



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, August 27, 2026
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. RECOGNITION OF CHIEF DORIOT FOR YEARS OF SERVICE

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 August 6, 2026 and August 13, 2026 Meeting**
- 3. Approval of Watson Creative Contract for Police Department Recruitment Program and Strategy**

V. BUSINESS

- 1. Motion - Approval of the ADA Transition Plan - Ryan Thamert, Public Works Director**
- 2. Motion - Approval of Development Agreement with Blue Rock Ventures, as BRV Ridgefield Holdings, LLC for Ridgefield Community and Recreation Center Development - Janean Parker, City Attorney**
- 3. Second Reading of Ordinance No. 1485 - Amending the Transportation Impact Fee Project List - Bryan Kast, City Engineer**

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No.1486 - Stadelman & Leetch
Petition to Annex - 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: August 27, 2026

AGENDA ITEM NAME: Approval of Claims And/Or Payroll

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. August 27, 2026 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

August 27th, 2026

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
001-21-521-20-4021	144	G2-04071C	(blank)	Water Right Transfer GWC 2449 / G2*04071C	50.00
		G2-20379C	(blank)	Water Right Transfer G2-20379C	50.00
		G2-20380C	(blank)	Water Right Transfer G2-20380C	50.00
		G2-20381C	(blank)	Water Right Transfer G2-20381C	50.00
		G2-27103C	(blank)	Water Right Transfer G2-27103C	50.00
		G2-27104C	(blank)	Water Right Transfer G2-27104C	50.00
		G2-27105C	(blank)	Water Right Transfer G2-27105C	50.00
001-21-521-20-4021 Total					350.00
A&T EUROPE SPA	4280	464	(blank)	Ridgefield Community & Recreation Pool Materials - Deposit	176,400.00
A&T EUROPE SPA Total					176,400.00
AKS ENGINEERING & FORESTRY LLC	3908	11586-18	Public Works	07.2026 Hall & Elm Improvements	12,863.50
AKS ENGINEERING & FORESTRY LLC Total					12,863.50
ANDREW MARVITZ	3279	3279-20260814	(blank)	SRO Supervisors & Mgmt Meals - Marvitz	258.00
ANDREW MARVITZ Total					258.00
AQUATIC INFORMATICS INC.	3337	119217	Public Works	06.2026 & 07.2026 Web Test	1,254.60
AQUATIC INFORMATICS INC. Total					1,254.60
BAMBOOHR LLC	3751	QU426724-05	Information Technology	09.2026-09.2027 Annual BambooHR Subscription	9,147.20
BAMBOOHR LLC Total					9,147.20
BLACKLINE INC.	3573	2026-32	Genl Govt/Facilities	2026 Slurry Seal Street Work - Retainage	(6,811.60)
			Public Works	2026 Slurry Seal Street Work	136,232.05
BLACKLINE INC. Total					129,420.45
Blackline Inc	UB*01345	(blank)	(blank)	Refund Check 014244-005 Hydrant Meter N 27 S 32nd Pl	427.88
Blackline Inc Total					427.88
BLUEFIN PAYMENT SYSTEMS - EPAY	2827	2827-202607B	Public Works	07.2026 Customer Web Payments	21.90
		2827-202607A	Public Works	07.2026 Customer Web Payments	9,816.20
BLUEFIN PAYMENT SYSTEMS - EPAY Total					9,838.10
CHICAGO TITLE COMPANY OF WASHINGTON INC.	4312	622-180058-1	Public Works	Title Report - Hall & Elm Improvements	381.15
		622-180057-1	Public Works	Title Report - Hall & Elm Improvements	381.15
CHICAGO TITLE COMPANY OF WASHINGTON INC. Total					762.30
CITY OF BATTLE GROUND	0092	INV00566	Judicial	07.2026 Court Costs	20,714.08
				07.2026 Public Defender	4,900.00
CITY OF BATTLE GROUND Total					25,614.08
CITY OF RIDGEFIELD - EPAY PERMITS	0095	PLZ-26-0088	Public Works	RORC Overflow Parking Site Plan Review	82.50
CITY OF RIDGEFIELD - EPAY PERMITS Total					82.50
CLARK COUNTY	0102	CI089459	Judicial	07.2026 Pretrial Supervision & Investigations	1,453.98
		CI089411	Public Works	2026 LTIF Administration Cost Recovery	10,712.00
CLARK COUNTY Total					12,165.98
CLARK COUNTY TREASURERS OFFICE	0554	SIF202607	Genl Govt/Facilities	School Impact Fees	472,640.00
CLARK COUNTY TREASURERS OFFICE Total					472,640.00
CLARK PUBLIC UTILITIES	3619	35427694	Public Works	630 S 19th Pl Light Replacement R41192319	2,776.07
		35276779	Public Works	228 S 65th Ave Light Replacement R41223404	1,914.47
CLARK PUBLIC UTILITIES Total					4,690.54
CLARK PUBLIC UTILITIES - EPAY	0110	7559-485-202607	Genl Govt/Facilities	487 S 56th Pl. - PW Ops Center	50.14

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CLARK PUBLIC UTILITIES - EPAY	0110	7559-485-202607	Genl Govt/Facilities	230 Pioneer St.	220.76		
				907 Pioneer St.	70.83		
				109 W Division St - Electricity	68.89		
				Public Safety	101 Mill St Ste B - Police Station	391.88	
					Public Works	487 S 56th Pl. - PW Ops Center	714.41
						5078 Pioneer St.	120.99
					400 N Abrams Park Rd	1,415.25	
					337 S Royal Rd.	135.90	
					911 N 65th Ave Intertie 2 - Water	180.20	
					N 1st Cir & N 65th Ave - Park & Ride	64.03	
					3701 N 3rd Cir - Electricity	37.55	
					SR/Pioneer St & S 56 PL	69.42	
					2300 N 3rd Way Bellwood Trail Lights	42.93	
					487 S 56th Pl. - PW Ops Center	19.99	
					1504 NW Intertie 3 - Water	1,634.42	
					255 S 56th Pl - Electricity	3,861.85	
					101 S Main Ave - Overlook Park	331.13	
					301 N 3rd Ave	259.62	
					2861 S Royle Rd. Traffic Flasher	37.10	
					N Abrams Park/E Division	178.38	
					Traffic Signal - Hillhurst/Royal Rd.	67.21	
					Overlook Park - Electricity	65.53	
					512 N Allen Dr - Electricity	37.45	
					214 S Riverview Dr	331.75	
					Municipal Lighting Lease	12,732.83	
					N 35th Ave and Pioneer St	64.65	
					487 S 56th Pl.- PW Ops Center	190.00	
					City Park/Water Well	7,183.46	
					SR/Pioneer ST & S 65 AVE	64.73	
					800 NE 264 St Intertie 1 - Water	59,204.48	
					S 5th St and S Union Ridge Pkwy	74.09	
					Pioneer St. & Gee Creek Loop - Electricity	37.81	
					Community Development	487 S 56th Pl. - PW Ops Center	61.44
CLARK PUBLIC UTILITIES - EPAY Total			90,021.10				
CLARK REGIONAL WASTEWATER DISTRICT - EPAY	0741	0741-202607	Genl Govt/Facilities	Sewer - 487 S 56th Pl PW Ops Center	3.81		
				Sewer - 109 W Division WWTP	80.70		
				Sewer - 907 Pioneer St	123.20		
				Sewer - 109 W Division WWTP - CRWWD Portion	80.69		
				Sewer - 813 Pioneer St	123.20		
				Sewer - 230 Pioneer St City Hall	91.78		
				Public Works	Sewer - Abrams Park Kitchen	43.74	
					Sewer - 487 S 56th Pl PW Ops Center	70.36	
					Sewer - 255 S 56th Pl Well & Reservoir	40.04	
					Sewer - Abrams Park Concessions	45.58	
					Sewer - 101 S Main Ave Overlook Park	269.81	
					Sewer - Abrams Park Restrooms	87.47	
				Community Development	Sewer - 487 S 56th Pl PW Ops Center	4.68	

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CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total					1,065.06				
COBALT COMMUNITY RESEARCH LLC	2380	1616	Genl Govt/Facilities	2026 Community Survey	12,137.50				
COBALT COMMUNITY RESEARCH LLC Total					12,137.50				
COLUMBIA CASCADE COMPANY	1151	40000-08	Public Works	Chime Wall Accessories - Hayden Park	190.75				
COLUMBIA CASCADE COMPANY Total					190.75				
COLUMBIAN PUBLISHING CO	0116	57176	Community Development	Stadelman & Leetch Petition to Annex	100.80				
COLUMBIAN PUBLISHING CO Total					100.80				
COMCAST - EPAY	2271	2271-202608	Genl Govt/Facilities	TMI Building - 101 Mill St. Suite 210	170.42				
				PW Ops Center Phone Services - 487 S 56th Pl	13.07				
				PW Ops Center Internet Services - 487 S 56th Pl	9.72				
				RACC Internet Services - 510 Pioneer St Ste B	71.73				
				City Hall Internet - 230 Pioneer St	409.88				
			Public Safety	City Hall Phone Services - 230 Pioneer St	66.72				
				PD Phone Services -101 Mill St. Ste 110	90.53				
				Public Works	PW Ops Center Phone Services - 487 S 56th Pl	241.01			
					Union Ridge & 5th St Traffic Light	155.37			
					PW Ops Center Internet Services - 487 S 56th Pl	179.18			
			Community Development		PW Ops Center Phone Services - 487 S 56th Pl	16.02			
					PW Ops Center Internet Services - 487 S 56th Pl	11.93			
				RACC Internet Services - 510 Pioneer St Ste B	129.09				
				COMCAST - EPAY Total					1,564.67
				COMCAST BUSINESS - EPAY	1666	279521562	Genl Govt/Facilities	PW Ops Ethernet - 487 S 56th Pl.	103.69
Public Works	PW Ops Ethernet - 487 S 56th Pl.	1,911.47							
Community Development	PW Ops Ethernet - 487 S 56th Pl.	127.03							
Public Safety	PD Ethernet - 101 Mill St. Ste 110	911.23							
COMCAST BUSINESS - EPAY Total					3,053.42				
CONFLUENCE LAW PLLC	4264	2682	Public Works	07.2026 Kennedy Farm Acquisition	875.00				
CONFLUENCE LAW PLLC Total					875.00				
CONSOR NORTH AMERICA INC.	3949	2600475	Public Works	07.2026 Eastside Elevated Water Reservoir CM	33,299.05				
		2600236	Public Works	07.2026 Pioneer Widening CM	1,566.06				
CONSOR NORTH AMERICA INC. Total					34,865.11				
CONTECH ENGINEERED SOLUTIONS LLC	3498	34411337	Genl Govt/Facilities	Filter Vault Blue Poly Disks - Storm	(5.40)				
			Public Works	Filter Vault Blue Poly Disks - Storm	65.40				
CONTECH ENGINEERED SOLUTIONS LLC Total					60.00				
CORE & MAIN LP	2906	INV0033204	Public Works	Hydrant Adjustable Gate Valve Key	512.74				
CORE & MAIN LP Total					512.74				
CRESCENT DESIGN AND ENGINEERING	4047	046	Public Works	07.2026 Development Plan Review	2,832.50				
				07.2026 Engineering Review	6,998.76				
			Community Development	07.2026 Development Plan Review	3,520.00				
				07.2026 Long Range Planning	398.74				
CRESCENT DESIGN AND ENGINEERING Total					13,750.00				
CUMMING MANAGEMENT GROUP INC.	4289	198131	Public Works	07.2026 Ridgefiled Community and Rec Center CM	36,246.40				
CUMMING MANAGEMENT GROUP INC. Total					36,246.40				
DEPARTMENT OF LICENSING - EPAY	0154	RG0002108-2026	Genl Govt/Facilities	CPL Fees	18.00				
		RG0002113-2026	Genl Govt/Facilities	CPL Fees	18.00				
		RG0002112-2026	Genl Govt/Facilities	CPL Fees	18.00				
		RG0002111-2026	Genl Govt/Facilities	CPL Fees	18.00				

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DEPARTMENT OF LICENSING - EPAY	0154	RG0002109-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002106-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002107-2026	Genl Govt/Facilities	CPL Fees	18.00
		0108695909	Public Works	Driving Record - Stephen Marosi	15.00
		RG0002105-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002104-2026	Genl Govt/Facilities	CPL Fees	18.00
		RG0002110-2026	Genl Govt/Facilities	CPL Fees	21.00
DEPARTMENT OF LICENSING - EPAY Total					198.00
EWING IRRIGATION PRODUCTS INC.	2374	31439103	Public Works	Irrigation Repair Parts - Abrams Park	270.23
EWING IRRIGATION PRODUCTS INC. Total					270.23
FERGUSON ENTERPRISES INC # 8423	0181	1386354	Genl Govt/Facilities	Water Meters	(833.24)
			Public Works	Water Meters	10,091.48
FERGUSON ENTERPRISES INC # 8423 Total					9,258.24
GRAPHIC INFORMATION SYSTEMS INC.	2811	297728	Public Safety	Business Cards - Beacock	300.30
		297574	Community Development	Business Cards - Neblock	300.30
		297678	Community Development	Business Cards - Curtis	300.30
GRAPHIC INFORMATION SYSTEMS INC. Total					900.90
GROVER ELECTRIC AND PLUMBING SUPPLY	0210	HD44230	Public Works	Irrigation Control Box - Abrams Park	46.37
GROVER ELECTRIC AND PLUMBING SUPPLY Total					46.37
H.D. FOWLER CO. INC.	2036	I7395509	Public Works	Fire Hydrant Parts - Waterous Pacer & Extension Kit	5,989.21
				Water Meter Parts - Adapters	1,744.11
		C676338	Public Works	Water Meter Refund	(768.87)
		I7388758	Public Works	Water Meter Adapters	1,162.74
H.D. FOWLER CO. INC. Total					8,127.19
HD SUPPLY INC.	3886	INV01129484	Public Works	Tubing & Swivel Adapter	184.41
HD SUPPLY INC. Total					184.41
HIGHWAY SPECIALTIES LLC	3887	INV1015540	Public Works	4 Foil Back Pemp White Tape - Pioneer & 56th Pl Rdbt	380.45
		INV1014680	Public Works	Detour Signs - Streets	1,805.51
		INV1014673	Genl Govt/Facilities	4th of July Route Marking Signs	2,071.04
HIGHWAY SPECIALTIES LLC Total					4,257.00
HI-SCHOOL PHARMACY INC	4191	27847-1	Public Works	Wasp and Hornet Spray & Paint Marker - Parks	72.51
		27846-1	Public Works	Xylophone Repair - Hayden Park	11.14
HI-SCHOOL PHARMACY INC Total					83.65
HONEY BUCKETS	0223	0555712162	Public Works	08.07.2026-09.03.2026 Port-a-Potty - Storybook Hallow Park	265.00
		0555712161	Public Works	08.07.2026-09.03.2026 Port-a-Potty - Davis Park	373.00
HONEY BUCKETS Total					638.00
J2 BLUE PRINT SUPPLY CO	0243	AR185158	Genl Govt/Facilities	History Museum Exhibit Signs	178.76
		AR185159	Human Resources	Employee Picnic Cornhole Signs	86.12
		AR184942	Genl Govt/Facilities	2026 F2T Signs	178.76
J2 BLUE PRINT SUPPLY CO Total					443.64
Jan Clausen	UB*01349	(blank)	(blank)	Refund Check 015106-000 3910 S Hay Field Cir	54.43
Jan Clausen Total					54.43
Janelle Renner	UB*01337	(blank)	(blank)	Refund Check 014162-000 2101 N 2nd Way	44.84
Janelle Renner Total					44.84
JANELLE TARASEWICZ	4309	2569	Human Resources	Supervisor Boot Camp	4,142.00
JANELLE TARASEWICZ Total					4,142.00
JULIETA RUBIO ROMERO	2164	2164-20260827	Genl Govt/Facilities	07.2026 Shipping Reimb. - Rubio Romero	12.90

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JULIETA RUBIO ROMERO	2164	2164-20260827	Finance	07.2026 Mileage Reimb. - Rubio Romero	46.40
JULIETA RUBIO ROMERO Total					59.30
KATIE FAVELA	4024	4024-20260827	Council	Police Chief Candidate Tour Mileage Reimb - Favela	60.18
KATIE FAVELA Total					60.18
L.N. CURTIS AND SONS	3075	INV1091327	Public Safety	Long Sleeve Shirt - Marvitz	98.10
		INV1096764	Public Safety	PD Uniforms - Durham	203.81
		INV1099110	Public Safety	PD Uniform - Beacock	512.01
L.N. CURTIS AND SONS Total					813.92
Legacy 6 Inc	UB*01347	(blank)	(blank)	Refund Check 011809-007 Hydrant Meter S 6th Way & S Discovery Dr	363.35
	UB*01340	(blank)	(blank)	Refund Check 011809-005 Hydrant Meter 204 N Pioneer Canyon Dr	225.87
Legacy 6 Inc Total					589.22
LEPS-PSS PLLC	3896	7635	Public Safety	Post-COE Psychological Evaluation - Beacock	450.00
LEPS-PSS PLLC Total					450.00
MACKAY AND SPOSITO INC.	0899	16815	Public Works	07.2026 Gee Creek Trail Heron to Main	11,228.55
		16160	Public Works	05.2026 PROS Plan Update and Regional Trails	688.00
		16819	Public Works	07.2026 PROS Plan Update and Regional Trails	11,371.88
MACKAY AND SPOSITO INC. Total					23,288.43
MACKAY SPOSITO CONSTRUCTORS LLC	4129	808	Public Works	07.2026 Pioneer Widening and iQ Credit Union Wetlands	3,076.25
MACKAY SPOSITO CONSTRUCTORS LLC Total					3,076.25
MELISSA M COSGROVE NP LLC	4096	22947	Public Works	DOT Drug Screen	55.00
MELISSA M COSGROVE NP LLC Total					55.00
MES I ACQUISITION INC.	4124	IN2566289	Public Safety	PD Uniform - Manseau	1,551.80
		IN2547852	Public Safety	PD Uniform - Manseau	46.52
MES I ACQUISITION INC. Total					1,598.32
MICHAEL SALTZ	4302	4302-20260813B	(blank)	Chief of Police Candidate Meals per Diem Reimb. - Saltz	211.00
MICHAEL SALTZ Total					211.00
Michelle Yankee	UB*01346	(blank)	(blank)	Refund Check 011300-000 179 N 44th Pl	41.70
Michelle Yankee Total					41.70
MIRANDA LANGE	4248	4248-20260827	Genl Govt/Facilities	Historic Preservation Commission Meeting Mileage Reimb. - Lange	20.30
MIRANDA LANGE Total					20.30
NAPA AUTO PARTS	0498	539582	Public Works	Riding Mower Battery - Parks	57.13
NAPA AUTO PARTS Total					57.13
NB ENGINEERING LLC	3933	TO#2-02	Public Works	Code & Eng Standards Revisions MSA Permit	3,973.56
		TO#1-02	Public Works	Stormwater Tree Canopy Mapping MSA Permit	9,794.17
NB ENGINEERING LLC Total					13,767.73
NEW DAY PEST MANAGEMENT LLC	4004	16291	Public Works	08.2026 Pest Control - Bennett Hall	107.91
		16316	Public Works	08.2026 Pest Control - Abrams Park Concession	162.41
		16269	Genl Govt/Facilities	08.2026 Pest Control - City Hall	107.91
		16270	Genl Govt/Facilities	08.2026 Pest Control - 109 Division	107.91
NEW DAY PEST MANAGEMENT LLC Total					486.14
NW NATURAL GAS - EPAY	0315	0315-202607	Genl Govt/Facilities	487 S 56th PW Ops #B - Natural Gas	1.66
				487 S 56th PW Ops #A - Natural Gas	1.13
				230 Pioneer St City Hall - Natural Gas	24.44
				109 Division PW Shop - Natural Gas	29.04
			Public Safety	101 Mill St Police Department - Natural Gas	59.22
			Public Works	487 S 56th PW Ops #B - Natural Gas	30.54
				487 S 56th PW Ops #A - Natural Gas	20.81

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NW NATURAL GAS - EPAY	0315	0315-202607	Community Development	487 S 56th PW Ops #A - Natural Gas	1.38
NW NATURAL GAS - EPAY Total					168.22
PACIFIC OFFICE AUTOMATION - LEASE	1564	598172079	Genl Govt/Facilities	08.2026 Copier Lease - RACC/CH/PW	1,882.85
			Public Safety	08.2026 Copier Lease - PD	522.81
PACIFIC OFFICE AUTOMATION - LEASE Total					2,405.66
Pamela Ottman	UB*01336	(blank)	(blank)	Refund Check 014500-000 1890 S Harrier Rd	49.37
Pamela Ottman Total					49.37
PHOENIX ASPHALT MAINTENANCE COMPANY INC.	4046	67350	Public Works	Streets Cold Asphalt Mix	482.91
PHOENIX ASPHALT MAINTENANCE COMPANY INC. Total					482.91
PITNEY BOWES - EPAY	0341	3323029006	Genl Govt/Facilities	Q3 2026 Postage Machine Lease	534.82
PITNEY BOWES - EPAY Total					534.82
PORTLAND ADVENTIST MEDICAL CENTER	0865	106165	Public Safety	Pre Hire Medical Exam - Beacock	1,054.00
PORTLAND ADVENTIST MEDICAL CENTER Total					1,054.00
PORTLAND ENGINEERING INC	2082	13823	Public Works	07.2026 Q178V Ridgefield Cellular Telemetry	228.90
		13860	Public Works	07.2026 AD016 Ridgefield Service 2026	381.50
PORTLAND ENGINEERING INC Total					610.40
PUBLIC SAFETY TESTING	0354	PST26-880	Public Safety	Background Check & Investigation Report - Newman	2,819.83
PUBLIC SAFETY TESTING Total					2,819.83
Pulte Homes of Washington Inc	UB*01342	(blank)	(blank)	Refund Check 017485-000 412 S 88th Ave	0.10
Pulte Homes of Washington Inc Total					0.10
RIDGEFIELD SCHOOL DISTRICT 122	0378	0378-20260827	Public Works	Q2.2026 RORC Operational Cost	7,075.26
RIDGEFIELD SCHOOL DISTRICT 122 Total					7,075.26
ROBERTSON ANSCHUTZ SCHNEID CRANE & PARTN	4307	17030	Genl Govt/Facilities	Document Retrieval Services	(1.96)
			Public Safety	Document Retrieval Services	23.71
ROBERTSON ANSCHUTZ SCHNEID CRANE & PARTNERS PLL Total					21.75
RONALD D. SCHAUB	4301	4301-20260813B	(blank)	Chief of Police Candidate Meals per Diem Reimb - Schaub	211.00
RONALD D. SCHAUB Total					211.00
SONSRAY MACHINERY LLC	1785	PSO232115-1	Genl Govt/Facilities	Flail Mower Blades - Storm	(15.00)
			Public Works	Flail Mower Blades - Storm	654.01
SONSRAY MACHINERY LLC Total					639.01
SPRINGBROOK - GROUP EPAY	3544	260821926	Public Works	07.2026 UB Web Payments	1,260.88
SPRINGBROOK - GROUP EPAY Total					1,260.88
SPRINGBROOK SOFTWARE LLC	3444	INV-024725	Public Works	07.2026 Customer Web Payments	4,871.22
SPRINGBROOK SOFTWARE LLC Total					4,871.22
STATE AUDITOR'S OFFICE	0524	L175052	Finance	04.2026 Audit Services	41,003.66
STATE AUDITOR'S OFFICE Total					41,003.66
STATE OF WA DEPARTMENT OF REVENUE - EPAY	0156	0-053-863-008	Genl Govt/Facilities	07.2026 B&O and Excise Tax	2,061.89
			Public Safety	07.2026 B&O and Excise Tax	6.44
			Public Works	07.2026 B&O and Excise Tax	37,133.87
			Community Development	07.2026 B&O and Excise Tax	0.15
STATE OF WA DEPARTMENT OF REVENUE - EPAY Total					39,202.35
STERICYCLE INC.	2504	8015095432	Genl Govt/Facilities	07.2026 Secure Shredding - RACC	11.88
				07.2026 Secure Shredding - CH	64.60
			Public Safety	07.2026 Secure Shredding - PD	56.86
			Community Development	07.2026 Secure Shredding - RACC	21.40
		8015017373	Genl Govt/Facilities	07.2026 Secure Shredding - PW Bldg	6.92
			Public Works	07.2026 Secure Shredding - PW Bldg	127.65

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STERICYCLE INC.	2504	8015017373	Community Development	07.2026 Secure Shredding - PW Bldg	8.48
STERICYCLE INC. Total					297.79
SYSTEMS FOR PUBLIC SAFETY LLC	1788	50240	Public Safety	2026 Ford VIN# 73505 Upfitting	29,878.62
SYSTEMS FOR PUBLIC SAFETY LLC Total					29,878.62
Team Construction	UB*01341	(blank)	(blank)	Refund Check 011053-005 Hydrant Meter S 6th Way & Discovery Dr	291.71
	UB*01344	(blank)	(blank)	Refund Check 011053-006 Hydrant Meter S 6th Way & Discovery Dr	279.37
Team Construction Total					571.08
THE MANAGEMENT GROUP, INC.	4310	4310-20260814	(blank)	Rental Assistance - Dixon	1,034.18
THE MANAGEMENT GROUP, INC. Total					1,034.18
THE MASTER'S TOUCH LLC	1786	P104689	Public Works	08.2026 UB Shutoff Notices - Postage	210.60
		P104589	Public Works	08.2026 UB Delinquent Notices - Postage	414.43
		104689	Public Works	08.2026 UB Shutoff Notices	186.62
		P104546	Public Works	08.2026 UB Final Bills - Postage	40.85
		104589	Public Works	08.2026 UB Delinquent Notices	268.61
		104546	Public Works	08.2026 UB Final Bills	193.00
THE MASTER'S TOUCH LLC Total					1,314.11
THE PARR COMPANY	0964	1306550	Public Works	Hydrant Replacement - Pea Gravel & Pine Shim	30.88
		1286736	Genl Govt/Facilities	Drill Bits - PWOM	2.61
			Public Works	Drill Bits - PWOM	12.56
		1286705	Public Works	Sign Installation Concrete Mix - Streets	5.60
		1289056	Public Works	Sign Installation Concrete Mix - Streets	5.60
THE PARR COMPANY Total					57.25
Tinamarie Fish	UB*01348	(blank)	(blank)	Refund Check 015357-000 015357-000	282.90
Tinamarie Fish Total					282.90
T-MOBILE USA INC.	4229	L2509230925	Public Safety	PD Phone Search Warrant Fee - Case No. 25000059	50.00
		L2601250016	Public Safety	PD Phone Search Warrant Fee - Case No. 25000737	50.00
T-MOBILE USA INC. Total					100.00
TOWNZEN & ASSOCIATES INC.	3450	26-064	Community Development	07.2026 Building Plans Reviews	475.00
				07.2026 Structural Plan Reviews	1,875.00
TOWNZEN & ASSOCIATES INC. Total					2,350.00
TRAFFIC SAFETY SUPPLY CO INC.	0432	INV094101	Genl Govt/Facilities	Downtown Parking Improvements Signs - Streets	(22.79)
			Public Works	Downtown Parking Improvements Signs - Streets	275.97
		INV094155	Genl Govt/Facilities	Pioneer and 56th Pl Rdbt Signs - Streets	(67.79)
			Public Works	Pioneer and 56th Pl Rdbt Signs - Streets	820.98
TRAFFIC SAFETY SUPPLY CO INC. Total					1,006.37
TRI MOUNTAIN INVESTORS LLC	3866	2026-367	Genl Govt/Facilities	09.2026 Estimated NNN Maint. - 101 Mill St Basement	367.93
				08.2026 Janitorial - 101 Mill St Ste 210	30.03
				06.2026 Electricity - 101 Mill St Ste 210	13.73
				09.2026 Estimated NNN Maint. - 101 Mill St Ste 210	1,226.44
				09.2026 101 Mill St Basement Lease	991.09
				07.2026 Sewer - 101 Mill St Ste 210	21.62
				06.2026 Natural Gas - 101 Mill St Ste 210	8.33
				09.2026 101 Mill St Ste 210 Lease	6,630.63
				09.2026 Estimated NNN Maint. - 101 Mill St Ste 110	3,556.43
				09.2026 Lease - 101 Mill St Ste 110	31,817.58
				08.2026 Janitorial - 101 Mill St Ste 110	65.52
				07.2026 Sewer - 101 Mill St Ste 110	62.68
		2026-366	Public Safety		

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TRI MOUNTAIN INVESTORS LLC Total					44,792.01
TYLER KING	2866	2866-20260831	Public Safety	Technical Installations in High Voltage Environment Meals - King	297.00
TYLER KING Total					297.00
U.S. BANK	3541	8277254	Finance	07.2026-06.2027 RIDLTGO18 Bond Administration Fee	350.00
		8277253	Finance	07.2026-06.2027 RIDLTGO17 Bond Administration Fee	350.00
		8277255	Finance	07.2026-06.2027 RIDLTGO24 Bond Administration Fee	350.00
U.S. BANK Total					1,050.00
UNIFIRST CORPORATION	3904	2240384561	Genl Govt/Facilities	08.11.2026 Floor Mats - PW Bldg	3.69
				08.11.2026 Uniforms - PWO&M	18.92
			Public Works	08.11.2026 Floor Mats - PW Bldg	68.03
				08.11.2026 Uniforms - PWO&M	91.25
				08.11.2026 Uniforms - PWSTW	22.04
			Community Development	08.11.2026 Floor Mats - PW Bldg	4.52
				08.11.2026 Uniforms - PWSTW	0.76
		2240384543	Genl Govt/Facilities	08.11.2026 Floor Mats - RACC	7.01
			Community Development	08.11.2026 Floor Mats - RACC	12.62
		2240381922	Genl Govt/Facilities	08.04.2026 Floor Mats - PW Bldg	3.64
				08.04.2026 Uniforms - PWO&M	18.43
			Public Works	08.04.2026 Floor Mats - PW Bldg	67.06
				08.04.2026 Uniforms - PWSTW	20.64
				08.04.2026 Uniforms - PWWTR	1,323.29
				08.04.2026 Uniforms - PWO&M	88.88
			Community Development	08.04.2026 Floor Mats - PW Bldg	4.46
				08.04.2026 Uniforms - PWSTW	0.71
				08.04.2026 Uniforms - PWWTR	69.65
		2240384548	Public Safety	08.11.2026 Floor Mats - PD	62.58
		2240384545	Genl Govt/Facilities	08.11.2026 Floor Mats - CH	28.82
		2240381916	Genl Govt/Facilities	08.04.2026 Floor Mats - CH	28.82
		2240381917	Public Safety	08.04.2026 Floor Mats - PD	62.58
		2240381915	Genl Govt/Facilities	08.04.2026 Floor Mats - RACC	7.01
			Community Development	08.04.2026 Floor Mats - RACC	12.62
UNIFIRST CORPORATION Total					2,028.03
VAIRKKO TECHNOLOGIES LLC	3699	33957	Genl Govt/Facilities	08.2026 PD Scheduling Software	(16.65)
			Public Safety	08.2026 PD Scheduling Software	201.65
VAIRKKO TECHNOLOGIES LLC Total					185.00
VERIZON WIRELESS - EPAY	0452	6149773811	Genl Govt/Facilities	PW Ipads	13.02
				Events IPads	207.28
			Public Safety	PD IPads & MDCs	984.52
			Public Works	PW Ipads	1,132.97
				Speed Radar Signs Ipads - Streets	501.38
			Community Development	PW Ipads	201.20
				Code Enforcement IPads	51.82
				CDD IPads	518.17
			Council	Council IPads	414.53
			Finance	Finance IPads	51.82
			Administration	Admin IPads	155.46
		6149773813	Genl Govt/Facilities	Public Works Engineering & UB Cellphones	72.07

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VERIZON WIRELESS - EPAY	0452	6149773813	Genl Govt/Facilities	General Cellphones	46.68	
			Public Safety	PD Cellphones	840.42	
			Public Works	Public Works Engineering & UB Cellphones	1,265.59	
			Community Development	Public Works Engineering & UB Cellphones	107.38	
				Building Inspectors & Permitting Cellphones	653.70	
				Code Enforcement Cellphone	46.68	
			Human Resources	HR Cellphones	93.39	
			Council	Council Cellphones	46.68	
			Finance	Public Works Engineering & UB Cellphones	2.35	
				Finance Cellphones	93.39	
			Administration	Admin Cellphones	186.74	
				Public Works	Hillhurst Ped Crossing	145.17
			VERIZON WIRELESS - EPAY Total			
W.W.GRAINGER INC.	0206	9039891594	Public Works	Water Meter Parts	740.21	
W.W.GRAINGER INC. Total					740.21	
WALLIS ENGINEERING PLLC	0464	18767	Public Works	07.2026 Gee Creek Loop Improvements	32,083.17	
		18746	Public Works	07.2026 Downtown Stormwater - Lake River	587.60	
				07.2026 Downtown Stormwater - River Drive	483.06	
WALLIS ENGINEERING PLLC Total					33,153.83	
WALTER E. NELSON COMPANY	3553	2041663	Public Works	Sanitary Products - Overlook Park	65.40	
WALTER E. NELSON COMPANY Total					65.40	
WASHINGTON CITIES INSURANCE AUTHORITY	0732	200896	Public Safety	Claim 26-0542 Settlement	74,158.00	
WASHINGTON CITIES INSURANCE AUTHORITY Total					74,158.00	
WELLS FARGO - EPAY	1681	202607-9687	Genl Govt/Facilities	Moore Amazon Mktpl Trucker Hats - Pw O&M	18.26	
				Moore Amazon Mktpl Paper Towels - Pw Building	3.16	
				Moore Amazon Ducks/Popcorn Supplies - NNO/Movie In The Park	169.05	
				Moore Amazon Hand Soap - Pw Building	0.51	
				Moore Amazon Mktpl Pens - Ch	25.93	
				Moore Amazon Mktpl Paper Cups - Pw Building	0.53	
				Moore Amazon Notebooks - Pw Building	7.13	
				Moore Amazon Mktpl Charger Blocks - Pw O&M	1.78	
				Moore Amazon Mktpl Suggestion Cards - Ch	25.05	
				Moore Amazon Mktpl Dish Soap - Pw Building	1.52	
				Moore Amazon Mktpl Sharpies - Pw Building	0.95	
				Moore Amazon Mktpl Notebooks - Pw Building	3.82	
				Moore Amazon Candy/Kids Construction Hats - Aug 1Sat	179.38	
				Moore Amazon Mktpl File Folders - Pw Building	2.19	
				Moore Amazon Professional Grade Tape - Events	626.75	
				Moore Amazon Mktpl Trailer Hitches - Pw O&M Trucks	49.99	
				Moore Amazon Mktpl Disposable Utensils - Pw Building	3.44	
				Moore Amazon Cardstock - Pw Building	2.75	
				Moore Amazon Mktpl Radio Batteries - Pw O&M	59.84	
				Moore Amazon Paper - Racc	43.59	
				Moore Amazon Kleenex - Racc	13.21	
				Moore Amazon Mktpl Paper Towels - Ch	42.31	
				Moore Amazon Mktpl Cardstock - Ch	25.20	
				Moore Amazon Paper - Ch	47.08	

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WELLS FARGO - EPAY

1681

202607-9687

Genl Govt/Facilities

Public Safety

Public Works

Moore Amazon Ruler - Cdd Director	0.39
Moore Amazon Mktpl Staples - Ch	55.91
Moore Amazon Mktpl Candy - City Days	44.95
Moore Amazon Mktpl Drawer Organizers - Ch	49.92
Moore Amazon Mktpl Sandlot Movie - Movie In The Park	17.31
Moore Amazon Pens/Index Cards - Ch	10.99
Moore Amazon Pens/Sticky Notes - Ch	48.01
Moore Amazon Mktpl Candy/Dog Water Bowl - City Days	65.17
Moore Amazon Mktpl Sunscreen - Safe & Sound	28.87
Moore Amazon Mktpl Emergency Backpacks - Safety Supplies	207.05
Moore Amazon Mktpl Reed Diffuser - Ch	25.67
Moore Amazon Mktpl Coffee Cups/Coffee Filters - Pw Building	1.79
Moore Amazon Mktpl Poster Board - July 4 Float	41.41
Moore Amazon Boots - Officer Fokin	184.20
Moore Amazon Mktpl Trail Camera - Pd	119.89
Moore Amazon Mailer Envelopes - Pd	14.40
Moore Amazon Mktpl Caution Tape - Pd	239.80
Moore Amazon Mktpl Headset Ear Muffs - Pd	54.37
Moore Amazon Paper - Pd	94.16
Moore Amazon Batteries - Pd	24.03
Moore Amazon Mktpl Memory Cards - Pd	56.68
Moore Amazon Walkie Talkies - Pd	62.12
Moore Amazon Boots - Officer Durham	163.47
Moore Amazon Boots - Officer Coblentz	196.20
Moore Amazon Boots - Officer Jensen	160.20
Moore Amazon Cleaning Cloths - Pd	42.34
Moore Amazon Mktpl Trucker Hats - Pw O&M	88.03
Moore Amazon Mktpl Scale Rulers - Ashenfelter	7.63
Moore Amazon Mktpl Paper Towels - Pw Building	58.34
Moore Amazon Mktpl Measuring Wheel - Ashenfelter	27.25
Moore Amazon Hand Soap - Pw Building	9.37
Moore Amazon Speed Radar Tablet Cases - Streets	50.78
Moore Amazon Mktpl Phone Charger - Stormwater	10.88
Moore Amazon Mktpl Paper Cups - Pw Building	9.71
Moore Amazon Notebooks - Pw Building	131.72
Moore Amazon Mktpl Charger Blocks - Pw O&M	8.56
Moore Amazon Mktpl Dish Soap - Pw Building	28.01
Moore Amazon Mktpl Sharpies - Pw Building	17.61
Moore Amazon Mktpl Clipboard - Panko	23.81
Moore Amazon Mktpl Notebooks - Pw Building	70.66
Moore Amazon Mktpl File Folders - Pw Building	40.43
Moore Amazon Mktpl Trailer Hitches - Pw O&M Trucks	241.01
Moore Amazon Mktpl Disposable Utensils - Pw Building	63.52
Moore Amazon Mktpl Measuring Wheel - Panko	27.24
Moore Amazon Mktpl High Vis Rain Jacket - Stormwater	207.10
Moore Amazon Cardstock - Pw Building	50.79
Moore Amazon Truck Fuel Filters - Parks	118.49

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Public Works

Moore Amazon Mktpl Radio Batteries - Pw O&M	288.48
Moore Amazon Mktpl Office Lamp - Panko	31.05
Moore Amazon Mktpl Scale Rulers - Panko	7.63
Moore Amazon Mktpl Chlorine Testing Supplies - Splash Pad	67.46
Moore Amazon Mktpl Coffee Cups/Coffee Filters - Pw Building	33.02
Moore Amazon Mktpl Trucker Hats - Water	106.30
Moore Amazon Mktpl Phone Case - Stormwater	22.87
Moore Amazon Mktpl Ph Indicator - Splash Pad	32.92
Moore Amazon Mktpl Battery Pack For Tools - Water	337.84
Moore Amazon Mktpl Trucker Hats - Stormwater	106.31
Moore Amazon Mktpl Welding Helmet Battery - Water	5.98
Moore Amazon Mktpl Double Outlet - Water	37.61
Moore Amazon Mktpl Mower Tires - Parks	237.39
Moore Amazon Main Flashing Lightbulbs - Street	66.50
Moore Amazon Respirator Facepiece - Splashpad Vault	132.04
Moore Amazon Mktpl Paper Towels - Pw Building	3.88
Moore Amazon Hand Soap - Pw Building	0.62
Moore Amazon Mktpl Paper Cups - Pw Building	0.65
Moore Amazon Notebooks - Pw Building	8.75
Moore Amazon Mktpl Dish Soap - Pw Building	1.86
Moore Amazon Mktpl Sharpies - Pw Building	1.17
Moore Amazon Mktpl Notebooks - Pw Building	4.70
Moore Amazon Mktpl File Folders - Pw Building	2.69
Moore Amazon Mktpl Disposable Utensils - Pw Building	4.22
Moore Amazon Cardstock - Pw Building	3.37
Moore Amazon Paper - Racc	78.47
Moore Amazon Mktpl Coffee Cups/Coffee Filters - Pw Building	2.19
Moore Amazon Mouse - Racc Front Desk	5.54
Moore Amazon Kleenex - Racc	23.79
Moore Amazon Ruler - Cdd Director	1.56
Moore Amazon Mktpl Seat Cushion - May	31.01
Moore Amazon Screwdriver Set - Code Enforcement	6.53
Moore Amazon Mouse - Racc Front Desk	4.15
Moore Amazon Mktpl Headset - Legal	36.21
Moore Amazon Mouse - Finance Director	37.05
Moore Amazon Mktpl Electrolytes - Wellness	158.04
Moore Amazon Mktpl Rocks - Employee Appreciation	37.05
Moore Amazon Mktpl Safe & Sound Supplies - Wellness	84.44
Moore Amazon Mktpl Outdoor Blanket - Employee Relations	43.55
Moore Amazon Mktpl Cornhole Cases - Employee Relations	98.08
Moore Amazon Mktpl Camping Blankets - Employee Appreciation	76.51
Moore Amazon Planner - Admin	41.41
Moore Amazon Wooden Suggestion Box - Admin	25.05
Moore Amazon Mktpl Camera Backpack - Demoss	76.29
Moore Amazon Mktpl Notebook - Admin	10.69
Moore Amazon Mktpl Planner - Admin	6.86
Giles Fsp Bounce N Battle Movie Screen/Projector - Storybook	(1.39)

Community Development

Information Technology

Human Resources

Administration

202607-2164

Genl Govt/Facilities

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WELLS FARGO - EPAY

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202607-2164	Genl Govt/Facilities	Giles Costco Whse July 4 Crew Lunch - Pw O&M	13.83
		Giles Fsp Bounce N Battle Movie Screen/Projector - Storybook	782.89
		Giles Criterion Anuvu Storybook Hollow Opening - Movie License	450.00
	Public Works	Giles Costco Whse July 4 Crew Lunch - Pw O&M	66.68
202607-5484	Genl Govt/Facilities	Freimuth USPS Postage - City Hall	15.60
	Public Safety	Freimuth Ilani Casino Resort Hotel Stay - Police Chief Candidate	1,068.24
		Freimuth Playmakers - Police Chief Panel Lunch	20.40
	Public Works	Freimuth Washington Recreation WRPA Membership - Crownhart	175.00
	Human Resources	Freimuth Costco By In Car Breakfast Items - All Hands	115.93
		Freimuth Costco By In Car Snacks - Wellness	322.37
		Freimuth FSP SWSHRM Luncheon Meeting - Freimuth	35.00
	Council	Freimuth Instacart Snacks - Council Study Session	19.69
		Freimuth Costco By In Car Snacks - Council Study Session	48.40
	Administration	Freimuth Paypal CMA Conference Registration Fee - Gleason	10.00
		Freimuth United CMA Conference Flight - Gleason	341.20
202607-9059	Council	Stuart Rosauers Breakfast Meeting W/Council - Council	16.49
	Executive	Stuart WCMA 2026 WA City Managers Conf Registration - Stuart	478.40
		Stuart Steakburger Catering Lunch Meeting - Gee Creek Plateau	20.40
		Stuart Country Cafe Lunch Mtg - Deputy CM Position Recruitment	30.60
		Stuart El Rancho Viejo Lunch Mtg -Deputy CM Position Recruitment	23.48
		Stuart Nest Lunch - July 4 City Preparations	28.10
		Stuart Rosauers Breakfast Meeting W/Council - Stuart	24.66
		Stuart Nest Lunch Meeting - Community Rec Center	22.75
202607-3244	Genl Govt/Facilities	Doriot Dolan Consulting Group Policies Webinar - Lt. Marvitz	(11.25)
		Doriot WSNIA.Org Narcotics Investigator Training Tax - King	(72.00)
	Public Safety	Doriot Rosauers Ice/Treats - July 4 Parade Detail	42.86
		Doriot Center Market 7 Ice - July 4 Volunteers/Officers	19.57
		Doriot Dolan Consulting Group Policies Webinar - Lt. Marvitz	136.25
		Doriot Costco Whse Snacks - July 4 Parade Detail	424.47
		Doriot Rosauers Food - July 4 Parade Detail	176.85
		Doriot WSNIA.Org Narcotics Investigator Training - King	872.00
202607-7002	Public Works	Thamert Sq Teriyaki Thai Etc Lunch Meeting - Pw Admin Supervisor	59.35
		Thamert Cameo Cafe Monthly Pw Directors Breakfast - Thamert	13.46
	Community Development	Thamert Cameo Cafe Monthly Pw Directors Breakfast - Thamert	0.71
202607-7739	Genl Govt/Facilities	Coleman Cleverwaiver Waiver Platform Sales Tax - Dragon Boats	(2.70)
		Coleman Costco Whse Refreshments - Movie In The Park	57.68
		Coleman Cleverwaiver Waiver Platform - Dragon Boats	32.69
		Coleman Sticker Mule Stickers - August 1Sat	899.25
	Administration	Coleman Poblano Pepper Mexican Movie Night Event Meal - Coleman	12.00
202607-3537	Genl Govt/Facilities	Rubio Primo Brands Water Delivery Service - Racc	49.89
		Rubio Primo Brands Water Delivery Svcs - Pw Bldg	10.51
		Rubio Primo Brands Water Delivery Service - Ch	83.24
		Rubio USPS Postage - Rental Assistance Prgm	12.90
	Public Safety	Rubio Siptrunk Telephone Service - Pd	241.79
	Public Works	Rubio Primo Brands Water Delivery Svcs - Pw Bldg	193.79
	Community Development	Rubio Primo Brands Water Delivery Service - Racc	89.79
		Rubio Primo Brands Water Delivery Svcs - Pw Bldg	12.88

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WELLS FARGO - EPAY	1681	202607-3537	Information Technology	Rubio Adobe Computer Software - COMM	76.29
				Rubio CCSI Efax Efax Annual Subscription Renewal - City	212.38
				Rubio Zoom.Com Computer Software	69.75
				Rubio Spotify Monthly Music - Ch	14.16
		202607-4430	Information Technology	Parker Thomson West Monthly Software Subscription Research	647.79
			Legal	Parker WSBA Legal Education Training - Parker	140.61
				Parker WASB Assoc. Legal Education Transaction Fee - Parker	3.52
		202607-6939	Genl Govt/Facilities	Lust Mrcs.Org Land Use Webinar - Lazzarini/Whitener Wa Tax	(1.35)
			Community Development	Lust Mrcs.Org Land Use Webinar - Lazzarini/Whitener	109.00
				Lust Mrcs.Org Land Use Webinar - Lazzarini/Whitener Wa Tax	(7.65)
				Lust The Columbian Monthly Newspaper Subscription - CDD Director	26.00
		202607-9102	Genl Govt/Facilities	Allen Finger Lakes Trellis S Roundabout Grapes Clips - Wa Tax	(4.92)
			Public Safety	Allen Starbucks Store Coffee - Chief Of Police Interviews	43.60
				Allen Costco By Instacar Snacks - Chief Of Police Interviews	219.07
			Public Works	Allen Finger Lakes Trellis S Roundabout Grapes Clips	59.59
				Allen Firedist Damian Panko Flagging Certification - Streets	106.37
			Human Resources	Allen Starbucks Store Coffee - July All Hands	65.40
				Allen Costco By In Car Snacks - Wellness	445.30
		202607-5997	Genl Govt/Facilities	Sampson Tractor Supply Shop Sink Drain Kit - Pw Shop	2.52
				Sampson Johnson Air Products Replacement Fans Parts - Wells 8/9	(3.83)
				Sampson Poly Processing Company L Repair Parts - Abrams Tank	(2.97)
			Public Works	Sampson Tractor Supply Shop Sink Drain Kit - Pw Shop	46.51
				Sampson Pollardwater.Com Copper Rounder Tools - Water	500.92
				Sampson Poly Processing Company L Repair Parts - Abrams Tank	737.52
				Sampson Johnson Air Products Replacement Fans Parts - Wells 8/10	2,084.28
				Sampson El Rancho Viejo Lunch - Storm Maintenance 2 Interviews	86.32
		202607-9437	Genl Govt/Facilities	Steele-Hoots Chefstore Food Items - NNO	619.64
			Public Safety	Steele-Hoots Odot Dmv2U Records Copy- Pd	6.50
				Steele-Hoots Tlo Transunion Background Investigations - Pd	132.21
				Steele-Hoots WA Food Worker Card NNO - Newman	10.00
				Steele-Hoots Axon Taser Holsters - New Officers	392.40
				Steele-Hoots Galls Work Boots - Officer Hunt	156.95
				Steele-Hoots USPS First Class Mailer Postage - Pd	1.60
		202607-6996	Genl Govt/Facilities	Demoss Sticker Mule Stickers - Birdfest And Bluegrass	60.21
			Public Safety	Demoss Vistaprint Business Cards - Now Volunteer Program	60.58
			Human Resources	Demoss Sticker Mule Stickers - HTC	121.28
			Administration	Demoss American Air Checked Bag For Training Travel - Demoss	70.00
				Demoss Lyft Schd Air Transportation To Airport - Demoss	39.24
				Demoss The Columbian Monthly Newspaper Subscription - COMM	12.50
				Demoss Lyft Airport To Hotel Transportation - Demoss	59.72
		202607-2508	Public Works	Williams On The Spot Engraving Plaque - Gee Creek Loop Project	168.18
		202607-7069	Public Works	Ferriss Sharefile Paylink Sharefile Licenses - Hague	152.39
				Ferriss Sharefile Paylink Sharefile Licenses - Cooney/Muldering	361.93
			Community Development	Ferriss Sharefile Paylink Sharefile Licenses - Hague	57.15
			Council	Ferriss Rosauers Drinks Fridge Restock - City Council	17.42
		202607-4870	Genl Govt/Facilities	Johnson Wa Dol Lic & Reg 51307 Lost Licenses/Titles - City	70.23
			Public Safety	Johnson El Rancho Viejo Mgmt Team Lunch - Police Chief Interview	96.26

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WELLS FARGO - EPAY	1681	202607-4870	Public Safety	Johnson Wa Dol Lic & Reg 51307 Lost Licenses/Titles - City	54.05	
				Johnson Wa Dol Lic & Reg 51307 Licensing Fee - Two Pd Vehicles	144.20	
			Public Works	Johnson Wa Dol Lic & Reg 51307 Lost Licenses/Titles - City	81.85	
			Community Development	Johnson Wa Dol Lic & Reg 51307 Lost Licenses/Titles - City	17.12	
			Finance	Johnson Government Finance Office Application Fee - 2025 Popular	275.00	
					Johnson The Columbian Monthly Newspaper Subscription - Finance	15.00
		202607-0187	Genl Govt/Facilities	Melroy Rosauers Pallet Of Drinking Water - Pw O&M	62.76	
			Public Works	Melroy Rosauers Pallet Of Drinking Water - Pw O&M	302.56	
		202607-2761	Public Safety	Gibson CBT Clark County Public Health Permit - NNO	152.13	
		202607-6868	Public Works	Mulderig PY LCEP Columbia River Basin Program Registristration	155.30	
	Mulderig Hummus Middle Lunch - County SW Coordination Mtg		26.25			
WELLS FARGO - EPAY Total					24,196.93	
WEX BANK - EPAY	3552	114190320	Genl Govt/Facilities	PW Fuel	449.00	
			Public Safety	PD Fuel	3,980.24	
				PD Fuel Cards	15.00	
			Public Works	PW Fuel	7,144.85	
				Propane - Streets	10.74	
			Community Development	PW Fuel	1,706.07	
				CDD Fuel	864.62	
WEX BANK - EPAY Total					14,170.52	
WOODLAND SAW AND CYCLE INC.	2223	5000	Public Works	Equipment Repair & Maintenance - Storm	379.70	
WOODLAND SAW AND CYCLE INC. Total					379.70	
WSP USA INC.	3338	40420917	Community Development	07.2026 Comprehensive Plan and System Plan Updates	14,187.47	
WSP USA INC. Total					14,187.47	
Xiaotian Yuan & Tracy Peterson	UB*01343	(blank)	(blank)	Refund Check 015544-000 208 N 28th Pl	83.82	
Xiaotian Yuan & Tracy Peterson Total					83.82	
Grand Total					1,480,204.27	

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 27, 2026

AGENDA ITEM NAME: Approval of Minutes from the August 6, 2026 and August 13, 2026 Meeting

GOVERNING LEGISLATION

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

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

STAFF CONTACT:

ATTACHMENTS:

1. 08-06-2026
2. 08-13-2026



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 6, 2026**

Regular Meeting - 4:00 PM

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

Present:

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

Absent:

Mayor Matt Cole

1. Envision Ridgefield 2045 Batch 1 Elements (Economic Development, Public Facilities, Parks & Recreation, and Arts, Culture, & History) - Claire Lust, Community Development Director

Staff presented the Envision Ridgefield 2045 Batch 1 Elements, including Economic Development, Public Facilities, Parks & Recreation, and Arts, Culture & History.

II. ADJOURN

5:00PM

Julie Ferriss, City Clerk

Matt Cole, Mayor



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 13, 2026**

Regular Meeting - 6:30 PM

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

1. Flag Salute

2. Roll Call

Present:

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

Absent:

Council Member Clyde Burkle

MOTION: COUNCIL MEMBER FAVELA MOVED TO EXCUSE COUNCIL MEMBER BURKLE FROM THE MEETING.

SECOND: MAYOR PRO TEM CHIPMAN.

MOTION PASSED.

3. Late changes to the agenda

II. PUBLIC COMMENT

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

Comments received during public testimony can be heard on the City's website under [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](https://www.ridgefieldwa.us/City-Council/Meeting-Audio-Files).

III. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

RESULT: (UNANIMOUS)

MOVER: Council Member Davis

SECONDER:	Council Member Wells
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis, Council Member Hamilton

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the July 16, 2026 and July 23, 2026 Meeting**
3. **Approval of EMS Interlocal Cooperation Agreement**
4. **Approval to Submit a Department of Justice Grant Application for Drone Purchase**
5. **Approval of Clark County Maintenance Interlocal Agreement**

IV. PRESENTATION

1. **2nd Quarter 2026 Budget to Actual and Economic Update - Kirk Johnson, Finance Director**

Finance Director Kirk Johnson presented the budget to actual results for the first half of 2026 and reviewed economic indicators in preparation for the 2027 annual budget development.

2. **Clark County Commission on Aging Annual Report - Claire Lust, Community Development Director**

Staff from the Clark County Commission on Aging presented an annual report update to the City Council.

V. BUSINESS

1. **Motion to Approve Greely Farms Phase 4 Final Plat - Claire Lust, Community Development Director**

The project is subject to the Rohrer-Walker-Schuster Development Agreement, as amended. Staff provided an overview of the Greely Farms Phase 4A Planned Unit Development, which was approved by the Hearing Examiner on February 15, 2024. Phase 4A is located in the northeast portion of the project and proposes 24 single-family detached residential lots, ranging from 4,000 to 15,545 square feet, with an average lot size of 8,623 square feet. The larger lots are located adjacent to the Helens View subdivision.

MOTION: MOVED TO APPROVE GREELY FARMS PHASE 4 FINAL PLAT AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Chipman
SECONDER:	Council Member Hamilton
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis, Council Member Hamilton

2. **Second Reading of Ordinance No. 1484 - Critical Areas Ordinance Amendments - Claire Lust, Community Development Director**

Staff provided an update on the proposed amendments to Ridgefield Development Code Chapter 18.280, Critical Areas, as part of the required periodic update to the City's critical area regulations. The amendments were developed based on state legislation, Best Available Science, staff input, and stakeholder feedback. Planning Commission held a public hearing and recommended approval with comments on April 1, 2026. Staff incorporated the comments and completed the required state and SEPA

review processes. City Council held a public hearing on July 23, 2026, and no changes were made to the proposed amendments following the hearing. Councilmember Davis noted a scrivener’s error regarding the buffer increase, and staff acknowledged the error and will make the necessary correction.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1484 AS PRESENTED.
SECOND: COUNCIL MEMBER FAVELA.

COUNCIL MEMBER WELLS MOVED TO AMEND THE MOTION TO DELAY THE IMPLEMENTATION DATE UNTIL JANUARY 1, 2027.
COUNCIL MEMBER DAVIS SECOND THE MOTION.
CITY COUNCIL CONDUCTED A DISCUSSION ON THE PROPOSED AMENDMENT.

COUNCIL MEMBER WELLS WITHDREW HIS AMENDMENT.
COUNCIL MEMBER DAVIS SECONDED THE WITHDRAWAL.

COUNCIL MEMBER WELLS MOVED TO TABLE THE ORDINANCE UNTIL STUDY SESSION CAN BE SCHEDULED.
THE MOTION DIED FOR LACK OF A SECOND.

MAYOR COLE BROUGHT THE ORIGINAL MOTION BACK TO THE FLOOR TO ADOPT ORDINANCE NO. 1484 AS PRESENTED.

RESULT:	(5-1)
AYES:	Council Member Hamilton, Mayor Cole, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis
NAYS:	Council Member Wells

VI. PUBLIC HEARING/BUSINESS

1. Public Hearing and Approval of Resolution No. 681 (2026) and Resolution No. 682 (2027) Transportation Improvement Plans - Bryan Kast, City Engineer

Staff presented updates to the 2026 and 2027 Transportation Improvement Plans and responded to questions and comments from Council.

Mayor Cole Opened the Public Hearing: 9:01PM

No public testimony was received.

Mayor Cole Closed the Public Hearing: 9:02PM

MOTION: MOVED TO APPROVE RESOLUTION NO. 681 AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Davis
SECONDER:	Council Member Wells
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis, Council Member Hamilton

MOTION: MOVED TO APPROVE RESOLUTION NO. 682 AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Davis
SECONDER:	Council Member Hamilton
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Favela, Council Member Davis, Council Member Hamilton

2. Public Hearing and First Reading of Ordinance No. 1485 - Amending the Transportation Impact Fee Project List - Bryan Kast, City Engineer

Staff provided an update to the Traffic Impact Fee (TIF) project list, including revised costs for the Carty Road and Carty Road/Hillhurst Roundabout projects based on preliminary design and updated traffic modeling. City Council discussed the proposed updates.

Mayor Cole Opened the Public Hearing: 9:18PM

No public testimony was received.

Mayor Cole Closed the Public Hearing: 9:19PM

The first reading of the Ordinance was conducted.

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.

Comments received during public testimony can be heard on the City's website under [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](#).

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council member Hamilton thanked everyone for attending the meeting and reported attending the C-TRAN Facility and System Tour with Councilmember Davis, the City Days Council Booth, and other meetings and events.

Council member Wells reported attending the City Council study session, Port of Ridgefield meeting, and a City tour with Councilmember Davis.

Council member Davis reported participating in the City tour with Council member Wells and the C-TRAN Facility and System Tour with Council member Hamilton. He also recognized staff for their work during City Days and congratulated the Raptors on a successful season.

Council member Favela thanked residents for attending Council meetings and providing public comment, recognized staff for their work during City Days, and congratulated the Raptors on a successful season.

Mayor Pro Tem Chipman congratulated the Raptors on a successful season and reported attending the City Council study session, helped at the Clark County Lions Club booth, and attending the Jersey Mike's ribbon cutting.

2. Mayor

Recognized Officer Debiak for receiving the PAL Law Enforcement Volunteer of the Quarter Award and thanked residents for attending Council meetings and providing public comment.

3. City Manager

Finance Director Kirk Johnson reminded the Budget Committee meeting is scheduled for next week.

Community Development Director Claire Lust recognized staff for their work on the new elementary school and reported that a temporary occupancy permit has been issued.

Lieutenant Andy Marvitz recognized Officer Debiak for receiving the PAL Law Enforcement Volunteer of the Quarter Award.

IX. ADJOURN

9:44PM

Julie Ferriss, City Clerk

Matt Cole, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 27, 2026

AGENDA ITEM NAME: Approval of Watson Creative Contract for Police Department Recruitment Program and Strategy

GOVERNING LEGISLATION

RCW 35: Cities and Towns; RCW 35A: Optional Municipal Code; RCW 39: Public Contracts and Indebtedness; Financial Policy #04: Procurement of Goods and Services

PREVIOUS COUNCIL ACTION TAKEN:

Council has approved multiple contracts and agreements in the past.

SUMMARY/BACKGROUND:

The City was awarded a Department of Justice (DOJ) Office of Community Oriented Policing Services (COPS) grant to assist with preparing a police officer recruitment program. The city released an RFQ on April 17, 2026, and received 15 bids from consultants for the work. Watson Creative was the highest scoring firm and the city issued an intent to negotiate scope and fee on June 24, 2026. Watson will develop and implement a recruitment program for the Ridgefield Police Department that attracts interested and qualified candidates. The work includes research and strategy, recruitment messaging and creative direction, a dedicated recruitment website, recruitment videos and photography, event handouts, targeted digital advertising, campaign management, and a final report documenting results, key takeaways, and lessons learned for other rural police departments.

BUDGET/FINANCIAL IMPACTS:

The contract budget is \$120,000 and will be paid 100% from grant funds as there is no match requirement. The city received a grant for a total amount of \$175,000 and the balance of the grant will cover overtime for officers to attend events and for materials for recruitment.

RECOMMENDED ACTION OR MOTION:

If the council chooses to approve the contract, a motion would be:

"I move to approve the contract with Watson Creative for Police Recruitment Program and Strategy in the amount of \$120,000."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. Ridgefield_Police_Recruitment_SOW_

Ridgefield Police Department Recruitment

Statement of Work

RFP C2026-030 | City of Ridgefield, Washington

Client	City of Ridgefield / Ridgefield Police Department
Consultant	Watson Creative
Funding	Department of Justice (DOJ), Office of Community Oriented Policing Services (COPS Office) grant program
Required Completion	June 30, 2027
Primary Scope	Recruitment strategy, messaging, event materials, recruitment website, video, photography, digital advertising, campaign management, and final reporting

Project Objective

Watson will develop and implement a recruitment program for the Ridgefield Police Department that attracts interested and qualified candidates. The work includes research and strategy, recruitment messaging and creative direction, a dedicated recruitment website, recruitment videos and photography, event handouts, targeted digital advertising, campaign management, and a final report documenting results, key takeaways, and lessons learned for other rural police departments.

The scope follows the same sequence as the original plan: Strategy, Creative, Production, and Marketing. All activities and deliverables are subject to City approval, the executed professional services contract, and applicable grant requirements.

1. Strategy

Watson will establish the recruitment objectives, priority candidate audiences, message framework, channel roles, website requirements, and performance measures before creative production begins. The work will use Department input, existing materials, available recruitment data, peer review, and the requirements of the COPS Office-funded project.

1.1 Alignment

1.1.1 Onboarding

Watson will conduct a project kickoff with the City project manager, Police Department leadership, recruiting staff, Human Resources, communications staff, and grant administration representatives as appropriate.

Activities

- Confirm scope, deliverables, budget categories, grant-related constraints, final completion date, and decision-making authority.
- Establish the project schedule, milestone dates, review periods, meeting cadence, and consolidated feedback process.
- Set up shared project tools for tasks, schedules, files, approvals, and status updates.
- Collect access to existing website properties, analytics, social media accounts, advertising accounts, and application links as needed.
- Identify required City, Police Department, legal, Human Resources, communications, and grant approvals.

Deliverables

- Project work plan and milestone schedule.
- Project contact and approval matrix.
- Asset, information, account-access, and dependency checklist.
- Initial risk and issue log, including schedule, procurement, participant availability, and grant constraints.

1.1.2 Department and Recruitment Context Review

Watson will facilitate a 1-2 hour working session to document the Department's recruitment history, current needs, internal perspective, and project constraints. The session will focus on practical information needed to develop the campaign and required deliverables.

1. **Document Review:** City and Police Department brand standards, current job postings, recruiting materials, recruitment data, benefits and compensation information, hiring requirements, relevant policies, event materials, and grant documents provided by the City.
2. **Recruitment Landscape:** Current regional recruiting conditions, the Department's rural and small-city context, and the ways comparable agencies present employment opportunities.
3. **Candidate Journey:** The steps from first awareness through application, including common questions, barriers, handoffs, and drop-off points.
4. **Recruitment Calendar:** Community and higher education recruitment events in Washington and Oregon, hiring cycles, application windows, and campaign flight dates.

Deliverables

- Context review summary.
- Confirmed recruitment challenges, opportunities, constraints, and project priorities.

- Preliminary candidate journey and measurement framework.

1.2 Insights: Creative

1.2.1 Creative Workshop

Watson will facilitate one working session of approximately three hours with 5–7 City and Police Department stakeholders. The purpose is to define the Department qualities, stories, visual considerations, and factual proof points that the recruitment campaign should communicate.

Workshop Agenda

- **Future-Focused Introspection** We'll guide Ridgefield Police leadership through a focused exercise centered on three questions: What is working today, where are the current recruitment challenges, and what should the department's recruitment efforts achieve over the next several years? The discussion will clarify priorities and define the attributes that should shape the recruitment strategy and creative direction.
- **Strategic Dichotomies** We'll assess how Ridgefield Police currently shows up across a series of relevant spectrums, such as established versus evolving, rural versus connected, traditional versus progressive, and service-oriented versus enforcement-led. This exercise will help identify the department's current position, its desired future position, and the choices needed to close the gap.
- **Exploring Archetypes** We'll use archetypes to establish a clear storytelling approach for the recruitment campaign. The goal is to identify the qualities Ridgefield Police should consistently communicate, such as service, trust, readiness, belonging, and professional purpose, and translate them into messaging that resonates with qualified candidates.

Deliverables

- Workshop summary and approved creative criteria.

1.2.2 Audit and Baseline

Watson will review the Department's current recruitment presentation and compare it with relevant public-safety recruitment programs. The audit will identify what should be retained, corrected, clarified, or developed.

Ridgefield Police Department Recruitment Audit

- City and Police Department brand standards and current visual identity.
- Existing recruitment copy, job information, photography, video, handouts, presentations, website content, and social content.
- Clarity and consistency of the candidate value proposition, requirements, benefits, application steps, and calls to action.
- Accessibility, usability, and continuity across recruitment touchpoints.

Peer Audit

The peer review will include five comparable law-enforcement agencies and three adjacent public-safety or public-sector recruitment programs.

- Comparison of recruitment positioning, message themes, visual direction, websites, video, social media, event materials, and calls to action.
- Digital performance indicators that are publicly available or accessible through approved tools.
- Gaps and practical opportunities for Ridgefield to present a clear and credible recruitment story.

Deliverables

- Creative and recruitment audit summary.
- Peer comparison and opportunity list.

- Baseline recommendations for messaging, website, content, and campaign development.

1.3 Insights: Recruitment Marketing

1.3.1 Marketing Workshop

Watson will facilitate one focused workshop of approximately 60–90 minutes with the City staff responsible for recruitment, communications, website management, and digital advertising. The session will define how campaign channels and recruitment events will work together.

Integrated Recruitment Campaign Planning

- **Candidate Audience Alignment:** Confirm priority candidate groups, eligibility considerations, geographic focus, and the information each group needs.
- **Recruitment Pathway:** Map Awareness → Interest → Application → Follow-Up and identify the role of each channel at each stage.
- **Content and Event Calendar:** Coordinate campaign content with community and higher education recruiting events, application periods, and Department availability.
- **Channel Roles:** Define the purpose of the recruitment website, organic social, paid social, search, display, email or follow-up materials, earned/community outreach, and event handouts.
- **Performance Measures:** Confirm reportable metrics, data sources, tracking requirements, and the limits of available application or hiring data.

Deliverables

- Integrated recruitment campaign framework.
- Preliminary channel plan and content calendar.
- Measurement and reporting requirements.

1.3.2 Audit and Baseline

Watson will review the current recruitment marketing ecosystem and compare Ridgefield with three relevant peer programs. The review will focus on the candidate pathway, channel readiness, and the ability to measure performance.

Candidate Audience and Recruitment Pathway

- Priority candidate groups and likely information needs.
- Alignment across Awareness → Interest → Application → Follow-Up.
- Current traffic sources, application links, referral paths, and identifiable drop-off points.
- Readiness of the following recruitment systems:
 - **1. Employer Credibility and Recruitment Narrative:** Department story, job information, proof points, officer voices, and consistency across owned content.
 - **2. Search:** Visibility for police recruitment terms, technical readiness, page structure, and local or regional search intent.
 - **3. Organic Social:** Platform fit, content cadence, visual consistency, and the role of current officers and Department channels.
 - **4. Candidate Follow-Up:** Email, text, contact forms, recruiting contacts, and handoff procedures available through City systems.
 - **5. Recruitment Website:** Usability, mobile experience, accessibility, content clarity, application links, analytics, and conversion paths.
 - **6. Earned and Community Outreach:** Recruitment events, partnerships, higher education outreach, local media, and third-party credibility.
 - **7. Paid Media:** Targeting, platform mix, creative requirements, tracking, budget pacing, and alignment with the application pathway.

Peer Comparison (3)

- Recruitment positioning, story angles, channel mix, and application calls to action.
- Search visibility, website maturity, video and photography use, and paid-media practices.
- Tactics that may be relevant to a rural agency recruiting in Washington and Oregon.

Deliverables

- Recruitment marketing baseline.
- Priority channel and tracking recommendations.
- Initial paid-media and website requirements.

1.4 Recruitment Strategy

1.4.1 Candidate Profiles

Watson will develop three priority candidate profiles based on stakeholder input, available data, peer research, and the recruiting pathways confirmed by the City. These profiles will be used to guide messaging, media targeting, website content, event materials, and video stories.

Deliverables: Three Candidate Profiles

- Candidate background and relevant eligibility or experience considerations.
- Primary motivations, questions, barriers, and decision criteria.
- Information sources, recruitment-event touchpoints, and digital media habits that can be reasonably supported by available research.
- Recommended messages, proof points, calls to action, and content formats.
- Candidate journey from Awareness → Interest → Application → Follow-Up.

1.4.2 Recruitment Messaging

Watson will develop a practical message system for Ridgefield Police Department recruitment. All statements about employment, compensation, benefits, qualifications, hiring procedures, and Department operations will be subject to City review and approval.

Deliverables

- **Recruitment Messaging Foundation:** Recruitment positioning, reasons to consider the Department, approved proof points, headline and tagline directions, and primary calls to action.
- **Message Matrix:** Messages organized by candidate profile, recruitment stage, channel, and information need.
- **Three Primary Recruitment Narratives:** Priority storylines for the website, video, social content, event materials, and paid advertising.
- **Voice and Tone Guidance:** Plain-language direction for credible, consistent, and respectful recruitment communications.
- **Approved Facts and Claims List:** A controlled reference for compensation, benefits, training, career development, community, equipment, and other factual content used in production.

1.5 Strategy Review and Approval (The Summit)

After the workshops, audits, and research are complete, Watson will conduct a two-hour working session to present findings, resolve open issues, and obtain direction for the Creative phase.

1.5.1 Research and Synthesis

Watson will prepare a consolidated strategy presentation covering:

- **Department Context:** Recruitment history, current needs, organizational perspective, and project constraints.
- **Stakeholder Input:** Key themes and decisions from workshops and working sessions.
- **Audits and Baselines:** Brand, content, website, search, analytics, candidate pathway, channel, and peer findings.
- **Secondary Research:** Relevant market signals, regional recruiting context, public information, and approved analytics or media data.

1.5.2 Creative Brief

The approved brief will define:

- Three candidate profiles.
- Recruitment messaging and proof points.
- Campaign objectives and success measures.
- Recruitment website structure and content priorities.
- Channel roles, paid-media assumptions, and recruitment-event integration.
- Creative, photography, video, privacy, accessibility, and brand requirements.

1.5.3 Project Roadmap

Watson will provide a project roadmap through the grant completion date, including:

- Immediate next steps and approved production priorities.
- Creative, website, content-production, media-launch, optimization, and closeout milestones.
- Coordination points for community and higher education recruitment events in Washington and Oregon.
- Recommended campaign flights and media sequencing.
- Final report outline, deliverable inventory, source-file transfer, and grant closeout support.
- A revised production plan and statement of work reflecting approved direction and budget.

2. Creative

Watson will translate the approved recruitment strategy into a campaign system and dedicated recruitment website. Creative work will be reviewed in defined stages so that messaging, design, production requirements, and City approvals are settled before full production.

2.1 Campaign Direction

Watson will develop one integrated recruitment campaign direction that can be applied across the recruitment website, video, photography, event handouts, organic social content, digital advertising, and other approved materials.

2.1.1 Process and Review Stages

Creative Intent

Watson will present 2–3 visual reference boards, initial narrative cues, and draft channel requirements. The City will confirm the tone, story approach, candidate emphasis, and practical requirements for each channel.

Concept Debut

Watson will present up to three campaign directions using 3–5 representative sample applications. Each direction will include rationale and demonstrate how the message and visual system can work across the website, video, social media, digital advertising, and recruitment events. The City will select one direction for refinement.

Concept Refinement

Watson will refine the selected direction, resolve messaging and visual issues, confirm accessible and platform-specific adaptations, and identify any A/B testing needs. This stage will also confirm scripts, shot lists, content requirements, website components, production schedule, and media specifications.

Final Direction

Watson will finalize the approved campaign system and prepare it for production. Final direction will include the campaign guidelines, approved messaging, production briefs, website direction, and specifications for required assets.

2.1.2 Deliverables and Key Assets

Campaign Guidelines

- Core recruitment narrative, approved headline and tagline direction, message hierarchy, proof points, and calls to action.
- Visual direction for key art, typography, color, graphic elements, photography, motion, and layout.
- City and Police Department brand requirements, accessibility considerations, and usage guardrails.
- Examples showing how the system applies across website, video, organic social, paid media, and event materials.

Content Direction

- **Photography Direction:** Subjects, locations, activities, equipment, uniforms, environments, representation, image style, and required permissions.
- **Video Direction:** Story structure, interview approach, scripts or talking points, shot list, storyboards where needed, aspect ratios, captioning, and sound-off requirements.
- **Production Brief:** Capture-day schedule, participants, locations, equipment, vendor needs, releases, safety considerations, and production estimate.
- **Recruitment Content Topics:** Up to ten website, FAQ, social, or search-informed topic recommendations that support candidate questions and long-term discovery.

Campaign Asset Kit

- Recruitment event handout system: one brochure or pamphlet and one flyer or reusable flyer template.
- Up to three organic social examples across up to three approved platforms.
- Directional templates for three core digital ad concepts, including static and motion-ready applications where appropriate.
- Recruitment event signage or table-display direction, if included in the approved production budget.
- Website visual direction and representative component examples.

2.2 Website Design and Development

2.2.1 Approach

Watson will design, build, test, and launch a dedicated Ridgefield Police Department recruitment website or microsite on a platform approved by the City. The website will provide a clear mobile-first path from initial interest to the City's official application process.

- Confirm the sitemap, page requirements, application links, technical environment, hosting responsibilities, analytics, and content-management needs. (~10 page templates)
- Design responsive page layouts and reusable components in Figma.
- Develop the approved website on the agreed platform and connect calls to action to the City's application or applicant-tracking system.
- Implement approved analytics and campaign tracking.
- Complete content, accessibility, browser, device, performance, and launch quality assurance.
- Provide launch support and a handoff session for City staff.

2.2.2 Page and Template Definitions

The initial scope assumes up to six core recruitment pages or page templates. The final page list will be confirmed in the approved sitemap and budget.

- **Primary Pages:** Core pages that establish the recruitment story, visual system, and application pathway. Anticipated subjects include Home, Why Ridgefield, Department and Culture, Career and Benefits, Application Process, and Frequently Asked Questions or Contact/Apply.
- **Secondary or Static Pages:** Additional pages built within the approved system for lower-volume or supporting content.
- **Database or Custom Application Features:** Applicant tracking, secure portals, complex databases, calculators, or custom integrations are not included unless specifically approved in the final scope.

2.2.3 Process and Review Stages

Creative Intent (Review 1)

With the strategy and sitemap approved, Watson will review relevant recruitment sites, navigation patterns, motion, accessibility requirements, and content priorities with the City.

Concept Debut (Review 2)

Watson will present up to two homepage design directions with rationale and representative mobile views. The City will select one direction.

Concept Refinement and Production Sprints (Review 3+)

Watson will refine the selected homepage and develop 2–3 additional core page templates. Remaining pages and responsive states will be reviewed in focused production sprints.

Final Direction and Launch (Review 4)

Watson will finalize the design system, complete development, perform quality assurance, launch the website, and provide final design, code, content, analytics, and administrative documentation as applicable to the approved platform.

2.2.4 Website Deliverables

Responsive Design and Build

- Approved sitemap and page requirements.
- Homepage and approved core page designs.

- Responsive desktop, tablet, and mobile layouts.
- UI kit with typography, colors, buttons, forms, navigation, and interaction states.
- Website development on the approved platform.
- Application links, analytics, campaign tracking, and basic search optimization.
- Accessibility, browser, device, performance, and launch quality assurance.
- Production-ready design files, website files or repository access as applicable, and City handoff.

Verbal Content and Copywriting

- Watson will draft recruitment copy for approved pages using the approved messaging and facts list.
- The City will provide and verify compensation, benefits, qualifications, hiring steps, policies, legal notices, contacts, and other substantive factual content.
- The City will review and approve all employment-related statements before publication.
- Copy for additional pages or major content changes outside the approved sitemap may require a scope adjustment.

Visual Content

- The website will use photography and video produced under this scope, approved City assets, and licensed stock imagery where appropriate.
- Basic icons, interface graphics, and campaign graphic elements are included.
- Custom infographics, advanced animation, complex interactive tools, and additional content capture are included only if identified in the approved budget.

3. Production

Watson will produce the approved recruitment assets for the website, recruitment events, organic social channels, and paid digital campaign. Media planning will occur in parallel so that final sizes, durations, formats, and asset variations match actual placements.

Required City Delivery

At project completion, Watson will provide the City with the final video files, recorded footage produced under the project, final photographs, approved graphics, copy, campaign files, website files or access, and other work product required by the contract. Third-party licensed materials will be identified with any continuing use restrictions.

3.1 Campaign Production

3.1.1 Campaign 01: Recruitment Awareness and Candidate Conversion

The campaign will support awareness, candidate interest, application-path activity, and recruitment-event follow-up. Final asset counts and specifications will be confirmed after the City approves the media plan, production budget, and platform requirements.

3.1.2 Core Asset Creation

Recruitment Video

- One 60–90 second primary recruitment video for the recruitment website, presentations, and flagship storytelling.
- One 30-second recruitment cut for paid and organic digital use.
- One 15-second edits for social and digital placements.
- Three to five short clips of approximately 5–7 seconds for social stories, pre-roll, display, or other approved uses.
- Required aspect ratios, safe zones, captions, transcripts, sound-off versions, and light motion graphics.

Recruitment Photography

- Up to 20 edited, color-corrected photographs based on the approved shot list.
- Approved subjects may include officers, vehicles, equipment, training, facilities, community settings, and other recruitment-relevant scenes.
- Additional images may be selected from approved City libraries or licensed stock sources within the approved budget.
- Final edited photographs and project source files will be organized and transferred to the City at closeout.

Recruitment Event Materials

- Print-ready recruitment brochure or pamphlet.
- Print-ready flyer and reusable flyer template.
- Approved event signage, banner, or table-display files if included in the final budget.
- Digital versions suitable for email, website download, or QR-code access.

3.1.3 Organic Social

Watson will prepare a practical content package for the Department's approved social platforms.

- Up to 24 total organic social posts for the initial campaign period.
- A mix of static, carousel, short video, and light-motion formats based on platform requirements.
- Adaptations for up to three approved platforms.
- Caption, link, hashtag, and call-to-action guidance.
- Recommended publishing sequence tied to campaign flights and recruitment events.
- City publishing and community management unless separately included in the approved scope.

3.1.4 Search Optimization

- Recruitment keyword and search-intent recommendations.
- Page titles, descriptions, headings, structured content, and other basic on-page optimization for the recruitment website.
- Metadata and descriptions for recruitment videos and campaign landing pages.
- Tracking of search-driven website activity through approved analytics.

3.1.5 Candidate Follow-Up Materials

If the City has an approved email, text, contact, or applicant-follow-up process, Watson will prepare supporting content within that system.

- Three to five email templates or messages for inquiry response, event follow-up, application reminders, or next-step guidance.
- Basic sequencing and call-to-action recommendations.
- Coordination with the City's recruiting contact and application process.

- Applicant-tracking-system configuration, custom integrations, or automated text systems are not included unless separately approved.

3.1.6 Paid Media

Watson will plan, prepare, place, and manage targeted online advertising on approved social, search, display, video, or other digital platforms. The campaign may target Washington, Oregon, and other City-approved geographies based on recruitment needs and budget.

- Paid-media plan identifying objectives, audiences, geography, platforms, flight dates, budget allocation, and measurement approach.
- Three to five core recruitment messages with size and format adaptations required by the approved media plan.
- Campaign setup, tracking, quality assurance, budget pacing, and ongoing optimization.
- A/B testing or multivariate testing where the budget and platform volume support a meaningful comparison.
- Regular reporting on reach, impressions, video views, website sessions, apply clicks, cost, and other available performance measures.
- Media spend and third-party placement costs only as identified and approved in the final project budget.

3.2 Content Production

Content production will use a focused crew and a documented pre-production plan to capture authentic Department, officer, equipment, and community material efficiently.

STEP 01

3.2.1 Pre-Production

- Creative alignment and capture planning.
- Video scripts, interview questions or talking points, storyboards where needed, and detailed shot list.
- Location, schedule, participant, vehicle, equipment, uniform, and operational coordination.
- Officer and participant releases, location permissions, and basic legal clearances as applicable.
- Safety, privacy, secure-area, public-interaction, and operational requirements identified by the City.
- Vendor coordination and competitive pricing consistent with the approved budget and applicable City or grant requirements.

Deliverables

- Approved production brief.
- Capture-day schedule and call sheet.
- Approved scripts, shot list, interview plan, participant list, and location plan.

STEP 02

3.2.2 Content Capture (1 Day)

The initial production plan assumes one primary capture day across approved Ridgefield locations. The final schedule will be set after the shot list, officer availability, locations, weather needs, and production budget are confirmed. Additional capture days require written approval.

Anticipated Crew

- Producer or director.
- Videographer and required camera or audio support.
- Photographer.

- Additional lighting, audio, drone, makeup, styling, or production support only if included in the approved budget and authorized for the location.

City Coordination

- The City will coordinate officer and staff availability, operational approvals, uniforms, vehicles, equipment, facilities, secure areas, and any Department protocols.
- City employees participating in the project are not treated as paid talent unless otherwise agreed.
- Any members of the public, minors, or non-City participants will be included only with appropriate approval and releases.

Standard production hours, weather contingencies, cancellation terms, travel, location fees, and other production conditions will be confirmed in the approved production plan.

STEP 03

3.2.3 Post-Production

Included

- Video editing, light motion graphics, captioning, and transcript preparation.
- Audio editing and basic mix.
- Color correction and color grading.
- Photo editing and color correction.
- Platform-specific resizing, versioning, encoding, and export.
- Organized delivery of approved final files and project source files in accordance with the contract.

Not Included Unless Approved in the Final Budget

- Heavy animation, 3D, rotoscoping, or advanced visual effects.
- Custom music composition or branded audio.
- Paid actors, specialty talent, special effects, major set construction, or specialized location fees.
- Travel, printing, media spend, stock licensing, or other pass-through costs not identified in the final budget.
- Additional capture days or material scope changes after production approval.

4. Marketing

Watson will coordinate the launch and optimization of the recruitment website, content, event materials, and paid digital campaign. Marketing activity will be tied to the approved recruitment calendar, media budget, application pathway, and grant completion date.

4.1 Integrated Launch Plan

4.1.1 Search Optimization

- Launch-ready search optimization for the recruitment website and campaign content.
- Review of search queries, page performance, and search-driven website activity after launch.
- Reasonable page-title, metadata, content, and internal-link refinements during the campaign period.

4.1.2 Web Optimization

- Monitor recruitment landing-page traffic, mobile use, engagement, calls to action, and apply-link activity.
- Identify and implement approved page-level content, usability, or conversion-path adjustments.
- Maintain campaign tracking and coordinate landing-page changes with paid-media activity.
- Provide website performance findings for interim and final reporting.

4.1.3 Paid Media Management

- Launch approved paid campaigns and verify targeting, tracking, destination URLs, formats, and budgets.
- Monitor delivery, cost, reach, video engagement, website activity, and available application-path signals.
- Adjust audiences, placements, messages, creative, bids, budgets, or flight dates when supported by data and approved by the City.
- Coordinate paid-media timing with community and higher education recruitment events.
- Provide regular performance reports and budget pacing updates.

4.1.4 Program Management, Reporting, and Closeout

- Ongoing coordination among strategy, creative, website, content production, recruitment events, media, analytics, and City approvals.
- Regular project status reports, decision logs, issue tracking, schedule updates, and budget coordination.
- Performance dashboard or reporting summary using approved data sources.
- Documentation reasonably requested by the City for grant administration, invoicing, deliverable verification, or project closeout.
- Final campaign report completed by June 30, 2027, including project overview, deliverable inventory, media and website performance, key takeaways, lessons learned, and recommendations that may assist other rural police departments.
- Final transfer of approved work product, recorded footage, video files, photographs, graphics, copy, campaign files, website files or access, and supporting documentation.

Primary Performance Measures

- Campaign reach, impressions, frequency, and media delivery.
- Video views, completion rates, and engagement.
- Recruitment website sessions, traffic sources, page engagement, and apply-link clicks.
- Event-related traffic or inquiries when trackable.
- Application starts, completed applications, qualified inquiries, or hiring-stage data only to the extent the City can lawfully and practically provide it.
- Media cost and cost per measurable action where the available data supports the calculation.

5. Project Administration and Assumptions

5.1 City Responsibilities

- Designate one project manager and the City personnel authorized to approve strategy, creative, factual content, media, website, production, and grant-related decisions.
- Provide consolidated feedback and approvals within the review periods established in the project schedule.
- Provide accurate and current compensation, benefits, qualifications, policies, hiring procedures, application links, contacts, brand standards, and legal notices.
- Provide timely access to approved systems, analytics, advertising accounts, website platforms, application systems, existing assets, and project data.
- Coordinate officer and staff participation, locations, equipment, vehicles, uniforms, operational permissions, and internal safety or privacy requirements.
- Determine grant allowability, complete official grant submissions, and provide Watson with applicable grant and contract requirements.

5.2 Review and Approval

- The project schedule assumes timely, consolidated City feedback at each review stage.
- Review stages and deliverable counts are those stated in this scope. Additional concepts, pages, revisions, capture days, or asset variations require written approval and may affect the fee and schedule.
- The City will approve all factual employment claims, application requirements, officer statements, use of Department imagery, media targeting, and final public-facing materials.

5.3 Schedule and Grant Deadline

- Watson and the City will establish a detailed schedule at kickoff.
- All scoped work, final reporting, and file transfer will be completed no later than June 30, 2027, subject to timely City access, approvals, and decisions.
- Any delay affecting the grant deadline will be documented promptly with a recommended corrective action.

5.4 Ownership and File Transfer

- Ownership and use rights will follow the executed City professional services contract.
- Watson will organize and transfer the final work product and source materials required by the contract at project completion.
- Third-party fonts, software, stock media, music, platform components, or other licensed materials may remain subject to their original license terms. Watson will identify those restrictions at handoff.

5.5 Out - of - Scope Work and Change Control

- Work not expressly included in this statement of work requires written approval and may affect the fee or schedule. Examples include additional workshops or research, website pages or integrations, review rounds, capture days, travel, printing, event fabrication, media spend, advanced animation, or services beyond the approved campaign period.

- Changes to scope, compensation, or schedule will be documented through the City's required amendment or change-authorization process.

6. Pricing

The proposed all-inclusive fee is \$120,000:

Phase 1 - Strategy | Total: \$30,000

- Month 1: \$15,000 - 1.1 Alignment through 1.3.2 Insights Audit and Baseline
- Month 2: \$15,000 - 1.4 Recruitment Strategy through 1.5.3 Project Roadmap

Phase 2 - Creative | Total: \$30,000

- Month 1: \$7,500 - 2.1 Campaign Direction 2.1 through 2.1.1 Process and Review Stages
- Month 2: \$7,500 - 2.1.2 Deliverables and Key Assets
- Month 3: \$7,500 - Website Design and Development 2.2 through 2.2.2 Page and Template Definitions
- Month 4: \$7,500 - 2.2.3 Process and Review Stages through 2.2.4 Website Deliverables

Phase 3 - Production | Total: \$30,000

- Month 1: \$10,000 - 3.1 Campaign Production 3.1.1 Campaign 01: Recruitment Awareness and Candidate Conversion through 3.1.2 Core Asset Creation
- Month 2: \$10,000 - 3.1.3 Organic Social through 3.1.6 Paid Media
- Month 3: \$10,000 - 3.2 Content Production through 3.2.3 Post Production

Phase 4 - Marketing | Total: \$30,000

- Month 1: \$15,000 - 4.1 Integrated Launch Plan through 4.1.3 Paid Media Management
- Month 2: \$15,000 - 4.1.4 Program Management, Reporting, and Closeout

All work to be completed by June 2027

Payment Terms & Invoicing

Initial Invoice: The invoice for the first month of Services shall be issued at the end of the month and is **due within 30 days (Net 30)**. **Subsequent Invoices:** All subsequent monthly invoices are due within **thirty (30) calendar days** of the invoice date (**Net 30**). **Payment Method:** All payments under this Agreement are to be remitted electronically via **Automated Clearing House (ACH)** transfer to the designated bank account.

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 27, 2026

AGENDA ITEM NAME: Motion - Approval of the ADA Transition Plan

GOVERNING LEGISLATION

Revised Code of Washington Title 35 – Cities and Towns

28 CFR §35.150(d), Title II of the Americans with Disabilities Act (ADA)

PREVIOUS COUNCIL ACTION TAKEN:

Council approved a contract with Transpo Group in 2024 for the development of the ADA Transition Plan.

SUMMARY/BACKGROUND:

The Americans with Disabilities Act (ADA), enacted in 1990, provides broad civil rights protections for people with disabilities in employment, government services, public accommodations, transportation, and telecommunications. Public agencies with more than 50 employees must maintain an ADA Self-Evaluation and Transition Plan, which includes identifying barriers, outlining methods for removal, setting a schedule for improvements, and designating an ADA Coordinator.

Ridgefield developed this plan to improve accessibility within the public right-of-way. After completing an inventory of pedestrian facilities on arterial and major collector roadways, the city can now prioritize barrier removal and update procedures. The plan is guided primarily by ADA Title II, which requires public entities to make programs accessible unless doing so would fundamentally alter the program or impose undue burdens.

Accessibility standards referenced in the plan include the 2010 ADA Standards for Accessible Design and the latest guidance for pedestrian facilities in the right-of-way, the 2023 PROWAG guidelines. The Department of Transportation (DOT) issued a final rule adopting the PROWAG on January 17, 2025.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

Council action is requested on this item.

A suggested motion is: "I move to approve the adoption of the ADA Transition plan as presented."

STAFF CONTACT: Ryan Thamert, Public Works Director

ATTACHMENTS:

1. Draft_Ridgefield_ ADA Transition Plan
2. 20260827ADA Transition Plan Presentation





CITY OF RIDGEFIELD

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Ridgefield, WA 98642
360-887-3557
<https://ridgefieldwa.us/>

CITY ADMINISTRATION

Steve Stuart, City Manager
Lee Knottnerus, Deputy City Manager
Ryan Thamert, Public Works Director
Miranda Lange, Public Works Infrastructure Deputy Director
Grant Williams, Capital Manager

CITY COUNCIL

Matt Cole, Mayor
Judy Chipman, Mayor Pro Tempore
Meghan Hamilton, Councilmember
Clyde Burkle, Councilmember
Lee Wells, Councilmember
Katie Favela, Councilmember
Rian Davis, Councilmember

Additional copies of this document are available online at:
<https://ridgefieldroundtable.org/mobility>

For questions about the City of Ridgefield Americans with Disabilities Act (ADA) Transition Plan, or for access to an alternate format of this document, email the Ridgefield ADA Coordinator:

Lee Knottnerus, City of Ridgefield Transportation Title VI/ADA Coordinator
lee.knottnerus@ridgefieldwa.us
360-887-3557.

For those who are deaf or hard of hearing, the Washington State Relay can be contacted at 711 for assistance in making a request to the City.



PREPARED BY

Transpo Group
12131 113th Ave NE, Ste. 203
Kirkland, WA 98034

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APPENDICES

Appendix A – Standards Review Barrier Audit

Appendix B – Existing Data Inventory

Appendix C – Prioritization Criteria

Appendix D – Stakeholder Outreach

Appendix E – Planning Cost Estimate

Appendix F – Accessible Pedestrian Signal (APS) Policy Example

Appendix G – Grievance Procedure Example

Appendix H – Maximum Extent Feasible (MEF) Documentation Template

Appendix I – ADA Terminology

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Executive Summary

This Americans with Disabilities Act Self-Evaluation and Transition Plan establishes the City of Ridgefield's ongoing commitment to providing equitable access for all, including those with disabilities. In developing this plan, Ridgefield has undertaken a comprehensive evaluation of its facilities and policies related to pedestrian facilities within the public right-of-way to determine what types of access barriers exist for individuals with disabilities. This plan will be used to help guide future planning and implementation of necessary accessibility improvements.

Both the Self-Evaluation and the Transition Plan are required elements of the federally mandated ADA Title II, which requires that government agencies provide equitable access to the programs and services that they offer. While the ADA applies to all aspects of government services, this document focuses on City of Ridgefield pedestrian right-of-way facilities. This includes attributes of sidewalks, curb ramps, crosswalks, and pedestrian push buttons.

This document summarizes the Self-Evaluation, which includes a physical accessibility assessment of pedestrian facilities located along collector and arterial roadway corridors within Ridgefield city limits, as well as an assessment of City practices and procedures which relate to pedestrian facilities, such as curb ramp design standards. It also contains a Transition Plan, which identifies a schedule for the removal of pedestrian barriers, identifies how the City will address requests for accommodation in a consistent manner, and identifies the City's ADA Coordinator.

The City's objective is to remove physical barriers within the public right-of-way using a combination of maintenance activities and a City-wide annual sidewalk and ADA barrier removal program, in conjunction with capital project delivery, and developer improvements funding. The City is committed to removing these barriers, and in future years will implement projects to remove all barriers identified in this plan. In addition, the City is continually working towards maintaining ADA compliance for all future capital improvement projects, permitted development, and any other right-of-way construction projects.

1 Introduction

1.1 Plan Requirement

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990, and provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications.

Cities, counties, and other government agencies are required to have an ADA Self-Evaluation and Transition Plan when they grow beyond a threshold of 50 employees. While accessibility requirements extend to all public facilities, the scope of this plan is focused on accessibility within the public right-of-way.

Ridgefield has completed an inventory of its pedestrian facilities. This plan allows the City to prioritize the removal of barriers and update procedures as they relate to accessibility within the public right-of-way.

There are five titles, or parts, to the ADA, of which Title II is the most pertinent to travel within the public right-of-way. Title II of the ADA requires public entities to make their existing programs accessible “except where to do so would result in a fundamental alteration in the nature of the program or an undue financial and administrative burden.” Public right-of-way, public government buildings, and public parks all fall within the City’s programs.

This effort was initiated by Ridgefield to improve the accessibility of the City’s transportation facilities, and to satisfy the requirements of ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3) which states:

The plan shall, at a minimum—

- (i) Identify physical obstacles in the public entity’s facilities that limit the accessibility

of its programs or activities to individuals with disabilities.

- (ii) Describe in detail the methods that will be used to make the facilities accessible.

- (iii) Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the duration of the Transition Plan is longer than one year, identify steps that will be taken during each year.

- (iv) Indicate the official responsible for implementation of the plan (ADA Coordinator).

To determine the physical obstacles in a public entity’s facility, the proper standards and guidance must be identified for each feature type.

The *2010 ADA Standards for Accessible Design (ADAS)* is the document in which all Federal ADA standards are collectively held. The 2010 ADAS and regulations from 28 CFR Part 36 replaced the *1991 ADA (ADA Accessibility Guidelines)*.

The *Revised Draft Guidelines for Accessible Public Right-of-Way* was published by the United States Access Board in 2005 to provide design guidance on establishing accessible facilities within the right-of-way. The United States Access Board’s *Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, or PROWAG*, was published for comment in 2011. Upon consideration of the comments received, the final rule was then published in the Federal Register on August 8, 2023, as a revised set of guidelines for right-of-way pedestrian facilities. While the guidelines have not yet been adopted as federal standards, many public entities currently use the draft PROWAG as “best practice” for features within the public right-of-way. This practice has been endorsed by

the Federal Highway Administration (FHWA) and the US Access Board, and it is the standard to which the Washington State Department of Transportation (WSDOT) adheres.

The public right-of-way facilities evaluated for this plan were evaluated against the 2023 PROWAG, as this is the latest guidance published.

1.2 Plan Structure

The structure of this plan was organized to closely follow federal ADA Transition Plan requirements. This includes:

Chapter 1 – Introduction

Chapter 2 – Self-Evaluation

Documents Self-Evaluation methods and findings for policies, practices, design standards, and pedestrian facilities that result in accessibility barriers.

Chapter 3 – Stakeholder Engagement

Documents public engagement methods and findings.

Chapter 4 – Pedestrian Barrier Removal Methods and Schedule

Provides an overview of existing barrier removal approaches employed by the City, describes barrier removal priorities, and develops a total planning level cost estimate for the removal of existing pedestrian barriers and an accompanying schedule.

Chapter 5 – Recommendations and Next Steps

Provides a set of recommendations to inform the implementation of this Transition Plan and ongoing removal of pedestrian barriers.

Several associated appendix items are included to supplement this plan.

2 Self-Evaluation

Title II of the Americans with Disabilities Act (ADA) requires that authorities evaluate their services, programs, policies, and practices to determine whether they comply with the nondiscrimination requirements of the ADA.

This chapter describes the methods and findings of the Self-Evaluation. Section 2.1 provides an overview of ADA-related City policies. Next, Section 2.2 reviews City practices and design standards. Finally, Section 2.3 summarizes the Self-Evaluation's field data collection methods and findings regarding existing pedestrian facilities such as sidewalks and curb ramps.

2.1 Policy Review

Ridgefield primarily addresses pedestrian facilities in the *Ridgefield Engineering Standards for Public Works Construction* (2024), and City of Ridgefield Municipal Code, and the City of Ridgefield Comprehensive Plan, (2016).

The policies and standards were reviewed against the Access Board's *Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way* (PROWAG) (2023), and recommendations were provided to correct policy deficiencies as they relate to the ADA.

2.1.1 Method

These documents were reviewed for content that relates to existing ADA programs, policies, and practices.

2.1.2 Findings

The City of Ridgefield's Comprehensive Plan (2016), required by Washington State's *Growth Management Act (GMA)*, articulates a series of goals, policies, objectives, actions, and standards that are intended to guide the day-to-day decisions by City Council and staff. The 2016 Comprehensive

Plan is currently being updated as part of the 2025 update cycle. The updated Comprehensive Plan, *Envision Ridgefield 2045*, include elements for land use, transportation, climate, housing, economic development, climate, and capital facilities plans.

Goals and policies connected to transportation, specifically pedestrian facilities, within the adopted 2016 Comprehensive Plan include *TR-16 Pedestrian Facilities*:

Plan and build pedestrian facilities that serve dual purpose for transportation and recreation through the following:

- *Provide sidewalks on both sides for all arterial collector and local streets, in accordance with City standards.*
- *Require sidewalks for all new and infill development unless the benefits of providing sidewalks are significantly outweighed by the burden the sidewalk may place upon critical areas.*
- *Inventory missing gaps in existing sidewalk network and develop a schedule for improvements to complete sidewalk network.*

and *TR-24 ADA Accessibility*:

Ensure that sidewalks, crosswalks, public transportation stops and facilities, and other aspects of the transportation right of way are compliant with the Americans with Disabilities Act and meet the needs of people with different types of disabilities.

2.2 Practices and Design Standards

Practices and municipal design guidelines that incorporate ADA standards are essential to ensure that both newly constructed and upgraded pedestrian facilities are compliant with ADA Title II and

Section 504 requirements and therefore reduce the number of accessibility barriers throughout the city.

This section summarizes a review of the *Ridgefield Engineering Standards for Public Works Construction* (2024), and *City of Ridgefield Municipal Code Ch. 12.04.020*, and *Ch. 12.04.080* to identify any barriers to accessible design. The review was conducted in February 2025. For greater detail on the practices and standards review, see Appendix A for a barrier audit memo.

2.2.1 Method

Ridgefield Engineering Standards for Public Works Construction (2024), and *City of Ridgefield Municipal Code Ch. 12.04.020*, and *Ch. 12.04.080* were reviewed for compliance with ADA guidelines found in the 2023 *Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way*, or *PROWAG*.

2.2.2 Findings

Ridgefield Engineering Standards for Public Works Construction (2024), and *City of Ridgefield Municipal Code Ch. 12.04.020*, and *Ch. 12.04.080* maintain adopted design standard plans and guidelines for sidewalks, refuge islands at medians, and driveways. Figure 2-1 shows the webpages where the road standards and municipal code can be accessed.

The City's design standards and code are limited to guidance for sidewalks, refuge islands at medians, and driveways which represent a portion of the specific design elements associated with ADA compliance. This review recommends changes to current Ridgefield standards to achieve ADA compliance and improve clarity. Recommendations to the City standards are intended to improve clarity, increase consistency across figures, and provide a greater level of detail for design elements that have not yet been addressed.

The City's standards and code do not address crosswalks, curb ramps, or pedestrian signal push buttons. It is recommended for these areas that the City modify the *Ridgefield Engineering Standards for Public Works Construction* to include sections detailing the recommended design requirements that are currently missing, as noted in the barrier audit memo included in Appendix A.



Figure 2-1 Ridgefield Engineering and Construction Standards Webpage and Ridgefield Comprehensive Planning Webpage

2.3 Existing Pedestrian Facilities

The Self-Evaluation inventoried access barriers associated with existing pedestrian facilities, including curb ramps, sidewalks, crosswalks, and pedestrian push buttons, as required by ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3). Each facility and its associated barriers were field inventoried and cataloged within the project's geospatial (GIS) database. Curb ramp, push button, and sidewalk field data were collected by Ridgefield staff with the generous assistance of volunteers from the community between mid-June 2025 and October 2025.

Many existing pedestrian features in the City's right-of-way contain barriers and require improvements to meet current ADA standards. It is important to note that many of these facilities were constructed before the adoption of current ADA standards and likely met applicable state and federal standards at the time of construction. Additionally, it is important to note that ADA regulations require facilities to be made accessible to "the maximum extent feasible," (MEF) in "circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features" (U.S. Department of Justice, 28 CFR § 35.151). These circumstances are often the result of adjacent topography or otherwise constrained locations, which are common to the Ridgefield street system. This plan's Self-Evaluation examined whether existing facilities were compliant with current ADA design requirements; it did not examine whether non-compliant facilities were built to the maximum extent feasible or, with the exception of curb ramps missing from required locations, perform a gap assessment of facilities that have not been built.

Additional detail regarding the Self-Evaluation's findings for curb ramps,

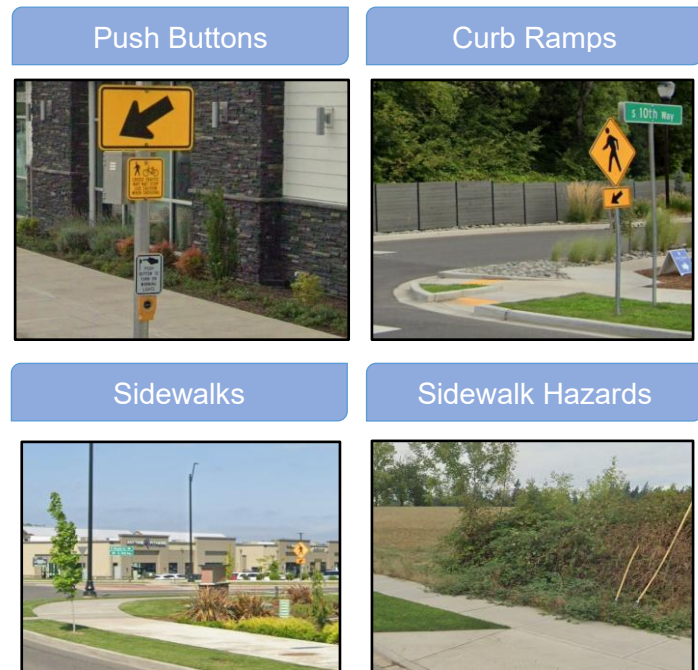


Figure 2-2 Examples of Inventoried Facilities

sidewalks, and pedestrian push buttons is provided in the following sections.

2.3.1 Method

A Self-Evaluation of priority facilities within the public right-of-way was conducted by Ridgefield staff, with training and equipment provided by Transpo Group. The data collection included pedestrian push buttons, sidewalks, driveways, hazards, crosswalks, and curb ramps.

The physical inventory of pedestrian facilities, as shown in Figure 2-2, included:

- 295 sidewalk segments, totaling approximately 25.4 miles
- 620 curb ramps (including 84 missing ramps)
- 17 pedestrian signal push buttons
- 121 crosswalks
- 60 non-compliant driveways
- 855 hazards

Inventory maps of collected pedestrian features can be found in Appendix B.

Curb Ramps

Figure 2-3 and Figure 2-4 show the typical major attributes of two common types of curb ramps, perpendicular and parallel. Field data were collected for curb ramp attributes by Ridgefield staff. The field data were then evaluated by Transpo Group for compliance with ADA standards and scored based on the degree to which any barriers impeded accessibility. Curb ramps were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant.
- 1-29: Minor Compliance Issue.
- 30: Significant Compliance Issue.

These scores are referred to as the Accessibility Index Score (AIS). Curb ramps that had running slopes that were too steep received a score of 30 and were considered non-compliant. Curb ramps that had cross slopes slightly above the compliant threshold received a score of 20 while steeper cross slopes received a 30. Other criteria relating to turning space, flare slopes, detectable warning surfaces (DWS), obstructions, and condition were weighted lower, but could cumulatively reach the threshold for non-compliance.

To maximize efficiency during data collection, an optimization process was used to collect curb ramp data. If the width, running slope, or cross slope was found to be non-compliant, it is assumed that the remedy to correct the accessibility barrier would be full replacement. Because of this, if the accessibility criteria listed above were found to be out of compliance, data collectors would cease collecting and move on to the next feature.

The Accessibility Index Score represents the first component of a two-part scoring system. The relative importance of features, defined through community engagement, is considered in the second component of scoring and referred to as the Location Index Score. The two scores are then summed to provide prioritized scores for each facility feature as a Combined Index

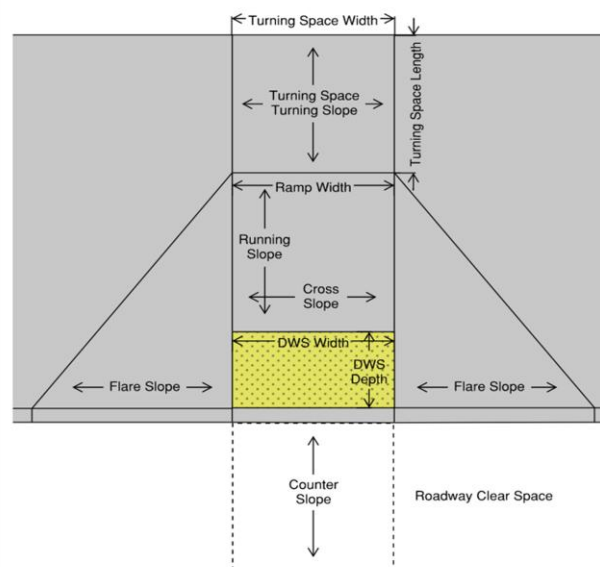


Figure 2-3 Perpendicular Curb Ramp Attributes

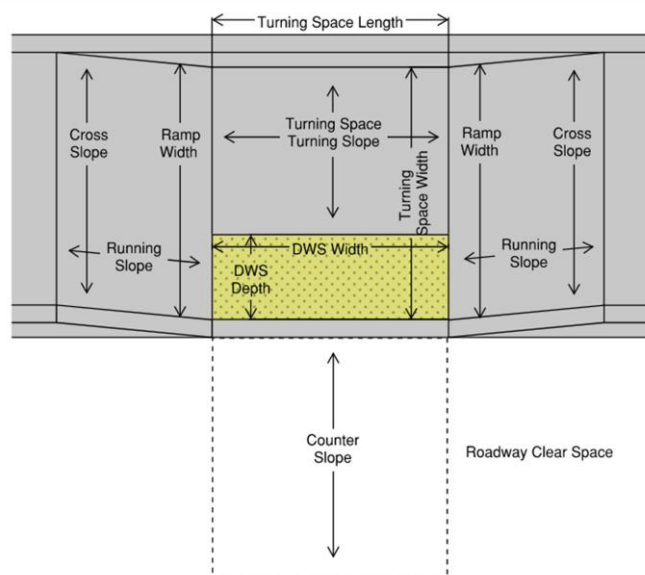


Figure 2-4 Parallel Curb Ramp Attributes

Score. Scoring and compliance criteria for all features are discussed in more detail in Section 4.2.1 and in Appendix C.

Sidewalks

Field data were collected for sidewalks by Ridgefield staff. The field data collection for sidewalks was completed along the length of each segment and evaluated for compliance with ADA standards. Common attributes for sidewalks are shown in Figure 2-5.

Each sidewalk was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. The barriers included:

- Width, i.e., the sidewalk is too narrow.
- Slope, i.e., the sidewalk run slope or cross slope is too steep.
- Condition, i.e., the amount of cracking, upheaval, or other deterioration.

Sidewalks were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant.
- 1-15: Minor Compliance Issue.
- 16-30: Significant Compliance Issue.

Hazards

Data were recorded when a hazard was observed in the pedestrian access route. Features that were inventoried included vertical and horizontal discontinuities, objects, and non-compliant driveways.

Each hazard located along a pedestrian access route was reviewed for severity, then scored based on the degree to which the barrier impeded accessibility. The barriers included:

- Vertical discontinuities, i.e., elevation changes in the walkway that can cause issues such as someone tripping or impeding a wheelchair or walker.
- Horizontal discontinuities, i.e., holes, gaps, and cracks that can cause issues such as someone falling or catching a cane in the discontinuity.

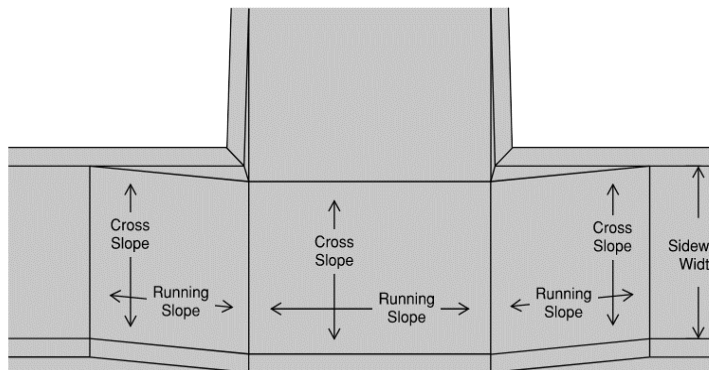


Figure 2-5 Sidewalk Attributes

- Fixed, movable, or protruding objects, i.e., objects that reduce the available walkway space such as branches, signs, poles and mailboxes.

Driveways

Data were recorded when it was determined that a non-compliant driveway feature introduced a hazard on a pedestrian access route. Features that were measured included driveway cross slopes and grade breaks.

Each driveway located along a pedestrian access route was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. The barriers included:

- Non-concurrent grade breaks, i.e., when any grade changes along the pedestrian travel path are non-concurrent within the driveway.
- Driveway cross slopes, i.e., the cross slope of the driveway is too steep.
- Running slopes, i.e., the running slope is too steep.

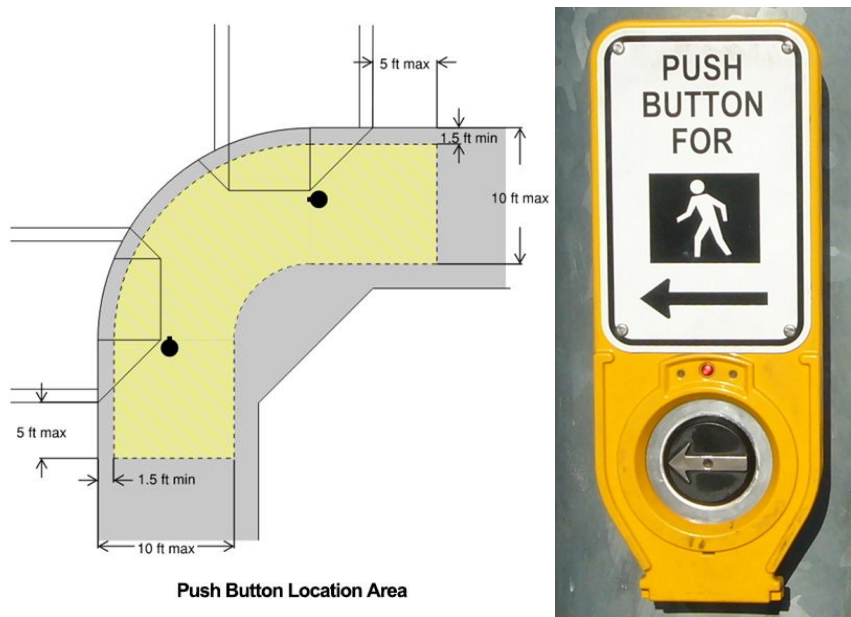


Figure 2-6 APS Pedestrian Push Button and Push Button Location Attributes

Signal Push Buttons

Data for pedestrian signal push buttons was collected by Ridgefield staff. Accessible pedestrian signal push buttons (APS) provide integrated visual, audible, and vibrotactile information to help pedestrians safely cross signalized intersections or midblock locations improved with pedestrian signals. Some push buttons can be programmed to request an extended crossing time or make the name of the street being crossed audible when pushed for a longer time.

Data collectors recorded location and design attributes for each push button. Location attributes included reach distance to the button, availability of a clear and level area at the button, and the location relative to the intersection and corresponding crosswalk (see Figure 2-6). Design attributes included visual and tactile elements, such as a raised arrow pointing to the crossing, as well as features that provide audible and vibrational feedback.

Each pedestrian signal push button was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility.

Push button scores ranged from 0-30 and were categorized as follows:

- 0: Compliant.
- 1-15: Minor Compliance Issue.
- 16-30: Significant Compliance Issue.

Crosswalks

Ridgefield staff collected data for marked and unmarked crosswalks located across the city. Crossings that exist between two curb ramp locations but are not painted were considered “unmarked crosswalks”. Features measured included width, cross slope, and running slope.

Each crosswalk was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Insufficient width, i.e., the crosswalk is less than six feet wide.

- Cross slope grade i.e., the cross slope is too steep.
- Running slope grade, i.e., the running slope is too steep.

Crosswalk scores ranged from 0-30 and were categorized as follows:

- 0: Compliant.
- 1-15: Minor Compliance Issue.
- 16-30: Significant Compliance Issue.

2.3.2 Findings

Curb Ramps

Approximately 70% of the 620 inventoried curb ramps do not meet ADA standards (see Table 2-1 and Figures 2-7 through 2-11).

As discussed in Section 2.3.1, non-compliant ramps are those that have:

- Non-compliant ramp width, i.e., the ramping area is not present or is too narrow (Figure 2-8).
- Non-compliant running slope, i.e., the ramp running slope is too steep (Figure 2-9). There were 72 curb ramps that had running slopes greater than 8.3%.
- Non-compliant cross slope, i.e., the cross slope is too steep (Figure 2-10). A total of 73 curb ramps had cross slopes greater than 3%.
- Several minor non-compliant features.

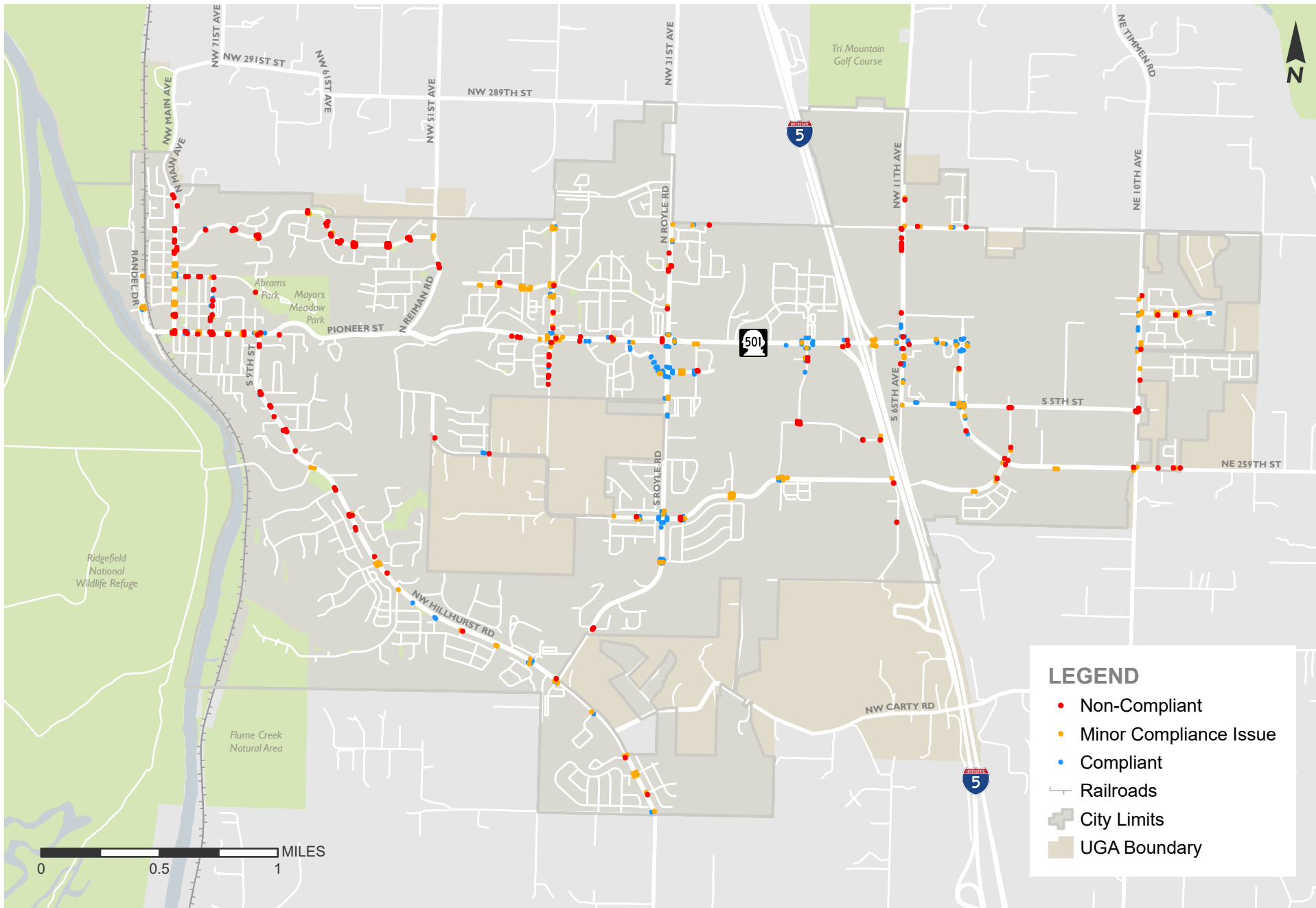
Curb ramps are designed and constructed to tie into the existing roadway. As noted previously, steep or otherwise constrained locations may make it infeasible to meet ADA standards. When it is not feasible to remove all curb ramp barriers, ramps may

be built to the maximum extent feasible (MEF) to satisfy accessibility requirements. This planning level Self-Evaluation did not examine whether non-compliant ramps were built to the maximum extent feasible. See Section 5.1 for additional information regarding MEF documentation.

Table 2-1 Existing and Missing Curb Ramp Compliance

CURB RAMP COMPLIANCE	RAMPS	% OF TOTAL
Significant Compliance Issue	235	38
Minor Compliance Issue	198	32
Compliant Ramps	187	30
Total	620	100

It should be noted that data regarding missing curb ramps were also collected when a curb ramp existing on one side of a street did not have a receiving ramp on the opposite side of the street where there was an existing pedestrian access route, separated by a grade difference, on the receiving side. Missing curb ramps are recorded with maximum scoring and are in the "significant compliance issue" category. Figure 2-11 shows the locations of the missing curb ramps.



Non-Compliant Curb Ramp

Ridgefield ADA Transition Plan

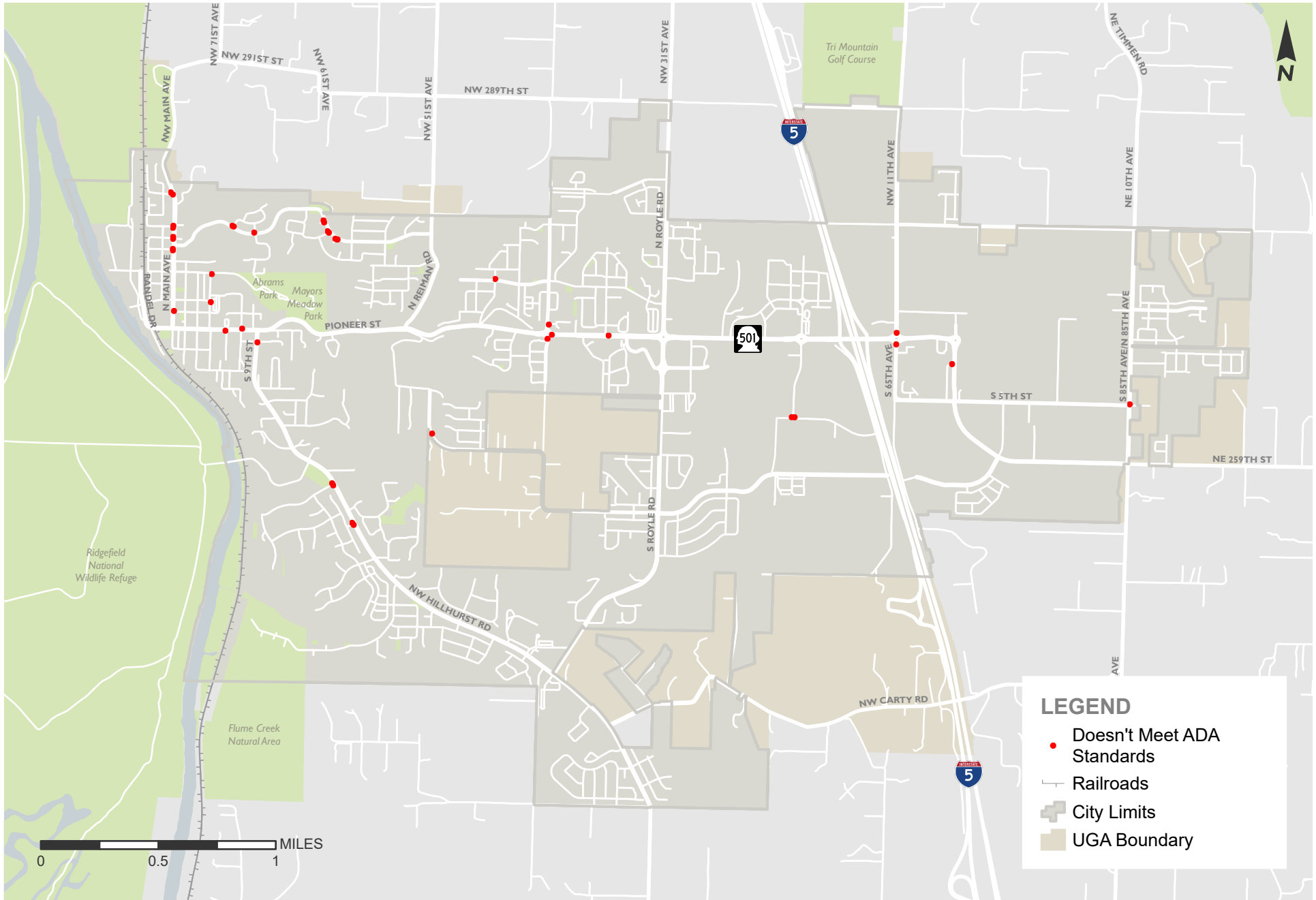
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FIGURE

2-7

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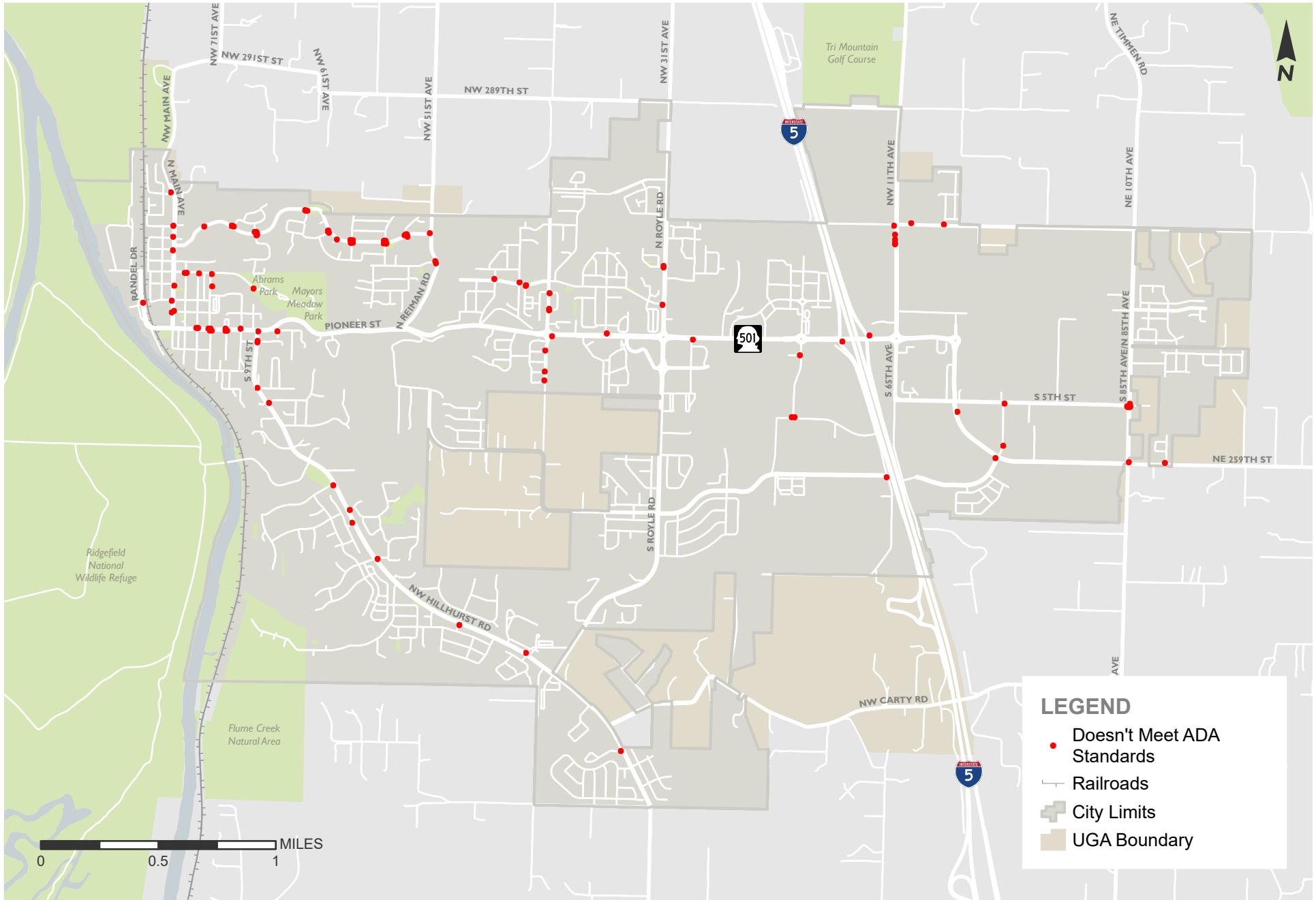
Curb Ramp Width Ridgefield ADA Transition Plan

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FIGURE
2-8



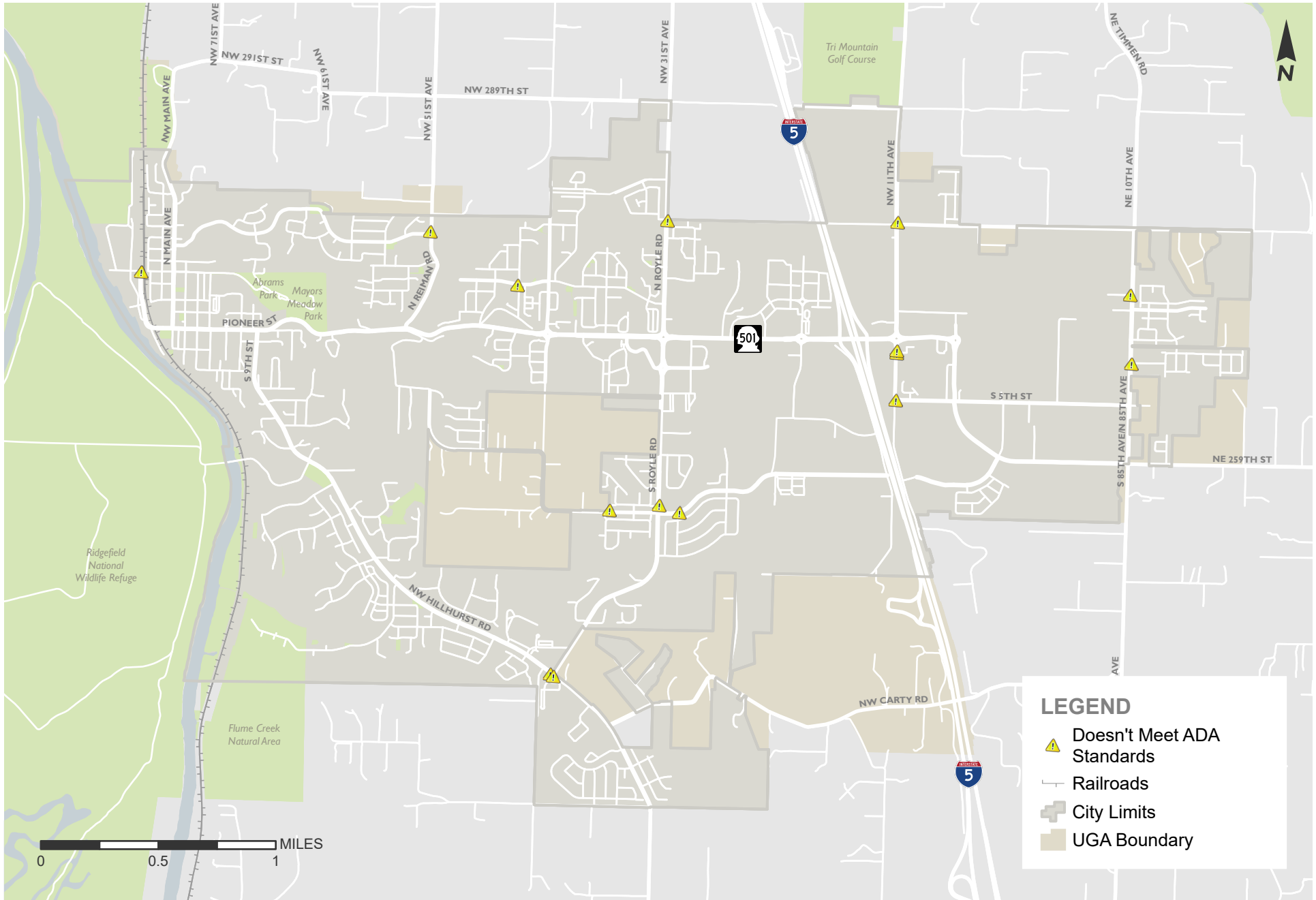


Curb Ramp Cross Slope Ridgefield ADA Transition Plan

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FIGURE
2-10



Curb Ramp with No Receiving Ramp

Ridgefield ADA Transition Plan

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FIGURE
2-11

Sidewalks

A total of 25.4 miles of sidewalk were inventoried, with approximately 75% not meeting ADA standards (see Table 2-2 and Figures 2-12 through 2-16). Grinding, patch repair, and full reconstruction are potential solutions for removing sidewalk barriers, depending on the severity of the barrier.

removing driveway barriers, depending on the severity of the barrier.

Table 2-2 Sidewalk Compliance

SIDEWALK COMPLIANCE	MILES	% OF TOTAL
Significant Compliance Issue	0	0
Minor Compliance Issue	21	83
Compliant	4.4	17
Total	25.4	100

Sidewalk Hazards

A total of 855 hazards (see Figure 2-15) were inventoried. Pruning, clearing, relocating objects, and full sidewalk panel reconstruction are potential solutions for removing hazards, depending on the severity and type of the hazard. Common sidewalk hazards inventoried included parked cars and overgrown vegetation.

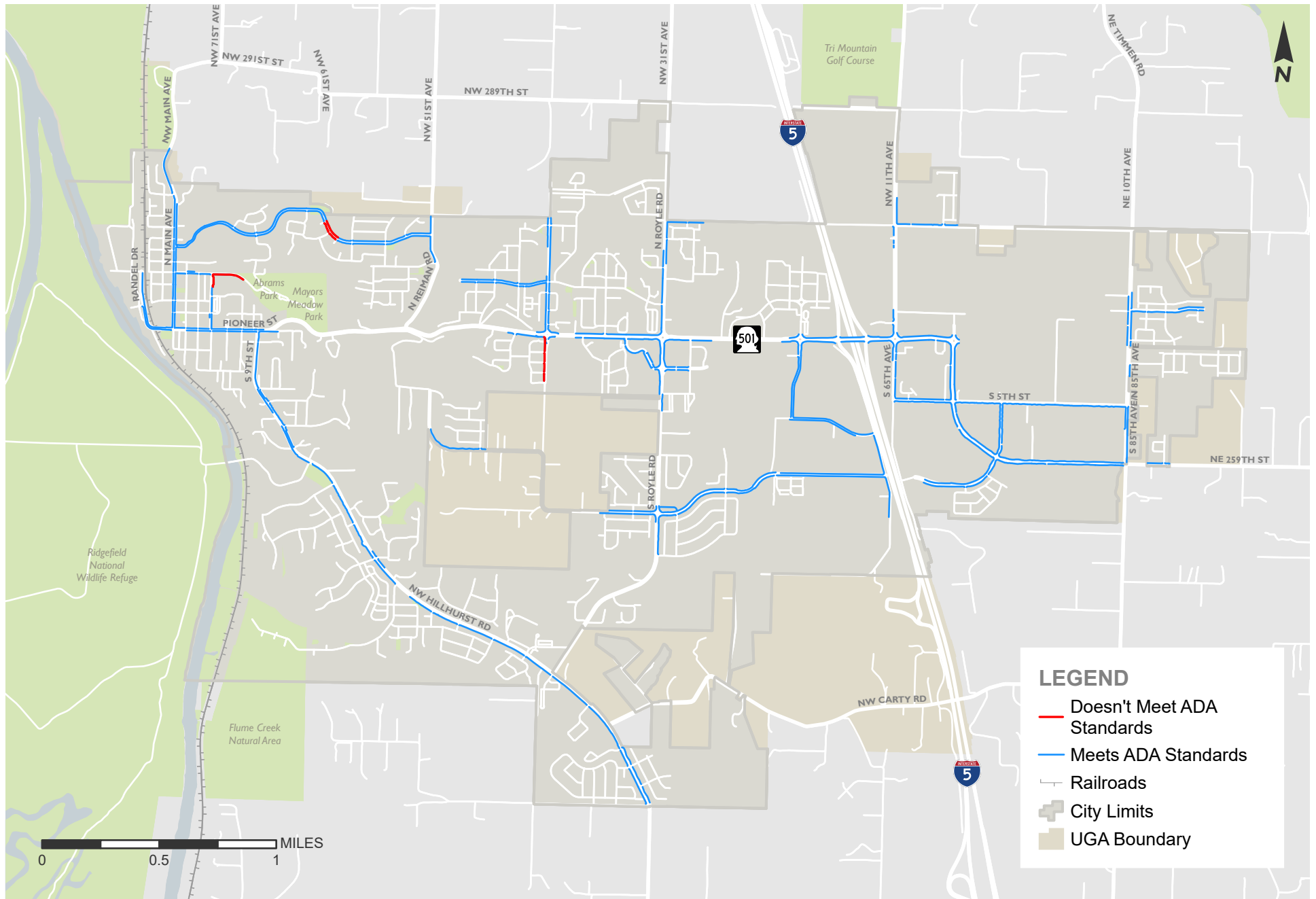
Crosswalks

Data collection for this plan included 121 crosswalks, with 11 not meeting ADA standards. A common non-compliant element among crosswalks was the cross slope.

Driveways

Data collectors inventoried 60 non-compliant driveways during Self-Evaluation for this plan. A common element found to be in non-compliance among the driveways was the cross slope. Figure 2-16 shows the locations of non-compliant driveways. Grinding, patch repair, and full reconstruction are potential solutions for





Sidewalk Width

Ridgefield ADA Transition Plan

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FIGURE
2-13

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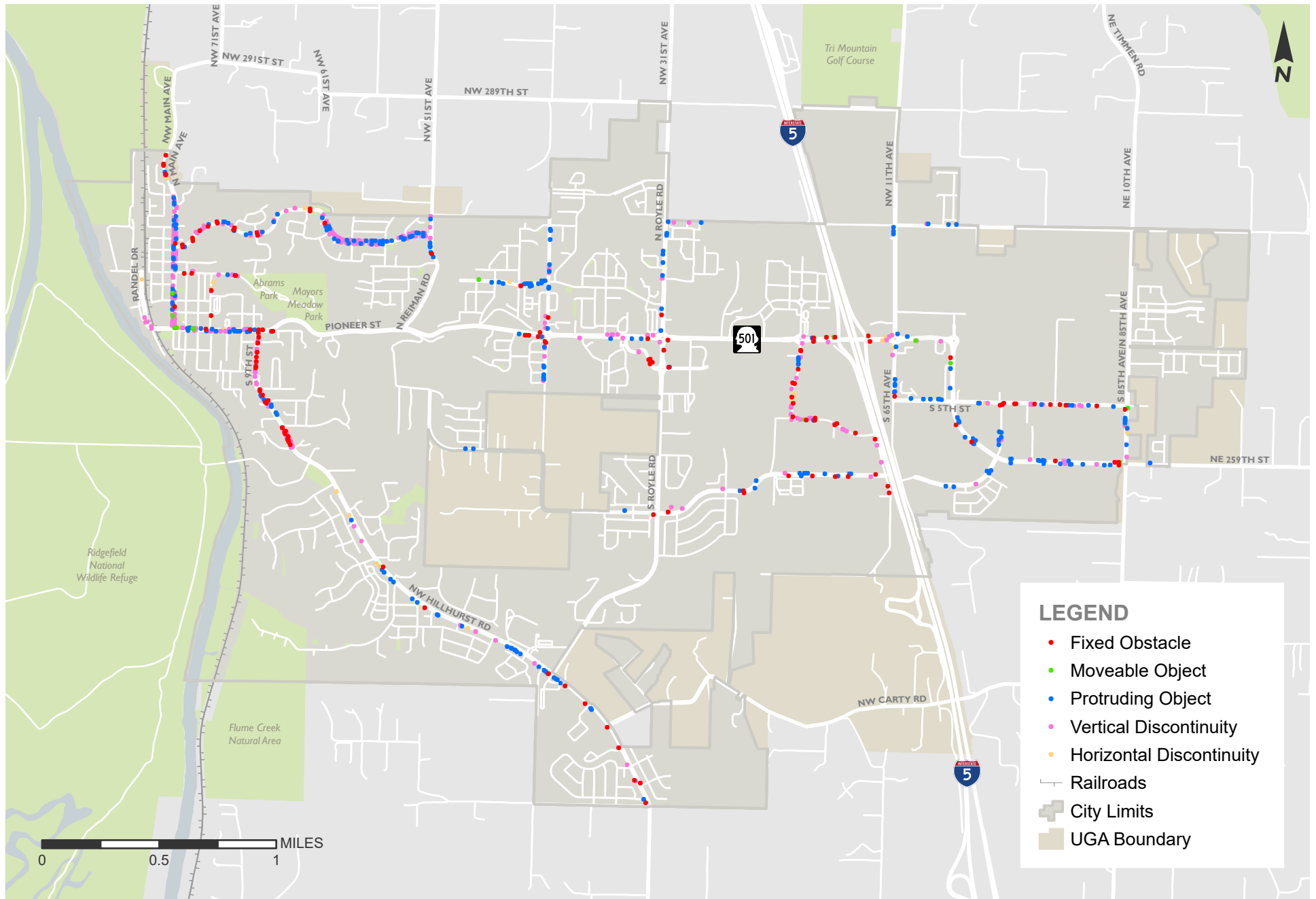


Sidewalk Cross Slope Ridgefield ADA Transition Plan

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FIGURE
2-14

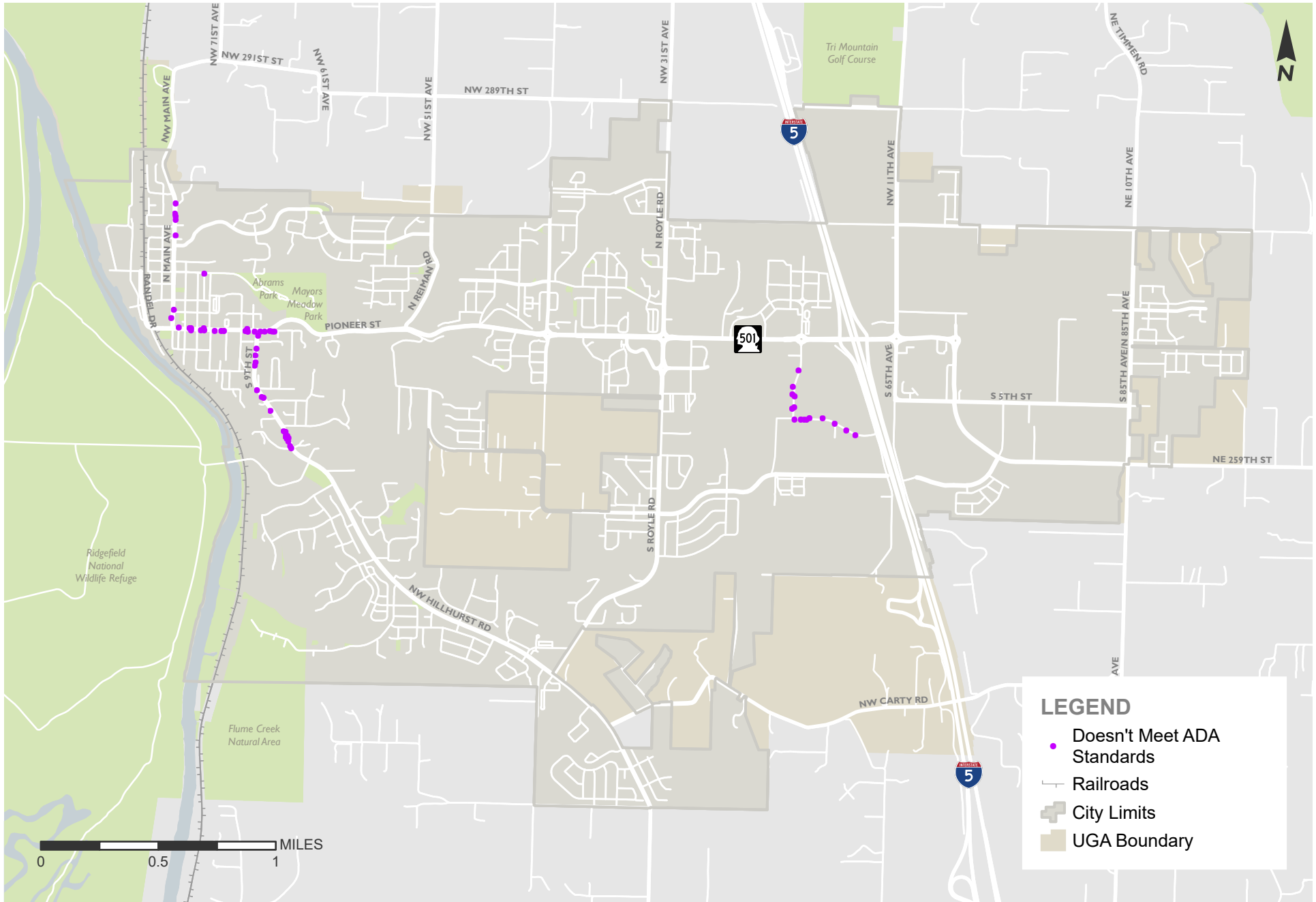


Sidewalk Barriers/ Hazards Ridgefield ADA Transition Plan

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FIGURE
2-15



Non-Compliant Driveways along Sidewalks

Ridgefield ADA Transition Plan

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FIGURE
2-16

Signal Push Buttons

Of the 17 inventoried pedestrian signal push buttons, 11 were non-APS style. Non-compliant pedestrian signal push buttons include non-APS style buttons to be replaced and APS-style buttons to be reprogrammed or relocated.

Upgrading non-APS style pedestrian signal push buttons would fall under City responsibility when the push button is City-owned, or if the signal push button is a City-funded project located on a WSDOT facility that calls for signal upgrades.

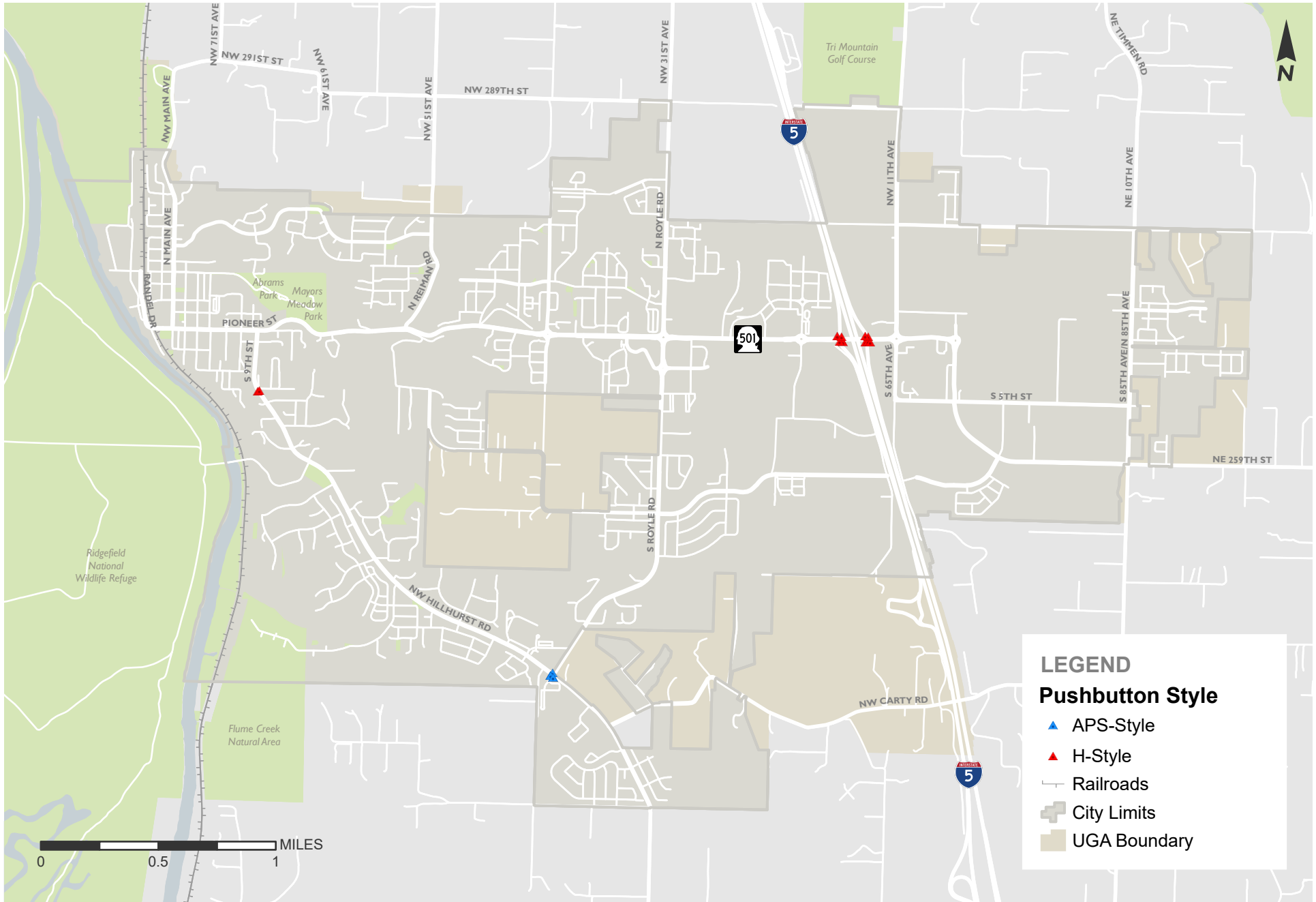
Currently, older “H-style” design push buttons account for 65% of pedestrian signal push buttons in Ridgefield. This style of push button can be upgraded to increase accessibility but must be fully replaced with an accessible pedestrian signal (APS)-style push button to achieve full ADA compliance (Figure 2-17).

The requirement to use APS-style push buttons is relatively new, and lack of compliance is typically due to a crossing not being upgraded prior to evolving requirements. Pedestrian signal push buttons are most often upgraded to APS-style in groups rather than individually. As a result, APS-style additions and upgrades usually occur on an intersection-by-intersection basis.

Figure 2-18 shows the type and locations of pedestrian signal push buttons throughout the city.



Figure 2-17 “H-style” And APS-style Pedestrian Push Button



Signal Push Buttons: APS and Non-APS

Ridgefield ADA Transition Plan

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FIGURE
2-18

3 Stakeholder Engagement

Public and stakeholder input is an essential element in the Self-Evaluation and Transition Plan development processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the Self-Evaluation process, and development of the Transition Plan, by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). There were three primary goals for the public outreach activities prior to adopting the plan:

- Inform the public about the City's plan and processes regarding the removal of accessibility barriers within the right-of-way and provide information to assist interested parties in understanding the issues faced by the City, the barrier removal alternatives considered, and the City's planned actions.
- Obtain public comment to identify any errors or gaps in the proposed accessibility Transition Plan for the public right-of-way, specifically on prioritization and grievance processes.
- Meet Title II requirements for public comment opportunity.

3.1 Engagement Methods

To generate public involvement and capture public feedback on the ADA Transition Plan, the City used a variety of engagement strategies. Promotion and advertisement for these outreach methods utilized a link from the City's main webpage to the City's Roundtable website. The Roundtable page provided easy online access to project information and ways to provide feedback. Respondents to the survey who indicated interest in further participation,

representatives of special interest groups, and other stakeholders were invited to a focus group in October 2025 to help the City identify and understand elements of pedestrian accessibility that are most important to the local disability community.

A full account of the public engagement findings can be found in Appendix D.

3.1.1 Online Open House and Survey

An online open house that explained the ADA Transition Plan project and outlined the project's goals and focus areas was made available on the City's Ridgefield Roundtable engagement website. The website also provided an opportunity for the public to give feedback on accessibility barriers through a survey and pinpoint issues at specific locations with a mapping tool.

The survey contained questions focusing on the following areas:

- Whether they have a disability, support someone with a disability, or both have and support another person with a disability.
- Which type of accessibility barriers they currently experience.
- How they rate the accessibility conditions of existing public facilities.
- What facility types they believe should be prioritized when removing accessibility barriers.

The survey was made available for public participation from January 2025 through February 2026 and received a total of 24 responses.

Survey respondents were asked to identify the reasons they typically travel in or through Ridgefield and identified their first and second priorities for improving pedestrian facilities within the city. The weighted rank priorities showed that the

following three destination categories were of the highest priority when scoping improvements to pedestrian facilities:

- Government buildings that provide human services (e.g.: city halls, libraries, etc.)
- Hospitals and other medical facilities
- Retail services (e.g.: shops, restaurants, grocery stores)

3.1.2 Focus Group

Respondents to the engagement survey who indicated that they would be interested in attending a focus group to provide deeper insights into the issues faced by various community members, and those who had indicated through other channels their interest and advocacy for the ADA were invited to attend the focus group, which was held in-person in mid-November 2025.

The focus group provided an opportunity for attendees to verify preliminary findings from the stakeholder survey and offer more nuanced insights into the emerging trends.

The five focus group attendees were asked to reflect on their experiences with access to government buildings, medical facilities, and retail destinations and offered invaluable insight into their lived experiences in these areas and with other

programs and services such as parks and transit.

Findings at the focus group included:

- Strong support for barrier removal activities at parks and other places that support social integration and the development of social capital. It was noted that many parks need accessible routes installed to connect playground equipment and other accessible amenities.
- Walking access to grocery stores in the downtown area is challenging. Most people walk in the street if they walk to downtown at all.
- Distance, slope and transitions are problematic.
- Some folks use golf carts to help cover long distances or handle slopes. Micro-transit is needed.

4 Pedestrian Barrier Removal Methods and Schedule

Chapter 4 provides a summary of barrier removal methods and priorities to guide the implementation of barrier removal activities. This chapter presents a total planning level cost estimate for the removal of existing pedestrian barriers and provides a schedule that outlines the period to achieve compliance with ADA standards through the identified barrier removal methods.

4.1 Barrier Removal Methods

The City currently has a number of ongoing methods to remove accessibility barriers in the public right-of-way. Current methods of barrier removal are typically related to the City's annual ADA sidewalk barrier removal program, and other programs such as maintenance activities, and projects constructed as part of the Transportation Improvement Plan. These projects, when impacting existing pedestrian facilities, will include accessibility upgrades as required.

Occasionally, permitted development will result in the reconstruction of pedestrian facilities and therefore the removal of any barriers that existed in the replaced facility. However, barrier removal through this method is infrequent and not consistent from year-to-year and was therefore not included in the funding estimate.

Certain programs may provide continual means of barrier removal, while others vary based on outside influences, such as permitted development or the successful pursuit of grant funding.

The precise manner in which an existing pedestrian barrier is removed is typically determined by its complexity and cost. Less complex pedestrian barriers, such as a missing detectable warning surface (DWS),

can be addressed through maintenance and operations programs. Removal of more complex barriers, such as those associated with curb ramp replacement or sidewalk design, typically require additional engineering and are usually completed as part of a more costly capital construction project.

For these methods to be effective, City of Ridgefield practices and design standards must comply with federal ADA guidance. If standards are not updated and enforced, new or reconstructed pedestrian facilities may not be constructed to accessible standards, requiring costly revision and increasing the duration it will take the City to remove all accessibility barriers.

The following sections provide additional detail regarding capital projects, maintenance, and City programs.

4.1.1 Capital Facilities Plan

The Capital Facilities Plan (CFP) defines projects and identifies funding for different elements of the government including the Transportation Improvement Program (TIP). Transportation projects listed in the CFP may range from minor street widening to street extension projects. The completion of this Self-Evaluation and Transition Plan provides another useful tool that assists the City in identifying accessibility barriers for inclusion in TIP projects.

Ridgefield updates its TIP annually and forecasts projects for a six-year period. ADA compliant improvements (new or replacement) are often included as a component of these projects.

4.1.2 Urban Sidewalk Program

Operational and maintenance activities typically resolve less costly and less complex barriers to accessibility. The City's

Urban Sidewalk Program (USP) provides funding for pedestrian projects that improve pedestrian access and mobility. The selection criteria include safety, pedestrian generators, convenience, public support, and project cost. Work completed through the USP helps to remove ADA related barriers through curb, street, and sidewalk repairs. Work activities include sidewalk panel grinding, panel replacement, and request-based curb ramp installations. Ongoing maintenance investments through the USP are crucial to increasing the longevity of the existing pedestrian network and can provide an opportunity to demonstrate consistent progress toward implementing the ADA Transition Plan.

4.1.3 Permitted Development

Even with complete funding availability for accessibility improvements, it will take many years to remove accessibility barriers. Redevelopment of properties, such as construction of new housing, commercial buildings, or major remodels, can provide a valuable boost to barrier removal efforts. At times, private development results in street frontage improvements as a function of construction permit requirements. All such improvements are designed and built to meet City and ADA standards. This approach to barrier removal is incremental and depends on the outside influence of developers and therefore was not included in the City's funding estimate.

4.2 Barrier Removal Plan and Schedule

The ADA requires agencies to specify a schedule for taking the steps necessary to make existing facilities ADA compliant. This plan section summarizes the three-step process used to develop a barrier removal implementation plan and schedule, consistent with ADA Transition Plan requirements:

1. Prioritization of pedestrian barriers. Physical barriers identified through the Self-Evaluation were prioritized based on the degree to which they physically impacted accessibility and their proximity to key pedestrian destinations. Community input received through stakeholder engagement informed the prioritization process.
2. Estimation of planning level costs to remove pedestrian barriers. Unit costs were applied to the barrier inventory to generate a total planning level cost estimate to remove Self-Evaluation identified barriers. This planning level cost estimate is the total estimated 'need' for barrier removal.
3. Development of a schedule for barrier removal. An estimate of available financial resources was generated and compared to the total estimated need to develop a schedule for barrier removal.

4.2.1 Prioritization of Pedestrian Barriers

To inform the City's future project selection, a two-part prioritization system was used to score each facility. The scoring was informed by the Self-Evaluation data, the community engagement process, and technical expertise. The two parts to the scoring system reflect both a facility's physical characteristics, and its importance to pedestrian travel within the community,

as determined through stakeholder engagement. Under the two-part prioritization system, each barrier is scored independently on:

- The degree to which a barrier impacts a facility's physical accessibility and considers:
 - cross slopes, width measurements, presence of markings or hazards, etc.
- The facility's proximity to key pedestrian destinations, includes proximity of destinations such as;
 - transit stops, medical facilities, government services, parks, grocery stores, and schools.

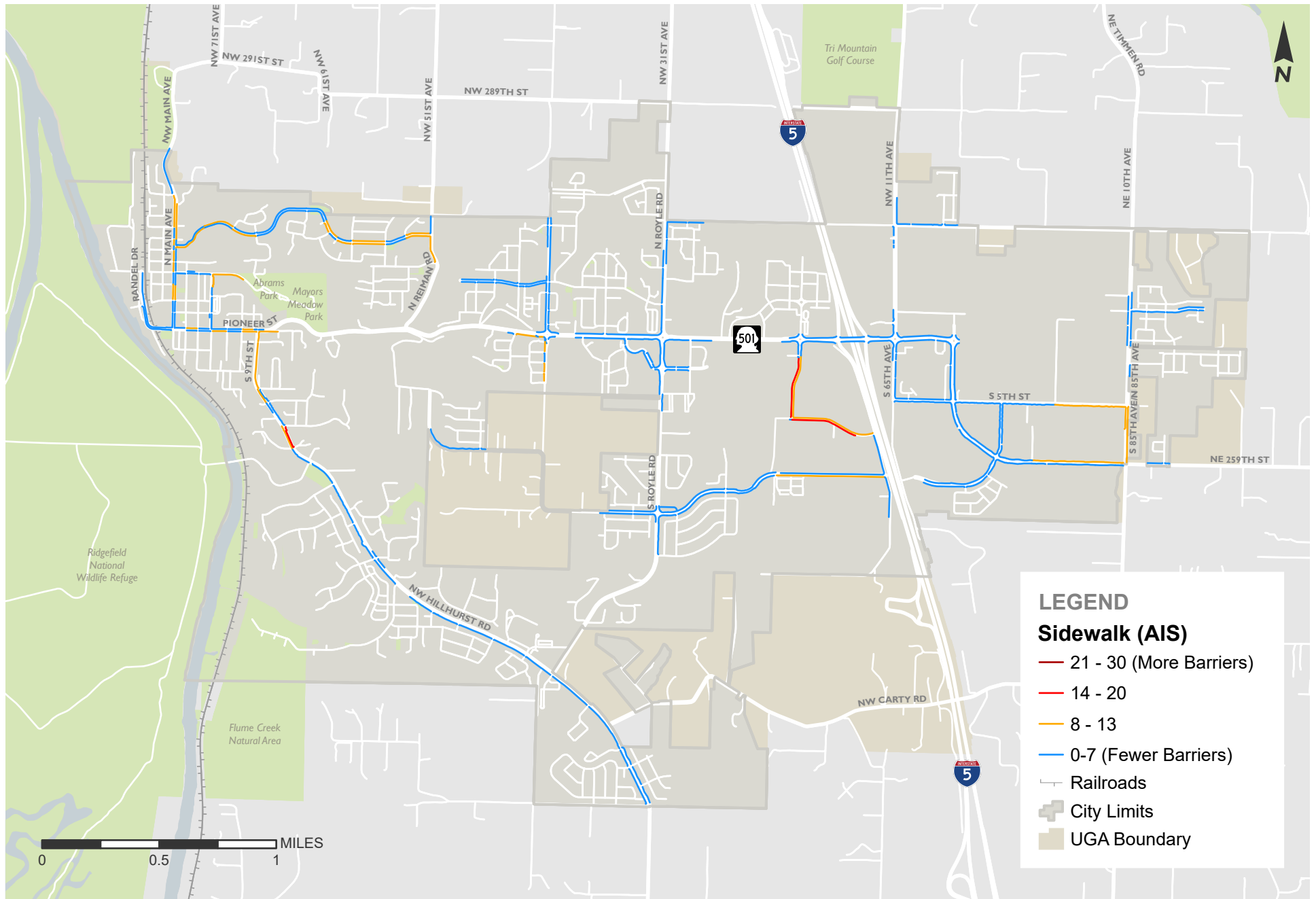
The two resulting scores are added together to incorporate both factors into a single combined score for prioritization. Based on combined scores, each facility is categorized as very high, high, medium, or low priority for barrier removal. Under this system, facilities that present greater barriers to accessibility and are located near key pedestrian destinations are considered highest priority, while facilities with less significant physical barriers, or those located farther from key pedestrian destinations are lower priority. Prioritization scoring factors are described below.

Physical impact to accessibility: Accessibility Index Score (AIS)

The Accessibility Index Score describes the degree to which each facility presents a physical barrier to accessibility. Criteria and weights were developed for sidewalks, curb ramps, and pedestrian push buttons. These criteria and weights are shown in Appendix C.

Potential scores for each facility range from 0 (compliant) to 30. Each facility's Accessibility Index Score is the sum of the individual criterion scores.

Figures 4-1 through 4-4 show the AIS for each of the facilities where data were collected.



Accessibility Index Score Composite (Sidewalk)

Ridgefield ADA Transition Plan

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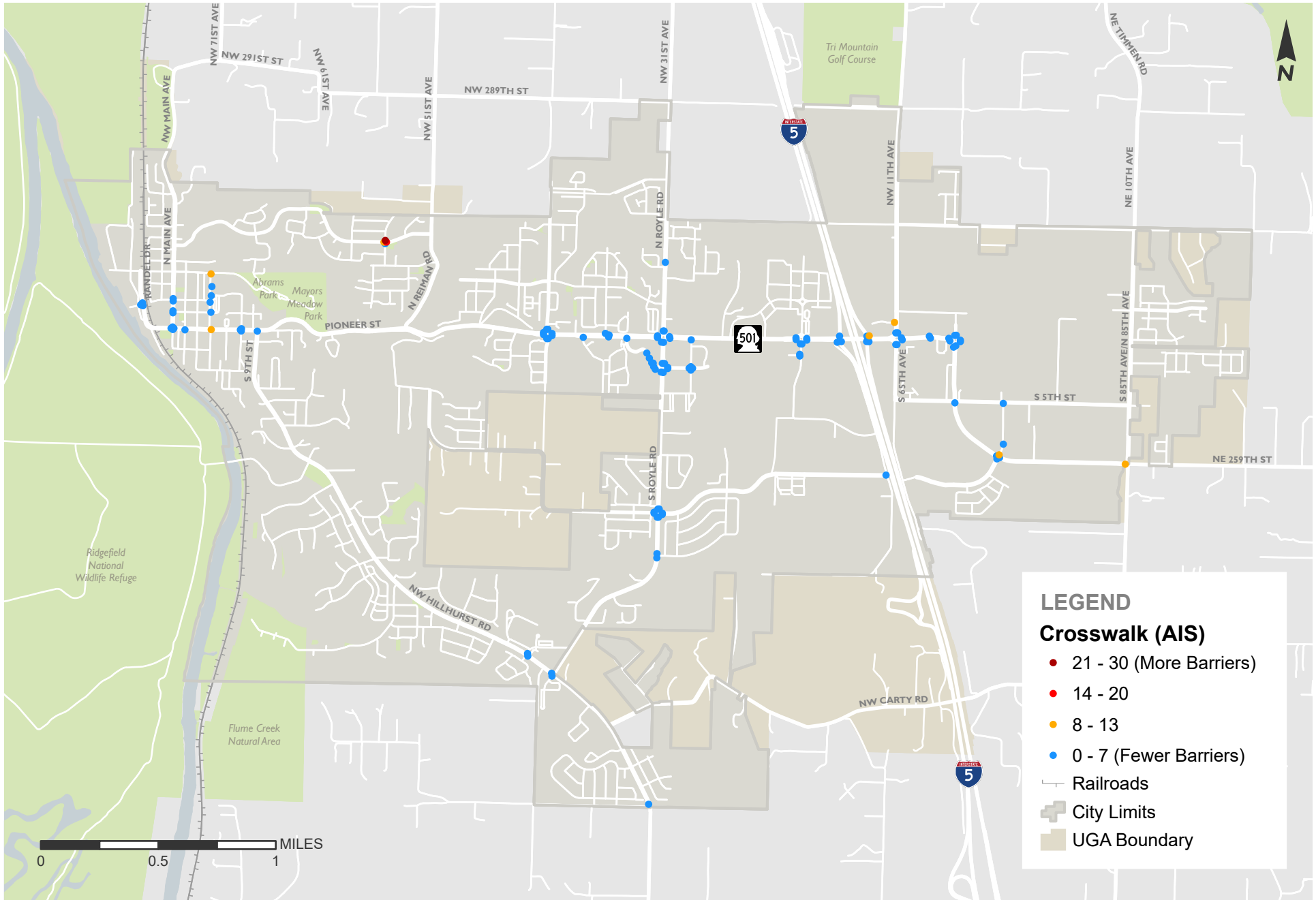
FIGURE

4-1

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Accessibility Index Score Composite (Crosswalk)

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FIGURE

4-4

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**Proximity to key pedestrian destinations:
Location Index Score (LIS)**

The Location Index Score describes the importance of the pedestrian facility in accessing key community destinations. Each existing pedestrian facility was scored based on its proximity to schools, parks, transit facilities, signals or roundabouts, public buildings, and downtown or commercial business centers.

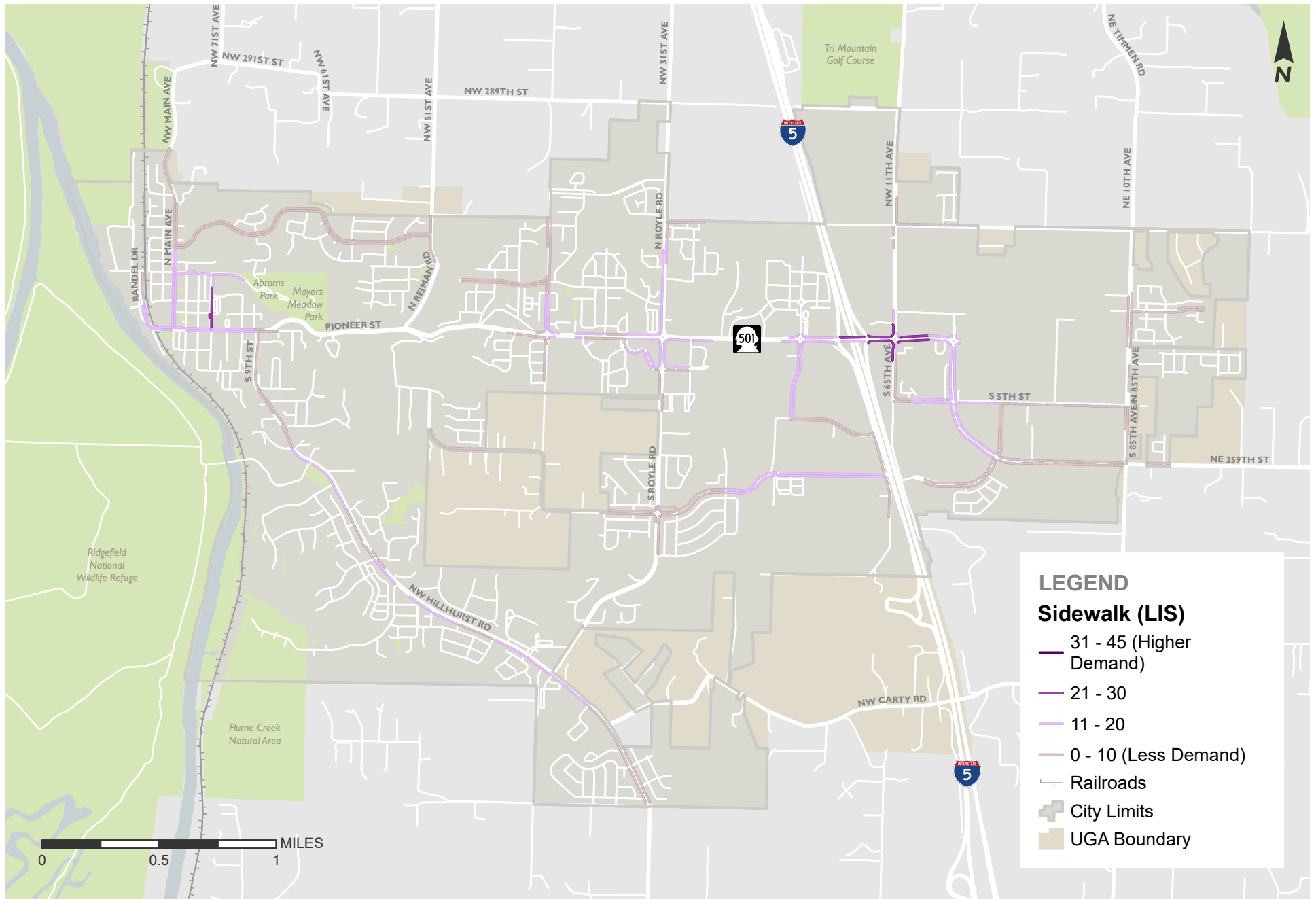
Survey respondents identified their first and second priorities for improving pedestrian facilities within the city. The weighted rank priorities showed that government buildings, hospitals and medical facilities, and retail services were the community's highest priority.

Facilities near government buildings, hospitals and medical facilities, and retail services received a higher score to reflect the feedback received through the public engagement survey.

Location Index Scores reflect the number of types of key pedestrian destinations within a defined radius. The full score for each type of destination is assigned if at least one facility of that type is nearby; scores do not increase if a facility is within the radius of multiple destinations of the same type. For example, a facility within one-eighth mile of two parks will receive a score of 5, while a facility within one-eighth mile of a park and a school will receive a score of 10.

Total Location Index Scores ranged from 0 to 45. Location scoring criteria and weights are shown in Appendix C.

Figures 4-5 through 4-9 show the LIS for each of the facilities where data were collected.



Location Index Score Composite (Sidewalk/Pathway)

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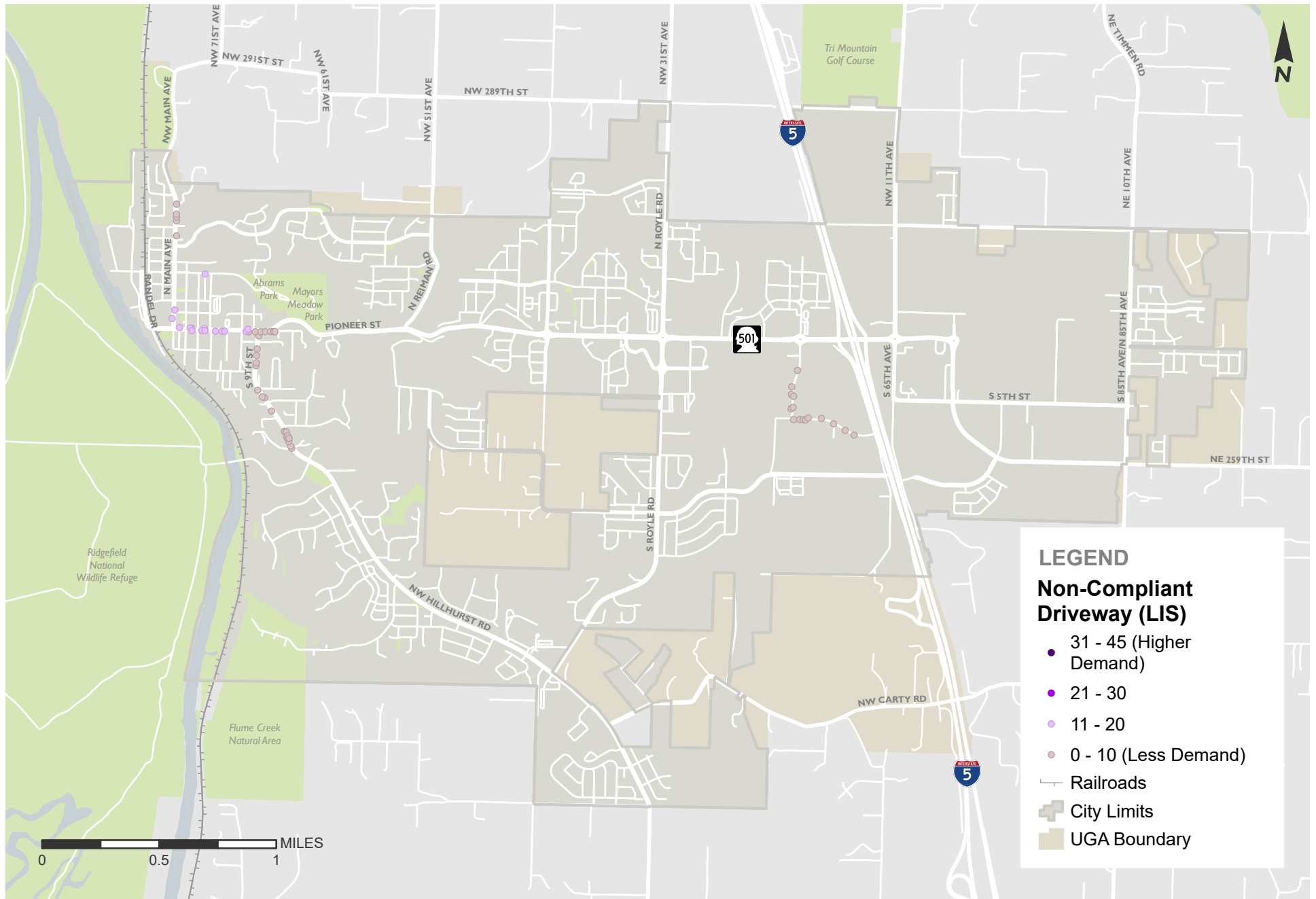
FIGURE

4-5

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Location Index Score Composite (Non-Compliant Driveway)

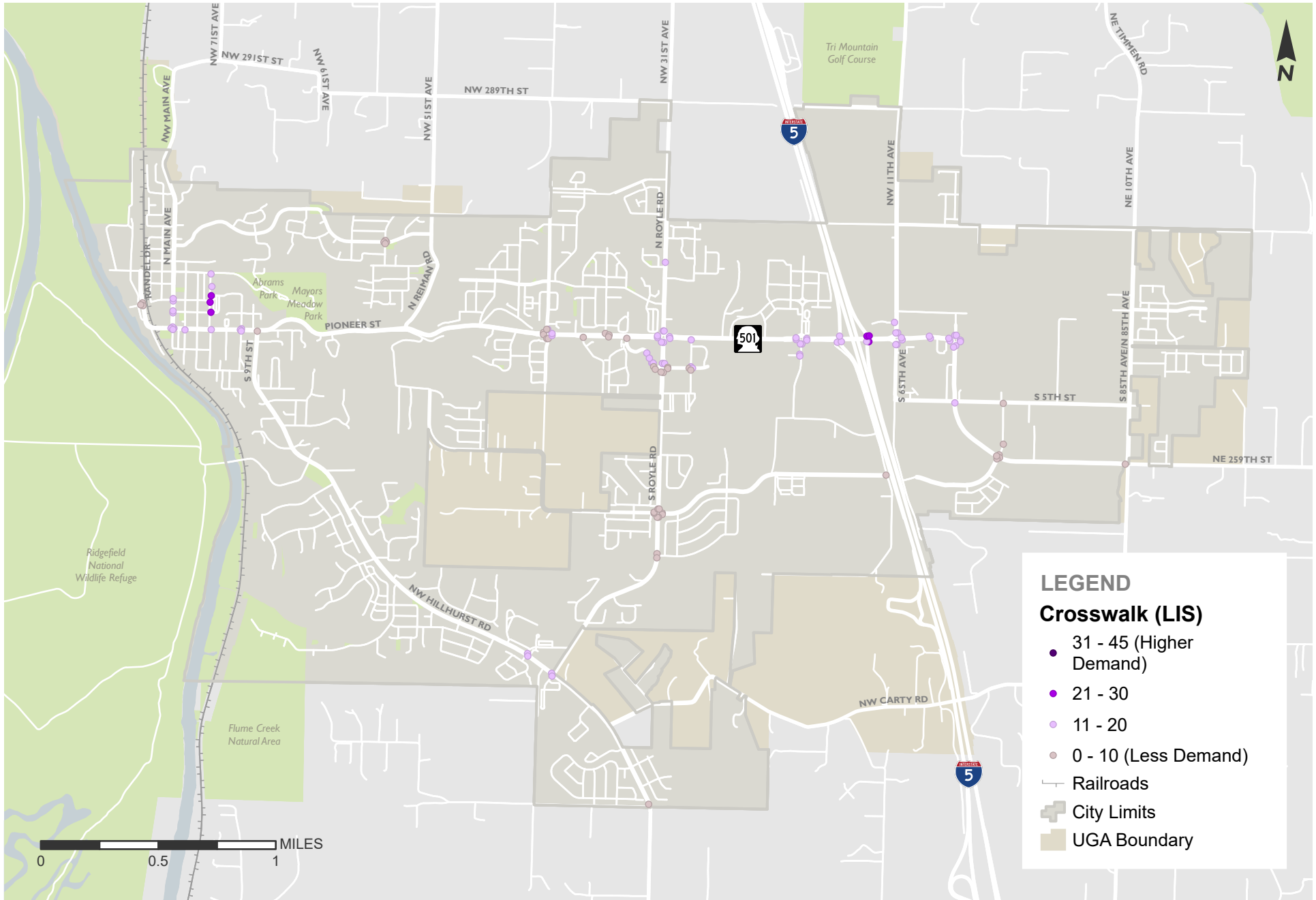
Ridgefield ADA Transition Plan

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FIGURE

4-8



Location Index Score Composite (Crosswalk)

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FIGURE

4-9

Combined Index Score

The Combined Index Score sums the Accessibility Index Score and Location Index Score to prioritize pedestrian facilities with significant accessibility barriers in areas of particular community interest.

Scores were grouped into four categories:

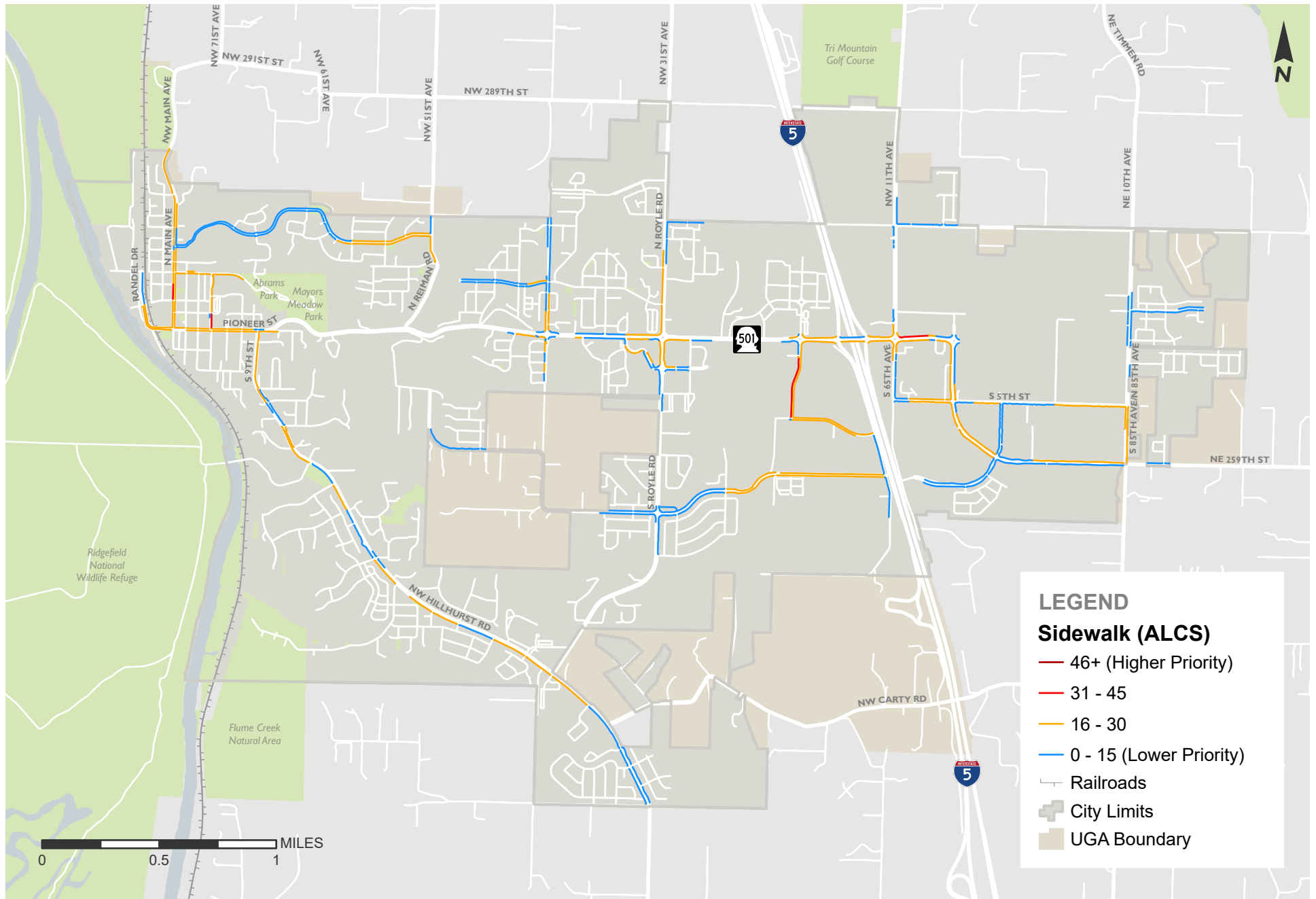
- Very High - significant physical barriers and a high number of hazards in high-demand areas: 46+ points.
- High - significant physical barriers in high-demand areas: 31-45 points.
- Medium - 16-30 points.
- Low - minor barriers in low-demand areas: 1-15 points.

Scores reflect relative priority within each facility type; they do not indicate relative

priority between facility types (e.g., the importance of addressing a curb ramp barrier versus a sidewalk barrier).

Combined index scores provide planning level context to barrier removal and overall accessibility needs within the city. As this Transition Plan is implemented, barrier removal will be guided by multiple factors, including funding availability, location of capital projects that include pedestrian elements, construction efficiency, project-level analysis, etc. Barriers of all priority levels will be removed over time.

Figures 4-10 through 4-14 show the combined scores for each of the facilities where data were collected.



Accessibility (AIS) & Location (LIS) Combined Score (Sidewalk)

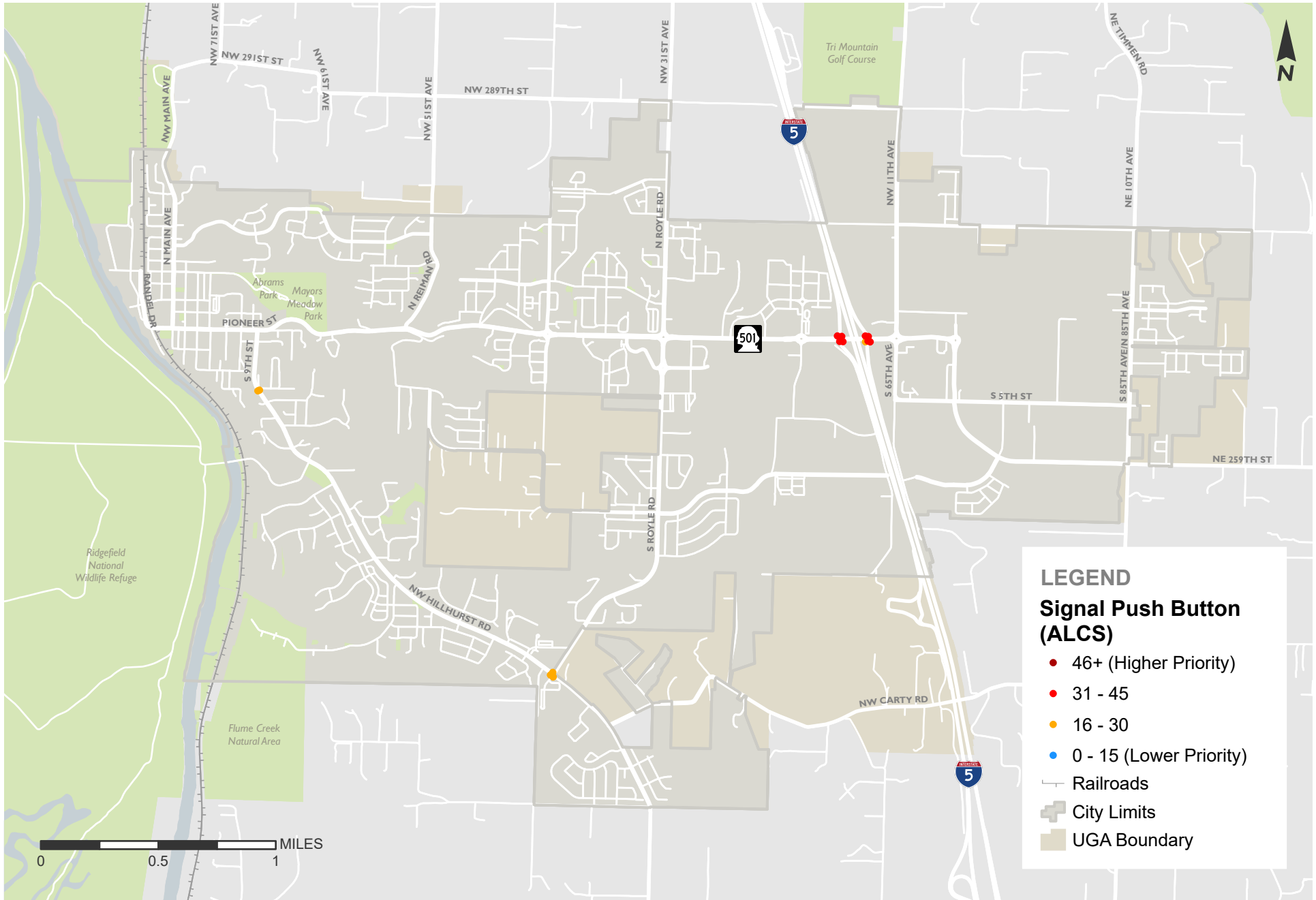
Ridgefield ADA Transition Plan

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FIGURE
4-10





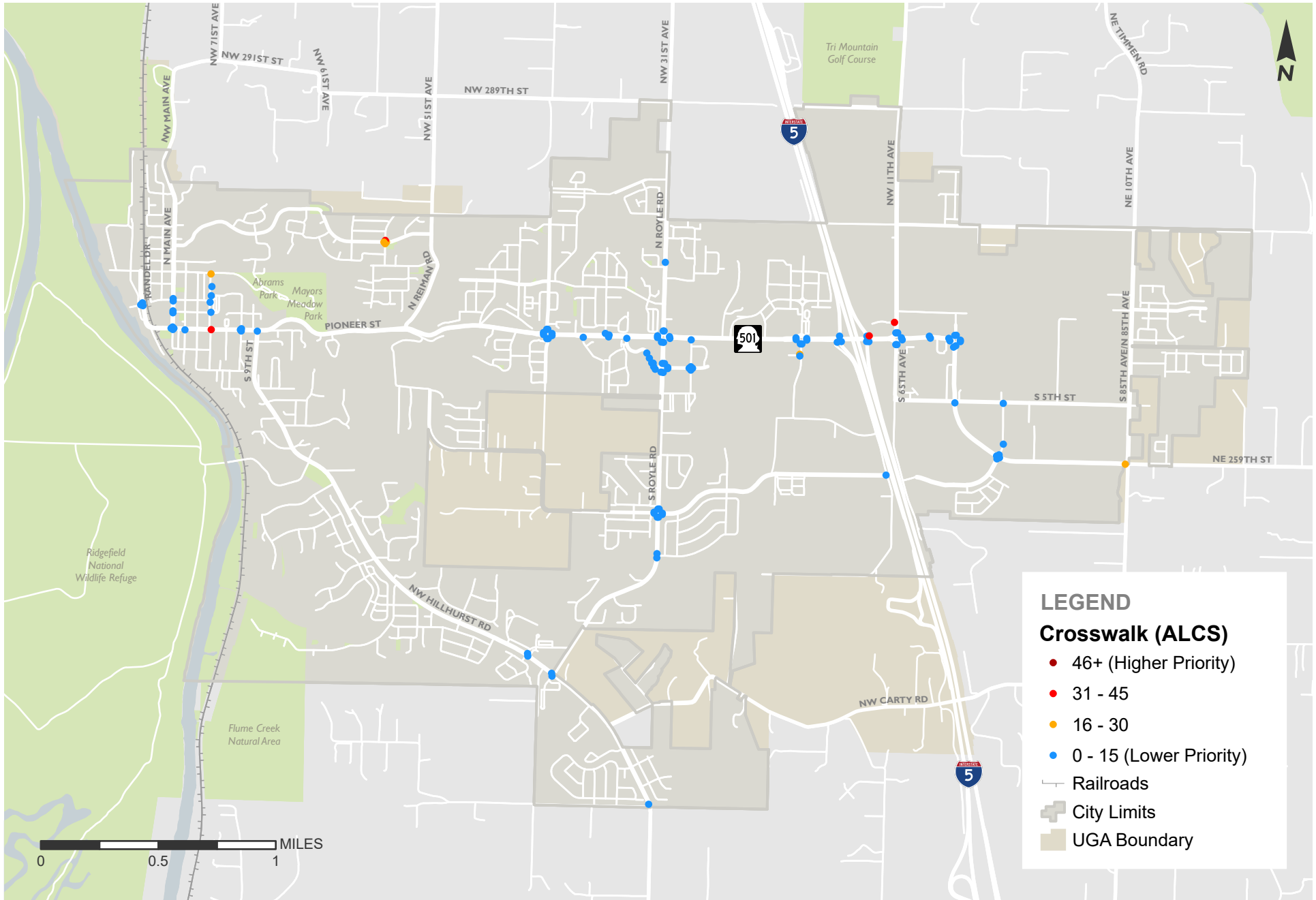
Accessibility (AIS) & Location (LIS) Combined Score (Signal Push Button)

Ridgefield ADA Transition Plan

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FIGURE
4-12



Accessibility (AIS) & Location (LIS) Combined Score (Crosswalk)

Ridgefield ADA Transition Plan

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FIGURE
4-13

4.2.2 Planning Level Cost Estimates to Remove Pedestrian Barriers

To meet the ADA Transition Plan requirement of demonstrating how barriers are to be removed over time, annual available financial resources were estimated and compared to the total estimated barrier removal costs.

Process

Unit costs were developed for the improvements needed to address the pedestrian barriers inventoried through the Self-Evaluation. Unit cost estimates for each barrier type were developed using recent WSDOT and other local construction bid tabulations, input from subject matter experts, and planning level cost assumptions. Unit cost estimates assumed contract-based construction, instead of the use of in-house crews.

Unit cost estimates were applied to the inventoried barriers, with adjustments made to account for construction efficiencies and to avoid applying redundant improvements to the same facility. All cost estimates are in 2026 dollars. Cost estimate assumptions are detailed in Appendix E.

Barrier removal construction cost estimates account for contingency, design, right-of-way, mobilization, temporary erosion control, traffic control, and construction management. Sales tax, structural impacts to buildings, permit fees, inflation, and potential changes to accessibility standards are not assumed in the cost estimate.

This planning level cost analysis did not assess whether non-compliant pedestrian facilities had been built to the maximum extent feasible. Therefore, this cost estimate may overstate the amount of feasible improvements.

The total planning-level cost estimate, or total need, to remove **all identified pedestrian barriers is approximately \$21,230,000** (in 2026 dollars). Cost estimates by facility and improvement type are shown in Table 4-1.

Table 4-1 Planning Level Cost Estimate ROW and On-Site Facilities

ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Sidewalk Improvements				
Non-compliant sidewalk (width, condition, running slope, cross slope, and/or large vertical discontinuity).	Reconstruct existing sidewalk	24,754 SY	\$210	\$5,198,325
Non-compliant driveway (running slope, cross slope, and/or grade break).	New driveway with sidewalk	60 EA	\$7,000	\$420,000
Subtotal				\$5,618,325
Maintenance/Miscellaneous				
Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel).	Sidewalk grinding (5 LF of sidewalk)	168 LF	\$380	\$63,840
Non-compliant vertical discontinuity (>1/2in).	Replace two adjacent sidewalk panels (5ft x 5ft panels)	205 EA	\$1,200	\$246,000
Non-compliant horizontal discontinuity.	Sidewalk crack sealing/grouting (5LF per occurrence)	300 LF	\$5	\$1,500
Fixed obstacles.	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	142 EA	\$10,000	\$1,420,000
Moveable obstacles.	Relocation of obstacles including overgrown vegetation, message boards, parked cars, etc.	14 EA	\$220	\$3,080
Protruding obstacles.	Relocation of obstacles including of bush/tree, signs, awnings etc.	267 EA	\$2,000	\$534,000
Subtotal				2,268,420
Curb Ramp Improvements				

ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Missing curb ramps. ROW	Install new curb ramp	48 EA	\$7,700	\$369,000
Non-compliant curb ramp (width, running slope, cross slope, landing, flare slope, lip, grade break, counter slope, lip, and/or clear space). ROW	Remove and reconstruct existing ramp	346 EA	\$7,600	\$2,629,600
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS width. ROW	Install/replace detectable warning surface	20 EA	\$1,500	\$30,000
Subtotal				\$3,029,200
Push Button Improvements				
Non-APS push button and push button is located incorrectly.	Install new APS push button and install new pole	11 EA	\$9,900	\$108,900
APS push button located incorrectly.	Install new pole and relocate push button	6 EA	\$5,300	\$31,800
Subtotal				\$140,700
Total				\$11,057,000
Contingency @ 20%				\$2,211,400
Design @ 12%				\$1,326,840
Mobilization @ 8%				\$884,560
TESC + Traffic Control @ 12%				\$1,326,840
Construction Management @ 20%				\$2,211,400
Right-of-Way @ 20%				\$2,211,400
Grand Total 2026 Dollars				\$21,230,000

4.2.3 Barrier Removal Funding

A requirement of this plan is to forecast available funding that may be used to support plan implementation. This plan assumes total annual funding for barrier removal of \$164,000 per year for pedestrian barrier removal. A breakdown of the annual budget resources anticipated to be available to support pedestrian barrier removal implementation follows.

- City-wide Annual/ADA Sidewalk Program, \$50,000
- Reasonably Funded Transportation Improvement Projects identified in the Transportation Improvement Program \$114,000

See Section 4.1 for details on these programs. These improvements may address low, medium, high, and very high priority barriers, based on the location of a proposed larger project or maintenance program. It was assumed that ADA barrier projects funding is allocated primarily to very high priority barriers, and the remaining current funding is allocated evenly to low, medium, and high priority barriers.

4.2.4 Schedule

Based upon the Self-Evaluation, planning-level cost estimates, identified barrier removal methods, and projected budgetary resources that may be available, a barrier removal budget and schedule was developed. Due to the extremely large investment needed to remove accessibility barriers, it is important to identify the highest priority barriers and focus resources to remove them first.

An analysis of the barrier prioritization was completed to determine how many barriers found during the Self-Evaluation process are classified as 'very high', 'high', 'medium', and 'low' priority, as defined in Section 4.2. Highest priority level represents a significant barrier to accessibility in areas with higher pedestrian demand. Lower priority levels represent less severe barriers to accessibility in areas with lower

pedestrian demand. Although some facilities will receive low ratings, all barriers associated with them will still need to be removed or be determined and documented to have been built to accessibility standards to the maximum extent feasible.

The City should aim to remove the highest priority barriers first as targetable funding becomes available. This will support the goal of providing better access to the most needed programs in the shortest period possible.

Table 4-2 Funding Allocation by Barrier Priority

Investment Priority	Percent of Funding Allocated to Barrier Removal
Very High	40%
High	30%
Medium	20%
Low	10%

A Transition Plan schedule was developed to target removal of barriers to accessibility. It was assumed that a greater percentage of current City funding would be allocated to higher priority barriers. Assumed funding allocation based on barrier priority is summarized in Table 4-2. With the City's current funding, approximately **44 transition years would be required to remove only the "very high" and "high" priority barriers, and 129 years would be needed to remove all identified barriers.** An approximately 20 to 50-year plan was developed to estimate the additional annual funding required to remove all barriers in a shorter frame of time. The Transition Plan is summarized in Table 4-3.

Table 4-3 ADA All Priority Barrier Removal Transition

Transition Years	Recommended Additional Annual Investment
50 Years	\$260,000
30 Years	\$550,000
20 Years	\$900,000

The City should create a two-to-five-year barrier removal plan that outlines how they intend to address the prioritized barriers. The plan should aim to implement a selection of projects each year to remove specific barriers, guided by the data collection and barrier prioritization completed during Self-Evaluation. This plan should continue to focus on the highest priority barriers, as funding allows. The purpose of the repeated plan is to make progress in barrier removal but also to provide a way to reassess the 20- to 50-year plan and measure incremental progress. In order to inform the two-to-five-year implementation plan, a scoping effort should occur that includes site visits for areas identified as highest priority to determine the severity of the barrier and to investigate possible actions to address remaining issues. When selecting projects, site conditions and improvement feasibility should be considered. Areas with multiple barriers within proximity to one another can be grouped together to achieve cost savings. As areas are identified, additional data collection should be completed in the vicinity of the proposed project and added into the facility's GIS database. This additional information will provide the remaining attributes necessary to determine if a facility fully meets PROWAG requirements.

Following completion of each two to five-year plan implementation cycle, lessons learned regarding costs, methods, schedule, and outcomes shall be evaluated to inform the next two-to-five-year cycle of accessibility barrier removal investments. If

progress is slower than anticipated, additional funding may be required. If progress is faster than anticipated, a shorter timeline may be achievable. Several factors may contribute to differences between the estimated transition schedule and the actual rate and cost of implementation. Some of these factors include actual funding acquired, individual project cost, site specific design savings, additional deterioration of pedestrian facilities, and unanticipated capital projects. In addition, it may be determined that some barriers identified through this Transition Plan are on facilities that have been built to the maximum extent feasible, as discussed in Section 5.1. Each project to remove barriers should be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

5 Recommendations and Next Steps

5.1 Recommended Actions

This chapter provides a set of recommendations intended to inform implementation of the Transition Plan and facilitate the ongoing removal of accessibility barriers. Recommendations are not presented in priority order and represent near-term and longer-term Transition Plan implementation tasks.

Recommendations identified as “Pending” require additional action from the City to implement. “Underway” recommendations are in progress at this time. “On-going” recommendations have been previously established and are continually in progress. “Complete” recommendations have been completed as planned but may require additional action based on adjustments noted in this section to ensure full ADA compliance.

Recommendation 1: Update City design standards to match ADA Standards

Status: Pending

A detailed audit of City design standards using *Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way 2023* (PROWAG) was conducted to inform Chapter 2. This audit, which is included in Appendix A, recommends specific changes and additions to the Ridgefield Engineering Standards for Public Works Construction and municipal code. Recommendations were identified for updating existing sidewalk, crosswalk, and push button standards and for filling in ADA guidelines for areas not covered in the City’s standards and code. The City of Ridgefield should update these documents to meet PROWAG standards.

Recommendation 2: Identify an official responsible for

Transition Plan implementation within the Public Works Department

Status: Complete

The City’s ADA Coordinator has been identified as the responsible official. Identification of the ADA Coordinator position is one of the four major federal requirements for every ADA Transition Plan. The current ADA Coordinator is Lee Knotterus. The ADA Coordinator is responsible for facilitating transition planning, including activities such as responding to grievance requests. They also function as a central figure for organizing the various programs within the City to maintain a consistent approach to barrier removal and achieving ADA standards across capital, maintenance, and operational activities.

Official Responsible for Plan Implementation:

Lee Knotterus, City of Ridgefield
Transportation Title VI/ADA Coordinator
lee.knotterus@ridgefieldwa.us
360-887-3557

Recommendation 3: Develop a Citywide Accessible Pedestrian Signal (APS) policy

Status: Pending

Accessible Pedestrian Signal (APS) policies serve as a means for agencies to be consistent with ADA requirements at traffic signals. The APS policy covers when installation of an APS device that “communicate information about pedestrian timing in nonvisual formats such as audible tones, verbal messages, and/or vibrating surfaces” (MUTCD) is required. The proposed APS policy is included in Appendix F. It is recommended that this policy be modified to specify that all signalized intersections are required to have

APS devices that meet ADA requirements installed.

**Recommendation 4:
Educate City staff, consultants, and
contractors on ADA standards and
provide dedicated training to City
inspectors**

Status: On-going

Transition Plans are often a learning experience for City staff, consultants, and contractors alike, since they alter existing practices and expectations. Ridgefield should use updates to the City's Engineering and Construction Standards as an opportunity to teach and learn about accessibility and the barriers that those with impaired mobility experience when traveling in the City's public right-of-way. This should include clarifying guidance from the Department of Justice, for example, that when pedestrian facilities (curb ramps, sidewalks, crosswalks, pedestrian signals, etc.) within the public right-of-way are altered, they must be revised or replaced to meet current ADA standards. Education can take many forms, from review of updated design standards with key individuals such as field inspectors and contractors, ongoing development and review of City specific design standards or checklists with City engineers or receiving tailored training from groups that serve those with disabilities.

**Recommendations 5:
Develop a standard grievance process
for barriers to accessibility**

Status: Ongoing

Public entities subject to Title II of the ADA are required to adopt and publish a grievance procedure as part of their Transition Plan. A grievance process allows community members to formally report denial of access to a City facility, program, or activity, on the basis of disability.

Currently, the City has an established process to file a grievance or a request for

accommodation or barrier removal, however it is not streamlined. Requests for translation services or an interpreter may be submitted to the City Clerk or the City's Transportation Title VI Administrator. Grievances are currently being routed to WSDOT's Office of Equal Opportunity.

The following adjustments are recommended to the City's accommodation request and grievance process:

- Make the grievance process easily navigable from the City's main website. Move to separate ADA section. Clarify that accessibility grievances can also be submitted to the City.
- Provide contact information for the City Administrator, the specified City ADA Coordinator and other relevant City staff on the grievance procedure website.
- Provide information regarding ADA barrier identification and explain how and why a grievance may be accepted or denied by the City.
- Streamline the grievance request process with an online submission option via the City's website, distinct from the general form to report a concern to the City.
- Connect the reporting tool used in the public engagement effort for this plan to the request for accommodation webpage.
- Provide a timeline for response for filed grievances.

A sample grievance procedure can be found in Appendix G.

**Recommendation 6:
Develop a consistent and centralized
MEF documentation database**

Status: Ongoing

The ADA mandates that alterations that could affect the usability of a facility must be made in an accessible manner to the

maximum extent feasible (MEF). ADA Standards for Accessible Design (2010) states that:

Each facility or part of a facility altered by, on behalf of, or for the use of a public entity, in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the alteration was commenced after January 26, 1992.

The City shall document newly constructed or altered facilities that have been built to the maximum extent feasible, rather than full ADA standards, using standard template. An example of the adopted template, provided by WSDOT, is included in Appendix H. Each project is to be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

The reason for any variation from accessibility standards when it is infeasible to fully remove any barriers should be documented. To help organize MEF documentation, a central location for all MEF documentation can be established and geocoded to the facility location and ensure consistency of data for facilities designed and constructed by others. Consolidation of past MEF records into this data is also recommended.

**Recommendation 7:
Develop performance measures and processes to track removal of barriers**

Status: Pending

The primary purpose of an ADA Transition Plan is to develop a timeline and funding strategy for the removal of accessibility barriers. To show progress towards this requirement, the City should develop a process to track barrier removal on an annual basis. It is recommended that the City actively update the GIS ADA Self-

Evaluation database developed for this plan, tracking how and when ADA barriers are removed. This data can be used to provide two-to-five-year updates on progress and demonstrate to the public as well as federal regulators that the City is making progress to meet Title II requirements. These updates should coincide with the two-to-five-year planning efforts completed to outline future barrier removal efforts.

**Recommendation 8:
Pursue opportunities to increase existing barrier removal funding**

Status: Pending

As stated in Section 4.2.4 and Table 4-2, with the City's current funding allocation for barrier removal, approximately 129 transition years would be required to remove all priority barriers, and an additional annual investment of \$900,000 is required to remove all priority barriers within an approximate 20-year transition period.

It is recommended that the City actively pursue opportunities to increase annual barrier removal funding.

Ridgefield ADA Transition Plan APPENDICES

Appendix A - Standards Review Barrier Audit

TECHNICAL MEMORANDUM

Date:	June 12, 2025	TG:	1.24414.00
To:	Steve Stewart, City of Ridgefield		
From:	Ryan Peterson, Transpo Group Jewell Hamilton, Transpo Group		
Subject:	Barrier Removal Construction Standards Audit – Ridgefield ADA Transition Plan		

The City of Ridgefield maintains road design standards and municipal code covering pedestrian facilities. The design standards are used for both public and private work performed within the street rights-of-way of Ridgefield. This memorandum describes design guidelines that meet the requirements of the Americans with Disabilities Act (ADA), common accessibility design issues, and references to specific design guidelines. The audit of the City's roadway design standards and municipal code as they relate to pedestrian features within the public right-of-way include Ridgefield Engineering Standards for Public Works Construction (2024), and City of Ridgefield Municipal Code.

Design Guidelines

There are several key design measurements that ADA design guidelines address. These measures are used because they are important to the accessibility and safety of the facility. When pedestrian facility designs cannot be constructed to full design requirements, they should be built to conform to the maximum extent feasible (MEF). When this situation arises, the City should identify the location where it occurs, provide justification for alternative construction, and document MEF conditions for future reference.

Several guidelines and references are available to assist Ridgefield in adhering to accessible design standards based on the needs for various projects. There are many opportunities to improve pedestrian conditions by identifying areas of need and establishing the appropriate accessibility design requirements.

2010 ADA Standards for Accessible Design (ADAS) (September 2010)

The Department of Justice published revised regulations for Titles II and III of the Americans with Disabilities Act of 1990 "ADA" in the Federal Register on September 15, 2010. These regulations adopted revised, enforceable accessibility standards called the 2010 ADA Standards for Accessible Design "2010 ADAS". The 2010 Standards set minimum requirements – both scoping and technical – for newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG) (August 2023)

The United States Access Board is the rule making body that guides ADA compliance across the US. Since the late 2000's the US Access Board has been in the process of updating its Guidelines for Pedestrian Facilities in the Public Rights-of-Way. These draft guidelines focus on accessibility of sidewalks, curb ramps, pedestrian signal push buttons and, in the recently released versions, address shared-use trails. The draft guidelines cover legislative background, administration requirements, and design requirements.

Many public entities currently use the 2023 draft PROWAG as 'best practice' for features within the public right-of-ways. This practice has been endorsed by the Federal Highway Administration (FHWA) and the US Access Board and is the standard that the Washington Department of Transportation adheres to. The City's standards and codes were evaluated against 2023 PROWAG, as this is the latest guideline developed by the Access Board. PROWAG sections referenced in this memo refer to 2023 PROWAG sections. When these standards conflict with the 2010 ADAS, the PROWAG standard is recommended.

Design Requirements and Recommendations

Although Ridgefield has standards in place, it is important for the standards to be consistent and compliant with the previously described standards and guidelines. To that end, this memo will provide recommendations to improve and

Sidewalks and Pathways

clarify the existing City documents. Additionally, recommended actions are included where necessary to meet ADA design standards and best practice.

The following tables describe requirements for specific design elements, how they are addressed in City standards, and recommendations for modifications. Chapter 1 of the Engineering Standards for Public Works Construction (ESPWC), section A *General*, provides reference to other documents used for reference when items are not specifically covered in the ESPWC:

*“The purpose of these standards is to define requirements for the design and construction of public improvements to serve new and future developments. These include street, bikeway, drainage, and water improvements as required by the development review process, City Ordinance, and other City policies adopted by the City Council or the Mayor. Requirements for neighborhood parks, including furnishings, play structures, bicycle racks and other park infrastructure shall be in accordance with the most recent edition of the City’s Parks and Recreations Comprehensive Plan. Where not governed by building or other codes, standards for site grading, erosion control, parking lot and driveway construction, and other infrastructure on private property shall also be governed by these standards for the purposes of design and inspection. No such work shall commence prior to City approval of the construction plans. Designs submitted shall be stamped by a registered Professional Engineer licensed to practice in the State of Washington. **All public improvements and private streets, parking lots, sidewalks, and driveways shall be designed and constructed according to the most recent edition of the ADA Standards for Accessible Design in such a manner as to be readily accessible to and usable by individuals with disabilities as per the requirements of the Americans with Disabilities Act of 1990.** This includes providing curb ramps at intersections with pedestrian crosswalks to allow a smooth transition between street and sidewalk elevations.”*

In keeping with the recommendations listed in the tables, the City should also include a reference to PROWAG in their next update to the Engineering Standards for Public Works Construction (ESPWC).

Sidewalks and Pathways

Sidewalks are mentioned in the City’s engineering standards and City code. These standards cover desired dimensions and materials to be used for construction of these facilities. Sidewalks are a common element found in a pedestrian access route (PAR).

Design Element	Requirement	Review	Recommendations
Pedestrian Access Route (PAR) & Connection to Accessible Facilities	Accessible elements, spaces, and pedestrian facilities are required to be accessible and connect to accessible routes.	Not mentioned.	Add to the ESPWC a section noting the requirement for accessible routes connecting to accessible elements, spaces and pedestrian facilities.
Sidewalk Width	Minimum clear width of PAR is 48 inches excluding the curb; however, on PAR less than 60 inches wide, passing space of 60 inches by 60 inches minimum is required every 200 feet minimum (PROWAG R302.2 and R302.3). The clear width of walking surfaces shall be 36 inches minimum. The clear width shall be permitted to be reduced to 32 inches minimum for a length of 24 inches maximum, provided that reduced width segments are separated by segments that are 48 inches long minimum and 36 inches wide minimum. Additional space is required at turns (ADAS 403.5.1).	Sidewalk width is discussed in the City’s Engineering Standards Table 2.03A and Table 2.03B. Table 2.03A shows minimum width for Residential Access roads to be 5 feet. Major and Minor Arterials, Standard, Scenic, Industrial and Commercial Collectors, and Industrial Local Roads all require minimum sidewalk width of 6 feet. Downtown Minor Arterial Streets require minimum sidewalk width of 10 feet. Table 2.03B pertains to sidewalks within the Gee Creek Plateau and Carty Road Subareas and shows minimum sidewalk width of 6 feet on one side of the street and a minimum 10-foot-wide	N/A

Sidewalks and Pathways

Design Element	Requirement	Review	Recommendations
		multi-modal trail on the other side of the street. Width requirements are also shown in Standard Detail drawings: Sheet T-2.1 through Sheet T 2.9 Width requirements shown in the Standard Detail Drawings are compliant with PROWAG and generally adhere to those listed in the Standards, however it should be noted that Sheet T-2.3 Downtown Minor Arterial Section shows sidewalk widths to be a minimum of 9.5 feet. Standard Details for Gee Creek Plateau and Carty Road Subarea are shown on Sheet T-2.18 and Sheet T-2.19 and are consistent with both the City Standards and PROWAG.	
Sidewalk Running Slope	When the PAR is contained within highway right-of-way, the grade shall not exceed 1:20 (5.0%). With the exception of where the grade established for the adjacent street exceeds 1:20 (5.0%), the grade of the PAR shall not exceed the grade established for the adjacent street (PROWAG R302.4.1). The running slope of walking surfaces shall not be steeper than 1:20 (ADAS 403.3).	Running slopes are not mentioned.	Add the required maximum grade for running slopes to the ESPWC, and notes to Standard Details Sheet T-2.1 through Sheet T 2.9, and other drawings where sidewalks are mentioned, that the sidewalk grade shall not exceed 5%, except where the grade established for the adjacent street exceeds 5%. When the grade of the adjacent street exceeds 5%, the grade of the sidewalk shall not exceed the grade established for the street.
Sidewalk Cross Slope	The cross slope of a PAR not contained within a crosswalk shall be 1:48 (2.1%) maximum. Excepting for the portion of a PAR within a street that connects an accessible parallel on-street parking space to the nearest crosswalk at the end of a midblock crosswalk is not required to comply with R302.5 (PROWAG R302.5.1). The cross slope of walking surfaces shall not be steeper than 1:48 (ADAS 403.3).	The sidewalk cross slope is shown in Standard Details Sheet T-2.1 through Sheet T 2.9, and other drawings where sidewalks are mentioned to be 2%.	N/A
Protruding Objects	Objects with leading edges more than 27 inches and less than 80 inches above the walking surface shall not protrude more than 4 inches maximum horizontally into the pedestrian circulation path (PCP). Exception: Handrails shall be permitted to protrude to 4.5 inches maximum (PROWAG R402.2 & ADAS 307.2).	Not mentioned.	Add detail to the ESPWC that discusses the allowable dimensions for protruding and free-standing objects: leading edges more than 27 inches and less than 80 inches above the walking surface shall not protrude more than 4 inches maximum horizontally into the pedestrian circulation path (PCP). Exception: Handrails shall be permitted to protrude to 4.5 inches maximum.

Sidewalks and Pathways

Design Element	Requirement	Review	Recommendations
	Objects mounted on free-standing posts or pylons more than 27 inches and less than 80 inches above the walking surface shall not protrude into the PCP more than 4 inches maximum, measured horizontally from the post or pylon base. The base dimension shall be 2.5 inches thick minimum (PROWAG R402.3.1). Where objects are mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of the object shall be 27 inches maximum or 80 inches minimum above the walking surface. Exception: when a barrier with its lowest edge at 27 inches is provided between the posts or pylons (PROWAG R402.3.2). Free-standing objects mounted on posts or pylons shall overhang circulation paths 12 inches maximum when located 27 inches minimum and 80 inches maximum above the finish floor or ground. Where a sign or other obstruction is mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of such sign or obstruction shall be 27 inches maximum or 80 inches minimum above the finish floor or ground (ADAS 307.3).		Add detail to the ESPWC that discusses objects mounted on free-standing posts or pylons more than 27 inches and less than 80 inches above the walking surface: such objects shall not protrude into the PCP more than more than 4 inches maximum, measured horizontally from the post or pylon base. The base dimension shall be 2.5 inches thick minimum. Add detail to the ESPWC that shows the allowable heights for objects mounted between posts and pylons: where objects are mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of the object shall be 27 inches maximum or 80 inches minimum above the walking surface. Exception: when a barrier with its lowest edge at 27 inches is provided between the posts or pylons. Add detail to the ESPWC that shows the allowable overhang for objects mounted between posts and pylons: Free-standing objects mounted on posts or pylons shall overhang circulation paths 12 inches maximum when located 27 inches minimum and 80 inches maximum above the finish floor or ground. Where a sign or other obstruction is mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of such sign or obstruction shall be 27 inches maximum or 80 inches minimum above the finish floor or ground.
Surface Discontinuities	Vertical surface discontinuities 0.25 inches maximum shall be permitted. Vertical discontinuities between 0.25 inches and 0.5 inches maximum shall be beveled not steeper than 1:2 (50%). Changes in level greater than 0.5 inches up to 6 inches shall have an 1:12 (8.3%) maximum slope. Changes to a level greater than 6 inches shall comply to PROWAG R407 (PROWAG R302.6.2). Horizontal openings shall not allow passage of a sphere more than 0.5 inches in diameter. Except where multiple directions of travel intersect, elongated openings in grates shall be placed so that the long dimension is perpendicular to the dominate travel direction (PROWAG R302.7.3).	Defective sidewalks are discussed in Ridgefield ESPWC 2.19 F: "Defective Sidewalk 1) All sidewalks shall be maintained in a level, nonhazardous condition. Sidewalks shall be deemed to be "defective" and require repair when deficiencies are identified which include: a. Improper placement b. Placement of sidewalk on unstable areas of uncompacted soil c. Tree roots popping up sidewalk leading to jagged and uneven surfaces exceeding ADA tolerances	Add detail to the ESPWC to cover the following items: Specifying the degree to which surface discontinuity is tolerated: Vertical discontinuities between 0.25 inches and 0.5 inches maximum shall be beveled not steeper than 1:2 (50%). Changes in level greater than 0.5 inches up to 6 inches shall have an 1:12 (8.3%) maximum slope. Changes to a level greater than 6 inches shall comply to PROWAG R407. The tolerance for width of horizontal openings: Horizontal openings shall not allow passage of a sphere more than 0.5 inches in diameter. Except where multiple directions of travel intersect,

Sidewalks and Pathways

Design Element	Requirement	Review	Recommendations
	Vertical changes in level of 0.25 inch maximum shall be permitted to be vertical. Changes in level between 0.25 inch minimum and 0.5 inch maximum shall be beveled with a slope not steeper than 1:2 (50%) (ADAS 302.2 & 302.3).	d) Wear and tear having led to cracks and holes in the sidewalk Responsibilities for maintaining sidewalk in good condition is under Ridgefield Municipal Code 12.04.080 – Responsibility of abutting property owner – Liability for damages. All construction, repair, upkeep, reconstruction and maintenance of sidewalks and curbs within the city limits, unless specifically excepted in Section C of this chapter, is the responsibility of abutting property owner.” Sidewalk condition is also mentioned in Ridgefield Code of Ordinances 12.04.080 H: “All sidewalks shall be maintained in a level, nonhazardous condition. Sidewalks shall be deemed to be “defective” and require repair when deficiencies as described above and in the City of Ridgefield Engineering Standards for Public Works Construction [manual] are found.”	elongated openings in grates shall be placed so that the long dimension is perpendicular to the dominate travel direction. It is also recommended to remove liability for maintaining the ADA compliance of City-owned facilities from abutting property owners from the City Code and ESPWC. Add notes to the Code that includes a reference to PROWAG standards for surface discontinuities: (PROWAG R302.6.2) (PROWAG R302.7.3)

Crossings

Crosswalks are part of the PAR at intersections, midblock crossings, and pedestrian refuge islands. These are important connections across streets to enable pedestrians travelling from one side to the other.

Design Element	Requirement	Review	Recommendations
Crosswalk Running Slope	The running slope shall be 1:20 (5%) maximum, measured parallel to the direction of pedestrian travel in the crossing. Except where roadway design requires superelevation greater than 1:20 (5%) at the location of the crosswalk, the grade of the crosswalk may be the same as the superelevation (PROWAG R302.4.3).	Not mentioned.	Add a section to the ESPWC to cover the following items: Maximum running slope of crosswalks, measured parallel to the direction of pedestrian travel in the crossing shall be 5% maximum, except where roadway design requires superelevation greater than 5% at the location of the crosswalk. Where such an exception occurs, the grade of the crosswalk may be the same as the superelevation.
Crosswalk Cross Slope	Crosswalk cross slope at yield or stop control crossings shall be 1:48 (2.1%) maximum (PROWAG R305.2.1). Crosswalk cross slope at uncontrolled crossings shall be 1:20 (5.0%) maximum (PROWAG R302.5.2.2). Crosswalk cross slope at a traffic control signal or pedestrian hybrid beacon shall be 1:20 (5%) maximum (PROWAG R302.5.2.3). Crosswalk cross slope at midblock crossings shall not exceed the street grade (PROWAG R302.5.2.4).	Crosswalk cross slopes are mentioned in RMC 12.04.020 C: "All sidewalks shall be at least five feet in width and have a slope of not less than one-fourth in each foot".	Add details to the ESPWC and RMC to clarify, correct, and cover the following items: The maximum cross slope of crosswalks at yield or stop control crossings shall not exceed 2.1%. The maximum cross slope of crosswalks at uncontrolled crossings shall not exceed 5%. The maximum cross slope of crosswalks located at traffic signals including pedestrian hybrid beacons shall not exceed 5%. The maximum cross slope of crosswalks located midblock shall not exceed the street grade.
Refuge Islands	Detectable warning surfaces at cut-through pedestrian refuge islands shall be located no greater than 6 inches from the edges of the pedestrian refuge island or at back of curb and be separated by a 24 inches minimum length of surface between detectable warning surfaces (PROWAG R305.2.4). The clear width of a PAR within a median and pedestrian refuge islands shall be 60 inches minimum. Except where a shared use path crosses a median and pedestrian refuge island, they shall be a minimum of 60 inches or at least as wide as the crosswalk, whichever is greater (PROWAG R302.2.1).	Refuge Islands are mentioned in the ESPWC section 2.14 Medians B.3: "Pedestrian refuges shall be provided where crosswalks intersect medians".	Add details to the ESPWC to include specifications for the location and dimensions of refuge island features: Detectable warning surfaces at cut-through pedestrian refuge islands shall be located no greater than 6 inches from the edges of the pedestrian refuge island or at back of curb and be separated by a 24 inches minimum length of surface between detectable warning surfaces. The clear width of a PAR within a median and pedestrian refuge islands shall be 60 inches minimum. Except where a shared use path crosses a median and pedestrian refuge island, they shall be a minimum of 60 inches or at least as wide as the crosswalk, whichever is greater.

Curb Ramps

Curb ramps are the immediate junctions between the sidewalk and street crosswalk. Perpendicular and diagonal curb ramps have a running slope that cuts through the curb at right angles, while parallel curb ramps have a running slope that is in-line with the sidewalk. Combination ramps include elements of both parallel and perpendicular curb ramps.

Design Element	Requirement	Review	Recommendations
Ramp Width	The clear width of curb ramp runs and blended transitions, excluding flares, shall be 48 inches minimum. The clear width of curb ramp runs on a shared use path shall be equal to the width of the shared use path (PROWAG R304.5.1). The clear width of a ramp run shall be 36 inches minimum (ADAS 405.5).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Running Slope	The running slope shall be 1:12 (8.3%) maximum but shall not require the ramp length to exceed 15.0 feet (PROWAG R304.2.1 and R304.3.1). The running slope of blended transitions shall be 1:20 (5.0%) maximum (PROWAG R304.4.1). Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Cross Slope	The cross slope for perpendicular curb ramps shall be 1:48 (2.1%) maximum but are permitted to be equal or less than the cross slope of the crosswalk. (PROWAG R304.2.2). The cross slope for parallel curb ramps shall be 1:48 (2.1%) maximum (PROWAG R304.3.2). The cross slope for blended transitions shall be equal to or less than the cross slope of the crosswalk (PROWAG R304.4.2). Cross slope of ramp runs shall not be steeper than 1:48 (2.1%) (ADAS 405.3).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Flared Sides	Flared sides shall have a slope of 1:10 (10.0%) maximum, measured parallel to the curb line, shall be provided where a pedestrian circulation path crosses the side of the curb ramp (PROWAG R304.2.6). Curb ramp flares shall not be steeper than 10% (ADAS 406.3).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Direction	Perpendicular curb ramps shall have a running slope that is perpendicular to the curb or gutter grade break (PROWAG R304.2.1). Parallel curb ramps shall have a running slope that is parallel to the curb (PROWAG R304.3.1).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Change of Grade	The counter slope of the gutter or street at the foot of curb ramp run, blended transitions, and turning space shall be based off either two conditions: A. The change of grade shall not exceed 13.3%. B. A transitional space is provided at the bottom of the running slope of the curb ramp run or blended transition. The transitional space shall extend 24 inches minimum in the direction of pedestrian travel and the full width of the curb ramp/blended transition. Transitional space will have a running slope of 1:48 or 2.1% maximum (PROWAG R304.5.2). Counter slopes of adjoining gutters and road surfaces immediately adjacent to the curb ramp shall not be steeper than 5%. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level (ADAS 406.2).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Grade Breaks	Grade breaks at the top and bottom of curb ramps shall be perpendicular to the direction of ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush (PROWAG R304.3.3). Changes in level other than the running slope and cross slope are not permitted on ramp runs (ADAS 405.4).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Landing Size	For perpendicular curb ramps, the landing shall be 48 inches by 48 inches minimum and be provided at the top of the curb ramp. At shared used paths, the landing shall be as wide as the shared used path (PROWAG R304.2.5). For parallel curb ramps, the landing shall be 48 inches by 48 inches minimum shall and be provided at the bottom of the curb ramp (PROWAG R304.3.4). The landing clear length shall be 36 inches minimum. The landing clear width shall be at least as wide as the curb ramp, excluding flared sides, leading to the landing (ADAS 406.4).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Landing Slope	For perpendicular curb ramp landings that serve one curb ramp, the landing slope measured perpendicular to the curb ramp run shall be equal to or less than the cross slope of the ramp run. The landing slope measured parallel to the curb ramp run shall be 1:48 (2.1%) maximum (PROWAG R304.2.5). For perpendicular curb ramp landings that serve two curb ramps, the landing slope in either direction of travel shall not exceed the cross slope of the crosswalk that is parallel to the direction of travel (PROWAG R304.2.5). For parallel curb ramps, the slope of the landing measured parallel to the direction of travel of the curb ramp run, shall be equal to or less than the cross slope of the crosswalk. The cross slope of the landing shall be 1:48 (2.1%) maximum measured perpendicular to the direction of travel of the curb ramp run (PROWAG R304.3.4).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Clear Area	Beyond the bottom grade break for perpendicular ramps, a clear area, 48 inches by 48 inches minimum, shall be provided within the width of the crosswalk. At shared use paths, the clear area shall be as wide as the shared use path. The clear area shall be located wholly outside of the vehicle travel lanes, including bicycle lanes, that run parallel to the crosswalk. The running slope of the clear area shall be 1:20 (5.0%) maximum (PROWAG R304.2.4). Diagonal or corner type curb ramps with returned curbs or other well-defined edges shall have the edges parallel to the direction of pedestrian flow. The bottom of diagonal curb ramps shall have a clear space 48 inches minimum outside active traffic lanes of the roadway. Diagonal curb ramps provided at marked crossings shall provide the 48 inches minimum clear space within the markings. Diagonal curb ramps with flared sides shall have a segment of curb 24 inches long minimum located on each side of the curb ramp and within the marked crossing (ADAS 406.6).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A
Detectable Warning Surfaces	Detectable warning surfaces shall extend 24 inches minimum in the direction of pedestrian travel and the full width of the curb ramp (exclusive of flares), blended transition, or landing (PROWAG R305.1.4). The truncated domes in a detectable warning surface shall have a base diameter of 0.9 inches minimum and 1.4 inches maximum, a top diameter of 50% of the base diameter minimum and 65% of the base diameter maximum, and a height of 0.2 inches (PROWAG R305.1.1 & ADAS 705.1.1). The truncated domes shall have a center-to-center spacing of 1.6 inches minimum and 2.4 inches maximum, and a base-to-base spacing of 0.65 inches minimum, measured between the most adjacent domes (PROWAG R305.1.2 & ADAS 705.1.2) Detectable warning surfaces shall contrast visually with adjacent walking surfaces either light-on-dark, or dark-on-light (PROWAG R305.1.3 & ADAS 705.1.3).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Detectable Warning Surface Placement	On perpendicular curb ramps, detectable warning surfaces shall be placed as follows: - Where the ends of the bottom grade break are in front of the back of curb or edge of pavement if there is no curb, the detectable warning surface shall be placed at the back of curb or no greater than 6 inches from the edge of pavement where there is no curb. - Where the ends of the bottom grade break are behind the back of curb or edge of pavement if there is no curb and the distance from either end of the bottom grade brake to the back of curb is 60 inches or less, the detectable warning surfaces shall be placed on the ramp run at the bottom grade break. - Where the ends of the bottom grade break are behind the back of curb or edge of pavement if there is no curb and the distance from either end of the bottom grade brake to the back of curb is more than 60 inches, the detectable warning surfaces shall be placed on the clear area so that both front corners of the detectable warning surfaces are at the back of curb, or no greater than 6 inches from edge of pavement if there is no curb (PROWAG R305.2.1). On parallel curb ramps, detectable warning surfaces shall be placed on the landing at either the back of curb or edge of pavement where there is no curb (PROWAG R305.2.2). On blended transitions, detectable warning surface shall be located on the blended transition so that both front corners of the detectable warning surface are at the back of curb or no greater than 6 inches from the edge of pavement where there is no curb (PROWAG R305.2.3). Where a concrete border is required for installation of the detectable warning surface, a concrete border shall not exceed 2 inches (PROWAG R305.2).	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Receiving Ramp	A crosswalk served by a curb ramp must also have an existing curb ramp in place on the receiving end unless there is no curb or sidewalk on that end of the crosswalk Revised Code of Washington (RCW) 35.68.075.	ESPWC Section E. 1 and E. 2. and reference ADA standards for construction.	N/A

Signals

Signals are important connections in the pedestrian network that provide crossings at intersections for all roadway users. Where pedestrian signals are provided at pedestrian street crossings, they shall include accessible pedestrian signals and pedestrian push buttons complying with sections 4E.08 through 4E.13 of the MUTCD (PROWAG R209.1).

Design Element	Requirement	Review	Recommendations
Accessible Pedestrian Signals and Pedestrian Push buttons	Where pedestrian signal heads and pedestrian activated warning devices are provided, the accessible features required by the guidelines shall be available at all times (PROWAG R206.1). Where pedestrian signal heads are provided at crosswalks, the walk indication shall comply with R308. Pedestrian signal heads must have a pedestrian push button complying with R307, except for R307.7, or passive detection or pretimed operation that activates audible and vibrotactile indications complying with R308. (PROWAG R206.2).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Where pedestrian signals and pedestrian activated warning devices are provided, accessible features shall be available at all times. Where pedestrian signal heads are provided at crosswalks, the walk indication shall comply with PROWAG R308. Pedestrian signal heads must have a pedestrian push button complying with PROWAG R307, except for R307.7, or passive detection or pretimed operation that activates audible and vibrotactile indications compliant with R308.
Location	Push buttons shall be located no greater than 5 feet from the side of a curb ramp or the edge of the farthest associated crosswalk line from the center of the intersection. Push buttons shall be located between 1.5 and 10 feet from the edge of the curb (PROWAG R307.4).	Not Mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Push buttons shall be located not more than 5 feet from the side of a curb ramp or the edge of the farthest associated crosswalk line from the center of the intersection. Push buttons shall be located between 1.5 and 10 feet from the edge of the curb.
Orientation	The face of the push buttons shall be parallel to its associated crosswalk (PROWAG 307.5).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: The face of the push button shall be parallel to the associated crosswalk.
Audible and Vibrotactile Walk Indications	Push buttons or passive detection devices shall activate audible and vibrotactile walk indications. Push buttons or a passive detection device for a pedestrian activated warning device (i.e., RRFB), shall activate a speech message that indicates the status of the beacon. It shall not include vibrotactile features indicating walk interval (PROWAG 307.6). Audible and vibrotactile walk indication shall occur in the walk interval only. It should be audible from the beginning of the crosswalk (PROWAG R308.2). A percussive tone shall be used for areas with a signal pedestrian signal	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Pedestrian signal push buttons or passive detection devices shall activate audible and vibrotactile walk indications. Push buttons or passive detection devices for pedestrian activated warning devices shall activate speech messaging that indicates the status of the beacon. It shall not include vibrotactile features indicating walk interval. Audible and vibrotactile walk indication shall occur in the walk

Design Element	Requirement	Review	Recommendations
	or where two pedestrian signals are 10 feet or greater apart (PROWAG 308.3.1). In alterations, where the push buttons are less than 10 feet apart, the audible walk indication shall be speech walk message (PROWAG R308.3.2). Shall be louder than ambient sound up to 5 dBA above ambient sound. Maximum volume above traffic sounds shall be 100 dBA (PROWAG R308.4).		interval only. It should be audible from the beginning of the crosswalk. A percussive tone shall be used for areas where two pedestrian activated signals are 10 or more feet apart. In alterations where push buttons are less than 10 feet apart, audible walk indication shall be a speech message. Push button audible indications shall be louder than ambient sound up to 5 dBA above ambient sound. Maximum volume above traffic sounds shall be 100 dBA.
Locator Tone	Push buttons shall incorporate a locator tone. The locator tone shall be 0.15 seconds or less and repeat at 1 second intervals except when another audible indication from the same device is active. The locator tone shall be responsive to ambient sound and audible 6 to 12 feet from the push button to the building line, whichever is less. Shall be louder than ambient sound up to 5 dBA above ambient sound. Maximum volume above traffic sounds shall be 100 dBA (PROWAG R307.8). When a traffic signal is operating in flashing mode, the locator tone shall remain active, and the speech message should say the state of the signal (PROWAG R307.8.4).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Push buttons shall incorporate a locator tone. Locator tones should emit for 0.15 seconds or less and repeat at 1 second intervals except when another locator tone from the same device is active. The locator tone shall be responsive to ambient sound and audible 6 to 12 feet from the lesser of the push button to building line. Locator tones shall be louder than the ambient sound, up to 5 dBA above ambient sound. Maximum volume above traffic sound shall be 100 dBA. When a traffic signal is operating in flashing mode, the locator tone shall remain active, and the speech message should indicate the signal status.
Tactile Arrow	Push buttons shall have a tactile arrow with high visual contrast that is parallel to the direction of travel (PROWAG R307.9).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Pedestrian signal push buttons shall have a tactile arrow with high visual contrast that is parallel to the direction of travel.
Locator Tone and Audible Beacons	When using audible beacons, the volume of the locator tone during pedestrian change interval shall operate one of the following ways: - The louder audible walk indication and locator tone comes from the far end crosswalk. - The louder locator tone comes from both ends of the crosswalk - The louder locator tone comes from an additional speaker aimed at the center of the crosswalk and	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: When audible tones are used for beacons, the volume of the locator tone during pedestrian change interval shall operate in one of the following ways: - The louder walk indication and locator tone comes from the far end of the crosswalk. - The louder locator tone comes from both ends of the crosswalk.

Design Element	Requirement	Review	Recommendations
	mounted on pedestrian signal head (PROWAG 307.8.3).		C. The louder locator tone comes from an additional speaker aimed at the center of the crosswalk and mounted on a pedestrian signal head.
Clear Space	Clear spaces shall be 30 inches minimum by 48 inches minimum (PROWAG R404.3). Additional space is needed if it is confined on all or part of three sides (PROWAG 404.7). One full unobstructed side of a clear space shall adjoin a pedestrian access route or adjoin another clear space (PROWAG R404.6).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Clear spaces shall be a minimum of 30 inches by 48 inches. If the clear space is confined on all or part of three sides, additional space is needed. One full unobstructed side of a clear space shall adjoin a pedestrian access route or another clear space.
Reach Ranges	For forward and parallel approaches, the high reach shall be 48 inches maximum and the low reach shall be 15 inches minimum above the ground surface (PROWAG R406.2). Forward reach over an obstruction is not permitted. Side reach from a parallel approach permits a 10-inch maximum obstruction depth and 34 inches maximum obstruction height (PROWAG R406.3).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: For forward and parallel approaches, the high reach shall be a maximum of 48 inches, and the low reach shall be a minimum of 15 inches above the ground surface. Forward reach over an obstruction is not permitted. Side reach from a parallel approach permits a 10-inch maximum obstruction depth, and 34 maximum obstruction height.
Pedestrian Crossing Times	All pedestrian signal phase timing shall be based on a pedestrian clearance time that is calculated using a pedestrian walking speed of 3.5 feet/second or less from the location of the pedestrian push button to a pedestrian refuge island or the far side, minimum 7 seconds (PROWAG R306.2).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: All pedestrian signal phase timing shall be based on a pedestrian clearance time that is calculated using a walk speed of 3.5 seconds per foot or less, from the location of the pedestrian push button to a pedestrian refuge island or the far side of the crossing, providing a minimum of 7 seconds.
At Roundabouts	At each multi-lane segment of a roundabout containing a crosswalk, one or more of the following shall be provided: traffic control signal with pedestrian signal head, pedestrian hybrid beacon, pedestrian actuated RRFB, or a raised crossing (PROWAG R306.4.2). Edge detection shall be provided at roundabouts. A minimum of 24 inches of landscaping or nonprepared surface from crosswalk to crosswalk or a vertical edge treatment shall be applied with a bottom edge of 15 inches maximum above PCP (PROWAG 306.4).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: Each multi-lane segment of a roundabout containing a crosswalk should provide shall provide one or more of the following: a traffic control signal with pedestrian signal head, pedestrian hybrid beacon, pedestrian actuated RRFB, or a raised crossing. Edge detection shall not be provided at roundabouts. A minimum of 24 inches of landscaping or nonprepared surface from crosswalk to crosswalk or vertical edge treatment shall be applied with a bottom edge of 15

Signals

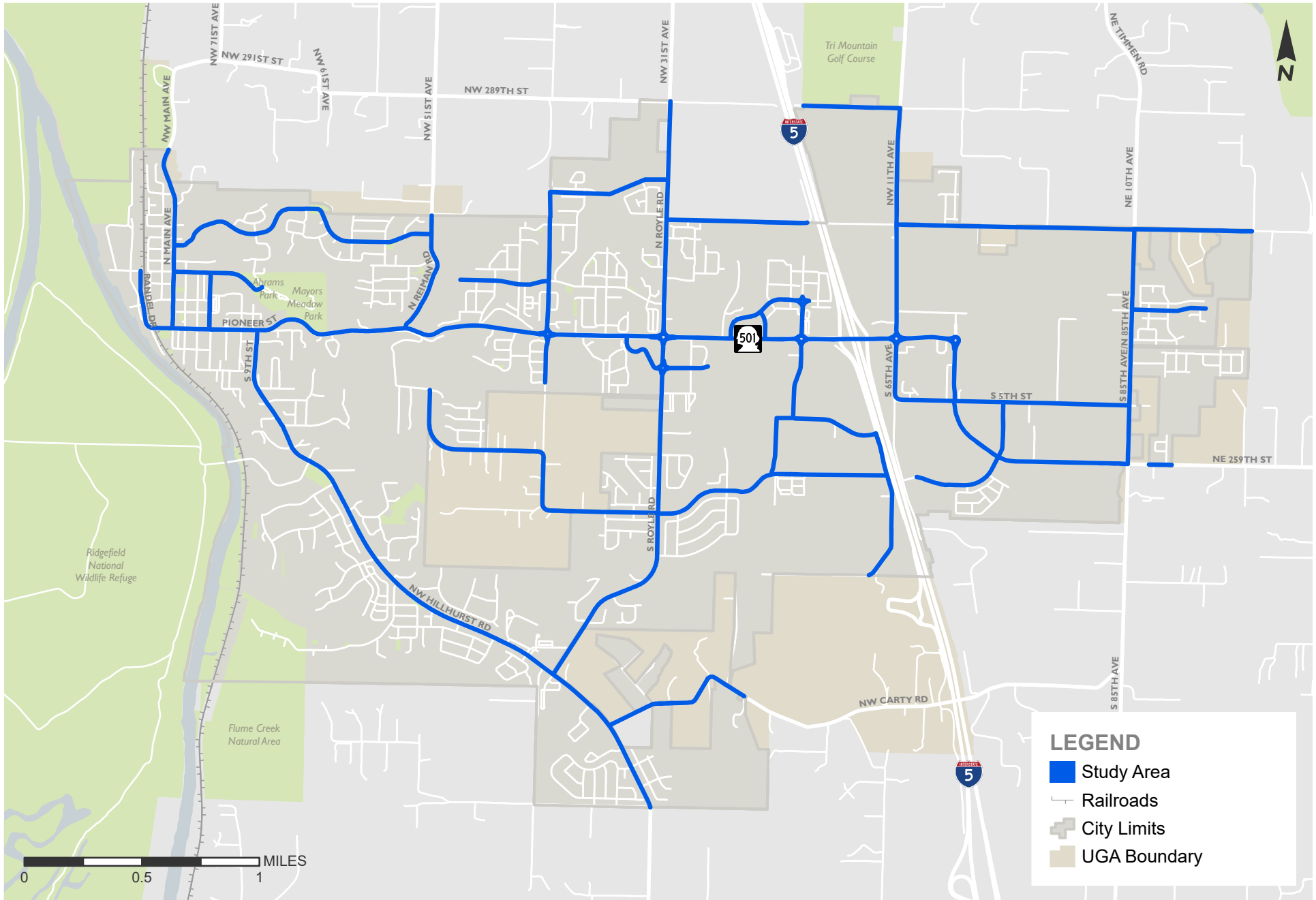
Design Element	Requirement	Review	Recommendations
			inches maximum above the pedestrian circulation path.
At Multi-lane Channelized Turn Lanes	At signalized intersections and roundabouts with multi-lane channelized turn lane crossings, one or more of the following shall be provided: traffic control signal with pedestrian signal head, pedestrian hybrid beacon, pedestrian actuated RRFB, or a raised crossing (PROWAG R306.5).	Not mentioned.	Add a section covering the required specifications for Pedestrian Signal Push Buttons to the ESPWC: At signalized intersections and roundabouts with multi-lane channelized turn lane crossings, one or more of the following shall be provided: a traffic control signal with pedestrian signal head, pedestrian hybrid beacon, pedestrian actuated RRFB, or a raised crossing.

Other Pedestrian Areas

Other pedestrian areas include transit stops and work zones. Transit provides a critical lifeline of access and independence for those with limited mobility or vision. Transit stops have additional width requirements for boarding and alighting passengers, and work zones should provide the same level of accessibility as permanent pedestrian facilities.

Design Element	Requirement	Review	Recommendations
Alternative Pedestrian Access Routes			
Alternate Pedestrian Access Route	When a pedestrian circulation path is temporarily not accessible due to construction, maintenance operations, closure, or other similar conditions, an alternate pedestrian access route must be provided (PROWAG R204.1).	Not mentioned.	Add a section to the ESPWC that specifies the requirement for alternative pedestrian access routes during construction, maintenance, and other closures or similar conditions.
Driveways			
Driveways	The cross slope shall be 1:48 (2.1%) maximum (PROWAG R302.5.1). Cross slope of ramp runs shall not be steeper than 1:48 (ADAS 405.3). The running slope shall be 1:12 (8.3%) maximum but shall not require the ramp length to exceed 15.0 feet (PROWAG R304.3.1). For driveways that are yield or stop controlled, or at traffic signals, detectable warning surface shall be provided where the PCP meets the driveway (PROWAG R305.2.8).	The ESPWC refers to driveways in section 2.23 but does not cover driveway cross slopes, running slopes, or DWS.	Add details to the ESPWC that specifies the required tolerances for cross slope (2.1% maximum), cross slope (2.1% maximum), running slopes (8.3% maximum not requiring a length more than 15 feet, and DWS placement (where the pedestrian circulation path meets the driveway at yield or stop controlled driveways and traffic signals).

Appendix B - Existing Data Inventory



Self Evaluation Area of Interest

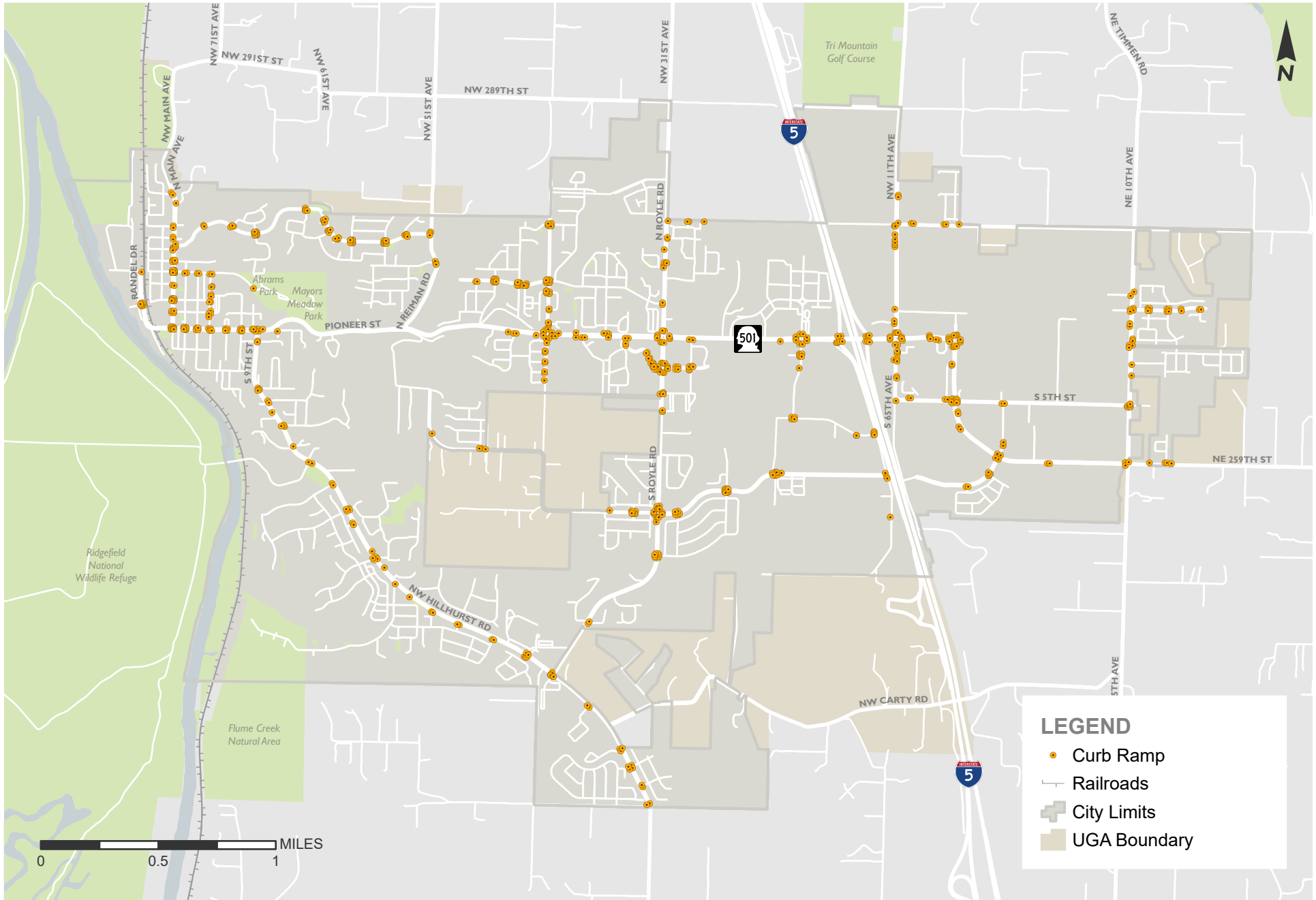
Ridgefield ADA Transition Plan

DRAFT

transpogroup

FIGURE

I-1



Curb Ramp Inventory

Ridgefield ADA Transition Plan

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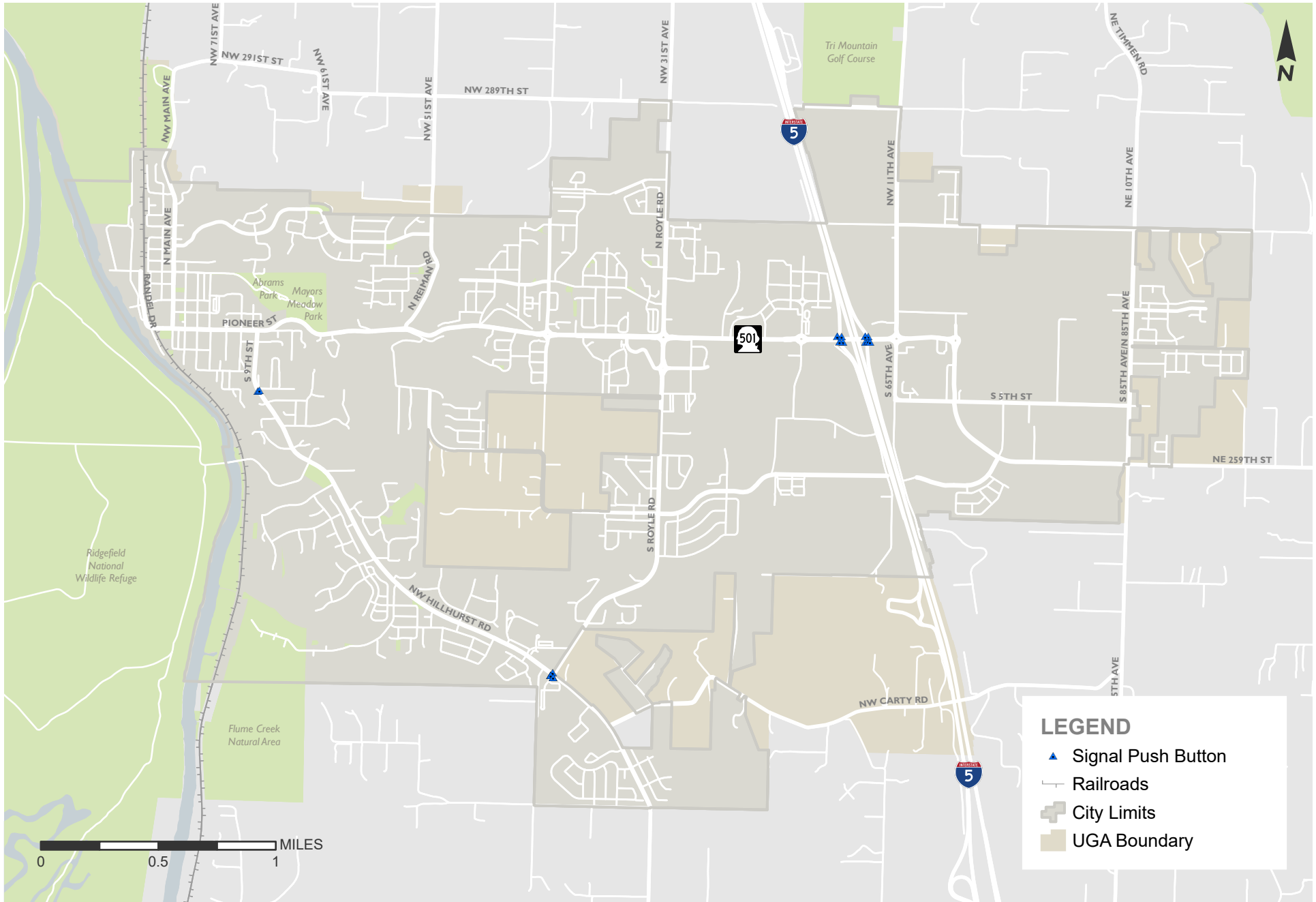
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FIGURE

I-2

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Signal Push Button Inventory

Ridgefield ADA Transition Plan

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FIGURE

I-4

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Appendix C - Prioritization Criteria

DRAFT ADA Transition Plan Prioritization Process

Public Right-of-Way

To focus efforts toward facilities that pose the largest barrier within the public right-of-way, an analysis of the accessibility of each pedestrian facility and its proximity to public destinations such as schools, libraries, parks, transit, and City buildings was completed. The result of this analysis was a prioritized list of projects, with the highest benefit projects identified for barrier removal first.

To complete this assessment, a multi-criteria analysis was conducted to determine which facilities did not meet existing sidewalks and curb ramp standards. Each attribute collected in the field was compared against PROWAG requirements.

If the facility did not meet PROWAG criteria or was located near public destinations, points were assigned, with the number of points dependent on the relative importance or proximity. Sidewalks or curb ramps with poor PROWAG compliance and a number of proximate destinations received a high score and were prioritized for removal while PROWAG compliant ramps far from public destinations received a score of zero. Missing curb ramps were assigned the greatest number of points.

Accessibility Prioritization (aka Accessibility Index Score)

A number of criteria were used to establish the extent to which each pedestrian facility did or did not present a barrier to accessible mobility. The table below shows these criteria, the threshold used to identify them as a barrier, and the score used to indicate the severity of each barrier relative to each other. Pedestrian facilities with a higher Accessibility Index Score (AIS) presented a large accessibility barrier and received a higher score. Facilities with fewer or no barriers received lower scores.

Below is an example of typical weighted values to equal a total possible score of 30.

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Sidewalks	Width	In ROW, < 48 inches or >= 48 - < 60 inches w/ out Pullouts. On-Site, < 36 inches	4	4
	Run Slope	> 5% (and Not Similar to Roadway Grade if in ROW)	3	3
	Cross Slope	> 2%	1	3
	Cross Slope	> 2.4%	1	
	Cross Slope	> 3%	1	
	Surface Condition	< Average	2	2
	Vertical Discontinuity	Barriers Present >= 1	1	3

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	> ¼ inch and <= ½ inch Without Bevel or >½ inch			
	Vertical Discontinuity	Barriers Present >= 5	1	
	Vertical Discontinuity	Barriers Present >= 10	1	
	Horizontal Discontinuity > ½ inch	Barriers Present >= 1	1	3
	Horizontal Discontinuity	Barriers Present >= 5	1	
	Horizontal Discontinuity	Barriers Present >= 10	1	
	Fixed Obstacles	Barriers Present >= 1	1	3
	Fixed Obstacles	Barriers Present >= 2	1	
	Fixed Obstacles	Barriers Present >= 3	1	
	Moveable Object	Barriers Present >= 1	1	3
	Moveable Object	Barriers Present >= 2	1	
	Moveable Object	Barriers Present >= 3	1	
	Protruding Object	Barriers Present >= 1	1	3
	Protruding Object	Barriers Present >= 2	1	
	Protruding Object	Barriers Present >= 3	1	
	Non-Compliant Driveway Non-Compliant >2% Cross-Slope, and/or Non-Concurrent Grade Break and/or >8.3% Running Slope	Barriers Present >= 1	1	3
	Non-Compliant Driveway	Barriers Present >= 2	1	
	Non-Compliant Driveway	Barriers Present >= 3	1	
	Maximum Sidewalk (AIS) Score			30
Curb Ramps (Max. Score)	Ramp Width	< 48 inches	30	30
	Run Slope	> 8.3% (Less Than 15 feet) or > 5% (Blended)	30	30
	Cross Slope	> 2% - <= 3%	20	30
	Cross Slope	> 3%	10	
	Curb Ramp Type	Non-Compliant Type	30	30
Curb Ramps	Accessible Path	No	2	2
	Turning Space	None or Width < full Width of Ramp or Length < 48 inches	5	5
	Turning Space Cross Slope	> 2%	3	3
	Truncated Domes (DWS)	No	3	3
	Truncated Domes (DWS) Placement	Other than Back of Curb	1	3
	Truncated Domes (DWS) Depth	< 2 feet	1	
	Truncated Domes (DWS) Width	Less than Full Width	1	
	Flare Slope	> 10%	2	2
	Grade Break	Not Concurrent	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Counter Slope	> 5%	2	2
	Lip	> ¼ inch	2	2
	Roadway Clear Space	< 4ft x 4ft	2	2
	Receiving Ramp	No	2	2
	End Inside of Marked Crosswalk if Present	No	2	2
	Maximum Curb Ramp (AIS) Score			30
Signal Push Buttons	Push Button is <= 10 feet from Curb in Direction of Travel	No	2	2
	Push Button is <= 5 feet from Extension of Crosswalk Width Edge	No	2	2
	Force to Activate Push Button is <= 5 lbs.	No	2	2
	Push Button Includes Vibe Feedback During “Walk” Phase	No	2	2
	Push Button is >= 2 inches in Diameter and Includes Visual Contrast from Housing	No	2	2
	Tactile Arrow Present on Push Button	No	2	2
	Nearest Push Button > 10 feet Away or Push Button Includes Audible Speech Indicating “Walk” Phase	No	2	2
	Level Clear Space at Push Button that Includes Minimum 30-inch x 48 inch Landing Area and < 2% Slope in Any Direction	No	3	3
	Reach Depth from Landing to Push Button is <= 10 inches	No	2	2
	Mounting Height of Push Button	Mounting Height of Push Button from Landing Area is < 42 inches or > 48 inches	2	2
	Directional Arrow Exists on Push Button Face, Housing, or Mounting and is Parallel to Crossing	No	2	2
	Audible Tone indicating “Walk” Phase or Audible Speech indicating “Walk” Phase Present	No	3	3
	Locator Tone during “Don’t Walk” Phases Present	No	2	2
	APS-Style Push Button Housing	No	2	2
	Maximum Signal Push button (AIS) Score			30

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Crosswalks	Width	< 6 feet	6	6
	Run Slope	> 5%	12	12
	Cross Slope	> 5% at Non-Stop/Yield Controlled Intersections or > 2% at Any Other Type Except for Mid-Block Crossings	12	12
	Maximum Crosswalk (AIS) Score			30

Location Prioritization (aka Location Index Score)

A number of destinations were used to identify high priority pedestrian facilities within the City. This was done by identifying public destinations such as public buildings, transit and parks and identifying pedestrian facilities within close proximity of one or more of these destinations.

Pedestrian facilities within the identified proximity were assigned points based on each destination they were close to, as shown in the table below. This measure is called the Location Index Score (LIS), which identified high pedestrian generating overlapping areas. Ultimately the more pedestrian generating areas an asset was within, the higher the number. Community Defined Destinations criteria was added to the Location Index Score (LIS) following comments and results received from open house attendees, City staff, other stakeholders during engagement and public outreach. This assisted in factoring in what's important to the citizens and community to help with the overall prioritization.

Below is an example of typical weighted values to equal a total possible score of 45.

LOCATION CRITERIA	RATING CRITERIA	POSSIBLE SCORE
Schools		
Proximity to Schools	Within 1/8-mile radius of school	5
Walk-To-School Route Proximity	Within 1/2-mile radius of school	5
Parks	Within 1/8-mile radius of park	5
Transit		

High-Capacity Transit	Within 1/8-mile of high-capacity transit	5
Transit Stops	Within 1/8-mile of transit stop	5
Traffic Signal/Roundabout	Within 1/8-mile of signal or roundabout	5
Public Buildings	Within 1/8-mile of location	5
Downtown / Urban / Commercial Business Centers	Within 1/4-mile radius of Downtown, Urban and Commercial Business Center Zoning	5
Community Defined Destinations (defined by Stakeholder/Public Engagement*)	Within 1/8-mile of location	5
TOTAL LOCATION INDEX SCORE (LIS)		45

* Note: Community Defined Destinations to be identified based on public outreach, ADA surveys, etc. on what locations are more important, thus giving extra weight to those community defined destinations.

Barrier Removal Priorities (Combined Composite Index Score)

By combining the Accessibility Index Score and Location Index Score, a Combined Composite Index Score was developed. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) represent facilities that present a clear physical barrier and are in high-demand areas. These should be addressed first. Facilities with lower scores (0-15 points) have minor barriers and are in locations where pedestrian demand would be expected to be lower and should be address last. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present. It should be noted that while some barriers have a lower priority, they still should be removed.

ADA Transition Plan Prioritization Process

Public Right-of-Way

To focus efforts toward facilities that pose the largest barrier within the public right-of-way, an analysis of the accessibility of each pedestrian facility and its proximity to public destinations such as schools, libraries, parks, transit, and County buildings was completed. The result of this analysis was a prioritized list of projects, with the highest benefit projects identified for barrier removal first.

To complete this assessment, a multi-criteria analysis was conducted to determine which facilities did not meet existing sidewalks and curb ramp standards. Each attribute collected in the field was compared against PROWAG requirements.

If the facility did not meet PROWAG criteria or was located near public destinations, points were assigned, with the number of points dependent on the relative importance or proximity. Sidewalks or curb ramps with poor PROWAG compliance and a number of proximate destinations received a high score and were prioritized for removal while PROWAG compliant ramps far from public destinations received a score of zero. Missing curb ramps were assigned the greatest number of points.

Accessibility Prioritization (aka Accessibility Index Score)

A number of criteria were used to establish the extent to which each pedestrian facility did or did not present a barrier to accessible mobility. The table below shows these criteria, the threshold used to identify them as a barrier, and the score used to indicate the severity of each barrier relative to each other. Pedestrian facilities with a higher Accessibility Index Score (AIS) presented a large accessibility barrier and received a higher score. Facilities with fewer or no barriers received lower scores.

Below is an example of typical weighted values to equal a total possible score of 30.

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Sidewalks	Width	In ROW, < 48 inches or >= 48 - < 60 inches w/ out Pullouts. On-Site, < 36 inches	4	4
	Run Slope	> 5% (and Not Similar to Roadway Grade if in ROW)	3	3
	Cross Slope	> 2%	1	3
	Cross Slope	> 2.4%	1	
	Cross Slope	> 3%	1	
	Surface Condition	< Average	2	2
	Vertical Discontinuity	Barriers Present >= 1	1	3

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	> ¼ inch and <= ½ inch Without Bevel or >½ inch			
	Vertical Discontinuity	Barriers Present >= 5	I	
	Vertical Discontinuity	Barriers Present >= 10	I	
	Horizontal Discontinuity > ½ inch	Barriers Present >= I	I	3
	Horizontal Discontinuity	Barriers Present >= 5	I	
	Horizontal Discontinuity	Barriers Present >= 10	I	
	Fixed Obstacles	Barriers Present >= I	I	3
	Fixed Obstacles	Barriers Present >= 2	I	
	Fixed Obstacles	Barriers Present >= 3	I	
	Moveable Object	Barriers Present >= I	I	3
	Moveable Object	Barriers Present >= 2	I	
	Moveable Object	Barriers Present >= 3	I	
	Protruding Object	Barriers Present >= I	I	3
	Protruding Object	Barriers Present >= 2	I	
	Protruding Object	Barriers Present >= 3	I	
	Non-Compliant Driveway Non-Compliant >2% Cross-Slope, and/or Non-Concurrent Grade Break and/or >8.3% Running Slope	Barriers Present >= I	I	3
	Non-Compliant Driveway	Barriers Present >= 2	I	
	Non-Compliant Driveway	Barriers Present >= 3	I	
	Maximum Sidewalk (AIS) Score			30
Curb Ramps (Max. Score)	Ramp Width	< 48 inches	30	30
	Run Slope	> 8.3% (Less Than 15 feet) or > 5% (Blended)	30	30
	Cross Slope	> 2% - <= 3%	20	30
	Cross Slope	> 3%	10	
	Curb Ramp Type	Non-Compliant Type	30	30
Curb Ramps	Accessible Path	No	2	2
	Turning Space	None or Width < full Width of Ramp or Length < 48 inches	5	5
	Turning Space Cross Slope	> 2%	3	3
	Truncated Domes (DWS)	No	3	3
	Truncated Domes (DWS) Placement	Other than Back of Curb	I	3
	Truncated Domes (DWS) Depth	< 2 feet	I	
	Truncated Domes (DWS) Width	Less than Full Width	I	
	Flare Slope	> 10%	2	2
	Grade Break	Not Concurrent	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Counter Slope	> 5%	2	2
	Lip	> ¼ inch	2	2
	Roadway Clear Space	< 4ft x 4ft	2	2
	Receiving Ramp	No	2	2
	End Inside of Marked Crosswalk if Present	No	2	2
	Maximum Curb Ramp (AIS) Score			30
Signal Push Buttons	Push Button is <= 10 feet from Curb in Direction of Travel	No	2	2
	Push Button is <= 5 feet from Extension of Crosswalk Width Edge	No	2	2
	Force to Activate Push Button is <= 5 lbs.	No	2	2
	Push Button Includes Vibe Feedback During “Walk” Phase	No	2	2
	Push Button is >= 2 inches in Diameter and Includes Visual Contrast from Housing	No	2	2
	Tactile Arrow Present on Push Button	No	2	2
	Nearest Push Button > 10 feet Away or Push Button Includes Audible Speech Indicating “Walk” Phase	No	2	2
	Level Clear Space at Push Button that Includes Minimum 30-inch x 48 inch Landing Area and < 2% Slope in Any Direction	No	3	3
	Reach Depth from Landing to Push Button is <= 10 inches	No	2	2
	Mounting Height of Push Button	Mounting Height of Push Button from Landing Area is < 42 inches or > 48 inches	2	2
	Directional Arrow Exists on Push Button Face, Housing, or Mounting and is Parallel to Crossing	No	2	2
	Audible Tone indicating “Walk” Phase or Audible Speech indicating “Walk” Phase Present	No	3	3
	Locator Tone during “Don’t Walk” Phases Present	No	2	2
	APS-Style Push Button Housing	No	2	2
	Maximum Signal Push button (AIS) Score			30

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Crosswalks	Width	< 6 feet	6	6
	Run Slope	> 5%	12	12
	Cross Slope	> 5% at Non-Stop/Yield Controlled Intersections or > 2% at Any Other Type Except for Mid-Block Crossings	12	12
	Maximum Crosswalk (AIS) Score			30

Location Prioritization (aka Location Index Score)

A number of destinations were used to identify high priority pedestrian facilities within the County. This was done by identifying public destinations such as public buildings, transit and parks and identifying pedestrian facilities within close proximity of one or more of these destinations.

Pedestrian facilities within the identified proximity were assigned points based on each destination they were close to, as shown in the table below. This measure is called the Location Index Score (LIS), which identified high pedestrian generating overlapping areas. Ultimately the more pedestrian generating areas an asset was within, the higher the number. Community Defined Destinations criteria was added to the Location Index Score (LIS) following comments and results received from open house attendees, County staff, other stakeholders during engagement and public outreach. This assisted in factoring in what's important to the citizens and community to help with the overall prioritization.

Below is an example of typical weighted values to equal a total possible score of 45.

LOCATION CRITERIA	RATING CRITERIA	POSSIBLE SCORE
Schools		
Proximity to Schools	Within 1/8-mile radius of school	5
Walk-To-School Route Proximity	Within 1/2-mile radius of school	5
Parks	Within 1/8-mile radius of park	5
Transit		

High-Capacity Transit	Within 1/8-mile of high-capacity transit	5
Transit Stops	Within 1/8-mile of transit stop	5
Traffic Signal/Roundabout	Within 1/8-mile of signal or roundabout	5
Public Buildings	Within 1/8-mile of location	5
Downtown / Urban / Commercial Business Centers	Within 1/4-mile radius of Downtown, Urban and Commercial Business Center Zoning	5
Community Defined Destinations (defined by Stakeholder/Public Engagement*)	Within 1/8-mile of location	5
TOTAL LOCATION INDEX SCORE (LIS)		45

* Note: Community Defined Destinations to be identified based on public outreach, ADA surveys, etc. on what locations are more important, thus giving extra weight to those community defined destinations.

Barrier Removal Priorities (Combined Composite Index Score)

By combining the Accessibility Index Score and Location Index Score, a Combined Composite Index Score was developed. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) represent facilities that present a clear physical barrier and are in high-demand areas. These should be addressed first. Facilities with lower scores (0-15 points) have minor barriers, and are in locations where pedestrian demand would be expected to be lower, and should be address last. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present. It should be noted that while some barriers have a lower priority, they still should be removed.

Appendix D - Stakeholder Engagement

MEMORANDUM

Date:	November 14, 2025	TG:	1.24414
To:	City of Ridgefield		
From:	Ryan Peterson, PE, PTOE – Transpo Group Jewell Hamilton, RSP1, STP – Transpo Group		
Subject:	Ridgefield ADA Transition Plan Stakeholder Engagement		

The following document summarizes the City of Ridgefield's ADA Transition Plan stakeholder engagement process and identifies trends and priorities based on the community's responses.

Public and stakeholder input is an essential element in the Transition Plan development and Self-Evaluation processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the Self-Evaluation process and development of the Transition Plan by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). The City's three primary goals for conducting public outreach activities prior to adopting the plan include the following:

- Inform the public about the City's plan and processes regarding removal of accessibility barriers within the pedestrian right-of-way. Provide information to assist interested parties in understanding the issues faced by the City, the alternatives considered, and planned actions.
- Obtain public comment to identify any errors or gaps in the proposed accessibility Transition Plan for the pedestrian right-of-way, specifically on prioritization and grievance processes.
- Meet Title II requirements for public comment opportunity.

Engagement Survey

The engagement survey was promoted by the City of Ridgefield between early May 2025 through early June 2025 to request responses via the City's virtual engagement website *Ridgefield Roundtable*.

An online survey was made available to residents through Ridgefield's ADA Transition Plan project page: <https://ridgefieldroundtable.org/mobility>. The project page provided context on the City's ADA Transition Plan process and allowed viewers to respond to the feedback survey while it was open. The feedback survey asked respondents to provide input on their disability status, travel modes, barriers to travel that they experience, and priorities for improving ADA facilities. The survey contained several sections that asked the respondent to comment on the following subtexts:

1. Whether they have a disability, or if they support someone with one,
2. Which type of accessibility barriers they currently experience,
3. How they rate the accessibility conditions of existing right-of-way facilities; and,
4. What facility types they believe should be prioritized when removing accessibility barriers.

A full account of the survey findings can be found in Attachment A. In addition to the online survey, an interactive map was available for respondents to pinpoint areas of concern.

The online survey received 11 responses. Out of the 11 responses, 100% were residents of Ridgefield. The survey respondents indicated the primary reasons they traveled in Ridgefield, selecting from options including work, recreation, medical appointments, social or community services, volunteer and social activities, church, and shopping. Of all responses, 18% (2 respondents) indicated they have a disability that impacts the way they travel and 9% (1 respondent) reported providing caregiving for someone with a disability. None of the respondents reported that they both have a disability and support someone with a disability. A summary of respondents' disability status is shown in Figure 1.

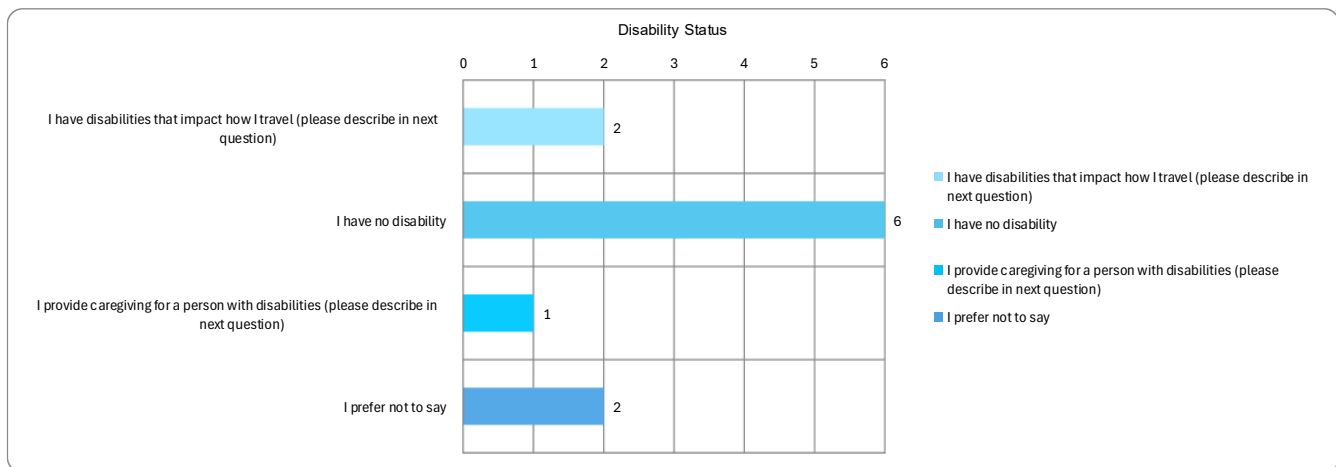


Figure 1 Disability Status

The survey asked respondents to evaluate their use of frequent travel modes in the city, including driving, transit or paratransit shuttle, wheelchair, bike, or walking with or without assistance. Respondents were able to indicate if they use multiple travel modes.

As shown in Figure 2, the survey respondents predominantly drive and walk, with 10 of the 11 total respondents (91%) indicating that they drive. A total of 9 respondents (82%) indicated that they walk without assistance. Another 3 respondents, (27%) indicated that they walk with assistive persons or devices including canes and walkers, and 2 respondents (18%) using a bike/scooter. One respondent (9%) reported using a wheelchair.

Survey respondents were asked to identify barriers in the public right-of-way that limit participation and access to services in Ridgefield.

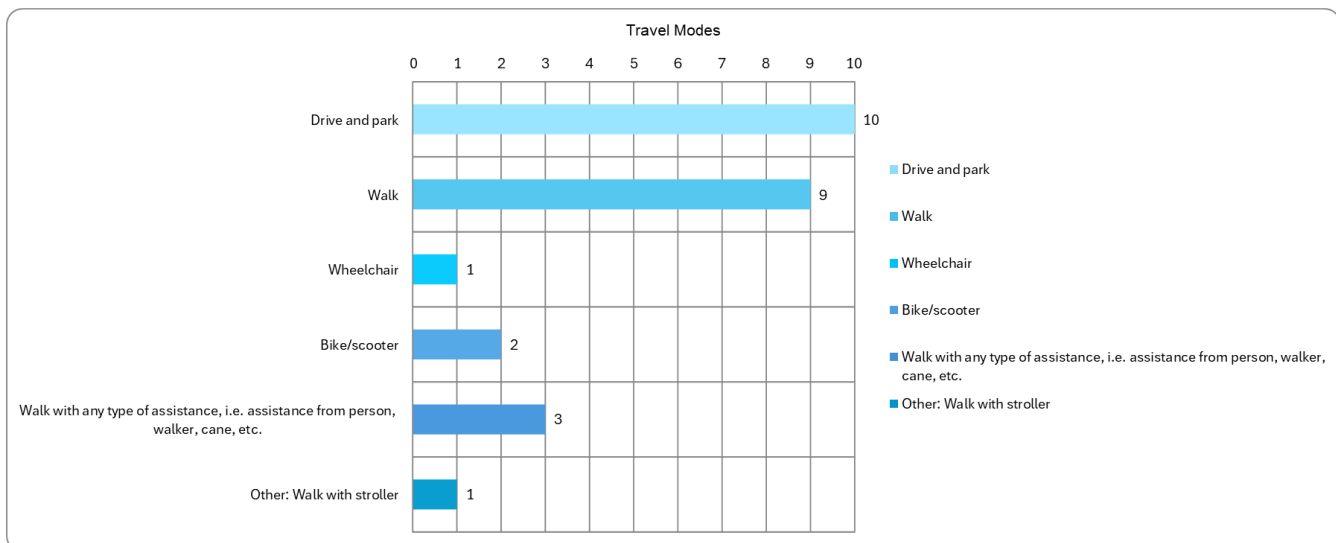


Figure 2 Travel Modes

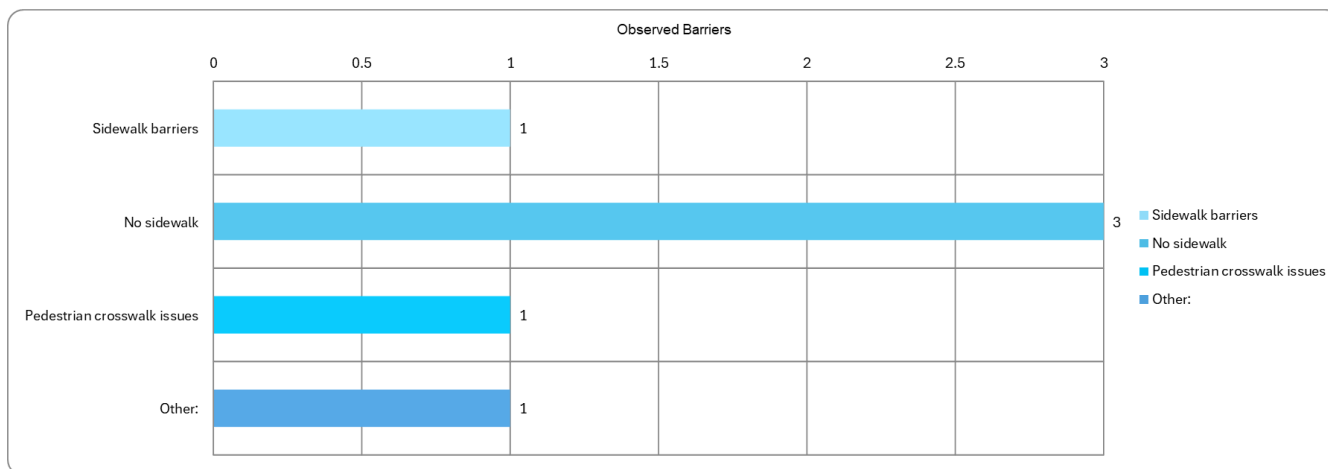


Figure 3 Observed Barriers in Public Right-of-Way

As shown on Figure 3, lack of sidewalk, sidewalk barriers and crosswalk issues were identified as challenges. Survey respondents selecting the “Other” category identified barriers including challenging building entrances and other site design and programming issues such as not enough time to transfer from one site to another during events.

Improvement Priorities

The survey respondents ranked their accessibility priorities within the City’s public right-of-way as first and second priority.

Ranking an item as a first priority improvement was given a greater weight than second priority to emphasize the improvement’s importance. A first priority ranking scored 3 points in the weighted scoring system, while a second priority ranking scored one point.

When considering weighted scores, the top three priorities among survey respondents were schools and institutions, government buildings, and transit facilities. A summary of the weighted ranked priority locations is included in Figure 4. These weighted ranked priorities were utilized in the prioritization of barrier removal in the City’s Transition Plan. The unweighted first and second priority survey responses are shown in Figure 5.

Figure 4 Weighted Improvement Priority Ranking

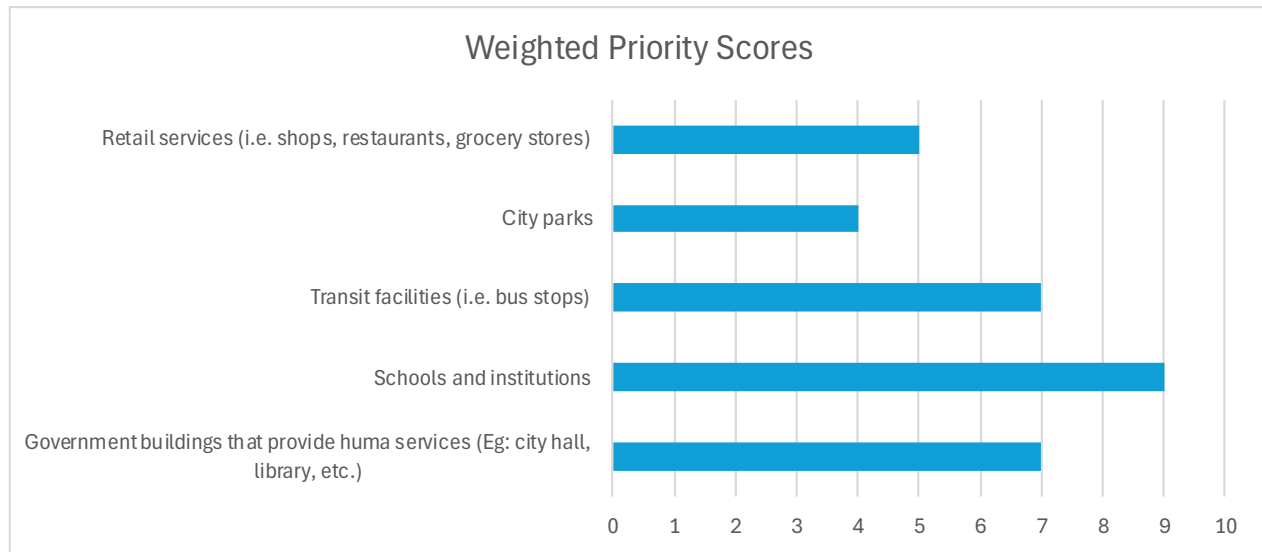
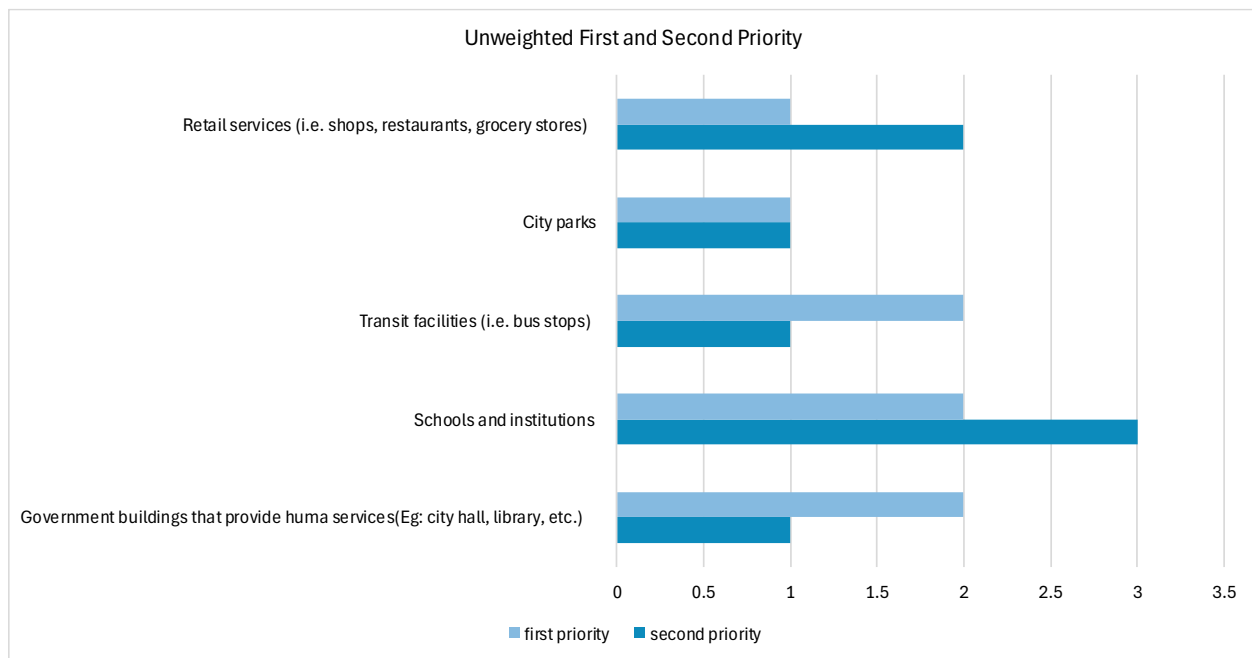


Figure 5 Unweighted First and Second Improvement Priority Ranking



Respondents were also given the opportunity to identify locations where they have experienced mobility or accessibility challenges in Ridgefield. Locations were able to be identified via written survey responses and through an online mapping tool provided on the public engagement website. Key locations identified via written survey results and the online mapping tool are summarized in Table 1. Lack of sidewalk or limited access to sidewalks were identified as the most common barriers among the locations identified in Table 1. Many acknowledgements were given to the lack of sidewalk or sidewalk barriers such as poor drainage or vehicles parked in pedestrian routes downtown, at and around the High School, and around the City's subdivisions and neighborhoods. It should be noted that several of the facilities or features identified via the write-in responses are not covered under the ADA, or within the scope of this plan. A complete listing of identified locations is given in Attachment A.

Table 1. Identified Accessibility Barriers

Accessibility Issues	City Roadways or Roadway Segments
Lack of sidewalk and pedestrian facilities	S Royle from 19th St to Hillhurst
Poor Drainage and lack of pedestrian facilities	Riverview Drive
Sidewalk upheaval	Main Ave
Poor Drainage and lack of pedestrian facilities	N Railroad Ave

Meeting ADA Standards

Per 28 CFR 35.150(d)(1), public involvement is required as follows: A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the transition plan shall be made available for public inspection.

The City has engaged with the public for feedback on developing the ADA transition plan in a manner that meets Title VI of the Civil Rights act. Title VI of the Civil Rights Act of 1964 is a federal statute and provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. This includes matters related to language access or limited English proficient (LEP) persons.

Attachment A: Survey Response Data

ADA Survey Response Data Summary

1.24414 Ridgefield ROW ADA Transition Plan

Total Responses

11

1. Please Tell us about yourself

Answer	Count	Percent
I have a disability	2	18%
I have no disability	6	55%
I support a person with disabilities	1	9%
I prefer not to say	2	18%
I have and support a person with disability		0%

2. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply

Answer	Count	Percent
Physical, mental, or emotional condition that limits learning, memory, or concentration	1	9%
Use a wheelchair	1	9%
Blindness or serious difficulty seeing when wearing glasses	0	0%
Use assistive software technology such as a screen-reader	0	0%
Condition that substantially limits one or more physical activities such as walking, climbing stairs, reaching, lifting, or carrying	0	0%
Use hearing aids or hearing assistive devices	0	0%
Deafness or hearing difficulty	0	0%
Use a service animal	0	0%
Use mobility device(s)	0	0%
Other		0%

3. What resources do you use to find information on ADA issues? (select all that apply)

Answer	Count	Percent
Washington State Department of Social and Health Services (DSHS)	1	9%
Washington State Department of Services for the Blind (DSB)	0	0%
City of Ridgefield	2	18%
Transit Service	0	0%
Department of Veterans Affairs	1	9%
Other (The City has limited resources. I have to go elsewhere.)	1	9%
• internet research		

4. Please share your 5-digit zip code

Answer
98642
98643

5. Why do you travel in Ridgefield?

Answer	Count	Percent
I live in Ridgefield	11	100%
Medical appointments	4	36%
I work in Ridgefield	1	9%
Shopping	6	55%
Attend School/college	0	0%
Other community or social services	4	36%
Recreation/ recreational activities	6	55%
Other	0	0%

6. How often do you travel in Ridgefield?

Answer	Count	Percent
5-7 days per week	9	82%
3-4 days per week	2	18%
1-2 days per week	0	0%
Less than weekly	0	0%

7. How do you travel in Ridgefield?

Answer	Count	Percent
Drive and Park	10	91%
walk with a service animal.	0	0%
Take transit or parashuttle	0	0%
Walk	9	82%
Wheelchair	1	9%
Bike/scooter	2	18%
Walk with any type of assistance, i.e., assistance from a person, walker, cane, etc.	3	27%
Other	1	9%
• push a stroller		

8. If you use transit, how often do you use it in a typical week?

Answer	Count	Percent
5 or more days per week	0	0%
2-4 days per week	0	0%
1 day per week	0	0%
Less than weekly	0	0%

9. If you walk, how far are you willing/ able to walk to your destination?

Answer	Count	Percent
Less than 1/2 mile	2	18%
1/2 - just under 1 mile	3	27%
1 mile - just under 2 miles	1	9%
2 miles or more	5	45%

10. Are you now or have you been in the past, unable to attend and participate in an event due to accessibility in Ridgefield?

Answer	Count	Percent
Yes	3	27%
No	8	73%

11. Which of the following physical barriers are/ were reasons you are not/ were not able to participate in events or access services in Ridgefield?

Answer	Count	Percent
Sidewalk barriers	1	9%
No sidewalk	2	18%
Curb ramp/ curb barriers	0	0%
Pedestrian crosswalk issues	0	0%
Pedestrian signal issues including access to push buttons	0	0%
ADA parking not available	0	0%
Other	1	9%
• programming issues at High School event		

12. What areas would be your first priority in improving pedestrian facilities?

Answer	1st Priority Point Value Count	3 Points
Government buildings that provide human services (Eg: City Hall, libraries, etc.)	2	6
Hospitals and other medical facilities	2	6
City parks	1	3
Community services (Eg: food banks)	0	0
Schools and institutions	2	6
Transit facilities (Eg: bus stops)	0	0
Retail services (Eg: shops, restaurants, grocery stores)	1	3
Other	3	9

• Fill gaps in sidewalk network

13. What areas would be your second priority in improving pedestrian facilities?

Answer	2nd Priority Point Value Count	1 Points
Government buildings that provide human services (Eg: City Hall, libraries, etc.)	0	0
Hospitals and other medical facilities	0	0
City parks	1	1
Community services (Eg: food banks)	0	0
Schools and institutions	3	3
Transit facilities (Eg: bus stops)	0	0
Retail services (Eg: shops, restaurants, grocery stores)	2	2
Other	2	2

• Fill gaps in sidewalk network

Question 14: Please list up to three locations where you have experienced (or noticed) mobility challenges, accessibility challenges, trip hazards, etc. in the City of Ridgefield*.

*For these open-ended questions, please provide the location/s where you have experienced challenges with pedestrian facilities as well as a description of the problem/s you encountered.

For example:

Location: 1st Avenue, to the east of A Street

Description: Sidewalk is raised creating a trip hazard

Location	Description of Barrier
South Royal Rd	Lack of sidewalk and pedestrian facilities.
Main St Mercantile ₁	Requires going up stairs to get in and around.
Riverview Dr	Lack of sidewalk and pedestrian facilities. Poor drainage.
S Royle from 19th St to Hillhurst	Lack of sidewalk and pedestrian facilities.
Pioneer 35th to unspecified	Lack of sidewalk and pedestrian facilities.
35th/Pioneer to N 9th/Pioneer	Lack of sidewalk and pedestrian facilities.
Main Ave between Theatre and Sportsman	Sidewalk upheaval due to tree root.
Hall/Main north end of crossing	Drainage/slope issues at ramp.
Pioneer Rd w/o shopping and apts. To downtown	No barrier description.
Ridgefield Highschool ₁	Heavy doors.
Taverner and other subdivisions	Movable objects (parked vehicles) in sidewalk
Cemetery Ln	Safety and traffic enforcement issues ₁
Main Ave from N Hall St to end of sidewalk	Sidewalk upheaval due to tree roots
N Railroad Ave	Lack of sidewalk and pedestrian facilities. Poor drainage.

1. Not covered under the ADA, or within the scope of this plan.

Appendix E - Funding Sources & Planning Cost Estimate

Planning Level Cost Estimate - Right-of-Way

PROJECT NAME: Ridgefield ADA Transition Plan

TG PROJECT NUMBER: 1.24414

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes right-of-way acquisition and all associated costs, structural impacts to buildings and parking structures, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

This planning cost estimate covers only the pedestrian features within the first stage of data collection.



Quantity by Priority

Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	6,984	28%	16,547	67%	1,223	5%	0	0%	24,754
Driveways (EA)	45	75%	15	25%	0	0%	0	0%	60
Non-compliant vertical discontinuity (EA)	272	73%	98	26%	3	1%	0	0%	373
Non-compliant horizontal discontinuity (LF)	155	52%	130	43%	15	5%	0	0%	300
Fixed obstacles (EA)	112	79%	27	19%	3	2%	0	0%	142
Moveable obstacles (EA)	6	43%	8	57%	0	0%	0	0%	14
Protruding obstacles (EA)	198	74%	69	26%	0	0%	0	0%	267
Curb ramps (EA)	105	25%	103	25%	184	44%	22	5%	414
Push buttons (EA)	0	0%	9	53%	8	47%	0	0%	17

Cost by Priority

Feature	Low		Medium		High		Very High		Total
	1-15 (0-10 hazards)	%	16-30 (11-20 hazards)	%	31-45 (21-30 hazards)	%	46+ (31+ hazards)	%	
Sidewalks (SY)	\$ 1,466,659	28%	\$ 3,474,904	67%	\$ 256,763	5%	\$ -	0%	\$ 5,198,325
Driveways (EA)	\$ 315,000	75%	\$ 105,000	25%	\$ -	0%	\$ -	0%	\$ 420,000
Non-compliant vertical discontinuity (EA)	\$ 235,380	76%	\$ 72,500	23%	\$ 1,960	1%	\$ -	0%	\$ 309,840
Non-compliant horizontal discontinuity (LF)	\$ 775	52%	\$ 650	43%	\$ 75	5%	\$ -	0%	\$ 1,500
Fixed obstacles (EA)	\$ 1,120,000	79%	\$ 270,000	19%	\$ 30,000	2%	\$ -	0%	\$ 1,420,000
Moveable obstacles (EA)	\$ 1,320	43%	\$ 1,760	57%	\$ -	0%	\$ -	0%	\$ 3,080
Protruding obstacles (EA)	\$ 396,000	74%	\$ 138,000	26%	\$ -	0%	\$ -	0%	\$ 534,000
Curb ramps (EA)	\$ 706,500	23%	\$ 752,600	25%	\$ 1,402,300	46%	\$ 167,800	6%	\$ 3,029,200
Push buttons (EA)	\$ -	0%	\$ 61,500	44%	\$ 79,200	56%	\$ -	0%	\$ 140,700

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
Total	\$ 4,242,000	\$ 4,877,000	\$ 1,771,000	\$ 168,000	\$ 11,057,000
Contingency @ 20%	\$ 848,400	\$ 975,400	\$ 354,200	\$ 33,600	\$ 2,211,400
Design @ 12%	\$ 509,040	\$ 585,240	\$ 212,520	\$ 20,160	\$ 1,326,840
Mobilization @ 8%	\$ 339,360	\$ 390,160	\$ 141,680	\$ 13,440	\$ 884,560
TESC + Traffic Control @ 12%	\$ 509,040	\$ 585,240	\$ 212,520	\$ 20,160	\$ 1,326,840
Const. Management @ 20%	\$ 848,400	\$ 975,400	\$ 354,200	\$ 33,600	\$ 2,211,400
Right-of-Way @ 20%	\$ 848,400	\$ 975,400	\$ 354,200	\$ 33,600	\$ 2,211,400
Grand Total	\$ 8,145,000	\$ 9,364,000	\$ 3,400,000	\$ 323,000	\$ 21,230,000

Planning Level Cost Estimate

PROJECT NAME: Ridgefield ADA Transition Plan
JOB NUMBER: 1.24414

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes structural impacts to buildings and parking structures, inflation, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

When features require multiple improvements, the cost of the smaller component is included in the larger task. (e.g. detectable warning surface is included with curb ramp reconstruction.)

ROW Facilities

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
Sidewalk Improvements						
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk	24,754	SY	\$ 210	\$ 5,198,325
2	Non-compliant driveway (slope, grade break, etc.)	New driveway with sidewalk	60	EA	\$ 7,000	\$ 420,000
						\$ 5,618,325

Maintenance/Miscellaneous						
3	Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk)	168	LF	\$ 380	\$ 63,840
4	Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	205	EA	\$ 1,200	\$ 246,000
5	Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	300	LF	\$ 5	\$ 1,500
6	Fixed obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	142	EA	\$ 10,000	\$ 1,420,000
7	Moveable obstacles	Relocation of obstacles including overgrown vegetation, message boards, parked cars, etc.	14	EA	\$ 220	\$ 3,080
8	Protruding obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	267	EA	\$ 2,000	\$ 534,000
Subtotal						\$ 2,268,420

Curb Ramp Improvements						
9	Missing curb ramps	Install new curb ramp	48	EA	\$ 7,700	\$ 369,600
10	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp	346	EA	\$ 7,600	\$ 2,629,600
11	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS width	Install/replace detectable warning surface	20	EA	\$ 1,500	\$ 30,000
Subtotal						\$ 3,029,200

Pushbutton Improvements						
12	Non-APS push button and push button is located incorrectly	Install new APS push button AND Install new pole	11	EA	\$ 9,900	\$ 108,900
13	APS push button located incorrectly	Install new pole and relocate push button	6	EA	\$ 5,300	\$ 31,800
Subtotal						\$ 140,700

					Total	\$ 11,057,000
					Contingency @ 20%	\$ 2,211,400
					Design @ 12%	\$ 1,326,840
					Mobilization @ 8%	\$ 884,560
					TESC + Traffic Control @ 12%	\$ 1,326,840
					Construction Management @ 20%	\$ 2,211,400
					Right-of-Way @ 20%	\$ 2,211,400
Total	Grand Total 2024 Dollars				\$	21,230,000

Appendix F - Accessible Pedestrian Signal (APS) Policy

Ridgefield - Policy for Installation of Accessible Pedestrian Signals and Push Buttons

Intent:

It is the City of Ridgefield's intention to be consistent with the most current version of the Public Right of Way Access Guidelines (PROWAG) in the provision and location of accessible pedestrian signals and push buttons (APS) at traffic signals. Further guidance is available in 28 CFR Part 35 and Manual on Uniform Traffic Control Devices (MUTCD) section 4E.08 through 4E.13.

Purpose:

The purpose of this plan is to establish a reasonable and consistent policy for installing APS.

Scope:

1. *Requests*: Requests for APS systems from the public will be responded to in a timely manner, and the consideration for installation will be done in accordance with applicable sections of the ADA.
2. *New construction*: New construction of traffic signal projects requires installation of APS and associated accessible features when pedestrian signals are installed.
3. *Curb ramp replacement at traffic signals*: Altering or replacing curb ramps does not require installation of APS unless the curb ramp cannot be altered or replaced without the alteration, installation, or replacement of any pole to which a pedestrian push button is attached. Then, installation of APS on poles in accessible locations is required.
4. In addition to the above conditions, APS will be installed through fulfillment of the City's obligations to complete its ADA Transition Plan.

Installation of APS is not required, unless otherwise noted, under the following conditions but is recommended when inclusion in the project scope is possible:

1. *Minor work and routine maintenance at traffic signals*: Projects including, but not limited to, emergency repairs, vehicular detection installation and repairs, installation and repair of CCTV or other cameras. Vehicular signal head upgrades and repairs, and repair of pedestrian detection do not require installation of APS and associated accessible features.
2. *Signal timing changes*: Updating signal timing, including cycle length, splits, offsets, and pedestrian clearance times do not require installation of APS and associated accessible features.
3. *Alterations*: When the signal controller and software are altered, the pedestrian signal head is replaced, or pedestrian detectors are replaced, the existing pedestrian signals shall be upgraded to APS on poles in accessible locations.

Appendix G - Grievance Procedure Example

Ridgefield, Washington

Example Grievance Procedure under The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Ridgefield.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and the location, date, and a description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

XYZ, ADA Coordinator
Contact Info

Within 15 calendar days after receipt of the complaint, the City Engineer or their designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, County Engineer or their designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City and offer options for substantive resolution of the complaint.

If the response by City Engineer or the City Engineer's designee does not satisfactorily resolve the issue, the complainant and/or the complainant's designee may appeal the decision within 15 calendar days after receipt of the response to the City Manager or City Manager's designee. Within 15 calendar days after receipt of the appeal, the City Manager or the City Manager's designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Manager or their designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint. All written complaints received by City Engineer, City Manager, or designee, all appeals to the City Manager or designee, and responses from these two offices will be retained by the City of Ridgefield for at least three years.

Appendix H - Maximum Extent Feasible (MEF) Documentation Template

Maximum Extent Feasible (MEF) Template

Project Description

Highway/Building Parameters

- Roadway Classification:
- Design Speed/Posted Speed:
- Design Year ADT:
- Truck Percentage:
- Access Control:
- Building Type:
- Facilities Provided in Building:

Existing Pedestrian Facilities – general description (for new construction projects include a summary of the project pedestrian study)

Pedestrian Design Standards – cover the following subjects

- Discuss the criteria that apply to the pedestrian elements on the project that will be built to the Maximum Extent Feasible
- Include reference(s) to the appropriate PROWAG/ADA section(s) and City Public Works Standards [including revision date]

Alternative(s) Analysis - needed for new construction projects only

Proposal – cover the following subjects

- What features will remain that meet guidelines
- What features are being built to guidelines
- What is being built to the maximum extent feasible

Justification

- Discussion of constraints/challenges in meeting full design level
- See worksheet

Attachments

MEF Template – Public Right-of-Way Alteration Project Example

Project Description

This Alteration project will mill & fill SR “A” (from edge line to edge line) with 0.15’ HMA (Class 1/2” PG 64-22) from MP 4.03 to 4.45 and from MP 4.71 to 6.89. This project will overlay the roadway (from edge of pavement to edge of pavement) with 0.20’ HMA (Class 1/2” PG 64-22) from MP 4.45 to 4.71.

Highway Parameters

- Roadway Classification: Non-NHS, U-1, Urban Principal Arterial.
- Funding Program: P1 – Paving
- Posted/Design Speed: Mainline - 55/60 mph
- Average Daily Traffic: 25,000 (per Project Definition)
- Truck %: 9% (per Traffic Operations)
- Access Management Classification: Currently classified as Managed Access Class 3. On Master Plan for Modified Limited Access

Existing Pedestrian Facilities

There are five curb ramps and eight sidewalk ramps (from sidewalk to shoulder) located along SR “A” within the paving limits of this project. All five curb ramps and seven of the eight sidewalk ramps do not meet current ADA standards. One sidewalk ramp is located north of the “X” Street intersection (east side – E1, meets guidelines) at the north end of the sidewalk.

There are curb ramps and sidewalk ramps located at the four corners of the “Y” Avenue signalized intersection. Pedestrians can cross this intersection via six curb ramps and four marked crosswalks.

There are curb ramps and sidewalk ramps located at the southwest and northwest corners of the “Z” Way signalized tee intersection. Pedestrians can cross this intersection via three curb ramps and two marked crosswalks. There is one unmarked crossing on SR “A” located at the north side of this intersection. The unmarked crossing meets ADA standards, but the curb ramp located at the west side of the unmarked crossing does not meet ADA standards. This curb ramp is for the marked crosswalk on “Z” Way, is outside of our paving limits, and will not be addressed.

Pedestrian Design Standards

Curb Ramps – Landing, PROWAG 2005 R303.2.1.3

The cross slopes of a curb ramp landing shall be 2% maximum.

This also implies that the gutter slope adjacent to a curb ramp landing shall be 2% maximum.

Proposal

Curb Ramps and Ramps (from sidewalk to shoulder)

North of the “X” Street intersection (west side - W4)

This sidewalk ramp will be upgraded to meet City standards.

“Y” Avenue Intersection

Three of the four proposed curb ramps and all four proposed sidewalk ramps at the “Y” Avenue intersection meet current City standards. Proposed curb ramp “Y” Avenue SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp “Y” Avenue SW2 will maintain its current landing location to accommodate two crosswalks. All curb ramp elements will meet current City standards, except for the proposed gutter slope (4.4%) and landing cross slope (5.0%). These two elements will maintain the existing gutter slope >2%.

“Z” Way Intersection

The two proposed sidewalk ramps at the “Z” Way intersection meet current City standards. Proposed curb ramp “Z” Way SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp “Z” Way SW2 will maintain its current landing location to minimize the gutter slope and landing cross slope. All curb ramp elements will meet current City standards, except for the proposed gutter slope (7.4%) and landing cross slope (7.9%). These two elements will maintain the existing gutter slope >2%.

Justification

To construct the curb ramps to be 100% compliant would require re-profiling the existing roadway. This type of major reconstruction is not feasible in this type of Alteration project.

To construct the curb ramps while maintaining the existing profile of the roadway would require rebuilding the roadway adjacent to the proposed curb ramps. The rebuilt roadway would not eliminate the transition from the 2% cross slope of the curb ramps as it matches into the steeper cross slopes of the existing crosswalks but would simply move the transition further into the active traveled roadway. The result would be a grade change transition within the driving lane that would be undesirable.

Attachments

Vicinity Map

Spreadsheet

Curb Ramp Geometrics

Plan Sheets

Appendix I - ADA Terminology

ADA Terminology

Accessible Pedestrian Signals. A device that communicates information about pedestrian signal timing in non-visual format such as audible tones, speech messages, and/or vibrating surfaces.

Barrier. Obstacle that prevents movement or access.

Cross Slope. The slope that is perpendicular to the direction of travel (see running slope).

Curb Ramp. A short ramp cutting through a curb or built up to it.

Detectable Warning. A standardized surface feature built in or applied to walking surfaces or other elements to warn of hazards on a circulation path. Also known as “truncated domes”.

Fixed Obstacles. Obstacles in pathways that cannot be moved without significant changes to the existing infrastructure.

Grade Break. Location where a pathway’s slope changes.

Hazard. Miscellaneous barrier along a pedestrian circulation route.

Maximum Extent Feasible. The situation in which the nature of an existing building or facility makes it virtually impossible to comply fully with accessibility standards.

Moveable Obstacles. Obstacles in pathways that can be moved without significant changes to the existing infrastructure.

Pedestrian Access Route. A continuous and unobstructed path of travel provided for pedestrians with disabilities within or coinciding with a pedestrian circulation path.

Pedestrian Circulation Path. A prepared exterior or interior surface provided for pedestrian travel in the public right-of-way.

Ramp. A walking surface that has a running slope steeper than 1:20.

Running Slope. The slope that is parallel to the direction of travel (see cross slope).

Ramp Flare. Transitions the curb line to the elevation of the street.

Stakeholder. Focused group of the general public with interest in outreach efforts.

Turning Space. Area that provides maneuvering space at the top/bottom of a ramp.

ADA Transition Plan 2026

Americans with Disabilities Act
Self-Evaluation & Transition Plan

RIDGEFIELD, WASHINGTON

August 2026



Purpose of This Plan



Equitable Access Commitment

Establishes the City of Ridgefield's ongoing commitment to providing equitable access for all residents, including those with disabilities.



Federal Mandate

Fulfills ADA Title II requirements, which require government agencies with 50+ employees to conduct a Self-Evaluation and maintain a Transition Plan for all public programs and services.



Public Right-of-Way Focus

Focused specifically on pedestrian ROW facilities: sidewalks, curb ramps, crosswalks, and pedestrian push buttons along collector and arterial corridors within city limits.



Action-Oriented

Creates a removal schedule for identified barriers, defines accommodation request processes, and officially designates the City's ADA Coordinator.

“

The City is committed to removing these barriers, and in future years will implement projects to remove all barriers identified in this plan.

CITY OF RIDGEFIELD ADA
TRANSITION PLAN 2026



Plan Goals

Four interconnected objectives guide this Transition Plan.



GOAL 01

Evaluate Existing Facilities

Comprehensively inventory and assess pedestrian facilities within the public right-of-way for accessibility barriers.



GOAL 02

Identify & Prioritize Barriers

Catalog all barriers and rank them using a two-part scoring system combining physical severity and proximity to key community destinations.



GOAL 03

Develop a Removal Schedule

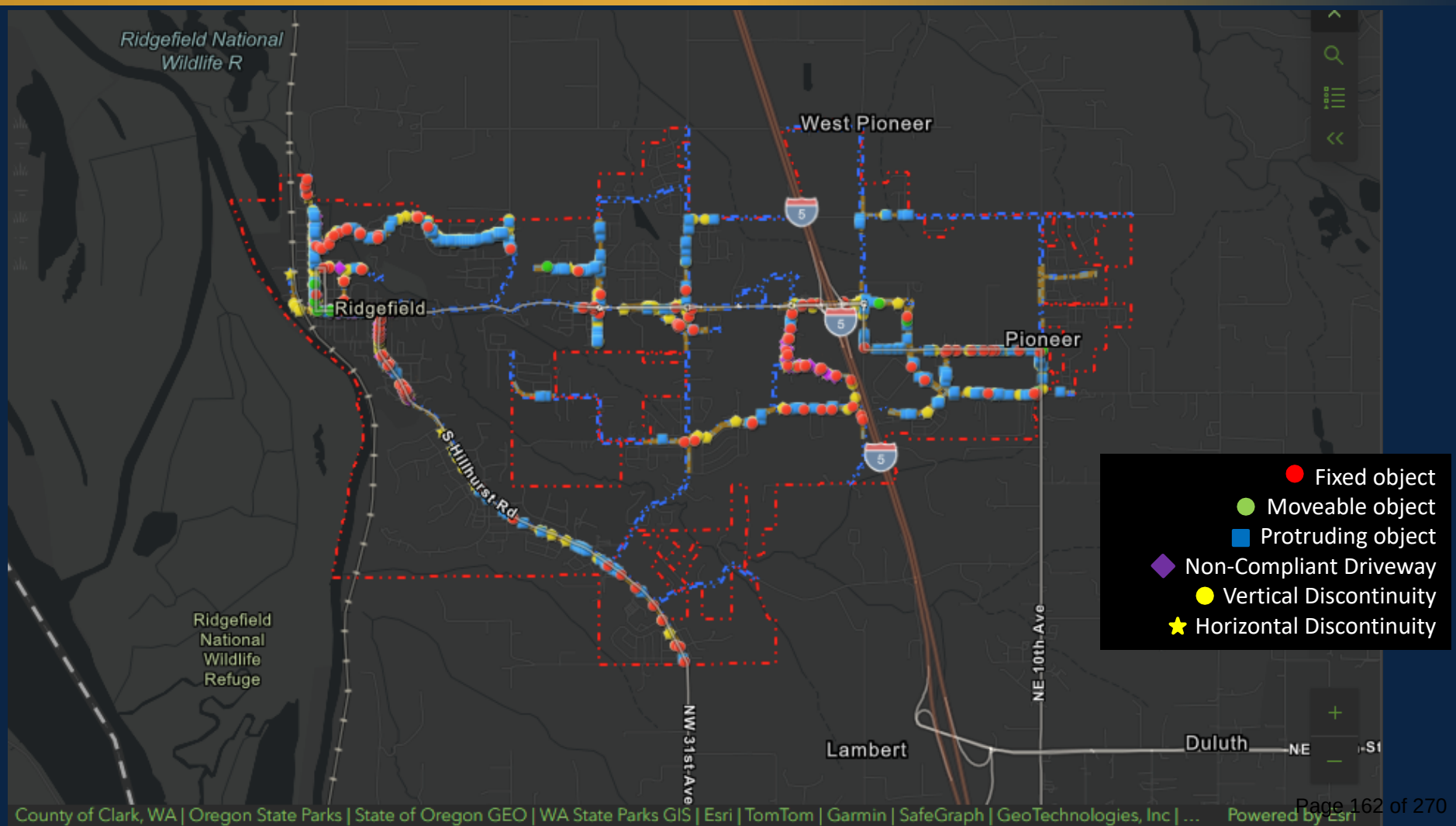
Establish a realistic, funded timeline for removing barriers guided by project costs, available funding, and barrier priority categories.



GOAL 04

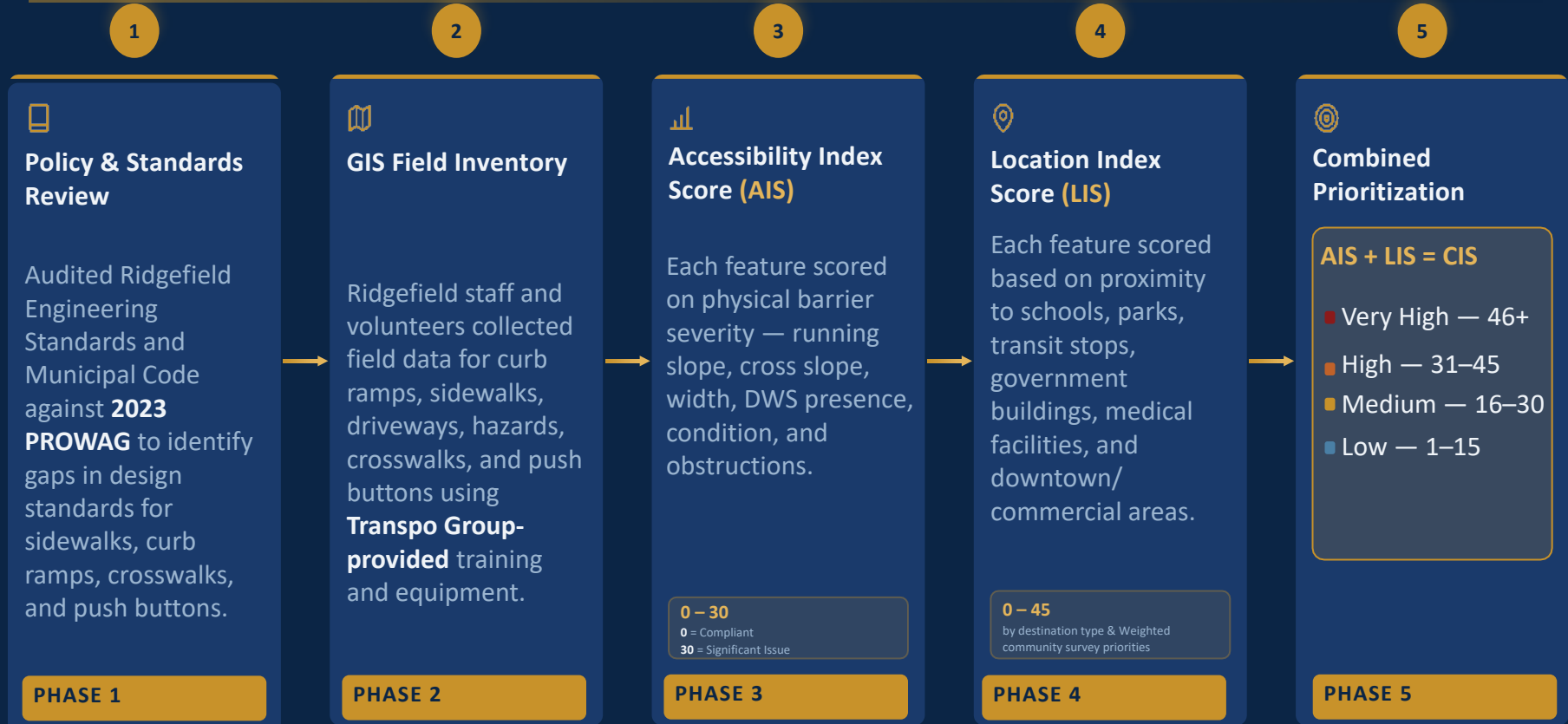
Ensure Ongoing Compliance

Maintain ADA compliance for all future capital projects, permitted development, and right-of-way construction activities going forward.



Evaluation Methodology

A structured five-phase field evaluation and scoring process.



GIS Field Inventory

- *Field data collected by Ridgefield staff & trained community volunteers, mid-June – October 2025 · Transpo Group · ADA Transition Plan 2026*

Conservative Data Collection

- **'MEF' Conditions**
 - **Topography**
 - **Buildings**
 - **Utilities**
- **'Grandfathering' not considered**
- **Lack of Tolerances**

Key Findings at a Glance

Summary of accessibility barriers identified across Ridgefield's public right-of-way.

70%



Curb Ramps Non-Compliant

433 of 620 inventoried
ramps fail ADA standards



75%



Sidewalk Miles with Issues

21 of 25.4 miles have minor or
major ADA compliance problems



855



Hazards Inventoried

Including vertical discontinuities,
fixed obstacles, and protruding
objects



65%



Push Buttons Outdated

11 of 17 signals use non-APS H-
style buttons requiring full
replacement



\$21.2M



Total Remediation Cost

Planning-level estimate to
remove all identified pedestrian
barriers (2026\$)



Curb Ramps & Crosswalks

🕒 CURB RAMP COMPLIANCE

- **235** Significant
- **198** Minor Issues
- **187** Compliant

🚶 CROSSWALK FINDINGS

- **121** Crosswalks Evaluated
- **11** Non-ADA Compliant

⚠️ COMMON DEFICIENCIES

- ❖ Running slope **>8.3%** — **72** ramps
- ❖ Cross slope **>2%** — **73** ramps
- ❖ Insufficient ramp width below PROWAG minimums
- ❖ Missing or non-compliant detectable warning surfaces (DWS)
- ❖ **84 locations** missing curb ramps entirely on the receiving side of a crossing

SIDEWALKS

- 83%** **21 of 25.4 miles** have **minor compliance issues**
Primarily insufficient width & running/cross slope
- 17%** **4.4 miles** are **fully compliant** · Zero segments with significant issues



PEDESTRIAN PUSH BUTTONS

17 Total Inventoried

All signalized intersections within city limits

11 Non-APS H-Style

Legacy buttons requiring full replacement

6 APS Mislocated

Compliant type, wrong pole position

HAZARDS

142 Fixed Obstacles

Utility poles, mailboxes, tree trunks blocking clear path width along sidewalk corridors

267 Protruding Objects

Overgrown bushes, signs, and awnings projecting into the pedestrian clear path zone

168 Vertical Discontinuities

Surface lips, raised joints, and panel offsets requiring grinding or full panel replacement

Policy & Design Standards Audit

Review of Engineering Standards (2024) and Municipal Code against 2023 PROWAG

CURRENT CITY STANDARDS COVER

- **Sidewalks** — dimensions and materials
- **Refuge islands** at medians
- **Driveways** — construction and design
- General **reference to ADA Standards** for Accessible Design in Engineering Standards preamble

NOT CURRENTLY COVERED

- × Curb ramps
- × Crosswalks
- × Pedestrian signal push buttons

RECOMMENDED UPDATES

STANDARDS - Add **PROWAG reference** to Engineering Standards for Public Works Construction in next update cycle.

CURB RAMPS - Add new section for **curb ramp design requirements** — slopes, width, detectable warning surfaces, and turning space.

CROSSWALKS - Add **crosswalk design standards** including minimum width, slope tolerances, and pavement markings.

PUSH BUTTONS - Add **pedestrian push button placement**, APS standards, and reach distance requirements.

CLARITY - Increase **consistency and clarity** across figures and design details throughout the standards document.

APS POLICY - Adopt **APS policy** specifying that all signalized intersections must have compliant APS devices installed.

Prioritization Process

Facilitates a risk-based approach to transition.

Most Severe Barriers

Widths, Slopes, Hazards

+

Highest Demand Areas

schools, parks, transit stops,
government buildings, etc.

=

Priorities

Highest Risk Facilities

8 Actions to Implement & Sustain the Transition Plan

● PENDING

● COMPLETE

● ON-GOING

01

● PENDING

Update Design Standards

Revise Engineering Standards and Municipal Code to include PROWAG-compliant sections for curb ramps, crosswalks, and push buttons.

02

● COMPLETE

Designate ADA Coordinator

Lee Knottnerus named as City of Ridgefield Transportation Title VI/ADA Coordinator — lee.knottnerus@ridgefieldwa.us | 360-887-3557.

03

● PENDING

Adopt APS Signal Policy

Finalize a citywide APS policy requiring accessible pedestrian signals at all signalized intersections throughout Ridgefield.

04

● ON-GOING

Educate Staff & Contractors

Provide ADA training to engineers, inspectors, and contractors through updated standards and targeted outreach programs.

05

● ON-GOING

Formalize Grievance Process

Launch online submission portal; publish ADA Coordinator contact; clarify timelines; streamline from current WSDOT-routed process.

06

● ON-GOING

Centralize MEF Documentation

Build a GIS-linked database for Maximum Extent Feasible documentation for all altered or constructed facilities city-wide.

07

● PENDING

Track Barrier Removal

Develop annual performance measures; update GIS Self-Evaluation database as barriers are removed, with 2–5 year reporting cycles.

08

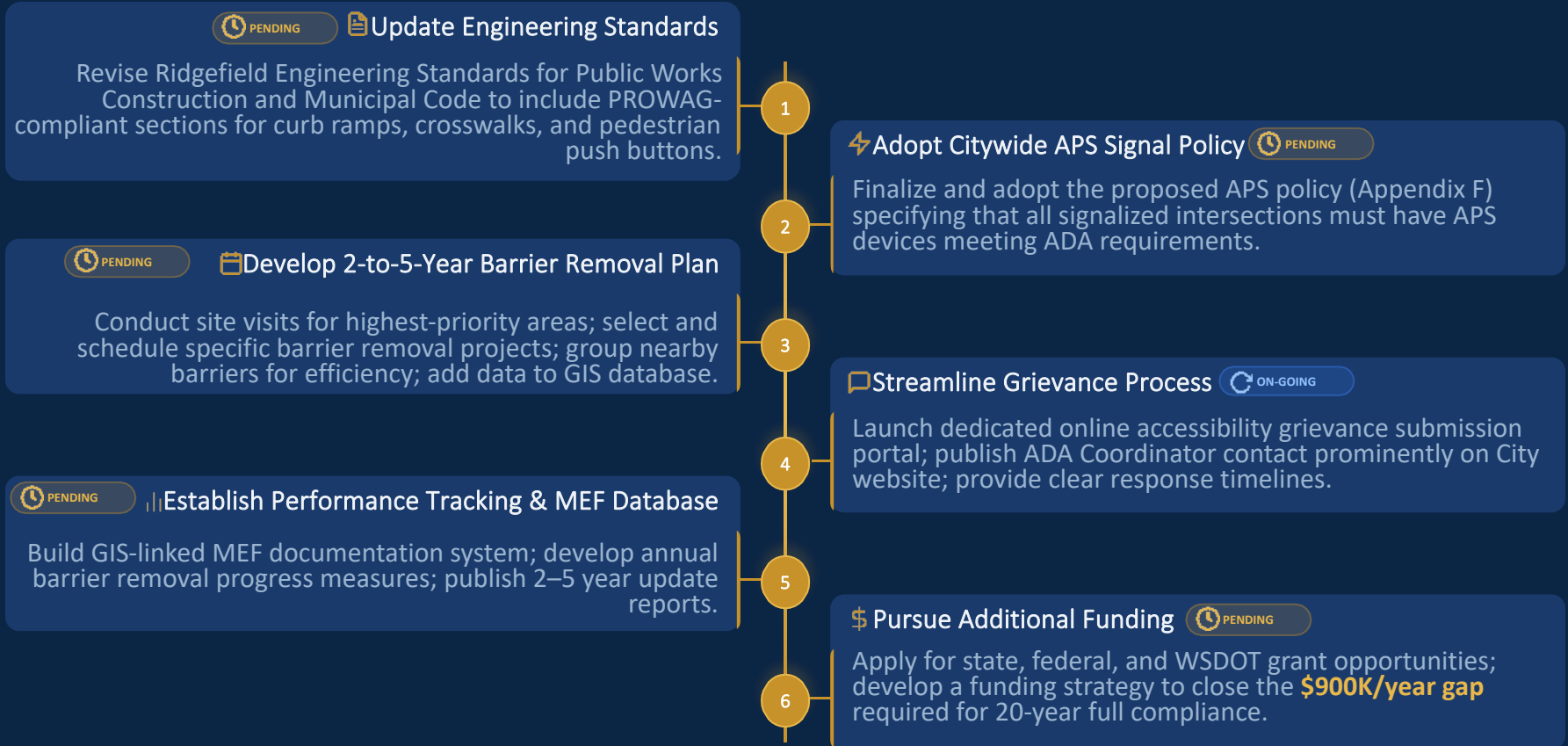
● PENDING

Pursue Additional Funding

Actively seek grants and alternative funding; an additional **\$900K/year** is needed to achieve full compliance within 20 years.

Next Steps

Near-term and longer-term actions to advance accessibility across Ridgefield



QUESTIONS & CONTACT

Ryan Thamert

Public Works Director

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☎ (360) 887-6004

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Miranda Lange

Infrastructure Deputy Director of Public Works

✉ Miranda.lange@ridgefieldwa.us

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📍 487 S. 56th Place Ridgefield, WA 98642

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 27, 2026

AGENDA ITEM NAME: Motion - Approval of Development Agreement with Blue Rock Ventures, as BRV Ridgefield Holdings, LLC for Ridgefield Community and Recreation Center Development

GOVERNING LEGISLATION

RCW 35A.11.010--Rights Powers Privileges of Code Cities

RCW 35.42--Leases

PREVIOUS COUNCIL ACTION TAKEN:

The City Council authorized a Letter of Intent with Blue Rock Ventures on January 8, 2026, and has worked with Blue Rock Ventures to develop agreed building designs. The City has taken several other actions in support of the project including award of the construction bid to Tapani Construction, and a project management bid to Cumming Group.

SUMMARY/BACKGROUND:

The City owns certain real property at 5001 N. Pioneer Canyon Drive and has planned for many years to construct a multi-purpose community recreation facility on the Project Property as part of a public-private collaboration to fulfill its goals of improving parks and recreation opportunities in the City in accordance with its adopted Parks and Open Space Plan. The facility is planned to be an approximately 43,000 square foot, two-story building comprising a fire-wall separated Recreation Center and Community Center. The Recreation Center will be privately owned and contain a gymnasium with elevated track, natatorium with a lap pool and recreation pool, locker rooms, fitness center, child care area, studios and reception/administrative areas. The publicly owned Community Center will contain multi-purpose spaces, teen center/classrooms, commercial kitchen, and community spaces. The site will include parking, landscaping, trails, and other outdoor nature areas.

The Development Agreement attached sets forth the proposed terms and conditions under which the City and Blue Rock Ventures will construct, own, lease, and operate the facility. Under the Development Agreement, the City will construct the facility through its contractor, Tapani, with Blue Rock Ventures paying all costs of the Recreation Center and the City paying all costs of the Community Center. The parties will covenant for the long-term joint use and maintenance of the facility. While construction is expected to be completed by the summer of 2028 with pre-opening preparations commencing in the fall, the Agreement provides an outside Substantial Completion Date of November 1, 2028.

The Development Agreement also requires the City and Blue Rock Ventures to enter into certain leases, attached as exhibits to the Development Agreement. The City will lease the land upon which the Recreation Center is located to Blue Rock Ventures at no cost based on the agreed value of the public benefits, public use and programming restrictions, and shared uses set forth in the project agreements. Upon completion of construction, the City will lease back the Recreation Center from Blue

Rock Ventures under a thirty-year operating lease. While the other lease terms are provided, the lease rate is still under negotiations pending some additional financing details from the project lender and some cost allocation and schedule details from Tapani and Cumming. The Recreation Center lease agreement will come back to the City Council for review and approval prior to breaking ground on the project.

BUDGET/FINANCIAL IMPACTS:

The City has authorized \$15 million in funding for the community center by ordinance 1475. The cost of the City's operating lease for the recreation center is under negotiation and still to be determined. Both the community center facility lease, and the third-party operator lease that will affect the City's costs, will both come to Council for final approval with financial analysis more fully provided at that time.

RECOMMENDED ACTION OR MOTION:

Council may take no action, approve the development agreement as presented, or remand the matter back to City staff for further amendments. If the Council wishes to approve the agreement, the following motion is in order:

"I move to approve the Development Agreement with Blue Rock Ventures, LLC and authorize the City Manager to enter into the Development Agreement, substantially in the form presented.

STAFF CONTACT: Janean Parker, City Attorney

ATTACHMENTS:

1. 8-17-26 RF-BRV Development Agreement
2. 8-17-26 Exhibit A Legal Description to RF- BRV Dev Agmt
3. 8-17-26 Exhibit C Ground Lease to RF-BRV Dev Agmt
4. 8-17-26 Exhibit D Facilities Lease to RF-BRV Dev Agmt
5. 8-17-26 Exhibit E Covenant to RF-BRV Dev Agmt
6. RCRC Development Agreements Presentation 8-27-26

**Development Agreement between the City of Ridgefield and Bluerock Ventures
regarding the Development and Operation of a Community and Recreation Center Project**

This Development Agreement ("Agreement") is made and entered into this [] day of [], 2026 by and between the CITY OF RIDGEFIELD, a municipal corporation of the State of Washington ("City") and BRV RIDGEFIELD HOLDINGS LLC, a Delaware limited liability company ("BRV") relating to the development and future operation of a mixed-use community and recreation center project.

RECITALS:

The City owns certain real property within the City at 5001 N. Pioneer Canyon Drive, consisting of Parcel Nos. 213961000 and 986044069, as such property is described more particularly in Exhibit A, Legal Description (hereinafter "Project Property") and has planned for many years to construct a multi-purpose community recreation facility on the Project Property as part of a public-private collaboration to fulfill its goals of improving parks and recreation opportunities in the City in accordance with its adopted Parks and Open Space Plan.

The City has worked with BRV to design and develop the facility which is planned to be an approximately 43,000 square foot, two-story building comprising a fire-wall separated Recreation Center and Community Center (the "Project"). The privately owned Recreation Center portion of the building will contain a gymnasium with elevated track, natatorium with a lap pool and recreation pool, locker rooms, fitness center, child care area, studios and reception/administrative areas. The publicly owned Community Center portion of the building will contain multi-purpose spaces, teen center/classrooms, commercial kitchen, and community spaces. The site will include parking, landscaping, trails, and other outdoor nature areas.

The City intends to do a boundary line adjustment at the conclusion of the construction of the Project to reconfigure the parcels of the Project Property into Recreation Center Land on which the privately owned Recreation Center will be located and Community Center Land, on which the Community Center and remaining site improvements will be located. The Recreation Center Land and Community Center Land is generally depicted on Exhibit A.

On January 8, 2026 the City and BRV entered into a non-binding Letter of Intent to set forth their intended framework for the public private collaboration. This letter contemplated a development agreement to more firmly establish the obligations and responsibilities of the parties.

The parties intend that the Recreation Center and the Community Center will be operated by a mutually agreed third-party operator pursuant to an Operation and Maintenance Agreement (the "Operation and Maintenance Agreement") by and among the City, BRV and the third-party operator.

BRV intends to grant a deed of trust on their leasehold interest in the Recreation Center Land and BRV's interest in the improvements constructed thereon to an institutional lender (the "Leasehold Lender") to secure a loan provided by the Leasehold Lender to BRV for the purpose of funding BRV's capital commitment to the Project and BRV will collaterally assign this Agreement to the Leasehold Lender.

This Agreement, the Ground Lease Agreement (as defined below), the Lease Agreement (as defined below), and the Operation and Maintenance Agreement and all documents and

exhibits incorporated into those agreements constitute the Project Agreements for the Project.

The City has determined that this Agreement and the other Project Agreements and the transactions contemplated herein and therein further a fundamental governmental purpose of the City of Ridgefield by providing essential parks and recreation services to residents, promoting public health and wellness, fostering community connection, and fulfilling the City's obligations under its adopted Parks and Open Space Plan.

The City has no donative intent in entering into this Agreement and the related Project Agreements. Rather, the City is entering into these agreements to obtain specific, identifiable benefits and value for itself and its residents, in exchange for its contribution to the Project. The City finds that entering into this Agreement and the related Project Agreements with BRV provides sufficient and fair value to the City. Among the benefits and other types of consideration that will be received by the City are the following:

(a) A privately-financed Recreation Center comprising approximately 31,000 square feet containing a gymnasium with elevated track, natatorium with lap pool and recreation pool, locker rooms, fitness center, child care area, studios, and reception/administrative areas, with construction costs being paid by BRV.

(b) BRV will covenant to provide discounted rates for Ridgefield residents at the Recreation Center, ensuring City residents benefit directly from the investment in the facility.

(c) BRV will covenant to provide limited rent-free use certain components of the Recreation Center for City-sponsored activities for a minimum of six (6) hours per week, allowing the City to provide programming to residents without incurring facility rental costs.

(d) BRV will covenant to provide diverse public recreational programming, including aquatic programming, inclusive and adaptive recreation programming, and financial assistance programs to reduce barriers to participation for low- and moderate-income residents.

(e) The Project will include shared use facilities and infrastructure serving both the Community Center and the Recreation Center, including shared access drives, joint parking areas, shared utilities, and shared outdoor spaces, the benefit of which accrues to the City as owner of the Community Center.

(f) The Recreation Center will be operated primarily for the purpose of providing aquatic, fitness, recreational, social, and community programming that promotes health, wellness, and community connection, directly furthering the City's parks and recreation goals.

(g) At the end of the Ground Lease, the City will receive the Recreation Center improvements.

NOW THEREFORE, in consideration of the mutual covenants and promises herein, the parties agree as follows:

1. **Purpose.** The purpose of this Agreement is to set forth the framework and responsibilities for the development of the Project which will provide civic and recreational uses for the citizens of the City as described in the Recitals, which are hereby incorporated and made a part of this Agreement.

2. **Effective Date.** This Agreement will become effective on the date first set forth above (the "Effective Date").

3. **Term of Agreement.** The Term of this Agreement will be four (4) years, from the Effective Date unless terminated by the parties as set forth in this Agreement. Representatives of the parties will meet periodically to discuss any modifications to this Agreement proposed by either of the parties.

4. **Termination of Agreement.** This Agreement may be terminated as follows:

a. **Preconstruction Conditions.** In the event that any or all of the preconstruction conditions to the construction of the Project as set forth in Paragraph 8, are not satisfied by December 15, 2026, this Agreement may be terminated by either party for convenience upon thirty (30) days' written notice and opportunity to cure, if applicable. Upon such termination, each party will bear any costs already incurred by that party.

b. **Termination for Cause** After satisfaction of the preconditions described in Paragraph 8 or after December 15, 2026 whichever is earlier, this Agreement may not be terminated except for cause or by mutual written agreement of the parties and the Leasehold Lender.

5. **Administration.** This Agreement will be administered by Dirges Patel, the Manager of BRV and the City Manager of the City, or their respective designees. Each party will assign a Project Team Lead to coordinate construction of the Project, who will meet as needed but not less than once per week unless otherwise agreed by the Team Leads, until the completion of construction anticipated to be November 1, 2028. The parties acknowledge and intend that additional agreements and understandings will be needed as the development of the Project progresses. Any such agreements will be made in writing executed by the parties, conform to applicable laws and regulations, and become amendatory addenda to this Agreement.

6. **Project Design and Permitting.** The City completed the Project design and building construction plans, dated December 17, 2025 ("Project Plans") which were prepared by AETTA Architects (the "Architect") as well as completed applications for and obtained land use and building permit approval, under Permit Nos. PLZ-25-0114, ENG-26-0112, and COM-25-0111 ("Project Permits"), all with assistance and input from BRV. The parties acknowledge that additional permit revisions are necessary related to the further environmental mitigation contemplated under Paragraph 8(d) and the parties shall cooperate to complete such mutually approved changes, at the City's sole cost and expense. Such changes shall be incorporated into the Project Plans and Project Permits as defined herein and the parties agree that the Project will be constructed substantially in compliance with the Project Plans and in accordance with the Project Permits as amended. The construction architect contract shall require the Architect to maintain Errors and Omissions insurance naming BRV as an additional insured to the extent of its interest and to make any applicable warranties assignable to City's successor in interest. The City shall not allow the Architect to remove or replace key personnel or subconsultants assigned to the Recreation Center scope without BRV's prior written consent.

7. **Project and Funding Schedule.** The Project shall be constructed within the time set forth in the Project and Funding Schedule, to be developed as set forth in paragraph 8(h) and incorporated into this Agreement as Exhibit B. The Project and Funding Schedule shall include the agreed funding schedule for BRV construction progress payments to the City. The Project and Funding Schedule may be updated from time to time upon agreement of the Project Team Leads and the Leasehold Lender as reasonably required to reflect the current status of the Project. The Outside Completion Deadline (as such term is hereinafter defined) may be extended due to "Unavoidable Delays" beyond the reasonable control of the City-. For the purposes of this Agreement, the term "Unavoidable Delays" shall mean, without limitation, the following: acts of God; acts of public enemies; orders or restraints of any kind of the government of the United States or of the State of Washington or any of their departments, agencies, political subdivisions or officials, or any civil or military authority; insurrections; civil disturbances; riots; epidemics;

landslides; lightning; earthquakes; fires; hurricanes; tornados; storms; droughts; floods; arrests; restraint of government and people; explosions; breakage, malfunction or accident to facilities, machinery, transmission pipes or canals; partial or entire failure of utilities; or events otherwise outside the reasonable control of the City or BRV; provided, however, no party shall have the right to claim Unavoidable Delay with respect to any obligation to pay money.

8. **Preconstruction Phase of Development**. The parties anticipate the following stages related to the preconstruction activities for development of the Project and agree that each of the following preconstruction conditions of development must be met before the City may authorize Tapani Construction to proceed with physical construction. In the event the following conditions are not met, either party may terminate the Agreement pursuant to Paragraph 4:

a. **City Construction Funding**. The City anticipates issuing its limited tax general obligation bonds to provide funding in the amount \$15 Million for the construction costs of the Community Center portion of the Project (the "City Funds"). The City will, in its sole discretion, determine whether it has obtained funding sources sufficient to complete the City financed Community Center portion of the Project. The City will provide written confirmation to BRV of availability of funding upon bond closing.

b. **BRV Construction Funding**. Subject to Section 9(d), BRV anticipates contributing approximately \$32 Million for the construction costs of the Recreation Center portion of the Project (the "BRV Funds"). BRV will determine in its sole discretion whether it has obtained funding sources sufficient to fund the construction costs of the Recreation Center portion of the Project, such portion not to exceed the BRV Funds except as provided in 9(d). BRV will provide written confirmation and a financial guarantee in a form acceptable to the City guaranteeing the availability of the BRV Funds.

c. **Ground Lease Agreement**. The City and BRV will have executed a Ground Lease Agreement upon mutually agreed terms for the lease of the Recreation Center Land, to be legally described pursuant to a Boundary Line Change as contemplated in Paragraph 8(i) below to BRV ("Ground Lease Agreement"), substantially in the form attached hereto as Exhibit C, Ground Lease Agreement.

d. **Environmental Conditions**. The Washington Department of Ecology and Army Corps of Engineers have identified environmental conditions concerning wetland mitigation related to the environmental review and permitting. The City, at its expense, is coordinating amendments to the site plan and additional permit review and approval to address these conditions. The City and BRV shall both confirm in writing that such changes and conditions of permit approval are acceptable.

e. **Bid Award**. With assistance and input from BRV, the City has awarded the contract for the construction of the Project to the lowest responsive, responsible bidder, Tapani Construction (the "Contractor"), consistent with the Project Cost Estimates and the City's procurement policies. The Parties contemplate that an initial change order with Tapani will be required to address the changed site conditions. The City and BRV shall both approve in writing any such change order.

f. **Lease Agreement**. The City and BRV will have executed a Long-Term Facility Lease Agreement upon mutually agreed terms for the lease of the Recreation Center Improvements (as defined below) from BRV to the City ("Lease Agreement"), substantially in the form attached hereto as Exhibit D, Lease Agreement; *provided, however*, the City intends to

procure a mutually-agreed third-party operator of the Community Center and Recreation Center and the parties agree to negotiate in good faith any Lease amendments that may be needed to conform to the third-party operator agreements; provided further that nothing contained in any agreement executed with a third-party operator shall reduce or eliminate the City's obligations under the Lease.

g. Property Acquisition. The City shall acquire property north of the Project Property, sufficient to accommodate any adjustment of parking stalls in a configuration mutually agreed by the Parties, related to compliance with the wetland mitigation conditions set forth in 8(b).

h. Project and Funding Schedule. Development of a Project and Funding Schedule, to be incorporated into this Agreement as "Exhibit B," based on a Schedule of Values to be provided by the Contractor in coordination with the Project Manager.

i. Boundary Line Changes. The City shall complete a mutually agreeable Boundary Line Adjustment and/or Binding Site Plan prepared by a licensed surveyor, to define the Community Center Land and Recreation Center Land consistent with the latest mutually approved draft site plan.

j. Recreation Center Pool Deposit. The City, with the agreement of BRV, has submitted a purchase order for the Recreation Center Pool in order to secure the pool delivery in time to meet the construction schedule. The pool is a key and integral part of the Project and the aquatic programming is necessary for the success of the Community and Recreation Centers and will provide public health, education, and recreation benefits directly to the Ridgefield community. In consideration of these core public benefits, the City and BRV have agreed to share the costs of this pool investment with the City paying the up to \$250,000.00 toward any deposit due on or about August 15, as a part of the preconstruction conditions, with the remainder of the pool costs and all installation costs paid by BRV in accordance with the Exhibit B. In the event that BRV fails to pay the balance when due and payable, BRV agrees to reimburse the City for the deposit paid upon request of the City.

9. Project Construction. Only upon completion of the Preconstruction Activities set forth in Paragraph 8, or otherwise by agreement of the parties will the City authorize the Contractor to proceed with physical construction of the Project in accordance with the Project Plans and Project Permits.

a. Construction Management. With assistance and input from BRV, the City has awarded the contract for construction administration and project management of the Project to Cumming Group (the "Project Manager"), on May 28, 2026, consistent with the City's procurement policies. The City shall enter into a project management agreement with the Project Manager on or before the issuance of the notice to proceed to the Contractor, and BRV shall be an express third party beneficiary of such project management agreement. The project management agreement will include provisions that recognize BRV's position as owner of any improvements constructed or placed on the Recreation Center Land and include provisions for BRV's approval rights consistent with the terms of this Agreement. The City and BRV agree to proportionally share the costs of Project Manager services, Architect review services, and any other City contracts for special inspection or administration services. BRV shall pay such proportional costs within 15 days of receipt of an invoice for services. The Project Manager shall not be replaced, nor shall its scope be materially modified, without BRV's prior written approval. BRV's representatives shall have full and direct access to the Project Manager, the Architect, and

the Contractor on the same basis as the City's representatives.

b. Joint Construction Meetings. The City and BRV agree to jointly participate in construction meetings with the project manager.

c. Final Construction Cost Allocation. The City will request from the Contractor, in coordination with the Project Manager, a Final Construction Cost Estimate or Schedule that sets forth the estimated cost allocation between the Recreation Center construction costs and the Community Center construction costs for the purposes of allocating construction costs and change order costs between the parties; *provided, however*, BRV shall not be obligated to contribute funds in excess of the BRV Funds except as provided in Section 9(d).

d. Change Orders and Cost Overruns. The Project Plans and Project Permits have been reviewed and are hereby agreed to by the City and BRV and there shall be no changes to the work except as provided herein. Change orders affecting only the Community Center may be approved solely by the City. Change orders that are necessary to correct a threat to public health or safety may also be approved solely by the City, provided that the threat arises on an emergency basis such that there is insufficient time to submit the change order for joint review and approval through the usual change order process. The City may approve a change order to the Recreation Center without BRV's consent only if such change order: (i) does not extend the Scheduled Completion Date; (ii) does not increase the Recreation Center construction cost; (iii) does not reduce the quality, scope, capacity, or functionality of any element previously reflected in the Project Plans or the Recreation Center Requirements; or (iv) does not increase post-completion operating or maintenance costs. All other change orders affecting the Recreation Center shall require BRV's prior written approval. Either party may submit a request to change the Project Plans, and the City shall cause the contractor to provide a good-faith estimate of cost, schedule, and operational impact within ten (10) Business Days of submission. All change orders shall be jointly reviewed and costs allocated in accordance with the Final Construction Cost Estimate allocations set forth in Paragraph 9(c). BRV shall be responsible for the cost of change orders approved in accordance with this Section 9(d), up to a maximum amount of Two Million Dollars \$2,000,000.00 (the "Maximum Change Order Amount"). Prior to the approval of any change order or cost overrun that will result in funds in excess of the Maximum Change Order Amount being required to complete construction of the Recreation Center (including hard and soft costs), then the cost of such change order or cost overrun shall be paid as may be agreed between the parties or otherwise resolved pursuant to Paragraph 15.

e. Inspections. The City shall assure that BRV is invited to participate in all scheduled inspections related to the construction of the Project and BRV shall have the authority to attend the inspections. In addition, BRV may, at its expense, independently engage qualified inspection or testing agents to verify compliance with the Project Plans and the Recreation Center Requirements, and the City shall provide such agents reasonable access to the Project on prior notice. If BRV reasonably identifies non-conforming work of the Contractor in the Recreation Center, the City shall cause the Contractor to re-execute such work at no cost to BRV (unless caused by a Change Order initiated by BRV).

f. Construction Progress Payments for Recreation Center Construction. BRV agrees to pay construction costs of the Recreation Center portion of the Project in accordance

with the payment schedule and procedures set forth in Exhibit B, Project and Funding Schedule, within 25 days of receipt of the approved pay estimates. BRV shall be responsible for any costs incurred by the City related to BRV's delay in payment. In the event of a dispute, BRV shall pay the amount of the pay estimate to the City and such payment shall be subject to the dispute resolution procedures set forth in this Agreement. The Project and Funding Schedule may be updated from time to time by written agreement of the parties.

g. Construction Contract Remedies. If the Contractor defaults in the performance of the construction contract or a construction defect is discovered and not caused by the City, the City shall pursue remedies under the construction contracts and the financial bonds associated with the Project. To the extent reasonably necessary, BRV shall assist the City in pursuing claims against the construction contractor. The City and BRV agree to share any recovery against the Contractor proportional to the proportionate share of the construction cost estimate for the unfinished or defective work. The City shall not be liable to BRV for consequential damages or lost profits~~-.~~

h. Substantial Completion; Outside Completion Deadline; Delay Damages. "Substantial Completion" of the Recreation Center means the date on which (a) the Recreation Center is complete in accordance with the Project Plans except for punch-list items that do not materially interfere with use or operation; (b) the Architect has issued an AIA G704 (or comparable) certificate of substantial completion; and (c) a temporary or permanent certificate of occupancy has been issued. The City shall cause the Recreation Center to achieve Substantial Completion on or before November 1, 2028 (the "Outside Completion Deadline"). The Outside Completion Deadline may be extended due to the unavoidable delays beyond the reasonable control of the City.

i. Required Construction Contract Terms. The construction contract for the Project shall, with respect to the Recreation Center scope, include each of the following: (a) a guaranteed maximum price or fixed price; (b) payment and performance bonds listing the Leasehold Lender as a dual obligee, (c) the Contractor's certification that all materials are new and free of lead, asbestos, and other Hazardous Materials; (d) full assignment to BRV at Substantial Completion of all warranties, guaranties, operations and maintenance manuals, and as-built drawings related to the Recreation Center; and (e) all liability, automobile, workers' compensation, and other casualty policies required of the contractor and its subcontractors shall name BRV and Leasehold Lender as an additional insured and Leasehold Lender as loss payee with respect to property coverage, with subrogation waived in favor of BRV (without limiting BRV's separate obligation to procure builder's risk insurance under Paragraph 10(f)(9))~~-.~~

j. Reports; Inspection Rights. The City shall cause the Architect, Contractor, and Project Manager to deliver to BRV, concurrently with the City any reports (including without limitation progress reports and cost-control reports), draw requests, pay applications, and supporting documentation, casualty reports, force majeure notices, or any notices of any condition reasonably likely to delay Substantial Completion. BRV and its representatives shall have the right, upon not less than three (3) Business Days' prior notice, to review all books, records, and supporting documentation relating to the Recreation Center, and at all reasonable times during construction hours to inspect the work, accompanied (if the City elects) by a City representative.

k. Ownership of the Recreation Center. Notwithstanding any other provision of this Agreement, all improvements constructed or placed on the Recreation Center Land, and all furniture, fixtures, equipment, and personal property funded with BRV Funds, shall be owned solely by BRV upon payment therefor, free of any claim by the City other than the City's leasehold

interest under the Lease Agreement.

l. Casualty Prior to Substantial Completion. If the Project, or any portion thereof, is damaged or destroyed by casualty prior to Substantial Completion, the City shall promptly commence and diligently pursue repair and restoration to permit Substantial Completion as soon as practicable in accordance with the Project Plans. To the extent insurance proceeds are available in excess of restoration costs, such excess shall be applied proportionally to the allocation of costs and damages. No casualty shall give rise to a termination right under this Agreement.

m. Punch List and Warranty Work. The City shall cause all punch-list items affecting the Recreation Center to be completed within sixty (60) days following Substantial Completion and shall cooperate with BRV to enforce all warranty obligations of the Contractor and its subcontractors with respect to the Recreation Center for the duration of such warranties.

n. Hazardous Materials; Remediation. Without limiting the parties' obligations under Paragraph 8(d) or under Section 12(a)(8) of the Ground Lease, the City shall be solely responsible for, and shall bear the cost of, the investigation, remediation, removal, and disposal of any Hazardous Materials or adverse soil/geological conditions discovered on the Project Property, except to the extent introduced by BRV or its contractors. Such costs shall not be charged against the BRV Funds.

o. Changes in Law; Cap on Cost-Additive Changes. Any additional cost for the Recreation Center resulting from a change in applicable law occurring after the Effective Date shall be subject to the change order process in Section 9(d). The aggregate cost of all change orders (whether unilaterally approved by the City or jointly approved) that increase the cost of the Recreation Center scope shall not exceed ten percent (10%) of the original Recreation Center contract amount without BRV's prior written approval.

10. Conveyance of Improvements. The parties agree that, in consideration of the covenants and agreements provided herein, the City will convey title to the Recreation Center improvements to BRV, in accordance with the following terms:

a. Description of Property. The City agrees to convey to BRV and BRV agrees to accept from the City title to any and all improvements, materials, work or equipment for the Recreation Center Improvements as they are paid for by BRV. An item shall be deemed to be paid for at the time that BRV makes a construction draw payment to the City with respect to the items for which title is intended to transfer from the supplier thereof or the City to BRV.

b. Taxes. The City shall pay for any unpaid delinquent taxes and/or penalties and interest thereon and for any assessments then owed at the time of conveyance against the Project Property.

11. Covenants of the Parties. The parties agree that, in consideration of the covenants and agreements provided herein, the parties agree to the following terms:

a. Joint Operations and Maintenance Agreement. The execution by the parties of the Operations and Maintenance Agreement to govern the joint use, operation, maintenance and repair, and the allocation of costs and responsibilities related to the shared use elements of the Project in accordance with the Lease and Ground Lease.

b. Recorded Covenant. The City and BRV agree that the Community Center and Recreation Center facilities, while separate, contain multiple shared elements acknowledged during permitting, and certain intended shared and public uses with the agreed value of at least \$184,230.00 as projected herein. Therefore, the parties agree to covenant, in a form jointly approved by the parties and the Leasehold Lender, and which covenant (the "Declaration") shall be recorded against both the Community Center Land and the Recreation Center Land to guarantee the shared uses and public benefit obligations as set forth therein, each of which shall be maintained so long as the Community Center and Recreation Center remain on the Project Property and the City timely pays Base Rent under the Lease; in the event that the City fails to timely pay Base Rent under the Lease, then the obligations under the Declaration shall be limited to use of the Recreation Center as a recreation center open to the public (provided that fees may be charged for access and services, with discounts available to residents of Ridgefield, Washington) (the "Covenant Restrictions") and the City shall execute and deliver an amendment to the Declaration to include such modifications as are reasonably necessary to limit the obligations under the Declaration as described herein; failure by the City to execution such amendment to the Declaration shall be a breach of the City's obligations hereunder and both BRV and Leasehold Lender may commence an action for damages against the City:

i. Use of the Property. The Project will be used and occupied only for the purpose of a community recreation center serving the residents of the City and the surrounding community for a period no less than fifty (50) years, subject to the Covenant Restrictions. The Recreation Center shall be operated primarily for the purpose of providing aquatic, fitness, recreational, social, and community programming that promotes health, wellness and community connection. While BRV, and any of its successors and assigns, may operate the Recreation Center in manner that allows for the recovery of operating costs and the generation of reasonable revenue associated with recreation services, the Recreation Center shall at all times maintain its primary function as a public recreation facility providing broad community access. BRV and its successors and assigns shall not use or permit the Recreation Center Land or the Recreation Center to be used for any other purpose without prior written approval of the City.

ii. Access and Utilities. The Project will be operated to provide reciprocal pedestrian and vehicle access, utilities, and free public parking to, from, and over the Community Center Land and the Recreation Center Land for City and BRV use and as reasonably necessary to facilitate the operation of the Community Center and the Recreation Center. The shared use, operation, maintenance, and repair of such reciprocal amenities shall be as provided for in the Operating and Maintenance Agreement.

iii. Shared Use Facility. The Community Center and the Recreation Center will be constructed with the following agreed joint and shared ongoing facilities necessary for operations and the use, operation, maintenance, and repair of such shared facilities to be provided for in the Operating and Maintenance Agreement. The shared use at a minimum will include:

- (1) Shared use of any access drive from the public right of way to the joint parking area;
- (2) Shared use of the joint parking area and outdoor spaces;
- (3) Shared use of the dumpster and trash enclosure;
- (4) Shared use of the entry lobby;
- (5) Shared use of any utility connections with a single shared meter (power, gas, water, sewer, etc.);

- (6) Shared use of the roof and roof access hatch and rooftop solar array;
- (7) Shared use of any common walls;
- (8) Shared use of indoor or outdoor public signage; and
- (9) Shared use and responsibility for critical areas on the site and any required mitigation measures.
- (10) Such other shared elements may be identified and addressed within the Operating and Maintenance Agreement and the Declaration.

iv. Agreed Public Benefits Provided. BRV and any of its successors and assigns shall covenant to provide, subject to the Covenant Restrictions, at a minimum and in addition to the joint and shared uses already identified, each of the public benefits identified in Exhibit E, specifically acknowledged as additional consideration for the Ground Lease:

12. Builders Risk Insurance. BRV shall procure and maintain for the duration of any construction relating to the Recreation Center and the Community Center insurance against claims for injuries to persons or damage to property which may arise from or in connection the performance work under this Agreement, such insurance to be with a carrier, in amounts and with details that are reasonably acceptable to the Leasehold Lender and the City.

13. Leasehold Lender. BRV has or will grant a collateral assignment of this Agreement to the Leasehold Lender and pursuant to such collateral assignment, the Leasehold Lender shall have the right to assume the obligations of BRV hereunder with respect to BRV's obligations related to construction of the Project. City agrees to provide written notice to Leasehold Lender of any default by BRV hereunder and Leasehold Lender shall have thirty (30) days from such notice within which to cure that default. If the default cannot be cured within that time, then Leasehold Lender will have ninety (90) days from the original notice in which to cure that default so long as it commences to cure the default within the first thirty (30) days and so long as has provided written notice that it is curing the default and diligently proceeds thereafter to cure the default; provided further, if the default is not reasonably curable within such ninety (90) day period, or if possession of the Recreation Center is required to cure such default then the Leasehold Lender shall have such additional reasonable time as is required to cure such default. Notwithstanding the foregoing, (i) if the default of BRV results in a situation that is imminently dangerous to human life, the City shall have self-help rights to cure such default, and (ii) Leasehold Lender shall not be obligated to assume the obligations of BRV hereunder and shall not be deemed to have done so unless Leasehold Lender provides notice of such assumption to BRV and the City.

14. Indemnification. To the greatest extent authorized by law, each Party shall indemnify, defend, and hold harmless the other party and their employees, members, managers officers, contractors and agents from all claims, demands, suits, actions, penalties, losses, damages (both to persons and/or property), or cost, of whatsoever kind or nature, arising out of, in connection with, or incident to such party's performance or failure to perform any aspect of this Agreement or a breach of such party's representations and warranties in this Agreement or any of the Project Agreements, provided, that if such claims are caused by or result from the concurrent negligence of both parties, this indemnity provision shall be valid and enforceable only to the extent of the party's respective negligence, and provided further, that nothing herein shall require BRV or the City to hold harmless or defend the other or its employees, officers, contractors or agents from any claims arising from that party's sole negligence or willful misconduct or that of its employees, members, managers, officers, contractors or agents. The terms of this Section 12 shall survive the termination of this Agreement. It is further specifically and expressly understood

that the indemnification provided herein constitutes the parties' waiver of immunity under Industrial Insurance, Title 51, RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by BRV and the City. The terms of this Paragraph shall survive the termination of this Agreement.

15. **Dispute Resolution.** Except as otherwise expressly provided in Paragraph 15(f) (which governs Construction Disputes), any claim, dispute, or other matter in question arising out of or related to this Agreement will be subject to mediation as a condition precedent to binding dispute resolution, unless provided otherwise herein.

a. The parties will cooperate in good faith and attempt to resolve any dispute that arises prior to mediation.

b. The parties will endeavor to resolve claims, disputes, and other matters in question between them by mediation which, unless the parties mutually agree otherwise, will be administered by the American Arbitration Association in accordance with its rules in effect on the date of this Agreement.

c. A request for mediation will be made in writing, delivered to the other party, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation will proceed in advance of binding dispute resolution proceedings, which will be stayed pending mediation for a period of thirty (30) days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

d. The parties will share the mediator's fee and any filing fees equally. The mediation will be held within the City of Ridgefield, unless another location is mutually agreed upon. Agreements reached in mediation will be enforceable as settlement agreements in any court having jurisdiction thereof.

e. If the parties do not resolve a dispute through mediation pursuant to this section, the parties may pursue any lawful method of binding dispute resolution, including but not limited to litigation in Clark County Superior Court.

f. Notwithstanding the mediation requirement set forth in this Section 15, any dispute arising prior to Substantial Completion concerning approval, sequencing, change orders, the construction schedule, or compliance with the Project Plans or the Recreation Center Requirements (a "Construction Dispute") shall, on no less than 48 hours' notice, be submitted to a single construction arbitrator agreed by the parties. If the parties cannot agree on an arbitrator within seven (7) calendar days, the parties shall jointly request the American Arbitration Association to supply a list of seven (7) candidates, each having significant experience in design or construction of comparable public-private facilities, and shall thereafter alternate striking names from the list until one (1) name remains, who shall serve as the construction arbitrator. The construction arbitrator shall convene the parties within forty-eight (48) hours after appointment and shall render a binding decision within seventy-two (72) hours after the hearing. The parties agree to share equally in the costs of arbitration as provided herein. This subsection shall not limit either party's right to seek emergency injunctive relief.

16. **Default.**

The following conditions or events will constitute an Event of Default under this Agreement.

a. Breach. Either party fails to perform any act required under the terms of this Agreement, the other party shall give written notice of the same, whereupon breaching party shall have thirty (30) days from such notice within which to cure that breach. Except for BRV's failure to make construction progress payments, which failure shall not have an additional cure period, if the breach cannot be cured within that time, then the breaching party will have ninety (90) days from the original notice in which to cure that breach so long as it commences to cure the breach within the first thirty (30) days and diligently proceeds thereafter to cure the breach. Failure to cure the breach within said time will be an Event of Default.

b. Bankruptcy or insolvency. The filing of a petition by or against BRV (1) in any bankruptcy or other insolvency proceeding; (2) seeking any relief under any state or federal debtor relief law; (3) for the appointment of a liquidator or receiver for all or substantially all of BR's property or for BRV's interest in this Agreement; (4) for the reorganization or modification of BRV's capital structure; or (5) in any assignment for the benefit of creditors proceeding; however, if a petition referred to in subclauses (1), (2), (3), (4) or (5) is filed against BRV, then such filing shall not be an Event of Default unless BRV fails to have the proceedings initiated by such petition dismissed within ninety (90) days after the filing thereof.

17. **Remedies upon Default**. Upon the occurrence and during the continuance of an Event of Default of this Agreement, the non-defaulting party shall have the following remedies:

a. Self-Help. Without any obligation to make any payment or take any action, the non-defaulting party may make any such payment and/or perform any such act, on the defaulting party's behalf, that was the cause of the Event of Default. All sums so paid by and incidental costs incurred by the non-defaulting party shall be paid by the defaulting party to the non-defaulting party on demand. Notwithstanding the foregoing, in the case a default by BRV results in an emergency, the City shall not be required to provide notice to BRV prior to taking action on behalf of BRV to cure the default.

b. Injunctive Relief. The non-defaulting party may make a claim upon a court of competent jurisdiction for injunctive relief.

c. Suspension of Work. If BRV fails to make periodic construction progress payments in accordance with the Payment Schedule set forth in Exhibit B, and payment is not made within thirty (30) days after receiving written notice from the City that the payment is due, the City will have the right to suspend or delay further construction of the Project until payment is made and BRV shall be responsible for any increased costs of the Project related to such delay.

d. Termination. Upon an Event of Default, the non-breaching party will have the right to terminate this Agreement by giving written notice to the party in breach. Termination will become effective upon completion of the dispute resolution process identified in Section 13 that does not result in agreement of the parties with respect to the matter that was the subject of the Event of Default.

18. **Representations and Warranties**. As a material inducement to entering into this Agreement, the parties make the following representations and warranties to one another, each of which is true and correct as of the Effective Date and shall survive expiration or termination of this Agreement:

a. Representations of the City. The City represents, covenants and warrants to BRV as follows: (1) The City is a municipal corporation, duly organized and validly existing under the Constitution and laws of the State of Washington, and has good and merchantable fee title to the Recreation Center Land; (2) The City has full power and authority to enter into, execute and deliver this Agreement and to perform all of its duties and obligations hereunder, and the execution and delivery of this Agreement have been duly authorized by all requisite action on the part of the City; (3) Neither the execution and delivery of this Agreement, the Ground Lease Agreement, or the Lease Agreement, nor the fulfillment of or compliance with the terms and conditions hereof or thereof, nor the consummation of the transactions contemplated hereby or thereby, conflicts with or results in a breach of any applicable laws, the terms, conditions or provisions of any restriction or any agreement or instrument to which the City is now a party or by which the City is bound, or constitutes a default under any of the foregoing, or results in the creation or imposition of any lien, charge or encumbrance whatsoever upon any of the property or assets of the City, or upon the Recreation Center Land, except for Permitted Encumbrances (as defined in the Ground Lease); (4) To the City's actual knowledge, there is no pending or threatened action or proceeding before any court or any federal, state, municipal or other governmental authority or administrative agency which will materially adversely affect the ability of the City to perform its obligations under this Agreement or that relates to the Recreation Center Land or the City's use of the Recreation Center Land for the purposes contemplated by the Project Agreements; (5) All taxes, assessments and impositions of any kind with respect to the Recreation Center Land (if and to the extent applicable) have been paid in full, other than current taxes and assessments that are not yet delinquent; (6) The City is in compliance in all material respects with all laws, regulations, ordinances and orders of any governmental authority applicable to the Recreation Center Land; and (7) Except as disclosed by the City to BRV in writing prior to the Effective Date, (i) to the City's actual knowledge, no Hazardous Materials are present on, in, under or about the Recreation Center Land in violation of, or in concentrations or conditions that would require investigation, remediation or other response action under, any applicable Environmental Law; (ii) to the City's actual knowledge, no underground storage tanks, asbestos-containing materials, lead-based paint, polychlorinated biphenyls or other regulated substances are located on or beneath the Recreation Center Land; (iii) the City has not received any written notice, demand, claim, request for information or order from any governmental authority or third party alleging a violation of, or liability under, any Environmental Law with respect to the Recreation Center Land, and to the City's actual knowledge no such notice, demand, claim or order is threatened; (iv) the Recreation Center Land is not listed on the United States Environmental Protection Agency's National Priorities List or any other federal, state or local list of contaminated, hazardous or potentially hazardous sites; and (v) the City has provided BRV with copies of all material environmental reports, assessments, audits and correspondence in the City's possession or reasonable control concerning the environmental condition of the Recreation Center Land. If, after the Effective Date, the City becomes aware of any fact or circumstance that would render any of the foregoing representations incorrect in any material respect, the City shall give prompt written notice thereof to BRV. To the fullest extent permitted by law, the City shall indemnify, defend (with counsel reasonably acceptable to BRV) and hold harmless BRV and its members, managers, officers, employees, agents, contractors, lenders (including any Leasehold Lender) and their respective successors and assigns from and against any and all claims, demands, losses, damages, liabilities, fines, penalties, costs and expenses (including reasonable attorneys' fees and consultants', investigation, remediation and monitoring costs) arising out of or relating to (A) any breach or inaccuracy of the representations and warranties set forth in this Section 18(a)(7), or (B) the presence, release or threatened release of any Hazardous Materials on, in, under or about the Recreation Center Land that existed prior to the Effective Date or that are caused or contributed to by the City or any of its employees, agents, contractors, subtenants, licensees or invitees (other than BRV and parties claiming through BRV).

b. Representations of BRV. BRV represents, covenants and warrants to the City as follows: (1) BRV is a limited liability company, duly organized, validly existing and in good standing under the laws of the State of Oregon, with full power and authority to lease, sublease and hold real and personal property, and has duly authorized the execution and delivery of this Agreement, the Ground Lease Agreement, the Lease Agreement and each of the other Project Agreements to which it is a party; (2) BRV has the full power and authority to enter into, execute and deliver this Agreement, and to perform all of its duties and obligations hereunder, and the execution, delivery and performance of this Agreement have been duly authorized by all necessary action on the part of BRV and do not require any further approvals or consents; (3) Neither the execution and delivery of this Agreement, the Ground Lease Agreement, or the Lease Agreement, nor the fulfillment of or compliance with the terms and conditions hereof or thereof, nor the consummation of the transactions contemplated hereby or thereby, conflicts with or results in a breach of the terms, conditions or provisions of any restriction or any agreement or instrument to which the City is now a party or by which the City is bound; constitutes a default under any of the foregoing; breaches any applicable laws; or results in the creation or imposition of any lien, charge or encumbrance whatsoever upon any of the property or assets of the City, or upon the Recreation Center Land, except for Permitted Encumbrances (as defined in the Ground Lease); (4) BRV is not now, and has never been, in bankruptcy or receivership, and no petition or proceeding seeking any such relief has been filed by or, to BRV's knowledge, threatened against BRV; (5) There is no pending or, to the knowledge of BRV, threatened action or proceeding before any court or administrative agency which will materially adversely affect the ability of BRV to perform its obligations under this Agreement, the Ground Lease Agreement or the Lease Agreement.

19. **Miscellaneous Provisions.**

a. Independent contractor. Neither party nor its employees or agents performing work under this Agreement are employees or agents of the other party and neither party will not hold itself out as nor claim to be an officer or employee of the other party or make any claim of right, privilege, or benefit which would accrue to an employee under law.

b. Governing Law and Venue. This Agreement shall be governed by and interpreted and enforced in accordance with the laws of the State of Washington and the venue will be in Clark County, Washington.

c. Assignment of Contract. Neither party shall have the right to transfer or assign this Agreement, in whole or in part, without the prior written consent of the other party; provided, however, BRV shall have the right to collaterally assign this Agreement to the Leasehold Lender or to a non-profit corporation (provided any lender of Lessor has approved of such transfer in accordance with the applicable loan documents).

d. Successors in Interest. Subject to the foregoing subsection 15(c), the rights and obligations of the parties will inure to the benefit of and be binding upon their respective successors in interest, heirs, and assigns.

e. Entire Agreement. The parties agree that this Agreement, including referenced exhibits, is the complete expression of the terms agreed to by the parties. No other understandings or representations, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind the parties.

f. Waiver. Any waiver by the City or BRV of the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.

g. Recording. Upon execution, the parties may cause a memorandum of this Agreement to be recorded with the Clark County Auditor's Office.

h. Amendments. This Agreement may only be modified or amended by written agreement signed by both parties and any proposed amendment shall require the advance written consent of the Leasehold Lender.

i. Notices.

Notices to the City shall be sent to the following address:

Steve Stuart, City Manager
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

With copy to
Janean Parker, City Attorney,
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

Notices to BRV shall be sent to the following address:

BRV RIDGEFIELD HOLDINGS LLC
17330 SE McLoughlin Blvd.
Portland, OR 97267
Attn: Dirges Patel

With copy to
Dunn Carney LLC
851 SW 6th Ave, Suite 1500
Portland, OR 97204
Attn: Marjorie Elken

j. Severability. In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement that can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

k. Counterparts. This Agreement may be executed in several counterparts, each of which will be deemed original for all purposes.

l. Standard of Review and Approval. Whenever this Agreement requires

either party's review, comment, consent, or approval (other than actions expressly reserved to a party's sole discretion under this Agreement), the reviewing party shall act in good faith and in a commercially reasonable manner, shall not unreasonably withhold, condition, or delay its response, and shall respond in writing within ten (10) Business Days of receipt (or such other period as the parties may agree based on the complexity of the matter), specifying in reasonable detail the basis for any disapproval. Approval or confirmation of any matter shall not relieve the submitting party of its duties, obligations, or responsibilities under this Agreement with respect to such matter.

m. Time. Time is of the essence with respect to each obligation, deadline, and milestone set forth in this Agreement, including without limitation the Scheduled Completion Date and the Outside Completion Deadline; provided, however, that the foregoing is subject to any cure period or grace period expressly provided under this Agreement.

n. Definitions. As used in this Agreement, the following capitalized terms shall have the meanings set forth below; capitalized terms used in this Agreement and not defined herein or in the body of this Agreement shall have their plain meaning under Washington law and, if also defined in the Ground Lease Agreement, shall (unless the context otherwise requires) have the same meaning given in the Ground Lease Agreement. "Architect" means AETTA Architects and any successor architect engaged for the Project. "Business Day" means any day other than a Saturday, Sunday, or any day on which the offices of the City of Ridgefield, Washington or national banks in the State of Washington are authorized or required by law to be closed. "Construction Dispute" has the meaning set forth in Paragraph 15(f). "Environmental Law" means any federal, state or local statute, regulation, ordinance, rule, order or common law principle relating to pollution, Hazardous Materials, or the protection of human health, natural resources or the environment, including, without limitation, the Comprehensive Environmental Response, Compensation, and Liability Act (42 U.S.C. § 9601 et seq.), the Resource Conservation and Recovery Act (42 U.S.C. § 6901 et seq.), and the Washington Model Toxics Control Act (RCW Chapter 70A.305). "Hazardous Materials" means any substance, material, or waste that is now or hereafter classified or considered to be hazardous, toxic, or dangerous under any Environmental Law, or that poses or threatens to pose a hazard to the health or safety of persons on the Project Property, including, without limitation, petroleum and petroleum products, asbestos and asbestos-containing materials, lead-based paint, polychlorinated biphenyls, mold, and any other substance regulated as hazardous, toxic, or dangerous under any Environmental Law. "Leasehold Lender" means the Leasehold Lender identified in the Recitals and, for purposes of consistency with the Ground Lease Agreement, also includes any "Leasehold Beneficiary" as that term is defined in the Ground Lease Agreement. "Outside Completion Deadline" has the meaning set forth in Paragraph 9(h). "Permitted Encumbrances" has the meaning set forth in the Ground Lease Agreement. "Recreation Center Improvements" means the improvements relating to the Recreation Center constructed or placed on the Recreation Center Land, as further described in the Recitals to the Ground Lease Agreement, together with all furniture, fixtures, equipment, and personal property funded with the BRV Funds. "Scheduled Completion Date" means the date for Substantial Completion of the Recreation Center set forth in Exhibit B. References in this Agreement to "Section" and "Paragraph" shall be construed interchangeably.

In Witness Whereof: Each individual executing this Agreement on behalf of the City and BRV represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the City or BRV, respectively.

Notary (print name) _____
Notary Public in and for the State of Washington,
residing at _____
My Appointment expires _____

**EXHIBITS A – E TO THE DEVELOPMENT AGREEMENT
PROVIDED BY SEPARATE ATTACHMENTS**

EXHIBIT A—LEGAL DESCRIPTION

EXHIBIT B—PROJECT AND FUNDING SCHEDULE TO BE ADDED BEFORE DEC. 15TH

EXHIBIT C—GROUND LEASE

EXHIBIT D—FACILITIES LEASE

EXHIBIT E—AGREED COVENANT REQUIREMENTS.

EXHIBIT A

Legal Description

[Insert Legal Description]

EXHIBIT B

Project and Funding Schedule

[Insert Project and Funding Schedule upon mutual agreement]

EXHIBIT C

Ground Lease

[Insert Gound Lease]

EXHIBIT D

Lease

[Insert Lease]

EXHIBIT E

Agreed Covenant Requirements

[[Insert Agreed Covenant Requirements]]

Exhibit A to Ridgefield BRV Development Agreement

Legal Description and Map

For APN/Parcel ID(s): 213961000 and 986044069

Parcel IA

BEGINNING at a point 55 rods East of the quarter post between Section 20 and 21, in Township 4 North, Range 1 East of the Willamette Meridian, Clark County, Washington, and running thence North 25 rods, thence running East 25 rods; thence South 25 rods and thence West 25 rods; to the place of beginning.

EXCEPT the East 1 rod thereof, reserved for road.

ALSO EXCEPT Pioneer Street also known as NW 269th Street also known as SR 501.

Parcel IB

The following described property located in Section 21, Township 4 North, Range 1 East, Willamette Meridian, Clark County, Washington, described as follows:

BEGINNING at the Southeast corner of said adjusted tax Lot 8, conveyed to discovery Ridge Holding, LLC as described in Auditor's File No. 5124189, Clark County Deed records, said point being the true point of beginning of the herein described adjustment; Thence North 01° 40' 36" East, along the Easterly line of said adjusted tax Lot, 216.34 feet to a point; Thence North 89° 05' 21" West, 380.30 feet to an angle point in the Westerly line of said adjusted tax Lot 8; Thence South 01° 30' 06" West, along the Westerly line of said adjusted tax Lot 8, 216.37 feet to an angle point; Thence South 89° 05' 42" East, along the Southerly line of said adjusted tax Lot 8, 379.64 feet to the true point of beginning.

Parcel II

A PORTION OF THAT TRACT OF LAND BEING DESCRIBED IN AUDITORS FILE NUMBER 9006260060, RECORDED JUNE 26, 1990 TO JEFFERY J. FANDELL AND FRANCES FANDELL, BEING LOCATED IN THE EAST HALF OF THE NORTHWEST ONE-QUARTER OF SECTION 21, TOWNSHIP 4 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, IN CLARK COUNTY WASHINGTON; SAID REAL PROPERTY INTEREST BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A 30.00 FOOT WIDE STRIP OF LAND, THE WESTERLY LINE OF WHICH IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST ONE QUARTER CORNER OF SAID SECTION 21, THENCE NORTH 01°30'08" EAST 1.50 FEET, ALONG THE WEST LINE OF SAID SECTION TO THE INTERSECTION OF THE CENTERLINE OF PIONEER STREET (SR 501) PER THAT SURVEY IN BOOK 50, PAGE 192, THENCE ALONG THE CENTERLINE OF SAID PIONEER STREET 88°53'20" EAST 1315.04 FEET TO THE SOUTHERLY EXTENSION OF THE WESTERLY LINE OF SAID FANDELL TRACT, THENCE LEAVING SAID CENTERLINE ALONG SAID EXTENSION NORTH 01°38'38" WEST 30.00 FEET, TO THE NORTHERLY RIGHT-OF-WAY LINE OF SAID PIONEER STREET AND THE POINT OF BEGINNING: THENCE CONTINUING NORTH 1°38'38" WEST 493.43 FEET ALONG SAID WESTERLY LINE TO THE WESTERLY EXTENSION OF THE NORTHERLY LINE OF THE "RICH TRUST" TRACT OF LAND DESCRIBED IN AUDITORS FILE NUMBER 9505160419 AND THE POINT OF TERMINUS. THE SIDELINES OF SAID 30.00 FOOT WIDE STRIP OF LAND SHALL BE LENGTHENED OR SHORTENED TO THE SAID RIGHT-OF-WAY LINE AND SAID WESTERLY EXTENSION OF THE NORTHERLY LINE

**Ground Lease Agreement between
the City of Ridgefield and Bluerock Ventures
relating to the Recreation Center Land**

This Ground Lease Agreement ("Ground Lease") is made and entered into this [] day of [], 2026 by and between the CITY OF RIDGEFIELD, a municipal corporation of the State of Washington ("Lessor" or "City") and BRV RIDGEFIELD HOLDINGS LLC, a Delaware limited liability company ("Lessee" or "BRV").

RECITALS:

The City owns certain real property located in the City of Ridgefield, Washington, as such real property is more particularly described in Exhibit A, attached hereto and incorporated fully by this reference (the "Recreation Center Land" and the "Premises").

The City and BRV have entered into a Development Agreement dated as of [], [], 2026 (the "Development Agreement") whereby the City shall construct an approximately 43,000 square foot, two-story multi-purpose community recreation facility consisting of a privately owned Recreation Center portion containing a gymnasium with elevated track, natatorium with a lap pool and recreation pool, locker rooms, fitness center, child care area, studios and reception/administrative areas (collectively, the "Recreation Center"); and a publicly owned Community Center portion with multi-purpose spaces, teen center/classrooms, commercial kitchen, and community spaces, with the Centers separated by and sharing a common fire-wall (collectively, the "Community Center" and with the Recreation Center, collectively, the "Project").

The Recreation Center is to be constructed on the Recreation Center Land, but the Community Center is to be constructed on real property owned by the City (the "Community Center Land") but not leased to Lessee.

The parties intend that the Recreation Center and the Community Center will be operated by a mutually agreed third-party operator pursuant to an Operation and Maintenance Agreement (the "Operation and Maintenance Agreement") by and among the City, Lessee and the third-party operator.

This Ground Lease, the Lease, the Development Agreement, the Operation and Maintenance Agreement and all documents and exhibits incorporated into those agreements constitute the Project Agreements for the Project.

Under the Project Agreements, BRV is providing a capital source for the construction of the Recreation Center (collectively, the "Recreation Center Improvements") on the Recreation Center Land.

Lessee will lease the Premises from the City pursuant to the terms of this Ground Lease and the City will sublease the Premises and lease the Recreation Center from Lessee pursuant to the terms of that certain Long Term Facility Lease Agreement dated the date hereof (the "Lease").

NOW THEREFORE, in consideration of the mutual covenants and promises herein, the parties agree as follows:

1. **Ground Lease.** In consideration of the rent, covenants, and agreements

contained in this Ground Lease and for certain agreements with respect to public benefits as set forth in Paragraph 4 herein, the City leases to Lessee the Recreation Center Land and Lessee leases from the City the Recreation Center Land for the Term set forth herein and conditioned upon the terms and conditions set forth this Ground Lease.

a. Use of the Property. The Recreation Center Land will be used and occupied only for the purpose of the construction, operation, use, repair, and maintenance of a community recreation center and associated office uses as further set forth in the covenant between the parties recorded against the Recreation Center Land (the "Declaration"). The Recreation Center shall be operated primarily for the purpose of providing aquatic, fitness, recreational, social, and community programming that promotes health, wellness and community connection. While BRV, and any of its successors and assigns, may operate the Recreation Center in manner that allows for the recovery of operating costs and the generation of reasonable revenue associated with recreation services, the Recreation Center shall at all times maintain its primary function as a public recreation facility providing broad community access. BRV and its successors and assigns shall not use or permit the Recreation Center Land or the Recreation Center to be used for any other purpose without prior written approval of the City.

b. Use During Construction. The parties shall mutually cooperate to provide reciprocal temporary access and utilities to and from and over the Recreation Center Land and the Community Center Land and to cooperate as to the timing, use, and location of such construction activity to ensure completion of the Project in a timely manner, all in accordance with the terms of the Declaration.

c. Shared Use Facility. The City and Lessee agree that the Community Center and Recreation Center facilities, while separate, contain multiple shared elements acknowledged during permitting and the parties agree to the City's construction under state public works laws of the Recreation Center Improvements on the Premises, including the shared facilities necessary for the operation of the Community Center and the Recreation Center as provided in the Development Agreement and with the use operation, maintenance, and repair of such shared uses to be provided for in the Operating and Maintenance Agreement and in accordance with the Declaration.

2. Term. This Ground Lease is effective the date it is fully executed between the City and Lessee ("Effective Date"). The Term of the Lease will commence on the Effective Date and shall continue for fifty (50) years after the first day of the calendar month following the Effective Date, unless terminated earlier as provided for in this Agreement or extended in writing by Parties.

3. Ownership of Recreation Center Improvements. Prior to or at the start of the Term of this Ground Lease, the Recreation Center Improvements shall be transferred to and thereafter owned by Lessee in accordance with the terms of the Development Agreement and once such Recreation Center Improvements are transferred to Lessee, such Recreation Center Improvements shall remain the property of Lessee until the termination of this Ground Lease.

4. Consideration. Consideration for the lease of the Premises under this Ground Lease for the entire Term is hereby agreed to be payment by Lessee to the City, on the Effective Date, of the sum of ten and no/100 dollars (\$10) and certain public benefits to be provided by or on behalf of Lessee as such public benefits are identified in the Development Agreement and the covenants identified therein, subject to the Covenant Restrictions (as such term is defined in the Development Agreement). From and after the Effective Date, and provided that no Lessee Event of Default occurs, no other rent payment shall be due from Lessee to the City with respect to the Premises or this Ground Lease.

5. **Taxes and Utilities.**

a. **City Responsibility.** The City will be solely responsible for the payment of and shall pay and discharge all real estate and leasehold excise taxes and assessments and all utility charges due with respect to the Premises.

b. **Lessee Responsibility.** Lessee shall only be responsible for the payment of any personal property taxes for the Premises or any Recreation Center Improvements constructed on the Premises.

6. **Indemnification.** To the greatest extent authorized by law, each Party shall indemnify, defend, and hold harmless the other party and their employees, members, managers, officers, contractors and agents from all claims, demands, suits, actions, penalties, losses, damages (both to persons and/or property), or cost, of whatsoever kind or nature, arising out of, in connection with, or incident to such party's performance or failure to perform any aspect of this Ground Lease; a breach of such party's representations and warranties in this Agreement or any of the Project Agreements; or arising out of such party's use of the Premises or any activity, work or thing done, permitted, or suffered by the party, provided, that if such claims are caused by or result from the concurrent negligence of both parties, this indemnity provision shall be valid and enforceable only to the extent of the party's respective negligence, and provided further, that nothing herein shall require Lessee or the City to hold harmless or defend the other or its employees, members, managers, officers, contractors or agents from any claims arising from that party's sole negligence or willful misconduct or that of its employees, officers, contractors or agents. The terms of this Section 6 shall survive the termination of this Ground Lease. It is further specifically and expressly understood that the indemnification provided herein constitutes the parties' waiver of immunity under Industrial Insurance, Title 51, RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by Lessee and the City. The provisions of this section shall survive the expiration or termination of this Agreement.

7. **Insurance.**

a. **City Insurance.** The City shall maintain, throughout the Term of this Ground Lease: "All-Risk" property insurance covering the full replacement value of the City's personal property, fixtures and alterations located at the Premises, if any, with no co-insurance provisions. The City shall also maintain, throughout the Term of this Lease, comprehensive public general liability insurance with respect to the Premises. The Lessee agrees that the City's continued participation in the Washington Cities Insurance Pool¹, or other municipal insurance pool with equal or better coverage shall constitute the City's compliance with the insurance requirements of this Ground Lease. The City agrees that Lessee shall be permitted to purchase, at the City's cost, if reasonably required by Lessee's Leasehold Lender, a commercial liability policy that names the Additional Insureds as primary or additional insured and that covers Additional Insureds for City related risks, on the current ISO CG 00 01 12 04 occurrence form or equivalent acceptable to Lessor in amounts of Two Million Dollars (\$2,000,000.00) per occurrence, Two Million Dollars (\$2,000,000.00) personal injury and advertising injury, and Two Million Dollars (\$2,000,000.00) general aggregate (which shall apply separately to the Premises), and a \$5,000,000 umbrella policy, and all such policies with defense costs provided in addition to policy limits, insuring the City, as well as Lessee, Leasehold Lender, and such other persons and entities as Lessee may from time to time designate (the "Additional Insureds").

b. Lessee Insurance. Subject to the terms of the Lease, Lessee shall procure and maintain throughout the Term of this Ground Lease insurance against claims for injuries to persons or damaged to property which may arise from or in connection with Lessee's operation and use of the Premises in the types and amounts set forth below. Notwithstanding anything contained herein to the contrary, for so long as Lessee's obligations with respect to insurance requirements in the Lease are met, the insurance requirements contained in this Section 7.b shall be deemed to be met.

i. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover premises and contractual liability. The City shall be named as an additional insured on Lessee's Commercial General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or a substitute endorsement providing at least as broad coverage. Commercial General Liability insurance shall be written with limits not less than \$2,000,000 each occurrence, \$2,000,000 general aggregate with a \$5,000,000 umbrella policy. Each such policy shall name Lessee's lender as an additional named insured.

ii. "All-Risk" property insurance covering the full replacement value of the Recreation Center Improvements and all of Lessee's personal property located on the Premises, with no coinsurance provisions and naming Lessee's lender as loss payee.

c. Other Lessee Insurance Provisions.

i. Liability. Lessee's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance with respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Lessee's insurance and shall not contribute with it.

ii. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

iii. Verification of Coverage. Lessee shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of Lessee.

iv. Waiver of Subrogation. Lessee and City hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the Premises or the Recreation Center Improvements. This release shall apply only to the extent that such claim, loss or liability is covered by insurance.

v. Notice of Cancellation. Lessee shall provide the City with written notice of any policy cancellation within five (5) Business Days of their receipt of such notice.

vi. Failure to Maintain Insurance. Failure on the part of Lessee to maintain the insurance as required shall constitute a material breach of this Ground Lease, upon which the City may, after giving five (5) Business Days' notice to Lessee and opportunity to cure the breach, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand.

vii. City Full Availability of Lessee Limits. If Lessee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by Lessee, irrespective of whether such limits maintained by the Lessee are greater than those required by this Ground Lease or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Lessee.

8. **Casualty and Condemnation.** No loss or damage by fire or other cause resulting in either partial or total destruction of the Recreation Center Improvements or any other property on the Recreation Center Land shall operate to terminate this Ground Lease. The following terms and conditions shall apply in the event of damage to or destruction of the Recreation Center Improvements.

a. No Effect on Rent. In the event of casualty, in no event shall Lessee be entitled to any proration or refund of Rent paid hereunder or any discharge from the performance and observance of any of the agreements, covenants and conditions herein contained on the part of Lessee to be performed and observed.

b. Determination of Damage. Upon the occurrence of any event of damage or destruction to the Recreation Center Improvements or any portion thereof, Lessee shall promptly undertake to determine the extent of the same and the estimated cost and time to repair and restore the Recreation Center Improvements in accordance with the provisions of this Lease. Lessee shall notify City of its estimation of such cost and time not later than ninety (90) days after the occurrence of the damage or destruction.

c. Repair and Restoration. If the Premises or the Recreation Center Improvements, or any portion thereof, are damaged or destroyed at any time during the Term by a loss covered by Lessee's insurance, Lessee, as promptly as practicable and with all due diligence (given the time required to obtain insurance proceeds and to obtain construction permits), shall cause the repair, reconstruction and replacement of the Recreation Center Improvements as nearly as possible given the circumstances and then-Applicable Law to their condition immediately prior to such damage or destruction and, except as otherwise approved in writing by City or precluded by then-Applicable Law, to their same general appearance. Lessee need not incur expenses for restoration more than the net insurance proceeds available to Lessee for such purpose after payment of all reasonable costs, expenses and attorneys' fees incurred by Lessee in connection therewith.

d. Insurance Proceeds. Subject to the terms of any deed of trust encumbering Lessee's leasehold interest in the Recreation Center Land and fee interest in the Recreation Center Improvements, all insurance proceeds received by or payable to any party with respect to any casualty, less actual costs and expenses incurred in connection with the collection thereof, shall be applied to the costs of repair and restoration of the Recreation Center Land and Recreation Center Improvements.

e. Participation in Settlement. Subject to the requirements of Lessee's lender, Lessee and City shall both have the right to participate in the settlement or compromise of any insurance proceeds.

f. Emergency Repairs. Notwithstanding any provision of this Section 8 to the contrary, and except as may otherwise be provided in the Facility Lease, the City shall promptly undertake such emergency repair work after a casualty as is necessary or appropriate under the

circumstances to eliminate defective or dangerous conditions and to comply with Applicable Laws and any proceeds of insurance shall first be applied to reimburse City for the cost of such emergency repair work.

g. Condemnation. If, during the Term, the entire Premises is taken by eminent domain or such portion of the Premises that the City or any third-party operator would not be able to reasonably operate the Recreation Center in the Premises pursuant to the terms of the Lease even after restoration of the portion of the Premises that remained, then this Ground Lease shall terminate as of the date of such taking and the award shall be disbursed: (i) first, to each Leasehold Beneficiary in an amount sufficient to pay all unpaid principal, accrued interest, fees, prepayment premiums, and other amounts then secured by its Leasehold Deed of Trust; (ii) second, any remaining portion of the award be disbursed proportionate to the parties' respective interests with BRV's proportionate share for the value of the Recreation Center Improvements and the value of the leasehold interest created by this Ground Lease. If less than the entire Premises is taken and the City would be able to reasonably operate for business in the Premises pursuant to the terms of the Lease after restoration of the portion of the Premises that remained, then Lessee shall first use the net proceeds of the condemnation award to restore the Premises to as close to the condition of the Premises that existed prior to the condemnation and this Ground Lease shall continue in full force and effect and thereafter the remainder of the net award shall be equitably split between the City and Lessee in accordance with their interests in the Premises. Provided, however, Lessee need not incur expenses for restoration more than the net condemnation proceeds available to Lessee for such purpose after payment of all reasonable costs, expenses and attorneys' fees incurred by Lessee in connection therewith. Lessee shall be entitled to make a separate claim for loss of the Lessee's personal property located in the Premises and for moving expenses.

City Eminent Domain Covenant. To the fullest extent permitted by law, the City covenants and agrees that, the City shall not exercise, or join in or consent to any exercise of, the power of eminent domain or inverse condemnation with respect to the Premises, the Recreation Center Improvements, or Lessee's leasehold estate hereunder so as to cause a full or partial termination of this Ground Lease or to materially impair Lessee's or any Leasehold Beneficiary's rights hereunder without offering an award for such taking that is not less than the amount then due to Leasehold Beneficiary under Leasehold Lender's loan secured by the Recreation Center.

9. Surrender of Premises.

a. Improvements. Upon the expiration of the Term of this Ground Lease, the Recreation Center Improvements and all other improvements on the Recreation Center Land shall be transferred to the City. The City shall reimburse Lessee upon demand for any transfer, real estate or other taxes that are assessed against Lessee for the transfer to the City of the Recreation Center Improvements and all other improvements on the Recreation Center Land.

b. Condition of Property. At the expiration or termination of this Ground Lease, Lessee shall deliver to City the Recreation Center Land with all improvements located thereon in good repair and condition, free of hazardous materials placed on the Recreation Center Land by Lessee during the Term, reasonable wear and tear (and casualty damage not caused by Lessee, as to which Section 8 above shall control) excepted.

10. Default and Remedies.

a. The following conditions or events will constitute an Event of Default under this Ground Lease.

i. Covenant Breach. If either party breaches this Ground Lease, such party shall give written notice of the same, whereupon the breaching party shall have thirty (30) days from such notice within which to cure that breach. If the breach cannot be cured within that time, then the breaching party will have ninety (90) days from the original notice in which to cure that breach so long as it commences to cure the breach within the first thirty (30) days and diligently proceeds thereafter to cure the breach. Failure to cure the breach within said time will be an Event of Default.

ii. Bankruptcy or insolvency. Dissolution, termination of existence, insolvency on a balance sheet basis or business failure of a party; the commencement by a party of voluntary case under the federal bankruptcy laws or under any other federal or state law relating to insolvency or debtor's relief; the entry of a decree or order for relief against a party in an involuntary case under the federal bankruptcy laws or under any other applicable federal or state law relating to insolvency or debtor's relief; the appointment of or the consent by a party to the appointment of a receiver, trustee or custodian of such party or of any of such party's property; an assignment for the benefit of creditors by a party and any of the foregoing are not released within ninety (90) days after the filing of same.

iii. Insurance. Either party fails to procure and maintain insurance policies and coverages as required under Section 7. Each Leasehold Beneficiary shall be entitled to receive concurrent notice of any such failure and shall have the right (but not the obligation) to cure such failure on behalf of Lessee.

iv. City Events of Default. Without limiting the generality of the foregoing, each of the following shall constitute an Event of Default by the City: (i) any breach by the City of its covenant of quiet enjoyment, or any act or omission of the City (or any party claiming by, through, or under the City) that materially interferes with Lessee's, any Leasehold Beneficiary's, any successor tenant's, or any subtenant's or occupant's use, possession, construction, development, operation, or enjoyment of the Premises or the Recreation Center Improvements; (ii) the City's failure to deliver any estoppel certificate, subordination/non-disturbance agreement, recognition agreement, consent, or similar instrument required to be delivered under this Ground Lease within the time periods provided herein (or, if no time period is specified, within twenty (20) days after written request); (iii) the City's breach of, or failure to grant, maintain, defend, or cooperate with respect to, any easement, access right, utility right, parking right, or similar appurtenant right benefiting the Premises; and (iv) the City's failure to perform any other material covenant, obligation, or undertaking of the City under this Ground Lease, in each case subject to the notice and cure periods set forth in Section 9.a(1).

b. Remedies upon Default. Upon the occurrence of an Event of Default of this Ground Lease (but subject to the provisions of Section 11 hereof with respect to each Lessee Event of Default), the non-defaulting party shall have the following remedies:

i. Self-Help. The non-defaulting party may make any such payment and/or perform any such act on the defaulting party's behalf. All sums so paid by and incidental costs incurred by the non-defaulting party shall be paid by the defaulting party to the non-defaulting party on demand. Notwithstanding the foregoing, in the case a default results in an emergency, the non-defaulting party shall not be required to provide notice prior to taking action to cure the default.

ii. Injunctive Relief and Claim for Monetary Damages. The non-defaulting party may make a claim upon a court of competent jurisdiction for injunctive relief or may sue for monetary damages.

iii. Termination of Possession. Notwithstanding any other provision of this Ground Lease, the City's right to obtain possession of the Recreation Center Land and all improvements thereon pursuant to this Section 9(b)(iii) shall be available only upon the occurrence and continuation of an Event of Default by Lessee that (A) is non-monetary in nature, and (B) cannot reasonably be remedied by the City (i) paying the applicable amount, performing the required obligation, or otherwise curing the default and (ii) seeking reimbursement from Lessee or recovering monetary damages. For the avoidance of doubt, if an Event of Default by Lessee is of a nature that the City can be made whole through monetary compensation (including, by way of example, a failure by Lessee to procure or maintain insurance where the City may procure such insurance and recover the cost thereof), then the City's sole remedy for such Event of Default shall be (x) monetary damages and/or (y) an offset against any Base Rent or other amounts owed by the City to Lessee under the Lease, and termination of possession shall not be an available remedy. Subject to the foregoing limitations, upon the occurrence and continuation of an Event of Default by Lessee for which termination of possession is an available remedy, the City may, at City's option, obtain possession of the Recreation Center Land and all improvements thereon in the manner provided by law, and without becoming liable to Lessee for damages or for any payment of any kind whatever. City may, at City's discretion, relet the Recreation Center Land and any improvements, or any part thereof, for the whole or any part thereof, for the whole or any part of the then unexpired term, and may receive and collect all rent payable by virtue of such reletting. If City's right of reentry is exercised following abandonment of the Recreation Center Land by Lessee, then City shall consider any personal property, including the Recreation Center Improvements, belonging to Lessee and left on the Premises to also have been abandoned and shall become the property of the City, in which case City may dispose of all such personal property in any manner City shall deem proper and City is hereby relieved of all liability for doing so.

iv. Notice of Cancellation. Subject to the terms and provisions set forth in Section 11 below, upon the occurrence and continuation of an Event of Default by Lessee, the City may serve a written thirty (30) day notice of cancellation of this Ground Lease upon Lessee, and upon the expiration of said thirty (30) day period if such Event of Default shall be continuing (or if cure cannot be completed with such thirty (30) day period, cure efforts have not commenced and been diligently pursued), this Ground Lease and the Term hereunder shall end and expire as fully and completely as if the expiration of said thirty (30) day period were the day herein definitely fixed for the end and expiration of this Ground Lease and the Term and Lessee shall then quit and surrender the Premises to the City.

11. Assignment; Liens; Security Interest.

a. Except for encumbering Lessee's interest in this Ground Lease as security for the financing for the Recreation Center Improvements, Lessee shall not (voluntarily or by operation of law) assign, mortgage, pledge, hypothecate or encumber the Premises, the Recreation Center Improvements, or Lessee's leasehold estate or sub-let any portion of the Recreation Center Land, or otherwise transfer any interest therein without the City's prior written consent in each instance, which consent shall not be unreasonably withheld, conditioned or delayed. No consent shall be required should Lessee transfer this Ground Lease to limited liability company of which 51% percent or greater is owned or controlled by Lessee or to a non-profit corporation (provided any lender of Lessor has approved of such transfer in accordance with the applicable loan documents).

b. Lessee covenants and agrees to keep the Recreation Center Land and the Recreation Center Improvements free and clear of and from any and all mechanics', material suppliers, and other liens for work or labor done, services performed, materials, appliances, used or furnished or to be used or for or in connection with any operation of Lessee or any work or construction by, for, or permitted by Lessee (collectively, "Liens"). Lessee shall promptly and fully pay and discharge any and all claims upon which any such Liens may or could be based and keep the Recreation Center Land and Recreation Center Improvements free and clear of, and save and hold the City harmless from, any and all such Liens and claims of Liens, damages, liabilities, costs (including, without limitation, attorneys' fees and costs), suits or other proceedings pertaining to such Liens.

c. Nothing herein shall authorize Lessee to do any act that may encumber the fee simple title of the City in and to the Recreation Center Land, nor shall the fee simple estate of the City therein be in any way subject to any claim of Lien or encumbrance, whether claimed by operation of law or by virtue of any express or implied contract by Lessee. Any claim to a Lien upon the Recreation Center Land or any Recreation Center Improvements constructed thereon, arising from any act or omission of Lessee, shall accrue only against the leasehold estate and shall in all respects be subject to the paramount fee simple title of the City. In no event shall any interest of the City in the Recreation Center Land, be subject or subordinate to any Lien.

d. If Lessee does not cause any Lien that Lessee does not contest to be released of record by payment or posting of a proper bond or insured over within thirty (30) days following the imposition of such Lien, the City shall have the right, but not the obligation, to cause the Lien to be released by any means the City may deem reasonably appropriate, and the actual amount paid by the City, together with the City's reasonable administrative fee, plus interest at the rate of twelve percent (12%) from the date of payment by City, shall be immediately due and payable by Lessee to the City upon demand.

e. To the greatest extent allowed by law, Lessee and its successors and assigns will indemnify, protect, defend and hold harmless the City and the Recreation Center Land from and against all claims of Lien arising by virtue of or relating to the construction of the Recreation Center Improvements and any other improvements or repairs made to the Recreation Center Land by or at the direction of Lessee or relating to the conduct or management of anything done in or on the Premises by Lessee or any of Lessee's agents or any other person or entity claiming by or through or under Lessee.

12. **Leasehold Deed of Trust.** Lessee, and any successor or assignee of Lessee, may, without City's consent, from time to time obtain financing and any refinancing (including any renewal, modification, extension or refinancing) and to pledge, mortgage or encumber Lessee's leasehold interest in the Premises, provided that such financing shall not encumber City's fee estate in the Premises (inclusive of City's reversionary estate in the Premises) (collectively, the "Fee Estate"). City shall not be required to join in or subordinate the Fee Estate to any leasehold deed of trust (each a "Leasehold Deed of Trust") and no such Leasehold Deed of Trust shall extend to or affect the Fee Estate. No beneficiary of a Leasehold Deed of Trust (each a "Leasehold Beneficiary") shall be entitled to the benefits of being a Leasehold Beneficiary unless and until the Leasehold Beneficiary shall have sent to City a true and correct copy of the Leasehold Deed of Trust together with written notification specifying the name and address of the Leasehold Beneficiary (or the City shall have acknowledged the Leasehold Deed of Trust and the Leasehold Beneficiary in writing). Each Leasehold Deed of Trust shall provide that the Leasehold Beneficiary shall send to City copies of all notices of default sent to Lessee in connection with the Leasehold Deed of Trust or the debt secured thereby, provided that the failure to provide any such notice shall not affect the validity of the notice as against Lessee.

a. Enforcement of Leasehold Deed of Trust.

i. The Leasehold Beneficiary or its assigns may enforce any such Leasehold Deed of Trust and acquire title to the leasehold estate thereby mortgaged in any lawful way and may take possession of and rent so much of the Premises as shall be subject to said Leasehold Deed of Trust, subject to the terms of this Ground Lease, and upon foreclosure of such Leasehold Deed of Trust may sell and assign said leasehold estate or sublet the Premises either in whole or in part if the City is in default under the Lease without the consent of City, or if the City is not in default under the Lease, then such sale or assignment shall be subject to the City's consent, such consent not to be unreasonably withheld, conditioned or delayed, but in all events subject to the terms of this Ground Lease.

ii. City and Lessee each hereby acknowledges that Leasehold Beneficiary's interest in the Premises is as the holder of the Leasehold Deed of Trust only and, except as otherwise provided herein, Leasehold Beneficiary shall not be deemed to have accepted any liability under the Ground Lease whatsoever, *provided, however*, Lessee shall at all times continue to be, and remain, liable pursuant to the terms of the Ground Lease. City hereby agrees that in the event Leasehold Beneficiary notifies City of a default by Lessee in the performance of its obligations under the Leasehold Deed of Trust or any related loan documents ("Leasehold Loan Documents") and of Leasehold Beneficiary's election to cause the transfer of Lessee 's interest under the Ground Lease to another party, City will accept Leasehold Beneficiary, any designee or nominee of Leasehold Beneficiary, or the purchaser of Lessee 's interest under the Ground Lease at a foreclosure sale, or any assignee of Lessee 's interest under the Ground Lease in lieu of foreclosure (any such party being hereinafter referred to as the "Successor Tenant") as tenant under the Ground Lease for the remainder of the Term of the Ground Lease and such transfer of Lessee 's interest under the Ground Lease shall not be a default under the Ground Lease. Notwithstanding the foregoing, the Successor Tenant shall be liable only for the performance of those of Lessee 's obligations to be performed after the date (and during such time) that it becomes tenant under the Ground Lease. Lessee hereby authorizes City to accept Successor Tenant as tenant under the Ground Lease, in lieu of Lessee.

b. Rights of Leasehold Beneficiary. City hereby agrees with and for the benefit of each Leasehold Beneficiary and the successors and assigns of each such Leasehold Beneficiary, for so long as any such Leasehold Deed of Trust shall remain unsatisfied of record, as follows:

i. When giving notice to Lessee with respect to any default under this Ground Lease or any exercise of any remedy under this Ground Lease, and provided City has notice with respect to contact information of the Leasehold Beneficiary, City will also send a copy of such notice by registered or certified mail to each Leasehold Beneficiary at the address of each Leasehold Beneficiary furnished to City, and no such notice to Lessee shall be deemed to have been duly given, nor shall such notice be effective unless such notice is also given in said manner to each such Leasehold Beneficiary at the address known to City;

ii. In case Lessee shall default in respect of any of the provisions of this Ground Lease, any Leasehold Beneficiary shall have the right, but not the obligation, to cure such default, whether the same consists of the failure to pay any monies due and owing hereunder (collectively, "Monetary Obligations") or the failure to perform any other matter or thing which Lessee is required to do or perform under this Ground Lease ("Non-Monetary Obligation"), and City shall accept performance by or on behalf of such Leasehold Beneficiary(s) as though, and with the same effect as if, the same had been done or performed by Lessee. A Leasehold Beneficiary will have a period of time after the service of any notice of default upon it within which to cure the default specified in such notice, or cause it to be cured, which is the same period for cure, if any, as is given to Lessee under this Ground Lease in respect of the specified default after the giving of such notice to Lessee plus an additional period of (A) ten (10) Business Days in the event of a default with respect to payment of Monetary Obligations, and (B) subject to subparagraph (c) below, sixty (60) calendar days for all other defaults (as applicable, the "Leasehold Beneficiary Cure Period"). In the event of a default with respect a Non-Monetary Obligation which by its nature is not susceptible to cure within the Leasehold Beneficiary Cure Period, said Leasehold Beneficiary Cure Period shall be extended as is necessary for such cure, provided that all Monetary Obligations are paid within the cure period set forth above. In no event shall a default due to a failure to pay Monetary Obligations be deemed a default which by its nature is not susceptible to cure within the Leasehold Beneficiary Cure Period with respect to Monetary Obligations. Notwithstanding anything in this Ground Lease to the contrary, with respect to a default that is not susceptible of cure by Leasehold Beneficiary within the Leasehold Beneficiary Cure Period, no event of default by the Lessee shall be deemed to exist under this Ground Lease if steps to remedy such default shall have been commenced in good faith by the Leasehold Beneficiary within the applicable Leasehold Beneficiary Cure Period and such remedy is being prosecuted with diligence and continuity, it being acknowledged and agreed that in no event shall a default due to a failure to pay Monetary Obligations be deemed a default which by its nature is not susceptible to cure within the Leasehold Beneficiary Cure Period and that an uncured monetary default shall be an Event of Default under this Ground Lease if not cured as provided hereunder;

iii. If, in order to cure any default by Lessee under this Ground Lease, a Leasehold Beneficiary must perform any act or acts other than the payment of Monetary Obligations, no default will be deemed to exist which gives City the right, and City shall take no action, to effect a termination of this Ground Lease until the Leasehold Beneficiary has been provided with notice of such right and a commercially reasonable time thereafter to either (A) cure such default, if the default is reasonably susceptible of being cured by the Leasehold Beneficiary, or (B) institute and with diligence complete foreclosure or other appropriate proceedings to acquire possession of and control over Lessee 's leasehold estate in this Ground Lease (if the default is not reasonably susceptible of being cured by the Leasehold Beneficiary until after it obtains possession and control of the Premises), and thereafter cure such default, if the default is reasonably susceptible of being cured by the Leasehold Beneficiary; but upon the condition that the Leasehold Beneficiary shall, (x) during the pendency of any such foreclosure or other proceedings with respect to Lessee 's interest in this Ground Lease and until the interest of Lessee

in this Ground Lease shall terminate and possession of and control over the Premises shall be obtained by the Leasehold Beneficiary, pay or cause to be paid to City, when and as the same shall become due (without any cure period other than that provided in this Ground Lease) all Monetary Obligations, and (y) when, as and if possession of and control over the Premises shall be obtained by the Leasehold Beneficiary, or its nominee or designee, whether voluntarily, as a result of foreclosure proceedings, or otherwise, thereafter perform or cause its nominee to perform all the other terms, covenants, provisions and conditions of this Ground Lease on Lessee 's part to be performed including, without limitation, those which Lessee shall have failed to perform prior to the date on which such possession and control by the Leasehold Beneficiary is obtained, except for those covenants which are not by their nature susceptible of being performed by the Leasehold Beneficiary or its nominee (including, for example, and not by way of limitation, bankruptcy of the Lessee). If, prior to the sale in any foreclosure proceeding instituted by a Leasehold Beneficiary, or if prior to the date on which Lessee 's interest in this Ground Lease and the Premises shall otherwise be extinguished, the default in respect of which City shall have given any default notice shall have been cured and possession of the Premises shall have been restored to Lessee, the undertaking of the Leasehold Beneficiary provided for herein shall automatically terminate and be without further force and effect. Notwithstanding anything contained herein to the contrary, no Leasehold Beneficiary shall be required to commence or continue any foreclosure or other proceedings or to obtain or continue possession of the Premises;

iv. Any default by Lessee not reasonably susceptible of being cured by the Leasehold Beneficiary (including, for example, and not by way of limitation, bankruptcy of the Lessee, but in no event shall a default that is not reasonably susceptible of being cured be deemed to be a Monetary Obligation) shall be deemed to have been waived (and all rights of Lessee under this Ground Lease reinstated provided same is assumed by Leasehold Beneficiary) by City upon completion of such foreclosure proceedings or upon such acquisition of Lessee's interest in the Ground Lease, it being understood and agreed that a Leasehold Beneficiary (or its designee or nominee) may become the legal owner and holder of the interest of Lessee under this Ground Lease including, without limitation, the interest of Lessee in the Premises and all other improvements erected on the Premises, by foreclosure or other enforcement proceedings, or by obtaining an assignment of this Ground Lease in lieu of foreclosure or through settlement of or arising out of any pending or threatened foreclosure proceeding without City's consent;

v. In addition to the delivery of notices to the Leasehold Beneficiary as described in subparagraph (c) above, if this Ground Lease terminates or if City retakes possession of the Premises prior to the stated expiration date of this Ground Lease, whether by summary proceedings to dispossess, service of notice to terminate, by operation of law pursuant to Section 365 of the federal bankruptcy code, as amended from time to time, including any successor legislation thereto, or otherwise, City will notify the Leasehold Beneficiary and provide Leasehold Beneficiary with a statement of any and all sums due under the Ground Lease and of all defaults by Lessee under the Ground Lease, if any, then known to City, and City will, subject to the below provisions, terminate the Ground Lease (if not already terminated), and enter into a new lease of the Premises with the Leasehold Beneficiary (the "New Lease") for the remainder of the Term, to commence as of the date of the termination of this Ground Lease at the Rent and upon all of the other terms, provisions, covenants and agreements in this Ground Lease contained, and any other rights and options then remaining, upon condition that: (A) the Leasehold Beneficiary shall make written request to City for such New Lease not later than sixty (60) days from the date such notice by City is given to Leasehold Beneficiary; (B) the Leasehold Beneficiary shall pay to City at the time of the execution and delivery of said New Lease all sums which, as at the date of execution and delivery of such New Lease, were past due and owing under this Ground Lease; and (C) such New Lease shall require the tenant thereunder to perform

all obligations of Lessee under this Ground Lease not then performed, but only if such obligation is reasonably susceptible of being performed by the new tenant (it being expressly understood and agreed that any default by Lessee not reasonably susceptible of being cured by Leasehold Beneficiary shall be deemed to have been waived). Upon the execution and delivery of such New Lease, all subleases or concession agreements which previously had been assigned and transferred to City shall thereupon be reassigned and re-transferred without recourse by City to the new tenant, together with all of its right, title and interest in and to moneys, if any, held by City as security for the performance by any subtenant or other occupant of its respective obligations under its sublease or concession agreement, and to which a successor-in-interest of Lessee would be legally entitled, but for termination. The parties expressly agree that concurrently with the execution and delivery of any New Lease, City shall assign to the tenant named therein all of its right, title and interest in and to moneys (including insurance proceeds and condemnation awards), if any, then held by or payable to City which Lessee would have been entitled to receive but for the termination of the Ground Lease. Upon the execution of any New Lease, the tenant named therein shall be entitled to any rent received under any sublease in effect during the period from the date of termination of the Ground Lease to the date of execution of the New Lease. A tenant named in any such New Lease may assign its rights thereunder upon the terms and conditions set forth in Article XV hereof. Upon such assignment and assumption, the assignor shall, without the necessity of any further instrument, be released from any and all further liability or responsibility thereafter arising under this Ground Lease and such New Lease may be further so assigned, subject nevertheless to the provisions of this Ground Lease aforesaid, and neither assignor nor assignee shall personally be responsible for payment or performance of any obligations of Lessee thereunder;

vi. If Lessee fails to observe or perform any of its obligations under this Ground Lease, the Leasehold Beneficiary may, but shall not be obligated to, observe or perform such obligations for and on behalf of Lessee, whether or not Lessee shall be in default under this Ground Lease.

vii. Stay of Remedies During Leasehold Beneficiary Cure Period. So long as any Leasehold Beneficiary is exercising or pursuing any cure right or foreclosure remedy in compliance with this Section 11 and within the applicable Leasehold Beneficiary Cure Period (as the same may be extended pursuant to subparagraphs (b) and (c) above), the City shall not (i) terminate this Ground Lease, (ii) re-enter or take possession of the Premises or the Recreation Center Improvements, (iii) interfere with Lessee's, the Leasehold Beneficiary's, or any Successor Tenant's possession or quiet enjoyment of the Premises, or (iv) exercise any other dispossessionary or termination-type remedy under this Ground Lease or applicable law. The provisions of this Section 11 shall survive any termination or purported termination of this Ground Lease until each Leasehold Beneficiary's rights hereunder have been fully exercised or have expired in accordance with their terms.

13. **Representations and Warranties.** As a material inducement to entering into this Ground Lease, the parties make the following representations and warranties to one another, each of which is true and correct as of the Effective Date and shall survive expiration or termination of this Agreement:

a. Representations of the City. The City represents, covenants and warrants to Lessee as follows:

i. Due Organization and Existence. The City is a municipal corporation, duly organized and validly existing under the Constitution and laws of the State of Washington, and has good and merchantable fee title to the Recreation Center Land.

ii. Authorization. The City has full power and authority to enter into, execute and deliver this Ground Lease and to perform all of its duties and obligations hereunder, and the execution and delivery of this Ground Lease have been duly authorized by all requisite action on the part of the City.

iii. No Violations. Neither the execution and delivery of this Ground Lease nor the Lease, nor the fulfillment of or compliance with the terms and conditions hereof or thereof, nor the consummation of the transactions contemplated hereby or thereby, conflicts with or results in a breach of the terms, conditions or provisions of any restriction or any agreement or instrument to which the City is now a party or by which the City is bound; constitutes a default under any of the foregoing; breaches any applicable laws; or results in the creation or imposition of any lien, charge or encumbrance whatsoever upon any of the property or assets of the City, or upon the Premises, except for Permitted Encumbrances.

iv. No Litigation. To the City's actual knowledge, there is no pending or threatened action or proceeding before any court or any federal, state, municipal or other governmental authority or administrative agency which will materially adversely affect the ability of the City to perform its obligations under this Ground Lease or that relates to the Premises or the City's use of the Premises for the purposes contemplated by the Project Agreements.

v. No Liens; Permitted Encumbrances. There are no liens or encumbrances on the Premises other than Permitted Encumbrances. As used in this Ground Lease, "Permitted Encumbrances" means, as of any particular time: (i) liens for general ad valorem taxes and assessments, if any, not then delinquent; (ii) this Ground Lease and the Lease; (iii) easements, rights of way, mineral rights, drilling rights and other rights, reservations, covenants, conditions or restrictions of record as of the Effective Date that do not materially impair the use of the Premises for the purposes contemplated by the Project Agreements; (iv) any Leasehold Deed of Trust permitted pursuant to Section 11; and (v) any other matters consented to in writing by Lessee.

vi. Taxes. All taxes, assessments and impositions of any kind with respect to the Premises (if and to the extent applicable) have been paid in full, other than current taxes and assessments that are not yet delinquent.

vii. Use and Zoning. The Premises is properly zoned (or will be made the subject of any necessary land-use or zoning approvals by the City in its governmental capacity) for the intended construction, use, operation, maintenance and occupancy contemplated by this Ground Lease, the Lease and the other Project Agreements, and such uses and activities will not conflict with applicable local, state or federal law.

viii. Hazardous Materials. Except as disclosed by the City to Lessee in writing prior to the Effective Date, (i) to the City's actual knowledge, no Hazardous Materials are present on, in, under or about the Recreation Center Land in violation of, or in concentrations or conditions that would require investigation, remediation or other response action under, any applicable Environmental Law; (ii) to the City's actual knowledge, no underground storage tanks, asbestos-containing materials, lead-based paint, polychlorinated biphenyls or other regulated substances are located on or beneath the Recreation Center Land; (iii) the City has not received any written notice, demand, claim, request for information or order from any governmental authority or third party alleging a violation of, or liability under, any Environmental Law with respect to the Recreation Center Land, and to the City's actual knowledge no such notice, demand, claim

or order is threatened; (iv) the Recreation Center Land is not listed on the United States Environmental Protection Agency's National Priorities List or any other federal, state or local list of contaminated, hazardous or potentially hazardous sites; and (v) the City has provided Lessee with copies of all material environmental reports, assessments, audits and correspondence in the City's possession or reasonable control concerning the environmental condition of the Recreation Center Land. If, after the Effective Date, the City becomes aware of any fact or circumstance that would render any of the foregoing representations incorrect in any material respect, the City shall give prompt written notice thereof to Lessee. To the fullest extent permitted by law, the City shall indemnify, defend (with counsel reasonably acceptable to Lessee) and hold harmless Lessee and its members, managers, officers, employees, agents, contractors, lenders (including any Leasehold Lender) and their respective successors and assigns from and against any and all claims, demands, losses, damages, liabilities, fines, penalties, costs and expenses (including reasonable attorneys' fees and consultants', investigation, remediation and monitoring costs) arising out of or relating to (A) any breach or inaccuracy of the representations and warranties set forth in this Section 12(a)(8), or (B) the presence, release or threatened release of any Hazardous Materials on, in, under or about the Recreation Center Land that existed prior to the Effective Date or that are caused or contributed to by the City or any of its employees, agents, contractors, subtenants, licensees or invitees (other than Lessee and parties claiming through Lessee).

ix. Compliance with Laws. The City is in compliance in all material respects with all laws, regulations, ordinances and orders of any governmental authority applicable to the Premises.

x. Quiet Enjoyment. Subject to the rights of the City under the Lease, the City covenants and agrees that it will not take any action to prevent Lessee from having quiet and peaceable possession and enjoyment of the Premises during the Term and will, at the request of Lessee and to the extent it may lawfully do so, join in any legal action in which Lessee asserts its right to such possession and enjoyment.

b. (b) Representations of Lessee. BRV represents, covenants and warrants to the City as follows:

i. Due Organization and Existence. BRV is a limited liability company, duly organized, validly existing and in good standing under the laws of the State of Oregon, with full power and authority to lease, sublease and hold real and personal property, and has duly authorized the execution and delivery of this Ground Lease, the Lease and each of the other Project Agreements to which it is a party.

ii. Authorization. BRV has the full power and authority to enter into, execute and deliver this Ground Lease, and to perform all of its duties and obligations hereunder, and the execution, delivery and performance of this Ground Lease have been duly authorized by all necessary action on the part of BRV and do not require any further approvals or consents.

iii. No Violations. Neither the execution and delivery of this Ground Lease or the Lease, nor the fulfillment of or compliance with the terms and conditions hereof or thereof, nor the consummation of the transactions contemplated hereby or thereby, conflicts with or results in a breach of the terms, conditions or provisions of any restriction or any agreement or instrument to which BRV is now a party or by which BRV is bound, or constitutes a default under any of the foregoing, or results in the creation or imposition of any lien, charge or encumbrance whatsoever upon any of the property or assets of BRV, or upon the Premises, except for Permitted Encumbrances.

iv. No Bankruptcy. BRV is not now, and has never been, in bankruptcy or receivership, and no petition or proceeding seeking any such relief has been filed by or, to BRV's knowledge, threatened against BRV.

v. No Litigation. There is no pending or, to the knowledge of BRV, threatened action or proceeding before any court or administrative agency which will materially adversely affect the ability of BRV to perform its obligations under this Ground Lease or the Lease.

14. Definitions.

As used in this Ground Lease, the following capitalized terms shall have the meanings set forth below; capitalized terms used in this Ground Lease and not defined herein or in the body of this Agreement shall have their plain meaning under Washington law and, if also defined in the Development Agreement or Lease Agreement, shall (unless the context otherwise requires) have the same meaning given in such agreement. "Business Day" means any day other than a Saturday, Sunday, or any day on which the offices of the City of Ridgefield, Washington or national banks in the State of Washington are authorized or required by law to be closed. "Construction Dispute" has the meaning set forth in Paragraph 15(f). "Environmental Law" means any federal, state or local statute, regulation, ordinance, rule, order or common law principle relating to pollution, Hazardous Materials, or the protection of human health, natural resources or the environment, including, without limitation, the Comprehensive Environmental Response, Compensation, and Liability Act (42 U.S.C. § 9601 et seq.), the Resource Conservation and Recovery Act (42 U.S.C. § 6901 et seq.), and the Washington Model Toxics Control Act (RCW Chapter 70A.305). "Hazardous Materials" means any substance, material, or waste that is now or hereafter classified or considered to be hazardous, toxic, or dangerous under any Environmental Law, or that poses or threatens to pose a hazard to the health or safety of persons on the Project Property, including, without limitation, petroleum and petroleum products, asbestos and asbestos-containing materials, lead-based paint, polychlorinated biphenyls, mold, and any other substance regulated as hazardous, toxic, or dangerous under any Environmental Law. References in this Agreement to "Section" and "Paragraph" shall be construed interchangeably.

15. Miscellaneous.

a. Amendments. No change in, addition to, or waiver or termination of this Ground Lease or any part thereof, will be valid unless made in writing and signed by or on behalf of the parties. The City and Lessee agree to negotiate in good faith any amendments to this Ground Lease that may be requested but in no event shall Lessee be obligated to enter into any amendment to this Ground Lease and all amendments to this Ground Lease shall be subject to the advance written consent of any Leasehold Beneficiary.

b. Waiver. Any waiver by the City of the breach of any provision of this Ground Lease by Lessee shall not operate, or be construed, as a waiver of any subsequent breach by Lessee or prevent the City from thereafter enforcing any such provisions.

c. Hazardous Materials. Lessee shall not use, generate, store, or dispose of, or permit the use, generation, storage or disposal of Hazardous Materials on or about the Premises except for de minimis amounts of Hazardous Materials commonly used for general commercial purposes (e.g., copy machine toner or cleaning supplies), recreation or aquatic recreation purposes, and then in compliance with all laws. The City shall be liable for all Hazardous Materials brought to the Premises by the City or any of its employees, agents,

contractors, subtenants and licensees or any other third party (other than LESSEE and parties claiming through Lessee) and the City shall remediate, at the City's cost, any such Hazardous Materials in accordance with applicable law upon notice from the respective governmental authority or Lessee. Lessee shall be responsible for any Hazardous Materials brought to the Premises by Lessee or any of its employees, agents, and contractors. The requirements of this Section 14.c. shall survive the end of the Term or termination of this Ground Lease.

d. Compliance with laws. The parties agree that, in connection with all activities contemplated under this Ground Lease, they shall comply with all applicable federal, state, and local laws and regulations.

e. Notices.

Notices to the City shall be sent to the following address:

Steve Stuart, City Manager
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

With copy to
Janean Parker, City Attorney,
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

Notices to Lessee shall be sent to the following address:

BRV RIDGEFIELD HOLDINGS LLC
17330 SE McLoughlin Blvd.
Portland, OR 97267
Attn: Dirges Patel

With copy to
Dunn Carney LLC
851 SW 6th Ave, Suite 1500
Portland, OR 97204
Attn: Marjorie Elken

f. Successors and assigns. Subject to the foregoing subsection with respect to assignment and subletting, the rights and obligations of the parties will inure to the benefit of and be binding upon their respective successors in interest, heirs, and assigns.

g. Jurisdiction and Venue. This Ground Lease shall be governed by and interpreted and enforced in accordance with the laws of the State of Washington and the venue will be in Clark County, Washington.

h. Severability. In the event any term or condition of this Ground Lease or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Ground Lease that can be given effect without the

invalid term, condition, or application. To this end, the terms and conditions of this Ground Lease are declared severable.

i. Counterparts. This Ground Lease may be executed in several counterparts, each of which will be deemed original for all purposes.

j. No Merger. If the Fee Estate of the City and the estate of Lessee created by this Ground Lease are ever owned by the same person, this Ground Lease shall not terminate or be extinguished by operation of law but shall continue in full force and effect unless such merger is consented to by the Leasehold Beneficiary. In addition, the leaseback of the Premises by Lessor to the City pursuant to the Lease shall not effect or result in a merger of the City's fee estate in the Premises with Lessee's leasehold estate created by the Ground Lease, and Lessee shall continue to have and hold a leasehold estate in the Premises pursuant to the Ground Lease throughout the Term. The Leasehold Beneficiary is a third-party beneficiary of this Section.

k. Paramount Title of City. Notwithstanding any other provision of this Ground Lease, any consent or approval that the City may give to any assignment or sublease or other encumbrance are subordinate to the City's paramount Fee Estate to the Recreation Center Land. Subject to Section 11 hereof, all such interests are subject to extinguishment by the City's exercise of any termination rights accorded under this Ground Lease or the expiration of this Ground Lease.

l. Memorandum of Lease. Either party may record a memorandum of this Ground Lease in the real property records, and the other party shall reasonably cooperate in such recording, including by executing and acknowledging such memorandum in recordable form.

IN WITNESS WHEREOF, the City and Lessee have executed this Ground Lease as of the dates set forth below to evidence their agreement to the terms of this Ground Lease. Each individual executing this Ground Lease on behalf of the City and Lessee represents and warrants that such individuals are duly authorized to execute and deliver this Ground Lease on behalf of the City or Lessee, respectively.

CITY OF RIDGEFIELD		BRV RIDGEFIELD HOLDINGS LLC	
Signature		Signature	
Printed Name	City Manager	Printed Name	Dirges Patel
Title		Title	
Date		Date	
Approved as to form:		Approved as to form:	
City Attorney		Attorney for []	

On this _____ day of _____, 20____ before me personally appeared **Steve Stuart**, to me known to be the **City Manager of the City of Ridgefield, a Washington municipal corporation** that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

Notary (print name) _____
 Notary Public in and for the State of Washington,
 residing at _____
 My Appointment expires _____

On this _____ day of _____, 20____ before me personally appeared **Dirgesht Patel**, to me known to be the _____ that executed the foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

Notary (print name) _____
 Notary Public in and for the State of Washington,
 residing at _____
 My Appointment expires _____

EXHIBIT A

Legal Description

[Insert Legal Description]

**Long-Term Facility Lease Agreement between the City of Ridgefield
and Bluerock Ventures Relating to the Recreation Center**

This Lease Agreement ("Lease") is made and entered into this [] day of [], 2026 by and between the CITY OF RIDGEFIELD, a municipal corporation of the State of Washington ("Lessee" or "City") and BRV RIDGEFIELD HOLDINGS LLC, a Delaware limited liability company ("Lessor" or "BRV").

RECITALS:

The City owns certain real property located in the City of Ridgefield, Washington, as such real property is more particularly described in Exhibit A, attached hereto and incorporated fully by this reference (the "Recreation Center Land"). The City has leased the Recreation Center Land to Lessor pursuant to that certain Ground Lease Agreement dated the date hereof (the "Ground Lease").

The City and BRV have entered into a Development Agreement dated as of [], 2026 (the "Development Agreement") whereby the City shall construct an approximately 43,000 square foot, two-story multi-purpose community recreation facility consisting of a privately owned Recreation Center portion containing a gymnasium with elevated track, natatorium with a lap pool and recreation pool, locker rooms, fitness center, child care area, studios and reception/administrative areas (collectively, the "Recreation Center"); and a publicly owned Community Center portion with multi-purpose spaces, teen center/classrooms, commercial kitchen, and community spaces, with the Centers separated by and sharing a common fire-wall (collectively, the "Community Center" and with the Recreation Center, collectively, the "Project").

The Recreation Center is to be constructed on the Recreation Center Land, and the Community Center is to be constructed on real property owned by the City (the "Community Center Land") but not leased to Lessor.

The parties intend that the Recreation Center and the Community Center will be operated by a mutually agreed third-party operator pursuant to an Operation and Maintenance Agreement (the "Operation and Maintenance Agreement") by and among the City, Lessor and the third-party operator.

This Lease, the Ground Lease, the Development Agreement, the Operation and Maintenance Agreement and all documents and exhibits incorporated into those agreements constitute the Project Agreements for the Project.

Under the Project Agreements, BRV is paying for the City to construct certain improvements relating to the Recreation Center (collectively, the "Recreation Center Improvements") on the Recreation Center Land (together, the Recreation Center Improvements and the Recreation Center Land are defined as the "Premises").

The City will lease the Premises from Lessor pursuant to the terms of this Lease.

NOW THEREFORE, in consideration of the mutual covenants and promises herein, the parties agree as follows:

I. **Property Lease.** In consideration of the rent, covenants, and agreements contained herein, the City leases from Lessor and Lessor leases to the City the Premises for the

Term set forth herein and expressly conditioned upon the terms and conditions set forth this Lease.

a. Use of the Property. The Premises, upon completion, will be used and occupied only for the purpose of a recreation center and associated office uses as further set forth in the covenant between the parties recorded against the Recreation Center Land (the "Declaration"). The City shall not use or permit the Premises to be used for any other purpose without prior written approval of Lessor.

b. Access. The City and Lessor agree to operate the Premises, the Community Center and the Community Center Land to provide reciprocal pedestrian and vehicle access, utilities, and free public parking to, from, and over the Premises and the Community Center Land, as reasonably necessary to facilitate the operation of the Community Center and the Recreation Center, all as further set forth in the Declaration. The shared use, operation, maintenance, and repair of such reciprocal amenities shall be as provided for in the Operating and Maintenance Agreement.

c. Shared Use Facility. The Community Center and the Recreation Center will be constructed with the following agreed joint and shared ongoing facilities necessary for operation of both of the Community Center and the Recreation Center. The use, operation, maintenance, and repair of such shared facilities is hereby agreed to be provided for as set forth in the Operating and Maintenance Agreement and in accordance with the Declaration.

- (1) Shared use of any access drive from the public right of way to the joint parking area;
- (2) Shared use of the joint parking area and outdoor spaces;
- (3) Shared use of the dumpster and trash enclosure;
- (4) Shared use of the entry lobby;
- (5) Shared use of any utility connections with a single shared meter (power, gas, water, sewer, etc.);
- (6) Shared use of the roof and roof access hatch and rooftop solar array;
- (7) Shared use of any common walls;
- (8) Shared use of indoor or outdoor public signage;
- (9) Shared use and responsibility for critical areas on the site and any required mitigation measure; and
- (10) Such other shared elements may be identified and addressed within the Operating and Maintenance Agreements or the Declaration.

II. Term. This Lease is effective the date it is fully executed between the City and Lessor ("Effective Date"). The Term of the Lease will start on the earlier of (i) December 1, 2028 and (ii) the day that the Premises is delivered to the City in the delivery condition required by the Development Agreement ("Term Start Date") and shall continue for thirty (30) years after the first day of the calendar month following the Term Start Date, unless terminated earlier as provided for in this Lease or extended in writing by Parties. Subject to the terms set forth herein, the City shall have the option to extend the term of the Lease for two additional periods of ten (10) years each. The City shall have the right to exercise the extension options provided that the City delivers written notice to Lessor not less than twelve (12) months prior to the then current expiration date of the Lease and provided that the City is not in default under the terms of this Lease either at the date of the City's written notice to Lessor or as of the last day of the then current term of the Lease. Base Rent for the first twelve (12) months of the first extension period shall be equal to the greater of (i) the Base Rent payable by the City for the immediately preceding calendar year

of the term, or (ii) the fair market rental for the Premises as determined by a method mutually agreed-upon by Lessor and the City and shall increase by []% each subsequent twelve (12) month period. Base Rent for the first twelve (12) months of the second extension period shall be equal to the greater of (i) the Base Rent payable by the City for the immediately preceding calendar year of the first extension period, or (ii) the fair market rental for the Premises as determined by a method mutually agreed-upon by Lessor and the City, and shall increase by []% each subsequent twelve (12) month period. In no event shall the City have the right to exercise the second extension option if the first extension option was not validly exercised by the City.

III. Consideration.

a. Base Rent. Commencing on the Term Start Date and continuing throughout the Term, the City shall pay to Lessor, as base rent (the "Base Rent"), the amounts set forth in Exhibit B and in accordance with the schedule set forth therein; *provided, however*, that (i) should the Term Start Date occur prior to the date that the Premises is delivered to the City in the delivery condition required by the Development Agreement due to a delay caused by the Lessor, then as the sole and exclusive remedy of the City for such construction delay, the City shall be entitled to a day of Base Rent credit for each day of delay past the Term Start Date, and for the avoidance of any doubt, if any delay is caused -by any reason other than a Lessor caused delay, then the City shall not be entitled to any Base Rent credit. The City shall pay such Base Rent in advance on the first day of each calendar month of the Term at Lessor's notice address as such is set forth herein or at such other place as Lessor shall designate by written notice to the City from time to time (including via wire instructions or ACH payment). The parties acknowledge agreed changes to Premises during construction may improve building configuration, structural elements, quality, or other features. These agreed changes shall be reflected within the Completion Certificate and may increase Base Rent. Such Completion Certificate shall specify the final rentable configuration and Base Rent changes, if any, as reasonably determined by Lessor, based on methodology as set forth in Exhibit B, to reflect the actual completed Premises and shall constitute an amendment to Exhibit B upon City acknowledgement and acceptance. If the final Base Rent specified in the Completion Certificate increases from the Base Rent set forth in Exhibit B, the adjusted Base Rent shall be effective as of the Term Start Date, and any underpayment shall be promptly paid by the City within thirty (30) days of delivery of the Completion Certificate.

b. Rent an Operating Obligation. This Lease is a true or operating lease. Lessee's obligation to pay Base Rent and other rental amounts payable hereunder is payable solely from all legally available funds appropriated by the City Council. City agrees that each year of the Lease term, the City or the relevant department of the City shall include the Base Rent and the other costs expected to be payable by the City hereunder for the next coming budget year into the requested budget of the City for such budget year and the City shall use reasonable diligent efforts to appropriate the the Base Rent and the other costs expected to be payable by the City hereunder for the next coming budget year. The obligations of the City under this Lease are valid and enforceable contractual obligations of the City, *provided, however*, that the taxing power of the City is not obligated or pledged to the payment of Base Rent and other rental amounts payable hereunder. The obligations of the Lessee under this Lease, including the obligation to pay Base Rent, are not a debt of the City within the meaning of Article VIII of the State Constitution or within the meaning of any statutory debt limitation or restriction. If the City Council shall fail to appropriate funds for the payment of Base Rent or other rental amounts payable when due hereunder, the City shall have no obligation to make payment with respect to such Base Rent or other rental amounts for which funds were not appropriated. The City agrees that during the term of this

Lease, the City shall not substitute any other facility for the use and purposes provided by the Recreation Center such that the Recreation Center is no longer needed or used by the City.

c. Operating Expenses. In addition to the Base Rent, the City shall pay as additional rent all operating expenses for the Recreation Center. As used herein "Operating Expenses" shall mean all costs and expenses of operation, maintenance, management, repair and replacements relating to the Recreation Center including utilities, as set forth in the Operating and Maintenance Agreement. Notwithstanding anything above to the contrary, "Operating Expenses" shall not include; (i) interest, amortization, or other payment on loans to Lessor, whether secured or unsecured; (ii) depreciation of the Premises; or (iii) income, excess profits, or franchise taxes or other such taxes imposed on or measured by the income of Lessor from the operation of the Recreation Center.

d. Taxes and Assessments. In addition to Base Rent, Lessee shall pay as additional rent all property taxes and assessments of any public authority against the Recreation Center or the ownership, management or operation thereof, any rent tax, local improvement district, gross receipts tax, tax on Lessor's interest under this Lease, or any tax in lieu of or in addition to the foregoing, whether or not such tax is now in effect (excluding any tax based upon Lessor's net income), and the cost of contesting any such tax or assessment (collectively, "Taxes").

e. Insurance. In addition to Base Rent, the City shall pay as additional rent all insurance relating to the Recreation Center carried by the City or Lessor including, but limited to casualty, rent loss and liability insurance and all deductibles (collectively, "Insurance").

f. Payment. Upon commencement of the Lease and at the beginning of each calendar year during the term of the Lease, Lessor may estimate Lessee's share of Operating Expenses, Insurance, and Taxes for the ensuing calendar year or portion thereof. Lessor may revise the estimate during any year. The Lessee will pay the Lessee's estimated share (as such estimate may be revised by Lessor) of Operating Expenses, Insurance, and Taxes on the first day of each calendar month during the Term. If Lessor bills on an estimated basis, Lessor shall by the last day of March (or as soon thereafter as practical) after the end of any calendar year give notice to Lessee if Lessee's estimated share differed from Lessee's actual share. If Lessee's estimated payments differed from Lessee's actual share, an appropriate adjustment shall be made within thirty days after the giving of such notice, such that if Lessee overpaid for Operating Expenses, Insurance or Taxes, then Lessor shall rebate the amount of such overpayment to Lessee and if Lessee underpaid for Operating Expenses, Insurance or Taxes, Lessee shall make a lump sum payment to the payment instructions that Lessee uses for the payment of Base Rent in the amount of such underpayment.

IV. Repairs, Maintenance, and Alterations. Except as otherwise set forth herein, the City shall be solely responsible for maintaining, repairing and replacing the Recreation Center Improvements in accordance with the Operations and Maintenance Agreement and the terms of this Lease.

a. Condition of Premises. The Premises shall be delivered by Lessor as detailed in Exhibit C, Completion Certificate and Acceptance, attached hereto and incorporated by this reference. Upon delivery, the City shall, by signing Exhibit C, formally accept the Premises as being in accordance with the conditions set forth in Exhibit C.

b. Maintenance and Repair. Lessor, at Lessor's cost and expense, shall

maintain and repair the building roof, foundation, and structural portions of the building (the "Building Structure") in accordance with the Operations and Maintenance Agreement and this Lease and the City, at the City's cost, shall keep the Premises in good condition and repair, including the maintenance, repair and replacement of doors, windows, and plumbing, electrical and HVAC systems. Lessor shall have no obligation to maintain, repair or replace any portion of the Recreation Center Improvements or any portion of the building other than the Building Structure.

c. Alterations. After the initial tenant improvements, the City shall not make or permit to be made any alterations or improvements to the Premises without the prior written consent of Lessor, which shall not be unreasonably withheld or delayed. In the event Lessor consents to the City making any alterations or improvements, the same shall be made at the City's sole expense, and the same shall be made in accordance with plans and specifications first approved in writing by Lessor if work exceeds \$100,000. The City shall not permit any lien to attach to the Premises in connection with any work performed by or on behalf of the City, whether for alterations, maintenance, repairs or other work.

d. Self-Help. If either party fails to make and complete any maintenance, repair or replacement obligation of such party in accordance with the Operations and Maintenance Agreement within thirty (30) days after notice from the other party (provided that such maintenance, repair or replacement may reasonably be completed within such thirty (30) day period), then upon written notice to the responsible party, the other party shall be entitled to take such reasonable actions and make such necessary repairs or conduct such maintenance or make such replacement to the Recreation Center Improvements, and the responsible party shall pay the actual cost of any such maintenance, repair or replacement within thirty (30) days after written demand.

V. Utilities. The City shall pay for all charges for utilities and services supplied to the Premises, including (without limitation) for electricity, gas, telephone, cable, water, and sewer. If the City is billed directly by the utility provider, the City shall pay for the applicable utilities within the time permitted for payment by the utility company. Lessor shall not be liable for any failure or interruption of utilities or services to the Premises during the Term of this Lease.

VI. Casualty and Condemnation. If, during the Term, the Premises are damaged by fire or other perils covered by Lessor's insurance, and if Lessor receives insurance proceeds therefore, Lessor shall promptly repair such damage at Lessor's expense and the City shall repair such damage to its property at its expense or using proceeds from the insurance described in Section IX and this Lease shall continue in full force and effect. Lessor shall proceed, in a timely manner, to restore the Premises to a condition comparable to that existing prior to the damage. The City shall cooperate with Lessor during the period of repair and vacate all or any part of the Premises to the extent necessary for the performance of the required work if it directly impacts City's ability to operate and maintain the Recreation Center. Lessor need not incur expenses for restoration more than the net insurance proceeds available to Lessor for such purpose after payment of all reasonable costs, expenses and attorneys' fees incurred by Lessor in connection therewith. Base Rent shall abate during any period that the City is unable to use the Premises due to such damage, but all other rent and charges shall remain payable by the City.

If, during the Term, the entire Premises is taken by eminent domain, or such portion of the Premises is taken that the City or any third-party operator would not be able to reasonably operate the Recreation Center in the Premises (even after restoration of the portion of the Premises that remained), then this Lease shall terminate as of the date of such taking and the City shall pay

Base Rent and all additional rent through the date of such termination, and the condemnation award shall be disbursed: (i) first, to each Leasehold Lender in an amount sufficient to pay all unpaid principal, accrued interest, fees, prepayment premiums, and other amounts then secured by its Leasehold Deed of Trust; (ii) second, with respect to any remaining portion of the award, proportionate to the parties' respective interests, with BRV's proportionate share to be disbursed to Lessor for the value of the Recreation Center Improvements and the value of Lessor's leasehold interest under the Ground Lease and Lessor's interest in this Lease;. If less than the entire Premises is taken and the City would be able to reasonably operate the Recreation Center in the Premises after restoration of the portion that remained, then Lessor shall first use the net proceeds of the condemnation award to restore the Premises to as close to the condition that existed prior to the condemnation, and this Lease shall continue in full force and effect; provided, however, that Lessor need not incur expenses for restoration in excess of the net condemnation proceeds available to Lessor for such purpose after payment of all reasonable costs, expenses and attorneys' fees incurred by Lessor in connection therewith. Base Rent shall be proportionately reduced by the amount of the Premises that is no longer usable by the City. The City may make a separate claim for loss of the City's personal property located in the Premises and for moving expenses, but only to the extent such claim does not reduce the award otherwise payable to Lessor or any Leasehold Lender. This Section shall be administered consistently with Section 8(g) of the Ground Lease, which shall control to the extent of any conflict.

To the fullest extent permitted by law, the City covenants and agrees that, so long as this Lease remains in effect and no uncured Event of Default by Lessor has occurred and is continuing, the City shall not exercise, or join in or consent to any exercise of, the power of eminent domain or inverse condemnation with respect to the Premises, so as to cause a full or partial termination of this Lease or to materially impair Lessor's rights hereunder without offering an award for such taking that is not less than the amount then due to Leasehold Lender under Leasehold Lender's loan secured by the Recreation Center.

VII. **Assignment and Subletting.** The City shall have the right to assign or sublet all or any portion of the Premises to a quasi-municipal entity such as a Parks and Recreation District for the ongoing use and operation of the Recreation Center with notice to Lessor but without Lessor's prior consent. The City shall have the right to assign or sublet all or any portion of the Premises to a private third-party operator for the ongoing operation and use of the Recreation Center in accordance with the covenants recorded against the Premises only upon Lessor's prior written consent, which consent shall not be unreasonably withheld. In no event shall any assignment of the Lease by the City relieve the City from any obligation under this Lease and the City shall remain fully liable for all obligations of the City hereunder after the date of any assignment.

VIII. **Indemnification.** To the greatest extent authorized by law, each Party shall indemnify, defend, and hold harmless the other party and their employees, members, managers, officers, contractors and agents from all claims, demands, suits, actions, penalties, losses, damages (both to persons and/or property), or cost, of whatsoever kind or nature, arising out of, in connection with, or incident to such party's performance or failure to perform any aspect of this Lease, a breach of such party's representations and warranties in this Lease or any of the Project Agreements, or arising out of such use of the Premises or any activity, work or thing done, permitted, or suffered by the party, provided, that if such claims are caused by or result from the concurrent negligence of both parties, this indemnity provision shall be valid and enforceable only to the extent of the party's respective negligence, and provided further, that nothing herein shall require Lessor or the City to hold harmless or defend the other or its employees, members, managers, officers, contractors or agents from any claims arising from that party's sole negligence

or willful misconduct or that of its employees, officers, contractors or agents. The terms of this Section VIII shall survive the termination of this Lease. It is further specifically and expressly understood that the indemnification provided herein constitutes the parties' waiver of immunity under Industrial Insurance, Title 51, RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by Lessor and the City. The provisions of this section shall survive the expiration or termination of this Agreement.

IX. **Insurance.**

a. **City Insurance.** The City shall maintain, throughout the Term of this Lease: "All-Risk" property insurance covering the full replacement value of the City's personal property, fixtures and alterations in the Premises, with no co-insurance provisions. The City shall also maintain, throughout the Term of this Lease, comprehensive public general liability insurance with respect to the Premises and the operation of the Recreation Center on the Premises. The Lessor agrees that the City's continued participation in the Washington Cities Insurance Pool, or other municipal insurance pool with equal or better coverage shall constitute the City's compliance with the insurance requirements of this Lease. The City agrees that the Lessee shall be permitted to purchase, at the City's cost. If reasonably required by Lessor's Leasehold Lender, a commercial liability policy that names the Additional Insureds as primary or additional insured and that covers Additional Insureds for City related risks, on the current ISO CG 00 01 12 04 occurrence form or equivalent acceptable to Lessor in amounts of Two Million Dollars (\$2,000,000.00) per occurrence, Two Million Dollars (\$2,000,000.00) personal injury and advertising injury, and Two Million Dollars (\$2,000,000.00) general aggregate (which shall apply separately to the Premises), and a \$5,000,000 umbrella policy, and all such policies with defense costs provided in addition to policy limits, insuring the City, as well as Lessor, Leasehold Lender, and such other persons and entities as Lessor may from time to time designate (the "Additional Insureds").

b. **Lessor Insurance.** Lessor shall procure and maintain throughout the Term of this Lease insurance against claims for injuries to persons or damaged to property which may arise from or in connection with Lessor's operation and use of the Premises in the types and amounts set forth below. The cost of all such insurance shall be included in Operating Costs.

i. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover premises and contractual liability. The City shall be named as an additional insured on Lessor's Commercial General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or a substitute endorsement providing at least as broad coverage. Commercial General Liability insurance shall be written with limits not less than \$2,000,000 each occurrence, \$2,000,000 general aggregate with a \$5,000,000 umbrella policy. Each such policy shall name Leasehold Lender as an additional named insured.

ii. "All-Risk" property insurance covering the full replacement value of the Recreation Center Improvements and all of Lessor's personal property located in the Premises, with no coinsurance provisions and naming Leasehold Lender as loss payee.

iii. Rent loss insurance with a coverage period of not less than eighteen (18) months.

c. **Other Lessor Insurance Provisions.**

i. **Liability.** Lessor's Commercial General Liability insurance policy or

policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Lessor's insurance and shall not contribute with it.

ii. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

iii. Verification of Coverage. Lessor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of Lessor.

iv. Waiver of Subrogation. Lessor and City hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the Premises or the Recreation Center Improvements. This release shall apply only to the extent that such claim, loss or liability is covered by insurance.

v. Notice of Cancellation. Lessor shall provide the City with written notice of any policy cancellation within five (5) Business Days of their receipt of such notice.

vi. Failure to Maintain Insurance. Failure on the part of Lessor to maintain the insurance as required shall constitute a material breach of this Lease, upon which the City may, after giving five (5) Business Days' notice to the Lessor to correct the breach, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand.

vii. City Full Availability of Lessee Limits. If Lessor maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by Lessor, irrespective of whether such limits maintained by the Lessor are greater than those required by this Lease or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Lessor.

X. City Right of First Refusal. In the event Lessor intends to accept an offer to sell Lessor's interest in the Recreation Center to a third party, Lessor shall provide written notice to the City prior to accepting such offer, such notice to contain a copy of the written offer that Lessor intends to accept. The City shall have thirty (30) Business Days after receipt of such notice to exercise a right of first refusal to purchase Lessor's interest in the Recreation Center on the same terms and conditions as are set forth in the offer. In the event that the City intends to exercise such right of first refusal, the City shall provide written notice to Lessor within the thirty (30) Business Day period after receipt of such offer and upon such delivery, the City and Lessor shall reasonably promptly enter into a purchase and sale agreement that includes the terms for the offer. Notwithstanding the foregoing, the transfer to any lender of Lessor or to a non-profit corporation (provided any lender of Lessor has approved of such transfer in accordance with the applicable loan documents) shall not permit the City to have a right of first refusal.

XI. Default and Remedies.

a. City Event of Default. The following conditions or events will constitute an Event of Default by the City under this Lease:

i. Payment. If the City fails to make any payment of Base Rent or any other amount payable by the City to Lessor hereunder within five (5) days after such payment is due.

ii. Covenant Breach. If the City breaches this Lease, Lessor shall give written notice of the same, whereupon the City shall have thirty (30) days from such notice within which to cure that breach. If the breach cannot be cured within that time, then the City will have ninety (90) days from the original notice in which to cure that breach so long as it commences to cure the breach within the first thirty (30) days and diligently proceeds thereafter to cure the breach. Failure to cure the breach within said time will be an Event of Default.

iii. Bankruptcy or Insolvency. Dissolution, termination of existence, insolvency on a balance sheet basis or business failure of the City; the commencement by the City of voluntary case under the federal bankruptcy laws or under any other federal or state law relating to insolvency or debtor's relief; the entry of a decree or order for relief against the City in an involuntary case under the federal bankruptcy laws or under any other applicable federal or state law relating to insolvency or debtor's relief; the appointment of or the consent by the City to the appointment of a receiver, trustee or custodian of the City or of any of the City's property; an assignment for the benefit of creditors by the City and any of the foregoing are not released within ninety (90) days after the filing of same.

iv. Abandonment. The City abandons or vacates the Recreation Center during the Term, which shall be deemed to mean an absence of ninety (90) days or more (not due to casualty or condemnation) or a written acknowledgement from the City that the City has abandoned the Premises under this Lease.

v. Insurance. The City fails to procure and maintain insurance policies and coverages as required under Section IX and such failure is not cured within ten (10) days after notice from Lessor.

b. Lessor Event of Default. If Lessor breaches this Lease, the City shall give written notice of the same, whereupon Lessor shall have thirty (30) days from such notice within which to cure that breach. If the breach cannot be cured within that time, then Lessor will have ninety (90) days from the original notice in which to cure that breach so long as it commences to cure the breach within the first thirty (30) days and diligently proceeds thereafter to cure the breach. Failure to cure the breach within said time will be an Event of Default.

c. Remedies upon default. If an Event of Default shall occur hereunder, the non-breaching party shall have the following remedies, provided however, that in the event that Lessor or Lessor's successors in interest elect to retake possession upon Lessee's breach, Lessor or Lessor's successors in interest shall make good faith and commercially reasonable effort to relet the Premises in whole or in part on reasonable terms, without prejudice to Lessor's other remedies provided herein:

i. Self Help. The non-defaulting party may make any such payment and/or perform any such act on the defaulting party's behalf. All sums so paid by and incidental costs incurred by the non-defaulting party shall be paid by the defaulting party to the non-defaulting party on demand. Notwithstanding the foregoing, in the case a default results in an emergency, the non-defaulting party shall not be required to provide notice prior to taking action to cure the default.

ii. Injunctive Relief. The non-defaulting party may make a claim upon

a court of competent jurisdiction for injunctive relief.

iii. Other Remedies of Lessor. The Lessor shall have all other remedies available at law or in equity for an Event of Default by the City.

iv. Default Rate. Any amount not paid when due hereunder shall incur interest from the date that such payment was due until the date paid at the rate of twelve percent (12%) per annum.

XII. **Quiet Enjoyment.** If and so long as the City pays all rent and all other amounts payable when due and keeps all of the covenants and conditions required by it to be kept during the Term of this Lease, Lessor will not interfere with the peaceful and quiet occupation and enjoyment of the Premises by the City.

XIII. **Representations and Warranties.** As a material inducement to entering into this Lease, the parties make the following representations and warranties to one another, each of which is true and correct as of the Effective Date and shall survive expiration or termination of this Agreement:

a. Representations of the City. The City represents, covenants and warrants to BRV as follows: (1) The City is a municipal corporation, duly organized and validly existing under the Constitution and laws of the State of Washington, and has good and merchantable fee title to the Recreation Center Land; (2) The City has full power and authority to enter into, execute and deliver this Lease and to perform all of its duties and obligations hereunder, and the execution and delivery of this Lease have been duly authorized by all requisite action on the part of the City; (3) Neither the execution and delivery of this Lease, the Ground Lease Agreement, or the Development Agreement, nor the fulfillment of or compliance with the terms and conditions hereof or thereof, nor the consummation of the transactions contemplated hereby or thereby, conflicts with or results in a breach of the terms, conditions or provisions of any restriction or any agreement or instrument to which the City is now a party or by which the City is bound; constitutes a default under any of the foregoing; breaches any applicable laws; or results in the creation or imposition of any lien, charge or encumbrance whatsoever upon any of the property or assets of the City, or upon the Recreation Center Land, except for Permitted Encumbrances (as defined in the Ground Lease); (4) To the City's actual knowledge, there is no pending or threatened action or proceeding before any court or any federal, state, municipal or other governmental authority or administrative agency which will materially adversely affect the ability of the City to perform its obligations under this Lease or that relates to the Recreation Center Land or the City's use of the Recreation Center Land for the purposes contemplated by the Project Agreements; (5) The City shall comply with, and cause each of its sublessees, assigns, agents, contractors and invitees to comply with, all applicable laws relating to the use, condition, access to, and occupancy of the Premises and will not commit waste, overload the Recreational Center's structures or systems or subject the Premises to use that would damage the Premises; and (6) The City agrees that during the Term of this Lease, there shall be no use, presence, disposal, storage, generation, leakage, treatment, manufacture, import, handling, processing, release, or threatened release of Hazardous Materials on, from or under the Premises (individually and collectively, "Hazardous Use") except to the extent that, and in accordance with such conditions as, Lessor may have previously approved in writing in its sole and absolute discretion. However, without the necessity of obtaining such prior written consent, the City shall be entitled to use and store only those Hazardous Materials which are (i) typically used in the ordinary course of business in a Recreation Center for use in the manner for which they were designed and in such limited amounts as may be normal, customary

and necessary for the City's business in the Premises, and (ii) in full compliance with Environmental Laws, and all judicial and administrative decisions pertaining thereto. To the fullest extent permitted by law, the City shall indemnify, defend (with counsel reasonably acceptable to Lessor) and hold harmless Lessor and its members, managers, officers, employees, agents, contractors, lenders (including any Leasehold Lender) and their respective successors and assigns from and against any and all claims, demands, losses, damages, liabilities, fines, penalties, costs and expenses (including reasonable attorneys' fees and consultants', investigation, remediation and monitoring costs) arising out of or relating to any breach or inaccuracy of the representations and warranties set forth in this Section XIII(a)(6).

b. Representations of Lessor. Lessor represents, covenants and warrants to the City as follows: (1) Lessor is a limited liability company, duly organized, validly existing and in good standing under the laws of the State of Oregon, with full power and authority to lease, sublease and hold real and personal property, and has duly authorized the execution and delivery of this Lease, the Ground Lease Agreement, the Development Agreement and each of the other Project Agreements to which it is a party; (2) Lessor has the full power and authority to enter into, execute and deliver this Lease, and to perform all of its duties and obligations hereunder, and the execution, delivery and performance of this Lease have been duly authorized by all necessary action on the part of Lessor and do not require any further approvals or consents; (3) Neither the execution and delivery of this Lease, the Ground Lease Agreement, or the Development Agreement, nor the fulfillment of or compliance with the terms and conditions hereof or thereof, nor the consummation of the transactions contemplated hereby or thereby, conflicts with or results in a breach of the terms, conditions or provisions of any restriction or any agreement or instrument to which Lessor is now a party or by which Lessor is bound, or constitutes a default under any of the foregoing, or results in the creation or imposition of any lien, charge or encumbrance whatsoever upon any of the property or assets of Lessor, or upon the Recreation Center Land, except for Permitted Encumbrances; (4) Lessor is not now, and has never been, in bankruptcy or receivership, and no petition or proceeding seeking any such relief has been filed by or, to Lessor's knowledge, threatened against Lessor; (5) There is no pending or, to the knowledge of Lessor, threatened action or proceeding before any court or administrative agency which will materially adversely affect the ability of Lessor to perform its obligations under this Agreement, the Ground Lease Agreement or the Lease Agreement.

XIV. Definitions.

Capitalized terms used in this Lease and not otherwise defined herein shall have the meanings given to them in the Ground Lease or the Development Agreement (and, if defined in both, in the Ground Lease, unless the context otherwise requires). Without limiting the foregoing: "Business Day" means any day other than a Saturday, Sunday, or any day on which the offices of the City of Ridgefield, Washington or national banks in the State of Washington are authorized or required by law to be closed. "Environmental Law" means any federal, state or local statute, regulation, ordinance, rule, order or common law principle relating to pollution, Hazardous Materials, or the protection of human health, natural resources or the environment, including, without limitation, the Comprehensive Environmental Response, Compensation, and Liability Act (42 U.S.C. § 9601 et seq.), the Resource Conservation and Recovery Act (42 U.S.C. § 6901 et seq.), and the Washington Model Toxics Control Act (RCW Chapter 70A.305). "Hazardous Materials" means any substance, material, or waste that is now or hereafter classified or considered to be hazardous, toxic, or dangerous under any Environmental Law, or that poses or threatens to pose a hazard to the health or safety of persons on the Project Property, including, without limitation, petroleum and petroleum products, asbestos and asbestos-containing materials, lead-based paint, polychlorinated biphenyls, mold, and any other substance regulated as hazardous, toxic,

or dangerous under any Environmental Law. "Leasehold Deed of Trust," "Leasehold Beneficiary," "Successor Tenant," and "New Lease" have the meanings set forth in the Ground Lease. "Leasehold Lender" means each "Leasehold Lender" as defined in the Development Agreement and each "Leasehold Beneficiary" as defined in the Ground Lease. "Permitted Encumbrances" has the meaning set forth in the Ground Lease.

XV. **Miscellaneous.**

a. Amendments. No change in, addition to, or waiver or termination of this Lease or any part thereof, will be valid unless made in writing and signed by the parties. The City and Lessor agree to negotiate in good faith any amendments to this Lease that may be requested but in no event shall Lessor be obligated to enter into any amendment to this Lease and all amendments to this Lease shall be subject to the advance written consent of Lessor's lender.

b. Waiver. Any waiver by a party of the breach of any provision of this Lease by the other party shall not operate, or be construed, as a waiver of any subsequent breach or prevent the non-breaching party from thereafter enforcing any such provisions.

c. Compliance with laws. The parties agree that, in connection with all activities contemplated under this Lease, they shall comply with all applicable federal, state, and local laws and regulations.

d. Notices.

Notices to the City shall be sent to the following address:

Steve Stuart, City Manager
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

With copy to
Janean Parker, City Attorney,
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

Notices to Lessor shall be sent to the following address:

BRV Ridgefield Holdings LLC
17330 SE McLoughlin Blvd.
Portland, OR 97267
Attn: Dirges Patel

With copy to
Dunn Carney LLC
851 SW 6th Ave, Suite 1500
Portland, OR 97204
Attn: Marjorie Elken

e. Successors and assigns. Subject to the foregoing subsection with respect to assignment and subletting, the rights and obligations of the parties will inure to the benefit of and be binding upon their respective successors in interest, heirs, and assigns.

f. Jurisdiction and Venue. This Lease shall be governed by and interpreted and enforced in accordance with the laws of the State of Washington and the venue will be in Clark County, Washington.

g. Severability. In the event any term or condition of this Lease or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Lease that can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Lease are declared severable.

h. Counterparts. This Lease may be executed in several counterparts, each of which will be deemed original for all purposes.

i. Return Condition. Upon the expiration or earlier termination of the Term, the City shall return possession of the Premises to Lessor broom clean, in good condition, damage by casualty and ordinary wear and tear excepted, with all systems in good working order.

j. Holding Over. If the City does not vacate the Premises upon the expiration or earlier termination of the Term, Base Rent shall be increased to an amount equal to 150% of the Base Rent then payable by the City and the City shall be liable to Lessor for all damages that Lessor sustains due to the City's failure to timely vacate the Premises.

k. Hazardous Materials. The term "Hazardous Materials" means any substance, material, or waste that is now or hereafter classified or considered to be hazardous, toxic, or dangerous under any law relating to pollution or the protection or regulation of human health, natural resources or the environment, or poses or threatens to pose a hazard to the health or safety of persons on the Premises. Lessor shall not use, generate, store, or dispose of, or permit the use, generation, storage or disposal of Hazardous Materials on or about the Premises except for de minimis amounts of Hazardous Materials commonly used for general commercial purposes (e.g., copy machine toner or cleaning supplies), recreational or aquatic recreation purposes, and then in compliance with all laws. The City shall be liable for all Hazardous Materials brought to the Premises by the City or any of its employees, agents, contractors, subtenants and licensees or any other third party (other than Lessor and parties claiming through Lessor) and the City shall remediate, at the City's cost, any such Hazardous Materials in accordance with applicable law upon notice from the respective governmental authority or Lessor. Lessor shall be responsible for any Hazardous Materials brought to the Premises by Lessor or any of its employees, agents, and contractors. The requirements of this Section XV.k. shall survive the end of the Term.

l. No Merger. If the estate of the City created by this Lease and the estate of the Lessor created by this Lease are ever owned by the same person, this Lease shall not terminate or be extinguished by operation of law but shall continue in full force and effect unless such merger is consented to by Lessor's lender. In addition, the leaseback of the Premises by Lessor to the City pursuant to this Lease shall not effect or result in a merger of the City's fee estate in the Premises with Lessor's leasehold estate created by the Ground Lease, and Lessor shall continue to have and hold a leasehold estate in the Premises pursuant to the Ground Lease throughout the Term. The Leasehold Lender is a third-party beneficiary of this Section.

GIVEN under my hand and official seal the day and year last above written.

Notary (print name) _____
Notary Public in and for the State of Washington,
residing at _____
My Appointment expires _____

STATE OF OREGON)
) ss.
County of Multnomah)

On this _____ day of _____, 20____ before me personally appeared
Dirges Patel, to me known to be the _____ that
_____ that
executed the foregoing instrument, and acknowledged said instrument to be the free and
voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and
on oath stated that he/she was authorized to execute said instrument and that the seal affixed is
the corporate seal of said corporation.

GIVEN under my hand and official seal the day and year last above written.

Notary (print name) _____
Notary Public in and for the State of Washington,
residing at _____
My Appointment expires _____

EXHIBIT A

Legal Description

[Insert Legal Description]

EXHIBIT B

Base Rent Schedule

[Insert Base Rent Schedule]

EXHIBIT C

Delivery Condition

[Insert Delivery Condition and add Lessee signature block for acknowledgement]

Exhibit E to Ridgefield BRV Development Agreement

Agreed Covenant Requirements:

Public Benefits and Use Limitations for Recreation Center for Inclusion into the Recorded Covenant

- (1) Discounted Rate for Ridgefield Residents. BRV shall require any Recreation Center operator to provide discounted rates for membership, access or participation for all residents of the City of Ridgefield.
- (2) Diverse Public Recreational Programming. BRV shall require any Recreation Center operator to provide and maintain a diverse and regularly scheduled program of recreational activities reasonably accessible to the general public with the minimum facility and aquatic center operating hours not less than eighty (80) hours per week year-around, unless otherwise approved by the City, except for temporary closure reasonably necessary for maintenance and operation safety. Programming shall include recreational opportunities intended to serve a broad range of ages, interests, and abilities within the community. BRV shall make reasonable efforts to ensure that programming opportunities are available to youth and families, older adults and seniors, individuals with disabilities, and low- and moderate-income residents. BRV shall not operate the Recreation Center in a manner that materially restricts access to recreational opportunities for the general public or that prioritizes private, exclusive, or membership limited uses in a way that undermines the public recreational purpose of the facility. While membership programs, user fees, and program pricing may be necessary to support the financial sustainability of the Recreation Center, such pricing and program structures shall remain reasonably accessible to general public and shall not create unreasonable barriers to participation for City residents.
- (3) Aquatic Programming. BRV shall require any Recreation Center operator to provide aquatic programming as a core component of the Recreation Center's services and shall further include at a minimum lap swimming opportunity, open recreation swimming opportunities, swim lesson opportunities, aquatic fitness programming, aquatic programming for organized teams or group use, and adaptive aquatic programming opportunities.
- (4) City Sponsored Activities. The City shall have the right to schedule City sponsored recreational or community activities within the Recreation Center at no cost for a minimum of 6 hours per week, which activities shall be scheduled not less than 90 days in advance and which shall not be scheduled during days or times that the any activities have already been scheduled by BRV or the operator of the Recreation Center. Such activities may be conducted directly by the City or through indirect service providers, community partners, or other organizations designated by the City. BRV shall provide reasonable access to facility space necessary to accommodate such City sponsored activities, subject to reasonable scheduling coordination and operational consideration.
- (5) Inclusive and Adaptive Recreation. BRV shall require any Recreation Center operator to operate the Recreation Center in a manner that promotes inclusive and adaptive recreational programming and facility operations, and shall make reasonable efforts to ensure that individuals with disabilities have meaningful opportunities to participate in recreational programs and activities offered at the Recreation Center.

- (6) Financial Assistance. BRV shall require any Recreation Center operator to maintain policies and programs intended to reduce financial barriers to participate in recreational programs and access to the Recreation Center. Such measures may include reduced cost programming, financial assistance programs, scholarships, community access opportunities, or other mechanisms intended to expand access for low and moderate income residents. Any funds allocated for financial assistance or scholarship programs that remain unused during a given program year shall roll forward in subsequent program years.
- (7) Annual Programming Plan. BRV shall require any Recreation Center operator to prepare and submit to the City an annual programming plan describing anticipated recreational programming, aquatic programming, and community access opportunities for the upcoming year. The City shall have the right to review such programming plan and request reasonable adjustments, which shall not be unreasonably denied, to ensure that programming remains aligned with the public recreational purpose of the Recreation Center and recreational needs of the community; provided that such adjustments do not materially impact the financial viability of the Recreation Center.
- (8) Annual Reporting. BRV shall require any Recreation Center operator to provide the City with an annual report summarizing the manner in which the Recreation Center has fulfilled the public recreational purposed and financial obligations described in this covenant. Such report shall include sufficient information to allow the City to evaluate recreational programming, aquatic programming, participation levels, financial assistance programs administered, and inclusive or adaptive recreation efforts.
- (9) City Oversight and Corrective Action. The City shall have the right to review facility operations, programming schedules, pricing structures, and community access policies to ensure continued alignment with the public recreational purpose of the Recreation Center. If the City reasonably determines that facility operations have materially diverged from the public recreational objectives described in this Agreement, the City may request reasonable operational adjustments, which shall not be unreasonably denied and BRV, shall work in good faith with the City to implement such adjustments provided that such adjustments do not materially impact the financial viability of the Recreation Center.



Ridgefield Community and Recreation Center

Development Agreement Overview

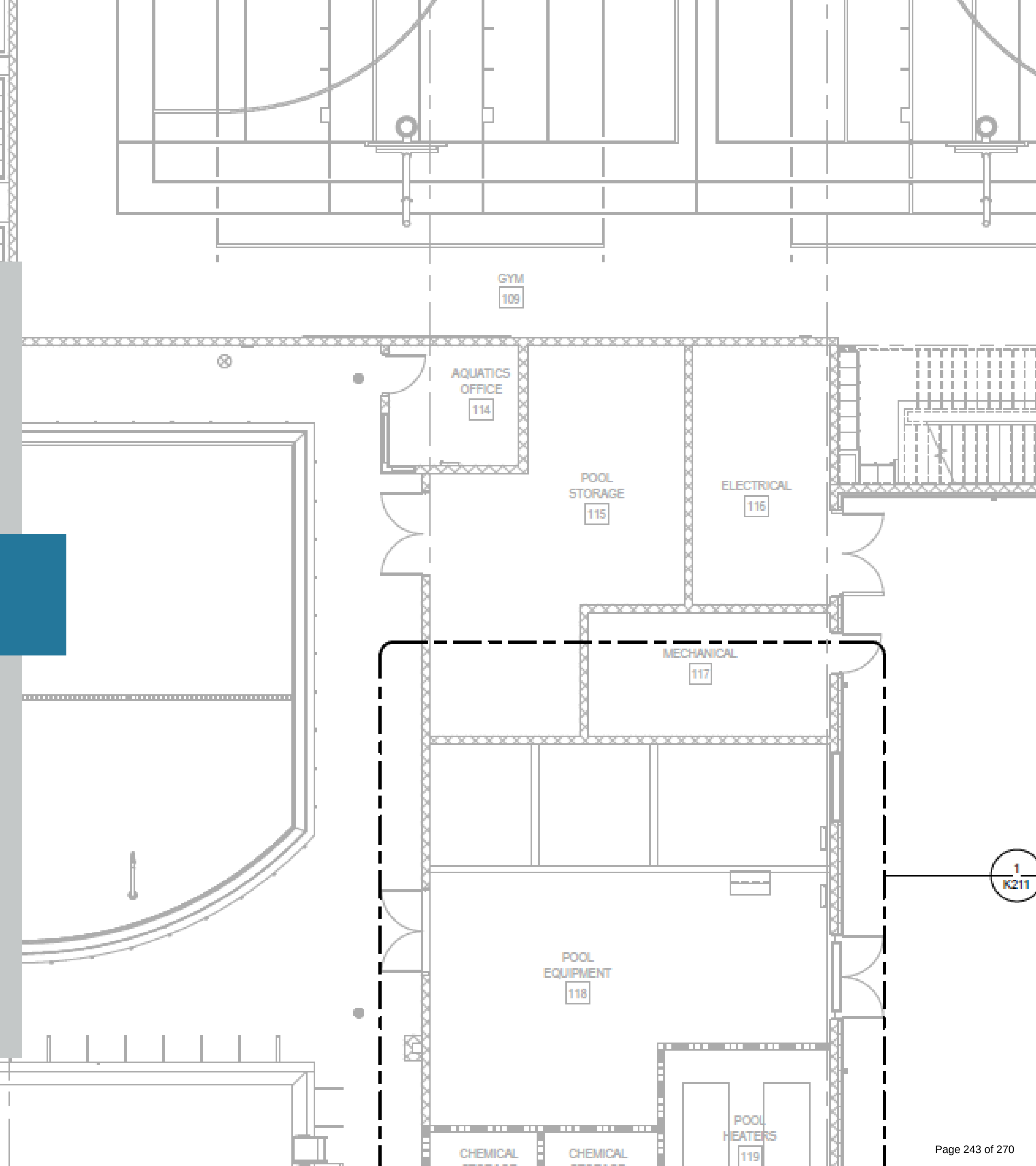


Community Vision

Ridgefield residents have identified the need for a community hub that provides space for recreation, connection, and belonging. The Ridgefield Community and Recreation Center will be a significant investment in the City's recreation system supporting aquatics, wellness, education, social connection, and community gathering opportunities for residents of all ages and abilities.

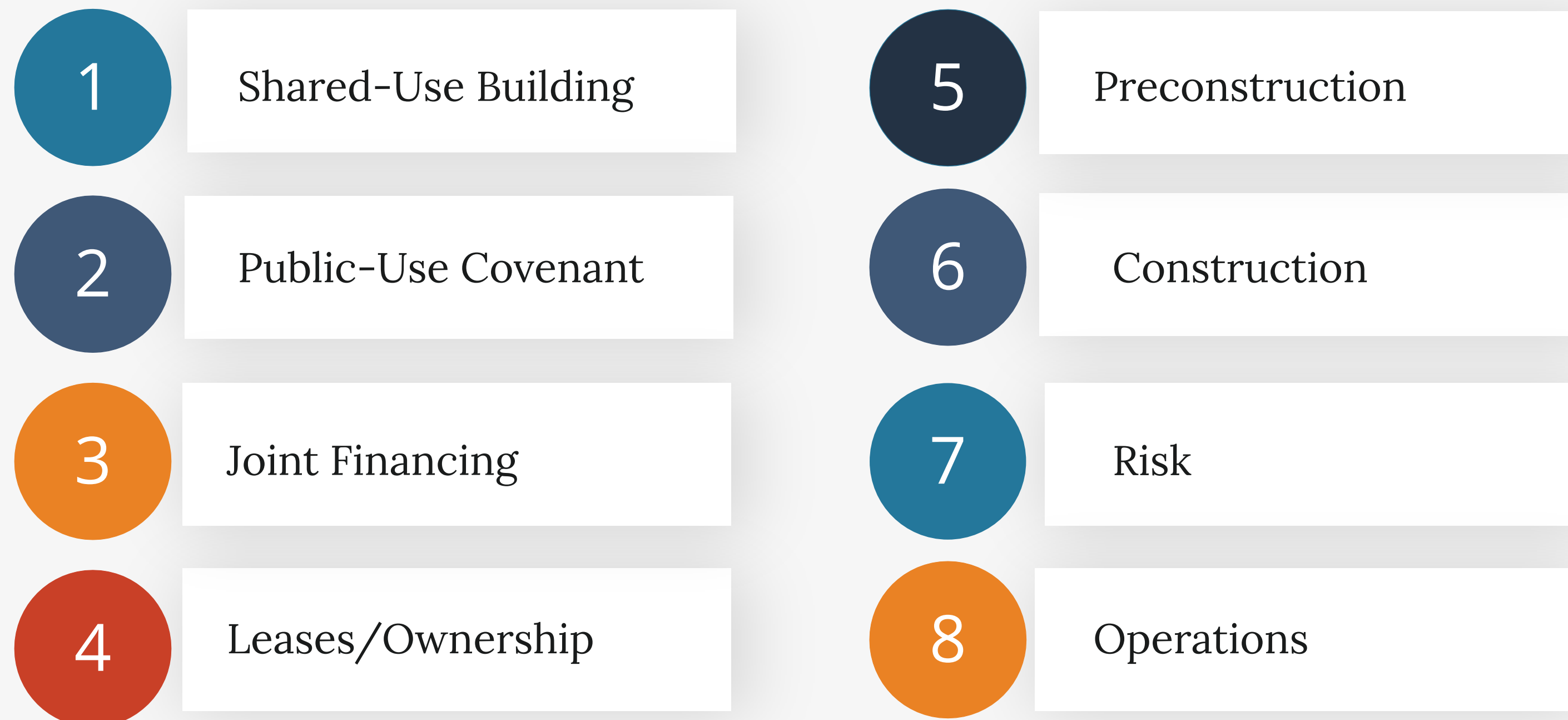


The proposed development agreement establishes a comprehensive public-private partnership between the City and BRV for financing, constructing, owning, and operating the Ridgefield Community and Recreation Center.



Overview

The City is taking the next step with Blue Rock Ventures, its private development and leasing partner. The Development Agreement, Ground Lease and Facility Lease, define the rights and responsibilities, funding structure, shared facilities, and lease terms necessary for the successful construction, delivery and operation of the Community and Recreation Center.



1

Shared-Use Building

Project Elements

- Public-private partnership with the City and BRV (Blue Rock Ventures Ridgefield Holdings)
- 43,000 square foot Community and Recreation Center at Pioneer Canyon property
- City responsible for construction; BRV to pay costs of construction of the Recreation Center
- Two story, two structure multi-purpose complex
- Common fire-wall separation but will appear and operate as single facility
- City-owned and funded Community Center, approx. 12,000 square feet, includes classrooms, teen center, commercial kitchen, and community spaces. All parking, landscaping, trails, and outdoor areas also owned and funded by the City
- BRV-owned and funded Recreation Center, approx. 31,000 square feet, includes gym, elevated track, lap pool, recreation pool, locker rooms, fitness center, child-care center, and reception/admin areas

Shared Uses

- Shared improvements will be governed by covenant and operations agreement: shared access and utilities, joint parking, shared outdoor spaces, shared building elements such as entry lobby, common walls, roof, HVAC, signage, etc.

Public-Use Covenant

As consideration for the City's ground lease to BRV for the Recreation Center, BRV is providing certain public benefits that equal or exceed the lease value. These include:

Use restriction:

- Fifty-year use restriction that secures the public use of the recreation center for aquatic fitness, recreation, social and community programming, meeting City park and recreation goals

Discounted Rates:

- Discounts for Ridgefield residents
- Financial assistance for low- and moderate- income residents

Programming requirements:

- 6 hours per week of City-sponsored programming at the facility, required inclusive and adaptive recreation programs for people with disabilities
- City participation in annual programming and oversight of operations, programming, pricing, and community access

Operator annual reporting related to the covenant responsibilities.

Joint Funding

- The City will fund construction of the Community Center, parking, and site improvements through a LTGO bond authorized by the City Council by Ordinance 1475.
- BRV will fund construction of the Recreation Center through private funding secured by its ownership of the constructed facility and the ground lease of the building footprint.
- The construction and contract project manager will assure that the construction costs are allocated between the Community Center and Recreation Center.
- Shared elements like the roof will be allocated proportionally to each party.
- Project management, architectural review, and inspection services will also be shared.



Leases/Ownership

City retains fee ownership of all project land

Ground Lease

- City leases ground to BRV
- Premises defined as Recreation Center building footprint
- Term is 50-years with joint reciprocal access for construction activities
- Consideration for the lease is the recorded covenant for public purposes and use restrictions which are agreed to be no less than \$184,230, the agreed appraised value
- BRV can secure a leasehold deed of trust related to his financing
- BRV shall own the Recreation Center improvements at the time the constructed improvements are paid for

Facility Lease

- The City will lease the constructed Recreation Center from BRV
- Operating lease, not capital lease
- City intends to sublease to a third-party operator
- Term is 30 years with City right to two additional 10-year extensions
- The term and lease payments commence upon delivery at substantial completion or December 1, 2028, whichever is earlier
- Lease rate is still in negotiations; the agreement will return to Council for final approval when finalized
- BRV must offer City a right of first refusal prior to any sale

Pre-Construction Phase

Certain pre-construction activities must be met before construction proceeds. If not met by December 15, 2026, either party may terminate for convenience unless otherwise agreed.

- Funding and Funding Schedule: Both parties secure funding; parties agree to a funding schedule and proportional allocation based on contractor schedule of values.
- Leases: Ground Lease and Facility lease are executed; final Facility Lease rates TBD and Facility Lease will come back to Council for final approval.
- Revised Permitting: The site is being reconfigured to further protect wetlands in response to Army Corps of Engineer concerns.
- Change Order: The revised permitting requires a change order for the construction contractor and both parties must approve.
- Boundary Line Changes: Dividing the property into Recreation Center land and Community Center land and potentially including additional property because of site reconfiguration.
- Shared Pool Cost: The City has agreed to pay the initial pool deposit.

6

Construction Phase

- The City is responsible to construct the Project, including Community Center, Recreation Center, and site work.
- BRV will pay for construction costs of the Recreation Center in accordance with the Construction and Funding Schedule.
- Change orders that extend the scheduled completion date, increase the Recreation Center construction/operation/maintenance costs or reduce the quality or functionality of the Recreation Center must be approved by BRV.
- If the change orders, collectively, increase BRV Recreation Center costs by more than \$2 million, the parties must meet to review and may submit the matter to mediated dispute resolution.
- BRV is also a third-party beneficiary to the project management agreement and additional insured on construction contractor insurance to secure these interests.

7 Risk

General and Pre-Construction Risk

- Addressed by requiring certain milestones to confirm funding and costs be met before commencing construction and providing a termination for convenience if not met.
- The costs and risks prior to construction are born by both parties.

Construction Risk

- Addressed by standard bonds and insurance for all contractors, including builders' risk. BRV and their lender are named on the bonds and insurance.
- City required to pursue construction contract remedies and share any recovery proportionally
- No consequential or lost profit damages are recoverable.
- General remedies are self help to perform the work/recover costs, injunctive court relief, and termination. The City may also suspend work if BRV fails to make construction progress payments and BRV is responsible for increased project costs from such delay.

Operations Risk

- Addressed by agreement with the third-party operator or born by City.

8 Operations

O&M Agreements may be through one three-party agreement or two separate agreements.

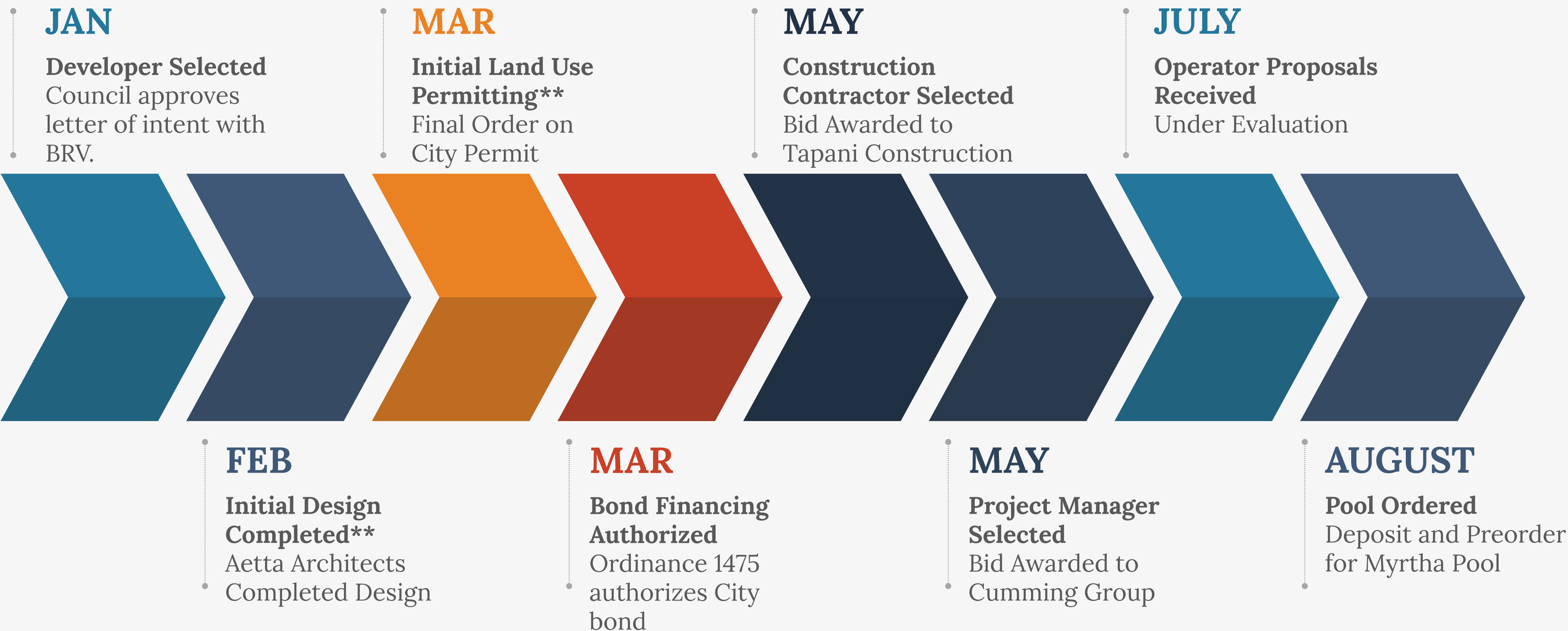
- City-BRV O&M Agreement for Shared Use

The City and BRV will enter into an operations and maintenance agreement to govern the joint use and ongoing maintenance and repair of the facilities, and the allocation of costs and responsibilities related to the shared use elements.

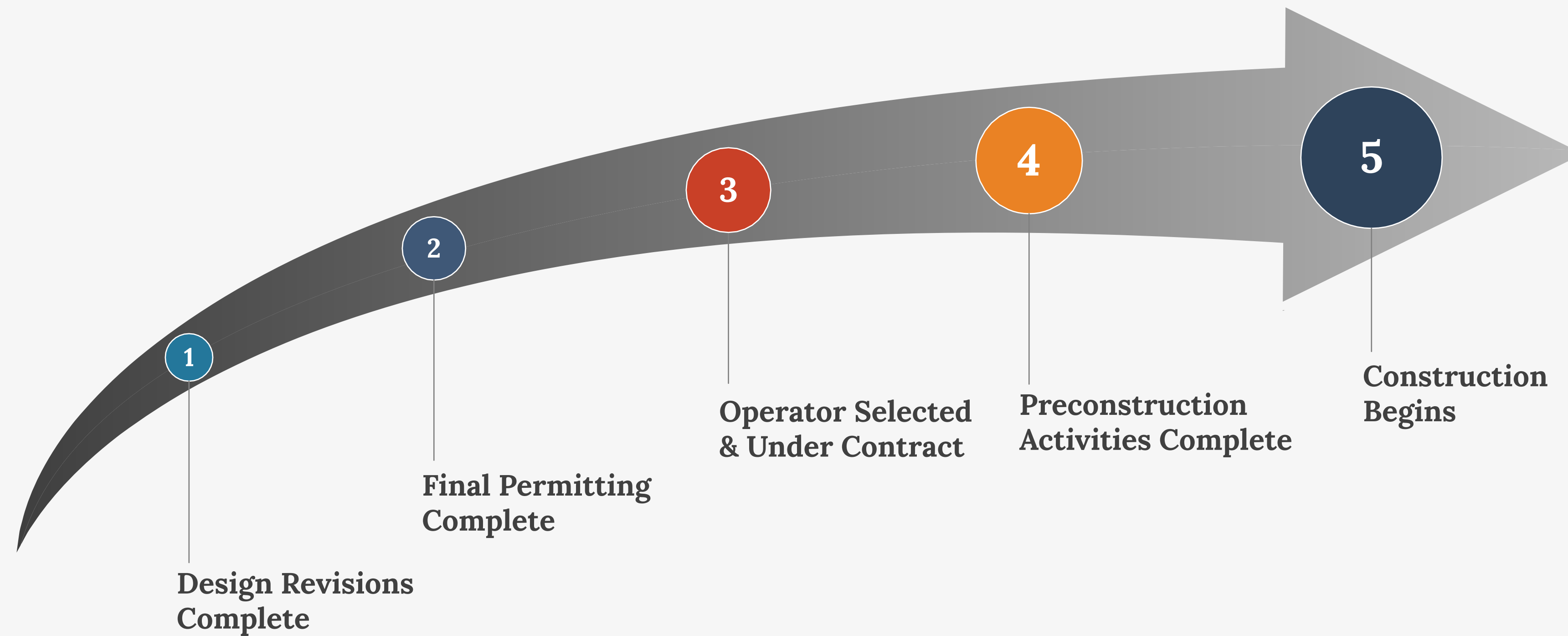
- Third Party Operator's Agreement

The City also intends to enter into an agreement with a third-party operator for the long-term operation of the community and recreation center together. The operator proposals have been received, and the City is evaluating the proposals.

Key 2026 Milestones Completed



Upcoming Milestones



Questions?



Thank You

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 27, 2026

AGENDA ITEM NAME: Second Reading of Ordinance No. 1485 - Amending the Transportation Impact Fee Project List

GOVERNING LEGISLATION

Revised Code of Washington Chapter 36.70A

Revised Code of Washington Chapter 39.92

Growth Management – Planning by Selected Counties and Cities

PREVIOUS COUNCIL ACTION TAKEN:

First reading on August 13, 2026. Multiple ordinances and resolutions throughout the years; most recently adoption of Ordinance 1310 establishing a separate TIF Project list on February 13, 2020, and ordinance 1454 amending the TIF project list on June 23, 2025.

SUMMARY/BACKGROUND:

In 2020 Ordinance 1310 was passed that separated the Traffic Impact Fee (TIF) list from the CFP to allow better flexibility to amend or update the list. Since then, multiple updates to the TIF list have been approved to remove projects that have been completed, update project costs and add projects that have been identified as new priorities.

This update to the TIF list will and will update the Carty Road project cost between Hillhurst and I-5 from 25,000,000 to \$75,000,000, and the Carty/Hillhurst Roundabout costs from \$2,500,000 to \$3,200,000, to reflect updated costs from completing a preliminary design of these projects. Based on the preliminary design, the sharp bends where Carty Road crosses Gee Creek will be re-aligned to improve safety. The funding shares of these projects will also be adjusted to reflect modeled traffic volumes on these roadways from the Carty Road Subarea and the rest of the City.

BUDGET/FINANCIAL IMPACTS:

Based on the current update the Carty Road TIF Overlay rate will increase from \$613.97 to \$1,073.00 per trip, or \$5,875.59 to \$10,268.41 for single family homes, to reflect the updated project costs and funding shares.

RECOMMENDED ACTION OR MOTION:

Staff recommends that the Council conduct a consider adoption of Ordinance No. 1485. A suggested motion would be:

"I move to adopt Ordinance 1485, as presented"

STAFF CONTACT: Bryan Kast, City Engineer

ATTACHMENTS:

1. 2026 TIF Project List

ORDINANCE NO. 1485

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

WHEREAS, impact fees are authorized for those jurisdictions planning under the Growth Management Act (GMA) and the Revised Code of Washington Chapter 39.92 and are charges assessed by local governments against new development projects that attempt to recover the cost incurred by government in providing the public facilities required to serve new development; and

WHEREAS, pursuant to the GMA and RCW 39.92, the City has adopted a Capital Facilities Plan that sets out the long range plan for the City's transportation system including the transportation projects, forecasts, and potential funding needed to meet the City's long range transportation goals to accommodate growth; and

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

WHEREAS, the City most recently amended the traffic impact fee by ordinance 1454, adding traffic impact fee overlays for the Carty Road and Gee Creek subareas; and

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

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

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

Section 2. Adoption of Traffic Impact Fee Project List. The City Council hereby adopts the revised Traffic Impact Fee Project List as set forth in Exhibit A, attached hereto and incorporated fully by this reference based on the City's capital facilities plan for purposes of calculation of the Traffic Impact Fee under the City's adopted impact fee program at RMC Chapter 18.070, and pursuant to the authority set forth in RCW 82.02.060 and RCW 39.92.030.

Section 3. Carty Road Subarea Transportation Impact Fees Overlay. The Carty Road Subarea Transportation Impact Fee is hereby updated as follows on the basis of the calculations set forth in the Transportation Impact Fee Project List adopted herein and the formula set forth in RMC 18.070.080, with such rates to be annually adjusted as provided for in RMC 19.070.080; these TIFs will be assessed in addition to the Citywide TIFs:

Single Family Per Dwelling Unit: \$10,268.41

Multi Family Per Dwelling Unit: \$6,287.65

Commercial Per Average Daily Trip: \$1,073.00

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

Section 6. 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 27 DAY OF AUGUST, 2026.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: 8-13-2026

Second reading/Passage: 8-27-2026

Date of Publication:

Effective Date:

Project ID	Description	From	To	TIF	Total Project Cost	Grant Percent	TIF Overlay Percent*	Tax Increment Area Percent	Public Share Percent	TIF Percent	Private Share Percent	Total
1	Widen Pioneer Street (4 lanes)	35th Ave.	Royle Road	Yes	\$5,640,000	0%	0%	80%	0%	20%	0%	100%
2	Widen Pioneer Street (4 lanes)	Royle Road	Discovery Drive (50th Place)	Yes	\$6,000,000	0%	0%	80%	0%	20%	0%	100%
3	Widen Pioneer Street (4 lanes)	Discovery Drive (50th Place)	56th Place	Yes	\$8,000,000	0%	0%	80%	0%	20%	0%	100%
4	Pioneer Street at Discovery Drive roundabout, extend to N Pioneer Canyon Drive	Pioneer Street	N Pioneer Canyon Drive	Yes	\$2,500,000	0%	0%	80%	0%	20%	0%	100%
5	Improve S 10th Street/NE 259th Street to collector road	S 85th Avenue	S 105th Avenue	Yes	\$3,500,000	0%	0%	0%	30%	30%	40%	100%
6	Widen S Royle Road to minor arterial	Hillhurst Road	S 19th Street	Yes	\$13,800,000	40%	0%	0%	35%	25%	0%	100%
7	Build new east-west collector roadway west of Royle (S 3rd/6th Way)	S 35th Ave	S Royle	No	\$4,000,000	0%	0%	0%	0%	0%	100%	100%
8	Widen Hillhurst Road to minor arterial	Pioneer Street	Sevier Road	Yes	\$7,500,000	20%	0%	0%	20%	30%	30%	100%
9	Complete Hillhurst Road to principal arterial	Sevier Road	UGA/NW 229th Street	Yes	\$1,800,000	0%	0%	0%	20%	35%	45%	100%
10	Replace and improve Pioneer Street through Slide Area	Reiman Road	35th Avenue	Yes	\$8,000,000	30%	0%	0%	70%	0%	0%	100%
11	Build Pioneer Canyon Dr as collector with bridge over canyon (2 lanes)	32nd Avenue	Reiman Road	Yes	\$8,000,000	0%	0%	0%	30%	40%	30%	100%
12	Construct roundabout at Pioneer Street and Hillhurst Road (9th Avenue)			Yes	\$2,000,000	0%	30%	0%	30%	40%	0%	100%
13	Build S 15th Street to Collector	S Royle Road (45th Avenue)	S 35th Avenue	Yes	\$2,000,000	0%	0%	0%	30%	30%	40%	100%
14	Widen N 65th Avenue to minor arterial	Pioneer Street	N 20th Street (NW 289th Street)	Yes	\$11,000,000	0%	0%	0%	30%	30%	40%	100%
15	Build new Minor Arterial overpass over I-5 (NE 279th/N 10th or NE 289th/N 20th)	N Royle Road	N 65th Avenue	No	\$22,500,000	50%	0%	0%	30%	0%	20%	100%
16	New Roundabout, NW 289th Street/N 20th Street at N Royle Rd.	UGA/N 43rd Ave	N Royle Rd.	Yes	\$4,500,000	30%	0%	0%	20%	40%	10%	100%
17	Widen N 10th Street/NE 279th Street to collector	N 65th Avenue	N 85th Avenue	Yes	\$7,100,000	0%	0%	0%	10%	30%	60%	100%
18	Widen N 10th Street/NE 279th Street to collector	N 85th Avenue	N 105th Avenue	No	\$3,500,000	0%	0%	0%	10%	0%	90%	100%
19	Build new 105th Avenue collector	NE 259th Street/ S 10th Street	NE 279th Street/ N 10th Street	No	\$7,000,000	0%	0%	0%	10%	0%	90%	100%
20	Build new east-west collector roadway (N 4th Street)	N 85th Avenue	N 105th Avenue	No	\$1,500,000	0%	0%	0%	0%	0%	100%	100%
21	Widen 85th Avenue to minor arterial	S Union Ridge Pkwy/S 10th Street	NE 279th Street	Yes	\$7,700,000	0%	0%	0%	30%	30%	40%	100%
22	Build a signal or roundabout at Union Ridge Parkway and 85th Avenue	-	-	Yes	\$2,500,000	0%	0%	0%	40%	60%	0%	100%
23	Widen S 85th Avenue to minor arterial (3 lanes)	S 10th St.NE 259th Street	UGA	Yes	\$1,900,000	0%	0%	0%	30%	30%	40%	100%
24	Build a roundabout at Union Ridge Parkway and S 10th/11th Street crossing corridor	-	-	Yes	\$2,500,000	20%	0%	30%	20%	30%	0%	100%
25	Widen S 5th Street to collector (2 lanes)	Union Ridge Parkway	N 85th Avenue	Yes	\$5,300,000	0%	0%	0%	20%	30%	50%	100%
26	Extend 74th Place as new north-south Industrial/Commercial collector roadway	S 5th Street	N 10th Street/NE 279th Street	Yes	\$4,200,000	0%	0%	0%	10%	30%	60%	100%
27	New east-west Commercial/Industrial collector (extension of Pioneer Street)	Union Ridge Parkway	N 74th Place Collector Extension	No	\$1,700,000	0%	0%	0%	0%	0%	100%	100%
28	New North-South "Campus Collector" (Union Ridge Parkway)	Pioneer Street	N 10th Street/NE 279th Street	Yes	\$3,400,000	20%	0%	0%	10%	20%	50%	100%
29	Build new east-west industrial/commercial collector	N 65th Avenue	N 85th Avenue	No	\$7,900,000	0%	0%	0%	0%	0%	100%	100%
30	Build S 10th/11th Street overcrossing over I-5	Timm Road	Union Ridge Parkway	Yes	\$18,000,000	30%	0%	30%	20%	20%	0%	100%
31	Widen S 65th Avenue/ S 5th Street to collector	Pioneer Street	Union Ridge Parkway	Yes	\$2,000,000	0%	0%	0%	10%	30%	60%	100%
32	Widen Timm Road/ S 20th Way to industrial/commercial collector	S 11th Street	Discovery Drive (50th Place)	No	\$7,300,000	0%	0%	0%	0%	0%	100%	100%
33	S 35th Avenue/Gee Creek Plateau Extension	Pioneer Street	S 15th Street/Gee Creek east-west collector	Yes	\$40,000,000	25%	35%	0%	30%	0%	10%	100%
34	Pioneer Street at Bertsinger/Reiman Road roundabout			Yes	\$3,000,000	0%	0%	0%	50%	50%	0%	100%
35	Widen N Royle Road to minor arterial	Pioneer Street	N 20th Street/ NW 289th Street	Yes	\$5,600,000	0%	0%	0%	30%	30%	40%	100%
36	Widen N 10th St to industrial/commercial collector	Royle Road	N 56th Place	Yes	\$4,400,000	0%	0%	0%	10%	30%	60%	100%
37	Extend Pioneer Canyon Drive as collector	Discovery Drive (50th Place)	N Royle Road	Yes	\$6,913,000	0%	0%	0%	20%	40%	40%	100%
38	Extend N 56th Place as industrial/commercial collector	Pioneer Canyon Drive	N 10th Street	Yes	\$3,600,000	0%	0%	0%	10%	40%	50%	100%
39	Build S. 6th Way as industrial/commercial collector	S 56th Place	S Discovery Drive	Yes	\$2,000,000	0%	0%	0%	10%	40%	50%	100%
40	Build S Discovery Drive (50th Avenue) as minor arterial	Pioneer Street	S Wells Drive/S 11th Street	Yes	\$9,000,000	0%	0%	0%	20%	40%	40%	100%
41	Build S Discovery Drive as minor arterial	S Wells Drive/S 11th Street	S 20th Way	Yes	\$3,400,000	0%	0%	0%	20%	30%	50%	100%
42	Construct roundabout at S Wells Drive/ S 11th Street and Discovery Drive			Yes	\$2,000,000	20%	0%	0%	40%	30%	10%	100%
43	Build N 13th Street/east-west collector road	N 35th Avenue	Royle Road	Yes	\$9,150,000	0%	0%	0%	0%	50%	50%	100%
44	Complete N 35th Avenue as collector road	Pioneer Canyon Drive	N 13th Street/east-west collector road	Yes	\$1,200,000	0%	0%	0%	0%	70%	30%	100%
45	Upgrade Carty Road to Carty Road Subarea collector standard	Hillhurst Road	I-5	Yes	\$75,000,000	25%	25%	0%	10%	10%	30%	100%
46	Upgrade Carty Road at Hillhurst Road intersection to roundabout or signal			Yes	\$3,200,000	25%	25%	0%	10%	10%	30%	100%
47	Build new east-west collector/NW 229th Street	Hillhurst Road	new rural minor collector roadway	Yes	\$4,300,000	0%	0%	0%	0%	50%	50%	100%
48	Build new north-south rural minor collector roadway outside UGA (2 lanes)	Carty Road	New east-west collector/NW 229th Street	No	\$2,500,000	0%	0%	0%	0%	0%	100%	100%
49	South Ridgefield Connection/NW 219th Street extension as rural major collector outside UGA	I-5	South UGA/Hillhurst Road at NW 229th Street	No	\$40,000,000	30%	0%	0%	70%	0%	0%	100%
50	Upgrade Gee Creek Plateau Collector (S 25th Place/S 10th Way/S 35th Place)	S 4th Way	S 15th Street	No	\$6,000,000	0%	0%	0%	0%	0%	100%	100%
T-1	Gee Creek Multi-modal transportation trail	S Royle Road	Pioneer Street/ Abrams Park	Yes	\$10,000,000	30%	0%	0%	65%	5%	0%	100%
T-2	Pioneer Street/Union Ridge Multi-modal transportation trail (minus costs included in #1, #2, #3, #30, #40)	Hillhurst Road	Union Ridge Parkway	Yes	\$5,000,000	30%	0%	0%	65%	5%	0%	100%
T-3	Hillhurst Multi-Modal Trail/Golf Cart lanes	Pioneer Street	Ridgefield Outdoor Recreation Complex	Yes	\$5,150,000	30%	0%	0%	65%	5%	0%	100%
T-4	Division Street multi-modal transportation trail/BNSF overpass	Abrams Park	Waterfront	Yes	\$15,000,000	30%	0%	0%	65%	5%	0%	100%
T-5	Carty Road Multi-modal trail (cost included in #46)	Hillhurst Road	Discovery Drive (50th Place)	Yes	N/A	0%	0%	0%	0%	0%	0%	0%

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 27, 2026

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No.1486 - Stadelman & Leetch
Petition to Annex

GOVERNING LEGISLATION

RCW 35A.14 Annexation by Code Cities

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Resolution No. 676, Stadelman and Leetch Intent to Annex, on April 9, 2026.

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Public hearing and first ordinance reading. To waive second reading and adopt the Stadelman and Leetch Petition to Annex:

"I move to waive second reading and adopt Ordinance No. 1486 as presented."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report

ORDINANCE NO. 1486

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF RIDGEFIELD APPROXIMATELY 17 ACRES IDENTIFIED AS THE STADELMAN AND LEETCH ANNEXATION AREA AND ASSIGNING THE ZONING OF THE ANNEXED AREA AS RESIDENTIAL LOW DENSITY 4 WITH A residential Cluster overlay and URBAN HOLDING 10 overlay.

WHEREAS, annexations to the City of Ridgefield are regulated by Revised Code of Washington (RCW) Chapter 35A.14, Annexation by Code Cities; and

WHEREAS, the proposed annexation area (Stadelman and Leetch Annexation Area comprised of Assessor's parcels 213796000, 213791000, and 213781000) is within the Ridgefield Urban Growth Area as shown on the Ridgefield Urban Growth Area Comprehensive Plan Map of the Clark County 20-Year Comprehensive Growth Management Plan which the Board of Clark County Councilors adopted on June 28, 2016, Ordinance No. 2016-06-12; and

WHEREAS, RCW 35A.14.010 provides that an unincorporated area lying contiguous to a code city may become part of the charter code city or noncharter code city by annexation; and

WHEREAS, the area proposed to be annexed is contiguous to the city limits; and

WHEREAS, RCW 35A.14.120 provides a direct petition annexation method which requires that prior to circulating a petition for annexation, the initiating party or parties, who shall be the owners of not less than ten percent in value, according to the assessed valuation for general taxation of the property for which annexation is sought, shall notify the legislative body of a charter code city or noncharter code city; and

WHEREAS, on April 9, 2026 the City Council of the City of Ridgefield adopted Resolution No. 676 accepting a notice of intent to annex for the annexation area and authorizing the applicant to circulate a petition to annex; and

WHEREAS, the City of Ridgefield received a petition to annex for the Stadelman and Leetch Annexation Area and assigned File No. PLZ-26-0089; and

WHEREAS, RCW 35A.14.120 requires that the petition to annex must be signed by the owners of not less than sixty percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned; and

WHEREAS, the petition to annex is signed by the owners of one hundred percent in value of the property for which annexation is petitioned; and

WHEREAS, on July 14, 2026, the City of Ridgefield requested that the Clark County Department of Assessment and GIS certify the petition to annex by direct petition method according to RCW 35A.01.040(4) which requires that a petition signed by property owners be transmitted to the county assessor for determination of sufficiency; and

WHEREAS, on July 22, 2026, the Clark County Assessor provided to the City of Ridgefield a Certification of Sufficiency for the annexation petition by the direct petition method; and

WHEREAS, RCW 43.21C.222 exempts annexation of territory by a city or town from compliance with the chapter entitled State Environmental Policy; and

WHEREAS, RCW 35A.14.130 provides that the legislative body of a code city may entertain a petition for annexation and fix a date for a public hearing thereon and cause notice of the hearing to be published in one or more issues of a newspaper of general circulation in the city, and post in three public places within the territory proposed for annexation, and shall specify the time and place of hearing and invite interested persons to appear and voice approval or disapproval of the annexation; and

WHEREAS, the City of Ridgefield met the requirements defined within RCW 35A.14.130 by publishing a notice of public hearing in the Columbian newspaper, posting notice of public hearing at three public places within the territory proposed for annexation, mailing the notice to surrounding property owners, and posting the notice online; and

WHEREAS, on August 27, 2026, the City Council of the City of Ridgefield held and closed a public hearing on the proposed annexation; and

WHEREAS, RCW 35A.14.140 provides that after the public hearing, if the legislative body determines to effect the annexation, then they shall do so by ordinance and file a copy of the ordinance with the board of county commissioners; and

WHEREAS, the proposed annexation area is designated Urban Low as shown on the Comprehensive Plan Map of the Ridgefield Urban Area Comprehensive Plan which the City Council adopted on February 25, 2016, Ordinance No. 1203; and

WHEREAS, the City is designating subject properties Residential Low Density 4 with a Residential Cluster Overlay pursuant to RDC 18.210.015.A, the 2016 Ridgefield Urban Area Comprehensive Plan, and the Gee Creek Plateau Subarea Plan; and

WHEREAS, the City is maintaining the Urban Holding 10 zoning overlay on all newly annexed properties pursuant to RDC 18.210.015.B until certification by the city engineer that identifies capital facilities deficiencies have been satisfactorily resolved, as required in RDC 18.270.060;

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

SECTION 1. Annexation. The City of Ridgefield hereby annexes into the corporate limits of the City of Ridgefield the Stadelman and Leetch Annexation Area shown in Exhibit A.

SECTION 2. Zoning. The zoning of the annexed area shall be Residential Low Density 4 with the Residential Cluster Overlay and Urban Holding 10 overlay. The Urban Holding 10 overlay shall not be removed until the requirements of RDC 18.210.015.B and 18.270.060 are met.

SECTION 3. City Filing of Certificate with Washington State Office of Financial Management. A Certificate of Annexation shall be filed with the Washington State Office of Financial Management within thirty (30) calendar days of the effective date of this ordinance.

SECTION 4. City Filing with Clark County. A certified copy of the adopted ordinance shall be separately filed with the Board of Clark County Commissioners and the Clark County Department of Assessment and GIS.

SECTION 5. Severability. If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

SECTION 6. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

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.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS XX DAY OF XX, 2026.

Matt Cole, Mayor
ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk
APPROVED AS TO FORM:

-
Janean Parker, City Attorney
First Reading/Passage: August 27, 2026
Second reading/Passage:
Date of Publication:

Effective Date:



COMMUNITY DEVELOPMENT DEPARTMENT

510-B Pioneer Street | PO Box 608 | Ridgefield, WA 98642
(360) 887-3908 | Fax: (360) 887-2507 | www.ridgefieldwa.us

Ord. 1486 Stadelman and Leetch Petition to Annex

Staff Report

File No. PLZ-26-0089

August 27, 2026

I. Basic Facts

Petition to annex submitted: July 6, 2026

Technically complete: July 21, 2026

Council hearing: August 21, 2026

Property information:

1. 3348 S 10th Way, Ridgefield, WA 98642. #75 SEC 20 T4N R1E WM, Assessor's #213796000, 5.97 acres
2. No address. #70 SEC 20 T4N RE WM, Assessor's #213791000, 1.92 acres
3. 3400 S 10th Way, Ridgefield, WA 98642. #60 SEC 20 T4N R1E WM, Assessor's #213781000, 9 acres

Property Owners:

Parcels 1 & 2: Kevin and Pam Stadelman. 3348 S 10th Way, Ridgefield, WA 98642

Parcel 3: Austin Leetch, Hannah Schiermeister, and Lloyd Schiermeister. 3400 S 10th Way, Ridgefield, WA 98642.

Applicant: Pam Stadelman. 3348 S 10th Way, Ridgefield, WA 98642. Contact: Kevin-pam-stadelman@msn.com, 360-936-6240

Comprehensive Plan Designation: Urban Low, Urban Holding

County Zoning: Clark County Single-Family Residential (R1-6), Urban Holding 10 (UH-10)

Gee Creek Subarea Plan Zoning: Residential Low Density 4 (RLD-4), Residential Cluster Overlay

Staff Contact: Claire Lust, Community Development Director. 360.857.5024, Claire.Lust@ridgefieldwa.us

II. Property Information

The Petition to Annex includes three residentially-zoned parcels in the Gee Creek Plateau Subarea (See Figures 1 and 2). The parcels are in the Ridgefield Urban Growth Area (UGA) and are contiguous with the existing Ridgefield City limits. Therefore, the parcels are eligible for annexation. The property information is in Table 1.

Table 1. Property information

Property Owner	Legal	Square Feet	Acres	2025 Assessed Taxable Property Value for 2026 Taxes	Site Address
STADELMAN KEVIN L & STADELMAN PAMELLA	#75 SEC 20 T4N R1E WM, Assessor's #213796000	260,053	5.97	\$1,054,253.00	3348 S 10 th Way
	#70 SEC 20 T4N R1E WM, Assessor's 213791000	83,635	1.92	\$164,105.00	No address
LEETCH AUSTIN R ETAL	#60 SEC 20 T4N R1E WM, Assessor's #213781000	392,040	9	\$1,128,407.00	3400 S 10 th Way
Totals		735,728	17	\$2,346,765.00	

Figure 1. Vicinity map

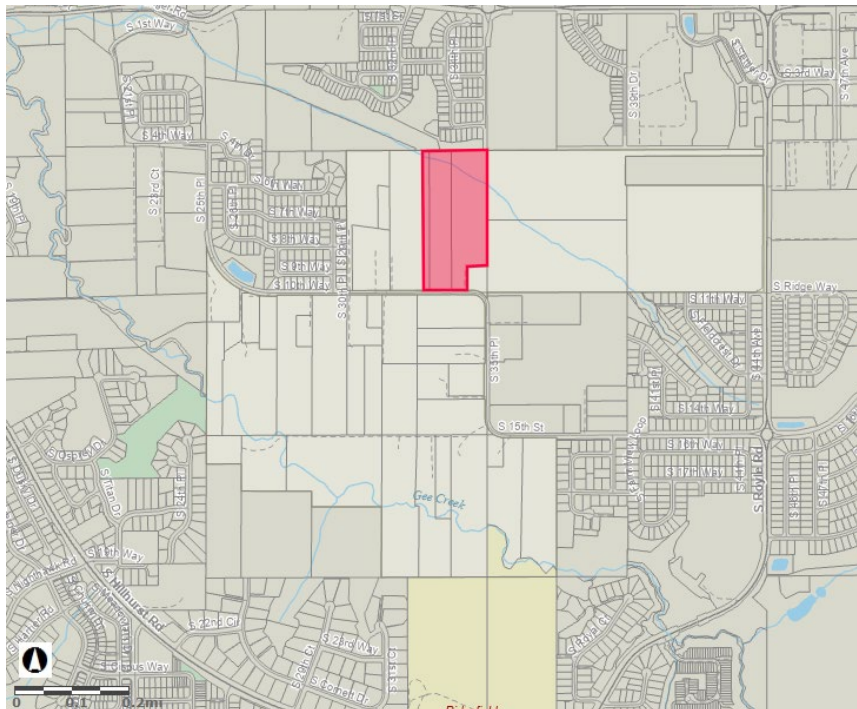
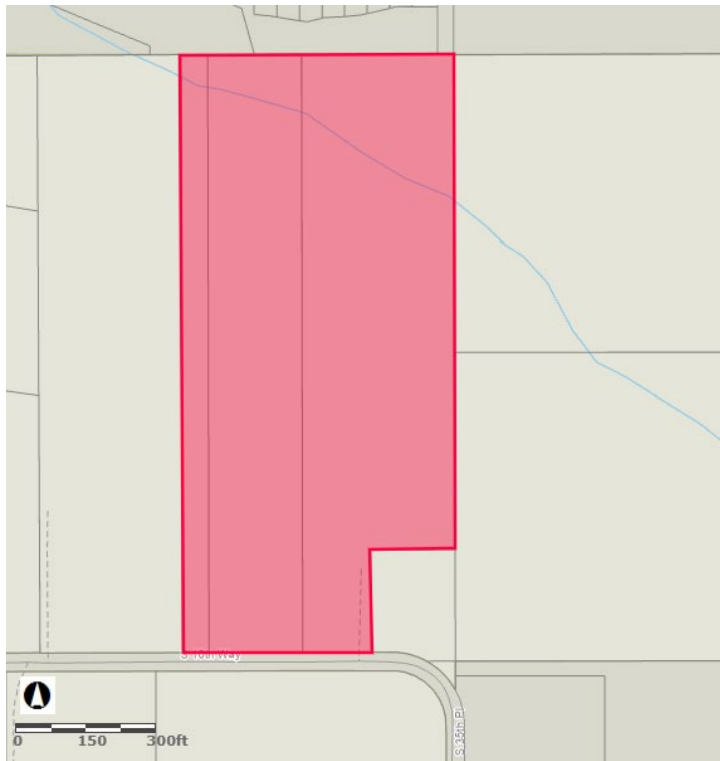


Figure 2. Site map



III. Zoning and Development

Annexation requires concurrent rezoning from the existing Clark County zoning designation to a City zoning designation. Staff finds:

- The County zoning of the proposed annexation area is Single Family Residential R1-6 with the Urban Holding – 10 (UH-10) overlay.
- The 2016 Ridgefield Urban Area Comprehensive Plan designation is Urban Low Density Residential (UL).
- Per RDC 18.210.015.A, the RLD-4, RLD-6, and RLD-8 zoning districts shall implement the UL comprehensive plan designation.
- The adopted Gee Creek Plateau Subarea Plan assigns RLD-4 zoning with a Residential Cluster Overlay to the annexation area.
- Therefore, the proposed City zoning is RLD-4 with a Residential Cluster Overlay.
- The Urban Holding – 10 (UH-10) overlay shall remain in effect until capital facilities deficiencies are adequately resolved per RDC 18.270.060.

Upon annexation, any proposed development will be subject to the City's land use, engineering, and building review processes beginning with a pre-application conference. The project will vest to the version of the Ridgefield Development Code effective at the time the land use application is found to be technically complete including the special provisions for the Gee Creek Plateau Subarea in RDC 18.210.140.

IV. Procedure

Intent to Annex

On April 9, 2026, Council approved the Stadelman & Leetch Intent to Annex and authorized circulation of the Petition to Annex via Resolution No. 676.

Direct petition (60 percent petition) method for owner-initiated annexation.

The direct petition method of annexation (RCW 35A.14.120-150) requires that owners of 60 percent or more of the taxable value of the proposed annexation area must sign the Petition to Annex. Road values are not included in this calculation. Owners representing 100 percent of the value signed the Petition to Annex, so this requirement has been met.

Certificate of sufficiency.

Staff requested a certificate of sufficiency from the Clark County Assessor's office on July 14, 2026, and received a signed certificate of sufficiency on July 22, 2026.

Council hearing.

City Council held a public hearing and first ordinance reading for the Stadelman and Leetch Petition to Annex on August 27, 2026. The hearing was noticed on August 13, 2027 via publication in the newspaper of record, mailing to property owners within a 300-foot radius of the proposed annexation area, posting on the site, and posting online.

Second ordinance reading or waiver.

City Council may elect to waive second ordinance reading and take action on the Petition to Annex during the August 27 meeting, after the public hearing has been held and closed. Otherwise, Council will hold a second reading and vote to determine whether the city will adopt the Petition to Annex at a subsequent meeting.

Remaining steps:

- Ordinances: The city shall adopt an ordinance annexing certain lands, adopt a zoning ordinance for the annexed area, and forward the ordinance(s) to the Clark County Assessor's Office, State Department of Revenue, State Department of Commerce, and State Office of Financial Management.
- Census: The City Clerk shall report population increases to census reporting agencies.