



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
May 14, 2020

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL

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

LATE CHANGES TO THE AGENDA

PROCLAMATION

1. Small Business Month

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED

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

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the April 23, 2020 Meeting

BUSINESS

1. Motion - Approval of Amendment to Building and Construction Order

City Manager Steve Stuart and Community Development Director Claire Lust presented an amendment to the building and construction order.

MOTION: MOVED TO APPROVE AMENDMENT TO BUILDING AND CONSTRUCTION ORDER AS PRESENTED.

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

2. Second Reading of Ordinance No. 1316 – 2020 Budget Amendment - Kirk Johnson, Finance Director

Due to the recent and ongoing downturn in the economy, related to the pandemic affecting the country, the Finance Department has been reviewing 2020 revenue projections and appropriations. As a result of the review, revenue projections are forecast to be reduced by approximately 17% including a potential 10% delinquency in property tax levy payments by the end of 2020. Staff will continue to review projections, as a majority of revenue source receipts lag from the time they are collected, to when they are received by the city. Staff will continue to monitor revenue projections and update council throughout the year.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1316 WITH PAVEMENT PRESERVATION OPTION 3.

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

3. First Reading of Ordinance No. 1317 - Authorization to Issue Limited Tax General Obligation Bonds to Purchase Commercial Property for a Public Works Operation Facility - Kirk Johnson, Finance Director

City staff became aware of commercial property that was listed for sale in December 2019. The property is located at 487 S 56th Place in Ridgefield. The facility meets or exceeds the space requirements, identified in the 2013 study, conducted to determine what was needed over a future 20-year horizon for a public works operations facility. The estimated cost to purchase land and build the facility was \$11.8 million. Adoption of Ordinance No. 1317 provides the legal authorization to the City Manager and Finance Director to issue the bonds and sets the not to exceed amount, maximum rate and time frame for issuance of the bonds. The City issued an RFP on April 13, 2020 to place the bonds with a bank. Issuance of bonds for a maximum amount of \$4.4 million. The bond would include purchase price, issuance costs, closing costs and due diligence. Additional amounts would be used for tenant improvements to be determined.

City Council discussion.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1317 AS PRESENTED.

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

4. Resolution No. 577 - Approval of the "Shop Local and Save" Program - Steve Stuart, City Manager

Shop Local and Save program is intended to help reduce the economic hardship to utility customers and businesses caused by the crisis, encourage small businesses to fully comply with public health guidelines, and to prevent bankruptcy and permanent closure of small businesses due to the government mandated temporary closure of business, thereby reducing the number of jobs lost and public sales tax revenue lost by the COVID-19 pandemic; the program is necessary to further the

City’s purposes of helping the poor by assisting with utility rates during this pandemic that affects all households; program is necessary to further the City’s purposes of the protecting public health, safety, and welfare during the COVID-19 pandemic, preventing local and regional economic collapse due to the loss of jobs and businesses within the City, and promoting public health by assisting local business who are complying with the shutdown and social distancing requirements that causing their businesses to suffer.

MOTION: MOVED TO APPROVE “SHOP AND SAVE” program as presented.

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

5. Motion - Award of Downtown Stormwater Enhancements Design Contract

The 2018 Stormwater Plan includes seven capital improvement projects in the downtown area. This area is primarily composed of older homes and residential streets that were constructed prior to stormwater regulations. Currently, stormwater runoff from these areas is collected in catch basins located within the public streets and discharged, without treatment, directly to Gee Creek and Lake River. In 2019 the City applied for and received \$359,000 in Public Works Trust Fund (PWTF) pre-construction funds for these projects. The PWTF loan will fund the survey, design and permitting of these stormwater facility projects. The City requested proposals for the project in February and received four proposals. City Staff reviewed and scored the proposals and selected Wallis Engineering as the most qualified. Staff have worked with Wallis Engineering to develop the scope for the work, included as an attachment. The design work for project 8 was broken out separately, as the City has received CDBG grant funds for that project, and may be able to use the design costs as match.

MOTION: MOVED TO AWARD THE DOWNTOWN STORMWATER ENHANCEMENTS PROJECT TO WALLIS ENGINEERING.

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

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Onslow - Attended virtual City Manager Briefing, C-Tran Meeting.

Council Member Day - Attended virtual Workforce SW WA meeting, Port of Ridgefield meeting, City Manager briefing.

Council Member Wells - Attended virtual City Manager briefing.

Council Member Ziemer - Blood drive is scheduled for June 3rd at Nazarene Church.

Council Member Aichele - Attended virtual Port of Ridgefield meeting.

Council Member Lindsay - Attended virtual AWC small city connector, AWC statement policy committee.

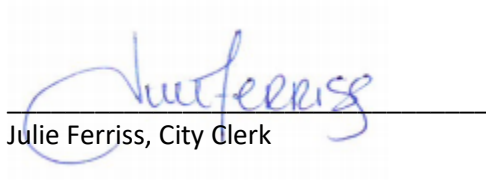
Mayor

Attended a virtual meeting regarding potential YMCA facility in Ridgefield.

City Manager

City Manager Steve Stuart - Thanks to everyone that helped at the boat launch on the opening day for fishing. Provided an update on commercial and industrial projects, COVID-19 update.
Finance Director Kirk Johnson - State auditor update provided.

ADJOURN - [8:41 PM](#)



Julie Ferriss, City Clerk



Don Stose, Mayor