



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

June 25, 2020

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

CITY COUNCIL JOINT THE MEETING VIA TELECONFERENCE

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Sandra Day	Councilor	Remote	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Dana Ziemer	Councilor	Present	

LATE CHANGES TO THE AGENDA

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Jen Lindsay, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the June 11, 2020 Meeting

BUSINESS

1. First Reading of Ordinance No. 1318 - RMC 3.80 Donations of Money and Other Property - Kirk Johnson, Finance Director

RMC 3.80 provides the mechanism and process for the City to accept donations of money or other property. In the current form the code adds additional burden to staff and council proceedings by not clarifying donated items and dollar/value thresholds. Staff are recommending an update to the code and an accompanying donation policy to be enacted by Resolution. The combination code update and policy would create more efficiency to the process, while bringing the ability to accept donated items or cash, in line with similar Washington Municipalities. Currently all donated monetary or property items with a value of \$100 or more must go to council prior to acceptance. Staff are proposing council adopt code

and policies allowing the City Manager or designee to accept donations up to a value of \$25,000. For items over \$25,000 council could accept through approval of the consent agenda. Comparable municipalities value thresholds are from \$500 - \$100,000. Battle Ground Washington has a threshold of \$25,000. In addition, the code and policy changes add additional clarity to monetary, non-monetary and in-kind donations. Additional detail includes responsibility for record keeping and deposit of donations to the appropriate funds. Staff would present an annual report to council summarizing monetary and non-monetary donations received during the prior fiscal period. Refer to following business item, motion to adopt Financial Policy #11: Donations

MOTION: MOVED TO WAIVE THE SECOND READING AND ADOPT ORDINANCE NO. 1318 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

2. Resolution No. 580 – Adopt Financial Policy #11: Donations - Kirk Johnson, Finance Director

MOTION: MOVED TO ADOPT RESOLUTION NO. 580 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dana Ziemer, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

3. First Reading of Ordinance No. 1319 – Adoption of a Credit Against State Sales and Use Tax for Affordable Housing in the City of Ridgefield - Kirk Johnson, Finance Director

During the 2019 regular legislative session, the Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406 (Chapter 338, Laws of 2019) (“SHB 1406”) creating a sales and use tax, revenue-sharing program for local investments in affordable housing. SHB 1406 authorizes the governing body of a city or county to impose a local sales and use tax for the acquisition, construction or rehabilitation of affordable housing or facilities providing supportive housing, and for the operations and maintenance costs of affordable or supportive housing, and for cities of 100,000 or less for providing rental assistance to tenants. The sales and use tax must be used to assist persons whose income is at or below 60 percent of the City median income. The sales and use tax provided to the City under SHB 1406 will be credited against the state share of sales taxes collected within the City and, therefore, will not result in higher sales and use taxes within the City and will represent an additional source of funding to address housing needs in the City. To adopt the use of this funding source, the City Council must pass a Resolution of intent by January 27, 2020 (Adopted Resolution No. 567 on December 19, 2019) and within twelve months of the effective date of SHB 1406, or July 27, 2020, must adopt legislation to authorize the maximum capacity of the tax. If the City does not adopt an Ordinance imposing the sales and use tax credit against state sales tax, the option will not be available for consideration in the future.

City Council discussion.

First reading conducted.

4. First Reading of Ordinance No. 1320 – Approval of Parks Capital Facilities Plan - Bryan Kast, Public Works Director

In 2019, the City began a process to update the 2014 Parks & Recreation Comprehensive Plan to meet

the Recreation and Conservation Office (RCO) grant program requirements and to develop an updated Capital Facilities Plan based on current system needs. Conservation Technix, who completed the 2014 plan update, was selected for the 2020 update as well. The Park comprehensive plan was adopted by the council earlier this year, and the associated Capital Facilities Plan is now ready for adoption via ordinance. Key changes to the 2020 Parks Capital Facilities Plan include removal of projects that have been completed and the addition of key projects including the Smythe Road Trail, a new Skate Park, Acquisition of 3 new neighborhood parks, development of 2 neighborhood parks, acquisition and development of a new community park on the east side of the City, and development of Horns Corner and Refuge Park.

City Council discussion.

First reading conducted.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Wells - Participated in the wetlands project with Lions Club members, Port of Ridgefield meeting.

Council Member Ziemer - Participated in the wetlands project with fellow Lion Club members.

Council Member Aichele - Participated in the wetlands project with fellow Lion Club members.

Council Member Lindsay - Attended virtual AWC Business meeting.

Council Member Onslow - Participated in the wetlands project with Lions Club members and flag installation project, briefing with City Manager, Alliance Board meeting, AWC Board meeting.

Council Member Day - Attended virtual library board meeting, Port of Ridgefield meeting, participated in the wetlands project with Lions Club member, America Walks webinar, briefing with City Manager.

Mayor

School District Bond update provided.

City Manager

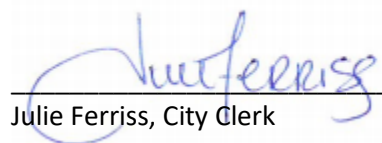
City Manager Steve Stuart - 4th of July event update, COVID-19 update.

Finance Director Kirk Johnson - Investment portfolio report provided, CARES Act update, Save & Shop Local update.

Public Works Director Bryan Kast - Parks update.

Police Chief John Brooks - Cowlitz Tribe donation for new police vehicle update.

ADJOURN - [7:36 PM](#)


Julie Ferriss, City Clerk
Don Stose, Mayor