



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

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

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.

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.

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.

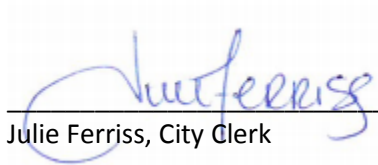
Mayor announced additional 15 minutes at 8:10PM.

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