



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, September 8, 2022
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. PUBLIC COMMENT

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

III. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the August 25, 2022 Meeting**

IV. PRESENTATION

- 1. Mayor's Meadow to Reiman Road Multimodal Path - Brenda Howell, Public Works Director**

V. BUSINESS

- 1. Second Reading of Ordinance No. 1370 – Ridgefield Development Code Updates - Claire Lust, Community Development Director**
- 2. Resolution No. 615 - Declaring Certain Property as Surplus and Authorizing Its Disposition - Kirk Johnson, Finance Director**
- 3. Motion - Approval of Bid Award for Overlook Splashpad - Brenda Howell, Public Works Director**

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1374 - Low-Income Water Rate Code Amendment - Kirk Johnson, Finance Director**

VII. PUBLIC COMMENT

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

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

- 1. Council**

2. Mayor
3. City Manager

IX. ADJOURN

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

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: September 08, 2022
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

ACTION OR MOTION:

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

“I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: September 8, 2022 Claims Report (PDF)

City of Ridgefield

Claims Payment Report

For Approval on:

September 8th, 2022

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
AQUATIC INFORMATICS INC.	3337	101885	Genl Govt/Facilities	07.2022 Web Tests	(15.31)
			Public Works	07.2022 Web Tests	193.31
AQUATIC INFORMATICS INC. Total					178.00
ARAMARK UNIFORM SERVICES	32	5291055721	Genl Govt/Facilities	08.2022 Floor Mats and Uniforms - PW Shop	2.10
			Public Works	08.2022 Floor Mats and Uniforms - PW Shop	38.88
		5291064103	Genl Govt/Facilities	08.2022 Floor mats - PW Ops	1.24
			Public Works	08.2022 Floor mats - PW Ops	16.79
			Community Development	08.2022 Floor mats - PW Ops	2.61
		5291050732	Genl Govt/Facilities	07.2022 Floor Mats and Uniforms - PW Shop	2.10
			Public Works	07.2022 Floor Mats and Uniforms - PW Shop	38.88
		5291046336	Genl Govt/Facilities	07.2022 Floor Mats & Uniforms - PW Shop	2.10
			Public Works	07.2022 Floor Mats & Uniforms - PW Shop	38.88
		5291064136	Genl Govt/Facilities	08.2022 Floor Mats & Uniforms - PW Shop	2.10
			Public Works	08.2022 Floor Mats & Uniforms - PW Shop	38.88
		5291041896	Genl Govt/Facilities	07.2022 Floor Mats & Uniforms - PW Shop	2.10
			Public Works	07.2022 Floor Mats & Uniforms - PW Shop	38.88
		5291059703	Genl Govt/Facilities	08.2022 Floor Mats and Uniforms - PW Shop	2.10
			Public Works	08.2022 Floor Mats and Uniforms - PW Shop	38.88
		5291064117	Genl Govt/Facilities	08.2022 Floor Mats - City Hall/RACC/PD	9.18
			Public Safety	08.2022 Floor Mats - City Hall/RACC/PD	4.47
			Community Development	08.2022 Floor Mats - City Hall/RACC/PD	5.78
		5291037410	Genl Govt/Facilities	07.2022 Floor Mats & Uniforms - PW Shop	2.10
			Public Works	07.2022 Floor Mats & Uniforms - PW Shop	38.88
ARAMARK UNIFORM SERVICES Total					326.93
ASSOCIATION OF WASHINGTON CITIES	41	100070	Information Technology	2022 GIS Membership	26,400.00
ASSOCIATION OF WASHINGTON CITIES Total					26,400.00
BRIDGETOWER OPCO LLC	3585	745503075	Public Works	Advertisement - N 8th and Simons St	446.90
		745505535	Public Works	Advertisement - Overlook Park Splash Pad	381.30
BRIDGETOWER OPCO LLC Total					828.20
BRIGHTLY SOFTWARE INC.	3044	INV-120643	Genl Govt/Facilities	09.2022-08.2023 SmartGov Subscription and Portal	(118.76)
			Community Development	09.2022-08.2023 SmartGov Subscription and Portal	14,329.47
		INV-120642	Genl Govt/Facilities	09.2022-08.2023 SmartGov Connector Blue Beam	(10.39)
			Community Development	09.2022-08.2023 SmartGov Connector Blue Beam	1,254.33
BRIGHTLY SOFTWARE INC. Total					15,454.65
BURGESS & NIPLE INC.	3512	1032449	Public Works	Abrams Bridge Emergency Repair Design	16,000.00
BURGESS & NIPLE INC. Total					16,000.00
CHMELIK SITKIN & DAVIS	3294	111858	Genl Govt/Facilities	07.2022 Park Laundry	60.00
CHMELIK SITKIN & DAVIS Total					60.00
CHRIS STORY	3780	3780-20220908	Public Safety	Reimbursement for GPS Antenna & Adapter - Story	21.68
CHRIS STORY Total					21.68
CITY OF WOODLAND	2708	2022-102-PW	Public Safety	PD Vehicle Maintenance - 55293D	982.82

City of Ridgefield

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CITY OF WOODLAND	2708	2022-101-PW	Public Safety	PD Vehicle Maintenance - 5529D	335.65
		2022-109-PW	Public Safety	PD Vehicle Maintenance - 55293D	190.46
		2022-104-PW	Public Works	PD Vehicle Maintenace - 55293D	416.16
CITY OF WOODLAND Total					1,925.09
CLARK COUNTY FIRE DISTRICT #5	104	10768	Genl Govt/Facilities	Q3.2022 Safety Consortium	45.39
			Public Works	Q3.2022 Safety Consortium	610.86
CLARK COUNTY FIRE DISTRICT #5 Total					656.25
CLARK COUNTY TREASURERS OFFICE	554	SIF202207	Genl Govt/Facilities	School Impact Fees	325,316.10
CLARK COUNTY TREASURERS OFFICE Total					325,316.10
CLARK PUBLIC UTILITIES - EPAY	110	23835240	Public Works	Damaged Pole Repair - Hit and Run	2,748.61
CLARK PUBLIC UTILITIES - EPAY Total					2,748.61
COLLIN KEATING	3783	3783-20220908B	Public Safety	08/18-08/21 Mileage Reimbursement - Keating	175.88
		3783-20220908A	Public Safety	8/4 & 8/7 Mileage Reimbursement - Keating	193.63
COLLIN KEATING Total					369.51
COLUMBIAN PUBLISHING	116	37866	Public Works	Invitation to Bid - N 8th Ave and Simons St Improvements	323.40
		37814	Community Development	Public Hearing - Tree Protection Code and Haul Code	72.00
		37874	Public Works	Invitation to Bid - Overlook Park	270.60
COLUMBIAN PUBLISHING Total					666.00
CONTECH ENGINEERED SOLUTIONS LLC	3498	25487242	Public Works	Cedar Ridge Filter Vault Maintenance	3,996.48
CONTECH ENGINEERED SOLUTIONS LLC Total					3,996.48
DEPARTMENT OF LICENSING - EPAY	154	RG0001052-2022	Genl Govt/Facilities	CPL Fees - Craig	18.00
		RG0001057-2022	Genl Govt/Facilities	CPL Fee Keen	21.00
		61829590	Public Safety	Driving Records - Story	13.00
		RG0001056-2022	Public Works	CPL Fees - Sharp	21.00
		RG0001061-2022	Genl Govt/Facilities	CPL Fees - Stirman	18.00
		61900119	Genl Govt/Facilities	Driving Record - Schmidt	0.65
			Public Works	Driving Record - Schmidt	1.30
			Community Development	Driving Record - Schmidt	11.05
		RG0001049-2022	Genl Govt/Facilities	CPL Fees - Kruckenberg	18.00
		RG0001055-2022	Genl Govt/Facilities	CPL Fees - Lyman	21.00
		RG0001063-2022	Genl Govt/Facilities	CPL Fees - Croon	18.00
		RG0001054	Genl Govt/Facilities	CPL Fees - Horal	18.00
		RG0001044-2022	Genl Govt/Facilities	CPL Fees - Paulson	18.00
		RG0001048-2022	Genl Govt/Facilities	CPL Fees - Walker	18.00
		RG0001043-2022	Genl Govt/Facilities	CPL Fees - Pratka	18.00
		RG0001047-2022	Genl Govt/Facilities	CPL Fees - Walker	18.00
		RG0001059-2022	Genl Govt/Facilities	CPL Fees - Swindell	18.00
		RG0001060-2022	Genl Govt/Facilities	CPL Fees - Swindell	18.00
		RG0001051-2022	Genl Govt/Facilities	CPL Fees - Craig	18.00
		RG0001058-2022	Genl Govt/Facilities	CPL Fees - Filan	18.00
		RG0001045-2022	Genl Govt/Facilities	CPL Fees - Durham	18.00
		RG0001046-2022	Genl Govt/Facilities	CPL Fees - Graeber	18.00
		RG0001053-2022	Public Works	CPL Fees - Horal	21.00
		RG0001062-2022	Genl Govt/Facilities	CPL Fees - Doolittle	18.00
DEPARTMENT OF LICENSING - EPAY Total					398.00

Attachment: September 8, 2022 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

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DKS ASSOCIATES	1565	82418	Community Development	07.2022 On-Call Review Services	255.00
DKS ASSOCIATES Total					255.00
DONALD R. ALLEN	3782	3782-20220908	Genl Govt/Facilities	PW Ops Fire System Annual Inspection	39.82
			Public Works	PW Ops Fire System Annual Inspection	537.01
			Community Development	PW Ops Fire System Annual Inspection	83.46
DONALD R. ALLEN Total					660.29
ELCOR INC	2081	MSP-15101	Public Safety	07.2022 IT Services	4,126.93
			Public Works	07.2022 IT Services	3,353.94
			Community Development	07.2022 IT Services	3,610.37
			Information Technology	07.2022 IT Services	7,490.17
ELCOR INC Total					18,581.41
EWING VANCOUVER	2374	17653524	Public Works	Parks Operational Supplies	126.48
EWING VANCOUVER Total					126.48
FERGUSON ENTERPRISES INC # 8423	181	1132487	Genl Govt/Facilities	Water Meters	(49.41)
			Public Works	Water Meters	623.91
		1047192-2	Genl Govt/Facilities	Water Meters	(458.56)
			Public Works	Water Meters	5,790.64
		1015249-3	Genl Govt/Facilities	Water Meters	(152.85)
			Public Works	Water Meters	1,930.21
FERGUSON ENTERPRISES INC # 8423 Total					7,683.94
GISI MARKETING GROUP	2811	268192	Genl Govt/Facilities	Business Cards - Rubio Romeo/Gibson/Ferris/Colman/Knottnerus	37.78
			Public Safety	Business Cards - Rubio Romeo/Gibson/Ferris/Colman/Knottnerus	94.46
			Administration	Business Cards - Rubio Romeo/Gibson/Ferris/Colman/Knottnerus	245.60
			Finance	Business Cards - Rubio Romeo/Gibson/Ferris/Colman/Knottnerus	94.46
GISI MARKETING GROUP Total					472.30
GRAINGER	206	9413235533	Public Works	Overlook Park Water Fountain Repair Supplies	71.56
GRAINGER Total					71.56
GRAY AND OSBORNE INC	207	22250.00-2	Community Development	Mountain View Dental Final Plat	238.12
GRAY AND OSBORNE INC Total					238.12
H.D. FOWLER COMPANY	2036	I6190203	Public Works	Water Supplies	5,953.27
		I6190204	Public Works	Water Meters	477.78
		I6190207	Public Works	Water Meters	1,433.35
H.D. FOWLER COMPANY Total					7,864.40
HARPER HOUF PETERSON RIGHELLIS INC.	1678	54221	Public Works	07.2022 Ron Onslow Nature Playground Survey	1,300.00
		54328	Community Development	51st Ave Roundabout & Pioneer Widening	61,096.25
HARPER HOUF PETERSON RIGHELLIS INC. Total					62,396.25
HONEY BUCKETS	223	552978862	Genl Govt/Facilities	PW Ops Port-a-Potty	22.35
			Public Works	PW Ops Port-a-Potty	300.65
		552957884	Public Works	Davis Park Port-a-Potty	373.00
HONEY BUCKETS Total					696.00
J2 BLUE PRINT SUPPLY	243	AR124989	Genl Govt/Facilities	F2T 2022 Sign	67.33
J2 BLUE PRINT SUPPLY Total					67.33
JEFF PETTIT	488	0488-20220908	Public Safety	Meals Per Diem CJTC Handgun Instructor - Pettit	158.00
JEFF PETTIT Total					158.00
JESSICA KIPP	2099	103	Genl Govt/Facilities	Event Support Services - F2T	1,816.76

City of Ridgefield

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JESSICA KIPP Total						1,816.76
KILLA BITES	3727	2388	Human Resources	Wellness/Movement in the Park Day - Catering		179.19
KILLA BITES Total						179.19
L.N. CURTIS AND SONS	3075	INV622689	Public Safety	PD Uniforms - Story		97.74
L.N. CURTIS AND SONS Total						97.74
LAKESIDE INDUSTRIES	264	P22003-2-0264-1	Genl Govt/Facilities	Royle Road Asphalt Repairs	(6,916.50)	
			Public Works	Royle Road Asphalt Repairs		138,330.00
LAKESIDE INDUSTRIES Total						131,413.50
LESERINE MURITOK	3482	35	Judicial	Interpreting Services		60.00
LESERINE MURITOK Total						60.00
MONIKA S DESHPANDE	3806	82022	Genl Govt/Facilities	MCF 2022 - Performance Artist		160.00
MONIKA S DESHPANDE Total						160.00
PACIFIC NORTHERN ENVIRONMENTAL LLC	3451	214986	Public Works	Abrams Park Well Pump Repair		5,413.94
		214972	Public Works	Abrams Park Well Pump Repair		958.23
		214968	Public Works	Abrams Park Well Pump Repair		861.99
PACIFIC NORTHERN ENVIRONMENTAL LLC Total						7,234.16
PACIFIC OFFICE AUTOMATION - LEASE	1564	77305843	Genl Govt/Facilities	09.2022 Copier Lease - RACC		647.66
				09.2022 Copier Lease - PW Sop		6.40
				09.2022 Copier Lease - City Hall		647.66
			Public Works	09.2022 Copier Lease - PW Shop		86.13
		77309561	Genl Govt/Facilities	09.2022 Copier Lease PW Ops		25.92
			Public Works	09.2022 Copier Lease PW Ops		348.84
			Community Development	09.2022 Copier Lease PW Ops		54.22
PACIFIC OFFICE AUTOMATION - LEASE Total						1,816.83
PBS ENGINEERING AND ENVIRONMENTAL	342	0071742.000-6	Public Works	07.2022 Mayors Meadow to Reiman Rd Design		5,395.25
		0071543.000-19	Public Works	07.2022 Pioner Street Extension		17,142.50
PBS ENGINEERING AND ENVIRONMENTAL Total						22,537.75
PFEIFERS MOBILE CONCRETE LLC	3800	893	Public Works	Hillhurst Crosswalk Signals		666.66
PFEIFERS MOBILE CONCRETE LLC Total						666.66
PORTLAND ENGINEERING INC	2082	11292	Public Works	08.2022 Q178V Ridgefield Cellular Telemetry		228.06
PORTLAND ENGINEERING INC Total						228.06
POWER RENTS LLC	2798	99064C-2	Genl Govt/Facilities	08.2022 PW Ops Fork Lift Rental		80.44
			Public Works	08.2022 PW Ops Fork Lift Rental		1,084.92
			Community Development	08.2022 PW Ops Fork Lift Rental		168.62
POWER RENTS LLC Total						1,333.98
PROFORCE LAW ENFORCEMENT	1014	492290	Public Safety	PD Teasers/Cartridges		3,338.68
		492072	Public Safety	Taser Holster		51.09
PROFORCE LAW ENFORCEMENT Total						3,389.77
RIDGEFIELD ART ASSOCIATION	2501	220803	Genl Govt/Facilities	2022 Musicians in the Park		2,100.00
RIDGEFIELD ART ASSOCIATION Total						2,100.00
RIDGEFIELD LANDSCAPE PRODUCTS	3021	3021-202207	Genl Govt/Facilities	07.2022 Supplies & Maint. - Parks/Streets/Storm/Ops		6.55
			Public Works	07.2022 Supplies & Maint. - Parks/Streets/Storm/Ops		2,962.42
			Community Development	07.2022 Supplies & Maint. - Parks/Streets/Storm/Ops		13.73
		3021-202206b	Public Works	06.2022 Supplies & Maint. - Parks/Streets/Storm/Ops		1,288.00
RIDGEFIELD LANDSCAPE PRODUCTS Total						4,270.70

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SAUER HOLDINGS LLC	2885	41323	Genl Govt/Facilities	F2T 2022 - Supplies Rental	3,453.21
SAUER HOLDINGS LLC Total					3,453.21
SITEONE LANDSCAPE SUPPLY LLC	2951	122712089-001	Public Works	Parks Operational Supplies	52.53
SITEONE LANDSCAPE SUPPLY LLC Total					52.53
SOUTHWEST CLEAN AIR AGENCY	417	2022-1045	Community Development	2022 Budget Assesment Share	5,275.00
SOUTHWEST CLEAN AIR AGENCY Total					5,275.00
STATE OF WA DEPARTMENT OF REVENUE - EPAY	156	0-028-451-635	Genl Govt/Facilities	July 2022 B&O and Excise Tax	2,103.19
			Public Works	July 2022 B&O and Excise Tax	19,877.65
STATE OF WA DEPARTMENT OF REVENUE - EPAY Total					21,980.84
THE MASTERS TOUCH LLC	1786	P83174	Public Works	08.2022 UB Final Bills - Postage	23.28
		83348	Public Works	08.2022 Backflow Letters	344.35
		81306J	Public Works	08.2022 Backflow Letters Inserts	407.25
		P83348	Public Works	08.2022 Backflow Letters - Postage	139.08
		83174	Public Works	08.2022 UB Final Bills	88.53
THE MASTERS TOUCH LLC Total					1,002.49
THE PARR COMPANY	964	26626353	Public Works	Water Operational Supplies	30.49
		26626130	Public Works	Streets and Community Garden Supplies	55.85
		26625797	Public Works	Water Supplies Return & Purchase - Wood Screws	(1.19)
		26625764	Public Works	Water Operational Supplies	279.80
		26225083	Public Works	Filter Vault Maintenance	94.10
		26625765	Public Works	Water Operational Supplies - Ranger Hat	13.13
		26625084	Public Works	Filter Vault Maintenance	9.87
THE PARR COMPANY Total					482.05
TRAFFIC SAFETY SUPPLY	432	INV051662	Public Works	Traffic Calming - Seven Wells/Cloverhill	401.36
		INV051544	Public Works	Traffic Calming - Seven Wells/Cloverhill	2,606.78
TRAFFIC SAFETY SUPPLY Total					3,008.14
USA BLUEBOOK	444	83252	Genl Govt/Facilities	V-Gard Protective Cap - Schmidt	2.50
			Public Works	V-Gard Protective Cap - Schmidt	5.00
			Community Development	V-Gard Protective Cap - Schmidt	42.54
		81324	Genl Govt/Facilities	PW Facilities Uniforms - Smith	34.73
				PW Facilities Uniforms - Canterini	3.29
				PW Facilities Uniforms - Jefferies	34.73
			Public Works	PW Facilities Uniforms - Smith	312.51
				PW Facilities Uniforms - Canterini	16.45
				PW Facilities Uniforms - Jefferies	312.51
			Community Development	PW Facilities Uniforms - Canterini	13.15
		87662	Public Works	Hard Hat - Lisa Blake	50.00
		87552	Public Works	Water Supplies and Chemicals	818.33
USA BLUEBOOK Total					1,645.74
VANCOUVER BALLET FOLKFLORICO	3801	3	Genl Govt/Facilities	MCF 2022 - Performance Artist	350.00
VANCOUVER BALLET FOLKFLORICO Total					350.00
VANPORT MECHANICAL & FIRE SPRINKLERS INC.	3761	220818	Public Works	Dry Valve Replacement - PW Ops Center	8,999.68
VANPORT MECHANICAL & FIRE SPRINKLERS INC. Total					8,999.68
WA STATE TREASURER'S OFFICE	642	0642-Q2.2022	Genl Govt/Facilities	Q2.2022 BUILDING CODE FEES	1,787.00
WA STATE TREASURER'S OFFICE Total					1,787.00

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WALTER E. NELSON COMPANY	3553	1731099	Genl Govt/Facilities	City Hall Paper Products	191.65
WALTER E. NELSON COMPANY Total					191.65
WAPITI NW LLC	2545	10502	Genl Govt/Facilities	2016 CAT 289D Maintenace	127.76
			Public Works	2016 CAT 289D Maintenace	933.02
WAPITI NW LLC Total					1,060.78
WELLWORKS FOR YOU	3414	20244	Genl Govt/Facilities	08.2022 Wellness Program	(67.34)
			Human Resources	08.2022 Wellness Program	850.34
WELLWORKS FOR YOU Total					783.00
Grand Total					721,993.79

Attachment: September 8, 2022 Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: September 08, 2022

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the August 25, 2022 Meeting

AGENDA ITEM TITLE:

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

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

Not applicable

ACTION OR MOTION:

Approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 08-25-2022 (PDF)



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
August 25, 2022

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30 P.M.

1. 2023 Introduction to Budget and Baseline Operating Budget

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Jen Lindsay	Mayor	Present	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Absent	
Rachel Coker	Councilor	Present	
Matt Cole	Councilor	Present	

MOTION: COUNCIL MEMBER COLE MOVED TO EXCUSE COUNCIL MEMBER CHIPMAN FROM THE MEETING.

SECOND: COUNCIL MEMBER COKER.

MOTION PASSED.

LATE CHANGES TO THE AGENDA

OATH OF OFFICE FOR SERGEANT DORAN - CHIEF BROOKS

PUBLIC COMMENT

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

Attachment: 08-25-2022 (Approval of Minutes)

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the July 28, 2022 Meeting
3. Approval of Minutes from the August 11, 2022 Meeting

BUSINESS

1. **Motion - Approval of Developer Agreement with Clark Regional Wastewater District for Splashpad Connection**

As part of the permitting process for the Splashpad at Overlook Park, Clark Regional Wastewater District (CRWWD) requires a developer agreement. This agreement is necessary because the project includes construction of infrastructure that will be dedicated to CRWWD after construction is complete. The Splashpad will use recycled water to minimize water consumption. However, the filter unit will require regular cleaning or “backwashing”. The backwash water will be discharged to the sanitary sewer system through a newly constructed manhole and approximately 17 feet of new sewer main that will be dedicated to the sewer district.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE DEVELOPER AGREEMENT BETWEEN CLARK REGIONAL WASTEWATER DISTRICT AND THE CITY FOR CONSTRUCTION AND DEDICATION OF SANITARY SEWER COMPONENTS OF THE SPLASHPAD CONSTRUCTION.

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

2. **Motion - Approval of Interlocal Agreement with Ridgefield School District-Union Ridge Elementary Swale**

The City received CDBG funding to construct the S 8th and Simons Street project. The project was included in the Stormwater Capital Facilities plan and included a stormwater treatment facility that would discharge to Gee Creek. During design of the project, it became apparent that the discharge location presented several problems including construction on steep slopes adjacent to the creek and a difficult to access outfall location. An alternate design discharging stormwater to the swale located at Union Ridge Elementary was developed. This swale has adequate capacity for the existing school, planned future expansions, and discharges to a stormwater pond located on school property. It will provide treatment of the stormwater and the pond will provide necessary detention.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE INTERLOCAL AGREEMENT BETWEEN THE RIDGEFIELD SCHOOL DISTRICT AND THE CITY FOR MAINTENANCE OF THE UNION RIDGE ELEMENTARY SWALE.

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

3. Motion - Approval of Bid Award for N 8th and Simons Street Project

N 8th Avenue and N Simons Street are located in the oldest part of downtown Ridgefield. The infrastructure in this area is substandard or nonexistent. Water lines in the area are undersized and well beyond their design life. Stormwater infrastructure on Simons Street is substandard, and the area has had frequent flooding during the last several winters. Additionally, there are no sidewalks on Simons Street forcing pedestrian traffic onto the narrow paved roadway. The project will construct improvements including upgrading an undersized water line to current standards, stormwater improvements to mitigate ponding on residential lots from public runoff, approximately 120 feet of sidewalks with associated ADA ramps, and paving. CDBG funds are being used for stormwater improvements, sidewalks, ADA ramps, and paving. Improvements to the water system are being used as matching funds and will come from the water.

City Council conducted discussion.

MOTION: MOVED TO AWARD THE N 8TH AND SIMON STREET PROJECT TO ADVANCED EXCAVATING SPECIALISTS, LLC FOR THE AMOUNT OF \$479,276.72.

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

4. Motion - Approval of Bid Award for 2022 Roadway Striping Project

Striping for roadways is critical for maintaining safe roadways, bike lanes, and pedestrian facilities. The proposed project will provide approximately 67,000 linear feet of striping, as well as crosswalks, stop bars, and turn symbols on major roads throughout the City. Roadways to be striped include Heron Drive, Main Avenue, N Royle Road, and Pioneer Canyon Drive. The scope of work for the project requires that all work be completed by October 1, 2022.

City Council conducted discussion.

MOTION: MOVED TO AWARD THE 2022 ROADWAY STRIPING PROJECT TO SPECIALIZED PAVEMENT MARKING, LLC FOR THE AMOUNT OF \$124,664.78.

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

PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1371 – Haul Route Code - Brenda Howell, Public Works Director

As site work begins for development projects, contractors haul heavy loads of materials to and from the site. Typically, these loads move on neighborhood streets connecting the site to arterials. This results in damage to streets beyond what is anticipated due to regular traffic. This problem has been highlighted recently due both to the volume of development and the creation of a formal pavement preservation program that quantifies street conditions. To address these issues, staff proposes a new chapter in RMC Title 12 - Streets and Sidewalks establishing rules and procedures for approval of haul route plans and executing haul route agreements to address potential impacts of hauling operations related to development. As proposed, a haul route plan would be provided to the Public Works Director for any development involving hauling over 1,000 cubic yards of material. If the haul route plan shows that the hauling operation will cause accelerated deterioration of City streets and additional maintenance costs to the City, a haul route agreement between the City and the developer will be required. The haul route agreement, to be executed prior to construction activity, would establish inspections, costs, and penalties. Unauthorized hauling activity would be subject to enforcement under RDC 18.395.

City Council conducted discussion.

Mayor Lindsay opened Public Hearing: 7:40PM

Comments received during public hearing can be heard on the City's website under
<https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

Mayor Lindsay Closed Public Hearing: 7:42PM

First reading only.

2. Public Hearing and First Reading of Ordinance No. 1372 - Tree Protection Code - Claire Lust, Community Development Director

When site work is underway for residential and commercial development projects, staff lack a mechanism to track and enforce 1) which trees are planned for removal; and 2) how trees to be retained will be protected during construction.

To address these issues, staff proposes new requirements for developers to submit a tree removal and protection plan with certain land use applications. The tree removal and protection plan would show trees greater than twelve inches diameter at breast height, assess their condition and identify those proposed for removal. It would also include protection measures for trees to be retained during site development, including fencing of tree protection zones. Violations of the plan would be enforceable through existing code enforcement procedures. Staff has included the proposed tree removal and protection plan requirements in Chapter RDC 18.840 and proposes changing the title of that chapter from Heritage Trees to Trees, to more broadly encompass regulations related to trees. The existing heritage tree code sections remain in RDC 18.840. Any trees identified as heritage trees are still subject to the heritage tree code requirements. Similarly, any proposals to remove trees in critical areas or buffers would still be processed through existing critical area review procedures in RDC 18.280.

The current proposal does *not* 1) establish a minimum number or percentage of trees to be protected on private property outside of critical areas or 2) establish a permitting process for tree removal on private property outside of critical areas. These are separate, larger policy questions that could be addressed through future updates. The goal of the current proposal is for staff and applicants to establish a shared understanding prior to site work regarding what trees will be removed, what trees

will be protected, how those trees will be protected, and how violations will be enforced.

City Council conducted discussion.

Mayor Lindsay Opened Public Hearing: 8:01PM

Comments received during public testimony can be heard on the City's website under

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

Mayor Lindsay Closed Public Hearing: 8:06PM

First reading only.

PUBLIC COMMENT

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Onslow - AWC Cities on Tap will be held in Ridgefield on October 18th.

Council Member Coker - Chamber of Commerce update provided.

Council Member Aichele - Attended Port of Ridgefield Commission meeting.

Council Member Wells- Attended CRWWD meeting.

Council Member Cole - Participated in a ride-along with Ridgefield Police Officers.

Mayor

Attended Farm to Table event, YMCA video promo and annual gold fundraiser tournament.

Executive Session - Acquisition of real estate pursuant to RCW 42.30.110(1)(b)

Executive Session - Discuss legal risks of proposed action with legal counsel pursuant to RCW 42.30.110(1)(i)

Mayor Lindsay announced that City Council would enter into executive session to discuss acquisition of real estate pursuant to RCW 42.30.110(1)(b) and legal risks of proposed action with legal counsel pursuant to RCW 42.30.110(1)(i) until 9:20PM, no action would be taken.

Attendees: Mayor, City Council, City Manager Steve Stuart, Deputy City Manager Lee Knottnerus, Finance Director Kirk Johnson, Police Chief John Brooks.

9:30PM - Deputy City Manager Lee Knottnerus announced that City Council will continue the executive session until 9:40PM.

9:40PM - Deputy City Manager Lee Knottnerus announced that City Council will continue the executive session until 9:50PM.

9:50PM - Mayor reconvened the meeting and adjourn.

City Manager

ADJOURN - [9:50 PM](#)

Julie Ferriss, City Clerk

Jennifer Lindsay, Mayor

Attachment: 08-25-2022 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: September 08, 2022

ITEM:

AGENDA ITEM TITLE: Mayor's Meadow to Reiman Road Multimodal Path

GOVERNING LEGISLATION:

PREVIOUS COUNCIL ACTION TAKEN:

\$420,000 for an alternatives analysis and design of the Mayor's Meadow to Reiman Road Trail was included in the 2022 budget. The project is also part of Trail 3 in the adopted Parks, Recreation & Open Space Plan.

On June 9, 2022, staff presented three alternatives for discussion and recommendations from Council. At that time, an alternative was not chosen.

SUMMARY/BACKGROUND:

This project is located along the Pioneer Street (SR 501) corridor from the Mayor's Meadow area of Abrams Park (near S Gee Creek Loop) to the North Reiman Road intersection. The roadway corridor crosses Gee Creek approximately 230 feet east of the S Gee Creek Loop intersection. The majority of the existing corridor has two travel lanes with narrow shoulders on either side.

The Pioneer Street corridor is the primary east-west connection from I-5 to downtown Ridgefield. The surrounding area includes downtown Ridgefield, Lake River, the Port of Ridgefield, and Union Ridge Elementary School to the west, and a trail connection at Reiman Road linking multiple residential neighborhoods to the east. Future planned projects on the corridor will complete the connection to downtown and provide connection to neighborhoods and shopping areas to the east.

By completing the proposed project, a missing link between downtown Ridgefield and the N Reiman Road intersection will be completed. This will provide for safe and effective transportation connectivity for vehicles, pedestrians, and cyclists, often referred to as "Complete Streets".

The presentation at this meeting will show an updated alignment based on feedback received from Council to minimize crossings of Pioneer Street, maximize safety, and minimize right of way acquisition needs.

BUDGET/FINANCIAL IMPACTS:

Alternatives analysis and design costs were included in the 2022 budget. Estimated construction costs

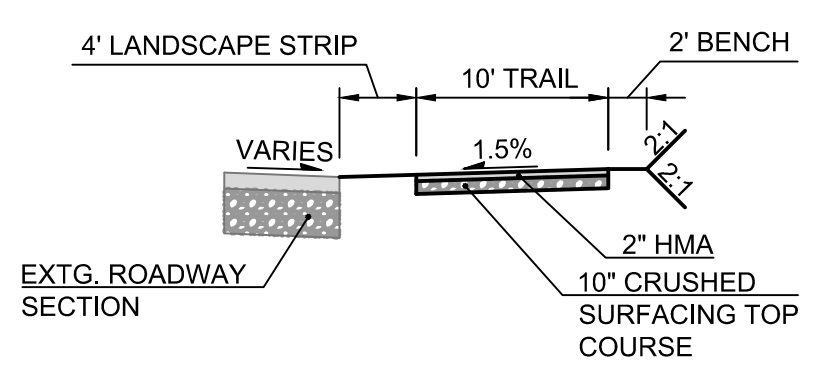
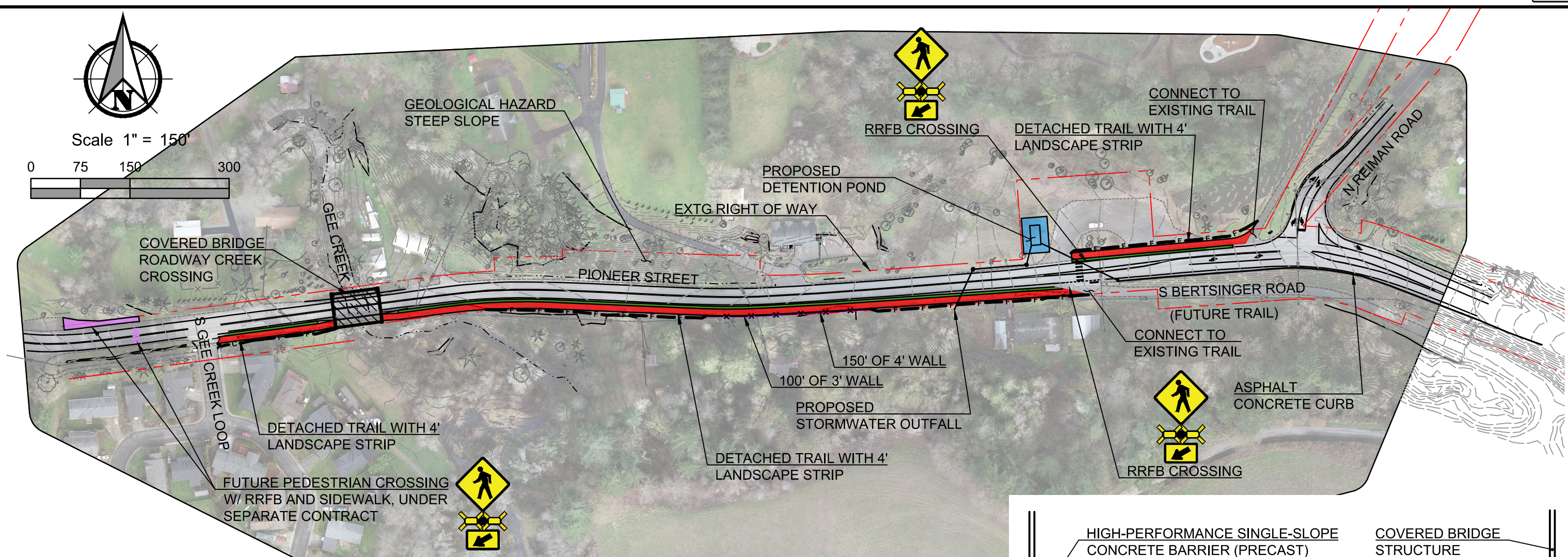
Staff recently applied for a grant through the state Pedestrian and Bicycle Program, which would help defray construction costs if received.

Costs for construction are necessarily high level at this point, but the presented south alignment path, without a bridge, is estimated at around \$4M. Construction of a standard vehicular bridge is estimated to cost approximately \$1.7M, or a covered vehicular bridge would cost approximately \$2.2M.

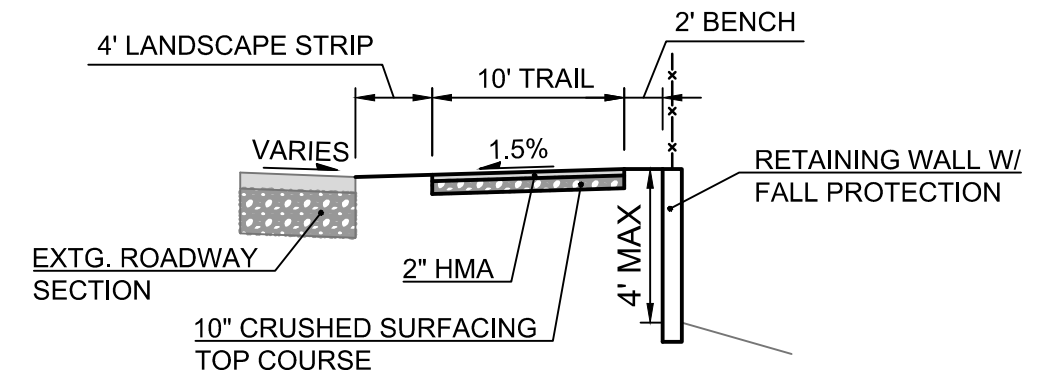
ACTION OR MOTION:

STAFF CONTACT: Brenda Howell, Public Works Director

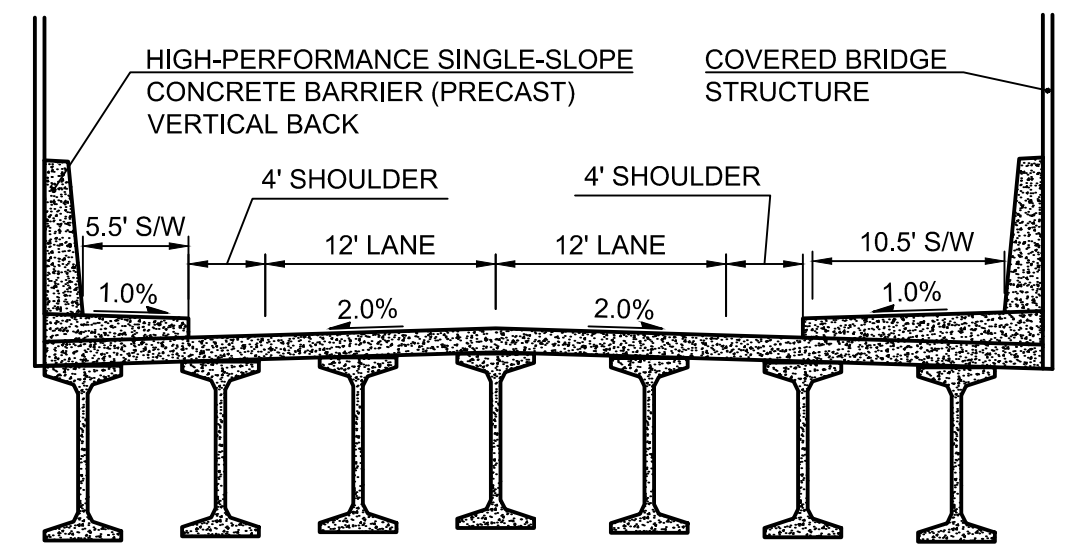
ATTACHMENTS: 71742_11x17-AlternativeAnalysis-SouthTrail-Covered-Bridge-Plan
(PDF)
Alternative Analysis-Council Presentation-Sept (PPTX)



DETACHED TRAIL TYPICAL SECTION
NTS



DETACHED TRAIL FILL WALL TYPICAL SECTION
NTS



PIONEER STREET COVERED BRIDGE
ROADWAY TYPICAL SECTION
NTS

MAYOR'S MEADOW ALTERNATIVES SOUTH ALIGNMENT (COVERED ROADWAY BRIDGE)



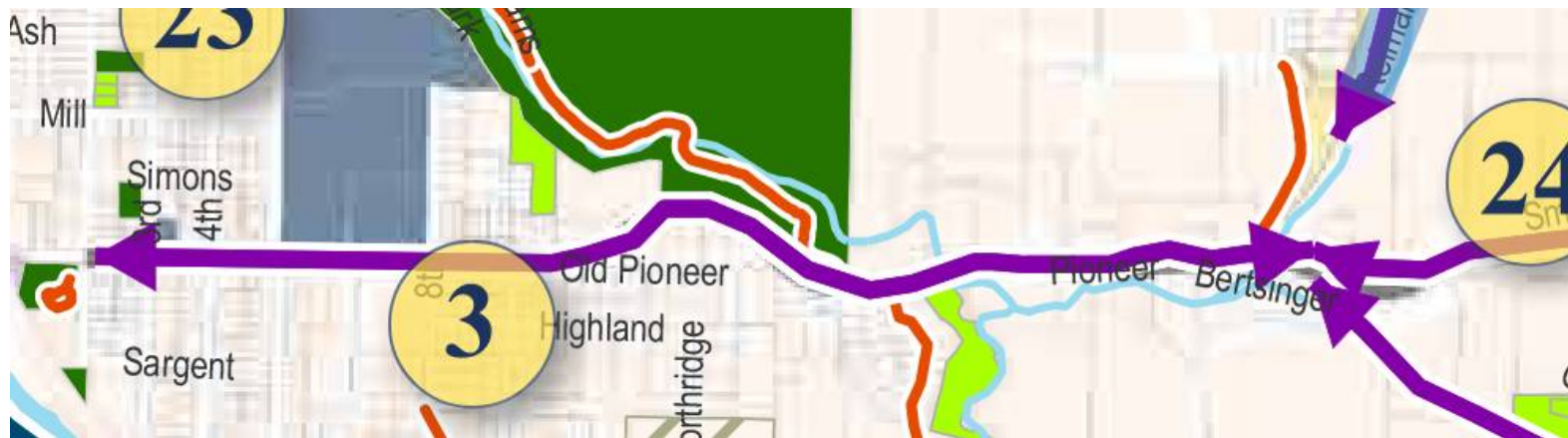
Mayor's Meadow to Reiman Road

Draft Alternative Analysis
Council Presentation
September 8, 2022

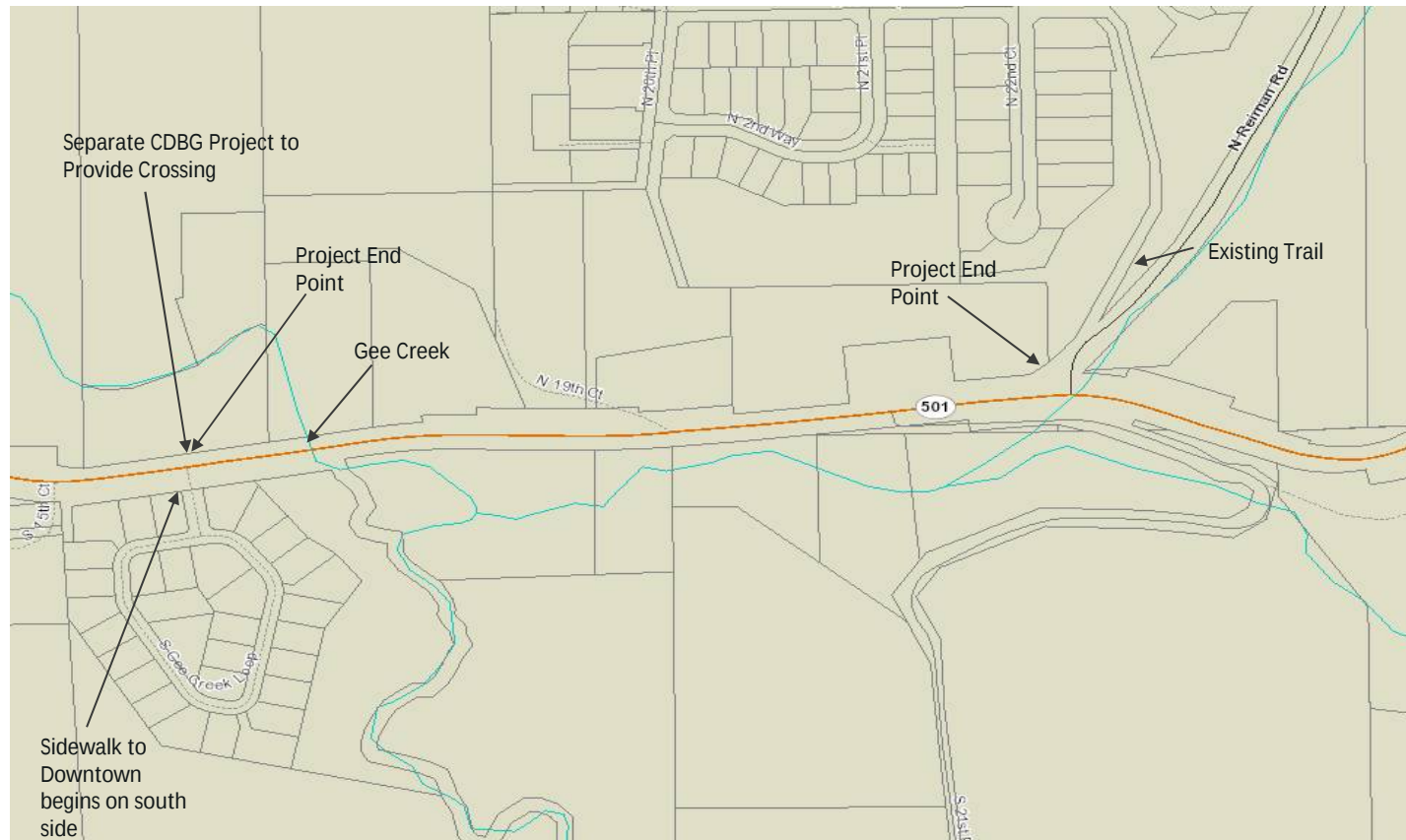


Background

- Included as Trail 3 in the 2020 Parks, Recreation and Open Space Plan (PROS Plan)
- During the open house for the PROS Plan connection was specifically mentioned in community comments
- Part of the City's long-term goal of pedestrian connectivity



Location



Existing Conditions



Alternatives Analysis- Presented June 2022

- Three Alternatives Developed
 - Alternative 1
 - North Side of Pioneer
 - Pedestrian Bridge over Gee Creek
 - No Pedestrian Crossing Needed
 - Steep Slopes require Curb Tight Solution
 - Alternative 2
 - South Side of Pioneer
 - Meandering Separated Path
 - Pedestrian Bridge over Gee Creek
 - Requires Pedestrian Crossing
 - Alternative 3
 - North Side of Pioneer
 - Replace Existing Bridge with Covered Bridge with Pedestrian Facility
 - No Pedestrian Crossing Needed
 - Steep Slopes Require Curb Tight Solution



Council Feedback

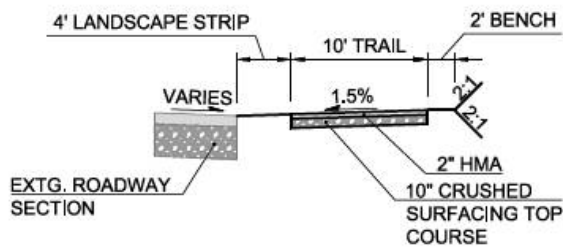
- Develop Alignment that:
 - Maximizes Safety
 - Minimizes Crossings
 - Minimizes Right of Way Acquisition
 - Produce Alignment with a Vehicular Bridge Replacement, with and without a cover



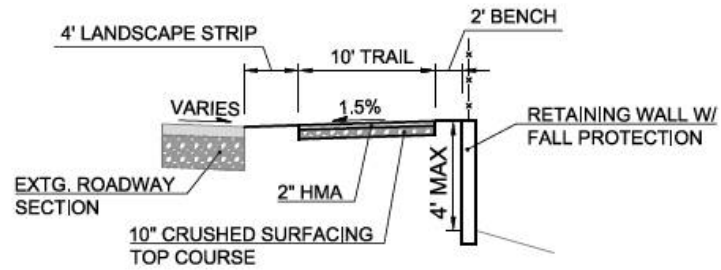
Southern Alignment



Southern Alignment



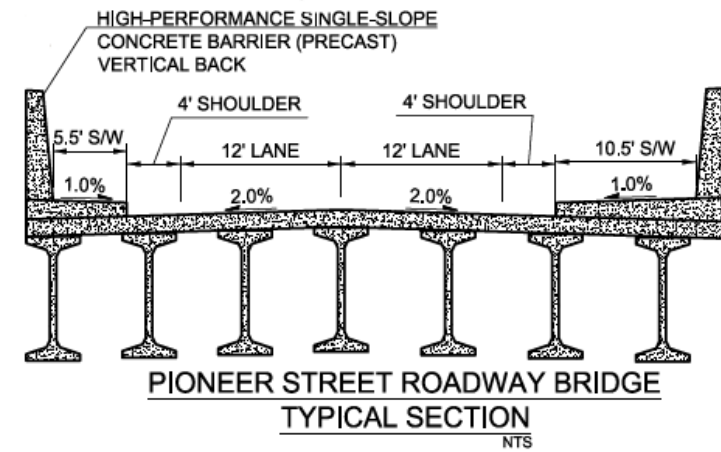
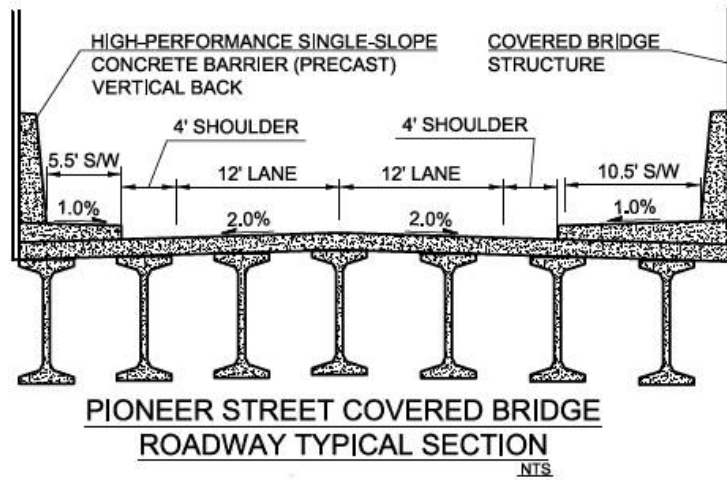
DETACHED TRAIL TYPICAL SECTION
NTS



DETACHED TRAIL FILL WALL TYPICAL SECTION
NTS



Bridge Cross Sections



Questions?



**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: September 08, 2022

ITEM:

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
Amending Chapters Within Title 18 of the Ridgefield Municipal
Code

PREVIOUS COUNCIL ACTION TAKEN:

Public hearing and 1st reading: July 28, 2022

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

Adopt Ordinance No. 1370 by making the following motion:

“I move to adopt Ordinance No. 1370, as presented.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: July 2022 RDC Amendments_Staff Report_CC_2 (PDF)
Attachment A - July 2022 Ridgefield Development Code Text
Amendments_Council_2 (PDF)

ORDINANCE NO. 1370**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN
TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE**

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

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

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

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

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

WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations, most recently including Ordinance No. 1352; and

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed revisions to Title 18 on July 6, 2022, forwarded a recommendation to amend Title 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed Title 18 amendments to the Washington State Department of Commerce on July 1, 2022 consistent with RCW 36.70A; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments to Title 18 during a regularly scheduled City Council meeting held on July 28, 2022; and

WHEREAS, consistent with WAC 197-11-340(2), on August 18, 2022 the City of Ridgefield issued a SEPA Determination of Non-significance (DNS) regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the SEPA DNS public comment period expired on September 1, 2022 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 18 during a regularly scheduled meeting held on September 8, 2022; and

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Title 18 of the Ridgefield Municipal Code.

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

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

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 8th DAY OF SEPTEMBER, 2022.

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: July 28, 2022

Second Reading/Passage: August 8, 2022

Date of Publication:

Effective Date:

EXHIBIT A:

Amendments to Title 18 of the Ridgefield Municipal Code



THE CITY OF RIDGEFIELD

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

Amendments to Title 18 of the Ridgefield Municipal Code City Council Staff Report – 2nd Reading September 8, 2022

BACKGROUND

The Community Development Department is proposing a series of amendments to Title 18 of the Ridgefield Municipal Code (RMC), also known as the Ridgefield Development Code (RDC). The purpose of the proposed amendments is to keep the code up-to-date and to address current development issues in order to better serve the Ridgefield community.

DISCUSSION

Types of Amendments

The proposed amendments intend to update the code to address issues identified when applying the existing code and issues anticipated for future projects in Ridgefield. For this round of updates, staff identified three types of proposed code amendments: housekeeping updates, minor policy changes, and major policy changes related to land division:

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

Summary of Changes

The following table summarized the proposed changes; full text amendments are in Attachment A.

Housekeeping items:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>	<u>PC/CC/public comments</u>
18.100.010 – “A” definitions	Clarify list of accessory structure examples and remove standards from definition.	None
18.205.030 – Uses - Limitations	Correct erroneous code references.	None

18.210.110 – Residential Low Density Districts – Fences and Walls		
18.715.070 – Exterior Lighting – Submittals		
18.740.060 – Fences and Walls – enforcement		
18.235.060.J – Special provisions for the RMUO – Open space requirements	Correct subsection numbering.	None
18.240.060.A – Employment Districts – Site and building design	Clarify language around what structures and uses need to be screened on an Employment site.	None
18.550.070 – Binding Site Plan – Allowance of bond for public improvements prior to approval of final binding site plan	Cross-reference new, detailed bonding and enforcement language proposed in RDC 18.401.120.	None
18.610.060 – Short Plats – Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of final short plat		
18.615.060 – Large Lot Plats – Allowance of bond for public improvements in lieu of actual construction of improvements		

prior to approval of final large lot plat		
18.620.070 - Preliminary plat - Allowance of bond in lieu of actual improvements prior to approval of final plat.		
18.610.060 - Short Plats - Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of final short plat	Correct required bond amount.	None
18.615.060 - Large Lot Plats - Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of final large lot plat		
18.720.030 - Off-street Parking and Loading - Number of spaces required	Clarify language around additional vs. alternative parking stall provisions.	None

Minor Policy Changes:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>	<u>PC/CC/public comments</u>
18.210.120 - Residential Low Density Districts - Accessory structures and dwellings	Put standards removed from accessory structure definition in existing residential accessory structure code sections. Modify certain standards to encourage accessory structure compatibility with the whole site and improve application process for applicants and reviewers.	PC: Consider higher maximum height for RV/boat garages, but still limit the maximum height to the height of the primary structure.
18.220.130 - Residential Medium		

Density District – Accessory structures and dwellings		
18.230.055.C.1 – Commercial building design and features – mass and scale	Apply large format building design standards to all permitted buildings in the commercial zones, not just those with retail uses.	CC: Is there anything in our code about continuity of design across multiple commercial buildings in a development? (Answer: Yes.)
18.401.120 – Planned Unit Developments – Bonding and enforcement	Revise and consolidate codified bonding procedures to reflect current practice and improve enforcement capabilities.	None
18.610.010 – Short Plats – Short subdivision (plat) provisions	Make pre-application conferences optional for short plats and large lot plats.	None
18.615.010 – Large Lot Plats – Large lot plat provisions		
18.620.070 – Preliminary plat – Allowance of bond in lieu of actual improvements prior to approval of final plat.	Match policy to practice for which staff reviews and approves work.	None

Major Policy Changes:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>	<u>PC/CC/public comments</u>
18.205.020 - Uses-Master use table	Disallow multifamily residential as a limited conditional use in the CNB, CCB, and E zones. As a result, no new residential uses would be permitted in commercial or employment zones without the application of a mixed-use overlay.	PC: Clarify that upper story residential could still be allowed in non-residential base zones through Council approval of the RMUO, or a base zone change. CC: How would this impact waterfront development?
18.205.030 - Uses - Limitations		

		(Answer: The waterfront has a mixed use based zone (WMU) where residential uses are permitted on upper stories. The current proposal would not change this.)
18.755.060 – Erosion Control – specific requirements	Create enhanced erosion controls requirements.	CC: What would the enhanced erosion control measures consist of? (Answer: Limit the areas that can be disturbed between October and May in two ways. One, require all steep slopes to be seeded prior to October 1st. Two, limit disturbance of overall site to two acres between October 15th and April 30th, with the remainder seeded by October 15th.) CC: Is there a minimum site size? (Answer: No.) CC: How did you come up with two acres? (Answer: Based on codes from other cities and experience with projects during winter 2021-2022. There is also a provision proposed to get written approval to open up more acreage.) Council requested staff look into replacing the two-acre limitation with a percentage-based limitation or increasing it above two acres.

PLANNING COMMISSION

Planning Commission held a public hearing on the proposed code amendments on July 6, 2022. No public testimony was received. Commissioners discussed and asked questions about the proposed amendments, as noted in the preceding tables.

Planning Commission voted to recommend approval of the proposed code amendments, updated to consider increased maximum height for boat and RV garages, to Council.

CITY COUNCIL

City Council held a public hearing and ordinance first reading on July 28, 2022. No public testimony was received. Council discussed and asked questions about the proposed amendments, as noted in the preceding tables.

Regarding erosion control, staff has considered options to increase the limitation for site area open between October 15 and April 30 or establish a percentage-based limitation. The problem this proposed amendment aims to address is contractors opening up more acreage than they can adequately manage during the rainy season. In other words, the problem is flat number of acres, not percentage of total acreage. Larger total acreage does not make each individual acre easier to manage.

For example, if the standard was that 25 percent of total site acres could be open during the rainy season, a 40-acre site could have ten acres open. This would be the same amount of open acres as a ten-acre site violating the code by leaving the whole site open during the rainy season, or twice as many open acres as a ten-acre site violating the code by leaving five acres open, or four times as many open acres as a ten-acre site also complying with the code and only leaving 2.5 acres open.

Based on this analysis of the problem to be solved, the proposed amendment to RDC 18.755.060 still includes a two-acre limit to open land between October 15 and April 30. However, Council has the authority to deliberate and revise this proposal to a larger acreage or percentage-based limitation prior to a vote on adoption.

PROCESS

<u>Date</u>	<u>Milestone</u>
June 22, 2022	Notice of public hearing published
July 6, 2022	Planning Commission public hearing
July 14, 2022	Notice of public hearing published
July 28, 2022	City Council public hearing and 1 st reading
September 8, 2022	City Council public meeting and 2nd reading/adoption

ATTACHMENTS

- A. Attachment A – July 2022 Ridgefield Development Code Text Amendments_Council_2

Housekeeping Amendments		
Section	Text	Reason
18.100.010 "A" definitions	Accessory structure. A structure that is incidental and subordinate to the principal building located on the same lot. Accessory structures are not designed for human habitation and are not synonymous with accessory dwelling units (ADU) which are governed by RDC 18.206.030. Accessory structures include, but are not limited to, garages, fences, mechanical structures, garden structures, detached decks, and stairways, tennis courts, swimming pools, greenhouses, storage buildings. In addition to the development standards set forth in RDC 18.210.120 and RDC 18.220.130, accessory structures may not exceed twenty-four feet in height. In addition to the building permit requirements, any accessory structures greater than one hundred twenty square feet in low-density residential districts shall be visually compatible with the principal building.	Remove fences from definition to avoid confusion; fences have their own standards and procedures. Clarify that decks and stairways are only accessory structures if they are detached from the primary structure. Move standards out of definition.
18.205.030 Uses - Limitations	AA. Recreational Vehicle (Single). Persons may occupy a recreational vehicle (RV), parked on a lot, for up to two weeks per year with the permission of the property owner. The following standards apply: 6. Unoccupied RVs may be parked off-street in any zone in parking areas meeting the requirements of RDC 18.720. In the RLD zones, RV parking is subject to the provisions of RDC 18.210.030.C.3 <u>RDC 18.210.080</u>.	Incorrect reference.
18.210.110 Residential Low Density Districts – Fences and walls	A. In addition to the provisions of Chapter 18.740, the following special provisions shall apply. 1. The maximum height of fences located along a property line is six feet, subject to the sight clearance provisions of Section 2-152.16 of the city engineering standards. The maximum height of fences and walls located between the front yard building setback line and the front property line is three feet, six inches high.	Incorrect reference.
18.235.060.J Special provisions for the RMUO – Open Space Requirements	4. Open space areas shall be in high pedestrian traffic locations within the development such as along street frontages, on lot corners, along internal or external pedestrian connections, or near building entrances. Open space areas shall not be located in isolated or undevelopable space where low pedestrian traffic is anticipated. 4- 5. Open space areas must be accessible by internal and/or external pedestrian connections as required by RDC 18.230.050.D.	Numbering repeated; fix and renumber following items.
18.240.060.A Employment Districts – Site	7. The following accessory structures <u>and uses</u> shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from	The items listed in 7(a) are uses, not structures.

and building design	public view along an arterial, minor arterial or collector street: - All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities. - Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures. - Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.	
18.550.070 Binding Site Plan – Allowance of bond for public improvements prior to approval of final binding site plan	D. The applicant shall <u>comply with the bonding requirements in RDC 18.401.120. provide the city with a maintenance bond with a two-year term valued at twenty percent of the actual construction costs, subject to review and approval by the director of public works.</u>	Reference new, detailed language proposed in RDC 18.401.120.
18.610.060 Short Plats – Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of final short plat	B. The bond or other method of security shall be subject to approval by the city engineer prior to approval of the short plat by the administrator. In no case shall the amount of the bond or other method of security be less than one hundred fifty-twenty percent of the actual estimated cost of the improvements. D. The applicant shall <u>comply with the bonding requirements in RDC 18.401.120. provide the city with a maintenance bond with a two-year term valued at twenty percent of the actual construction costs, subject to review and approval by the director of public works.</u>	The amount is 120 percent elsewhere in the code and in practice. Reference new, detailed language proposed in RDC 18.401.120
18.615.060 Large Lot Plats - Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of final large lot plat	B. The bond or other method of security shall be subject to approval by the city engineer prior to approval of the short plat by the administrator. In no case shall the amount of the bond or other method of security be less than one hundred fifty-twenty percent of the actual estimated cost of the improvements. D. The applicant shall <u>comply with the bonding requirements in RDC 18.401.120. provide the city with a maintenance bond with a two-year term valued at twenty percent of the actual construction costs, subject to review and approval by the director of public works.</u>	The amount is 120 percent elsewhere in the code and in practice. Reference new, detailed language proposed in RDC 18.401.120
18.620.070 Preliminary plat – Allowance of	F. The applicant shall <u>comply with the bonding requirements in RDC 18.401.120. provide the city with a maintenance bond with a two-year term valued at</u>	Reference new, detailed language proposed in RDC 18.401.120

bond in lieu of actual improvements prior to approval of final plat.	twenty percent of the actual construction costs, subject to review and approval by the director of public works.	
18.715.070 Exterior Lighting - Submittals	A. All site plan applications for development including the installation of exterior lighting fixtures shall meet the requirements of RDC 18.500.040 and demonstrate compliance with the requirements of this Chapter.	RDC 18.500.040 does not include requirements, and in fact directs the user back to the requirements in RDC 18.715.070.
18.720.030 Off-Street Parking and Loading – Number of spaces required	A. Residential, Group Residential and Temporary Lodging. All uses shall require a minimum of one space per dwelling or per unit, with the following additional <u>and alternative</u> provisions: 1. Single-family, manufactured homes and duplex dwellings: maximum of six parking spaces. For PUD subdivisions with narrow single-family lots, see RDC 18.401.075. 2. Home occupation: no minimum. 3. Community residential facility: minimum of one space per seven residents served under age of twelve; one space per five residents served, ages twelve to seventeen; one space/four residents served, ages eighteen years or older. 4. Bed and breakfast and hotel/motel: minimum of one additional space for the manager. 5. Accessory dwelling unit: one minimum, except no space is required where on-street parking is available abutting the lot. B. Retail/Service. All uses shall require a minimum of one space per three hundred fifty square feet of gross floor area, with the following additional <u>and alternative</u> provisions: 1. General retail trade/services: Maximum of one space per two hundred square feet of gross floor area. 2. Retail stores and outlets selling bulky items, such as furniture, appliances, etc; minimum of one space per four hundred square feet of gross floor area; maximum of one space per three hundred square feet.	Some provisions listed are additional, but some are alternative.

	3. Motor vehicle related uses: minimum of one space per seven hundred fifty square feet of gross floor area. 4. Eating and drinking establishments: minimum of one space per two hundred square feet of gross floor area. 5. Daycare facilities: minimum of one space per two hundred square feet of gross floor area 6. Funeral home, crematory: minimum of one space per four hundred square feet of floor area. 7. Veterinary clinic and hospital: minimum of one space per two hundred square feet of gross floor area. 8. Electric vehicle infrastructure: no minimum. C. Employment. All uses shall require a minimum of one space per seven hundred fifty square feet of gross floor area, with the following additional <u>and alternative</u> provisions: 1. General office: minimum of one space per three hundred square feet of gross floor area; maximum of one space per two hundred square feet. 2. Research and development: minimum of one space per six hundred feet of gross floor area. 3. Light manufacturing: minimum of one space per five hundred square feet of gross floor area. 4. Warehousing: minimum of one space per two thousand square feet of gross floor area. 5. Freight/cargo movement and storage: minimum of one space per two thousand square feet of gross floor area. D. Entertainment and Recreation. All uses shall require a minimum of one space per four hundred square feet of gross floor area, with the following <u>additional alternative</u> provisions: 1. Indoor entertainment: bowling alleys shall have a minimum of five spaces per lane, or one space per four hundred square feet, whichever is less.	
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	2. Outdoor performance center: minimum of one space per four seats or eight feet of bench length, or one space per four hundred square feet, whichever is less. 3. Parks and trails: to be determined by the public works director. E. Education and Culture. All uses shall require a minimum of one space per two hundred square feet of gross floor area, with the following additional <u>alternative</u> provisions: 1. Elementary and middle schools: minimum of one space per employee, teacher or staff plus one space per fifteen students. 2. High school: minimum of one space per employee, teacher or staff plus one space per ten students. 3. Cultural institutions: minimum of one space per four hundred square feet of gross floor area. 4. Conference center: minimum of one space per four persons maximum occupancy load.	
18.740.060 Fences and Walls - Enforcement	The provisions of this chapter are enforceable pursuant to Chapter 18.390 <u>18.395</u> .	Incorrect reference.

Minor Policy Changes		
Section	Text	Reason
18.210.120 Residential Low Density Districts – Accessory structures and dwellings	A. Accessory structures and dwellings must meet the lot requirements and dimensional standards in RDC 18.210.030 with the following exceptions: 1. Garages Height. a. Detached garages <u>Accessory structures other than recreational vehicle garages</u> shall not exceed the lesser of <u>the lesser of</u> eighteen feet in height or the height of the primary structure. b. See RDC Chapter 18.206 for other garage standards. <u>Recreational vehicle garages shall not exceed the lesser of twenty-four feet in height or the height of the primary structure.</u> 2. One uninhabited freestanding structure less than ten feet high and 200 square feet in footprint area, such as a storage shed or	Put standards removed from accessory structure definition in existing residential accessory structure code sections. Modify certain standards to encourage accessory structure compatibility with the whole site and improve application process for applicants and reviewers. <u>Green text</u> updated since July 6 Planning Commission hearing.

	greenhouse, may be located within the required rear or side yard setback, provided: a. The structure shall retain a fire separation distance as specified in adopted building codes. b. The structure shall be set back at least five feet farther than the house from any street if the structure is located in the side yard. 2. <u>Setbacks.</u> a. One uninhabited freestanding structure up to ten feet high and 120 square feet in footprint area, such as a storage shed or greenhouse, may be located within the required rear or side yard setback, provided: i. The structure shall be located a minimum of three feet from property lines with eaves no greater than twelve inches. ii. The structure shall retain a five-foot fire separation distance from other structures as specified in adopted building codes. iii. The structures shall be setback at least five feet farther than the front façade of the house if the structure is located in the side yard. For corner lots, the structure shall be set back a minimum of ten feet farther than the front façade of the house on the street side, or outside of the Sight Obstruction area pursuant to Section 2.16 of the Engineering Standards. B. Accessory structures greater than 120 square feet shall be visually compatible with the primary structure. B.C. Accessory structures and dwellings are only permitted as accessory uses to a primary use, and must be located on the same parcel as the primary use. C.D. Accessory dwellings <u>units</u> are further regulated by RDC <u>18.205.020</u>, RDC 18.205.030 and RDC 18.206.030.	
<u>18.220.130</u> Residential Medium Density District – Accessory	A. Accessory structures must meet the dimensional standards in RDC 18.220.030, <u>with the exceptions in RDC 18.210.120.</u> 1. Detached garages shall not exceed eighteen feet in height. Multistory parking structures are	

structures and dwellings	exempt from this the eighteen-foot maximum height requirement <u>in RDC 18.210.120.</u> <u>B. Accessory structures greater than 120 square feet shall be visually compatible with the primary structure.</u> B.C. Accessory structures are only permitted as accessories to primary dwelling units <u>accessory uses to a primary use and must be located on the same parcel as the primary use.</u> C.D. <u>Accessory Dwellings. See RDC 18.205.020, Master Use Table, and RDC 18.205.030, Limitations. Accessory dwelling units are regulated by RDC 18.205.020, RDC 18.205.030, and RDC 18.206.030.</u>	
<u>18.230.055.C.1</u> Commercial building design and features – Mass and scale	e. Additional standards for large format uses in any zone. Individual retail uses with at least fifty thousand square feet of gross floor area or a façade greater than one hundred fifty feet in width shall provide: i. Prominent entry. The building front shall integrate a prominent entry feature combining substantial roofline modulation with vertical building modulation and a distinctive change in materials and/or colors. ii. Roofline modulation. The minimum vertical dimension of roofline modulation is the greater of six feet or 0.3 multiplied by the wall height (finish grade to top of the wall). iii. Façades wider than three hundred feet shall incorporate at least two entry/articulation features (if there is only one entry, the second feature may be less prominent).	Apply large format building design standards to all permitted buildings in the commercial zones, not just those with retail uses.
<u>18.401.120</u> Planned Unit Developments – Bonding and enforcement	A. No final PUD, or a phase thereof, shall be implemented until the applicant files with the planning director a bond approved by the city, executed by a surety company authorized to do business in the state, or other equivalent security approved by the city attorney, in an amount equal to the city engineer's estimate of the cost of all public improvements, improvements made in the common open space, utilities and all landscaping portions of the final PUD, conditioned upon the permittee's completion of such portions of the project according to the approved final PUD and provisions of this chapter, and, in addition, providing that no change, extension of time, alteration or addition to the project will in any way affect the obligation on the bond. Such	Revise and consolidate codified bonding procedures to reflect current practice and improve enforcement capabilities. Re-letter sections.

	bond, or an additional bond or other equivalent security, shall also be conditioned upon full restoration of the site in the event that grading, clearing or any other site preparation or work is begun and abandoned, and in the determination of the city, it will better serve the public health, welfare and safety to restore the site rather than to require completion of public improvements, utilities and landscaping. B.A. <u>Before Prior to final</u> acceptance by the city of any <u>public</u> improvements, the developer shall file a warranty bond or other suitable security in a form approved by the city attorney and in an amount to be determined approved by the city engineer, <u>but no less than twenty percent of the cost of all public and private improvements</u>, guaranteeing the repair or replacement of any improvement which proves defective within a minimum two-year time period after final acceptance of the improvements by the city. The city shall withhold acceptance of the <u>public</u> improvements until any required security for completion is filed. <u>1. Private improvements under this subsection are defined as any improvements that are to be maintained by future lot owners in common.</u> C. Prior to the issuance of any building permit, the developer shall furnish a performance bond to the city equal to a minimum of one hundred fifty percent of the cost of installation of the approved landscaping, such bond to be maintained until all landscaping is completed. A bond shall be provided for the maintenance of such landscaping for a period of three years thereafter. Such landscaping maintenance bond may be waived if another acceptable maintenance arrangement is ensured, such as mandated responsibility by homeowners' association or through condominium bylaws. D.B. If the PUD is to be developed in stages, sureties required by this subsection shall be required for the complete each <u>each</u> phase <u>prior to final acceptance of any public improvement constructed as part of that phase.</u> E.C. The city may enforce the bonds or other security required by this section according to their terms, pursuant to any and all legal and equitable remedies. In addition, any bond or other security filed pursuant to this section shall be subject to enforcement in the following manner: 1. In the event the improvements are not completed as required, or warranty is not	
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	performed satisfactorily, the city engineer shall notify the property owner <u>developer</u> and the guarantor in writing which shall set forth the specific defects which must be remedied or repaired and shall state a specific time by which such shall be completed. 2. In the event repairs or warranty are not completed as specified in the notice referred to in subsection (E)(1) of this section by the specified time, the city may proceed to repair the defect or perform the warranty by other force account, using city forces, or by private contractor. Upon completion of the repairs or maintenance, the cost thereof, plus interest at twelve percent per annum, shall be due and owing to the city from the owner and grantor <u>developer and guarantor</u> as joint and several obligation. In event the city is required to bring suit to enforce maintenance, the developer shall be responsible for any costs and attorneys' fees incurred by the city as a result of the action.	
18.610.010 Short Plats – Short subdivision (plat) provisions	B. Administration and application. 1. Pre-application review is <u>may be</u> required.	Per RDC 18.310.030.B, pre-application review is required for some types of Type II applications. Per 18.610 and 18.615, preliminary short plat and preliminary large lot plat require pre-app review. In practice, requiring a pre-app for short plats is discretionary based on the complexity of the project. Large lot plats similarly can be simple to the point that requiring a pre-app is disproportionate.
18.615.010 Large Lot Plats – Large lot plat provisions	C. Administration and application. 1. Pre-application review is <u>may be</u> required.	
18.620.070 Preliminary plat – Allowance of bond in lieu of actual improvements prior to approval of final plat.	A. As an alternative to construction of required public improvements prior to final plat approval, the subdivider shall provide a surety bond or other secure method acceptable to the city council <u>finance director</u> which provides for and secures the city the actual construction of the public improvements.	Match policy to practice for which staff reviews and approves work.
	C. An application for use of a surety bond or other method of security shall be made to the city clerk <u>engineer</u> and shall describe the method of security to be provided and the estimated cost of the required improvements. The application including the estimated cost of improvements and the general terms of the security agreement shall be subject to review and approval by the city clerk <u>engineer</u> who shall notify the	

	subdivider of tentative approval or rejection of the application within fourteen days after its filing.	
	E. After tentative approval of an application has been given by the city clerk <u>engineer</u> as provided in subsection C of this section, the subdivider shall submit the bond or other method of security to the planning-finance director for final review and recommendations thereon to the city council. The city council shall take action to accept or reject the proposed bond or other method of security prior to taking formal action on the final plat and approval.	

Major Policy Changes																								
Section	Text					Reason																		
18.205.020 Uses- Master use table	<table><tr><th colspan="6">Table 18.205.020-1</th></tr><tr><th>SPECIFIC LAND USE</th><th>CNB</th><th>CCB</th><th>CRB</th><th>E</th><th></th></tr><tr><td>Multifamily residential (RDC 18.206.070)</td><td>CL</td><td>CL</td><td></td><td>CL</td><td></td></tr></table>					Table 18.205.020-1						SPECIFIC LAND USE	CNB	CCB	CRB	E		Multifamily residential (RDC 18.206.070)	CL	CL		CL		Disallow multifamily residential as a limited conditional use in the CNB, CCB, and E zones (already prohibited in the CRB zone). As a result, no new residential uses would be permitted in commercial or employment zones without the application of a mixed-use overlay. In 18.205.030.W, renumber following sections.
Table 18.205.020-1																								
SPECIFIC LAND USE	CNB	CCB	CRB	E																				
Multifamily residential (RDC 18.206.070)	CL	CL		CL																				
18.205.030 Uses - Limitations	W. Multifamily Residential. 1. In the CNB, CCB, and E zones, residential uses are allowed conditionally. Residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre.																							
18.755.060 Erosion Control – Specific requirements	A. Construction Access Route. Construction vehicle access shall be limited to one route. Additional accesses must be approved by the <u>public works</u> director. Access points shall be stabilized with quarry spall or crushed rock to minimize the tracking of sediment, mud or debris onto public roads. <u>D. Stabilization Requirement for Sensitive Areas. During the period from October 15th to April 30th no soil on slopes greater than 25 percent or within 100 feet of a stream or wetland shall be exposed. Such areas shall be stabilized by vegetation and shall be seeded no later than October 1st. If the area is proposed to be paved the area may be stabilized with crushed aggregate.</u> <u>E. Maximum Disturbed Area. During the period from October 15th to April 30th no development shall have more than <u>two disturbed acres</u> unless approved by the public works director in writing following a full inspection of all BMPs. Any such approval shall be</u>					Create enhanced erosion control standards for the rainy season. Re-letter following sections after (E).																		

	<u>revocable at the director's or designees' discretion. Multiple phases of a development are considered one development unless phases are owned by separate entities and are under construction by the different contractors.</u>	
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CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: September 08, 2022

ITEM: BUSINESS

AGENDA ITEM TITLE: Declaring Certain Property as Surplus and Authorizing Its Disposition

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 35A.11.010 – Rights, powers, and privileges; City of Ridgefield Financial Policy #09: Capitalization of Assets

PREVIOUS COUNCIL ACTION TAKEN:

Council has previously adopted resolutions providing for the surplus of certain property and executing its sale or disposal

SUMMARY/BACKGROUND:

The City received a donation of furniture from the Holland Group earlier this year. The only cost to the City was to hire a mover to disassemble and transport the furniture to Ridgefield. City staff have identified the cubicles, desks, filing cabinets etc. that can be used in City facilities. Staff have offered the remaining furniture to other public entities and non-profits at a pro-rated cost to share in the moving expenses and staff time to obtain the donated goods. Currently Ridgefield School District and Battle Ground Police Department are interested in obtaining some of the furniture available. Staff would like to surplus the furniture so we can transfer to these entities and sell the remaining furniture on our online public surplus site.

In addition to the furniture the police department has multiple weapons that have been forfeited, donated or dropped off at the police department. The Police Chief would like to sell the furniture to a licensed dealer for credit on the purchase of weapons used by our police officers. Please refer to Exhibit “A” for the value of these weapons.

The City is also in the process of transitioning to a new phone system. The transition would reduce ongoing support costs for our current Avaya phone system and provide additional flexibility in how the phone tree and use of the system is setup. The Avaya system includes 45 desk phones at a total estimated surplus value of \$1,000. The final surplus items include two laptops scheduled to be replaced through the computer replacement model. Value is estimated at \$50 each due to past history of surplus sales.

The attached exhibit A is a list of surplus equipment staff would like to try and sell on the online auction site and/or dispose of.

A public hearing is not required to surplus this property per RCW 39.33.020 and AGO 1997 No. 5, and RCW 35.94.040. RCW 39.33.020 requires a public hearing for surplus of property

over \$50,000 in value for all intergovernmental transfers. RCW 35.94.040 requires a public hearing to surplus property over \$50,000 in value for the surplus of property originally purchased for a utility. The current property does not meet either of these criteria.

BUDGET/FINANCIAL IMPACTS:

The estimated surplus value is approximately \$29,655 and would be posted to the fund responsible for the original purchase.

RECOMMENDED ACTION OR MOTION:

Council can adopt Resolution No. 615 as presented by making the following motion:

“I move to adopt Resolution No. 615 as presented.”

STAFF CONTACT:

Kirk Johnson, Finance Director

Exhibit A - 9.2022 Surplus (PDF)

ATTACHMENTS:

Resolution No.615**DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION****DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION**

WHEREAS, the City of Ridgefield has acquired certain personal property and equipment and

WHEREAS, the property and equipment cannot be reassigned within the City and the surplus of this property and equipment will meet the needs of the City of Ridgefield,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF RIDGEFIELD, WASHINGTON as follows:

Section 1. Based upon the findings and recommendations of the City, the attached Exhibit A represents the list of property requesting to be declared surplus and no longer meets the needs of the City, and further, these items cannot be reassigned as an asset to other departments of the City.

Section 2. This property is deemed to no longer create a benefit for the residents of the City of Ridgefield.

Section 3. The Council authorizes the City Manager to sell, auction or scrap the items identified on the attached list for the best available price; or to properly dispose of the property to the best benefit of the City of Ridgefield.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 8th DAY OF SEPTEMBER, 2022.

City of Ridgefield

Jennifer Lindsay, Mayor

Attest:

Julie Ferriss, City Clerk

Exhibit "A"
Forfeited /Seized or donated Firearms

Manufacturer	Model	Serial Number	Type	Caliber or Gauge	Name of Purchaser	Description	Related Case	Keiths Offer 2022
Remington	870 Tactical	R858218F	Pump Shotgun	12 gauge	Keiths Sporting Goods	Syn w/ Ex Tube	Donated	\$250.00
Browning Miroku	BPS Special	08550ZV121	Pump Shotgun	12 gauge	Keiths Sporting Goods	28 Blue Walnut	19000380 forfeiture	\$300.00
Remington	870 Wingmaster	V857733V	Pump Shotgun	12 guage	Keiths Sporting Goods	18" wood	Dept. Owned	\$150.00
Springfield	1915	T91262	SXS Shot	410 gauge	Keiths Sporting Goods	26" wood	19000380 forfeiture	\$20.00
Mossberg	500	U104875	Pump Shotgun	12 gauge	Keiths Sporting Goods	28" syn	17000337-1 forfeiture	\$125.00
Stoeger	P350	507461	Pump Shotgun	12 gauge	Keiths Sporting Goods	28 syn	19000380 forfeiture	\$150.00
Winchester	1200	L938394	Pump Shotgun	12 gauge	Keiths Sporting Goods	28" wood	19-160 forfeiture	\$175.00
Stevens	87D	None	Semi Rifle	22	Keiths Sporting Goods	Blue wood	Donated: Vantzelfden	\$25.00
Remington	870	CC93845A	Pump Shotgun	20 gauge	Keiths Sporting Goods	BlueWood 18"	18-71 no resp. mail	\$200.00
Remington	870 WM	8839566U	Pump Shotgun	12 gauge	Keiths Sporting Goods	Blue Wood 18"	Dept. Owned	\$150.00
Sig Sauer	P6	M465676	Semi Pistol	9mm	Keiths Sporting Goods	Black No mag	17000337-1 forfeiture	\$250.00
Cal Westco	25	1745	Semi Pistol	25 Auto	Keiths Sporting Goods	Black		\$25.00
High Standard	100	462916	Semi Pistol	22 LR	Keiths Sporting Goods		Donated: Alyson Slyman	\$75.00
Davis Ind.	P-380	AP462085	Semi Pistol	380 Auto	Keiths Sporting Goods	Blue	18-507 Supp 2	\$10.00
Ruger	Single Six	20-91129	Revolver	22	Keiths Sporting Goods	5.5 " Nos	19000373 forfeiture	\$100.00
Winchester	1300 Defender	L2837591	Pump Shotgun	12 gauge	18" syn	18 " Syn	Donation : Scott Leary	\$200.00
TOTAL:								\$2,205.00

Furniture

Cubicles	Approx 71	\$24,850	Surplus Value
File Cabinets	Approx 10 - 15	\$500	Surplus Value
Free Standing Desks	Approx 10 +	\$1,000	Surplus Value
Chairs	Approx 15	\$100	Surplus Value
		\$26,450	

Avaya Phone System and Computers

Avaya Phones	45	\$1,000	Surplus Value	
Laptop	1	\$ 50	Surplus Value	Serial # F06GBG2
Laptop	1	\$ 50	Surplus Value	serial # 5S982H2
		\$1,100		

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: September 08, 2022

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Bid Award for Overlook Splashpad

GOVERNING LEGISLATION:

NA

PREVIOUS COUNCIL ACTION TAKEN:

Council approved funding for design of the Overlook Park Improvements in the 2021 budget. During the design phase Council also provided input on the design and features of the splashpad. Construction funding was approved by Council in the 2022 budget.

SUMMARY/BACKGROUND:

Located at the end of Main Street, Overlook Park “overlooks” the beauty of the National Wildlife Refuge. It is a way to connect to the urban and natural aspects of the city. The existing park includes an amphitheater where live music is played, a brick plaza, where the Ridgefield’s Farmers Market and First Saturday Events are held, historical information about the early settlement of the Native Americans, and public restrooms.

The project area is currently a vacant lot identified as Property Identification Number 68816000, owned by the City, NW of the existing Overlook Park. The project proposes a new splash pad for Overlook Park at the northwest corner of the existing park.

Construction of a splashpad at Overlook Park is a Council priority and the City began working on the design in 2021, conducting community and Council input during the design process. Award of this project will allow construction to begin on the project.

BUDGET/FINANCIAL IMPACTS:

At the time of this writing, the bid for the project has not closed and the exact dollar figure and selected contractor are unknown. The estimated cost for the project is \$808,164, but the final amount and the name of the lowest responsible bidder will be provided to the

Council and the public during the meeting.

The City has budgeted \$750,000 for the project, including a State Capital Grant for \$250,000.

ACTION OR MOTION:

A possible motion is “I move to award the Overlook Park Improvements project to *contractor* for the amount of \$XXX.”

STAFF CONTACT: Brenda Howell, Public Works Director

ATTACHMENTS:

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: September 08, 2022

ITEM:

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
Amending CERTAIN Chapters Within TITLE 13 OF the Ridgefield
Municipal Code RELATED TO LOW-INCOME WATER AND
STORMWATER RATE DISCOUNTS

GOVERNING LEGISLATION:

RMC 13.35.050 Low Income Citizen Water Rate Credit; RMC 13.75.070 Rate Adjustments and Appeals; RCW 84.36.381(5)

PREVIOUS COUNCIL ACTION TAKEN:

Council has previously approved Ordinance No. 1148 for the rate discounts through RMC 13.35.050 and RMC 13.75.070 for a low-income discount rate.

SUMMARY/BACKGROUND:

The City Utility Department has offered a low-income rate discount since 2014. Prior to that time the discount was offered to low-income seniors. The current process is to offer the discount on both water and storm water charges of up to 25% reduction on the base charge and usage charge. To qualify for the discount account holders must have a household adjusted gross income of less than two hundred percent of the federal poverty guidelines. The City also has a few grandfathered low-income senior citizen accounts that were approved prior to 2014.

The requested changes are more housekeeping than substantive changes in policy. The changes would remove the term “low-income citizen water rate ~~credit~~ with discount” in RMC 13.35.050 and add the term discounted in RMC 13.75.070. This matches the current practice and utility system setup requirements to offer the rate reduction.

The request also clarifies the requirements for proof of eligibility to match current process. City staff verify the income information from applicants and notate on the application that the applicant qualifies. No financial information is retain or stored by the City.

BUDGET/FINANCIAL IMPACTS:

No significant impacts are expected. Current enrollment in the program is 39 accounts.

ACTION OR MOTION:

Adopt Ordinance No. 1374 by making the following motion:

“I move to adopt Ordinance No. 1374, as presented.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

Low_income_citizen_water_rate_credit (DOCX)

Low_income_citizen_storm water_rate_credit (DOCX)

ORDINANCE NO. 1374**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CERTAIN CHAPTERS WITHIN TITLE 13 OF THE RIDGEFIELD MUNICIPAL CODE RELATED TO LOW-INCOME WATER AND STORMWATER RATE DISCOUNTS**

WHEREAS, Chapters 13.35 and 13.75 of the Ridgefield Municipal Code regulate water rates and stormwater utility, respectively; and

WHEREAS, the Finance department has reviewed the provisions within Chapter 13.35 and 13.75 for updates to assure that the provisions are presented clearly and reflect current law and best practices for low-income water and stormwater rate discounts;

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to amend Title 13 of the Ridgefield Municipal Code with regard to low-income water and stormwater rate discounts.

Section 2. Amending Title 13. The Ridgefield City Council hereby amends certain Chapters of Title 13 set forth below in Exhibits A and B, attached hereto and incorporated by this reference.

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 8th DAY OF SEPTEMBER, 2022.

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: September 8, 2022

Second Reading/Passage: Waived

Date of Publication:

Effective Date:

EXHIBIT A:

Amendments to Chapter 13.35.050 of the Ridgefield Municipal Code

EXHIBIT B:

Amendments to Chapter 13.75.070 of the Ridgefield Municipal Code

13.35.050 Low income citizen water rate ~~credit~~ discount.

- A. A ~~credit~~ discount of twenty-five percent of water charges shall be applied to those customers who are approved as low income customers as defined in this title. To be approved as a low income customer, the customer must meet the following requirements:
1. Have a household adjusted gross income of less than two hundred percent of the federal poverty guidelines.
 2. If a customer was approved as a low income senior citizen by the city prior to January 31, 2014, the customer shall continue to be eligible for the credit for so long as the household adjusted gross income continues to meet the requirements of RCW 84.36.381(5).
- B. Any person desiring to be approved as a low income customer shall submit an application on a form approved by the city and present the following documentation to staff:
1. A valid driver's license or other documentation verifying residence.
 2. The applicant's most recently filed federal income tax form if taxes forms are filed
- OR
- A letter of non-filing from the Internal Revenue Service AND the applicant's current social security statement or alternative income statement.
- ~~3- The applicant's current social security statement or an alternate retirement income statement, if applicable.~~
- C. The city shall approve all customers who meet these criteria as low income customers. The city's approval shall be effective for one year from the date of approval. Any customer desiring to continue status as a low income customer must reapply. Failure to reapply will cause the status to lapse.
- D. The ~~credit~~ discount shall only be allowed from and after the date that the customer is approved for this rate. The city shall not be liable for the failure of any qualified person to make application for this discount and there shall be no entitlement to such discount in the absence of an application, therefore.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014)

Attachment: Low_income_citizen_water_rate_credit (Low-Income Water Rate Code)

- **13.75.070 - Rate adjustments and appeals.**

A. Requests for rate adjustment may be granted or approved by the director only when at least one of the following conditions exist:

1. The parcel is the personal residence of the person or persons that qualify for the low income discount. For parcels qualifying under this subsection, the monthly stormwater rate shall be ~~seventy-five percent~~ discounted twenty-five percent of the single-family dwelling unit rate.
2. The stormwater service charge bill was otherwise not calculated in accordance with this chapter.

B. The property owner shall have the burden of proving that the rate adjustment sought should be granted.

C. Decisions on requests for rate adjustments shall be made by the director based on information submitted by the applicant within thirty days of the adjustment request except when additional information is needed. The applicant shall be notified in writing of the city's decision. If an adjustment is granted which reduces the charge for the current cycle, the applicant shall be refunded the amount overpaid in the current year.

D. If the director finds that a stormwater service charge bill has been undercharged, then an amended bill shall be issued which reflects the increase in the stormwater service charge. The city may include in the bill the amount undercharged for two previous billing years in addition to the current bill.

E. A nonresidential property may request a twenty-five percent reduction in service rates, provided the following conditions are met: 1) a water quality and water quantity control facility in compliance with the city's current storm drainage manual has been installed, and 2) the owner/operator of the facility verifies in writing by January 15 of each year that the facility has been maintained and is operating within the design parameters. Decisions on requests for rate adjustments shall be made by the director based on information submitted by the applicant within thirty days of the adjustment request except when additional information is needed. The rate reduction may be withdrawn if the water quality/water quantity facility is not maintained or operated properly by the owner/operator.

(Ord. No. 1148, §§ 1—3, 1-23-2014)