



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, August 10, 2017
Ridgefield Community Center
210 N. Main, Ridgefield, WA 98642**

I. STUDY SESSION - 5:30 P.M.

- 1. 2018 Baseline Budget - Kirk Johnson, Finance Director**

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

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

III. PUBLIC COMMENT

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

IV. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the July 27, 2017 Meeting**
- 3. Acceptance of Donations in Support of City of Ridgefield Events**

V. PRESENTATION

- 1. Federal Lobbyist Update - Joel Rubin, CFM Strategic Communications, Inc**

VI. BUSINESS

- 1. Ordinance No. 1243 – First Reading of Ridgefield Municipal Code 13.30.020 Installment Payment of System Development Charges-Kirk Johnson, Finance Director**
- 2. Motion - Approval of Cedar Creek Final Plat - Jeff Niten, Community Development Director**

VII. PUBLIC HEARING/BUSINESS

- 1. Public Hearing on Ordinance No. 1238 – Self Storage Moratorium-Jeff Niten, Community Development Director**

VIII. 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.

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

- 1. Council**

2. Mayor

**Executive Session - City Manager Performance Evaluation pursuant to RCW –
42.30.110(1)(g)**

3. City Manager

X. FROM THE COUNCIL

XI. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 10, 2017
ITEM: STUDY SESSION - 5:30 P.M.
AGENDA ITEM TITLE: 2018 Baseline Budget

GOVERNING LEGISLATION:

RCW 35A.33, City of Ridgefield Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Council adopts an annual budget. The 2017 annual budget was adopted December 1, 2016

SUMMARY/BACKGROUND:

Introduction to the baseline operating budget and budget assumptions

BUDGET/FINANCIAL IMPACTS:

N/A – Presentation and Discussion

RECOMMENDED ACTION OR MOTION:

No action requested at this time

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2018 Baseline Operating Budget 8.10.2017 (PDF)



2018 Baseline Operating Budget

August 10, 2017



Agenda

2018 Baseline Operating Budget

- Budget Calendar
- Key Assumptions
- Baseline Operating Budget
- Available Fund Balance
- Revenue Projection – Special Revenue Funds
- Next Steps



2018 Budget Calendar

Week of	May	June	July					Aug				Sept				Oct					Nov				Dec			
			3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25
City Council Goals/Retreat		6/12/2017																										
Management Initiatives/Goals Retreat		6/22/2017																										
Update Equipment Replacement Model		Completed																										
Update Indirect Cost Plan		Completed																										
Review Budget and Financial Policies		No Changes																										
Review Economic Conditions						27th																						
Determine Baseline Assumptions																												
Develop Proposed Budget																												
Levels of Service																												
Baseline/Beginning Budget																												
New Programs or Initiatives																												
Update Indirect Cost Plan																												
Update Equipment Replacement Fund																												
Preliminary Budget																												
Operating																												
Capital																												
Update Financial Forecast																				12th								
Adopt Final Budget																												
Conduct Hearing on Revenue Sources																				2nd								
Draft Final Budget																												
Adopt Property Tax Levy																				2nd		16th						
Update Utility Rates																				2nd		16th						
Final Budget and Conduct Hearings																					16th			7th				
Executive Management Meetings						25th					31st				26th			17th										
Budget Advisory Committee Meetings (2pm)							3rd				7th				5th			26th										
City Council Work Sessions								10th					14th				12th			2nd								



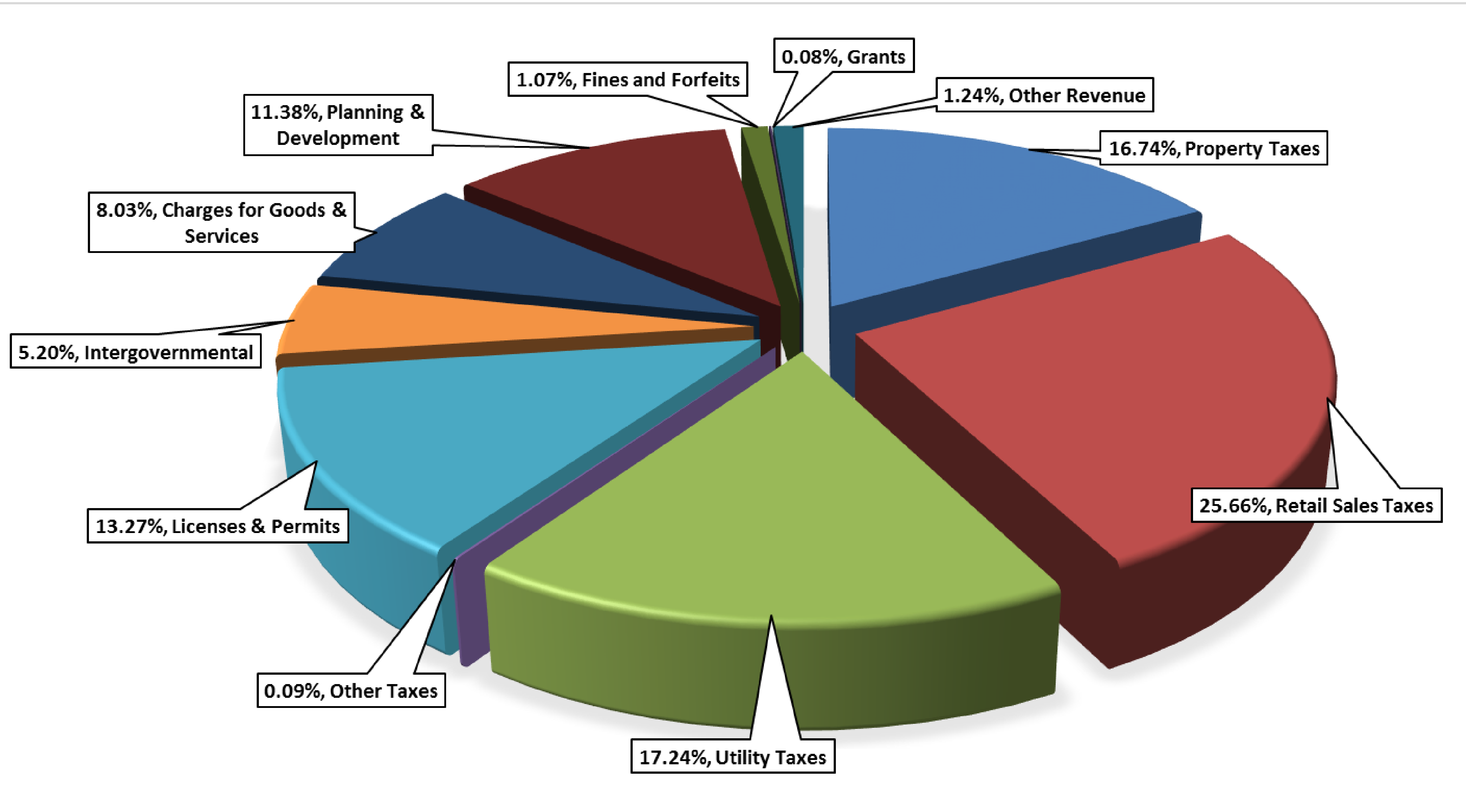
Key Assumptions

2018 Baseline Budget

A baseline budget consists of the current years operating budget adjusted for inflation, contractual commitments, cost of living adjustments and population projections. The baseline assumes the City will maintain levels of service consistent with current operations.



Key Assumptions General and Street Fund Revenue Structure 2018 Estimate



Key Assumptions

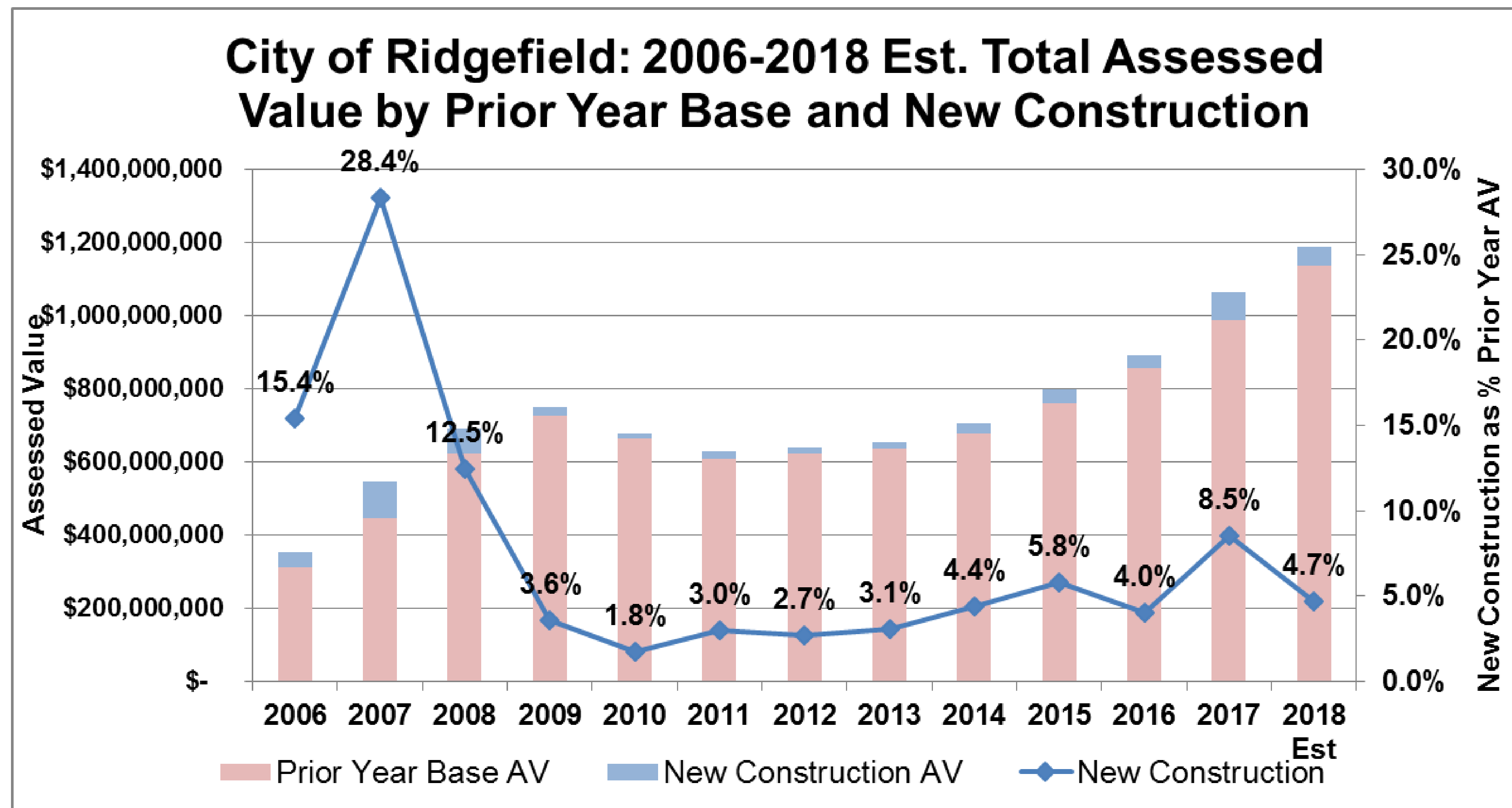
Property Tax Levy

- 1% statutory increase - \$10,521
- New construction property tax increase of \$49,526
- Total property tax revenue \$1,113,622



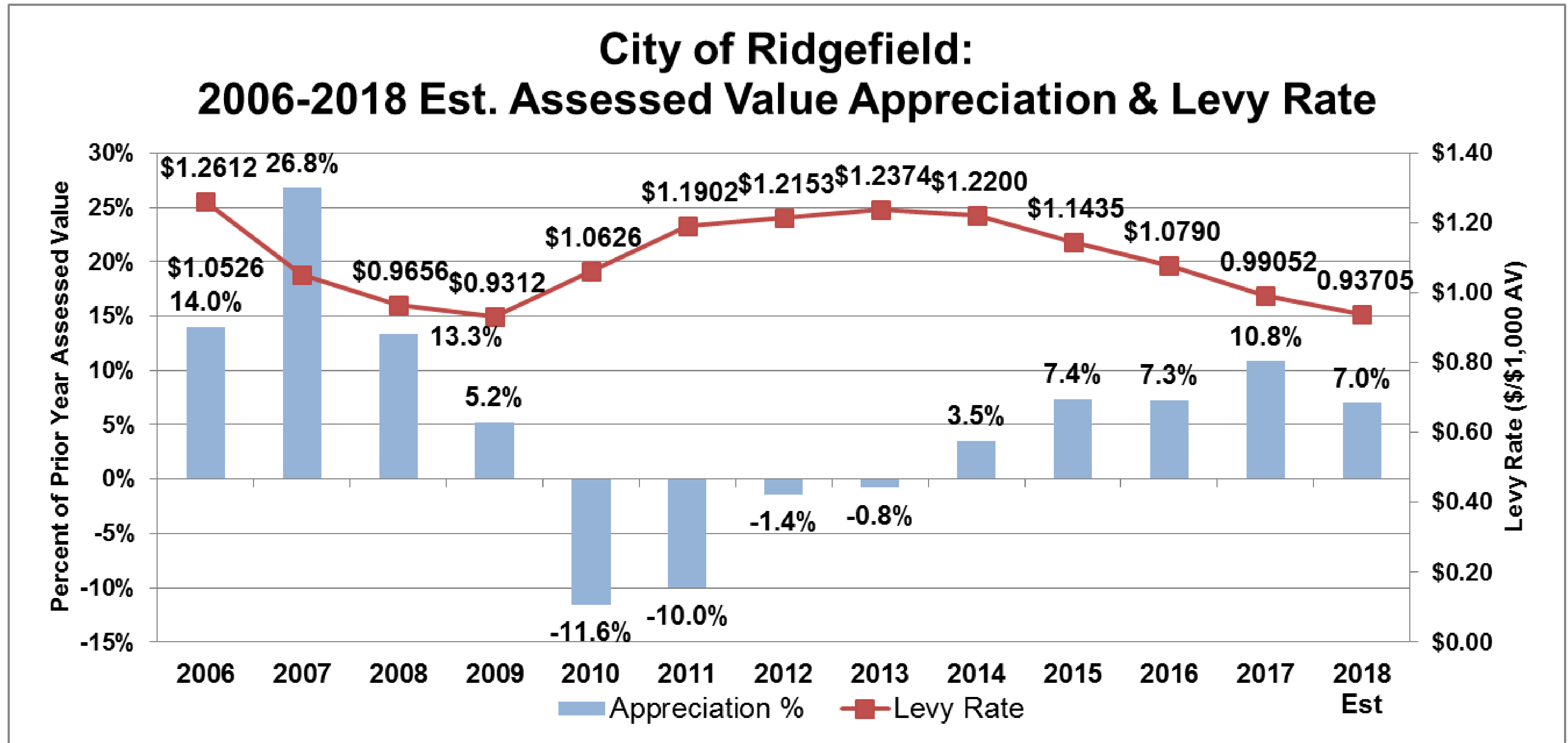
Key Assumptions

Property Tax New Construction



Key Assumptions

Assessed Value Appreciation and Levy Rate

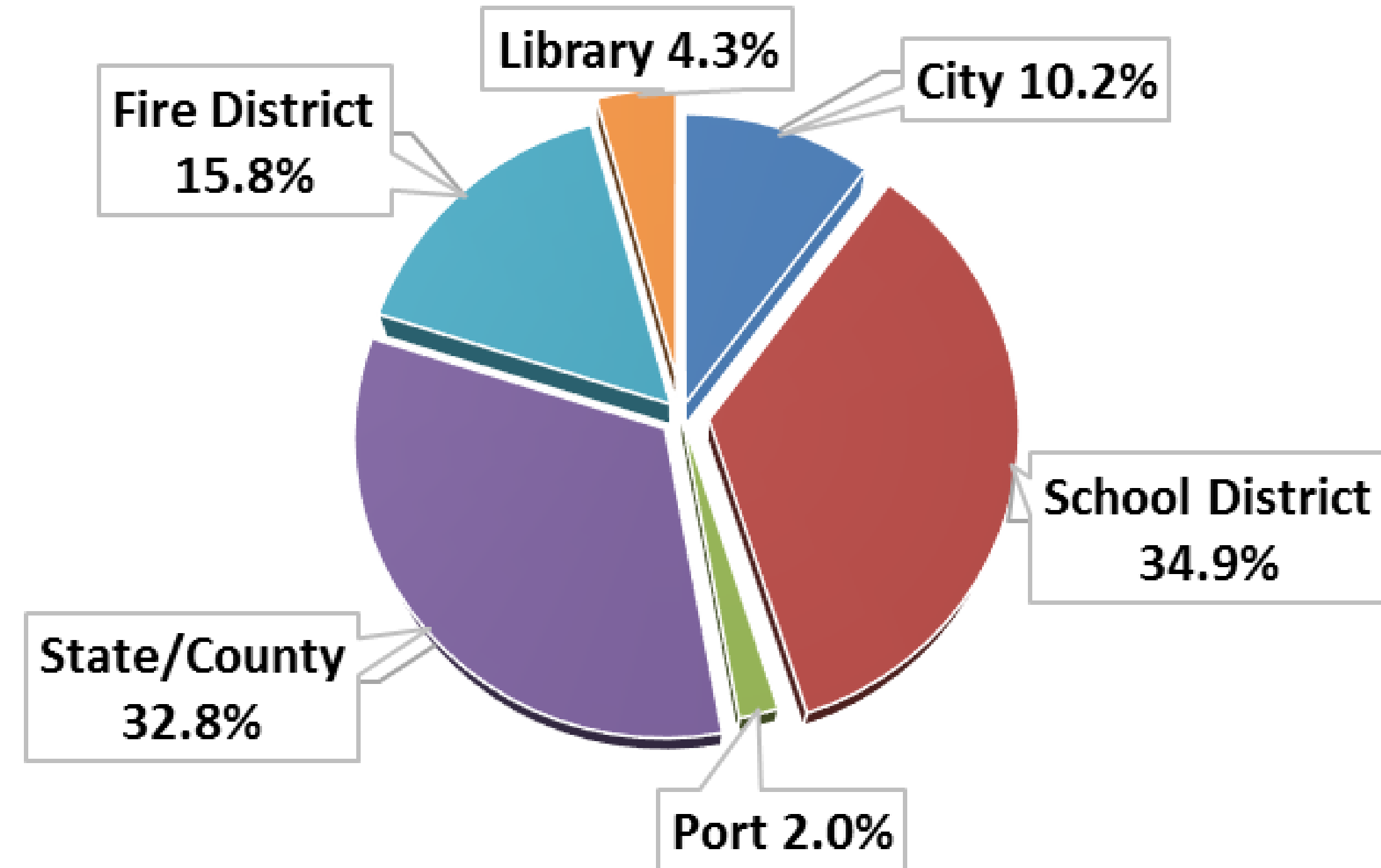


Key Assumptions

2017 City Property Tax Levy Rate as a Percentage of Total

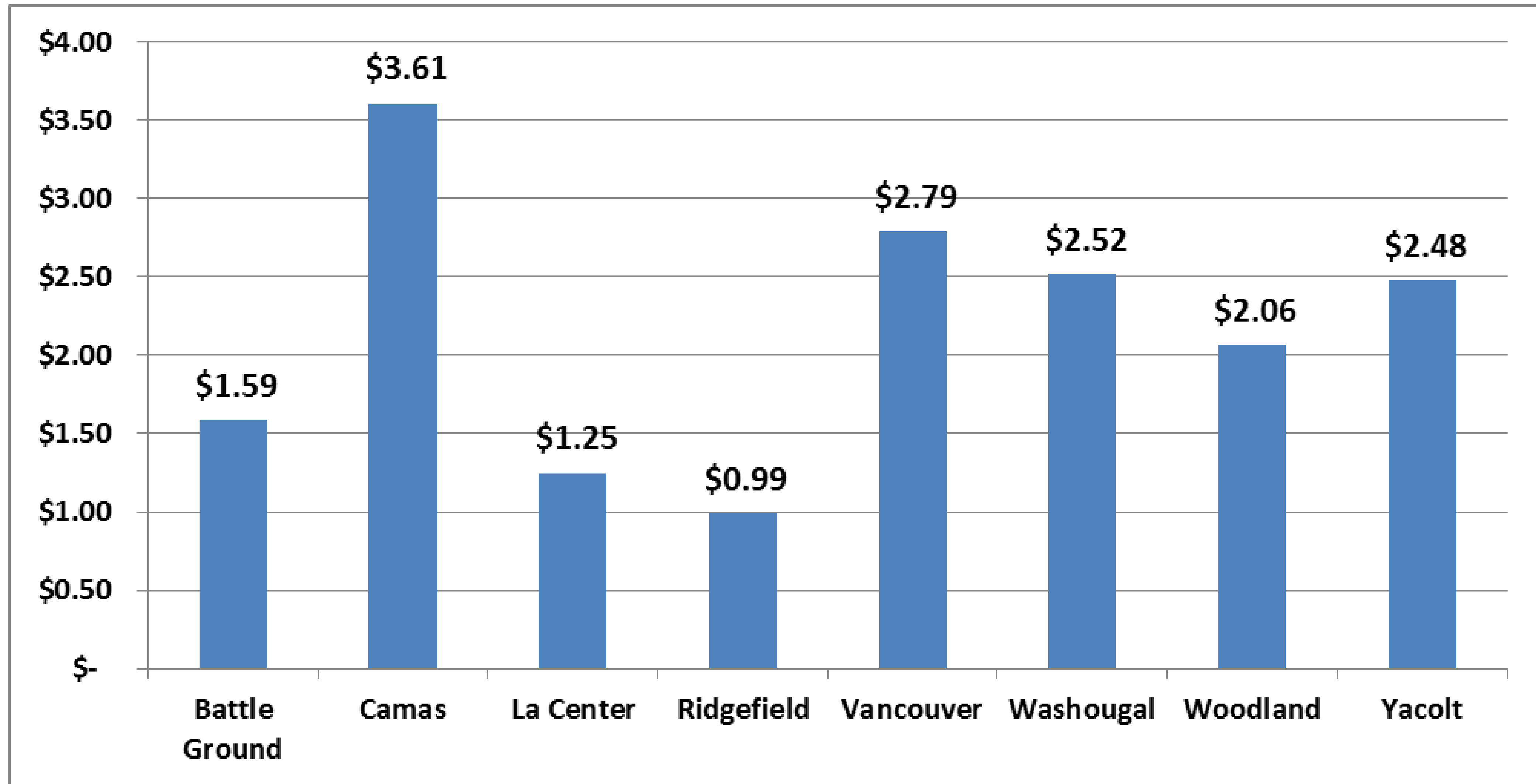
Total Property Tax Levy

- City \$0.99
- School District \$3.41
- Port \$0.20
- State/County \$3.20
- Fire District \$1.54
- Library \$0.42
- Total Levy \$9.75



Key Assumptions

2017 Property Tax Levy Rate County Comparison



Key Assumptions

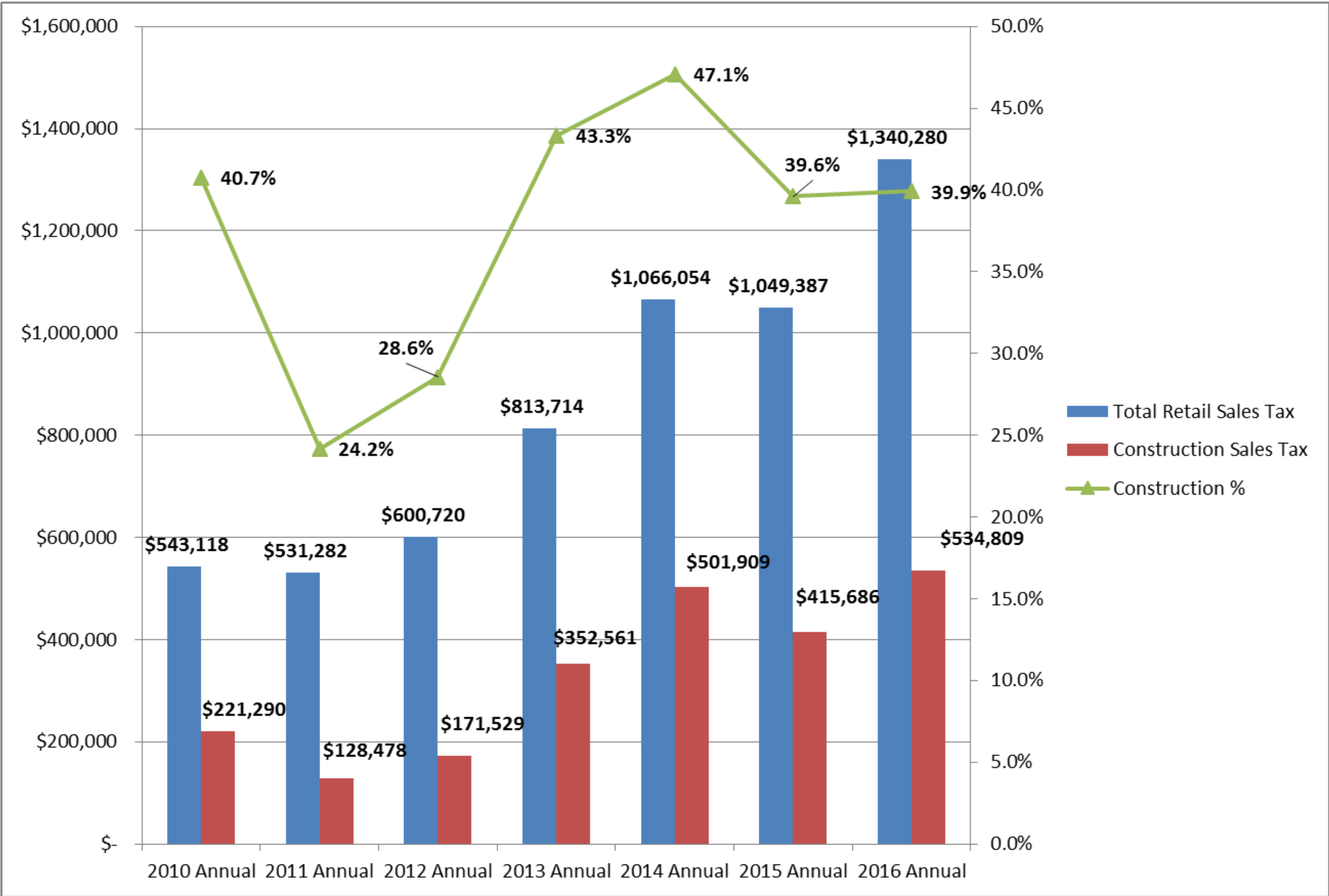
Retail Sales and Use Tax

- Estimate a 32% increase in overall retail sales tax
- Total construction related sales tax \$724,030 increase 50%
- Total retail/other trades sales tax \$881,474 increase 23%
- Construction related sales tax 45% overall. Too high and staff working to balance
- Total retail sales tax forecast \$1,605,504



Key Assumptions

Retail Sales and Use Tax Trends



Key Assumptions

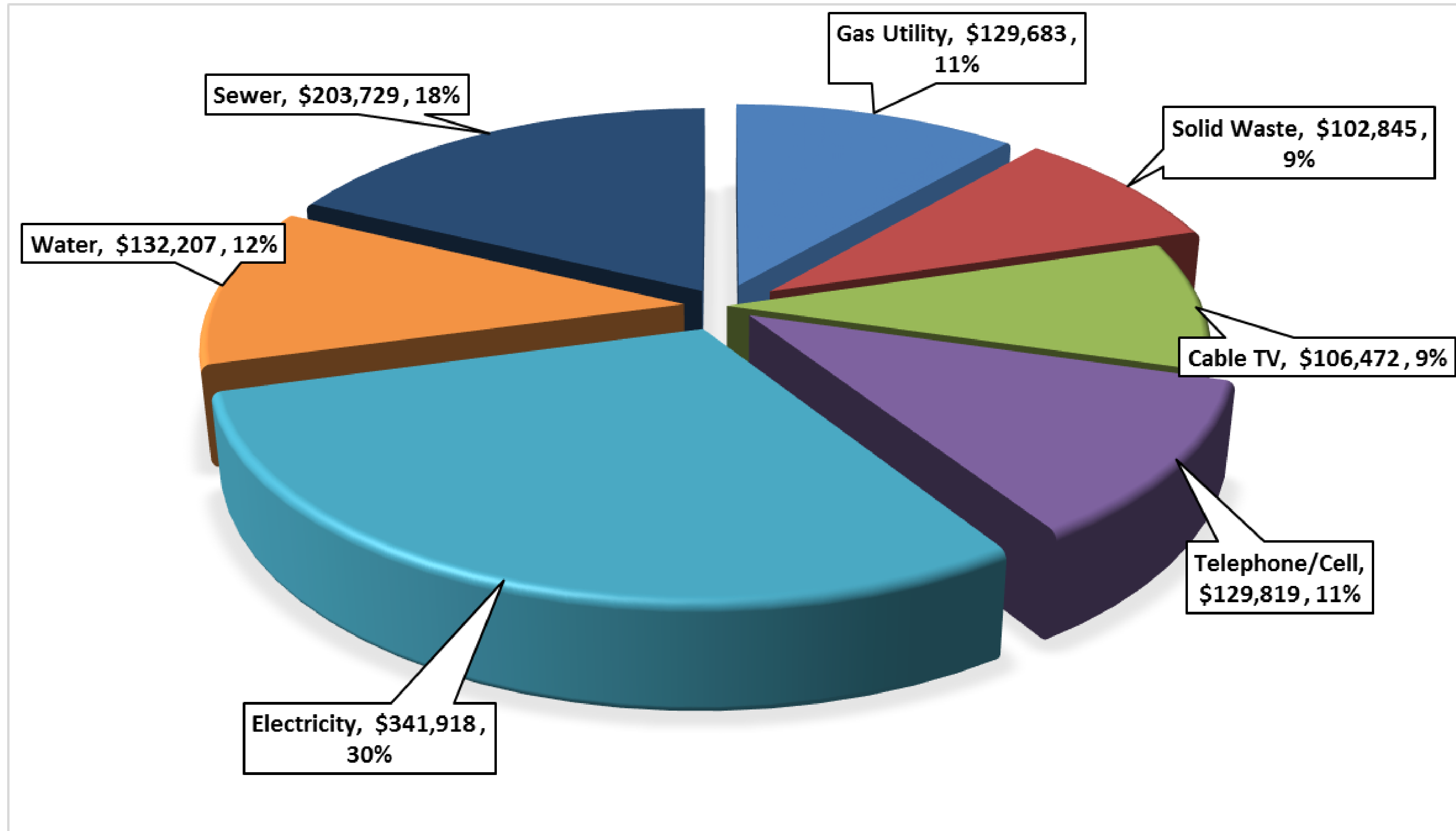
Utility Tax

- 3 year trend
- Rate increases
 - Water – 3% increase
 - Stormwater – not subject to utility tax
 - Telephone, electricity, solid waste, sewer, cable TV, natural gas – none or minimal anticipated rate increases
- Total utility tax revenue \$1,146,673 - increase 6% over 2017



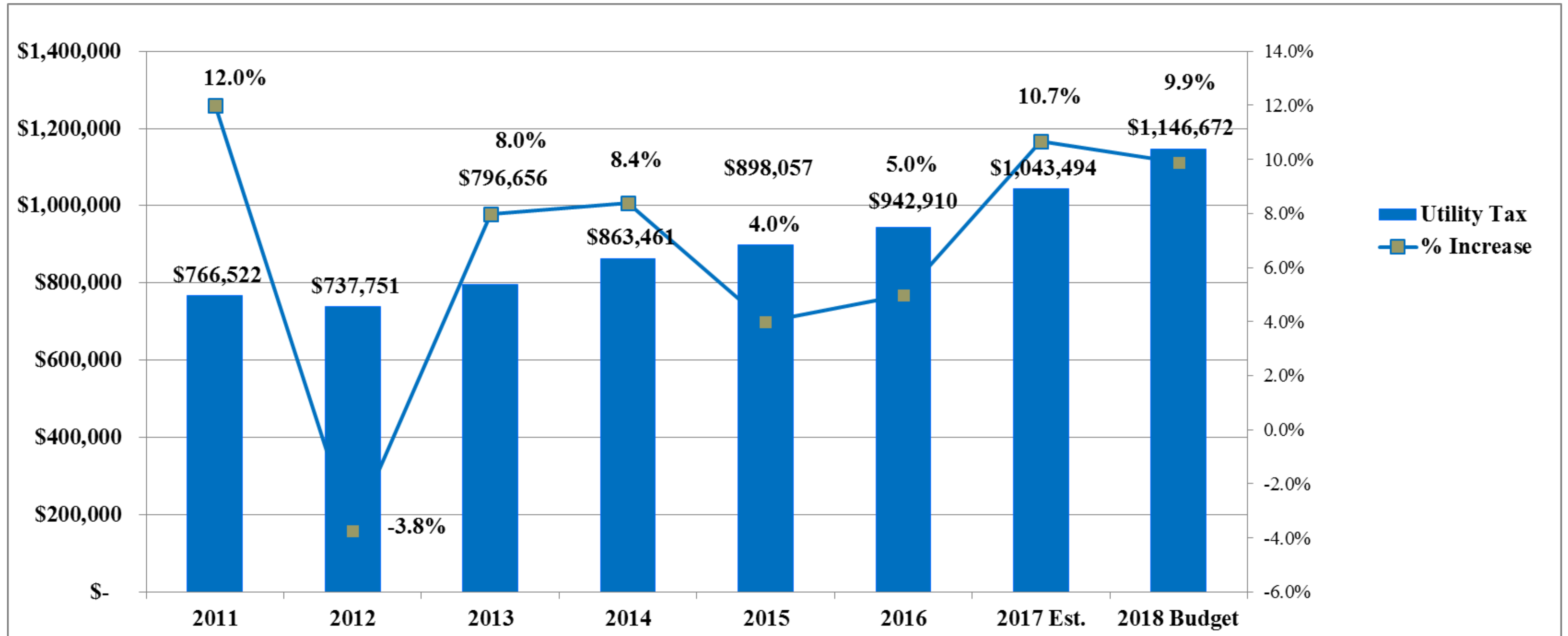
Key Assumptions

Utility Tax Revenue Structure



Key Assumptions

Utility Tax Trends



Key Assumptions

City Utility Rates

- Utility rate increases per rate model
 - Water \$1.58 per bi-monthly billing @ 1,000 cf average.
Revenue increase of \$48,134
 - Stormwater \$0.86 per bi-monthly billing. Revenue increase of \$81,270



Key Assumptions

Sewer Utility Rates

- Sewer utility rate trend
 - Sewer rate for 2018 reduced to 2014 rate

MONTHLY SEWER SERVICE	2014	2015	2016	2017	2018
Base Rate (Central Service Area)	\$ 36.00	\$ 37.00	\$ 38.00	\$ 38.00	\$ 38.00
System Integration Charge	19.00	18.80	18.50	17.70	17.00
Total Sewer Service Charge	55.00	55.80	56.50	55.70	55.00
City Operating Fee (10%)	5.50	5.58	5.65	5.57	5.50
TOTAL BILL PER ERU/MONTH	\$ 60.50	\$ 61.38	\$ 62.15	\$ 61.27	\$ 60.50
SYSTEM DEVELOPMENT CHARGES					
SDC per ERU	\$ 7,550.00	\$ 7,550.00	\$ 7,550.00	\$ 7,550.00	\$ 7,550.00



Key Assumptions

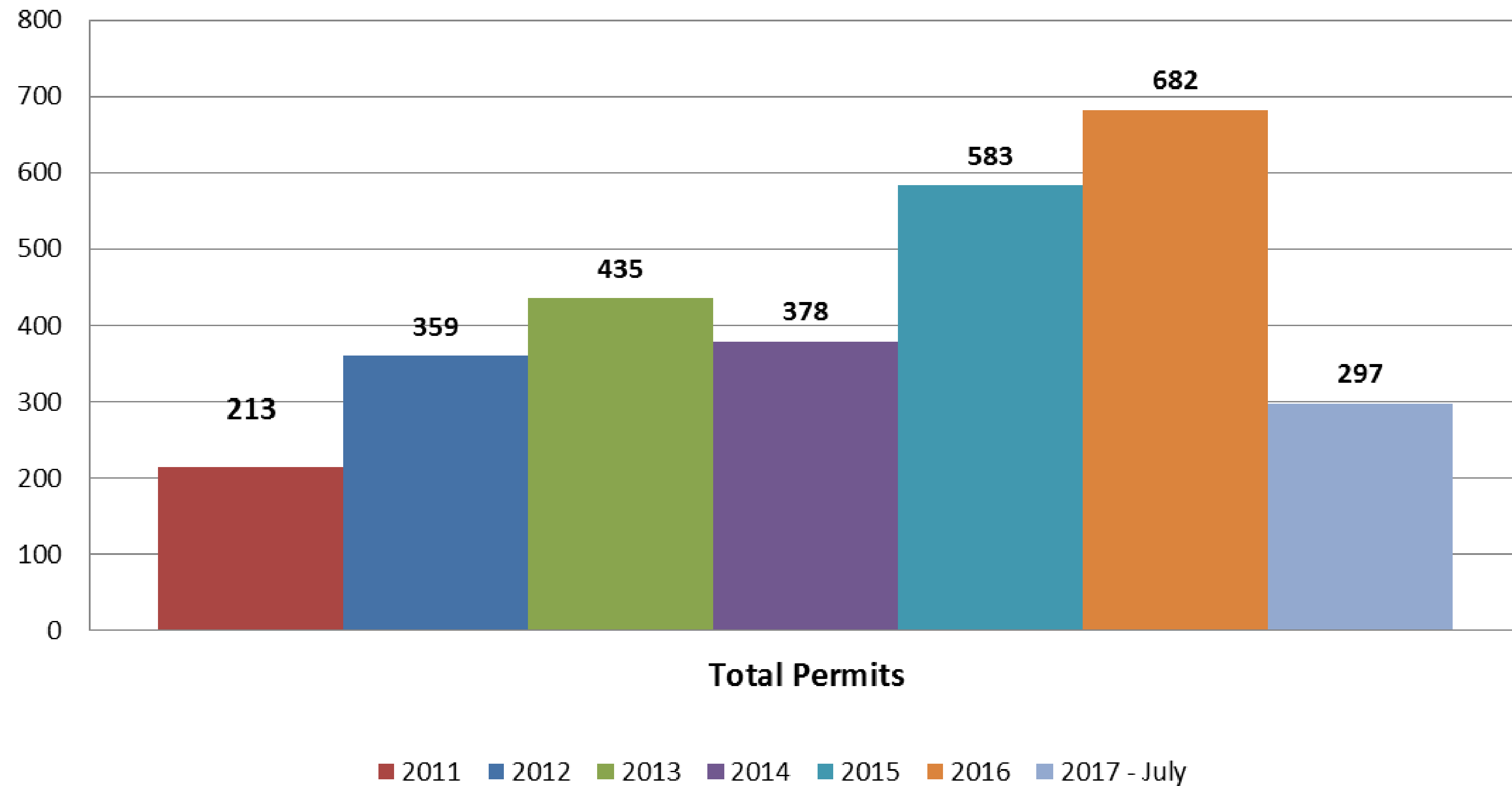
Permits and Development Fees

- 2018 Commercial and residential building expected to increase
- Population projection of 7.19% annual increase and inventory of buildable lots to estimate new single family residential permits.
- Estimate 250 permits - \$1,005,675
- Commercial est. for 6 projects value of \$4 million + - \$396,000
- Total license, permit and development activity \$1,651,064



Key Assumptions

Permits and Development Trends



Key Assumptions

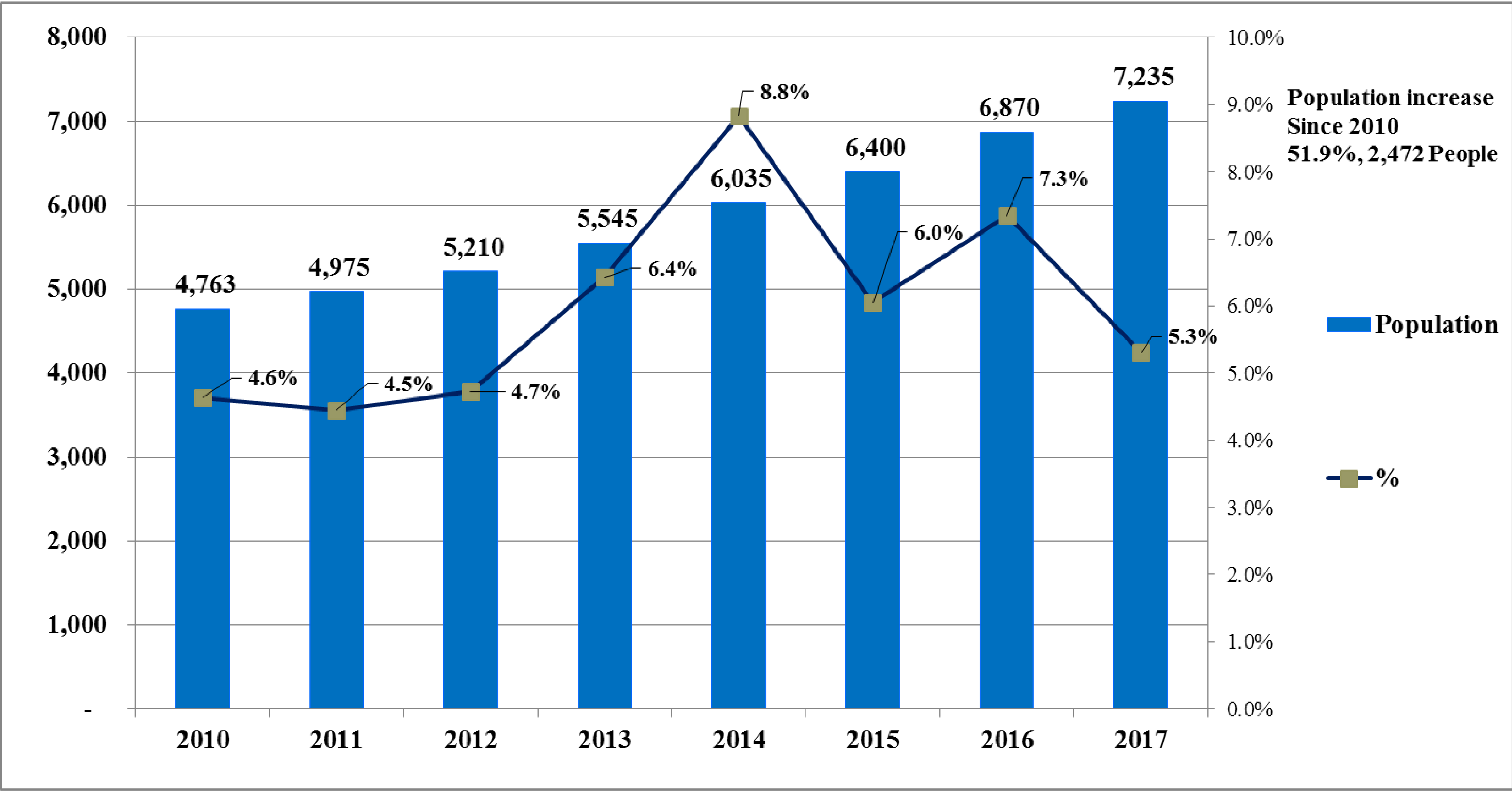
State Shared Revenue

- Office of Financial Management population estimate as of April 1, 2017 – 7,235
- State shared revenue based on per capita
- State shared revenue \$345,864 - 5.2% of revenue in the General and Street Fund



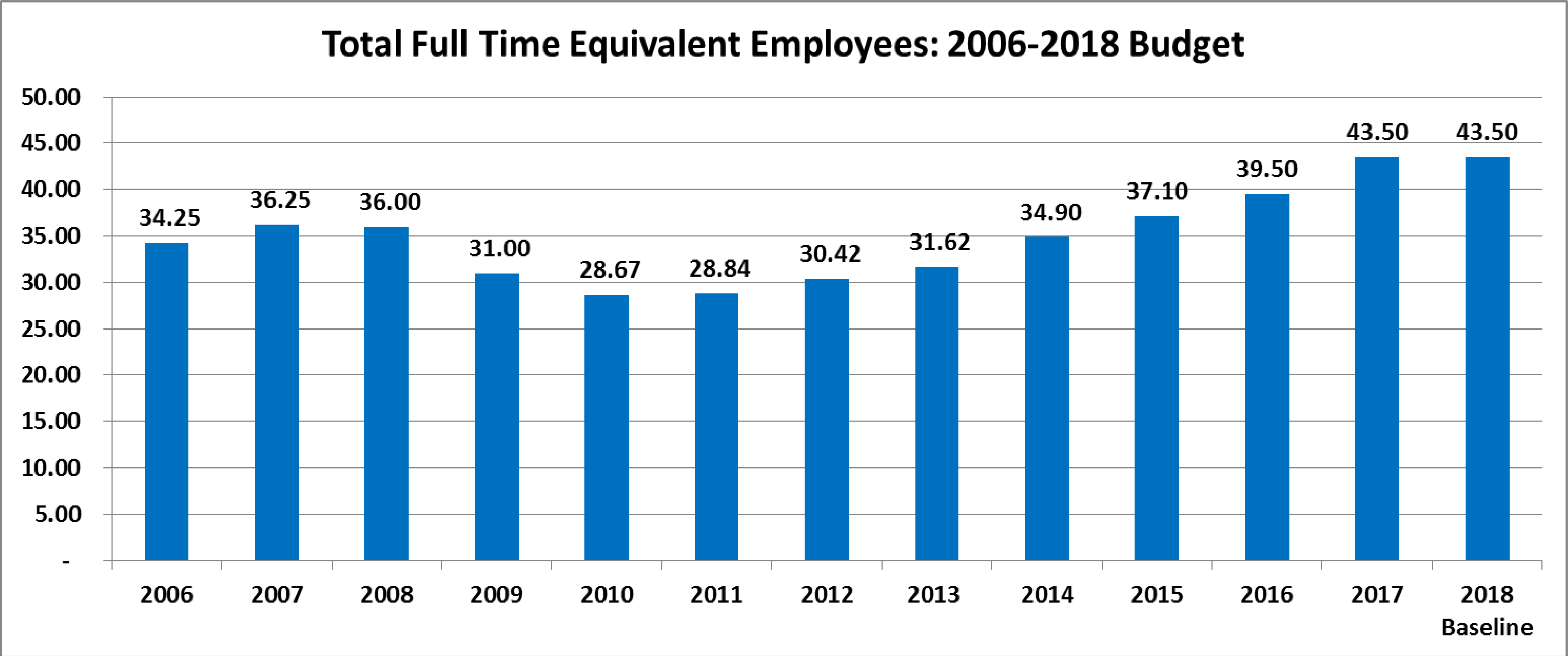
Key Assumptions

Population Growth Trends



Key Assumptions

Staffing Levels: Citywide Trend

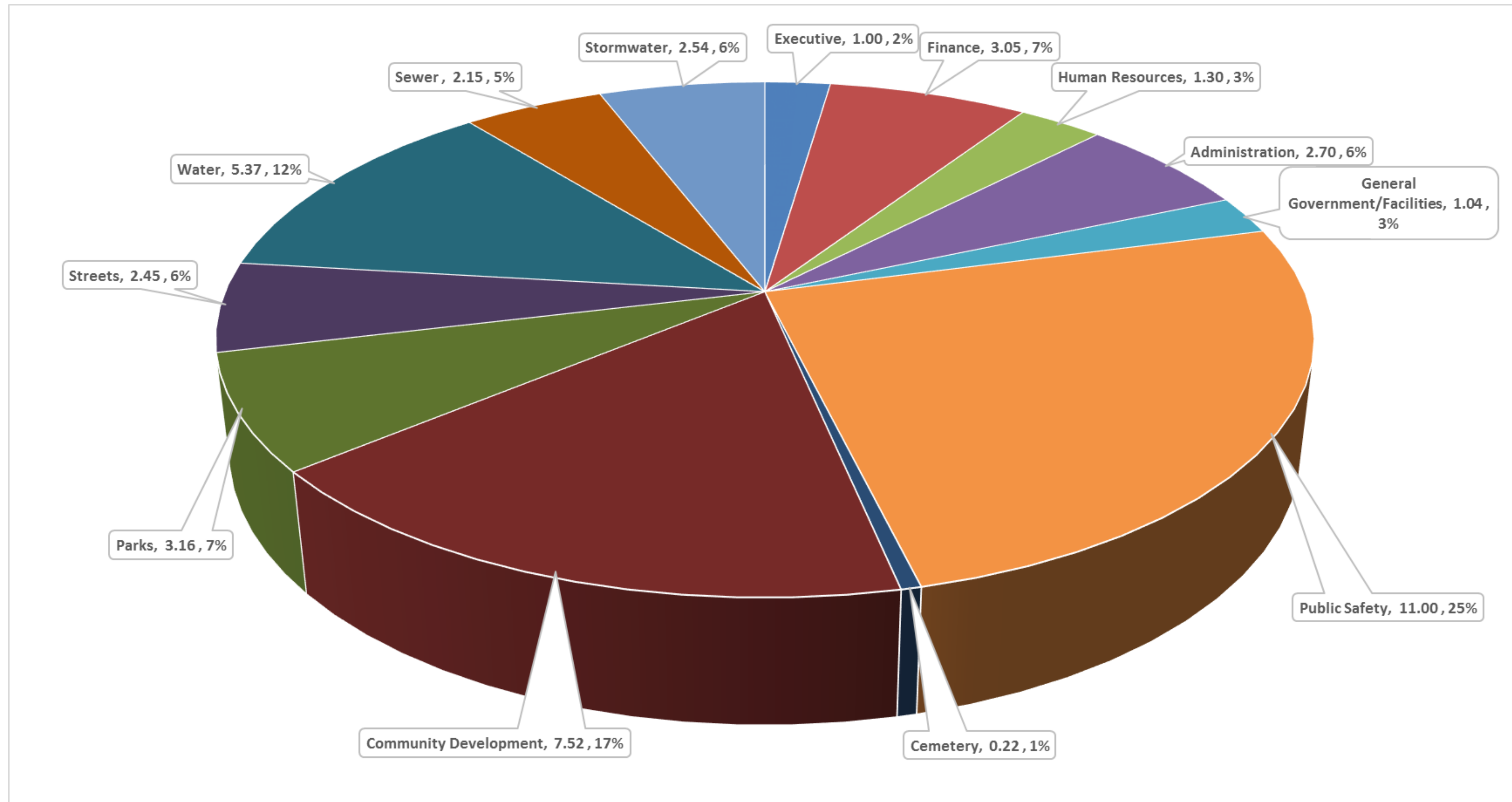


Attachment: 2018 Baseline Operating Budget 8.10.2017 (2018 Baseline Budget Presentation)



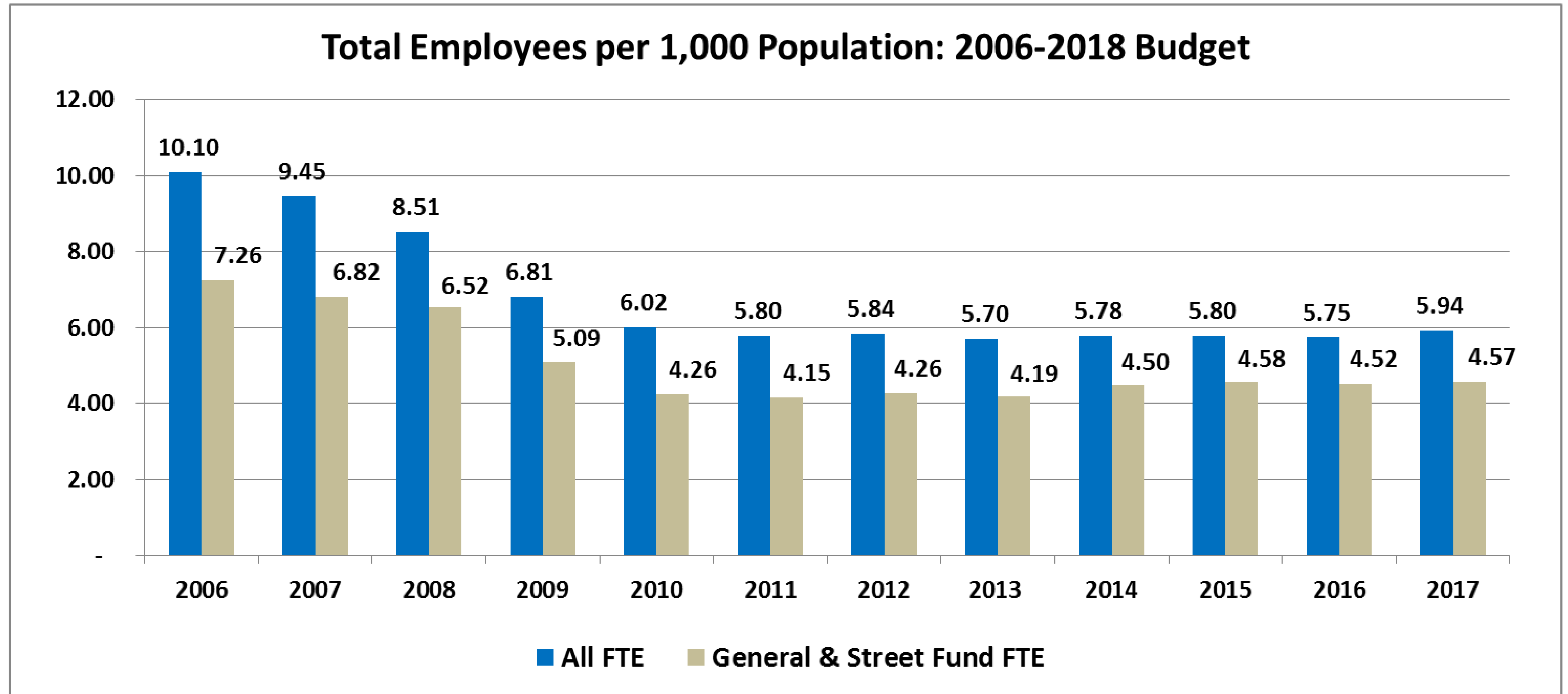
Key Assumptions

Staffing Levels: 2018 FTE Allocation



Key Assumptions

Staffing Levels: Per 1,000 Population



Key Assumptions

Staffing Levels: Comparison to Other Cities

City	Population	Full-Time	Part-Time	Total	Employees per capita
Yacolt	1,715	2	3	5	343
Battleground	20,370	78	-	78	261
Washougal	15,760	74	0	74	213
Vancouver	176,400	984	27	1,011	174
Woodland	6,035	33	2	35	172
Ridgefield	7,235	43	0	43	168
Kelso	11,980	74	7	81	148
LaCenter	3,195	22	2	24	133
Kalama	2,620	17	4	21	125
Camas	23,080	179	11	190	121
Longview	37,510	303	8	411	91
City of Ridgefield Trend					
2017	7,235	43	0	43	168
2016	6,870	37	1	38	181
2015	6,400	35	2	37	173



Key Assumptions

Wages and Benefits

- Wage adjustments per policy or labor agreement
- Health care increases – 10%
- City retirement contribution
 - PERS – 12.92%
 - LEOFF – 5.49%
- Estimates for anticipated retirements included
- Staffing related expenditures broken down per employee



Key Assumptions

Non-Personnel

- Three year trend performed for baseline expenditures
- Inflation (CPI-U less food and energy 2.6%)
- Baseline includes contractual commitments
- Street fund transfer for operating expense \$361,100
- ERF contributions per model
- 2018 capital contributions TBD
- 2017 capital project carry forward TBD



2018 Baseline Budget

General Fund Revenues

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
001 General Fund							
Revenue							
Property Tax	931,292	988,321	1,060,000	1,060,000	1,113,622	-	1,113,622
Retail Sales & Other Tax	1,138,504	1,441,431	1,553,576	1,534,309	1,712,730	-	1,712,730
Utility Taxes	854,999	890,329	1,017,411	980,281	1,072,875	-	1,072,875
License & Permits	566,594	875,419	654,283	727,652	873,600	-	873,600
Planning & Development	499,198	668,459	532,973	717,830	757,007	-	757,007
Fines & Forfeits	76,077	68,761	78,417	68,386	71,075	-	71,075
Charge for Goods & Svc	360,957	421,993	434,676	435,439	534,195	-	534,195
Intergovernmental/Grant	271,923	196,207	176,258	179,330	183,788	-	183,788
Other Rev/Donations	94,762	166,961	101,899	96,727	80,059	-	80,059
Transfers In	-	7,304	1,555	1,555	-	-	-
Total Revenue	4,794,306	5,725,185	5,611,048	5,801,508	6,398,950	-	6,398,950



2018 Baseline Budget

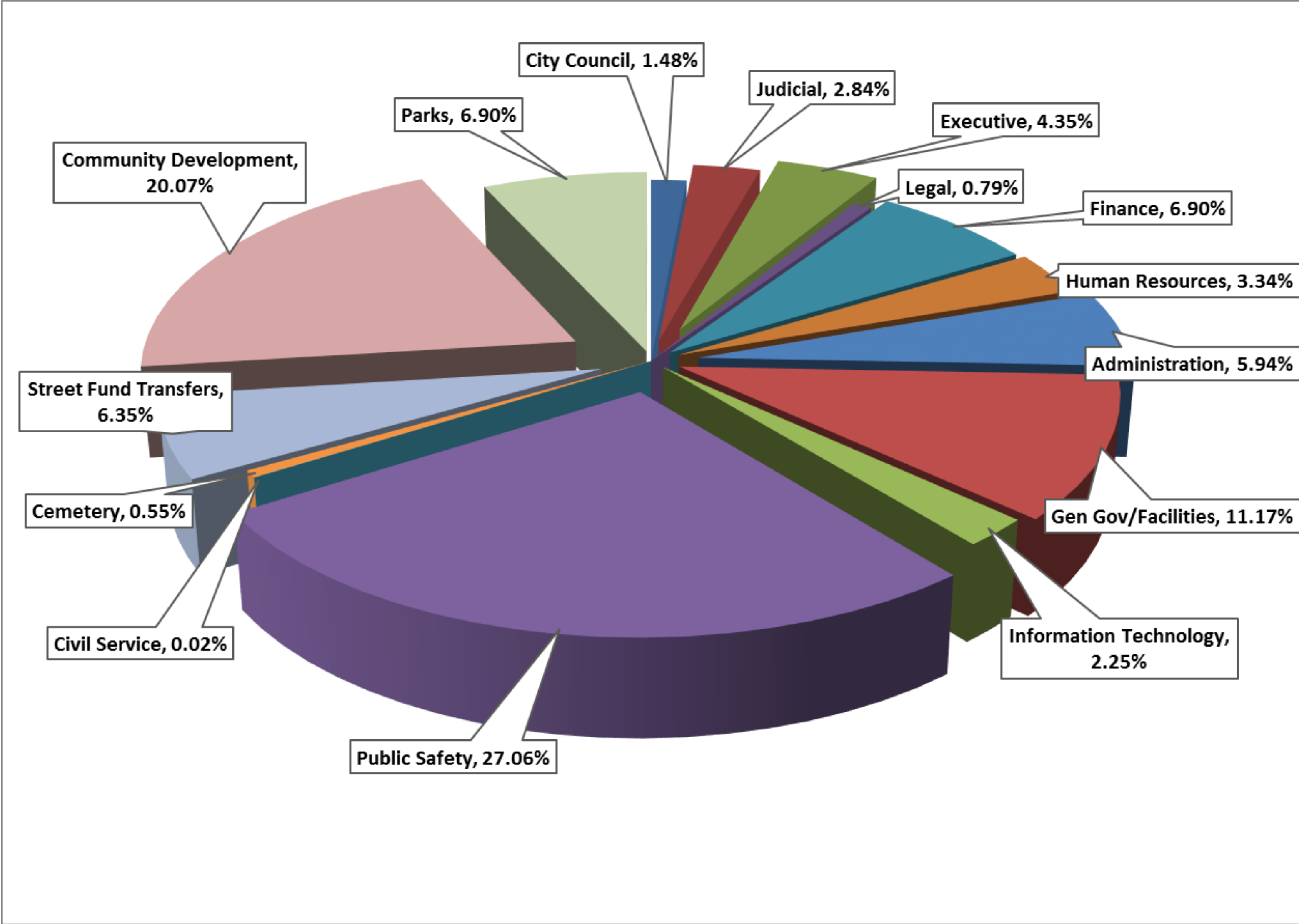
General Fund Expenditures by Department

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
001 General Fund							
Expense							
City Council	52,575	65,401	80,660	81,094	84,044	-	84,044
Judicial	116,151	130,881	130,000	114,680	161,347	-	161,347
Executive	179,499	198,546	220,391	234,040	247,703	-	247,703
Legal	62,129	30,023	45,000	23,011	45,000	-	45,000
Finance	311,700	313,984	355,245	357,460	392,332	-	392,332
Human Resources	177,567	195,344	197,944	201,062	189,744	-	189,744
Administration	313,041	323,337	307,972	295,631	337,720	-	337,720
Gen Govt/Facilities	523,499	652,343	660,318	667,234	635,689	-	635,689
Information Tech	115,942	222,667	204,797	178,345	127,903	-	127,903
Public Safety	1,237,531	1,489,688	1,536,217	1,450,922	1,539,629	-	1,539,629
Civil Service	794	60	1,000	-	1,000	-	1,000
Cemetery	34,010	15,914	29,570	13,113	31,422	-	31,422
Transfers	326,000	450,799	476,100	476,100	361,100	-	361,100
Community Development	1,031,024	932,977	1,266,924	1,271,757	1,141,717	-	1,141,717
Parks	353,263	401,884	392,025	373,925	392,792	-	392,792
Total Expense	4,834,725	5,423,848	5,904,163	5,738,375	5,689,143	-	5,689,143
Net Total	(40,419)	301,337	(293,115)	63,133	709,807	-	709,807



2018 Baseline Budget

General Fund Expenditures by Department



2018 Baseline Budget

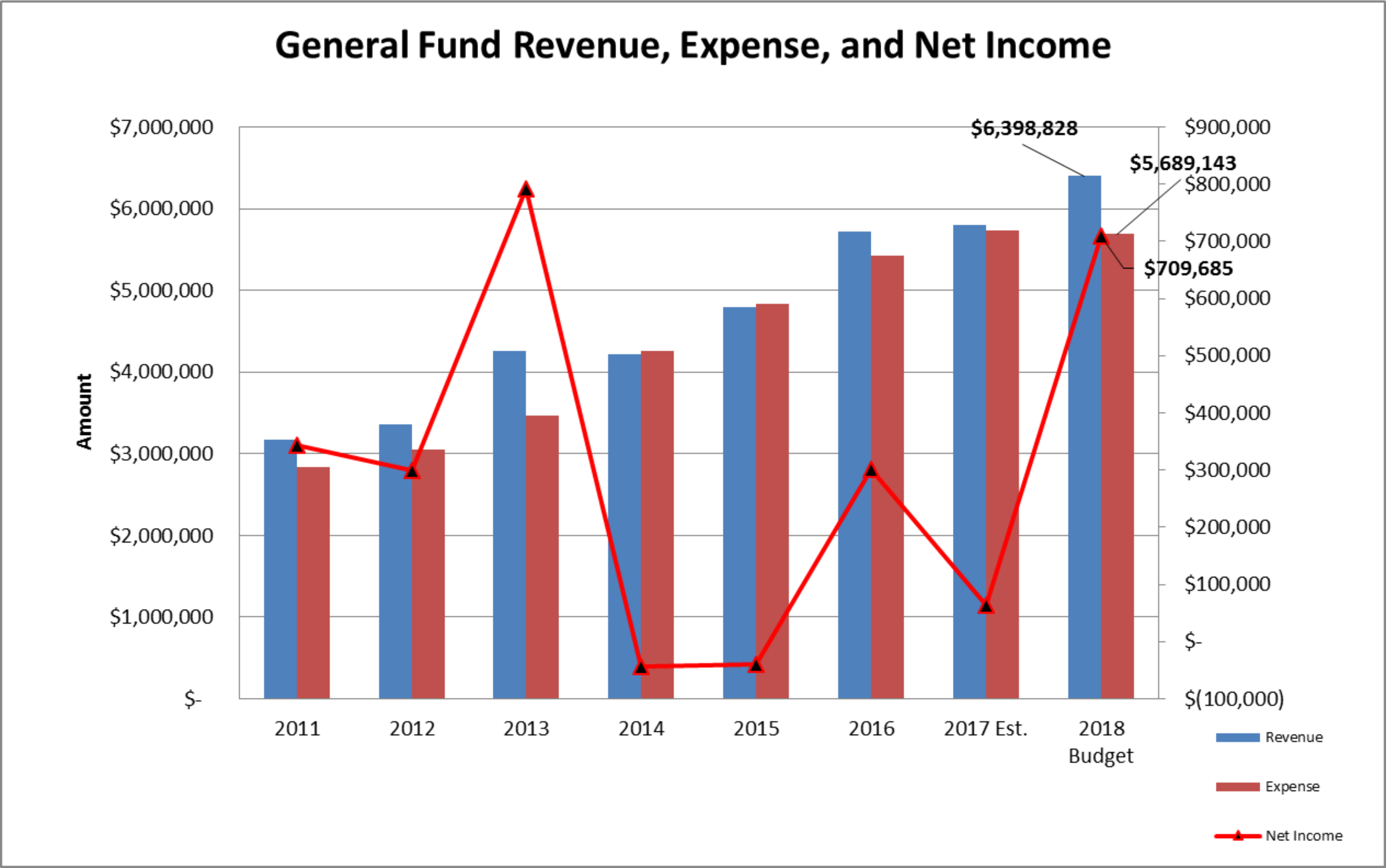
General Fund: Available Fund Balance

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
001 General Fund							
Fund Balance							
Beginning Fund Balance	2,326,960	2,277,935	2,580,774	2,580,774	2,643,907	-	2,643,907
Ending Fund Balance	2,277,935	2,580,774	2,287,659	2,643,907	3,353,714	-	3,353,714
Req Gen Fund Reserve Bal	1,362,447	1,373,802	1,465,770	1,465,770	1,550,683	-	1,550,683
Req Building Reserve Bal	170,812	284,515	331,895	331,895	329,152	-	329,152
Restricted for Building	538,917	936,852	751,058	930,915	1,210,491	-	1,210,491
Fund Balance Available	205,759	(14,395)	(261,064)	(84,673)	263,389	-	263,389



2018 Baseline Budget

General Fund Net Revenue

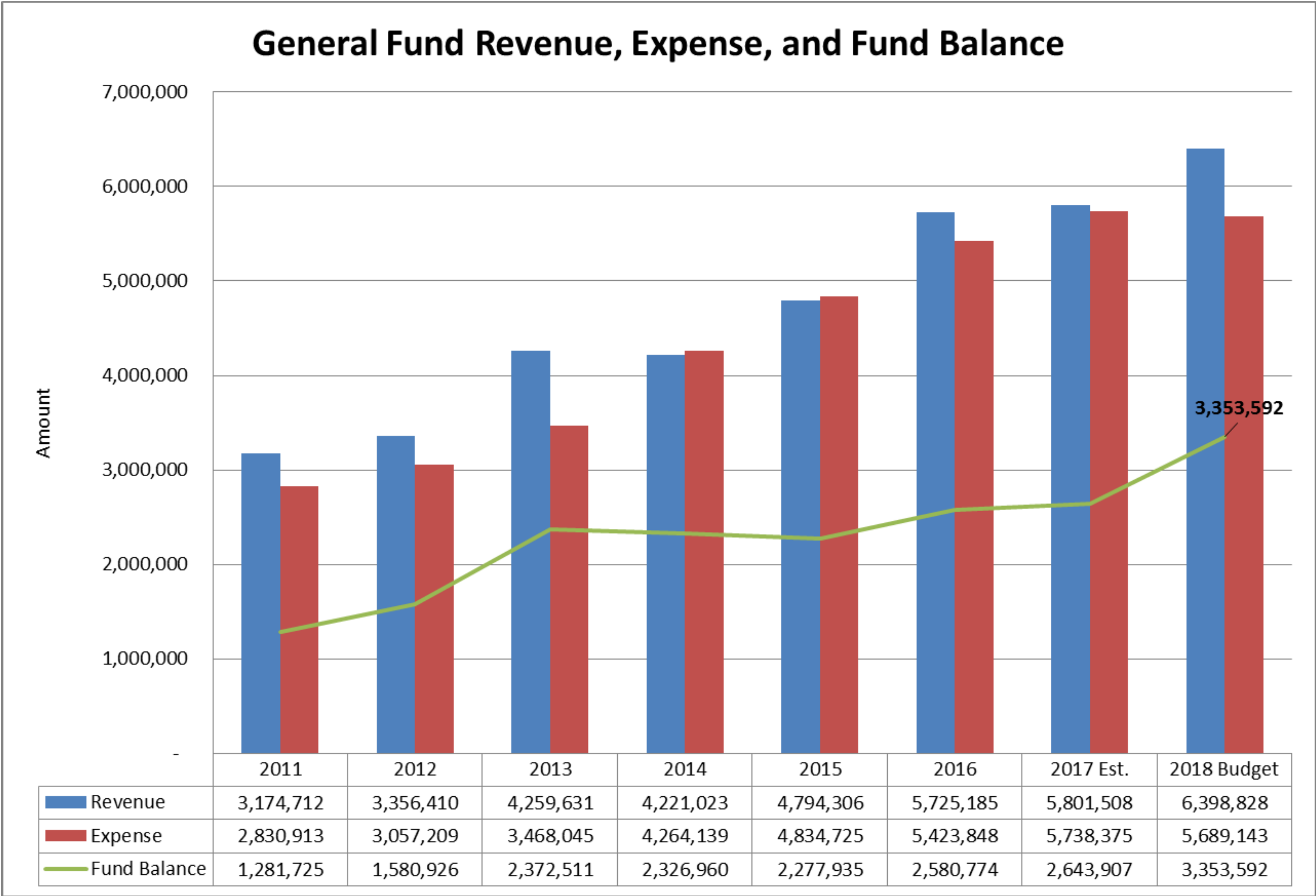


Attachment: 2018 Baseline Operating Budget 8.10.2017 (2018 Baseline Budget Presentation)



2018 Baseline Budget

General Fund Revenue, Expense and Fund Balance



2018 Baseline Budget

Street and Utility Fund Revenues and Expenditures

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
101 Street Fund							
<i>Total Revenue</i>	515,947	565,981	613,498	606,828	613,767	-	613,767
<i>Total Expense</i>	510,409	496,345	690,378	615,962	663,918	-	663,918
<i>Net Total</i>	5,538	69,636	(76,880)	(9,134)	(50,150)	-	(50,150)
Ending Fund Balance	16,404	86,040	9,160	76,906	26,756	-	26,756
406 Water Utility Fund							
<i>Total Revenue</i>	1,388,788	1,730,341	1,633,660	1,507,154	1,806,940	-	1,806,940
<i>Total Expense</i>	1,314,627	1,705,638	1,643,771	1,628,047	1,514,333	-	1,514,333
<i>Net Total</i>	74,161	24,703	(10,111)	(120,893)	292,607	-	292,607
Ending Fund Balance	1,170,879	1,287,703	1,277,592	1,166,810	1,459,417	-	1,459,417
407 Sewer Utility Fund							
<i>Total Revenue</i>	1,021,868	1,857,481	808,348	808,336	667,217	-	667,217
<i>Total Expense</i>	1,382,977	1,878,653	809,853	736,704	667,167	-	667,167
<i>Net Total</i>	(361,109)	(21,172)	(1,505)	71,632	50	-	50
Ending Fund Balance	135,419	114,247	112,742	185,879	185,929	-	185,929
408 Stormwater Utility Fund							
<i>Total Revenue</i>	378,720	430,956	483,946	497,099	610,718	-	610,718
<i>Total Expense</i>	345,262	445,227	548,649	462,589	476,246	-	476,246
<i>Net Total</i>	33,458	(14,271)	(64,703)	34,510	134,472	-	134,472
Ending Fund Balance	499,653	476,946	412,243	511,456	645,929	-	645,929



2018 Baseline Budget

Debt Service Fund Revenues and Expenditures

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Changes	2018 Final Budget
200 Debt Service Fund							
Revenue							
Transfers-In	-	-	20,225	20,224	20,224	-	20,224
Total Revenue	-	-	20,225	20,224	20,224	-	20,224
Expense							
Debt Service	-	-	20,225	20,224	20,224	-	20,224
Total Expense	-	-	20,225	20,224	20,224	-	20,224
Net Total	-	-	-	-	-	-	-
Fund Balance							
Beg Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-



2018 Baseline Budget

Special Revenue Fund Revenues Forecast

Description	2015 Actual	2016 Actual	2017 Final Budget	2017 Est. Year End	2018 Baseline	2018 Additions	2018 Final Budget
105 Real Estate Excise Tax (REET) Fund							
Total Revenue	682,500	922,179	1,144,186	1,424,399	1,010,000	-	1,010,000
111 Drug Fund							
Total Revenue	5,572	970	1,086	1,386	1,075	-	1,075
114 Park Impact Fee (PIF) Fund							
Total Revenue	1,239,570	753,431	979,384	974,206	754,577	-	754,577
115 Traffic Impact Fee (TIF) Fund							
Total Revenue	104,264	203,342	273,099	175,224	698,920	-	698,920
416 Water Utility SDC Fund							
Total Revenue	714,675	1,345,552	1,074,197	1,112,922	1,072,050	-	1,072,050



2018 Baseline Budget

Special Revenue Fund: 2018 Available Fund Balance

Fund	Beginning	Ending
105 Real Estate Excise Tax (REET)	2,156,819	3,166,819
111 Drug Fund	4,498	5,573
114 Park Impact Fee (PIF)	747,812	1,502,389
115 Transportation Impact Fee (TIF)	157,755	856,675
416 Water System Development Charge	4,601,323	5,658,561



2018 Baseline Budget Next Steps

- September
 - Budget Advisory Committee Meeting 9/7 2 PM
 - Review 2018 initiatives and capital project requests
 - Updated revenue forecast
 - Present proposed initiatives and capital projects
 - Present proposed budget with initiatives
 - Council work session 9/14 5:30 PM
- October
 - Budget Advisory Committee Meeting 10/5 2 PM
 - Updated revenue forecast
 - Preliminary budget and budget message
 - Council work session 10/12 5:30 PM



2018 Baseline Budget Next Steps

- November
 - Budget Advisory Committee Meeting 10/26 2 PM if needed
 - Final draft of budget available to public
 - Council work session 11/2 5:30 PM if needed
 - Revenue hearings 11/2 6:30 PM
 - Property tax levy and utility rates 11/2 and 11/16 6:30 PM
 - Conduct public hearing on budget 11/16 6:30 PM
- December
 - Conduct public hearing on budget 12/7 6:30 PM
 - Adopt 2018 operating and capital budget
 - Transmit 2018 budget to MRSC and State Auditor



THANK YOU

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 10, 2017
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

RECOMMENDED ACTION OR MOTION:

Staff recommends Council approve the claims and/or payroll by making the following motion:

“I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: August 10 2017 Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: August 10, 2017

4.1.a

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ALLEGIANCE FLEX ADVANTAGE	2453	195561444	Genl Govt/Facilities	Medical FSA	34.81
		196330238	Genl Govt/Facilities	Medical FSA	126.45
		196610030	Genl Govt/Facilities	Medical FSA	100.00
		196629736	Genl Govt/Facilities	Medical FSA	50.00
		196634376	Genl Govt/Facilities	Medical FSA	125.00
		201707-01	Genl Govt/Facilities	Monthly Admin Fee	50.00
ALLEGIANCE FLEX ADVANTAGE Total					486.26
ARAMARK UNIFORM SERVICES	32	862996592	Genl Govt/Facilities	City Hall/CDD/PD Floor Mats	7.09
			Public Safety	City Hall/CDD/PD Floor Mats	4.47
			Public Works	City Hall/CDD/PD Floor Mats	3.91
			Community Development	City Hall/CDD/PD Floor Mats	3.92
		862996593	Genl Govt/Facilities	PW Uniforms & Shop Floor Mats	2.00
			Public Works	PW Uniforms & Shop Floor Mats	44.53
			Community Development	PW Uniforms & Shop Floor Mats	0.70
		862986161	Genl Govt/Facilities	PW Uniforms & Shop Floor Mats	2.00
			Public Works	PW Uniforms & Shop Floor Mats	44.53
			Community Development	PW Uniforms & Shop Floor Mats	0.70
		863007063	Genl Govt/Facilities	PW Uniforms & Shop Floor Mats	2.74
			Public Works	PW Uniforms & Shop Floor Mats	68.29
			Community Development	PW Uniforms & Shop Floor Mats	0.70
		863007062	Genl Govt/Facilities	City Hall/PD/CDD Floor Mats	7.09
			Public Safety	City Hall/PD/CDD Floor Mats	4.47
			Public Works	City Hall/PD/CDD Floor Mats	3.91
			Community Development	City Hall/PD/CDD Floor Mats	3.92
ARAMARK UNIFORM SERVICES Total					204.97
BERGERABAM	1708	319294	Public Works	Smythe Road Trail Project	3,746.77
BERGERABAM Total					3,746.77
BLUMENTHAL UNIFORMS AND EQUIPMENT	54	7864515	Public Safety	PD Uniforms - King	17.29
BLUMENTHAL UNIFORMS AND EQUIPMENT Total					17.29
CITY OF BATTLE GROUND	92	922	Judicial	Court Costs	225.00
CITY OF BATTLE GROUND Total					225.00
CLARK COUNTY	102	180024424	Genl Govt/Facilities	Printing Fee for Map of City Owned Properties	2.94
			Public Works	Printing Fee for Map of City Owned Properties	47.46
			Community Development	Printing Fee for Map of City Owned Properties	1.63
		160003477	Community Development	Fire Inspection	300.00
		730013296	Community Development	Fire Inspection	100.00
CLARK COUNTY Total					452.03
CLARK COUNTY LAWN AND TRACTOR LLC	537	178169	Public Works	Parks Equipmment Supplies	85.47
CLARK COUNTY LAWN AND TRACTOR LLC Total					85.47

Attachment: August 10 2017 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield
Claims Payment Report
For Approval on: August 10, 2017

4.1.a

CLARK COUNTY TREASURER	554	53686.15	Genl Govt/Facilities	School Impact Fees	53,686.15
CLARK COUNTY TREASURER Total					53,686.15
CLARK PUBLIC UTILITIES	110				
		201708-06	Public Works	109 W Division St - Electricity	2,360.43
		201708-08	Public Works	N Abrams Park/E Division	147.30
		201708-07	Public Works	400 N Abrams Park Rd	958.83
		201708-09	Public Works	301 N 3rd Ave	89.80
			Community Development	301 N 3rd Ave	70.56
		201708-05	Public Works	109 W Division St - Electricity	134.24
		201708-11	Public Works	City Park/Water Well	3,609.14
		201708-04	Public Safety	116 N Main Avenue	156.52
		201708-02	Genl Govt/Facilities	230 Pioneer Ave	179.95
		201708-03	Public Works	N 1st Cir & N 65th Ave - Park & Ride	54.82
		201708-13	Public Works	214 S Riverview Dr	55.88
		201708-10	Public Works	1504 NW Intertie 3 - Water	119.65
		201708-12	Public Works	911 N 65th Ave Intertie 2 - Water	112.25
		201708-01	Public Works	800 NE 264 St Intertie 1 - Water	602.40
CLARK PUBLIC UTILITIES Total					8,651.77
CLARK REGIONAL WASTEWATER DISTRICT	741	0741-201708-01	Community Development	211 N Main - Final Sewer Bill	30.64
CLARK REGIONAL WASTEWATER DISTRICT Total					30.64
COMCAST	2271	2271-201708-01	Genl Govt/Facilities	CDD/PW FTE Communicaitons - 301 N 3rd	1.90
			Public Works	CDD/PW FTE Communicaitons - 301 N 3rd	30.55
			Community Development	CDD/PW FTE Communicaitons - 301 N 3rd	34.54
COMCAST Total					66.99
COMDATA NETWORK INC.	1101	20275193	Genl Govt/Facilities	PW & CDD Fuel	53.09
			Public Works	PW & CDD Fuel	960.23
			Community Development	PW & CDD Fuel	251.74
		20275199	Public Safety	PD Fuel and Vehicle Wash	873.13
COMDATA NETWORK INC. Total					2,138.19
COMPULINK MANAGEMENT CENTER INC.	2648	258164PS02	Genl Govt/Facilities	Utilities Professional Service Work-Use/Sales Tax	(409.50)
			Public Works	Utilities Professional Service Work	5,284.50
		20170803PS	Genl Govt/Facilities	CDD & Finance Professional Service Work	(502.66)
			Public Works	CDD & Finance Professional Service Work	4,046.21
			Community Development	CDD & Finance Professional Service Work	2,440.49
COMPULINK MANAGEMENT CENTER INC. Total					10,859.04
DAILY JOURNAL OF COMMERCE	133	743364620	Public Works	Ad - Gee Crk Trail-Abrams to Heron	401.70
DAILY JOURNAL OF COMMERCE Total					401.70
DEPARTMENT OF LABOR AND INDUSTRIES	2762	2QtrL&I	Genl Govt/Facilities	2nd Quarter 2017 L&I	23,674.88
DEPARTMENT OF LABOR AND INDUSTRIES Total					23,674.88
DEPARTMENT OF LICENSING	154	RG0000194-2017	Genl Govt/Facilities	CPL Renewal - Moses	18.00
		0154-201708-01	Finance	Notary Public Name Change - Giles	15.00
DEPARTMENT OF LICENSING Total					33.00
DICK'S TIRE FACTORY	158	D66928	Public Safety	PD Vehicle Maintenance - '13 Interceptor	37.71
		D67483	Public Safety	PD Vehicle Maintenance - '14 Explorer	37.71

Attachment: August 10 2017 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield
Claims Payment Report
For Approval on: August 10, 2017

4.1.a

DICK'S TIRE FACTORY Total					75.42
DITCH MAINTENANCE SERVICES	1865	63	Public Works	Ditch Maintenance & Cleaning	7,650.00
DITCH MAINTENANCE SERVICES Total					7,650.00
DKS ASSOCIATES	1565	64248	Community Development	On-Call Review Services - 4/29/17 - 6/30/17	8,155.00
DKS ASSOCIATES Total					8,155.00
DOLLAR TREE DISTRIBUTION	2369	2369-201708-01	Genl Govt/Facilities	Park Refundable Deposit	100.00
DOLLAR TREE DISTRIBUTION Total					100.00
DON BOTTEMILLER	2870	2870-201708-01	Genl Govt/Facilities	Park Refundable Deposit	50.00
DON BOTTEMILLER Total					50.00
EASTSIDE MEATS	1264	286779	Genl Govt/Facilities	2017 NNO Hotdogs & Sausages	1,196.80
EASTSIDE MEATS Total					1,196.80
ELI KREBSER	2132	2132-201708-01	Genl Govt/Facilities	Park Refundable Deposit	50.00
ELI KREBSER Total					50.00
EMPLOYMENT SECURITY DEPARTMENT	2769	2ndQtr	Genl Govt/Facilities	2nd Quarter 2017 Unemployment	1,635.10
EMPLOYMENT SECURITY DEPARTMENT Total					1,635.10
FERGUSON ENTERPRISES INC # 8423	181	0582243-2	Public Works	Meter Replacement Program	10,163.58
		590935	Public Works	Water Meters	393.71
FERGUSON ENTERPRISES INC # 8423 Total					10,557.29
FRIX TECHNOLOGIES	2824	17072601	Community Development	CDD Scanning	15,829.49
		17071802	Community Development	CDD Scanning	30,303.82
FRIX TECHNOLOGIES Total					46,133.31
GRAINGER	206	9508365393	Public Works	Water Operational Supplies	12.36
GRAINGER Total					12.36
GRAY AND OSBORNE INC	207	3	Public Works	Northridge Dr. Water Main Replacement	6,201.83
GRAY AND OSBORNE INC Total					6,201.83
GROVER ELECTRIC AND PLUMBING	210	HA53138	Genl Govt/Facilities	Abrams Park Rd Rental Supplies/PW Shop Supplies	24.73
			Public Works	Abrams Park Rd Rental Supplies/PW Shop Supplies	20.76
			Community Development	Abrams Park Rd Rental Supplies/PW Shop Supplies	0.71
GROVER ELECTRIC AND PLUMBING Total					46.20
HARRY'S LAWN AND POWER EQUIPMENT	214	124955	Public Works	Storm Equipment Maint.	117.40
		125363	Public Works	Parks & Storm Equipment Maint.	299.95
		125364	Public Works	Parks Equipment Maint.	3.58
		125603	Public Works	Parks & Water Equipment Maintenance	140.82
		125599	Public Works	Storm Equipment Maint.	81.83
		125602	Public Works	Storm Equipment Maint.	53.46
HARRY'S LAWN AND POWER EQUIPMENT Total					697.04
HOME DEPOT CREDIT CARD SERVICES	1805	3012825	Genl Govt/Facilities	707 Abrams Rental House Supplies	94.62
		4083781	Genl Govt/Facilities	707 Abrams Rental House Supplies	19.21
HOME DEPOT CREDIT CARD SERVICES Total					113.83
HONEY BUCKETS	223	550384919	Public Works	Davis Park Port-a-Potty	372.50
HONEY BUCKETS Total					372.50
INDX INC.	1755	2017229	Genl Govt/Facilities	Storage Unit Rental	450.00
INDX INC. Total					450.00

Attachment: August 10 2017 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report
For Approval on: August 10, 2017

4.1.a

INSTANT IMPRINTS CASCADE PARK	2371	46163	Genl Govt/Facilities	CDD-Facilities-Matt J. Uniforms- PW Hats	47.96
			Public Works	CDD-Facilities-Matt J. Uniforms- PW Hats	710.32
			Community Development	CDD-Facilities-Matt J. Uniforms- PW Hats	232.60
INSTANT IMPRINTS CASCADE PARK Total					990.88
J.L. STOREDAHL AND SONS	558	218109	Genl Govt/Facilities	Crushed Rock for 707 Abrams Rental House	76.19
J.L. STOREDAHL AND SONS Total					76.19
JESSICA KIPP	2099	2099-201708-01	Genl Govt/Facilities	Mileage Reimbursement - Events & Wellness	28.13
			Human Resources	Mileage Reimbursement - Events & Wellness	17.65
JESSICA KIPP Total					45.78
LAFROMBOISE COMMUNICATIONS INC	2388	7389	Community Development	CDD Correction Notices	274.96
LAFROMBOISE COMMUNICATIONS INC Total					274.96
LARCH CORRECTIONS CENTER	2088	LCC1706.513	Public Works	Parks/Streets/Storm Area clean up	742.32
LARCH CORRECTIONS CENTER Total					742.32
LYNCH JANITORIAL AND CLEANING LLC	2197	1974	Genl Govt/Facilities	Janitorial Services - July 2017	202.67
			Public Safety	Janitorial Services - July 2017	159.92
			Public Works	Janitorial Services - July 2017	113.98
			Community Development	Janitorial Services - July 2017	163.10
LYNCH JANITORIAL AND CLEANING LLC Total					639.67
MARK O BROWN	567	2017-08	Genl Govt/Facilities	Lobbyist Fees - July 2017	3,000.00
MARK O BROWN Total					3,000.00
MICHAEL GREEN CONSTRUCTION INC	2715	4247	Public Works	Sargent Street Stormwater Completion	11,937.50
MICHAEL GREEN CONSTRUCTION INC Total					11,937.50
MUNICIPAL EMERGENCY SERVICES INC	2235	IN1146078	Public Safety	PD Uniforms - King	765.30
MUNICIPAL EMERGENCY SERVICES INC Total					765.30
NAPA AUTO PARTS	498	994371	Community Development	CDD Vehicle Maintenance	25.73
NAPA AUTO PARTS Total					25.73
NICOLE O'HAYER	2872	2872-201708-01	Public Safety	PD Intern - Successful Completion Payment	1,000.00
NICOLE O'HAYER Total					1,000.00
NORTHSTAR CHEMICAL INC.	1019	105992	Public Works	Sodium Hypochlorite	662.38
NORTHSTAR CHEMICAL INC. Total					662.38
OFFICEMAX INCORPORATED	1599	678678	Genl Govt/Facilities	Office & Operational Supplies	253.97
			Public Works	Office & Operational Supplies	11.50
			Community Development	Office & Operational Supplies	17.28
			Administration	Office & Operational Supplies	6.75
		685411	Genl Govt/Facilities	City Hall Air Freshener	13.87
OFFICEMAX INCORPORATED Total					303.37
OFFICIAL PAYMENTS CORPORATION	1701	INVINT000049993	Public Works	Utilities E-Pay	13.65
OFFICIAL PAYMENTS CORPORATION Total					13.65
PACIFIC OFFICE AUTOMATION	1564	55356058	Genl Govt/Facilities	City Hall Copier & PW Printer	732.22
			Public Works	City Hall Copier & PW Printer	46.79
			Community Development	City Hall Copier & PW Printer	1.61
		55355660	Public Works	PW/CDD Photo Copy Machine	167.54
			Community Development	PW/CDD Photo Copy Machine	167.55

Attachment: August 10 2017 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: August 10, 2017

4.1.a

PACIFIC OFFICE AUTOMATION	2710	849973	Genl Govt/Facilities	PW Printer - Quarterly Usage	0.69
			Public Works	PW Printer - Quarterly Usage	11.11
			Community Development	PW Printer - Quarterly Usage	0.38
		842329	Genl Govt/Facilities	City Hall & CDD/PW Copiers - Quarterly Usage	257.39
			Public Works	City Hall & CDD/PW Copiers - Quarterly Usage	117.03
			Community Development	City Hall & CDD/PW Copiers - Quarterly Usage	117.02
PACIFIC OFFICE AUTOMATION Total					1,619.33
PALADIN DATA SYSTEM CORPORATION	668	2401035	Community Development	SmartGOV Annual Subscription-9/1/17-8/31/18	10,677.40
PALADIN DATA SYSTEM CORPORATION Total					10,677.40
PBS ENGINEERING AND ENVIRONMENTAL	342	0070940.001-8	Public Works	Ridgefield Outdoor Sports Complex Phase II	111,564.78
PBS ENGINEERING AND ENVIRONMENTAL Total					111,564.78
PIONEER PEST MANAGEMENT	2040	242498	Genl Govt/Facilities	City Hall Pest Management	129.00
PIONEER PEST MANAGEMENT Total					129.00
PORTLAND ENGINEERING INC	2082	6910	Public Works	WWTP Engineering Services - March 2017	601.89
PORTLAND ENGINEERING INC Total					601.89
PURCHASE POWER	356	0356-201708-01	Genl Govt/Facilities	Postage	500.00
PURCHASE POWER Total					500.00
REFLECTOR	369	I1304868	Genl Govt/Facilities	Ord. No. 1237	47.73
		I1304867	Public Works	Inv. to Bid-Gee Creek Trail	159.10
		I1304869	Public Works	Ord. No. 1236	75.79
		I1304866	Public Works	Inv. to Bid-RORC Mass Grading	162.18
REFLECTOR Total					444.80
RICOH USA INC.	1662	99185190	Public Safety	PD Copier Lease	203.78
RICOH USA INC. Total					203.78
ROTSCHY INC.	2401	ENG-17-0046	Genl Govt/Facilities	Refund - ENG-17-0046	150.00
ROTSCHY INC. Total					150.00
SHERWIN-WILLIAMS PAINT STORE	2856	8596-3	Public Works	WWTP Paint	600.75
SHERWIN-WILLIAMS PAINT STORE Total					600.75
SIERRA SANTA FE CORP.	1572	548	Public Works	Street Sweeping	747.96
SIERRA SANTA FE CORP. Total					747.96
SIGNS AND MORE	2061	78352	Genl Govt/Facilities	Big Paddle Signe	390.24
SIGNS AND MORE Total					390.24
SOUND APPAREL LLC	2871	TG2910	Public Safety	Custom Patches	684.09
SOUND APPAREL LLC Total					684.09
STATE OF WASHINGTON DEPARTMENT OF REVENUE	156	77340	Genl Govt/Facilities	2nd Qtr 2017 Leasehold Excise Tax	963.00
		21184067	Genl Govt/Facilities	June 2017 B&O and Excise Tax	754.81
			Public Works	June 2017 B&O and Excise Tax	3,346.11
STATE OF WASHINGTON DEPARTMENT OF REVENUE Total					5,063.92
THE PARR COMPANY	964	26372856	Public Works	Frisbee Golf Supplies	51.77
		26373361	Public Works	Community Garden Supplies	3.35
		26372962	Public Works	Water Operational Supplies	23.45
		26372691	Genl Govt/Facilities	707 Abrams Rental House Supplies	35.69
		26373433	Community Development	CDD - Hard Hat & Safety Glasses	20.90

Attachment: August 10 2017 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield
Claims Payment Report
For Approval on: August 10, 2017

4.1.a

THE PARR COMPANY Total					135.16
TRIBECA TRANSPORT LLC	747	COR-1708	Public Works	Sludge Hauling	2,135.00
TRIBECA TRANSPORT LLC Total					2,135.00
USA BLUEBOOK	444	308595	Public Works	WWTP Supplies	24.34
		309262	Public Works	Water & WWTP Operational Supplies	316.76
USA BLUEBOOK Total					341.10
VANESSA HERRERA	2869	2869-201708-01	Genl Govt/Facilities	Park Refundable Deposit	100.00
VANESSA HERRERA Total					100.00
WA STATE TREASURER'S OFFICE	642	274.5	Genl Govt/Facilities	2nd Qtr 2017 Building Code Fees	274.50
		25	Public Safety	2nd Qtr 2017 Forfeited Property	25.00
WA STATE TREASURER'S OFFICE Total					299.50
WOODLAND SAW AND CYCLE INC.	2223	2223-201708-01	Public Works	Strom Equipment Maintenance	67.36
WOODLAND SAW AND CYCLE INC. Total					67.36
Grand Total					345,190.62

Attachment: August 10 2017 Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 10, 2017
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Minutes from the July 27, 2017 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

RECOMMENDED ACTION OR MOTION:

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

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Basarab, City Clerk

ATTACHMENTS: 07-27-2017 Meeting Minutes (PDF)



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
July 27, 2017

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

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

MOTION: Council member Sandra Day moved to excuse Council member Don Stose from the meeting.

SECOND: Council member John Main.

Vote - Yes: Council member Day, Wertz, Taylor, Main, Wells, and Mayor Onslow.

Vote - No: None.

Motion Passed.

LATE CHANGES TO THE AGENDA

Claims amendment; Vendor: Fidelity National Title, Invoice:213739-000, description: 35th & Pioneer Rndbt - Lahti 213739-000 closing cost, increase claims by: \$1,570.75 - total payment including purchase price, easements and closing cost is \$81,261.75. Vendor: Clark County Title, invoice: C17550, description: 5054 Pioneer Street Land Purchase, increase claims by: \$165,282.50 - additional claim includes purchase price and closing costs. Total claims increase: \$166,853.25.

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

Susan Setterburg - President of Columbia Hills HOA
 Concerned and disappointed regarding the impact of the development
 Will soon have a major cross street through our development
 Concerns regarding the volume of traffic
 Will continue meeting with City staff on traffic suppression ideas

Roy Garrison - Non Resident

Attachment: 07-27-2017 Meeting Minutes (Approval of Minutes)

Thank you to Police Chief and Police Department assistance and guidance given to me
 Government has many steps and my issue was handled very well
 Police Department staff was wonderful
 Development on Hillhurst - heritage tree ordinance is too late

John Bernatz - Resident
 Disappointment in the developments
 Current developments are at the expense of residents on Hillhurst
 Heritage tree ordinance is too late for the tree that was cut down on Hillhurst
 Portland tree ordinance is much strict and that's what we need

Rich Chose - Resident
 Development concerns
 Rolling lands and groundwater parcel concerns

Jon Lee - Non Resident
 State of Oregon passed new law regarding tolls at the boarder of Washington
 We would need to be paying a toll to enter Oregon
 Concerns - most of the tolls would be paid by Washington residents, we have no options to avoid the toll
 RTC knew nothing about this
 Requesting Council to pass a Resolution opposing Oregon tolls

CONSENT AGENDA - MOTION TO APPROVE AS AMENDED. - [6:38 PM](#)

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

- 1. Approval of Claims And/Or Payroll - [6:38 PM](#)**
- 2. Approval of Minutes from July 13, 2017 Meeting - [6:38 PM](#)**

PRESENTATION

Permanent Ballot Drop Box Presentation - Greg Kimsey, Clark County Auditor - [6:51 PM](#)

Greg Kimsey thanked City staff for designating a permanent location for the ballot drop box.

2. Introduction to 2018 Budget and Economic Update - [6:59 PM](#)

Finance Director Kirk Johnson presented 2018 budget introduction and economic update to City Council.

3. Second Quarter Financial Report - [7:20 PM](#)

Finance Director Kirk Johnson presented second quarter financial report to City Council.

BUSINESS

1. Ordinance No. 1239 - Second Reading of Ridgecrest Development Agreement-Jeff Niten, Community Development Director

The Ridgecrest developers have requested the city consider a Development Agreement that provides for several items including modification of residential design standards. Under the proposal every home shall contain the following features: All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim (minimum 3"), and where no wall openings exist on a façade, contrasting materials must be incorporated; roof overhang (minimum 6"); covered entry; minimum 100 square foot covered outdoor area behind front façade; another feature approved by the

community development director may be authorized in lieu of one or more of the foregoing based on fact-specific analysis in the director's sole discretion.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1239 AS PRESENTED.

RESULT:	ADOPTED [5 TO 0]
MOVER:	David Taylor, Councilor
SECONDER:	John Main, Councilor
AYES:	Onslow, Taylor, Wertz, Main, Day
ABSTAIN:	Wells
ABSENT:	Stose

2. Ordinance No. 1240 - Second Reading of Cloverhill Development Agreement-Jeff Niten, Community Development Director

Cloverhill developers have requested the city consider an additional Development Agreement that provides for several items including modification of residential design standards. Under the proposal every home shall contain the following features: All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim (minimum 3"), and where no wall openings exist on a façade, contrasting materials must be incorporated; roof overhang (minimum 6"); covered entry; minimum 100 square foot covered outdoor area behind front façade; another feature approved by the community development director may be authorized in lieu of one or more of the foregoing based on fact-specific analysis in the director's sole discretion.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1240 AS PRESENTED.

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

3. Ordinance No. 1241 – Second Reading on Heritage Trees Code-Jeff Niten, Community Development Director

Part of the 2017 Planning Commission work program included research and development of a Heritage Tree ordinance for the city. Staff has undertaken research into various tree protection and Heritage Tree ordinances throughout the state to find qualities of those regulations that would fit Ridgefield's unique character and goals. During the May 3rd Planning Commission meeting Commission members and staff discussed various provisions and applicability to Ridgefield. The Planning Commission held a Public Hearing on June 7, 2017 and recommended approval.

Council discussion: Girth increase to 24", property space concerns, habitat for wildlife species, open space parcels, and limitation on trees based on size, heritage tree review and brought to the City, provide asset to our environment, review and identify potential trees during the review of the development.

Staff will continue working on the Ordinance and will bring back to City Council for further review at a later date.

4. Ordinance No. 1242 – Second Reading on Tiny Homes Code-Jeff Niten, Community Development Director

Part of the 2017 Planning Commission work program included research and development of a Tiny

Homes ordinance for the city. Staff has undertaken research into Tiny Homes, administrative hurdles associated with tiny homes and building code issues. During the May 3rd Planning Commission meeting Commission members discussed various provisions and applicability to Ridgefield. The Planning Commission held a public hearing on June 7, 2017 and recommended approval.

Council discussion: ADU questions/clarifications, need for separate ordinance for tiny homes, foundation requirements, development/placement of tiny homes, maximum unit size.

Staff will continue working on the Ordinance and will bring back to City Council for further review at a later date.

5. Motion - Award of RORC Mass Grading Construction Contract - [8:35 PM](#)

The City's Parks Plan identifies a Community Park in the Southern portion of the City off of Hillhurst Road. This park has come to be known as the Ridgefield Outdoor Recreation Complex, or RORC. The City has been working with the Ridgefield 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. In January the City contracted with a team of design consultants headed up by PBS Engineering and Environmental. The project has been broken into several phases of construction to allow the project to be completed by August of 2018. Bids for the Grading and Utility work were advertised on July 7, and bids will be opened on July 26. The low bidder being Tapani Underground of Battle Ground.

MOTION: MOVED TO AWARD RORC MASS GRADING CONSTRUCTION CONTRACT TO TAPANI AS PRESENTED.

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

6. Motion - Approval of Bid Award for Hillhurst Road Water Main Extension Project - [8:38 PM](#)

The City's 2013 Water System Plan identifies the extension of the water main in Hillhurst Road to the southern City Limits as project D-29. In conjunction with the street improvements on Hillhurst Road required by the Ridgefield Outdoor recreation complex the City will be completing a portion of this project. This waterline will also serve development in the area, including the new Middle School. The City contracted with PBS Engineering to complete the design of the RORC, including the waterline, and bids for the project were opened on July 19th. The City received three bids, with the low bidder being Tapani Underground of Battle Ground.

MOTION: MOVED TO AWARD THE HILLHURST ROAD WATER MAIN EXTENSION PROJECT TO TAPANI UNDERGROUND IN THE AMOUNT OF \$538,457.49.

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

PUBLIC COMMENT - [8:40 PM](#)

Tanya Crippen - Resident
 I have a heritage tree on my property with a plaque
 Appreciate the variety of trees we have in Ridgefield

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council - [8:43 PM](#)

Council member Taylor - Attended Governor Inslee tour of Ridgefield.
 Council member Wertz - Attended Governor Inslee tour of Ridgefield, ribbon cutting for the new WA Department of Fish and Wildlife facility, briefing with City Manager, Port of Ridgefield meeting.
 Council member Day - Attended Refuge fundraiser, CREDC board meeting, Governor Inslee tour of Ridgefield.
 Council member Main - Governor Inslee tour of Ridgefield.
 Council member Wells - Governor Inslee tour of Ridgefield.

Mayor - [8:47 PM](#)

Mayor Onslow - Attended all mentioned meetings, Main Street Program meeting.

Appointment of two Council members to serve on the 2018 Budget Advisory Committee - [8:47 PM](#)

Mayor appointing Council member Main and Council member Stose to the budget advisory committee.

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

Appointment of a citizen to serve on the 2018 Budget Advisory Committee - [8:48 PM](#)

Mayor appointing Renei Serface to the budget advisory committee.

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

City Manager - [8:51 PM](#)

City Manager Steve Stuart - Update provided on WSDOT stripping roundabout project.

Community Development Director Jeff Niten - Gee creek plateau update provided.

Finance Director Kirk Johnson- First budget advisory committee meeting will be held on August 3rd.

Public Works Director Bryan Kast - Provided potholes updates, RORC groundbreaking project update.

Deputy City Manager Lee Knottnerus - Tuesdays in the park events.

Police Chief John Brooks- National night out is Tuesday August 1st at 6PM.

FROM THE COUNCIL

ADJOURN - [8:56 PM](#)

Julie Basarab, City Clerk

Ron Onslow, Mayor

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: August 10, 2017

ITEM: CONSENT AGENDA

AGENDA ITEM TITLE: Acceptance of Donations in Support of City of Ridgefield Events

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 35.21.100

Chapter 3.80 of the Ridgefield Municipal Code approved by Ordinance 964

PREVIOUS COUNCIL ACTION TAKEN:

Council has approved multiple donations to support City events in the past,

SUMMARY/BACKGROUND:

RCW 35.21.100 states that the City has the authority to accept donations by Ordinance and that it must carry out the terms of the donations within its powers granted by law. If no terms or conditions are attached to the donation, the City may expend or use the donation for any municipal purpose.

Chapter 3.80 to the Ridgefield Municipal Code requires Council approval of donations of money or property valued at greater than \$100.00. City Council shall approve acceptance of the donation by motion through approval of the consent agenda at a regular council meeting. Authority to accept donations of money or property valued at less than \$100.00 was granted to the City Manager.

The City has received cash donations of \$3,200 for the 2017 National Night Out and \$2,350 for the 2017 Big Paddle. The City also received \$1,040.09 from in kind donations from various merchants. The attached exhibit includes the donors for National Night Out and the Big Paddle.

The City has also received a donation of Christmas ornaments from a citizen with a value estimated at \$600.

BUDGET/FINANCIAL IMPACTS:

City expense for the Big Paddle was \$5,609.81 including labor cost of \$2,241.58. The receipt of \$2,350 in cash donations helped offset city expense for this event.

City expense to date for National Night Out is \$13,115.57 with additional invoices expected. Total expense includes labor cost estimate of \$7,619.50. The receipt of \$3,200 in cash donations and in kind donations of \$1,040.09 helped offset city expense for this event.

RECOMMENDED ACTION OR MOTION:

Staff recommends that Council approve the acceptance of the donations through approval of the consent agenda.

A recommended motion is “I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: Exhibit A Donations (PDF)

Account No	Last Name	Tran Type	Invoice No	Tran Description	Tran Amount
0000067	JB Homes	Invoice	0000276	National Night Out 2017 Donation	\$500.00
0000066	Legacy Salmon Creek Medical Center	Invoice	0000275	National Night Out 2017 Donation	\$500.00
0000002	Krippner Homes, LLC	Invoice	0000278	National Night Out 2017 Donation	\$500.00
0000072	Lava Java	Invoice	0000337	National Night Out 2017 Donation	\$100.00
0000086	Ilani	Invoice	0000329	National Night Out 2017 Donation	\$500.00
0000059	Sportsman's Steakhouse & Saloon	Invoice	0000308	National Night Out 2017 Donation	\$100.00
0000080	Papa Pete's, Inc.	Invoice	0000310	National Night Out 2017 Donation	\$500.00
0000083	RL Stone Inc.	Invoice	0000316	National Night Out 2017 Donation	\$150.00
0000079	Bob's Automotive	Invoice	0000309	National Night Out 2017 Donation	\$100.00
0000081	One Source Food Solutions	Invoice	0000311	National Night Out 2017 Donation	\$100.00
0000078	Vinnie's Pizza Inc.	Invoice	0000307	National Night Out 2017 Donation	\$100.00
0000039	Shafer	Invoice	0000091	National Night Out 2017 Donation	\$50.00
					<u>\$3,200.00</u>

Account No	Last Name	Tran Type	Invoice No	Tran Description	Tran Amount
0000072	Lava Java	Invoice	0000284	Big Paddle 2017 Donation	\$150.00
0000070	Karmy Law Office PLLC	Invoice	0000281	Big Paddle 2017 Donation	\$250.00
0000069	The Tree Wisemans	Invoice	0000280	Big Paddle 2017 Donation	\$50.00
0000052	Alliance Industrial Group	Invoice	0000279	Big Paddle 2017 Donation	\$500.00
0000071	Flightpath LLC	Invoice	0000282	Big Paddle 2017 Donation	\$150.00
0000034	Burke Industrial Coatings	Invoice	0000283	Big Paddle 2017 Donation	\$250.00
0000061	Port Of Ridgefield	Invoice	0000134	Big Paddle Marketing	\$1,000.00
					<u>\$2,350.00</u>

In-kind Donors	Items donated	Value
Franz Bread	1700 hot dog buns	\$ 462.25
Frito Lay	20 cases of chips	\$ 250.00
Corwin Beverage	4-flavor Soda fountain	
	13 soda tanks (2 half tanks)	\$ 250.00
Costco	12 cases of water	\$ 35.88
	2 - bundles of plates (220 count)	\$ 21.98
	1 - bundle of napkins (1080 count)	\$ 8.49
Ridgefield Hardware	1 Turtle Pool to hold bottles of water	\$ 11.49
Total		\$ 1,040.09

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 10, 2017

ITEM:

AGENDA ITEM TITLE: Federal Lobbyist Update

Presentation attached.

STAFF CONTACT: Steve Stuart, City Manager

ATTACHMENTS: CFM Federal Affairs - Ridgefield 81117 (PPTX)



strategic communications, inc.



Pending Project Proposals



<u>Grant Projects</u>	<u>Account</u>	<u>Status</u>	<u>Amount</u>
• Pioneer Street East Extension	EDA and TIGER	Drafting	\$2 million
• Gee Creek Trail	TAP	Awarded	\$100,000
• I-5 Overpass Arts Project	NEA Our Town	Drafting	\$100,000
• RORC Baseball/Softball Field	MLB Baseball	Submitted	\$38,671
• RORC Playground Complex	Nike (NCIF)	Submitted	\$20,000
• 11 th Street Overpass			\$13.2 million

Appropriations Projects

• Refuge Community and Nature Center	\$9.53 million
• Lake River Dredging Project	\$90,000 (survey) \$250,000 (dredging)



FY18 Appropriations



Program	FY17 Enacted	Pres. Trump's Request	House Proposal	Senate Proposal
TIGER	\$500M	\$0	\$0	\$550M
Community Development Block Grant Program (CDBG)	\$3B	\$0	\$2.9B	\$3B
Economic Development Administration (EDA)	\$276M	\$0	\$176M	\$215M
USDA Water and Waste Disposal	\$392M	\$0	\$473M	\$394B
USDA Community Facilities	\$2.6B	\$3.2B	\$2.6B	\$3B
Corps of Engineers	\$6.04	\$5B	\$6.16	\$6.16

Other Priorities



Priority	Action	Amount
Crude-by-Rail	Firefighter Planning and Equipment Track Inspection Tank Car Research	Report Language \$16 million \$2 million
Infrastructure Package	P3 Pushback	Report Language
Transportation	FAST Act	Fully Funded
Small Ports	Protected	\$90 million



strategic communications, inc.



Thank You

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: August 10, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of The city of Ridgefield, Washington Amending Ordinance No. 1148 Pertaining to Ridgefield Municipal Code Title 13 – Public Utilities Chapter 13.30.020 – Installment Payment of System Development Charges

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 35.92 Municipal Utilities

PREVIOUS COUNCIL ACTION TAKEN:

Council has adopted multiple amendments to Title 13 through the years. The most recent amendment to Title 13 was adopted on November 17, 2016 by Ordinance 1223 increasing the Storm Water utility rate.

SUMMARY/BACKGROUND:

City staff has received interest from a citizen on a fixed income to transfer from well source to municipal water service. Due to the financial impact of paying the permit fees, system development charges and contractor charges, staff would like to request a change to RMC 13.30.020 to offer payment options for the system development charge. The current code allows the City Manager to authorize payment plans for 3" and greater meter size for the system development charges. Staff recommends allowing payment plans for property owners of single family residential homes to move from well source to municipal water services. The payment plan would include an annual interest charge and terms not to exceed 5 years.

The recommended changes are specific to existing homes that move from well sources to municipal water services. In the event the home is sold and/or subdivided the payment plan would be due in full. To insure the City receives full SDC payment the amount of the payment a financial guarantee would be required as well as the potential to lien the property.

BUDGET/FINANCIAL IMPACTS:

No significant impact is anticipated

RECOMMENDED ACTION OR MOTION:

Conduct the first reading of Ordinance No. 1243 pertaining to an amendment to Title 13 Chapter 13.30.020 – Installment payment of system development charges

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 13.30.020___Installment_payment_of_system_development_charges.
clean copy (DOCX)
13.30.020___Installment_payment_of_system_development_charges.

Redlined (DOCX)

ORDINANCE NO. 1243

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1148 PERTAINING TO RIDGEFIELD MUNICIPAL CODE TITLE 13 – PUBLIC UTILITIES CHAPTER 13.30.020 – INSTALLMENT PAYMENT OF SYSTEM DEVELOPMENT CHARGES

WHEREAS, the City's current Public Utilities Code addresses the regulation of water and storm water services throughout the City; and

WHEREAS, IN 2014, the City Council adopted Ordinance no. 1148 pertaining to Ridgefield Municipal Code Title 13; and

WHEREAS, the City of Ridgefield deems it necessary to amend Title 13; and

WHEREAS, there have been further updates to City industry best practices related to water and stormwater services; and

WHEREAS, the City wishes to update the City's municipal code to incorporate these changes to the City's public utility regulations;

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 revisions to Title 13 – Public Utilities; Chapter 13.30.020 – Installment Payment of System Development Charges.

Section 2. Ridgefield Municipal Code Chapter 13.30.020 Amended. That Ridgefield Municipal Code Chapter 13.30.020 - is hereby amended as set forth in Exhibit A attached hereto and incorporated fully by this reference.

Section 3. Severability. Any provision of this ordinance or its application to any person, legal entity, or circumstance is held invalid, the remainder of the ordinance or its application to other persons, legal entities, or circumstances is not affected.

Section 3. Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 24th DAY OF AUGUST, 2017.

CITY OF RIDGEFIELD

Mayor, Ron Onslow

ATTEST:

Julie Basarab
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First reading:	August 10, 2017
Second Reading/Passage:	August 24, 2017
Date of Publication:	August 30, 2017
Effective Date:	September 29, 2017

EXHIBIT A
Ridgefield Municipal Code
Title 13 - Public Utilities
Chapter 13.30.020

Exhibit "A"

Clean Copy

13.30.020 - Installment payment of system development charges.

The city manager or designee may approve an installment payment plan for the water system development charges for the following:

Water meter connections three inches or larger; or as

An incentive to facilitate the move to municipal water services, for single family residential homes, currently using onsite wells for their water source.

The city manager or designee may approve an installment payment plan, for the water system development charges upon the applicant's submission and the city's approval of a financial guarantee that secures the future payment of the charge. The full amount of the system development charge may be financed over a period not to exceed five years including interest and any applicable fees (recording fees etc.), from the date of issuance of the permit and execution of a financial guarantee.

The financial guarantee will outline the terms of the agreement, including payment, applicable interest rates and any additional fees. In addition to the financial agreement the city may record a lien on the property until payment is received in full.

Payment would be accelerated in the event the property is sold and/or is subdivided. In the event the property is sold, full payment would be expected at the time of sale closing. In the event the property owner submits an application to subdivide the property, payment in full is due when the permit is issued.

(Ord. No. 1148, §§ 1—3, 1-23-2014)

Exhibit "A"Redline Version

Formatted: Centered

13.30.020 - Installment payment of system development charges.

The city manager or designee may approve an installment payment plan for the water system development charges for the following:

Water meter connections three inches or larger; or as

~~-An incentive to facilitate the move to municipal water services for single family residential homes currently using onsite wells for their water source.. upon the applicant's submission and the city's approval of a financial guarantee that secures the future payment of the charge. The full charge with interest must be paid for within five years of the city's issuance of the applicable permit.~~

The city manager or designee may approve an installment payment plan, for the water system development charges upon the applicant's submission and the city's approval, of a financial guarantee that secures the future payment of the charge. The full amount of the system development charge may be financed over a period not to exceed five years including interest and any applicable fees (recording fees etc.), from the date of issuance of the permit and execution of a financial guarantee.

The financial guarantee will outline the terms of the agreement, including payment, applicable interest rates and any additional fees. In addition to the financial agreement the city may record a lien on the property until payment is received in full.

Payment would be accelerated in the event the property is sold and/or is subdivided. In the event the property is sold, full payment would be expected at the time of sale closing. In the event the property owner submits an application to subdivide the property, payment in full is due when the permit is issued.

(Ord. No. 1148, §§ 1—3, 1-23-2014)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: August 10, 2017
ITEM: BUSINESS
AGENDA ITEM TITLE: Motion - Approval of Cedar Creek Final Plat

GOVERNING LEGISLATION:

R.C.W. 36.70A

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The Ridgefield Hearing Examiner issued a Final Order approving the Cedar Creek subdivision preliminary plat with conditions on September 10, 2007 (PLZ-07-0040). The preliminary plat is vested through September 10, 2017. The location of this development is immediately west of NE 35th Avenue extending to NE 32nd Court adjacent to the Pioneer Place development.

The project proposes to subdivide the 10.13-acre parcel into 31 single family lots ranging from 5,000 SF to 10,565 SF. The parcel includes critical areas, which must be protected and impacts mitigated. Additionally, the city approved post-decision review applications for Cedar Creek preliminary subdivision: PLZ-15-0050 and 2017-0045.

The applicant has volunteered to provide a covered rear patio/deck for each lot within the subdivision. This will be accomplished through a requirement in the CC&R's, and noted on the final plat. Additionally, the subdivision was conditioned by the preliminary plat approval to provide funding for the 35th Avenue round-a-bout in the amount of \$734.00 per lot.

Parks, trails and open space are provided as shown on the attached plat. Tract B provides 9,393 square feet of developed park space. Tracts A and C provide 140,068 of open space containing a wetland area bisecting the site roughly north west to south east. A trail along the northern half of the development will connect to other trails planned in the area.

BUDGET/FINANCIAL IMPACTS:

Additional funding for transportation infrastructure planned for the intersection of Pioneer and NE 35th Avenue.

RECOMMENDED ACTION OR MOTION:

Staff recommends the City Council approve the final plat subject to the conditions contained in the final plat memo (attached).

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: PLZ-17-00735_Cedar_Creek_Final PLat_20170803 (DOCX)
SHT 1- 2497S1 (PDF)
SHT 2- 2497S1 (PDF)
SHT 3- 2497S1 (PDF)



COMMUNITY DEVELOPMENT DEPARTMENT

230 Pioneer Street | PO Box 608 | Ridgefield, WA 98642
(360) 887-3557 | Fax: (360) 887-0861 | www.ci.ridgefield.wa.us

Cedar Creek Subdivision – Final Plat

Staff Report

File No. PLZ-17-0073

I. Review Process

Upon receipt of a proposed final plat, the city council shall at their next public meeting set a date for consideration of the final plat at a public meeting. Notice of the date, time and location of the public meeting shall be posted. The city council shall review the final plat during the public meeting and shall approve the final plat if the city council determines that the final plat conforms to the conditions of preliminary plat approval, applicable state laws, and the final plat meets the requirements of Title 18 as it existed at the time of preliminary plat approval. RDC 18.620.130.

II. Basic Facts

Application date: On July 25, 2017, the City received an application for final plat approval for the Cedar Creek Subdivision.

City Council hearing date: August 10, 2017

Owner: Mark Voegelé, 6000 NW 334th St. Ridgefield, WA 98642; Phone: 360.901.7232, Email: markv450@aol.com

Property Information: 844 N 35th Ave. Ridgefield, WA 98642; Sec 20 T4N R1E WM #77 #79; Assessor's PIN 213800000 and 213798000; 9.38 acres; Phase 2 includes 39 of 46 lots

III. Documents Received

- Final Plat Application Form & Checklist
- Narrative
- Plat Sheet 1, 2 and 3
- Lot calculations
- Landscape Plan
- Chicago Title Company Title Report and Guarantees – July 14, 2017
- Perimeter and Lot Descriptions
- CC&Rs – July 7, 2017 Draft
- PIONEER PLACE SEWER PUMP STATION MITIGATION RESTORATION PLAN (NWS-2017-277)
- Mailing Labels and 300' radius map

Attachment: PLZ-17-00735_Cedar_Creek_Final Plat_20170803 (Cedar Creek Final Plat)

IV. Background

The Ridgefield Hearing Examiner issued a Final Order approving the Cedar Creek subdivision preliminary plat with conditions on September 10, 2007 (PLZ-07-0040). The preliminary plat is vested through September 10, 2017.

The project proposes to subdivide the 10.13-acre parcel into 31 single family lots ranging from 5,000 SF to 10,565 SF. The parcel includes critical areas, which must be protected and impacts mitigated. Additionally, the city approved post-decision review applications for Cedar Creek preliminary subdivision: PLZ-15-0050 and 2017-0045.

The Final Plat must demonstrate compliance with the findings and conditions of approval in the Final Order, post-decision reviews and with applicable City regulations and standards. The purpose of this review is to consider whether the applicant has met the conditions of approval, the Ridgefield Development Code, and the City Engineering Standards for Public Work. The review team evaluated the final plat materials provided and offer the following combined comments.

V. Engineering Comments

Engineering comments are provided below.

1. The developer is required to pay a proportionate share for the 35th roundabout in the amount of \$726.72 per pm peak hour trip, or \$22,753.60.
2. Off-site improvements on N 32nd Ave have not been completed. They must either be completed or completion must be secured by a financial guarantee.
3. Provide a bond or escrow account equal to %120 of the remaining public improvements.

Contact Brenda Howell, at (360) 857-5022 (Brenda.Howell@ci.ridgefield.wa.us) with engineering questions.

VI. Survey Comments

1. Basis of Bearing statement is not shown as required per WAC.
2. Shading of Firm title block address should be removed as required per WAC.
3. Include Dimension for West side of Lot 12.
4. Correct typo in perimeter description distance 46.96 (~~49.96~~).

VII. Land Use Planning Comments

Planning comments are provided below.

1. At the time of construction and at all times thereafter, the development shall comply with all approval requirements established in applicable plans, policies, regulations and standards adopted at the time of this application, including but not limited to, the Ridgefield Urban Area Comprehensive Plan (RUACP), the Ridgefield Capital Facilities Plan (RCFP), the Ridgefield Development Code (RDC), the Ridgefield Engineering Standards for Public Works (Engineering Standards), current water and sanitary sewer plans, and the Stormwater Management Manual for the Puget Sound Basin (Puget Sound Manual).
2. Unless specifically modified by PLZ-15-0050 or PLZ-17-0045, the proposal shall comply with all terms and conditions of approval for the original decision, PLZ-07-0040.
3. Consistent with PLZ-17-045:
 - a) A 12' street side yard setback is approved for lots 2 and 15,
 - b) The 15' access easement previously shown in the southwest corner of Lot 21 is eliminated,
 - c) Allowable lot coverage is increased to 50% and allowable impervious surfaces area is increased to 60%, and
 - d) Lot widths for lots 4 and 5 are increased by 2' each and result in a corresponding decrease in the size of lot 6.
4. Consistent with PLZ-15-0050:
 - a) The applicant voluntarily agreed to comply with the following residential design standards. Provide a plat note requiring residential development to comply with city Architectural Design Standards in the Cedar Creek CC&R's, and to provide a covered patio/deck for each lot within the subdivision.
5. All street names on the final plat shall conform to the City of Ridgefield Street Renaming Committee Manual. Please revise the Plat: Rename N 32nd Court N 9th Circle.
6. Natural Resources and Critical Areas:
 - a) In areas along residential lots, the boundary of the outer edge the wetland buffer shall be delineated with permanent fencing and buffer signage.
 - b) Provide a plat note stating that the identified critical areas are protected and subject to regulations by the City of Ridgefield, RDC 18.280.
 - c) Amend the plat to change "proposed wetland buffer" to "required wetland and critical area buffer."
 - d) The applicant constructed a sewer pump station and access road to the north of the Pioneer Place Subdivision in early 2017. During and after the initial construction of the sewer pump station, unpermitted grading activities occurred in nearby wetlands and buffers. Subsequently the applicant, city staff, and representatives from the Washington Department of Ecology (ECY) and the United States Army Corps of Engineers (USACE) reached an agreement on how to remediate the damage.

The applicant submitted a Critical Area permit application on July 25, 2017. The City issued a SEPA Mitigated Determination of Significance (MDNS). The City cannot take final action on the critical area permit until after the SEPA and public comment period ends on August 23, 2017.

The Critical Area Permit included a report prepared by Cascadia Ecological Services, Inc. titled, "PIONEER PLACE SEWER PUMP STATION MITIGATION RESTORATION PLAN (NWS-2017-277)" (Restoration Plan) in response to the recommendations made by ECY and USACE staff.

Consistent with these actions and the mitigation and monitoring measures contained in the Restoration Plan:

- 1) Amend the plat to identify and outline the Pump Station Enhancement and Restoration area in Tract C recommended by the Restoration Plan.
- 2) Add a plat note stating that "All mitigation, enhancement and monitoring work conducted in the Pump Station Enhancement and Restoration Area shall be fully completed as described in the report "Pioneer Place Sewer Pimp Station Mitigation Restoration Plan (NWS-2017-277)" prepared by Cascadia Ecological Services, Inc. dated July 19, 2017: including but not limited to: Chapter 4, Critical Areas Restoration and Chapter 5 Wetland Performance Mitigation Criteria."
- 3) Amend the Cedar Creek CC&Rs to require the developer and/or the Homeowners Association to implement all mitigation, enhancement and monitoring work required in the Pump Station Enhancement Area within Tract C and described the "Pioneer Place Sewer Pimp Station Mitigation Restoration Plan (NWS-2017-277)" prepared by Cascadia Ecological Services, Inc. dated July 19, 2017: including but not limited to: Chapter 4, Critical Areas Restoration and Chapter 5 Wetland Performance Mitigation Criteria.
- 3) Prior to recording the Final Plat provide the city with a performance bond equal to 120% of the value of the work, including monitoring, described in Chapter 4 and Chapter 5 of the "Pioneer Place Sewer Pump Station Mitigation Restoration Plan".

Contact: Jeff Niten, Community Development Director, (360) 857-5013, jeff.niten@ci.ridgefield.wa.us

VIII. Addressing

See attached Plat and Addressing Table and Map.

IX. Conclusion

Please submit revised plat and CC&Rs in response to the comments made in this staff memo.

June 7, 2017

Packet Pg. 81

CEDAR CREEK SUBDIVISION

IN A PORTION OF THE NE 1/4 OF
THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD,
CLARK COUNTY, WASHINGTON
JOB NO. 2497
DRAWING DATE: 05-23-17
SHEET 2 OF 3

LEGEND:

- INDICATES MONUMENT FOUND AS NOTED
- INDICATES CALCULATED POSITION
- ⊕ INDICATES 1/2" x 24" BRASS WITH
YELLOW PLASTIC CAP TIES 40000' SET
- + INDICATES ROD NAIL WITH BRASS SHAPED
INDICATING THIS ADJUST SET AT THE INTERSECTION
OF LOT LINE IN THE CORNER FOR THE PURPOSE OF
LINE NOT DISTANCE



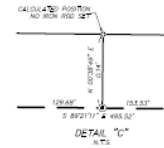
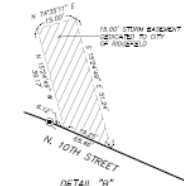
3008 C Street, Vancouver, WA 98663 | TEL (360) 544-0310

PLS ENGINEERING



CEDAR CREEK SUBDIVISION

IN A PORTION OF THE NE 1/4 OF
THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD,
CLARK COUNTY, WASHINGTON
JOB NO.: 2497
DRAWING DATE: 06-22-17
SHEET 3 OF 3

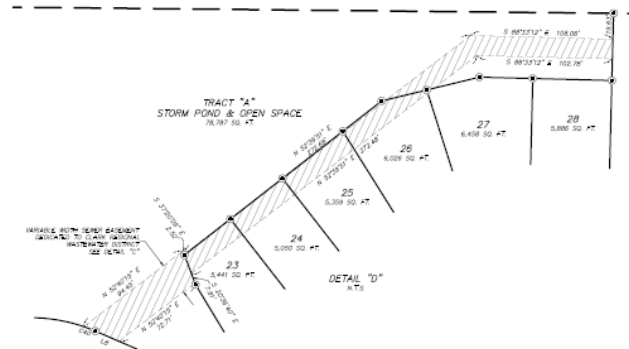


LEGEND:

- INDICATES MONUMENT FOUND AS NOTED
- INDICATES CALCULATED POSITION
- ⊕ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP "PLS 43700" SET
- + INDICATES IRON NAIL WITH BRASS BRACKET SURROUNDING "PLS 43700" SET AT THE BEGINNING OF LOT LINE OR CURVE AND "PLS 43700" SET AT THE END OF LOT LINE OR CURVE AND "PLS 43700" SET AT THE END OF LOT LINE OR CURVE

LINE TABLE		
LINE	BEARING	DISTANCE
1.1	S. 89°50'30" E.	24.00'
1.2	S. 02°12'30" E.	10.20'
1.3	S. 28°50'30" E.	4.00'
1.4	S. 07°50'30" E.	8.81'
1.5	S. 89°21'11" E.	20.00'
1.6	S. 02°28'34" E.	46.38'
1.7	S. 42°50'28" E.	13.93'
1.8	N. 48°30'30" E.	19.40'

CURVE TABLE						
CURVE	CHORD	Δ	ARC DIST	CHORD	Δ	CHORD DIST
01	100.00'	21°58'58"	38.34'	N. 77°54'33" E.		38.11'
02	100.00'	61°21'46"	107.13'	N. 82°43'33" E.		102.00'
03	100.00'	30°24'58"	68.79'	S. 71°45'13" E.		67.45'
04	124.00'	21°58'58"	43.04'	N. 77°54'33" E.		42.28'
05	76.00'	61°21'46"	89.28'	N. 82°43'33" E.		77.58'
06	124.00'	30°24'58"	85.30'	S. 71°45'13" E.		83.63'
07	10.00'	80°50'54"	15.97'	N. 48°27'53" E.		14.14'
08	124.00'	19°24'46"	43.01'	S. 81°45'13" E.		41.81'
09	124.00'	20°50'50"	43.29'	S. 82°52'30" E.		43.03'
10	76.00'	19°24'46"	28.88'	N. 81°45'13" E.		28.73'
11	76.00'	61°21'46"	55.54'	S. 87°43'33" E.		54.31'
12	124.00'	20°22'54"	44.01'	N. 78°46'33" E.		43.08'
13	124.00'	17°59'12"	3.42'	N. 87°46'33" E.		3.43'
14	10.00'	80°50'50"	15.91'	S. 48°28'34" E.		14.16'
15	76.00'	21°58'58"	28.14'	N. 77°54'33" E.		28.98'
16	124.00'	61°21'46"	133.80'	N. 82°43'33" E.		128.58'
17	76.00'	30°24'58"	52.28'	S. 71°45'13" E.		50.28'
18	10.00'	80°50'58"	15.91'	N. 47°50'45" E.		14.14'
19	76.00'	12°44'50"	14.17'	N. 83°12'05" E.		14.10'
20	76.00'	11°14'58"	14.87'	N. 72°43'33" E.		14.94'
21	10.00'	80°50'50"	15.91'	S. 47°52'38" E.		14.14'
22	200.00'	46°53'50"	188.90'	N. 83°12'05" E.		188.08'
23	224.00'	32°29'54"	193.31'	N. 71°12'44" E.		193.48'
24	20.00'	46°53'50"	16.47'	S. 77°23'30" E.		15.93'
25	58.00'	28°17'43"	275.76'	N. 42°48'30" E.		63.22'
26	20.00'	64°54'50"	22.36'	N. 23°38'34" E.		21.25'
27	176.00'	30°55'41"	84.85'	N. 73°57'13" E.		83.71'
28	10.00'	80°50'50"	15.91'	S. 48°28'34" E.		14.14'
29	224.00'	61°21'46"	33.85'	N. 84°12'08" E.		33.79'
30	224.00'	14°38'50"	58.00'	N. 72°46'16" E.		56.46'
31	224.00'	17°31'50"	45.03'	N. 58°28'50" E.		45.03'
32	20.00'	34°00'50"	11.87'	S. 78°54'00" E.		11.70'
33	10.00'	12°58'40"	4.53'	N. 60°36'12" E.		4.50'
34	55.00'	61°03'38"	58.83'	N. 70°20'18" E.		55.91'
35	55.00'	39°10'30"	31.56'	N. 20°13'43" E.		30.83'
36	176.00'	12°27'50"	68.87'	N. 60°52'34" E.		68.44'
37	176.00'	8°22'22"	25.38'	N. 84°58'58" E.		25.93'
38	55.00'	91°08'40"	87.63'	N. 44°59'28" E.		79.67'
39	55.00'	35°44'19"	61.80'	S. 41°59'00" E.		61.58'
40	124.00'	43°22'28"	8.47'	N. 68°46'44" E.		8.47'



2008 C. Bruce, Vancouver, WA 98661 | PH (360) 544-6510

PLS ENGINEERING

Addressing

Lot Numb er	Address	Lot Numb er	Address
1	726 N 32 nd Ave	16	3201 N 10 th St
2	3201 N 9 th Cir	17	3247 N 10 th St
3	3247 N 9 th Cir	18	3293 N 10 th St
4	3293 N 9 th Cir	19	3200 N 10 th St
5	3303 N 9 th Cir	20	3224 N 10 th St
6	3349 N 9 th Cir	21	3248 N 10 th St
7	3448 N 9 th Cir	22	3272 N 10 th St
8	3426 N 9 th Cir	23	3368 N 10 th St
9	3404 N 9 th Cir	24	3394 N 10 th St
10	3392 N 9 th Cir	25	3400 N 10 th St
11	3350 N 9 th Cir	26	3426 N 10 th St

12	3308 N 9 th Cir	27	3452 N 10 th St	
13	3292 N 9 th Cir	28	3478 N 10 th St	
14	3246 N 9 th Cir	29	975 N 35 th Ave	
15	3200 N 9 th Cir	30	949 N 35 th Ave	
16	3201 N 10 th St	31	921 N 35 th Ave	

Attachment: [PLZ-17-00735_Cedar_Creek_Final PLat_20170803](#) (Cedar Creek Final Plat)

CEDAR CREEK
SUBDIVISION

IN A PORTION OF THE NE 1/4 OF
THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD,
CLARK COUNTY, WASHINGTON

JOB NO.: 2497
DRAWING DATE: 06-27-17
SHEET 1 OF 3

NOTES:

1. IN ORDER TO PROTECT THE STRUCTURAL INTEGRITY OF THE RETAINING WALL NORTH OF LOTS 13 THROUGH 15, NO GRADING OR CONSTRUCTION AFFECTING THE GEOGRID TIEBACKS IN THE WALL EASEMENT IS ALLOWED.
2. TRACT "A" IS A STORM FACILITY TO BE OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION.
3. TRACT "B" IS PARK SPACE TO BE DEDICATED TO THE CITY OF RIDGEFIELD.
4. TRACT "C" IS OPEN SPACE TO BE OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION.
4. TRACT "A" TO HAVE BLANKET ACCESS AND INSPECTION EASEMENT OVER ITS ENTIRETY FOR STORM FACILITIES.
5. TABLE OF DEVELOPMENT STANDARDS
MINIMUM LOT AREA: 5,000 SQ. FT.
AVERAGE LOT WIDTH: 50'
LOT COVERAGE: 50%
IMPERVIOUS SURFACE AREA: 60%

FRONT YARD SETBACK: 15'
SIDEYARD SETBACK: 5'
STREET SIDE YARD SETBACK: 12'
REAR YARD SETBACK: 10'
6. EXISTING PEDESTRIAN TRAIL IN TRACT "A" SHALL HAVE PEDESTRIAN ACCESS EASEMENT OVER ITS ENTIRETY.

PERIMETER DESCRIPTION:

BEING IN A PORTION OF THE NORTHEAST ONE QUARTER OF THE NORTHWEST ONE QUARTER OF SECTION 20 TOWNSHIP 4 NORTH RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY WASHINGTON DESCRIBED AS FOLLOWS.

BEGINNING AT THE NORTHEAST CORNER OF THE NORTHWEST ONE QUARTER OF SAID SECTION 20

THENCE SOUTH 01°26'48" WEST FOR A DISTANCE OF 660.42 FEET;

THENCE NORTH 89°21'11" WEST FOR A DISTANCE OF 495.52 FEET;

THENCE SOUTH 01°26'48" WEST FOR A DISTANCE OF 49.96 FEET;

THENCE NORTH 89°21'11" WEST FOR A DISTANCE OF 142.74 FEET;

THENCE NORTH 01°26'24" EAST FOR A DISTANCE OF 49.96 FEET;

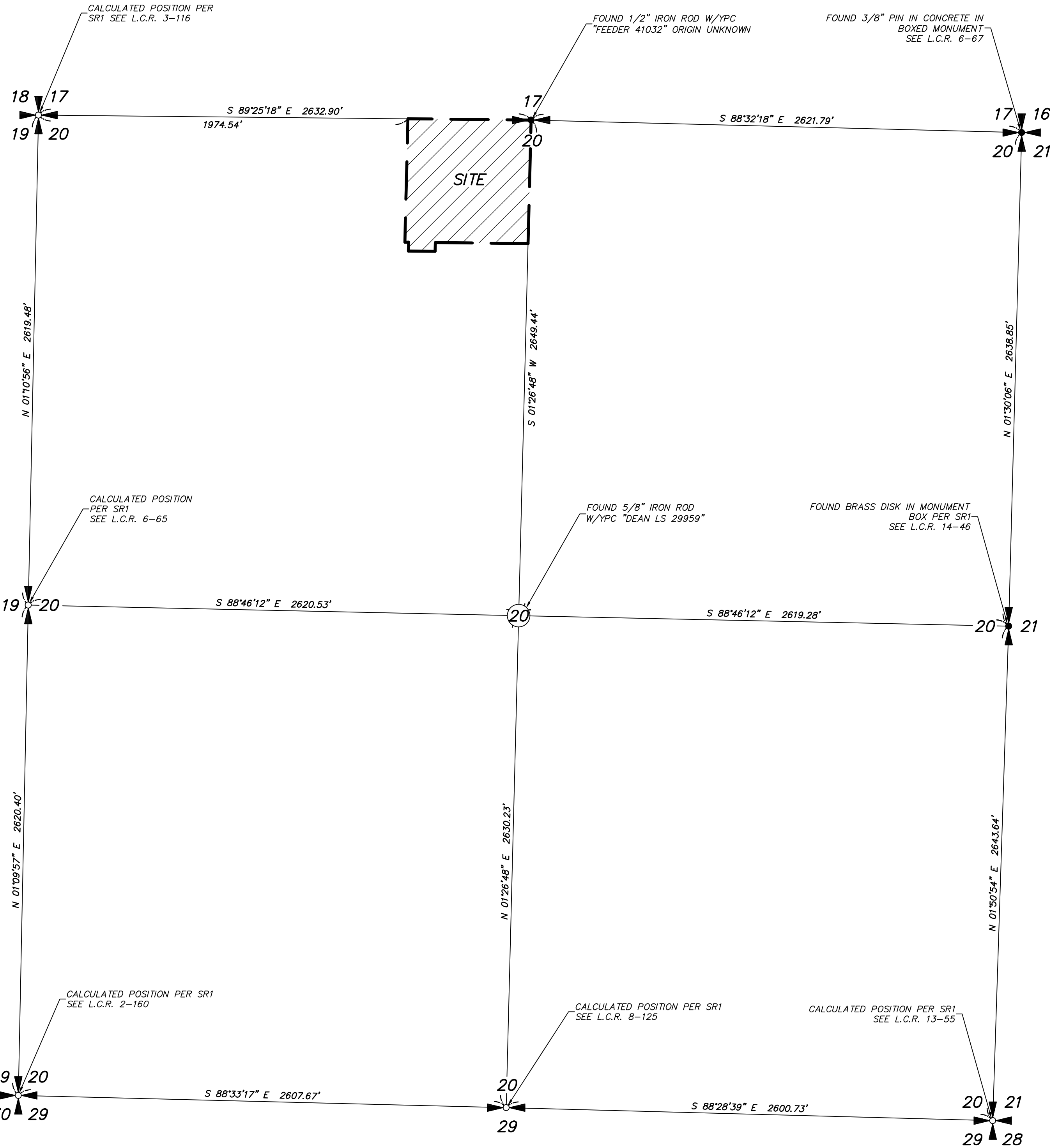
THENCE NORTH 89°21'11" WEST FOR A DISTANCE OF 20.00 FEET;

THENCE NORTH 01°26'24" EAST FOR A DISTANCE OF 659.63 FEET TO THE NORTH LINE OF SAID NORTHWEST ONE QUARTER;

THENCE SOUTH 89°25'18" EAST ALONG SAID NORTH LINE FOR A DISTANCE OF 658.35 FEET TO THE POINT OF BEGINNING.

CONTAINING 441,155.41 SQUARE FEET

SUBJECT TO AND TOGETHER WITH PUBLIC ROADS AND EASEMENTS OR RESTRICTIONS OF RECORD.



CITY PUBLIC WORKS DIRECTOR:

CITY PUBLIC WORKS DIRECTOR _____ DATE _____

CITY COMMUNITY DEVELOPMENT DIRECTOR:

CITY COMMUNITY DEVELOPMENT DIRECTOR _____ DATE _____

CITY ENGINEER:

CITY OF RIDGEFIELD ENGINEER _____ DATE _____

CITY MAYOR:

APPROVED AND ACCEPTED BY THE CITY COUNCIL OF RIDGEFIELD, COUNTY OF CLARK STATE OF WASHINGTON, THIS _____ DAY OF _____ 20 ____.

MAYOR, CITY OF RIDGEFIELD
ATTESTED BY: _____
CITY CLERK

CLARK REGIONAL WASTEWATER DISTRICT

DEVELOPMENT MANAGER _____ DATE _____

ASSESSOR:

THIS PLAT MEETS THE REQUIREMENTS OF RCW 58.17.170, LAWS OF WASHINGTON, 1981, TO BE KNOWN AS _____ CEDAR CREEK SUBDIVISION
PLAT NO. _____ CLARK COUNTY, WASHINGTON.

COUNTY ASSESSOR _____ DATE _____

AUDITOR'S CERTIFICATE:

FILED FOR RECORD THIS _____ DAY OF _____, 20 __,
IN BOOK _____ OF PLATS, AT PAGE _____.

CLARK COUNTY AUDITOR _____

AUDITOR'S FILE NUMBER _____

SURVEYOR'S CERTIFICATE:

I, MICHAEL A. WEISENBORN, A PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THE PLAT OF CEDAR CREEK SUBDIVISION IS BASED ON THE ACTUAL SURVEY AND SUBDIVISION OF SECTION 20, TOWNSHIP 4 NORTH, RANGE 1 EAST; THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN THEREON CORRECTLY AND THAT MONUMENTS AND LOT CORNERS HAVE BEEN SET ON THE GROUND AS SHOWN ON THE PLAT.

MICHAEL A. WEISENBORN, PROFESSIONAL LAND SURVEYOR, PLS # 42700 _____ DATE _____

SIDEWALK NOTE:

PRIOR TO THE ISSUANCE OF OCCUPANCY PERMITS, SIDEWALKS SHALL BE CONSTRUCTED ALONG ALL LOTS.

UTILITY AND SIDEWALK EASEMENT:

AN EASEMENT IS HEREBY RESERVED UNDER AND UPON THE EXTERIOR SIX (6) FEET AT THE FRONT AND REAR BOUNDARY LINES OF ALL LOTS FOR THE INSTALLATION, CONSTRUCTING, RENEWING, OPERATING AND MAINTAINING ELECTRIC, TELEPHONE, TV CABLE, WATER AND SANITARY SEWER SERVICES. ALSO A SIDEWALK EASEMENT IS HEREBY RESERVED AS NECESSARY TO CONSTRUCT REPAIR AND MAINTAIN UPON THE EXTERIOR SIX (6) FEET ALONG THE FRONT BOUNDARY LINES OF ALL LOTS ADJACENT TO PUBLIC STREETS.



DEDICATION:

KNOW ALL MEN BY THESE PRESENT, THAT WE THE UNDERSIGNED OWNERS OF THE LANDS ABOVE DESCRIBED HAVE CAUSED THE SAME TO BE PLATTED OF OUR OWN FREE CONSENT AND IN ACCORDANCE WITH OUR DESIRES AS OWNERS OF THE DESCRIBED LANDS ACCORDING TO THE PLAT HERETO ANNEXED, SAME TO BE KNOWN AS CEDAR CREEK SUBDIVISION, AND HEREBY DEDICATE THE STREETS AND EASEMENTS AS SHOWN THEREON TO THE PUBLIC USE FOREVER. FURTHER, WE WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHED CONSTRUCTION, DRAINAGE AND MAINTENANCE OF SAID PUBLIC STREETS AND EASEMENTS."

CEDAR CREEK PROPERTY DEVELOPMENT, LLC

BY: _____
MARK VOEGELE _____ DATE _____
SUSAN VOEGELE _____ DATE _____

ACKNOWLEDGMENT:

STATE OF WASHINGTON
COUNTY OF CLARK

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 2017, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC, PERSONALLY APPEARED _____
TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING DEDICATION AND ACKNOWLEDGMENT TO ME THAT HE SIGNED AND SEALED THE SAME AS HIS FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN MENTIONED.

IN WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST WRITTEN ABOVE

NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON _____

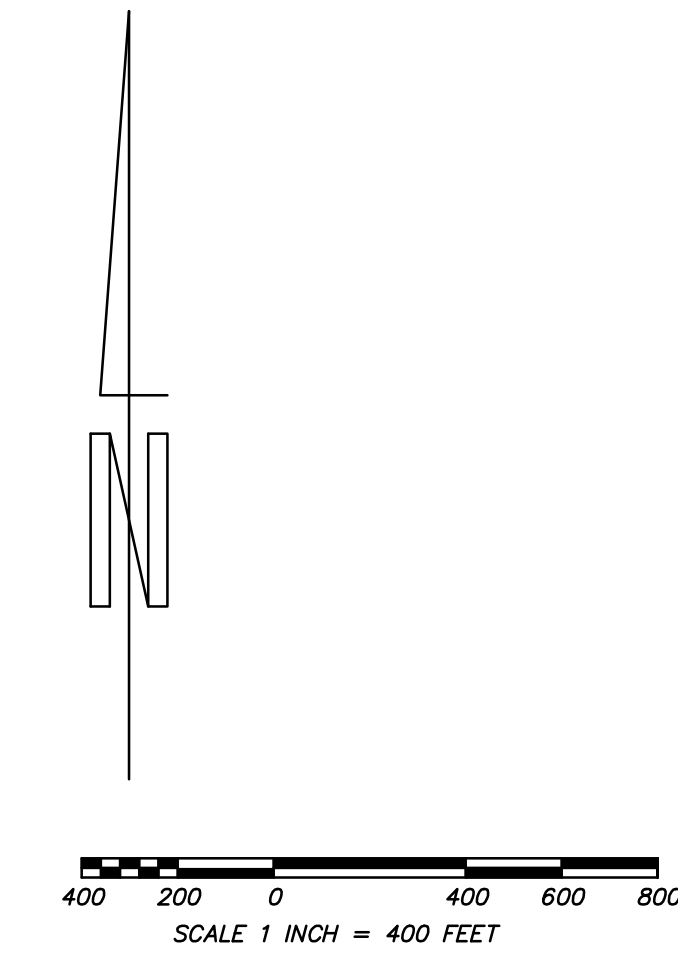
RESIDING AT _____

SURVEY REFERENCES:

1. PIONEER PLACE PHASE 1 BOOK 311, PAGE 862
2. PIONEER PLACE PHASE 2 BOOK 311, PAGE 868
2. HART SURVEY BOOK 24, PAGE 70

DEED REFERENCE:

GRANTOR: MARK VOEGELE AND SUSAN VOEGELE
GRANTEE: CEDAR CREEK PROPERTY DEVELOPMENT, LLC
AFN 759934 (01-25-2017)



PLS ENGINEERING MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH AS ADVERSE POSSESSION, ACQUIESCENCE, ESTOPPEL, ETC. A FIELD TRAVERSE WAS PERFORMED USING A FIVE SECOND TOTAL STATION THE FIELD TRAVERSE MET THE MINIMUM STANDARDS FOR SURVEYS AS DESIGNATED IN WAC 332-130-090. ALL CORNERS NOTED AS FOUND WERE VISITED ON 05-08-17.

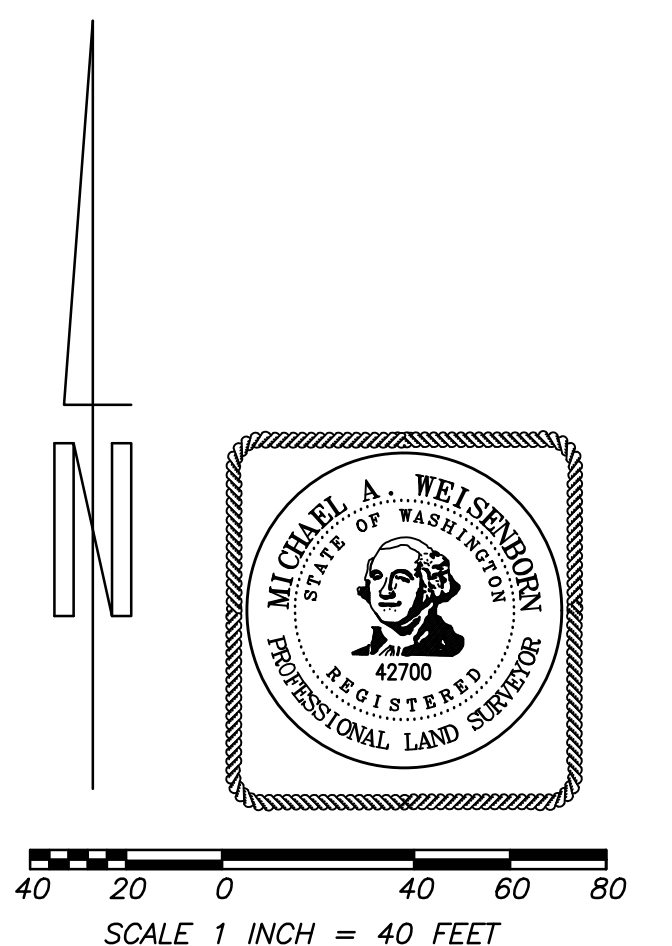
CEDAR CREEK SUBDIVISION

IN A PORTION OF THE NE 1/4 OF
THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD,
CLARK COUNTY, WASHINGTON

JOB NO.: 2497
DRAWING DATE: 06-27-17
SHEET 2 OF 3

LEGEND:

- INDICATES MONUMENT FOUND AS NOTED
- INDICATES CALCULATED POSITION
- ⊙ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP "PLS 42700" SET
- + INDICATES ROCK NAIL WITH BRASS WASHER INSCRIBED "PLS 42700" SET AT THE EXTENSION OF LOT LINE IN THE CURB, FOR THE PURPOSE OF LINE, NOT DISTANCE



2008 C Street, Vancouver, WA 98663 | PH (360) 944-6519

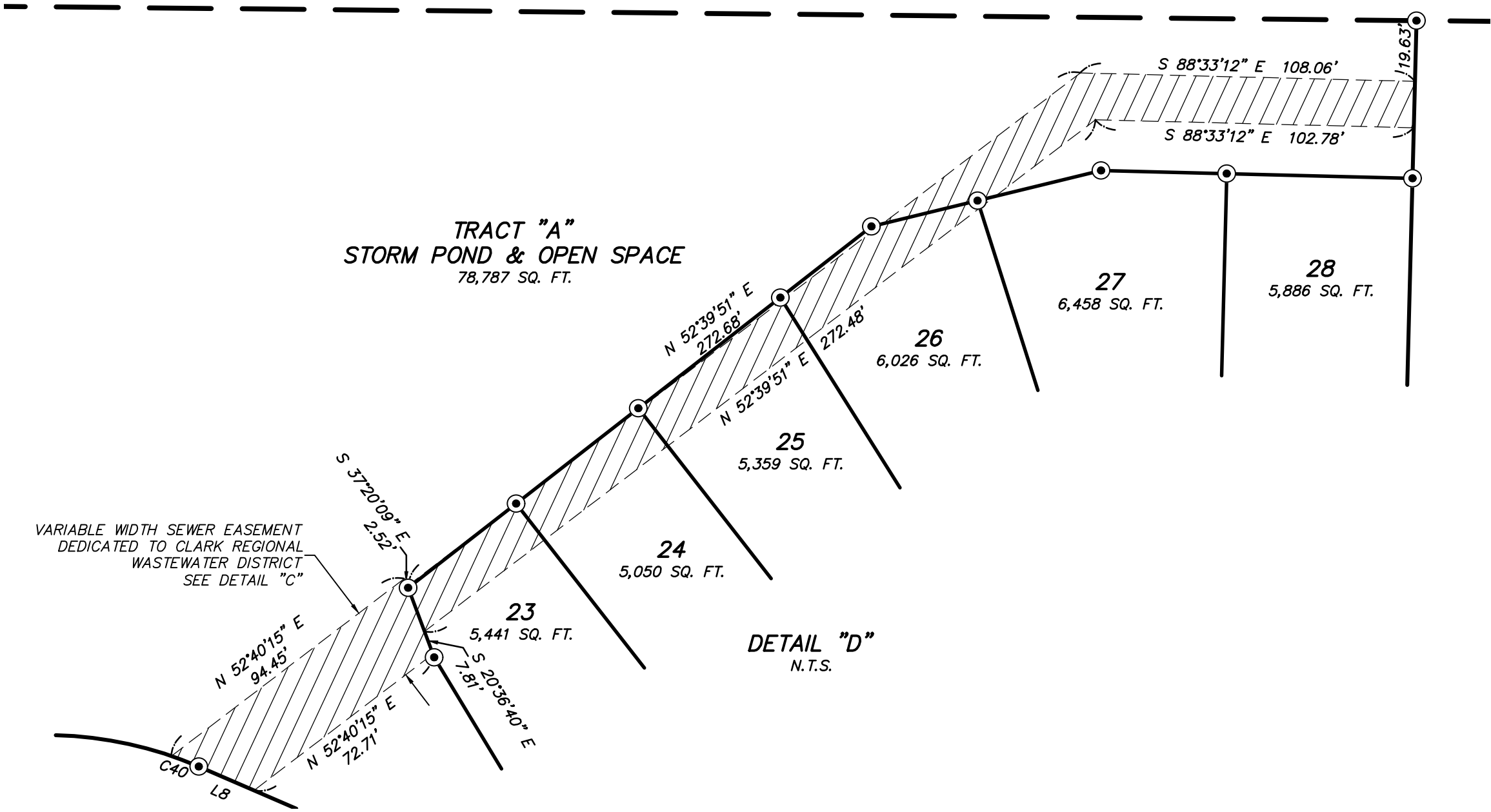
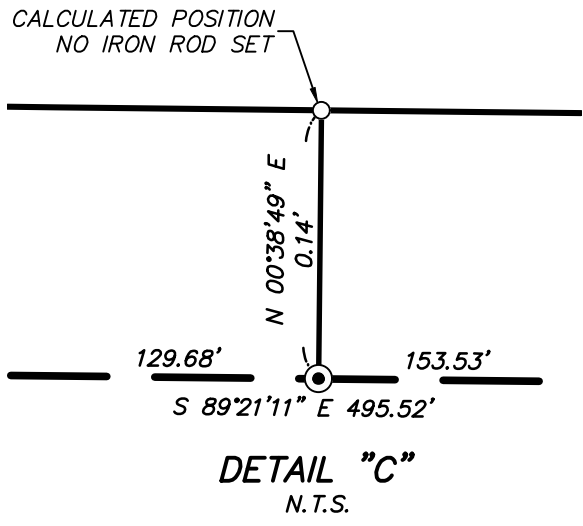
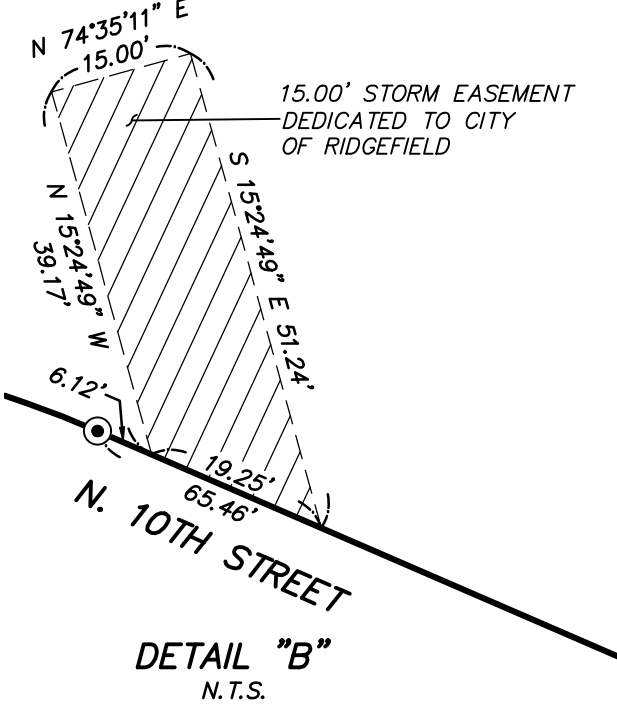
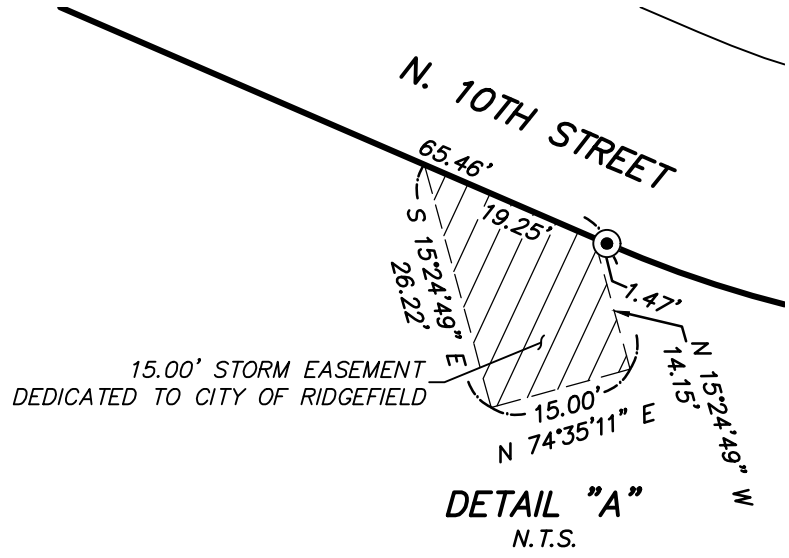
PLS ENGINEERING



**CEDAR CREEK
SUBDIVISION**
IN A PORTION OF THE NE 1/4 OF
THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD,
CLARK COUNTY, WASHINGTON
JOB NO.: 2497
DRAWING DATE: 06-27-17
SHEET 3 OF 3

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 20°36'40" E	24.00'
L2	S 05°13'18" E	10.36'
L3	S 26°01'37" E	4.05'
L4	S 23°22'35" E	8.81'
L5	S 89°21'11" E	20.00'
L6	S 01°26'24" W	46.96'
L7	S 42°00'29" E	13.93'
L8	N 66°35'29" W	19.40'

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING	CHORD DIST.
C1	100.00'	21°58'06"	38.34'	N 77°34'33" W	38.11'
C2	100.00'	61°21'46"	107.10'	N 82°43'37" E	102.05'
C3	100.00'	39°24'58"	68.79'	S 71°45'13" W	67.45'
C4	124.00'	21°58'06"	47.54'	N 77°34'33" W	47.25'
C5	76.00'	61°21'46"	81.39'	N 82°43'37" E	77.56'
C6	124.00'	39°24'58"	85.30'	S 71°45'13" W	83.63'
C7	10.00'	90°00'54"	15.71'	N 46°27'15" E	14.14'
C8	124.00'	19°24'46"	42.01'	S 81°45'19" W	41.81'
C9	124.00'	20°00'12"	43.29'	S 62°02'50" W	43.07'
C10	76.00'	19°29'32"	25.86'	N 61°47'30" E	25.73'
C11	76.00'	41°52'14"	55.54'	S 87°31'36" E	54.31'
C12	124.00'	20°22'54"	44.11'	N 76°46'57" W	43.88'
C13	124.00'	1°35'12"	3.43'	N 87°46'00" W	3.43'
C14	10.00'	90°00'00"	15.71'	S 46°26'24" W	14.14'
C15	76.00'	21°58'06"	29.14'	N 77°34'33" W	28.96'
C16	124.00'	61°21'46"	132.80'	N 82°43'37" E	126.55'
C17	76.00'	39°24'58"	52.28'	S 71°45'13" W	51.26'
C18	10.00'	89°59'06"	15.71'	N 43°32'45" W	14.14'
C19	76.00'	10°41'02"	14.17'	N 83°13'05" W	14.15'
C20	76.00'	11°17'04"	14.97'	N 72°14'01" W	14.94'
C21	10.00'	90°00'00"	15.71'	S 43°33'36" E	14.14'
C22	200.00'	46°33'07"	162.50'	N 65°17'02" W	158.06'
C23	224.00'	34°39'44"	135.51'	N 71°13'44" W	133.46'
C24	20.00'	46°59'16"	16.40'	S 77°23'30" E	15.95'
C25	55.00'	287°16'15"	275.76'	N 42°45'00" E	65.22'
C26	20.00'	64°04'02"	22.36'	N 25°38'54" W	21.22'
C27	176.00'	30°52'41"	94.85'	N 73°07'15" W	93.71'
C28	10.00'	90°00'00"	15.71'	S 46°26'24" W	14.14'
C29	224.00'	8°38'54"	33.81'	N 84°14'09" W	33.78'
C30	224.00'	14°28'50"	56.81'	N 72°40'16" W	56.46'
C31	224.00'	11°31'59"	45.09'	N 59°39'51" W	45.01'
C32	20.00'	34°00'36"	11.87'	S 70°54'10" E	11.70'
C33	20.00'	12°58'40"	4.53'	N 85°36'12" E	4.52'
C34	55.00'	61°05'39"	58.65'	N 70°20'18" W	55.91'
C35	55.00'	39°07'32"	37.56'	N 20°13'43" W	36.83'
C36	176.00'	22°25'19"	68.87'	N 68°53'34" W	68.44'
C37	176.00'	8°27'22"	25.98'	N 84°19'55" W	25.95'
C38	55.00'	91°18'46"	87.65'	N 44°59'26" E	78.67'
C39	55.00'	95°44'19"	91.90'	S 41°29'02" E	81.58'
C40	124.00'	4°22'29"	9.47'	N 68°46'44" W	9.47'



- LEGEND:**
- INDICATES MONUMENT FOUND AS NOTED
 - INDICATES CALCULATED POSITION
 - ⊙ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP "PLS 42700" SET
 - + INDICATES ROCK NAIL WITH BRASS WASHER INSCRIBED "PLS 42700" SET AT THE EXTENSION OF LOT LINE IN THE CURB, FOR THE PURPOSE OF LINE, NOT DISTANCE



2008 C Street, Vancouver, WA 98663 | PH (360) 944-6519



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: August 10, 2017

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: Approved Self Storage Moratorium Ordinance Below

GOVERNING LEGISLATION:

R.C.W. 35A.63.220 and 36.70A.390

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted an emergency moratorium, Ordinance 1238, on June 22, 2017

SUMMARY/BACKGROUND:

During City Council consideration of Ridgefield Development Code updates the topic of self-storage facilities was discussed and identified as a concern by several council members. Since July 2016 two self-storage facilities have been permitted in the city, and staff has been approached regarding permit requirements for at least three additional facilities. Because of the rapid expansion of self-storage facilities contemplated in the city and the need for council to consider the overall impact of self-storage uses city wide council adopted Ordinance 1238 which immediately implemented a moratorium on the acceptance, processing or approval of any new self-storage facilities in Ridgefield. The adoption of a moratorium is permitted for 6 months, provided a public hearing is held within 60 days of adoption. Ordinance 1238 was adopted in June, 2017 and the moratorium will end in December, 2017.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Direct staff to develop new regulations applying to self-storage facilities within the timeframe outlined on the attached calendar.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Ord. 1238 - Self Storage Moratorium (PDF)
Adoption of self storage ordinance (DOCX)

ORDINANCE NO. 1238

APPROVED SELF STORAGE MORATORIUM ORDINANCE BELOW

ORDINANCE NO. 1238

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING A MORATORIUM WITHIN THE CORPORATE BOUNDARIES OF THE CITY ON THE FILING, ACCEPTANCE, PROCESSING, AND/OR APPROVAL OF APPLICATIONS OR PERMITS FOR ANY NEW SELF-SERVICE STORAGE FACILITIES; PROVIDING FOR SEVERABILITY AND CORRECTION OF CLERICAL ERRORS; DECLARING AN EMERGENCY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, the Ridgefield Municipal Code (RMC) Title 18, the Ridgefield Development Code currently permits self-storage facilities, defined as warehousing facilities, in the Employment (E) zone with the approval of a conditional use permit; and

WHEREAS, since July 2016 two (2) self-service storage facilities have been permitted and three (3) self-storage facility proponents have approached the city about locating additional facilities in the city; and

WHEREAS, after further analysis, the Community Development Director determined that self-service storage facilities should be analyzed, particularly in relationship to the unique vision that has been adopted for the city and its employment goals; and

WHEREAS, the City of Ridgefield is authorized to adopt a moratorium, interim zoning ordinance, and interim official controls as methods to preserve the status quo while Comprehensive Plan and/or Zoning Code amendments are considered, prepared and enacted; and

WHEREAS, the City desires to impose a moratorium on the filing, acceptance, processing, and/or approval of applications or permits for self-service storage facilities within the corporate boundaries of the City; and

WHEREAS, a moratorium will allow time for the City to adopt development regulations for self-service storage facilities so as to ensure consistency with the City's Comprehensive Plan, the development regulations, and to ensure consistency and conformity with the surrounding community while maintaining the status quo; and

WHEREAS, pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council may adopt a moratorium for a period of up to six (6) months without notice and public hearing provided that the City holds a public hearing within sixty (60) days after the adoption of this Ordinance; and

WHEREAS, RCW 35A.13.190 permits and ordinance to become effective immediately but requires that it must be passed by a majority plus one of the whole membership of the council to have such an effect; and

WHEREAS, without an immediate moratorium, proponents could file applications vesting development that is incompatible with the City's vision for the City, thereby justifying the declaration of emergency to preserve the public health, safety, and welfare;

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

Section 1. **Moratorium Established.** The City hereby imposes a moratorium on the filing, acceptance, processing, and/or approval of all new self-storage facility applications or permits within all zoning districts within the corporate boundary of the City of Ridgefield.

Section 2. **Definition.** For the purposes of this moratorium a self-service storage facility shall be defined as: Of, relating to, or being a commercial facility in which customers can rent space to store possessions.

Section 3. **Effective Duration of Moratorium.** The moratorium set forth in this Ordinance shall be in effect for a period of six (6) months from the date this Ordinance is adopted and will automatically expire at the conclusion of that six month period unless the same is extended as provided in RCW 35A.63.220 and RCW 36.70A.390, or unless terminated sooner by City Council.

Section 4. **Public Hearing.** Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council will hold a public hearing at its regularly scheduled at 6:30pm in the Ridgefield Community Center on June 22, 2017 or as soon thereafter as the business of the City Council shall permit, in order to take public testimony and to consider adopting further findings.

Section 5. **Referral to Staff.** The Community Development Director and/or designee is hereby authorized and directed to study and develop appropriate land use regulations pursuant to Washington law and consistent with the Ridgefield Comprehensive Land Use Plan and associated documents for review and recommendation for inclusion into the provisions of the City of Ridgefield Municipal Code, Title 18.

Section 6. **Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 7. **Severability.** Any provision of this ordinance or its application to any person, legal entity, or circumstance is held invalid, the remainder of the ordinance or its application to other persons, legal entities, or circumstances is not affected.

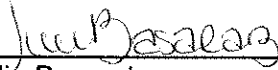
Section 8. **Emergency Ordinance and Effective Date.** The City Council hereby finds and declares this Ordinance is a public emergency ordinance necessary for the protection of the public health, safety, property, or peace, and shall take effect and be in full force immediately upon its adoption by a majority vote plus one of the whole member of the Council, and that the same is not subject to a referendum (RCW 35A.11.090). The underlying facts necessary to support this emergency declaration are included in the "WHEREAS" clauses above, all of which are adopted by reference as findings of fact as if fully set forth herein. This Ordinance does not affect any existing vested rights.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 22nd DAY OF JUNE 2017.

CITY OF RIDGEFIELD


Mayor, Ron Onslow

ATTEST:


Julie Basarab
City Clerk

APPROVED AS TO FORM:


Janean Parker, City Attorney

Public Hearing: June 22, 2017
First reading: June 22, 2017
Second Reading/Passage: Waived
Date of Publication: June 28, 2017
Effective Date: June 22, 2017

Attachment: Ord. 1238 - Self Storage Moratorium (Self Storage Moratorium)

Calendar for adoption of zoning controls for self-storage facilities

June 22, 2017: Ordinance 1238 adopted by City Council

August 10, 2017: Public hearing held to consider Ordinance 1238

September 1, 2017: DRAFT zoning controls for self-storage facilities.

September 1, 2017: 60 day notice to Dept. of Commerce, SEPA.

October 4, 2017: Planning Commission public hearing to consider recommendations to City Council on self-storage facilities.

October 26, 2017: City Council public hearing to consider Planning Commission recommendations.

November 2, 2017: Second reading and adoption of new zoning controls applicable to self-storage facilities.