

CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES

DATE September 24, 2009

ATTENDANCE

PRESENT: Mayor Ron Onslow; Council member Matt Swindell, David Taylor, Lee Wells and Darren Wertz.

ABSENT: None.

STAFF: City Manager Justin Clary; Chief of Police Carrie Greene; Director of Finance & Administration/City Clerk Kay Kammer; City Attorney Chris Sundstrom; Public Works Director Steve Wall.

CALL TO ORDER 6:30 P.M.

PLEDGE OF ALLIANCE

LATE CHANGES TO THE AGENDA

Add: Executive Session regarding Real Estate

MAYOR/COUNCIL REPORTS

Council:

Mr. Taylor Attended the Ice Cream Social in Bellwood Heights, the Association of Washington Cities (AWC) Elected Officials meeting and the Executive Session regarding the City Manager's annual performance evaluation

Mr. Swindell Attended the Executive Session

Mr. Wells Attended the Executive Session, the Ice Cream Social, the Clark Regional Wastewater District plant tour for the Phase 4 expansion, the Ridgefield Junction Association meeting and the American Legion dedication of the new veteran services office

Mr. Wertz arrived at 6:33

Mayor Onslow: Attended the Executive Session, the American Legion office dedication, the Ice Cream social, briefing, the Waterfront Tour with representatives from the Port of Ridgefield and the ceremony for the U.S. Army 104th Division that is moving from Vancouver to Fort Lewis

Joe Melroy, Port Commissioner

During the Waterfront Tour we found things on what to do and what not to do
Found it is important to develop a theme for development

Mr. Wertz Attended the Clark Regional Wastewater plant tour and the American Legion dedication

1. Appointment of Charlotte Clevidence, Position 3, Ridgefield Cemetery Advisory Board
MOTION: Council member David Taylor moved to confirm the Mayor's appointment of Charlotte Clevidence to the Ridgefield Cemetery Advisory Board.
SECOND: Council member Lee Wells.

[6:43:18 PM](#)

<u>Vote:</u>	5-0
Yes:	Mayor Ron Onslow; Council member Matt Swindell, David Taylor, Lee Wells and Darren Wertz
No:	None
Abstained:	None
Absent:	None

Motion unanimously passed.

STAFF REPORTS

Executive & Community Development

Waterfront Tour: tour was educational, saw cutting edge technology, able to sit and talked with staff, city officials and the private developer about partnership possibilities. There are lessons to be learned

System Development Charges and Impact fees: meeting with Mike Bomar about increases, point of payment, and point of vesting

Community Development: issued 13 single family residential permits through August, 2 have been issued so far in September

Interchange project: construction of a new wetland mitigation site off of 289th Street and working through whether property is public or private. Some soil hauling has occurred down to the port site
Funding - document is not in line with the agreement with the Washington State Department of Transportation (WSDOT). The American Reinvestment and Recovery Act (ARRA) funds can not supplant funds in a project. Any savings in a project are to be reinvested in other projects and the problem occurred as we broke the Interchange project into phases. Other funding sources were based on the project as a whole and not the phased approach

S 85th Ave project completed: Transportation Improvement Board presented a plaque to the City

Finance & Administration

New Legislation: changes are under review and research on impact to the City

(Engrossed Substitute House Bill –ESHB, House Bill – HB, Engrossed Substitute Senate Bill – ESSB)

ESHB 1553 – Claims for damages. Procedures and timelines have changed, as have required information and instructions

HB 1513 – Allowing cities to participate in Latecomer Agreements, HB 2285 – Allows multi-jurisdictional Local Improvement Districts and Utility Local Improvement Districts, HB 1273 – Allows cities to conduct raffles for tourism promotion purposes and HB 1196 – Increased the Small Works Roster limits

ESSB 5967 – Sex discrimination in Community Athletic programs and what the impact is when public facilities are used and HB 1824 – Zack Lystedt law which mandates concussion precautions and the impact of when public facilities are used

Other policies and procedures under review are the E-Verify program, acceptance of credit cards, pandemic influenza response, and twittering and blogging

General Fund: August revenues exceed expenditures by \$648. Revenues are at 90% of anticipated budget while expenditures are at 95% of budget

Year-to-date expenses exceed revenues by \$23,000 and the General Fund cash balance is \$350,000

Personnel costs are tracking at 98% of budget, supplies and services are under budget at 72% and operations and maintenance costs are on budget at 101%

Utility Operations: Revenues are on track at 101% of the budgeted amount and expenditures are at 103% of the budgeted amount including debt service

Revenues exceed expenditures by \$300,000 however that does not include depreciation expense of \$369,000

Cash positions of the utility funds are Water at \$785,000, Sewer at \$769,000 and Stormwater at \$134,500

Special Revenue Funds: Revenues are down in all funds due to the lack of growth and construction

Real Estate Excise Tax revenues are at 56% of budget with a cash balance of \$1,325,000

Impact Fee revenues are at 65% of budget with cash balances of \$1,427,000 in Park Impact Fees and \$533,000 in Transportation Impact Fees

System Development Charge revenue is at 83% of budget with cash balances of \$1,643,000 in Water and \$1,362,000 in Sewer

Public Works

Recycle program: study session next Thursday regarding the program and contract. Waste Connections will be here to answer any questions

Stormwater Utility: work continues on system and we are making some progress

Wastewater Treatment Plant National Pollutant Discharge Elimination System (NPDES) permit: received final permit in mail

S 85th Ave: project completed and road is open

Hillhurst road: project is complete and we are the first in the area to use ARRA funds

Gee Creek Trail: volunteers are working on improvements. They are laying rock from the Division Street bridge along the creek to the pedestrian bridge. It looks great and we appreciate their efforts

Public Safety

Personnel: no changes

Enforcement: reduction on more serious offenses. Ridgefield was noted as having the lowest crime rates in the county at 23 offenses per 1,000 in population

Budget: expenditures on track. Received \$14,500 in Fines & Forfeitures but will be receiving a \$12,000 invoice for jail costs. Daily costs for jail beds will go up from \$66 per day to \$78 per day next year

Training: Police Clerk, Linda Stuckenschneider is now National Incident Based Reporting System (NIBRS) certified. The Washington Association of Sheriff's and Police Chiefs (WASPC) paid for smaller jurisdictions to be able to participate in the certification program

Chief Greene attended a National Center for Missing and Exploited Children class in Washington CD

Fire & Rescue

Equipment: a new fire engine has been purchased

Training: the training academy will start soon

CITIZEN COMMUNICATIONS

None

CONSENT AGENDA

1. Approval of study session minutes from August 27, 2009
2. Approval of minutes from August 27 and September 12, 2009
3. Approval of minutes from September 10, 2009

4. Approval of claims/payroll in the amount of \$120,199.06
Claims No. 12517 through 12582 in the amount of \$110,851.53 and automatic payments in the amount of \$9,347.53

MOTION: Council member Matt Swindell moved to approve the study session minutes from August 27, 2009

SECOND: Council member Lee Wells.

[7:22:05 PM](#)

Vote: 4-0
Yes: Council member Matt Swindell, David Taylor, Lee Wells and Darren Wertz
No: None
Abstained: Mayor Ron Onslow
Absent: None

Motion unanimously passed.

MOTION: Council member Matt Swindell moved to approve the minutes from the general session of August 27 and the minutes from September 12, 2009

SECOND: Council member David Taylor.

Vote: 5-0
Yes: Mayor Ron Onslow; Council member Matt Swindell, David Taylor, Lee Wells and Darren Wertz
No: None
Abstained: None
Absent: None

Motion unanimously passed.

MOTION: Council member Matt Swindell moved to approve the minutes from September 10, 2009

SECOND: Council member Lee Wells.

[7:23:19 PM](#)

Vote: 4-0
Yes: Mayor Ron Onslow; Council member Matt Swindell, Lee Wells and Darren Wertz
No: None
Abstained: Council member David Taylor
Absent: None

Motion unanimously passed.

MOTION: Council member Matt Swindell moved to approve the claims/payroll

SECOND: Council member David Taylor.

[7:23:47 PM](#)

Vote: 5-0

Yes: Mayor Ron Onslow; Council member Matt Swindell, David Taylor, Lee Wells and Darren Wertz
No: None
Abstained: None
Absent: None

Motion unanimously passed.

BUSINESS

1. Motion – Approval of the Memorandum of Understanding (MOU) to Develop the Structure for a Regional Wastewater Entity

MOU is the last piece of the Sewer Coalition process
Ridgefield, Battle Ground, Clark Regional Wastewater District and Clark County moved forward to form an Entity
Other three entities have approved this document

MOTION: Council member David Taylor moved to authorize the City Manager to execute a Memorandum of Understanding with the City of Battle Ground, Clark County, and Clark Regional Wastewater District to Develop the Structure for a Regional Wastewater Entity

SECOND: Council member Matt Swindell.

[7:28:59 PM](#)

Vote: 5-0
Yes: Mayor Ron Onslow; Council member Matt Swindell, David Taylor, Lee Wells and Darren Wertz
No: None
Abstained: None
Absent: None

Motion unanimously passed.

CITIZEN COMMUNICATIONS

Chief Mason, Clark Fire & Rescue
Pulled 3 people safely out of river after their boat sank
Work continues on a proposal for a new fire boat and boat house
Moved existing boat house at the marina facility

EXECUTIVE SESSION

Mayor Onslow announced at [7:30:55 PM](#) that Council would move into Executive Session regarding real estate for approximately 30 minutes and action is anticipated

Attendees: City Council, City Manager, Public Works Director and the City Attorney

At [8:04:09 PM](#) Mayor Onslow announced the need to continue the Executive Session for approximately another 15 minutes

Mayor Onslow reconvened the general session at [8:13:39 PM](#) and announced that no action would be taken but an Executive Session is to be scheduled for Monday, September 28, 2008, beginning at 7:30 A.M. at Ridgefield City Hall regarding real estate

ADJOURN [8:13:57 PM](#)

Kay Kammer
Director of Finance & Administration
City Clerk

Ron Onslow
Mayor