimum pitch of 8/12, and which contain dormer windows on every roof plane having a ridge length of 40 feet or more. One dormer window with a glazing area of at least 15 square feet shall be required for every 40 feet of ridge length (or portion thereof). Dormer windows shall be functional, providing natural light into the finished and heated area of the building.
- c. Must provide a prominent entrance. Primary structures shall include a prominent entrance which faces the street providing primary access to the site. The entrance shall be defined by a projecting or recessed portico or a clearly defined doorway designed as a focal point in the facade design.

2. Integrate common outdoor areas per RDC 18.230.050.F into primary structure design.

- a. Porticos, courtyards, or similar structures shall be visible to the public and usable to customers or clients.
- b. The outdoor common areas shall be integrated into the building design by means of either a roof-like structure (e.g., sheathed roof or open pergola style) or perimeter wall extending from the building.

3. Integrate primary structure design elements into secondary structures.

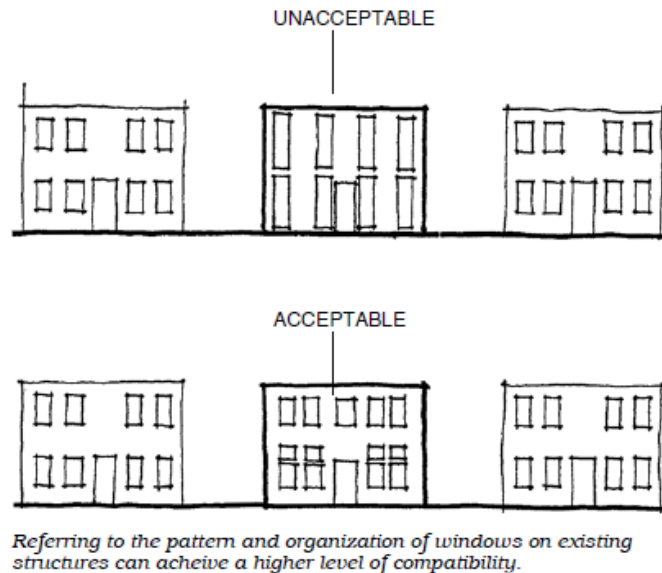
Secondary structures (all structures other than primary structures) must include design elements that visually link them to the primary structure site.

- a. Secondary structures must include siding, trim, roofing materials and colors common to the primary structure of a site.
- b. Specific combinations of materials and colors may be varied from building to building; provided, that any material or color used on secondary structures has, in some application, been used on the primary structure. (For example, if the primary structure is a red brick building with gray clapboard in the gables,

then the secondary structure may be a gray clapboard building with red brick accents.)

E. Windows and doors.

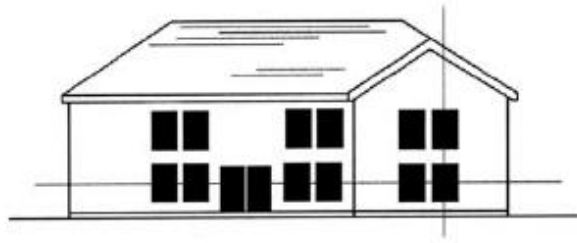
1. Mirrored glass is prohibited.
2. Multiple windows on a single wall plane shall be spaced and aligned with other windows and doors on the same wall plane. Single grouped windows on a wall plane shall relate to other architectural features such as roof forms, doors, or facade projections.



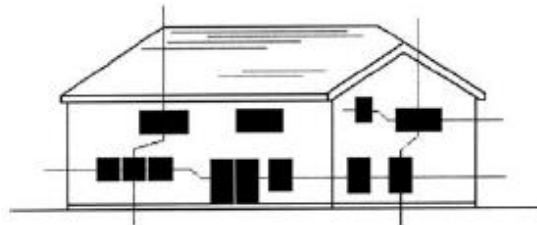
3. Windows and doors shall constitute at least 25 percent (25%) of the total wall area of prominent facade wall planes.
4. Transparency Zone. The transparency zone regulations apply to building facades which front pedestrian streets. The purpose of transparency requirements is to maintain "eyes on the street" for safety of pedestrians and to create a more welcoming and interesting streetscape and give an indication of the types of uses and activities occurring in buildings. Transparent windows and doors may be used to meet transparency requirements. Glazed windows, where visibility is obscured, shall not be used to meet transparency requirements.
 - a. The transparency zone refers to the ground floor between thirty vertical inches and eight (8) vertical feet above grade, or where the ground, terrace, or stoop meets the façade. The transparency zone extends along the primary street-facing façade of the building and may include additional façades such as those that face primary internal circulation routes within a development, minor arterials, arterials, or collector streets, or other highly visible façades.

- b. A minimum of sixty percent (60%) window and door transparency is required within the transparency zone.
- c. For sloping frontages, the city may grant flexibility to the transparency zone dimensions provided the design of the façade adds visual interest to pedestrians and that untreated blank wall areas are avoided.
- d. Where structured parking facilities occupy a portion of the ground floor frontage, the vehicular entrance is exempt from the transparency requirement.
- e. Display windows may be used to meet up to fifty percent (50%) of the transparency requirements provided they are at least eighteen inches deep and integrated into the architecture of the building. Tack-on display cases do not qualify as transparent areas.

ACCEPTABLE



The careful alignment of windows provides visual balance to this facade. Notice that it is not always necessary to center windows on a wall plane. Usually, however, noncentered windows look better below a hip than below a gable.



UNACCEPTABLE

The scattered and haphazard arrangement of windows on this facade result in poor balance in the overall building design.



UNACCEPTABLE

F. Siding and trim.

1. Building siding materials shall be wood, brick, stone, stucco, or terra cotta.
2. Metal siding materials shall not exceed 10% of the total wall area of any wall.
3. Stacked and scored concrete blocks may be used if installed so as to provide added relief, shadow lines, and dimensional interest to a façade, provided:
 - a. All prominent facades shall be fifty percent (50%) sided with the materials allowed in subsection F.1;

- b. Masonry pilasters are regularly spaced every 15 to 25 feet on center (depending on the scale of the building); and
- c. Recessed panels, a minimum of four inches deep, shall provide frame and panel relief between all pilasters and which shall comprise approximately seventy percent (70%) of the width and height of the space between pilasters.

G. Roofing materials.

- 1. Use roofing materials which provide texture and shadow lines. Cedar shingles, architectural grade asphalt shingles, tile, slate, and standing-seam metal roofs are allowed. Other roofing materials are prohibited except on roofs having slopes less than 1/12.
- 2. Limit roofing colors to darker earth tone and forest colors. Only forest greens, charcoal or medium grays and dark clay colors are allowed.

H. Design details.

- 1. The following building treatments or additions are prohibited:
 - a. Tenant specific motifs – Fanciful or unusual detailing, excluding signs, used to promote a particular theme or to identify a specific.
 - b. Outlining – Architectural features shall not be outlined in neon, LED, tube-type, or other lights, either exposed or concealed lights.
 - c. Back-lit Awnings – Awnings may not be back-lit or otherwise illuminated from behind unless the awning fabric is completely opaque.
 - d. Nonfunctioning Awnings – Awnings shall be limited to traditional locations over windows, walkways, and entrances or over other architectural features where weather protection is needed. Awnings must be applied to walls or posts and may not be applied to existing projections over walkways or windows.
 - e. Faux Windows – All windows must be true windows that let in light to occupied space or to large attic areas that provide at least limited standing room.
 - f. False Fronts – Building facades must be designed to reflect the mass and bulk of the structure behind the facade. Design details that create a false appearance of building mass, or that otherwise make a building appear to be something that it is not, are prohibited.
 - g. Architectural Anomalies – Application of materials or details that are not integrated into the overall building design, or that do not reflect the materials or details characteristic of the overall building design, are prohibited.
- 2. Awnings, canopies and marquees may not obscure architectural details of the facade and may not be the prominent design element of the building. They must appear as a secondary and complimentary element of the building design. Awnings may not extend more than 12 inches beyond the outer edges of windows or groups of windows, and they may not come any closer than 12 inches to building corners or 36 inches to eaves or cornices.

3. Warehouse and mini-storage doors may not directly and visibly face pedestrian streets.

I. Color. The following standards apply to commercial development in the CRB and CCB zoning districts:

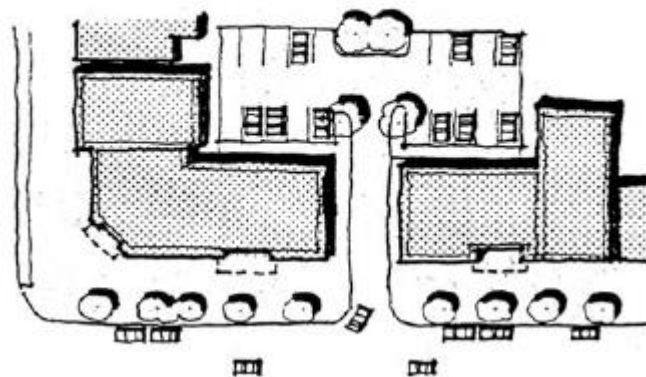
1. Field or base colors (the main color of exterior walls) shall be earth tone colors, such as: sands, grays, sage greens, pale yellows, deep, rich clay colors, and similar.
2. Trim colors (fascia, cornice, window and door trim, kick panels, etc.) may contrast to complement the field color and shall not be neon, bright or primary colors.
3. Accent colors may be brighter than field or trim colors. Appropriate areas for accent colors are those details such as moldings or molding indentations, medallions, and shadow lines of windows and doors and door frames.
4. Painting or staining of stone and brick is prohibited.

18.230.080 Off-street parking and loading

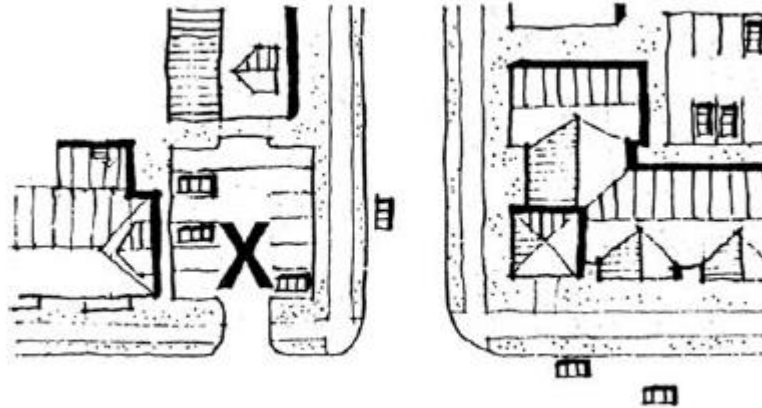
- A. Off-street parking and loading shall be provided as required in Chapter 18.720.
- B. Parking areas shall be located to minimize their visual and functional impact, generally by locating parking areas along the rear and sides of the buildings, and shall comply with the following standards in lieu of compliance with RDC 18.720.040.C.1.

ACCEPTABLE

Parking behind shops



UNACCEPTABLE



Street corners are not appropriate locations for parking lots.

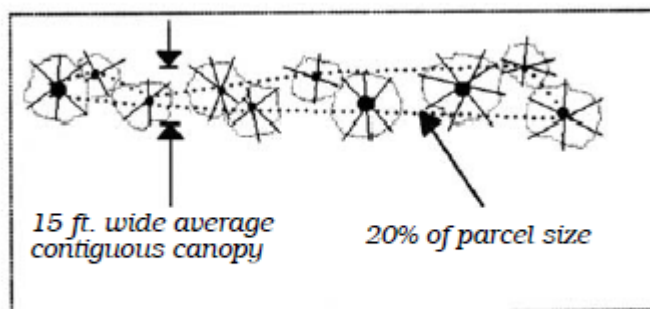
1. For sites along pedestrian streets, parking areas shall not be placed forward of the maximum setback or the front building façade, whichever is closer to the property line, for more than 20 percent of the site's street frontage not encumbered by critical areas or significant vegetation, with the exception of driveways and drive aisles perpendicular to the street frontage.
 2. For sites along major corridors, parking areas shall not be placed forward of the maximum setback or the front building façade, whichever is closer to the property line, for more than 50 percent of the site's street frontage not encumbered by critical areas or significant vegetation, with the exception of driveways and drive aisles perpendicular to the street frontage. Slip lane parking lots per RDC 18.230.080.xx are also exempt from this standard.
 3. For sites located on a corner lot or other lot with multiple frontages, both frontages must meet the applicable limitations for parking area locations. No parking area shall be closer than 100 feet to any corner formed by two public streets, unless the length of the frontage along both streets is less than 100 feet in which case the parking area shall be located as far as practicable from the corner.
 4. The area between the property line and the parking area, with the exception of driveways and drive aisles providing access to the parking area, shall be fully landscaped to an L2 standard.
- C. Slip lane parking lots are permitted along the street frontage of major corridors, and are exempt from the 50 percent street frontage limitation for parking lots in RDC 18.720.040.C.1.
1. Slip lane parking lots may consist of one, one-way drive aisle and one row of parking stalls arranged parallel or angled, meeting the dimensional standards of RDC Table 18.720.040-1. The combined width of the drive aisle and parking stalls shall not exceed 44 feet.

2. Slip lane parking lots shall include a sidewalk with a minimum width of 5 feet between the parking lot and the interior of the site, running the full length of the slip lane parking lot.
3. Along a minimum of 75% of the length of the slip lane parking lot, buildings shall be set back no more than 5 feet from the back edge of the required sidewalk.
4. Buildings fronting the slip lane parking lot shall provide a primary pedestrian entrance directly facing the parking lot.
5. Where practicable, slip lane parking lots shall extend to the edge of the property line to allow seamless continuation along the adjoining properties.
6. Slip lane parking lots shall only be allowed if the Public Works Director approves access onto the arterial, which may include limitations on driveway spacing and restricted turn movements.

D. Driveways shall comply with all City Engineering Standards. Further, driveways shall be restricted to no more than one entrance and exit lane per 250 linear feet of street frontage, measured separately for each frontage in the case of lots with multiple frontages, except that each property shall be guaranteed a minimum of one entrance and exit lane.

RDC 18.230.090 Landscaping

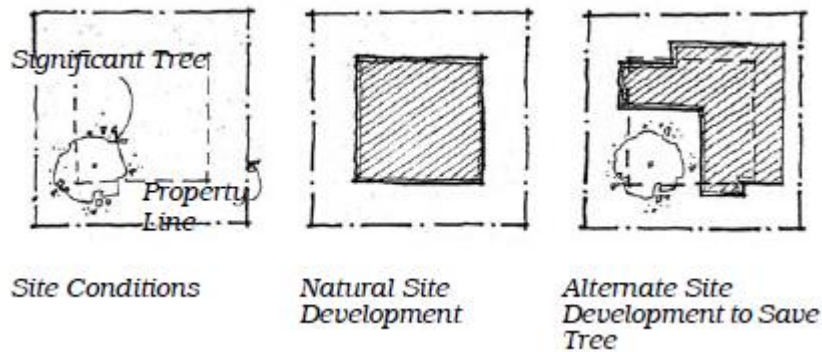
A Purpose. Landscaping shall be integrated into the site in the form of landscaping in off-street parking areas, as buffers between uses, within street planter strips, and to soften the appearance of large building elevations, and shall comply with the requirements of this chapter and RDC 18.725. Landscaping shall include a combination of existing vegetation and new plant materials.



Natural vegetation may meet on-site tree requirements.

B. Existing Vegetation. While it is inevitable that some existing trees will be removed with new development, existing vegetation should be preserved where practicable or otherwise replanted in required landscape areas. All new developments and

redevelopment projects should be designed to preserve existing, mature vegetation as part of the site and shall protect all existing vegetation that is outside of planned building and parking areas.



1. All healthy, existing trees having a diameter at breast height (dbh) of six inches or greater shall be identified and marked on the existing conditions site plan.
2. A minimum of 20 percent of existing vegetation shall be incorporated into the required landscaping areas and preserved. The applicant may reduce required building setbacks by up to 20 percent, exempt from the requirements for an administrative adjustment in RDC 18.350, if such a reduction can be shown to allow greater retention of existing vegetation.
3. Existing vegetation that is not within building envelopes and not within areas that are required to be graded or excavated (e.g., for public improvement requirements, utilities, foundations, and parking areas) shall be integrated into the project's landscape design to the greatest extent practicable, and may exceed the minimum 20 percent retention required.
4. If the applicant proposes an adjustment or variance consistent with RDC 18.350 to reduce the existing vegetation retention requirements of this section, the applicant must provide mitigation planting of equivalent inches of tree diameter. For example, if the applicant proposes to remove an existing 12-inch dbh tree, it must be replaced with tree(s) totaling 12 inches diameter. The minimum size for replacement trees is three inches dbh.

18.230.100 Fences and walls.

- A. Fences shall meet the requirements of Chapter 18.740.
- B. Fence and wall materials.
 1. Fences shall be consistent with the overall building design and constructed of wood, wrought iron, brick, stone or concrete block (CMU). Smooth-faced concrete

block must have a veneer finish on the side(s) visible to public view. Other materials which have the general appearance and visual quality of approved fence materials may be approved by the Planning Director. However, the use of plywood or composite sheeting as a fence material is not permitted.

2. Chain link fences are discouraged and may only be used in areas not visible from any public right-of-way, adjacent property, or onsite common open area. If used, black, dark brown or dark-toned coated chain link fencing with matching posts and rails shall be required.

3. Barbwire and razor wire fences shall not be used except for specific condition where the applicant demonstrates they are required for security reasons and that they will not be visible from adjacent rights-of-way.

C. Fences and walls facing pedestrian streets shall not be allowed and fences and walls facing major corridors shall be discouraged unless the applicant demonstrates the fences or walls are necessary for business safety, screening the development from adjacent residential uses, or screening the parking area, service areas, or drive-through lanes. If fences or walls facing public streets are used, they shall be set back 10 feet from sidewalk or right-of-way and shall provide landscaping within the setback area at an L2 standard.

18.230.110 - Outdoor storage, seating and events.

A. Outdoor storage or display areas, excluding outdoor seating or event areas, shall occupy an area no larger than ten percent of gross floor area except for plant sales that shall occupy no more than seventy-five percent of gross floor area.

B. Permanent outdoor seating and event areas, cumulatively, are limited to twenty percent of the gross site area, excluding uses in the public right-of-way. The planning director may issue a temporary use permit for the use of up to thirty percent of the gross site area for temporary outdoor seating and event space consistent with Section 18.205.015(F).

C. Outdoor uses such as outdoor seating, sidewalk sales, or special events in the public right-of-way must be approved through either site plan review for permanent uses per RDC 18.500 or temporary use review consistent with RDC 18.205.015(F). A minimum 6-foot-wide pedestrian zone must be maintained within the right-of-way. Outdoor seating within the right-of-way must be separated from the pedestrian zone by means of movable separation 36 to 48 inches tall such as planters, bollards, fence, or similar. Use of the public right-of-way is discretionary and must be approved by the Public Works Director.

RDC 18.725 – LANDSCAPING**18.725.050 Screening and buffering.****Table 18.725.050-1**

LANDSCAPING, SCREENING AND BUFFERING MATRIX

Zone or Use	Setback by Type of Adjacent Use					
	Street	Commercial	IND or OFF	PF or POS	Residential	CMU or WMU or WLS
CRB Site	10'/L2 (2)	5' L2	5' L2	20'/L2	20'/L4	20'/L3
Parking Area	10'/L2	10'/L2	10'/L2	10'/L3	20'/L4	20'/L3
CCB Site	10'/L2 (2)	5' L2	5' L2	10'/L3	20'/L4	10'/L2
Parking Area	10'/L2	10'/L2	10'/L2	10'/L3	20'/L4	10'/L3
CNB Site	5'/L2 (2)	0'	0'	10'/L3	10'/L4	10'/L2
Parking Area	10'/L2	10'/L2	10'/L2	10'/L3	10'/L4	10'/L3

Table Notes:

(2) Along a pedestrian street, the landscaping buffer for front and street side yards may be reduced to 0 feet if the building is located within 10 feet of the property line.

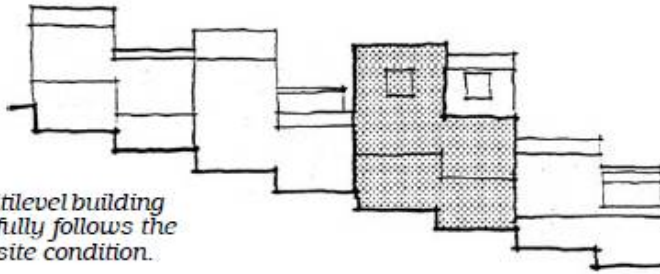
Ridgefield Commercial Design Standards

Site Design and Architectural
Standards

City Council October 27, 2016

Maintain Natural Topography

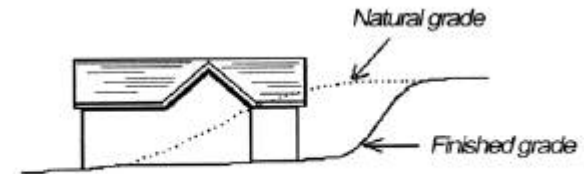
This multilevel building successfully follows the natural site condition.



YES

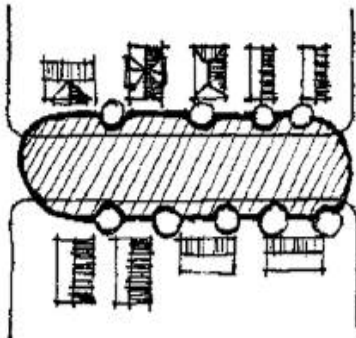


NO

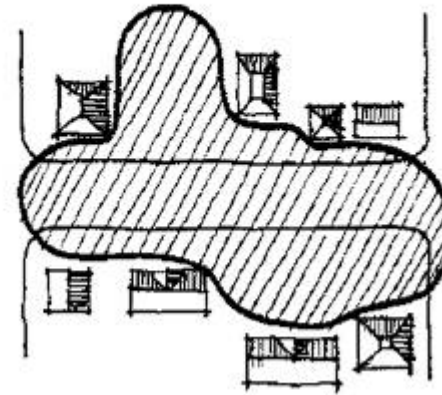


Commercial Setbacks

Consistent streetfront setback produces organized spatial enclosure.



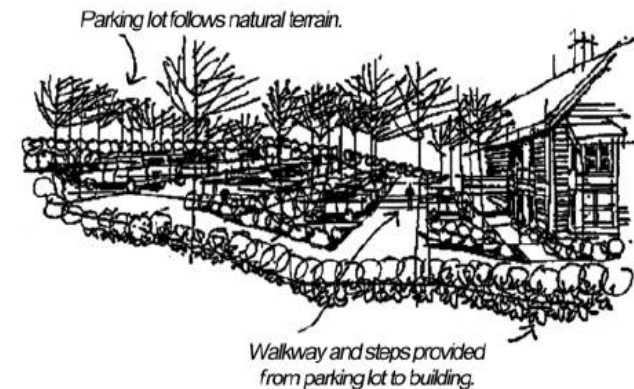
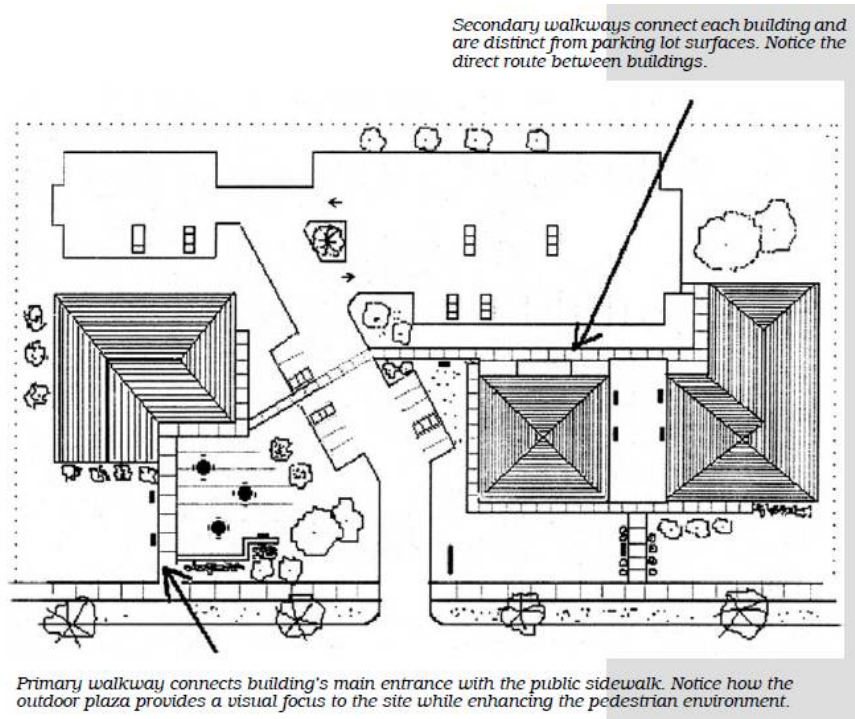
Inconsistent setback and site design produces irregular and often incoherent enclosure.



Slip Lanes



Primary and Secondary Walkways



Exposed Beam



Outdoor Common Area Standards



Outdoor Furnishings



Mass and Scale



Mass and Scale continued



Hierarchy in Building Design



Prominent Facades

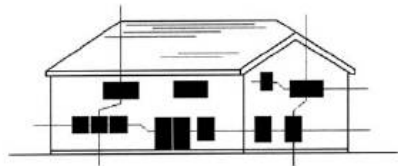


Windows and Doors

ACCEPTABLE



The careful alignment of windows provides visual balance to this facade. Notice that it is not always necessary to center windows on a wall plane. Usually, however, noncentered windows look better below a hip than below a gable.



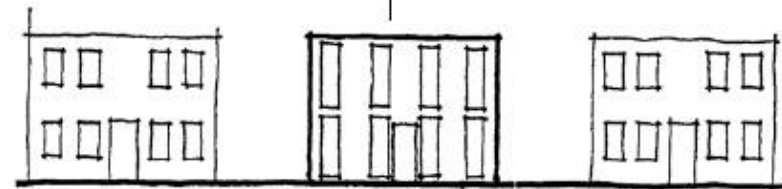
UNACCEPTABLE

The scattered and haphazard arrangement of windows on this facade result in poor balance in the overall building design.



UNACCEPTABLE

UNACCEPTABLE



ACCEPTABLE



Referring to the pattern and organization of windows on existing structures can achieve a higher level of compatibility.

Siding and Trim



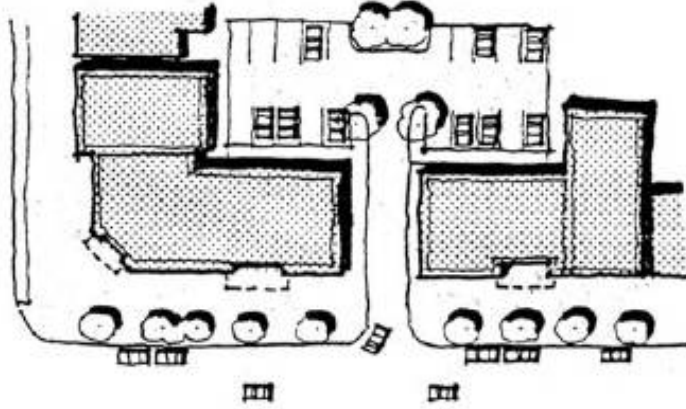
Roofing Materials



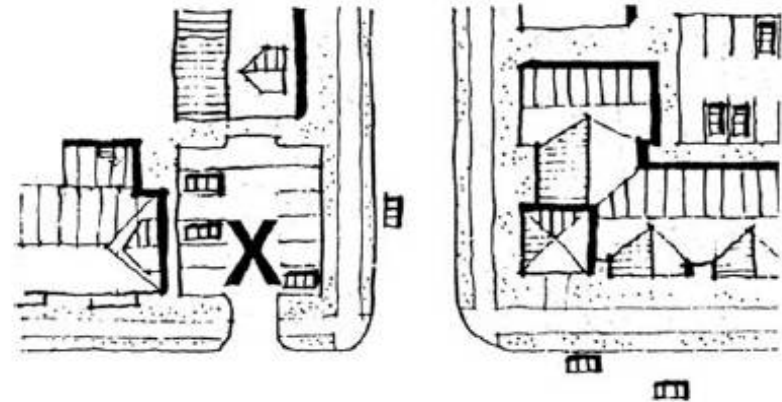
Parking Lot Standards

ACCEPTABLE

Parking behind shops

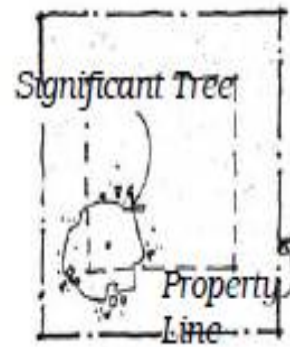


UNACCEPTABLE

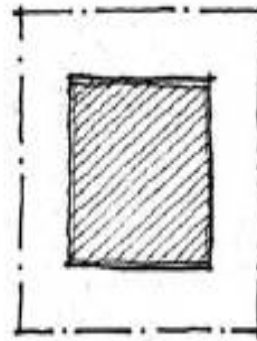


Street corners are not appropriate locations for parking lots.

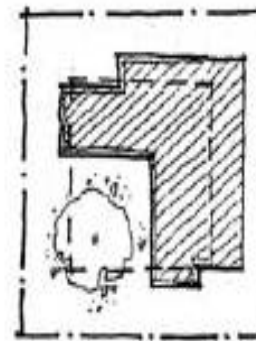
Landscaping



Site Conditions



*Natural Site
Development*



*Alternate Site
Development to Save
Tree*

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 27, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: Resolution No. 516 - Approval of Partnership Support for Ridgefield Outdoor Recreation Complex Project

SUMMARY/BACKGROUND: Resolution and supporting materials will be available for review Wednesday (10/26).

STAFF CONTACT: Julie Basarab, City Clerk

ATTACHMENTS:

Approved to be placed on City Council Agenda:

Julie Basarab Skipped 10/27/2016 5:54 PM

Steve Stuart Skipped 10/27/2016 5:54 PM

City Council Completed 10/27/2016 6:30 PM

Resolution No.516**RESOLUTION NO. 516 - APPROVAL OF PARTNERSHIP SUPPORT FOR RIDGEFIELD OUTDOOR
RECREATION COMPLEX PROJECT**

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 27, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: Motion - Approval of Bid Award for Sargent Street Storm Improvements Project

GOVERNING LEGISLATION:

Revised Code of Washington Title 35 – Cities and Towns

PREVIOUS COUNCIL ACTION TAKEN:

None

SUMMARY/BACKGROUND:

The City's 2008 Stormwater management plan identifies the installation of a Storm sewer south of Sargent Street between S. 4th and S. 5th Avenue as the third priority project. Currently water collects in the back yards of homes north and south of Sargent Street in the winter and spring. This project will replace a non-functioning clay drain tile from the north side of Sargent street south to Shobert Street with inlets along the length of the project. The City contracted with Otak Inc to complete the design, and the project was advertised for bid on October 7th. Michael Green Construction of Washougal submitted the low bit at \$103,540.00.

BUDGET/FINANCIAL IMPACTS:

The 2016 Budget includes a total of \$125,000 for the design and construction of the Sargent Street Stormwater Improvements project.

RECOMMENDED ACTION OR MOTION:

Staff recommends awarding the construction contract to the low bidder. A recommended motion would be:

"I move to award the Sargent Street Stormwater Improvements Project to Michael Green Construction in the amount of \$103, 540.00"

Approved to be placed on City Council Agenda:

STAFF CONTACT:

Bryan Kast, Public Works Director

ATTACHMENTS:

S. Sargent Street Stormwater Improvements Bid Tab (PDF)

CITY OF RIDGEFIELD
S Sargent Street Stormwater Improvements

Bid Opening Date: Thursday, October 21, 2016
Location: Email
Bid Opening Time: 5:00 PM

BID SET CONSTRUCTION COST ESTIMATE

Engineers Estimate

Michael Green Construction, Inc.
Washougal, WA
MICHAGCO33K5

Advanced Excavating Specialists
Longview, WA
CCB# ADVANE5915LT

Tapani, Inc.
Battleground, WA
CCB# TAPANI*883OE

NO	DESCRIPTION	QUANTITY	UNIT	UNIT COST	AMOUNT	UNIT COST	AMOUNT	UNIT COST	AMOUNT	UNIT COST	AMOUNT
1	MOBILIZATION	1	LS	\$ 10,000	\$ 10,000	\$ 14,000.00	\$ 14,000.00	\$ 20,544.00	\$ 20,544.00	\$ 10,000.00	\$ 10,000.00
2	CONSTRUCTION SURVEYING	1	LS	\$ 5,000	\$ 5,000	\$ 3,220.00	\$ 3,220.00	\$ 4,340.00	\$ 4,340.00	\$ 3,500.00	\$ 3,500.00
3	SPCC PLAN	1	LS	\$ 500	\$ 500	\$ 500.00	\$ 500.00	\$ 260.00	\$ 260.00	\$ 500.00	\$ 500.00
4	PROJECT TEMPORARY TRAFFIC CONTROL	1	LS	\$ 1,500	\$ 1,500	\$ 1,800.00	\$ 1,800.00	\$ 1,600.00	\$ 1,600.00	\$ 500.00	\$ 500.00
5	CLEARING AND GRUBBING	1	LS	\$ 2,000	\$ 2,000	\$ 4,000.00	\$ 4,000.00	\$ 16,000.00	\$ 16,000.00	\$ 3,000.00	\$ 3,000.00
6	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	1	LS	\$ 5,000	\$ 5,000	\$ 4,000.00	\$ 4,000.00	\$ 15,000.00	\$ 15,000.00	\$ 2,200.00	\$ 2,200.00
7	COMMERCIAL HMA	1	LS	\$ 1,500	\$ 1,500	\$ 2,400.00	\$ 2,400.00	\$ 5,550.00	\$ 5,550.00	\$ 2,400.00	\$ 2,400.00
8	CORRUGATED POLYETHELENE STORM SEWER PIPE, 12 IN. DIAM.	492	LF	\$ 70	\$ 34,440	\$ 36.78	\$ 18,095.76	\$ 143.00	\$ 70,356.00	\$ 75.00	\$ 36,900.00
9	MANHOLE 48 IN. DIAM. TYPE 1	2	EA	\$ 4,000	\$ 8,000	\$ 7,270.00	\$ 14,540.00	\$ 6,550.00	\$ 13,100.00	\$ 9,500.00	\$ 19,000.00
10	18 IN. DRAIN BASIN WITH PEDESTRIAN GRATE	8	EA	\$ 1,200	\$ 9,600	\$ 2,000.00	\$ 16,000.00	\$ 2,000.00	\$ 16,000.00	\$ 1,300.00	\$ 10,400.00
11	18 IN. DRAIN BASIN WITH DOME GRATE	1	EA	\$ 1,500	\$ 1,500	\$ 2,030.00	\$ 2,030.00	\$ 2,150.00	\$ 2,150.00	\$ 1,400.00	\$ 1,400.00
12	CONNECTION TO EXISTING DRAINAGE STRUCTURE	1	EA	\$ 1,000	\$ 1,000	\$ 500.00	\$ 500.00	\$ 3,650.00	\$ 3,650.00	\$ 1,400.00	\$ 1,400.00
13	RELOCATE SANITARY SEWER LATERAL	5	EA	\$ 1,500	\$ 7,500	\$ 560.00	\$ 2,800.00	\$ 3,300.00	\$ 16,500.00	\$ 500.00	\$ 2,500.00
14	TEMPORARY EROSION AND SEDIMENT CONTROL	1	LS	\$ 2,500	\$ 2,500	\$ 2,375.00	\$ 2,375.00	\$ 8,600.00	\$ 8,600.00	\$ 2,000.00	\$ 2,000.00
15	LANDSCAPE RESTORATION	1	LS	\$ 2,500	\$ 2,500	\$ 6,500.00	\$ 6,500.00	\$ 13,000.00	\$ 13,000.00	\$ 2,000.00	\$ 2,000.00
16	FENCE REPLACEMENT	150	LF	\$ 40	\$ 6,000	\$ 30.00	\$ 4,500.00	\$ 71.00	\$ 10,650.00	\$ 30.00	\$ 4,500.00
17	SHED REPLACEMENT	1	LS	\$ 5,000	\$ 5,000	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00
	Subtotal				\$ 103,540.00		\$ 103,260.76		\$ 222,300.00		\$ 108,200.00
	Sales Tax @ 8.4%				\$ 8,697.36		\$ 8,673.90		\$ 18,673.20		\$ 9,088.80
	Project Total				\$ 112,237.36		\$ 111,934.66		\$ 240,973.20		\$ 117,288.80

Nutter Corporation
Vancouver, WA
CCB# NUTTEUU088PE

Clark and Sons Excavating, Inc.
Battleground, WA
CLARKSE851OJ

Jessie Rodriguez Construction
Silverton, OR
JESSERC902JL

Columbia Pacific Construction
Woodland, WA
COLUMPC905DS

Nova Contracting, Inc.
Olympia, WA
NOVACI*991N3

<u>UNIT COST</u>	<u>AMOUNT</u>	<u>UNIT COST</u>	<u>AMOUNT</u>	<u>UNIT COST</u>	<u>AMOUNT</u>	<u>UNIT COST</u>	<u>AMOUNT</u>	<u>UNIT COST</u>	<u>AMOUNT</u>
\$ 15,700.00	\$ 15,700.00	\$ 24,000.00	\$ 24,000.00	\$ 15,822.00	\$ 15,822.00	\$ 3,500.00	\$ 3,500.00	\$ 33,000.00	\$ 33,000.00
\$ 3,000.00	\$ 3,000.00	\$ 4,800.00	\$ 4,800.00	\$ 4,000.00	\$ 4,000.00	\$ 11,500.00	\$ 11,500.00	\$ 3,000.00	\$ 3,000.00
\$ 1,000.22	\$ 1,000.22	\$ 350.00	\$ 350.00	\$ 1,500.00	\$ 1,500.00	\$ 1,100.00	\$ 1,100.00	\$ 600.00	\$ 600.00
\$ 6,000.00	\$ 6,000.00	\$ 9,000.00	\$ 9,000.00	\$ 2,000.00	\$ 2,000.00	\$ 6,110.00	\$ 6,110.00	\$ 600.00	\$ 600.00
\$ 13,000.00	\$ 13,000.00	\$ 17,000.00	\$ 17,000.00	\$ 9,000.00	\$ 9,000.00	\$ 1,350.00	\$ 1,350.00	\$ 3,900.00	\$ 3,900.00
\$ 10,000.00	\$ 10,000.00	\$ 18,000.00	\$ 18,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,275.00	\$ 1,275.00	\$ 9,000.00	\$ 9,000.00
\$ 4,700.00	\$ 4,700.00	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 2,330.00	\$ 2,330.00	\$ 6,000.00	\$ 6,000.00
\$ 80.00	\$ 39,360.00	\$ 139.00	\$ 68,388.00	\$ 120.00	\$ 59,040.00	\$ 112.10	\$ 55,153.20	\$ 390.00	\$ 191,880.00
\$ 4,000.00	\$ 8,000.00	\$ 12,000.00	\$ 24,000.00	\$ 7,000.00	\$ 14,000.00	\$ 3,660.00	\$ 7,320.00	\$ 9,000.00	\$ 18,000.00
\$ 1,500.00	\$ 12,000.00	\$ 1,300.00	\$ 10,400.00	\$ 1,600.00	\$ 12,800.00	\$ 1,160.00	\$ 9,280.00	\$ 3,000.00	\$ 24,000.00
\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 2,000.00	\$ 2,000.00	\$ 1,300.00	\$ 1,300.00	\$ 4,000.00	\$ 4,000.00
\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 370.00	\$ 370.00	\$ 2,000.00	\$ 2,000.00
\$ 1,800.00	\$ 9,000.00	\$ 1,200.00	\$ 6,000.00	\$ 600.00	\$ 3,000.00	\$ 518.00	\$ 2,590.00	\$ 300.00	\$ 1,500.00
\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,880.00	\$ 5,880.00	\$ 900.00	\$ 900.00
\$ 2,500.00	\$ 2,500.00	\$ 26,000.00	\$ 26,000.00	\$ 7,000.00	\$ 7,000.00	\$ 13,360.00	\$ 13,360.00	\$ 12,000.00	\$ 12,000.00
\$ 30.00	\$ 4,500.00	\$ 40.00	\$ 6,000.00	\$ 35.00	\$ 5,250.00	\$ 39.00	\$ 5,850.00	\$ 40.00	\$ 6,000.00
\$ 2,000.00	\$ 2,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,300.00	\$ 4,300.00	\$ 4,500.00	\$ 4,500.00	\$ 3,000.00	\$ 3,000.00
	\$ 142,360.22		\$ 240,538.00		\$ 155,212.00		\$ 132,768.20		\$ 319,380.00
	\$ 11,958.26		\$ 20,205.19		\$ 13,037.81		\$ 11,152.53		\$ 26,827.92
	\$ 154,318.48		\$ 260,743.19		\$ 168,249.81		\$ 143,920.73		\$ 346,207.92