



**RIDGEFIELD CITY COUNCIL  
MEETING AGENDA**

**Thursday, June 18, 2026  
RACC - Columbia Assembly Room  
510 Pioneer Street, Ridgefield, WA 98642**

**RESCHEDULED FROM JUNE 25, 2026 MEETING**

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

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

**II. PROCLAMATION**

- 1. America250 Commemoration and Independence Day**

**III. PUBLIC COMMENT**

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

**IV. CONSENT AGENDA**

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the June 4, 2026 Meeting**
- 3. Approval of Contract for the Enhanced Crossing at Hillhurst and Carty Road (Carty Road Trail Crossing – Phase I Hillhurst Crosswalk)**
- 4. Motion to Approve an RTC Grant Application for the South Hillhurst Multi-Modal Trail Project**

**V. BUSINESS**

- 1. First Reading of Ordinance No. 1483 - Stormwater Management Code Update - Ryan Thamert, Public Works Director**
- 2. Approval of Water Conservation Strategy Updates - Ryan Thamert, Public Works**

**Director**

**VI. PUBLIC HEARING/BUSINESS**

- 1. Public Hearing and First Reading of Ordinance No. 1482 - N 1st Circle Right-of-Way Vacation - Claire Lust, Community Development Director**

**VII. PUBLIC COMMENT**

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

**VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS**

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

**IX. ADJOURN**

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** Approval of Claims And/Or Payroll

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**GOVERNING LEGISLATION**

Revised Code of Washington Title 35A – Optional Municipal Code

**PREVIOUS COUNCIL ACTION TAKEN:**

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

**SUMMARY/BACKGROUND:**

Vendor claims

**BUDGET/FINANCIAL IMPACTS:**

See vendor details attached

**RECOMMENDED ACTION OR MOTION:**

Approve the claims and/or payroll by making the following motion:  
**"I move to approve the consent agenda as presented"**

**STAFF CONTACT:** Kirk Johnson, Finance Director

**ATTACHMENTS:**

1. June 18, 2026 Claims Report

# City of Ridgefield

## Claims Payment Report

For Approval on:

June 18th, 2026

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
AIRGAS USA LLC	0017	5525361489	Genl Govt/Facilities	07.2026-06.2027 Oxygen & Acetylene Cylinder Lease	43.15
			Public Works	07.2026-06.2027 Oxygen & Acetylene Cylinder Lease	796.37
<b>AIRGAS USA LLC Total</b>					<b>839.52</b>
AMERICAN PUBLIC WORKS ASSC (APWA)	0031	000933249	Genl Govt/Facilities	2026 APWA Membership Renewal	68.55
			Public Works	2026 APWA Membership Renewal	1,263.48
			Community Development	2026 APWA Membership Renewal	83.97
<b>AMERICAN PUBLIC WORKS ASSC (APWA) Total</b>					<b>1,416.00</b>
ANDERSON ENVIRONMENTAL CONTRACTING	2258	RET-C2024-045	Genl Govt/Facilities	Park Laundry Site Cleanup - Retainage	78,313.46
<b>ANDERSON ENVIRONMENTAL CONTRACTING Total</b>					<b>78,313.46</b>
AQUATIC INFORMATICS INC.	3337	118328	Public Works	05.2026 Web Test	287.76
<b>AQUATIC INFORMATICS INC. Total</b>					<b>287.76</b>
Bernard Patricia	UB*01209	(blank)	Genl Govt/Facilities	Refund Check 008008-000 1401 S Dusky Dr	269.38
<b>Bernard Patricia Total</b>					<b>269.38</b>
BLUE KEY PROPERTY MANAGEMENT INC	4285	4285-20260608	Genl Govt/Facilities	Rental Assistance	1,786.60
<b>BLUE KEY PROPERTY MANAGEMENT INC Total</b>					<b>1,786.60</b>
BLUEFIN PAYMENT SYSTEMS - EPAY	2827	2827-202605A	Public Works	05.2026 Customer Web Payments	8,019.95
		2827-202605B	Public Works	05.2026 Customer Web Payments	21.90
<b>BLUEFIN PAYMENT SYSTEMS - EPAY Total</b>					<b>8,041.85</b>
CFM STRATEGIC COMMUNICATIONS INC.	2551	30223	Genl Govt/Facilities	05.2026 Lobbyist	5,200.00
<b>CFM STRATEGIC COMMUNICATIONS INC. Total</b>					<b>5,200.00</b>
CINTAS CORPORATION NO 2	3497	5340613602	Genl Govt/Facilities	06.2026 First Aid Supplies - RACC	11.08
			Community Development	06.2026 First Aid Supplies - RACC	19.96
		5340613601	Genl Govt/Facilities	06.2026 First Aid Supplies - PW Bldg	26.32
			Public Works	06.2026 First Aid Supplies - PW Bldg	485.13
			Community Development	06.2026 First Aid Supplies - PW Bldg	32.24
		5340613604	Public Safety	06.2026 First Aid Supplies - PD	60.61
		5340613603	Genl Govt/Facilities	06.2026 First Aid Supplies - CH	88.17
<b>CINTAS CORPORATION NO 2 Total</b>					<b>723.51</b>
CLARK COUNTY	0102	CI087586	Public Safety	Dell MCD Devices Replacement TER&R Shortage	387.57
		CI087587	Public Safety	3X Dell Docking Stations - PD	3,142.85
<b>CLARK COUNTY Total</b>					<b>3,530.42</b>
CLARK PUBLIC UTILITIES - EPAY	0110	7559-485-202605	Genl Govt/Facilities	230 Pioneer St.	206.64
				487 S 56th Pl. - PW Ops Center	49.30
				109 W Division St - Electricity	90.08
				907 Pioneer St.	75.58
			Public Safety	101 Mill St Ste B - Police Station	322.75
			Public Works	400 N Abrams Park Rd	1,392.10
				SR/Pioneer ST & S 65 AVE	71.54
				Pioneer St. & Gee Creek Loop - Electricity	37.81
				512 N Allen Dr - Electricity	37.45
				City Park/Water Well	4,851.46
				487 S 56th Pl. - PW Ops Center	702.38
				1504 NW Intertie 3 - Water	1,074.70

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<b>CLARK PUBLIC UTILITIES - EPAY</b>	<b>0110</b>	7559-485-202605	<b>Public Works</b>	255 S 56th Pl - Electricity	3,557.29				
				Traffic Signal - Hillhurst/Royal Rd.	67.21				
				800 NE 264 St Intertie 1 - Water	728.60				
				337 S Royal Rd.	160.27				
				101 S Main Ave - Overlook Park	314.09				
				2300 N 3rd Way Bellwood Trail Lights	43.89				
				Municipal Lighting Lease	12,429.92				
				N Abrams Park/E Division	164.25				
				3701 N 3rd Cir - Electricity	37.55				
				911 N 65th Ave Intertie 2 - Water	215.08				
			<b>Community Development</b>	5078 Pioneer St.	139.17				
				301 N 3rd Ave	266.67				
				S 5th St and S Union Ridge Pkwy	78.15				
				Overlook Park - Electricity	98.82				
				2861 S Royle Rd. Traffic Flasher	37.10				
				487 S 56th Pl.- PW Ops Center	186.80				
				N 35th Ave and Pioneer St	71.18				
				N 1st Cir & N 65th Ave - Park & Ride	65.53				
				487 S 56th Pl. - PW Ops Center	19.66				
				S Cispus Way	59.18				
214 S Riverview Dr	72.42								
SR/Pioneer St & S 56 PL	117.98								
487 S 56th Pl. - PW Ops Center	60.40								
<b>CLARK PUBLIC UTILITIES - EPAY Total</b>					<b>27,903.00</b>				
<b>CLARK REGIONAL WASTEWATER DISTRICT - EPAY</b>	<b>0741</b>	0741-202605	<b>Genl Govt/Facilities</b>	Sewer - 230 Pioneer St City Hall	91.78				
				Sewer - 907 Pioneer St	123.20				
				Sewer - 813 Pioneer St	123.20				
				Sewer - 487 S 56th Pl PW Ops Center	3.82				
				Sewer - 109 W Division WWTP - CRWWD Portion	80.69				
			<b>Public Works</b>	Sewer - 109 W Division WWTP	80.70				
				Sewer - Abrams Park Kitchen	43.74				
				Sewer - 255 S 56th Pl Well & Reservoir	40.04				
				Sewer - 487 S 56th Pl PW Ops Center	70.35				
				Sewer - Abrams Park Concessions	45.58				
				Sewer - 101 S Main Ave Overlook Park	269.81				
				Sewer - Abrams Park Restrooms	87.47				
			<b>Community Development</b>	Sewer - 487 S 56th Pl PW Ops Center	4.68				
				<b>CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total</b>					<b>1,065.06</b>
				<b>COLUMBIAN PUBLISHING CO</b>	<b>0116</b>	56441	<b>Genl Govt/Facilities</b>	Public Hearing Cancelled - Ord Amend Fireworks Reg	72.00
								<b>Public Works</b>	N 1st Cir ROW Vacation
							56243	<b>Genl Govt/Facilities</b>	Ordinance Amending Fireworks Regulation
<b>COLUMBIAN PUBLISHING CO Total</b>					<b>217.80</b>				
<b>COMCAST - EPAY</b>	<b>2271</b>	2271-202606	<b>Genl Govt/Facilities</b>	City Hall Internet - 230 Pioneer St	409.47				
				City Hall Phone Services - 230 Pioneer St	66.66				
				PW Ops Center Internet Services - 487 S 56th Pl	9.72				
				RACC Internet Services - 510 Pioneer St Ste B	71.73				
				TMI Building - 101 Mill St. Ste 210	170.42				

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COMCAST - EPAY	2271	2271-202606	Genl Govt/Facilities	PW Ops Center Phone Services - 487 S 56th Pl	13.00
			Public Safety	PD Phone Services -101 Mill St. Ste 110	89.83
			Public Works	PW Ops Center Internet Services - 487 S 56th Pl	179.18
				Union Ridge & 5th St Traffic Light	155.37
				PW Ops Center Phone Services - 487 S 56th Pl	239.62
			Community Development	PW Ops Center Internet Services - 487 S 56th Pl	11.93
				RACC Internet Services - 510 Pioneer St Ste B	129.09
			PW Ops Center Phone Services - 487 S 56th Pl	15.92	
<b>COMCAST - EPAY Total</b>					<b>1,561.94</b>
COMCAST BUSINESS - EPAY	1666	274416005	Genl Govt/Facilities	PW Ops Ethernet - 487 S 56th Pl.	102.36
			Public Works	PW Ops Ethernet - 487 S 56th Pl.	1,887.07
			Community Development	PW Ops Ethernet - 487 S 56th Pl.	125.41
			Public Safety	PD Ethernet - 101 Mill St. Ste 110	911.23
		274416011			
<b>COMCAST BUSINESS - EPAY Total</b>					<b>3,026.07</b>
CONFLUENCE LAW PLLC	4264	2572	Public Works	05.2026 Kennedy Farms Acquisition	1,850.00
<b>CONFLUENCE LAW PLLC Total</b>					<b>1,850.00</b>
CRESCENT DESIGN AND ENGINEERING	4047	043	Public Works	05.2026 Development Plan Review	1,182.50
				05.2026 General Engineering	6,778.76
			Community Development	05.2026 Development Plan Review	4,840.00
				05.2026 Long Range Planning	948.74
<b>CRESCENT DESIGN AND ENGINEERING Total</b>					<b>13,750.00</b>
Crider David	UB*01191	(blank)	Genl Govt/Facilities	Refund Check 015562-000 2812 N 3rd Way	37.00
<b>Crider David Total</b>					<b>37.00</b>
DEPARTMENT OF LICENSING - EPAY	0154	RG0002073-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002069-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002072-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002066-2026	Genl Govt/Facilities	CPL Fees	18.00
		0107176755	Public Works	Driving Record - Adam King	15.00
		RG0002070-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002068-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002067-2026	Genl Govt/Facilities	CPL Fees	18.00
<b>DEPARTMENT OF LICENSING - EPAY Total</b>					<b>141.00</b>
ELCOR INC	2081	20716	Community Development	Computer Monitor - Rayne	244.66
		20715	Public Works	Battery Backup Replacement - Grant	101.35
			Community Development	Battery Backup Replacement - Grant	5.63
			Information Technology	Battery Backup Replacement - Grant	5.63
		MSG-20520	Public Safety	05.2026 IT Services	5,726.07
			Public Works	05.2026 IT Services	8,670.70
			Community Development	05.2026 IT Services	1,814.08
			Information Technology	05.2026 IT Services	7,440.81
		OCBF-20649	Public Safety	05.2026 DNSFilter	79.96
			Public Works	05.2026 DNSFilter	121.08
			Community Development	05.2026 DNSFilter	25.33
			Information Technology	05.2026 DNSFilter	103.90
<b>ELCOR INC Total</b>					<b>24,339.20</b>
ELITE CONTRACTING CO INC.	3850	4173	Public Works	S 1st and S 56th Light Service	2,826.91
<b>ELITE CONTRACTING CO INC. Total</b>					<b>2,826.91</b>

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EWING IRRIGATION PRODUCTS INC.	2374	30263687	Public Works	Irrigation Parts - Streets	375.91
				Irrigation Parts - Parks	597.57
		30448314	Public Works	Irrigation Parts - Parks	146.82
<b>EWING IRRIGATION PRODUCTS INC. Total</b>					<b>1,120.30</b>
EXPRESS SERVICES INC.	4012	33982991	Public Works	05.25.2026-05.31.2026 PWOM Admin Temp Services - Margheim	1,340.00
		34017865	Public Works	06.01.2026-06.07.2026 PWOM Admin Temp Services - Margheim	1,350.00
<b>EXPRESS SERVICES INC. Total</b>					<b>2,690.00</b>
GORDON TRUCK CENTERS INC.	2794	SR201078388	Public Works	Sweeper Repair - Tires/Hub Cap/Steps - Storm	3,047.01
<b>GORDON TRUCK CENTERS INC. Total</b>					<b>3,047.01</b>
GRAPHIC INFORMATION SYSTEMS INC.	2811	296257	Public Safety	Business Cards - Welty	281.93
		296507	Public Works	Business Cards - Panko	300.46
		296211	Genl Govt/Facilities	05.2026 The Ridge Newsletter	2,778.41
<b>GRAPHIC INFORMATION SYSTEMS INC. Total</b>					<b>3,360.80</b>
HI-SCHOOL PHARMACY INC	4191	27546-1	Public Works	Lysol Wipes & Fasteners & Traps - Parks	39.24
		27400-1	Public Works	PVC Couplings - Parks	31.51
		27523-1	Genl Govt/Facilities	Paint for Shovels - Water Tower Ground Breaking	19.86
<b>HI-SCHOOL PHARMACY INC Total</b>					<b>90.61</b>
HOME DEPOT VISA - EPAY	1805	2902674	Public Works	Tool Boxes - Streets	77.96
<b>HOME DEPOT VISA - EPAY Total</b>					<b>77.96</b>
HONEY BUCKETS	0223	0555587733	Genl Govt/Facilities	Big Paddle Port-a-Potty	1,435.00
<b>HONEY BUCKETS Total</b>					<b>1,435.00</b>
INTERCOM LANGUAGE SERVICES CORP.	4187	26-336	Judicial	05.07.2026 Interpreting Services	170.00
<b>INTERCOM LANGUAGE SERVICES CORP. Total</b>					<b>170.00</b>
J2 BLUE PRINT SUPPLY CO	0243	AR182062	Genl Govt/Facilities	2026 The Big Paddle Signage	345.54
<b>J2 BLUE PRINT SUPPLY CO Total</b>					<b>345.54</b>
JENNIFER LEON	4277	4277-20260618	Public Safety	DUI High 5 Training Mileage Reimb - Leon	224.75
<b>JENNIFER LEON Total</b>					<b>224.75</b>
JOHN SCHULTZ	4274	2026-002	Genl Govt/Facilities	Background Investigations - PD New Hires	(351.00)
			Public Safety	Background Investigations - PD New Hires	4,251.00
<b>JOHN SCHULTZ Total</b>					<b>3,900.00</b>
JUDY CHIPMAN	3757	3757-20260623	Council	AWC Conference Meals - Chipman	142.00
<b>JUDY CHIPMAN Total</b>					<b>142.00</b>
KYLE JOHNSON	3851	3851-20260615	Public Works	Water Treatment Plant Operator Exam Meals - Kyle Johnson	235.00
<b>KYLE JOHNSON Total</b>					<b>235.00</b>
LAW OFFICES OF GREGORY D FERGUSON PC	4284	30079	Public Safety	Mediation - PD	1,000.00
<b>LAW OFFICES OF GREGORY D FERGUSON PC Total</b>					<b>1,000.00</b>
LES SCHWAB GROUP HOLDINGS LLC	4006	43700086651	Public Works	Ventrac Mower New Tires - Storm	673.96
		4370090084	Genl Govt/Facilities	2017 GMC Sierra 63637D New Tires - PWOM	224.08
			Public Works	2017 GMC Sierra 63637D New Tires - PWOM	1,080.25
		43700089773	Community Development	2022 Ford Escape 74578D New Tires - CDD	723.80
<b>LES SCHWAB GROUP HOLDINGS LLC Total</b>					<b>2,702.09</b>
MACKAY SPOSITO CONSTRUCTORS LLC	4129	659	Public Works	04.2026-05.2026 Pioneer Widening and iQ Credit Union Wetlands	2,681.11
<b>MACKAY SPOSITO CONSTRUCTORS LLC Total</b>					<b>2,681.11</b>
MATERA QUINCIE	UB*01040	(blank)	Genl Govt/Facilities	Refund Check 010432-000 225 N 43rd Pl	74.97
<b>MATERA QUINCIE Total</b>					<b>74.97</b>
MATT COLE	3882	3882-20260623	Council	AWC Conference Meals - Cole	167.00
<b>MATT COLE Total</b>					<b>167.00</b>

# City of Ridgefield

## Claims Payment Report

For Approval on:

June 18th, 2026

MJB CONSULTING INC	3117	2518	Genl Govt/Facilities	05.2026 & 06.2026 State Lobbyist	6,000.00
<b>MJB CONSULTING INC Total</b>					<b>6,000.00</b>
NAPA AUTO PARTS	0498	529611	Genl Govt/Facilities	2013 Ford Escape 48620D Battery - PW Bldg	6.75
			Public Works	2013 Ford Escape 48620D Battery - PW Bldg	124.33
			Community Development	2013 Ford Escape 48620D Battery - PW Bldg	8.26
		528936	Genl Govt/Facilities	Motor Oil and Break Cleaner - PW Shop	7.23
			Public Works	Motor Oil and Break Cleaner - PW Shop	133.39
<b>NAPA AUTO PARTS Total</b>					<b>279.96</b>
NORTHSIDE FORD TRUCK SALES INC	3281	307436	Genl Govt/Facilities	2011 Ford F350 4614D Rear Breaks & Rotors - PWOM	159.22
			Public Works	2011 Ford F350 4614D Rear Breaks & Rotors - PWOM	1,465.34
		307433	Genl Govt/Facilities	2011 Ford F350 48613D Oil Change - PWOM	8.43
			Public Works	2011 Ford F350 48613D Oil Change - PWOM	76.49
<b>NORTHSIDE FORD TRUCK SALES INC Total</b>					<b>1,709.48</b>
NORTHSTAR CHEMICAL INC.	1019	340710	Public Works	Sodium Hypochlorite	1,460.60
<b>NORTHSTAR CHEMICAL INC. Total</b>					<b>1,460.60</b>
NW NATURAL GAS - EPAY	0315	0315-202605	Genl Govt/Facilities	487 S 56th PW Ops #A - Natural Gas	1.40
				487 S 56th PW Ops #B - Natural Gas	1.59
				230 Pioneer St City Hall - Natural Gas	59.99
				109 Division St PW Shop - Natural Gas	33.63
			Public Safety	101 Mill St Police Department - Natural Gas	63.45
			Public Works	487 S 56th PW Ops #A - Natural Gas	25.90
				487 S 56th PW Ops #B - Natural Gas	29.38
			Community Development	487 S 56th PW Ops #A - Natural Gas	1.73
<b>NW NATURAL GAS - EPAY Total</b>					<b>217.07</b>
PACIFIC OFFICE AUTOMATION - LEASE	1564	597363007	Genl Govt/Facilities	Copier Leases Electronic Payment Processing Fee	27.26
<b>PACIFIC OFFICE AUTOMATION - LEASE Total</b>					<b>27.26</b>
PATRICK HILDRETH BRAND AND DESIGN	2372	3510	Genl Govt/Facilities	05.2026 Musicians in the Park	540.00
				05.2026 Newsletter	324.00
<b>PATRICK HILDRETH BRAND AND DESIGN Total</b>					<b>864.00</b>
PBS ENGINEERING AND ENVIRONMENTAL LLC	0342	16090	Public Works	04.2026 Royle Rd Hillhurst to Hay Field Project Design	25,915.33
<b>PBS ENGINEERING AND ENVIRONMENTAL LLC Total</b>					<b>25,915.33</b>
Peterson Cooper	UB*01167	(blank)	Genl Govt/Facilities	Refund Check 013519-000 129 S 39th Dr	111.23
<b>Peterson Cooper Total</b>					<b>111.23</b>
PHOENIX ASPHALT MAINTENANCE COMPANY INC.	4046	65206	Public Works	Streets Cold Asphalt Mix	362.18
<b>PHOENIX ASPHALT MAINTENANCE COMPANY INC. Total</b>					<b>362.18</b>
PORTLAND ENGINEERING INC	2082	13702	Genl Govt/Facilities	05.2026 Q178V Ridgefield Cellular Telemetry	(0.42)
			Public Works	05.2026 Q178V Ridgefield Cellular Telemetry	228.90
<b>PORTLAND ENGINEERING INC Total</b>					<b>228.48</b>
PROGRESS SOFTWARE CORPORATION	4287	3300384888	Public Safety	05.2026-05.2027 ShareFile Advanced	679.25
			Public Works	05.2026-05.2027 ShareFile Advanced	1,028.56
			Community Development	05.2026-05.2027 ShareFile Advanced	215.19
			Information Technology	05.2026-05.2027 ShareFile Advanced	882.66
<b>PROGRESS SOFTWARE CORPORATION Total</b>					<b>2,805.66</b>
QUALITY COUNTS LLC	4268	174949-1	Public Works	05.2026 I-5 Connector Traffic Counts	3,950.00
<b>QUALITY COUNTS LLC Total</b>					<b>3,950.00</b>
RIAN DAVIS	4099	4099-20260623	Council	AWC Conference Meals - Davis	167.00
<b>RIAN DAVIS Total</b>					<b>167.00</b>

# City of Ridgefield

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RODDA PAINT CO.	4140	7032498	Public Works	Striping Paint - Streets	204.19
		7032624	Public Works	Striping - Curb Paint - Streets	391.10
		7032712	Public Works	Striping - Curbs Paint - Streets	207.35
		7032713	Public Works	Striping - Masking Tape - Streets	32.68
		7032538	Public Works	Striping - Curb Paint - Streets	593.35
<b>RODDA PAINT CO. Total</b>					<b>1,428.67</b>
Rogers Ryan	UB*01173	(blank)	Genl Govt/Facilities	Refund Check 012695-000 262 N 34th Ct	113.08
<b>Rogers Ryan Total</b>					<b>113.08</b>
SEWN PRODUCTS LLC	4246	PSI-159637	Genl Govt/Facilities Public Safety	PD Vehicle Seat Covers PD Vehicle Seat Covers	(29.43) 356.43
<b>SEWN PRODUCTS LLC Total</b>					<b>327.00</b>
SICKLER JENNIFER	UB*00964	(blank)	Genl Govt/Facilities	Refund Check 008245-000 1710 S Dusky Dr	8.47
<b>SICKLER JENNIFER Total</b>					<b>8.47</b>
Simmons Ashley	UB*01314	(blank)	Genl Govt/Facilities	Refund Check 012258-000 3731 S Willow Dr	234.20
<b>Simmons Ashley Total</b>					<b>234.20</b>
SPRINGBROOK - GROUP EPAY	3544	260621926	Public Works	05.2026 UB Web Payments	1,046.70
<b>SPRINGBROOK - GROUP EPAY Total</b>					<b>1,046.70</b>
SPRINGBROOK SOFTWARE LLC	3444	INV-024040	Public Works	07.2026-07.2027 CivicPay IVR Subscriptions	9,683.58
<b>SPRINGBROOK SOFTWARE LLC Total</b>					<b>9,683.58</b>
STATE AUDITOR'S OFFICE	0524	L175606	Finance	05.2026 Audit Services	15,873.76
<b>STATE AUDITOR'S OFFICE Total</b>					<b>15,873.76</b>
STATE OF WA DEPARTMENT OF REVENUE - EPAY	0156	0-052-755-678	Genl Govt/Facilities Public Safety Public Works Community Development	05.2026 B&O and Excise Tax 05.2026 B&O and Excise Tax 05.2026 B&O and Excise Tax 05.2026 B&O and Excise Tax	5,089.89 23.11 27,645.63 254.29
<b>STATE OF WA DEPARTMENT OF REVENUE - EPAY Total</b>					<b>33,012.92</b>
STERICYCLE INC	2504	8014502960	Genl Govt/Facilities Public Safety Community Development	05.2026 Secure Shredding - RACC/CH/PD 05.2026 Secure Shredding - RACC/CH/PD 05.2026 Secure Shredding - RACC/CH/PD	76.48 56.86 21.40
		8014446184	Genl Govt/Facilities Public Works Community Development	05.2026 Secure Shredding - PW Bldg 05.2026 Secure Shredding - PW Bldg 05.2026 Secure Shredding - PW Bldg	6.43 118.62 7.88
<b>STERICYCLE INC Total</b>					<b>287.67</b>
STEVE STUART	2075	2075-20260623	Executive	AWC Conference Meals - Stuart	167.00
<b>STEVE STUART Total</b>					<b>167.00</b>
SUNBELT RENTALS INC.	0414	184690264-0001	Genl Govt/Facilities	Big Paddle Tool Rental	102.39
		184835176-0001	Genl Govt/Facilities	2026 The Big Paddle Rental Service	109.00
<b>SUNBELT RENTALS INC. Total</b>					<b>211.39</b>
TERESA D JOHNSON CPA INC.	0561	7974	Finance	05.2026 Accounting Services	1,065.86
<b>TERESA D JOHNSON CPA INC. Total</b>					<b>1,065.86</b>
THE MASTER'S TOUCH LLC	1786	103044	Public Works	06.2026 UB Delinquent Notices	264.73
		P103044	Public Works	06.2026 UB Delinquent Notices - Postage	393.20
		P102319	Public Works	Backflow Letters - Postage	399.94
		102866	Public Works	05.2026 Final Bills	194.28
		102319	Public Works	Backflow Letters	410.64
		P102866	Public Works	05.2026 Final Bills - Postage	40.99
<b>THE MASTER'S TOUCH LLC Total</b>					<b>1,703.78</b>

# City of Ridgefield

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THE PARR COMPANY	0964	1142063	Public Works	Striping - Curb Painting Tape - Streets	50.31				
		1160750	Public Works	Striping - Curb Painting Roler	37.93				
		1157259	Genl Govt/Facilities	Knee Pads - Ryan Bartenuk	5.99				
			Public Works	Knee Pads - Ryan Bartenuk	53.88				
		1129815	Public Works	Trash Can Installation Supplies - Abrams Park	17.59				
		1135229	Public Works	Sign Post Concrete Mix - Streets	11.63				
		1120833	Public Works	Chalk Snap Line - Streets	33.91				
		1129953	Public Works	Trash Can Installation Supplies - Abrams Park	25.43				
<b>THE PARR COMPANY Total</b>					<b>236.67</b>				
TONY DOMICO	4286	4286-20260618	Genl Govt/Facilities	Dog License Refund	50.00				
<b>TONY DOMICO Total</b>					<b>50.00</b>				
TRAFFIC SAFETY SUPPLY CO INC.	0432	INV091760	Genl Govt/Facilities	Construction Cones - PWOM	105.32				
			Public Works	Construction Cones - PWOM	977.58				
		INV091833	Genl Govt/Facilities	Streets Replacement Signs	(21.06)				
			Public Works	Streets Replacement Signs	255.06				
		INV091487	Genl Govt/Facilities	Streets Replacement Signs	(5.84)				
			Public Works	Streets Replacement Signs	70.70				
		INV091761	Genl Govt/Facilities	Construction Cones - PWWTR & PWSTW	(97.46)				
			Public Works	Construction Cones - PWWTR & PWSTW	1,180.36				
		INV091540	Genl Govt/Facilities	Streets Replacement Signs	(10.37)				
			Public Works	Streets Replacement Signs	125.57				
<b>TRAFFIC SAFETY SUPPLY CO INC. Total</b>					<b>2,579.86</b>				
TRI MOUNTAIN INVESTORS LLC	3866	2026-348	Genl Govt/Facilities	06.2026 Estimated NNN Maint. - 101 Mill St Basement	367.93				
				05.2026 Janitorial - 101 Mill St Ste 210	30.03				
				06.2026 Lease - 101 Mill St Basement	971.65				
				06.2026 Lease - 101 Mill St Ste 210	6,437.50				
				04.2026 Sewer - 101 Mill St Ste 210	21.62				
				06.2026 Estimated NNN Maint. - 101 Mill St Ste 210	1,226.44				
				04.2026 Natural Gas - 101 Mill St Ste 210	14.07				
				04.2026 Electricity - 101 Mill St Ste 210	15.17				
				04.2026 Water - 101 Mill St Ste 210	9.25				
				2026-347	Public Safety	06.2026 Estimated NNN Maint. - 101 Mill St Ste 110	3,556.43		
						06.2026 Lease - 101 Mill St Ste 110	31,817.58		
						05.206 Janitorial - 101 Mill St Ste 110	65.52		
						04.2026 Water - 101 Mill St Ste 110	163.53		
						04.2026 Sewer - 101 Mill St Ste 110	62.68		
<b>TRI MOUNTAIN INVESTORS LLC Total</b>					<b>44,759.40</b>				
UNIFIRST CORPORATION	3904	2240358407	Genl Govt/Facilities	06.02.2026 Uniforms - PWO&M	17.05				
				06.02.2026 Floor Mats - PW Bldg	3.15				
					Public Works	06.02.2026 Uniforms - PWO&M	82.26		
						06.02.2026 Uniforms - PWWTR	25.26		
						06.02.2026 Floor Mats - PW Bldg	58.16		
						06.02.2026 Uniforms - PWSTW	60.24		
						Community Development	06.02.2026 Uniforms - PWWTR	1.33	
						06.02.2026 Floor Mats - PW Bldg	3.87		
						06.02.2026 Uniforms - PWSTW	2.07		
						2240361014	Genl Govt/Facilities	06.09.2026 Floor Mats - PW Bldg	3.15

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UNIFIRST CORPORATION	3904	2240361014	Genl Govt/Facilities	06.09.2026 Uniforms - PWO&M	17.05
			Public Works	06.09.2026 Floor Mats - PW Bldg	58.16
				06.09.2026 Uniforms - PWWTR	25.26
				06.09.2026 Uniforms - PWO&M	82.26
				06.09.2026 Uniforms - PWSTW	60.24
			Community Development	06.09.2026 Floor Mats - PW Bldg	3.87
		2240361009	Genl Govt/Facilities	06.09.2026 Uniforms - PWWTR	1.33
			Community Development	06.09.2026 Uniforms - PWSTW	2.07
		2240358401	Genl Govt/Facilities	06.09.2026 Floor Mats - RACC	5.74
			Community Development	06.09.2026 Floor Mats - RACC	10.33
		2240358404	Genl Govt/Facilities	06.02.2026 Floor Mats - RACC	5.74
			Community Development	06.02.2026 Floor Mats - RACC	10.33
		2240358404	Public Safety	06.02.2026 Floor Mats - PD	51.40
2240358402	Genl Govt/Facilities	06.02.2026 Floor Mats - CH	23.33		
2240361012	Public Safety	06.09.2026 Floor Mats - PD	51.40		
2240361010	Genl Govt/Facilities	06.09.2026 Floor Mats - CH	23.33		
<b>UNIFIRST CORPORATION Total</b>					<b>688.38</b>
VERIZON WIRELESS - EPAY	0452	6144759819	Genl Govt/Facilities	PW Ipads	12.74
				Events IPads	202.83
			Public Safety	PD IPads & MDCs	963.40
			Public Works	PW Ipads	1,108.66
			Community Development	PW Ipads	196.88
				Code Enforcement IPads	50.71
				CDD IPads	507.05
			Administration	Admin IPads	152.13
			Finance	Finance IPads	50.71
			Council	Council IPads	405.64
		6144759821	Genl Govt/Facilities	Public Works Engineering & UB Cellphones	72.20
				General Cellphones	46.76
			Public Safety	PD Cellphones	841.93
			Public Works	Public Works Engineering & UB Cellphones	1,267.87
			Community Development	Public Works Engineering & UB Cellphones	107.58
				Building Inspectors & Permitting Cellphones	654.88
				Code Enforcement Cellphone	46.76
		6144759820	Administration	Admin Cellphones	187.08
			Human Resources	HR Cellphones	93.56
			Finance	Public Works Engineering & UB Cellphones	2.35
			Council	Finance Cellphones	93.55
6144759820	Council	Council Cellphones	46.77		
	Public Works	Hillhurst Ped Crossing	145.17		
<b>VERIZON WIRELESS - EPAY Total</b>					<b>7,257.21</b>
Victory Pool & Spa LLC	UB*01313	(blank)	Genl Govt/Facilities	Refund Check 018125-000 Hydrant Meter Sanderling Park Pool	245.10
<b>Victory Pool &amp; Spa LLC Total</b>					<b>245.10</b>
WALTER E. NELSON COMPANY	3553	2023855	Public Works	Sanitary Products - Parks	529.84
			2027504	Public Safety	Sanitary Products - PD
<b>WALTER E. NELSON COMPANY Total</b>					<b>603.26</b>
WASHINGTON STATE PATROL	0463	12606314	Genl Govt/Facilities	05.2026 Background Checks - CPL	129.00

# City of Ridgefield

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WASHINGTON STATE PATROL Total						129.00
WELLS FARGO - EPAY	1681	202605-3537	Genl Govt/Facilities	Rubio Primo Brands Water Delivery Svcs - Pw Bldg		8.82
				Rubio Primo Brands Water Delivery Service - RACC		59.85
				Rubio Primo Brands Water Delivery Service - Ch		291.43
			<b>Public Safety</b>	Rubio Wsdot-Goodtogo Toll Fees - Detective King		26.20
				Rubio Siptrunk Telephone Service - Pd		239.61
			<b>Public Works</b>	Rubio Primo Brands Water Delivery Svcs - Pw Bldg		162.70
			<b>Community Development</b>	Rubio Primo Brands Water Delivery Svcs - Pw Bldg		10.81
				Rubio Primo Brands Water Delivery Service - RACC		107.71
			<b>Information Technology</b>	Rubio Adobe Adobe Software - Communications		76.29
				Rubio Zoom.Com Meeting Platform		69.75
			<b>Finance</b>	Rubio La Catrina Finance Department Meeting - Lunch		121.97
		202605-9687	Genl Govt/Facilities	Moore Amazon Mktpl Magnets/Desk Lamp - Thamert		2.88
				Moore Amazon Cardstock - Pw Building		1.84
				Moore Amazon Reta Cardstock - Pw Building		1.26
				Moore Amazon Mktpl Key Lock Box - Tmi		17.31
				Moore Amazon Mktpl Stickers/Cake Stand - May 1Sat		21.77
				Moore Amazon Craft Supplies - Big Paddle/Rocks With Cops		119.44
				Moore Amazon Mktpl Diffuser/Soap/Clorox Wipes - Ch		45.88
				Moore Amazon Reta Coffee - Racc		14.09
				Moore Amazon Hooks/Batteries/Coffee - Pw Building		5.59
				Moore Amazon Mktpl Craft Supplies - Big Paddle		48.48
				Moore Amazon Paper Towels/Paper Plates - Racc		9.83
				Moore Amazon Mktpl Post Its - Tmi		9.31
				Moore Amazon Mktpl Sand Bags - Events Tent		54.80
				Moore Amazon Mktpl Lanyard Holders - Racc		7.00
				Moore Amazon Mktpl Event Signs - Big Paddle		28.32
			<b>Public Safety</b>	Moore Amazon Mktpl Exam Gloves - Pd		32.00
				Moore Amazon Mktpl Trash Bags/Deodorizer/Badge Ids - Pd		86.48
				Moore Amazon Mktpl Sling - Pd		87.19
				Moore Amazon Reta Paper - Pd		47.08
				Moore Amazon Mktpl Tourniquet/Threadlockers - Pd		70.28
				Moore Amazon Mktpl Pens - Pd		6.30
				Moore Amazon Mktpl Trunk Cargo Cover - Pd		76.29
				Moore Amazon Reta Weatherproof Notebooks - Pd		48.57
			<b>Public Works</b>	Moore Amazon Mktpl Magnets/Desk Lamp - Thamert		48.97
				Moore Amazon Cardstock - Pw Building		33.84
				Moore Amazon Reta Cardstock - Pw Building		23.24
				Moore Amazon Reta Keyboard/Mouse - Mulderig		31.74
				Moore Amazon Mktpl Phone Case - Damian Panko		18.52
				Moore Amazon Hooks/Batteries/Coffee - Pw Building		103.07
				Moore Amazon Reta Keyboard/Mouse - Pw Building Backup		21.52
				Moore Amazon Mktpl Trimmer Blade - Parks		62.10
				Moore Amazon Mktpl Baby Changing Stations - Overlook Restrooms		455.60
				Moore Amazon Mktpl Tripod/Meter Wrench - Stormwater		41.40
				Moore Amazon Mktpl Gas Can - Parks		56.10
				Moore Amazon Mktpl Pool Test Kit - Splash Pad		160.09

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WELLS FARGO - EPAY	1681				
	202605-9687	<b>Public Works</b>	Moore Amazon Mktpl No Parking Sign - Stormwater	35.93	
			Moore Amazon Mktpl Phone Holder - Water Truck	43.59	
		<b>Community Development</b>	Moore Amazon Mktpl Magnets/Desk Lamp - Thamert	5.76	
			Moore Amazon Cardstock - Pw Building	2.25	
			Moore Amazon Reta Cardstock - Pw Building	1.54	
			Moore Amazon Reta Keyboard/Mouse - Mulderig	1.67	
			Moore Amazon Mktpl Belt Clip Holsters - Cdd Inspectors	10.34	
			Moore Amazon Reta Coffee - Racc	25.37	
			Moore Amazon Hooks/Batteries/Coffee - Pw Building	6.85	
			Moore Amazon Reta Keyboard/Mouse - Pw Building Backup	1.98	
			Moore Amazon Paper Towels/Paper Plates - Racc	17.71	
			Moore Amazon Mktpl Lanyard Holders - Racc	12.61	
		<b>Information Technology</b>	Moore Amazon Reta Keyboard/Mouse - Pw Building Backup	9.91	
			Moore Amazon Mktpl Headset - Finance	39.23	
			Moore Amazon Mktpl Keyboard/Mouse - Finance	137.31	
			Moore Amazon Reta Keyboards - Hr	174.38	
		<b>Finance</b>	Moore Amazon Mktpl File Dividers/Folders - Finance	16.53	
			Moore Amazon Mktpl Desk Organizer - Finance	38.84	
	202605-6939	<b>Community Development</b>	Lust Mrsc.Org Mrsc Staff Report Training - Lazzarini/Whitener	100.00	
			Lust Mrsc.Org Mrsc Staff Report Training - Lust	50.00	
			Lust Fidelity National Title Bldg Industry Event - Harrington	40.00	
			Lust The Columbian Monthly Newspaper Subscription - Cdd	13.00	
	202605-7069	<b>Genl Govt/Facilities</b>	Ferriss USPS Flag Shipment For Awc Conference - Council	8.05	
		<b>Public Safety</b>	Ferriss Cdw Govt Adobe License - Pd	101.53	
		<b>Public Works</b>	Ferriss Cdw Govt Adobe License - Damian Panko	81.21	
		<b>Information Technology</b>	Ferriss Cdw Govt Adobe License - Damian Panko	20.31	
		<b>Council</b>	Ferriss Skamania Lodge City Council Retreat	568.16	
			Ferriss Rosauers Council Fridge Restock	17.42	
	202605-9059	<b>Council</b>	Stuart Rosauers Food Breakfast Meeting w/Council - Council	26.18	
		<b>Executive</b>	Stuart Rosauers Food Breakfast Meeting w/Council - Stuart	13.08	
			Stuart Billygans Roadhouse Junction Subarea Lunch Meeting	27.26	
			Stuart WCMA WA City Managers Association 2026 Dues - Stuart	400.40	
			Stuart Nest Economic Development Partners Lunch Meeting	23.50	
			Stuart Shawarma Refuge Community Rec Center Lunch Meeting	23.50	
			Stuart Skamania Lodge French Fries Prep For City Council Retreat	15.24	
			Stuart El Rancho Viejo Comprehensive Growth Plan Lunch Meeting	21.35	
			Stuart 3Peaks Public House July 4th Committee Lunch Meeting	103.45	
	202605-7002	<b>Genl Govt/Facilities</b>	Thamert Uline Ship Supplies Conference Room Tables - Pw Building	31.75	
		<b>Public Works</b>	Thamert Uline Ship Supplies Conference Room Tables - Pw Building	585.37	
			Thamert Cameo Cafe Pw Directors Meeting Breakfast - Thamert	15.90	
		<b>Community Development</b>	Thamert Uline Ship Supplies Conference Room Tables - Pw Building	38.90	
			Thamert Cameo Cafe Pw Directors Meeting Breakfast - Thamert	0.84	
	202605-2761	<b>Genl Govt/Facilities</b>	Gibson Sp Sheepdogmics.Com Portable Radio Adapter - Pd WA Tax	(10.22)	
		<b>Public Safety</b>	Gibson The Ups Store Ship Wrong Part Back To Lind Electronics	16.72	
			Gibson Lind Electronics Laptop Cord - Pd	24.84	
			Gibson Lind Electronics MDC Charger For Detective Vehicle - Pd	102.28	
			Gibson Erics Frame Repair Vehicle Repair Insurance Deductible	1,000.00	

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WELLS FARGO - EPAY

Account Number	Category	Description	Amount		
1681	202605-2761	<b>Public Safety</b>	Gibson Sp Sheepdogmics.Com Portable Radio Adapter - Pd 123.78		
		Gibson Costco Whse Patrol Car Battery Prorated Warranty - Pd 27.25			
	202605-9102	<b>Genl Govt/Facilities</b>	Allen Sticker Mule Evacuation Map - Tmi 46.87		
			Allen USPS Certified City Mail - Ch 6.08		
		<b>Public Works</b>	Allen Customsigns.Com Nameplate - Damian Panko 22.98		
			Allen Brewed Awakenings Public Service Recognition Gift Cards 330.00		
			Allen Costco By In Car Public Recognition Breakfast - All Hands 154.35		
		<b>Human Resources</b>	Allen Lava Java Public Service Recognition Gift Cards 330.00		
			Allen Brewed Awakenings Public Service Gift Cards - City Council 105.00		
			Allen Starbucks Public Service Recognition Gift Cards 330.00		
			Allen Rosauers Public Service Treats - Public Works 40.21		
			Allen Rosauers Public Service Treats - Council 18.11		
			Allen Instacart Public Recognition Breakfast - All Hands 44.35		
			Allen Rosauers Public Service Treats - Admin 26.47		
			Allen Costco By In Car Snacks - Wellness 745.04		
			Allen Starbucks Store Coffee - All Hands 65.40		
			Allen Costco By Instacar Public Recognition Breakfast - All Hand 49.19		
			Allen Old Liberty Theater Public Service Recognition Gift Cards 345.00		
			202605-4252	<b>Genl Govt/Facilities</b>	Blake Rosauers Kaizen Lean Process Session 2 - Pw Building 0.58
					Blake Costco Whse Kaizen Lean Process Session 2 - Pw Building 1.02
	<b>Public Works</b>			Blake Rosauers Kaizen Lean Process Session 2 - Pw Building 10.70	
				Blake Costco Whse Kaizen Lean Process Session 2 - Pw Building 18.72	
	<b>Community Development</b>	Blake Rosauers Kaizen Lean Process Session 2 - Pw Building 0.71			
		Blake Costco Whse Kaizen Lean Process Session 2 - Pw Building 1.24			
	202605-6996	<b>Public Safety</b>	Demoss International E-Z Up Recruitment Event Equipment (COPS) 3,292.17		
		<b>Administration</b>	Demoss The Columbian Monthly Newspaper Subscription - Communicat 12.50		
		<b>Council</b>	Demoss Chipotle Online Dinner - Youth Commission 289.65		
			Demoss Rosauers Cookies - Youth Commission Meeting 15.98		
	202605-6868	<b>Genl Govt/Facilities</b>	Mulderig Uline Ship Supplies Return Charge For Tables - Pw Build 5.29		
			Mulderig Uline Ship Supplies 2 Folding Tables - Pw Building 38.63		
			Mulderig Uline Ship Supplies Table Refund - Pw Building (31.65)		
		<b>Public Works</b>	Mulderig Uline Ship Supplies Return Charge For Tables - Pw Build 97.60		
			Mulderig Uline Ship Supplies 2 Folding Tables - Pw Building 712.18		
			Mulderig EnviroCert International Storm Certification Annual Fee 393.30		
			Mulderig Uline Ship Supplies Table Refund - Pw Building (583.57)		
			Mulderig Uline Ship Supplies Return Charge For Tables - Pw Build 6.49		
		<b>Community Development</b>	Mulderig Uline Ship Supplies 2 Folding Tables - Pw Building 47.33		
			Mulderig Uline Ship Supplies Table Refund - Pw Building (38.78)		
			Giles La Catrina May 1Sat Lunch - J Nathan 2.20		
			Giles Salmon Creek Cleaners City Tablecloths - Dry Cleaning 41.08		
	202605-2164	<b>Genl Govt/Facilities</b>	Giles La Catrina May 1Sat Lunch - T Naramore 2.61		
			Giles La Catrina May 1Sat Lunch - J Nathan 12.48		
Giles La Catrina May 1Sat Lunch - T Naramore 10.45					
<b>Public Works</b>		Giles Costco Whse Hoses - Community Garden 107.88			
		Giles La Catrina May 1Sat Lunch - Giles 19.58			
		Giles La Catrina May 1Sat Lunch - Gleason 17.41			
<b>Administration</b>		Giles La Catrina May 1Sat Lunch - J Nathan 17.41			
		Freimuth Evergreen Rural Water Treatment Exam Review - K Johnson (0.42)			
202605-5484	<b>Genl Govt/Facilities</b>	Freimuth Evergreen Rural Water Treatment Exam Review - K Johnson (0.42)			

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WELLS FARGO - EPAY	1681	202605-5484	Genl Govt/Facilities	Freimuth Papa Petes Lunch Leadership Group Training	213.03
			Public Works	Freimuth Hilton Garden PNWS AWWA Conference Hotel - Sampson	527.19
		Human Resources	Freimuth Evergreen Rural Water Treatment Exam Review - K Johnson	463.25	
			Freimuth Springbrook 2026 Conf. Registration - Blehm/Freimuth	1,998.00	
			Freimuth Hoodtocoast.Com 2026 Ptc Medals - Drivers	40.00	
		202605-4725	Genl Govt/Facilities	Freimuth Hoodtocoast.Com 2026 Htc Medals - Drivers	40.00
			Gleason Facebook Advertising - Big Paddle	2.18	
		202605-1081	Genl Govt/Facilities	Gleason Sticker Mule Marketing Stickers - Events	279.59
			Irwin FBI Leeda Inc Cli Training - Officer Marvitz	866.55	
		Public Safety	Irwin Pagefreezer.Com Pagefreezer Carrier Verizon Software Tax	(1.01)	
			Irwin FBI Leeda Inc Cli Training - Officer Marvitz Wa Sales Tax	(71.55)	
		Public Works	Irwin Galls Quantity 2 Breathalyzers - Pd	1,256.56	
			Irwin Indu Software Sol Scada Tech Support Annual Subscription	855.65	
		Information Technology	Irwin Clark County Gis County Land Use Mailing Labels AMI Pole	12.90	
			Irwin Lucidchart.Com Lucidchart Annual Subscription - Water	117.72	
			Irwin Pagefreezer.Com Pagefreezer Carrier Verizon Software	549.36	
			Irwin Currency Conversion Fee International Bank Fee Pagefreezer	5.48	
		202605-0187	Genl Govt/Facilities	Melroy Rosauers Food & Dru Bottled Water - Pw O&M	62.76
			Public Works	Melroy Rosauers Food & Dru Bottled Water - Pw O&M	302.56
		202605-9437	Public Safety	Steele-Hoots Tlo Transunion Background Investigations - Pd	109.00
		202605-7051	Human Resources	Blehm Rosauers Public Service Treats - Cdd/Finance	34.09
		202605-5997	Genl Govt/Facilities	Sampson Vanton Pump & Equipment Pump Rebuild Kit - Abrams WA Tax	(75.27)
			Public Works	Sampson Rosauers Cleaning Materials - Junction Well	7.32
		202605-4430	Information Technology	Sampson Hotel Murano Parking AWWA Conference - Water	48.60
Sampson Vanton Pump & Equipment Pump Rebuild Kit - Abrams Tank	936.68				
202605-4870	Finance	Parker Thomson West Monthly Software Subscription Research	647.80		
		Johnson The Columbian Monthly Newspaper Subscription - Finance	15.00		
202605-7739	Genl Govt/Facilities	Johnson Clark County Env Public Health Rec Center Pool Permit	314.95		
		Johnson Curb Lv Taxi Ycs Unauthorized Personal Charge - Invoiced	40.01		
202605-3244	Public Safety	Coleman Cleverwaiver Waiver Platform Software - Dragon Boats	29.99		
		Doriot Neighborhood Refuge Law Enforcement Chiefs Dinner	56.38		
<b>WELLS FARGO - EPAY Total</b>					<b>24,113.35</b>
WESTERN EQUIPMENT	2363	INV155619	Public Works	Mower Belt - Parks	256.90
<b>WESTERN EQUIPMENT Total</b>					<b>256.90</b>
WEX BANK - EPAY	3552	112873568	Genl Govt/Facilities	PW Fuel	413.82
			Public Safety	PD Fuel	3,911.11
			Public Works	PW Fuel	6,584.97
			Community Development	PW Fuel	1,572.38
				CDD Fuel	822.03
<b>WEX BANK - EPAY Total</b>					<b>13,304.31</b>
WILCO FARM STORE	0655	742943-6	Genl Govt/Facilities	Big Paddle Straw Bales	187.71
<b>WILCO FARM STORE Total</b>					<b>187.71</b>
WOODLAND SAW AND CYCLE INC.	2223	4812	Public Works	Paint Sprayer Pull Rope - Streets	11.87
<b>WOODLAND SAW AND CYCLE INC. Total</b>					<b>11.87</b>
WSP USA INC.	3338	40383489	Public Works	05.2026 S 35th Ave Extension/Gee Creek Plateu Planning	8,541.44
<b>WSP USA INC. Total</b>					<b>8,541.44</b>
YADON MECHANICAL LLC	4111	12296299	Genl Govt/Facilities	Reinsulate & Disconnect & Replace HVAC Corroded Conductors - CH	1,685.28

# City of Ridgefield

## Claims Payment Report

For Approval on:

June 18th, 2026

YADON MECHANICAL LLC	4111	12296298	Genl Govt/Facilities	Reinsulate & Disconnect & Replace HVAC Corroded Conductors - CH	816.50
YADON MECHANICAL LLC Total					<b>2,501.78</b>
YULIYA FERRISS	1050	1050-20260618	Administration	Laserfiche Conference Baggage Fee Reimb - Ferriss	70.00
YULIYA FERRISS Total					<b>70.00</b>
<b>Grand Total</b>					<b>415,389.19</b>

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** Approval of Minutes from the June 4, 2026 Meeting

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**GOVERNING LEGISLATION**

N/A

**PREVIOUS COUNCIL ACTION TAKEN:**

N/A

**SUMMARY/BACKGROUND:**

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

**BUDGET/FINANCIAL IMPACTS:**

N/A

**RECOMMENDED ACTION OR MOTION:**

Approve the minutes by making the following motion: 1. "I move to approve the consent agenda".

**STAFF CONTACT:**

**ATTACHMENTS:**

1. 06-04-2026



**CITY OF RIDGEFIELD, WASHINGTON  
CITY COUNCIL MEETING MINUTES  
JUNE 4, 2026**

**Regular Meeting - 4:00 PM**

**I. STUDY SESSION - 4:00 P.M.**

**Present:**

Mayor Matt Cole  
Mayor Pro Tem Judy Chipman  
Council Member Lee Wells  
Council Member Clyde Burkle  
Council Member Katie Favela  
Council Member Rian Davis  
Council Member Meghan Hamilton

**1. Youth Commission Update and Report - Lee Knottnerus, Deputy City Manager, Megan DeMoss, Communications Program Manager**

The Youth Commission presented its final report to the City Council regarding e-bike safety issues.

**II. ADJOURN**

5:23PM

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Julie Ferriss, City Clerk

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Matt Cole, Mayor

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** Motion - Contract Award for Enhanced Crossing at Hillhurst and Carty Road  
(Carty Road Trail Crossing – Phase I Hillhurst Crosswalk)

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**GOVERNING LEGISLATION**

Revised Code of Washington Title 35 – Cities and Towns,  
Title 35A Optional Municipal Code,  
RCW Title 39 Public Contracts and Indebtedness, and  
City Financial Policy #04: Procurement of Goods and Services

**PREVIOUS COUNCIL ACTION TAKEN:**

In 2024, Council approved a grant application to seek funds from the Carbon Reduction Program to design a safe pedestrian crossing at the intersection of Carty and S. Hillhurst Roads. The grant was successful and funds for design and construction were allocated to the City for use on the project.

**SUMMARY/BACKGROUND:**

This project will be the first phase of the Carty Road Multi-Purpose Trail project. This phase includes the design and construction of approximately 100 feet of a 10-foot multi-use trail along Carty Road and an enhanced crosswalk at the S Hillhurst Road and Carty Road intersection to improve bicycle and pedestrian mobility, ADA access, and safety for all users.

Future phases (which will be the subject of separate grant applications or development projects) will extend the multi-use trail eastward for approximately one-half mile. As part of the design effort on this project, a pre-design study will be conducted to develop the enhanced crosswalk concept as well as the trail concept that will inform future projects to extend the trail eastward along Carty Road.

Currently, Carty Road is a two-lane, rural Major Collector with narrow shoulders (4' or less). The intersection with Hillhurst Road is unsignalized, with Carty Road having a stop sign and Hillhurst not having traffic control. There is no defined crosswalk at the intersection. Several families who live along Carty Road have students attending View Ridge Middle School and Sunset Ridge Intermediate School on the west side of Hillhurst. There is no safe walking route from those homes to the schools, and many parents indicate they drive their students to school or to events after school hours. Additionally, those residents attending events at the nearby Ridgefield Outdoor Recreation Complex (RORC) also drive to that facility because there is not a safe walk/bike path to get to and from RORC. The Carty Road Trail project would address these concerns.

The scope of work includes:

- Land surveying and right-of-way determination including horizontal and vertical control, topographic mapping, existing ROW, and boundary resolution,
- Preliminary and final design including the conceptual layout and review workshop, 60% design plans and estimate, 90% design plans, specifications and estimate, and 100% design plans, specifications and estimate

- Permitting including NEPA coordination/management, cultural resource survey, archaeological survey, historic resource survey, and cultural resource survey report
- Preliminary and Final Right-of-Way including the title report

The base contract for the design of the enhanced crossing and 100-foot of trail is \$170,193.53.

A breakdown of costs includes:

Design: \$103,025.24  
Permitting: \$42,458.99  
Right-of-Way: \$24,709.29  
**Total: \$170,193.52**

The design is anticipated to be complete by January 31, 2027 with construction in summer 2027.

**BUDGET/FINANCIAL IMPACTS:**

The funding for this project is from the Carbon Reduction Program Urban Small (CRP-US) grant program and the general fund.

**RECOMMENDED ACTION OR MOTION:**

Council action is requested on this item.

A suggested motion is: "I move to approve awarding the contract for the design of the Carty Road Trail Crossing – Phase I Hillhurst Crosswalk project to Consor North America in the amount of \$170,193.52.

**STAFF CONTACT:** Miranda Lange, Public Works Infrastructure Deputy Director

**ATTACHMENTS:**

1. Exhibit A-Consor Scope of Work and Fee (ExhibitA-ConsorSOW-Fee)

# SCOPE OF WORK

## P25003: Carty Road Multi-Purpose Trail, Phase I

### Final Design Services

#### CITY OF RIDGEFIELD

## Introduction/General/Background

The City of Ridgefield (City) requested engineering services to support the Grant-Funded Carty Road Multi-Purpose Trail, Phase I Project (Fed Aid # CRPUS-9130 (001)) including final PS&E design, cost estimating, permitting and right-of-way support for a proposed enhanced pedestrian crossing of Hillhurst Road at the intersection of Carty Road and Hillhurst Road with an approximately 100 foot segment of a 10 foot multi-purpose trail proposed along the south side of Carty Road. Services will include review of City provided information, topographic and property survey, development of a high-level conceptual design showing project footprint, permitting impacts, right-of-way impacts, and costs, develop final design plans, specifications and estimate, as well as support of City-funded right-of-way or easement acquisitions. The services may also include bidding support, design support during construction and construction administration and inspection support.

## Key Assumptions

The City has identified the need for a single lane roundabout at the intersection of Carty Rd and Hillhurst Rd. Additionally, Carty Rd will be upgraded to include a two-lane collector with 12-ft lanes, 4-ft shoulders, drainage swales of varying widths and a 10-ft multimodal trail. The City has requested that the design of the proposed pedestrian crossing and trail consider the future forward compatibility of the proposed roundabout improvements and limit future impacts, where feasible.

The project is federally funded by the Carbon Reduction Program Urban Small (CRP-US) grant program under Fed Aid # CRPUS-9130 (001) requiring NEPA approval prior to construction in addition to compliance with other federal and state permitting requirements as outlined in this scope of work. The City has determined that local funds will be utilized for the Right-of-Way acquisition as part of this project, therefore bypassing the need to meet Uniform Real Property Act requirements and bypassing the need for WSDOT Right-of-Way certification. The Final Right-of-Way activities are pending a future amendment to commence upon completion of NEPA approval for the project.

- Geotechnical and structural design services are not included as part of this scope. Proposed pavement sections, if needed, will be provided by the City.
- Bidding and construction support is reserved for future amendment to this scope of work.

## Project Objectives

1. Provide final design PS&E package for a safe, ADA accessible, pedestrian crossing of Hillhurst Rd at the Carty Road intersection that connects to a portion of the proposed Carty Road Multi-Use Trail along the south side of Carty Road.
2. Comply with federal and state regulatory requirements associated with the Grant Funding and consistent with the project impacts.
3. *(Pending future amendments to this scope.)* Complete right-of-way acquisition, as identified through the course of the design to accommodate the proposed improvements.
4. Provide up-to-date construction cost estimates and bidding documents to successfully bid and construct the proposed improvements.

## City Responsibilities

The City will be responsible for the following:

- Provide a Project Manager/Engineer responsible for the overall project management, any necessary external stakeholder coordination and coordination between the Consultant and the City.
- Provide copies of all past studies, previous concepts, as-built plans, or any other relevant information pertaining to this project.
- Review and comment on consultant-developed milestone deliverables within a two (2) week review period and consolidate City comments into a single set of plan or document review comments.
- Perform all public engagement with technical support provided by the Consultant.
- Provide Division 1 & 2 specifications to the Consultant for preparation of project-specific specifications.
- Assemble and manage bidding and contract package for construction including consultant-prepared specifications and special provisions.
- Advertise and manage the bidding process for construction.
- Construction Administration and Inspection except as potentially amended to this scope of work.

- Coordinate all utility adjustments with the affected utilities including notice and review of relocation plans, as appropriate.

## Scope of Services

### Task 1 – Project Management and Coordination

#### *Sub-Task 1.1 Project Management and Coordination*

Consultant shall provide overall management of the project work and oversight and coordination of the Consultant team. Coordinate project work with the City Project Manager and communicate work status on a regular basis and as project issues or concerns arise. Maintain an electronic project file for all project documents. Provide quality assurance such that all deliverables have been peer reviewed prior to submittal to the City. Submit invoices on a monthly basis to the City's project manager with a progress report identifying services performed during the period, services to be performed in the next period, and issues potentially affecting scope, schedule, or budget.

Consultant shall attend and prepare materials for project meetings that will include, at a minimum, a kickoff and regularly scheduled biweekly check-ins with the City Project Manager.

#### **Deliverables:**

- Invoices and progress reports (monthly).
- Summary of review comments received for each submittal and meeting, with proposed Consultant response to each review comment.

#### **Assumptions:**

- Twelve (12) Month contract duration from Notice-to-Proceed (NTP).
- Consultant shall coordinate and attend up to sixteen (16) biweekly project meetings for a duration of up to one (1) hour each with up to three (3) Consultant staff in attendance.
- Regular project meetings are limited to the duration of the design and right-of way phases which is assumed through January 31, 2027. Construction phase support will be provided through a future amendment. For budgeting purposes, the total number of meetings assumes a portion of the regular biweekly meetings will be cancelled or replaced by milestone review meetings included in Tasks 3 and 4 below.

### Task 2. Land Surveying and ROW Determination

Consultant will perform minimal topographic mapping and boundary resolution at the intersection of Hillhurst Road and Carty Road, Ridgefield WA. The primary task is to prepare mapping and boundary resolutions to support a design effort for a multi-use path in the vicinity of the intersection. The land survey effort is detailed in the sub tasks below.

### *Subtask 2.1: Horizontal/Vertical Control*

The purpose of this task is to establish horizontal and vertical control points as a basis for the project. Consultant shall establish a horizontal and vertical control network using the following datums.

**Horizontal:** NAD 83, (2011) Washington State Plane South projected on a local datum plane based on the combined scale factor for the location and elevation of the project.

**Vertical:** NAVD 88 (Geiod 18)

Consultant shall establish horizontal control according to accepted industry standards using Terrestrial (Theodolite and EDM), GNSS (Static or Rapid Static) or a combination of both. Consultant shall set and adjust control points in conformance with accepted Industry guidelines. Consultant shall establish vertical control by holding observed GPS observations and using differential leveling.

#### **Deliverables:**

- Place control points at project location
- Provide final adjusted control values in a PNEZD .csv format

### *Subtask 2.2: Topographic mapping*

Consultant shall collect minimal topographic data within the limits of the project. Consultant shall collect and tie topographic data of man-made and/or natural features using a variety of approved methods. These methods include but are not limited to: collecting the data using terrestrial total station, or GNSS (RTK).

#### Detailed Basemap

Consultant shall take collected topographic data and create a detailed basemap file incorporating the collected features in an AutoCAD Civil 3D format.

#### **Assumptions:**

- City or Engineer will perform appropriate outreach and right of entry to private property

#### **Deliverables:**

- Final Mapping in AutoCAD Civil 3d
- Final points list in PNEZD.CSV format
- Field notes upon request
- Utility mapping and 811 ticket information

### *Subtask 2.3: Existing ROW and Boundary resolution*

Consultant shall resolve the location of the ROW and boundary corners within the project limits. Consultant shall resolve identified ROW centerlines alignments, ROW lines and property boundaries abutting the roadway and along the proposed route of construction, using accepted

concepts and rationale methods of survey professional judgment. Consultant shall evaluate the available evidence for relevance, adequacy, and reliability; use professional judgment in determining the type and quantity of evidence available, and the influence given each factor; and determine a best-fit with the evidence and probable location of ROW alignments and property boundaries for the area as described. Consultant shall provide a detailed narrative of available evidence, desirable evidence not available, rationale for decisions made, and a summary of the conclusions in the establishment of the ROW centerlines, ROW lines (including all jogs) and property boundary lines.

Consultant shall perform data research as necessary to prepare for and support project activities. The typical records required for research are, but not limited to, vesting deeds, land sales contracts, County assessor plats and road records, subdivision plats, General Land Office plats, county surveys, road dedications and vacations.

Consultant shall recover existing monuments to preserve the locations of any monuments of record that are endangered by any activity related to the Project and to resolve roadways and property lines.

Consultant will utilize resolved ROW and property boundaries to create up to 1 legal description and exhibit to define property boundaries and right of way impacts for the project.

**Deliverables:**

- ROW Mapping in AutoCAD Civil 3d
- Points list in PNEZD.CSV format
- Copies of research upon request
- ROW/Parcel impact exhibit (1)

## Task 3 – Conceptual Design Services

### *Sub-Task 3.1 Conceptual Layout and Review Workshop*

Consultant shall review City-provided studies as well as other pertinent information provided to prepare a high-level conceptual layout for City review. Consultant shall organize a workshop meeting to review and discuss to facilitate City decision-making to determine the preferred location of the Pedestrian Crossing of Hillhurst Road.

**Assumptions:**

- Two (2) conceptual layouts for a pedestrian crossing Carty Rd will be designed following the City of Ridgefield 2024 Engineering Standards for Public Works Construction and WSDOT standards for the sole purpose of determining the appropriate crossing location. The two options are to be discussed with the City and determined during the kickoff meeting.

- Conceptual layout will be to a 5%-10% level.
- The Carty Rd & Hillhurst intersection improvements will be in the form of a single pedestrian crossing with ADA curb ramps and Rectangular Rapid Flashing Beacons (RRFB).
- No additional pedestrian safety enhancements will be considered at intersections other than NW Hillhurst Rd & Carty Rd (i.e. Protected crosswalk, RRFB, additional illumination)
- Improvements along Carty Rd will be forward compatible with the Carty Road Subarea Collector Section as provided by the City as well as forward compatible with the proposed roundabout concept at Carty Rd and Hillhurst Rd.
- One set of consolidated City comments will be provided for the Conceptual Layouts for discussion during the workshop to be scheduled by the Consultant.
- Conceptual Review Workshop will be up to two (2) hours in length with up to 3 consultant staff in attendance. Consultant to prepare the agenda and provide meeting summary minutes to the City afterwards.
- Decisions made and City comments provided during the Conceptual Workshop will be carried forward and addressed in 60% Design Tasks.

**Deliverables:**

- Draft Conceptual Layout in PDF format
- Conceptual Review Workshop agenda and minutes in PDF or MS Word format

## Task 4 – Final Design

The Consultant team will progress the agreed upon crossing location design from concept through 100% Final Design packages consisting of plans, specifications and estimates (PS&E) construction contract documents. The Consultant will be responsible for providing design engineering services and quality assurance/quality control (QA/QC) for the milestones outlined below:

- 60% Submittal
- 90% Submittal
- 100% Final Submittal

For budget purposes, this scope assumes the preferred enhanced crossing location of Hillhurst Road is to the south of Carty Road, connecting into the future multi-purpose trail on the south side of Carty Road. This consists of 2 ADA curb ramps with detectable warning strips, two RRFB installations, crosswalk striping, sidewalk/trail paving and stormwater adjustments to accommodate a crossing of the existing Hillhurst Road swale on the west side. Adjustments to this may require additional scope to be discussed between the consultant and City prior to beginning Task 3 services.

### *Sub-Task 4.1 60% Design Plans and Estimate*

Consultant shall prepare 60% Design Plans and Estimate carrying forward decisions made and comments received during the Conceptual Design Workshop. These documents will consist of plans, a bid item list, and an engineer's estimate of construction cost. Additionally, consultant will complete quality control/quality assurance reviews of 60% deliverables and lead a 60% design review meeting with City staff.

Additionally, Consultant will prepare:

- Site Preparation Plan
- Detailed layout of ADA facilities with some 3D elements annotated to convey intent.
- Preliminary cut and fill line determination to establish the project APE and R/W limits.
- Signing & striping plan.
- Illumination & RRFB Plan.
- Proposed Right-of-Way footprint.
- Preliminary stormwater memo confirming the design is under threshold triggers.
- Calculate quantities and prepare a 60% engineer's estimate of construction costs.

#### **Assumptions:**

- One location for a pedestrian crossing Carty Rd will be designed following the City of Ridgefield 2024 Engineering Standards for Public Works Construction and WSDOT standards.
- The Carty Rd & Hillhurst intersection improvements will be in the form of a single pedestrian crossing with ADA curb ramps and Rectangular Rapid Flashing Beacons (RRFB).
- No additional pedestrian safety enhancements will be considered at intersections other than NW Hillhurst Rd & Carty Rd (i.e. Protected crosswalk, RRFB, additional illumination)
- Improvements along Carty Rd will be forward compatible with the Carty Road Subarea Collector Section provided by the City as well as forward compatible with the proposed roundabout concept at Carty Rd and Hillhurst Rd.
- Stormwater compliance with the 2019 Ecology SWMMWW will be documented in the Preliminary Stormwater Memo and no further reporting will be required for the project. The Project will be below 2,000 sqft of new and replaced hard surface area and below 7,000 sqft of total land disturbing activity. Only Minimum requirement 2 will apply.
- Illumination design will include an evaluation of the street light photometrics at the intersection with the addition of a new enhanced pedestrian crossing. The photometric analysis will be conducted using the AGI32 Lighting Analysis software and will follow light level guidance provided in the WSDOT Design Manual.
- No proposed landscaping design is included with this scope.
- No utility replacement or relocation design is included with this scope.
- No specifications will be provided with 60% Design deliverables.

- One set of consolidated City comments will be provided for the 60% Design Plans and Estimate after a two (2) week City review period.
- Consultant shall prepare for and attend a one (1) hour meeting to discuss 60% Design Review comments received from the City with up to three (3) consultant staff in attendance.
- Decisions made and City comments provided during the 60% Design review will be carried forward and addressed in 90% Design Tasks.

**Deliverables:**

- 60% Design Plans in PDF format
- 60% Design Estimate in PDF format
- 60% Design Review Meeting agenda and minutes in PDF or MS Word format

***Sub-Task 4.2 90% Design Plans, Specifications and Estimate***

The Consultant will address review comments on the 60% plans and develop design documents to the 90% design stage. These documents will consist of plans, specifications, and an engineer’s estimate of construction cost. Additionally, consultant will complete quality control/quality assurance reviews of 90% deliverables and lead a 90% design review meeting with City staff.

Additionally, Consultant will complete the following:

- Detailed grading of ADA facilities.
- Signing & striping Details.
- Illumination & RRFB Details.
- Erosion Control Plan.
- Final Right-of-Way limits.
- Traffic Control Plans.
- Compute quantities and prepare an engineer’s estimate of construction costs shown on the plans. Identify which bid items will require special provisions.
- Prepare 90% Level Project Specifications including current WSDOT amendments, General Special Provisions (GSP’s), and special provisions necessary for this project.

**Assumptions:**

- No proposed irrigation design is included with this scope.
- Pavement restoration is limited to impacted areas due to the proposed pedestrian facilities and proposed conduit trenching. Full width repaving of impacted streets is not included.
- Proposed pedestrian pathway will be 10 feet wide.
- Proposed signing and striping is limited to replacement where conflicting with the proposed improvements. Existing signing and striping not in conflict will remain in-place. Does not include a sign inventory.

- Erosion Control will address applicable elements of Minimum Requirement 2 of the 2019 SWMMWW.
- Traffic Control is assumed to include application of WSDOT Work Zone Typical Traffic Control Plans and detailed site-specific traffic control is not required.
- City to provide Division 1 & 2 Specifications and provide a specification template in MS Word format for Consultant use in 90% Design.
- One set of consolidated City comments will be provided for the 90% Design Plans, Specifications and Estimate after a two (2) week City review period.
- Consultant shall prepare for and attend a one (1) hour meeting to discuss 60% Design Review comments received from the City with up to three (3) consultant staff in attendance.
- Decisions made and City comments provided during the 90% Design review will be carried forward and addressed in 100% Design Tasks.

**Deliverables:**

- 90% Design Plans in PDF format
- 90% Design Estimate in PDF format
- Draft Specifications in MS Word Format
- 90% Design Review Meeting agenda and minutes in PDF or MS Word format

***Sub-Task 4.3 100% Design Plans, Specifications and Estimate***

The Consultant will address review comments from the 90% plans and develop design documents to the 100% Final design stage. These documents will consist of plans, specifications, a bid item list, and an engineer’s estimate of construction cost.

**Assumptions:**

- City to provide Division 1 & 2 Specifications and provide a specification template in MS Word format for Consultant use in 90% Design.
- One set of consolidated City comments will be provided for the 90% Design Plans, Specifications and Estimate after a two (2) week City review period.
- Consultant shall prepare for and attend a one (1) hour meeting to discuss 90% Design Review comments received from the City with up to three (3) consultant staff in attendance.
- Decisions made and City comments provided during the 90% Design review will be carried forward and addressed in 100% Design Tasks.

**Deliverables:**

- 100% Stamped Design Plans in PDF format
- Final Design CAD files in AutoCAD Civil3D format (current version)
- 100% Design Estimate in PDF and Excel format
- Final Stamped Specifications in MS Word Format
- 100% Design Review Meeting agenda and minutes in PDF or MS Word format

## Task 5 – Permitting

### *Sub-Task 5.1 NEPA CE Form*

Consultant will complete the NEPA CE form for the project. Information about the project will be compiled to support approval of the CE by WSDOT Local Programs. This will include the completion of various brief memoranda and checklists for items such as hazardous materials and sole source aquifer protection.

### *Sub-Task 5.2 NEPA Coordination / Management*

Consultant will coordinate with the City, WSDOT, and other stakeholders as needed to complete the NEPA documentation as well as management of the overall NEPA task.

#### **Assumptions:**

- The project qualifies for a SEPA categorical exemption per WAC 197-11-800(2)(ix)
- No wetlands or other critical areas are found within the area of potential effect.
- No ESA consultation or no-effect memorandum is required.
- No analysis of noise resulting from the completed project will be required.
- The Project area does not contain lands regulated under Section 4f of the U.S. Department of Transportation Act of 1966.
- There are no recorded hazardous material spill events recorded within the project site and the immediate surrounding area.
- The project will not create any new pollution generating impervious surface or stormwater runoff from the project area will not reach a stream with listed fish species.

#### **Deliverables:**

- Draft and final NEPA CE form.

## TASK 6. Cultural Resource Survey

Archaeological Investigations Northwest, Inc. (AINW) will conduct a cultural resource survey for the Carty Road Multi-Purpose Trail project in Ridgefield, Washington. The project is funded by the Washington State Department of Transportation (WSDOT) utilizing federal pass-through funds from the Federal Highway Administration's (FHWA's) Carbon Reduction Program. As such, the project requires compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, and its implementing regulations, 36 CFR 800. The project Area of Potential Effects (APE) is approximately 0.5 acres and consists of City of Ridgefield right-of-way and portions of parcel 216473000.

### *Subtask 6.1: APE Letter and Coordination*

AINW will prepare an APE letter for review by WSDOT, Tribes, and the Washington Department of Archaeology and Historic Preservation (DAHP). The letter will describe the project, delineate the

APE, provide background information on cultural resources, and outline methods for the cultural resource survey. After the draft APE letter has been approved by Consor and the City of Ridgefield (City), AINW will send the final APE letter to the City to submit to WSDOT, DAHP and Tribes.

**Assumptions:**

- Consor will provide the following information for AINW to include in the APE letter.
  - Shapefiles delineating the APE and anticipated areas of right-of-way acquisition.
  - Overview photos of the APE.
  - Narrative description of the project and anticipated depths of disturbance for project design features.
- The City will submit the APE letter to WSDOT for review.

**Deliverables:**

- Draft and final APE letters.

***Subtask 6.2: Archaeological Survey***

AINW will submit a utility locate request and conduct an archaeological survey within the APE. The survey will consist of a pedestrian survey and the excavation of up to five 30-centimeter (cm) (12-inch [in]) diameter shovel tests to depths of at least 50 cm (20 in), unless impeded.

**Assumptions:**

- AINW assumes no archaeological resources will be identified. If an archaeological resource is encountered, AINW can prepare an add-on to delineate, record, and evaluate the resource(s).

**Deliverables:**

- Preliminary results email.

***Subtask 6.3: Historic Resource Survey***

AINW will conduct a historic resource survey to document the built resources older than 45 years of age that are within the project APE or on parcels that overlap the project APE. Identified historic resources will be documented on Historic Property Inventory (HPI) forms in the DAHP WISAARD database and evaluated for eligibility to be listed in the National Register of Historic Places (NRHP).

**Assumptions:**

- Up to 4 HPI forms will be prepared to document identified historic resources.
- The City will obtain rights of entry for parcel 216473000 to facilitate documentation of historic-period buildings that are not visible from adjacent roadways.
- If historic resources are evaluated as eligible for listing in the NRHP, they will not be adversely affected by the project.

**Deliverables:**

- Up to 5 HPI forms, delivered with the cultural resources survey report (see subtask 6.4).

## ***Subtask 6.4: Cultural Resource Survey Report***

AINW will prepare a cultural resource survey report summarizing the findings of the archaeological and historic resources surveys. After the final report is approved, AINW will upload the report and APE shapefiles to DAHP's online database, WISAARD.

### **Assumptions:**

- The cultural resource survey report will require minimal edits after review by Consor, the City, and WSDOT.
- No adverse effects on historic properties will be identified.
- No archaeological resources will be identified.
- Up to 5 HPI forms will be appended to the report for documented historic resources.

### **Deliverables:**

- Draft report for Consor and City Review.
- Revised report for WSDOT review.
- Final report and project APE shapefiles uploaded to WISAARD after WSDOT review.

## **Task 7 – Preliminary and Final Right-of-Way**

### ***Subtask 7.1: Title Report***

The consultant will obtain preliminary title reports for each property acquisition. The consultant will review each preliminary title report for encumbrances, liens, or defects. Consultant will prepare a title memo summary.

### **Assumptions:**

- 1 Property Acquisition

### **Deliverables:**

- 1 Preliminary Title Report
- 1 Title Summary Memo

### ***Subtask 7.2: Right of Way Funding Estimate***

The consultant will complete a right of way cost estimate in conformance with Washington Department of Transportation's LAG Manual.

### **Assumptions:**

- 1 Property Acquisition

### **Deliverables:**

- 1 Right of Way Funding Estimate

### *Subtask 7.3: Appraisal & Appraisal Review (RESERVED)*

This agreement may be supplemented to include work in future phases.

### *Subtask 7.4: Acquisition (RESERVED)*

This agreement may be supplemented to include work in future phases.

### *Subtask 7.5: Closing/Certification (RESERVED)*

This agreement may be supplemented to include work in future phases.

### *Subtask 7.6: Condemnation (RESERVED)*

This agreement may be supplemented to include work in future phases.

## **Task 8 – Bid Support and Design Services During Construction (RESERVED)**

This agreement may be supplemented to include work in future CN phases.

## **Task 9 – Construction Management and Inspection Support (RESERVED)**

This agreement may be supplemented to include work in future CN phases.

## **Budget**

Consultant proposes to perform this scope of work on a time and expenses basis with a total not to exceed amount in accordance with the attached Fee Estimate.

## **Project Schedule**

Services included in this scope of work are anticipated to be complete by January 31, 2027, unless amended otherwise.



CL SURVEY  
PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)									
	Project Surveyor	Tech 5	Tech 4	Tech 3	Hours	Labor	Overhead	Profit	Expenses	Total
Average Billing Rate Estimated per Classification/Staff	\$96.15	\$65.00	\$45.00	\$34.07			187.44%	26.73%		
<b>Task 2 - Land Survey and ROW Determination</b>										
Task 2.1 - Horizontal/Vertical Control	4	4		4	12	\$ 780.88	\$ 1,463.68	\$ 208.73		\$ 2,453.29
Task 2.2 - Topographic mapping		20	16	20	56	\$ 2,701.40	\$ 5,063.50	\$ 722.08		\$ 8,486.99
Task 2.3 - Existing ROW and Boundary Resolution	8	8	8	8	32	\$ 1,921.76	\$ 3,602.15	\$ 513.69		\$ 6,037.59
<i>Task Task 2 - Subtotal</i>	12	32	24	32	100	\$ 5,404.04	\$ 10,129.33	\$ 1,444.50	\$ -	\$ 16,977.87
<b>TOTAL - ALL TASKS</b>	12	32	24	32	100	\$ 5,404.04	\$ 10,129.33	\$ 1,444.50	\$ -	\$ 16,977.87

PBS Engineering & Environmental, LLC (An Apex Company)  
PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)				Labor	Overhead	Profit	Expenses	Total
	Engineer VIII	Engineer IV	Engineering Staff II	Hours					
Average Billing Rate Estimated per Classification/Staff	\$83.00	\$53.00	\$42.00			185.64%	26.73%		
<b>Task 3 - Conceptual Design Services</b>									
Task 3.1 - Conceptual Layout and Review Workshop	10	5		15	\$ 1,095.00	\$ 2,032.76	\$ 292.69		\$ 3,420.45
<i>Task 3 Subtotal</i>	10	5	0	15	\$ 1,095.00	\$ 2,032.76	\$ 292.69	\$ -	\$ 3,420.45
<b>Task 4 - Final Design</b>									
Task 4.1 - 60% Design Plans and Estimate	8	15	25	48	\$ 2,509.00	\$ 4,657.71	\$ 670.66		\$ 7,837.36
Task 4.2 - 90% Design Plans, Specifications and Estimate	8	10	20	38	\$ 2,034.00	\$ 3,775.92	\$ 543.69		\$ 6,353.61
Task 4.3 - 100% Design Plans, Specifications and Estimate	4	10	15	29	\$ 1,492.00	\$ 2,769.75	\$ 398.81		\$ 4,660.56
<i>Task 4 Subtotal</i>	20	35	60	115	\$ 6,035.00	\$ 11,203.37	\$ 1,613.16	\$ -	\$ 18,851.53
<b>TOTAL - ALL TASKS</b>	10	5	0	15	\$ 7,130.00	\$ 13,236.13	\$ 1,905.85	\$ -	\$ 22,271.98

AINW  
PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)							Hours	Labor	Overhead	Profit	Expenses	Total
	Director	Deputy	Environmental Specialist 5	Environmental Planner 2	Environmental Specialist 3	Senior Graphic Designer	Administrative Assistant 5						
Average Billing Rate Estimated per Classification/Staff	\$82.00	\$60.50	\$43.27	\$45.00	\$36.50	\$63.60	\$46.65			179.35%	26.73%		
<b>Task 6 - Cultural Resource Survey</b>													
Task 6.1 - APE Letter and Coordination	8	4	2	16		2	2	34	\$ 1,925.04	\$ 3,452.56	\$ 514.56		\$ 5,892.16
Task 6.2 - Archaeological Survey	2			9	16			27	\$ 1,153.00	\$ 2,067.91	\$ 308.20	\$ 72.50	\$ 3,601.60
Task 6.3 - Historic Resource Survey		8	46					54	\$ 2,474.42	\$ 4,437.87	\$ 661.41	\$ 36.25	\$ 7,609.95
Task 6.4 - Cultural Resource Survey Report	16	8	24	36		4	6	94	\$ 4,988.78	\$ 8,947.38	\$ 1,333.50		\$ 15,269.66
<i>Task 6 Subtotal</i>	26	20	72	61	16	6	8	209	\$ 10,541.24	\$ 18,905.71	\$ 2,817.67	\$ 108.75	\$ 32,373.38
<b>TOTAL - ALL TASKS</b>	26	20	72	61	16	6	8	209	\$ 10,787.24	\$ 19,346.91	\$ 2,883.43	\$ 108.75	\$ 32,373.38

Universal Field Services  
PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)									
	Project Manager	Sr. Right of Way Agent	Sr. Title Specialist	Admin Assistant	Hours	Labor	Overhead	Profit	Expenses	Total
	\$40.31	\$40.06	\$45.90	\$22.00						
Average Billing Rate Estimated per Classification/Staff										
Staff Name	Brendan Kirchner	Jill Wyatt	Char Corral	Ben Hemelstrand			117.12%	26.73%		
<b>Task 7 - Preliminary and Final Right-of-Way</b>										
Task 7.1 - Title Report	1		3		4	\$ 178.01	\$ 208.49	\$ 47.58	\$ 500.00	\$ 934.08
Task 7.2 - Right of Way Funding Estimate	4				4	\$ 161.24	\$ 188.84	\$ 43.10		\$ 393.18
Task 7.3 - Appraisal & Appraisal Review	2				2	\$ 80.62	\$ 94.42	\$ 21.55	\$ 6,800.00	\$ 6,996.59
Task 7.4 - Acquisition	8	45		4	57	\$ 2,213.18	\$ 2,592.08	\$ 591.58	\$ 311.00	\$ 5,707.84
Task 7.5 - Closing/Certification	2	5	1		8	\$ 326.82	\$ 382.77	\$ 87.36		\$ 796.95
Task 7.6 - Condemnation (Contingency)	4	4			8	\$ 321.48	\$ 376.52	\$ 85.93		\$ 783.93
<i>Task 7 Subtotal</i>	<b>21</b>	<b>54</b>	<b>4</b>	<b>4</b>	<b>83</b>	<b>\$ 3,281.35</b>	<b>\$ 3,843.12</b>	<b>\$ 877.10</b>	<b>\$ 7,611.00</b>	<b>\$ 15,612.57</b>
<b>TOTAL - ALL TASKS</b>	<b>21</b>	<b>54</b>	<b>4</b>	<b>4</b>	<b>83</b>	<b>\$ 3,281.35</b>	<b>\$ 3,843.12</b>	<b>\$ 877.10</b>	<b>\$ 7,611.00</b>	<b>\$ 15,612.57</b>

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** Motion to Approve an RTC Grant Application for the South Hillhurst Multi-Modal Trail Project

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**GOVERNING LEGISLATION**

Revised Code of Washington Title 35A – Optional Municipal Code  
Financial Policy #07: Budget; and Financial Policy #15: Grant Management.

**PREVIOUS COUNCIL ACTION TAKEN:**

Council passed Financial Policy #15: Grant Management in January 2024. Council has approved the submission of multiple grant applications for additional capital funding.

**SUMMARY/BACKGROUND:**

The Southwest Washington Regional Transportation Council (RTC) is offering grants for active transportation projects that support safer biking and walking. RTC is soliciting applications for funding that will be available in 2030. The Grants Steering Committee discussed this opportunity at their April 2026 meeting and identified the South Hillhurst Multi-Modal Trail Project as a strong fit for the RTC program.

The South Hillhurst Multi-Modal Trail Project will construct approximately 3,200 linear feet of new multi-modal trail along the north side of Hillhurst Avenue, connecting South Sevier Road to Ridgefield High School. This project will provide a safe, accessible route for students, pedestrians, and bicyclists traveling along one of Ridgefield’s fastest growing transportation corridors. The trail will improve connectivity, enhance safety, and support active transportation options for residents accessing schools, neighborhoods, and community destinations.

The planning and design for this project was completed in 2022. The RTC funding is an opportunity to bring these plans forward and schedule the project to take place once RTC funding becomes available.

**BUDGET/FINANCIAL IMPACTS:**

The total cost of the project is estimated to be \$366,121. RTC is offering a grant maximum of \$168,668, leaving a local match amount of \$202,453.

**RECOMMENDED ACTION OR MOTION:**

If the Council chooses to approve this grant application, a motion would be:

**"I move to adopt the consent agenda as proposed."**

**STAFF CONTACT:** Kirk Johnson, Finance Director

**ATTACHMENTS:**

None

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** First Reading of Ordinance No. 1483 - Stormwater Management Code Update

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**GOVERNING LEGISLATION**

The Federal Water Pollution Control Act (The Clean Water Act) Title 33 United States Code, Section 1251 et seq.

The State of Washington Water Pollution Control Law Chapter 90.48 Revised Code of Washington

**PREVIOUS COUNCIL ACTION TAKEN:**

The Council has taken various actions throughout Ridgefield's history addressing stormwater. That code is now being consolidated and updated to meet State requirements.

**SUMMARY/BACKGROUND:**

The City's existing stormwater regulations are currently located in multiple sections of the RMC, including Chapter 13.80 (Illicit Discharge) and Chapter 18.755 (Erosion Control). As the City is phased into full MS4 Permit requirements, additional regulatory authority and program elements are required, including source control, illicit discharge detection and elimination, and erosion and sediment control.

The proposed ordinance consolidates and updates the City's stormwater regulations into a new Title 19 – Stormwater Management. The new title establishes a unified regulatory framework that aligns City code with current MS4 Permit requirements and Ecology standards.

The proposed Title 19 includes:

- Chapter 19.10 – General Provisions, establishing applicability, definitions, regulatory authority, inspection authority, and future stormwater manual updates and adoptions.
- Chapter 19.40 – Source Control of Pollutants, establishing best management practices for pollutant-generating activities and supporting implementation of the City's Source Control Inspection Program.
- Chapter 19.50 – Illicit Discharge Detection and Elimination, replacing Chapter 13.80 and updating requirements to align with current permit requirements.
- Chapter 19.70 – Erosion and Sediment Control, replacing Chapter 18.755 and updating requirements to align with current permit requirements.

The ordinance also includes amendments to Chapter 18.100.016 to incorporate Title 19 into the definition of development regulations, amendments to Title 20 to establish enforcement authority for Title 19, and repeal of Chapters 13.80 and 18.755.

**BUDGET/FINANCIAL IMPACTS:**

none

**RECOMMENDED ACTION OR MOTION:**

1st reading

**STAFF CONTACT:** Ryan Thamert, Public Works Director

**ATTACHMENTS:**

1. 18.100.016\_\_\_\_\_D\_\_\_definitions. \_ Final with Redlines
2. Chapter 19.10 - GENERAL PROVISIONS
3. Chapter 19.40 - SOURCE CONTROL OF POLLUTANTS
4. Chapter 19.50 - ILLICIT DISCHARGE DETECTION AND ELIMINATION
5. Chapter 19.70 - EROSION AND SEDIMENT CONTROL
6. Title\_20\_\_\_ENFORCEMENT\_CODE \_ Final with Redlines
7. Stormwater Title 19 Council Presentation \_ Final

**ORDINANCE NO. 1483**

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON REPEALING CHAPTER 13.80 AND 18.755, AMENDING TITLE 20 AND CHAPTERS 18.100, AND ADOPTING A NEW TITLE 19, STORMWATER MANAGEMENT, TO THE RIDGEFIELD MUNICIPAL CODE**

WHEREAS, the City's stormwater regulations are scattered throughout certain development codes, public works codes, and utility codes and the City wishes to consolidate and update these stormwater regulations into a single Title within the Ridgefield Municipal Code to provide greater clarity and efficiency for those responsible for the discharge of stormwater; and

WHEREAS, the City has grown in size and is mandated based on its growing size to regulate stormwater in accordance with the Western Washington Phase II Municipal Stormwater Permit, which requires additional code provisions applicable to stormwater management in order to comply with the requirements of the Federal Clean Water Act and the Washington Water Pollution Control Act; and

WHEREAS, the purpose of this new Title is to protect the public health, safety, and welfare through the coordinated management of stormwater and the reduction of pollutants into the City's stormwater system to the maximum extent practicable in order to safeguard public infrastructure, preserve fish and wildlife habitat and aquatic resources in the City and to protect the quality of surface and groundwater resources in the City;

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 a new Title 19, Stormwater Management to consolidate and update the City's stormwater regulations into a single location for greater efficiency and ease of use.

Section 2. Findings of Fact. Each and every of the recitals contained in the 'whereas' clauses of the preamble to this ordinance are hereby adopted as findings of fact and incorporated herein fully by reference.

Section 3. New RMC Title 19 Adopted. The City Council for the City of Ridgefield hereby adopts a new Title 19, Stormwater Management, into the Ridgefield Municipal Code, as attached hereto as Exhibit "A" attached hereto and incorporated fully by this reference.

Section 4. Amending RMC Section 18.100.016 "D" definitions. The City Council for the City of Ridgefield hereby amends Chapter 18.100.06 "D" definition of the Ridgefield Municipal Code as set forth in Exhibit "B" attached hereto and incorporated fully by this reference.

Section 5. Amending RMC Title 20. The City Council for the City of Ridgefield hereby amends Chapter 20.100 and Chapter 20.200 of Title 20 of the Ridgefield Municipal Code as set forth in Exhibit "C" attached hereto and incorporated fully by this reference.

Section 6. Repealer. The City Council for the City of Ridgefield hereby repeals the following Chapters of

the Ridgefield Municipal Code: Chapter 13.80, Illicit Discharge Chapter 18.755, Erosion Control.

Section 7. Penalties. The penalties for violations of Title 19 shall be assessed as provided for in the most current Master Fee Schedule adopted by the resolution of the City Council. Until such time as the Master Fee Schedule is updated to incorporate penalties for violations of the new Title 19, penalties for violations shall be as provided for under Illicit Discharge Violations at page 19 of the Master fee schedule, namely \$500.00 for first violations, \$1,000 for second violations, and \$2,000 for all subsequent violations.

Section 8. 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 9. Severability. The provisions of this ordinance are declared to be severable. If 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 9. 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 \_\_\_\_ DAY OF \_\_\_\_\_, 2026.

CITY OF RIDGEFIELD

\_\_\_\_\_  
Mayor, Matt Cole

ATTEST:

\_\_\_\_\_  
Julie Ferriss  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Janean Parker  
City Attorney

First reading: June 11, 2026

Second Reading/Passage:

Date of Publication:

Effective Date:

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## 18.100.016 "D" definitions.

**Daycare facility.** An establishment for group care of nonresident adults or children.

- A. Daycare shall include child daycare centers and the following:
  - 1. Adult daycare, such as adult day health centers or social daycare as defined by the Washington State Department of Social and Health Services;
  - 2. Nursery schools for children under minimum age for education in public schools;
  - 3. Privately conducted kindergartens or pre-kindergartens when not a part of a public or parochial school; and
  - 4. Programs covering after-school care for school-age children.
- B. Daycare facilities are sub classified as follows:
  - 1. Daycare I: A maximum of twelve adults or children in any twenty-four-hour period; and
  - 2. Daycare II: Over twelve adults or children in any twenty-four-hour period.

**Days.** Calendar days, unless specifically stated as "working days."

**Dedication.** A conveyance of land by the owner of the land to a public agency through a legal instrument recorded with Clark County.

**Deed.** A recorded legal document conveying ownership of real property.

### Density definitions.

**Base density.** The base density is a number calculated by multiplying the site area (in acres) by the applicable number of dwelling units.

**Density.** The ratio of dwelling units to land area, expressed as the number of residential dwelling units per acre of land in a residential development.

**Density bonus.** Density bonuses are based on the buildable land area of a site and occur when a developer provides specific amenities; increased density resulting from density bonuses cannot occur on unbuildable land.

**Density transfer.** Occurs when development is prohibited in common or public open space, and densities are increased on buildable land on the same site; density may not be transferred to unbuildable land.

**Gross Density.** The density of development on all the land area within a development project, including but not limited to, right-of-ways, open space, critical areas, parking areas, landscaping and buildings.

**Net Density.** The density of development on net developable acres including buildable lands, after removing public rights-of-way and conserved open space or critical areas.

**Department.** Community development department of the city of Ridgefield.

**Design.** The appearance of a structure including such features as material, color, and shape.

**Design standards.** A set of guidelines defining parameters to be followed in site and/or building design and development.

**Detention or post-detention facility.** Uses devoted to the housing, training and supervision of those under judicial detention. Examples include prisons; jails; probation centers; juvenile detention homes; secure community transition facilities; work release facilities; and related post-incarceration and half-way houses. Such a facility that has regional or state-wide significance is classified as an essential public facility by the provisions of the Growth Management Act.

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**Developer.** Any person undertaking development or responsible for carrying out conditions of development, including property owners and assigns, operators, contractors, representatives or agents.

**Development.** Any artificial change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, storage of materials or equipment, parking of vehicles, drilling, driving of pilings, landscaping, modifications of water courses or vegetation removal.

**Development regulations.** Controls or conditions placed upon development or land use activities by the city or county, the purpose of which is to implement the RUACP.

The Ridgefield Development Code (RDC, or Title 18), [the Stormwater Management Code \(Title 19\)](#), and the [City of Ridgefield Engineering Standards for Public Works](#) shall constitute the principal development regulations of the [City of Ridgefield](#).

~~This code means Volume III, the Ridgefield Development Code and Volume IV, the city of Ridgefield Engineering Standards for Public Works Construction.~~

**Development review body.** The city official or tribunal having statutory or code authority to approve a development.

**Diameter at breast height (DBH).** Tree diameter at a point four and one-half feet above ground, excluding any tree swellings or branches.

**Director.** The community development director of the city of Ridgefield. Used interchangeably with "planning director."

**Display, exterior.** The outdoor display of items to attract retail sales. Examples include vehicle sales lots, garden stores, sidewalk cafes, etc.

**Doorway identification nameplate.** See "Signs: Doorway identification nameplate."

**Drive-through facility.** A facility or structure that is designed to allow drivers to remain in their vehicles before and during an activity on site. Drive-through facilities include drive-through restaurants, banks and credit unions, and other similar uses. The following are excluded:

- A. Vehicle service facilities including gas pump islands, car wash facilities, oil and lube facilities, and other similar uses.
- B. Pick-up windows where no ordering takes place, including drive-through ATMs, pharmacy pick-up windows, restaurant windows designed for picking up online/phone orders only, and other similar uses.
- C. Drive-in theaters.
- D. Espresso stands that are less than five hundred square feet in floor area and do not have an indoor customer area.
- E. Freestanding drop boxes for, including but not limited to, voter ballots, library books, and mail (both private and public carriers).

**Driveway.** An area which provides vehicular access to a site. A driveway is the same width as the curb cut excluding any aprons or extensions of the curb cut. A driveway begins at the property line and extends into the site. Driveways do not include parking, maneuvering, or circulation areas in parking areas.

#### **Dwelling definitions.**

**Dwelling or dwelling unit.** Living accommodations serving an individual family or household, comprised of one or more rooms and kitchen facilities including any building or portion thereof, designed or used as the

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residence. See also definitions of specific dwelling types: accessory dwelling unit, apartment, duplex, live/work unit, townhouse.

**Dwelling—Duplex.** A building on a single lot containing two individual dwelling units that are separated from each other by a wall or floor/ceiling. This definition does not include accessory dwelling units.

**Dwelling—Multifamily.** A building or portion thereof designed or used as a residence by four or more families, and containing four or more dwelling units. The term also includes one to three dwelling units in a mixed-use building. The land underneath the structure is not divided into separate lots. This definition includes apartments.

**Dwelling—Single-family.** A building designed or used for residence purposes by not more than one family, and containing one dwelling unit only. The term "single family home" or "home" is also used to describe a single family dwelling.

**Dwelling—Single-family detached.** A dwelling that is physically separated from other dwellings.

**Dwelling—Single-family detached, small lot.** A dwelling that is physically separated from other dwellings and on a lot 5,000 square feet or less in area.

**Dwelling—Townhouse.** A dwelling unit, located on its own lot, in a row of at least two such units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common walls.

**Dwelling—Triplex.** A building on a single lot containing three individual dwelling units that are separated from each other by walls or floors/ceilings. This definition does not include accessory dwelling units.

[\(Ord. No. 1132, § 2\(Exh. A\), 7-11-2013; Ord. No. 1178, § 2\(Exh. A\), 2-12-2015; Ord. No. 1337, § 3\(Exh. A\), 2-25-2021; Ord. No. 1339, § 2\(Exh. A\), 5-27-2021\)](#)

## **Chapter 19.10 GENERAL PROVISIONS**

### **19.10.010 Purpose.**

- A. The purpose of this title is to establish authority and regulations for stormwater management within the City of Ridgefield. This title ensures consistency with the Western Washington Phase II Municipal Stormwater Permit and provides the legal basis to implement the Stormwater Management Manual for Western Washington. It is the policy of the City to:
1. Protect public health, safety, and welfare through stormwater management and pollutant reduction to the maximum extent practicable;
  2. Safeguard property and public investment in infrastructure by minimizing damage from stormwater runoff, flooding, and erosion;
  3. Preserve, protect, and enhance fish and wildlife habitat, aquatic resources, and beneficial uses of waters of the state;
  4. Comply with the requirements of the federal Clean Water Act, RCW 90.48 (Water Pollution Control Act), and RCW 90.03 (Water Code);
  5. Prevent degradation of waters of the state and maintain and improve the quality of surface water and groundwater resources within the City.

### **19.10.020 Applicability.**

This Title applies to all persons, entities, and agencies, public or private, whose activities, operations, actions, or facilities discharge or may discharge pollutants to the municipal separate storm sewer system (MS4), underground injection control (UIC) wells, or receiving waters.

### **19.10.030 Definitions.**

- A. Unless otherwise specifically provided herein, the definitions set forth in the Western Washington Phase II Municipal Stormwater Permit and the current edition as adopted and amended of the Stormwater Management Manual for Western Washington shall apply throughout this Title. In the event of conflict between definitions, the more protective standard shall apply. For purposes of this Title, the following definitions shall apply:
1. “Best management practices (BMPs)” means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.
  2. “City” means the City of Ridgefield, Washington.
  3. “Clean Water Act” means the federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), and any subsequent amendments thereto.
  4. “Director” means the City of Ridgefield Public Works Director and/or designees.
  5. “Discharge” means any direct or indirect addition of any pollutant, stormwater, wastewater, or other substance to the municipal separate storm sewer system (MS4), a UIC well, or receiving waters of the state.
  6. “Emergency” means any condition or circumstance creating an immediate threat to public health, safety, welfare, the environment, or the MS4, requiring prompt action to prevent, mitigate, or abate harm.
  7. “Hazardous materials” means any material, including any substance, waste, or combination thereof, which, because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety,

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- property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.
8. "Illicit connections" means either:
    - a. Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the City's storm drain system, watercourse, or waterbody, including but not limited to conveyances allowing any non-stormwater discharge such as sewage, process wastewater, and wash water to enter the storm drain system and any connections thereto from indoor drains and sinks, regardless of whether said drain or connection was previously allowed, permitted, or approved by the City of Ridgefield;
    - b. Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by the City.
  9. "Illicit discharge" means any direct or indirect non-stormwater discharge to the City's storm drain system, except as expressly exempted by this Title.
  10. "Illicit Discharge Detection and Elimination (IDDE)" means a program to systematically detect, investigate, and eliminate illicit discharges to the municipal separate storm sewer system (MS4) and UIC wells, including procedures for outfall screening, source tracing, and enforcement.
  11. "Industrial activity" means activities subject to NPDES industrial permits as defined in 40 CFR 122.26(b)(14).
  12. "Land-disturbing activity" means any activity that results in a change in the existing soil cover (both vegetative and nonvegetative) or existing soil topography. Land-disturbing activities include, but are not limited to: demolition, reconstruction, construction, clearing, grading, filling and excavation.
  13. "Municipal separate storm sewer system (MS4)" means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):
    - a. Owned or operated by a municipal corporation or other public entity with jurisdiction over management and discharge of stormwater and which discharges to surface waters of the state;
    - b. Designed or used for collecting or conveying stormwater;
    - c. Which is not part of a publicly owned treatment works (POTW); and
    - d. Which is not a combined sewer.
  14. "Maximum Extent Practicable (MEP)" means the standard for controlling pollutants in stormwater discharges as required by the Western Washington Phase II Municipal Stormwater Permit. MEP is a technology-based standard that requires the implementation of best management practices (BMPs) to prevent and reduce pollutants to the greatest extent achievable, taking into account available technologies, effectiveness, feasibility, and cost.
  15. "National Pollutant Discharge Elimination System (NPDES) stormwater discharge permit" means a permit issued by the Environmental Protection Agency (EPA), or by the state under authority delegated pursuant to 33 U.S.C. 1342(b), that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.
  16. "New development" means the following activities: land-disturbing activities, structural development, including construction, installation or expansion of a building or other structure; creation of impervious surfaces; and subdivision, short plat and binding site plans, as defined in RCW 58.17.020.
  17. "Non-stormwater discharge" means any discharge to the storm drain system that is not composed entirely of stormwater.
  18. "Operation" means any industrial, commercial, institutional or residential activity that may be publicly- or privately-owned and operated, and may involve the use of stationary facilities, equipment, transport vehicles, or transfer equipment. To the extent allowed by state or federal law, this definition includes all federal, state, or local government entities.
  19. "Operational source control best management practices (BMPs)" means nonstructural practices that prevent or reduce pollutants from entering stormwater. Operational BMPs include schedules of activities, prohibition of practices, and other managerial practices to prevent or reduce pollutants from entering stormwater.
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20. "Owner/Operator" means any person, firm, association, partnership, corporation, or public agency, either individually or jointly, that owns, leases, controls, or operates a premises, facility, or activity subject to regulation under this title.
  21. "Person" means any individual, association, organization, partnership, firm, corporation or other entity recognized by law.
  22. "Pollutant" means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, that may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.
  23. "Premises" means any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.
  24. "Receiving waters" means waters of the state and all surface water and groundwater bodies, watercourses, and waterbodies that receive stormwater discharges, either directly or indirectly through the MS4.
  25. "Redevelopment" means, on an already developed site, the creation or addition of impervious surfaces, structural development including construction, installation or expansion of a building or other structure, and/or replacement of impervious surfaces that are not part of a routine maintenance activity; and land-disturbing activities associated with structural or impervious redevelopment.
  26. "Source Control" means the implementation of operational and structural best management practices (BMPs) to prevent pollutants from coming into contact with stormwater or from entering the municipal separate storm sewer system (MS4), UIC wells, or receiving waters.
  27. "Source control best management practices (BMPs)" means a structure or operation that is intended to prevent pollutants from coming into contact with stormwater through physical separation of areas or careful management of activities that are sources of pollutants. Structural source control BMPs are physical, structural, or mechanical devices or facilities that are intended to prevent pollutants from entering stormwater. Operational BMPs are nonstructural practices that prevent or reduce pollutants from entering stormwater.
  28. "Storm drainage system" means publicly owned facilities, including the City's municipal separate storm sewer system (MS4), by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.
  29. "Stormwater" means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.
  30. "Stormwater facility" or "Facility" in short means a constructed component of a stormwater drainage system, designed or constructed to perform a particular function or multiple functions. Stormwater facilities include but are not limited to: swales, detention ponds, retention ponds, constructed wetlands, infiltration devices, oil/water separators, biofiltration swales, and low impact development (LID) facilities as defined in the City of Ridgefield Engineering Standards.
  31. "Stormwater Facility Maintenance" means the routine inspection, servicing, repair, and replacement of stormwater facilities and BMPs to ensure they function as designed and continue to meet performance standards established by the City and the Stormwater Management Manual for Western Washington.
  32. "SWMMWW" means the current edition as adopted and amended of the Stormwater Management Manual for Western Washington.
  33. "Stormwater pollution prevention plan (SWPPP)" means a document which describes the best management practices and activities to be implemented by a person to identify sources of pollution or contamination at a premises and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.
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34. "Structural source control best management practices (BMPs)" means physical, structural, or mechanical devices, or facilities that are intended to prevent pollutants from entering stormwater. Structural source control BMPs typically include enclosing and/or covering the pollutant source or segregating the pollutant source to prevent run-on of stormwater, and to direct only contaminated stormwater to appropriate treatment BMPs.
  35. "Treatment best management practice (BMP)" means a BMP that is intended to remove pollutants from stormwater. Treatment BMPs may also include but are not limited to wet ponds, oil/water separators, biofiltration swales, and constructed wetlands.
  36. "Waterbody" means any landscape feature comprising of any body of water, whether standing or flowing, including, but not limited to: lakes, ponds, rivers, streams, or creeks.
  37. "Watercourse" means a waterbody consisting of a natural or artificial channel through which water flows.
  38. "Waters of the state" means lakes, rivers, ponds, streams, inland waters, underground waters, salt waters, and all other surface waters and watercourses within the jurisdiction of the state of Washington, as defined in RCW 90.48.020.
  39. "Wastewater" means any water or other liquid, other than uncontaminated stormwater, discharged from a premises.

#### **19.10.040 Adoption of Manual.**

- A. The City of Ridgefield hereby adopts by reference the SWMMWW, as currently published and as may be hereafter amended by the Washington State Department of Ecology (Ecology), with such adoption effective as of the compliance date(s) established by the Western Washington Phase II Municipal Stormwater Permit.
- B. Subsequent revisions of the SWMMWW are incorporated by reference to the extent permitted by state law and become effective on the compliance date(s) prescribed by Ecology unless otherwise set by ordinance.
- C. Where conflicts occur between the adopted SWMMWW and the City of Ridgefield Engineering Standards, the more protective standard shall apply.

#### **19.10.045 Regulatory Authority**

- A. The City is authorized to require, as a condition of development approval or continued operation:
  1. Stormwater site plans, drainage reports, and supporting documentation;
  2. Implementation of low impact development (LID), flow control, and treatment BMPs;
  3. Construction, operation, and maintenance of stormwater facilities;
  4. Recording of maintenance agreements and granting of easements for inspection and maintenance;
  5. Financial guarantees to ensure installation and ongoing performance of stormwater facilities;
  6. Ongoing inspection, maintenance, and reporting to ensure continued compliance with this Title.

#### **19.10.050 Underground Injection Control (UIC) Wells.**

- A. This title establishes the City's authority to regulate underground injection control (UIC) wells in order to protect groundwater quality and comply with the requirements of the Washington State Department of Ecology.
- B. No person shall construct, use, or maintain a UIC well in a manner that causes or threatens to cause a violation of groundwater quality standards.
- C. All UIC wells owned or operated by the City shall be registered with the Department of Ecology and managed in accordance with applicable state and federal laws.
- D. Private UIC wells shall be subject to inspection and enforcement under this title, and the City may order closure, retrofitting, or other corrective measures if a UIC well is found to pose a risk to groundwater quality or to be out of compliance with state or federal requirements. Private UIC owners and operators shall maintain a current Ecology UIC registration and provide the City with proof of registration and well IDs upon request.

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- E. No person shall discharge pollutants to a UIC well in a manner that violates groundwater quality standards, the SWMMWW, or applicable state or federal regulations. All discharges to UIC wells shall be managed to prevent contamination of groundwater and shall comply with all applicable BMPs.

#### **19.10.055 Minimum Standards and Maximum Extent Practicable (MEP)**

- A. The standards set forth in this Title are minimum requirements. Compliance with these minimum standards does not ensure that there will be no contamination, pollution, or unauthorized discharge, nor does it relieve any person from the responsibility to comply with all applicable local, state, and federal laws and regulations.
- B. All persons, activities, and discharges regulated under this Title shall implement best management practices (BMPs) to the Maximum Extent Practicable (MEP), consistent with the requirements of the Western Washington Phase II Municipal Stormwater Permit.
- C. Where conflicts occur between standards, the more protective requirement shall apply, consistent with the provisions of RMC 19.10.070.

#### **19.10.060 Inspection and Monitoring Authority.**

- A. The City is authorized to conduct inspections, surveillance, and monitoring as necessary to determine compliance with this title. The City may require right of entry as a condition of approval of any permit or approval decision. Property owners shall allow such access for these purposes. If access is denied, the City may seek a search warrant in a court of competent jurisdiction.
- B. The City is authorized to enter and inspect facilities subject to regulation under this title as often as necessary to determine compliance. Property owners, operators, and occupants shall provide access to all areas of the premises for inspection, monitoring, sampling, and review of records required under this title. The following provisions govern access to facilities and related inspection, monitoring, and compliance activities:
  - 1. The City shall be permitted to enter and inspect facilities subject to regulation under this title as often as may be necessary to determine compliance with Title 19. If a stormwater facility's owner/operator has security measures in force which require proper identification and clearance before entry into its premises, the Owner/Operator shall make the necessary arrangements to allow access to representatives of the Director.
  - 2. Premises owners, occupiers, and their agents shall allow the City ready access to all parts of the premises for the purposes of inspection, sampling, examination, and copying of records that must be kept under the conditions of an NPDES permit to discharge stormwater, and for the performance of any additional duties as defined by state and federal law.
  - 3. The City shall have the right to install on any permitted premises such devices as are necessary, in the opinion of the Director, to conduct monitoring and/or sampling of the premises' stormwater discharge.
  - 4. The City has the right to require the Owner/Operator to install monitoring equipment as necessary. The premises' sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the Owner/Operator at their own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
  - 5. Any temporary or permanent obstruction to safe and easy access to the premises to be inspected and/or sampled shall be promptly removed by the Owner/Operator at the written or oral request of the Director. The costs of clearing such access shall be borne by the Owner/Operator.
  - 6. Unreasonable delays in allowing the City access to a permitted premises are violations of a stormwater discharge permit and of this chapter. An Owner/Operator of a regulated premises commits a violation of this chapter if they deny the City reasonable access for any activity authorized by this section.
  - 7. If the Director has been refused access to any part of the premises from which stormwater is discharged, and is able to demonstrate probable cause to believe that there may be a violation of this Title, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this Title or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the Director may seek issuance of a search warrant from any court of competent jurisdiction.

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8. No person shall remove, alter, damage, bypass, disable, or otherwise interfere with any monitoring, sampling, or flow-measurement device installed or required by the City.
  9. In any emergency that presents an immediate threat to public health, safety, welfare, the environment, or the MS4, the Director may enter any premises, take immediate measures to contain and abate the discharge, and recover all related costs stated under RMC 19.10.065(D).
  10. The Owner/Operator shall indemnify and hold the City harmless from claims arising out of the City's lawful installation, operation, or removal of monitoring equipment on the premises, except to the extent caused by the City's sole negligence or willful misconduct.
  11. The Director may require regulated entities to conduct self-monitoring and submit records, sampling results, or reports as necessary to demonstrate compliance.
  12. The Director may suspend water and/or storm drain access to any party refusing or delaying access in accordance with RMC 19.50.046 or in an emergency under RMC 19.50.045.

#### **19.10.065 Violations.**

- A. No person shall fail to comply with any provision, requirement, permit condition, or order issued pursuant to this Title.
- B. It shall be unlawful to violate any provision of this Title, including any requirement, condition, or approval issued pursuant to this Title. Each day of a continuing violation shall constitute a separate violation.
- C. The enforcement of this Title shall be administered in accordance with RMC Title 20, which establishes procedures for notices, orders, appeals, liens, and settlements.
- D. Any person in violation of this Title shall be responsible for all costs incurred by the City in responding to, investigating, inspecting, monitoring, containing, abating, correcting, remediating, or enforcing against any violation. Such costs may include, but are not limited to, administrative costs, staff time, consultant services, legal expenses, equipment, materials, laboratory analysis, and overhead.
- E. Any person who causes damage to the MS4, a UIC well, receiving waters, or other public or private property, or otherwise violates any provision of this Title shall be responsible for all costs associated with repair, restoration, and mitigation, in addition to penalties and cost recovery imposed under this section, RMC Title 20, the most current adopted Master Fee Schedule, or other applicable law.
- F. Unpaid costs, expenses, or damages incurred by the City pursuant to this section shall constitute a lien against the property in accordance with RMC Title 20.

#### **19.10.070 Conflicts and Severability.**

Where provisions of this title conflict with other City, state, or federal laws, the more protective standard shall apply. If any portion of this title is held invalid, the remainder shall not be affected and shall continue in full force and effect.

#### **19.10.080 Administration.**

The City shall administer, implement, and enforce the provisions of this Title. The City Manager may designate one or more departments, divisions, or officials to carry out the responsibilities established by this Title. Any powers granted or duties imposed upon the City by this Title may be delegated in writing to persons or entities acting in the interest of the City.

The Director is authorized to administer and enforce the provisions of this Title and to adopt administrative procedures, policies, and guidance necessary to implement its requirements.

The Director is further authorized to issue administrative orders as necessary to enforce compliance with this Title. Such orders may include, but are not limited to, notices of violation, compliance orders, cease and desist orders, stop work orders, and emergency orders requiring immediate action to protect public health, safety, welfare, the environment, or the MS4.

#### **19.10.085 Records and Retention**

The City shall maintain records of inspections, monitoring, investigations, enforcement actions, and related correspondence undertaken under this title for the period required by the Western Washington Phase II Municipal

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Stormwater Permit. Property owners and operators shall retain records of inspections, BMP maintenance, spill response, and monitoring for at least three years and make such records available to the City upon request.

## ***Chapter 19.40 SOURCE CONTROL OF POLLUTANTS***

### **19.40.010 Purpose.**

The purpose of this chapter is to prevent or minimize the discharge of pollutants to the municipal separate storm sewer system (MS4), underground injection control (UIC) wells, and receiving waters by requiring operational and structural source control best management practices (BMPs). This chapter fulfills the source control program requirements set forth in the Western Washington Phase II Municipal Stormwater Permit, as issued and administered by the Washington State Department of Ecology.

### **19.40.020 Applicability.**

- A. This chapter shall apply to:
  - 1. New development and redevelopment projects subject to stormwater review;
  - 2. Existing commercial, industrial, institutional, and multifamily properties conducting pollutant-generating activities;
  - 3. All properties where pollutant-generating activities are identified through inspection or complaint;
  - 4. Pollutant-generating activities that discharge to the MS4, UIC wells, or receiving waters.

### **19.40.030 Prohibited Discharges.**

- A. It is unlawful to discharge pollutants to the MS4, UIC wells, or surface waters of the state unless such discharge is authorized under an NPDES permit.
- B. All discharges shall comply with the requirements of RMC 19.50.030.

### **19.40.040 Source Control BMP Requirements.**

- A. All pollutant-generating activities shall implement operational BMPs to the maximum extent practicable (MEP), consistent with RMC 19.10.055, to prevent pollutants from contacting stormwater and to prevent or minimize the discharge of pollutants to the MS4, UIC wells, or receiving waters before a discharge occurs.
- B. Operational BMPs shall include but are not limited to:
  - 1. Spill prevention and response plans;
  - 2. Proper storage of hazardous materials;
  - 3. Regular cleaning of outdoor work and storage areas;
  - 4. Good housekeeping practices to maintain clean and orderly work and storage areas, including prompt cleanup of spills and debris, proper waste handling, and prevention of pollutant exposure to stormwater;
  - 5. Employee training on pollution prevention;
  - 6. Readily accessible spill response materials appropriate to the materials handled onsite;
  - 7. Secondary containment for liquid materials and waste containers stored outdoors;
  - 8. Covering and enclosure of dumpsters, compactors, and material stockpiles to prevent contact with precipitation and run-on;
  - 9. Immediate containment and reporting of spills or releases of hazardous materials or pollutants that may enter the MS4, UIC wells, or receiving waters, in accordance with applicable local, state, and federal requirements.
- C. Where operational BMPs do not adequately prevent or control pollutant discharges, the property owner or operator shall install and maintain structural BMPs as necessary to achieve compliance. Structural BMPs may include:
  - 1. Covered and bermed storage areas;
  - 2. Enclosed dumpsters or compactors;
  - 3. Oil-water separators or sediment traps.

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- Structural BMPs shall be implemented to the MEP in accordance with RMC 19.10.055 where required to achieve compliance.
- D. BMPs must conform to the standards in Volume IV, Chapter 2 and Volume V of the most recently adopted SWMMWW, including provisions for discharges to UIC wells.
  - E. The following provisions apply where BMPs are determined to be inadequate or are not properly implemented or maintained:
    - a. The City may require additional or modified operational or structural BMPs where existing practices are inadequate to prevent, reduce, or eliminate pollutant discharges to the MS4, UIC wells, or receiving waters.
    - b. Failure to implement or maintain required BMPs constitutes a violation of this chapter. Where such failure results in the discharge of pollutants, it shall also constitute an illicit discharge and may be enforced under Chapter 19.50.
    - c. The absence or failure of required BMPs, where pollutant-generating activities are present, shall be considered a condition with a high likelihood of pollutant discharge and may be treated as a violation of this chapter.
  - F. All BMPs required under this section shall be implemented and maintained at the sole expense of the property owner or operator.
  - G. The City may require implementation of source control BMPs specific to particular business or activity types, including but not limited to commercial, industrial, and institutional uses, as identified in the most recently adopted SWMMWW.
  - H. The Director may require a Stormwater Pollution Prevention Plan (SWPPP) for any existing or new activity that generates pollutants or has the potential to discharge pollutants to the MS4, UIC wells, or receiving waters. The SWPPP shall identify pollutant sources and describe BMPs to prevent or minimize pollutant discharge.
  - I. All records associated with the SWPPP and BMP implementation shall be maintained in accordance with RMC 19.10.085.

#### **19.40.050 Inspection, Compliance, and Enforcement.**

- A. The City shall implement a Source Control Inspection Program to prevent or reduce pollutants from entering the MS4, UIC wells, and receiving waters. The program shall include, at a minimum:
  - 1. Identification and inventory of commercial, industrial, institutional, and multifamily properties engaged in pollutant-generating activities;
  - 2. Risk-based inspection frequencies, with higher-risk sites inspected more frequently;
  - 3. Procedures for documenting inspections, tracking compliance, and maintaining records;
  - 4. Follow-up inspections and progressive enforcement, including but not limited to notices of violation, administrative orders, and penalties, to ensure correction of identified deficiencies.
- B. The City is authorized to enter properties or facilities subject to this chapter at reasonable times to conduct inspections, investigations, and monitoring activities necessary to determine compliance with this chapter. Inspections shall be conducted pursuant to RMC 19.10.060 and the City's Source Control Inspection Program.
- C. The Director may require corrective actions where necessary to achieve compliance with this chapter. Such actions may include, but are not limited to, implementation or modification of operational or structural BMPs, installation of additional BMPs, operational changes, or cessation of pollutant-generating activities.
- D. This chapter shall be enforced in accordance with RMC Title 20.
- E. Violators shall be liable for costs as provided in RMC 19.10.065(D).
- F. In addition to other enforcement remedies, the City may issue a stop work order or require the immediate cessation of any activity that is in violation of this chapter or that poses an immediate threat to public health, safety, the environment, receiving waters, or the MS4.

#### **19.40.060 BMP Maintenance.**

- A. All source control BMPs must be maintained in good working condition and in accordance with manufacturer specifications and/or adopted maintenance standards.

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- B. The property owner or operator is responsible for ensuring regular inspection and maintenance of BMPs.
  - C. Failure to properly maintain BMPs constitutes a violation of this chapter and may result in enforcement action, including civil penalties and cost recovery. If deficiencies are not corrected within the timeframe specified by the City, the City may perform or contract for the necessary maintenance and recover all associated costs from the property owner or operator. Prior to performing work, the City shall provide reasonable notice when practicable, except in an emergency.

**19.40.070 Exemptions and Alternatives.**

- A. The Director may approve alternative BMPs if equivalent or superior pollutant control is demonstrated or if a standard BMP is infeasible due to site constraints.
- B. Exemptions must be documented and retained in the project or facility file.

**19.40.080 Source Control Manual.**

The City may adopt and periodically update a supplemental Source Control Manual, consistent with the SWMMWW, to support implementation of this chapter.

**19.40.085 Underground Injection Control (UIC) Wells.**

- A. Source control BMPs shall be applied to all pollutant-generating activities that discharge to UIC wells, consistent with Volume V of the SWMMWW and Ecology's UIC Program requirements.
- B. The City may require inspection, monitoring, or corrective actions for any UIC well determined to pose a risk of groundwater contamination.
- C. New pollutant-generating discharges to UIC wells and discharges to UIC wells shall comply with RMC 19.10.050 and the provisions of this section.

**19.40.090 Conflicts and Severability.**

Conflicts and severability are governed by RMC 19.10.070.

**19.40.095 Watercourse Protection.**

Every person owning property through which a watercourse passes shall keep and maintain that watercourse free of obstructions, trash, debris, excessive vegetation, and other hazards so that the watercourse remains free flowing. In addition, the owner or lessee shall maintain any privately-owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse. Failure to maintain a watercourse in accordance with this section constitutes a violation enforceable under RMC Title 20.

## ***Chapter 19.50 ILLICIT DISCHARGE DETECTION AND ELIMINATION***

### **19.50.010 Purpose.**

The purpose of this chapter is to protect public health, safety, property, and the environment by eliminating illicit discharges and connections to the municipal separate storm sewer system (MS4) and underground injection control (UIC) wells, and preventing pollutants from entering receiving waters. This chapter fulfills the illicit discharge detection and elimination (IDDE) program requirements of the Western Washington Phase II Municipal Stormwater Permit.

### **19.50.020 Applicability.**

This chapter applies to all discharges and activities that discharge or may discharge to the City's MS4, UIC wells, and receiving waters within the City of Ridgefield.

### **19.50.030 Prohibited Discharges.**

- A. It is unlawful to discharge non-stormwater into the MS4, UIC wells, or receiving waters, except as expressly authorized by this chapter or an NPDES permit. Any discharge not expressly authorized by this chapter shall be presumed to be an illicit discharge.
- B. Prohibited discharges include, but are not limited to the following:
  - 1. Trash or debris;
  - 2. Construction material;
  - 3. Petroleum products including but not limited to oil, gasoline, grease, fuel oil, and heating oil;
  - 4. Antifreeze and other automotive products;
  - 5. Metals in either particulate or dissolved form;
  - 6. Flammable or explosive materials;
  - 7. Radioactive material;
  - 8. Batteries;
  - 9. Acids, alkalis, or bases;
  - 10. Paints, stains, resins, lacquers, or varnishes;
  - 11. Degreasers and/or solvents;
  - 12. Drain cleaners;
  - 13. Pesticides, herbicides, or fertilizers;
  - 14. Steam cleaning wastes;
  - 15. Soaps, detergents, or ammonia;
  - 16. Swimming pool cleaning wastewater or filter backwash;
  - 17. Chlorine, bromine, or other disinfectants;
  - 18. Heated water;
  - 19. Domestic animal wastes;
  - 20. Sewage;
  - 21. Recreational vehicle waste;
  - 22. Animal carcasses;
  - 23. Food wastes;
  - 24. Bark and other fibrous materials;
  - 25. Lawn clippings, leaves, or branches;
  - 26. Silt, sediment, concrete, cement, or gravel;
  - 27. Dyes (unless approved by the city);
  - 28. Wash water from vehicles, equipment, or containers unless managed under approved BMPs;
  - 29. Chemicals not normally found in uncontaminated water;
  - 30. PCB's from buildings built or renovated between 1950-1980 during demolition and renovations;

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31. Any discharge or substance associated with industrial, commercial, construction, or manufacturing activities, or any other substance that may cause or contribute to pollution, adversely affect the MS4, or violate water quality standards under local, state, or federal law.
- C. The discharge of non-stormwater to the MS4, UIC wells, or receiving waters is prohibited except as provided in this subsection:
    1. The following discharges are exempt from discharge prohibitions established by this chapter: diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(b)(20)), uncontaminated pumped ground water, foundation drains, air conditioning condensation, irrigation water from agricultural sources commingled with urban stormwater, springs, uncontaminated water from crawl space pumps, footing drains, flows from riparian habitats and wetlands, non-stormwater discharges authorized by another NPDES or State Waste Discharge Permit, non-stormwater discharges from emergency fire-fighting activities in accordance with S2 Authorized Discharges as described in the NPDES Phase II Permit, and any other water source not containing pollutants as approved by the Director.
    2. The following discharges are prohibited unless the stated conditions are met:
      - a. Discharges from potable water sources, including water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be dechlorinated to a total residual chlorine concentration of 0.1 ppm or less, pH-adjusted, if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the MS4.
      - b. Discharges from lawn watering and other irrigation runoff, including from reclaimed water sources. These discharges shall be minimized through, at a minimum, public education activities and water conservation efforts.
      - c. Discharges from swimming pools, spas, and hot tubs. The discharges shall be dechlorinated/debrominated to a total residual concentration of 0.1 ppm or less, free from sodium chloride, pH-adjusted, and reoxygenated if necessary, volumetrically and velocity controlled to prevent resuspension of sediments in the MS4. Discharges shall be thermally controlled to prevent increases in receiving water temperature that may impact water quality standards. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the MS4.
      - d. Street and sidewalk wash water, and water used to control dust that does not use detergents. The Permittee shall reduce these discharges through, at a minimum, public education activities and/or water conservation efforts. To avoid washing pollutants into the MS4, Permittees shall minimize the amount of street wash and dust control water used. At active construction sites, street washing is prohibited per RMC 19.70.050(B).
      - e. Routine external building washdown that does not use detergents for buildings built or renovated before 1950 and after 1980. These discharges shall be reduced through, at minimum, public education activities and water conservation efforts. Commercial, industrial, and multi-story residential structures constructed or renovated between the years 1950 and 1980 (i.e. those most likely to have PCB-containing building materials), shall be assessed for PCB-containing materials consistent with How to find and address PCBs in building materials (Ecology, 2024, Publication No. 22-04-024) prior to routine building washdown to the MS4. Structures confirmed or suspected to have PCB-containing materials shall not discharge washdown to the MS4. Single-family residential buildings are exempt from PCB assessment prior to building washdown, for the purposes of this section. Structures built or renovated between 1950-1980 and determined to be without PCB-containing materials may conduct routine building washdown (without detergents) as described above.
      - f. Car washing activities shall be performed over grass or other pervious surface if possible. If performed over impervious surface, wash water shall be directed away from storm inlets. The City will provide public education and technical assistance to encourage BMPs for residential car washing to prevent these discharges from entering the municipal storm sewer system.



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- B. Inspections, surveillance, and monitoring shall be conducted pursuant to RMC 19.10.060.
  - C. The City may maintain an IDDE Program Manual that establishes procedures for inspections, field screening, complaint response, source tracing, and enforcement actions.
  - D. The City shall respond to complaints and reports of suspected illicit discharges in accordance with established procedures and shall investigate such reports in a timely manner.

**19.50.055 BMP Requirements.**

Property owners and operators shall implement and maintain all source control and treatment BMPs to the MEP in accordance with RMC 19.10.055. The City may require additional BMPs where existing practices are insufficient to prevent pollution.

**19.50.060 Enforcement.**

- A. Enforcement of this chapter shall be conducted in accordance with RMC Title 20.
- B. In the event of an imminent threat to public health, safety, or the environment, the City may immediately suspend access to the MS4 or UIC well.
- C. Violators shall be liable for costs as provided in RMC 19.10.065(D).
- D. In addition to other enforcement remedies, the City may issue a stop work order or require the immediate cessation of any activity that is causing or contributing to an illicit discharge or that poses an immediate threat to public health, safety, the environment, receiving waters, or the MS4.

**19.50.070 Spill Reporting.**

- A. Any person responsible for a spill, leak, or other discharge that may result in pollutants entering the MS4, a UIC well, or receiving waters shall immediately notify the City.
- B. Immediate notification to 911 is required for hazardous materials or petroleum product discharges. For non-emergency spills, notify the Public Works spill reporting hotline within 24 hours. Any spill that may reach waters of the state must also be reported to the Washington State Department of Ecology's spill response line within 24 hours, consistent with state and federal requirements.
- C. Any person responsible for a spill, leak, or other discharge shall immediately cease, contain, and abate the discharge; deploy spill control materials; and promptly clean and properly dispose of all contaminated materials in accordance with applicable law.
- D. Written notice describing the cause of the discharge and corrective actions taken shall be submitted to the City within three (3) business days.
- E. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an onsite written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

**19.50.080 Records and Retention.**

Records and retention requirements for activities conducted under this chapter shall be governed by RMC 19.10.085.

**19.50.090 Conflicts and Severability.**

Conflicts and severability are governed by RMC 19.10.070.

## ***Chapter 19.70 EROSION AND SEDIMENT CONTROL***

### **19.70.010 Findings.**

- A. Erosion and sedimentation from land-disturbing activities detrimentally affects the public health, safety, and general welfare in the following ways:
  - 1. Increases the risk of flooding because streams and stormwater facilities that receive excessive sediment have a reduced capacity to convey water;
  - 2. Damages fisheries when siltation clogs spawning gravel and when excessive turbidity impairs the feeding ability of aquatic animals;
  - 3. Increases public expenditures for maintenance of stormwater facilities that receive excessive amounts of sediment;
  - 4. Damages adjacent properties, including public rights-of-way, when sediment is deposited on these properties;
  - 5. Increases public expenditures for cleaning and maintaining roadway surfaces that receive excessive sediment;
  - 6. Promotes transport of nutrients to lakes causing algal blooms and oxygen depletion; and
  - 7. Causes detrimental water quality impacts to Lake River, Gee Creek, and the Columbia River.
- B. Erosion control is important to prevent harm to public health or safety.
- C. Erosion can best be controlled through the implementation of best management practices (BMPs).

### **19.70.020 Purpose.**

The purpose of this chapter is to protect public health, safety, and general welfare by minimizing erosion and sedimentation resulting from land development and land-disturbing activities. This chapter is intended to:

- A. Prevent erosion and sedimentation of creeks, streams, ponds, lakes, wetlands, and other water bodies;
- B. Prevent damage to property from increased erosion rates and volumes;
- C. Protect the quality of land for recreation, fishing, and other beneficial use;
- D. Establish sound development policies which protect and preserve the City's land resources;
- E. Protect roads and rights-of-way from damage due to inadequately controlled erosion;
- F. Preserve and enhance the aesthetic quality of land resources; and
- G. Protect the health, safety, and welfare of the inhabitants of the City.

### **19.70.030 Applicability.**

- A. This chapter applies to all land-disturbing activities, including but not limited to clearing, grading, excavation, filling, and other activities that result in the disturbance of soil, as regulated by the Stormwater Management Manual for Western Washington (SWMMWW) and the City of Ridgefield Engineering Standards. Applicability and conflict resolution shall be governed by Chapter 19.10.
- B. Commercial agriculture and forest practices regulated under Chapter 222 WAC are exempt from the provisions of this chapter.

### **19.70.040 General Requirements.**

- A. Compliance with the requirements of this chapter and the approved erosion and sediment control plan is the responsibility of the permit holder, including property owners, contractors, and subcontractors involved in land-disturbing activities. Property owners, contractors, and subcontractors involved in land-disturbing activities shall comply with the requirements of this chapter and the approved erosion and sediment control plan.
- B. No person shall allow sediment or other pollutants resulting from land-disturbing activities to discharge to the MS4, UIC wells, receiving waters, or adjacent properties.
- C. If the BMPs applied to a site are insufficient to prevent sediment from reaching water bodies, adjacent properties, or public right-of-way, the City Engineer may require additional BMPs or modifications to the

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approved erosion and sediment control plan. BMPs shall be implemented to the MEP in accordance with RMC 19.10.055.

- D. The City is authorized to conduct inspections of any land-disturbing activity to verify compliance with this chapter, approved erosion and sediment control plans, and applicable permits.

### **19.70.050 Specific Requirements.**

- A. Construction vehicle access points shall be designed, installed, and maintained to minimize the tracking of sediment, mud, or debris onto public roadways. Stabilized construction entrances and access routes shall be implemented in accordance with the SWMMWW and the City of Ridgefield Engineering Standards. If sediment or debris is tracked onto public roadways, it shall be removed immediately in accordance with subsection (B) of this section.
- B. Sediment, mud, or debris transported onto public roads as a result of land-disturbing activities shall be removed at the end of each workday, or more frequently as necessary. Removal methods shall prevent discharge to the MS4 and shall be conducted in accordance with the SWMMWW and the City of Ridgefield Engineering Standards. Street washing is prohibited unless approved by the City Engineer.
- C. All land-disturbing activities shall comply with the following timing requirements to minimize erosion and sediment transport:
1. Wet Season. The period from October 1 through April 30.
  2. Dry Season. The period from May 1 through September 30.
- All stabilization, seeding, clearing limits, and soil exposure requirements in this section shall be based on these seasonal designations and performed in accordance with the City of Ridgefield Engineering Standards.
- D. Exposed soils resulting from land-disturbing activities shall be stabilized within the time limits established in this subsection through the application of appropriate BMPs. Land-disturbing activities shall be phased to minimize the extent and duration of exposed soils. Disturbed soils shall be stabilized or protected with appropriate BMPs when weather conditions indicate a reasonable likelihood of precipitation capable of causing sediment transport.
1. Stabilization shall be achieved using appropriate BMPs selected, designed, installed, and maintained in accordance with the SWMMWW and the City of Ridgefield Engineering Standards.
  2. During the wet season, exposed soils shall be stabilized within 48 hours of exposure.
  3. During the dry season, exposed soils shall be stabilized within seven days of exposure.
- E. Disturbed areas that will remain inactive beyond the applicable stabilization timeframes in subsection (D) shall be stabilized using appropriate BMPs in accordance with the SWMMWW and the City of Ridgefield Engineering Standards. Seeding used for erosion control purposes shall be completed within the planting windows established in the SWMMWW.
1. Where seeding occurs outside of the recommended planting window established in the SWMMWW, including periods after October 1, additional BMPs that provide immediate erosion control, such as sod, erosion control blankets, or equivalent measures, shall be implemented in accordance with the SWMMWW and the City of Ridgefield Engineering Standards, unless otherwise approved by the City Engineer.
- F. Final stabilization shall be achieved when all soil disturbing activities are complete and permanent stabilization measures have been installed in accordance with the SWMMWW.
1. A uniform perennial vegetative cover shall be established in accordance with the SWMMWW; or
  2. Permanent stabilization measures such as pavement, structures, landscaping, riprap, or erosion control materials shall be installed in lieu of vegetative cover.
- G. Temporary erosion and sediment control BMPs shall be removed once final stabilization has been achieved and the City determines the BMPs are no longer required.
1. Accumulated sediment shall be removed and properly disposed of prior to BMP removal.
  2. Areas disturbed during BMP removal shall be immediately stabilized in accordance with the SWMMWW.
  3. Permanent stormwater facilities shall be protected from sedimentation during BMP removal activities.
- H. Permanent stormwater facilities shall be protected from sedimentation during construction in accordance with the SWMMWW.
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1. Temporary BMPs shall be installed as necessary to prevent sediment from entering permanent stormwater facilities until final stabilization is achieved.
  2. Permanent stormwater facilities that accumulate sediment during construction shall be cleaned prior to final acceptance by the City.
- I. Concrete washout water, slurry, and waste materials shall be contained, managed, and disposed of in a manner that prevents discharge to the municipal separate storm sewer system (MS4), surface waters, groundwater, or adjacent properties. Washout facilities shall be designed, installed, and maintained in accordance with the SWMMWW and the City of Ridgefield Engineering Standards and shall be identified on the approved erosion and sediment control plan.
  - J. Erosion and sediment control BMPs shall be inspected and maintained by the property owner or permit holder to ensure continued performance of their intended function.
    1. Inspection frequency and documentation shall meet or exceed the requirements of the CSWGP and the City of Ridgefield Engineering Standards.
    2. BMPs shall be maintained and repaired as necessary to ensure continued performance of their intended function.
    3. Sediment accumulated in BMPs shall be removed when it reduces the effectiveness of the BMP.
    4. The City Engineer or designee may require additional inspections, monitoring, or maintenance activities if site conditions warrant.
  - K. Land-disturbing activities in sensitive areas, including slopes greater than fifteen percent and areas within one hundred feet of a receiving water, wetland, or riparian buffer, shall comply with the seasonal limitations set forth in the City of Ridgefield Engineering Standards.
  - L. During the wet season, maximum disturbed acreage shall be limited as follows:
    1. Developments with ten acres or fewer net developable area shall have no more than two and one-half disturbed acres.
    2. Developments with greater than ten acres net developable area shall have no more than five disturbed acres, or twenty-five percent of the net developable area, whichever is less.
    3. The City Engineer may approve additional disturbed area in writing following a full inspection of all BMPs. Any such approval shall be revocable at the City Engineer or designee's discretion. Multiple phases of a development are considered one development unless phases are owned by separate entities and are under construction by different contractors.
  - M. Soil stockpiles shall be managed to prevent erosion and sediment transport in accordance with the SWMMWW.
    1. Soil stockpiles shall be located away from storm drains, drainage courses, and surface waters whenever practicable.
    2. Soil stockpiles that will remain in place for more than 48 hours during the wet season or seven days during the dry season shall be covered or otherwise stabilized.
    3. Perimeter sediment control BMPs shall be installed as necessary to prevent sediment from leaving the stockpile area.
  - N. Water bodies and adjacent properties shall be protected from sediment deposition through the use of appropriate BMPs implemented in accordance with the SWMMWW and the City of Ridgefield Engineering Standards.
  - O. Water removed from trenches, excavations, or other areas during construction shall be managed to prevent the discharge of sediment to the municipal storm drainage system or receiving waters.
    1. Water removed during construction shall be treated and discharged using appropriate BMPs designed to remove sediment prior to discharge, in accordance with the SWMMWW and the City of Ridgefield Engineering Standards.
    2. Dewatering discharges shall not cause erosion, sediment transport, or turbidity in receiving waters or the municipal storm drainage system.
    3. Dewatering discharges shall not be directed to streets, sidewalks, or other areas where sediment may be transported to the municipal storm drainage system.
    4. All dewatering activities shall comply with applicable federal, state, and local permit requirements.
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- P. Sediment control facilities shall be installed prior to land-disturbing activities and shall be designed to provide adequate treatment of runoff prior to discharge. Facilities shall be designed, sized, and maintained in accordance with the SWMMWW and the City of Ridgefield Engineering Standards.
  - Q. All storm drain inlets shall be protected to prevent sediment-laden runoff from entering the conveyance system. Inlet protection BMPs shall be designed, installed, and maintained in accordance with the SWMMWW and the City of Ridgefield Engineering Standards.
  - R. The construction of underground utility lines shall be subject to the following requirements:
    - 1. Where consistent with safety and space considerations, excavated material shall be placed on the uphill side of trenches.
    - 2. Trench dewatering devices shall discharge using appropriate BMPs designed to remove sediment in accordance with the SWMMWW and the City of Ridgefield Engineering Standards.
    - 3. BMPs shall be used to control erosion during and after construction.
    - 4. Underground utility construction work located in roadways shall follow the same guidelines as outlined in subsection (B) of this section, sediment removal from roadways.
    - 5. BMPs damaged during construction shall be replaced or repaired immediately.
  - S. Performance bonding, or other appropriate financial instruments, shall be required for all development, redevelopment projects that include the creation or addition of five thousand square feet, or greater, of new impervious surface area, and/or land-disturbing activity of one acre or greater, to ensure completion and maintenance of erosion and sediment control measures required by this chapter and the SWMMWW.
  - T. Land-disturbing activities conducted during the wet season shall comply with the seasonal limitations set forth in the City of Ridgefield Engineering Standards. Where applicable, such limitations may include restrictions or prohibitions on work in sensitive areas, clearing limits, and disturbance thresholds unless otherwise approved by the City Engineer.

#### **19.70.060 Erosion Control Plans.**

- A. An erosion control plan shall be submitted and approved by the City Engineer prior to clearing, grading, or construction for any of the following projects requiring a City permit or approval and any land-disturbing activity:
    - 1. Subdivisions;
    - 2. Short subdivisions;
    - 3. Planned unit developments;
    - 4. Site plan approvals;
    - 5. Grading permits;
    - 6. Clearing and grading;
    - 7. Fill and excavation;
    - 8. Demolition projects;
    - 9. Street cuts; and
    - 10. Any application that the City Engineer determines poses a high risk of erosion impacting adjacent properties, water bodies, or public rights-of-way, and those described in the SWMMWW.
  - B. The erosion control plan shall be designed and stamped by a civil engineer, licensed in the state of Washington, and in conformance with the SWMMWW. The erosion control plan shall be submitted and approved by the City Engineer prior to issuance of City permits or approval involving a land-disturbing activity.
  - C. A Stormwater Pollution Prevention Plan (SWPPP), consistent with the Washington State Construction Stormwater General Permit (CSWGP), shall be prepared and implemented for all projects requiring coverage under the CSWGP. The SWPPP shall be in place prior to commencement of land-disturbing activities and maintained throughout construction.
  - D. If the erosion control plan is deemed insufficient to prevent sediment from reaching water bodies, adjacent properties, or public rights-of-way, then the City Engineer has the authority to require additional modifications to the erosion control plan.
  - E. The City is authorized to conduct inspections of any land-disturbing activity to verify compliance with this chapter, approved erosion and sediment control plans, and applicable permits.
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**19.70.065 Preconstruction Requirements.**

Prior to commencement of land-disturbing activities, the permit holder shall comply with applicable preconstruction requirements of the City of Ridgefield Engineering Standards. No land-disturbing activity shall begin until these requirements are completed to the satisfaction of the City Engineer.

**19.70.070 Enforcement.**

- A. Each violation of an approved permit or the provisions of this chapter shall result in enforcement action pursuant to RMC Title 20.
- B. In addition to other enforcement remedies, the City may issue a stop work order for any land-disturbing activity that is in violation of this chapter or that poses an immediate threat to public health, safety, the environment, or the MS4.

### **20.100.030 Applicability.**

The enforcement provisions of Title 20 shall apply to the following substantive RMC chapters and titles and to such other sections of the Ridgefield Municipal Code making reference to this chapter:

- RMC Chapter 8.04, Debris Removal
  - RMC Chapter 8.12, Garbage Collection
  - RMC Chapter 8.13, Collection of Recyclable Materials
  - RMC Chapter 12.12, Trees
  - RMC Chapter 12.15, Street Excavations
  - RMC Chapter 13.15, Sewer Service
  - RMC Chapter 13.20, Water Service
  - RMC Chapter 13.50, Meters
  - RMC Chapter 13.55, Backflow Cross-Connection Regulations
  - ~~RMC Chapter 13.80, Illicit Discharge~~
  - RMC Title 14 - Buildings and Construction
  - RMC Title 15 - Abatement of Public Nuisances
  - RMC Title 18 - Development Code
  - RMC Title 19 – Stormwater Management
- 

### **20.200.020 Enforcement provisions.**

The city adopted the code pursuant to its police powers to protect the public's health, safety, and welfare. It shall be unlawful to violate the code. Whenever the city official determines that a violation has occurred or is occurring, the city official, in response to the seriousness and severity of the violation, may utilize one or a combination of the enforcement mechanisms in this section. The following enforcement mechanisms may be used instead of, or in addition to, the summary abatement procedures provided in RMC 20.200.080 and any other remedies available under law:

- A. Correction notice. The city official may issue a correction notice to the person responsible for a violation. The correction notice shall conform to the requirements in RMC 20.200.030. The correction notice shall not impose civil or criminal penalties, and the correction notice is not subject to appeal.
- B. Voluntary Correction Agreement. The city official may enter into a voluntary correction agreement with the person responsible for the violation where the person admits the violation and agrees to corrective action to abate the violation or to remediate or mitigate the impacts of the violation. The voluntary correction agreement must be in a form approved by the city attorney and contain:
  - 1. The name and address of the person responsible for the violation;
  - 2. The address of the violation, a description of the violation and the code provisions violated, and a waiver of the right to administratively appeal the violation, acknowledging that the conditions described exist and that they constitute a violation;

3. A description of the corrective action to be taken and the time deadlines by which the actions must be completed;
  4. The amount of the civil penalty that will be imposed if the voluntary compliance agreement is not satisfied; and
  5. An acknowledgement and consent that if the voluntary compliance agreement is not satisfied that the city may, without further due process, enter the property and perform the abatement and assess the costs incurred in enforcement and abatement, which if not paid, may be charged as a lien against the property.
- C. Notice of civil penalty. The city official may issue a notice of civil penalty to the person responsible for a violation. The notice of civil penalty may require corrective action or actions and impose monetary penalties according to RMC 20.200.070.
1. Required corrective action may include an order to vacate a building, structure or premises when vacation is necessary in the interest of health, safety and welfare.
  2. The city may abate a violation in accordance with applicable law, if required corrective action is not commenced or is not completed within the time specified in the notice of civil penalty.
  3. Non-compliance with the corrective action noted in the notice of civil penalty constitutes a second or subsequent violation and may result in the issuance of an additional notice of civil penalty or the assessment of cumulative monetary penalties.
  4. It may be a separate offense for each and every day or portion thereof during which any violation is committed.
- D. Order to revoke permit. The city official may issue an order to revoke a permit. An order to revoke a permit may be appropriate if the permittee is not complying with the terms of the permit or approved plans; or if the permit is issued in error; or if a permit is issued based upon incorrect information; or if the work is, in the city official's judgment, adversely effecting or about to adversely affect adjacent property or rights-of-way, a drainageway, watercourse, critical area or stormwater facility, or city water system; or if the issuance of the permit is a hazard to the public health, safety, or welfare; or if a permit is contrary to law.
- E. Judicial abatement. Whenever the person responsible for the violation has failed to perform the abatement required by an unappealed notice of civil penalty, a voluntary correction agreement, or a final order of the hearing examiner, the city may abate any conditions that continue to be a violation and may assess the costs incurred in enforcement and abatement, which if not paid, may be charged as a lien against the property. Abatement on private property shall be with the consent of the owner or occupier of the property or pursuant to a judicial abatement order, unless an imminent threat requires summary abatement.
- F. Summary abatement. Whenever any violation of the RMC poses an imminent threat to the health, safety, or welfare of persons or property, or to the environment, the city official may immediately order that the violation be abated in conformance with the requirements contained in RMC 20.200.080.
- G. Injunctive Relief. When the code enforcement officer finds that any person, firm or corporation has violated and continues to violate or threaten to violate any provision of the municipal code or any chapter thereof or order issued under the municipal code by the code enforcement officer, then the city, through the city attorney, may petition to the appropriate court with jurisdiction for the issuance of a temporary or permanent injunction or restraining order as is deemed appropriate which restrains the continued violation of any provision of this code or compels the specific performance as required or such other requirement imposed by the municipal code on the activities of the violator. A petition for injunctive relief shall not be a bar against or a prerequisite for taking any other action against the violator.

H. Criminal prosecution. The city official may refer a violation to the prosecutor for criminal prosecution.

1. As specified in this subsection, a violation of the code may be classified as a misdemeanor:

RMC Chapter	Criminal Classification
RMC Chapter 8.04 - Debris Removal	Misdemeanor
RMC Chapter 8.12 - Garbage Collection	Misdemeanor
RMC Chapter 8.13 - Collection of Recyclable Materials	Misdemeanor
RMC Chapter 12.12 - Trees	Misdemeanor
RMC Chapter 12.15 - Street Excavations	Misdemeanor
RMC Chapter 13.15 - Sewer Service	Misdemeanor
RMC Chapter 13.20 - Water Service	Misdemeanor
RMC Chapter 13.50 - Meters	Misdemeanor
RMC Chapter 13.55 - Backflow Cross-Connection Regulations	Misdemeanor
<del>RMC Chapter 13.80 – Illicit Discharge</del>	<del>Misdemeanor</del>
Title 14 - Buildings and Construction	Misdemeanor
Title 15 - Abatement of Public Nuisances	Misdemeanor
Title 18 - Development Code	Misdemeanor
<u>Title 19 - Stormwater Management</u>	<u>Misdemeanor</u>

2. It may be a separate offense for each and every day or portion thereof during which any violation is committed.
3. The city official shall refer a violation to the prosecutor for criminal prosecution only after the city official first attempts to achieve compliance through the issuance of a correction notice or notice of civil penalty or order to revoke permit. Provided that, the city official may refer a violation to the prosecutor for criminal prosecution, without attempting to achieve compliance through civil enforcement options, under the following circumstances:
  - a. When a repeat violation occurs; or
  - b. When the person acted with malicious intent, reckless indifference to the law or knew or reasonably should have known that the condition, act, failure to act or omission that prompted enforcement is in violation of the code; or

- c. When the city official and city attorney determine a notice of civil penalty or order to revoke permit will not be effective or timely.
- 4. The procedures contained in RMC 20.200.020(E) shall not apply to members of the Ridgefield Police Department who possess law enforcement authority to issue criminal citations.
- H. Judicial relief. Nothing in this title shall prevent the city from filing a complaint or petition in a court of competent jurisdiction to seek any relief authorized by law before first seeking compliance through civil enforcement options when civil or administrative enforcement options or criminal prosecution would not prove timely or effective.



# 2026 Stormwater Program Update & Title 19 Code Adoption

Presented by: Ryan Thamert & Sean Mulderig

Date: June 18, 2026

# Presentation Overview

- **MS4 Permit overview**
- **Current SWMP implementation status**
- **Upcoming Permit requirements**
- **Proposed Title 19 code updates**

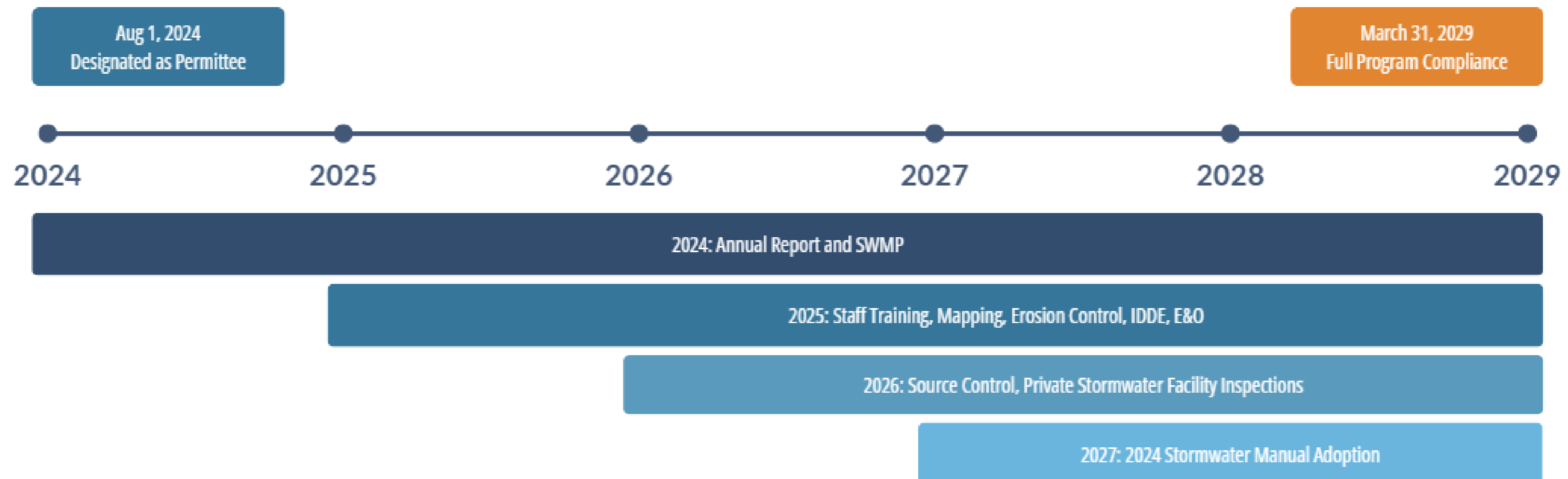


# What is the NPDES MS4 Permit?



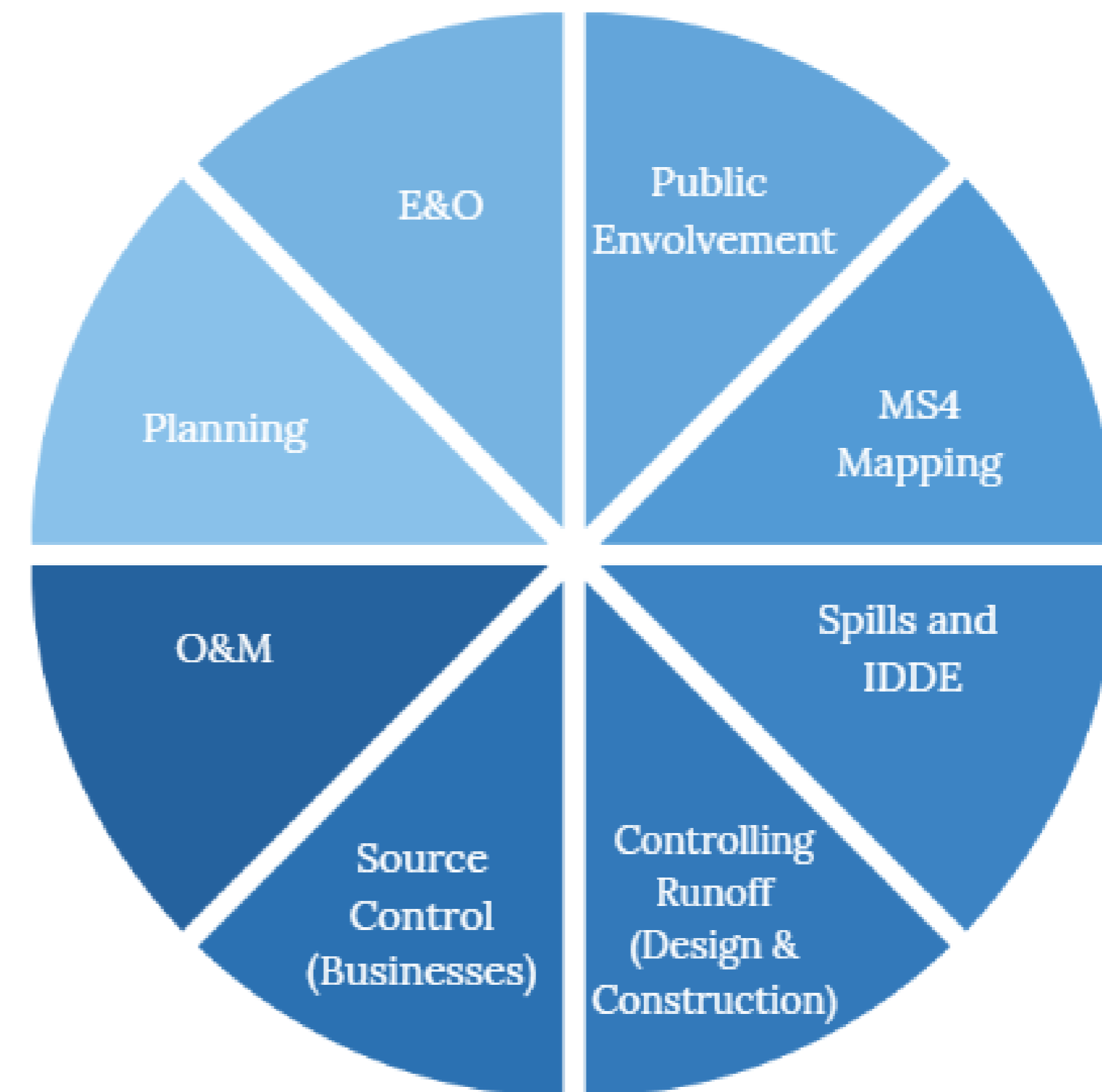
# Ridgefield as a New Permittee

- Designated as a permittee on August 1, 2024
- Currently in the 2024-2029 permit cycle
- Phased-in implementation during first cycle
- Full compliance required by March 31, 2026



# Stormwater Management Program

- **Annual program plan (SWMP) required by the MS4 Permit**
- **Guides implementation of stormwater requirements**
- **8 key program components**



# 2024–2026 Program Progress

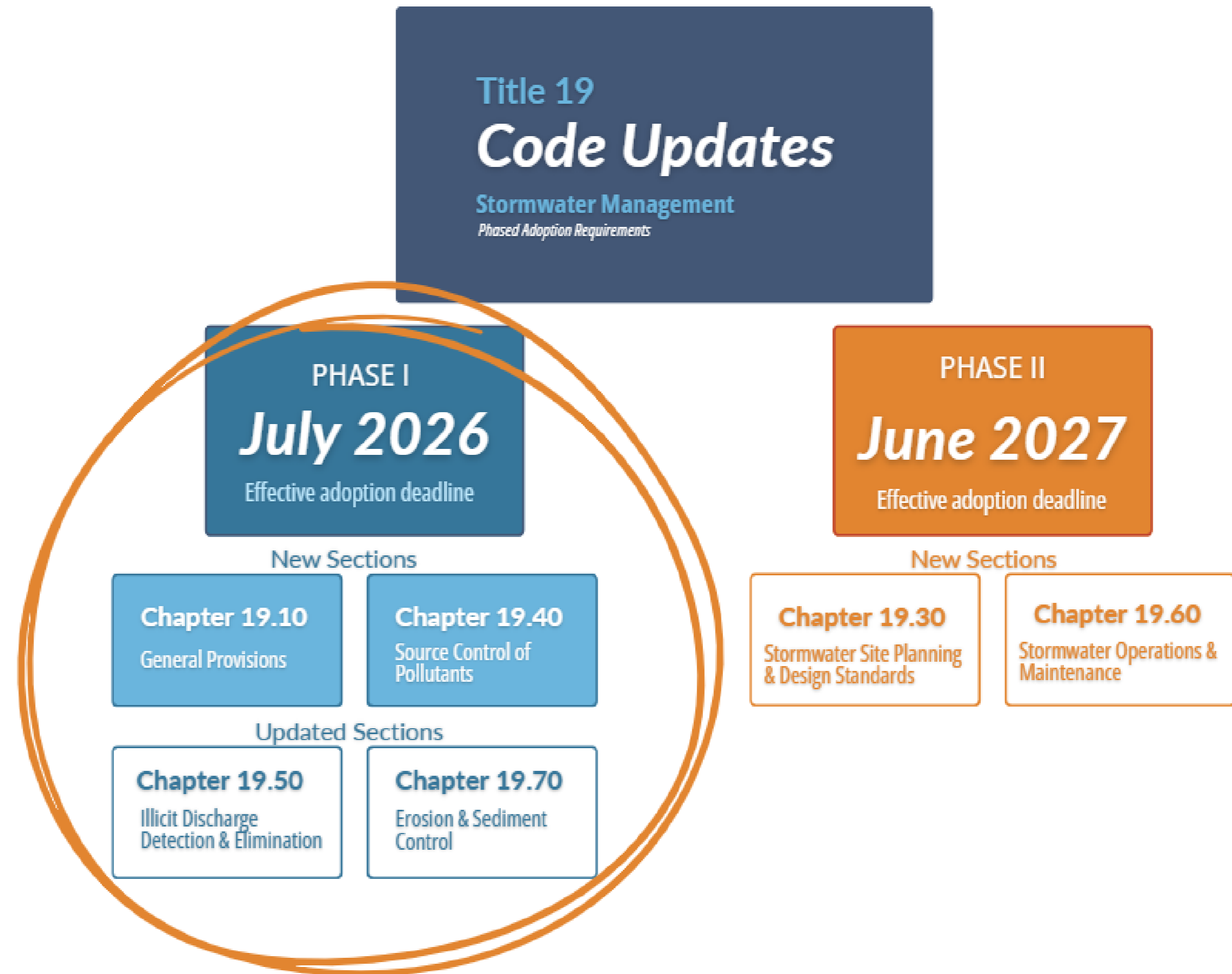
- ✔ Stormwater staffing established for Permit compliance
- ✔ SWMP plan developed and submitted annually
- ✔ Expanded MS4 mapping & outreach programs
- ✔ Improved inspection programs: illicit discharge, erosion control, catch basins, and private stormwater facilities
- ✔ Improved tracking and documentation systems

# Key Upcoming Requirements

- **Source control inspection program: updated municipal code, establish business inventory, and inspection procedures**
- **Develop Ridgefield specific illicit discharge (IDDE) manual and training program**
- **Stormwater tree canopy mapping and policy creation**
- **Operation Yard Stormwater Pollution Prevention Plan (SWPPP)**
- **2024 Stormwater Manual Adoption: updated stormwater design standards**

# Overview of Proposed Title 19

- Creates a unified stormwater management framework
- Aligns RMC with MS4 Permit requirements
- Supports future stormwater program expansion
- Ties in with development and enforcement chapters



# Chapter 19.10 – General Provisions

- Defines applicability and key terms
- Provides way of adopting updated stormwater manual requirements at Permit deadline
- Establishes inspection access and records retention chapter wide
- Provides legal foundation for the stormwater program



# Chapter 19.40 – Source Control of Pollutants

- Prevents pollutants from entering stormwater systems
- Applies primarily to commercial, industrial, and multifamily properties.
- Requires operational and structural BMPs as needed
- Program emphasizes education and technical assistance over enforcement



# Chapter 19.50 – Illicit Discharge Detection & Elimination

- Replaces existing RMC Chapter 13.80
- Maintains prohibition of non-stormwater discharges to the MS4
- Expands protections to surface water and groundwater
- Updates pollutant definitions and PCB provisions
  - PCBs from commercial buildings built or renovated between 1950-1980
- Establishes investigation and response procedures defined in the Permit



# Chapter 19.70 – Erosion & Sediment Control

- Replaces existing RMC Chapter 18.755
- Aligns with current Ecology stormwater standards
- Applies to all land-disturbing activities
- Improves protection of the MS4 and receiving waters
- Establishes authority for inspections, maintenance, and corrective actions



# Amendments

- **18.100.016 "D" definitions – "Development regulations" to include Title 19**
- **Title 20 – enforceable RMC Chapters in 20.100 & 20.200**

# Repeals

- Chapter 13.80 – Illicit Discharge
- Chapter 18.755 – Erosion Control

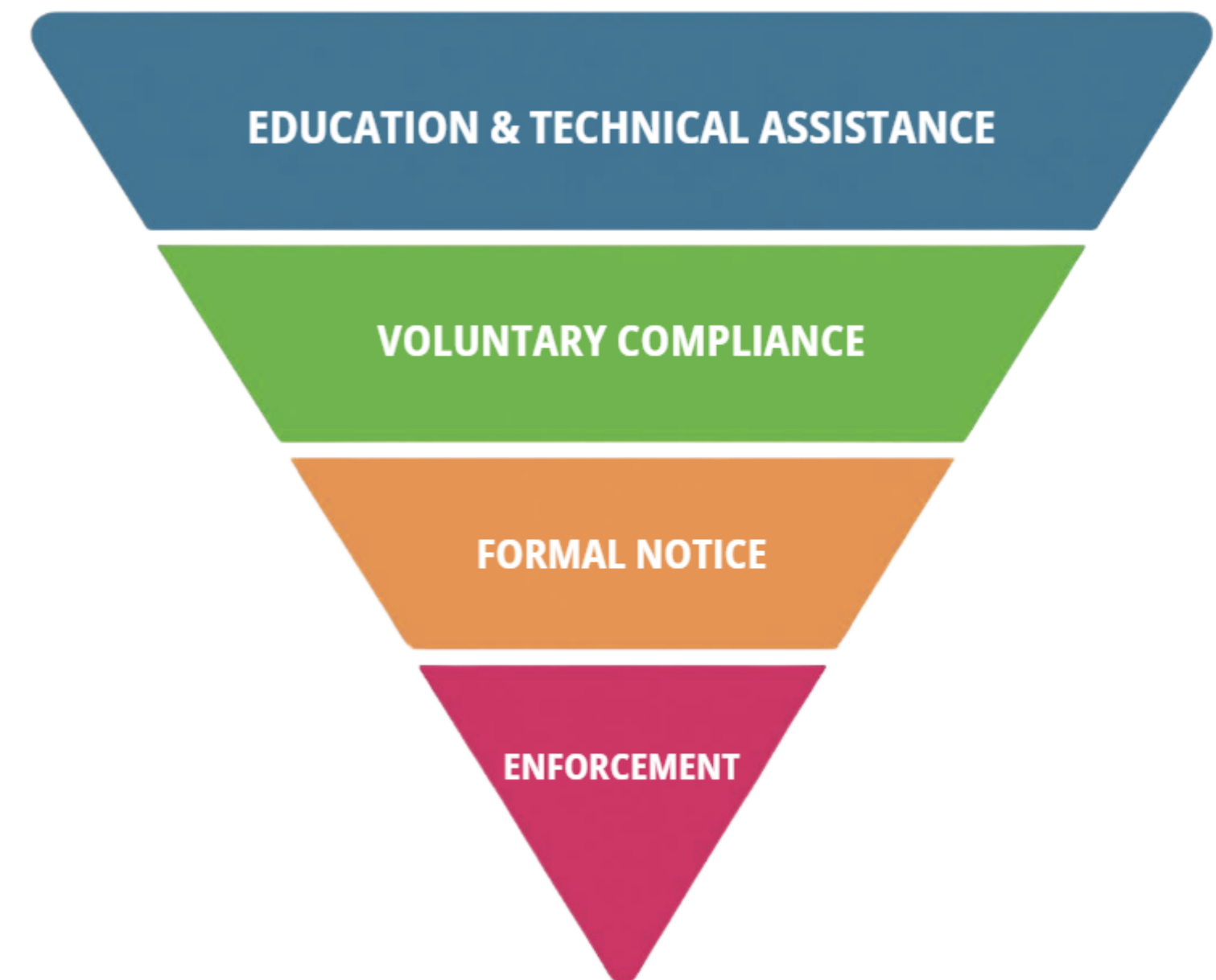
**13.80** → **19.50**

**18.755** → **19.70**

# Compliance & Enforcement

Education, technical assistance, and voluntary compliance are pursued before enforcement is even considered.

- Proposed violations of Title 19 are subject to penalties established in the City's Master Fee Schedule.
- Until the Master Fee Schedule is updated to specifically reference Title 19, fee schedule shall follow existing Illicit Discharge reference:
  - First violation: \$500
  - Second violation: \$1,000
  - Third and subsequent violation: \$2,000



# Thank You

The City of Ridgefield, Washington

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** Approval of Water Conservation Strategy Updates

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**GOVERNING LEGISLATION**

WAC 246-290-100  
RMC 13.05.040

**PREVIOUS COUNCIL ACTION TAKEN:**

Approval of Water Rate Structure and Conservation Options- Ordinance No. 1403  
Adoption of 2024 Water System Plan Update and Water Use Efficiency Goals- Resolution No. 65  
Approval of Water Conservation Strategy, May 22, 2025

**SUMMARY/BACKGROUND:**

This Water Conservation Plan has been developed to provide the City of Ridgefield (City) with a structured approach to manage water demand during planned system outages, emergencies, and periods of peak seasonal demand that could otherwise exceed the system's current production and storage capacity.

Over the last 15 years the City has experienced rapid growth and development. During this time, new water infrastructure has been brought online and existing facilities have been upgraded to increase overall system capacity. However, it is important to note that despite investments in water infrastructure, the existing water system has limited capacity to support further increases in water demand and peak demands in recent summers have pushed the limits of the existing system.

The City's Capital Improvement Program outlines the construction schedule to bring new assets online to address these supply and storage deficiencies. However, these improvements are still more than a year from being completed. As a result, the City's ability to enact water conservation measures during periods of peak demand has taken on added importance.

This conservation plan has been tailored to reduce the seasonal peaks of water demand through a series of customer and City actions triggered by parameters like water production and available storage. The plan consists of 5 distinct phases that have increasing recommendations and restrictions designed to decrease water demand during high demand periods.

After the first successful year of the Water Conservation Strategy, City staff have reviewed the strategy and are proposing changes to improve the Strategy. The changes include:

- Fixes spelling and grammatical errors
- Adds a link to the HOA Inventory
- Removes home car washing restriction
- Adds a table of average temperatures from the National Weather Service

- Differentiates between recreational water features and landscape water features
- Allows filling of small recreational water features from 10am-7pm

**BUDGET/FINANCIAL IMPACTS:**

Negligible financial impacts expected

**RECOMMENDED ACTION OR MOTION:**

"I move to approve the Water Conservation Strategy Updates as presented"

**STAFF CONTACT:** Ryan Thamert, Public Works Director

**ATTACHMENTS:**

1. Water Conservation Strategy

# CITY OF RIDGEFIELD

CLARK COUNTY

WASHINGTON



## WATER CONSERVATION STRATEGY

G&O #23244  
JUNE 2026



**Gray & Osborne, Inc.**  
CONSULTING ENGINEERS

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## APPENDICES

Appendix A – Battle Ground Historical Temperature Data

## INTRODUCTION

This Water Conservation Plan has been developed to provide the City of Ridgefield (City) with a structured approach to manage water demand during planned system outages, emergencies, and periods of peak seasonal demand that could otherwise exceed the system's current production and storage capacity.

The plan is designed to reflect the City's present needs, which are outlined in greater detail in the following sections. The City will periodically review and update this Water Conservation Plan to ensure that demand management strategies best fit with evolving water supply and demand conditions and infrastructure improvements.

## SYSTEM OVERVIEW

The City of Ridgefield's water distribution system is supplied by six wells (identified as Wells 7, 8, 9, 10, 11 and Junction) as well as an intertie with Clark Public Utilities (CPU) which is located on South 5<sup>th</sup> Street east of the I-5 Junction. Two other interties with CPU are located in the north of the City's service area; however, these serve small isolated parts of distribution main and are not connected to the remainder of the City's system. The City also maintains three storage facilities (identified as the Cemetery Reservoir, the Junction Reservoir, and the High School Reservoir) which are used to maintain the pressure in the distribution system. A comprehensive description of all of the City's water system components can be found in the *2024 Ridgefield Water System Plan (WSP)*.

As previously mentioned, the City's reservoirs are key to establishing system pressure. The Cemetery Reservoir maintains pressure for the downtown area while the High School Reservoir maintains system pressure for the remainder of the system. System pressure is maintained by ensuring that both reservoirs remain sufficiently full to provide a minimum of 30 psi to the highest connection in the water system. During a fire flow or emergency event, system pressure is allowed to dip as low as 20 psi; however, should pressure drop below 20 psi for an extended period of time, public notifications and a boil water notice are required by the Washington State Department of Health (DOH). The City operates a third reservoir, the Junction Reservoir, which is a ground level tank that can be used to refill the High School Reservoir via the Junction Booster Station. It is important that the Junction Reservoir remain at least 16 feet full, as this corresponds to the volume of water required to put out a large fire in the City's eastern commercial and industrial area.

## PRESENT NEED

Over the last 15 years the City has experienced rapid growth and development. During this time, new water infrastructure has been brought online and existing facilities have been upgraded to increase overall system capacity. However, it is important to note that despite investments in water infrastructure, the existing water system has limited capacity to support further increases in water demand and peak demands in recent summers have pushed the limits of the existing system.

The *2024 Ridgefield Water System Plan* identified supply and storage capacities as the two growth limiting asset categories. A March 2026 Capacity Analysis that the City would reach a capacity deficit for supply and storage by the end of 2026 if growth continues as projected in the WSP and *Draft Clark County Comprehensive Growth Management Plan*.

The City's Capital Improvement Program outlines the construction schedule to bring new assets online to address these supply and storage deficiencies. However, these improvements are still more than a year from being completed. As a result, the City's ability to enact water conservation measures during periods of peak demand has taken on added importance.

Both the City's source and storage capacity limitations impact the water system's ability to maintain water supply and system pressure in the summer. This conservation plan has been tailored to reduce the seasonal peaks of water demand through a series of customer and City actions triggered by parameters like water production and available storage. The stages, triggers, and actions are described in detail in the Water Conservation Action Plan below.

As previously mentioned, the City will update this Water Conservation Plan as new infrastructure is brought online. The City's Eastside Reservoir project is expected to start construction in Spring 2026. This project will add an estimated 2.5 million gallons of storage. The City is also actively pursuing multiple avenues to increase supply capacity, including an additional 1,000 gpm from a water main extension and CPU intertie on North Royle Road and additional wells at the Kennedy Farms development.

## WATER CONSERVATION ACTION PLAN

Five distinct conservation "stages" have been created and are designed to increase in severity in response to system strain. Each stage is enacted when the specific trigger occurs and results in corresponding customer and City actions designed to curb water demand.

These triggers have been intentionally selected to allow for adequate reaction time by the City, water system operators, and customers, while also allowing for escalation to a more elevated and stringent stage should the need arise.

## COMMUNICATION

Clear communication with the public is a key component of this action plan. The water conservation stages and corresponding customer responsibilities must be clearly communicated. The City has developed communication strategies for three distinct groups:

- Water Meter Customers
- Home Owner Associations (HOAs)
- Contractors (Including Hydrant Meter Customers)

### Water Meter Customers

Once a conservation stage is triggered or enacted, the City will provide information to customers using a variety of channels as determined appropriate by staff.

The information provided will include the current stage, customer responsibilities in the stage and what it will take to exit the stage (timeframe or demand conditions).

### Home Owner Associations

The City has an inventory of HOA emails and direct addresses and will communicate with these associations using their preferred means of contact. The inventory is located at the following link: <https://ridgefieldwa.us/DocumentCenter/View/3073/Water-Conservation-Strategy-HOA-Groups-PDF>

The City has designated each HOA as in either Group A or B, with each group representing a similar typical water consumption volume. These groups will be used to determine which days water is permitted should the City enter a conservation stage where that is required.

The City will communicate to each HOA which group they have been designated to when appropriate and will provide an explanation of the current stage, as well as a summary of expected HOA actions. HOAs will also be informed of when the stage is expected to end (if such information is available) or be notified that the stage remains effective until demand conditions change.

## Contractors and Businesses

The City has an inventory of active construction contractors who have filled out the *Hydrant Meter Rental Agreement*. This agreement outlines the conditions and limitations of City-produced water use.

The City will contact construction contractors as conservation stages are reached and clearly state what the limitations and expectations are for the use of City Water. Contractors will also be informed of when the stage is expected to end (if such information is available) or be notified that the stage remains effective until demand conditions change.

The City may also choose to contact local landscaping contractors using the inventory of local City businesses. Landscaping contractors will be made aware of what conservation stage the City is in, how long it is expected to last (if such information is available) or be notified that the stage remains effective until demand conditions change.

## Other Efforts

The City will maintain a Water Conservation webpage displaying the current conservation stage and associated customer and City actions for the stage.

The City will also maintain a “Water Conservation Stage Sign” on Pioneer Street displaying the current conservation stage and a URL to the City website.

Internally, the Public Works Director is responsible for ensuring the City actions and responsibilities are clearly delegated and communicated to City staff.

## Stage I

Stage I is an advisory stage designed to remind customers and City staff of water conservation measures to curb seasonal demand or respond to anticipated drops in water supply.

### Triggers

Stage I is triggered automatically on May 1<sup>st</sup> every year and will remain in effect until September 30<sup>th</sup> of every year.

Stage I may also be triggered by the Public Works Director (PWD) when the potential for a water shortage exists due to a planned well shutdown, service of a storage reservoir, or water transmission main repair. In such cases it is not certain that there will be a

water shortage, but an advisory may be issued as a precaution to prevent a shortage, or as a prudent response to drought conditions.

### Customer Actions

Customers are to be reminded of the following conservation practices they can implement to promote water conservation:

- Limit outdoor watering and water at night;
- Convert irrigation systems to drip systems;
- Maintain watering below saturation levels to minimize surface runoff and waste;
- Ensure pools, spas and ornamental fountains/ponds are equipped with recirculation pumps;
- Install automatic shut-off devices on any free-flowing hose application.

### City Actions

- Limit the use of hydrant meters during peak demand hours (7:00 a.m. – 11:00 a.m.);
- Prepare a plan for odd/even watering days for city owned and irrigated properties.

## **Stage II**

Stage II is a response to typical seasonal water demand increase and marks the point when customers are asked to voluntarily enact water conservation practices outlined in Stage I. Customers are also asked to consider limiting their irrigation. The City is encouraged to plan to limit irrigation of City-managed properties and delay water intensive activities.

### Triggers

Stage II will be triggered when any of the following conditions occur:

1. Water production (of wells and CPU intertie) reaches 2.5 MG;

2. In the event of a major water main break or any other circumstances where the PWD is concerned about maintaining or replenishing sufficient storage reserves.

Once Stage II is triggered by the 2.5 MG water production threshold, Stage II will remain in effect until September 30<sup>th</sup>. If Stage II is triggered by the PWD, the same person will end the stage actions when normal operations are restored.

### Customer Actions

The public will be asked to voluntarily enact water conservation practices outlined in Stage I, in addition to following:

- HOA Group A (<https://ridgefieldwa.us/DocumentCenter/View/3073/Water-Conservation-Strategy-HOA-Groups-PDF>) as well as properties with odd addresses (ex., 487 South 56<sup>th</sup> Place) are requested to limit outdoor watering to Monday, Wednesday, Friday; and
- HOA Group B (<https://ridgefieldwa.us/DocumentCenter/View/3073/Water-Conservation-Strategy-HOA-Groups-PDF>) as well as properties with even addresses (ex., 230 Pioneer Street) are requested to limit outdoor watering to Tuesday, Thursday, Saturday.

### City Actions

- Implement the odd/even watering days for City owned and irrigated properties;
- Delay water flushing or street cleaning when possible.

### **Stage III**

Stage III is a response to early sustained stress of the water system. In this stage customers and the City are required to significantly modify their water consumption behavior.

### Triggers

Stage III is triggered when any of the following conditions occur:

1. When total daily water production (of wells and CPU intertie) reaches 2.75 MG;

2. When the water level in the Junction Reservoir reaches 16 feet and water production reached 2.5 MG anytime within the previous 3 days;
3. When any City well is out of service between June 1<sup>st</sup> and September 30<sup>th</sup>.

Note: Should total production surpass 2.75 MG but the level of the Junction Reservoir is above 16 feet and below normal temperatures are expected in the next 3 days, the PWD can elect to delay the triggering of Stage III.

Stage III will remain in effect until all water sources are operational, the Junction Reservoir has maintained a water level above 16 feet, water production returns below 2.5 MG for 3 days and temperatures are forecasted to be at or below average for the next week (as determined by the National Weather Service Forecast and Historic Climate Data for the Battle Ground (E2837) Weather Station. See Appendix for Historic Data).

#### Customers Actions

- Follow an Odd/Even watering schedule:
  - HOA Group A as well as properties with odd addresses shall limit watering Monday, Wednesday, Friday;
  - HOA Group B as well as properties with even addresses shall limit watering Tuesday, Thursday, Saturday.
- Cease operation of any ornamental and landscaping fountains, ponds, and streams that are not equipped with recirculation pumps. Landscaping water features that have recirculation pumps may continue to be used but shall not be refilled using City water supply.
- Recreational or interactive public water features, including swimming pools, that are 5,000 gallons or less can be filled between 10:00 a.m. and 7:00 p.m. Any recreational features over 5,000 gallons must call the water utility department and coordinate approval and timing of water filling.
- Ensure all free-flowing hose applications have automatic shut-off devices.

### City Actions

- Issue warnings to non-compliant customers clearly stating that fines and water shut-offs will occur should the City enter Stage IV and V;
- Implement twice per week watering schedule for lawns at City owned and managed properties;
- Drip irrigation systems can be used three times per week;
- Only use water for Public Works maintenance when deemed necessary by the PWD or to maintain public health and safety;
- Stop washing fleet vehicles;
- Request the Fire Department postpones using water for training exercises;
- Rescind hydrant permits for temporary water service, unless necessary for public health and safety.
- Cease operation of any ornamental and landscaping fountains, ponds, and streams.
- Recreational or interactive public water features, including swimming pools, that are 5,000 gallons or less can be filled between 10:00 a.m. and 7:00 p.m.

### **Stage IV**

Stage IV is a response to prolonged stress of the City's water system. In this stage customers and the City are required to more drastically modify their water consumption behavior.

### Triggers

Stage IV will be triggered when any of the following conditions occur:

1. When total daily water production (of wells and CPU intertie) reaches 3.0 MG;

2. When the Junction Reservoir Level reaches 16 feet and production has reached 2.75 MG within the previous 3 days;
3. When the South 5<sup>th</sup> Street Intertie or either ground level reservoirs are offline between June 1<sup>st</sup> and September 30<sup>th</sup>.

Note: Should total production surpass 3.0 MG but the level of the Junction Reservoir is above 16 feet and below normal temperatures are expected in the next 3 days, the PWD can elect to delay the triggering of Stage IV.

Stage IV will remain in effect until all sources are functional, the Junction Reservoir has maintained a water level above 16 feet, water production returns below 2.85 MG for 3 days and temperatures are forecasted to be below average for the next week (as determined by the National Weather Service Forecast and Historic Climate Data for Battle Ground (E2837) Weather Station. See Appendix for Historic Data).

#### Customers Actions

- All measures from the previous stage (Stage III) shall continue unless replaced by more restrictive requirements below;
- Limit lawn watering to once per week;
- HOA Group A as well as properties with odd addresses shall limit:
  - Drip irrigation to Mondays and Thursdays;
  - Lawn watering to Tuesdays;
  - Non-drip (hand watering) of landscapes other than lawns to Sunday.
- HOA Group B as well as properties with even addresses shall limit:
  - Drip irrigation to Tuesdays and Saturdays;
  - Lawn watering to Fridays;
  - Non-drip (hand watering) of landscapes other than lawns to Wednesdays.
- Restaurants only serve water upon specific request;

### City Actions

- All measures from the previous stage (Stage III) shall continue unless replaced by more restrictive requirements below;
- Stop watering lawns at City owned and managed properties;
- Drip irrigation systems can be used twice a week;
- Rescind hydrant permits for temporary water service, unless necessary for public health;
- Issue fines for non-compliant customers;
- Warn that water shut-offs will occur should the City enter Stage V.

### **Stage V**

Stage V is an emergency response to minimize water demand when the City's water system is critically stressed from an abnormally sustained drought or failure of critical infrastructure. In this stage customers and the City are required to immediately take action to minimize their water consumption behavior.

### Triggers

Stage V is triggered when any of the following conditions occur:

1. Multiple sources are offline and daily water production is over 2.5 MG;
2. The High School reservoir is offline;
3. Multiple ground level tanks are offline;
4. A water supply emergency is called by the PWD.

Stage V will remain in effect until PWD ends the water supply emergency stage.

### Customer Actions

- All measures from the previous stage (Stage IV) shall continue unless replaced by more restrictive requirements below;

- Stop all lawn watering;
- Stop non-drip (hand watering) of landscaping;
- Drip irrigation may be used one time per week;
- Contact a contractor to fix any residential leaks within 24 hours of notification by the utilities department.

#### City Actions

- All measures from the previous stage (Stage IV) shall continue unless replaced by more restrictive requirements below;
- Issue fines and water shut-offs for non-compliant customers;
- Drip irrigation systems may be used one time per week.

## **APPENDIX A**

### **BATTLE GROUND HISTORICAL TEMPERATURE DATA**

**Max Temperature Normal (°F)**

<b>Day</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
1	44	48	53	57	64	69	75	81	78	69	56	47
2	44	49	53	57	64	69	75	81	78	69	56	47
3	45	49	53	57	64	69	76	81	78	68	55	47
4	45	49	53	57	64	69	76	81	77	68	55	47
5	45	49	53	57	65	69	76	81	77	68	55	47
6	45	49	53	58	65	69	77	81	77	67	54	46
7	45	49	54	58	65	69	77	81	77	67	54	46
8	45	49	54	58	65	70	77	80	77	66	54	46
9	45	50	54	58	65	70	77	80	77	66	53	46
10	45	50	54	58	66	70	78	80	76	65	53	46
11	45	50	54	59	66	70	78	80	76	65	53	45
12	46	50	54	59	66	70	78	80	76	64	53	45
13	46	50	54	59	66	70	78	80	76	64	52	45
14	46	50	55	59	66	71	79	80	75	63	52	45
15	46	51	55	59	67	71	79	80	75	63	52	45
16	46	51	55	60	67	71	79	80	75	62	51	45
17	46	51	55	60	67	71	79	80	75	62	51	45
18	46	51	55	60	67	71	80	80	74	61	51	45
19	47	51	55	60	67	72	80	79	74	61	51	44
20	47	51	55	61	67	72	80	79	74	61	50	44
21	47	51	55	61	68	72	80	79	73	60	50	44
22	47	52	56	61	68	72	80	79	73	60	50	44
23	47	52	56	61	68	73	80	79	73	59	50	44
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25	47	52	56	62	68	73	80	79	72	59	49	44
26	48	52	56	62	68	73	81	79	71	58	49	44
27	48	52	56	62	68	74	81	79	71	58	48	44
28	48	53	56	63	68	74	81	78	71	57	48	44
29	48	-	56	63	68	74	81	78	70	57	48	44
30	48	-	57	63	69	75	81	78	70	57	48	44
31	48	-	57	-	69	-	81	78	-	56	-	44

**CITY OF RIDGEFIELD  
REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** June 18, 2026

**AGENDA ITEM NAME:** Public Hearing and First Reading of Ordinance No. 1482 - N 1st Circle Right-of-Way Vacation

---

**GOVERNING LEGISLATION**

RCW 35.79 Streets - Vacation

**PREVIOUS COUNCIL ACTION TAKEN:**

Council adopted Resolution No. 677 initiating the right-of-way vacation process on May 28, 2026.

**SUMMARY/BACKGROUND:**

The City of Ridgefield owns right-of-way (ROW) along N 1st Circle that was formerly the site of the State Route 501 overpass and interchange with Interstate 5 before the full reconstruction of the interchange was completed in 2009. Due to its former function as a freeway interchange, the full ROW width far exceeds that of N 1st Circle (now a dead-end local street) and its sidewalk, curb, and gutter.

On November 7, 2025, the City held a pre-application conference ("pre-app") for a veterinary clinic (North County Animal Hospital) located at 6325 N 1st Circle. Among the topics discussed during the pre-app was that of the extended ROW separating the veterinary clinic's property line from the back of the sidewalk. In order to obtain this area and incorporate it into the developable portion of the site, the property owner (Sam Kopman, Kopman Properties LLC, via representative) requested initiation of the ROW vacation process.

On May 28, 2026, Council reviewed the request and took action on a resolution permitting the ROW vacation process to proceed. Subsequently, staff set and advertised a date for a public hearing and first ordinance reading, which is required by state statute to occur between twenty and sixty days after passage of the resolution.

The subject area is 7,307 square feet. Based on a recent precedent ROW valuation of \$5.83/SF, the value of the vacated area would be \$42,599.81. A standard procedure for ROW vacations is to charge the adjacent property owner fifty percent of the assessed value, which based on this initial estimate would be \$21,299.91.

Council may consider waiving the second ordinance reading and taking action during the June 18 meeting.

**BUDGET/FINANCIAL IMPACTS:**

None associated with the adoption of Ordinance No. 1482. The vacation would only become effective upon payment from the abutting property owner to the City of Ridgefield in an amount equaling one-half of the appraised value of the property, estimated to be \$21,299.91.

**RECOMMENDED ACTION OR MOTION:**

To waive second reading and approve the ROW vacation:

"I move to waive second reading and adopt Ordinance No. 1482 as presented."

**STAFF CONTACT:** Claire Lust, Community Development Director

**ATTACHMENTS:**

1. 6325 N 1st Cir Aerial
2. 1. Existing Conditions Survey
3. 2. ROW Vacation Survey
4. 3. ROW Vacation Legal Description

**ORDINANCE NO. 1482**

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON VACATING A PORTION OF N 1<sup>ST</sup> CIRCLE  
IN THE CITY OF RIDGEFIELD TO THE ABUTTING PROPERTY OWNER**

WHEREAS, pursuant to RCW 35.79.010, the City Council has the authority to initiate the vacation of a public street or portion thereof; and

WHEREAS, the City Council passed Resolution 677 on May 28, 2026 initiating the procedure for vacating a portion of N 1<sup>st</sup> Circle in Ridgefield, which is legally described in Exhibit A, and setting a public hearing for the matter on June 18, 2026; and

WHEREAS, notice of the time, place, and purpose of the hearing was published in the newspaper of record and shared with the abutting property owner; and

WHEREAS, the public hearing was conducted by the City Council on June 18, 2026, where Council members heard testimony and deliberated on the matter; 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 this ordinance vacating a portion of N 1<sup>st</sup> Circle legally described in Exhibit A.

**Section 2. Findings of Fact.** Each and every of the recitals contained in the 'whereas' clauses of the preamble to this ordinance are hereby adopted as findings of fact and incorporated herein fully by reference.

**Section 3. Vacation of Street Right of Way.** That the real property depicted and legally described in Exhibit A, attached hereto and fully incorporated by this reference, consisting of portions of N 1<sup>st</sup> Circle, is hereby vacated.

**Section 4. Compensation for Vacation.** Pursuant to RCW 35.79.030, the vacation shall not become effective until the abutting property owner has paid one-half of the appraised value of the property to the City. One half of any such payment is directed to be dedicated to the acquisition, improvement, development, and maintenance of public open space or transportation capital projects within the City.

**Section 5. Reservation of Easements.** The vacation is conditioned upon and subject specifically to the reservation to the City, and its successors and assigns of two access and utility easements, each fifteen feet wide and centered on the existing water main and existing sanitary sewer main, respectively, across the vacated area as depicted and legally described in Exhibit A, attached hereto and fully incorporated by this reference.

**Section 6. Authorizing the Public Works Department to effectuate vacation.** The Public Works

Department is authorized and directed to prepare and execute all necessary documents to effectuate the street vacation, including but not limited to a preservation of access and utilities easements in a form acceptable to the Public Works Director, and deeds for the recording of the vacated right of way with the Clark County Auditor.

**Section 7. 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 8. 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 9. 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 \_\_\_\_ DAY OF \_\_\_\_\_, 2026.

CITY OF RIDGEFIELD

-

Mayor, Matt Cole

ATTEST:

-  
Julie Ferriss  
City Clerk

APPROVED AS TO FORM:

-  
Janean Parker, City Attorney

Public Hearing: June 18, 2026

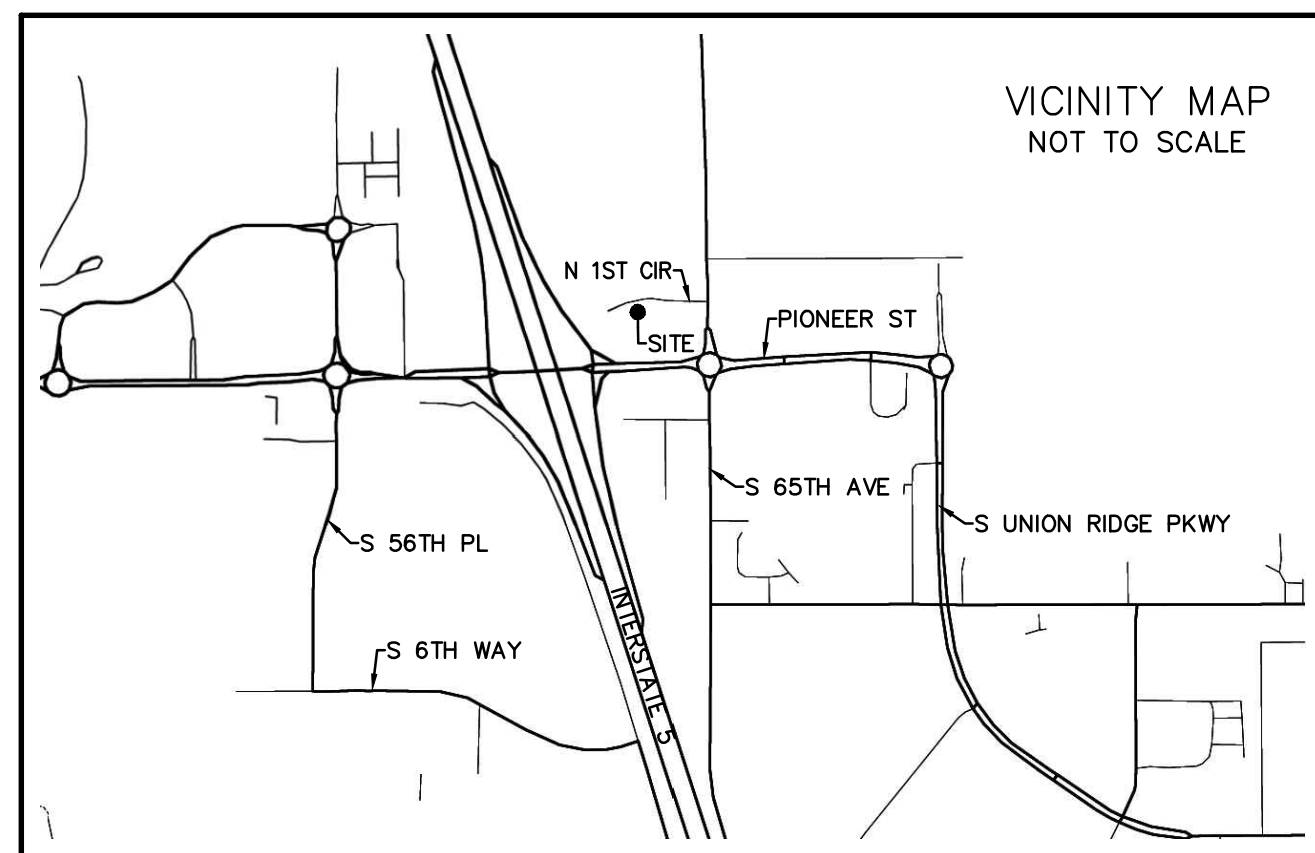
First reading:

Second Reading/Passage:

Date of Publication:

Effective Date:





# EXISTING CONDITIONS SURVEY

A PORTION OF  
THE SE 1/4, OF THE NE 1/4,  
OF SECTION 21,  
T. 4 N., R. 1 E., W. M.,  
CITY OF RIDGEFIELD,  
CLARK COUNTY, WASHINGTON

JOB NO.: 15-291  
DATA COLLECTED: 08-03-15  
DRAWING DATE: 02-25-26  
SHEET 1 OF 1

## LEGEND:

- INDICATES WATER VALVE
- INDICATES CONTROL VALVE
- INDICATES WATER STAND PIPE
- INDICATES TELEPHONE PEDESTAL
- INDICATES CATCH BASIN
- INDICATES SANITARY SEWER MANHOLE
- INDICATES SANITARY CLEANOUT
- INDICATES STREET LIGHTING BOX
- INDICATES LIGHT POLE
- INDICATES JUNCTION BOX
- INDICATES ELECTRIC METER
- INDICATES TRANSFORMER
- INDICATES GAS METER
- INDICATES SIGN
- INDICATES BOLLARD
- INDICATES MONITOR WELL
- INDICATES SHRUB
- INDICATES EVERGREEN TREE WITH TRUNK DIAMETER AND TYPE
- INDICATES DECIDUOUS TREE WITH TRUNK DIAMETER AND TYPE
- INDICATES PARCEL IDENTIFICATION NUMBER
- INDICATES AUDITOR'S FILE NUMBER
- INDICATES RECORD OF SURVEY
- INDICATES WASHINGTON DEPARTMENT OF TRANSPORTATION
- (D) INDICATES DEED DISTANCE PER AFN:5070550
- INDICATES MONUMENT FOUND AS NOTED
- INDICATES CALCULATED POSITION
- INDICATES BOUNDARY
- - - - - INDICATES PROPOSED RIGHT-OF-WAY LINE
- - - - - INDICATES EDGE OF ASPHALT
- - - - - INDICATES EDGE OF CONCRETE
- - - - - INDICATES EDGE OF GRAVEL
- - - - - INDICATES 5 FOOT INTERVAL CONTOUR
- - - - - INDICATES 1 FOOT INTERVAL CONTOUR
- - - - - INDICATES CHAINLINK FENCE LINE
- - - - - INDICATES ELECTRIC LOCATE
- - - - - INDICATES GAS LOCATE
- - - - - INDICATES TELEPHONE LOCATE
- - - - - INDICATES WATER LOCATE

**HORIZONTAL DATUM:**  
NAD\_83/91, WASHINGTON STATE PLANE COORDINATE SYSTEM,  
SOUTH ZONE, US-FEET

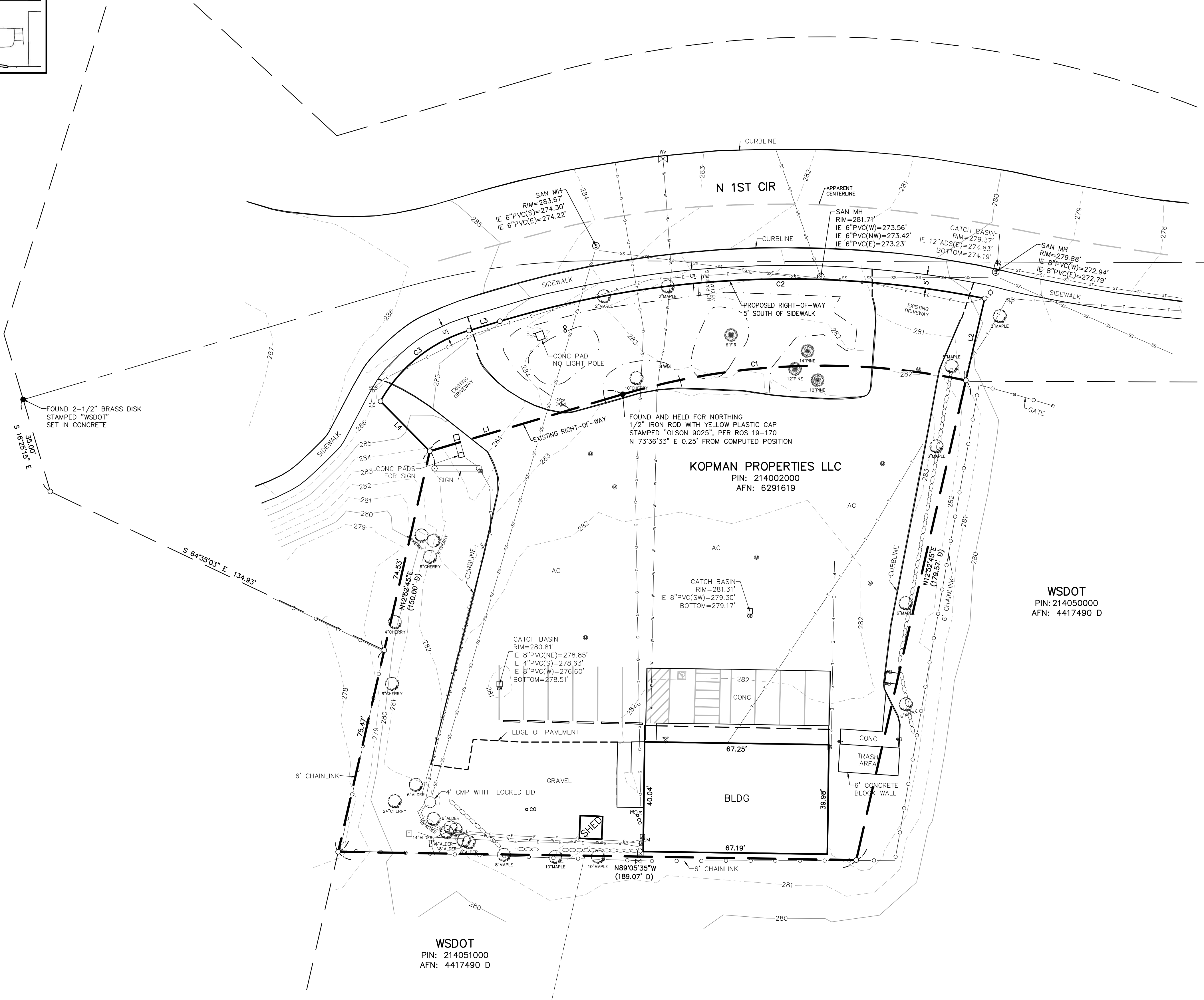
**VERTICAL DATUM:**  
NGVD29-47 BASED ON WSDOT GP06005-32 (PID: 863) AND SUBTRACTING 3.45 FEET.

**BENCH MARK:**  
WSDOT GP06005-32 (PID: 863)  
ELEVATION = 279.186', NAVD\_88 (WSDOT DATUM)

**NOTE:**  
A UTILITY LOCATE WAS CALLED FOR ON 07/22/15 UNDER TICKET NUMBER 15214154. AN ON-SITE PRIVATE LOCATE WAS PERFORMED ON 07/24/15 BY MOUNTAIN VIEW LOCATING INC. THE UNDERGROUND UTILITIES AS SHOWN HEREON ARE AS MARKED AT THE TIME OF THIS SURVEY. UNDERGROUND UTILITY LOCATIONS SHOWN ARE APPROXIMATE ONLY. UNDERGROUND CONNECTIONS ARE SHOWN AS STRAIGHT LINES BETWEEN SURFACE LOCATIONS BUT MAY CONTAIN BENDS OR CURVES NOT SHOWN. SOME UNDERGROUND LOCATIONS HEREON MAY HAVE BEEN TAKEN FROM PUBLIC RECORDS. M.G.S. ASSUMES NO LIABILITY FOR THE ACCURACY OF PUBLIC RECORDS.

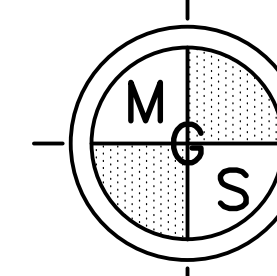
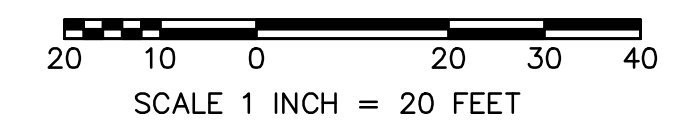
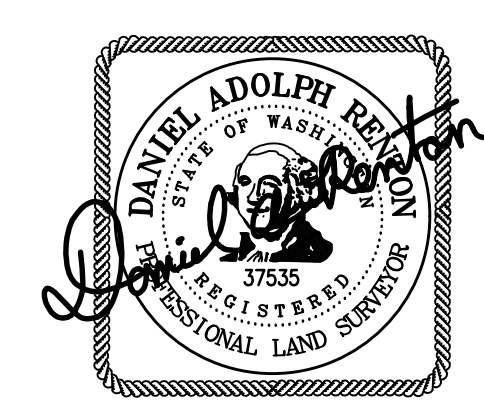
LINE	BEARING	DISTANCE
L1	N 73°34'45" E	73.15'
L2	N 12°52'45" E	30.69'
L3	S 73°16'58" W	11.73'
L4	S 44°38'55" E	25.57'

CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING	CHORD DIST.
C1	258.33'	28°08'01"	126.85'	N 87°38'56" E	125.58'
C2	365.50'	28°02'09"	178.85'	S 87°18'02" W	177.07'
C3	55.50'	43°47'57"	42.43'	S 51°22'59" W	41.40'



WSDOT  
PIN: 214050000  
AFN: 4417490 D

WSDOT  
PIN: 214051000  
AFN: 4417490 D

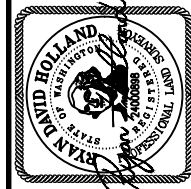


**MINISTER-GLAESER SURVEYING INC.**  
2200 E. EVERGREEN BLVD.  
VANCOUVER, WA 98661  
(360) 694-3313

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 73°34'45" E	73.15'
L2	N 12°52'45" E	30.69'
L3	S 73°16'58" W	11.73'
L4	S 44°38'55" E	25.57'

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING	CHORD DIST.
C1	258.33'	28°08'01"	126.85'	N 87°38'56" E	125.58'
C2	365.50'	28°02'09"	178.85'	S 87°18'02" W	177.07'
C3	55.50'	43°47'57"	42.43'	S 51°22'59" W	41.40'


SCALE: 1"=50'  
 JOB NO. 26-056  
 DATE: 2/25/2026  
 DWG FILE: 26056L1  
 DRAWN BY: RDH  
 SHEET: 1 OF 1




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**EXHIBIT**

RIGHT-OF-WAY VACATION

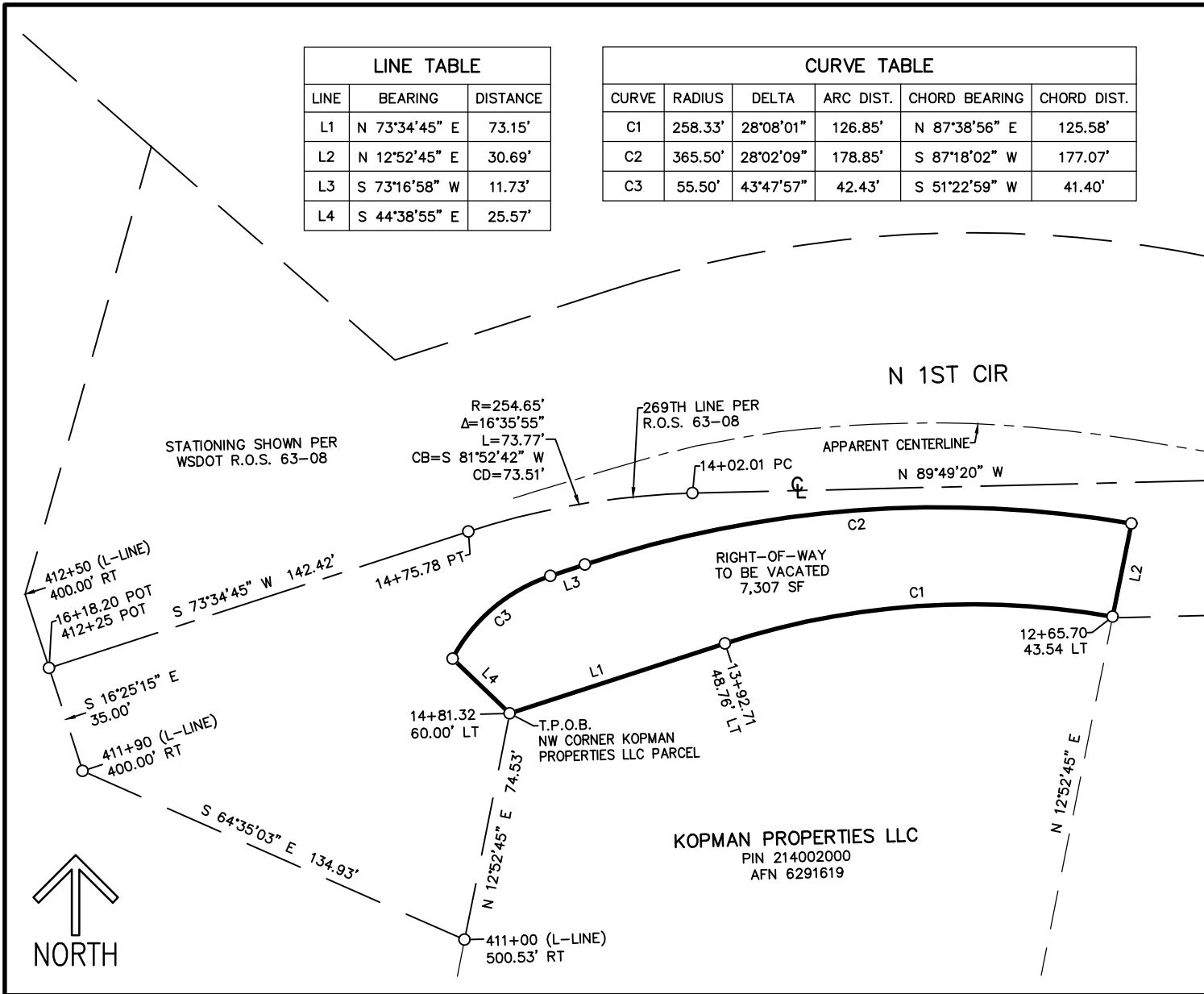


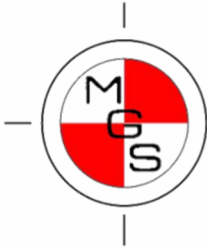
NORTH



NORTH

MINISTER-GLAESER  
 SURVEYING, INC.  
 2200 E. EVERGREEN BLVD.  
 VANCOUVER, WA 98661  
 (360) 694-3313

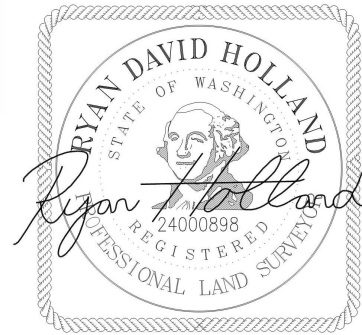




**MINISTER-GLAESER  
SURVEYING INC.**

2200 E. Evergreen Blvd., Vancouver, Washington 98661  
(360) 694-3313

2/25/2026



**FEBRUARY 25, 2026**

**EXHIBIT “ “**

**RIGHT-OF-WAY VACATION**

A strip of land located in the Southeast quarter of the Northeast quarter of Section 21, Township 4 North, Range 1 East, Willamette Meridian, City of Ridgefield, Clark County, Washington, more particularly described as follows:

**COMMENCING** at a point on the East line of W.S.D.O.T. Right-of-Way of Interstate 5 at Station 411+00 (L-Line), 500.53 feet Right, as shown on Record of Survey, Book 63, Page 08, records of Clark County, said point being on the West line of the Kopman Properties LLC parcel as described under Statutory Warranty Deed Auditor's File Number 6291619, recorded December 9, 2025, records of Clark County;

Thence North  $12^{\circ}52'45''$  East, along said West line of the Kopman Properties LLC parcel, 74.53 feet to a point at Station 14+81.32 (269th Line), 60.00 feet Left as shown on said Record of Survey, also said point being the Northwest corner thereof and the **TRUE POINT OF BEGINNING:**

Thence North  $73^{\circ}34'45''$  East, along the South Right-of-Way line of N 1st Circle (Previously known as NW 269th Street), 73.15 feet;

Thence continuing along said South Right-of-Way line and along the arc of a tangent 258.33 foot radius curve turning to the right, for an arc distance of 126.85 feet, through a central angle of  $28^{\circ}08'01''$ , the long chord of which bears North  $87^{\circ}38'56''$  East, for a chord distance of 125.58 feet;

Thence leaving said South Right-of-Way line North  $12^{\circ}52'45''$  East, 30.69 feet;

Thence along the arc of a non-tangent 365.50 foot radius curve turning to the left, for an arc distance of 178.85 feet, through a central angle of  $28^{\circ}02'09''$ , the long chord of which bears South  $87^{\circ}18'02''$  West, for a chord distance of 177.07 feet;

Thence South  $73^{\circ}16'58''$  West, 11.73 feet;

Thence along the arc of a tangent 55.50 foot radius curve turning to the left, for an arc distance of 42.43 feet, through a central angle of  $43^{\circ}47'57''$ , the long chord of which bears South  $51^{\circ}22'59''$  West, for a chord distance of 41.40 feet;

Thence South 44°38'55" East, 25.57 feet to said Station 14+81.32 and the **TRUE POINT OF BEGINNING.**

**CONTAINING** 7,307 square feet of land, more or less.