

City of Zillah
City Council Minutes
December 7, 2015

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 7:01 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Ms. Gonzales that City Council make the following changes to the agenda: Remove item 5C from the Consent Agenda, Add item 8.O "Vote on Amended Street Closure Request" and remove item 8L under New Business. Motion carried unanimously.

ROLL CALL

The following were:

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

Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Police Chief Dave Simmons and Planning & Community Development Director Ardele Steele

Absent: City Attorney Jamie Carmody

CONSENT AGENDA

Mr. Williams moved, seconded by Ms. Gonzales to approve the Consent Agenda, items A through H as follows:

- A. Vote on minutes of Study Session dated November 16, 2015.
- B. Vote on minutes of Council Meeting dated November 16, 2015.
- C. Vote on payroll voucher numbers 32090 to 32145 dated November 30, 2015 in the amount of \$158,202.79.
- D. Vote on voided claim voucher number 45765 dated November 16, 2015 in the amount of \$3,870.00.
- E. Vote on claim voucher number 45794 dated November 30, 2015 in the amount of \$7,167.45.
- F. Vote on claim voucher number 45795 dated November 30, 2015 in the amount of \$150.48.
- G. Vote on claim voucher numbers 45796 to 45867 dated December 7, 2015 in the amount of \$95,993.51.

Motion carried unanimously.

Mayor Clark called for a Moment of Silence in honor of the lives that were lost at the attack on Pearl Harbor.

PUBLIC HEARINGS

2016 Final Budget: Mayor Clark opened the public hearing at 7:04 p.m. No public comment was given. Mayor Clark closed the public hearing at 7:05 p.m.

City Assumption of Zillah TBD: Mayor Clark opened the public hearing at 7:05 p.m. No public comment was given. Mayor Clark closed the public hearing at 7:06 p.m.

NEW BUSINESS

Vote on Ordinance No. 1391/City Assuming Zillah TBD: *Ms. Gonzales moved, seconded by Mr. Carmack that City Council approve Ordinance No. 1391 approving the city to assume the rights, powers, functions and obligations of the Zillah Transportation Benefit District. Motion carried (4 Yes; Carmack, Gonzales, Williams, Miles, 1 Abstain; Stewart).*

Vote on Ordinance No. 1392 Establishing Special Revenue Fund for Zillah TBD: *Mr. Carmack moved, seconded by Mr. Stewart that City Council approve Ordinance No. 1392 Establishing a Special Revenue Fund for the Zillah TBD. Motion carried unanimously.*

Vote on Ordinance No. 1393/2015 Budget Amendment: *Mr. Stewart moved, seconded by Mr. Miles that City Council approve Ordinance No. 1393/2015 Budget Amendment. Motion carried unanimously.*

Vote on Resolution No. 2015-50 Approving Contract for Professional Services: *Mr. Miles moved, seconded by Mr. Williams that City Council approve Resolution No. 2015-50 Approving a contract for professional services with Susan C. Arb. Motion carried unanimously.*

Vote on Resolution No. 2015-51 Approving Contract with McKinney Commercial Glass & Door: *Mr. Williams moved, seconded by Ms. Gonzales that City Council approve Resolution No. 2015-51 Approving a contract with McKinney Commercial Glass & Door. Motion carried unanimously.*

Vote on Ordinance No. 1394/Franchise with LS Networks, Inc. *Ms. Gonzales moved, seconded by Mr. Carmack that City Council approve Ordinance No. 1394 amending Franchise Ordinance with LS Networks, Inc. Motion carried (4 Yes; Stewart, Carmack, Gonzales, Williams, 1 Abstain; Miles).*

Vote on Ordinance No. 1395 Establishing Garbage Collection Rates. *Mr. Carmack moved, seconded by Ms. Gonzales that City Council approve Ordinance No. 1395 Establishing Garbage Collection Rates. Motion carried unanimously.*

Vote on Resolution No. 2015-52 Approving Agreement with Yakima Waste: *Mr. Stewart moved, seconded by Mr. Miles that City Council approve Resolution No. 2015-52 approving Sixth Addendum to Agreement with Yakima Waste. Motion carried unanimously.*

Vote on Ordinance No. 1396 Reducing Utility Tax Charges for Water: *Mr. Miles moved, seconded by Mr. Williams that City Council approve Ordinance No. 1396 reducing the Utility Tax on water charges. Motion carried unanimously.*

Vote on Ordinance No. 1397 Establishing Cemetery Fees: *Mr. Williams moved, seconded by Ms. Gonzales that City Council approve Ordinance No. 1397 Establishing a Fee Schedule for the Zillah City Cemetery. Motion carried unanimously.*

Vote on Ordinance No. 1398/Buildings and Construction: *Ms. Gonzales moved, seconded by Mr. Carmack that City Council approve Ordinance No. 1398. Motion carried unanimously.*

Vote on Restricted Fund Uses: *Mr. Carmack moved, seconded by Mr. Stewart that City Council approve the lists of expenditures for 2016, out of the Parks Fund, Hotel/Motel Tax Fund, Real Estate Excise Tax Fund AND the supporting documentation provided in the Budget Summary Packet. Motion carried unanimously.*

Vote on Ordinance No. 1399 Adopting the 2016 Budget: *Mr. Stewart moved, seconded by Mr. Miles that City Council approve Ordinance No. 1399 Adopting the 2016 Budget. Motion carried unanimously.*

Vote on Amended Street Closure Request from Zillah Chamber: *Mr. Williams moved, seconded by Ms. Gonzales that City Council approve the request for Street Closure from Zillah Chamber on December 12, 2015 for Zillah's Old Fashioned Christmas Event from 2-5 p.m. Motion carried unanimously.*

VISITOR'S COMMENTS

Mr. Kovalenko from Yakima Waste thanked Zillah City Council for approving their proposal and stated that he appreciates the cooperation in working with the city.

MAYOR'S REPORT

Mayor Clark reminded everyone of the City's up-coming Toy Drive.

ADJOURNMENT

Mr. Williams moved, seconded by Ms. Gonzales to adjourn the meeting at 7:17 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Mayor Gary Clark

City of Zillah
Study Session Minutes
December 7, 2015

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 6:01 p.m.

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles asked that the following changes be made to the agenda: Add item 5.O under New Business "Review Amended Street Closure Request" from Zillah Chamber and Remove Item 10A "Executive Session."

ROLL CALL

The following were:

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

Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Police Chief Dave Simmons and Planning & Community Development Director Ardele Steele

Absent: City Attorney Jamie Carmody

CONSENT AGENDA

- A. Review minutes of Study Session dated November 16, 2015.
- B. Review minutes of Council Meeting dated November 16, 2015.
- C. Review payroll voucher numbers 32090 to 32145 dated November 30, 2015 in the amount of \$158,202.79.
- D. Review voided claim voucher number 45765 dated November 16, 2015 in the amount of \$3,870.00.
- E. Review claim voucher number 45794 dated November 30, 2015 in the amount of \$7,167.45.
- F. Review claim voucher number 45795 dated November 30, 2015 in the amount of \$150.48.
- G. Review claim voucher numbers 45796 to 45867 dated December 7, 2015 in the amount of \$95,993.51.

NEW BUSINESS

Review Ordinance No. 1391/City Assuming Zillah TBD: Ms. Bounds explained that a public hearing will be held during the Council meeting and proper advertising has been done. There was a change made to the ordinance relating to the effective dates of the city assumption. The dates were changed from "as of the effective date of the ordinance" to January 1, 2016. That allows the TBD to finish out the year and the city to begin at the beginning of the year.

Review Ordinance No. 1392 Establishing Special Revenue Fund for Zillah TBD: Ms. Bounds explained that this fund was created for the purpose of using it for the TBD funds within the city accounts.

Review Ordinance No. 1393/2015 Budget Amendment: Ms. Bounds provided detailed information related to the budget amendments.

Review Resolution No. 2015-50 Approving Contract for Professional Services: Ms. Bounds explained that the current judge has a scheduling conflict on one of the court dates in December so Susan Arb is being contracted to cover for that date.

Review Resolution No. 2015-51 Approving Contract with McKinney Commercial Glass & Door: Ms. Bounds explained that the city recently solicited bids for the ADA door improvements for city hall and the police department. McKinney Commercial Glass & Door came in as the low bidder and the attached contract is for those services to occur.

Review Ordinance No. 1394/Franchise with LS Networks, Inc. Ms. Steele provided information about the amendment to this ordinance. It includes adding additional coverage area to their map.

Review Ordinance No. 1395 Establishing Garbage Collection Rates. Ms. Bounds explained that the Mayor along with the Budget/Finance Committee met to review the request from Yakima Waste. They are recommending the city grant a 1.5% (pass through) increase for 2016 only. The attached ordinance reflects that rate change. Keith Kovalenko from Yakima Waste was present and also provided information on their request. He also mentioned that the city might consider the same kind of deal they just entered into with Mabton which was a 1-3% increase each year.

Review Resolution No. 2015-52 Approving Agreement with Yakima Waste: This is the agreement between the City of Zillah and Yakima Waste approving the aforementioned rate increase for 2016.

Review Ordinance No. 1396 Reducing Utility Tax Charges for Water: Ms. Bounds explained that the water rates were increased over a 7 year period starting last year and it was decided at that time that the utility tax for water could be decreased a portion of that time, as well.

Review Ordinance No. 1397 Establishing Cemetery Fees: Ms. Bounds explained that staff recently gathered comparables for the cemetery fees and found Zillah to be low. The Finance/Budget Committee met and reviewed them and are recommending that the fees be increased to be comparable with those other cemeteries.

Review Ordinance No. 1398/Buildings and Construction: Ms. Steele explained that changes to the Ordinance include exempting fees for residential fences and adding a flat penalty fee for those not getting a permit for fences when needed.

Review Resolution No. 2015-53 Approving Administration Policy No. 2015-01: Ms. Gonzales pointed out an error in the policy and Ms. Bounds stated that it would be corrected and brought back to a future meeting.

Review Restricted Fund Uses: Ms. Bounds explained that the 2016 Final Budget Summary Packet contains information related to all of the budget, restricted fund usage, cost allocation plans, etc. All of the information contained within the packet has been reviewed and discussed during the budget process and a motion needs to be made to specifically address adoption of the packet.

Review Ordinance No. 1399 Adopting the 2016 Budget: Ms. Bounds explained that this ordinance approves the 2016 Final Budget.

Review Amended Street Closure Request: Ms. Bounds explained that Zillah Chamber recently realized there was a scheduling conflict at the Civic Center for the Old Fashioned Christmas event. They decided to move the event downtown from 2-5 p.m. and are requesting street closure during those hours rather than 4-5 as previously requested. Beth Husted provided information related to the event and answered questions.

COUNCIL/STAFF REPORTS

Planning: Ms. Steele explained that a transportation bill was recently approved. It will provide funding through 2020 which includes the funding for Zillah. She will gather further details at a meeting she attends on Thursday.

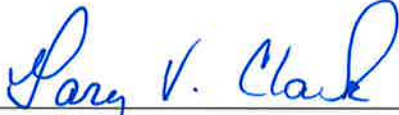
City Toy Drive: Chief Simmons invited everyone to participate in the City Toy Drive by bringing toys to designated locations by December 18th for children ages 2-13. City Staff will deliver the items on Saturday, December 19th.

Demolition: Mr. Tilley reported that the city house will be demolished this week. The necessary permits will be collected prior to demolition.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:48 p.m.


Sharon Bounds, City Administrator



Mayor Gary Clark