RIDGEFIELD CITY COUNCIL
MEETING AGENDA

Thursday, October 8, 2020
Teleconference
N/A, Ridgefield, WA 98642

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

1. **Roll Call**
2. **Late changes to the agenda**

II. PROCLAMATION

1. **Breast Cancer Awareness Month**

III. CONSENT AGENDA

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the September 24, 2020 Meeting**

IV. PRESENTATION

1. **3Rd Quarter Financial Report - Kirk Johnson, Finance Director**
2. **Salary Commission Update - Clyde Burkle, Chair**

V. BUSINESS

1. **Second Reading of Ordinance No. 1326 – Transportation Impact Fee List Update - Bryan Kast, Public Works Director**

VI. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

VII. ADJOURN

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

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE:	October 08, 2020
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 08, 2020 - Claims Report	(PDF)

City of Ridgefield

Claims Payment Report

For Approval on: October 8, 2020

Sum of Amount					
Vendor Name	**Vendor Number**	**Invoice Number**	**Resp. Department**	**Description**	**Total**
ABBEY HUETTL	**3522**	3522-20201008	**Finance**	Small Business Sustainability Grant - Ridgefield Pack & Ship	3,000.00
ABBEY HUETTL Total					**3,000.00**
ACCURATE AUTOMOTIVE	**9**	4456	**Public Safety**	Vehicle Maint - PD	152.29
		4454	**Public Safety**	Vehicle Maint - PD	427.05
ACCURATE AUTOMOTIVE Total					**579.34**
AMAZON BUSINESS	**3485**	13P4-LYG6-74NV	**Council**	Computer Mouse - Council	8.29
		1HQR-DKNR-G1GR	**Public Safety**	PD Doorbell & PW Chainsaw Bibs	18.96
			Public Works	PD Doorbell & PW Chainsaw Bibs	103.80
		1CR3-LL3J-3WKY	**Genl Govt/Facilities**	BF - Supplies	61.77
		1WVK-HDMD-GF9T	**Genl Govt/Facilities**	N95 Masks	14.29
			Public Works	N95 Masks	35.75
			Community Development	N95 Masks	21.45
		16KW-X3TF-XQTW	**Public Safety**	PD Office/Operational Supplies	137.45
		14TP-MQPM-KXCD	**Public Safety**	Returned PD Operational Supplies	(30.57)
		1GGR-VD9X-FFXX	**Public Works**	Truck Canopy Clamps - Ryan	27.09
		1MLY-QJN9-YT9R	**Human Resources**	Wellness Snacks	189.64
		1P1Q-LPKR-M9Q7	**Public Safety**	PD Oper Supplies	69.30
AMAZON BUSINESS Total					**657.22**
ARAMARK UNIFORM SERVICES	**32**	864640143	**Genl Govt/Facilities**	PW Uniforms	1.06
				PW Floor Mats	1.93
			Public Works	PW Uniforms	25.29
				PW Floor Mats	25.80
		864657990	**Genl Govt/Facilities**	PW Uniforms	1.06
				PW Floor Mats	1.93
			Public Works	PW Uniforms	25.29
				PW Floor Mats	25.80
		864648544	**Genl Govt/Facilities**	PW Uniforms	1.06
				PW Floor Mats	1.93
			Public Works	PW Uniforms	25.29
				PW Floor Mats	25.80
ARAMARK UNIFORM SERVICES Total					**162.24**
Atcheson Thomas	**UB*00392**	(blank)	**Genl Govt/Facilities**	Refund Check 012251-000 2900 S White Salmon Dr	114.44
Atcheson Thomas Total					**114.44**
Bermudez Eduardo & Pamela	**UB*00370**	(blank)	**Genl Govt/Facilities**	Refund Check 007632-000 1908 N 8th Way	35.19
Bermudez Eduardo & Pamela Total					**35.19**
BLAIRCO INC	**1493**	20C-0746	**Genl Govt/Facilities**	HVAC Ionizer Installation for City Hall and Police Station.	1,829.24
BLAIRCO INC Total					**1,829.24**
Burcks Shannon	**UB*00183**	(blank)	**Genl Govt/Facilities**	Refund Check	71.04
Burcks Shannon Total					**71.04**

City of Ridgefield

Claims Payment Report

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Cedars Construction LLC	**UB*00405**	(blank)	**Genl Govt/Facilities**	Refund Check 011444-073 7155 S 11th St	67.01
	UB*00403	(blank)	**Genl Govt/Facilities**	Refund Check 011444-033 7119 S 11th St	72.92
	UB*00391	(blank)	**Genl Govt/Facilities**	Refund Check 011444-065 7024 S 11th St	71.40
Cedars Construction LLC Total					**211.33**
CHMELIK SITKIN & DAVIS	**3294**	100425	**Genl Govt/Facilities**	Park Laundry Eval Remidiation - Aug 2020	248.00
CHMELIK SITKIN & DAVIS Total					**248.00**
CITIES DIGITAL INC.	**3382**	49606	**Information Technology**	Gold Advanced Service Package	6,937.60
CITIES DIGITAL INC. Total					**6,937.60**
CITY OF RIDGEFIELD	**95**	COM-20-0065-B	**Public Works**	Equip Abrams Prk Well 11 - Permit	861.25
CITY OF RIDGEFIELD Total					**861.25**
CITY OF VANCOUVER	**97**	13671	**Public Works**	Sander for Hook Truck	548.78
CITY OF VANCOUVER Total					**548.78**
CLARK COUNTY	**102**	CI019612	**Public Safety**	4th Qtr 2020 Emergency Mgmt Fees	2,468.25
		CI019644	**Community Development**	Annual GIS Partnership Fee 2020	5,335.00
		CI018829	**Public Works**	Aug 2020 - Whatley Decant Billing	3,942.12
		CI019619	**Public Safety**	4th Qtr 2020 Dispatch/Radio Operations	19,695.50
		CI018907	**Judicial**	Pretrial Supervisions - Aug 2020	149.60
		CI018910	**Public Safety**	2020 Evidence Services by Clark County Sheriffs Office	7,900.00
CLARK COUNTY Total					**39,490.47**
CLARK PUBLIC UTILITIES	**110**	7206-643-4-20201008	**Public Works**	400 N Abrams Park Rd	1,520.97
		7206-644-2-20201008	**Public Works**	City Park/Water Well	5,764.47
		7206-555-0-20201008	**Public Works**	109 W Division St - Electricity	117.91
		7206-456-1-20201008	**Public Safety**	116 N Main Avenue	189.82
		7206-552-7-20201008	**Public Works**	214 S Riverview Dr	265.32
		7206-645-9-20201008	**Public Works**	N Abrams Park/E Division	179.95
		7206-578-2-20201008	**Genl Govt/Facilities**	230 Pioneer Ave	215.86
		7206-694-7-20201008	**Public Works**	255 S 56th Pl - Electricity	4,041.74
		7206-605-3-20201008	**Public Works**	N 1st Cir & N 65th Ave - Park & Ride	67.47
CLARK PUBLIC UTILITIES Total					**12,363.51**
Clark Zach & Julie	**UB*00398**	(blank)	**Genl Govt/Facilities**	Refund Check 012421-000 3641 S Kennedy Dr	117.21
Clark Zach & Julie Total					**117.21**
CLEAN WORLD MAINTENANCE INC	**3105**	45375	**Genl Govt/Facilities**	Janitorial Services - September 2020	340.92
				COVID-19 Janitorial Services - September 2020	820.67
			Public Safety	Janitorial Services - September 2020	308.28
			Public Works	Janitorial Services - September 2020	168.34
CLEAN WORLD MAINTENANCE INC Total					**1,638.21**
COLUMBIAN PUBLISHING	**116**	24145	**Community Development**	Classified Kemper Grove PLZ-20-0026	79.20
		24134	**Community Development**	Classified CL PLZ-20-0045 - Discovery Ridge	88.20
COLUMBIAN PUBLISHING Total					**167.40**
COMCAST BUSINESS	**1666**	108128752	**Genl Govt/Facilities**	Internet Services - 230 Pioneer St	379.06
COMCAST BUSINESS Total					**379.06**
COMDATA NETWORK INC.	**1101**	20337519	**Genl Govt/Facilities**	Fuel PW - XN173	93.13
			Public Works	Fuel PW - XN173	1,244.93

City of Ridgefield

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COMDATA NETWORK INC.	1101	20337519	Community Development	Fuel CDD - XN173	204.37
		20337520	Public Safety	PD Fuel - XN795 - 9/1/2020-9/15/2020	746.00
COMDATA NETWORK INC. Total					**2,288.43**
Creagan Jeffrey	UB*00399	(blank)	Genl Govt/Facilities	Refund Check 011473-000 323 N 33rd Ct	0.02
Creagan Jeffrey Total					**0.02**
DEPARTMENT OF ECOLOGY	144	WAR306616	Public Works	45th Ave/5th Way - Pioneer St 2021 Water Qlty Prgm	780.00
DEPARTMENT OF ECOLOGY Total					**780.00**
DEPARTMENT OF LICENSING - CPL	154	RG0000448-2020	Genl Govt/Facilities	CPL Fees - Marvitz	18.00
		RG0000450-2020	Genl Govt/Facilities	CPL Fees - Tolman	18.00
		RG0000457-2020	Genl Govt/Facilities	CPL Fees - McConnell	18.00
		RG0000458-2020	Genl Govt/Facilities	CPL Fees - Delaney	18.00
		RG0000463-2020	Genl Govt/Facilities	CPL Fees - Crutchfield	18.00
		RG0000459-2020	Genl Govt/Facilities	CPL Fees - Ross	18.00
		RG0000461-2020	Genl Govt/Facilities	CPL Fees - Bachman	18.00
		RG0000439-2020	Genl Govt/Facilities	CPL Fees - Hicks	18.00
		RG0000460-2020	Genl Govt/Facilities	CPL Fees - Palasek	18.00
		RG0000449-2020	Genl Govt/Facilities	CPL Fees - McKinley	18.00
		RG0000455-2020	Genl Govt/Facilities	CPL Fees - Webb	18.00
		RG0000452-2020	Genl Govt/Facilities	CPL Fees - Telesco	18.00
		RG0000464-2020	Genl Govt/Facilities	CPL Fees - Amerman	18.00
		RG0000451-2020	Genl Govt/Facilities	CPL Fees - Tudor	18.00
		RG0000447-2020	Genl Govt/Facilities	CPL Fees - Ferriss	18.00
		RG0000454-2020	Genl Govt/Facilities	CPL Fees - Webb	18.00
		RG0000440-2020	Genl Govt/Facilities	CPL Fees - Hicks	18.00
		RG0000456-2020	Genl Govt/Facilities	CPL Fees - Carnell	18.00
		RG0000462-2020	Genl Govt/Facilities	CPL Fees - Jajou	18.00
DEPARTMENT OF LICENSING - CPL Total					**342.00**
DEPARTMENT OF NATURAL RESOURCES	715	9147591	Genl Govt/Facilities	Forest Land Assessment	17.40
DEPARTMENT OF NATURAL RESOURCES Total					**17.40**
DON GRISWOLD	2761	2761-20201008	Finance	Small Business Sustainability Grant	3,000.00
DON GRISWOLD Total					**3,000.00**
DRONEN BREWING LLC	3515	3515-20201008	Finance	Small Business Sustainability Grant	3,000.00
DRONEN BREWING LLC Total					**3,000.00**
EFFICIENT COMMUNICATION SOLUTIONS	2126	26844	Information Technology	Annual Service Charges	757.72
EFFICIENT COMMUNICATION SOLUTIONS Total					**757.72**
ELMERS FLAG AND BANNER	170	15249	Genl Govt/Facilities	City Hall/RORC US & WA State Flag	392.62
ELMERS FLAG AND BANNER Total					**392.62**
EMMY'S NAIL & SPA LLC	3514	3514-20201008	Finance	Small Business Sustainability Grant	3,000.00
EMMY'S NAIL & SPA LLC Total					**3,000.00**
FEILEACAN LLC	3521	3521-20201008	Finance	Small Business Sustainability Grant - Ridgefield PT	3,000.00
FEILEACAN LLC Total					**3,000.00**
Ferguson Geary	UB*00231	(blank)	Genl Govt/Facilities	Refund Check 010383-000 118 N 42Nd Pl	94.05
Ferguson Geary Total					**94.05**

City of Ridgefield

Claims Payment Report

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GISI MARKETING GROUP	2811	154754	Public Safety	Letterhead	162.03
		154725	Genl Govt/Facilities	City Newsletter	2,367.54
		154731	Public Safety	Business Cards - Siem/Morgan	213.33
GISI MARKETING GROUP Total					2,742.90
GOUGER CELLARS LLC	3511	3511-20201008	Genl Govt/Facilities	Processing Costs for Ridgefield Grapes	1,476.67
		3511-20201008B	Finance	Small Business Sustainability Grant - Gouger Cellars LLC	3,000.00
GOUGER CELLARS LLC Total					4,476.67
GRAY AND OSBORNE INC	207	20285.00-1	Community Development	Taverner Ridge Phase 5	643.63
		20267.00-3	Community Development	2020 On-Call Engineering Services	1,969.92
		20249.00-6	Public Works	Junction Boost Pump Station VFD - Construction	419.49
		20280.00-1	Community Development	The Crossing Phase 2	834.03
GRAY AND OSBORNE INC Total					3,867.07
H.D. FOWLER COMPANY	2036	I5591032	Public Works	Water Meters	1,190.62
H.D. FOWLER COMPANY Total					1,190.62
Haapala Joshua & Melita	UB*00224	008812-000	Genl Govt/Facilities	UB Refund Check 008812-000 3539 S 3RD	79.31
Haapala Joshua & Melita Total					79.31
Higgins Ross & Danielle	UB*00397	(blank)	Genl Govt/Facilities	Refund Check 011929-000 4733 S 18th Dr	496.85
Higgins Ross & Danielle Total					496.85
HOME DEPOT CREDIT CARD SERVICES	1805	3612333	Genl Govt/Facilities	PW Shop Supplies	2.35
			Public Works	PW Shop Supplies	31.35
		515430	Genl Govt/Facilities	Shop Supplies/PD Doorbell/Sweeper/Mower Fire Ext.	0.58
			Public Safety	Shop Supplies/PD Doorbell/Sweeper/Mower Fire Ext.	17.31
			Public Works	Shop Supplies/PD Doorbell/Sweeper/Mower Fire Ext.	40.30
		22483	Genl Govt/Facilities	RACC Counter Supplies	1.63
			Public Works	RACC Counter Supplies	21.81
			Community Development	RACC Counter Supplies	23.45
HOME DEPOT CREDIT CARD SERVICES Total					138.78
HONEY BUCKETS	223	551724655	Public Works	Davis Park Port-a-Potty	328.00
		551732302	Genl Govt/Facilities	Handwashing Station	345.00
HONEY BUCKETS Total					673.00
INTERSTATE ALL BATTERY CENTER OF OREGON	3072	1.9181E+12	Public Safety	UPS Batteries PD/City Hall/Water	203.80
			Public Works	UPS Batteries PD/City Hall/Water	99.50
			Information Technology	UPS Batteries PD/City Hall/Water	203.80
INTERSTATE ALL BATTERY CENTER OF OREGON Total					507.10
J2 BLUE PRINT SUPPLY	243	AR91347	Community Development	Plotter Repair	81.45
		AR91614	Community Development	Plotter Maintenance - October 2020	54.20
J2 BLUE PRINT SUPPLY Total					135.65
Jones Dennis	UB*00404	(blank)	Genl Govt/Facilities	Refund Check 010107-000 113 N 38th Pl	163.14
Jones Dennis Total					163.14
Karim Romeel & Kelly	UB*00393	(blank)	Genl Govt/Facilities	Refund Check 009576-000 2612 S 21st Ct	135.39
Karim Romeel & Kelly Total					135.39
KEVIN JAMES CUMMO	3516	3516-20201008	Finance	Small Business Sustainability Grant	3,000.00
KEVIN JAMES CUMMO Total					3,000.00

Attachment: October 08, 2020 - Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: October 8, 2020

Kingston Homes LLC	**UB*00396**	(blank)	**Genl Govt/Facilities**	Refund Check 010504-093 4017 S 16th Way	51.88
Kingston Homes LLC Total					**51.88**
LOPEZ GABRIEL & HILARIE	**UB*00306**	(blank)	**Genl Govt/Facilities**	Refund Check 008347-000 3113 S 1st St	75.81
LOPEZ GABRIEL & HILARIE Total					**75.81**
MATHER & SONS PUMP SERVICE INC.	**2907**	23903	**Public Works**	Well 7 Pump Replacement	18,629.62
MATHER & SONS PUMP SERVICE INC. Total					**18,629.62**
MJB CONSULTING INC	**3117**	1933	**Genl Govt/Facilities**	State Lobbyist - Aug 2020	2,500.00
		1940	**Genl Govt/Facilities**	State Lobbyist - Sept 2020	2,500.00
MJB CONSULTING INC Total					**5,000.00**
Mourikis Aaron	**UB*00216**	(blank)	**Genl Govt/Facilities**	Refund Check 007431-000 2311 N Heron Dr	80.76
Mourikis Aaron Total					**80.76**
NAPA AUTO PARTS	**498**	205565	**Genl Govt/Facilities**	PW Shop Supplies	2.61
			Public Works	PW Shop Supplies	34.92
		205143	**Genl Govt/Facilities**	PW Shop Supplies	6.81
			Public Works	PW Shop Supplies	91.08
				Bucket Truck Maintenance	699.90
		205344	**Genl Govt/Facilities**	Vehicle Maint - Bucket Truck	0.38
			Public Works	Vehicle Maint - Bucket Truck	5.06
NAPA AUTO PARTS Total					**840.76**
NORTHSTAR CHEMICAL INC.	**1019**	178143	**Public Works**	Soduim Hypochlorite	988.48
		178459	**Public Works**	Sodium Hypochlorite	868.28
NORTHSTAR CHEMICAL INC. Total					**1,856.76**
NW Natural	**UB*00090**	(blank)	**Genl Govt/Facilities**	Refund Check	404.70
NW Natural Total					**404.70**
OPUS SCHOOL OF MUSIC	**1859**	1859-20201008	**Finance**	Small Business Sustainability Grant - Opus School of Music	3,000.00
OPUS SCHOOL OF MUSIC Total					**3,000.00**
Pacific Lifestyle Homes	**UB*00400**	(blank)	**Genl Govt/Facilities**	Refund Check 007997-082 1874 S 51st Pl	100.19
	UB*00402	(blank)	**Genl Govt/Facilities**	Refund Check 007997-062 174 S 39th Dr	58.55
	UB*00394	(blank)	**Genl Govt/Facilities**	Refund Check 007997-081 5030 S 16th Dr	94.99
Pacific Lifestyle Homes Total					**253.73**
PACIFIC POWER GROUP	**819**	489484-00	**Public Works**	Generator Repair per quote 63661	1,048.88
PACIFIC POWER GROUP Total					**1,048.88**
PARKROSE HARDWARE	**3104**	F34272/S	**Genl Govt/Facilities**	PW Shop Oper Supplies	1.38
			Public Works	PW Shop Oper Supplies	18.42
PARKROSE HARDWARE Total					**19.80**
PBS ENGINEERING AND ENVIRONMENTAL	**342**	0071532.000-5	**Public Works**	Hillhurst Rd. Overlay Design	4,873.75
		0071069.002-2	**Public Works**	S. 45th/Royle Rd Improvements	38,291.25
PBS ENGINEERING AND ENVIRONMENTAL Total					**43,165.00**
PIONEER PEST MANAGEMENT	**2040**	368946	**Genl Govt/Facilities**	Pest Control - City Hall	129.00
PIONEER PEST MANAGEMENT Total					**129.00**
PORTLAND PRECISION INSTRUMENT & REPAIR CO	**3433**	INV139090	**Community Development**	Bluebeam Studio Prime Renewal 2020-2021	2,406.48
		INV138304	**Community Development**	Bluebeam eXtreme Renewal 2020-2021	764.23
PORTLAND PRECISION INSTRUMENT & REPAIR CO Total					**3,170.71**

City of Ridgefield

Claims Payment Report

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REGAN J. WAUGH	**2926**	2926-20201008	**Finance**	Small Business Sustainability Grant - Delicious Dishes LLC	3,000.00
REGAN J. WAUGH Total					**3,000.00**
RIDGEFIELD LANDSCAPE PRODUCTS	**3021**	3021-20201008	**Public Works**	Parks Soil & Parks/Storm Yard Debris Dump	502.98
RIDGEFIELD LANDSCAPE PRODUCTS Total					**502.98**
SW CONSULTING ENGINEERING	**3398**	0821193-T	**Community Development**	Legacy Trails Apts Consulting Serv	332.00
SW CONSULTING ENGINEERING Total					**332.00**
T&M FOOD SERVICES LLC	**3513**	3513-20201008	**Finance**	Small Business Sustainability Grant	3,000.00
T&M FOOD SERVICES LLC Total					**3,000.00**
TAPROOT SYSTEMS INC.	**3438**	501610861	**Genl Govt/Facilities**	Business License Refund - Taproot Systems/ Inc.	50.00
TAPROOT SYSTEMS INC. Total					**50.00**
THE HOLT GROUP	**3400**	BLD-19-0426	**Genl Govt/Facilities**	Refund BLD-19-0426	1,080.56
THE HOLT GROUP Total					**1,080.56**
THE PARR COMPANY	**964**	26527942	**Public Works**	Abrams Park Kitchen Repair	19.27
		26523472	**Public Works**	Street Sign Supplies	39.19
		26527086	**Genl Govt/Facilities**	PW Shop Tools	2.04
				COVID-19 Supplies - Abrams Lunchroom	94.43
			Public Works	PW Shop Tools	27.21
		26526592	**Public Works**	Street Oper Supplies	26.49
THE PARR COMPANY Total					**208.63**
THERESA PATERSON	**3097**	3097-20201008	**Finance**	Small Business Sustainability Grant - Ridgefield Floral & Gifts	3,000.00
THERESA PATERSON Total					**3,000.00**
Third Street Limited Partners	**UB*00395**	(blank)	**Genl Govt/Facilities**	Refund Check 011123-000 120 N 3rd Ave	107.03
Third Street Limited Partners Total					**107.03**
TINA CONDON	**3372**	3372-20201008	**Finance**	Small Business Sustainability Grant	3,000.00
TINA CONDON Total					**3,000.00**
TROY L COUCH	**3517**	3517-20201008	**Finance**	Small Business Sustainability Grant	3,000.00
TROY L COUCH Total					**3,000.00**
USA BLUEBOOK	**444**	354671	**Public Works**	Water Supplies	1,097.76
USA BLUEBOOK Total					**1,097.76**
VANCOUVER WEAPON WERX LLC	**3347**	341225	**Public Safety**	Transportation of Weapons	30.00
VANCOUVER WEAPON WERX LLC Total					**30.00**
VANESSA HERRERA	**2869**	2869-201708-01	**Genl Govt/Facilities**	Park Refundable Deposit	100.00
VANESSA HERRERA Total					**100.00**
VENIAMIN PORTANSKY	**3510**	3510-20201008	**Judicial**	Interpretation Services	100.00
VENIAMIN PORTANSKY Total					**100.00**
WA WILDLIFE AND RECREATION COALITION	**1076**	WWRC20-Mem	**Public Works**	2020 WWRC Membership	250.00
WA WILDLIFE AND RECREATION COALITION Total					**250.00**
WALLIS ENGINEERING	**464**	15381	**Public Works**	Downtown Stormwater Enhancement	7,071.93
		15382	**Public Works**	Downtown Stormwater Enhancement	1,128.45
WALLIS ENGINEERING Total					**8,200.38**
WAPITI NW LLC	**2545**	8483	**Public Safety**	PD Vehicle Hitch Install	462.11
WAPITI NW LLC Total					**462.11**
Warden Heather & Chad	**UB*00401**	(blank)	**Genl Govt/Facilities**	Refund Check 009506-000 2208 S Sauk Way	3.95

Attachment: October 08, 2020 - Claims Report (Approval of Claims And/Or Payroll)

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Warden Heather & Chad Total					**3.95**
WELLWORKS FOR YOU	**3414**	11143	**Human Resources**	Wellness Program - Sept 2020	356.00
WELLWORKS FOR YOU Total					**356.00**
WOODLAND SAW AND CYCLE INC.	**2223**	1096	**Public Works**	Equipment Maintenance - Streets/Parks	77.53
WOODLAND SAW AND CYCLE INC. Total					**77.53**
Grand Total					**209,376.59**

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 08, 2020

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the September 24, 2020 Meeting

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AGENDA ITEM TITLE:

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

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

Not applicable

RECOMMENDED ACTION OR MOTION:

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

1. **"I move to approve the consent agenda"**

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 09-24-2020 (PDF)

CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
September 24, 2020

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30 P.M.

1. 2021 Budget - Initiatives and Capital Projects

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Sandra Day	Councilor	Present	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Dana Ziemer	Councilor	Absent	

MOTION: Council Member Ron Onslow moved to excuse Council Member Ziemer from the meeting.
SECOND: Council Member Sandra Day.
Motion passed.

LATE CHANGES TO THE AGENDA

CONTINUATION OF 2021 BUDGET - INITIATIVES AND CAPITAL PROJECTS

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jen Lindsay, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the September 10, 2020 Meeting

BUSINESS

1. Second Reading of Ordinance No. 1321 – Ridgefield Municipal Code Amendments - Claire Lust, Community Development Director

The City proposes amendments to the following Titles of the Ridgefield Municipal Code (RMC):
RMC Title 9 - Public Peace, Morals and Safety
RMC Title 10 - Vehicles and Traffic
RMC Title 12 - Streets and Sidewalks
RMC Title 13 - Public Utilities
RMC Title 18 - Development Code
Based on the discussion during the public hearing and first reading, minor changes are proposed to the text amendments in RMC 9.030.E.5, RDC 18.235.060.P.1, RDC 18.240.080.B.1, and RDC 18.310.150.J.

MOTION: COUNCIL MEMBER ONSLOW MOVED TO ADOPT ORDINANCE NO. 1321 AS PRESENTED.
SECOND: COUNCIL MEMBER DAY.
MOTION PASSED.

Second Reading of Ordinance No. 1322 - Ridgefield Municipal Code Amendment, Title 10 - Vehicle and Traffic.

MOTION: COUNCIL MEMBER DAY MOVED TO ADOPT ORDINANCE NO. 1322 AS PRESENTED.
SECOND: COUNCIL MEMBER LINDSAY.
MOTION PASSED.

Second Reading of Ordinance No. 1323 - Ridgefield Municipal Code Amendment, Title 12 - Streets and Sidewalks.

MOTION: COUNCIL MEMBER LINDSAY MOVED TO ADOPT ORDINANCE NO. 1323 AS PRESENTED.
SECOND: COUNCIL MEMBER DAY.
MOTION PASSED.

Second Reading of Ordinance No. 1324 - Ridgefield Municipal Code Amendment, Title 13 - Public Utilities.

MOTION: COUNCIL MEMBER DAY MOVED TO ADOPT ORDINANCE NO. 1324 AS PRESENTED.
SECOND: COUNCIL MEMBER ONSLOW.
MOTION PASSED.

Second Reading of Ordinance No. 1325 - Ridgefield Municipal Code Amendment, Title 18 - Development Code.

MOTION: COUNCIL MEMBER LINDSAY MOVED TO ADOPT ORDINANCE NO. 1325 AS PRESENTED.
SECOND: COUNCIL MEMBER DAY.
MOTION PASSED.

2. **First Reading of Ordinance No. 1326 - Transportation Impact Fee List Update - Bryan Kast, Public Works Director**

Earlier in 2020 Ordinance 1310 was passed that separated the Traffic Impact Fee (TIF) list from the CFP to allow better flexibility to amend or update the list. Since then several of the projects on the TIF list have been completed, and other projects have been identified as new priorities. This update to the TIF list will remove the Roundabout at Royle and S. 3rd St, improvements to the Roundabout at Royle and Pioneer, and Construction of S. Wells Drive from the TIF List, as they have now been completed, and will add 65th Ave, 56th Ave and a new collector south of Pioneer as TIF eligible projects.

City Council conducted discussion.

First reading conducted.

3. Resolution No. 584 – Approval of Vista Ridge Heritage Tree Removal - Claire Lust, Community Development Director

On December 6, 2018, Council adopted Resolution 550 placing several nominated trees on the City's Heritage Tree Register, including a Japanese maple (*Acer palmatum)* at 1104 S Hillhurst Road. Prior to site disturbance on lot 220022000, 1104 S. Hillhurst, the applicant shall either, provide the Community Development Director with a tree preservation plan consistent with RDC 18.840.040.B, secure a variance to the lot standards as provided in RDC 18.840.040.C, or secure city council approval to remove the tree as provided in RDC 18.840.[050.]A. The applicant, Olson Engineering, has elected to bring a proposal to remove the heritage tree before Council. City Council found that, due to damage caused to the tree during demolition of the adjacent structure, conditions of approval were required to meet the tree removal criteria in RDC 18.840.050.A; the City approves the proposal to remove the Japanese maple located at 1104 S Hillhurst Road subject to mitigation as described in the applicant's Vista Ridge Heritage Tree Removal Request, the nature of which is to be finalized between the applicant and City staff prior to final plat approval.

City Council conducted discussion.

MOTION: MOVED TO ADOPT RESOLUTION NO. 584 AS AMENDED.

RESULT:	**ADOPTED AS AMENDED [UNANIMOUS]**
MOVER:	Sandra Day, Councilor
SECONDER:	Jen Lindsay, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

4. Resolution No. 585 – Approval of Ridgefield Small Business Stabilization Grant Program - Kirk Johnson, Finance Director

The purpose of this temporary emergency program is to assist small, locally owned Ridgefield-based for-profit businesses to survive the COVID-19 crisis, to minimize disruptions to workers and maintain availability of local goods and services in Ridgefield. The Ridgefield City Council has committed a portion of CARES Act funding to the COVID-19 Ridgefield Small Business Stabilization Grant Fund, an emergency fund that provides small working capital grants to qualifying small businesses to mitigate the direct impacts of business interruption due to operations limits during the initial phases of the COVID-19 response.

City Council conducted discussion.

MOTION: MOVED TO ADOPT RESOLUTION NO. 585 AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rob Aichele, Councilor
SECONDER:	Lee Wells, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

5. Motion - Approval of Art Installation in Arts Quarter

In 2018, City Council created a Downtown Arts Quarter to support revitalization of the downtown core by providing opportunities for visible public art. The intent of the Arts Quarter, in part, is to accommodate public art that reflects Ridgefield's history, culture and downtown vitality; support collaboration between the City, the Ridgefield Art Association, and downtown businesses; and to activate public space. The design features encouraged by the Arts Quarter include: "Active alleys. Art, including murals and overhead installations, that activates alleys for public use and enjoyment."

City Council conducted discussion and provided feedback on the proposed design. Agenda item will be brought back for Council's considering on October 22nd.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Onslow - Attended City Manager briefing, wine bottling at Gouger Cellars.
Council Member Day -Toured of The Olde Library Inn, virtual Vancouver Chamber of Commerce meeting, pre-application conference.
Council Member Aichele - Attended budget advisory committee meeting, stakeholders meeting on affordable housing, ribbon cutting for The Olde Library Inn, pre-application conference, Port of Ridgefield meeting, worked on Dragon boats.
Council Member Wells - Attended virtual Ridgefield Junction Neighborhood Association meeting, City Manager briefing.
Council Member Lindsay - Attended budget advisory committee meeting, ribbon cutting for The Olde Library Inn, CREDC board meeting.

Mayor

GiveMore24 event update.

City Manager

Public Works Director Bryan Kast - Public Works projects updates provided, pavement preservation update.
Community Development Director Claire Lust - Community Development update, affordable housing stakeholders meeting update.
Deputy City Manager Lee Knottnerus - Masking for a friend program update, newsletter send out this week to citizens, virtual events update.
Police Chief John Brooks - Neighbors on Watch training update, traffic emphases update, pink patch update, National Night Out even update.

ADJOURN - 8:12 PM

Julie Ferriss, City Clerk

Don Stose, Mayor

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 08, 2020

ITEM: PRESENTATION

AGENDA ITEM TITLE: 3Rd Quarter Financial Report

GOVERNING LEGISLATION:

City of Ridgefield Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Reviewed quarterly financial reports

SUMMARY/BACKGROUND:

3rd Quarter 2020 financial report – budget to actual

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

No action requested

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 3 Qrtr 2020 Budget Report (PDF)

3rd Quarter 2020 Budget Report

2020 Reserves Per Policy

	O&M	Revenue Stab.	Debt Service	Separation	Capital	Capital Repair & Replace	2020 Reserves	2019 Reserves	% Change
General Fund	903,249	631,746	20,224	144,925	630,896	-	2,331,040	2,014,914	15.69%
Building & Permitting	268,420	251,284	-	18,863	-	-	538,567	574,578	-6.27%
Water Fund	367,083	-	-	41,530	170,682	302,579	881,874	688,217	28.14%
Storm Fund	134,241	-	-	5,732	143,451	114,759	398,183	275,728	44.41%
Total	1,672,993	883,030	20,224	211,050	945,029	417,338	4,149,664	3,553,437	16.78%

Capital Repair and Replacement Minimum Target (2% of Historical Cost)

	Historical	Target	Total	Balance	Variance	% Target
Water Fund	20,802,944	2%	416,059	302,579	(113,480)	73%
Storm Fund	15,241,553	2%	304,831	114,759	(190,072)	38%

3rd Quarter 2020
General Fund Revenue

Revenue	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Property Taxes	$ 851,296	$ 1,460,000	58.3%	$ 754,818	12.8%
Retail Sales Taxes	1,605,653	2,351,025	68.3%	1,849,450	-13.2%
Utility and Other Taxes	795,440	1,177,046	67.6%	673,744	18.1%
Licenses and Permits	1,503,552	941,398	159.7%	882,087	70.5%
Planning and Development	950,929	803,136	118.4%	819,867	16.0%
Fines Forfeits and Restitution	33,433	59,900	55.8%	52,835	-36.7%
Charges for Goods and Services	6,394	5,200	123.0%	3,594	77.9%
Interfund Charges for Goods and Service	359,150	495,427	72.5%	403,298	-10.9%
Intergovernmental/Grants/Other	501,371	336,791	148.9%	349,378	43.5%
Total General Fund Revenue	$ 6,607,218	$ 7,629,923	86.6%	$ 5,789,071	14.1%

3rd Quarter 2020 General Fund Expense

Expense	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Department					
City Council	$ 49,013	$ 96,482	50.8%	$ 63,440	-22.7%
Judicial	108,382	187,000	58.0%	87,010	24.6%
Executive	175,350	277,777	63.1%	195,795	-10.4%
Finance	442,553	617,522	71.7%	339,903	30.2%
Legal	21,967	45,000	48.8%	17,023	29.0%
Human Resources	139,134	232,429	59.9%	146,864	-5.3%
Administration	300,321	444,179	67.6%	277,372	8.3%
General Government/Facilities	747,524	914,113	81.8%	749,957	-0.3%
Information Tech	146,047	178,909	81.6%	111,763	30.7%
Public Safety	1,368,693	1,900,143	72.0%	1,216,194	12.5%
Cemetery	36,950	33,485	110.3%	25,100	47.2%
Community Development	1,253,732	2,118,599	59.2%	1,190,840	5.3%
Parks	363,559	595,394	61.1%	338,976	7.3%
Transfer to Equip Replace Fund	101,312	101,312	100.0%	26,525	0.0%
Transfers - To Street Fund	292,989	340,850	86.0%	333,170	-12.1%
Transfers To Capital - Streets	82,776	325,000	25.5%	115,641	0.0%
Transfers To Capital - Parks	-	-	0.0%	7,960	0.0%
Total General Fund Expense	$ 5,630,302	$ 8,408,194	67.0%	$5,243,533	7.4%
Total Net Revenue (Loss)	$ 976,916	$ (778,271)	-125.5%	$ 545,538	79.1%

3rd Quarter 2020
General Fund - Fund Balance

Fund Balance	3Q 2020 YTD Actual	2020 Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Beginning Balance	$ 4,826,242	$ 4,826,242	$ 3,163,140	52.6%
Net Increase (Decrease)	976,916	(778,271)	545,538	79.1%
Ending Balance	5,803,158	4,047,971	3,708,678	56.5%
Less: Reserved Amounts *	2,869,607	2,869,607	2,589,492	10.8%
Net Ending and Available Balance	$ 2,933,551	$ 1,178,364	$ 1,119,186	162.1%

* Includes Street Fund Reserves

3rd Quarter 2020
Street Fund

Revenue	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Tax/Franchise Fees	$ 52,061	$ 85,634	60.8%	$ 46,379	12.3%
Vehicle Motor Fuel Tax	95,725	151,116	63.3%	103,250	-7.3%
Permits	17,289	20,000	86.4%	13,723	26.0%
Transfer In - General Fund	292,989	340,850	86.0%	333,170	-12.1%
Other Revenue	3	1,025	0.3%	1,313	-99.8%
Total Street Fund Revenue	$ 458,067	$ 598,625	76.5%	$ 497,835	-8.0%
Expense	**3Q 2020 YTD Actual**	**2020 Budget**	**3Q % of Budget**	**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Street Fund	$ 396,460	$ 648,387	61.1%	$ 431,314	-8.1%
Total Street Fund Expense	$ 396,460	$ 648,387	61.1%	$ 431,314	-8.1%
Total Net Revenue (Loss)	$ 61,607	$ (49,762)	-123.8%	$ 66,521	-7.4%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 2,586	$ 2,586		$ 5,450	-52.6%
Net Increase (Decrease)	61,607	(49,762)		66,521	-7.4%
Ending Balance	64,193	(47,176)		71,971	-10.8%
Less: Reserved Amounts *	-	-		-	
Net Ending and Available Balance	$ 64,193	$ (47,176)		$ 71,971	-10.8%

*Reserves Maintained in General Fund

3rd Quarter 2020
Special Revenue & Debt Service Funds

Drug Fund	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 340	$ 1,100	30.9%	$ 1,008	-66.3%
Expense	-	-		2,541	
Total Net Revenue (Loss)	$ 340	$ 1,100	30.9%	$ (1,533)	-122.2%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 4,786	$ 4,786		$ 9,213	-48.1%
Net Increase (Decrease)	340	1,100		(1,533)	-122.2%
Ending Fund Balance	$ 5,126	$ 5,886		$ 7,680	-33.3%

Transportation Benefit District	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 85,444	$ 143,500	59.5%	$ 21,662	100.0%
Expense	-	-	0.0%	-	
Total Net Revenue (Loss)	$ 85,444	$ 143,500		$ 21,662	
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 45,977	$ 45,977		$ -	
Net Increase (Decrease)	85,444	143,500		21,662	
Ending Fund Balance	131,421	$ 189,477		$ 21,662	

Debt Service Fund	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 364,936	$ 4,665,313	7.8%	$ 316,861	15.2%
Expense	352,686	4,665,313	7.6%	316,861	11.3%
Total Net Revenue (Loss)	$ 12,250	$ -		$ -	
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ -	$ -		$ -	
Net Increase (Decrease)	12,250	-		-	
Ending Fund Balance	12,250	$ -		$ -	

3rd Quarter 2020 REET and Impact Fee Funds

Real Estate Excise Tax (REET)	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 1,125,583	$ 1,164,166	96.7%	$ 1,139,081	-1.2%
Expense	327,372	822,925	39.8%	995,780	-67.1%
Total Net Revenue (Loss)	$ 798,211	$ 341,241	233.9%	$ 143,301	457.0%
Fund Balance	3Q 2020 YTD Actual	2020 Budget		3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Beginning Balance	$ 1,159,388	$ 1,159,388		$ 1,194,540	-2.9%
Net Increase (Decrease)	798,211	341,241		143,301	457.0%
Ending Fund Balance	1,957,599	1,500,629		1,337,841	46.3%
Debt Service Reserve	1,061,425	1,061,425		787,425	100.0%
Ending Available Fund Balance	$ 896,174	$ 439,204		$ 550,416	62.8%

Park Impact Fee (PIF)	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 1,360,082	$ 1,226,916	110.9%	$ 793,208	71.5%
Expense	298,121	444,500	67.1%	606,104	-50.8%
Total Net Revenue (Loss)	$ 1,061,961	$ 782,416	135.7%	$ 187,104	467.6%
Fund Balance	3Q 2020 YTD Actual	2020 Budget		3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Beginning Balance	$ 331,524	$ 331,524		$ -	100.0%
Net Increase (Decrease)	1,061,961	782,416		187,104	467.6%
Ending Fund Balance	$ 1,393,485	$ 1,113,940		$ 187,104	644.8%

Traffic Impact Fee (TIF)	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 1,091,044	$ 1,929,616	56.5%	$ 1,336,516	-18.4%
Expense	-	100,000		16,614	-100.0%
Total Net Revenue (Loss)	$ 1,091,044	$ 1,829,616	59.6%	$ 1,319,902	-17.3%
Fund Balance	3Q 2020 YTD Actual	2020 Budget		3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Beginning Balance	$ 1,411,944	$ 1,411,944		$ -	100.0%
Net Increase (Decrease)	1,091,044	1,829,616		1,319,902	-17.3%
Ending Fund Balance	$ 2,502,988	$ 3,241,560		$ 1,319,902	89.6%

3rd Quarter 2020
General Capital & Equipment Replacement Funds

General Capital Projects	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 4,285,390	$ 6,407,337	66.9%	$ 1,718,087	149.4%
Expense	4,575,200	6,026,250	75.9%	1,923,293	137.9%
Total Net Revenue (Loss)	$ (289,810)	$ 381,087	-76.0%	$ (205,206)	41.2%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 275,578	$ 275,578		$ (21,525)	-1180.3%
Net Increase (Decrease)	(289,810)	381,087		(205,206)	41.2%
Ending Fund Balance	$ (14,232)	$ 656,665		$ (226,731)	106.3%

Equipment Replacement (ERF)	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 190,120	$ 190,263	99.9%	$ 77,196	100.0%
Expense	100,031	365,300	27.4%	42,149	
Total Net Revenue (Loss)	$ 90,089	$ (175,037)	-51.5%	$ 35,047	100.0%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 250,495	$ 250,495		$ 180,246	39.0%
Net Increase (Decrease)	90,089	(175,037)		35,047	
Ending Fund Balance	$ 340,584	$ 75,458		$ 215,293	58.2%

3rd Quarter 2020
Water and Storm Water Operating Funds

Water Utility O&M	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 1,540,543	$ 2,212,799	69.6%	$ 1,326,141	16.2%
Expense	1,487,381	2,016,434	73.8%	1,297,069	14.7%
Total Net Revenue (Loss)	$ 53,162	$ 196,365	27.1%	$ 29,072	82.9%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 1,547,132	$ 1,547,132		$ 1,113,549	38.9%
Net Increase (Decrease)	53,162	196,365		29,072	82.9%
Ending Balance	1,600,294	1,743,497		1,142,621	40.1%
Less: Reserved Amounts	863,885	863,885		688,217	25.5%
Net Ending and Available Fund Balance	$ 736,409	$ 879,612		$ 454,404	62.1%

Stormwater Utility O&M	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 557,411	$ 749,275	74.4%	$ 438,159	27.2%
Expense	462,305	632,986	73.0%	465,288	-0.6%
Total Net Revenue (Loss)	$ 95,106	$ 116,289	81.8%	$ (27,129)	-450.6%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 297,614	$ 297,614		$ 247,302	20.3%
Net Increase (Decrease)	95,106	116,289		(27,129)	-450.6%
Ending Balance	392,720	413,903		220,173	78.4%
Less: Reserved Amounts	370,057	370,057		275,728	34.2%
Net Ending and Available Fund Balance	$ 22,663	$ 43,846		$ (55,555)	-140.8%

3rd Quarter 2020 Water SDC and Utility Capital Fund

Water SDC	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 2,120,496	$ 1,407,134	150.7%	$ 1,160,148	82.8%
Expense	505,079	1,600,113	31.6%	635,353	-20.5%
Total Net Revenue (Loss)	$ 1,615,417	$ (192,979)		$ 524,795	207.8%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 7,196,708	$ 7,196,708		$ 6,351,935	13.3%
Net Increase (Decrease)	1,615,417	(192,979)		524,795	207.8%
Net Ending and Available Fund Balance	$ 8,812,125	$ 7,003,729		$ 6,876,730	28.1%

Water Utility Capital Projects	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 477,449	$ 1,441,500	33.1%	$ 620,966	-23.1%
Expense	477,446	1,441,500	33.1%	626,858	-23.8%
Total Net Revenue (Loss)	$ 3	$ -		$ (5,892)	-100.0%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ 16,532	$ 16,532		$ 16,528	0.0%
Net Increase (Decrease)	3	-		(5,892)	-100.0%
Net Ending and Available Fund Balance	$ 16,535	$ 16,532		$ 10,636	55.5%

Storm Utility Capital Projects	3Q 2020 YTD Actual	2020 Budget	3Q % of Budget	3Q 2019 YTD Actual	3Q 2020 v 3Q 2019
Revenue	$ 21,590	$ 359,000	6.0%	$ 42,142	-48.8%
Expense	33,131	359,000	9.2%	42,142	-21.4%
Total Net Revenue (Loss)	$ (11,541)	$ -		$ -	-100.0%
Fund Balance	**3Q 2020 YTD Actual**	**2020 Budget**		**3Q 2019 YTD Actual**	**3Q 2020 v 3Q 2019**
Beginning Balance	$ -	$ -		$ -	0.0%
Net Increase (Decrease)	(11,541)	-		-	-100.0%
Net Ending and Available Fund Balance	$ (11,541)	$ -		$ -	-100.0%

3rd Quarter 2020
City Investments

- Total investment portfolio $10,331,031
  - Municipal bonds $782,508
  - US Agency bonds $250,770
  - Clark County investment pool $7,679,577
  - Washington State local government investment pool $1,618,176
- Current yield on investment 2.70%
- Weighted average maturity 32.59 months
- Clark County Investment Pool
  - 9% over policy maximum (liquid funds, highest current return).


THANK YOU

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 08, 2020

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Transportation Impact Fee Project

GOVERNING LEGISLATION: Revised Code of Washington Chapter 36.70A, Growth Management – Planning by Selected Counties and Cities

PREVIOUS COUNCIL ACTION TAKEN: Multiple ordinances and resolutions throughout the years; most recently Adoption of Ordinance 1310 establishing a separate TIF Project list on February 13, 2020.

SUMMARY/BACKGROUND: Earlier in 2020 Ordinance 1310 was passed that separated the Traffic Impact Fee (TIF) list from the CFP to allow better flexibility to amend or update the list. Since then several of the projects on the TIF list have been completed, and other projects have been identified as new priorities.

This update to the TIF list will remove the Roundabout at Royle and S. 3rd St, improvements to the Roundabout at Royle and Pioneer, and Construction of S. Wells Drive from the TIF List, as they have now been completed, and will add 65th Ave, 56th Ave and a new collector south of Pioneer as TIF eligible projects.

Based on the discussions at the first reading, for the second reading the Pioneer Canyon Drive Bridge to Reiman Road has been removed from the TIF List, and N.5th Street from 56th Ave west to Royle Rd has been added. Additionally the Roundabout at Pioneer Street and Union Ridge Parkway has been added to the list and the TIF and Grant shares for the Pioneer Street Extension project have been increased. This will allow the City to meet the match obligation for the BUILD project using TIF funds, and will also allow the developers that build the remaining sections of the Pioneer Street Extension some additional TIF credits.

BUDGET/FINANCIAL IMPACTS: Based on the current update the TIF rate will go from $395.28 to $433.15 per Average Daily Trip.

RECOMMENDED ACTION OR MOTION:
Staff recommends Council adopt Ordinance No. 1326 by making the following motion:

"I move to adopt Ordinance No. 1326, as presented."

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: 2020 TIF October Update V2 (PDF)

Oct-2020-TIF-update Map-v2 (JPG)

ORDINANCE NO. 1326

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING TRANSPORTATION IMPACT FEE PROJECT

WHEREAS, impact fees are authorized for those jurisdictions planning under the Growth Management Act (GMA) and are charges assessed by local governments against new development projects that attempt to recover the cost incurred by government in providing the public facilities required to serve new development; and

WHEREAS, pursuant to the GMA, the City has adopted a Capital Facilities Plan that sets out the long range plan for the City's transportation system including the transportation projects, forecasts, and potential funding needed to meet the City's long range transportation goals to accommodate growth; and

WHEREAS, the City has amended the Capital Facilities Plan by Ordinance No. 1305. to remove the traffic impact fee project list and fee calculation from the City's comprehensive plan and has by ordinance 1310 adopted a separate traffic impact fee project list to give greater flexibility to the City in responding to changes in funding and development; and

WHEREAS, the City Council finds that the traffic impact fee project list is consistent with the City's adopted Capital Facilities Plan as set forth in the City's Comprehensive Plan;

NOW THEREFORE, the City Council for the City of Ridgefield ordains as follows:

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt an updated traffic impact fee project list and fee.

Section 2. Adoption of Traffic Impact Fee Project List. The City Council hereby adopts the revised Traffic Impact Fee Project List as set forth in Exhibit A, attached hereto and incorporated fully by this reference based on the City's capital facilities plan for purposes of calculation of the Traffic Impact Fee.

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

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

Section 5. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 8th DAY OF OCTOBER, 2020.

____
Don Stose, Mayor

ATTEST/AUTHENTICATED:

____
Julie Ferriss
City Clerk

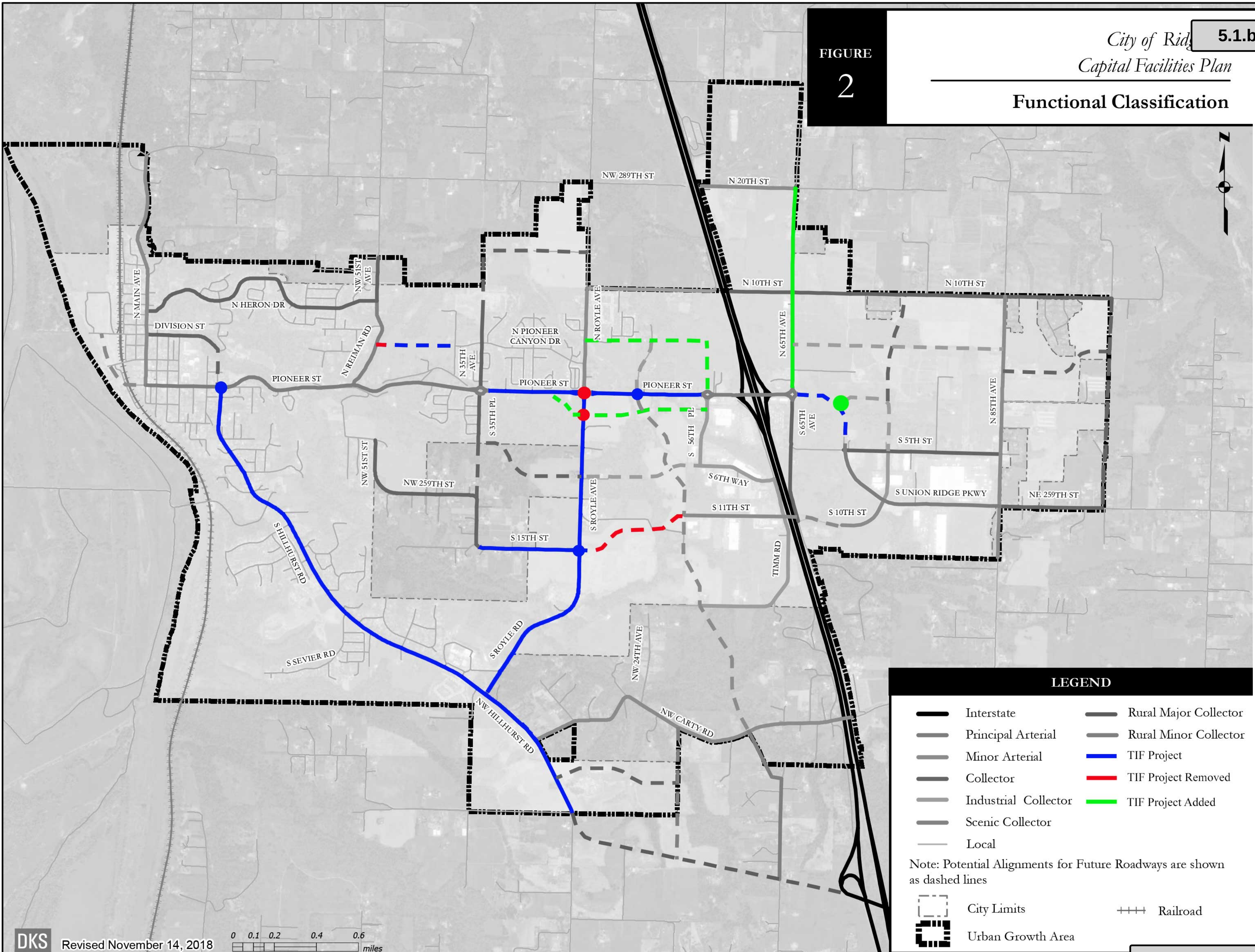
APPROVED AS TO FORM:

____
Janean Parker, City Attorney

First Reading: ___________
Second reading/Passage: ___________
Date of Publication: ___________
Effective Date: ___________

New Rank	Project ID	Description	From	To	TIF	*Total Project Cost*	Grant Percent	WSDOT Percent	Public Share Percent	TIF %	Private Share Percent	Total	Grant Share	TIF @ level
1	32	Widen Pioneer Street (SR 501) (4 lanes)	Royle Road (45th Avenue) R	51st Avenue	Yes	$2,570,000	0%	0%	10%	40%	30%	80%	$0	$18.83
2	18	Widen Pioneer Street (SR 501) (4 lanes)	35th Avenue Roundabout	Royle Road (45th Avenue)	Yes	$4,140,000	0%	0%	10%	35%	35%	80%	$0	$46.40
3	34	Widen Pioneer Street (SR 501) (4 lanes)	51st Avenue	56th Avenue	Yes	$2,570,000	0%	0%	10%	40%	30%	80%	$0	$64.89
4	33	Construct 2-lane roundabout at Pioneer Street (SR 501) at 51st Avenue	-	-	Yes	$1,490,000	0%	0%	0%	60%	40%	100%	$0	$74.69
5	20	Widen S Royle Road to minor arterial (3 lanes)	Hillhurst Road	S 15th Street	Yes	$10,000,000	0%	0%	30%	40%	30%	100%	$0	$147.54
6	15	Upgrade Hillhurst Road to principal arterial (5 lanes)	Sevier Road	UGA/Williams Rd	Yes	$10,000,000	25%	0%	35%	25%	15%	100%	$2,500,000	$210.39
7	5	Widen Hillhurst Road to minor arterial (3 lanes)	Pioneer Street (SR 501)	Sevier Road	Yes	$6,350,000	0%	0%	30%	40%	30%	100%	$0	$254.51
8	55	Extend Pioneer Street (SR 501) to Union Ridge Parkway (4 lanes)	65th Avenue Roundabout	S 5th Street	Yes	$9,000,000	30%	0%	0%	50%	20%	100%	$2,700,000	$303.85
9	22	Widen Royle Road (45th Avenue) to minor arterial (3 lanes)	S 15th Street	Pioneer Street (SR 501)	Yes	$6,000,000	0%	0%	30%	40%	30%	100%	$0	$346.70
10	~~23~~	~~Build roundabout at Royle Road and S.3rd~~	-	-	~~Yes~~	~~$0~~	~~0%~~	~~0%~~	~~30%~~	~~40%~~	~~30%~~	~~100%~~	~~$0~~	~~$346.70~~
11	21	Build a roundabout at Royle Road (45th Avenue) and S 15th Street	-	-	Yes	$2,250,000	0%	0%	30%	40%	30%	100%	$0	$356.57
12	~~39~~	~~Build S 15th St/Wells Drive as a minor arterial (3 lanes)~~	~~S Royle Road (45th Avenue)~~	~~S 11th Street~~	~~Yes~~	~~$0~~	~~20%~~	~~0%~~	~~35%~~	~~25%~~	~~20%~~	~~100%~~	~~$0~~	~~$356.57~~
13	~~24~~	~~Construct 2-lane roundabout at Pioneer Street (SR 501) at Royle Road (45th Avenue)~~	-	-	~~Yes~~	~~$0~~	~~0%~~	~~0%~~	~~0%~~	~~62%~~	~~38%~~	~~100%~~	~~$0~~	~~$356.57~~
14	8	Build Pioneer Canyond Dr as collector (2 lanes)	32nd Avenue	Reiman Road	Yes	$2,500,000	0%	0%	20%	40%	40%	100%	$0	$367.54
15	4	Construct signal at Pioneer Street (SR 501) and Hillhurst Road (9th Avenue)	-	-	Yes	$400,000	0%	0%	40%	30%	30%	100%	$0	$368.85
16	14	Build S 15th Street to Collector	S Royle Road (45th Avenue)	S 35th Avenue	Yes	$4,830,000	0%	0%	20%	40%	40%	100%	$0	$390.04
17	52	Widen N 65th Avenue (NW 11th Avenue) to minor arterial (3 lanes)	Pioneer Street (SR 501)	N 20th Street (NW 289th S	yes	$3,130,000	0%	0%	40%	20%	40%	100%	$0	$396.90
18	36	Build new east-west collector roadway south of Pioneer Street (SR 501) (2 lanes)	Pioneer at 42nd	56th Avenue	yes	$1,400,000	0%	0%	10%	40%	50%	100%	$0	$403.04
19	31	Build N 56th Avenue as industrial/commercial collector (3 lanes)	Pioneer Street (SR 501)	N 5th Street	yes	$1,590,000	0%	0%	0%	40%	60%	100%	$0	$410.01
20	29	Build N 5th Street as industrial/commercial collector (3 lanes)	Royle Road (45th Avenue)	N 56th Place	yes	$3,700,000	0%	0%	0%	30%	100%	130%	$0	$422.18
21	56	Build a signal or roundabout at Union Ridge Parkway extension and 74th Place extension	-	-	yes	$2,500,000	60%	0%	0%	40%	0%	100%	$1,500,000	$433.15
22	12	Extend N 35th Avenue as collector (2 lanes)	N Pioneer Canyon Drive	N 14th Street	no	$3,300,000	0%	0%	35%	30%	65%	130%	$0	$433.15
23	57	Build a signal or roundabout at Union Ridge Parkway and S 5th Street	-	-	no	$2,500,000	0%	0%	30%	40%	30%	100%	$0	$433.15
24	13	Build/Rebuild S 35th Ave as collector (3 lanes)	Pioneer Street (SR 501)	S 15th Street	no	$7,420,000	0%	0%	20%	40%	40%	100%	$0	$433.15
25	25	Widen Royle Road (45th Avenue) to minor arterial (3 lanes)	Pioneer Street (SR 501)	N 10th Street	no	$3,300,000	0%	0%	30%	40%	30%	100%	$0	$433.15
26	7	Build bridge at Reiman and Pioneer Canyon Dr connection	Pioneer Canyon Dr	Reiman Road	no	$2,000,000	0%	0%	20%	40%	40%	100%	$0	$433.15
27	38	Extend S 6th Way as industrial/commercial collector (3 lanes)	S 56th Place	Royle Road (45th Avenue)	no	$5,250,000	0%	0%	0%	0%	100%	100%	$0	$433.15
28	48	Widen Timm Road to industrial/commercial collector (3 lanes)	S 11th Street	S 20th Way	no	$2,330,000	0%	0%	0%	0%	100%	100%	$0	$433.15
29	16	Build N 14th Street as a collector (2 lanes)	N 35th Avenue	Royle Road (45th Avenue)	no	$8,240,000	0%	0%	35%	0%	65%	100%	$0	$433.15
30	51	Widen N 20th Street (NW 289th Street) to minor arterial (3 lanes)	I-5	N 65th Avenue (NW 11th .	no	$2,860,000	0%	0%	40%	0%	60%	100%	$0	$433.15
31	72	Widen Pioneer Street (SR 501) (3 lanes)	Reiman Road	35th Avenue Roundabout	no	$6,550,000	20%	0%	40%	0%	40%	100%	$1,310,000	$433.15
32	49	Widen S 20th Way to industrial/commercial collector (3 lanes)	Timm Road	S 51st Avenue	no	$2,980,000	30%	0%	30%	0%	40%	100%	$894,000	$433.15
33	65	Widen 85th Avenue to minor arterial (3 lanes)	S 5th Street	NE 279th Street	no	$4,230,000	40%	0%	10%	20%	30%	100%	$1,692,000	$433.15
34	11	Build new east-west collector (2 lanes)	Hillhurst Road	new rural minor collector	no	$4,300,000	0%	0%	30%	40%	30%	100%	$0	$433.15
35	42	Extend NW 219th Street as rural major collector outside UGA (2 lanes)	I-5	NW 31st Avenue/Hillhurs	no	$18,820,000	40%	0%	30%	0%	30%	100%	$7,528,000	$433.15
36	53	Widen N 10th Street to collector (2 lanes)	east side of I-5	N 65th Avenue	no	$1,460,000	0%	0%	10%	0%	90%	100%	$0	$433.15
37	26	Build a signal or roundabout at N 10th Street and Royle Road (45th Avenue)	-	-	no	$2,250,000	0%	0%	50%	0%	50%	100%	$0	$433.15
38	41	Upgrade Carty Road to minor arterial (3 lanes)	Hillhurst Road	I-5	no	$15,270,000	20%	0%	40%	0%	40%	100%	$3,054,000	$433.15
39	43	Build new north-south rural minor collector roadway outside UGA (2 lanes)	NW Carty Road	NW 219th Street	no	$3,500,000	0%	0%	10%	0%	90%	100%	$0	$433.15
40	54	Widen S 65th Avenue (NW 11th Avenue) to collector (2 lanes)	Pioneer Street (SR 501)	S 10th Street	no	$2,350,000	0%	0%	0%	0%	100%	100%	$0	$433.15
41	69	Build a signal or roundabout at Union Ridge Parkway and 85th Avenue	-	-	no	$2,500,000	0%	0%	30%	40%	30%	100%	$0	$433.15
42	59	Extend S 10th Street as minor arterial (3 lanes)	S 10th Street	I-5 overpass	no	$2,290,000	20%	0%	35%	25%	20%	100%	$458,000	$433.15
43	44	Upgrade Ecklund Road/NW 11th Ave to rural minor collector outside UGA (2 lanes)	NW Carty Road	NW 219th Street	no	$4,000,000	0%	0%	20%	0%	80%	100%	$0	$433.15
44	60	Widen S 5th Street to collector (2 lanes)	Union Ridge Parkway	N 85th Avenue	no	$3,080,000	0%	0%	0%	0%	100%	100%	$0	$433.15
45	67	Build new east-west collector roadway (2 lanes)	N 85th Avenue	new local roadway	no	$4,100,000	0%	0%	50%	0%	50%	100%	$0	$433.15
46	17	Build N 10th Street as collector (2 lanes)	Royle Road (45th Avenue)	35th Avenue	no	$4,000,000	0%	0%	35%	0%	65%	100%	$0	$433.15
47	45	Build S 51st Avenue as minor arterial (3 lanes)	S 20th Way	NW Carty Road	no	$4,000,000	0%	0%	20%	0%	80%	100%	$0	$433.15
48	61	Build new industrial/commercial collector (3 lanes)	Union Ridge Parkway	S 5th Street	no	$7,820,000	0%	0%	0%	0%	100%	100%	$0	$433.15
49	68	Widen S 85th Avenue to minor arterial (3 lanes)	NE 259th Street	S 5th Street	no	$1,090,000	77%	0%	0%	23%	0%	100%	$839,300	$433.15
50	58	Build S 11th Street overcrossing over I-5 (3 lanes)	Timm Road	Dolan Road	no	$17,150,000	30%	0%	30%	40%	0%	100%	$5,145,000	$433.15
51	46	Construct SB auxiliary lane along I-5	Pioneer Street (SR 501)	219th Street	no	$9,260,000	50%	45%	5%	0%	0%	100%	$4,630,000	$433.15
52	63	Build new east-west industrial/commercial collector (3 lanes)	N 65th Avenue	N 85th Avenue	no	$7,820,000	0%	0%	0%	0%	100%	100%	$0	$433.15
53	62	Build new north-south collector roadway (2 lanes)	N 10th Street	new collector extending 74	no	$4,000,000	0%	0%	50%	0%	50%	100%	$0	$433.15
54	1	Extend Pioneer Street (SR 501) to Port of Ridgefield as minor arterial (3 lanes)	Division Street	Main Street	no	$14,660,000	20%	0%	20%	0%	60%	100%	$2,932,000	$433.15
55	47	Construct NB auxiliary lane along I-5	219th Street	Pioneer Street (SR 501)	no	$10,120,000	50%	45%	5%	0%	0%	100%	$5,060,000	$433.15
56	64	Upgrade N 10th Street to collector (2 lanes)	N 65th Avenue	N 85th Avenue	no	$4,930,000	0%	0%	10%	0%	90%	100%	$0	$433.15
57	37	Build S 51st Avenue as minor arterial (3 lanes)	Pioneer Street (SR 501)	S 20th Way	no	$5,150,000	33%	0%	33%	0%	33%	100%	$1,714,950	$433.15
58	66	Upgrade N 10th Street to collector (2 lanes)	N 85th Avenue	105th Ave (NE 20th Avenu	no	$4,700,000	0%	0%	10%	0%	90%	100%	$0	$433.15
59	2	Upgrade Main Avenue to minor arterial (3 lanes)	Depot Street	North UGB	no	$450,000	100%	0%	0%	0%	0%	100%	$450,000	$433.15
60	70	Upgrade NE 259th Street to collector (2 lanes)	N 85th Avenue	105th Avenue (NE 20th Av	no	$4,700,000	0%	0%	10%	0%	90%	100%	$0	$433.15
61	40	Construct roundabout at S 11th Street and S 51st Avenue extension	-	-	no	$1,030,000	0%	0%	40%	0%	60%	100%	$0	$433.15
62	71	Build 105th Ave (NE 20th Avenue) as collector (2 lanes)	N 10th Street	NE 259th Street	no	$7,050,000	0%	0%	10%	0%	90%	100%	$0	$433.15
63	3	Extend Division Street as collector (2 lanes)	Pioneer Street (SR 501)	N Abrams Park Road	no	$4,650,000	0%	0%	0%	0%	100%	100%	$0	$433.15
64	35	Build second northbound lane (right turn lane) at Pioneer Street (SR 501) and 56th Ave rou	-	-	no	$800,000	0%	0%	50%	0%	50%	100%	$0	$433.15
65	19	Extend S 6th Way as collector (2 lanes)	Royle Road (45th Avenue)	35th Avenue	no	$6,500,000	0%	0%	0%	0%	100%	100%	$0	$433.15
66	10	Rebuild S 10th Way as collector (2 lanes)	S 35th Place	S 25th Place	no	$3,610,000	0%	0%	50%	0%	50%	100%	$0	$433.15
67	28	Widen N 10th St to industrial/commercial collector (3 lanes)	Royle Road (45th Avenue)	west side of I-5	no	$4,000,000	0%	0%	10%	0%	90%	100%	$0	$433.15
68	9	Rebuild S 25th Place as collector (2 lanes)	S 10th Way	S 4th Way	no	$1,020,000	0%	0%	50%	0%	50%	100%	$0	$433.15
69	50	Build N 20th Street (NW 289th Street) overcrossing over I-5	-	-	no	$12,180,000	0%	0%	50%	0%	50%	100%	$0	$433.15
70	6	Replace Pioneer Street (SR 501) bridge over Gee Creek	-	-	no	$3,130,000	65%	0%	35%	0%	0%	100%	$2,034,500	$433.15
71	30	Build N 51st Avenue as industrial/commercial collector (3 lanes)	Pioneer Street (SR 501)	N 5th Street	no	$2,000,000	0%	0%	20%	0%	80%	100%	$0	$433.15
72	27	Construct signal or roundabout at N 20th Street (NW 289th Street) and N Royle Road (45th	-	-	no	$1,030,000	0%	0%	35%	0%	65%	100%	$0	$433.15

Total Project	$336,150,000	$44,441,750
TIF Project Total	$74,420,000	
Non-TIF Project Total	$261,730,000	



Attachment: Oct-2020-TIF-update Map-v2 (Transporation Impact Fee List Update)