CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
February 27, 2020

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

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

LATE CHANGES TO THE AGENDA

Add Business #3: Ordinance No. 1313 - six month moratorium on receipt and processing of certain heavy industrial land uses.

PROCLAMATION

Ridgefield Youth Arts Month

MAYOR

1. Civil Service Commission Appointment

Matthew Lundquist, Position No. 3, term expires: 12-31-2023

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

PUBLIC COMMENT

Gary Thornton - Resident
Sidewalks in the City need improvement

John Rose - President, Ridgefield Chamber of Commerce
Thanked City Council and staff for the support

Ribbon cutting today for 360 Burger and Fin & Feather

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED

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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the February 13, 2020 Meeting**

BUSINESS

1. **Resolution No. 571 – Amendment to Financial Policy #03: Credit Card Usage - Kirk Johnson, Finance Director**

   Financial policy #03: Credit Card Usage was initially adopted and made effective by authority granted to the City Manager. In 2019 the policy was adopted by Resolution of the City Council due to guidance provided by the Office of the State Auditor. Staff are recommending changes to the policy to include adding authorized card holders and language providing the City Manager or Finance Director the authority to issue new cards as the need arises without taking a new resolution to Council each time a card is issued. Policy language has been updated to specify authority levels and how the policy is adopted. Language has also been added to specify charges that are not eligible for credit card purchase and clear language on the process if ineligible charges are made by card holders. Recommendations are made to mirror best practice in the industry and State Auditor recommendations for credit card programs. We believe the policy addressed all issues and provides proper guidance to staff who are authorized to use bank cards, merchant cards and fleet fuel cards in addition to city vendor accounts.

   MOTION: MOVED TO ADOPT RESOLUTION NO. 571 AS PRESENTED.

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

2. **Motion - Approval of WSDOT Pioneer/501 Agreement**

   The City of Ridgefield and the Washington State Department of Transportation (WSDOT) have an Agreement for the future development of SR-501/Pioneer Street corridor dating back to 2004. Over the past few years City and WSDOT staff have been working on an update of this agreement to be consistent with development that has occurred along the corridor, and to make adjustments to the agreement to accommodate access needs for the recent development along the corridor. In 2018 the City and WSDOT came to verbal agreement regarding left turn access off of Pioneer Street to accommodate traffic for the Discovery Ridge project. This agreement memorializes that agreement to allow temporary left turn movements to facilitate transportation and economic development needs. Additionally the planned cross-sections for improvements to Pioneer Street have been updated to match the City's transportation and multi-modal plans and improvements that have been constructed. The Cross-section between 32nd place and I-5 the cross-section has been modified to include 120-feet wide ROW with 4 travel lanes, a planted median, 6-foot bike lanes and 10-foot sidewalks. Between 32nd and the

35th Roundabout the road will transition to two lanes. Between Reiman Rd and 32nd place the cross-section has been updated to include a separated 10-foot multi-modal pathway north of the roadway, and the previously required median island has been removed from this section. WSDOT staff are in the process of having the agreement approved by their headquarters. If any changes are proposed the City Attorney will review the changes, and if they are determined to be substantive the agreement will be brought back to the Council.

City Council discussion.

MOTION: MOVED TO APPROVE THE SR-501 AGREEMENT AND AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT BARRING ANY SUBSTANTIVE CHANGES.

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

3. Ordinance No. 1313 - Six month moratorium on receipt and processing of certain heavy industrial land uses.

Pursuant to RCW 35A.63.220, a moratorium is hereby enacted within the City of Ridgefield on the receipt and processing of applications for permits for the establishment, operation, and maintenance of the following heavy industrial uses Sawmills and wood preservation (North American Industry Classification System 3211); Veneer, plywood, and engineered wood product manufacturing (NAICS 3212); Pulp, paper and paperboard mills (NAICS 3221); Chemical manufacturing (NAICS 325, except for NAICS 3254 pharmaceutical manufacturing and NAICS 3256 soap, cleaning compound, and toilet preparation manufacturing); Other animal food manufacturing (NAICS 311119); Primary metal manufacturing (NAICS 311); Cement manufacturing (NAICS 327310); Ready-mix concrete manufacturing (NAICS 327320); Other nonmetallic mineral product manufacturing (NAICS 3279); and Petroleum and coal products manufacturing (NAICS 3241). No application for building permit, occupancy permit, site development permit or other permit or approval shall be accepted and no permit shall be issued for any use described herein while this moratorium is in effect.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1313 AS PRESENTED.

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

PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1312 – Boyse Property Development Agreement - Steve Stuart, City Manager

In December 2018, the City was approached by the Boyse property owner with the possibility of purchasing approximately 10 acres located in Gap Area J. In January 2019, the City appraised the Boyse property, and began working with the Boyse family on potential purchase scenarios which would meet the interests of the City in acquiring a portion of their property for a neighborhood park. After further evaluation of potential park alternatives - including a site visit by City staff, Parks Board Chair, and City Councilor - the City, In July of 2019, City Council agreed to an offer to the Boyse family for purchase of a

portion of their property for $250,000, for approximately 5 acres of mutually agreed upon land. Since July 2019, the City has completed a short subdivision for the entire property, in order to create at three legal lots - one for the City's approximately 5 acres, one for a remainder parcel suitable for development, and one for the existing residence and surrounding area. Given the nature of the land to be purchased by the City, which includes acreage for critical areas, open spaces and parks, the City agreed to the following: a. Planned Unit Development open space requirements (RDC 18.401.080) for all subsequent development on the remainder parcel suitable for development are accomplished through the subject property to be purchased by the City; and b. Critical areas and buffers on the property purchased by the City shall qualify as part of the future development project on the remainder parcel suitable for development, for the purposes of Density Transfer Allowance under 18.280.070. The City also receives first right of refusal to purchase the remainder parcel suitable for development. In order to secure the land being transacted during the short subdivision process, the City paid the seller a refundable $50,000 deposit upon signature of the 2019 Offer Letter. Final payment for the remainder owed on the purchase of your property ($200,000) will be made available approximately 30 days after the short subdivision has been completed and purchase and sale agreement is recorded.
Mayor Opened Hearing: 7:07PM

John Boyse - Property owner
Thanked staff and Council
Would like to know the timelines, staying updated on the project and requesting a map of the trail system

Eric Connelly - County Resident
Owner of the property that abuts the parcel discussed
Important that parcel developments correctly, try to keep as much wildlife as possible
Requesting a map of the trail system

Mayor Closed the hearing: 7:13PM

First reading conducted.

PUBLIC COMMENT

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Day - Attended Big Paddle planning meeting.
Council Member Lindsay - Attended dedication of Vancouver School District itech prep project.
Council Member Aichele - Attended Ribbon Cutting ceremony for N Main Avenue project.
Council Member Wells - Attended Ribbon Cutting ceremony for N Main Avenue project, 360 Burger and Fin and Feather.
Council Member Ziemer - Attended greater Portland Economic Summit with Council Member Day.
Council Member Onslow - Attended Ribbon Cutting ceremony for N Main Avenue project, 360 Burger and Fin and Feather, 4th of July planning meeting.

Mayor

Attended State of Clark College event.

City Manager

City Manager Steve Stuart - State of the City is March 5th, met with YMCA Regional Director, legislative update provided.

Public Works Director Bryan Kast - Public Works equipment update.
Finance Director Kirk Jonson - Investment portfolio report provided.
Deputy City Manager Lee Knottnerus - First Saturday event, March 7th.

ADJOURN - 7:28 PM

Julie Ferriss, City Clerk

Don Stose, Mayor