



## RIDGEFIELD CITY GOVERNMENT

### **Council-Manager Form of Government**

The citizens of Ridgefield adopted the council-manager plan in 1999. Under this form of government the elected officials are the community leaders and policy makers who establish a vision for the city and then appoint a city manager to carry out public policy and ensure that all residents are being well served. The council-manager form of local government combines the strong political leadership of elected officials (in the form of a council, board, or other governing body) with the strong professional experience of an appointed local government manager.

Under the council-manager form, the city manager serves the City Council as chief executive officer of the City and has responsibility for preparing the budget, directing day-to-day operations, hiring and firing personnel, and serving as the council's chief policy advisor. The city manager coordinates the work of department heads and other employees, who help ensure the smooth and efficient delivery of services. By building public/private partnerships, the city manager targets all of the community's resources to solve current issues.

### **City Council**

The Ridgefield City Council is made of up five community members who are elected to their positions by the citizens of Ridgefield and serve as the community leaders and policy makers. The City Council is led by the Mayor who is appointed for a two-year term by the City Council. The Mayor's duties include representing the City at events and before other agencies and organizations and facilitating City Council meetings. City Council members work with the Mayor and the City Manager to develop policy and also represent the City at events and before agencies and organizations. The City Council establishes a vision for the City and appoints a city manager who serves as the chief executive officer of the City.



Ron Onslow  
Position No. 1



David Taylor  
Position No. 2



Lee Wells  
Position No. 3



Don Stose  
Position No. 4



Darren Wertz  
Position No. 5

### **Planning Commission**

The Planning Commission is an advisory body of seven volunteer citizens who advise the City Council on planning, development and growth issues for the community. The Commission reviews and makes recommendations to the City Council on updates to the City's Comprehensive Plan and Capital Facilities Plans, Development Code regulations, shoreline management standards, environmental protection regulations and other matters as directed by the City Council.

### **Parks Board**

The Parks Board is an advisory body of seven volunteer citizens who advise the City Council on parks planning, parks acquisition, and parks operations and maintenance within the current and future city limits of the City of Ridgefield. Eligible members include residents, property owners and business owners within the urban growth area of the City and citizens residing within the boundaries of the Ridgefield School District.

### **City of Ridgefield Civil Service Commission**

The Ridgefield Civil Service Commission is a body of three volunteer citizens whose main function is to oversee the procedures for hiring, evaluation, discipline and termination of police officers.

### **City of Ridgefield Cemetery Board**

The Cemetery Advisory Board is an advisory body of three volunteer citizens established to advise the Public Works Director on cemetery planning, design, beautification, operations, and maintenance of the city-owned cemetery.

### **Community Development Department**

The Ridgefield Community Development Department is responsible for current and long range planning, building permitting and inspections, and code enforcement to support the responsible and coordinated growth and development of the community. The Department also provides staff assistance to the City's Planning Commission and Parks Advisory Board.

The Department oversees the periodic update of the City's Comprehensive Plan to ensure compliance with the Growth Management Act (GMA). The Department manages updates to the City's development regulations and participates in interagency coordination with other cities, different State of Washington agencies and various federal agencies. The Department is responsible for the enforcement of the State of Washington and City of Ridgefield Building Codes. The Department accepts building permit applications, perform plan reviews, issue permits, arrange inspections and approve construction by issuing a Certificate of Occupancy.

### **Finance and Administration Department**

The Finance and Administration Department is organized into two major divisions: Finance Division and the Administrative Division. The Finance Division is responsible for the preparation of the budget, monthly and annual reports, investments, and to ensure proper accounting procedures are followed. The Administrative Division is responsible for providing administrative services, preservation of and access to the official city records, human resources, labor relations, payroll, information technology, risk management, community outreach, civil rights compliance and citizen advocacy.

### **Public Works Department**

The Public Works Department manages the design, construction, and operation and maintenance of all City-owned infrastructure. The department is organized into two major divisions: the Engineering & Construction Division and the Operations Division. The department is managed by the Public Works Director with administrative support provided by the Utility Clerk. The Engineering and Construction Division is responsible for design and construction of all new infrastructure. Two Public Works Supervisors manage the Operations Division, with support from seven full-time maintenance technicians. The Operations Division operates and maintains the City's infrastructure, including the wastewater treatment plant and sewer collection system, water supply and distribution system, streets, storm water collection and treatment system, and parks, trails and cemetery.

### **Police Department**

The Police Department currently provides 24 hour per day, 7 day per week, 365 day per year coverage through its budgeted staff of six Police Officers, a Police Clerk, and a Police Chief. In addition to providing public safety, the Police Department also handles code and animal complaints and assists the Ridgefield School District in student issues. Calls for emergency service are dispatched to officers in the field by Clark Regional Emergency Services Agency (CRESA). The City contracts for jail services with the Clark County Sheriff's Office. Court services are regionalized through an interlocal agreement with the cities of Battle Ground and La Center. This agreement saves valuable tax dollars by sharing a judge and a city prosecutor between the agencies.