

City of Zillah
Study Session Minutes
October 19, 2015

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 6:00 p.m.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Councilmembers Janice Gonzales, Doug Stewart, Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Sergeant Tim Quantrell, Planning & Community Development Director Ardele Steele and City Attorney Jamie Carmody

Absent: Councilmember Skyler Bower and Police Chief Dave Simmons

CONSENT AGENDA

- A. Review minutes of Study Session dated October 5, 2015.
- B. Review minutes of Council Meeting dated October 5, 2015.
- C. Review payroll voucher numbers 32036 to 32050 dated October 15, 2015 in the amount of \$68,982.73.
- D. Review claim voucher numbers 45647 to 45698 dated October 19, 2015 in the amount of \$94,677.36.
- E. Review month-end close-out report dated September 30, 2015.

NEW BUSINESS

Presentations from Motel Tax Applicants:

- Associated Clubs: Shelli Quantrell provided information showing the account activity of the Associated Clubs and she answered questions. She requested \$3,000 for 2016 for costs associated with the Zillah Float, and advertising.
- Yakima Valley Tourism: Stephanie Gangle provided information related to the request. There are three proposals. They are \$1,550 for the Visitor's Guide, \$1,500 for the lit board at the Visitor's Information Center and the other is \$6,000 for Regional marketing/media relations package.
- Zillah Chamber: Jay Spurlock requested \$3,000 for advertising associated with the Not Just A Farmer's Market Event that's held each fall. He shared information related to the past events and said the event is evolving in a positive way.
- Yakima Airport: Ms. Bounds shared the information that was sent for advertising opportunities at the Yakima Airport.

- **Visitor's Guide:** Ms. Bounds provided information related to the Yakima Valley Visitor's Guide put out by Yakima Valley Publications. The proposal is the same as prior years, \$2,995 for the front inside cover glossy page.

Council members will make their recommendations to the Mayor and the Mayor will make a final proposal at the next meeting.

Review Request from Yakima Waste: Keith Kovalenko, District Manager for Yakima Waste Systems explained that Yakima Waste is seeking a 2.5% increase to cover CPI increases for their employees as well as capital costs for their trucks and containers. They did request and were given a 2.5% increase last year from Zillah. Council will consider the request.

Review Resolution No. 2015-38 Amending Contract with DOH: Ms. Bounds explained that the main reason for the amendment was to extend the timeframe and make minor changes to the statement of work.

Review Resolution No. 2015-39 Establishing 2016 Irrigation Rates: Ms. Bounds explained that this resolution establishes the 2016 irrigation rates. She provided information to council.

Review Resolution No. 2015-40/Proposal to Absorb TBD into City: Recent legislation allows Cities to absorb the responsibilities of the TBD's. Everyone was in agreement that it would be a good idea as it would save both time and money. Ms. Bounds reported that since the legislation is so new, she will call MRSC with questions she has about the city doing this. A public hearing is set for the November 16th meeting.

Review Resolution no. 2015-41/SVID Crossing/Encroachment Permit: Ms. Steele provided information about the permit. Mr. Carmody pointed out that SVID includes language within the permit giving themselves full authority. This is not language that the city is completely comfortable but SVID won't agree to change it. He said the likelihood of the city experiencing any problems is slight, he felt the city should know about it. He did recommend approval of the agreement.

Review 2016 Preliminary Budget: Ms. Bounds reviewed the notes to the budget with Council and answered questions related to it.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:57 p.m.


Sharon Bounds, City Administrator


Mayor Gary Clark

City of Zillah
City Council Minutes
October 19, 2015

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 7:00 p.m.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Councilmembers Janice Gonzales, Doug Stewart, Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Sergeant Tim Quantrell, Planning & Community Development Director Ardele Steele and City Attorney Jamie Carmody

Absent: Councilmember Skyler Bower and Police Chief Dave Simmons

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Mr. Williams that City Council add item "Executive Session" under item 13A. Motion carried unanimously.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

CONSENT AGENDA

Mr. Williams moved, seconded by Mr. Stewart to approve the Consent Agenda, items A through E as follows:

- A. Approve minutes of Study Session dated October 5, 2015.
- B. Approve minutes of Council Meeting dated October 5, 2015.
- C. Approve payroll voucher numbers 32036 to 32050 dated October 15, 2015 in the amount of \$68,982.73.
- D. Approve claim voucher numbers 45647 to 45698 dated October 19, 2015 in the amount of \$94,677.36.
- E. Approve month-end close-out report dated September 30, 2015.

Motion carried unanimously.

NEW BUSINESS

Vote on Resolution No. 2015-38 Amending Contract with DOH: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Resolution No. 2015-38 Approving Contract Amendment No. N21244 with Washington State Department of Health. Motion carried unanimously.*

Vote on Resolution No. 2015-39 Establishing 2016 Irrigation Rates: *Mr. Miles moved, seconded by Mr. Stewart to approve Resolution No. 2015-39 establishing 2016 Irrigation Rates. Motion carried unanimously.*

Vote on Resolution No. 2015-40/Proposal to Absorb TBD into City: *Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2015-40 setting a public hearing date concerning the City of Zillah's proposal to assume the rights, powers, functions, and obligations of the Zillah TBD. Motion carried unanimously.*

Vote on Resolution no. 2015-41/SVID Crossing/Encroachment Permit: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2015-41 approving a Crossing/Encroachment Permit between City of Zillah and SVID. Motion carried unanimously.*

COUNCIL/STAFF REPORTS

Planning: Ms. Steele stated that the YVCOG meeting is this coming Wednesday in Grandview. They are working on Zillah's behalf in putting together the population projections for the UGA.

Public Works: Mr. Tilley reported that the lift station in Vintage Valley went down a few weeks ago and told about the progress of the repairs. He also stated that the irrigation water is now off.

Administration: Ms. Bounds shared that the city is putting together a ribbon cutting ceremony for the Second Avenue Street Project. It will be Wednesday, October 28th at 11 a.m. Invitations will be sent out. She also shared that the Dedication Service for the Fallen Firefighter memorial has been scheduled for November 21st at noon.

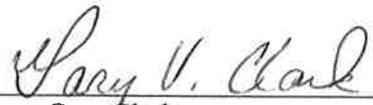
EXECUTIVE SESSION

Mayor Clark called for Executive Session at 7:10 p.m. for 15 minutes in order to discuss items related to RCW 42.30.140(4)(a). Executive Session ended at 7:20 p.m. and Regular Session began.

ADJOURNMENT

Mr. Miles moved, seconded by Mr. Williams to adjourn the meeting at 7:22 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Mayor Gary Clark