



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, May 11, 2017
Ridgefield City Hall
230 Pioneer Street, Ridgefield, WA 98642**

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

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

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 items not on the agenda 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 April 27, 2017 Meeting

V. PRESENTATION

1. Salary Commission Update - Lee Knottnerus, Deputy City Manager
2. 1st Quarter 2017 Financial Report - Kirk Johnson, Finance Director

VI. BUSINESS

1. Resolution No. 526 – Approval of Designation of Official Newspaper-Kirk Johnson, Finance Director
2. Motion-Approval of Trail Naming - Bryan Kast, Public Works Director
3. Motion - Approval of City Manager's Compensation Adjustment - Paul Lewis, City Consultant

VII. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding items not on the agenda 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.

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

2. Mayor

Proclamation - Elder Abuse Awareness Month

Mayor's Appointment of Civil Service Commission Member

3. City Manager

IX. FROM THE COUNCIL

X. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 11, 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: May 11 2017 Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: May 11, 2017

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
A CLOSER LOOK HOME INSPECTION SERVICES LLC	2826	201705-01	Genl Govt/Facilities	Inspection for 707 Abrams Park Rd.	470.00
A CLOSER LOOK HOME INSPECTION SERVICES LLC Total					470.00
AMERICAN PUBLIC WORKS ASSC (APWA)	31	621510-2017	Genl Govt/Facilities	American Public Works Assoc. 2017 Membership Renewal	31.36
			Public Works	American Public Works Assoc. 2017 Membership Renewal	506.21
			Community Development	American Public Works Assoc. 2017 Membership Renewal	17.43
AMERICAN PUBLIC WORKS ASSC (APWA) Total					555.00
ANDERSON SIGNS INC.	2569	39076	Genl Govt/Facilities	Name Plate - Brenda Howell	0.68
				Name Plates for Howell Lust & Turner - WA Use/Sales Tax	(3.15)
			Public Works	Name Plate - Brenda Howell	9.50
			Community Development	Name Plate - Brenda Howell	3.38
				Name Plate - Claire Lust	13.55
				Name Plate - Joe Turner	13.54
ANDERSON SIGNS INC. Total					37.50
ARAMARK UNIFORM SERVICES	32	862860106	Genl Govt/Facilities	Floor Mats - City Hall	7.11
			Public Safety	Floor Mats - PD	4.52
			Public Works	Floor Mats - PW	3.88
			Community Development	Floor Mats - CDDI	3.88
		862870620	Genl Govt/Facilities	Floor Mats - City Hall	7.11
			Public Safety	Floor Mats - PD	4.52
			Public Works	Floor Mats - PW	3.88
			Community Development	Floor Mats - CDDI	3.88
		862870621	Genl Govt/Facilities	Uniform Services	1.92
			Public Works	Uniform Services	49.58
		862860107	Genl Govt/Facilities	Uniform Services	1.92
			Public Works	Uniform Services	49.58
ARAMARK UNIFORM SERVICES Total					141.78
B AND L PAPER COMPANY	2165	24015	Public Works	Overlook Park Air Fresheners	73.24
B AND L PAPER COMPANY Total					73.24
BERGERABAM	1708	318264	Public Works	(blank)	10,926.05
BERGERABAM Total					10,926.05
BLUEFIN PAYMENT SYSTEMS	2827	201501-01	Public Works	E-pay Processing Fees	21.90
		201503-01	Public Works	E-pay Processing Fees	71.85
BLUEFIN PAYMENT SYSTEMS Total					93.75
CITY OF BATTLE GROUND	92	893	Public Safety	Patrol Coverage on March 20 2017.	494.42
		897	Judicial	Court Cost - March 2017 Video Arraignments	805.00
CITY OF BATTLE GROUND Total					1,299.42
CLARK COUNTY	102	220004696	Judicial	March 2017 Pretrial Fees	37.82
		730012836	Community Development	Fire Inspection	150.00
		220004704	Judicial	2017 Qtr 1 - Limited Court Services	40.00
CLARK COUNTY Total					227.82
CLARK COUNTY AUDITOR	109	E5391451	Community Development	Recording Fees - Modification to Kennedy Development Agreement	160.84
		E5393921	Community Development	Recording Fees - Quail Development Agreement	117.84
		E5393781	Public Works	Recording Fees - 316 Maple St - Johnson Development Agreement	88.84

City of Ridgefield
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CLARK COUNTY AUDITOR Total					367.52
CLARK PUBLIC UTILITIES	110	201705-05	Public Works	301 N 3rd Ave	95.28
			Community Development	301 N 3rd Ave	74.87
		201705-03	Public Works	109 W Division St - Electricity	189.74
		201705-02	Public Works	214 S Riverview Dr	37.93
		201705-10	Public Works	255 S 56th Pl - Electricity	588.75
		201705-11	Public Works	109 W Division St - Electricity	2,668.45
		201705-01	Public Safety	116 N Main Avenue	178.23
		201705-07	Public Works	400 N Abrams Park Rd	622.69
		201705-06	Public Works	N 1st Cir & N 65th Ave - Park & Ride	63.72
		201705-04	Genl Govt/Facilities	230 Pioneer Ave	176.68
		201705-08	Public Works	City Park/Water Well	2,648.00
		201705-09	Public Works	N Abrams Park/E Division	235.45
CLARK PUBLIC UTILITIES Total					7,579.79
COLUMBIAN PUBLISHING	116	3120291	Genl Govt/Facilities	Invitation to Bid Official Newspaper	37.38
COLUMBIAN PUBLISHING Total					37.38
COMDATA NETWORK INC.	1101	20272845	Genl Govt/Facilities	Fuel PW - XN173	60.77
			Public Works	Fuel PW - XN173	1,100.12
			Community Development	Fuel CDD - XN173	190.97
				Fuel PW - XN173	23.69
		20272822	Public Safety	Fuel PD - XN795	765.52
COMDATA NETWORK INC. Total					2,141.07
COMPULINK MANAGEMENT CENTER INC.	2648	20170427PS	Genl Govt/Facilities	Laserfiche DMS Service Work for CDD-WA State Use/Sales Tax	(184.28)
			Community Development	Laserfiche DMS Service Work for CDD	2,378.03
		20170426PS	Genl Govt/Facilities	Laserfiche DMS Service Work for CDD-WA State Use/Sales Tax	(126.53)
			Community Development	Laserfiche DMS Service Work for CDD	1,632.78
COMPULINK MANAGEMENT CENTER INC. Total					3,700.00
DAN'S TRACTOR	134	961451	Public Works	Parks Mower Maintenance	12.28
DAN'S TRACTOR Total					12.28
DEPARTMENT OF ECOLOGY	144	2017-WAR305145	Public Works	35th Avenue Roundabout - Stormwater Permit Coverage	224.44
DEPARTMENT OF ECOLOGY Total					224.44
DEPARTMENT OF LICENSING	154	RG0000174-2017	Genl Govt/Facilities	CPL Fees - Cooper	18.00
		RG0000176-2017	Genl Govt/Facilities	CPL Fees - Sauer	18.00
		RG0000175-2017	Genl Govt/Facilities	CPL Fees - Wells	18.00
		RG0000177-2017	Genl Govt/Facilities	CPL Fees - Mirza	18.00
		RG0000179-2017	Genl Govt/Facilities	CPL Fees - Herzog	21.00
DEPARTMENT OF LICENSING Total					93.00
DICK'S TIRE FACTORY	158	D58203	Public Works	Grasshopper 928 Tires	243.52
DICK'S TIRE FACTORY Total					243.52
DZ AND FAMILY	1497	13653	Community Development	Vehicle Maint - Dusten's CDD Truck	79.10
DZ AND FAMILY Total					79.10
FERGUSON ENTERPRISES INC # 8423	181	576823	Public Works	Water Supplies - S 56th Treatment Plant	39.39
FERGUSON ENTERPRISES INC # 8423 Total					39.39
FRIX TECHNOLOGIES	2824	17042801	Community Development	CDD Document Scanning	2,989.24
FRIX TECHNOLOGIES Total					2,989.24
GRAINGER	206	9419722740	Public Works	WWTP Supplies - Fog Nozzle	71.28
		9416063817	Public Works	Water Supplies - S. 56th Water Treatment Plant	384.69

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GRAINGER Total						455.97
GREEN RIVER COMMUNITY COLLEGE	714	163010	Public Works	Cross Connection Control Workshop Reg. - Blake		300.00
		163035	Public Works	Cross Connection Control Workshop Reg. - Strickler		300.00
GREEN RIVER COMMUNITY COLLEGE Total						600.00
GROVER ELECTRIC AND PLUMBING	210	HA47468	Public Works	Water Small Tools		47.64
				Water Supplies		34.58
		HA47470	Public Works	Water Supplies		5.14
GROVER ELECTRIC AND PLUMBING Total						87.36
H.D. FOWLER COMPANY	2036	I4475957	Public Works	Water Supplies		65.04
				Water Small Tools & Equip		105.10
		I4478768	Public Works	Water Supplies		362.67
		C411977	Public Works	Credit - Small Tools & Equip		(105.10)
H.D. FOWLER COMPANY Total						427.71
HOME DEPOT CREDIT CARD SERVICES	1805	9102490	Public Works	Parks Supplies		79.02
		2252622	Public Works	Parks Supplies		146.57
HOME DEPOT CREDIT CARD SERVICES Total						225.59
INDX INC.	1755	2017050	Genl Govt/Facilities	Storage Unit Rental		450.00
INDX INC. Total						450.00
INSTANT IMPRINTS CASCADE PARK	2371	45940	Genl Govt/Facilities	Lee & Jessica Jackets for Events		211.08
INSTANT IMPRINTS CASCADE PARK Total						211.08
INTEGRA REALTY RESOURCES - VANCOUVER	2711	134-2016-0599A	Public Works	Refuge Road Park Appraisal Review		300.00
INTEGRA REALTY RESOURCES - VANCOUVER Total						300.00
J.L. STOREDAHL AND SONS	558	209561	Genl Govt/Facilities	PW FTE - 3/4" Rock Stock Pile		18.43
			Public Works	PW FTE - 3/4" Rock Stock Pile		297.55
			Community Development	PW FTE - 3/4" Rock Stock Pile		10.24
		209930	Public Works	Gravel for Temp. Parkinglot		63.84
J.L. STOREDAHL AND SONS Total						390.06
JAME STRICKLER	489	201704-01	Public Works	Meals Per-Diem - Crossconnection Training		120.00
JAME STRICKLER Total						120.00
JANEAN Z PARKER	2199	154	Public Works	Sports Complex Legal Services		962.50
			Community Development	CDD Legal Services		7,525.00
			Legal	General Legal Services		2,637.50
JANEAN Z PARKER Total						11,125.00
JEFF NITEN	2249	201705-01	Community Development	Meal Per-Diem - Annual APA National Conference		442.00
JEFF NITEN Total						442.00
JESSICA KIPP	2099	201705-01	Genl Govt/Facilities	Mileage Reimbursement - Events		33.69
			Administration	Mileage Reimbursement - Career Day		18.61
JESSICA KIPP Total						52.30
KAUFMAN DIRECT MAIL INC.	1261	7021	Public Safety	PD Cards and Envelopes		102.98
KAUFMAN DIRECT MAIL INC. Total						102.98
LARCH CORRECTIONS CENTER	2088	LCC1703.440	Public Works	Streets Area Clean Up		237.42
				Parks Area Clean Up		398.58
LARCH CORRECTIONS CENTER Total						636.00
LISA BLAKE	2297	201704-01	Public Works	Meals Per-Diem - Crossconnection Training		120.00
LISA BLAKE Total						120.00
LYNCH JANITORIAL AND CLEANING LLC	2197	1894	Genl Govt/Facilities	Janitorial Service - PW FTE		42.72
				Janitorial Service - City Hall		159.92

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LYNCH JANITORIAL AND CLEANING LLC	2197	1894	Public Safety	Janitorial Service - PD	159.92
			Public Works	Janitorial Service - PW FTE	114.00
			Community Development	Janitorial Service - PW FTE	3.20
				Janitorial Service - CDD	159.91
LYNCH JANITORIAL AND CLEANING LLC Total					639.67
MARIUS L MALATTIA	1817	201704-01	Community Development	Residential & Commercial Plan Reviews	715.00
		201705-01	Community Development	Residential & Commercial Plan Reviews	475.00
MARIUS L MALATTIA Total					1,190.00
MARK O BROWN	567	2017-04	Genl Govt/Facilities	Lobbyist Fees	3,000.00
MARK O BROWN Total					3,000.00
NAPA AUTO PARTS	498	974853	Genl Govt/Facilities	PW FTE Vehicle Maint	10.52
			Public Works	PW FTE Vehicle Maint	169.75
			Community Development	PW FTE Vehicle Maint	5.84
		976558	Public Works	Grasshopper Mower Maintenance	33.47
		974582	Genl Govt/Facilities	PW FTE Vehicle Maint	21.98
			Public Works	PW FTE Vehicle Maint	354.78
			Community Development	PW FTE Vehicle Maint	12.21
		974433	Public Works	Water Supplies	13.59
				WWTP Supplies	13.58
		975914	Public Works	Parks Mower Maintenance	63.66
		974888	Community Development	CDD Truck Maintenance	19.43
NAPA AUTO PARTS Total					718.81
NORTHWEST NATURAL GAS	315	201705-03	Genl Govt/Facilities	City Hall - Natural Gas	172.70
		201705-02	Public Works	PW Shop - Natural Gas	33.54
		201705-01	Public Safety	Police Department - Natural Gas	34.86
NORTHWEST NATURAL GAS Total					241.10
OFFICIAL PAYMENTS CORPORATION	1701	INVINT00000048159	Public Works	Utilities E-Pay Fees	1,230.45
OFFICIAL PAYMENTS CORPORATION Total					1,230.45
ONE CALL CONCEPTS	326	7049088	Public Works	Excavation Notification & Modem Ticket Delivery	142.56
ONE CALL CONCEPTS Total					142.56
PACIFIC OFFICE AUTOMATION	1564	54207278	Genl Govt/Facilities	PW Shop Printer Lease	2.90
				City Hall Copier Lease	729.32
			Public Works	PW Shop Printer Lease	46.79
			Community Development	PW Shop Printer Lease	1.61
		54209968	Genl Govt/Facilities	Property Tax - PW Shop Printer Lease	0.78
				Property Tax - City Hall Copier Lease	102.47
			Public Works	Property Tax - PW Shop Printer Lease	12.63
			Community Development	Property Tax - PW Shop Printer Lease	0.43
		686234	Public Works	CDD/PW Photocopy Machine Staples	47.52
			Community Development	CDD/PW Photocopy Machine Staples	47.52
PACIFIC OFFICE AUTOMATION Total					991.97
PAUL LEWIS	1647	201705-01	Executive	City Manager Annual Evaluation	2,490.00
PAUL LEWIS Total					2,490.00
PBS ENGINEERING AND ENVIRONMENTAL	342	HDJ4083.002-15	Public Works	35th Ave Roundabout Design Phase 2	10,080.21
		0070940.001-4	Public Works	Ridgefield Outdoor Sports Complex Ph. 2	59,652.50
PBS ENGINEERING AND ENVIRONMENTAL Total					69,732.71
PUBLIC SAFETY TESTING	354	PST116-723	Public Safety	Background Investigations & Reports-Chick & King	3,429.28

City of Ridgefield
Claims Payment Report
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PUBLIC SAFETY TESTING Total					3,429.28
QUALITY CONTROL SERVICES	358	48308	Genl Govt/Facilities	WWTP Onsite Service - WA Use/ Sales Tax 8.4%	(43.26)
			Public Works	WWTP Onsite Service	558.26
QUALITY CONTROL SERVICES Total					515.00
REFLECTOR	369	I1270514	Community Development	SEPA/DNS - The Village - Ad# 97413	111.33
		I1270513	Community Development	Sepa DNS - 3rd Ct. - Ad# 97396	111.33
		I1270511	Genl Govt/Facilities	Invitation to Bid Official Newspaper	31.39
		I1270510	Community Development	SEPA DNS-Middle Schools	133.15
		I1270512	Community Development	Notice of Type III Land Use - Ad #97392	157.88
		I1270509	Community Development	Ordinance 1230	45.47
		I1270508	Community Development	Ordinance 1229	46.44
REFLECTOR Total					636.99
RIDGEFIELD FLORAL & GIFTS	2825	646583	Genl Govt/Facilities	Farm to Table Flowers	1,084.00
RIDGEFIELD FLORAL & GIFTS Total					1,084.00
SIMPLOT PARTNERS	606	212056614	Public Works	Parks - Herbicide	338.21
				Streets - Herbicide	368.56
SIMPLOT PARTNERS Total					706.77
STEVE STUART	2075	201704-01	Executive	Mileage Reimbursement - NW Regional Mgrs Conf	65.81
STEVE STUART Total					65.81
TAC 1 SYSTEMS	1634	S1006236	Genl Govt/Facilities	Surveillance Kits - WA State Use/Sales Tax	(24.80)
			Public Safety	Surveillance Kits	320.08
TAC 1 SYSTEMS Total					295.28
THE MASTERS TOUCH LLC	1786	51001	Public Works	System Upgrade Letter	681.64
		P51001	Public Works	System Upgrade Letter - Postage	702.03
THE MASTERS TOUCH LLC Total					1,383.67
THE PARR COMPANY	964	26357721	Public Works	Disc Golf Course Supplies	326.89
		26360361	Public Works	Disc Golf Course Supplies	331.21
		26347215	Genl Govt/Facilities	Break Room Extension Supplies	19.04
			Public Works	Break Room Extension Supplies	57.13
		26360337	Public Works	Disc Golf Course Supplies	104.76
		26359485	Public Works	Disc Golf Course Supplies	215.72
THE PARR COMPANY Total					1,054.75
TRIBECA TRANSPORT LLC	747	COR-1705	Public Works	Sludge Hauling	2,440.00
TRIBECA TRANSPORT LLC Total					2,440.00
UNIT PROCESS COMPANY	1819	220/55002697	Public Works	Water Supplies - CL2 Pump	671.72
UNIT PROCESS COMPANY Total					671.72
USA BLUEBOOK	444	236519	Public Works	Water Supplies	359.02
				WWTP Supplies	82.36
USA BLUEBOOK Total					441.38
VANCOUVER BOLT AND SUPPLY	447	VA-91141	Public Works	WWTP Grit Pump Supplies	1.17
VANCOUVER BOLT AND SUPPLY Total					1.17
WA STATE DEPARTMENT OF TRANSPORTATION	688	RE44JD15670L012	Public Works	35th Ave Roundabout Review & Inspection	516.79
WA STATE DEPARTMENT OF TRANSPORTATION Total					516.79
WA STATE TREASURER'S OFFICE	642	201704-01	Genl Govt/Facilities	1st Quarter 2017 Building Code Fees	409.50
WA STATE TREASURER'S OFFICE Total					409.50
WAPITI NW LLC	2545	6559	Public Safety	Install GPS Antenna in PD Vehicle	287.49
		6556	Public Safety	Remove Old Docking Station & Install GPS Antenna in PD Vehicle	459.98

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WAPITI NW LLC Total					747.47
WESTLIE FORD INC.	1639	85152	Genl Govt/Facilities	Crane Truck Maintenance	2.19
			Public Works	Crane Truck Maintenance	217.17
WESTLIE FORD INC. Total					219.36
WILCOX AND FLEGEL	1469	0135356-IN	Genl Govt/Facilities	PW FTE - Oil Drums	66.38
			Public Works	PW FTE - Oil Drums	1,071.64
			Community Development	PW FTE - Oil Drums	36.89
		0135353-IN	Genl Govt/Facilities	FUEL	110.04
			Public Works	FUEL	953.73
			Community Development	FUEL	110.04
WILCOX AND FLEGEL Total					2,348.72
WIRE WORKS LLC	2792	5045	Public Safety	Cellular Antennas & Adapters for PD Vehicles	791.32
WIRE WORKS LLC Total					791.32
WOODLAND SAW AND CYCLE INC.	2223	201704-01	Public Works	Stormwater Equipment Maintenance	47.38
WOODLAND SAW AND CYCLE INC. Total					47.38
YULIYA BASARAB	1050	201705-01	Administration	Mileage Reimbursement	25.19
YULIYA BASARAB Total					25.19
Grand Total					145,286.16

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 11, 2017
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Minutes from April 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: 04-27-2017 Meeting Minutes (PDF)



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

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30 P.M.

Open Public Meetings Act & Public Records Request Act Training - Janean Parker, City Attorney - [5:32 PM](#)

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:35 PM](#)

FLAG SALUTE

ROLL CALL

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

MOTION: Council member Don Stose moved to excuse Council member John Main and Lee Wells from the meeting.

SECOND: Council member David Taylor.

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

Vote - No: None.

Motion Passed.

LATE CHANGES TO THE AGENDA

None.

PUBLIC COMMENT - [6:36 PM](#)

Jeff Vigue - Resident

Ridgefield Public Schools Foundation 7th Annual Golf Tournament Fundraise - Saturday, May 14th, 2 pm
 Tri-Mountain Golf Course, Ridgefield, Washington.

Attachment: 04-27-2017 Meeting Minutes (1293 : Approval of Minutes)

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED. - [6:39 PM](#)

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

1. **Approval of Claims And/Or Payroll - [6:39 PM](#)**
2. **Approval of Minutes from April 13, 2017 Meeting - [6:39 PM](#)**

PRESENTATION - [6:40 PM](#)**Community Development Block Grant Program (CDBG) -Samantha Whitley, Clark County Community Services**

Samantha Whitley provided an update on CDBG, home investment partnerships and City of Ridgefield impacts.

Community Needs Assessment (CNA) Community Forum - Rebecca Royce, Clark County Community Services - [6:45 PM](#)

Rebecca Royle provided an update on Community Needs Assessment. On Thursday, May 18 a meeting forum will be held at 6PM over at the Vancouver Community Library.

3. 4Th Quarter 2016 Financial Report - [6:51 PM](#)

Finance Director Kirk Johnson presented fourth quarter 2016 financial report.

4. Planning Commission Report to Council - [7:02 PM](#)

Planning Commission Chair Jason Carnell presented planning commission report update.

BUSINESS**1. Ordinance No. 1232 – First Reading of Ridgefield Development Code Amendments-Jeff Niten, Community Development Director**

The RDC governs the uses and design of development within the City, as well as the review procedures for approving development. City Council passed a comprehensive update to the RDC in 2013 (Ordinance 1132, approved July 11, 2013). The City Council also adopted minor revisions to the RDC in January 2015, May 2016, December 2016, and April 2017. The Planning Commission undertook a periodic review of the RDC in April of 2017, and recommended approval of a slate of amendments to Council. The Planning Commission held a public hearing on the proposed amendments at the regularly scheduled April 5, 2017 meeting. The Ridgefield Development Code established zoning regulations for residential and nonresidential development throughout the City, and needs periodic updating. The proposed package of 2017 updates includes clarifications to code language to better implement the original intent of the code, based on feedback from staff and code users over the past year. The majority of updates relate to issues identified by staff and code users during implementation or mandated updates that can be roughly broken into the following categories:

Planned Unit Development requirements,
 Clarification of definitions,
 Correcting outdated code references and typographical errors,
 Use consistent terminology throughout the code,
 Clarify Urban Holding removal and RMUO procedures.

MOTION: MOVED TO WAIVE THE SECOND READING AND APPROVE ORDINANCE NO. 1232 AS PRESENTED.

Discussion:

Council member Wertz discussed Code 18.620 - procedures for subdivision, paragraphs 05 and 0B which eliminates along time existing quasi-judicial capability that this Council has.

Reserving the right to step in and expressing the will of the people. No benefits of removing the language, it's been there for a long time.

Council member Day - divided views from other jurisdictions across Washington, we as the council are not attorneys and have not exercised this code language since I been on the Council. Would vote for the code change as presented by Community Development Director.

RESULT:	ADOPTED [4 TO 1]
MOVER:	David Taylor, Councilor
SECONDER:	Don Stose, Councilor
AYES:	Onslow, Taylor, Stose, Day
NAYS:	Wertz
ABSENT:	Wells, Main

2. Ordinance No. 1231 – Second Reading of Budget Amendment-Kirk Johnson, Finance Director

The budget amendment totals \$1,159,355 in one-time appropriations including \$764,960 requests to re-appropriate expenses from 2016 and \$394,395 in new one-time expense. No on-going costs are included in the appropriation requests with this budget amendment. The amendment also includes recognition of \$595,947 increase in revenue, \$631,925 in special revenue fund transfers, \$30,000 in general fund transfers reallocated to the project, \$175,700 recognition in drinking water state revolving fund loan draws and \$51,000 in increased TIB grant funding. The total fund balance impact to the City is a reduction of \$306,708.

The amendment includes the completion of multiple projects in the first quarter of 2017 that were anticipated to be completed in 2016. The projects were carried over due to weather issues and additional work required to be completed.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1231 AS PRESENTED.

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

3. Motion - Approval of Bid Award of Main Avenue Overlay - [7:21 PM](#)

In late 2015 the City applied for and received a TIB Grant for the Overlay of Main Ave from Pioneer Street to Depot Street. The project includes dig-outs and repairs of damaged pavement, reconstruction of non-ADA compliant curb ramps and an overlay of the entire roadway. The City contracted with HDR to complete the design, and bids for the project were received on April 5th. The City received three bids on the project, with the lowest bid submitted by Clark and Sons Excavating of Battle Ground.

MOTION: MOVED TO AWARD OVERLAY OF MAIN AVENUE PROJECT TO CLARK AND SONS EXCAVATING OF BATTLE GROUND IN THE AMOUNT OF \$460.646.00.

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

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

Roy Garrison - Resident

Appreciation to Council and staff for everyone's hard work during the spring clean-up day.

Observation for Police Department - noticed a lot of unlicensed trailers/cars/trucks were going through the line at the spring-clean up event.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council - [7:30 PM](#)

Council member Wertz - Attended spring clean-up event, Ilani VIP/Stakeholders Pre-Opening Event, briefing with City Manager.

Council member Taylor - Attended spring clean-up event, State auditor entrance conference, briefing with City Manager, career day at the High School.

Council member Stose - Attended all meeting mentioned and School Board meeting.

Council member Day - Attended spring clean-up event, risk assessment meeting with State auditors, CREDC meetings.

Mayor - [7:32 PM](#)

Mayor Onslow - Attended Ilani VIP/Stakeholders Pre-Opening Event, Parade of Homes, CRWWD audit preview meeting, spring clean-up day, RTC meeting, and career day at the High School.

Confirmation of Mayor's Re-Appointment of Salary Commission Member

MOTION: MOVED TO APPROVE CONFIRMATION OF MAYOR'S REAPPOINTMENT OF SALARY COMMISSION MEMBER.

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

City Manager - [7:33 PM](#)

City Manager Steve Stuart - Thank you to everyone that attended clean-up day and helped out, commercial sign code coming in the near future, thank you to Council member Stose for attending and participating in take your child to work day, Recovery Village is celebrating their 1 year anniversary this Saturday.

City Attorney Janean Parker - litigation updates provided.

Community Development Jeff Niten - Volunteer needed for Gee Creek plateau sub area meetings, council member Wertz will be in attendance.

Public Works Director Bryan Kast - Thanked all volunteers that helped out in fixing potholes at Abrams Park parking lot.

Finance Director Kirk Johnson - Financial audit is currently underway, investment portfolio provided.

Deputy City Manager Lee Krottnerus - May 6th is first Saturday event.

Police Chief John Brooks - Had numerous meetings with the Casino regarding memorandum of understanding for law enforcement services.

FROM THE COUNCIL

ADJOURN - [7:43 PM](#)

City Council adjourned into a closed session for collective bargaining meeting until 8PM.

Julie Basarab, City Clerk

Ron Onslow, Mayor

Attachment: 04-27-2017 Meeting Minutes (1293 : Approval of Minutes)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 11, 2017
ITEM: PRESENTATION
AGENDA ITEM TITLE: Salary Commission Update

Salary Commission Chair David Kelly will provide an update on salary commission to the City Council.

STAFF CONTACT: Lee Knottnerus, Deputy City Manager
ATTACHMENTS:

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 11, 2017
ITEM: PRESENTATION
AGENDA ITEM TITLE: 1St Quarter 2017 Financial Report

GOVERNING LEGISLATION:

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: 1 Qtrr 2017 Budget Report (PDF)



1st Quarter 2017 Budget Report



1st Quarter Ending Fund Balance Operating Funds

	General Fund	Street Fund	Water Utility	Sewer Utility	Storm Utility
Beginning	2,580,774	75,040	1,172,034	96,685	481,513
1st Quarter Ending Bal	2,319,583	97,330	1,144,197	285,166	481,274
Change	(261,191)	22,290	(27,837)	188,481	(239)



1st Quarter Ending Fund Balance Special Revenue Funds

	REET Fund	Drug Fund	PIF Fund	TIF Fund	Water SDC
Beginning	3,258,956	12,012	1,802,481	982,531	4,709,682
1st Quarter Ending Bal	3,843,678	12,316	2,243,156	1,012,408	5,071,032
Change	584,722	304	440,675	29,877	361,350



1st Quarter Ending Fund Balance Capital Project Funds

	General Capital	ERF Fund	Utility Capital
Beginning	9,169	189,443	(226,024)
1st Quarter Ending Bal	(159,761)	218,618	(131,170)
Change	(168,930)	29,175	94,854



2017 Required Reserves

	O&M	Revenue Stab.	Debt Service	Capital	Capital Repair & Replace	2017 Reserves	2016 Reserves	% Change
General Fund	820,633	587,015	20,225	369,792	-	1,797,665	1,658,317	8.40%
Water Fund	274,324	-	-	122,400	60,585	457,309	485,130	-5.73%
Storm Fund	67,982	-	-	69,976	21,217	159,175	149,726	6.31%
Total	1,162,939	587,015	20,225	562,168	81,802	2,414,149	2,293,173	5.28%



1st Quarter 2017 General Fund Revenue

Revenue	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Property Taxes	\$ 94,588	\$1,060,000	8.9%	\$ 56,084	68.7%
Retail Sales Taxes	354,733	1,547,056	22.9%	291,265	21.8%
Utility and Other Taxes	142,071	1,023,931	13.9%	102,361	38.8%
Licenses and Permits	223,052	654,283	34.1%	267,329	-16.6%
Planning and Development	147,172	542,644	27.1%	233,071	-36.9%
Fines Forfeits and Restitution	8,066	78,417	10.3%	12,805	-37.0%
Charges for Goods and Services	593	2,872	20.6%	1,225	-51.6%
Interfund Charges for Goods and Service	107,951	431,804	25.0%	104,204	3.6%
Intergovernmental/Grants/Other	48,345	268,486	18.0%	89,733	-46.1%
Total General Fund Revenue	\$ 1,126,571	\$5,609,493	20.1%	\$ 1,158,077	-2.7%



1st Quarter 2017

General Fund Expense

Expense	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Department					
City Council	\$ 23,233	\$ 80,660	28.8%	\$ 20,410	13.8%
Judicial	19,169	130,000	14.7%	20,310	-5.6%
Legal	3,137	45,000	7.0%	7,435	-57.8%
Executive	40,073	220,391	18.2%	35,481	12.9%
Finance	70,508	355,245	19.8%	59,449	18.6%
Human Resources	34,921	181,218	19.3%	31,040	12.5%
Administration	58,806	307,972	19.1%	68,850	-14.6%
General Government/Facilities	300,062	612,274	49.0%	239,354	25.4%
Information Tech	38,507	187,339	20.6%	18,762	105.2%
Public Safety	335,658	1,537,217	21.8%	264,903	26.7%
Cemetery	1,895	29,570	6.4%	4,346	-56.4%
Community Development	301,227	1,264,009	23.8%	183,094	64.5%
Parks	58,842	376,525	15.6%	71,864	-18.1%
Transfer to Equip Replace Fund	11,449	45,794	25.0%	26,175	-56.3%
Transfers Out - To Street Fund	90,275	361,100	25.0%	85,800	5.2%
Transfers To Capital - Streets	-	115,000	0.0%	1,331	-100.0%
Transfers To Capital - Parks	-	-		-	
Total General Fund Expense	\$ 1,387,762	\$5,849,314	23.7%	\$ 1,138,604	21.9%
Total Net Revenue (Loss)	\$ (261,191)	\$ (239,821)	108.9%	\$ 19,473	-1441.3%



1st Quarter 2017

General Fund - Fund Balance

Fund Balance	1Q 2017 YTD Actual	2017 Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 2,580,774	\$2,580,774	\$2,277,931	13.3%
Net Increase (Decrease)	(261,191)	(239,821)	19,473	-1441.3%
Ending Balance	2,319,583	2,340,953	2,297,404	1.0%
Less: Reserved Amounts *	1,797,665	1,797,665	1,658,317	8.4%
Net Ending and Available Balance	\$ 521,918	\$ 543,288	\$ 639,087	-18.3%
* Includes Street Fund Reserves				



1st Quarter 2017 Street Fund

Revenue	1Q 2017		2017	1Q % of	1Q 2016	1Q 2017 v
	YTD	Actual	Budget	Budget	YTD Actual	1Q 2016
Tax/Franchise Fees	\$	9,246	\$ 64,062	14.4%	\$ 7,997	15.6%
Vehicle Motor Fuel Tax		35,339	156,705	22.6%	32,881	7.5%
Grants		-	-	#DIV/0!	-	
Permits		-	9,106	0.0%	600	-100.0%
Transfer In - General Fund		90,275	361,100	25.0%	85,800	5.2%
Other Revenue		4	2,525	0.2%	1,205	-99.7%
Total Street Fund Revenue	\$	134,864	\$ 593,498	22.7%	\$ 128,483	5.0%
Expense	1Q 2017		2017	1Q % of	1Q 2016	1Q 2017 v
	YTD	Actual	Budget	Budget	YTD Actual	1Q 2016
Street Fund	\$	112,574	\$ 641,532	17.5%	\$ 77,812	44.7%
Total Street Fund Expense	\$	112,574	\$ 641,532	17.5%	\$ 77,812	44.7%
Total Net Revenue (Loss)	\$	22,290	\$ (48,034)	-46.4%	\$ 50,671	-56.0%
Fund Balance	1Q 2017		2017		1Q 2016	1Q 2017 v
	YTD	Actual	Budget		YTD Actual	1Q 2016
Beginning Balance	\$	75,040	\$ 75,040		\$ (5,291)	-1518.3%
Net Increase (Decrease)		22,290	(48,034)		50,671	-56.0%
Ending Balance		97,330	27,006		45,380	114.5%
Less: Reserved Amounts *		-	-		-	
Net Ending and Available Balance	\$	97,330	\$ 27,006		\$ 45,380	114.5%
*Reserves Maintained in General Fund						



1st Quarter 2017

Real Estate Excise Tax Fund & Drug Fund

Real Estate Excise Tax (REET)	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 636,184	\$ 773,539	82.2%	\$ 143,940	342.0%
Expense	51,462	2,075,000	2.5%	-	
Total Net Revenue (Loss)	\$ 584,722	\$(1,301,461)	-44.9%	\$ 143,940	306.2%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 3,258,956	\$ 3,258,956		\$ 3,222,652	1.1%
Net Increase (Decrease)	584,722	(1,301,461)		143,940	306.2%
Ending Fund Balance	\$ 3,843,678	\$ 1,957,495		\$ 3,366,592	14.2%

Drug	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 304	\$ 1,086	28.0%	\$ 350	-13.1%
Expense	-	8,900	0.0%	1,290	
Total Net Revenue (Loss)	\$ 304	\$(7,814)	-3.9%	\$ (940)	-132.3%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 12,012	\$ 12,012		\$ 15,059	-20.2%
Net Increase (Decrease)	304	(7,814)		(940)	-132.3%
Ending Fund Balance	\$ 12,316	\$ 4,198		\$ 14,119	-12.8%



1st Quarter 2017

Park Impact Fee & Traffic Impact Fee Funds

Park Impact Fee (PIF)	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 449,679	\$ 754,084	59.6%	\$ 297,667	51.1%
Expense	9,004	995,500	0.9%	135,490	0.0%
Total Net Revenue (Loss)	\$ 440,675	\$ (241,416)	-182.5%	\$ 162,177	171.7%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 1,802,481	\$ 1,802,481		\$ 2,041,313	-11.7%
Net Increase (Decrease)	440,675	(241,416)		162,177	171.7%
Ending Fund Balance	\$ 2,243,156	\$ 1,561,065		\$ 2,203,490	1.8%

Traffic Impact Fee (TIF)	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 35,859	\$ 273,099	13.1%	\$ 60,458	-40.7%
Expense	5,982	500,000	1.2%	29,820	100.0%
Total Net Revenue (Loss)	\$ 29,877	\$ (226,901)	-13.2%	\$ 30,638	-2.5%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 982,531	\$ 982,531		\$ 831,555	18.2%
Net Increase (Decrease)	29,877	(226,901)		30,638	-2.5%
Ending Fund Balance	\$ 1,012,408	\$ 755,630		\$ 862,193	17.4%



1st Quarter 2017

Debt Service Fund

Debt Service Fund	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 20,224	\$ 20,225	100.0%	\$ -	100.0%
Expense	20,224	20,225	100.0%	-	100.0%
Total Net Revenue (Loss)	\$ -	\$ -		\$ -	
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ -	\$ -		\$ -	
Net Increase (Decrease)	-	-		-	
Ending Fund Balance	\$ -	\$ -		\$ -	



1st Quarter 2017

General Capital & Equipment Replacement Funds

General Capital Projects	1Q 2017		2017 Budget	1Q % of Budget	1Q 2016		1Q 2017 v 1Q 2016
	YTD	Actual			YTD	Actual	
Revenue	\$	84,883	\$ 6,436,925	1.3%	\$	166,646	-49.1%
Expense		253,813	6,436,900	3.9%		172,622	47.0%
Total Net Revenue (Loss)	\$	(168,930)	\$ 25	-675720.0%	\$	(5,976)	2726.8%
Fund Balance	1Q 2017		2017 Budget		1Q 2016		1Q 2017 v 1Q 2016
	YTD	Actual			YTD	Actual	
Beginning Balance	\$	9,169	\$ 9,169		\$	102,577	108.9%
Net Increase (Decrease)		(168,930)	25			(5,976)	2726.8%
Ending Fund Balance	\$	(159,761)	\$ 9,194		\$	96,601	-65.4%

Equipment Replacement (ERF)	1Q 2017		2017 Budget	1Q % of Budget	1Q 2016		1Q 2017 v 1Q 2016
	YTD	Actual			YTD	Actual	
Revenue	\$	29,175	\$ 115,067	25.4%	\$	41,348	-29.4%
Expense		-	141,600	0.0%		-	#DIV/0!
Total Net Revenue (Loss)	\$	29,175	\$ (26,533)	-110.0%	\$	41,348	-29.4%
Fund Balance	1Q 2017		2017 Budget		1Q 2016		1Q 2017 v 1Q 2016
	YTD	Actual			YTD	Actual	
Beginning Balance	\$	189,443	\$ 189,443		\$	111,928	69.3%
Net Increase (Decrease)		29,175	(26,533)			41,348	-29.4%
Ending Fund Balance	\$	218,618	\$ 162,910		\$	153,276	42.6%



1st Quarter 2017

Water and Stormwater Operating Funds

Water Utility O&M	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 210,216	\$ 1,633,660	12.9%	\$ 193,028	8.9%
Expense	238,053	1,504,439	15.8%	299,479	-20.5%
Total Net Revenue (Loss)	\$ (27,837)	\$ 129,221	-21.5%	\$ (106,451)	-73.8%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 1,172,034	\$ 1,172,034		\$ 1,147,320	2.2%
Net Increase (Decrease)	(27,837)	129,221		(106,451)	-73.8%
Ending Balance	1,144,197	1,301,255		1,040,869	9.9%
Less: Reserved Amounts	457,309	457,309		485,130	-5.7%
Net Ending and Available Fund Balance	\$ 686,888	\$ 843,946		\$ 555,739	23.6%

Stormwater Utility O&M	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 81,906	\$ 483,946	16.9%	\$ 68,966	18.8%
Expense	82,145	500,946	16.4%	45,666	79.9%
Total Net Revenue (Loss)	\$ (239)	\$ (17,000)	1.4%	\$ 23,300	-101.0%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 481,513	\$ 481,513		\$ 525,784	-8.4%
Net Increase (Decrease)	(239)	(17,000)		23,300	-101.0%
Ending Balance	481,274	464,513		549,084	-12.3%
Less: Reserved Amounts	159,175	159,175		149,726	6.3%
Net Ending and Available Fund Balance	\$ 322,099	\$ 305,338		\$ 399,358	-19.3%



1st Quarter 2017

Sewer Treatment Operating Fund

Sewer Treatment Utility O&M	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 305,138	\$ 732,348	41.7%	\$ 157,570	93.7%
Expense	116,657	732,298	15.9%	123,225	-5.3%
Total Net Revenue (Loss)	\$ 188,481	\$ 50	376962.0%	\$ 34,345	448.8%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 96,685	\$ 96,685		\$ 117,858	-18.0%
Net Increase (Decrease)	188,481	50		34,345	448.8%
Ending Balance	285,166	96,735		152,203	87.4%
Less: Reserved Amounts	170,000	156,000		156,000	9.0%
Net Ending and Available Fund Balance	\$ 115,166	\$ (59,265)		\$ (3,797)	-3133.1%



1st Quarter 2017

Water SDC and Utility Capital Fund

Water SDC	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 364,253	\$ 1,074,197	33.9%	\$ 424,732	-14.2%
Expense	2,903	394,813	0.7%	10,512	-72.4%
Total Net Revenue (Loss)	\$ 361,350	\$ 679,384	53.2%	\$ 414,220	-12.8%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ 4,709,682	\$ 4,709,682		\$ 3,755,157	25.4%
Net Increase (Decrease)	361,350	679,384		414,220	-12.8%
Net Ending and Available Fund Balance	\$ 5,071,032	\$ 5,389,066		\$ 4,169,377	21.6%

Utility Capital Projects	1Q 2017 YTD Actual	2017 Budget	1Q % of Budget	1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Revenue	\$ 207,775	\$ 380,025	54.7%	\$ 657,408	-68.4%
Expense	112,921	380,000	29.7%	120,809	-6.5%
Total Net Revenue (Loss)	\$ 94,854	\$ 25	379416.0%	\$ 536,599	-82.3%
Fund Balance	1Q 2017 YTD Actual	2017 Budget		1Q 2016 YTD Actual	1Q 2017 v 1Q 2016
Beginning Balance	\$ (226,024)	\$ (226,024)		\$ (569,799)	-60.3%
Net Increase (Decrease)	94,854	25		536,599	-82.3%
Net Ending and Available Fund Balance	\$ (131,170)	\$ (225,999)		\$ (33,200)	295.1%



1st Quarter 2017 City Investments

- Total investment portfolio \$9,800,514
 - Municipal bonds \$1,502,463
 - US Agency bonds \$5,467,800
 - Clark County investment pool \$2,568,565
 - Washington State local government investment pool \$261,686
- Current yield on investment 1.57%
- Weighted average maturity 29.82 months
- All investments within policy limits



A photograph of a blue heron in flight over a pond. The heron is in the center-right of the frame, with its wings spread wide, showing blue and brown feathers. The pond is in the foreground, reflecting the surrounding greenery. In the background, there is a large, fallen log and dense trees with bright green leaves. The scene is lit with warm, golden light, suggesting late afternoon or early morning.

THANK YOU

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: May 11, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: Designation of Official Newspaper

GOVERNING LEGISLATION:

RCW 35A.21.230, RCW 35A.12.160; RCW 35A.33.060, RCW 35.23.352(7)

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance No. 427 (1983), Ordinance No. 694 (1996) and Ordinance No. 863 (2004) Resolution No. 330 (2007), Resolution No. 352 (2008), Resolution No. 367 (2009), Resolution No. 380 (2010), Resolution No. 397 (2011), Resolution No. 419 (2012); Resolution No. 461 (2014); Resolution No. 484 (2015); Resolution No. 509 (2016)

SUMMARY/BACKGROUND:

RCW 35A.21.230 provides that "Each code city shall designate an official newspaper by resolution. The newspaper shall be of general circulation in the city and have the qualifications prescribed by chapter 65.16 RCW." RCW 35.23.352(7)" further requires that code cities under 20,000 population request bids for an official newspaper on an annual basis:

"Bids shall be called annually and at a time and in the manner prescribed by ordinance for the publication in a newspaper of general circulation in the city or town of all notices or newspaper publications required by law. The contract shall be awarded to the lowest responsible bidder."

Therefore, the city must have one official newspaper that it should contract with based on an annual bid process. The city may, of course, publish notices in newspapers in addition to the official newspaper.

A request for bids was published in the Reflector and the Columbian with a deadline for submission no later than 2:00 PM on May 10, 2017. The bid is for publications during the period of June 1, 2017 through May 31, 2018.

The low bid received was submitted by the Reflector, who was the only newspaper to submit specifications for legal printing and advertising. Therefore, the lowest responsible bidder is the Reflector newspaper at \$10.75 per inch for the first insertion and \$8.75 for each subsequent insertion.

BUDGET/FINANCIAL IMPACTS:

No additional impact expected

RECOMMENDED ACTION OR MOTION:

"I move to approve Resolution No. 526 awarding the Reflector as the Official Newspaper for the City of Ridgefield for the period June 1, 2017 through May 31, 2018 as presented.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

Resolution No.526**DESIGNATION OF OFFICIAL NEWSPAPER**

WHEREAS, the Reflector submitted the lowest bid for publication of any official notices that the City is required to publish during the period from June 1, 2017 through May 31, 2018, and

WHEREAS, the Reflector is a newspaper of general circulation in the City and has the qualifications prescribed by RCW 65.16.020, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, AS FOLLOWS:

Section 1. The Reflector is designated to be the official newspaper for the City of Ridgefield for publication of all official notices, which the City is required to publish.

Section 2. This resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the City Council at its regular meeting held on the 11th day of May, 2017.

Ron Onslow

Mayor

Attest:

Julie Basarab

City Clerk

The Reflector

Newspaper
Newspaper with Integrity Since 1909

208 SE 1st Street
Battle Ground, WA 98604
www.TheReflector.com

Phone 360-687-5151
Fax 360-687-5162

April 24, 2017

RECEIVED
APR 26 2017

Kirk Johnson
Finance Director
City of Ridgefield
PO Box 608
Ridgefield, WA 98642

Re: Invitation to Bid

Dear Mr. Johnson,

Enclosed is our Specification for Legal Printing and Advertising bid which we are submitting to the City of Ridgefield.

It has been a pleasure to work with the staff at the City, and we look forward to continuing that relationship.

Should you need any additional information, please feel free to call. Thank you for your attention in this regard.

Sincerely,



Laura Venneri
Publisher

LV:ks
Enclosure

Attachment: Reflector Bid for Official Newspaper June 2017 - May 2018 (1296 : Designation of Official Newspaper)



SPECIFICATION FOR LEGAL PRINTING AND ADVERTISING FOR THE CITY OF RIDGEFIELD, WASHINGTON

SEALED BIDS will be received by the Finance Director of the City of Ridgefield until 2:00 p.m. on May 10, 2017, for the newspaper publication of all ordinances, resolutions, public notices and other legal advertising required by law to be published in a legal newspaper having a general circulation in the City of Ridgefield, Washington for the period of June 1, 2017 through May 31, 2018.

Notices and publications are to be solid set, use automatic hyphenation and be printed as submitted by the City until any setting or printing change is approved by the City.

Bids shall be submitted for helios or century light type face in a minimum of 6 point type with leading equal to or less than type size. Indicate below if a discount would apply if the notices were submitted pre-formatted via electronic email.

The bidder understands that the bid includes:

1. For the purposes of publication verification, a subscription to the newspaper printed by the successful bidder at no cost to the City of Ridgefield.
2. Affidavit of publication for each item published at no cost to the City of Ridgefield.
3. **Bidder must fill in all spaces. Bids must be submitted on this form:**

a. First insertion, per inch	\$ <u>10.75</u>
b. Each subsequent insertion	\$ <u>8.75</u>
c. Width of column in inches	<u>1.33</u>

4. Discount for pre-formatting? No Amount \$ N/A

5. An officer empowered to obligate the business must sign bids.

6. Term: Bid shall be for the period of June 1, 2017 through May 31, 2018.

Laura Venneri - Publisher
Signature and Title

Date: 4-24-17

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 11, 2017
ITEM: BUSINESS
AGENDA ITEM TITLE: Motion-Approval of Trail Naming

GOVERNING LEGISLATION:

RMC 8.180.100

PREVIOUS COUNCIL ACTION TAKEN:

None

SUMMARY/BACKGROUND:

The Ridgefield Municipal code includes procedures for the naming of park facilities. In February of 2015 Allene Wodaeye suggested naming a park after John Hudson Sr, who was the principal of Union Ridge in the early 1970s and who help establish the Cispus Learning center, which is still in operation to this day. In February of this year Ms. Wodaeye approached the City and suggested naming the trail that will run from Main Avenue to the Ridgefield National Wildlife Refuge after Mr. Hudson. This project, which is currently known as the Main Avenue Access Improvements, is a partnership with The Refuge and Clark County and is funded by the Federal Lands Access Program, or FLAP.

At an open house for the trail project in March Ms. Wodaeye proposed the name to the project partners, and received support for her proposal. The family of Mr. Hudson has also expressed support for naming a park or trail in his memory. The proposed name was brought to the Parks Board at their April 12th meeting, and the Board unanimously voted to forward a recommendation to name this trail after John Hudson Sr.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

Staff recommends that the Council consider the proposed name and recommendation of the Parks Board, and pass a motion approving the proposed name. A suggested motion is:

“I move to approve changing the name of the Main Avenue Access Improvements trail to the John Hudson Sr. Trail”

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS:

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: May 11, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: Motion - Approval of City Manager's Compensation Adjustment

City Consultant Paul Lewis will present a report to City Council at the meeting.

STAFF CONTACT: Julie Basarab, City Clerk

ATTACHMENTS: