



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
July 26, 2018

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - [6:30 PM](#)

ROLL CALL

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

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

SECOND: Council Member Darren Wertz.

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

Vote - No: None.

Motion Passed.

LATE CHANGES TO THE AGENDA

None.

PUBLIC COMMENT - [6:34 PM](#)

Chuck Green with Otak presented an update on Ridgefield Outdoor Recreation Complex construction project.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from July 12, 2018 Meeting

PRESENTATION

1. 1607 : Introduction to 2019 Budget and Economic Update - Finance Director Kirk Johnson.

BUSINESS

1. Resolution No. 541 – Approval of Amendment to Financial Policy #01: Financial Management - Kirk Johnson, Finance Director

The main update to the policy is the addition of section XIV on page 13 “Measurement Focus, Basis of Accounting and Financial Statement Presentation. This section is from the annual financial statements and specifies how the city measures the receipt and timing for accrual of revenues and expenses. Staff are recommending adding the section related to the timing and accrual of invoices received after the end of the fiscal year. The addition of the measurement basis related to expense will help facilitate timely completion of annual financial statements and reduce the possibility of error from multiple revisions for late invoices from city vendors. City staff also removed reference to sewer fund operating revenue as it is no longer applicable with the transfer of operations to Discovery Clean Water Alliance and Clark Regional Waste Water District

MOTION: MOVED TO ADOPT RESOLUTION NO. 541 AS PRESENTED.

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

2. Resolution No. 542 – Approval of Amendment to Financial Policy #07: Budget - Kirk Johnson, Finance Director

Per the City’s formal budget policy both financial and budget policies are reviewed each year during the budget process. Staff reviewed the policy to insure best practice and industry standards are up to date. The following changes are recommended: Adding the term designee to language for authority to alter appropriations within a department or fund that does not impact the total expenditures of the department or fund. This matches language in the Financial Management Policy that allows the Finance Department to reallocate budget amounts within a department and/or fund that do not alter the overall budget amount, or change a program or policy. Add a new paragraph to page 2 that the Finance Department will prepare a 6 year revenue and expense forecast for ongoing operations and maintenance at current service levels. Page 3 - remove reference to Portland consumer price index and replace with reference to the West Region consumer price index. Page 3 - add more detailed information regarding the financial model used for allocating indirect cost. Page 3 - revise language to match Governmental Accounting Standards Board capital assets in place of fixed assets. Page 3 - Add 6 year revenue and expense forecast to procedures and timeline.

MOTION: MOVED TO ADOPT RESOLUTION NO. 542 AS PRESENTED.

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

PUBLIC COMMENT - [7:24 PM](#)

Rob Aichele - Resident
Current livability on Hillhurst, lots of dirt moving on Hillhurst and through Tavener Ridge.
Dirt trucks moving through neighborhood, creating a mess.
Have contacted Code Enforcement officer Dusten Weichman, trucks still using neighborhood streets.
Dust everywhere, feeling frustrated.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Taylor - Attended friends of the wildlife refuge dinner auction, Main Street Program event.
Council Member Wertz - Attended City Manager briefing, pre-app conference meetings, Ridgefield chamber of commerce luncheon, Vancouver Business Journal top project award event.
Council Member Onslow - Attended City Manager briefing, Main Street Program event.
Council Member Day - Attended Big Paddle committee meeting, friends of the wildlife refuge dinner auction, Ridgefield chamber of commerce luncheon, Vancouver Business Journal top project award event, Port of Ridgefield meeting, CREDC board meeting, City Manager briefing.
Council Member Main - Attended Ridgefield art association board meeting.

Mayor

Mayor Pro Tem Wells - Attended Vancouver Business Journal top project award event.

Appointment of two Council members to serve on the 2019 Budget Advisory Committee

Council Member Onslow and Council Member Wertz appointed to the 2019 Budget Advisory Committee.

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

Appointment of a Citizen to Serve on 2019 Budget Advisory

Clyde Burkle appointed to the 2019 Budget Advisory Committee.

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

City Manager

City Manager Steve Stuart - Application submitted to Washington APA great places award for nomination of Overlook Park. Provided an update on the TIGER grant application.

Finance Director Kirk Johnson - Investment portfolio update provided, new finance intern started this week.

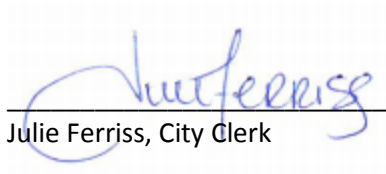
Public Works Director Bryan Kast - Ridgefield Outdoor Recreation Complex project received Vancouver Business journal top projects award, Transportation Improvement Plan map provided, water conservation update provided.

Deputy City Manager Lee Knottnerus - Upcoming events update provided.

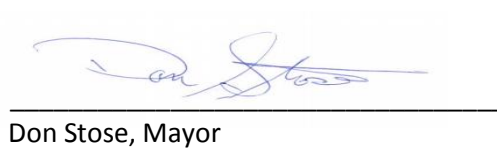
Police Chief John Brooks - Officer Pettit received recognition from Ridgefield School District for extra patrol at the district and around schools, National Night Out is August 7th at Abrams Park.

Council Member Wertz - Annual Cruise-in is Friday, July 27th in downtown Ridgefield.

ADJOURN - [7:56 PM](#)



Julie Ferriss, City Clerk



Don Stose, Mayor