



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

August 24, 2017

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:32 PM](#)

FLAG SALUTE

ROLL CALL

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

MOTION: Council member Don Stose moved to excuse Mayor Ron Onslow from the meeting.

SECOND: Council member John Main.

Vote - Yes: Council member Day, Wertz, Taylor, Main, Stose and Mayor Pro Tem Wells.

Vote - No: None.

Motion Passed.

Late changes to the agenda - [6:06 PM](#)

None.

PUBLIC COMMENT - [6:33 PM](#)

None received.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED - [6:11 PM](#)

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

1. Approval of Claims And/Or Payroll - [6:11 PM](#)

2. Approval of Minutes from August 10, 2017 Meeting - [6:11 PM](#)

BUSINESS

1. Resolution No. 531 – Update to Master Fee Schedule-Kirk Johnson, Finance Director

City staff periodically review the Master Fee Schedule to insure fees are appropriate to cover services provided. Community Development staff have identified a few minor changes to the fee schedule that will more closely match permit and land use applications and/or add language that clarifies fee types. As a companion to recent Ordinance changes for Title 13.30.020 language in the fee schedule needs to be changed to allow for payment plans for customers asking to move from a well source to municipal water source. Due to recent legislative changes regarding the ability to charge fees for public records requests has also been added.

MOTION: MOVED TO ADOPT ORDINANCE NO. 531 AS PRESENTED.

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

2. Motion - Approval of 35Th Ave Roundabout Inspection Contract - [6:37 PM](#)

In late 2015 the City applied for and received a TIB Grant for the design and construction of the 35th Avenue Roundabout. The project will construct a 2-lane roundabout and associated bicycle, pedestrian and stormwater improvements. In 2016 the City put out a request for proposals and selected HDJ Design Group to complete the design of the project. During design HDJ was acquired by PBS Engineering. In June the construction contract for the project was awarded to NW General Contracting, and construction is scheduled to begin shortly. The City's design proposal request included a possible future construction management component, and because of their familiarity with the project and knowledge of WSDOT requirements PBS Engineering is the staff's recommendation to complete construction inspection of the project.

City Council discussion.

MOTION: MOVED TO AWARD THE CONSTRUCTION MANAGEMENT CONTRACT OF THE 35TH AVENUE ROUNDABOUT TO PBS ENGINEERING AS AMENDED.

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

3. Motion - Approval of RORC Grading Inspection Contract - [6:41 PM](#)

The City's Parks Plan identifies a Community Park in the Southern portion of the City off Hillhurst Road. This park has come to be known as the Ridgfield Outdoor Recreation Complex, or RORC. The City has been working with the Ridgfield School District, community stakeholders, and the public since 2015 on the master planning for this park. The project will be a partnership with the School District and will share a site with the planned 5-6 and 7-8 schools campus. The park will feature 6 multi-use sports fields, a community building, playground, trails, and picnic shelters. The project has been broken into several phases of construction to allow the project to be completed by August of 2018. The construction contract for the Grading and Utility work portion of the project was awarded on July 27, and the

contractor, Tapani started work this week. The city requested qualifications for construction management and inspection services from the on-call consultant roster. Two proposals were received and scored by staff, with Otak receiving the highest ranking. Staff is working with Otak to negotiate the final scope and fee for the work.

City Council discussion.

MOTION: MOVED TO AWARD THE RORC CONSTRUCTION MANAGEMENT AND INSPECTION CONTRACT TO OTAK NOT TO EXCEED \$200,000.00.

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

4. Motion - Approval Award for LED Street Light Conversion Project - [6:44 PM](#)

In 2013 the City completed a pilot project with the Transportation Improvement Board (TIB) to covert a portion of the City's Streetlights to LED. This project was successful, and in 2015 TIB launched the Relight Washington program to allow Cities throughout the state to covert streetlights to LED to reduce energy costs. In 2016 Clark Public Utilities adopted reduced rates for LED street lights making Clark County eligible for the Relight Washington Program. In 2017 The City of Ridgefield, along with Battle Ground and Washougal applied for and received TIB Relight Washington Funds to complete the conversion of all streetlights to LED. Together the three Cities advertised for construction of the LED streetlight conversion project in July and received two bids, with the low bid submitted by DJ's Electric of Battle Ground.

City Council discussion.

MOTION: MOVED TO AWARD THE LED STREET LIGHT CONVERSION PROJECT TO DJ'S ELECTRIC IN THE AMOUNT OF \$117,414.00.

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

5. Motion - Approval of Interlocal Agreement with CPU for Purchase of LED Lights - [6:50 PM](#)

The City has received funds from the TIB Relight Washington program to convert all City Streetlights to LED. In partnership with Battle Ground and Washougal the City has received bids for labor and materials to upgrade acorn type lights and labor for replacing cobrahead type lights. Materials to replace the cobrahead lights are planned to be purchased using a piggyback agreement with Clark Public Utilities' contract with Seatac Lighting. Utilizing the CPU contract will allow the City to take advantage of quantity pricing received by CPU giving the City a lower price per light than would otherwise be available.

City Council discussion.

MOTION: MOVED TO APPROVE THE INTERLOCAL AGREEMENT WITH CLARK PUBLIC UTILITIES.

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

6. Motion - Approval Award of Construction Contract for Gee Creek Trail - [6:54 PM](#)

The Gee Creek Trail has been included in the City's parks planning documents for over 15 years. In 2013 the City hired Mackay Sposito to evaluate alignments and complete a plan for the North Segments of the trail from Abram's Park to Heron Drive, and from Heron Drive to N. Main Ave. In 2016 Mackay and Sposito was retained to complete the final design of the segment between Abrams Park and Heron Drive. The project was advertised for bid in July and during the bid the City was awarded a Transportation Alternatives Program or TAP grant for the project. To accommodate the timeline for the grant construction of the trail was broken in to two phases, with this first phase to include clearing, grading and construction of the gravel base of the trail. In early 2018 phase 2 will pave the trail and complete restoration plantings adjacent to the trail. The City received six bids for the project with the low bid submitted by Clark and Sons Excavating of Battle Ground.

City Council discussion.

MOTION: MOVED TO AWARD THE GEE CREEK TRAIL PROJECT TO CLARK AND SONS IN THE AMOUNT OF \$167,475.83.

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

7. Motion - Approval Award of 45Th Ave Design Contract - [7:01 PM](#)

The City's transportation capital facilities plan identifies S. 45th Avenue and Royal Road as a minor arterial with two travel lanes, center turn lane or planted median, bike lanes, curb, gutter and sidewalk. Currently the street is two lanes with ditches on either side. With the large amount of development proposed along this corridor the Council allocated funds for the design of improvements to S. 45th Ave and Royal Road in the 2017 budget. The City requested proposals for the design of the roadway in May and received four proposals. Staff scored and raked the proposals and selected PBS as the most qualified.

City Council discussion.

MOTION: MOVED TO AWARD THE DESIGN CONTRACT FOR THE S 45TH AVENUE IMPROVEMENT PROJECT TO PBS ENGINEERING AND ENVIRONMENTAL UP TO THIS YEAR'S BUDGETED AMOUNT OF \$500,000.00.

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

PUBLIC COMMENT - [7:09 PM](#)

Judy Hintz -Main Street Program

Introduced executive director, Marykay Lamoureaux to City Council.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council - [7:11 PM](#)

Council member Taylor - No report.

Council member Day - Attended 2 CREDC meetings, Port of Ridgefield meeting, 2 pre application conference meetings, Fort Vancouver Regional Library District board meeting.

Council member Stose - Attended school board meeting.

Council member Wertz - Attended Fort Vancouver Regional Library District board meeting, City staff eclipse watching party.

Council member Main - Attended Fort Vancouver Regional Library District board meeting.

Mayor - [7:15 PM](#)

Mayor Pro Tem Wells - Port of Ridgefield meetings, Main Street Overpass project dates provided.

City Manager - [7:16 PM](#)

Deputy City Manager Lee Knottnerus- City Manager Steve Stuart is attending a conference in Spokane, welcome Marykay Lamoureaux, RORC groundbreaking ceremony is August 31st at 1PM.

Public Works Director Bryan Kast - N 5th Avenue construction project update provided.

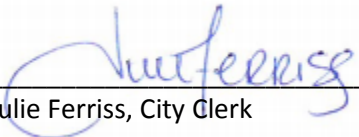
Finance Director Kirk Johnson - Offer accepted on Abrams Park house, investment portfolio report provided. Budget advisory committee meeting updates.

Community Development Director Jeff Niten - Gee Creek subarea plan update provided.

Police Chief John Brooks- SWAT training at the house located on Pioneer was today, parking ordinance amendment is scheduled for the meeting.

FROM THE COUNCIL

ADJOURN - [7:23 PM](#)


Julie Ferriss, City Clerk


Ron Onslow, Mayor