



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, April 27, 2017
Ridgefield Community Center
210 N. Main, Ridgefield, WA 98642**

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

1. **Open Public Meetings Act & Public Records Request Act Training - Janean Parker, City Attorney**

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 13, 2017 Meeting**

V. PRESENTATION

1. **Community Development Block Grant Program (CDBG) -Samantha Whitley, Clark County Community Services**
2. **Community Needs Assessment (CNA) Community Forum - Rebecca Royce, Clark County Community Services**
3. **4Th Quarter 2016 Financial Report - Kirk Johnson, Finance Director**
4. **Planning Commission Report to Council - Jeff Niten, Community Development Director**

VI. BUSINESS

1. **Ordinance No. 1232 – First Reading of Ridgefield Development Code Amendments-Jeff Niten, Community Development Director**
2. **Ordinance No. 1231 – Second Reading of Budget Amendment-Kirk Johnson, Finance Director**
3. **Motion - Approval of Bid Award of Main Avenue Overlay - Bryan Kast, Public Works Director**

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

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

EXECUTIVE SESSION:

Collective Bargaining pursuant to RCW - 42.30.140(4)(a) - (a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or me

3. City Manager

IX. FROM THE COUNCIL

X. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: April 27, 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: April 27 2017 Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: April 27, 2017

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ARAMARK UNIFORM SERVICES	32	862849539	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
		862849540	Genl Govt/Facilities	Uniform Services	1.92
			Public Works	Uniform Services	49.58
ARAMARK UNIFORM SERVICES Total					70.89
ASSOCIATED CONSULTANTS INC.	1030	17-122-01	Community Development	Plan Review - Pacific Crest Paint Booth	297.50
		17-128-01	Community Development	Plan Review - Flowserve Industrial Building	2,040.00
		16-285-01	Community Development	Plan Review - Ridgefield Storage Building	3,655.00
ASSOCIATED CONSULTANTS INC. Total					5,992.50
B AND L PAPER COMPANY	2165	23930	Genl Govt/Facilities	CDD/PW Toilet Tissue Facial Tissue Hand Soap Paper Towels	7.92
			Public Works	CDD/PW Toilet Tissue Facial Tissue Hand Soap Paper Towels	127.80
			Community Development	CDD/PW Toilet Tissue Facial Tissue Hand Soap Paper Towels	144.50
		23932	Public Works	Parks - Toilet Tissue Roll Towels Hand Soap	752.60
		23931	Genl Govt/Facilities	City Hall Toilet Tissue Roll Towels	181.87
		23954	Public Works	Park Toilet Tissue & Paper Towels	111.21
B AND L PAPER COMPANY Total					1,325.90
CFM STRATEGIC COMMUNICATIONS INC.	2551	23889	Genl Govt/Facilities	Lobbyist	4,530.00
CFM STRATEGIC COMMUNICATIONS INC. Total					4,530.00
CITY OF BATTLE GROUND	92	890	Judicial	Court Cost	9,414.66
CITY OF BATTLE GROUND Total					9,414.66
CLARK COUNTY	102	730012737	Community Development	Fire Inspection	375.00
		730012706	Community Development	Fire Inspection	350.00
CLARK COUNTY Total					725.00
CLARK COUNTY AUDITOR	109	E5390969	Community Development	Kennedy Development Agreement	92.84
CLARK COUNTY AUDITOR Total					92.84
CLARK COUNTY FIRE DISTRICT #5	104	9364	Genl Govt/Facilities	2nd Qtr 2017 Safety Consortium	28.04
			Public Works	2nd Qtr 2017 Safety Consortium	507.12
			Community Development	2nd Qtr 2017 Safety Consortium	10.84
CLARK COUNTY FIRE DISTRICT #5 Total					546.00
CLARK COUNTY TREASURERS OFFICE	554	201704-01	Genl Govt/Facilities	March 2017 School Impact Fees	206,217.61
CLARK COUNTY TREASURERS OFFICE Total					206,217.61
CLARK PUBLIC UTILITIES	110	201704-01	Public Works	3701 N 3rd Cir - Electricity	26.90
		201704-08	Public Works	911 N 65th Ave Intertie 2 - Water	128.90
		201704-02	Public Works	512 N Allen Dr - Electricity	26.83
		201704-06	Public Works	800 NE 264 St Intertie 1 - Water	656.05
		201704-04	Public Works	Overlook Park - Electricity	78.90
		201704-05	Public Works	2300 N 3rd Way Bellwood Trail Lights	31.07
		201704-03	Public Works	Pioneer St. & Gee Creek Loop - Electricity	27.23
		201704-09	Community Development	211 N Main Ave - CDD Annex	104.09
		201704-07	Public Works	1504 NW Intertie 3 - Water	69.70
CLARK PUBLIC UTILITIES Total					1,149.67
CLARK REGIONAL WASTEWATER DISTRICT	741	201704-01	Public Works	109 W Division WWTP - Sewer	247.53

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CLARK REGIONAL WASTEWATER DISTRICT	741	201704-08	Public Works	255 S 56th Pl Well & Reservoir - Sewer	61.27
		201704-02	Public Safety	116 N Main Ave PD - Sewer	47.79
		201704-06	Public Works	Abrams Park Kitchen - Sewer	44.11
		201704-04	Public Works	301 N 3rd Ave CDD - Sewer	26.76
			Community Development	301 N 3rd Ave CDD - Sewer	21.03
		201704-05	Public Works	Abrams Park Restrooms - Sewer	75.98
		201704-03	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	135.41
		201704-09	Community Development	211 N Main Ave - Sewer	122.54
		201704-07	Public Works	Abrams Park Former Mgr House - Sewer	47.79
CLARK REGIONAL WASTEWATER DISTRICT Total					830.21
COLUMBIA RESOURCE COMPANY	114	359143	Public Works	Streets Debris Removal	214.03
		356614	Public Works	Park Debris Removal	204.65
		359529	Public Works	Streets Debris Removal	151.52
		704921	Public Works	Streets Debris Removal	246.08
COLUMBIA RESOURCE COMPANY Total					816.28
COMCAST	2271	201704-01	Public Works	WWTP Communications	296.41
		201704-02	Genl Govt/Facilities	City Hall Communications	66.98
				City Hall Internet	184.90
		201704-04	Public Safety	PD Communications	289.71
		201704-05	Genl Govt/Facilities	PW/CDD Fax Line	1.89
			Public Works	PW/CDD Fax Line	30.54
			Community Development	PW/CDD Fax Line	34.55
		201704-03	Genl Govt/Facilities	Community Center WiFi	216.14
			Community Development	Community Center WiFi	54.03
COMCAST Total					1,175.15
COMCAST BUSINESS	1666	52322095	Genl Govt/Facilities	City Hall Communications	362.57
COMCAST BUSINESS Total					362.57
COMDATA NETWORK INC.	1101	20272302	Public Safety	Fuel PD - XN795	967.18
		20272303	Genl Govt/Facilities	Fuel PW - XN173	50.93
			Public Works	Fuel PW - XN173	921.95
			Community Development	Fuel CDD - XN173	195.43
				Fuel PW - XN173	19.85
COMDATA NETWORK INC. Total					2,155.34
COMPULINK MANAGEMENT CENTER INC.	2648	20170405	Genl Govt/Facilities	Community Development Records Management -WA State Use/Sales Tax	(44.10)
			Community Development	Community Development Records Management	569.10
COMPULINK MANAGEMENT CENTER INC. Total					525.00
DENEANE BOYLE	2818	201704-01	Genl Govt/Facilities	Utility Refund - 21-210121	63.71
DENEANE BOYLE Total					63.71
DEPARTMENT OF LICENSING	154	RG0000172-2017	Genl Govt/Facilities	CPL Fees - Campbell	18.00
		RG0000168-2017	Genl Govt/Facilities	CPL Fees - Rasmussen	18.00
		RG0000170-2017	Genl Govt/Facilities	CPL Fees - Hein	18.00
		RG0000173-2017	Genl Govt/Facilities	CPL Fees - Gillett	18.00
		RG0000169-2017	Genl Govt/Facilities	CPL Fees - Rasmussen	18.00
		RG0000171-2017	Genl Govt/Facilities	CPL Fees - Rentillo	18.00
DEPARTMENT OF LICENSING Total					108.00
DIANNE & KEN ESPLIN	2819	201704-01	Genl Govt/Facilities	Utility Refund 12-89974	4.90
DIANNE & KEN ESPLIN Total					4.90
DISCOVERY FINANCIAL SERVICES	2011	201701-01	Genl Govt/Facilities	Collection Fee -904 Highland Street Ridgefield -Chris Collier	33.78

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DISCOVERY FINANCIAL SERVICES Total					33.78
DKS ASSOCIATES	1565	63301	Community Development	On Call Review Services - Jan-Feb 2017	4,725.00
DKS ASSOCIATES Total					4,725.00
DONALD WEBBERLY	2256	201704-01	Genl Govt/Facilities	Meals Per Diem - Safety Academy Training	74.00
DONALD WEBBERLY Total					74.00
E2 LAND USE PLANNING SERVICES LLC	485	201704-01	Public Works	Streets Planning Consultant - March 2017	12.00
				Parks Planning Consultant - March 2017	108.00
			Community Development	Planning Consultant - March 2017	16,379.10
E2 LAND USE PLANNING SERVICES LLC Total					16,499.10
FRED CRIPPEN	191	201704-01	Genl Govt/Facilities	Reimbursement - CDL License	4.35
			Public Works	Reimbursement - CDL License	213.15
FRED CRIPPEN Total					217.50
GRAINGER	206	9415116004	Public Works	Water Operational Supplies	8.46
GRAINGER Total					8.46
GROVER ELECTRIC AND PLUMBING	210	HA46671	Public Works	WWTP Electrical Cover	35.13
GROVER ELECTRIC AND PLUMBING Total					35.13
H AND H RECYCLERS	212	0011000-IN	Public Works	Streets Debris Removal	99.00
		0011019-IN	Public Works	Parks Debris Removal	49.50
		0011059-IN	Public Works	Streets Debris Removal	66.00
H AND H RECYCLERS Total					214.50
H.D. FOWLER COMPANY	2036	I4470906	Public Works	Water Meters	323.65
				Water Operational Supplies	392.22
H.D. FOWLER COMPANY Total					715.87
HARRY'S LAWN AND POWER EQUIPMENT	214	116195	Public Works	Parks Chain Saw Maint.	48.06
				Streets Chain Saw Maint.	48.06
HARRY'S LAWN AND POWER EQUIPMENT Total					96.12
HDR ENGINEERING INC.	734	1200045573	Public Works	Main Avenue Pavement Preservation Project	927.19
HDR ENGINEERING INC. Total					927.19
HONEY BUCKETS	223	550288311	Public Works	Davis Park Port-a-Potty	298.00
HONEY BUCKETS Total					298.00
INTERMEDIA.NET INC	2187	1704001852	Information Technology	Voice Service Charges	63.32
INTERMEDIA.NET INC Total					63.32
IPMA-HR	1345	INV-27735B0L1J7	Human Resources	2017 Membership Dues - Blehm	109.00
IPMA-HR Total					109.00
JEFF CARLSEN	2627	201704-01	Genl Govt/Facilities	Utility Refund 8-71001	43.20
JEFF CARLSEN Total					43.20
JESSICA KIPP	2099	201704-01	Genl Govt/Facilities	Meals Per Diem - Safety Academy Training	74.00
		201704-02	Administration	Meals Per Diem - Revitalize WA Conf.	107.00
JESSICA KIPP Total					181.00
JESSICA TURPEINEN	2659	120	Genl Govt/Facilities	Farm-to-Table Planning Services	2,500.00
JESSICA TURPEINEN Total					2,500.00
KENYON DISEND PLLC	1746	185262	Community Development	CDD Legal Services	189.00
KENYON DISEND PLLC Total					189.00
KIRK JOHNSON	1716	201704-01	Finance	Mileage Reimbursement	71.73
KIRK JOHNSON Total					71.73
LAKESIDE INDUSTRIES	264	2116093MB	Public Works	EZ Street Asphalt	762.44
LAKESIDE INDUSTRIES Total					762.44
LEE KNOTTNERUS	1765	201704-01	Administration	Meals Per Diem - Revitalize WA Conference	107.00

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LEE KNOTTNERUS Total					107.00	
LINDSAY REGAN	2238	201704-01	Genl Govt/Facilities	Meals Per Diem - Safety Academy Training	37.00	
		201704-02	Community Development	Meals Per Diem - WSAPT Spring Conference	76.00	
LINDSAY REGAN Total					113.00	
LYNN & CLAIRE MILLER	2822	SGN-17-0003	Genl Govt/Facilities	Refund SGN-17-0003	50.00	
LYNN & CLAIRE MILLER Total					50.00	
MACKAY AND SPOSITO INC.	899	31273	Public Works	Gee Creek Trail	200.00	
MACKAY AND SPOSITO INC. Total					200.00	
MALLORY SAFETY AND SUPPLY LLC	285	4243065	Genl Govt/Facilities	Eli Bib Overalls	6.25	
			Public Works	Eli Bib Overalls	56.24	
MALLORY SAFETY AND SUPPLY LLC Total					62.49	
MCDONALD EXCAVATING INC.	2820	201704-01	Genl Govt/Facilities	Utility Refund 500-2017001	223.36	
MCDONALD EXCAVATING INC. Total					223.36	
MCFARLANE'S BARK INC.	1412	75652	Public Works	Wood Chips - Parks	147.42	
		75543	Public Works	Wood Chips - Parks	184.28	
MCFARLANE'S BARK INC. Total					331.70	
MERCEDES FROGGATTE	2816	201704-01	Genl Govt/Facilities	Abrams Park Refundable Deposti - April 8 2017	50.00	
MERCEDES FROGGATTE Total					50.00	
MFCP INC.	2723	6613895	Public Works	Water Operational Supplies	17.69	
MFCP INC. Total					17.69	
MINUTEMAN PRESS	1432	76777	Genl Govt/Facilities	2017 Spring Clean Up Mailers	850.90	
		76726	Finance	Replacement Ink Pads for Date Stamp	22.11	
MINUTEMAN PRESS Total					873.01	
MPI FARMS	2821	201704-01	Genl Govt/Facilities	Utiltiy Refund 500-2017004	482.42	
MPI FARMS Total					482.42	
NAPA AUTO PARTS	498	972232	Genl Govt/Facilities	PW Shop Supplies	1.15	
				Tad's Vehicle Maintenance	0.55	
			Public Works	PW Shop Supplies	18.57	
				Tad's Vehicle Maintenance	3.13	
		971527	Community Development	PW Shop Supplies	0.64	
			Community Development	CDD Vehicle Maintenance	22.50	
			971707	Public Works	6105-D Maint - Streets	39.84
NAPA AUTO PARTS Total					86.38	
NORTHSTAR CHEMICAL INC.	1019	100832	Public Works	Sodium Hypochlorite	802.49	
NORTHSTAR CHEMICAL INC. Total					802.49	
NORTHWEST NATURAL GAS	315	201704-01	Public Safety	Police Department - Natural Gas	42.89	
		201704-02	Genl Govt/Facilities	City Hall - Natural Gas	226.35	
		201704-03	Public Works	PW Shop - Natural Gas	77.56	
NORTHWEST NATURAL GAS Total					346.80	
OFFICEMAX INCORPORATED	1599	237703	Genl Govt/Facilities	PW FTE Office Supplies	0.96	
				City Hall Office Supplies	37.43	
			Public Works	PW FTE Office Supplies	17.29	
			Community Development	PW FTE Office Supplies	0.37	
		240114		CDD Office Supplies	246.11	
			Administration	Admin Office Supplies	12.28	
			Finance	Finance Office Supplies	10.83	
			254514	Public Safety	PD Operational Supplies	89.07
				PD Office Supplies	25.50	

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OFFICEMAX INCORPORATED Total					439.84
ON-HOLD CONCEPTS INC	2217	427115	Information Technology	On-Hold Music Service	24.95
ON-HOLD CONCEPTS INC Total					24.95
OTAK INC.	1787	41700089	Community Development	Construction Inspection Services - Ending March 31 2017	3,360.00
OTAK INC. Total					3,360.00
PACIFIC OFFICE AUTOMATION	1564	54206699	Public Works	CDD/PW Copier Lease	163.64
			Community Development	CDD/PW Copier Lease	163.63
		54209967	Public Works	CDD/PW Copier- Property Tax	31.76
			Community Development	CDD/PW Copier- Property Tax	31.75
PACIFIC OFFICE AUTOMATION Total					390.78
PA'S TREE SERVICE	2796	17-224	Public Works	301 N 3RD AVENUE - Thinning deadwooding and remove any decade	3,468.80
				ABRAMS PARK - Down only of 5 cedar trees. No clean up. Leave woo	2,710.00
				2131 S OSPREY DR - Down only of 1 dead Alder tree. No clean up.	325.20
PA'S TREE SERVICE Total					6,504.00
PETERSEN BROTHERS INC.	2716	201704-01	Genl Govt/Facilities	Retainage Held - 2016 Reiman Road Project	4,992.23
PETERSEN BROTHERS INC. Total					4,992.23
PIONEER PEST MANAGEMENT	2040	234813	Community Development	CDDI Pest Management	237.40
		229177	Genl Govt/Facilities	City Hall Pest Management	129.00
PIONEER PEST MANAGEMENT Total					366.40
PURCHASE POWER	356	201704-01	Genl Govt/Facilities	Postage	500.00
PURCHASE POWER Total					500.00
REFLECTOR	369	I1265920	Community Development	SEPA DNS-11th St. Self Storage	111.33
		I1265921	Community Development	Ordinance No. 1201	46.44
		I1265922	Community Development	Notice of Type III Hearing	112.40
REFLECTOR Total					270.17
RICOH USA INC.	1662	98631014	Public Safety	PD Copier Lease	125.68
RICOH USA INC. Total					125.68
RIDGEFIELD COMMUNITY CENTER	373	201704-01	Genl Govt/Facilities	Ridgefield Community Center Rental - March 2017	862.50
			Community Development	Ridgefield Community Center Rental - March 2017	287.50
RIDGEFIELD COMMUNITY CENTER Total					1,150.00
ROY RHINE	1686	201704-01	Genl Govt/Facilities	Meals Per Diem - Safety Academy Training	37.00
ROY RHINE Total					37.00
SHRED-IT US JV LLC	2274	8122082425	Genl Govt/Facilities	Secure Shredding - City Hall	19.80
SHRED-IT US JV LLC Total					19.80
SMARSH	2550	INV00221303	Information Technology	Email & Social Media Archiving	197.00
SMARSH Total					197.00
SPOK INC.	295	A0364104P	Public Works	Communications	8.68
SPOK INC. Total					8.68
STERICYCLE	2504	3003801044	Public Safety	Hazardous Waste Disposal	10.36
STERICYCLE Total					10.36
TAPANI INC	420	201704-01	Genl Govt/Facilities	Utility Refund 500-2016009	228.43
TAPANI INC Total					228.43
THE MASTERS TOUCH LLC	1786	P50891	Public Works	Delinquent Utility Statements - April 2017- Postage	248.86
		50891	Public Works	Delinquent Utility Statements - April 2017	319.79
THE MASTERS TOUCH LLC Total					568.65
THE PARR COMPANY	964	26357963	Community Development	Posts for Public Notice Signs - CDD	37.71
		26357721	Public Works	Disc Golf Course Supplies	326.89
THE PARR COMPANY Total					364.60

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TLC TOWING	431	C2606	Public Safety	Evidence Tow - 2017 Chrysler Pacifica	81.30
TLC TOWING Total					81.30
TONY METZGER	2817	201704-01	Genl Govt/Facilities	Abrams Park Refundable Deposit - April 09 2017	50.00
TONY METZGER Total					50.00
TRABUCCO CONSULTING LLC	2236	6828	Genl Govt/Facilities	May 2017 First Saturday Postcards	458.33
				May 2017 First Saturday Postcards - WA State Use/Sales Tax	(35.52)
TRABUCCO CONSULTING LLC Total					422.81
TRACY BLEHM	809	201704-01	Genl Govt/Facilities	Mileage Reimbursement	234.99
				Meals Per Diem - Safety Academy Training	74.00
TRACY BLEHM Total					308.99
TRAFFIC SAFETY SUPPLY	432	125555	Genl Govt/Facilities	Street Signs- WA State Use/Sales Tax 8.4%	(126.23)
			Public Works	Street Signs	1,628.98
		125556	Genl Govt/Facilities	Street Signs - WA State Use/Sales Tax 8.4%	(73.08)
			Public Works	Street Signs	943.08
TRAFFIC SAFETY SUPPLY Total					2,372.75
US BANK	2237	201704-01	Finance	Custody Charges	32.00
US BANK Total					32.00
VERIZON WIRELESS	452	9782957370	Genl Govt/Facilities	PW Director iPad	4.50
				PW Cell Phones & 2 iPads	25.54
				City Clerk iPad	29.97
			Public Safety	PD Cell Phones	793.25
				PD Chief iPad	29.97
			Public Works	PW Director iPad	23.97
				PW Cell Phones & 2 iPads	613.85
			Community Development	PW Director iPad	1.50
				PW Cell Phones & 2 iPads	116.30
				CDD Cell Phones	174.81
				Comm. Dev. Director iPad	29.97
			Finance	Finance Director iPad	29.97
			Administration	Deputy City Manager iPad	29.97
			Executive	City Manager iPad	29.97
			Council	City Council iPad	280.07
VERIZON WIRELESS Total					2,213.61
WA OFFICE OF SECRETARY OF STATE	1016	7675	Genl Govt/Facilities	Archive Boxes	114.04
WA OFFICE OF SECRETARY OF STATE Total					114.04
WASHINGTON STATE PATROL	463	117006779	Genl Govt/Facilities	CPL Background Checks	60.00
		117005985	Genl Govt/Facilities	CPL Background Checks	84.00
WASHINGTON STATE PATROL Total					144.00
WELLS FARGO	1681	201704-1334	Genl Govt/Facilities	March 2017 Stmt-Arends Harbor Freight	5.45
				March 2017 Stmt-Arends Eastside Steel	2.90
			Public Works	March 2017 Stmt-Arends Harbor Freight	87.88
				March 2017 Stmt-Arends Eastside Steel	46.77
				March 2017 Stmt-Arends PayPal Lowercolumbia	45.00
				March 2017 Stmt-Arends On The Spot Engraving	32.52
				March 2017 Stmt-Arends Starbucks	19.08
			Community Development	March 2017 Stmt-Arends Harbor Freight	3.03
				March 2017 Stmt-Arends Eastside Steel	1.62
		201704-4814	Genl Govt/Facilities	March 2017 Stmt-Kast Dry Box Inc	21.68

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WELLS FARGO	1681	201704-4814	Public Works	March 2017 Stmt-Kast Dry Box Inc	65.04
		201704-7785	Genl Govt/Facilities	March 2017 Stmt-Knottnerus Costco	89.50
				March 2017 Stmt-Knottnerus Fred Meyer	19.03
				March 2017 Stmt-Knottnerus Facebook	20.00
				March 2017 Stmt-Knottnerus Seasons Coffee	158.80
				March 2017 Stmt-Knottnerus Ridgefield Pioneer Mrkt	7.11
				March 2017 Stmt-Knottnerus BLR/HCPRO	71.76
			Public Works	March 2017 Stmt-Knottnerus Costco	8.83
				March 2017 Stmt-Knottnerus Fred Meyer	45.48
			Community Development	March 2017 Stmt-Knottnerus Costco	54.18
			Administration	March 2017 Stmt-Knottnerus Weston Hotels	163.23
				March 2017 Stmt-Knottnerus American AIR	290.40
			Information Technology	March 2017 Stmt-Knottnerus Microsoft	(11.76)
		201704-2725	Executive	March 2017 Stmt-Stuart UBER	119.34
				March 2017 Stmt-Stuart HTTP GOGOAIR com	58.95
				March 2017 Stmt-Stuart El Rancho Viejo	30.23
				March 2017 Stmt-Stuart Country Cafe 1/2	21.90
				March 2017 Stmt-Stuart Main Event Sports Grill	14.38
				March 2017 Stmt-Stuart Law Seminars International	465.00
				March 2017 Stmt-Stuart UBER	9.07
				March 2017 Stmt-Stuart Phoenix Park Hotel	554.18
				March 2017 Stmt-Stuart Sportsman Steakhouse	60.12
				March 2017 Stmt-Stuart Adobe Acropro Subs	16.25
				March 2017 Stmt-Stuart PDX Airport Parking	81.00
				March 2017 Stmt-Stuart SQ LAVA JAVA	8.35
				March 2017 Stmt-Stuart CKE Fuel Bistro	42.22
				March 2017 Stmt-Stuart Billygans Roadhouse	16.85
				March 2017 Stmt-Stuart DONUT NOOK	8.30
				March 2017 Stmt-Stuart Ridgefield Pioneer Mrkt	6.59
		201704-0384	Genl Govt/Facilities	March 2017 Stmt-Kipp Seasons Coffee	205.00
				March 2017 Stmt-Kipp Target	26.01
				March 2017 Stmt-Kipp Amazon Marketplace	256.16
				March 2017 Stmt-Kipp WSP Background Checks	12.00
				March 2017 Stmt-Kipp Music World	24.92
				March 2017 Stmt-Kipp Customink	(14.88)
				March 2017 Stmt-Kipp	(8.93)
				March 2017 Stmt-Kipp Facebook	35.70
				March 2017 Stmt-Kipp 4Imprint	221.02
				March 2017 Stmt-Kipp My Mystery Party	66.87
			Human Resources	March 2017 Stmt-Kipp Customink	192.02
				March 2017 Stmt-Kipp Lava Java	30.41
		201704-4689	Genl Govt/Facilities	March 2017 Stmt-Johnson Costco.com	174.39
			Public Works	March 2017 Stmt-Johnson Costco.com	15.78
			Community Development	March 2017 Stmt-Johnson Costco.com	17.89
				March 2017 Stmt-Johnson WA DOL51307*srv fee	2.00
				March 2017 Stmt-Johnson WA DOL LIC & REG 51307	47.75
			Finance	March 2017 Stmt-Johnson Edgewater Hotel	262.89
			Executive	March 2017 Stmt-Johnson Leagueorego	350.00

City of Ridgefield
Claims Payment Report
For Approval on: April 27, 2017

WELLS FARGO	1681	201704-4689	Council	March 2017 Stmt-Johnson Phoenix Park Hotel	1,246.76
		201704-4542	Genl Govt/Facilities	March 2017 Stmt-Basarab WM Supercenter	100.06
				March 2017 Stmt-Basarab Wal-Mart	83.38
			Community Development	March 2017 Stmt-Basarab Vinnies Pizza	65.04
				March 2017 Stmt-Basarab Seasons Coffee	32.54
				March 2017 Stmt-Basarab Ridgefield Pioneer mrkt	17.56
				March 2017 Stmt-Basarab SQ Buckets	23.03
			Administration	March 2017 Stmt-Basarab PayPal Washington	75.00
				March 2017 Stmt-Basarab Alderbrook Resort	314.94
			Council	March 2017 Stmt-Basarab Brown paper tickets	50.00
		201704-5651	Genl Govt/Facilities	March 2017 Stmt-Blehm Costco	36.61
				March 2017 Stmt-Blehm Party City	43.28
				March 2017 Stmt-Blehm Dollar Tree	16.26
			Public Works	March 2017 Stmt-Blehm PayPal- Lowercolumbia	90.00
			Community Development	March 2017 Stmt-Blehm PayPal - Washington	150.00
			Administration	March 2017 Stmt-Blehm Public Risk Management	800.00
			Human Resources	March 2017 Stmt-Blehm Costco	144.08
		201704-6206	Public Safety	March 2017 Stmt-Rhine O'Reilly Auto #3743	85.33
				March 2017 Stmt-Rhine Who Song Vancouver	32.27
		201704-1765	Genl Govt/Facilities	March 2017 Stmt-Hoots	(7.94)
			Public Safety	March 2017 Stmt-Hoots Amazon MKT Place	102.43
				March 2017 Stmt-Hoots TLO TRANSUNION	25.00
				March 2017 Stmt-Hoots Amazon.com	42.22
			201704-8719	Community Development	March 2017 Stmt-Niten Int'l Code Council
WELLS FARGO Total					8,474.92
WILCO FARM STORE	655	687981	Genl Govt/Facilities	PW Shop Boot Dryer	12.86
			Public Works	PW Shop Boot Dryer	207.55
			Community Development	PW Shop Boot Dryer	7.15
WILCO FARM STORE Total					227.56
WOODLAND TRUE VALUE HARDWARE	1507	B166012	Public Works	Water Operational Supplies	10.26
		A178154	Public Works	WWTP Operational Supplies	10.64
WOODLAND TRUE VALUE HARDWARE Total					20.90
Grand Total					301,638.36

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: April 27, 2017
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Minutes from April 13, 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: 04-13-2017 Meeting Minutes (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

April 13, 2017

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - [6:33 PM](#)

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Mayor	Present	
David Taylor	Councilor	Present	
Lee Wells	Councilor	Present	
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 from the meeting.

SECOND: Council member David Taylor.

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

Vote - No: None.

Motion Passed.

Late changes to the agenda - [6:33 PM](#)

Late change to claims - pulling invoice #1069126285 - \$214.58, Vendor Ricoh.

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

Steve Jackson - County Resident

In the last 3 weeks along the Cedar Creek Development which borders my property - had numerous people on my property, coming in through the fence to see what's down there.

Fence needs to be installed by a developer.

Attachment: 04-13-2017 Meeting Minutes (1281 : Approval of Minutes)

CONSENT AGENDA - MOVED TO APPROVE CONSENT AGENDA AS AMENDED. - [6:36 PM](#)

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

- 1. Approval of Claims And/Or Payroll - [6:36 PM](#)**
- 2. Approval of Minutes from March 30, 2017 Meeting - [6:36 PM](#)**

PRESENTATION**Commission on Aging Update - [6:37 PM](#)**

Commission Member Chuck Frayer and Marian Anderson conducted an update on Commission on Aging 2016 annual report.

2. OpenGov Presentation - [7:03 PM](#)

Finance Director Kirk Johnson - Staff have been working with OpenGov to set-up and implement the financial transparency software. Phase 1 is complete and will be going live with initial reports. Phase 2 will begin to add additional reports and make available for staff, council and the public.

3. Community Development Department Kaizen Presentation - [7:16 PM](#)

In mid-March members of the Community Development Department and the Public Works Department focused on process improvement for Planned Unit Development and Subdivision applications. The goal of the Kaizen is to make the process more efficient and reduce timelines for our customers and city staff. Presentation conducted by Staff Engineer Brenda Howell, Permit Technician Lindsay Regan and Associate Planner Claire Lust.

BUSINESS**1. Ordinance No. 1231 – First 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, \$81,000 in General Fund transfers and \$175,700 recognition in drinking water state revolving fund loan draws. The total fund balance impact to the City is a reduction of \$387,708. 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.

First reading conducted.

2. Ordinance No. 1229 – Second Reading on Comprehensive Plan Amendment -Jeff Niten, Community Development Director

The City is considering an annual amendment to the Ridgefield Urban Area Comprehensive Plan (RUACP). This amendment will update the RUACP, adopted in 2016, that guides development through 2035. The proposal includes amendments to the text, land use map, and zoning map of the RUACP, and to the Parks and Transportation Capital Facilities Plans (CFPs) with no changes to the adopted impact fees.

Staff also addressed public comments received via e-mail and mail delivery prior to the second reading of an Ordinance.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1203 AS PRESENTED.

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

3. Motion - Approval of Code Enforcement Officer Designation - [7:53 PM](#)

The Development Inspector/Code Enforcement Officer position was approved by Council for the 2017 budget. The Development Inspector/Code Enforcement Officer performs a variety of responsible and complex duties to assist the Community Development Department functions and programs including monitoring and enforcement of City ordinances, codes, and regulations related to land use, building, housing, health and safety, and other matters of public concern. The City recruited and selected Dusten Weichman for this position. As part of on-going training for all staff Dusten will be attending selected Association of Washington Cities conferences dedicated to honing his dispute resolution and negotiation skills.

Oath of Office was administered to Dusten Weichman.

MOTION: MOVED TO DESIGNATE DUSTEN WEICHMAN AS THE CODE ENFORCEMENT OFFICER FOR THE CITY OF RIDGEFIELD AS PRESENTED.

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

PUBLIC HEARING/BUSINESS**1. Public Hearing and First Reading of Ordinance No. 1230 – 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, and December 2016. 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.

Mayor Opened Public Hearing 8:23PM

Cynthia Carlson - County Resident.

Disappointed in the prior vote.

Ridgefield had increased the urban growth area which was voided by the growth management hearing board.

Annexation is currently before the superior court which may also be void.

Properties of Brown Annexation may not be City property after the court hearing.

You don't know what the boundaries of Ridgefield are.

Boundaries are in question.

You can't do SEPA without knowing what your boundaries are.

Janice Myev - County Resident.

Neighbors with Cynthia Carlson

Annexation is currently being contested in the County superior court.

You talk transparency tonight.

Growth management hearing board overturned County rezoning decision.

We will go forward and see how it works out.

Mayor Onslow closed Public Hearing 8:30PM

Staff provided clarification on comments received during the hearing.

MOTION: MOVED TO WAIVE THE SECOND READING AND AMEND ORDINANCE NO. 1230 BY APPROVING SECTION 18.260 (PUBLIC FACILITIES DISTRICT) AS PRESENTED.

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

PUBLIC COMMENT - [8:36 PM](#)

Cynthia Carlson - County Resident.

Future decision of this group and the City of Ridgefield.

UGA methodology is the second time it's happening, 2008 was the first time.

Last time the UGA and boundaries were invalidated.

However the annexation held because of an appeal.

Clever law and backward government.

Request - that the government does not do clever legal methods to forward government.

Sandy Schill - Resident

Thank you to Mayor Onslow and Council member Stose helping out and cleaning up community garden.

Thank you to the City with partnering with Ridgefield 4th of July committee and all the support.

Thank you to Lee Kottnerus and First Saturday Committee for all the great First Saturday events.

Praise to the Police for all their work with the burglary.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council - [8:44 PM](#)

Council member Taylor - Attended City Manager briefing, clean fuel conference, Customer Open House for Western Star Northwest/Daimler Trucks North America Dealership.

Council member Stose - Attended several meetings and a School Board meeting.

Council member Day - Attended several meetings and sub-committee meeting regarding city manager evaluation process.

Council member Wertz - Attended City Manager briefing, Cowlitz Indian Tribe dedication and blessing of Exit 16, Customer Open House for Western Star Northwest/Daimler Trucks North America Dealership

Council member Wells - Attended 6 meeting and pre-application conference meeting.

Mayor - [8:52 PM](#)

Parks Foundation luncheon, Casino night sponsored by Lions Club, RTC meeting, Planning Commission meeting, Parks Board meeting, Cowlitz Indian Tribe dedication and blessing of Exit 16, Customer Open House for Western Star Northwest/Daimler Trucks North America Dealership.

Confirmation of Mayor's Appointment to Clark County Mosquito Control District Board of Trustees - [8:54 PM](#)

MOTION: MOVED TO APPROVE APPOINTMENT OF RIAN DAVIS TO CLARK COUNTY MOSQUITO CONTROL DISTRICT BOARD OF TRUSTEES.

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

City Manager - [8:55 PM](#)

City Manager Steve Stuart - Spring clean-up is April 22nd, stay tuned and watch your mailbox for "The Ridge".

FROM THE COUNCIL - [8:57 PM](#)

Council member Lee Wells - May 8th is Ridgefield Junction Neighborhood Association meeting.

ADJOURN - [8:57 PM](#)

Julie Basarab, City Clerk

Ron Onslow, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: April 27, 2017
ITEM: PRESENTATION
AGENDA ITEM TITLE: 4Th Quarter 2016 Financial Report

GOVERNING LEGISLATION:

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

STAFF CONTACT: Kirk Johnson, Finance Director
ATTACHMENTS: 4 Qtrr 2016 Budget Report (PDF)



4th Quarter 2016 Budget Report



4th Quarter Ending Fund Balance Operating Funds

	General Fund	Street Fund	Water Utility	Sewer Utility	Storm Utility
Beginning Balance	2,277,931	16,404	1,147,320	117,858	525,784
2nd Quarter Ending Bal	2,580,770	75,040	1,172,034	96,685	481,513
Change	302,839	58,636	24,714	(21,173)	(44,271)



4th Quarter Ending Fund Balance Special Revenue Funds

	REET Fund	Drug Fund	PIF Fund	TIF Fund	Water SDC
Beginning Balance	3,222,652	15,059	2,041,313	831,555	3,755,157
2nd Quarter Ending Bal	3,258,957	12,012	1,802,482	982,530	4,709,682
Change	36,305	(3,047)	(238,831)	150,975	954,525



4th Quarter Ending Fund Balance Capital Project Funds

	General Capital	ERF Fund	Utility Capital
Beginning Balance	102,577	111,928	(569,799)
2nd Quarter Ending Bal	9,169	159,442	(226,024)
Change	(93,408)	47,514	343,775



2016 – 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%



4th Quarter 2017

General Fund Revenue

Revenue	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Property Taxes	\$ 988,321	\$ 965,000	102.4%	\$ 931,292	6.1%
Retail Sales Taxes	1,435,637	1,154,185	124.4%	1,133,691	26.6%
Utility and Other Taxes	896,123	924,728	96.9%	743,573	20.5%
Licenses and Permits	875,419	739,050	118.5%	566,594	54.5%
Planning and Development	668,458	563,910	118.5%	498,655	34.1%
Fines Forfeits and Restitution	68,761	92,248	74.5%	76,077	-9.6%
Charges for Goods and Services	5,178	2,000	258.9%	2,632	96.7%
Interfund Charges for Goods and Service	416,815	416,815	100.0%	358,326	16.3%
Intergovernmental/Grants/Other	370,463	302,840	122.3%	474,862	-22.0%
Total General Fund Revenue	\$ 5,725,175	\$5,160,776	110.9%	\$ 4,785,702	19.6%



4th Quarter 2017

General Fund Expense

Expense	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Department					
City Council	\$ 65,402	\$ 60,940	107.3%	\$ 52,575	24.4%
Judicial	130,881	124,500	105.1%	116,151	12.7%
Legal	30,023	60,000	50.0%	62,129	-51.7%
Executive	198,545	193,429	102.6%	179,499	10.6%
Finance	313,983	314,724	99.8%	311,700	0.7%
Human Resources	195,344	207,335	94.2%	172,569	13.2%
Administration	323,337	325,090	99.5%	313,041	3.3%
General Government/Facilities	546,131	564,521	96.7%	430,104	27.0%
Information Tech	222,667	219,054	101.6%	115,942	92.1%
Public Safety	1,489,748	1,455,145	102.4%	1,238,325	20.3%
Cemetery	15,914	29,990	53.1%	34,010	-53.2%
Community Development	932,977	928,155	100.5%	1,029,226	-9.4%
Parks	371,885	374,574	99.3%	353,263	5.3%
Transfer to Equip Replace Fund	104,700	104,700	100.0%	100,196	4.5%
Transfers Out - To Street Fund	346,725	462,300	75.0%	326,000	6.4%
Transfers To Capital - Streets	104,074	150,000	69.4%	-	
Transfers To Capital - Parks	30,000	30,000	100.0%	-	
Total General Fund Expense	\$ 5,422,336	\$5,604,457	96.8%	\$4,834,730	12.2%
Total Net Revenue (Loss)	\$ 302,839	\$ (443,681)	-68.3%	\$ (49,028)	-717.7%



4th Quarter 2017

General Fund - Fund Balance

Fund Balance	4Q 2016 YTD Actual	2016 Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 2,277,931	\$2,277,931	\$ 2,326,959	-2.1%
Net Increase (Decrease)	302,839	(443,681)	(49,028)	-717.7%
Ending Balance	2,580,770	1,834,250	2,277,931	13.3%
Less: Reserved Amounts *	1,640,105	1,640,105	1,533,259	7.0%
Net Ending and Available Balance	\$ 940,665	\$ 194,145	\$ 744,672	26.3%
* Includes Street Fund Reserves				



4th Quarter 2017 Street Fund

Revenue	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Tax/Franchise Fees	\$ 52,610	\$ 57,049	92.2%	\$ 43,058	22.2%
Vehicle Motor Fuel Tax	134,302	138,048	97.3%	117,403	14.4%
Grants	3,500	3,500	100.0%	-	
Permits	11,898	7,500	158.6%	4,777	149.1%
Transfer In - General Fund	346,725	462,300	75.0%	326,000	6.4%
Other Revenue	5,946	300	1982.0%	3,012	97.4%
Total Street Fund Revenue	\$ 554,981	\$ 668,697	83.0%	\$ 494,250	12.3%
Expense	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Street Fund	\$ 496,345	\$ 665,249	74.6%	\$ 488,713	1.6%
Total Street Fund Expense	\$ 496,345	\$ 665,249	74.6%	\$ 488,713	1.6%
Total Net Revenue (Loss)	\$ 58,636	\$ 3,448	1700.6%	\$ 5,537	959.0%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 16,404	\$ 16,404		\$ 10,867	51.0%
Net Increase (Decrease)	58,636	3,448		5,537	959.0%
Ending Balance	75,040	19,852		16,404	
Less: Reserved Amounts *	-	-		-	
Net Ending and Available Balance	\$ 75,040	\$ 19,852		\$ 16,404	
*Reserves Maintained in General Fund					



4th Quarter 2017

Real Estate Excise Tax Fund & Drug Fund

Real Estate Excise Tax (REET)	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 922,179	\$ 500,000	184.4%	\$ 682,500	35.1%
Expense	885,874	2,667,200	33.2%	181,550	
Total Net Revenue (Loss)	\$ 36,305	\$(2,167,200)	-1.7%	\$ 500,950	-92.8%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 3,222,652	\$ 3,222,652		\$ 2,721,702	18.4%
Net Increase (Decrease)	36,305	(2,167,200)		500,950	-92.8%
Ending Fund Balance	\$ 3,258,957	\$ 1,055,452		\$ 3,222,652	1.1%
Drug	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 970	\$ 1,150	84.3%	\$ 5,572	-82.6%
Expense	4,017	3,500	114.8%	2,480	
Total Net Revenue (Loss)	\$ (3,047)	\$ (2,350)	129.7%	\$ 3,092	-198.5%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 15,059	\$ 15,059		\$ 11,967	25.8%
Net Increase (Decrease)	(3,047)	(2,350)		3,092	-198.5%
Ending Fund Balance	\$ 12,012	\$ 12,709		\$ 15,059	-20.2%



4th Quarter 2017

Park Impact Fee & Traffic Impact Fee Funds

Park Impact Fee (PIF)	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 809,055	\$ 951,895	85.0%	\$ 1,239,570	-34.7%
Expense	1,047,886	1,364,000	76.8%	620,778	0.0%
Total Net Revenue (Loss)	\$ (238,831)	\$ (412,105)	58.0%	\$ 618,792	-138.6%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 2,041,313	\$ 2,041,313		\$ 1,422,521	43.5%
Net Increase (Decrease)	(238,831)	(412,105)		618,792	-138.6%
Ending Fund Balance	\$ 1,802,482	\$ 1,629,208		\$ 2,041,313	-11.7%
Traffic Impact Fee (TIF)	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 203,342	\$ 238,904	85.1%	\$ 104,264	95.0%
Expense	52,367	402,000	13.0%	44,756	100.0%
Total Net Revenue (Loss)	\$ 150,975	\$ (163,096)	-92.6%	\$ 59,508	153.7%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 831,555	\$ 831,555		\$ 772,047	7.7%
Net Increase (Decrease)	150,975	(163,096)		59,508	153.7%
Ending Fund Balance	\$ 982,530	\$ 668,459		\$ 831,555	18.2%



4th Quarter 2017

General Capital & Equipment Replacement Funds

General Capital Projects	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 2,184,536	\$ 6,936,850	31.5%	\$ 945,795	131.0%
Expense	2,277,943	7,021,175	32.4%	790,906	188.0%
Total Net Revenue (Loss)	\$ (93,407)	\$ (84,325)	110.8%	\$ 154,889	-160.3%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 102,576	\$ 102,576		\$ (52,312)	-96.1%
Net Increase (Decrease)	(93,407)	(84,325)		154,889	-160.3%
Ending Fund Balance	\$ 9,169	\$ 18,251		\$ 102,577	108.9%
Equipment Replacement (ERF)	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 165,382	\$ 195,759	84.5%	\$ 162,442	1.8%
Expense	117,868	123,400	95.5%	123,832	-4.8%
Total Net Revenue (Loss)	\$ 47,514	\$ 72,359	65.7%	\$ 38,610	23.1%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 111,928	\$ 111,928		\$ 73,318	52.7%
Net Increase (Decrease)	47,514	72,359		38,610	23.1%
Ending Fund Balance	\$ 159,442	\$ 184,287		\$ 111,928	42.5%



4th Quarter 2017

Water and Stormwater Operating Funds

Water Utility O&M	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 1,730,341	\$ 1,788,312	96.8%	\$ 1,388,788	24.6%
Expense	1,705,627	1,780,264	95.8%	1,314,627	29.7%
Total Net Revenue (Loss)	\$ 24,714	\$ 8,048	307.1%	\$ 74,161	-66.7%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 1,147,320	\$ 1,147,320		\$ 1,073,159	6.9%
Net Increase (Decrease)	24,714	8,048		74,161	-66.7%
Ending Balance	1,172,034	1,155,368		1,147,320	2.2%
Less: Reserved Amounts	366,746	366,746		485,130	-24.4%
Net Ending and Available Fund Balance	\$ 805,288	\$ 788,622		\$ 662,190	21.6%
Stormwater Utility O&M	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 430,956	\$ 404,410	106.6%	\$ 378,720	13.8%
Expense	475,227	624,456	76.1%	345,261	37.6%
Total Net Revenue (Loss)	\$ (44,271)	\$ (220,046)	20.1%	\$ 33,459	-232.3%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 525,784	\$ 525,784		\$ 492,325	6.8%
Net Increase (Decrease)	(44,271)	(220,046)		33,459	-232.3%
Ending Balance	481,513	305,738		525,784	-8.4%
Less: Reserved Amounts	132,359	132,359		149,726	-11.6%
Net Ending and Available Fund Balance	\$ 349,154	\$ 173,379		\$ 376,058	-7.2%



4th Quarter 2017

Sewer Treatment Operating Fund

Sewer Treatment Utility O&M	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 1,857,481	\$ 1,884,496	98.6%	\$ 1,021,868	81.8%
Expense	1,878,654	1,884,446	99.7%	1,382,977	35.8%
Total Net Revenue (Loss)	\$ (21,173)	\$ 50	-42346.0%	\$ (361,109)	-94.1%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 117,858	\$ 117,858		\$ 478,967	-75.4%
Net Increase (Decrease)	(21,173)	50		(361,109)	-94.1%
Ending Balance	96,685	117,908		117,858	-18.0%
Less: Reserved Amounts	156,000	156,000		156,000	0.0%
Net Ending and Available Fund Balance	\$ (59,315)	\$ (38,092)		\$ (38,142)	55.5%



4th Quarter 2017

Water SDC and Utility Capital Fund

Water SDC	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 1,345,552	\$ 1,062,750	126.6%	\$ 714,675	88.3%
Expense	391,027	781,275	50.0%	152,766	156.0%
Total Net Revenue (Loss)	\$ 954,525	\$ 281,475	339.1%	\$ 561,909	69.9%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ 3,755,157	\$ 3,755,157		\$ 3,193,248	17.6%
Net Increase (Decrease)	954,525	281,475		561,909	69.9%
Net Ending and Available Fund Balance	\$ 4,709,682	\$ 4,036,632		\$ 3,755,157	25.4%
Utility Capital Projects	4Q 2016 YTD Actual	2016 Budget	4Q % of Budget	4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Revenue	\$ 3,168,042	\$ 3,071,023	103.2%	\$ 319,786	890.7%
Expense	2,824,267	3,070,973	92.0%	894,185	215.8%
Total Net Revenue (Loss)	\$ 343,775	\$ 50	687550.0%	\$ (574,399)	-159.8%
Fund Balance	4Q 2016 YTD Actual	2016 Budget		4Q 2015 YTD Actual	4Q 2016 v 4Q 2015
Beginning Balance	\$ (569,799)	\$ (569,799)		\$ 4,600	-12486.9%
Net Increase (Decrease)	343,775	50		(574,399)	-159.8%
Net Ending and Available Fund Balance	\$ (226,024)	\$ (569,749)		\$ (569,799)	-60.3%



4th Quarter 2017 City Investments

- Total investment portfolio \$9,501,816
 - Municipal bonds \$1,498,930
 - US Agency bonds \$5,457,060
 - Clark County investment pool \$2,284,562
 - Washington State local government investment pool \$261,264
- Current yield on investment 1.56%
- Weighted average maturity 28.72 months
- All investments within policy limits





THANK YOU

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: April 27, 2017
ITEM: PRESENTATION
AGENDA ITEM TITLE: Planning Commission Report to Council

The Council has asked that the Planning Commission provide a quarterly report to outline progress on the approved work program. The first quarterly report covers items the Planning Commission has worked on through the April 5 regularly scheduled meeting.

City of Ridgefield Planning Commission

Quarterly Update to City Council

April, 2017

The Planning Commission has several major implementation items to report since our last quarterly update in December, 2016.

- Our January meeting focused on discussion of proposed updates to the Ridgefield Comprehensive Plan and Capital Facilities Plan. The Commission also reviewed our work plan for the year and are excited about the projects we'll be working on.
- In February the Planning Commission received training on the Open Public Meetings Act and its requirements.
- The public hearing and recommendation to City Council for the Comprehensive Plan updates was held in March.
- Just a few weeks ago at our April meeting we held a public hearing on the Ridgefield Development Code Updates and forwarded those items to the Council for action.

Future Planning Commission work items:

- A few items we'll be working on in the coming quarter include consideration of a tree ordinance, work on the development of the Gee Creek Plateau sub-area plan, and developing a new street naming policy for the city.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS:

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: April 27, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: RDC Updates

GOVERNING LEGISLATION:

Title 18 of the Ridgefield Development Code

Revised Code of Washington Chapter 36.70A, Growth Management

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance 1132 updating the Ridgefield Development Code (2013). Ordinance 1177 updating the Ridgefield Development Code (2015). Ordinance 1207 and 1225 updating the Ridgefield Development Code (2016). Ordinance 1230 updating the Ridgefield Development Code (2017).

BACKGROUND:

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.

BUDGET/FINANCIAL IMPACTS:

No direct impacts. The proposed ordinance does not change development fees or charges and there is no direct impact on expected staffing or expenditure levels.

RECOMMENDED ACTION OR MOTION:

“I move to waive second reading and approve Ordinance 1232 as presented”

STAFF CONTACT: Jeff Niten, Community Development Director
ATTACHMENTS: 2017RDCUpdates_Matrix_Ord 1232 (DOCX)

ORDINANCE NO. 1232

RDC UPDATES

ORDINANCE NO. 1232

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE

AMENDING CHAPTERS 18.100 (DEFINITIONS); AND 18.205 (USES); AND 18.210 (LOW DENSITY RESIDENTIAL DISTRICTS); AND 18.220 (MEDIUM DENSITY RESIDENTIAL DISTRICTS); AND 18.240 (EMPLOYMENT DISTRICT); AND 18.265 (PARKS AND OPEN SPACE DISTRICT); AND 18.270 (URBAN HOLDING DISTRICTS); AND 18.310 (PROCEDURES); AND 18.401 (PLANNED UNIT DEVELOPMENTS); AND 18.600 (SUBDIVISIONS GENERAL); AND 18.620 (PROCEDURE FOR SUBDIVISION); AND 18.725 (LANDSCAPING).

WHEREAS, the City of Ridgefield, located in Clark County, Washington, is required to plan under the Growth Management Act (GMA), Revised Code of Washington (RCW) Chapter 36.70A; and

WHEREAS, Ridgefield adopted the Ridgefield Urban Area Comprehensive Plan (RUACP), as amended, consistent with the GMA; and

WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan policies goals and policies; and

WHEREAS, Title 18 of the Ridgefield Municipal Code (RMC) was established in 1995 by Ordinance 676 and amended thereafter, and is intended to implement the Ridgefield Comprehensive Plan; and

WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations, including Ordinance Nos. 1072, 1108, 1132, 1178, and 1225; and

WHEREAS, the Ridgefield Planning Commission, after conducting public meetings and public hearings on the revisions to Title 18 on April 5, 2017, forwarded recommendations to amend Title 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed amendments to the Washington State Department of Commerce on March 29, 2017 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on March 29, 2017 the City of Ridgefield issued a Determination of Non-significance regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the public comment period expired on April 12, 2017 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the amendments to Title 18 during a regularly scheduled City Council meeting held on April 13, 2017; and

WHEREAS, the Ridgefield City Council waived a second reading of the Ordinance; and

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 amendments to Title 18 to ensure that the City's development and zoning regulations continue to implement the Ridgefield Urban Area Comprehensive Plan.

Section 2. Amendments of Title 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Title 18 set forth below in the manner set forth in Exhibit A, attached hereto and incorporated by this reference:

Amends Title 18, Chapter: 18.100, Definitions; and

Amends Title 18, Chapter: 18.205, Uses; and

Amends Title 18, Chapter: 18.210, Residential Low Density Districts; and

Amends Title 18, Chapter: 18.220, Residential Medium Density Districts; and

Amends Title 18, Chapter 18.240, Employment Districts; and

Amends Title 18, Chapter 18.265, Parks and Open Space Districts; and

Amends Title 18, Chapter 18.270, Urban Holding Districts; and

Amends Title 18, Chapter: 18.310, Procedures; and

Amends Title 18, Chapter: 18.401, Planned Unit Developments; and

Amends Title 18, Chapter: 18.600, Subdivisions General; and

Amends Title 18, Chapter: 18.620, Procedure for Subdivision; and

Amends Title 18, Chapter: 18.725, Landscaping.

Section 3. Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

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, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Clark County Board of County Commissioners and the subsequent acceptance by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 27th DAY OF APRIL, 2017.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Basarab,
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: April 13, 2017

Second Reading/Passage: April 27, 2017

Date of Publication:

Effective Date:

2017 Annual Update to Ridgefield Development Code

Notes to interpret the matrix:

- Revisions noted in legislative format, underline and ~~strikeout~~.
- For reference, there is a link to the existing code on the City's webpage at: <http://www.ci.ridgefield.wa.us/cd/page/planning-division>.

Code Section	Code Language	Rationale
RDC 18.100 – Definitions		
18.100.032	Landscaping. An approved arrangement of trees, grass, bushes, shrubs, flowers and garden areas. For purposes of calculating landscape area, fountains, patios, street furniture, and ornamental concrete or stonework areas other than sidewalks may be included. Landscaping does not include protected critical areas <u>or buffers, utility facilities including stormwater facilities</u> , or developed parks, trails or recreational areas.	Clarify that stormwater facilities are not landscaping.
18.100.036	Net developable acres. Land that is permitted for improvements including buildings, other structures, parking and loading areas, landscaping, paved or graveled areas, and other allowed site improvements. Net developable acres is calculated by adjusting the gross acreage of a parcel or lot by deducting the amount of "non-developable" land. Non-developable land includes public right-of-way and other land used for public infrastructure, private infrastructure, unbuildable land, undisturbed areas, critical areas, and geologically hazardous areas as defined elsewhere in this chapter; and land required in the RDC as buffer areas adjacent to these non-developable areas. <u>Used interchangeably with “net developable area.”</u>	Clarification.
RDC 18.205 – Uses		
18.205.020 Master Use Table	Infrastructure, Civic, and Regional Uses OFF	Delete Office column; 2016 update replaced the OFF and IND zones with the E zone and this is just clean up.
18.205.020 Master Use Table	Employment Light Manufacturing. E: E P	Allow light manufacturing as a permitted use in the Employment zone to reflect the City's job creation goals.
18.205.030.R.2	Type I review. The planning director shall review the following home occupation requests through a Type I process, <u>unless otherwise exempt</u> .	Clarify the land use review procedure for home occupations: exemptions under subsection (1) take

Code Section	Code Language	Rationale
	provided there are no on-site sales associated with the use <u>and the home occupation is located outside of the WMU zone.</u> unless the site of the home occupation is located within the WMU zone:	precedent over the requirements for Type I review in this subsection.
RDC 18.210 – Residential Low Density Districts		
18.210.045.A	Provided that the overall development complies with setbacks, building coverage and impervious surface limitations, the standards in Table 18.210.040-1 for individual lots may be modified through the PUD process, except for lots along South Hillhurst Road and Pioneer Street, consistent with the following standards: 1. Side and rear yard setbacks may not be less than five feet. 2. Front yard setbacks may not be reduced to less than ten feet except within an approved zero lot line project. 3. Street side yard setbacks may not be less than ten feet.	Move to PUD requirements; renumber remaining sections.
18.210.060.A	Purpose. The purposes of these standards are to ensure compatibility and continuity between and within developments, as well as variety in architecture. The standards are intended to complement <u>complement</u> the site with quality building design.	Revise a typographical error.
18.210.060.C	Lot Size. Residential developments shall meet the following lot size standards: 1. All lots shall meet the minimum lot size of the zoning district unless the subdivision is approved through the PUD process in accordance with RDC <u>18.401</u>. 2. Through the PUD process, interior lot sizes may be less than the minimum lot area of the zoning district. However, the perimeter lots of the subdivision not abutting a dedicated public right of way, dedicated public facility, or critical areas dedicated to the city shall be no smaller than the minimum lot size of the zone in which the subdivision is located.	Remove code provisions which duplicate the PUD code, to prevent interpretive inconsistencies and avoid duplication.
18.210.060.C	<u>All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim and/or shutters, or another feature approved by the Community Development Director.</u>	Create requirement for more visible features on residential facades.

Code Section	Code Language	Rationale
18.210.060.D	Architectural Design. To ensure variety in architecture and to reduce the dominance of garages on the streetscape, applicants for new residential developments shall demonstrate compliance with the following provisions at the time of preliminary plat application and at the time of building permit application:	Require architectural design review at the time of building permit application rather than with preliminary plat applications, to reflect realities of development project timelines. Developers rarely have builders or final facades ready for review at the time of preliminary plat, so it is not feasible to review at that time.
RDC 18.220 – Residential Medium Density Districts		
18.210.065.B	<u>5. All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim and/or shutters, or another feature approved by the Community Development Director.</u>	Create requirement for more visible features on residential facades, same as single-family districts.
18.240 – Employment District		
Table 18.240.055-1	Min. Side and Rear Yard (Interior) Setback from E OFF and IND Zones	0 ft <u>5-10 ft¹</u>
	Min. Side and Rear Yard (Interior) Setback from all other zones	40 ft <u>15 ft</u>
	<u>Notes: 1. Based upon required landscaping buffer; see RDC Table 18.725.055-1.</u>	
18.240.060.A	<u>7. Outdoor storage of materials shall generally be located to the rear or side of the site and that are accessory to the primary use of a parcel shall not be located adjacent to any street with a classification of "collector" or higher or any street that is projected to carry more than two thousand average daily trips. Adjacent in this context shall mean without an intervening element such as a building or parking area, but not including a fence or wall, between the street right-of-way and the outdoor storage area.</u>	Minimize visual impact of outdoor storage uses in the Employment zone.
18.240.080.B	No more than fifty percent of a lot abutting an arterial, minor arterial or collector street may <u>be</u> dedicated to parking <u>area</u> along the arterial or collector street frontage.	Use consistent terminology.
18.240.080.D	Where the subject lot abuts a public street at the front and rear of the lot, the parking <u>area</u> lot location shall take access from the street with the lowest	Use consistent terminology.

Code Section	Code Language	Rationale
	street classification.	
18.240.100.C	Smoke and Particulate Matter. Air emissions must be approved by the Southwest Washington <u>Clean Air Agency</u> Air Pollution Control Authority .	Update agency name.
18.240.110.C.2 .c	Development Standards. The applicant may propose standards that will control development of the future uses that are in addition to or substitute for the requirements of this section as set forth in a duly approved development agreement pursuant to <u>RDC 18.310.150</u> Section 18.240.120 of this chapter , provided they are consistent with the RUACP and RCFP.	Update code reference.
Table 18.240.110-2	6. See Table 18.230.020(B)(4) . <u>This category includes a wide range of retail sales, including grocery stores, general and specialty merchandise. Low-impact retail sales uses typically do not have offensive odors, noise, or visual impacts. Such uses usually do not have significant truck traffic and have no outdoor storage areas.</u>	Update footnote that references outdated section of code, by replacing incorrect reference with the actual code language.
Table 18.240.110-2	6. See Table 18.230.020(B)(4) . <u>High impact (heavy) commercial uses include outdoor nurseries, lumber and building materials, farm equipment, heavy equipment rental, and the like. Such uses typically have large, outdoor storage areas, significant truck traffic and often rely on heavy equipment. Such uses may be noisy or have other off-site impacts. However, if impacts can be fully mitigated, such uses may be permitted conditionally in certain zoning districts.</u>	Same as above.
18.265 – Parks/Open Space District		
18.265.060.A	Any structure or development requiring a building permit or SEPA review must be set back at least ten feet from all property lines, <u>except trails and trail amenities including but not limited to signage, lighting, benches, garbage receptacles and similar.</u>	Clarify that setback does not apply to trails and supporting amenities in the parks zone. As written, a trail could not extend to the property line, or cross property lines as a result.
RDC 18.270 – Urban Holding Districts		
18.270.060	<u>The UH-10 overlay district may be lifted at the time that capital facilities deficiencies have been satisfactorily resolved, through the following procedures:</u> <u>A. Concurrent with final plat approval.</u>	Revise procedure to remove urban holding overlay.

Code Section	Code Language	Rationale
	<u>B. Through a Type II review. The applicant shall provide evidence that necessary transportation and capital facilities are reasonably funded as shown on the City's Capital Facilities Plans or through a development agreement, to be reviewed by the City Engineer.</u> The planning director may remove UH-10 overlay district, based on certification from the city engineer that identified capital facilities deficiencies have been satisfactorily resolved. A. Such amendments shall occur under Type II review proceedings. The city shall not require a public hearing for such an amendment, because the public review process will have already occurred as a result of development review or an amendment to the Capital Facilities Plan. B. The UH-10 overlay may be removed if provision of adequate capital facilities is required as a condition of phased development approval. C. The planning director shall maintain a record of all administrative amendments to the UH-10 overlay district, including findings in support of the decision to modify the boundaries of the overlay district.	
RDC 18.310 – Procedures		
18.310.070.A	Within 14 <u>seven</u> days after the date an application subject to Type II review is accepted as technically complete, the city clerk shall issue a public notice of the pending review.	Allow additional time to publish notice, given the limited publication schedule for <i>The Reflector</i> .
18.310.050.F	If an application is denied, the planning director shall refund any unexpended funds, minus city actual expenses, up to eighty percent of the total application fee, <u>upon receipt of written request from the applicant within thirty days of denial.</u> within a reasonable time after denying the application.	Only applies to applications denied due to applicant's failure to provide complete materials.
18.310.080.A. 1	Subdivisions. The hearing examiner shall issue a decision on the request for preliminary plat approval subject to the procedures outlined in this section. The city council, on its own motion, may elect to review the decision of the review authority and may adopt, adopt with modifications, or reject the decision of the review authority at a closed record review. Council action shall be based solely upon the record established during the public hearing conducted by the hearing examiner.	Delete outdated procedural reference to Council review of subdivisions; renumber following sections.

Code Section	Code Language	Rationale
RDC 18.401 – Planned Unit Developments		
18.401.020.A	The PUD process is required for all developments in the RLD or RMD zones that create ten or more lots through a subdivision process and include critical areas within the project boundaries, <u>except for sites zoned RMD being developed under the RMUO overlay, which is exempt from the PUD process.</u> The PUD process is discretionary for all other developments, including developments created through short plat.	Streamline mixed-use development review by allowing the RMUO standards to control for RMD land developing under the RMUO overlay rather than the PUD process. The RMUO standards adequately provide for critical areas protection and creation of open space and recreation areas.
18.401.040.A	Preliminary PUD application requirements. An application for a preliminary PUD shall include one original and three paper copies of all application materials, as well as electronic copies of all materials that include graphic and text files. The applicant shall provide a proposed site development and conservation plan which shall include (but is not limited to) the following: 1. The proposed boundaries and legal description of the property to be developed, together with the names, addresses and telephone numbers of the recorded owners of the land and the applicant, and if applicable, the name and telephone number of any architect, planner, designer or engineer responsible for the preparation of the plan, and of any authorized representative of the applicant; 2. The proposed functions, size, percentage of lot coverage, grades, landscaping and method of maintenance for common or dedicated open space, parks and trails upon completion of the project; 3. A rendering and conceptual development plan showing all single-family and multifamily residential and nonresidential structures, if any, including proposed building footprints, floor plans and unit sizes of typical dwelling units, and showing typical architectural styles and proposed elevations when viewed from the street(s) or from adjacent properties; <u>2. A calculation of site area including:</u> <u>a. Gross site area.</u> <u>b. Protected critical areas and buffers.</u> <u>c. Right-of-way to be dedicated.</u> <u>d. Additional public and private infrastructure, including private streets and stormwater facilities.</u> <u>e. Net developable area, as defined in RDC 18.100.036.</u> <u>f. Open space and recreation area, consistent with the requirements of RDC</u>	Clarify and simplify submittal requirements for PUDs to ensure accurate information is provided that directly relates to design requirements and approval criteria.

Code Section	Code Language	Rationale
	<u>18.401.080.B, including total area, main facility area, area for each disbursed facility, total buildable and unbuildable areas across the site, and buildable and unbuildable area for each facility.</u> <u>3. A calculation of net density based on net developable acres, including any density modifications proposed under RDC 18.280.070 or 18.401.100. Calculations shall be provided for the entire site as well as broken down for each project area or phase.</u> 4. Concept plan(s) showing all proposed improvements and natural features, including (but not limited to): a. <u>Proposed uses, lot dimensions and building envelopes for all lots and tracts,</u> b. a. <u>Open space and recreational facilities, including parks and trails, showing conceptual development plans and noting proposed ownership,</u> c. b. <u>Existing site features to be retained and removed (natural slopes, stands of trees, etc.), and proposed features including walls, fences, refuse areas, streets, sidewalks, paths, landscaping (including the means to provide permanent maintenance to all planted areas and open spaces),</u> e. <u>Areas proposed to be conveyed, dedicated or reserved for parks, parkways, trails, playgrounds, common open space, public buildings and similar public and semipublic uses,</u> d. <u>Proposed building areas and densities, setbacks and height,</u> e. <u>Topographical maps of existing and proposed terrain showing a maximum five-foot contour interval where slopes equal or exceed twenty-five percent and a maximum two-foot contour interval where slopes are less than twenty-five percent, including one hundred-year floodplains (identified under the National Flood Insurance program),</u> f. <u>Proposed site grading including cut and fill areas and site elevations after development,</u> g. <u>All existing and proposed transportation systems for vehicles and people, including streets, sidewalks, trails, other pedestrian facilities, and any transit facilities, showing circulation within the site and connections off-site.</u> h. f. <u>All existing and proposed utility systems, including sanitary sewers, water, electric, gas and telephone lines, public facilities and storm drainage collection, conveyance and treatment systems,</u> h. g. <u>Proposed public transit facilities and the location and dimension of all</u>	

Code Section	Code Language	Rationale
	off-street parking facilities (public and private), h. The proposed location, size and use of any nonresidential lots means of access of all public and semipublic sites if applicable (e.g., private schools, churches, etc.); <u>i. Proposed landscaping, including existing trees of six inches dbh and vegetation communities proposed to be retained, and</u> i. Proposed building envelopes, proposed streets, proposed site grading plan including cut and fill areas and site elevations after development, and existing native vegetation (including all trees of six inches in diameter at five feet above ground level, and vegetation communities map which describes characterizing species) where development or streets are proposed in areas designated as critical areas; j. Calculations of the absolute area and the percentage of the site which is included in the critical areas maps, including but not limited to wetlands and wetland buffers, fish and wildlife habitat areas, areas subject to landslides or slumping, stream corridors and riparian areas, one hundred-year floodplain areas, zero to fourteen percent slope, fifteen up to twenty-four percent slope, and twenty-five percent slope and greater; k. Calculations of buildable land to be dedicated as public right of way and land reserved for open space, parks and trails; l. A circulation diagram indicating the proposed movement of vehicles, goods and pedestrians within the development and to and from existing thoroughfares, including roads, electric vehicle travel ways and trails, and any special engineering features and traffic regulation devices needed to facilitate or insure the safety of this circulation pattern; m. Information on a map which shows the development in relation to the surrounding area and its uses, both existing and proposed, including land uses, zoning classifications, densities, circulation systems, public facilities and unique and sensitive natural features of the adjoining landscape, and j. n. The proposed lot dimensions, yard setbacks and treatment of the perimeter of the PUD, including materials and techniques such as screens, fences and walls; 5. Geotechnical and environmental reports required by the city engineer or planning director; 6. Vicinity map showing the development in relation to the surrounding	

Code Section	Code Language	Rationale
	area and its uses, both existing and proposed, including land uses, zoning classifications, densities, circulation systems, public facilities and critical areas or other prominent natural features; 6. A tabulation of the percentage of total building coverage and additional impervious surface area coverage on critical areas; 7. A determination of developable and undevelopable areas and a tabulation of densities within each project area, phase or sector as prescribed in Section 18.401.080(A)(B); 7. 8.-A proposed phasing and/or timing schedule indicating the approximate date when construction of the PUD or stages of the PUD can be expected to begin and be completed; 9. Intent as to final ownership, including plans for rental, sale or combination; 10. A narrative explaining how open spaces, parks and trails or public facilities will be managed; 11. A copy of provisions to assure permanence and maintenance of common open space and common recreation areas and facilities through restrictive covenants, a homeowners' association or similar association, condominium development or other means acceptable to the city (e.g., dedications and easements); and 8. 42. Compliance with Chapter 18.810, Environmental Standards, by filing of a SEPA checklist.	
18.401.050.B	Community Information Meeting. Prior to submitting an application for preliminary PUD, the developer shall host a community information meeting, in a workshop format. The community information meeting shall be required for any proposed PUD located in a residential zone or within two hundred feet of a residential zone. The meeting shall be held at a publically accessible location within city limits, on a weekday between the hours of 5-9pm. At this meeting the applicant shall present the development proposed to interested residents. Information shall reflect updated studies and concepts based on input of the pre-application conference. Notice shall be posted on the city website and given in the local newspaper of record at least 14 ten days prior to the meeting date. Written notice, including a fact sheet describing the proposed plan of development,	Specify that meetings be held on weekday evenings to allow the greatest opportunity for the public to attend. Correct outdated references to 10 days, referring to business days, and update to the new 14-day standard.

Code Section	Code Language	Rationale
	shall be mailed first-class to all property owners within a radius of not less than three hundred feet of the exterior boundary of the property subject to the application and a copy shall be posted in city hall in the customary place. A copy of all the information intended for use at the meeting shall be available at the city hall for public review at least 14 ten days prior to the meeting date. Any alleged failure of any property owner to actually receive the notice of meeting shall not invalidate the proceedings.	
18.401.080.C	1. The development of the perimeter of the PUD shall achieve substantial compatibility with the existing and planned development of the abutting <u>and adjacent</u> area so that there will be a graduated transition between the existing and new development. The review authority may require inclusion of such features as screening, fencing, landscape design or walls to achieve compatible perimeter boundaries. a. <u>Adjacent, when used in RDC 18.401.080.C, means, separated by a street, tract, open space, or similar intervening element with a minimum width of 15 feet.</u> 2. Within a PUD, only detached single-family dwellings or platted open space <u>with a minimum width of 15 feet</u> shall abut <u>or be adjacent to</u> any property line external to the proposed PUD where the abutting <u>or adjacent</u> property is less than five acres and the platting of the abutting <u>or adjacent</u> property into less than five acres predates the proposed PUD. If the PUD is within the RMD-16 zone and the development does not include any detached single-family dwellings, this requirement does not apply. 3. Building lot size and yard setbacks for lots abutting <u>or adjacent to</u> the <u>exterior boundary line of the PUD area</u> perimeter shall not be less than that permitted in the underlying zone, for lots abutting the exterior boundary line of the PUD area and may not be modified or reduced through the PUD or variance process. 4. If <u>the abutting or adjacent</u> property is undevelopable under this title, the review authority may reduce the perimeter lot size and building setback requirement to the minimum standards permitted in this chapter and may also reduce or eliminate requirements for screening of the affected perimeter area.	Close loophole in perimeter compatibility standards for PUDs. Currently applies to lots “adjacent” to perimeter, which allows creation of very narrow intervening tracts such that lots are not technically adjacent and are exempt from this chapter. Changes would require minimum 15-ft wide feature between lots and perimeter in order to qualify for exemption.

Code Section	Code Language	Rationale
18.401.090.E	2. Each access street to the project which intersects an off-site collector or an arterial street (such as Hillhurst Road, NW 269th Avenue, or the proposed northern east-west collector) shall be via a residential access street and shall meet residential access street width requirements as defined in the city of Ridgefield engineering standards. The review authority may consider and may require additional turning or queuing lanes at such intersections if public safety would otherwise be compromised. If the intersecting residential access street functions as through street to other subdivisions or off-site roads, the applicant may not reduce the design standards of the through access street. If the access street is not a through street, and the applicant submits studies acceptable to the review authority which quantify and document queuing and public safety impacts, the design standards of the access street may be reduced. No reduction in design standards will be allowed at the intersection of the access street and the collector or arterial street.	Remove street design standards from RDC and relocate to the Ridgefield Engineering Standards for Public Works Construction.
18.401.090.I	Minimum Frontage. Each lot used for single-family residential purposes shall have a thirty-five-foot minimum frontage on a public or private street, <u>except for a lot fronting the bulb of a cul-de-sac, which shall have a twenty-five-foot minimum frontage.</u> Each lot used for multifamily residential purposes shall have a twenty-five-foot minimum frontage on a public street, <u>except for a lot fronting the bulb of a cul-de-sac, which shall have a twenty-foot minimum frontage.</u>	Reduce minimum lot frontage to reflect the geometric constraints of lots located on cul-de-sacs.
18.401.090.J	Minimum Yards and Setbacks. The minimum setbacks of the underlying zone shall apply to lots abutting <u>or adjacent to</u> exterior project boundaries, <u>consistent with RDC 18.401.080.C. Setbacks for lots within the interior of the PUD may be adjusted provided that side and rear setbacks may not be less than five feet, and front and street side yard setbacks may not be less than ten feet. For interior lots, yards (building envelopes) shall be as approved on the PUD site development plan. In its recommendation, the review authority is to consider whether minimum distances between structures adequately ensures that each room has adequate light and open space. Building spacing may be reduced where there are no windows or very small window areas and where rooms have adequate provisions for light and air from another direction; provided, that minimum distances</u>	Transfer provisions on minimum required setbacks from the underlying zone to the PUD chapter, to establish an absolute minimum that cannot further be reduced.

Code Section	Code Language	Rationale
	required by the Uniform Building Code and the Uniform Fire Code shall be met.	
18.401.090.R	Pedestrian Circulation Facilities. Within the PUD, sidewalks shall be constructed in accordance with city of Ridgefield engineering standards. Pedestrian trails which connect to the city or county trail system and which will reasonably be used by residents or employees of the PUD shall be dedicated and constructed at the developer's expense. The cost of such dedication and construction of trail components listed as a system-wide project on the Ridgefield Capital Facilities Plan may be credited against, but shall not exceed, the amount charged for city park impact fees, pursuant to Chapter 18.070. Additional interior pedestrian facilities shall be required to be dedicated and constructed at the developer's expense, including to <u>connect connections with planned city and county trail systems, including improvement or creation of public accessways to connect to cul-de-sac streets and to pass through oddly shaped or unusually long blocks. These facilities shall create comprising a network of public paths which shall be:</u> 1. Functionally and safely convenient to each dwelling unit served; 2. Functionally and safely convenient to schools and to industrial, commercial, recreational and utility areas within or adjacent to the project, and functionally convenient to a larger pedestrian circulation system outside the PUD; 3. <u>Hard surfaced to accommodate a variety of users; Sufficiently wide to accommodate potential use; and</u> 4. Lighted for security and safety; <u>and</u> 5. <u>Compliant with City Engineering Standards.</u>	Create consistency for internal trails for a PUD required to provide pedestrian circulation and connection to city trail system. Check with engineering.
18.401.090.U	Attractive Streetscapes. The PUD design shall ensure an attractive streetscape, especially along collector and arterial streets, by planting street trees and other vegetative buffers, minimizing the visibility of parking lots and garages, <u>and providing attractive street-facing facades. avoiding the canyon-like effects of walled or fenced subdivisions. Along collector or arterial streets, all buildings shall face the collector or arterial street. The combined height of all fences and berms along collector and arterial streets shall not exceed three and one-half feet.</u>	Adjust to match fencing requirements in 18.210.065.C and current design preferences for treatment of arterials and collectors.

Code Section	Code Language	Rationale
18.401.100.A	The city, using the PUD process, may allow the following development standards to be modified if <u>the proposed modifications are consistent with the requirements of this chapter and provided</u> the applicant demonstrates that the modifications are consistent with the PUD objectives in RDC 18.401.010:	Clarify interrelation of standards established in the PUD chapter (minimum lot dimensions, density, etc) and ability to modify those standards.
18.401.100.A.6	<u>Maximum</u> density;	Allow only maximum density to be varied through the PUD process, consistent with PUD requirements for minimum density.
18.401.120.B	Before acceptance by the city of any improvements, the developer shall file a warranty bond or other suitable security in a form approved by the city attorney and in an amount to be determined by the city engineer guaranteeing the repair or replacement of any improvement which proves defective within a minimum one-year <u>two-year</u> time period after final acceptance of the improvements by the city.	Revise language to align with the Ridgefield Engineering Standards for Public Works Construction.
18.401.120.D	If the PUD is to be developed in stages, sureties required by the subsection shall be required for the complete PUD <u>phase</u> .	Clarify procedural requirements for PUD bonding and enforcement.
18.401.130.B	Approved plans for a PUD shall not be transferred to parties other than those who made the application for approval, unless the transfer is approved by the city council upon recommendation of the review authority.	Strike subsection limiting transfer of approved PUD to a new buyer or developer; outdated.
RDC 18.600 – Subdivisions General		
18.600.040.B	In the case of boundary line adjustments, in addition to any requirements imposed by RCW 58.17.040.6, all applicants for boundary line adjustment shall demonstrate that the requested adjustment complies with the minimum lot area and dimensional requirements of the zoning district in which the property is located; provides access to a public right-of-way; and satisfies the applicable requirements in the city engineering standards. <u>Applications shall include a survey of the existing and proposed boundary lines prepared by a licensed professional land surveyor.</u> The planning director shall review boundary line adjustments through a type I procedure. Prior to approval, the city engineer shall find whether the adjustment will interfere with the extension of any planned right-of-way, public utility easement or capital facility identified in the CFP.	Add requirement for professional survey for boundary line adjustment applications.

Code Section	Code Language	Rationale
RDC 18.620 – Procedure for Subdivision		
18.620.030.A.1.1	If a subdivision is proposed concomitantly with a planned unit development, the application requirements of Chapter 18.401 must also be met; before a public hearing will be set with the planning commission	Remove outdated procedural reference.
18.620.050.B	The planning director shall provide a copy of the hearing examiner's decision to the city council. The city council, on its own motion, may elect to review the decision of the review authority and may adopt, adopt with modifications, or reject the decision of the review authority at a closed record review. Council action shall be based solely upon the record established during the public hearing conducted by the hearing examiner.	Remove outdated procedural reference to Council appeal hearing; review of preliminary plat decisions would require appeal to Superior Court consistent with adopted procedures for Type III decisions.
RDC 18.725 – Landscaping		
Table 18.725.030-1	Structure Description (See <u>Table 18.725.040-1</u> Diagram 18.500.050.C)	Correct reference
Table 18.725.050-1	E zone, Outdoor Storage, buffer from Commercial: 40' L3 <u>15' L5</u>	Make consistent with setbacks for E zone and buffers for other types of adjacent uses.

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: April 27, 2017

ITEM: BUSINESS

AGENDA ITEM TITLE: 2017 Budget Amendment

GOVERNING LEGISLATION:
Revised Code of Washington Chapter 35A.33

PREVIOUS COUNCIL ACTION TAKEN:
Council adopted Ordinance No. 1224 pertaining to the 2017 Budget on December 1, 2016

SUMMARY/BACKGROUND:

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.

Refer to the attached exhibit "A" for Ordinance No. 1231 for a list of project requests and the following table for detailed fund balance impact.

<i>Fund Balance Impact</i>							
				Total Expense	Increased Revenue	Interfund Transfer In	Fund Impact
001	General Fund			50,379	-	-	(50,379)
001-58	Building Fees			2,915			(2,915)
101	Street Fund			28,846	-	-	(28,846)
105	REET Fund			276,550	370,647	-	94,097
114	PIF Fund			33,375	225,300	-	191,925
115	TIF Fund			322,000	-	-	(322,000)
300	General Capital			627,525	51,000	576,525	-
406	Water Fund			139,332	-	-	(139,332)
407	Sewer Fund			1,555	-	-	(1,555)
408	Storm Fund			47,703			(47,703)
410	Water Utility Capital			175,700	175,700	-	-
412	Storm Utility Capital			85,400	-	85,400	-
			Total	1,791,280	822,647	661,925	(306,708)

BUDGET/FINANCIAL IMPACTS:

Please refer to the included table and to Exhibit “A” attached to Ordinance No. 1231

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1231 by making the following motion:

“I move to adopt Ordinance No. 1231, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2017 Budget Amendment 1 (PDF)

ORDINANCE NO. 1231

2017 BUDGET AMENDMENT

An Ordinance of the City of Ridgefield, Washington Amending Ordinance No. 1224 Pertaining to the 2017 Budget

WHEREAS, the Ridgefield City Council at its regular meeting on December 1, 2016 adopted Ordinance No. 1224 which adopted the City of Ridgefield 2016 budget; and

WHEREAS, the City of Ridgefield deems it necessary to appropriate additional expenditures in 2017 in the funds that are identified in the attached Exhibit A of the 2017 budget amendment; and

WHEREAS, these expenditures were not anticipated at the time of the adoption of the 2017 budget.

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to amend the 2017 budget to account for revenues and expenditures that were not anticipated at the time of adoption.

Section 2. Budget Amendment Adopted. Ordinance No. 1231, and the budget of the City of Ridgefield for fiscal year 2017 shall be amended to include the additional receipt and/or reduction of funds and the additional and/or reduction of expenditures addressing the funds shown in the attached Exhibit A.

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 4. 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 5. 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 6. Effective date. This ordinance shall be in full force and effect five (5) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 27th DAY OF APRIL, 2017.

Ron Onslow, Mayor

ATTEST:

Julie Basarab,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	April 13, 2017
Second Reading	April 27, 2017
Date of Publication:	May 3, 2017
Effective Date:	May 8, 2017



2017 Budget Amendment – Ordinance No. 1231
First Reading April 13, 2017



2017 City of Ridgefield Budget Amendment



Attachment: 2017 Budget Amendment 1 (1280 : 2017 Budget Amendment)

2017 Budget amendment – Ordinance No. 1231

New Budget Requests

Project	Funding Source	Expense	Revenue	Description
Sale of Old Fire Station	REET	0	370,647	Recognize revenue from the sale of old fire station
RCO Grant	PIF	0	225,300	Recognize the grant proceeds for retroactive grant for purchase of NP-6
Meter Replacement Program	Water	71,000	0	Complete meter replacement routes scheduled to be replaced in 2018
Purchase land 211 N. Main Ave	REET	188,550	0	Purchase of land and trailers. Includes \$40,000 for demo of trailers
Street Sweeping	Streets, Storm	6,500	0	Additional street sweeping for 2017
Disc Golf Course Pavers	Parks	1,500	0	Complete placement of pavers around disc golf tees
N Main Ave Overlay	General Fund	81,000	51,000	Increase due to bid amounts received. Increase TIB grant by \$51,000 and reallocate \$30,000 Gen Fund transfer to project.



2017 Budget Amendment – Ordinance No. 1231

Re-appropriate from 2016

Project	Funding Source	Expense	Revenue	Description
Payroll Software	Gen Fund Fund Balance	16,726	0	Remaining 2016 budget to complete project
Financial Software	Gen Fund Fund Balance	9,554	0	Remaining 2016 budget to complete project
Document Management	Multiple Funds Fund Balance	45,050	0	Remaining 2016 budget to complete project. Gen Fund 6,349, Building 2,915, Streets 946, Water 20,082, Sewer 1,555, Storm 13,203
Solar Power Crosswalk	Streets	8,400	0	Purchase of crosswalk for Hillhurst near high school. Ordered in 2016 received in 2017.
Upgrade PW Ops Facility	Multiple Funds Fund Balance	65,000	0	Complete remodel of PW shop and cover for equipment. \$16,250 from Gen Fund, Streets, Water, Storm
Stormwater Master Plan Update	Storm	15,000	0	Re-appropriate \$15,000 from 2016 budget to complete plan update.



2017 Budget Amendment – Ordinance No. 1231

Re-appropriate from 2016

Project	Funding Source	Expense	Revenue	Description
35 th & Pioneer Roundabout	TIF	322,000	0	2016 budget for matching funds for TIB grant for design, ROW, and construction
N 4 th Place Improvements	REET	2,600	0	2016 budget to complete N 4 th Place Improvements
Smythe Road Trail Design	PIF	33,375	0	Remaining contract amount for consultants completing design work
Division Street Water Conflict	Water	32,000	0	2016 undersized water main funds for work completed in 2017
Division Street Storm Improvements	REET	85,400	0	Remaining contract work completed in 2017. Includes change orders for \$45,845 and re-appropriation for \$39,555
Junction Reservoir	DWSRF Loan	87,600	87,600	Remaining contract work completed in 2017
Junction Well and Transmission System	DWSRF Loan	88,100	88,100	Remaining contract work completed in 2017
	Total	1,159,355	822,647	



2017 Budget Amendment – Ordinance No. 1231

Fund Balance Impact

Fund	Total Expense	New Revenue	Interfund Transfer In	Fund Impact
General Fund	50,379	0	0	(50,379)
Building Fees	2,915	0	0	(2,915)
Street Fund	28,846	0	0	(28,846)
REET Fund	276,550	370,647	0	94,097
PIF Fund	33,375	225,300	0	191,925
TIF Fund	322,000	0	0	(322,000)
General Capital	627,525	51,000	576,525	0
Water Fund	139,332	0	0	(139,332)
Sewer Fund	1,555	0	0	(1,555)
Storm Fund	47,703	0	0	(47,703)
Water Utility Capital	175,700	175,700	0	0
Storm Utility Capital	85,400	0	85,400	0
Total	1,791,280	822,647	661,925	(306,708)





THANK YOU

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: April 27, 2017
ITEM: BUSINESS
AGENDA ITEM TITLE: Motion - Approval of Bid Award of Main Avenue Overlay

GOVERNING LEGISLATION:

Revised Code of Washington Title 35 – Cities and Towns

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

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.

BUDGET/FINANCIAL IMPACTS:

The Clark and Sons bid of \$460,646.00 is higher than the amount estimated by the Design Engineer, primarily due to concrete costs coming in higher than anticipated. The City was awarded \$344,700 in TIB Funds for the project, and due to the bid prices TIB has agreed to increase the award an additional \$51,705 bringing the total to \$396,405. 2016 Budget includes a total of \$424,700 for the construction of the N. 4th Place Improvements project, and the budget amendment adds \$81,000 to this amount to cover the increased cost.

RECOMMENDED ACTION OR MOTION:

Staff recommends awarding the construction contract to AES. A suggested motion is:

“I move to award the North 4th Place Improvements Project to Clark and Sons Excavating in the amount of \$460,646.00”

STAFF CONTACT: Bryan Kast, Public Works Director
ATTACHMENTS: Main Avenue Pavement Preservation Project Bid Tabs (PDF)

CITY OF RIDGEFIELD
Main Avenue Pavement Restoration

Bid Opening Date: Wednesday, April 5, 2017
Location: Email
Bid Opening Time: 5 PM

BID SET CONSTRUCTION COST ESTIMATE

Engineers Estimate

Advanced Excavating Specialists
Longview, WA
CCB# ADVANES915LT

Brix Paving Northwest Inc
Tualatin, OR
CCB# BRIXPPN890LB

Clark and Sons Excavating, Inc
Battle Ground, WA
CCB# CLARKSE851OJ

Item No.	WDOT Item No.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	AMOUNT	UNIT COST	AMOUNT	UNIT COST	AMOUNT	UNIT COST	AMOUNT
1	0001	Mobilization	1	LS	\$ 36,406.32	\$ 36,406.32	\$ 32,000.00	\$ 32,000.00	\$ 30,154.25	\$ 30,154.25	\$ 46,000.00	\$ 46,000.00
2	5711	Planing Bituminous Pavement	3770	SY	\$ 2.20	\$ 8,294.00	\$ 5.00	\$ 18,850.00	\$ 5.35	\$ 20,169.50	\$ 3.80	\$ 14,326.00
3	5739	HMA CL. 1/2 IN. PG 64-22	1377	Ton	\$ 115.00	\$ 158,355.00	\$ 81.00	\$ 111,537.00	\$ 94.50	\$ 130,126.50	\$ 88.00	\$ 121,176.00
4	5716	HMA For Preleveling CL. 3/8 In. PG 64-22	293	Ton	\$ 125.00	\$ 36,625.00	\$ 150.00	\$ 43,950.00	\$ 115.00	\$ 33,695.00	\$ 112.00	\$ 32,816.00
5	0332	Pavement Repair Excavation Incl. Haul (Dig Outs)	1575	SY	\$ 21.00	\$ 33,075.00	\$ 14.00	\$ 22,050.00	\$ 50.00	\$ 78,750.00	\$ 22.00	\$ 34,650.00
6	5100	Crushed Base Course	945	CY	\$ 24.00	\$ 22,680.00	\$ 44.00	\$ 41,580.00	\$ 5.75	\$ 5,433.75	\$ 45.00	\$ 42,525.00
7	7058	Cement Concrete Curb Ramp Type Perpendicular	13	EA	\$ 1,750.00	\$ 22,750.00	\$ 4,400.00	\$ 57,200.00	\$ 5,300.00	\$ 68,900.00	\$ 4,075.00	\$ 52,975.00
8	7058	Cement Concrete Curb Ramp Type Parallel	1	EA	\$ 1,750.00	\$ 1,750.00	\$ 4,700.00	\$ 4,700.00	\$ 5,300.00	\$ 5,300.00	\$ 4,200.00	\$ 4,200.00
9	7058	Cement Concrete Curb Ramp Type Combination	4	EA	\$ 1,750.00	\$ 7,000.00	\$ 5,800.00	\$ 23,200.00	\$ 5,300.00	\$ 21,200.00	\$ 4,170.00	\$ 16,680.00
10	7058	Cement Concrete Curb Ramp Type Depressed Corner	7	EA	\$ 1,750.00	\$ 12,250.00	\$ 5,200.00	\$ 36,400.00	\$ 5,900.00	\$ 41,300.00	\$ 4,080.00	\$ 28,560.00
11	6700	Cement Concrete Traffic Curb and Gutter	527	LF	\$ 52.52	\$ 27,678.04	\$ 35.00	\$ 18,445.00	\$ 51.00	\$ 26,877.00	\$ 33.00	\$ 17,391.00
12	6707	Cement Concrete Pedestrian Curb	7	LF	\$ 52.52	\$ 367.64	\$ 66.00	\$ 462.00	\$ 53.00	\$ 371.00	\$ 16.00	\$ 112.00
13	7055	Cement Concrete Sidewalk	75	SY	\$ 50.00	\$ 3,750.00	\$ 106.00	\$ 7,950.00	\$ 82.00	\$ 6,150.00	\$ 95.00	\$ 7,125.00
14		Truncated Dome Retrofit (24" Wide)	4	LF	\$ 100.00	\$ 400.00	\$ 105.00	\$ 420.00	\$ 120.00	\$ 480.00	\$ 50.00	\$ 200.00
15	6806	Paint Line (Yellow)	3180	LF	\$ 1.00	\$ 3,180.00	\$ 0.50	\$ 1,590.00	\$ 0.45	\$ 1,431.00	\$ 0.85	\$ 2,703.00
16	6806	Paint Line (White - Parking Tee)	88	LF	\$ 1.00	\$ 88.00	\$ 6.00	\$ 528.00	\$ 17.50	\$ 1,540.00	\$ 17.00	\$ 1,496.00
17	6822	Plastic Crosshatch Marking (Bulb Out)	208	LF	\$ 5.00	\$ 1,040.00	\$ 7.00	\$ 1,456.00	\$ 4.00	\$ 832.00	\$ 4.00	\$ 832.00
18	6859	Plastic Stop Bar	18	LF	\$ 14.00	\$ 252.00	\$ 11.00	\$ 198.00	\$ 30.00	\$ 540.00	\$ 28.00	\$ 504.00
19	6857	Plastic Crosswalk Line (12" Wide)	430	LF	\$ 8.80	\$ 3,784.00	\$ 6.00	\$ 2,580.00	\$ 5.50	\$ 2,365.00	\$ 5.50	\$ 2,365.00
20	6884	Raised Pavement Marker (Type 2YY)	1	HUND	\$ 450.00	\$ 450.00	\$ 500.00	\$ 500.00	\$ 625.00	\$ 625.00	\$ 650.00	\$ 650.00
21	6890	Permanent Signing	1	LS	\$ 300.00	\$ 300.00	\$ 1,600.00	\$ 1,600.00	\$ 1,100.00	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00
22	7220	Painting Curb	4	LF	\$ 3.00	\$ 12.00	\$ 21.00	\$ 84.00	\$ 40.00	\$ 160.00	\$ 40.00	\$ 160.00
23	6490	Erosion and Sediment Control Force Account	1	FA	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
24	6869	Pedestrian Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 2,200.00	\$ 2,200.00
25	6971	Temporary Traffic Control	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 43,000.00	\$ 43,000.00	\$ 60,000.00	\$ 60,000.00	\$ 25,000.00	\$ 25,000.00
		Project Total				\$ 400,487.00		\$ 480,280.00		\$ 548,500.00		\$ 460,646.00

Bids Tabulated by: Cristy May
Bids Reviewed by: Lisa Blake
Final Review by:

Attachment: Main Avenue Pavement Preservation Project Bid Tabs (1282 : Award of Main Ave Overlay)