



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

January 12, 2023

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30PM

1. Investment Grade Energy Audit on City Facilities

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Jen Lindsay	Mayor	Absent	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Present	
Rachel Coker	Councilor	Present	
Matt Cole	Councilor	Present	

MOTION: COUNCIL MEMBER ONSLOW MOVED TO EXCUSE MAYOR LINDSAY FROM THE MEETING.

SECOND: COUNCIL MEMBER COKER.

MOTION PASSED.

LATE CHANGES TO THE AGENDA

INTERIM LIEUTENANT ANDREW INTRODUCTION

PROCLAMATION

Blood Donor Month

PUBLIC COMMENT

None received.

CONSENT AGENDA - MOTION TO APPROVE AS AMENDED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Lee Wells, Councilor
AYES:	Onslow, Wells, Aichele, Chipman, Coker, Cole
ABSENT:	Lindsay

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the December 15 and December 29, 2022 Meetings

BUSINESS

1. Motion - Approval of the Franchise Agreement Between the City of Ridgefield and Comcast

The current cable franchise agreement between the City of Ridgefield and Comcast expired July 17, 2022. Federal law outlines the process which local governments must follow in determining whether to renew a franchise with an existing operator. Beginning in 2011, the City of Ridgefield worked with other local jurisdictions including the Vancouver/Clark County Telecommunications Commission to conduct an extensive public process, consistent with the requirements of federal law to determine community needs and priorities regarding a renewed franchise with Comcast. A City/County negotiation team negotiated a proposed new agreement, which reflected those needs and priorities. The Commission conducted public hearings and adopted Findings and Recommendations unanimously recommending that the County and the City of Vancouver award Comcast a renewed franchise agreement.

MOTION: MOVED TO APPROVE THE FRANCHISE AGREEMENT BETWEEN THE CITY OF RIDGEFIELD AND COMCAST AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lee Wells, Matt Cole
AYES:	Onslow, Wells, Aichele, Chipman, Coker, Cole
ABSENT:	Lindsay

2. Motion - Approval of Memorandum of Understanding with Cowlitz Tribe for Road Inventory

The Tribal Transportation Program recognizes the need for coordinated planning and funding for roadways impacting and impacted by Tribal Reservations. The program is Administered by the FHWA, BIA, and Tribal DOT's. It is funded by a set aside in the Highway Bill: SAFETEA-LU, MAP-21, FAST, BIL. The competitive formula funding for all 574 Tribes Nationwide is based in Roadway Inventory (Miles, conditions, ADT/VMT, and NAHASDA Service Area Population). The TTP allows Tribes to create road inventories for roadways extending from Tribal Reservation boundaries up to 15 miles OR to the intersection of an equal or greater classification roadway. Ownership of those roads can be BIA, Tribal, State, County, or City. The TTP simply requires a MOU to add roads to the inventory between the Tribe and jurisdiction which owns the roadway. Benefits of adding roadways to the Tribes to add other agency roads to the Inventory include Eligibility for TTP funds and other Federal funding opportunities (Grants) should the Tribe seek to pursue them. Spending on the facility/road can be for planning, design, construction, and/or maintenance. Additional benefits of an MOU adding roadways to the Inventory include: Encouraging Coordination, Collaboration, and Consultation with area jurisdictions (3-C's) and Opens the roads up to other federal protection programs (Emergency Relief Funding ERFO and ER Funding) (EXAMPLE: Oso Landslide on SR 530 Stillaguamish Tribe and WSDOT example: Federal funds covered the local match for the repairs. WSDOT received \$5.4 Million because the road was on the NTTFI for the Stillaguamish Tribe).

The MOU / Letter of Acknowledgement being proposed at this time includes N Royle Road. Additional roadways for the Inventory have been discussed but will require changes to road designations and/or federal regulatory interpretation. The MOU specifically does NOT change maintenance responsibility, ownership, or jurisdiction in any manner.

MOTION: MOVED TO APPROVE MEMORANDUM OF UNDERSTANDING WITH COWLITZ TRIBE FOR ROAD INVENTORY AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Rachel Coker, Councilor
AYES:	Onslow, Wells, Aichele, Chipman, Coker, Cole
ABSENT:	Lindsay

3. Motion - Approval of CPU-Ridgefield Management Plan

Council adopted the current Ridgefield-CPU critical areas management plan agreement on January 9, 2018. The 2018 agreement was for a five-year period from the date of signing. The proposal is the renew the agreement for another five years.

Per Section I (Purpose) of the 2023 Ridgefield-CPU critical areas management plan agreement:

It is the overall intent of this management plan to provide Clark Public Utilities with a means for the efficient, reliable and effective continuance of current and future activities associated with repair, maintenance and operations while complying with the City of Ridgefield's Critical Areas Protection Ordinance (RDC 18.280). Clark Public Utilities performs many repairs, upgrades existing facilities, reconductoring electric lines and other maintenance and operational activities of its infrastructure and facilities on a regular basis. Many of these activities involve routine maintenance and repair activities such as tree pruning, vegetation management, chemical usage, mobile refueling and pole replacement. Some of these activities are associated with emergencies such as power outages, service interruptions, and general public safety.

The intent of this management plan is to identify mitigation measures that will be utilized in conjunction with the activities identified in this plan that are conducted within designated critical areas and buffers to satisfy the requirements of a Critical Areas Permit in conformance with Chapter 18.280 of the Ridgefield Development Code (RDC) to achieve the stated purposes of this plan.

Staff approved a Type I critical areas permit associated with the 2023 Ridgefield-CPU critical areas management plan on October 11, 2022 (File No. MASTER-22-0069, PLZ-22-0107). As a condition of approval, the management plan agreement is not effective until adopted by the Ridgefield City Council.

MOTION: MOVED TO APPROVE CPU-RIDGEFIELD MANAGEMENT PLAN AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Judy Chipman
AYES:	Onslow, Wells, Aichele, Chipman, Coker, Cole
ABSENT:	Lindsay

4. First Reading of Ordinance No. 1390 - Adding a New Chapter 8.35, Compost Procurement - Kirk Johnson, Finance Director

The Washington State Legislature adopted HB 1799: Organic Materials Management during the 2022 legislative session which was codified in RCW 43.19A.150(1). The new bill requires cities and counties greater than 25,000 population or cities and counties in which organic materials collection services are provided under chapter 70A.205 RCW to adopt a composting procurement ordinance. The city of Ridgefield offers organic materials collection services under chapter 70A.205 RCW through Waste Connections. The new legislation incorporates the requirement in RCW 43.19A.120(1), adopted in 2020 which states: When planning government-funded projects or soliciting and reviewing bids for such projects, all state agencies and local governments shall consider whether compost products can be utilized in the project. Ordinance No. 1390 is modeled after other Washington municipalities to address the procurement requirement to determine whether compost products can be utilized and the method for procuring composted materials in city led projects. The Ordinance also addresses required reporting internally and to the to the state. The city will be required to report on organic materials to the state by December 3, 2024 and every even year after.

MOTION: MOVED TO ORDINANCE NO. 1390 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Aichele, Chipman, Coker, Cole
ABSENT:	Lindsay

PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1388 - Downtown Fee Waiver - Claire Lust, Community Development Director

The proposal is to amend RMC 3.70 to allow Council to waive development fees for projects in the Central Mixed Use and Waterfront Mixed Use zones. The City of Ridgefield Downtown/Waterfront Subarea Plan (adopted into the 2016 Comprehensive Plan) sets out a clear vision for long-term reinvestment, revitalization and redevelopment of the waterfront and historic downtown. The subarea plan recommends working with regional developers in devising incentives for infill development downtown, and also recommends exploring funding mechanisms to support downtown development including reduction in permitting fees for buildings designed to match the character of downtown.

The City has taken several steps to support this vision, including adopting mixed-use zoning, adopting architectural design standards and other development regulations to assure the small-town character is maintained, and adopting a downtown traffic impact fee (TIF waiver). The City proposes to provide further incentives by expanding the TIF waiver to include other types of development fees. Reducing fees for redevelopment in the downtown/waterfront subarea would further the public interest by reducing the costs of redevelopment within the downtown core where other constraints not found within other zone of the City slow such redevelopment.

Mayor Pro Tem Aichele Opened Public Hearing: 7:22PM

No testimony received.

Mayor Pro Tem Aichele Closed Public Hearing: 7:22PM

First reading only.

2. Public Hearing and First Reading of Ordinance No. 1389 - NW 24Th Avenue Petition to Annex - Claire Lust, Community Development Director

The Petition to Annex area includes five parcels and adjacent right-of-way on NW Carty Road. The area is in the Ridgefield Urban Growth Area (UGA) and contiguous with the existing Ridgefield city limits to the north. Therefore, the area is eligible for annexation. The comprehensive plan designation on the site is Urban Low (UL). The current Clark County zoning is Residential Low Density (R1-6), with the Urban Holding - 10 (UH-10) overlay. RDC 18.210.015.A states that the city shall designate all newly annexed lands designated for urban low density residential as Residential Low Density 4, 6, or 8. Under the adopted Carty Road Subarea Plan, the zoning designation is RLD-4 with a heritage overlay over the southern portion of the proposed annexation area. Per the subarea plan, the purpose of the heritage overlay is to encourage the preservation and continued use of historic properties and structures, require design review to ensure compatibility with historic elements, and provide increase setbacks. Per RDC 18.210.015.B, the UH-10 overlay shall remain in place until urban services, consistent with the adopted capital facility plan and comprehensive plan, are available to the site or until all financing necessary to construct or bond for the necessary urban services is secured. The adoption of development standards for the Carty Road Subarea will also be required before lifting the UH-10 overlay. Any future development applications would be subject to land use review and compliance with the applicable development standards in Title 18 of the Ridgefield Municipal Code. Engineering and building applications would also be required to obtain development permits.

Mayor Pro Tem Aichele Opened Public Hearing: 7:28PM

No testimony received.

Mayor Pro Tem Aichele Closed Public Hearing: 7:28PM

MOTION: MOVED TO ADOPT ORDINANCE NO. 1389 AND WAIVE THE SECOND READING.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Cole, Councilor
SECONDER:	Judy Chipman, Councilor
AYES:	Onslow, Wells, Aichele, Chipman, Coker, Cole
ABSENT:	Lindsay

PUBLIC COMMENT

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Cole - Thanked Public Works crew for their hard work during the winter storm, attended City/Port legislative breakfast session.

Council Member Chipman - Attended Clark College legislative session, CRWWD meeting.

Council Member Wells - Attended City/Port legislative breakfast session, pre-application conference, City Manager briefing.

Council Member Onslow - Attended 2 legislative meetings, RTC meeting, tree planting event at Horns Corner Park, CDBG meeting.

Council Member Coker - Attended tree planting event at Horns Corner Park, chamber board and planning meeting.

Mayor Pro Tem

Attended Main Street meeting and provided an update.

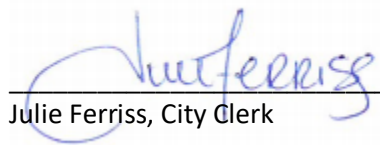
City Manager

City Manager Steve Stuart - Provided an update on opening of BevRidge and Bunnies.

Community Development Director Claire Lust - Provided LEAN process improvement training update.

Finance Director Kirk Johnson - Thanked Council for feedback on energy audit study session.

ADJOURN - [7:44 PM](#)


Julie Ferriss, City Clerk
Jennifer Lindsay, Mayor