RIDGEFIELD CITY COUNCIL
MEETING AGENDA

Thursday, April 26, 2018
Ridgefield Community Center
210 N. Main, Ridgefield, WA 98642

I. GENERAL SESSION CALL TO ORDER - 6:30 PM

1. **Flag Salute**
2. **Roll Call**
3. **Late changes to the agenda**

II. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing 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.

III. CONSENT AGENDA

1. **Approval of Minutes from April 12, 2018 Meeting**
2. **Approval of Claims And/Or Payroll**

IV. PRESENTATION

1. **Fourth Quarter 2017 Financial Report - Kirk Johnson, Finance Director**

V. BUSINESS

1. **First Reading of Ordinance No. 1261 - Amendment to the Authorization to Issue Limited Tax General Obligation Bonds to Develop Ridgefield Outdoor Recreation Complex - Kirk Johnson, Finance Director**
2. **Second Reading of Ordinance No. 1259 –2018 Budget Amendment - Kirk Johnson, Finance Director**
3. **Second Reading of Ordinance No. 1260 – Ridgefield Development Code Amendment - Jeff Niten, Community Development Director**
4. **Motion - Approval of Interlocal Agreement for Building Review and Inspection Services - Jeff Niten, Community Development Director**
5. **Motion - Approval of Purchase of Musco Lights - Bryan Kast, Public Works Director**

VI. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing 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.

VII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. **Council**

2. **Mayor**
3. **City Manager**

VIII. FROM THE COUNCIL

IX. ADJOURN

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM: CONSENT AGENDA

AGENDA ITEM TITLE: Approval of Minutes from April 12, 2018 Meeting

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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 Ferriss, City Clerk

ATTACHMENTS: 04-12-2018 (PDF)

CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
April 12, 2018

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

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

LATE CHANGES TO THE AGENDA

None.

MAYOR STOSE OATH OF OFFICE - JUDGE ZIMMERMAN

PUBLIC COMMENT - 6:36 PM

Amelia Shelley -Fort Vancouver Regional Library
Community library meeting, April 14, Ridgefield residents can share their input about options and opportunities for the new library location

Nathaniel Gillen - Resident
Requesting City to communicate regarding managing storm water systems
Residents don't have the knowledge that most of the storm water systems are privately owned by HOA's
Citizen education is needed

Rob Aichele - Resident
Tavener Ridge HOA dedicated open space property and an oak tree to the City for maintenance
Per agreement HOA can perform maintenance on that property if approved by the City
The property is being overgrown by weeds and tall grass, a group of volunteers was put together to clean up the area

Attachment: 04-12-2018 (Approval of Minutes)

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED. - 6:43 PM

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

1. **Approval of Claims And/Or Payroll** - **6:43 PM**
2. **Approval of Minutes from March 22, 2018 Meeting** - **6:43 PM**

BUSINESS

1. **Ordinance No. 1259 – First Reading of 2018 Budget Amendment - Kirk Johnson, Finance Director**

   The budget amendment totals $1,572,194 in total appropriations, including a net amount of $8,894 in Capital Project Fund and operating fund transfers. On-going costs of $96,350 are included in the appropriation requests, for a new FTE for a Plans Examiner and additional benefit costs to support the shared Accounting Clerk position. The amendment includes a request to increase the FTE count by 1.25 FTE to a total of 45.75 FTE positions. The amendment also includes recognition of $1,428,370 increase in revenue. $120,280 in proceeds from the State Capital Grant, $290,000 in additional CDBG grant funds, $787,440 in re-appropriated 2017 TIB grant funds, and $133,850 in re-appropriated TIB grants funds and matching CPU rebates. In addition to the grant funding the city is recognizing $15,000 in developer share funding for road projects, $48,000 in re-appropriated reimbursements from CRWWD for sewer work on the 35th roundabout project, and $33,800 in additional interlocal revenue in relation to the Plans Examiner position. The total fund balance impact to the City is a decrease of $134,930. Operating fund transfers include $61,000 in transfers originally budgeted to the street fund that will be reallocated to the General Capital Fund. Additional transfers include $98,354 to support capital and street fund requests, $66,080 in Water Fund capital utility transfers and $14,560 in Storm Fund capital utility transfers. The Capital Project Fund transfers include elimination of $385,000 in PIF Fund transfers and re-appropriation of $214,900 in TIF Fund transfers.

   First reading conducted.

2. **Resolution No. 537 – Notice of Intent to Annex - Cosgrove - Jeff Niten, Community Development Director**

   The City received a Notice of Intent to Annex for the Cosgrove property on December 22, 2017. The annexation notice is limited to a single lot located at 3005 NW Carty Rd, east of NW Hillhurst Rd. The 9.79-acre property is designated Urban Low Density Residential, and would be zoned Residential Low Density-6 (RLD-6) upon annexation. The parcel is currently used for a single residence and accessory buildings. The owners state that they do not have any immediate development plans for the property.

   MOTION: MOVED TO ADOPT RESOLUTION NO. 537 AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
SECONDER:	David Taylor, John Main
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Main, Day

3. **Motion - Approval of Waste Water Treatment Plant Operator Agreement** - **7:08 PM**

   The formation agreement for DCWA identifies the City of Ridgefield as the designated operator for the Ridgefield Wastewater Treatment Plant (WWTP), and City staff have operated the plant on behalf of DCWA since January, 2015. In October of 2017 the City's Wastewater Treatment Plant Operator resigned. At this time the City, DCWA and Clark Regional Wastewater District began evaluation other options for operation of the WWTP. Due to uncertainty on the timeframe before the Ridgefield WWTP is

Attachment: 04-12-2018 (Approval of Minutes)

decommissioned the option to re-hire staff was not selected. The City and District worked with CH2M, who currently have a contract to operate the City of Vancouver WWTP, to get a proposal for subcontracting operation of the WWTP, and the District prepared a proposal for them to take over operation of the facility. After review of the level of service and costs for each proposal the City elected to move forward with relinquishing operation of the WWTP to the Alliance, and the District taking over operation duties. A copy of each proposal and a summary comparing the costs of each is attached to the packet. The District will take legal responsibility for the plant July 1, and the operation contract with the City will expire at the end of 2018.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE AMENDMENT TO THE DISCOVERY CLEAN WATER ALLIANCE OPERATOR AGREEMENT AS PRESENTED.

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

4. Motion - Approval of Amendment to Collection System Transfer and Operation Agreement - 7:13 PM

During formation of the DCWA, it became apparent that even with joining the DCWA, the City's sewer rates and fees would need to increase substantially to pay for the necessary improvements to provide for continued growth opportunities. After evaluating additional options, in May 2012, the City entered into a Memorandum of Understanding with Clark Regional Wastewater District and began work on an agreement to transfer the sewer collections system to the District. In June of 2013 the Transfer agreement was adopted by the City Council, and on January 1, 2014 the collection system was transferred to the District. Section 14.1 of the Transfer agreement included a provision for a 10-percent service charge, known as the Operating Fee to be collected by the District and paid to the City. The Operating fee was to reduce to 8-percent after the first 5 years of the agreement, unless the City requested otherwise. On August 17, 2017 the City submitted notice to the District requesting that the operating fee remain at 10-percent for the duration of the agreement. The District agreed and has approved this amendment to the agreement.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE AMENDMENT TO THE COLLECTION SYSTEM TRANSFER AND OPERATION AGREEMENT AS PRESENTED.

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

5. Motion - Approval of Bid Award for Ridgefield Outdoor Recreation Complex - 7:15 PM

In 2017 the City contracted with a team of design consultants headed up by PBS Engineering and Environmental to complete design of the project. The project was broken into several phases of construction to allow the project to be completed by Fall of 2018. Bids for the Hillhurst Improvements were opened on March 13th. Bids for the construction of RORC were advertised on March 7, and bids were opened on April 10.

MOTION: MOVED TO AWARD CONSTRUCTION OF THE BASE BID TO COLF CONSTRUCTION IN THE AMOUNT OF $9,189,000.

Attachment: 04-12-2018 (Approval of Minutes)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ron Onslow, Councilman
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Main, Day

PUBLIC HEARING/BUSINESS

1. **Public Hearing and First Reading of Ordinance No. 1260 – Ridgefield Development Code Amendment - Jeff Niten, Community Development Director**

   The City is proposing a series of housekeeping amendments and changes to the Ridgefield Development Code, which establishes zoning regulations for residential and nonresidential development throughout the City. This update to the code focuses on code refinements to clarify the interpretation of certain sections, adjust the details of a policy, reflect desired design standards, or simplify review procedures. The majority of updates relate to issues identified by staff and code users during implementation over the past year, or looking ahead to future applications.

   Mayor opened the hearing 7:29PM

   No testimony received

   Mayor closed the hearing 7:29PM

   First reading conducted

PUBLIC COMMENT - 7:30 PM

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council member Day - Attended Port of Ridgefield meeting.
Council member Taylor - Submitted 4th of July F15 flyover permit, briefing with City Manager.
Council member Wells - Attended Ilani meeting and entertainment center ribbon cutting.
Council member Onslow - Attended Mayor's ball event, State of the City, kindness challenge at union ridge, RTC meeting, Ilani meeting and entertainment center ribbon cutting.
Council member Wertz - Attended State of the City, Ilani meeting and entertainment center ribbon cutting, briefing with City Manager.
Council member Main - Attended Mayor's ball event, joint meeting with School District and Port of Ridgefield, State of the City, C-Tran board meeting.

Mayor

Attended briefing with City Manager.

City Manager

City Manager Steve Stuart - First show is tonight at Ilani meeting and entertainment center, Community Development development activity map was featured in AWC Vision magazine.

Public Works Director Bryan Kast - Osprey Point park construction is complete.

Community Development Jeff Niten- Development activity map was featured in AWC Vision magazine.

Finance Director Kirk Johnson - State audit is currently underway.

Attachment: 04-12-2018 (Approval of Minutes)

Deputy City Manager Lee Knottnerus - Salary commission meeting is scheduled for Thursday, April 19.

EXECUTIVE SESSION: Long Term Exclusive Use of Real Property Agreement pursuant to RCW 42.30.110(c)

Mayor announced that Council would enter into an executive session regarding long term exclusive use of real property agreement pursuant to RCW 42.30.110(c) for approximately 20 minutes and no action is anticipated. 7:50PM

Attendees: City Council, City Manager and City Attorney.

Mayor announced additional 15 minutes at 8:10PM.

Mayor announced additional 15 minutes at 8:25PM.

Mayor reconvened the meeting at 8:40PM and adjourned.

FROM THE COUNCIL

ADJOURN - 8:40 PM

_____ _____

Julie Ferriss, City Clerk Don Stose, Mayor

Attachment: 04-12-2018 (Approval of Minutes)

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

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 26 2018 Claims Report (PDF)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
911 SUPPLY	2978	59536	Public Safety	PD Operational Supplies	216.76
		59541	Public Safety	PD Operational Supplies	102.96
911 SUPPLY Total					**319.72**
ACCELA INC.	2779	INV-ACC38961	Public Works	Online Payment Fees	989.00
ACCELA INC. Total					**989.00**
ADVANCED EXCAVATING SPECIALISTS LLC	2066	18013-20180426	Public Works	Downtown Accessibility	15,967.73
ADVANCED EXCAVATING SPECIALISTS LLC Total					**15,967.73**
AMERICAN PUBLIC WORKS ASSC (APWA)	31	0031-2018	Genl Govt/Facilities	2018-2019 Dues	33.81
			Public Works	2018-2019 Dues	510.43
			Community Development	2018-2019 Dues	25.76
AMERICAN PUBLIC WORKS ASSC (APWA) Total					**570.00**
ARAMARK UNIFORM SERVICES	32	CM27671	Genl Govt/Facilities	Credit memo invoice overpayment	(2.00)
			Public Works	Credit memo invoice overpayment	(44.53)
			Community Development	Credit memo invoice overpayment	(0.70)
		863392027	Genl Govt/Facilities	City Hall/PW/CDD/PD Floor Mats	7.09
			Public Safety	City Hall/PW/CDD/PD Floor Mats	4.47
			Public Works	City Hall/PW/CDD/PD Floor Mats	3.91
			Community Development	City Hall/PW/CDD/PD Floor Mats	3.92
		863392028	Genl Govt/Facilities	PW Floor Mats and Uniforms	2.10
			Public Works	PW Floor Mats and Uniforms	47.70
			Community Development	PW Floor Mats and Uniforms	0.70
ARAMARK UNIFORM SERVICES Total					**22.66**
ASSOCIATED CONSULTANTS INC.	1030	17-340-01	Genl Govt/Facilities	Storage Metal Building Foundation	970.00
			Public Works	Storage Metal Building Foundation	2,910.00
		18-131-01	Public Works	RORC Plan Review	1,445.00
		17-152-06	Community Development	View Ridge MS Plan Review	255.00
ASSOCIATED CONSULTANTS INC. Total					**5,580.00**
B AND L PAPER COMPANY	2165	25797	Genl Govt/Facilities	City Hall Supplies	68.29
		25798	Public Works	Park Operational Supplies	67.70
		25796	Public Works	Overlook Park Operational Supplies	785.26
B AND L PAPER COMPANY Total					**921.25**
BLUEFIN PAYMENT SYSTEMS	2827	2827-201804	Public Works	Citizen Utility Bill Pmt Credit Card Fees	1,151.60
BLUEFIN PAYMENT SYSTEMS Total					**1,151.60**
BSK ASSOCIATES	2119	V801175	Public Works	Alkalinity and Cloriform Testing	902.00
BSK ASSOCIATES Total					**902.00**
CFM STRATEGIC COMMUNICATIONS INC.	2551	24444	Genl Govt/Facilities	Professional Communication Services MAR 2018	4,530.00
CFM STRATEGIC COMMUNICATIONS INC. Total					**4,530.00**
CITY OF BATTLE GROUND	92	980	Administration	City Clerk Training Travel Reimburse	145.27
		985	Judicial	MAR 2018 Court Costs	9,649.85
		981	Judicial	Court Costs	805.00
CITY OF BATTLE GROUND Total					**10,600.12**

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

CITY OF LACENTER	2846	748	Public Works	Biolsolid Disposal and Lab Analysis	1,649.14
CITY OF LACENTER Total					**1,649.14**
CITY OF RIDGEFIELD	95	ENG-18-0033	Public Works	Encroachment Permit NW Hillhurst & Royle Rd	2,250.00
		COM-17-0003	Community Development	Traffic Impact Fee	0.05
		PLM-18-0064	Public Works	North Ridge Water Main Permit	60.00
		ENG-18-0034	Public Works	Hillhurst Frontage Encroachment Permit	356.25
CITY OF RIDGEFIELD Total					**2,666.30**
CLARK AND SONS EXCAVATING INC.	2848	2848-201804	Public Works	Cemetery Booster Pump Station and NR Wtr Main	34,959.00
CLARK AND SONS EXCAVATING INC. Total					**34,959.00**
CLARK COUNTY	102	730014588	Community Development	Fire Inspections	1,300.00
		160003495	Community Development	Final Test/Inspection for Spray Booth	100.00
		230002279	Public Safety	1st Qtr 2018 MDC's / Netmotion License	4,855.72
		220005017	Judicial	2018-Q1 Limited Court Services	220.00
		31010194	Public Safety	2nd Qtr 2018 CRESA Emergency Management	1,736.50
CLARK COUNTY Total					**8,212.22**
CLARK COUNTY FIRE DISTRICT #5	104	9822	Genl Govt/Facilities	Safety Consortium Qtrly Billing APR-JUN 2018	29.20
			Public Works	Safety Consortium Qtrly Billing APR-JUN 2018	528.26
			Community Development	Safety Consortium Qtrly Billing APR-JUN 2018	11.29
CLARK COUNTY FIRE DISTRICT #5 Total					**568.75**
CLARK COUNTY TREASURERS OFFICE	554	SIFMAR2018	Genl Govt/Facilities	School Impact Fees	148,671.46
CLARK COUNTY TREASURERS OFFICE Total					**148,671.46**
CLARK PUBLIC UTILITIES	110	0110-201804-7122-944-7	Public Works	512 N Allen Dr - Electricity	26.83
		0110-201804-7126-408-9	Public Works	2300 N 3rd Way Bellwood Trail Lights	29.28
		0110-201804-7207-403-2	Public Works	911 N 65th Ave Intertie 2 - Water	175.85
		0110-201804-7207-402-4	Public Works	1504 NW Intertie 3 - Water	651.75
		0110-201804-7122-942-1	Public Works	3701 N 3rd Cir - Electricity	26.90
		0110-201804-7123-806-7	Public Works	Pioneer St. & Gee Creek Loop - Electricity	27.23
		0110-201804-7124-838-9	Public Works	Overlook Park - Electricity	61.19
		0110-201804-744	Public Works	3701 N 3rd Cir - Electricity	39.72
		0110-201804-7207-401-6	Public Works	800 NE 264 St Intertie 1 - Water	611.09
CLARK PUBLIC UTILITIES Total					**1,649.84**
CLARK REGIONAL WASTEWATER DISTRICT	741	741-201804-032695-000	Public Works	109 W Division WWTP - Sewer	280.12
		741-201804-035480-000	Public Works	255 S 56th Pl Well & Reservoir - Sewer	39.60
		714-201804-032664-000	Public Works	301 N 3rd Ave CDD - Sewer	27.10
			Community Development	301 N 3rd Ave CDD - Sewer	21.30
		714-201804-032752-000	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	148.23
		714-201804-032894-000	Public Works	Abrams Park Kitchen - Sewer	39.60
		741-201804-032712-000	Public Safety	116 N Main Ave PD - Sewer	46.59
		714-201804-032895-000	Public Works	Abrams Park Restrooms - Sewer	72.60
		714-201804-032899-000	Public Works	Abrams Park Former Mgr House - Sewer	42.96
CLARK REGIONAL WASTEWATER DISTRICT Total					**718.10**
COLUMBIA RESOURCE COMPANY	114	19503	Public Works	Parks/Streets Disposal	1,028.39
COLUMBIA RESOURCE COMPANY Total					**1,028.39**
COMCAST	2271	2271-201804-109	Public Works	Communications PW	305.73
		2271-201804-210	Genl Govt/Facilities	Communications Community Center	223.63

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

COMCAST	**2271**	2271-201804-210	**Community Development**	Communications Community Center	55.96
		2271-20180426-3	**Genl Govt/Facilities**	PW/CDD Fax Line	1.87
			Public Works	PW/CDD Fax Line	30.11
			Community Development	PW/CDD Fax Line	34.07
		2271-201804-230	**Genl Govt/Facilities**	Internet Services MAR 2018	290.39
		2271-201804-116	**Public Safety**	Internet Communications APR 2018	338.19
COMCAST Total					**1,279.95**
COMDATA NETWORK INC.	**1101**	20292927	**Genl Govt/Facilities**	PW/CDD Fuel XN173	60.91
			Public Works	PW/CDD Fuel XN173	1,101.75
			Community Development	PW/CDD Fuel XN173	176.95
		20292929	**Public Safety**	Fuel PD XN795	846.24
COMDATA NETWORK INC. Total					**2,185.85**
COMPULINK MANAGEMENT CENTER INC.	**2648**	144367	**Genl Govt/Facilities**	Document Management System	(1,504.19)
			Public Works	Document Management System	8,765.10
			Community Development	Document Management System	5,691.91
			Information Technology	Document Management System	4,954.18
COMPULINK MANAGEMENT CENTER INC. Total					**17,907.00**
DEPARTMENT OF ECOLOGY	**144**	2018-BA0023272-	**Public Works**	2017/2018 DEPt. of Ecology Biosolids Permit	98.83
DEPARTMENT OF ECOLOGY Total					**98.83**
DEPARTMENT OF LICENSING	**154**	RG0000252-2018	**Genl Govt/Facilities**	CPL Renewal - J Hendrickson	18.00
		RG0000249-2018	**Genl Govt/Facilities**	Original License - CPL S Long	18.00
		RG0000251-2018	**Genl Govt/Facilities**	CPL Original - B Shelton	18.00
		RG0000250-2018	**Genl Govt/Facilities**	CPL Original - C Shelton	18.00
		RG0000253-2018	**Genl Govt/Facilities**	CPL Late Renewal W/ Penalty Fee - Trumbo	21.00
DEPARTMENT OF LICENSING Total					**93.00**
DICK'S TIRE FACTORY	**158**	D90615	**Public Safety**	Vehicle Maintenance	37.71
		D87147	**Public Safety**	Vehicle Maint	37.71
		D90626	**Public Works**	TORO Mower Maint	33.55
DICK'S TIRE FACTORY Total					**108.97**
DISCOVERY FINANCIAL SERVICES	**2011**	2011-201804	**Genl Govt/Facilities**	TU-008100-000	12.13
DISCOVERY FINANCIAL SERVICES Total					**12.13**
E2 LAND USE PLANNING SERVICES LLC	**485**	0485-201804	**Community Development**	Planning Consulting Services MAR 2018	9,185.41
E2 LAND USE PLANNING SERVICES LLC Total					**9,185.41**
ELCOR INC	**2081**	MSP-10447	**Public Safety**	IT Services MAR 2018	1,416.70
			Public Works	IT Services MAR 2018	1,325.23
			Community Development	IT Services MAR 2018	988.95
			Information Technology	IT Services MAR 2018	3,528.74
		10483	**Public Safety**	2018 Warranty Extensions - Licensing	2,054.10
			Public Works	2018 Warranty Extensions - Licensing	1,973.66
			Community Development	2018 Warranty Extensions - Licensing	1,458.42
			Information Technology	2018 Warranty Extensions - Licensing	2,131.14
ELCOR INC Total					**14,876.94**
FERGUSON ENTERPRISES INC # 8423	**181**	636836	**Public Works**	Water Meters	10,261.40
FERGUSON ENTERPRISES INC # 8423 Total					**10,261.40**
FORD HALL COMPANY INC.	**2823**	4262	**Public Works**	Clarifier Brushes	291.85

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City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

FORD HALL COMPANY INC. Total					**291.85**
GRAY AND OSBORNE INC	**207**	17224	**Community Development**	2017-2018 General Engineering Services	467.71
		18229.00-1	**Public Works**	Cemetery Booster Pump & NR Wtr Main	2,396.09
		17277.00-6	**Community Development**	Village at Canyon Ridge PUD - Prof Eng Svcs	144.91
GRAY AND OSBORNE INC Total					**3,008.71**
GSI WATER SOLUTIONS INC.	**2971**	0727.001-2	**Public Works**	Hydrological Study	5,626.73
GSI WATER SOLUTIONS INC. Total					**5,626.73**
GUITAR CENTER	**1748**	77651	**Genl Govt/Facilities**	Outdoor Wireless Sound Set	1,687.26
GUITAR CENTER Total					**1,687.26**
H AND H RECYCLERS	**212**	0035814-IN	**Public Works**	Backfill Osprey Park	175.61
H AND H RECYCLERS Total					**175.61**
H.D. FOWLER COMPANY	**2036**	I4788112	**Public Works**	Operational Supplies	74.88
		I4785830	**Public Works**	Water Operational Supplies	1,145.31
		534370	**Public Works**	Water Operational Supplies	323.54
H.D. FOWLER COMPANY Total					**1,543.73**
HARRY'S LAWN AND POWER EQUIPMENT	**214**	136768	**Public Works**	Operational Supplies	13.28
		137224	**Public Works**	Mower Maint	121.99
HARRY'S LAWN AND POWER EQUIPMENT Total					**135.27**
HONEY BUCKETS	**223**	550604436	**Public Works**	Davis Park Port a Potty	298.00
HONEY BUCKETS Total					**298.00**
IPMA-HR	**1345**	36002-L6D7V9	**Human Resources**	IPMA-HR Membership 7/01/2018-6/30/2019	109.00
IPMA-HR Total					**109.00**
J.L. STOREDAHL AND SONS	**558**	241056	**Genl Govt/Facilities**	3/4" Rock	23.72
			Public Works	3/4" Rock	358.20
			Community Development	3/4" Rock	18.08
J.L. STOREDAHL AND SONS Total					**400.00**
JANEAN Z PARKER	**2199**	184	**Public Works**	Attorney Professional Services	1,900.00
			Community Development	Attorney Professional Services	650.00
			Legal	Attorney Professional Services	1,400.00
JANEAN Z PARKER Total					**3,950.00**
JEFF NITEN	**2249**	2249201804-01	**Community Development**	Meals per-diem - Niten - APN Conference	310.00
JEFF NITEN Total					**310.00**
JEFF PETTIT	**488**	0488201804-01	**Public Safety**	Meals per-diem - Rifle Instruction Course - Pettit	228.00
JEFF PETTIT Total					**228.00**
JESSICA KIPP	**2099**	2099-201804-02	**Genl Govt/Facilities**	Mileage Reimbursement Kipp	43.23
JESSICA KIPP Total					**43.23**
JIM PERRY	**247**	0247-201804	**Community Development**	Training Parking Reimbursement	37.10
JIM PERRY Total					**37.10**
JOE TURNER P.C.	**1437**	756	**Community Development**	Prof Services Quail Hill & Greely Acres	3,280.87
JOE TURNER P.C. Total					**3,280.87**
KENYON DISEND PLLC	**1746**	186849	**Community Development**	Comp Plan Appeal Professional Legal Services	328.24
		186848	**Community Development**	Annexation Appeal Prof Legal Services	558.98
		186850	**Community Development**	Compliance Proceedings Prof Legal Services	550.50
KENYON DISEND PLLC Total					**1,437.72**
LARCH CORRECTIONS CENTER	**2088**	LCC1803.596	**Public Works**	Parks/Storm Cleanup	749.32

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

LARCH CORRECTIONS CENTER Total					**749.32**
LEE KNOTTNERUS	**1765**	1765201804-01	**Administration**	Meals per-diem - Revitalize WA Conf - Knottnerus	222.00
LEE KNOTTNERUS Total					**222.00**
MARIUS L MALATTIA	**1817**	105	**Community Development**	Design Review View MS/RORC/Church of the Nazarine	1,320.00
MARIUS L MALATTIA Total					**1,320.00**
MATTHEW & LESLIE SWINDELL	**2979**	COM-18-0019	**Genl Govt/Facilities**	Refund For Credit Balance	13.00
MATTHEW & LESLIE SWINDELL Total					**13.00**
MINUTEMAN PRESS	**1432**	81128	**Genl Govt/Facilities**	Public Notary Stamp Lisa Blake	3.81
			Public Works	Public Notary Stamp Lisa Blake	41.57
			Community Development	Public Notary Stamp Lisa Blake	2.39
		81127	**Genl Govt/Facilities**	City Hall Remit Stamp	25.47
		81090	**Genl Govt/Facilities**	Spring Clean Up Mailers	859.17
MINUTEMAN PRESS Total					**932.41**
MOFFORD ELECTRIC INC.	**2969**	12620	**Public Works**	Overlook Park Maintenance	3,505.66
MOFFORD ELECTRIC INC. Total					**3,505.66**
MUTUAL MATERIALS	**2750**	1837621	**Public Works**	Osprey Park Supplies	340.92
		1241746	**Public Works**	Credit Memo Returned Product Osprey Park	(379.83)
		1835180	**Public Works**	Supplies Osprey Park	1,088.62
MUTUAL MATERIALS Total					**1,049.71**
NAPA AUTO PARTS	**498**	44504	**Genl Govt/Facilities**	Vehicle Maint	1.03
			Public Works	Vehicle Maint	15.50
			Community Development	Vehicle Maint	0.78
		44970	**Public Works**	Mower Maint	2.06
NAPA AUTO PARTS Total					**19.37**
NATHAN GIBSON	**1036**	1036-201804	**Genl Govt/Facilities**	Boot Reimbursement - Gibson	(17.89)
			Public Safety	Boot Reimbursement - Gibson	230.89
NATHAN GIBSON Total					**213.00**
NORTHSTAR CHEMICAL INC.	**1019**	121051	**Public Works**	Sodium Hydroxide	3,162.42
NORTHSTAR CHEMICAL INC. Total					**3,162.42**
NORTHWEST HYDRAULIC CONSULTANTS INC.	**2918**	22610	**Public Works**	Gee Creek Stabilization Project Consulting	5,621.67
NORTHWEST HYDRAULIC CONSULTANTS INC. Total					**5,621.67**
NORTHWEST NATURAL GAS	**315**	0315-201804-8578-7	**Public Works**	PW Shop - Natural Gas	80.33
		0315-201804-230	**Genl Govt/Facilities**	City Hall - Natural Gas	207.61
		0315-201804-116	**Public Safety**	Police Department - Natural Gas	57.80
NORTHWEST NATURAL GAS Total					**345.74**
OTAK INC.	**1787**	018240.A00	**Community Development**	Ridgefield OnCall Inspection Services	4,086.25
OTAK INC. Total					**4,086.25**
PACIFIC OFFICE AUTOMATION	**2710**	287544	**Genl Govt/Facilities**	PW Quarterly Usage	1.15
			Public Works	PW Quarterly Usage	18.65
			Community Development	PW Quarterly Usage	0.64
PACIFIC OFFICE AUTOMATION Total					**20.44**
PBS ENGINEERING AND ENVIRONMENTAL	**342**	HDJ4083.002-26	**Public Works**	35th & Pioneer Rndbt Design Phase II	26,267.14
		0071220.000-3	**Community Development**	Pioneer Junction - Professional Services	963.91
PBS ENGINEERING AND ENVIRONMENTAL Total					**27,231.05**
PIONEER PEST MANAGEMENT	**2040**	265588	**Genl Govt/Facilities**	City Hall Pest Management	129.00

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

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PIONEER PEST MANAGEMENT	2040	265494	Community Development	CDD Pest Management	197.40
PIONEER PEST MANAGEMENT Total					326.40
PLATT ELECTRIC SUPPLY	766	R057214	Public Works	LED Light WWTP	66.90
		R103950	Public Works	Overlook Park LED Lights	243.01
PLATT ELECTRIC SUPPLY Total					309.91
PUBLIC SAFETY TESTING	354	2018-8261	Public Safety	Subscription Fees Qtr 1 2018	68.06
PUBLIC SAFETY TESTING Total					68.06
REFLECTOR	369	103306	Community Development	PLZ-17-0094	128.64
		103335	Community Development	Main Ave Access Shoreline Improvements PLZ-17-0094	115.63
		103406	Community Development	PLZ-17-0136 SEPA Determination	117.78
		103259	Community Development	Pioneer Village Master Plan	147.13
		103304	Community Development	PLZ-18-0024 SEPA Prelim Hearing	116.70
REFLECTOR Total					625.88
RICOH USA INC.	1662	100358101	Public Safety	PD Copier	179.54
RICOH USA INC. Total					179.54
RIDGEFIELD COMMUNITY CENTER	373	0373-201804	Genl Govt/Facilities	MAR 2018 Community Center Rental	554.15
			Public Works	MAR 2018 Community Center Rental	79.17
			Community Development	MAR 2018 Community Center Rental	316.68
RIDGEFIELD COMMUNITY CENTER Total					950.00
RIDGEFIELD HARDWARE	376	0376-201804	Public Safety	Operational Supplies	32.72
			Public Works	Operational Supplies	1,413.39
RIDGEFIELD HARDWARE Total					1,446.11
RIDGEFIELD SCHOOL DISTRICT	378	1001700052	Public Works	RORC Engineering/Const/Mngmt	274,168.09
RIDGEFIELD SCHOOL DISTRICT Total					274,168.09
SIMPLOT PARTNERS	606	212066572	Public Works	Herbicide - Parks	537.66
SIMPLOT PARTNERS Total					537.66
SMARSH	2550	INV00351243	Information Technology	Email & Social Media Archiving MAR 2018	216.20
SMARSH Total					216.20
SPOK INC.	295	B0364104P	Public Works	Communications	8.68
SPOK INC. Total					8.68
STATE OF WASHINGTON DEPARTMENT OF REVENU	156	0-002-031-110	Genl Govt/Facilities	Feb 2018 B&O and Excise Tax	368.83
			Public Works	Feb 2018 B&O and Excise Tax	4,973.54
STATE OF WASHINGTON DEPARTMENT OF REVENU Total					5,342.37
STATE OF WASHINGTON DEPARTMENT OF REVENU	156	0-002-548-004	Genl Govt/Facilities	Mar 2018 B&O & Excise Tax	39.48
			Public Works	Mar 2018 B&O & Excise Tax	11,315.11
STATE OF WASHINGTON DEPARTMENT OF REVENUE Total					11,354.59
TRIBECA TRANSPORT LLC	747	COR-1805	Public Works	Sludge Hauling	2,135.00
TRIBECA TRANSPORT LLC Total					2,135.00
US BANK	2237	2237-201804	Finance	Secure Custody Charges MAR 2018	26.00
US BANK Total					26.00
USA BLUEBOOK	444	542250	Public Works	Operational Supplies	353.42
USA BLUEBOOK Total					353.42
VANCOUVER BOLT AND SUPPLY	447	VA-106629	Public Works	Operational Supplies	7.24
VANCOUVER BOLT AND SUPPLY Total					7.24
VERIZON WIRELESS	452	9804387744	Genl Govt/Facilities	Communications MAR 2018	166.45

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

VERIZON WIRELESS	**452**	9804387744	**Public Safety**	Communications MAR 2018	1,024.34
			Public Works	Communications MAR 2018	903.09
			Community Development	Communications MAR 2018	339.24
			Finance	Communications MAR 2018	101.22
			Administration	Communications MAR 2018	101.22
			Council	Communications MAR 2018	280.07
			Executive	Communications MAR 2018	101.22
VERIZON WIRELESS Total					**3,016.85**
WA OFFICE OF SECRETARY OF STATE	**1016**	8613	**Genl Govt/Facilities**	Archive Boxes	64.39
WA OFFICE OF SECRETARY OF STATE Total					**64.39**
WA STATE TREASURER'S OFFICE	**642**	1stQ2018	**Genl Govt/Facilities**	1st Quarter 2018 Building Code Fees	302.00
WA STATE TREASURER'S OFFICE Total					**302.00**
WASHINGTON STATE PATROL	**463**	I18006599	**Genl Govt/Facilities**	CPL Background Checks	84.00
WASHINGTON STATE PATROL Total					**84.00**
WELLS FARGO	**1681**	201804-1133	**Genl Govt/Facilities**	Sportsmans Steakhouse-Vancouver employees after assistance	3.16
				Carl B Clean Carwash-Vehicle maintenance	2.96
				Costco Vancouver-Batteries for the crew	2.89
			Public Works	Sportsmans Steakhouse-Vancouver employees after assistance	47.76
				Carl B Clean Carwash-Vehicle maintenance	44.73
				Costco Vancouver-Batteries for the crew	43.66
			Community Development	Sportsmans Steakhouse-Vancouver employees after assistance	2.41
				Carl B Clean Carwash-Vehicle maintenance	2.26
				Costco Vancouver-Batteries for the crew	2.20
		201804-2960	**Genl Govt/Facilities**	Ezee Supply Co-E-Zee Grabbers for Big Paddle - Parks Foundation	489.07
			Public Works	Forsite-Street Signs	1,462.00
				USPS-Mail Certified Letter - RORC Capital Grant	3.95
			Finance	Government Finance Off-GFOA Budget Excellence Award Submission	330.00
				The Edgewater Hotel-Public Finance Conference Lodging - Kirk	283.91
				The Fuel Bistro-Welcome Lunch New Employee - Staff Recognition	63.91
				The Edgewater Hotel-Public Finance Conference Lodging - Julieta	228.74
		201804-1889	**Council**	Vintage Revival-Materials for Mayor's Award	20.54
			Executive	Sportsmans Steakhouse-State of the City	94.32
				Hotels.com-Lodging for ICSC RECon	664.29
				Country Cafi¿½-Briefing with City Council re: upcoming agendas and	120.88
				El Rancho Viejo-Meeting with Mayor Onslow to discuss State of th	27.55
				Starbucks Vancouver-Meeting re: RORC Use Agreement	5.15
				GA-Campus Parking Olympia WA-Parking for AWC Mayor's Exchange Me	14.00
				Toms Urban-Meeting re: RORC Use Agreement	18.08
				End of the Road Grill-Meeting re: RORC Use Agreement	17.63
				Adobe Systems-Monthly Subscription	16.25
				Fuel Bistro-Meeting re: State of the City	18.72
				Sportsmans Steakhouse-Meeting with stakeholders re: RORC Use Agr	197.62
				Sportsmans Steakhouse-Meeting with City Councilors re: upcoming	36.57
				City of Portland-Parking for DJC Oregon Awards Luncheon	6.00
				Toms Urban-Meeting with RSD Superintendent to discuss RORC	37.23

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

WELLS FARGO	**1681**	201804-5494	**Genl Govt/Facilities**	Shutterstock inc-event marketing	29.00
				Facebook-event marketing	7.88
				Vinnies Pizza-1st sat	50.00
				Etsy.com-1st sat/farmers market	539.36
				Ridgefield Floral-1st sat	9.76
				Vinnies Pizza-1st sat	75.00
				Facebook-event marketing/submitted invoice request	40.00
				Amazon Marketplace-1st sat	78.54
				Etsy.com-farm to table	75.34
			Community Development	Papa Petes Pizza-interview panel	40.32
			Human Resources	Costco Vancouver-employee relations	123.54
				Amazon.com-wellness	97.35
			Council	PAYPAL LegacyRock-Mayor Award - refund	(109.00)
				Plaquemaker-Mayor award	142.39
				Blue Heron Floral-Mayor Awards	146.34
				PAYPAL LegacyRock-Mayor Award	109.00
		201804-8453	**Genl Govt/Facilities**	Dry Box Inc-PW Storage	21.68
			Public Works	Dry Box Inc-PW Storage	65.04
			Community Development	Cov Parking Payst-CDD Office Tour	1.85
				Main Event Sports Grill-CDD Office Tour	143.95
		201804-1117	**Genl Govt/Facilities**	ACT*APWA-Bryan Kast conference registration	46.50
				Office Depot-Events	19.50
				Party City-State of the City	50.72
			Public Works	ACT*APWA-Bryan Kast conference registration	325.50
			Community Development	Hilton Hotels-John Wilson training	180.72
				ACT*APWA-Bryan Kast conference registration	93.00
				Hilton Hotels-Jim Perry training	180.72
			Human Resources	Lava Java-All Hands	30.41
				Office Depot-Wellness	579.00
				Costco Vancouver-Wellness	533.07
				Fred-Meyer-All Hands	43.91
			Council	Bardy Trophy-Mayor Onslow Gift	260.00
		201804-7296	**Public Safety**	SIRENNET-Tax for Spotlights below charged by SIRENNET	21.44
				Hi-School Hardware-Replacement T-5 Bulb for Officer Work Space	13.00
				Amazon Marketplace-Samusng Phone Case Samsung	8.66
				Amazon Marketplace-I-Phone Case 6S	6.49
				Safariland-Registration Impact-Munitions Class-Officer Jeff Pett	275.00
				SIRENNET.COM-2 Replacement LED Spotlight Bulbs Gibson & Spare	255.28
				Newbold Targets-Dummy .223 Rounds 10 for Rifle Class-Officer Jef	20.37
		201804-4015	**Public Works**	Google*Hayneedle Inc-BASKETBALL HOOP FOR Hayden Park	104.07
				Traffic Safety Warehouse-SIGNALS FOR NEW STOP SIGNS ON PIONEER A	201.80
				El Rancho Viejo-Take Vancouver employees to lunch (storm)	43.92
		201804-8989	**Public Safety**	COPQuest-Uniform Item - Service Stripes	99.20
				FBI National Academy-Dues - Professional Organization - OR/WA	130.00
		201804-9760	**Public Safety**	Costco Vancouver-Bathroom lightbulbs	30.67

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on: April 26, 2018

WELLS FARGO	**1681**	201804-9760	**Public Safety**	GALLS-name plates for uniforms	23.42
				Amazon Mktplce-pen refill and phone case for officer	25.02
				Amazon Mktplce-mouse pad for squad room	4.17
				Verzx Chemical Company-Dyno wipes for fingerprint ink etc	63.58
				TLO Transunion-back ground checks	94.95
		201804-4056	**Administration**	Paypal Washingtonm-WMCA Membership Renewal	75.00
				Red Lion Hotels-WMCA Conference	324.54
			Council	Brownpapertickets.com-CREDC Meeting - Sandra Day	10.00
		201804-8764	**Genl Govt/Facilities**	Amazon Web Services-Website	0.40
				Lava Java-State of the City	30.41
			Administration	National Main Street CTR-Training	275.00
		201804-2495	**Community Development**	The Oak Tree Restaurant-Admin Assistant candidate lunch	41.50
				Sportsmans Steakhouse-Ridgefield Main St. monthly meeting	27.10
WELLS FARGO Total					**10,543.82**
WOODLAND TRUE VALUE HARDWARE	**1507**	B192193	**Public Works**	Operational Supplies WWTP	122.98
WOODLAND TRUE VALUE HARDWARE Total					**122.98**
YULIYA FERRISS	**1050**	1050-201804-02	**Genl Govt/Facilities**	Mileage Reimbursement City Events - Ferriss	54.89
YULIYA FERRISS Total					**54.89**
Grand Total					**680,985.96**

Attachment: April 26 2018 Claims Report (Approval of Claims And/Or Payroll)

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM: PRESENTATION

AGENDA ITEM TITLE: Fourth Quarter 2017 Financial Report

GOVERNING LEGISLATION:

City of Ridgefield Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Reviewed Quarterly Financial Reports

SUMMARY/BACKGROUND:

4th quarter 2017 financial report budget to actual

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

No action requested

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 4 Qrtr 2017 Budget Report (PDF)

4th Quarter 2017 Budget Report

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

2017 Reserves Per Policy

	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%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
General Fund Revenue

Revenue	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Property Taxes	$ 1,056,195	$1,060,000	99.6%	$ 988,321	6.9%
Retail Sales Taxes	1,715,892	1,547,056	110.9%	1,435,637	19.5%
Utility and Other Taxes	992,801	1,023,931	97.0%	896,123	10.8%
Licenses and Permits	688,425	679,283	101.3%	875,419	-21.4%
Planning and Development	590,227	690,473	85.5%	668,458	-11.7%
Fines Forfeits and Restitution	70,716	78,417	90.2%	68,761	2.8%
Charges for Goods and Services	37,107	7,519	493.5%	5,178	616.6%
Interfund Charges for Goods and Service	431,804	431,804	100.0%	416,815	3.6%
Intergovernmental/Grants/Other	280,147	291,465	96.1%	370,463	-24.4%
Total General Fund Revenue	$ 5,863,314	$5,809,948	100.9%	$5,725,175	2.4%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
General Fund Expense

Expense	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Department					
City Council	$ 81,626	$ 80,660	101.2%	$ 65,402	24.8%
Judicial	127,677	130,000	98.2%	130,881	-2.4%
Legal	22,209	45,000	49.4%	30,023	-26.0%
Executive	229,387	220,391	104.1%	198,545	15.5%
Finance	358,239	355,245	100.8%	313,983	14.1%
Human Resources	207,550	197,944	104.9%	195,344	6.2%
Administration	301,040	307,972	97.7%	323,337	-6.9%
General Government/Facilities	647,176	651,524	99.3%	546,131	18.5%
Information Tech	169,009	204,797	82.5%	222,667	-24.1%
Public Safety	1,535,926	1,537,217	99.9%	1,489,748	3.1%
Cemetery	13,474	29,570	45.6%	15,914	-15.3%
Community Development	1,523,305	1,548,649	98.4%	932,977	63.3%
Parks	360,222	375,525	95.9%	371,885	-3.1%
Transfer to Equip Replace Fund	45,794	45,794	100.0%	104,700	-56.3%
Transfers Out - To Street Fund	331,100	331,100	100.0%	346,725	-4.5%
Transfers To Capital - Streets	145,000	145,000	100.0%	104,074	39.3%
Transfers To Capital - Parks	2,483	16,500	15.0%	30,000	-91.7%
Total General Fund Expense	$ 6,101,217	$6,222,888	98.0%	$5,422,336	12.5%
Total Net Revenue (Loss)	$ (237,903)	$ (412,940)	57.6%	$ 302,839	-178.6%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
General Fund - Fund Balance

Fund Balance	4Q 2017 YTD Actual	2017 Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 2,580,774	$2,580,774	$ 2,277,931	13.3%
Net Increase (Decrease)	(237,903)	(412,940)	302,839	-178.6%
Ending Balance	2,342,871	2,167,834	2,580,774	-9.2%
Less: Reserved Amounts *	1,797,665	1,797,665	1,658,317	8.4%
Net Ending and Available Balance	$ 545,206	$ 370,169	$ 922,457	-40.9%
* Includes Street Fund Reserves				

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
Street Fund

Revenue	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Tax/Franchise Fees	$ 57,993	$ 64,062	90.5%	$ 52,610	10.2%
Vehicle Motor Fuel Tax	158,094	156,705	100.9%	145,302	8.8%
Grants	-	50,000	0.0%	3,500	-100.0%
Permits	10,688	9,106	117.4%	11,898	-10.2%
Transfer In - General Fund	331,100	331,100	100.0%	346,725	-4.5%
Other Revenue	1,107	2,525	43.8%	5,946	-81.4%
Total Street Fund Revenue	$ 558,982	$ 613,498	91.1%	$ 565,981	-1.2%

Expense	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Street Fund	$ 581,374	$ 666,470	87.2%	$ 496,345	17.1%
Total Street Fund Expense	$ 581,374	$ 666,470	87.2%	$ 496,345	17.1%
Total Net Revenue (Loss)	$ (22,392)	$ (52,972)	42.3%	$ 69,636	-132.2%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 86,040	$ 86,040		$ 16,404	424.5%
Net Increase (Decrease)	(22,392)	(52,972)		69,636	-132.2%
Ending Balance	63,648	33,068		86,040	-26.0%
Less: Reserved Amounts *	-	-		-	
Net Ending and Available Balance	$ 63,648	$ 33,068		$ 86,040	-26.0%

*Reserves Maintained in General Fund

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
Drug Fund & Debt Service Fund

Drug	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 4,126	$ 1,086	379.9%	$ 970	325.4%
Expense	8,928	8,900	100.3%	4,017	
Total Net Revenue (Loss)	$ (4,802)	$ (7,814)	61.5%	$ (3,047)	57.6%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 12,012	$ 12,012		$ 15,059	-20.2%
Net Increase (Decrease)	(4,802)	(7,814)		(3,047)	57.6%
Ending Fund Balance	$ 7,210	$ 4,198		$ 12,012	-40.0%

Debt Service Fund	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 10,013,803	$ 10,020,225	99.9%	$ -	100.0%
Expense	8,342,030	10,020,225	83.3%	-	100.0%
Total Net Revenue (Loss)	$ 1,671,773	$ -		$ -	

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ -	$ -		$ -	
Net Increase (Decrease)	1,671,773	-		-	
Ending Fund Balance	$ 1,671,773	$ -		$ -	

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
REET and Impact Fee Funds

Real Estate Excise Tax (REET)	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 1,983,000	$ 1,707,586	116.1%	$ 922,179	115.0%
Expense	515,919	4,526,550	11.4%	885,875	-41.8%
Total Net Revenue (Loss)	$ 1,467,081	$ (2,818,964)	-52.0%	$ 36,304	3941.1%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 3,258,956	$ 3,258,956		$ 3,222,652	1.1%
Net Increase (Decrease)	1,467,081	(2,818,964)		36,304	3941.1%
Ending Fund Balance	$ 4,726,037	$ 439,992		$ 3,258,956	45.0%

Park Impact Fee (PIF)	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 2,045,303	$ 2,333,159	87.7%	$ 809,055	152.8%
Expense	526,756	2,183,875	24.1%	1,047,887	-49.7%
Total Net Revenue (Loss)	$ 1,518,547	$ 149,284	1017.2%	$ (238,832)	-735.8%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 1,802,481	$ 1,802,481		$ 2,041,313	-11.7%
Net Increase (Decrease)	1,518,547	149,284		(238,832)	-735.8%
Ending Fund Balance	$ 3,321,028	$ 1,951,765		$ 1,802,481	84.2%

Traffic Impact Fee (TIF)	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 279,766	$ 273,099	102.4%	$ 203,343	37.6%
Expense	445,224	1,247,000	35.7%	52,367	750.2%
Total Net Revenue (Loss)	$ (165,458)	$ (973,901)	17.0%	$ 150,976	-209.6%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 982,531	$ 982,531		$ 831,555	18.2%
Net Increase (Decrease)	(165,458)	(973,901)		150,976	-209.6%
Ending Fund Balance	$ 817,073	$ 8,630		$ 982,531	-16.8%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
General Capital & Equipment Replacement Funds

General Capital Projects	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 9,662,101	$ 19,569,991	49.4%	$ 2,184,536	342.3%
Expense	9,623,349	13,870,425	69.4%	2,277,943	322.5%
Total Net Revenue (Loss)	$ 38,752	$ 5,699,566	0.7%	$ (93,407)	-141.5%
Fund Balance	**4Q 2017 YTD Actual**	**2017 Budget**		**4Q 2016 YTD Actual**	**4Q 2017 v 4Q 2016**
Beginning Balance	$ 9,169	$ 9,169		$ 102,576	108.9%
Net Increase (Decrease)	38,752	5,699,566		(93,407)	-141.5%
Ending Fund Balance	$ 47,921	$ 5,708,735		$ 9,169	622.6%

Equipment Replacement (ERF)	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 115,193	$ 115,067	100.1%	$ 195,382	-41.0%
Expense	135,133	141,600	95.4%	117,867	14.6%
Total Net Revenue (Loss)	$ (19,940)	$ (26,533)	75.2%	$ 77,515	-125.7%
Fund Balance	**4Q 2017 YTD Actual**	**2017 Budget**		**4Q 2016 YTD Actual**	**4Q 2017 v 4Q 2016**
Beginning Balance	$ 189,443	$ 189,443		$ 111,928	69.3%
Net Increase (Decrease)	(19,940)	(26,533)		77,515	-125.7%
Ending Fund Balance	$ 169,503	$ 162,910		$ 189,443	-10.5%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
Water and Storm Water Operating Funds

Water Utility O&M	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 1,741,280	$ 1,847,560	94.2%	$ 1,730,341	0.6%
Expense	1,681,605	1,857,671	90.5%	1,705,627	-1.4%
Total Net Revenue (Loss)	$ 59,675	$ (10,111)	-590.2%	$ 24,714	141.5%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 1,220,770	$ 1,220,770		$ 1,196,056	2.1%
Net Increase (Decrease)	59,675	(10,111)		24,714	141.5%
Ending Balance	1,280,445	1,210,659		1,220,770	4.9%
Less: Reserved Amounts	457,309	457,309		485,130	-5.7%
Net Ending and Available Fund Balance	$ 823,136	$ 753,350		$ 735,640	11.9%

Stormwater Utility O&M	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 499,705	$ 483,946	103.3%	$ 430,956	16.0%
Expense	535,135	594,349	90.0%	475,227	12.6%
Total Net Revenue (Loss)	$ (35,430)	$ (110,403)	32.1%	$ (44,271)	-20.0%

Fund Balance	4Q 2017 YTD Actual	2017 Budget		4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 568,051	$ 568,051		$ 612,322	-7.2%
Net Increase (Decrease)	(35,430)	(110,403)		(44,271)	-20.0%
Ending Balance	532,621	457,648		568,051	-6.2%
Less: Reserved Amounts	159,175	159,175		149,726	6.3%
Net Ending and Available Fund Balance	$ 373,446	$ 298,473		$ 418,325	-10.7%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
Sewer Treatment Operating Fund

Sewer Treatment Utility O&M	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 732,298	$ 808,348	90.6%	$ 1,857,481	-60.6%
Expense	588,294	809,853	72.6%	1,878,654	-68.7%
Total Net Revenue (Loss)	$ 144,004	$ (1,505)	-9568.4%	$ (21,173)	-780.1%

Fund Balance	4Q 2017 YTD Actual	2017 Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Beginning Balance	$ 121,645	$ 121,645	$ 142,818	-14.8%
Net Increase (Decrease)	144,004	(1,505)	(21,173)	-780.1%
Ending Balance	265,649	120,140	121,645	118.4%
Less: Reserved Amounts	170,000	156,000	156,000	9.0%
Net Ending and Available Fund Balance	$ 95,649	$ (35,860)	$ (34,355)	-378.4%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
Water SDC and Utility Capital Fund

Water SDC	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 919,391	$ 1,074,197	85.6%	$ 1,345,552	-31.7%
Expense	734,463	1,433,713	51.2%	391,027	87.8%
Total Net Revenue (Loss)	$ 184,928	$ (359,516)	-51.4%	$ 954,525	-80.6%
Fund Balance	**4Q 2017 YTD Actual**	**2017 Budget**		**4Q 2016 YTD Actual**	**4Q 2017 v 4Q 2016**
Beginning Balance	$ 4,709,682	$ 4,709,682		$ 3,755,157	25.4%
Net Increase (Decrease)	184,928	(359,516)		954,525	-80.6%
Net Ending and Available Fund Balance	$ 4,894,610	$ 4,350,166		$ 4,709,682	3.9%

Utility Capital Projects	4Q 2017 YTD Actual	2017 Budget	4Q % of Budget	4Q 2016 YTD Actual	4Q 2017 v 4Q 2016
Revenue	$ 1,044,221	$ 1,519,825	68.7%	$ 3,168,042	-67.0%
Expense	801,672	1,519,800	52.7%	2,824,267	-71.6%
Total Net Revenue (Loss)	$ 242,549	$ 25	970196.0%	$ 343,775	-29.4%
Fund Balance	**4Q 2017 YTD Actual**	**2017 Budget**		**4Q 2016 YTD Actual**	**4Q 2017 v 4Q 2016**
Beginning Balance	$ (226,024)	$ (226,024)		$ (569,799)	-60.3%
Net Increase (Decrease)	242,549	25		343,775	-29.4%
Net Ending and Available Fund Balance	$ 16,525	$ (225,999)		$ (226,024)	-107.3%

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

4th Quarter 2017
City Investments

- Total investment portfolio $9,727,440
  - Municipal bonds $1,493,644
  - US Agency bonds $5,803,265
  - Clark County investment pool $3,668,249
  - Washington State local government investment pool $263,790
- Current yield on investment 1.68%
- Weighted average maturity 24.80 months
- All investments within policy limits

Attachment: 4 Qrtr 2017 Budget Report (Fourth Quarter 2017 Financial Report)

THANK YOU

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington, Amending Ordinance No. 1236 Relating to the Issuance of One or More Series of Limited Tax General Obligation Bonds of the City to Finance Costs Related to Developing, Equipping and Furnishing the Ridgefield Outdoor Recreation Complex and Paying Costs of Issuing the Bonds, and Other Matters Related Thereto.

GOVERNING LEGISLATION:
RCW 39.36; Ridgefield Financial Policy #10: Debt Management

PREVIOUS COUNCIL ACTION TAKEN:
Council previously adopted Ordinance No. 1236 July 13, 2017, issuing limited tax general obligation bonds to develop, equip, and furnish the Ridgefield Outdoor Recreation Complex in a principal amount not to exceed $15,000,000. Council has approved multiple interlocal agreements with the Ridgefield School District for a shared use recreation complex.

SUMMARY/BACKGROUND:
The City of Ridgefield entered into an agreement with Ridgefield School District No. 122 to build a shared use recreation complex (Ridgefield Outdoor Recreation Complex or RORC). The City has agreed to build the facility while the school district is providing the majority of the land the facility will be built on. Funding for the design, 7.5 acre land purchase by the City, and construction will come from multiple sources including existing development related funding, consisting of Real Estate Excise Tax and Park Impact Fees. The city issued $9,945,000 in general obligation bonds on October 5, 2017. Additional funding has been received from a state capital grant in the amount of $727,500 to build the community building located at the RORC site. The final funding piece will be a second issuance of general obligation bonds in 2018. Initially the city anticipated issuing an additional $5,000,000 in bonds in 2018. Due to additional expense related to the project, staff are requesting an increase in bonding capacity to a not to exceed principal amount of $17,000,000 including the $9,455,000 issued in 2017.

Ordinance No. 1261 provides the amended legal authorization to the City Manager and Finance Director to issue the bonds and sets the not to exceed amount, maximum rate and time frame for issuance of the bonds. The City's project timeline includes the final construction of the facility, beginning in April 2018 and completing by September 2018.

BUDGET/FINANCIAL IMPACTS:
Initial estimates are for a total of $17 million issuance, with debt service to be approximately $1,020,000 annually, payable from development related funding through Real Estate Excise Tax and Park Impact Fee revenue sources.

RECOMMENDED ACTION OR MOTION:
Staff recommends council waive second reading and adopt Ordinance No. 1261 by making the following motion:

"I move to waive second reading and adopt Ordinance No. 1261, as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1261

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON, AMENDING ORDINANCE NO. 1236 RELATING TO THE ISSUANCE OF ONE OR MORE SERIES OF LIMITED TAX GENERAL OBLIGATION BONDS OF THE CITY TO FINANCE COSTS RELATED TO DEVELOPING, EQUIPPING AND FURNISHING THE RIDGEFIELD OUTDOOR RECREATION COMPLEX AND PAYING COSTS OF ISSUING THE BONDS, AND OTHER MATTERS RELATED THERETO.

WHEREAS, the City Council (the "Council") of the City of Ridgefield, Washington (the "City"), has deemed it in the best interest of the City that the City, together with Ridgefield School District No. 122, Clark County, Washington (the "District"), develop, equip and furnish the Ridgefield Outdoor Recreation Complex to be located at South Hillhurst Road and Carty Road, Ridgefield, Washington (the "Project"); and

WHEREAS, after due consideration the Council adopted Ordinance No. 1236 on July 13, 2017, authorizing the issuance and sale from time to time of one or more series of limited tax general obligation bonds (the "Bonds") to pay all or a portion of the costs of the Project and to pay costs of issuance for the Bonds; and

WHEREAS, the sale and issuance of the Bonds is contingent on satisfaction of certain parameters relating to the final terms of the Bonds, including a maximum aggregate principal amount of Bonds of not to exceed $15,000,000; and

WHEREAS, pursuant to Ordinance No. 1236, the City issued its Limited Tax General Obligation Bonds, 2017 on October 5, 2017 in the aggregate principal amount of $9,455,000, leaving $5,545,000 of bond authorization remaining; and

WHEREAS, the expected costs of the Project have increased and the Council now desires to amend Ordinance No. 1236 to increase the not to exceed principal amount of Bonds issued thereunder to $17,000,000, resulting in $7,545,000 of bond authorization remaining;

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

Section 1. **Definitions and Interpretation of Terms**. Except as otherwise provided herein, definitions used in this ordinance shall have the meanings set forth in Ordinance No. 1236.

Section 2. **Amendment to Ordinance No. 1236: Section 3 (Authorization of Bonds and Bond Details)**. Section 3 (Authorization of Bonds and Bond Details) of Ordinance No. 1236 is hereby amended to read as follows (deletions are ~~stricken~~, additions are double underlined):

> Section 3. Authorization of Bonds and Bond Details. For the purpose of paying and/or reimbursing the City for costs of the Project and paying costs of issuance of the Bonds, the City shall issue and sell one or more series of its limited tax general obligation bonds in an aggregate principal amount of not to exceed $17,000,000~~15,000,000~~ (the "Bonds") as set forth herein.

The Bonds shall be general obligations of the City, shall be designated "City of Ridgefield, Washington, Limited Tax General Obligation Bonds, 2017" with additional series designation or other such designation as determined to be necessary by a Designated Representative. The Bonds shall be

dated as of the date of Closing; shall be fully registered as to both principal and interest; shall be in the denomination of $5,000 each, or any integral multiple thereof, within a series and maturity; shall be numbered separately in such manner and with any additional designation as the Bond Registrar deems necessary for purposes of identification; shall bear interest from their date payable on the dates and commencing as provided in the Bond Purchase Contract; and shall mature on the dates and in the principal amounts set forth in the Bond Purchase Contract, as approved and executed by a Designated Representative pursuant to Section 12 of this ordinance.

Section 3. Amendment to Ordinance No. 1236: Section 12 (Sale of Bonds). Section 12 (Sale of Bonds) of Ordinance No. 1236 is hereby amended to read as follows (deletions are ~~stricken~~, additions are double underlined):

Section 12. Sale of Bonds.

(a) *Bond Sale*. The Bonds shall be sold at negotiated sale to the Underwriter pursuant to the terms of the Bond Purchase Contract. The Council has determined that it is in the best interest of the City to delegate to each of the Designated Representatives, for a limited time the authority to approve the final interest rates, aggregate principal amount(s), principal amount of each maturity of the Bonds, whether to issue the Bonds in one or more series, whether to designate the Bonds (or the Bonds of a series) as Tax-Exempt or Taxable Bonds, and the redemption rights for each series of Bonds.

Subject to the terms and conditions set forth in this Section 12, each Designated Representative is hereby authorized to determine whether to issue the Bonds in one or more series, whether to designate the Bonds (or the Bonds of a series) as Tax-Exempt or Taxable Bonds, and to approve the final interest rates, aggregate principal amount, principal maturities, and redemption rights for the Bonds in the manner provided hereafter so long as:

(1) the aggregate principal amount of the Bonds issued from time to time under the authority of this ordinance does not exceed $17,000,000~~15,000,000~~,

(2) the final maturity date for the Bonds is no later than December 1, 2048,

(3) the aggregate purchase price for a series of the Bonds shall not be less than 98% of the aggregate stated principal amount of such series of Bonds, excluding any original issue discount, and

(4) the true interest cost for a series of Bonds (in the aggregate) does not exceed 5.00%.

Subject to the terms and conditions set forth in this section, a Designated Representative is hereby authorized to execute the Bond Purchase Contract on behalf of the City.

Following the execution of the Bond Purchase Contract, a Designated Representative shall provide a report to the Council describing the final terms of the Bonds approved pursuant to the authority delegated in this section. The authority granted to the Designated Representatives by this Section 12 shall expire on August 31, 2018. If the Bond Purchase Contract for the Bonds has not been executed by August 31, 2018, the authorization for the issuance of the Bonds shall be rescinded, and the Bonds shall not be issued nor their sale approved unless such Bonds are re-authorized by ordinance of the Council. The ordinance re-authorizing the issuance and sale of such Bonds may be in the form of a new ordinance repealing this ordinance in whole or in part or may be in the form of an amendatory ordinance approving a Bond Purchase Contract or establishing terms and conditions for the authority delegated under this Section 12.

(b) *Delivery of Bonds; Documentation*. Upon the passage and approval of this ordinance and execution of the Bond Purchase Contract, the proper officials of the City, including the Designated Representatives, are authorized and directed to undertake all action necessary for the prompt execution and delivery of the Bonds to the Underwriter and further to execute all closing certificates and documents required to effect the closing and delivery of the Bonds in accordance with the terms of the Bond Purchase Contract. Such documents may include, but are not limited to, documents related to a municipal bond insurance policy delivered by an insurer to insure the payment when due of the principal of and interest on all or a portion of the Bonds as provided therein, if such insurance is determined by a Designated Representative to be in the best interest of the City.

Section 4. Ratification. Except as hereby amended, the remaining terms and conditions of Ordinance No. 1236 are hereby ratified and confirmed in all respects. All acts taken pursuant to the authority granted in this ordinance but prior to its effective date are hereby ratified and confirmed.

Section 5. Effective Date. This ordinance shall be in full force and effect five days after publication of this ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED BY THE CITY COUNCIL at its regular meeting held on May 10, 2018.

_____
Don Stose, Mayor

ATTEST

_____
Julie Ferriss, City Clerk

APPROVED AS TO FORM

Pacifica Law Group LLP, as Bond Counsel

By: _____

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM: BUSINESS

AGENDA ITEM TITLE: 2018 Budget Amendment

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

PREVIOUS COUNCIL ACTION TAKEN:
Council adopted Ordinance No. 1251 pertaining to the 2018 Budget on December 7, 2017.

SUMMARY/BACKGROUND:
The budget amendment totals $1,572,194 in total appropriations, including a net amount of $8,894 in Capital Project Fund and operating fund transfers. On-going costs of $96,350 are included in the appropriation requests, for a new FTE for a Plans Examiner and additional benefit costs to support the shared Accounting Clerk position. The amendment includes a request to increase the FTE count by 1.25 FTE to a total of 45.75 FTE positions.

The amendment also includes recognition of $1,428,370 increase in revenue. $120,280 in proceeds from the State Capital Grant, $290,000 in additional CDBG grant funds, $787,440 in re-appropriated 2017 TIB grant funds, and $133,850 in re-appropriated TIB grants funds and matching CPU rebates. In addition to the grant funding the city is recognizing $15,000 in developer share funding for road projects, $48,000 in re-appropriated reimbursements from CRWWD for sewer work on the 35th roundabout project, and $33,800 in additional interlocal revenue in relation to the Plans Examiner position. The total fund balance impact to the City is a decrease of $134,930.

Operating fund transfers include $76,000 in transfers originally budgeted to the street fund that will be reallocated to the General Capital Fund. Additional transfers include $98,354 to support capital and street fund requests, $66,080 in Water Fund capital utility transfers and $14,560 in Storm Fund capital utility transfers. The Capital Project Fund transfers include elimination of $385,000 in PIF Fund transfers and re-appropriation of $214,900 in TIF Fund transfers.

Refer to the attached exhibit “A” for Ordinance No. 1259 for a list of project requests and the following table for detailed fund balance impact.

Fund Balance Impact					
		Total Expense	Increased Revenue	Interfund Transfer In	Fund Impact
001	General Fund	293,702	-	-	(293,702)
001-58	Building Fees	785,439	33,800		(751,639)
101	Street Fund	(33,006)	-	(33,006)	-
105	REET Fund	-	-	-	-
114	PIF Fund	(385,000)	-	-	385,000
115	TIF Fund	214,900	-	-	(214,900)
300	General Capital	155,110	1,180,970	41,900	1,067,760
406	Water Fund	349,992	-	-	(349,992)
407	Sewer Fund	48,000	48,000	-	-
408	Storm Fund	62,417			(62,417)
410	Water Utility Capital	66,080	135,700	-	69,620
412	Storm Utility Capital	14,560	29,900	-	15,340
	Total	1,572,194	1,428,370	8,894	(134,930)

BUDGET/FINANCIAL IMPACTS:
Please refer to the included table and to Exhibit "A" attached to Ordinance No. 1259

RECOMMENDED ACTION OR MOTION:
Staff recommends Council adopt Ordinance No. 1259 by making the following motion:

"I move to adopt Ordinance No. 1259, as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: Exhibit A 2018 Budget Amendment (PDF)
2018 Budget Amendment 1 - Presentation (PDF)

ORDINANCE NO. 1259

2018 BUDGET AMENDMENT

WHEREAS, the Ridgefield City Council at its regular meeting on December 7, 2017 adopted Ordinance No. 1251 which adopted the City of Ridgefield 2018 budget; and

WHEREAS, the City of Ridgefield deems it necessary to appropriate additional expenditures in 2018 in the funds that are identified in the attached Exhibit A of the 2018 budget amendment; and

WHEREAS, these expenditures were not anticipated at the time of the adoption of the 2018 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 2018 budget to account for revenues and expenditures that were not anticipated at the time of adoption.

Section 2. Budget Amendment Adopted. Ordinance No. 1259, and the budget of the City of Ridgefield for fiscal year 2018 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 26th DAY OF APRIL, 2018.

_____

Don Stose, Mayor

ATTEST:

_____
Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

_____
Janean Parker, City Attorney

First Reading:	April 12, 2018
Second Reading	April 26, 2018
Date of Publication:	May 2, 2018
Effective Date:	May 7, 2018

Exhibit "A"

2018 Budget Amendment #1

Ordinance #1259

					Expense				Funding Source				
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2018 Appropr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
1	Finance	General Capital	Developer Share Road Improvements	Developer	-	-	-	-	5,000	-	-	5,000	Recognize developer contribution for road improvements to Pioneer and 5th Ave intersection
2	Finance	General Capital	Developer Share Road Improvements	Developer	-	-	-	-	10,000	-	-	10,000	Receognize developer contribution for road improvements to Pioneer and 9th Ave intersection
3	Finance	General Capital	Public Safety Building	Capital Grant	-	-	-	-	-	-	120,280	120,280	Recognize revenue for capital Grant for Public Safety
4	Public Works	General Cap / Utility Capital	S. 8th Ave Design	General Fund / Water Fund / Storm Fund	112,000			112,000		112,000		(112,000)	Design for S. 8th Ave improvements. Construction will be paid with CDBG grant. Match amount is cost of design. 59% water, 13% storm, 28% general fund.
5	Public Works	General Cap / Utility Capital	S 8th Ave Grant	CDBG Grant	-	-	-	-	-	-	230,000	230,000	Recognition of CDBG grant for construction of S. 8th Ave improvements.
6	Public Works	General Capital	Downtown Accessibility Project	Grant, Street Fund	115,000	-	-	115,000	-	55,000	60,000	(55,000)	Funding for schedule B and change order for Downtown Accessibility Project. Increase expense budget $100,000. Funding $60,000 from CDBG grant and $40,000 transfer from existing Street Fund Budget.
7	Public Works	Street Fund	DT Infil Sidewalk Construction	General Fund	(20,000)	-	-	(20,000)	-	(20,000)	-	20,000	Reallocation to Downtown Accessibility Project.
8	Public Works	Street Fund	Street Maintenance Program	General Fund	(35,000)	-	-	(35,000)	-	(35,000)	-	35,000	Reallocation to Downtown Accessibility Project.

Attachment: Exhibit A 2018 Budget Amendment (2018 Budget Amendment)

2018 Budget Amendment #1

Ordinance #1259

					Expense				Funding Source				
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2018 Appropr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
9	Public Works	General Capital	LED Light Replacement	Grant, CPU Rebate, Gen Fund	143,850	-	133,850	10,000		10,000	133,850	(10,000)	Carry over of 2017 budget for LED Light Replacement Project. Funded through combination of TIB grant and CPU rebate. Initial CPU count missed 17 lights. General Fund covers additional 17 conversions.
10	Public Works	General Capital	35th & Pioneer Roundabout Construction	Grant	-	-	-	-	-	-	787,440	787,440	Recognize additional grant funding remaining for this project.
11	Public Works	General Capital	Osprey Park Playground	General Fund	14,000	-	14,000	-	-	14,000	-	(14,000)	Carry over of 2017 remaining project cost for installation of playground. Weather issues at end of year 2017 caused project to be postponed until 2018.
12	Public Works	General Capital	Smythe Road Trail	PIF	(385,000)	-	-	(385,000)	-	(385,000)	-	385,000	City staff is working with developers to complete project.
13	CDD	Operating Funds	RSD School Lease/ Transition	CDD/Gen Fund/ Street/ Water/ Storm	750,000	-	-	750,000	-	15,000	-	(750,000)	One time capital and transition costs to move CDD and Engineering staff to RSD offices on a proposed 30 year lease.
14	Admin	Operating Funds	Fiber Install City Hall to RSD	CDD/Gen Fund/ Street/ Water/ Storm	17,000			17,000		583		(17,000)	Installation of fiber network from city hall to new offices located at RSD.
15	CDD	Operating Funds	Furniture for new offices at RSD	CDD/Gen Fund/ Street/ Water/ Storm	20,000	-	-	20,000	-	686	-	(20,000)	New furniture and desk set-ups for offices at RSD.
16	Public Works	General Fund	Transportation CFP	General Fund	75,000	-	-	75,000	-	-	-	(75,000)	Request to update traffic capital facilities plan.

Attachment: Exhibit A 2018 Budget Amendment (2018 Budget Amendment)

2018 Budget Amendment #1

Ordinance #1259

					Expense				Funding Source				
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2018 Appropr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
17	Finance	General Fund	Indirect Cost Plan Update	General Fund	16,500	-	-	16,500	-	-	-	(16,500)	Request to update indirect cost plan due to transfer of sewer funds and need to bring current for costs allocated out to enterprise funds.
18	Public Works	Gen Fund/ Street/ Water/ Storm	Installation of covered buildings	Gen Fund/ Street/ Water/ Storm	42,000	-	42,000	-	-	10,500	-	(42,000)	Construction of metal covered building to store Public Works equipment out of elements. Carry over of 2017 budget amount.
19	Public Works	Gen Fund/ Street/ Water/ Storm	Installation of covered buildings	Gen Fund/ Street/ Water/ Storm	45,000	-	-	45,000	-	11,250	-	(45,000)	Construction of pole building to store Public Works equipment out of elements. Estimate is from previous bid received in 2016. Included $32k for building and $8k for gravel/foundation.
20	Public Works	Gen Fund/ Street/ Water/ Storm	Implement Asset Management Software	Gen Fund/ Street/ Water/ Storm	19,900	-	19,900	-	-	4,975	-	(19,900)	Implementation of asset management software. Completion of project begun in 2017. Carry over of 2017 budget amount.
21	Admin	General Fund	City Partners	General Fund	4,800	-	-	4,800	-	-	-	(4,800)	Increase in city partner budget to add additional 4 recognized city partners for a total budget of $9,600.
22	CDD	Building Fees	Land Use/ Building Permit Software Upgrade	Building Fees	18,000	-	18,000	-	-	-	-	(18,000)	Upgrade to existing land use and permitting software to allow for online permit submittal and efficiency for staff completing inspections.
23	Public Works	Water Fund	Meter Antenna Replacement Project	Water Fund	185,000	-	-	185,000	-	-	-	(185,000)	Replacement project to upgrade approximately 1,600 radio read antennas to most current technology. Will allow for increased efficiency in reading water meters. Includes $50k trade value from vendor for old meters.
24	Public Works	Water Fund	Water System Scada Update	Water Fund	40,000	-	-	40,000	-	-	-	(40,000)	Replacement of current scada system to monitor and run city water system.

Attachment: Exhibit A 2018 Budget Amendment (2018 Budget Amendment)

2018 Budget Amendment #1

Ordinance #1259

					Expense				Funding Source				
Item No.	Requesting Department	Fund	Project	Funding Source	Total 2018 Appropr.	Total Ongoing Annual Cost	Reapprop.	New Approp. Request	Revenue increase	Operating Fund, Special Revenue Fund Transfer	Loan/Grant	Fund Balance Impact	Description
25	CDD	General Fund	Pioneer Village Mixed Use Master Plan	General Fund	20,000	-	-	20,000	-	-	-	(20,000)	Master plan for Pioneer Village location at 45th Ave and Pioneer Street.
26	Public Works	Sewer	35th & Pioneer Roundabout Sewer Construction	CRWWD	48,000	-	48,000	-	48,000	-	-	-	Recognize carry over of expense and revenue for sewer construction work completed as part of 35th & Pioneer Roundabout project.
27	CDD	Building Fees	Plans Examiner FTE	Building Fees	92,250	86,250	-	92,250	33,800	-	-	(58,450)	New FTE position for Plans Examiner. Will allow staff to cover building inspection and SFR plan review for City of La Center. City would recognize approximately $33,800 in additional revenue for services.
28	Finance	Gen Gov	FTE Addition for Shared Position Accounting Clerk	Gen Gov	10,100	10,100	-	10,100	-	-	-	(10,100)	Accounting Clerk position has transitioned to a shared position. Slight increase to authorized FTE from 1.0 to 1.2 and personnel cost.
29	Public Works	General Capital	Northridge Water Main - Paving	General Fund - Street Maintenance	21,000	-	-	21,000	-	21,000	-	(21,000)	Reallocate $21,000 from transfer to Street Fund - Street Maintenance Program for paving of East side of Northridge Drive. No additional funds requested.
30	Public Works	Street Fund	Street Maintenance Program	General Fund	(21,000)	-	-	(21,000)	-	(21,000)	-	21,000	Reallocate $21,000 from transfer to Street Fund - Street Maintenance Program for paving of East side of Northridge Drive. No additional funds requested.
31	Public Works	General Cap	45th & Royle Improvements	TIF	214,900	-	214,900	-	-	214,900	-	(214,900)	Reappropriate remaining budget from 2017 for consultant cost related to design of 45th & Royle Road improvements.
				Total Budget Amendment	**1,563,300**	**96,350**	**490,650**	**1,072,650**	**96,800**	**8,894**	**1,331,570**	**(134,930)**	

Attachment: Exhibit A 2018 Budget Amendment (2018 Budget Amendment)

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
Second Reading April 26, 2018

2018 Budget Amendment – Ordinance No. 1259
New Budget Requests

Project	Funding Source	Expense	Revenue	Description
Road Improvements – Developer Contributions	Developer	$0	$5,000	Recognize the developer contribution for road improvements to Pioneer and 5th Ave intersection
Road Improvements – Developer Contributions	Developer	0	10,000	Recognize the developer contribution for road improvements to Pioneer and 9th Ave intersection
Public Safety Building Improvements	Capital Grant	0	120,280	Recognize capital grant revenue for facility improvements for Public Safety
S. 8th Ave Improvements	CDBG Grant	0	230,000	Recognize CDBG grant for construction of S. 8th Ave improvements
S. 8th Ave Improvements – Design	Gen Fund / Water Fund / Storm Fund	112,000	0	Design for S. 8th Ave improvement project. Design is city match requirement. 59% Water Fund, 28% General Fund, 13% Storm Fund
Downtown Accessibility Project	Grant, Street Fund	115,000	60,000	Schedule B of project bid and change order for additional work. $60k CDBG, $55k reallocated from Street Fund

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
New Budget Requests

Project	Funding Source	Expense	Revenue	Description
RSD School Lease/ Transition	CDD/ Gen Fund/ Street / Water / Storm Funds	750,000	0	One time capital and transition costs to move CDD and Engineering staff to RSD offices on a proposed 30 year lease
Fiber Install City Hall to RSD	CDD/ Gen Fund/ Street / Water / Storm Funds	17,000	0	Installation of fiber network from city hall to new offices located at current View Ridge location
Furniture for new offices at RSD	CDD/ Gen Fund/ Street / Water / Storm Funds	20,000	0	Furniture and desk set-up for offices at View Ridge
Smythe Road Trail	PIF	(385,000)	0	Remove city led project from budget. Working with developers to complete project
Transportation CFP	General Fund	75,000	0	Update Traffic Capital facility plan
Indirect Cost Plan Update	General Fund	16,500	0	Update indirect cost plan due to transfer of sewer funds and need to bring current for costs allocated out to enterprise funds

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
New Budget Requests

Project	Funding Source	Expense	Revenue	Description
City Partners	General fund	4,800	0	Increase to city partner budget to add 4 additional recognized city partners for a total budget of $9,600
Meter Antenna Replacement Project	Water Fund	185,000	0	Replacement project to upgrade approximately 1,600 radio read antennas to most current technology. Includes $50k trade value from vendor for old antennas
Water System Scada Update	Water Fund	40,000	0	Replacement of current scada system to monitor and run city water system
Pioneer Village Mixed Use Master Plan	General Fund	20,000	0	Master plan for Pioneer Village location at 45th Ave and Pioneer Street
Plans Examiner FTE	Building Fees	92,250	33,800	New FTE position for Plans Examiner. Approximately 50% of ongoing cost paid for by agreement with La Center to provide building services. Includes personnel cost and desk/computer

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
New Budget Requests

Project	Funding Source	Expense	Revenue	Description
FTE Addition for Shared Accounting Clerk Position	General Fund	10,100	0	Increase to personnel cost (benefits) for shared Accounting Clerk position. Increase in FTE allocation by 0.25.
Northridge Water Main Paving	General/Street Fund Reallocation	21,000	0	Realocate $21,000 from transfer to Street Fund for paving of East side of Northridge Drive. No new funds requested
Installation of Covered Buildings	Gen Fund/ Street / Water / Storm Funds	45,000	0	Construction of pole building to store Public Works equipment.
DT Infill Sidewalk Construction	General Fund	(20,000)	0	Reallocate budget to Downtown Accessibility Project
Street Maintenance Program	General Fund	(56,000)	0	Reallocate $35,000 from street maintenance program to Downtown Accessibility. Reallocate $21,000 from street maintenance to paving project for Northridge Drive

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
Re-appropriation Requests

Project	Funding Source	Expense	Revenue	Description
35th & Pioneer Roundabout Construction	TIB Grant	0	787,440	Re-appropriation of grant funding for roundabout construction
Installation of Covered Buildings	Gen Fund/ Street/ Water/ Storm Funds	42,000	0	Construction of metal covered building to store Public Works equipment. Carry over of 2017 budgeted expense.
Implement Asset Management Software	Gen Fund/ Street/ Water/ Storm Funds	19,900	0	Implementation of asset management software. Carry over from 2017 expense
Land Use/Building Permit Software Upgrade	Building Fees	18,000	0	Upgrade to existing land use and permitting software to allow online permit submittal & efficiency for staff completing inspections
35th & Pioneer Roundabout Sewer	CRWWD	48,000	48,000	Recognize carry over of expense and revenue for sewer construction work
45th & Royle Road Improvements	TIF	214,900	0	Re-appropriate remaining 2017 budget for design and engineering work

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
Re-appropriation Requests

Project	Funding Source	Expense	Revenue	Description
LED Light Repplacement	Grant/CPU Rebate/ Gen Fund	143,850	133,850	Re-appropriate 2017 budget for $133,850 add additional $10k for new lights. $133,850 funded by TIB grant and CPU rebate
Osprey Park Playground	General Fund	14,000	0	Re-appropriate 2017 budget for playground construction
Total		$1,563,300	$1,428,370	

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

2018 Budget Amendment – Ordinance No. 1259
Fund Balance Impact

Fund	Total Expense and Transfers Out	New Revenue	Interfund Transfer In	Fund Impact
General Fund	$293,702	$0	$0	($293,702)
Building Fees	785,439	33,800	0	(751,639)
Street Fund	(33,006)	0	(33,006)	0
PIF Fund	(385,000)	0	0	385,000
TIF Fund	214,900	0	0	214,900
General Capital	155,110	1,180,970	41,900	1,067,760
Water Fund	349,992	0	0	(349,992)
Sewer Fund	48,000	48,000	0	0
Storm Fund	62,417	0	0	(62,417)
Water Utility Capital	66,080	135,700	0	69,620
Storm Utility Capital	14,560	29,900	0	15,340
Total	$1,572,194	$1,428,370	$8,894	($134,930)

Attachment: 2018 Budget Amendment 1 - Presentation (2018 Budget Amendment)

THANK YOU

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM: BUSINESS

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON Amending Chapters Within TItle 18 of the Ridgefield Municipal Code AMENDING CHAPTERs 14.03.050 (International Fire Code Amendments); and 18.100 (Definitions); AND 18.205 (Uses); and 18.235 (Mixed Use Districts) and 18.280 (Critical Areas Protection); and 18.401 (Planned Unit Developments); and 18.720 (Off-Street Parking and Loading.

PREVIOUS COUNCIL ACTION TAKEN:
A public hearing and first reading of Ordinance 1260 was held before Council on April 12, 2018.

SUMMARY/BACKGROUND:
The City is proposing a series of housekeeping amendments and changes to the Ridgefield Development Code (RDC), which establishes zoning regulations for residential and nonresidential development throughout the City. This update to the code focuses on code refinements to clarify the interpretation of certain sections, adjust the details of a policy, reflect desired design standards, or simplify review procedures. The majority of updates relate to issues identified by staff and code users during implementation over the past year, or looking ahead to future applications.

BUDGET/FINANCIAL IMPACTS:
None.

RECOMMENDED ACTION OR MOTION:
Staff recommends Council adopt Ordinance No. 1260 by making the following motion:

"I move to adopt Ordinance No. 1260, as presented."

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: 2018RDCAmendment_part 1_Matrix_04122018 (DOCX)

ORDINANCE NO. 1260

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE AMENDING CHAPTERS 14.03.050 (INTERNATIONAL FIRE CODE AMENDMENTS); AND 18.100 (DEFINITIONS); AND 18.205 (USES); AND 18.235 (MIXED USE DISTRICTS) AND 18.280 (CRITICAL AREAS PROTECTION); AND 18.401 (PLANNED UNIT DEVELOPMENTS); AND 18.720 (OFF-STREET PARKING AND LOADING.

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 polices 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, 1225, 1230, 1232, 1234 and 1253; and

WHEREAS, the Ridgefield Planning Commission, after conducting public meetings and public hearings on the revisions to Title 18 on April 4, 2018, 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 8, 2018 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on March 7, 2018 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 March 30, 2018 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 12, 2018; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 18 during a regularly scheduled meeting held on April 26, 2018; 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 14 and Title 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Titles 14 and 18 set forth below in the manner set forth in Exhibit A, attached hereto and incorporated by this reference:

Amends Title 14, Chapter: 14.03.050, International Fire Code Amendments; and

Amends Title 18, Chapter: 18.100, Definitions; and

Amends Title 18, Chapter: 18.205, Uses; and

Amends Title 18, Chapter: 18.235, Mixed Use Districts; and

Amends Title 18, Chapter: 18.280, Critical Areas Protection; and

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

Amends Title 18, Chapter: 18.720, Off-Street Parking and Loading; and

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 26th DAY OF APRIL, 2018.

_____

Don Stose, Mayor

ATTEST/AUTHENTICATED:

_____

Julie Ferriss,

City Clerk

APPROVED AS TO FORM:

_____

Janean Parker, City Attorney

First Reading/Passage: April 12, 2018

Second Reading/Passage: April 26, 2018

Date of Publication:

Effective Date:

Code Section	Code Language	Rationale
RDC 14.03.050 – International Fire Code Amendments		
Section 903.2	Automatic Sprinkler Systems - Where required. In all <u>new</u> buildings containing a total floor area, above or below grade, exceeding 5,000 square feet, <u>and additions that result in a total building area of 5,000 square feet or greater,</u> and <u>in all conversions when the occupancy class of the converted building moves to a higher classification based on the adopted edition of the Washington State Building Code.</u>	Allow buildings to be re-purposed to a similar or lower classification without retrofit.
18.100 - Definitions		
18.100.024 – H definitions	Horizontal Mixed Use – A mixed use development with a variety of uses in separate buildings located on the same site.	Define term
18.205 - Uses		
18.205.030 Limitations H.	Community Residential Facility (CRF). 1. In the RLD-4, RLD-6, and RLD-8 zones, CRF-I are a conditionally permitted use. CRF-I are required to be a single-family structure compatible with the surrounding area. CRF-II are a prohibited use. 2. In the CNB, CCB, and CMU zones, CRF-I and CRF-II are permitted uses<u>.</u>~~, provided that uses are located in upper stories. No ground floor residential uses are allowed.~~ <u>Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue.</u> 3. Household arrangements that consist of six or fewer people, including small group homes, are included in the definition of 'family' in RDC 18.100. In a group home the number of people includes residents and each twenty-four staff hours.	Allow ground floor residential uses, provided that those uses are not permitted on either Pioneer St. or Main Avenue.
V.	Multifamily Residential. 1. In the CNB, CCB, and OFF zones, residential uses are allowed conditionally. Residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre.	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

	2. In the ~~CMU and~~ WLS zone~~s~~, residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre. 3. In the WMU zone, no ground floor residences or residential uses are permitted. Multifamily residential uses are permitted only as upper story living units, not less than four units per net acre nor more than eighteen units per net acre. 4. In the CMU zone ground floor residential is only permitted as part of a horizontal mixed use development. Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue.	
DD.	DD. Single-Family Attached Residential. 1. Single-family attached dwellings in the RLD-4, RLD-6, RLD-8 and RMD-16 zones must meet the standards of RDC 18.220.140. 2. In the RLD-4, RLD-6, RLD-8, and RMD-16 zones, single-family attached residential development must meet the density standards of the zone. 3. In the ~~CMU and~~ WMU zone, only live/work units where the associated business is allowed as a permitted or limited use are allowed, provided the residence is not located on the ground floor. No ground floor residences or residential uses are permitted. 4. In the CMU zone ground floor residential is only permitted as part of a horizontal mixed use development. Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue.	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

18.235 – Mixed Use Districts.		
18.235.020 Central Mixed-Use	C. Uses. 1. Uses shall comply with the requirements of RDC 18.205. 2. Mix of Uses. The CMU district allows and encourages a mixture of land uses, both vertically and horizontally, on one parcel or several contiguous combined parcels, but does not require such a mixture of uses on site, provided the development proposal, when considered in relation to surrounding development, achieves the purposes and objectives of this chapter. a. The other major use types approved under the site plan (i.e. office or commercial uses) are built prior to the residential portion; or b. No single phase may contain more than 50% of the total square footage for any one major use type (commercial, office or residential) envisioned by the Master Site Plan unless 25% of the total square footage of all major use types envisioned by the Master Plan are included in the proposed phase or were included in previous phases. This requirement may be waived by the Director of Community Planning, if the applicant provides a security or other form of binding assurance that the remaining major use types contemplated in the Master Plan will be built. 1. For projects that construct up to 50% of the residential component first, frontage improvements for the entire mixed use site shall be required to be constructed concurrently with the residential portion.	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

c. No single major use type (residential, commercial, office) shall be more than seventy percent (70%) of the total square footage of the mixed use development floor area.

D. Lot Requirements.

1. Minimum lot area shall be five thousand square feet.

2. Minimum lot width shall be fifty feet.

3. Minimum lot depth shall be ninety feet.

4. Portions of a horizontal mixed-use development proposal with ground floor residential uses shall comply with the following lot requirements:

a. Minimum lot area shall be three thousand square feet.

b. Minimum lot width shall be 25 feet.

c. Minimum lot depth shall be 80 feet.

E. Dimensional Standards. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.

Table 18.235.020-1

2. Maximum front yard setback (street). (2), (3), (7)	0 – 10 feet

(7) Maximum front yard setback may be increased to 15 feet for street frontages other than Pioneer or Main Street if topography of the lot requires additional setback to be determined by the Planning Director.

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

	F. Density. 1. Maximum residential density for development in CMU district shall be 16 dwelling units per net developable acre, except as modified by the density transfer or senior housing bonus up to a maximum of 32 dwelling units per net developable acre. Minimum residential density shall be eight dwelling units per net developable acre, if residential uses are included in the development. 2. Maximum floor area ratio (FAR) for nonresidential development in the CMU district shall be 2.0, except where modified by the density transfer provisions up to a maximum of 3.0. Floor area for residential uses shall not be calculated as part of the FAR for the site and shall be allowed in addition to the FAR limits. Minimum FAR for nonresidential development shall be 0.5. 3. If a building combines residential and nonresidential uses, residential uses shall occupy a minimum of twenty-five percent to a maximum of seventy percent of the gross floor area of the building. The minimum and maximum standards in 18.235.020.E.1 and 2 for residential density and FAR shall be met~~. Residential uses shall not occupy the ground floor~~ Residential uses shall not occupy the ground floor of buildings with frontage on Pioneer Street or Main Avenue.	
18.235.060 RMUO	Special Provisions for the Ridgefield Mixed-Use Overlay (RMUO) ~~proposed.~~	Clean up artifact.
	C. Uses 1. The use regulations for the underlying zone for permitted, limited, conditional and prohibited uses in RDC 18.205 shall apply with the exceptions and additions noted in this section.	Allow uses to have limited drive through capabilities within the commercial portion of an RMUO development.

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

Use categories are as defined in RDC 18.100 unless otherwise defined or amended in this section.

2. The following additional uses are allowed as permitted uses under the RMUO overlay:

   a. On RMUO sites with CRB, CCB, CNB base zoning:
      i. Single-family attached residential meeting the standards of RDC 18.220.140.
      ii. Cottage homes meeting the standards of RDC 18.210.150. All other single-family detached residential uses are prohibited.
      iii. Home occupation.
      iv. Multifamily residential.
      v. Hotel and motel.
      vi. Community recreation and social facility.
      vii. Conference center.
      viii. Nursing and personal care facility.
      ix. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than twenty percent of the street frontage. All other Warehousing uses are prohibited.
      x. Drive through uses, limited to one, single lane, drive through for each fifteen (15) acres of an RMUO site.
   b. On RMUO sites with E base zoning:
      i. Single-family attached residential meeting the standards of RDC 18.220.140.
      ii. Cottage homes meeting the standards of RDC 18.210.150. All other single-family detached residential uses are prohibited.

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

	iii. Home occupation. iv. Multifamily residential. v. Community residential facility. vi. Hotel and motel. vii. Artisan and specialty goods production as a limited use consistent with limitations in RDC 18.205.030. viii. General retail trade/services. ix. Eating and drinking establishment. x. Indoor entertainment facility. xi. Nursing and personal care facility. xii. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than twenty percent of the street frontage. All other warehousing uses are prohibited. 3. Prohibited uses within a RMUO site include: a. Motor vehicle related use. b. Gasoline service station. ~~c. Drive-up, drive-in and drive-through facilities in connection with any general retail trade/services, eating and drinking establishment, or other use.~~ c.~~d~~. Animal kennel and shelter. d.~~e~~. Recreational vehicle park. e.~~f.~~ Freight/cargo movement and storage. f.~~g.~~ Fleet service. ~~g.~~h. Warehousing, except self-storage. h.~~i.~~ Wholesale retail.	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

	i.~~j.~~ Public agency or utility yard. j.~~k.~~ Broadcasting and telecommunications facility. k.~~l.~~ Interim recycling facility, except for drop-box facilities for the collection and temporary storage of re-usable materials as an accessory use. l.~~m.~~ Waste-related facility. m.~~n.~~ Bus base. H. Site Design Standards. 1. Development under the RMUO shall comply with the site design standards in RDC 18.230.050 for commercial districts, with the following exceptions: a. In lieu of compliance with RDC 18.230.050.F, open spaces shall be developed consistent with RDC 18.235.060.J. b. All references to fence regulations in RDC 18.230.100 listed in RDC 18.230.050.G shall instead reference the fence regulations in RDC 18.235.060.P. ~~c. RDC 18.230.050.H does not apply because drive-throughs are not permitted in the RMUO per RDC 18.235.060.C.3.c.~~ Drive through uses permitted as part of an RMUO development shall not be visible from a public street exterior to the overall site. N. Off-Street Parking and Loading. All off-street parking and loading shall comply with the standards of RDC 18.720, with the following exceptions: 1. Parking requirements for the RMUO site shall be calculated separately for the proposed uses under RDC 18.720.030 but	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

	the applicant is encouraged to develop a plan for joint use of facilities under RDC 18.720.020.B. to reduce the total amount of parking needed. The planning director shall consider the mixed-use nature of the site and the potential for users of the site to access more than one use without generating additional parking needs when reviewing the joint use of facilities proposal. 2. On-street parking on public streets adjacent to the development may be counted towards the minimum required parking spaces under RDC 18.720.030. 3. Slip lane parking lots are permitted along the street frontage of major corridors, as defined in RDC 18.230.050.B.2, and are exempt from the fifty percent street frontage limitation for parking lots in RDC 18.720.040.C.1. a. Slip lane parking lots may consist of one, one-way drive aisle and one row of parking stalls arranged parallel or angled, meeting the dimensional standards of RDC Table 18.720.040-1. The combined width of the drive aisle and parking stalls shall not exceed forty-four feet. b. Slip lane parking lots shall include a sidewalk with a minimum width of 5 feet between the parking lot and the interior of the site, running the full length of the slip lane parking lot. c. Along a minimum of seventy-five percent of the length of the slip lane parking lot, buildings shall be set back no more than five feet from the back edge of the required sidewalk. d. Buildings fronting the slip lane parking lot shall provide a primary pedestrian entrance directly facing the parking lot.	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

	e. Where practicable, slip lane parking lots shall extend to the edge of the property line to allow seamless continuation along the adjoining properties. f. Slip lane parking lots shall only be allowed if the public works director approves access onto the major corridor, which may include limitations on driveway spacing and restricted turn movements. 4. Drive through aisles shall be designed to minimize impact to pedestrian connectivity from required parking areas to business entrances. O. Landscaping. 1. Residential portions of RMUO sites shall provide twenty-five percent of the site area as landscaping. 2. Non-residential portion of RMUO sites shall provide ten percent of the site area as landscaping. 3. Total landscaping required for the project may be averaged across the site provided the requirements for the residential and non-residential portions are met and the landscaping is arranged so that there is physical and visual access from all portions of the site. 4. The exterior perimeter of RMUO sites shall include a ten-foot landscaping buffer to an L2 standard along the side and rear property lines and along any parking areas along the front or street side property lines. 5. For any RMUO site which incorporates a drive through use additional landscaping shall apply. Any drive through adjacent to an exterior public street shall incorporate a ten (10) foot wide buffer landscaped to an L-3 standard.	

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

RDC 18.280 Critical Areas Protection		
18.280.070 Density Transfer Allowance	D. Site Development. Development within the property utilizing density transfer may reduce the minimum lot size and minimum lot width dimensions for the zone by up to ~~twenty~~ ten percent in order to accommodate the additional lots transferred. Within PUDs, any further reduction to lot size or width greater than ~~twenty~~ ten percent shall comply with RDC 18.401.100.A. Outside of PUDs, any further reduction to lot size or width greater than ~~twenty~~ ten percent shall be processed as a variance consistent with RDC 18.350.	Limit the maximum density that can be added due to on-site critical areas.
RDC 18.401 Planned Unit Developments		
18.401.100 Limits on Modifying Standards	6. Maximum density. Density may only be increased a maximum of twenty percent (20%) of the underlying base zone or to a maximum of 8 dwelling units per acre, whichever is less.	Limit the maximum density that can be added through Planned Unit Development modification standards.
RDC 18.720 Off-Street Parking and Loading		
18.720.030 Number of Spaces Required	F. Health. 1. Hospital: minimum of one and one-half spaces per bed. 2. Medical clinic/laboratory: minimum of ~~one~~ 0.9 spaces per two hundred square feet of gross floor area. 3. Nursing and personal care facilities: minimum of one space per two beds for patients or residents.	Reducing the number of required spaces for Medical clinic/laboratory based on research data.

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

Attachment: 2018RDCAmendment_part 1_Matrix_04122018 (RDC Updates)

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Interlocal Agreement for Building Review and Inspection Services

GOVERNING LEGISLATION:

RCW 39.34 Inter-local Cooperation Act

PREVIOUS COUNCIL ACTION TAKEN:

Adoption of several previous Inter-local Agreements with La Center to provide intermittent inspection and review services.

SUMMARY/BACKGROUND:

Ridgefield currently provides building inspection services for La Center. The current Inter-local Agreement provides for services on an as needed basis anticipating intermittent service. The current Agreement was never intended to provide full time plan review and inspection services to meet the demand of two growing communities.

Both communities are experiencing growth and the demand on Ridgefield's ability to maintain service in La Center has become strained. Staff anticipates that the demand will continue to increase and Ridgefield may not have the capacity to adequately review and inspect construction in both communities.

Concurrent with provisions and responsibilities established by state law, La Center must provide adequate building services. The attached Inter-Local Agreement (ILA) has La Center sharing a greater portion of the cost of services currently being provided by Ridgefield. The proposed ILA provides for a fee of $4,000 per month for up to 54 hours of service per month. Time exceeding 54 hours will be billed at the current hourly rates.

BUDGET/FINANCIAL IMPACTS:

$48,000 minimum yearly revenue.

RECOMMENDED ACTION OR MOTION:

"I move to authorize the City Manager to execute the agreement with the City of La Center to provide on-going building review and inspection services".

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Building Inspection Interlocal Agreement La Center 4.11.18 (DOCX)

INTER-LOCAL AGREEMENT FOR SERVICES

BETWEEN

City of Ridgefield, Washington
230 Pioneer Street
PO Box 608
Ridgefield, WA 98642
Phone: 360.887.3557
Fax: 360.887.0861

AND

City of La Center, Washington
214 E. 4th Street
La Center, WA 98629
Phone: 360.263 .7665
Fax: 360.263.7666

Inter-Local Agreement Period Beginning: April 1, 2018
Ending: March 31, 2019

Building Plan Review and Inspection Services

La Center - Contact Person(s)
Contact: Jeffrey Sarvis 360.263.7665
Fiscal: Suzanne Levis 360.263.2782

Ridgefield - Contact Person(s)
Contact : Jeff Niten 360.887.3908
Fiscal: Kirk Johnson 360.887-3557

This Inter-Local Agreement consists of the following:

The City of Ridgefield and the City of La Center agree to the terms and conditions of this Inter-Local Agreement as listed above by signing below:

CITY OF RIDGEFIELD, WASHINGTON	CITY OF LA CENTER, WASHINGTON
By:_____	By: _____
City Manager, City of Ridgefield	Mayor, City of La Center

Approved as to form:By: _____	By: _____
Ridgefield City Attorney	La Center City Attorney

Attachment: Building Inspection Interlocal Agreement La Center 4.11.18 (Interlocal Agreement for Building Review and Inspection Services)

TERMS AND CONDITIONS

I. PURPOSE ANDBACKGROUND

A. This is an Inter-Local Agreement entered into under the authority of the Inter-Local Cooperation Act, RCW 39.34, between the Cities of Ridgefield and La Center, Washington, municipal corporation code cities in the State of Washington.

B. No property shall be acquired pursuant to this Agreement which will need to be disposed of upon partial or complete termination of this Agreement.

C. The City of Ridgefield (hereinafter "Ridgefield") by and through its Community Development Department operates a building department that regularly enforces and administers the building code requirements, reviews building permit applications, and conducts building inspections.

D. The City of La Center (hereinafter "La Center") by and through its Public Works Department wishes to utilize the resources of Ridgefield to assist La Center in performing building code administration, plan review, and building inspection.

E. The purpose of this Agreement is to provide for the utilization of Ridgefield's building services by the City of La Center.

II. BUILDING SERVICES.

The City of Ridgefield agrees to provide building services as set forth herein:

A. Schedule and perform requested building services as staff resources are available as set forth herein:

1. Perform building code administration, plan review and building inspections to verify conformance with applicable State of Washington/International Building Code Council Building Codes and their related standards and La Center municipal codes relative to commercial and residential construction (hereinafter, “building services”).
2. Perform such other intermittent building services as may be requested and mutually agreed to,
3. Ridgefield will provide building services on an as requested basis subject to the exception of official holidays recognized by each agency, inclement weather limitations, and unforeseen illness.
4. To the greatest extent possible, Ridgefield will exercise its best efforts to respond to La Center’s requests for building services.
5. All services provided will be performed by Ridgefield staff as approved and directed by the Ridgefield Community Development Director and in accordance with

Ridgefield's administrative policies and regulations.

B. Ridgefield will assign only those personnel with the credentials and expertise to perform the work.

C. Provide transportation, adequate work space, tools, equipment and materials as needed to complete work in an efficient and professional manner.

D. At its sole expense, provide its employees with all appropriate insurance coverage related to workplace exposure to health and safety risks, damage to property, injuries to persons or death.

E. Each agency will provide for compliance with the applicable standards for workplace health and safety promulgated by the Washington State Department of Labor and Industries under the Washington Industrial Safety and Health Act, Chapter 49.17 RCW (WISHA) as they apply to its own employees. Should performance on a project covered under this agreement and compliance with a WISHA standard become cost prohibitive for either agency, or an exposure to risk be unacceptable, at its own discretion, that agency reserves the right to reject that project in whole or part. Both will make every reasonable effort to convey workplace safety issues to the other agency and find suitable means to avoid exposure to safety hazards.

F. Where appropriate make timely arrangements for plan reviews, inspections, and/or any other duties related to building services.

G. If appropriate, provide coordination with any third parties deemed necessary and/or required (i.e. permits and/or permission/authorizations). Acquiring and maintaining permits and/or permit authorizations relating to project operations and the other agency's employees activities on any project will be the sole responsibility of requesting agency and will be at that agency's sole expense.

III. JOINT PROCEDURES AND DISPUTES

A. The Ridgefield Community Development Director and the La Center Public Works Director shall develop mutually agreed procedures for the notification, transmittal, review, and communications regarding the services performed under this Agreement. The Directors will periodically review these procedures and confer as needed to address any issues that arise in the administration of this Agreement.

B. Disputes. If there are disputes or concerns relating to the performance of work under this Agreement or personnel concerns relating to the other agency's employees that cannot be resolved directly by department staff, the parties agree to the following dispute resolution procedures. Either party shall give notice to the other party, and the La Center Public Works

Attachment: Building Inspection Interlocal Agreement La Center 4.11.18 (Interlocal Agreement for Building Review and Inspection Services)

Director or Ridgefield City Manager, agree to meet and confer as soon as possible but not later than 14 days after receipt of notice, unless an extension thereto is agreed, and to work in a good faith attempt to resolve the dispute or performance concern.

IV. COMPENSATION

A. In consideration of this Agreement and the building services provided, La Center will pay the City of Ridgefield a monthly flat fee of $4,000.00 per month, plus reimbursement for mileage, for up to 54 hours of building services. For any hours in excess of 54 hours in any month, La Center will pay for such services at the hourly rate set forth herein:

$75.00/hr - Ridgefield Building Official

$65.00/hr - Ridgefield Building Inspector

•

Ridgefield will be compensated for services provided under this Inter-local Agreement at the rates defined within this Agreement, exclusive of any applicable taxes. Mileage will be compensated at the current federal allowable mileage rate in effect at the time of billing.

B. In the event there is an increase in the hourly rate within the term of this Agreement, the new rate shall apply to work performed as of the effective date of the mutual approval. Ridgefield and La Center will process a contract modification according to the respective procedural requirements outlined in Article VIII below.

C. La Center will pay properly documented invoices within 45 days of the receipt of the invoice.

D. La Center has provided budgetary authority to compensate the other at or within the aforementioned dollar limits. If budgetary authority relating to this Agreement changes over the term, that agency may adjust the dollar limits set forth above through the agreement amendment process as outlined in Article V below.

V. BILLING METHOD AND PROCESS

A. Ridgefield will bill/invoice La Center for charges on a monthly basis.

B. The billing invoice will identify the dates and the actual hours worked and include the amount due for that billing period. Billings will be recorded to the nearest quarter-hour.

C. The monthly billing invoice will include sufficient backup documentation to verify the actual accomplishments for the billing period and include an indication (via signature) that the responsible official has reviewed the billing documentation for correctness. Any backup documentation supplied with billing invoices will be expected to reconcile to Ridgefield's tracking system.

Payments for services shall be made by La Center each month within forty-five (45) days of receipt of the billing statement/invoice from Ridgefield.

Attachment: Building Inspection Interlocal Agreement La Center 4.11.18 (Interlocal Agreement for Building Review and Inspection Services)

VI. INDEMNIFICATION

Each party does hereby release, indemnify and promise to defend and save harmless the other party, its elected officials, officers, employees and agents from and against any and all liability, loss, damages, expense, action, and claims, including costs and reasonable attorney's fees incurred by the other party, its elected officials, officers, employees and agents in defense thereof, asserting or arising directly or indirectly on account of or out of its performance of service pursuant to this Inter-Local Agreement. In making such assurances, each party specifically agrees to indemnify and hold harmless the other party from any and all bodily injury claims brought by its employees and expressly waives its immunity under the Industrial Insurance Act as to those claims which are brought against the other party; provided, however , this paragraph does not purport to indemnify either party against the liability for damages arising out of bodily injuries to person or damages caused by or resulting from the negligence of the other party, its elected officials, officers, employees and agents.

VII. INDEPENDENT CONTRACTOR

The parties agree that Ridgefield is acting hereunder as an independent contractor and shall maintain control of City employees performing services under this agreement, including but not limited to hiring, firing, discipline, evaluation, and the establishment of standards for performance thereof. All personnel performing services under this Agreement will be, for all purposes, employees of the performing City although they may from time to time act on behalf of the requesting City.

VIII. DURATION OF AGREEMENT

This Agreement shall be effective April 1, 2018 and remain in effect until March 31, 2019 unless administratively extended pursuant to this section or renewed. This Agreement may be administratively extended upon the mutual written agreement of the Mayor of La Center and the City Manager of Ridgefield for a maximum of two (2) one- year periods, April 1, 2019 through March 31, 2020 and April 1, 2020 through March 31, 2021. In any such administrative extension, all terms set forth herein shall remain the same, except the Duration in Section IV, and the hourly rates (compensation) set forth at the beginning of this Agreement may be adjusted as part of the administrative extension process.

IX. TERMINATION

Ridgefield or La Center may terminate this Inter-Local Agreement in whole or in part for any reason by providing written notice of termination to the other party of this Inter- Local Agreement at least ninety (90) days prior to the date of termination. In the event of early termination, each agency shall be responsible for the payment for any work performed by the other agency up to the point of termination.

X. AMENDMENT

Attachment: Building Inspection Interlocal Agreement La Center 4.11.18 (Interlocal Agreement for Building Review and Inspection Services)

The provisions of this Inter-Local Agreement may be amended with the mutual consent of the parties. No additions to, or alterations of, the terms of this Inter-Local Agreement shall be valid unless made in writing and formally approved and executed by the duly authorized agents of both parties. Amendments to an administrative extension of this Agreement, as defined in Section IV above, may be limited solely to modification to the hourly rate to accurately reflect the cost of providing said services; any other amendment included within an extension must be approved by both parties.

XI. RATIFICATION

Acts taken in conformity with this Inter-Local Agreement prior to its execution are hereby ratified and affirmed.

XII. SEVERABILTY

If any section or part of this Inter-Local Agreement is held by a court to be invalid, such action shall not affect the validity of any other part of this Inter-Local Agreement.

XIII. ENTIRE CONTRACT

The parties agree that this Inter-Local Agreement is the complete expression of the terms hereto, and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Inter-Local Agreement shall be in writing and signed by both pai1ies. Failure to comply with any of the provisions stated herein shall constitute material breach of the Inter-Local Agreement and cause for termination. It is agreed by the parties hereto that the forgiveness of non-compliance with any provision of this Inter-Local Agreement does not constitute a waiver of the provisions of this Inter- Local Agreement.

Attachment: Building Inspection Interlocal Agreement La Center 4.11.18 (Interlocal Agreement for Building Review and Inspection Services)

CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION

MEETING DATE: April 26, 2018

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Purchase of Musco Lights

GOVERNING LEGISLATION:

Revised Code of Washington Title 35 – Cities and Towns

PREVIOUS COUNCIL ACTION TAKEN:

Award of Grading and Utility construction contract to Tapani Underground on July 27, 2017, award of RORC construction contract to Colf Construction on April 12, 2018

SUMMARY/BACKGROUND:

The City's Parks Plan identifies a Community Park in the Southern portion of the City off of Hillhurst Road. This park has come to be known as the Ridgefield Outdoor Recreation Complex, or RORC. The City has been working with the Ridgefield School District, community stakeholders, and the public since 2015 on the master planning for this park, and construction began in 2017.

The City elected to owner-furnish large cost items including turf, lights and site furnishings separately to save mark-up costs and to allow the City to guide the selection process. The City has selected Musco LED lights for the field lighting, and will purchase the lights through the National Joint Powers Alliance (NJPA) Purchasing cooperative.

BUDGET/FINANCIAL IMPACTS:

The lighting cost of $1,296,138.80 including tax will provide lights for fields 1, 2, 3, and 6. Light pole foundations and electrical conduit will be run to fields 4 and 5 to allow lights to be added in the future.

RECOMMENDED ACTION OR MOTION:

Staff recommends approval of the Musco Lighting purchase. A suggested motion would be:

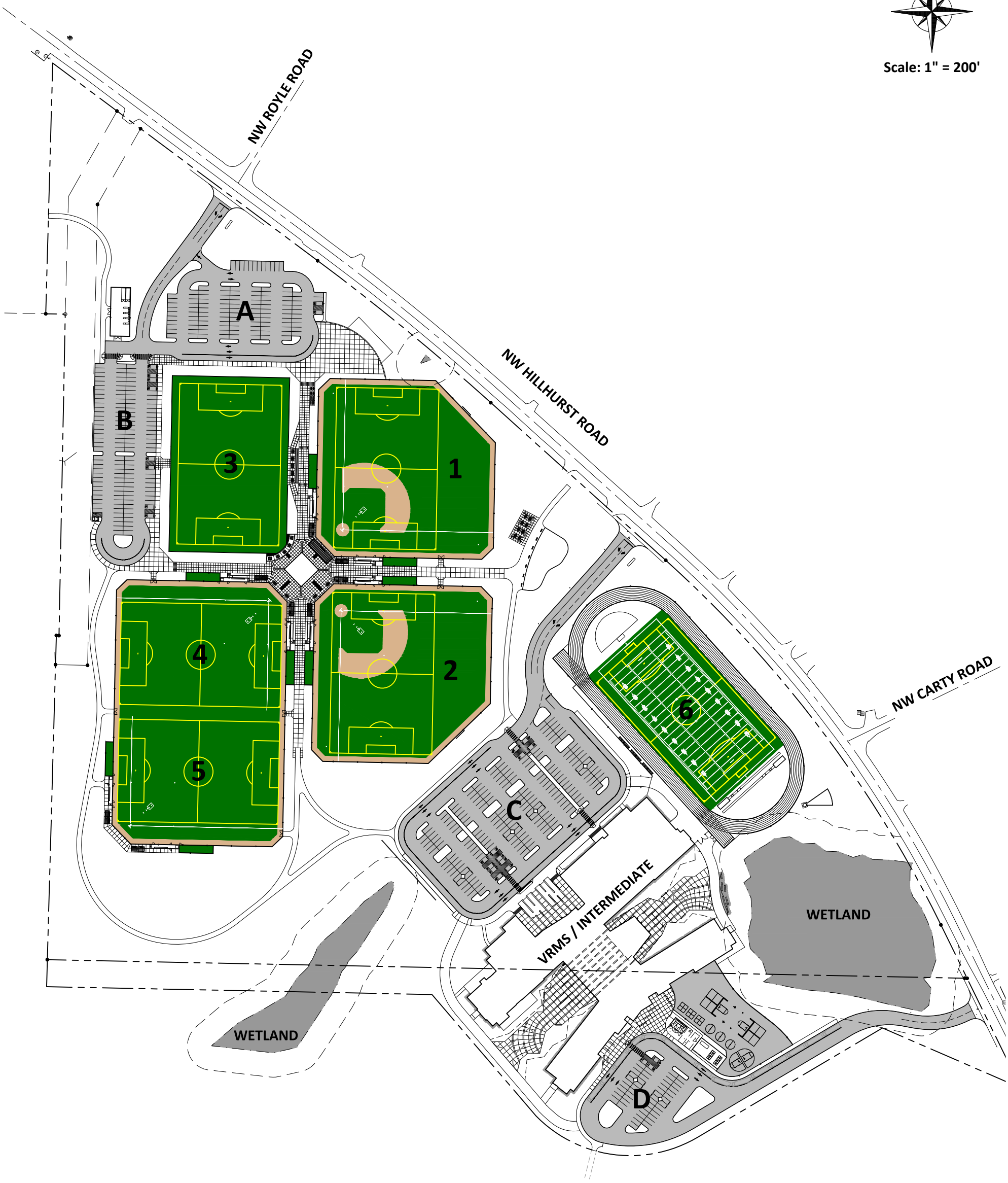
"I move to approve the purchase of Musco lights as presented."

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: Overall Site Exhibit (PDF)
Musco RORC NJPA April 16 Quote 2 (PDF)

N

Scale: 1" = 200'



Attachment: Overall Site Exhibit (Approval of Purchase of Musco Lights)

ROBERTSON ENGINEERING, PC

LSW ARCHITECTS

COMBINED SITE EXHIBIT

VIEW RIDGE M.S. / INTERMEDIATE SCHOOL & RIDGEFIELD OUTDOOR RECREATION COMPLEX

MARCH 2017

Quote

Ridgefield Outdoor Recreation Complex
Ridgefield, WA
Date: April 16th, 2018
To: Bryan Kast

NATIONAL JOINT POWERS ALLIANCE
Master Project: 170558
Contract Number: 082114-msl
Expiration: 09/16/2018
Category: Facility & MRO
Sub-Category: Athletic Field / Court and Parking Lot Lighting Systems

Musco Equipment and Installation – Field 1 - Baseball

Light-Structure Green™ System delivered to your site and installed

- 8 - pre-cast concrete foundations
- 8 – 70' & 80' Galvanized steel poles
- UL Listed remote electrical component enclosures
- 38 - Factory-aimed and assembled TLC - LED 1150 luminaries
- 8 - Factory-aimed and assembled LED – 575 BT luminaires
- Lighting control cabinets and Control Link (wireless control system)

Musco Equipment and Installation – Field 2 – Baseball/Soccer/Softball

Light-Structure Green™ System delivered to your site and installed

- 8 - pre-cast concrete foundations
- 8 – 70' & 80' Galvanized steel poles
- UL Listed remote electrical component enclosures
- 34 - Factory-aimed and assembled TLC - LED 1150 luminaries
- 8 - Factory-aimed and assembled LED – 575 BT luminaires
- Lighting control cabinets and Control Link (wireless control system)

Musco Equipment and Installation – Field 3 - Soccer

Light-Structure Green™ System delivered to your site and installed

- 4 - pre-cast concrete foundations
- 4 – 70' Galvanized steel poles
- UL Listed remote electrical component enclosures
- 24 - Factory-aimed and assembled TLC - LED 1150 luminaries
- Lighting control cabinets and Control Link (wireless control system)

Attachment: Musco RORC NJPA April 16 Quote 2 (Approval of Purchase of Musco Lights)

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Musco Equipment and Installation – Fields 4 & 5 "Foundations Only"

Light-Structure Green™ System delivered to your site and installed

- 8 - pre-cast concrete foundations
- All associated installation hardware

Musco Equipment and Installation – Field 6 - Middle School Football/Track

Light-Structure Green™ System delivered to your site and installed

- 4 - pre-cast concrete foundations
- 4 – 70' Galvanized steel poles
- UL Listed remote electrical component enclosures
- 24 - Factory-aimed and assembled TLC - LED 1150 luminaries
- 8 - Factory-aimed and assembled LED – 575 BT luminaires
- Lighting control cabinets and Control Link (wireless control system)

Each of the above prices also includes:

- 50% less spill and glare light than Musco's prior industry leading technology
- Musco Constant 25™ warranty and maintenance program that eliminates 100% of your maintenance costs for 25 years, including labor and materials
- Guaranteed constant light levels for 25 years, per IESNA RP-06-15
- Control Link® Control & Monitoring System for control and management of your lighting system

Installation Services

- Unload Musco equipment
- Auger and set Musco pre-cast concrete foundations
- Assemble and stand Musco equipment

Scope of work:

The Musco Lighting System will be unloading upon arrival to the job site, the foundations will be augured, set and backfilled with concrete per the detailed foundation design (spoils removal from augured holes will be by others). The poles will be staged and assembled, the LED luminaires will be mounted, poles erected and luminaires aimed. Wiring for the Lighting System is from the lights/luminaire assemblies down to the remote electrical enclosure at the base of each pole where it will be terminated on the Musco supplied disconnect breaker. All packing material, containers and shipping debris will be removed from site.

Notes:

- Reasonable access to each pole location is required.
- All packing material, containers and shipping debris will be removed from site.
- General/Electrical Contractor to supply underground electrical feeders, panel board, labor, and transformer to energize the lighting system.
- The Musco control cabinet(s) will be delivered to site and left with the on-site electrical contractor.
- The L&I permit is included in pricing. Any additional permits will be by others.
- Pricing includes a detailed foundation design, signed and sealed by a licensed structural engineer, registered in the State of Washington.
- Light Levels and uniformities are guaranteed by MUSCO, any additional aiming required to meet the specified requirements shall be done by MUSCO.

Attachment: Musco RORC NJPA April 16 Quote 2 (Approval of Purchase of Musco Lights)

© 2009, 2010 Musco Sports Lighting, LLC

Total Price - Musco Equipment and Installation – Fields 1, 2, 3, 6 ***$1,195,700.00***

Light-Structure Green™ System delivered to your site and installed

Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential. Payment Terms to be determined between Musco Credit department and purchasing entity

Email or fax a copy of the Purchase Order to Musco Sports Lighting:

Musco Sports Lighting, LLC
Attn: Ryan Tighe
Fax: 800-374-6402
Email: ryan.tighe@musco.com

All purchase orders and/or Musco PA's should note the following:
NJPA Purchase
Master Project # 170558
Contract #: 082114-MSL
Musco Project 184869

Delivery to the job site from the time of order, submittal approval, and confirmation of order details including voltage and phase, pole locations is approximately 6 weeks. Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Notes

Quote is based on:

- Shipment of entire project together to one location
- Field sizes:
- Field 1 – Baseball (310' x 350' x 310')
- Field 2 - Baseball (310' x 350' x 310'), Soccer (330' x 210'), 2 Softball (200' x 200' x 200')
- Field 3 – Soccer – (330' x 210')
- Fields 4/5 – Soccer, Softball – Foundations only
- Field 6 (Middle School) – Football/Soccer/Track (360' x 200')
- Structural code and wind speed = 2012 IBC, 135 MPH, EXP C.
- Confirmation of pole locations prior to production

Thank you for considering Musco for your sports-lighting needs. Please contact me with any questions.

Tim Butz
Musco Sports Lighting, LLC
Phone: 503-720-6625
E-mail: tim.butz@musco.com

Attachment: Musco RORC NJPA April 16 Quote 2 (Approval of Purchase of Musco Lights)

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