



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, February 11, 2021
Teleconference
N/A, Ridgefield, WA 98642**

- I. GENERAL SESSION CALL TO ORDER - 6:30 PM**
 - 1. Roll Call
 - 2. Late changes to the agenda
- II. CONSENT AGENDA**
 - 1. Approval of Claims And/Or Payroll
 - 2. Approval of Minutes from the January 28, 2021 Meeting
- III. PRESENTATION**
 - 1. 2021 Pavement Preservation Program Funding Options - Bryan Kast, Public Works Director, Kirk Johnson, Finance Director
- IV. BUSINESS**
 - 1. Motion - Approval of Water Supply and Aid to Construction Agreement with Clark Public Utilities - Bryan Kast, Public Works Director
 - 2. Resolution No. 590 - Declaring Certain Property as Surplus and Authorizing Its Disposition - Kirk Johnson, Finance Director
- V. PUBLIC HEARING/BUSINESS**
 - 1. Public Hearing and First Reading of Ordinance No. 1337 – Ridgefield Municipal Code Amendment: Drive-Through and Moratorium Lift - Claire Lust, Community Development Director
- VI. COUNCIL/PRESIDING OFFICER/STAFF REPORTS**
 - 1. Council
 - 2. Mayor
 - 3. City Manager
- VII. ADJOURN**

**City Council Agenda Packet is available at the following link:
<http://ridgefieldwa.iqm2.com/Citizens/>**

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: February 11, 2021
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

ACTION OR MOTION:

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: February 11, 2021 - Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: February 11, 2021

2.1.a

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
AIRGAS USA LLC	17	9109006865	Genl Govt/Facilities	Oxygen & Actylene	7.12
			Public Works	Oxygen & Actylene	106.15
AIRGAS USA LLC Total					113.27
AMAZON BUSINESS	3485	1GHC-W31M-RMRJ	Genl Govt/Facilities	1Sat - Event Supplies	1,079.77
		1LVR-3KCN-PTY7	Genl Govt/Facilities	Orienteering Compasses	15.17
		1WVL-PP9H-TGW9	Genl Govt/Facilities	Computer Equipment - Dusten/Small Tools - Grant	7.59
			Public Works	Computer Equipment - Dusten/Small Tools - Grant	221.69
			Community Development	Computer Equipment - Dusten/Small Tools - Grant	657.41
		1HRQ-D3PM-R9FF	Genl Govt/Facilities	1Sat - Activity Bags	1,130.57
		1LYW-JT6M-GGCJ	Genl Govt/Facilities	1Sat - Activity Bags	308.88
		1XHH-GLLH-FNPF	Genl Govt/Facilities	Rotary Hammer	12.20
			Public Works	Rotary Hammer	181.84
		1XPM-DPYR-6N46	Genl Govt/Facilities	Garbage Bags	39.01
		1KVF-P17V-7HCP	Genl Govt/Facilities	1Sat Activity Bags	108.39
		1KXT-MGXQ-MGK3	Genl Govt/Facilities	1Sat Events - Credit	(560.56)
		AMAZON BUSINESS Total			
ARAMARK UNIFORM SERVICES	32	864816119	Genl Govt/Facilities	PW Uniforms/Floor Mats	2.87
			Public Works	PW Uniforms/Floor Mats	48.49
		864825240	Genl Govt/Facilities	PW's Uniforms/Floor Mats	2.87
			Public Works	PW's Uniforms/Floor Mats	48.49
ARAMARK UNIFORM SERVICES Total					102.72
BLAIRCO INC	1493	21M-02238	Genl Govt/Facilities	HVAC Maint - CH	280.76
		21S-07318	Genl Govt/Facilities	HVAC Maint - CH	139.84
		21M-02239	Public Safety	HVAC Maint - PD	215.72
BLAIRCO INC Total					636.32
BSK ASSOCIATES	2119	VE00258	Public Works	Coliform Testing - Jan 2021	525.00
BSK ASSOCIATES Total					525.00
BUXTON COMPANY	2460	51924	Community Development	Business Recruitment - Mobilytics	5,000.00
BUXTON COMPANY Total					5,000.00
Catworks Construction	UB*00473	(blank)	Genl Govt/Facilities	Refund Check 013208-000 Hydrant Meter	101.22
Catworks Construction Total					101.22
Chapman Mike	UB*00474	(blank)	Genl Govt/Facilities	Refund Check 007414-000 2027 N Heron Dr	10.96
Chapman Mike Total					10.96
CINTAS CORPORATION NO 2	3497	8404985287	Genl Govt/Facilities	First Aid Supplies - PW	6.78
			Public Works	First Aid Supplies - PW	101.06
CINTAS CORPORATION NO 2 Total					107.84
CITIES DIGITAL INC.	3382	50621	Public Works	Laserfiche Forms/Avante Trail - Johnston	341.07
			Community Development	Laserfiche Forms/Avante Trail - Johnston	487.27
			Information Technology	Laserfiche Forms/Avante Trail - Johnston	146.18

Attachment: February 11, 2021 - Claims Report (Approval of Claims And/OR Payroll)

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CITIES DIGITAL INC. Total					974.52
CITY OF BATTLE GROUND	92	INV00320	Public Safety	Power DMS	144.91
CITY OF BATTLE GROUND Total					144.91
CITY OF VANCOUVER	97	16335	Public Safety	2021 Annual Swat Billing	15,434.00
CITY OF VANCOUVER Total					15,434.00
CLARK COUNTY	102	CI023386	Genl Govt/Facilities	2020 Liquor Profits & Excise Tax	2,550.63
		CI023072	Public Safety	Q1.2021 - CRESA Management Fees	2,589.00
		CI023383	Public Safety	Q4.2020 - MDC's/Netmotion Support	7,722.00
		CI023348	Public Safety	Install Docking Station RPD	83.47
		CI023394	Judicial	Pretrial Supervision - Dec 2020	457.60
		CI024183	Public Safety	2019 Jail Beds	4,418.95
CLARK COUNTY Total					17,821.65
Clark County Excavating	UB*00468	(blank)	Genl Govt/Facilities	Refund Check 010998-003 Hydrant Meter 2361 S Hillhurst Rd	269.09
Clark County Excavating Total					269.09
CLARK COUNTY FIRE DISTRICT #5	104	10503	Genl Govt/Facilities	Q1.2021 - Safety Consortium	74.39
			Public Works	Q1.2021 - Safety Consortium	994.36
CLARK COUNTY FIRE DISTRICT #5 Total					1,068.75
CLEAN WORLD MAINTENANCE INC	3105	45853	Genl Govt/Facilities	Janitorial Services - City Hall	340.92
				Janitorial Services - PW	77.88
				Janitorial Services - COVID	820.67
			Public Safety	Janitorial Services - PD	230.40
			Public Works	Janitorial Services - PW	168.34
CLEAN WORLD MAINTENANCE INC Total					1,638.21
COLUMBIAN PUBLISHING	116	26676	Community Development	P21003/P21005 Advertising	495.00
		0116-2021211-23	Genl Govt/Facilities	6 Month Renewal - CH	312.00
COLUMBIAN PUBLISHING Total					807.00
COMCAST	2271	2271-202102-510	Genl Govt/Facilities	RACC Communications	72.15
			Public Works	RACC Communications	62.12
			Community Development	RACC Communications	260.63
COMCAST Total					394.90
COMDATA NETWORK INC.	1101	20351300	Genl Govt/Facilities	PW/CDD Fuel XN173 - 1/16/2021-1/31/2021	133.45
			Public Works	PW/CDD Fuel XN173 - 1/16/2021-1/31/2021	1,783.95
			Community Development	PW/CDD Fuel XN173 - 1/16/2021-1/31/2021	143.54
COMDATA NETWORK INC. Total					2,060.94
CORRECT EQUIPMENT INC.	2891	43251	Public Works	Park Caretaker Sewer Pump Repair	423.84
CORRECT EQUIPMENT INC. Total					423.84
CREDC	1771	012021-24	Genl Govt/Facilities	2021 CREDC Annual Investment	5,000.00
CREDC Total					5,000.00
DAILY JOURNAL OF COMMERCE	133	744942226	Public Works	Good/Services Bid - Street Light Maintenance	418.20
DAILY JOURNAL OF COMMERCE Total					418.20
DAN'S TRACTOR	134	986654	Public Works	Kubota Repair	30.89
		986650	Public Works	Kubota Repair	67.53
		986659	Public Works	Kubota Repair	118.48

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DAN'S TRACTOR Total					216.90
DATEC INC	136	34931	Public Safety	PD Barcode Imager Kit	282.93
DATEC INC Total					282.93
DEPARTMENT OF HEALTH	148	0148-20210211	Public Works	2021 Operating Permit and Operations Cert. Program	5,206.60
DEPARTMENT OF HEALTH Total					5,206.60
DEPARTMENT OF LICENSING - CPL	154	RG0000572-2021	Genl Govt/Facilities	CPL Fees - Couch	18.00
		RG0000574-2021	Genl Govt/Facilities	CPL Fees - Park	18.00
		RG0000570-2021	Genl Govt/Facilities	CPL Fees - Storedahl	18.00
		RG0000584-2021	Genl Govt/Facilities	CPL Fees - Johnson-Sheperd	18.00
		RG0000575-2021	Genl Govt/Facilities	CPL Fees - Harlas	18.00
		RG0000577-2021	Genl Govt/Facilities	CPL Fees - Lacey	18.00
		LOWREY2021	Genl Govt/Facilities	Dealer License - Lowrey	125.00
		RG0000586-2021	Genl Govt/Facilities	CPL Fees - Wattson	18.00
		RG0000585-2021	Genl Govt/Facilities	CPL Fees - Garcia	18.00
		RG0000582-2021	Genl Govt/Facilities	CPL Fees - Denning	18.00
		RG0000587-2021	Genl Govt/Facilities	CPL Fees - Locken	18.00
		RG0000588-2021	Genl Govt/Facilities	CPL Fees - Wesley	21.00
		RG0000569-2021	Genl Govt/Facilities	CPL Fees - Holden	18.00
		RG0000571-2021	Genl Govt/Facilities	CPL Fees - Kaylor	18.00
		RG0000581-2021	Genl Govt/Facilities	CPL Fees - Potter	18.00
		RG0000573-2021	Genl Govt/Facilities	CPL Fees - Couch	18.00
		RG0000590-2021	Genl Govt/Facilities	CPL Fees - Zinda	18.00
		RG0000578-2021	Genl Govt/Facilities	CPL Fees - Matzick	18.00
		RG0000576-2021	Genl Govt/Facilities	CPL Fees - Harlas	18.00
		RG0000579-2021	Genl Govt/Facilities	CPL Fees - Jones	21.00
		RG0000583-2021	Genl Govt/Facilities	CPL Fees - Browning	21.00
DEPARTMENT OF LICENSING - CPL Total					494.00
DICK'S TIRE FACTORY	158	D82793	Public Safety	PD Vehicle Maint	20.00
		D82933	Public Works	Spare Tire - Water	54.20
DICK'S TIRE FACTORY Total					74.20
DJ'S Electrical Inc.	UB*00320	(blank)	Genl Govt/Facilities	Refund Check 011810-003 Hydrant Meter 70 S 65th Ave	14.23
DJ'S Electrical Inc. Total					14.23
Doug & Vicki Lipski	UB*00467	(blank)	Genl Govt/Facilities	Refund Check 007937-000, 2001 S 16th Dr	70.18
Doug & Vicki Lipski Total					70.18
Fisher Aaron & Helen	UB*00471	(blank)	Genl Govt/Facilities	Refund Check 012952-000 2734 S Red Tail Loop	130.00
Fisher Aaron & Helen Total					130.00
GRAINGER	206	9777399040	Public Works	Water Oper Supp	329.60
		9778321720	Public Works	Water Oper Supp	36.84
		9773506093	Public Works	Water Supplies	31.92
GRAINGER Total					398.36
H.D. FOWLER COMPANY	2036	I5689404	Public Works	Water Meters	1,190.62
H.D. FOWLER COMPANY Total					1,190.62
HARRY'S LAWN AND POWER EQUIPMENT	214	196085	Public Works	Parks Mower Repair	69.48

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HARRY'S LAWN AND POWER EQUIPMENT Total					69.48
Hidden Oasis Salon & Spa	UB*00475	(blank)	Genl Govt/Facilities	Refund Check 013282-000 255 S 47th Ave	88.65
Hidden Oasis Salon & Spa Total					88.65
HOME DEPOT CREDIT CARD SERVICES	1805	362085	Genl Govt/Facilities	Tools - Kauffman	2.56
				Tools - Nathan	32.35
				Tools - PW's	3.27
				Cleaning Supp - COVID	30.08
			Public Works	Tools - Kauffman	23.08
				Tools - Nathan	183.28
				Tools - PW's	48.69
				Tools - Parks	46.87
HOME DEPOT CREDIT CARD SERVICES Total					370.18
IMW Automation LLC	UB*00470	(blank)	Genl Govt/Facilities	Refund Check 010650-000 5561 S 1st Cir	267.44
IMW Automation LLC Total					267.44
J.L. STOREDAHL AND SONS	558	321313	Genl Govt/Facilities	PW Shop Oper Supp - Rock	13.55
			Public Works	PW Shop Oper Supp - Rock	201.85
J.L. STOREDAHL AND SONS Total					215.40
J2 BLUE PRINT SUPPLY	243	AR97138	Community Development	Plotter Contract - Feb 2021	54.20
J2 BLUE PRINT SUPPLY Total					54.20
JANEAN Z PARKER	2199	107	Public Works	Legal Services - Jan 2021	281.25
			Community Development	Legal Services - Jan 2021	1,000.00
			Legal	Legal Services - Jan 2021	2,281.25
			Parks	Legal Services - Jan 2021	187.50
JANEAN Z PARKER Total					3,750.00
JEWISH BUSINESS NETWORK	3546	42	Genl Govt/Facilities	1Sat/Emp Relations Supp	190.38
			Human Resources	1Sat/Emp Relations Supp	59.62
JEWISH BUSINESS NETWORK Total					250.00
JIM NINDEL-EDWARDS	3545	MEC-21-0006	Genl Govt/Facilities	Permit Refund MEC-21-0006	79.00
JIM NINDEL-EDWARDS Total					79.00
JOHN AND HANNAH BOYSE	2439	2.4392E+11	Parks	Down Payment for Property Parcel 986055461	20,000.00
JOHN AND HANNAH BOYSE Total					20,000.00
L.N. CURTIS AND SONS	3075	INV454662	Public Safety	PD Uniforms - Doran	305.68
		INV457282	Public Safety	PD Uniforms - Doran	169.62
		INV458904	Public Safety	PD Uniforms - Morgan	80.22
L.N. CURTIS AND SONS Total					555.52
LAKESIDE INDUSTRIES	264	148553	Public Works	EZ Street Asphalt	1,296.40
LAKESIDE INDUSTRIES Total					1,296.40
MARIUS L MALATTIA	1817	145	Community Development	Design Reviews - Jan 2021	617.50
MARIUS L MALATTIA Total					617.50
MARTA L. OCHOA-RUTHERFORD	3396	468	Judicial	Interpreting Services	130.00
MARTA L. OCHOA-RUTHERFORD Total					130.00
Martin Patricia McCarthy-Martin & Shawn	UB*00476	(blank)	Genl Govt/Facilities	Refund Check 009742-001 815 N Raven Dr	74.94
Martin Patricia McCarthy-Martin & Shawn Total					74.94

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City of Ridgefield
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MJB CONSULTING INC	3117	1969	Genl Govt/Facilities	State Lobbyist - Jan 2021	2,500.00
MJB CONSULTING INC Total					2,500.00
MOTION & FLOW CONTROL PRODUCTS INC	2723	7825195	Public Works	Water Operational Supplies	12.70
MOTION & FLOW CONTROL PRODUCTS INC Total					12.70
MOTOROLA SOLUTIONS INC.	301	41296861	Public Safety	Motorola Mobile Radios	10,575.65
MOTOROLA SOLUTIONS INC. Total					10,575.65
NAPA AUTO PARTS	498	225887	Public Works	Sander Repair	3.24
		226132	Public Works	Vac Trailer Repair	17.39
		255088	Public Works	Street Sweeper Maint	50.76
		226130	Genl Govt/Facilities	Shop Supp	2.02
			Public Works	Shop Supp	30.16
		225088	Public Works	Vehicle Maint - Street Sweeper	50.76
		226523	Public Works	Water Supplies	37.75
		224850	Genl Govt/Facilities	Dump Truck CB Radio	13.42
			Public Works	Dump Truck CB Radio	199.87
		225224	Public Works	Sander Repair	70.14
		224395	Public Safety	PD Vehicle Maint	19.95
		224944	Public Works	Sander Battery	68.96
NAPA AUTO PARTS Total					564.42
ONE CALL CONCEPTS	326	1019093	Public Works	Excavation Notif/Modem Ticket Delivery - Jan 2021	320.76
ONE CALL CONCEPTS Total					320.76
ON-HOLD CONCEPTS INC	2217	532421	Information Technology	On Hold Musice Service - Feb 2021	24.95
ON-HOLD CONCEPTS INC Total					24.95
PLATT ELECTRIC SUPPLY	766	1E97363	Genl Govt/Facilities	Tent Heater Cords	96.28
		1R59143	Public Works	Overlook Park Supp	712.08
		1E94741	Public Works	Overlook Park - Credit	(546.91)
		1E94670	Public Works	Overlook Park Lights	533.97
		1D74617	Genl Govt/Facilities	Tent Heater Cords	197.85
		1D62079	Genl Govt/Facilities	Tent Heater Cords	677.05
PLATT ELECTRIC SUPPLY Total					1,670.32
POSTMASTER	348	0348-2021-414	Civil Services	Civil Service Commision PO Box - 2021	118.00
POSTMASTER Total					118.00
RIDGEFIELD SCHOOL DISTRICT	378	1002000063	Genl Govt/Facilities	RACC Operating Expense - Janitorial	241.58
				RACC Operating Expense - Wastewater	8.14
				RACC Operating Expense - Garbage	18.62
				RACC Operating Expense - Electricity	325.71
			Public Works	RACC Operating Expense - Janitorial	207.99
				RACC Operating Expense - Wastewater	7.01
				RACC Operating Expense - Garbage	16.02
				RACC Operating Expense - Electricity	280.42
				Q4.2021 - RORC Oper Costs	20,435.72
			Community Development	RACC Operating Expense - Janitorial	872.68
				RACC Operating Expense - Wastewater	29.39

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RIDGEFIELD SCHOOL DISTRICT	378	1002000063	Community Development	RACC Operating Expense - Garbage	67.26
				RACC Operating Expense - Electricity	1,176.61
RIDGEFIELD SCHOOL DISTRICT Total					23,687.15
ROTSCHY INC.	2401	54779	Public Works	32nd Ave Waterline Repair	3,022.24
	UB*00472	(blank)	Genl Govt/Facilities	Refund Check 010953-005 Hydrant Meter	164.55
ROTSCHY INC. Total					3,186.79
Sinclair Janette	UB*00469	(blank)	Genl Govt/Facilities	Refund Check 008670-000 3319 S 5th Way	60.26
Sinclair Janette Total					60.26
STAPLES CONTRACT & COMMERCIAL INC	2884	8061170950	Genl Govt/Facilities	Cleaning Supp - COVID	46.20
				Office Supp	167.01
				Oper Supp - PW's	1.48
				Oper Supp	61.15
			Public Works	Oper Supp - PW's	22.11
			Community Development	Office Supp - CDD	160.61
				Oper Supp - CDD	57.78
			Finance	Office Supp - FIN	20.11
STAPLES CONTRACT & COMMERCIAL INC Total					536.45
STELLAR J	3045	3045-03	Public Works	Junction Booster Pump Station VFD Upgrade	9,105.60
STELLAR J Total					9,105.60
TERESA D JOHNSON CPA INC.	561	5547	Finance	2020 Annual Report	2,166.00
TERESA D JOHNSON CPA INC. Total					2,166.00
THE PARR COMPANY	964	26545941	Genl Govt/Facilities	1Sat Event Supp	83.14
		26545565	Public Works	Water Oper Supp	17.90
		26545615	Public Works	Street Tools	13.85
		26545588	Genl Govt/Facilities	Event Tent Supplies	97.02
THE PARR COMPANY Total					211.91
TRAFFIC SAFETY SUPPLY	432	INV034526	Genl Govt/Facilities	Speed Bump for 32nd	(22.78)
			Public Works	Speed Bump for 32nd	294.02
		INV034211	Public Works	Flagging Equip	16,633.59
TRAFFIC SAFETY SUPPLY Total					16,904.83
TYLER KING	2866	2866-20210211	Genl Govt/Facilities	Boot Repair Reimb - King	(16.38)
			Public Safety	Boot Repair Reimb - King	211.38
TYLER KING Total					195.00
USA BLUEBOOK	444	472256	Genl Govt/Facilities	PW Safety Supp	13.16
			Public Works	PW Safety Supp	196.08
USA BLUEBOOK Total					209.24
WA ASSOCIATION SHERIFFS AND POLICE CHIEFS	459	DUES 2021-00261	Public Safety	2021 Dues - Brooks	120.00
WA ASSOCIATION SHERIFFS AND POLICE CHIEFS Total					120.00
WAPITI AERIAL SERVICES INC.	1405	INV13018	Public Works	Non Insulated Bucket Truck Inspections	350.00
WAPITI AERIAL SERVICES INC. Total					350.00
WAPITI NW LLC	2545	8903	Genl Govt/Facilities	Vehicle Maint - 2013 F150	16.69
			Public Works	Vehicle Maint - 2013 F150	317.10
		8913	Public Works	Vehicle Maint - Street Sweeper	1,633.50

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WAPITI NW LLC	2545	8904	Public Works	Vehicle Maint - 2013 F150	329.79
		8927	Public Works	Vehicle Maintenance - 1997 Ford Ranger	609.02
		8905	Public Works	Vehicle Maint - 2003 F150	2,520.73
		3293	Public Works	Vehicle Maint - 1997 Ford Ranger	6,795.57
WAPITI NW LLC Total					12,222.40
WELLWORKS FOR YOU	3414	12358	Human Resources	Wellness Program - Jan 2021	548.00
WELLWORKS FOR YOU Total					548.00
WOODLAND SAW AND CYCLE INC.	2223	1256	Public Works	Saw Chains	258.96
WOODLAND SAW AND CYCLE INC. Total					258.96
Grand Total					177,701.42

Attachment: February 11, 2021 - Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: February 11, 2021

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the January 28, 2021 Meeting

AGENDA ITEM TITLE:

Approval of minutes from the following meeting(s) of the council:

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

Staff has prepared the minutes for Council consideration of adoption for the Council meeting(s)

BUDGET/FINANCIAL IMPACTS:

Not applicable

ACTION OR MOTION:

Approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 01-28-2021 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

January 28, 2021

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

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

MAYOR

1. Appointment of Parks Board Member, Position No. 6

Appointment confirmation of Sandy Schill, Position No. 6.

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

2. Appointment of Mosquito Control Board Member

Appointment confirmation of Matt Cole to Mosquito Control Board.

Attachment: 01-28-2021 (Approval of Minutes)

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

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the January 14, 2021 Meeting

PRESENTATION

1. Pavement Management Condition Index
2. I-5 South Extension Planning Update

BUSINESS

1. First Reading of Ordinance No. 1336 - Port of Ridgefield Franchise Agreement - Bryan Kast, Public Works Director

For the past several years the Port of Ridgefield has been working on developing a 42-mile dark fiber network throughout the City and northern Clark County. The project is based on a successful dark fiber network that was implemented by the Port of Whitman County, and will allow Ridgefield to attract business that require access to high speed, reliable internet service. In March of 2018 the Governor signed a bill enabling all Ports throughout Washington to build and lease telecommunications infrastructure, allowing the Port of Ridgefield to proceed with their project. As much of the planed network will be located in City Right-of-Way a franchise agreement between the Port and the City is necessary to allow the cable to be placed and identify responsibilities and processes for maintenance and relocation. The agreement was not approved by the Port in 2018, necessitating its return to Council for reconsideration. Port is proposing amendments to the agreement which will be reviewed by staff and brought back for Council consideration at the next City Council meeting.

First reading conducted.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Ziemer - Attended virtual City Manager briefing.

Council Member Aichele - Attended virtual Port of Ridgefield meeting, Chamber of Commerce meeting.

Council Member Lindsay - Attended virtual CREDC Board meeting.

Council Member Onslow - Attended virtual City Manager briefing, AWC City Action days are scheduled for next week.

Council Member Day - Attended total of 12 virtual meetings, CREDC meeting, sub committee on support people, friends of the refuge.

Council Member Wells - Attended virtual City Manager briefing, CRWWD meeting.

Mayor

Attended virtual AWC Mayor's Exchange.

Addressed public comments received regarding electrical vehicle charging stations.

City Manager

City Manager Steve Stuart - Staff will reach out to CPU regarding electrical vehicle charging station placement in downtown, Covid-19 update.

Public Works Director Bryan Kast - Pioneer Street widening construction update.

Finance Director Kirk Johnson - City received distinguished budget presentation award and the certificate of achievement for excellence in financial reporting, 2021 budget is available on the website.

Community Development Claire Lust - 2020 end of the year report presented.

Police Chief John Brooks - Vehicle crashed into 56th roundabout, taking out few grapevines.

ADJOURN - [8:45 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 01-28-2021 (Approval of Minutes)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: February 11, 2021

ITEM:

AGENDA ITEM TITLE: 2021 Pavement Preservation Program Funding Options

GOVERNING LEGISLATION:

RCW 36.73; RMC 3.95

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Ordinance No. 998 on June 26, 2008 establishing a Transportation Benefit District (TBD). Council adopted Ordinance No. 1285 on December 20, 2018 establishing a vehicle licensing fee to fund the Transportation Benefit District. Council attended a presentation on the Pavement Preservation Program, current pavement condition index and funding needs on January 28, 2021.

SUMMARY/BACKGROUND:

Council approved a budget item for the 2020 year to update the pavement condition index to allow the city to also update the pavement preservation program for the city. Council reviewed the presentation including financing needs for the next 10 years to maintain or improve the pavement condition including any deferred maintenance.

The current presentation looks at funding options including the current vehicle licensing fee adopted in December 2018.

BUDGET/FINANCIAL IMPACTS:

Financial impacts will be determined depending on council's decision on funding options.

ACTION OR MOTION:

Presentation only. No action requested other than direction on how council would like staff to proceed.

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: Pavement Preservation Funding Options (PDF)



Pavement Preservation Funding Options

February 11, 2021



Deferred Maintenance With Current Funding

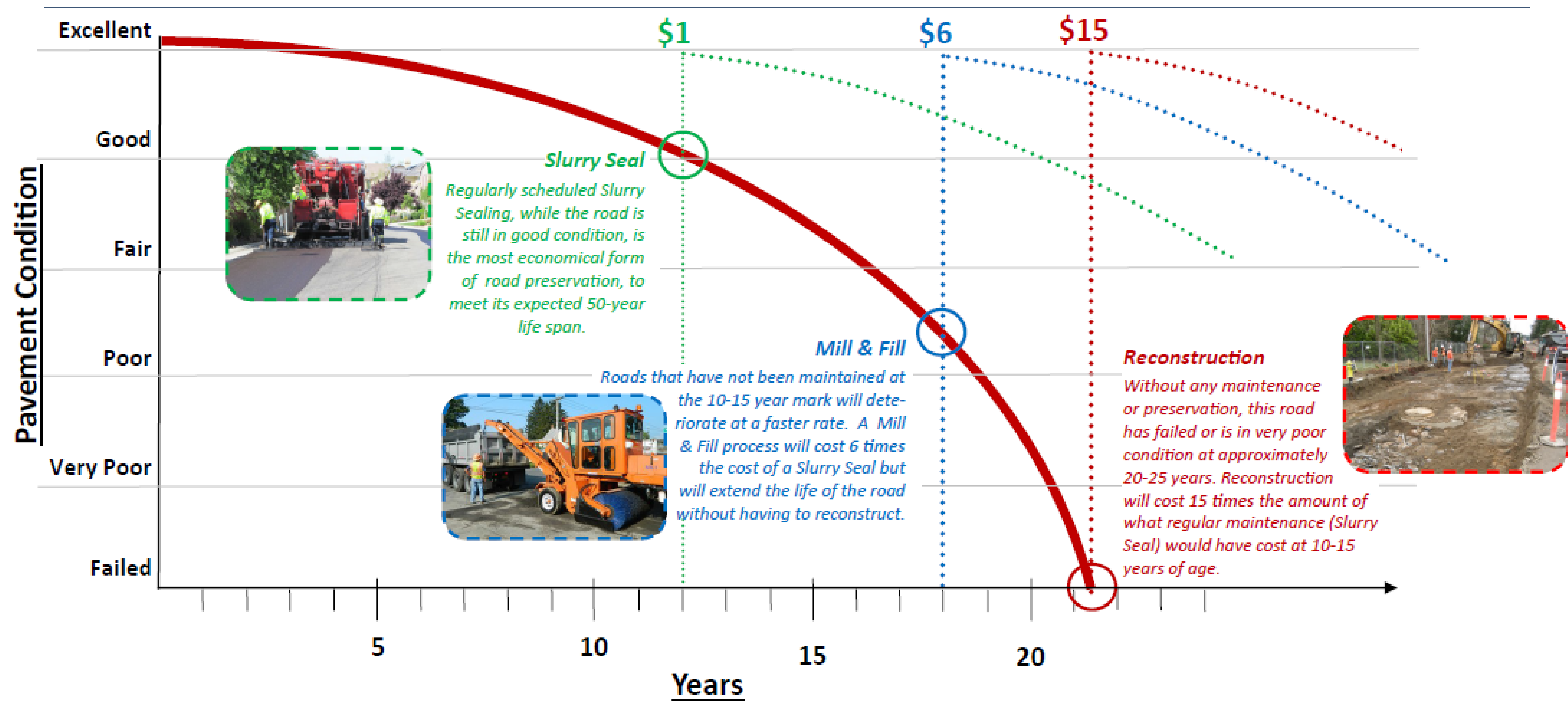


Current PCI: 79

Without Development: 59

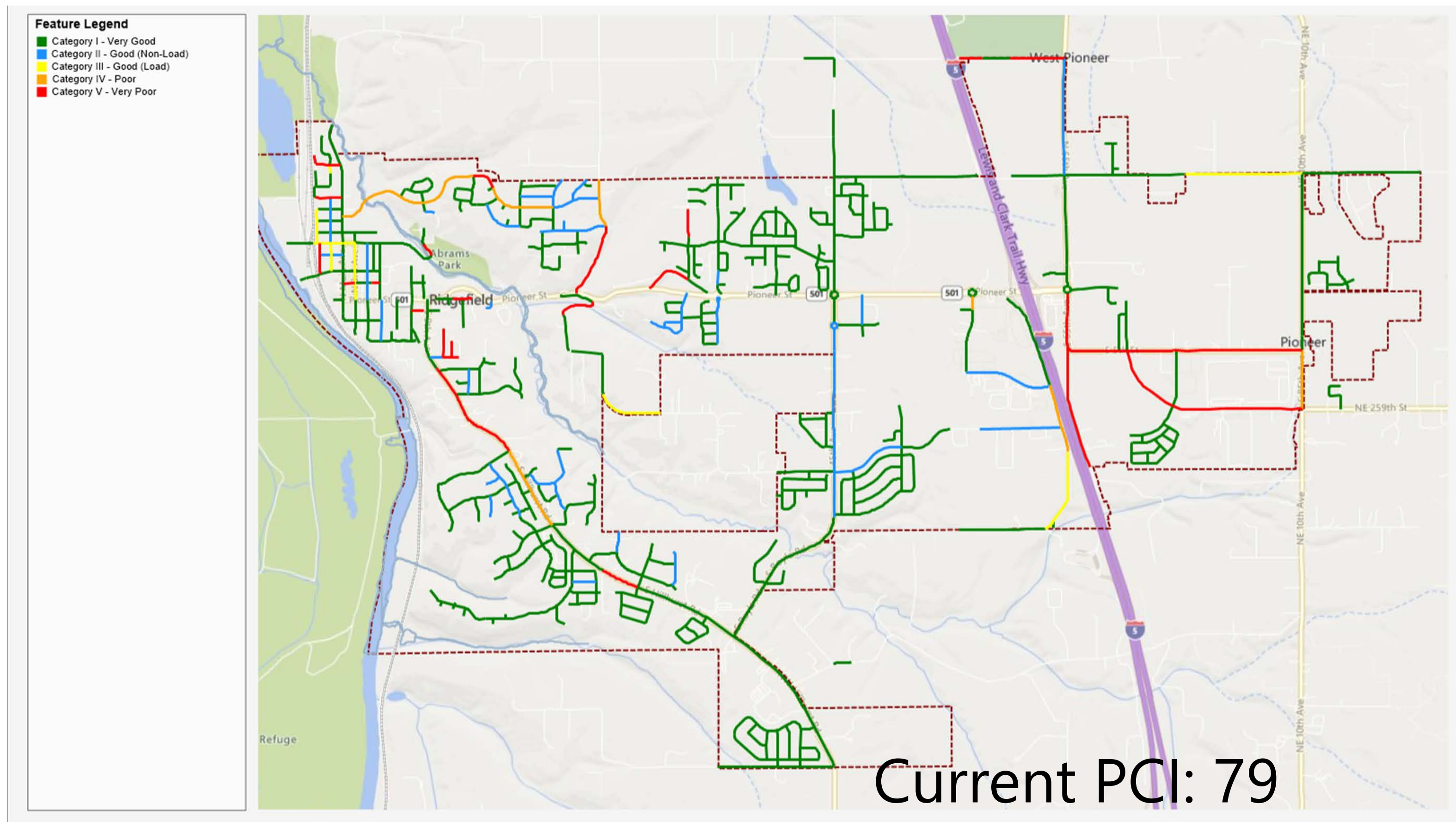


Managing Assets: Pavement Life Cycle



PCI Condition in 10yrs

At Current Funding Level



Current PCI: 79

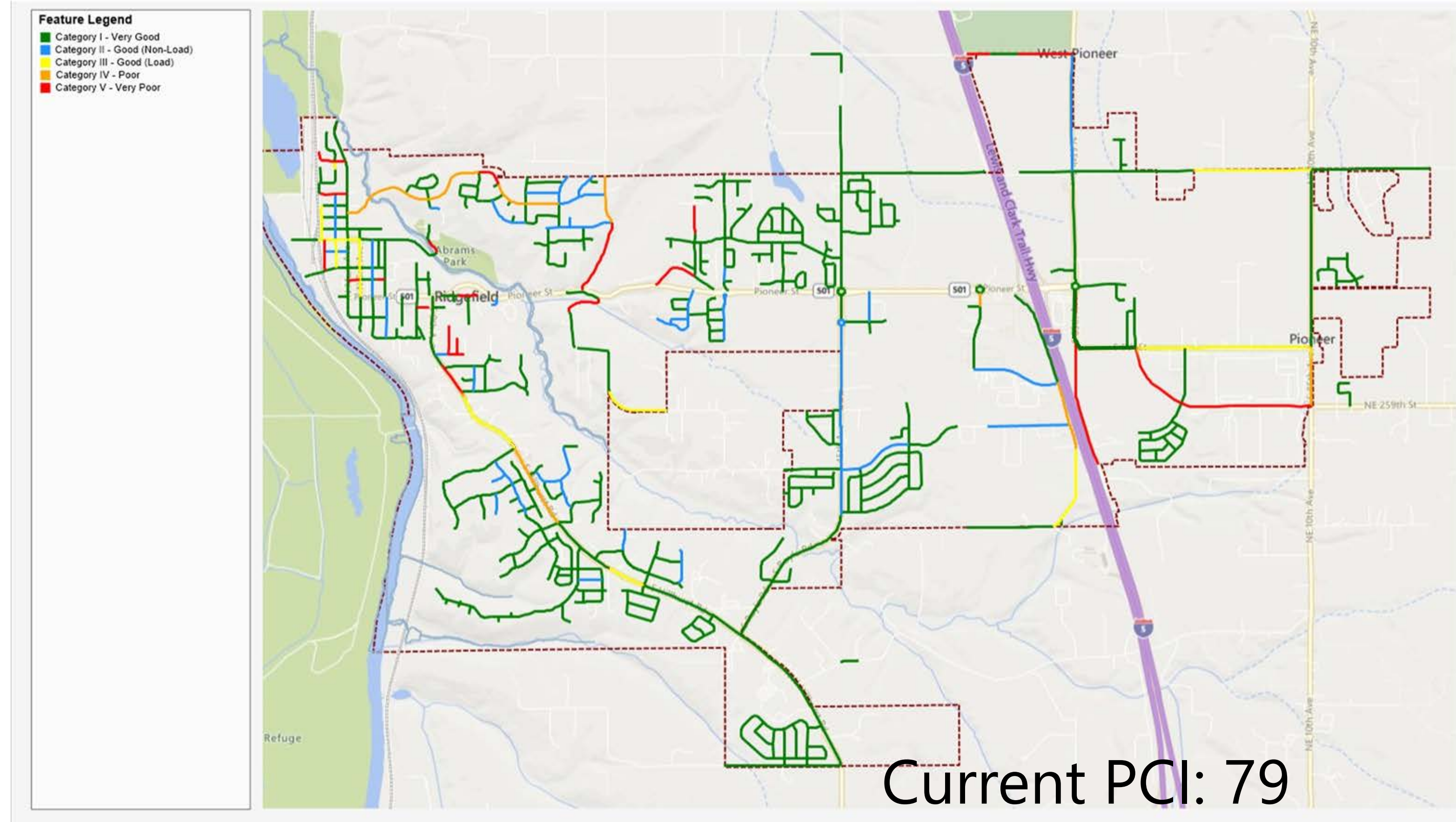
PCI in 10 Yrs. @ Current Funding: 59

Deferred Maintenance: \$15.7 Million



PCI Condition in 10yrs

With Development at Current Funding Level



Current PCI: 79

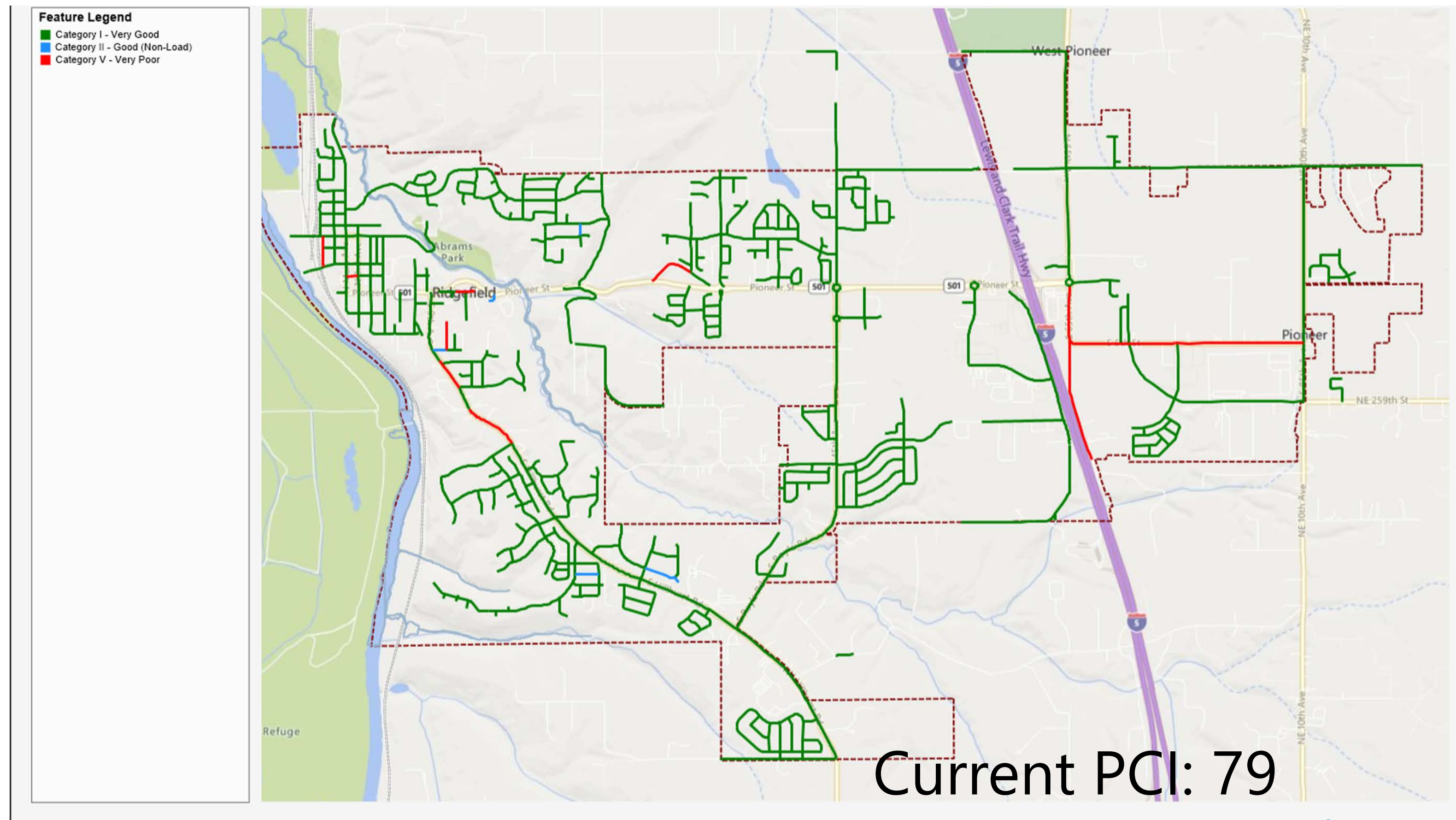
PCI in 10 Yrs. @ Current Funding: 60

With Development Deferred Maintenance: \$12.2 Million



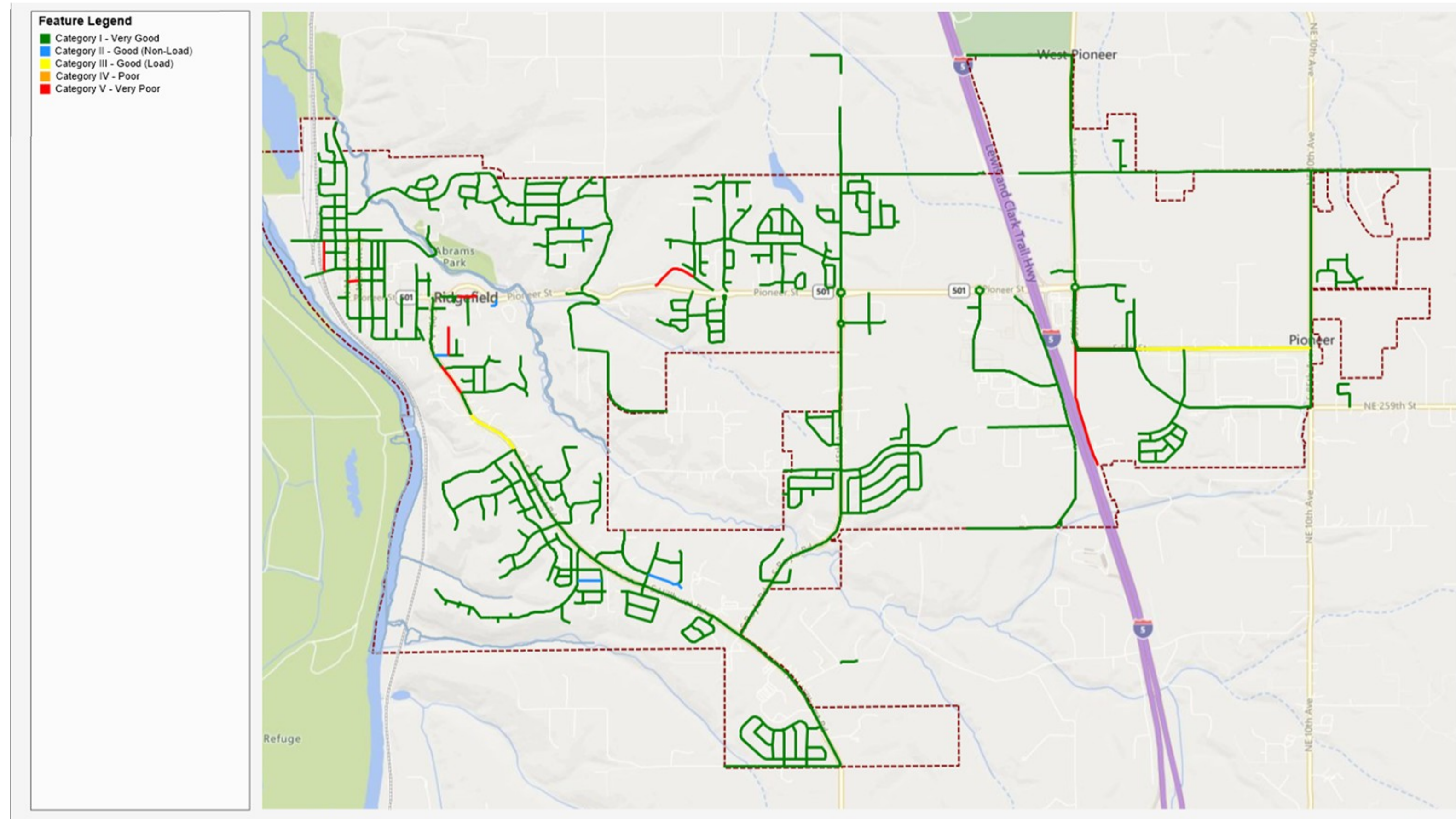
PCI Condition in 10yrs

At \$600,000/YR



PCI Condition in 10yrs

With Development at \$525,000/YR



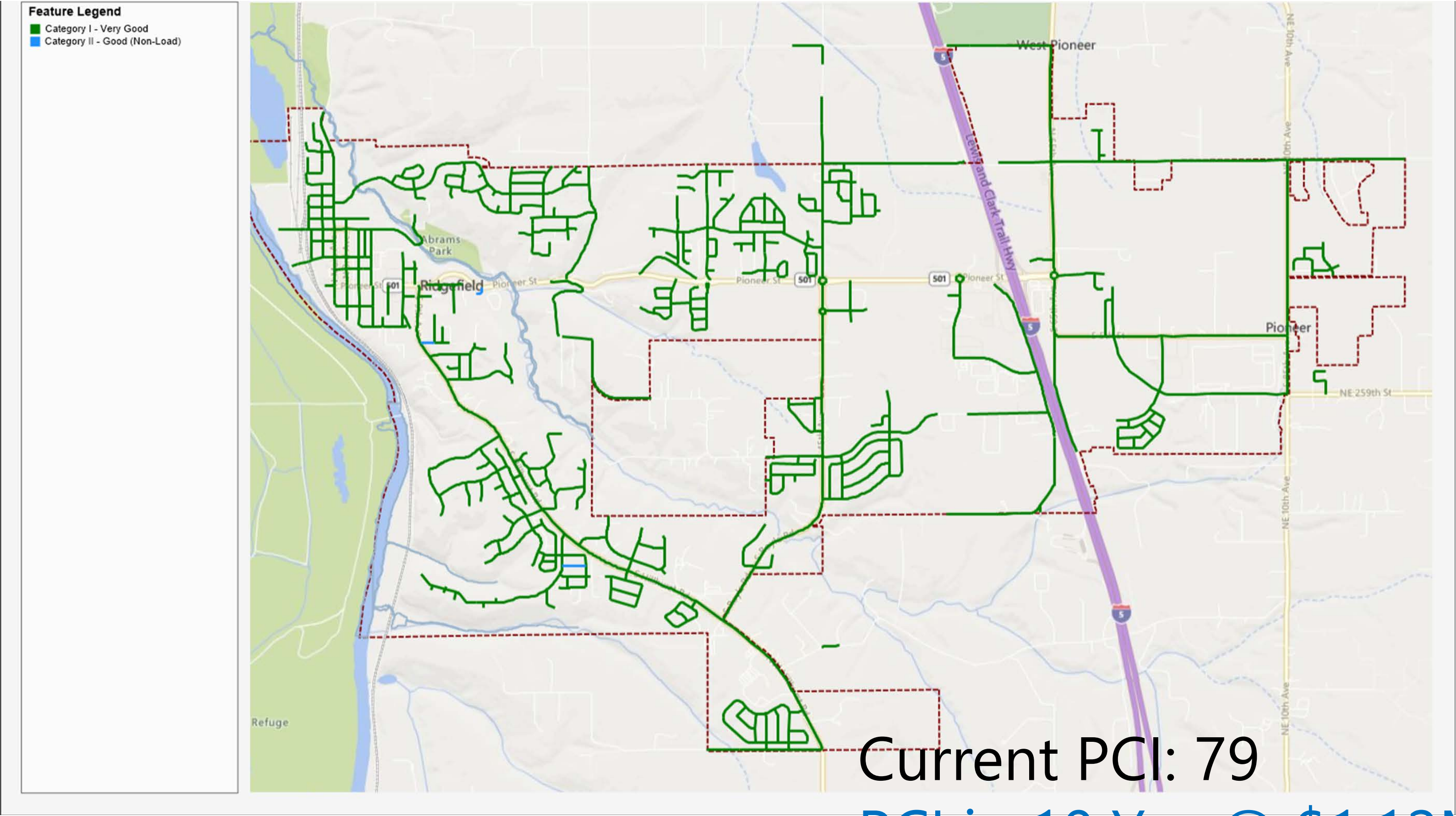
PCI in 10 Yrs. @ \$525k/YR: 79

With Development Deferred Maintenance: \$3.1 Million



PCI Condition in 10yrs

At \$1.12 Million/YR



Current PCI: 79

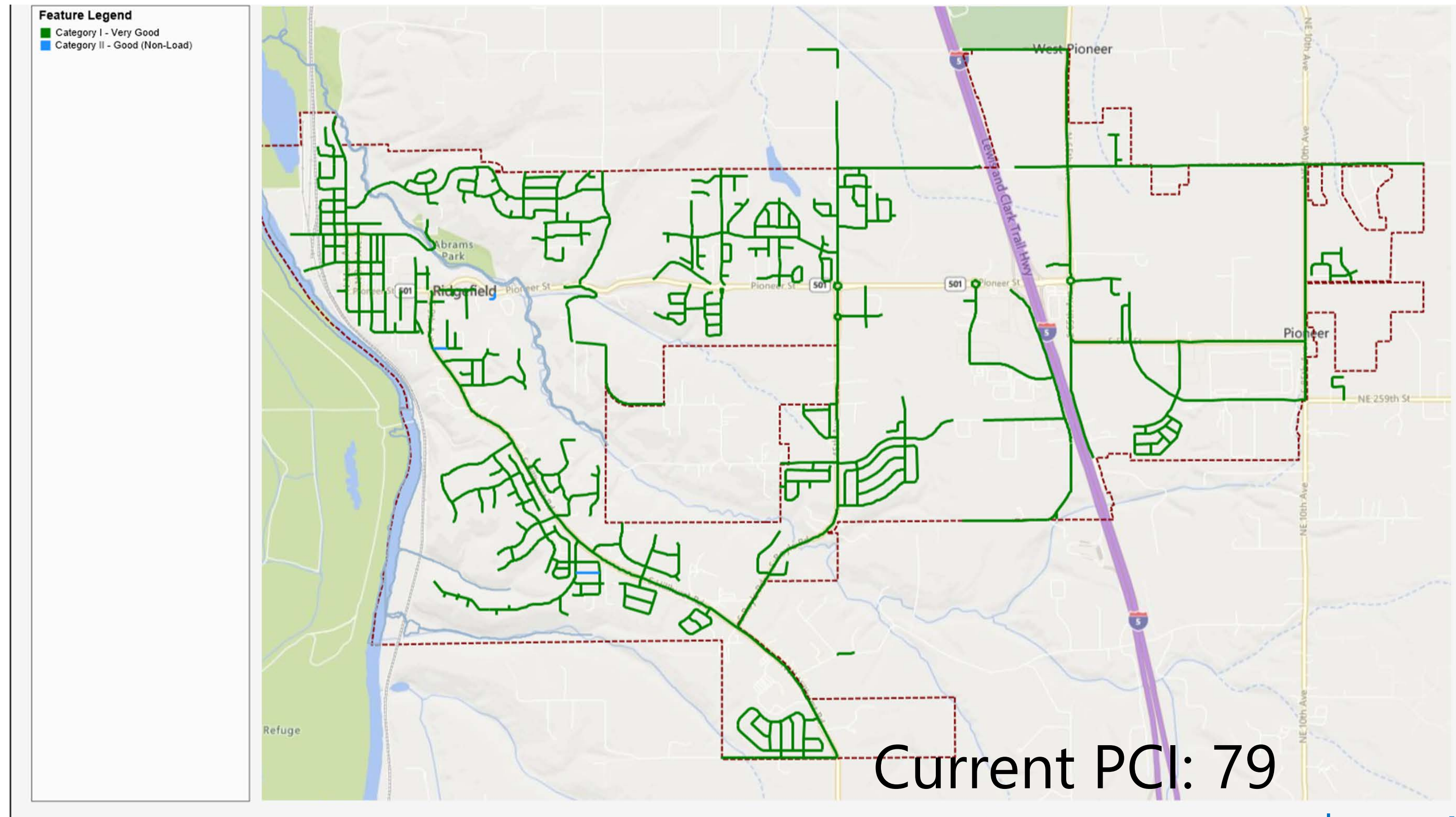
PCI in 10 Yrs. @ \$1.12M/YR: 84

Deferred Maintenance: \$0

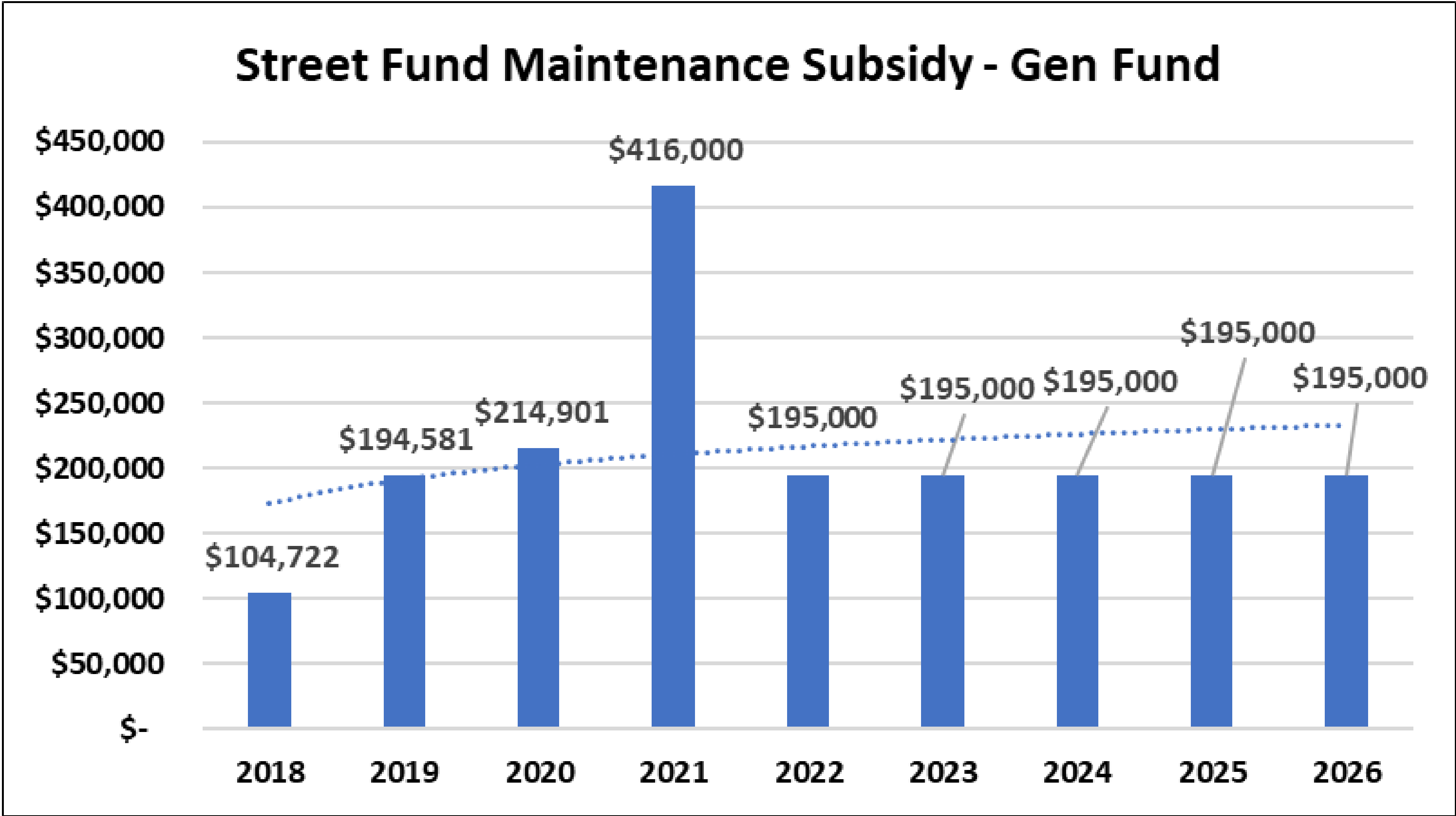


PCI Condition in 10yrs

With Development at \$800,000/YR



Historical General Fund Subsidy



Potential Revenue Sources for Road Maintenance

- Increase subsidy from General Fund
- Transportation Benefit District (TBD)
- Grant funding



Transportation Benefit District

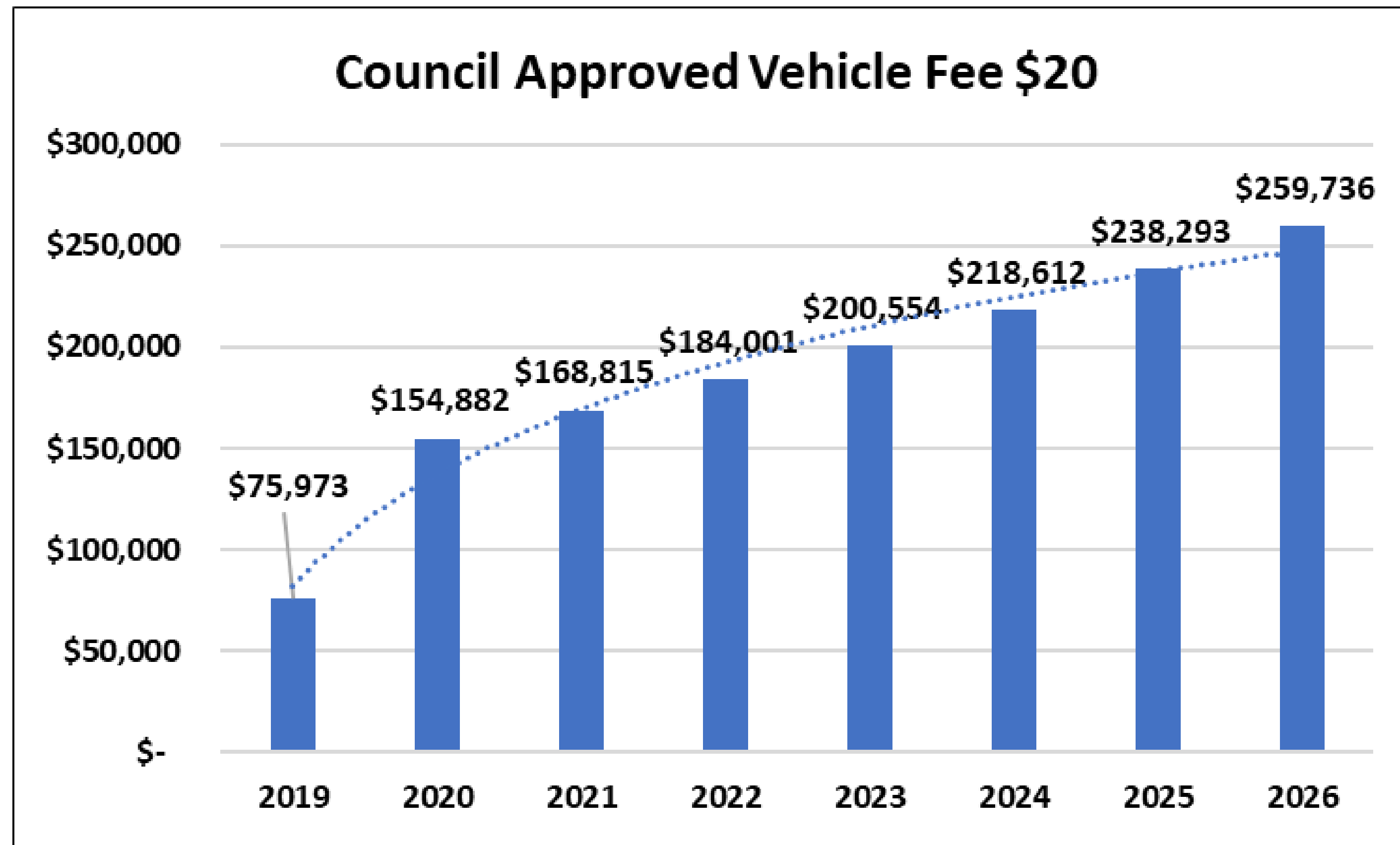
Transportation Benefit Districts provide multiple funding options that are voter approved or councilmanic.



Attachment: Pavement Preservation Funding Options (2021 Pavement Preservation Program)



Council Approved Funding Options – Effective June 2019



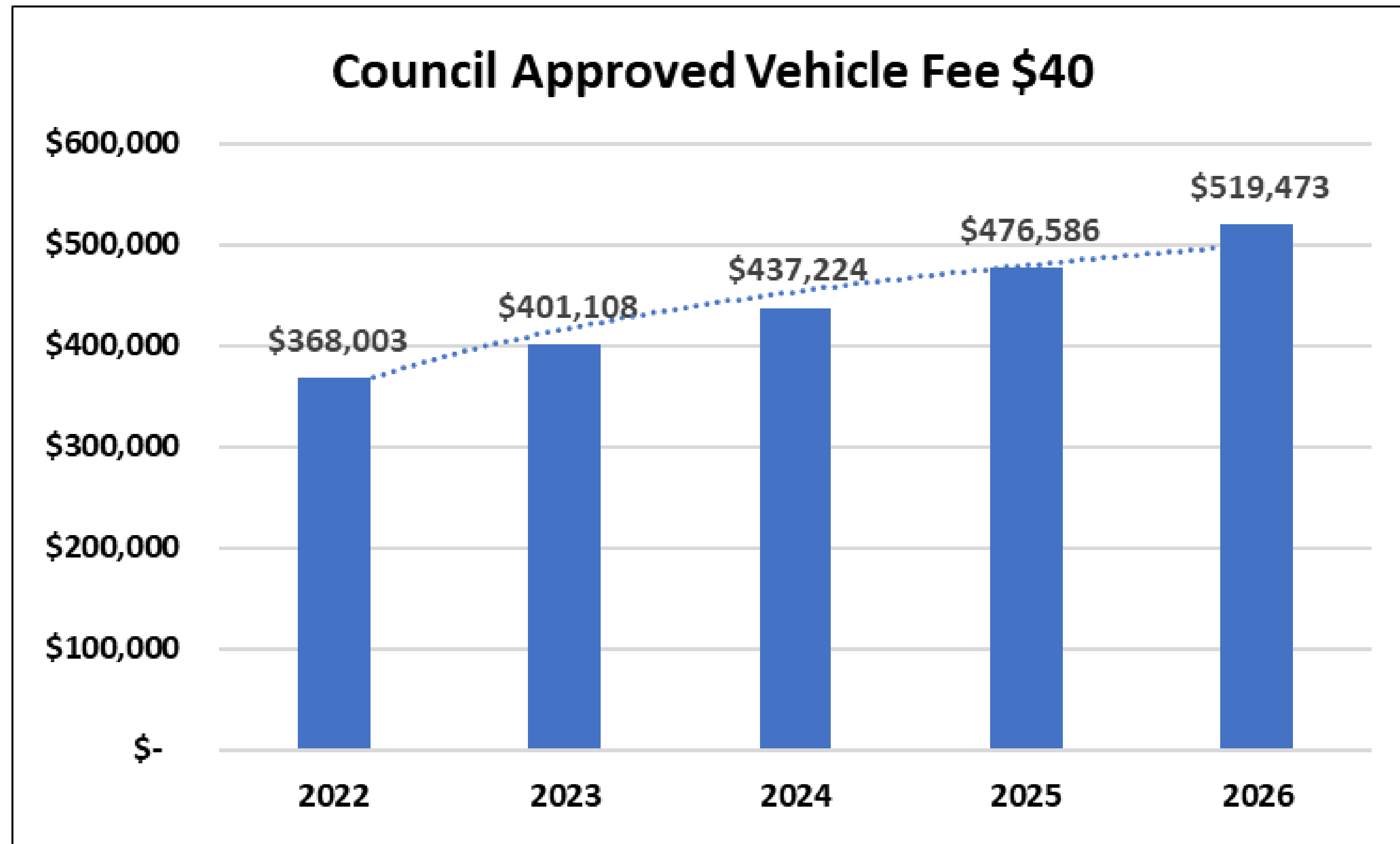
Current Balance
\$186,367

Other Options

- Councilmanic approval up to \$40 after \$20 fee is in place for 24 months
- Councilmanic approval up to \$50 after \$40 fee is in place for 24 months



Council Approved Funding Options



Other Options

- Amount council could approve in June 2021 effective 180 days later



Council Approved Funding Options

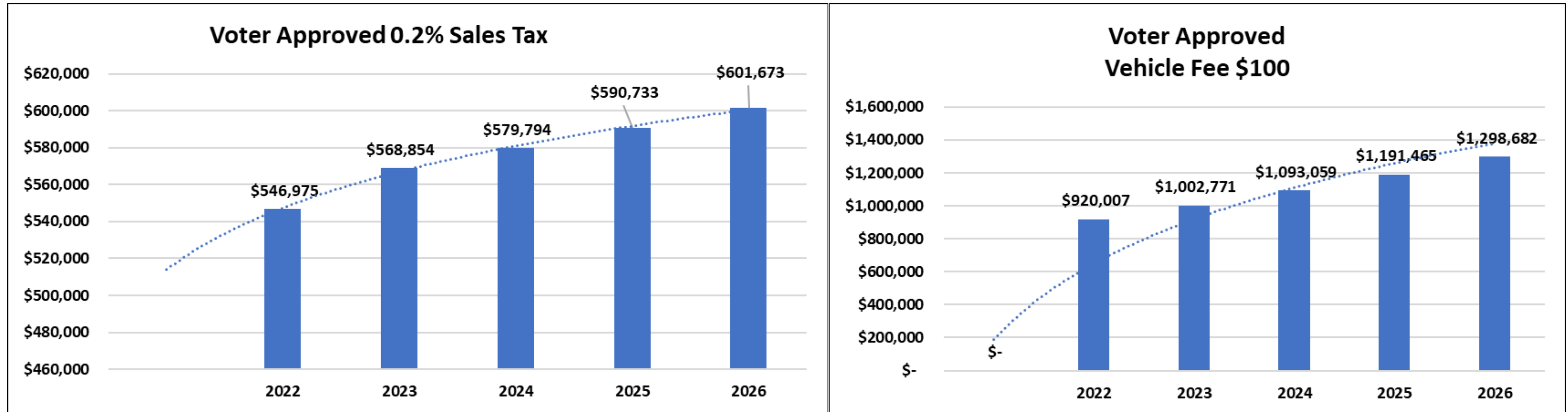


Other Options

- Use of Real Estate Excise Tax
 - REET 1 and 2 can be used up to 25% of available funds or \$100,000 whichever is greater not to exceed \$1,000,000 per year. Estimate up to \$200,000 beginning in 2024.



TBD Voter Approved Funding Options



Other Options

- Voter approved sales tax option good for 10 years
 - Single option to ask voters to renew for additional 10 years unless tied to issuance of bond
- Voter approved vehicle licensing fees over \$50 up to \$100 per registration by simple majority of voters
- Voter approved 1 Year Property Tax Levy
- Impact fees charged on commercial and industrial development
- Tolls



What Can be Funded with a TBD

Criteria:

- Improvement needs to be within the boundaries.
- Improvements need to be included in the CIP.



Entities with a TBD

The following SW Washington entities have an annual vehicle fee.

- | | |
|-----------------|----------------|
| • Battle Ground | \$20 |
| • Kalama | \$40 |
| • Kelso | \$20 |
| • Longview | \$20 |
| • Vancouver | \$40 |
| • Washougal | \$20 |
| • Castle Rock | 0.2% Sales Tax |



Next Steps

- Council to provide Direction on Preferred Funding Options





THANK YOU

Vehicle Tab Fee

Vehicles Subject to fee:

- Passenger vehicles
- Trucks that weigh 6,000 pounds or less
- Motorcycles
- Commercial passenger vehicles and trucks that weigh 6,000 pounds or less
- Commercial trailers
- Combination trucks that weigh 6,000 pounds or less
- Tow trucks
- House moving dollies
- Trucks used exclusively for hauling logs that weigh 6,000 pounds or less
- Taxicabs
- For-hire or stage vehicles with 6 seats or less
- For-hire or stage vehicles with 7 or more seats that weigh 6,000 pounds or less
- Private use trailers over 2,000 pounds
- Motorcycle trailers
- Travel trailers
- Fixed load vehicles that weigh 6,000 pounds or less
- Mobile homes licensed as vehicles

Exempt vehicles

- All farm vehicles
- Campers
- Off-road vehicles
- Snowmobiles
- Mopeds
- Personal use trailers with a single axle and less than 2,000 pounds scale weight
- Combination trailers
- Trailers used exclusively for hauling logs
- Horseless carriage, collector, or restored-plate vehicles
- Converter gear
- Government vehicles
- Private school vehicles
- Vehicles properly registered to disabled American veterans



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: February 11, 2021

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Water Supply and Aid to Construction Agreement with Clark Public Utilities

GOVERNING LEGISLATION:

Chapter 70.116 RCW - Public Water System Coordination Act of 1977

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The City of Ridgefield currently has three interties with the Clark Public Utilities (CPU) water system. Intertie #1 is located at NE 10th Avenue and NE 264th Street is connected into the City's distribution system. Intertie #2 is located at the intersection of 279th Street and NW 11th Avenue and serves Clark County Fire and Rescue Station. Intertie #3 is located at the intersection of 289th Street and NW 11th Avenue and serves the Seventh Day Adventist headquarters and WSDOT weigh station. Each of these interties includes a 2-inch connection for regular use and a 6-inch connection for emergencies including fire flows. Interties 2 and 3 are not connected to the City's distribution system and will be abandoned when City waterlines are extended to these areas.

Previously the 6-inch connection at Intertie #1 has been used only in emergency situations, such as when a City well goes down and the remaining City wells are not able to keep pace with demands. City and CPU staff have worked to draft an agreement to allow the use of the 6-inch connection at Intertie #1 as a regular source. The agreement that is before Council will supersede the previous intertie agreements and will allow the City to access 1000 gallons per minute through Intertie #1. The agreement also lays out a path for an additional 1000 gallons per minute through a future intertie at N. Royle Road and opens the door for continued regional water source discussions.

In order to enable CPU to provide this additional water supply this agreement will have the City pay CPU for half of the total costs of constructing an additional production well and

associated equipment at the Paradise Point Wellfield, to be designated as Well #4. The other half of construction costs for Well #4 will be contributed by Battle Ground in a similar agreement.

BUDGET/FINANCIAL IMPACTS:

Well #4 (plus associated equipment) and the filter bank cost is \$1,184,128 for a half payment due of \$592,064. Construction of these facilities is complete, and if this agreement is approved the City will pay CPU for the improvements by June 30, 2021. Funding is included in the 2021 budget for this payment.

ACTION OR MOTION:

Staff Recommends Council Review and discuss the agreement. If Council approves, a motion authorizing the City Manager to sign the agreement should be passed. A suggested motion would be:

“I move to authorize the City Manager to sign the Water Supply and Aid to Construction Agreement with Clark Public Utilities as presented.”

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: 2021 Ridgefield Water Supply Agreement - Final Draft (PDF)

Water Supply and Aid to Construction Agreement between Clark Public Utilities and the City of Ridgefield for Calendar Years 2021 - 2040

THIS AGREEMENT is made and entered into this ____ day of February 2021, by and between Clark Public Utilities (“Clark”) and the City of Ridgefield (the “City”), collectively the “Parties.”

WHEREAS, the authority for this Agreement is granted by the Public Water System Coordination Act of 1977, Chapter 70.116 RCW; and

WHEREAS, such an agreement promotes efficient water resource management within Salmon Creek and Lewis River Basins by utilizing existing water right permits in accordance with WACs 173-527 and 173-528; and

WHEREAS, such an agreement is consistent with the Clark County Coordinated Water System Plan (“CWSP”) to meet regional supply needs; and

WHEREAS, water service areas for each party and responsibilities for water supply service are designated in the CWSP to help assure that time, effort, and money are best used by avoiding unnecessary duplication of infrastructure to properly manage the areas’ valuable resources; and

WHEREAS, water system interties are mutually beneficial as part of a cooperative effort to better manage groundwater resources, protect in-stream flows and to provide safe and adequate water supply to North Clark County; and

WHEREAS, during certain times of the year, Clark provides the City with a significant portion of its water supply that is needed to serve the City’s residents; and

WHEREAS, Clark currently provides water service to the City through various interties; and

WHEREAS, based on certain additional improvements to its water system, as requested by the City, Clark anticipates that it will have the ability to provide excess water from its system to the City to help the City meet its current and future water supply needs; and

WHEREAS, the system improvements requested by the City (and the City of Battle Ground) would not have been performed by Clark at this time, but for this Agreement; and

WHEREAS, the City had agreed to share the cost of these improvements with the City of Battle Ground; and

WHEREAS, the City is relying on the water provided under this Agreement to meet its requirements under its water system plan; and

WHEREAS, the Parties recognize that Clark has a legal duty to service its customers equally.

NOW, THEREFORE, the Parties, having entered into this Agreement by their signature, agree with the following:

I. GENERAL TERMS AND OBJECTIVES

1. This Agreement shall replace all prior water service agreements, including the Regional Water Supply Agreement signed April 3, 2003, and the Short-Term Water Supply Agreement executed by Parties on May 17, 2006.
2. The Term of this agreement shall commence on the date fully executed by both Parties and shall continue until December 31, 2040. This Agreement may be extended or terminated or amended only by written agreement of the Parties.
3. Clark primarily provides water service to the City through Intertie #1, located at 800 NE 264th Street, along S 5th Street, east of N 85th Avenue.

Clark also provides water service to the City through two additional temporary points of connection. The first connection point, Intertie #2, serves Clark County Fire and Rescue Station 21, located at 911 N 65th Avenue. The second connection point, Intertie #3, serves the North Pacific Union Conference of The Seventh-Day Adventists building and the Washington State Department of Transportation Weigh Station. This intertie is located on the NW corner of N 20th Street and NW 11th Avenue.

Interties #2 and #3 are planned to be disconnected once direct water service is established through the development of a new water transmission line, as described in Section I (5) below.

4. Clark is currently supplying water to the City on an emergency basis through Intertie #1, as measured by Clark's 2-inch meter. As additional water supply becomes available through Clark's development of the new Paradise Point Regional Water Supply System, which includes the Paradise Point Wellfield and Treatment Plant, Clark will be able to provide the City with up to 1,000 gpm, which will be measured by a new 6-inch meter.

In order to enable Clark to provide this additional water supply, the City has agreed to pay Clark an aid to construction charge for work associated with certain

improvements to the Paradise Point Regional Water Supply System, as outlined herein. The City will pay Clark an amount equal to one-half the total costs associated with installing an additional production well (plus associated equipment) at the Paradise Point Wellfield, to be designated as Well #4. In addition, the City will also pay Clark for one-half the cost of one (1) filter bank at the Paradise Treatment Plant. Clark will design, construct, own, and operate these additional facilities in the Paradise Point Regional Water Supply System.

Well #4 (plus associated equipment) and the filter bank cost is \$1,184,128 for a half payment due of \$592,064. Construction of these facilities is complete, and the City will pay Clark its share of the actual material and construction costs, which will be invoiced by Clark and payable by June 30, 2021.

5. The Parties intend to construct a new transmission main for a new intertie, located at the City's northern water service boundary, spanning between the City's service area and Clark's existing water main located at approximately 31000 NE 31st Ave, which will be known as the "N. Royle Road Transmission Main." Once completed, the new water main will have a capacity of up to 2,000 gpm. The design and construction costs of this new line will be addressed under a separate agreement. The Parties will work together to develop the planning and construction schedule for the N. Royle Rd Transmission Main, which is anticipated to begin construction no later than January 1, 2030.

Once this new transmission line is operational, Clark will have the ability to serve the City with up to 2,000 gpm, which represents the maximum capacity available to the City through all interties.

6. Clark acknowledges that during certain times of the year, the City will depend on this additional water capacity to serve its residents. Clark agrees that it will work to meet the City's water supply needs, as outlined in this Agreement, and to provide uninterrupted service. But the Parties recognize that Clark must treat all of its water customers equally and that it cannot guarantee that it will be able to meet any specific customer's water demand when Clark experiences water shortages as a result of drought, equipment failure, or other causes outside of Clark's control.
7. Once Clark completes construction of its facilities, it shall maintain them at its own expense.
8. Clark will monitor the interties using its Supervisory Control and Data Acquisition (SCADA) system. If curtailment becomes necessary due to an emergency or limited water supply, Clark and the City will coordinate to minimize the impact to the City's customers. During such event, Clark will provide the City with as much advance notice as possible.
9. Clark and the City will continue to provide service within their respective water service boundaries, as designated within the CWSP, and as shown on the Clark

County GIS mapping system.

10. The City and Clark shall periodically review the City's population and demand projections to insure that the planning documents are up to date.
11. Each Party will be responsible for complying with all state and federal water quality standards and for maintaining water mains and infrastructure within its respective water system.

II. CONDITIONS OF SERVICE

1. All interties with the City will be metered and such meters will be owned and maintained by Clark.
2. Clark will monitor and maintain water quality to the City's interties. The City will be responsible for monitoring its distribution system's water quality. Water quality testing at the interties will be coordinated by the Parties.

Clark will be responsible for installation of the meter assembly and will maintain/monitor it.

III. COST OF WATER SUPPLY

1. Clark will charge the City its prevailing rate for water service (Public Authority Service rate class), which rate is subject to change by Clark's Board of Commissioners. Attached as Exhibit "A" is Clark's current water rates. Clark agrees to meet with the City and review any information provided by the City to reevaluate the City's appropriate water rate class.
2. Meter set fees and monthly charges for services under this Agreement will also be applied in accordance with the Public Authority Service rate class.
3. The capacity of the water provided through the proposed 6-inch meter at Intertie #1 will not be increased. Future additional capacity will be provided through the N Royle Road intertie as needed to meet the City's water demand. With installation of additional meter capacity, the City will be responsible to pay Clark the applicable system development charge (SDC).
4. Payments made by the City for one-half of the construction of Well #4, its associated facilities, and the filter bank at the Paradise Point Treatment Plant, which amount is \$592,064, will be treated as payments in lieu of the City's future SDCs for increased meter capacity on the Intertie #1, and N Royle Road Intertie, up to the amount paid by the City under this Agreement. The opportunity to use these in lieu payments for SDCs on the interties will expire on December 31, 2030.

IV. SYSTEM DEVELOPMENT CHARGES

Presently, the City uses the equivalent of a two-inch (2") meter for its water service through Intertie #1. Once Well # 4 is operational and the City is authorized to use up to 1,000 gpm, the City will be responsible for a SDC for the equivalent of a six-inch (6") meter that can measure up to 1,000 gpm. Once this occurs, the value of the City's current two-inch (2") meter SDC will be credited to the applicable six-inch (6") meter SDC and the available in lieu payment described under Section IV (4) will also be applied.

V. COOPERATION FOR FUTURE WATER RIGHTS

To assist Clark in the development of future water supply sources, the City will support Clark's efforts to acquire additional water rights and its pursuit of any water system development grants or loans. Additionally, the City and Clark agree to continue exploring partnerships regarding Coordinated Water System Planning and regional source development.

VI. ASSIGNMENT/SUBCONTRACTING

No party to this Agreement shall transfer or assign, in whole or in part, its respective rights or obligations under this Agreement without the prior written consent of the other parties. Consent for assignment or transfer shall not be unreasonably withheld.

VII. INDEPENDENT CAPACITY

Employees or agents of a Party engaged in the performance of projects under this Agreement shall continue to be employees or agents of that Party and shall not be considered employees or agents of any other Party to this Agreement.

VIII. ALTERATIONS AND AMENDMENTS

This Agreement may only be amended by written agreement between the Parties that is signed by personnel authorized to bind each Party.

IX. DISPUTES

The principal executive or their designee of each Party shall attempt to resolve all disputes regarding the terms of this Agreement in good faith. In the event the dispute is not resolved by the Parties, the matter will be referred to the Superior Court of the State of Washington in and for Clark County.

Parties shall bear their own legal fees, costs, and expenses related to enforcing rights and responsibilities of this Agreement.

X. RECORDS MAINTENANCE

The Parties shall retain project records that sufficiently and properly reflect all direct and indirect costs incurred for the performance of services in this Agreement. Records shall be subject to inspection, review, or audit by each Party and the Office of the Washington State Auditor. All records shall be retained in accordance with the State of Washington records retention schedule.

XI. GOVERNANCE

This Agreement is entered into under the authority granted by the State of Washington and provisions of the Agreement shall be construed to conform to Washington State laws.

XII. WAIVER AND SEVERABILITY

Failure by any Party to this Agreement to exercise rights under this Agreement shall not preclude that Party from subsequent exercise of those rights and shall not constitute a waiver of those rights or any other right under this Agreement. Waiver of any rights under this Agreement requires a written statement signed by an authorized representative of the Party waiving such rights.

If any provision of this Agreement or provision of a document incorporated by reference to this Agreement is found invalid, the invalidity shall not affect other provisions of this Agreement if the other provisions can be given effect without the invalid provision. The provisions of this Agreement are declared severable. In the event that certain language or a section of this Agreement is invalidated, the Parties will negotiate alternative terms to effectuate the Parties' intent. If the Parties are unable to reach agreement on alternative terms within 30 days of the invalidity determination, this Agreement will terminate.

XIII. ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties on the subject of this Agreement. No other understandings, oral or otherwise, exist or bind the Parties.

XIV. INDIRECT OR THIRD-PARTY BENEFICIARIES

The Parties do not intend, by this Agreement, to assume contractual obligations to any other party than the Parties named in this Agreement. There are no indirect or third-party beneficiaries to this Agreement.

XV. NOTICES

Any notices given under this Agreement shall be delivered and addressed to:

Clark Public Utilities

Attn: Director of Water
PO Box 8900
Vancouver, WA 98668

Copy to: General Counsel

City of Ridgefield

Attn: City Manager
230 Pioneer Street Ridgefield, WA 98642

The undersigned Parties agree to all of the terms and conditions contained in this Agreement.

IN WITNESS WHEREOF, the Parties execute this Agreement by their duly authorized officers as of the ____ day of _____, 2021.

CLARK PUBLIC UTILITIES

BY: _____

TITLE: _____

DATE: _____

Approved as to form:

John Eldridge/General Counsel

CITY OF RIDGEFIELD

BY: _____

TITLE: _____

DATE: _____

Approved as to form:

/City Attorney

Exhibit A

CLARK'S CURRENT WATER RATES

Rate Class (per Resolution No, 6974)

PUBLIC AUTHORITIES SERVICE REVENUE CLASS 0

APPLICABILITY

This revenue class applies to schools, municipalities, political subdivisions, or agencies of county, state, or federal governments.

MONTHLY CHARGE

The sum of the basic charge per meter and the volume charge for water used.

MONTHLY VOLUME CHARGE

\$1.85 per 100 cubic feet (ccf) – Block 1

\$2.40 per 100 cubic feet (ccf) – Block 2

\$2.95 per 100 cubic feet (ccf) – Block 3

These rates will be applied on a daily basis using a 30-day average.

MONTHLY BASIC CHARGE AND VOLUME PER BLOCK

<u>Schedule (Suffix)</u>	<u>Meter</u>	<u>Basic Charge</u>	<u>Block 1</u> (Cubic Feet)	<u>Block 2</u> (Cubic Feet)	<u>Block 3</u> (Cubic Feet)
53 (A or A/B Meter)	5/8" x 3/4"	\$9.00	0 - 1,800	1,801 - 3,600	Over 3,600
54 (B Meter)	1"	\$16.10	0 - 4,500	4,501 - 9,000	Over 9,000
55 (C Meter)	1 1/2"	\$36.00	0 - 9,000	9,001 - 18,000	Over 18,000
56 (D Meter)	2"	\$64.15	0 - 18,000	18,001 - 36,000	Over 36,000
57 (E Meter)	3"	\$144.00	0 - 41,400	41,401 - 82,800	Over 82,800
58 (F Meter)	4"	\$256.05	0 - 73,800	73,801 - 147,600	Over 147,600
59 (G Meter)	6"	\$572.80	0 - 165,600	165,601 - 331,200	Over 331,200
60 (H Meter)	8"	\$1018.15	0 - 295,200	295,201 - 590,400	Over 590,400

TERMS OF SERVICE

Service under this rate is subject to the District's general terms and conditions for water service. The District reserves the right to regulate at all times the hours when customers will be permitted to use District water for any nonessential household purposes.

SERVICE INSTALLATION FEES (per Resolution No. 7196)**Service Size Fee**

Up to 1" \$2,200

1 ½" and larger Time and Materials

Customers requesting services larger than one inch will be billed for time and material costs for the installation of the service.

Meter Set Only
(Lots in subdivisions that currently have boxes)

Size	<u>Current Charge</u>	<u>(Breakdown)</u>
5/8 x ¾	\$3,255	\$355 meter + \$2,900 SD
¾"	\$4,540	\$370 meter + \$4,170 SD
1"	\$7,890	\$460 meter + \$7,430 SD
1 ½"	\$17,380	\$670 meter + \$16,710 SD
2" Meter	\$30,820	\$1,130 meter + \$29,690 SD
3" Meter	\$68,290	\$1,480 meter + \$66,810 SD
4" Meter	\$121,110	\$2,320 meter + \$118,790 SD
6" Meter	\$271,030	\$3,760 meter + \$267,270 SD

Meter Set and Service
(Land without meter box but water main in the street)

Size	Total Charge
5/8 x ¾ Meter	\$5,455 total cost
¾" Meter	\$6,740 total cost
1" Meter	\$10,090 total cost
1 ½" Meter	\$19,580*
2" Meter	\$33,020*
3" Meter	\$70,490*
4" Meter	\$123,310*
6" Meter	\$273,230*

*Meter sizes greater than 1 ½" are subject to an additional time & material charge.

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: February 11, 2021

ITEM: CONSENT AGENDA

AGENDA ITEM TITLE: Declaring Certain Property as Surplus and Authorizing Its Disposition

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 35A.11.010 – Rights, powers, and privileges; City of Ridgefield Financial Policy #09: Capitalization of Assets

PREVIOUS COUNCIL ACTION TAKEN:

Council has previously adopted resolutions providing for the surplus of certain property and executing its sale or disposal

SUMMARY/BACKGROUND:

The City acquires various equipment and property as needed for staff to perform work responsibilities. As the equipment and property is used throughout its life to conduct City business, the equipment or property ages, and eventually becomes obsolete and/or in disrepair.

The City previously acquired a Toro 580D mower; serial number 90334, model 30581 as surplus equipment from the City of Vancouver 10 + years ago. The Public Works Department has determined this mower is no longer in use by the City and currently is not running. The Town of Yacolt has approached the City with an offer to purchase the mower for \$500 + sales tax.

A public hearing is not required to surplus this property per RCW 39.33.020 and AGO 1997 No. 5, and RCW 35.94.040. RCW 39.33.020 requires a public hearing for surplus of property over \$50,000 in value for all intergovernmental transfers. RCW 35.94.040 requires a public hearing to surplus property over \$50,000 in value for the surplus of property originally purchased for a utility. The current equipment does not meet either of these criteria.

Public Works is currently working on identifying equipment and items no longer in use to prepare for the move to the new Public Works Operations Center. Since this piece of equipment has been identified as an item they would like to surplus and dispose of they are asking for approval to sell to the Town of Yacolt.

BUDGET/FINANCIAL IMPACTS:

The City will see a budget impact from the sale. The sales price of the property will be \$500 plus sales tax of \$42 for a total amount of \$542.

RECOMMENDED ACTION OR MOTION:

Council may choose to adopt resolution No. 590 as presented by making the following motion:

“I move to adopt Resolution No. 590 as presented.”

STAFF CONTACT:

Kirk Johnson, Finance Director

Surplus Items Exhibit A 2.11.2021 (DOCX)

ATTACHMENTS:

Resolution No.590**DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION**

WHEREAS, the City of Ridgefield has acquired certain property and equipment, and

WHEREAS, the property and equipment cannot be reassigned within the City and the surplus of this property and equipment will meet the needs of the City of Ridgefield,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF RIDGEFIELD, WASHINGTON as follows:

Section 1. Based upon the findings and recommendations of the City, the attached Exhibit "A" represents the list of property requesting to be declared surplus and no longer meets the needs of the City, and further, these items cannot be reassigned as an asset to other departments of the City.

Section 2. This property is deemed to no longer create a benefit for the residents of the City of Ridgefield.

Section 3. The Council authorizes the City Manager to sell, auction or scrap the items identified on the attached list for the best available price; or to properly dispose of the property to the best benefit of the City of Ridgefield.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 11th DAY OF FEBRUARY, 2021.

City of Ridgefield

Don Stose, Mayor

Attest:

Julie Ferriss,
City Clerk

Exhibit "A"

Department	Description	License#	Vin/Serial #	Estimated Value
Public Works	Toro 580D Mower		90334	\$500

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: February 11, 2021

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Portions of Title 18 of the Ridgefield Municipal Code Relating to Drive-Through Facilities and Repealing Ordinance 1335 and Terminating a Moratorium on New Drive-Through Facilities Within the Corporate Boundaries of the City

GOVERNING LEGISLATION:

RCW 36.70A – Growth Management – Planning by selected counties and cities
RCW 35.63.200, 35A.63.220 – Moratoria, interim zoning controls – Public hearing –
Limitation on length

PREVIOUS COUNCIL ACTION TAKEN:

November 19, 2020: Council adopted Ordinance No. 1335 declaring a moratorium on new drive-through facilities.

December 17, 2020: Council held a public hearing on Ordinance No. 1335.

SUMMARY/BACKGROUND:

Within the Ridgefield city limits, there is a significant amount of undeveloped commercial land, including several major sites at the Interstate 5 junction totaling approximately 220 acres. The Ridgefield Development Code (RDC) provides some standards for the orientation and design of drive-through facilities in commercial zones, but not for the density of such facilities. Given the large amount of developable commercial land in the city and the stated purposes of the commercial districts related to variety of uses, site design, compatibility with surrounding neighborhoods, and pedestrian amenities, it is an opportune time to reevaluate the development standards for commercial drive-through facilities.

On November 19, 2020, City Council adopted Ordinance No. 1335 adopting a moratorium within the corporate boundaries of the city on the filing, acceptance, processing, and/or approval of applications or permits for any new drive-through facility. On December 17, 2020, City Council held a public hearing on the emergency moratorium on drive-through facilities as required per RCW 35A.63.220. The maximum length of the moratorium is six months from the date of adoption.

Council directed staff to study and draft updates to the RDC related to drive-through facility development standards prior to lifting the moratorium. The enclosed draft code updates consider the following questions:

- In the Ridgefield Junction Subarea, what is an appropriate upper limit on total drive-through facilities?
- For individual developments, how can orientation and design standards limit the impacts of drive-through facilities?

-
- How can drive-through facilities be oriented to minimize vehicle and pedestrian traffic conflicts?
 - How can code standards reduce the incidence of drive-through lanes between the building and the public street/sidewalk?

On February 3, 2021, Planning Commission held a public hearing on the proposed drive-through code updates. A summary of Planning Commission's discussion and public testimony is included herein. Planning Commission moved to forward a recommendation of approval, with recommendations, of the proposed drive-through code updates.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

This is the first reading and public hearing, so no action or motion is required unless Council decides to waive the second reading. If the second reading is waived and Council decides to take action, an appropriate motion would be:

"I move to waive second reading and adopt the drive-through code updates (as presented/as amended)."

STAFF CONTACT:

Claire Lust, Community Development Director

ATTACHMENTS:

18.230.050__Site_planning_Draft Updates_02082021 (PDF)
 PC Summary (DOCX)
 Ridgefield Junction Subarea (DOCX)
 Case study_Wilsonville OR drive throughs v2 (DOCX)
 Case study_Woodburn OR drive throughs (DOCX)

ORDINANCE NO. 1337**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING PORTIONS OF TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE RELATING TO DRIVE-THROUGH FACILITIES AND REPEALING ORDINANCE 1335 AND TERMINATING A MORATORIUM ON NEW DRIVE-THROUGH FACILITIES WITHIN THE CORPORATE BOUNDARIES OF THE CITY**

WHEREAS, on November 19, 2020, the City Council adopted Ordinance 1335 establishing a moratorium on the filing acceptance, processing, and/or approval of applications or permits for new drive-through facilities within the corporate boundaries of the City; and

WHEREAS, on December 17, 2020, the City Council held a public hearing on Ordinance 1335 as required by RCW 35A.63.220; and

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 RUACP 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 adopted additional ordinances after this time period that revised the development regulations; and

WHEREAS, the City has considered the appropriate development regulations for drive-through facilities and drafted proposed updates to Title 18 of the RMC; and

WHEREAS, the Ridgefield Planning Commission, after conducting a public meeting and public hearing on the proposed revisions to Title 18 during a regularly scheduled meeting held on February 3, 2021, forwarded a recommendation to amend Title 18 to City Council; and

WHEREAS, the City submitted notice of the proposed amendments to the Washington State Department of Commerce on January 25, 2021 consistent with RCW 36.70A; and

WHEREAS, the City issued a Determination of Non-significance regarding the proposed amendments on January 26, 2021 consistent with WAC 197-11-340(2); and

WHEREAS, the public comment period expired on February 9, 2021 and the City addressed all comments received; and

WHEREAS, the City Council conducted a public hearing and the first reading of the proposed amendments to Title 18 of the RMC during a regularly scheduled meeting held on February 11, 2021; and

WHEREAS, the City Council [insert appropriate language about second reading here based on if it's waived on 2/11]

WHEREAS, the City wishes to terminate the moratorium on new drive-through facilities before its automatic six-month expiration;

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

Section 1. **Public Interest.** The City Council for the City of Ridgefield, Washington finds that it is in the public interest to adopt amendments to Title 18 and to repeal the moratorium established by Ordinance 1335.

Section 2. **Findings of Fact.** Each and every of the recitals contained in the 'whereas' clauses of the preamble to this ordinance are hereby adopted as findings of fact and incorporated herein fully by reference.

Section 3. **Amendments to Title 18 of the Ridgefield Municipal Code.** The Ridgefield City Council hereby amends certain chapters of Title 18 set forth below in the manner set forth in Exhibit A, attached hereto and incorporated by this reference:

- Amends Title 18, Chapter 18.230, Commercial Districts; and
- Amends Title 18, Chapter 18.235, Mixed Use Districts

Section 4. **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 3. **Repealer.** The City hereby repeals the moratorium on drive through facilities within the City of Ridgefield by repealing Section 1 ~~1~~ of Ordinance 1335 in its entirety.

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

Section 5. **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 6. **Effective Date.** This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 11th / 25th DAY OF FEBRUARY, 2021.

CITY OF RIDGEFIELD

Mayor, Don Stose

ATTEST:

Julie Ferriss
City Clerk

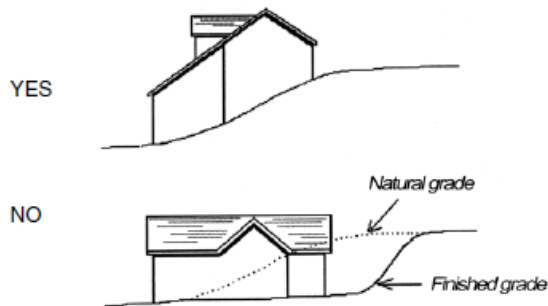
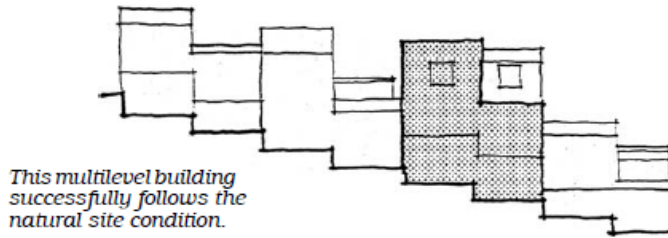
APPROVED AS TO FORM:

Janean Parker, City Attorney

First reading:	2-11-2021
Second Reading	Waived or 2-25-2021
Passage	
Date of Publication:	
Effective Date:	

18.230.050 - Site planning.

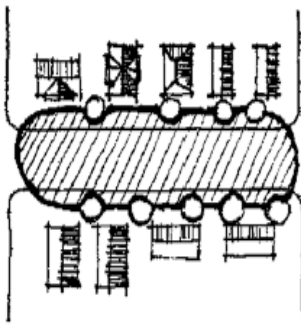
- A. Topography. Site design should preserve and maximize the use of natural features and reduce adverse impacts on existing natural features.
1. Retain natural topography to the extent practicable by designing buildings and parking lots to fit natural slopes.



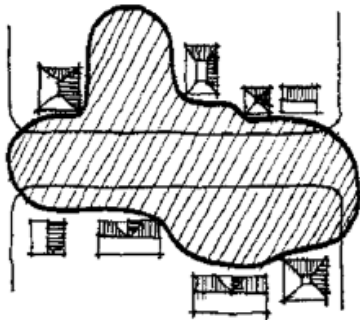
2. The grade difference between building entrance and nearest public right-of-way shall not exceed ten feet, and intervening setback shall not exceed a slope of 1:1.
 3. Retaining walls shall not exceed six feet high to promote more gradual, terraced development working with the natural slopes.
- B. Types of street frontage. Development standards are differentiated based on two types of street frontages:
1. Pedestrian streets. Pedestrian streets include all collectors, as classified in the city's transportation capital facilities plan, and all local streets. Pedestrian streets are intended to be developed with a "main street" feel that generally includes on-street parking, wide sidewalks with pedestrian amenities, buildings close to the sidewalk, and pedestrian-scale building design with minimal inactivated space such as parking lots.
 2. Major corridors. Major corridors include all arterials and minor arterials, as classified in the city's transportation capital facilities plan. Major corridors are intended to serve primarily as vehicular access routes with less pedestrian activity, where medium to large-scale commercial development is anticipated.
- C. Street frontage.

1. For commercial development along pedestrian streets, buildings and/or common open space must be placed within the minimum and maximum setback area along a minimum of eighty percent of the site's street frontage not encumbered by critical areas or significant vegetation.
2. For commercial development along major corridors, buildings and/or common open space must be placed within the minimum and maximum setback area along a minimum of fifty percent of the site's street frontage not encumbered by critical areas or significant vegetation.

Consistent streetfront setback produces organized spatial enclosure.

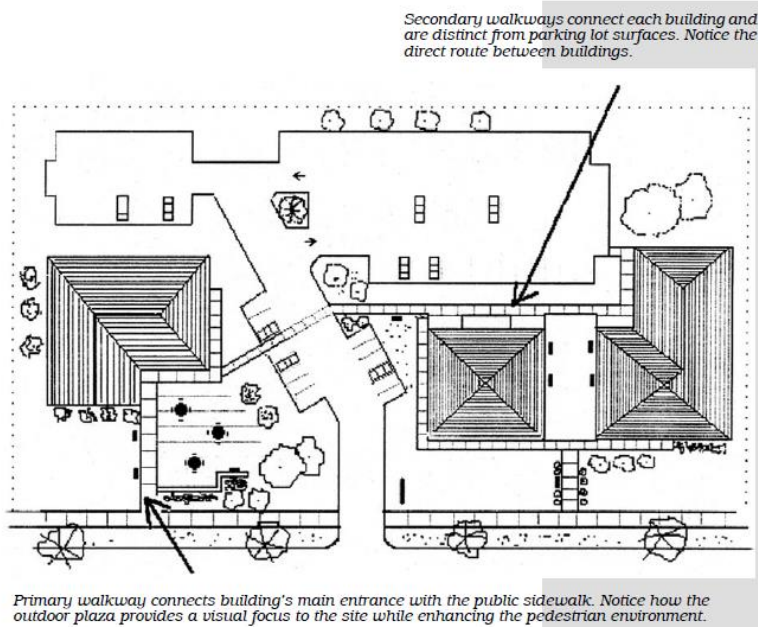


Inconsistent setback and site design produces irregular and often incoherent enclosure.



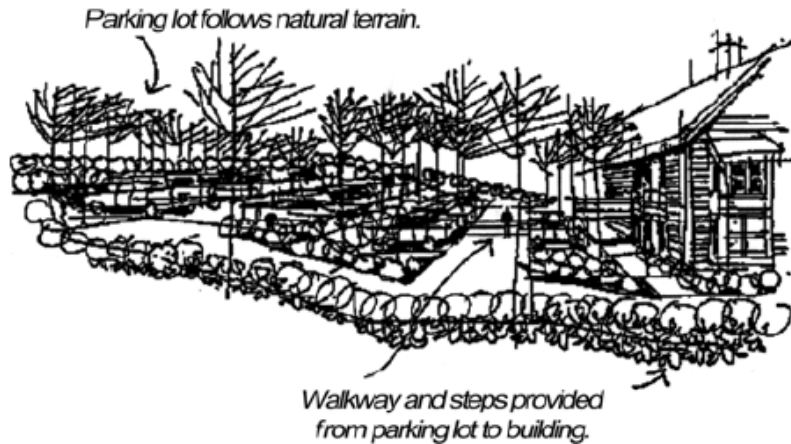
- a. Enhanced landscaping buffers may be substituted as an alternative to buildings and/or common open space to satisfy this standard provided the enhanced landscaping buffer extends the full distance from the property line to the maximum setback line and is developed to an L4 standard.
- b. On sites that incorporate a slip lane parking lot as allowed per RDC 18.230.080.C, buildings and/or common open space must be placed within the minimum and maximum setback area as measured from back edge of the required sidewalk between the parking area and the interior of the site.

3. For developments located on a corner lot where at least one street frontage is a pedestrian street, buildings and/or common open space must be placed within the minimum and maximum setback area along both street frontages for a minimum of one hundred feet or twenty-five percent of the street frontage length, whichever is less, beginning from the corner of the lot, excepting any portion of the street frontage encumbered by critical areas or significant vegetation. Sites must also meet the overall requirement for buildings and/or common open space along the site's street frontage in subsections (1) and (2) above, and may count buildings and/or common open space developed under this subsection towards the overall requirement.
 4. The area between the property line and the buildings and/or common open space, with the exception of any pedestrian connections, shall be fully landscaped to an L2 standard.
- D. Pedestrian Connectivity. Sites shall establish internal and external pedestrian connections throughout the development.
1. Provide an external pedestrian connection between the building's primary entrance and the primary frontage street.
 2. Provide internal pedestrian connections between individual buildings, though parking areas, and between parking areas and buildings, superseding requirements for pedestrian access corridors per RDC 18.720.040.C.5. Public sidewalks may be considered part of the internal pedestrian circulation system if they provide convenient connections between buildings and/or parking areas.
 3. For large development sites over two acres, the combined external and internal pedestrian connection system shall provide cross-circulation functionally equivalent to a street grid by providing through connections no less than every five hundred feet.
 4. Internal and external pedestrian connections must meet all of the following requirements:
 - a. Provide connections via the most direct route.
 - b. Separate pedestrians safely from motor vehicle traffic, except for crossings of vehicle travel ways.
 - c. Be a minimum of five feet wide. External pedestrian connections shall be a minimum of eight feet wide for developments with a ground floor area in excess of twenty thousand square feet.
 - d. Be well lit with pedestrian-scale lighting at a level averaging at least two foot candles and with free-standing or building-mounted lighting fixtures mounted no higher than fourteen feet.
 - e. Be accented with landscaping buffers a minimum of five feet wide including trees a minimum of every twenty-five feet, shrubs at the rate of one per twenty square feet of landscaped area, and groundcover sufficient to provide at least eighty-five percent coverage of the landscaped area. One side of all pedestrian connections must be landscaped except for crossings of vehicle travel ways.
 - f. Use concrete or other approved unit-paving surfaces distinct from parking lot surface by texture, pattern, and/or color to differentiate and maximize the visibility of the pedestrian path. Path shall be elevated six inches above parking lot grade except for crossings of vehicle travel ways. Superficial treatments such as painted pedestrian paths are not sufficient to meet this requirement. Paint may be used only in combination with other techniques.
 - g. Crossings of vehicle travel ways shall be well articulated with pavement markings, pedestrian warning signs, and lighting.



E. Building entrances.

1. Buildings must have a primary entrance that incorporates at least two of the following entry enhancement features:
 - a. At least one hundred square feet of landscaping or planters incorporating trees, shrubs, and/or flowers, in addition to the minimum landscaping requirements for the site;
 - b. At least one hundred square feet of paving materials different from the street sidewalk or parking lot surfacing;
 - c. At least one hundred square feet of awning, marquee, or arcade over the entry where the feature is at least eight feet above the walking surface and projects at least five feet horizontally from the structure;
 - d. Decorative outdoor features such as benches, fountains, sculptures or other similar features as determined by the planning director;
 - e. Entry recessed or projected from the facade surface by at least three feet; or
 - f. Pedestrian-scale accent lighting.
2. Buildings along pedestrian streets are required to have a primary entrance facing the street providing primary access to the site. Entrances shall be built to the sidewalk's edge or be connected to the sidewalk with a direct external pedestrian connection.



3. Buildings along major corridors are encouraged to have a primary entrance facing the street providing primary access to the site. As an alternative, the primary entrance may face a parking area or secondary access street provided that a secondary entrance is provided that faces the street providing primary access to the site. A secondary entrance shall be built to the sidewalk's edge or be connected to the sidewalk with a direct external pedestrian connection.
- F. Outdoor common areas. Common areas encourage outdoor activities and leisure in outdoor spaces associated with commercial development. For developments with five thousand square feet or more gross floor area, excluding area of garages, warehouses and similar unheated support structures, outdoor common areas equal to five percent of the gross floor area is required.
 1. The minimum size for a common area is two hundred fifty square feet, with a minimum dimension of ten feet. Fewer, larger common areas are strongly preferred over multiple, smaller common areas.
 2. Common areas shall be in high pedestrian traffic locations within the development such as along street frontages, on lot corners, along internal or external pedestrian connections, or near building entrances. Common areas shall not be located in isolated or undevelopable space where low pedestrian traffic is anticipated.
 3. Common areas must be accessible to users of the site but do not need to be made accessible to the general public.
 4. Common areas must be accessible by internal and/or external pedestrian connections.
 5. Common areas shall be developed as one of, or a combination of, the following:
 - a. Patio, deck or balcony attached to building, provided area can be accessed from the building's exterior.
 - b. Plaza with colored or textured pavement surface, e.g., brick, stone, exposed aggregate concrete or colored and textured concrete. To provide pattern and enhance the texture of the pavement, any concrete surfaces shall be scored or otherwise divided into smaller sections.
 - c. Landscaping areas of grass, trees, shrubbery and flowers, combined with paths and pavement areas for tables and/or benches.
 - d. Other similar areas approved by the planning director.

6. Common area amenities must include a minimum of one bench or table and one trash receptacle per two hundred fifty square feet. Amenities may also include water feature, raised landscaping planter beds, drinking fountain, moveable seating such as for outdoor dining, distinctive paving, and/or public artwork. All outdoor furnishings shall be commercial grade designed for heavy public use.

ENCOURAGED

Commercial grade market umbrella.



DISCOURAGED

Lightweight household umbrella.

7. Pedestrian-scaled lighting is required at a level averaging at least two foot candles throughout the area. Lighting may be free-standing or building-mounted and shall not be mounted higher than fourteen feet.
8. The following are not allowable as part of outdoor common areas:
- Asphalt pavement.
 - Adjacent and unscreened chain link fences, dumpsters or service areas.
 - Unscreened blank walls.
9. Active use of outdoor common areas is encouraged provided it does not impede pedestrian flow along adjacent pedestrian connections or public sidewalks. Allowed activities within common areas, subject to area limitations in RDC 18.230.110, include:
- Food or flower carts, limited to one portable food or flower cart for common areas less than one thousand square feet and two carts for common areas one thousand square feet or greater. Carts must be portable and be stored away after hours.
 - Temporary art displays or performances.
 - Outdoor sales such as a sidewalk sale or farmers market. Commercial activity by vendors with no permanent indoor vending space on the property must be reviewed through either site plan review for recurring uses per RDC 18.500 or temporary use review consistent with RDC 18.205.015(F).
 - Outdoor seating.
 - Transit stops, coordinated with transit service provider.
 - Similar active uses as determined by the Planning Director.
- G. Service areas shall be located and screened to minimize negative visual impacts from the public right-of-way, within the site, and from adjacent users.

1. Loading areas, service areas, and outdoor storage areas shall be located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building, and shall be screened from view by a fence, landscaping to a value of eighty percent year-round opacity, or a combination of both. Fences shall be masonry or similar materials, and shall not be chain link.
 2. Garbage collection and recycling areas, not including individual trash receptacles for public use, must be in an enclosed area and located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building. Enclosures should be complementary in design to the main buildings, and shall be constructed of fencing, walls, landscaping to a value of eighty percent year-round opacity, or a combination. If used, fences shall comply with RDC 18.230.100.
 3. Mechanical units, utility equipment, elevator equipment, and telecommunication equipment located on the roof shall be grouped together and incorporated into the roof design. Such equipment located on the ground shall be screened from adjacent pedestrian connections or sidewalks by a fence or landscaping to a value of eighty percent year-round opacity. If used, fences shall comply with RDC 18.230.100.
- H. Drive-through lanes shall be sited to minimize adverse effects of vehicular traffic on the adjacent neighborhood and businesses, to minimize conflicts with pedestrian traffic, and to minimize visual impacts.
1. The requirements of this subsection shall apply to all drive-through restaurants, banks and credit unions, ~~pharmacies~~, dry cleaners, and other similar uses. Espresso stands that are less than five hundred square feet in floor area and do not have an indoor customer area, or gas stations, car washes, oil and lube facilities, pharmacy windows accessory to a permitted primary use, and freestanding drop boxes for, including, but not limited to, voter ballots, library books, and mail (both private and public carriers), and other similar uses, shall be exempt from the requirements of this subsection.
 2. The total number of drive-through facilities is limited as follows:
 - a. In the Ridgefield Junction Subarea, a maximum of 15 total drive-through facilities are permitted.
 3. Multiple drive-through facilities on a site shall be clustered to optimize traffic flow and minimize conflict between drive-through and non-drive-through uses. Shared facilities where multiple businesses use one drive-through or pick up lane are encouraged.
 24. Drive-through queuing (stacking) lanes shall have a capacity of six spaces as measured from the pickup window. This amount may be adjusted, higher or lower, if peak average monthly volume for the business (or similar businesses) shows a need for a different amount of queuing spaces, as documented by the applicant.
 5. Developments creating ten or greater PM peak hour trips are subject to a traffic study, requiring the applicant to demonstrate that intersections will support the traffic generated by drive-throughs, or will be improved to support the traffic generated by drive-throughs. Proposals are also subject to review by the City Engineer for safe ingress and egress.
 36. On sites with one building, drive-through lanes shall not be located between the building and the street. One sites with multiple buildings, dDrive-through lanes shall not be located between the building and the street unless the Planning Director determines such location is not feasible because of lot geometry or access. In situations where drive-through lanes must be located between the building and the street with no feasible alternative;
 - a. Drive-through facilities with lanes located between the building and the street may occupy no greater than 50 percent of each of a site's street frontages.
 - b. then Additional screening and landscaping meeting the requirements in (8) shall be required, consisting of a ten-foot wide L4 landscaping buffer incorporating shrubs with a mature height of at least six feet or equivalent treatment.

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c. The maximum setback from the street may be increased to accommodate the drive-through lane and screening subject to an application for an administrative adjustment or variance meeting the requirements of RDC 18.350.

d. The building entrance requirements in RDC 18.230.050.E.2-3 are waived.

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47. Pedestrian crossings of drive-through lanes shall be minimized and where necessary, shall be clearly marked and shall meet requirements for pedestrian connections in RDC 18.230.050.D. Likewise, signs and other visual cues shall be provided to alert drive-through users of the pedestrian crossing.
58. Drive-through lanes shall be screened to obscure the vehicles and to keep the drive-through vehicle headlights from shining onto public rights-of-way and adjacent properties. A ten-foot wide L4 landscaping buffer incorporating shrubs with a mature height of at least six feet or equivalent treatment incorporating landscaping, decorative walls, berms, and/or fencing shall be required between any drive-through lanes and adjacent properties or public rights-of-way.
69. Outdoor seating areas shall not be adjacent to drive-through lanes unless shielded by a ten-foot wide L4 landscaping buffer incorporating shrubs with a mature height of at least six feet or equivalent treatment incorporating landscaping, decorative walls, berms, and/or fencing. Buffers, fences and walls must be designed so they do not result in poor visibility for, and of, pedestrians crossing the drive-through lane or vehicles exiting the drive-through lane.

(Ord. No. 1108, § 2, 7-26-2012; Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1220, § 2(Exh. A), 10-27-2016; Ord. No. 1296, § 2(Exh. A), 10-10-2019)

18.235.060 - Special provisions for the Ridgefield Mixed-Use Overlay (RMUO).

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. 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 acres of an RMUO site.

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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. Drive through uses permitted as part of an RMUO development shall not be visible from a public street exterior to the overall site.

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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 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.
 - 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.

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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. Any natural areas to be retained as part of the required landscaping shall be maintained with their existing native vegetation and/or enhanced with supplemental plantings of native tree, shrub, and ground cover species as listed in RDC 18.830 to provide scenic, environmental and wildlife habitat value.
6. 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-foot wide buffer landscaped to an L-3L4 standard.

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(Ord. No. 1219, § 2(Exh. A), 10-27-2016; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1260, § 2(Exh. A), 4-26-2018; Ord. No. 1266, § 2(Exh. A), 9-13-2018; Ord. No. 1271, § 2(Exh. A), 10-11-2018; Ord. No. 1290, § 2(Exh. A), 4-25-2019; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1325, § 2(Exh. A), 9-24-2020)

Summary: February 3, 2021 Planning Commission public hearing on proposed drive-through code updates

Planning Commission discussion

- Commissioners discussed the proposed limit of 15 total drive-through facilities in the Junction Subarea. Multiple Commissioners recommended that the limit could be higher, as long as the develop standards for drive-throughs are strengthened. Questions were raised about whether there were safety concerns that would prevent the number from being higher than 15, and whether 15 would leave enough opportunity for future developments such as Clark College. Commissioners posited that perhaps if there is an upper limit, it should be applied across the city and not only in the Junction Subarea. Another recommendation was that there be a codified process for applicants to petition to go above the total limit, particularly to account for cases where multiple applications are received at the same time. The question was raised if it would be better to start with a cap of 15 and go higher later based on demand, or to start with a higher cap (or no cap) and go lower later based on future issues, with some preference for the latter.
- Commissioners discussed the design of drive-through lanes, particularly with regard to their capacity and relation to other drive aisles and parking areas on a site. Commissioners recommended that standards ensure drive-through lanes do not block the entrance from a street into a parking area, because when drive-through lanes block parking, they are bad for pedestrians and drivers. It was noted that drive-throughs on larger lots with more spacing have less conflict between vehicles entering the drive-through lane and those parking. Bad examples include the Salmon Creek Burgerville and the Starbucks on Andreesen Road near Home Depot. An example of a site with less conflict is the Salmon Creek Burger King. A question raised was whether required traffic studies account for recent increases in drive-through traffic volume.
- Commissioners discussed the long-term outlook for the Junction Subarea. They noted that the area is not walkable now, but in the future it will be more obvious that the commercial zone standards around walkability need to apply because of Clark College and higher-density residential development. It was noted that the two case study cities, Wilsonville and Woodburn, are heavily trafficked now, and it is concerning that the junction could have similar traffic issues in the future. Therefore, Commissioners recommend thinking long-term for pedestrians, cyclists, and drivers.
- Commissioners discussed landscaping requirements for screening drive-through facilities, and some recommend that trees and shrubs planted to screen drive-throughs be taller (up to 6 feet) at the time of planting or soon thereafter rather than at maturity.
- Commissioners discussed pedestrian safety, and some recommend more standards for marking pedestrian crossings of drive-through lanes, and providing lighting and security cameras where lanes run behind buildings in order to prevent dark alleys.
- Commissioners discussed the distinction between a drive-through and a pick up window and some recommended that the distinction be clarified. They noted that with COVID, more pick up windows may be necessary. There was a general consensus that pharmacy pick up

windows should not count as drive-throughs subject to the standards in RDC 18.230.050.H, since they are essentially necessary.

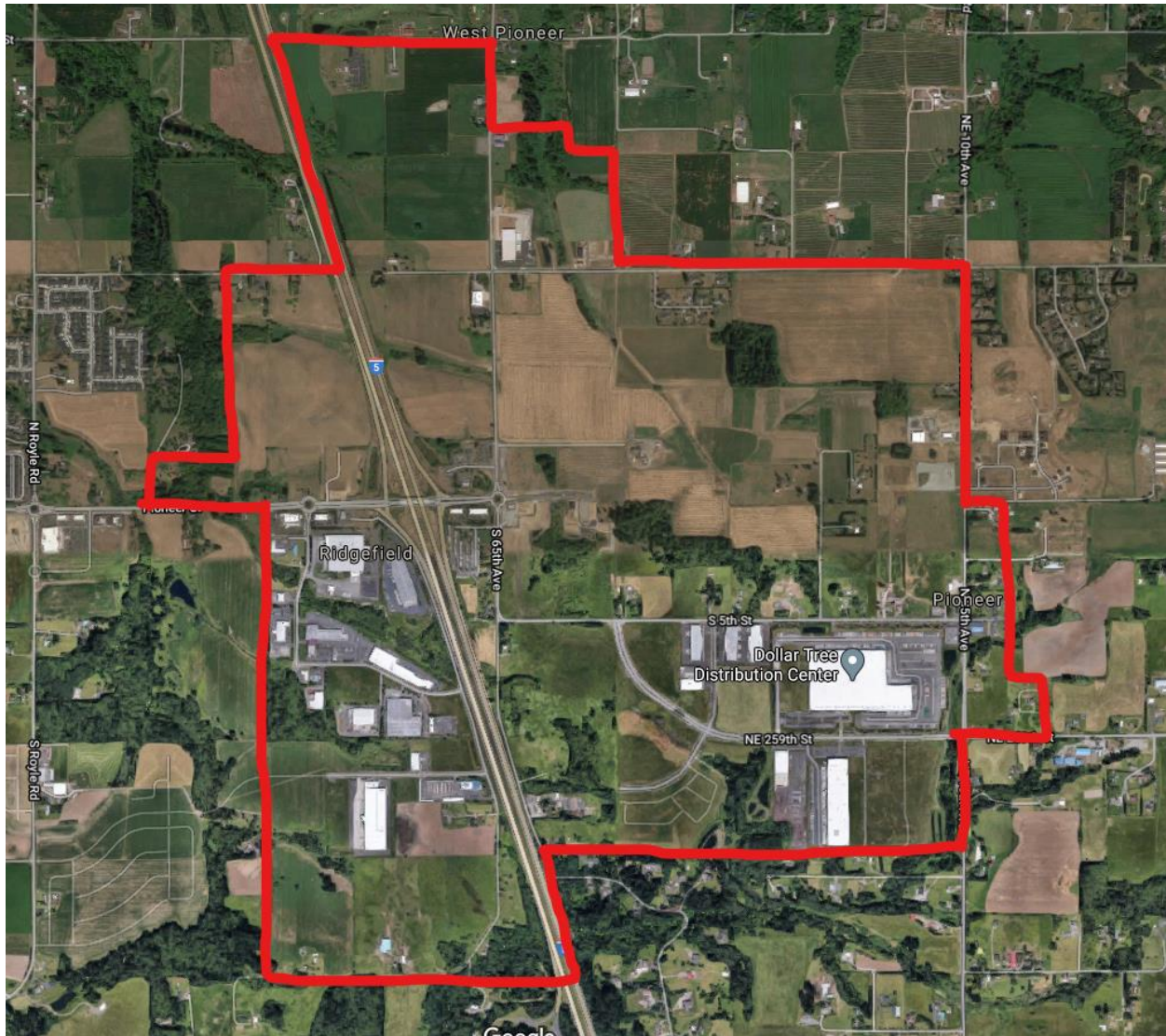
- Commissioners discussed shared facilities, noting that they could be effective in reducing traffic conflicts. Questions were raised about what shared facilities would look like. The two typologies discussed were double drive aisles between two buildings, and a hub with one pick-up window for multiple businesses. This discussion again brought up the potential need to distinguish between a drive-through and a pick up window.

Public testimony

- Scot Brantley, Hurley Development, provided testimony on the proposed code updates. Mr. Brantley gave an overview of the work Hurley Development did on designing the Tri-Mounted mixed commercial project in 2020, including project costs and drive-through orientation. He noted that Hurley was prepared to submit for site plan review close to the time at which the emergency moratorium was adopted, and that since the moratorium, city staff have worked with his team in developing code updates. Mr. Brantley described how the interstate junction location is appealing to national tenants, who are unlikely to do restaurants without drive-throughs, and stated that it makes sense for drive-throughs to be at the front of a site for access. He expressed concerns that too many restrictions would make the junction area undevelopable. Mr. Brantley noted that Hurley Development is a local developer with significant interest in contributing to the Ridgefield community, however, the company is at risk of walking away from the Tri-Mountain project depending on the outcome of the code updates.

Ridgefield Junction Subarea Commercial Land

Ridgefield Junction Subarea (all)

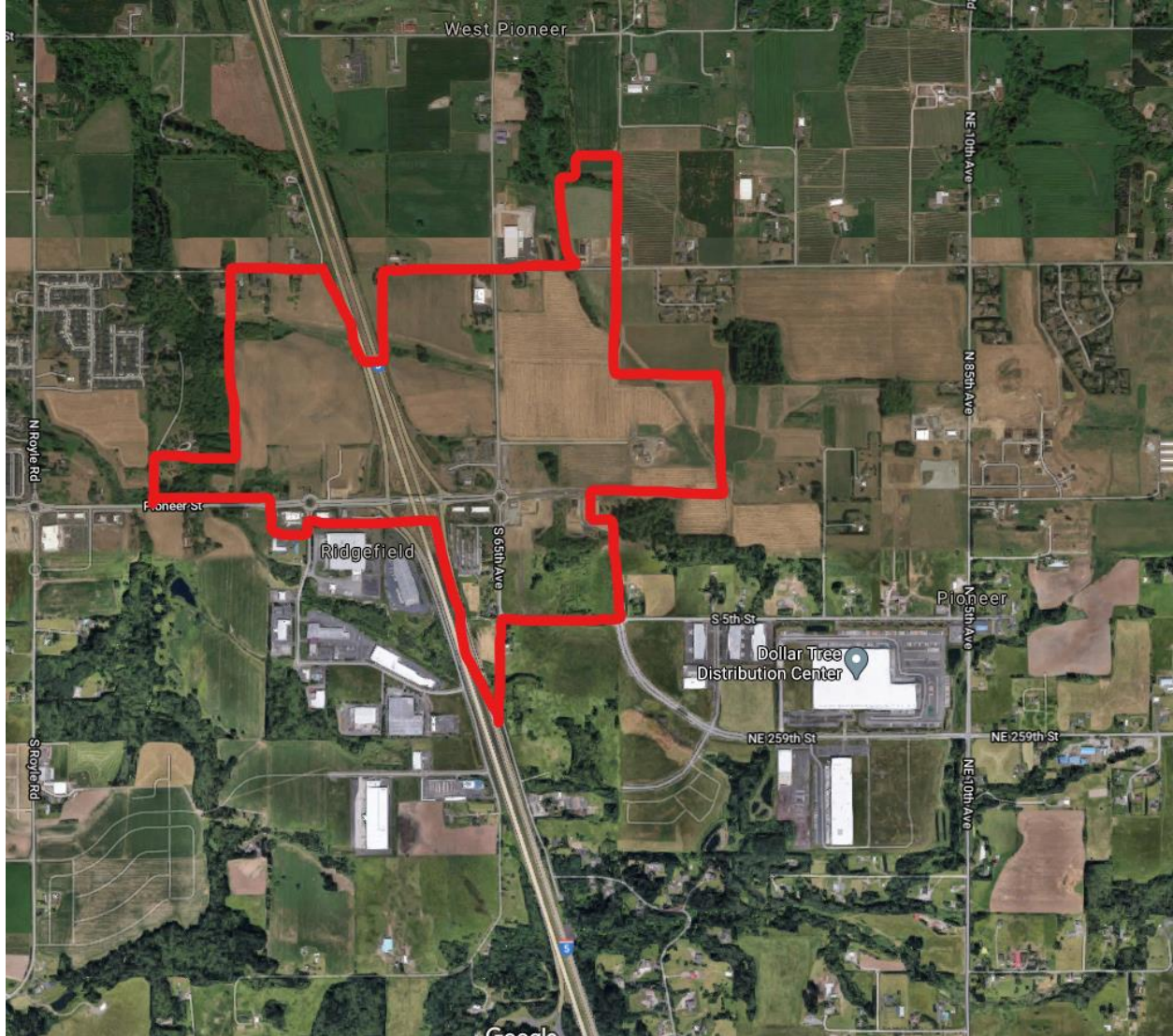


Attachment: Ridgefield Junction Subarea (Drive-Through Code Updates and Moratorium Lift)

Ridgefield Junction Subarea with Commercial Zoning

Total area: approx. 396 acres

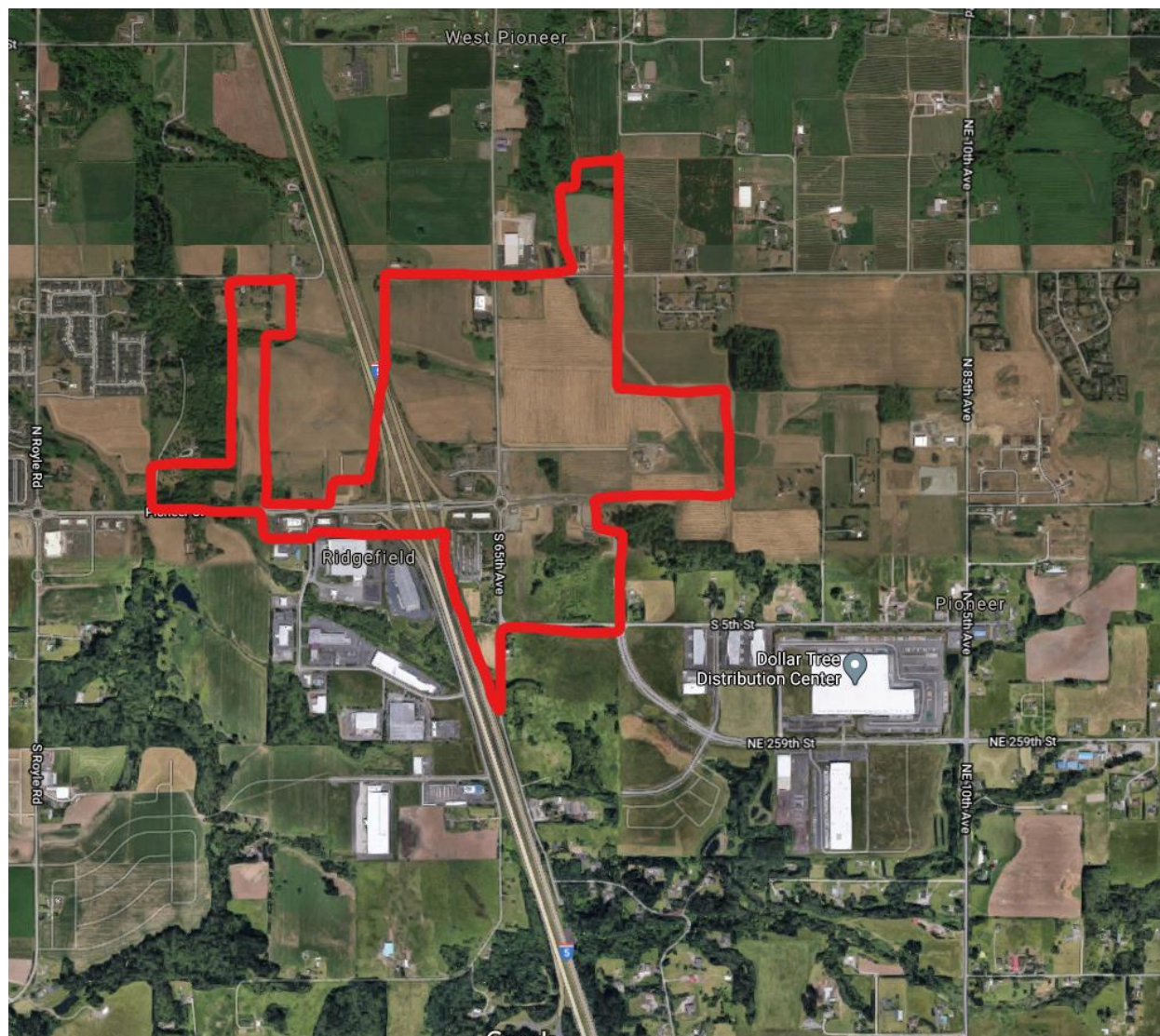
Total undeveloped area: approx. 292 acres



Ridgefield Junction Subarea with Commercial Zoning [excluding commercial land with the Union Ridge North Employment Mixed Use Overlay (EMUO)]

Total area: approx. 325 acres

Total undeveloped area: approx. 221 acres



Attachment: Ridgefield Junction Subarea (Drive-Through Code Updates and Moratorium Lift)

Case Study: SW Wilsonville Rd, I-5 Exit 283

Interchange Area with Commercial Zoning



Summary

- Approximately 280 commercially zoned acres
- 16 drive-through facilities, 12 of which would count as drive-throughs subject to development standards under the proposed Ridgefield code.
 - o 6 restaurants
 - o 6 banks
 - o 2 drive-through pharmacies attached to large stores (Albertsons, Walgreens – not counted as drive-throughs under proposed Ridgefield code)

- 2 other (Jiffy Lube, Kiss Car Wash – not counted as drive-throughs under existing and proposed Ridgefield code)
- Approx. 1 drive-through facility per 17.5 acres of commercial zoning
- 143 businesses without drive-through facilities
- 10.1% of businesses have a drive-through

Details

Drive-throughs (16):

- Burger King
- Key Bank
- Sonic
- Walgreens Pharmacy
- Albertsons Pharmacy
- Jiffy Lube
- Wells Fargo
- Starbucks
- Wendy's
- Taco Bell
- Kiss Car Wash
- Chase Bank
- Bank of America
- Columbia Bank
- McDonalds
- US Bank

Non drive-through (143):

- PODS Moving & Storage
- Rite-Aid Dist. Center
- I-5 Mini Storage
- Brookdale Home Health
- Best Western
- Boone's Junction
- RAM Restaurant
- Baskin-Robbins
- Style Cleaners
- The Barbers
- LaJoie Chiro
- Liquor Store
- Payday Loans
- Domino's
- Hunan Kitchen
- Allstate
- Sushi Ave
- D&J Nails

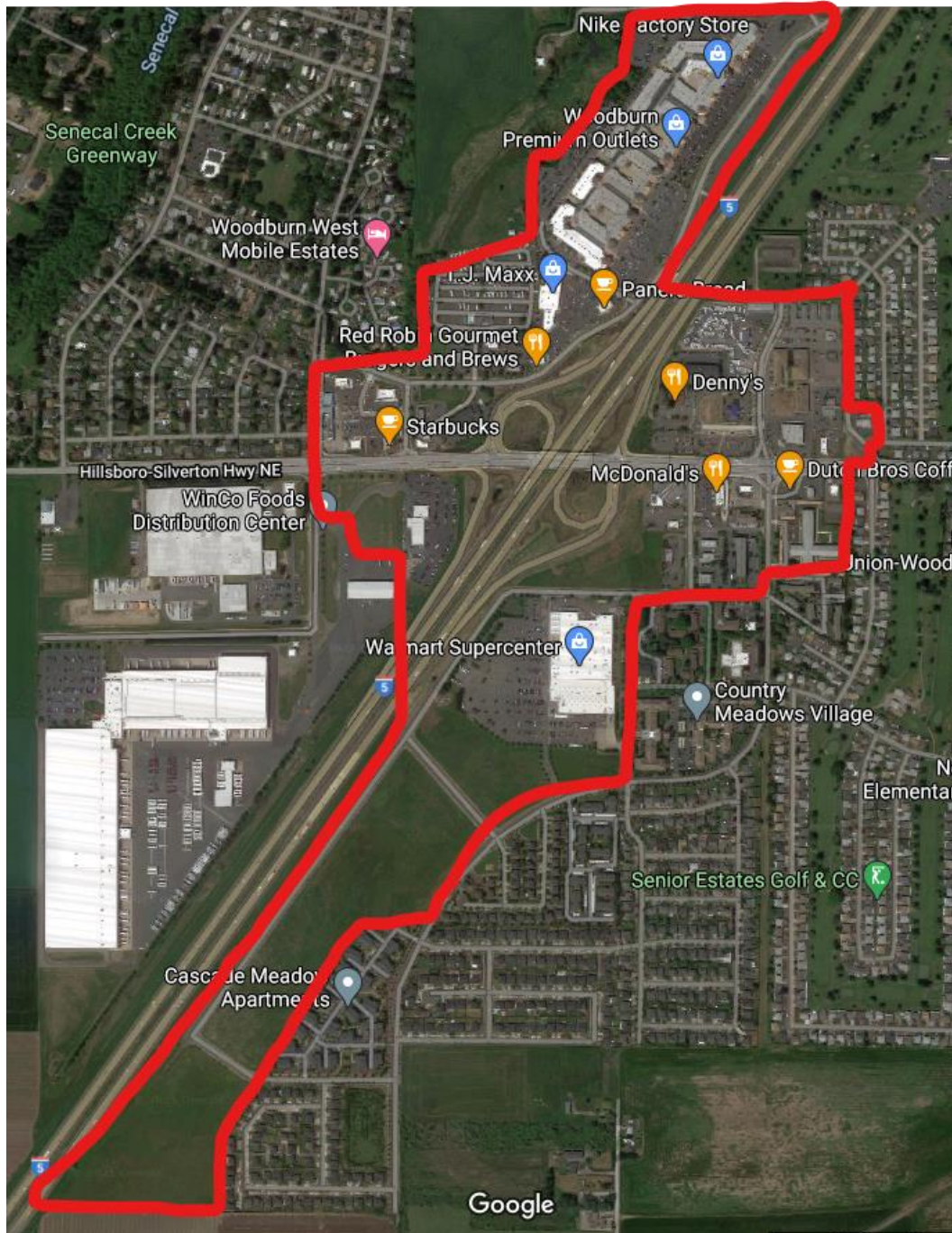
- Flower Store
- 7-11
- State Farm
- Bullock Family Dental
- Wilsonville Orthodontics
- Laue Team Real Estate
- NW Self Storage
- OnPoint Community Credit Union
- Perfect Pizza
- Walgreens
- Starbucks
- Albertsons
- Wilsonville Endodontics
- Carisbrook Technology Services
- Qdoba
- Wilsonville Smiles Dentistry
- Biscuits Café
- Visionworks
- Subway
- Great Clips
- Vivid Nails and Spa
- ATI Physical Therapy
- MOD Pizza
- Oswego Grill
- Dotty's
- Fred Meyer
- Perfect Look Salon
- GyroHouse
- McMenamins Old Church and Pub
- Anytime Fitness
- Wow Burger
- Verizon
- Perfect Look Salon
- First Tech
- Wilsonville Subaru
- Sherlock Self-Storage
- Building Blocks ELC
- Innovative Dance
- Van Gordon Dentistry
- Mattress Firm
- Thai Village
- AT&T
- Joy Teriyaki
- Sassy Nail

- Rose Cleaners
- SunsUp Tan
- Saloon & Café
- Salon Academy
- Critter Cabana
- YMCA Child Development Center
- Red Robin
- Village at Main Vet Hospital
- Abella Italian Kitchen
- Gentle Dental
- Jimmy John's
- Insurance by Design
- StoneRidge Dentistry
- Iron Hands Sports & Wellness
- Pioneer Plastics
- Sunset Firearms
- Business Algorithms
- Styled by Mele
- Stafford Homes and Land
- The Hair Salon
- Foodguys
- Wilsonville Honda
- All Clear Electrology
- Wilsonville Physical Therapy
- Continental Truck Freight Brokers
- SnoozInn
- Black Bear Diner
- 76
- Westover Inns
- San Francisco Tienda Mexicana
- Thai Delight Bistro
- House of Pipes
- Juan Colorado Mexican
- Sushi Track
- Chipotle
- Noodles and Company
- Oregon Community Credit Union
- Plaid Pantry
- Boston's Pub and Grill
- Wilsonville Vision Center
- TMobile
- Kumon
- Chiro of Wilsonville
- TLC Nails

- Synergy Hair
- Elite Realty Group
- Canton Phoenix II
- Wong's Chinese
- Happy Art Ceramic
- Jamba
- Concert School of Music
- Subway
- Lee's Martial Arts
- Dollar Tree
- Love Teriyaki
- Bellagio's Pizza
- Wilsonville Barber
- Certified Realty
- Family Chiro
- Comfort Inn
- Goodwill
- Papa Murphy's
- Safeway
- Sherwin-Williams
- Paradox
- Wilsonville Diamond
- Nails Unlimited
- Sleep Schedule
- Affordable Dentures
- Shari's
- Mattress World
- Fry's
- Dentistry For Kids
- Allstate
- Senestraro Family Orthodontics
- Dar Essalam
- Regal Cinema
- Village Dental
- Academy Mortgage
- Coyote Logistics
- Ace Hardware

Case Study: Woodburn, I-5 Exit 271

Interchange Area with Commercial Zoning



Summary

- Approximately 265 commercially zoned acres

- 18 drive-through facilities, 16 of which would count as drive-throughs subject to development standards under the proposed Ridgefield code.
 - o 12 restaurants
 - o 4 banks
 - o 1 drive-through pharmacy attached to large store (Walgreens – not counted as drive-throughs under proposed Ridgefield code)
 - o 1 coffee stand (Dutch Bros – not counted as drive-throughs under existing and proposed Ridgefield code if under 500 sf)
- Approx. 1 drive-through facility per 14.72 acres of commercial zoning
- 152 businesses without drive-through facilities
- 10.6% of businesses have a drive-through

Details

Drive-throughs (18):

- Panera
- Arby's
- Jimmy John's
- Fazoli's
- Starbucks
- Jack in the Box
- Taco Bell
- Burger King
- Subway
- McDonald's
- Dairy Queen
- Dutch Bros
- Wells Fargo
- West Coast Bank
- KFC
- US Bank
- Walgreens Pharmacy
- Columbia Bank

Non drive-through (152):

- Outlet mall (116 stores)
- TJ Maxx
- AT&T
- GNC
- Mattress Firm
- Red Robin
- Elmer's
- La Quinta
- Sushi Brothers
- Chipotle

- Shell
- Nancy Jo's
- Salem Health
- Hillyer's Ford/Motorsports
- Walmart
- ampm
- Arco
- Woodburn Pet Hospital
- Baker & Baker Towing
- Super 8
- Chevron
- Walgreens
- Denny's
- Best Western
- Cascade Electronics
- Woodburn Hearing Center
- KBella Spa
- Reality Homes
- Reality RV
- Sanders Hand and Pediatric Therapy
- Anytime Fitness
- McCully Realty
- Laundromat
- The Cleaning Authority
- Marquis Physical Therapy
- United Finance
- Integrity Staffing