

**City of Zillah
Study Session Minutes
March 6, 2017**

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 Doug Stewart, Dr. Scott Carmack, Brian Williams and Janice Gonzales (arrived at 6:17 p.m.)

Also Present: City Administrator Sharon Bounds & Community Development Director Ardele Steele, Police Chief Tim Quantrell, Public Works Director John Simmons and City Attorney Jamie Carmody

Absent: Councilmember Jeff Miles, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

Mr. Williams stated that council will need to remove item 5E from the agenda.

CONSENT AGENDA

- A. Review minutes of Study Session dated February 21, 2017.
- B. Review minutes of Council Meeting dated February 21, 2017.
- C. Review claim voucher numbers 47759 to 47760 dated February 28, 2017 in the amount of \$2,163.11.
- D. Review claim voucher numbers 47761 to 47808 dated March 6, 2017 in the amount of \$41,059.18.
- E. Review payroll voucher numbers 32730 to 32752 dated February 28, 2017 in the amount of \$85,630.65.

NEW BUSINESS

Review Resolution No. 2017-08 Approving Task Order No. 2017-03 with HLA: Ms. Bounds explained that this task order is authorizing HLA to begin work updating the Sewer Comp Plan for the city. The project will be split between 2017 and 2018.

Review Resolution No. 2017-09 Approving Task Order No. 2017-04 with HLA: Ms. Bounds explained that this task order is authorizing HLA to begin work updating the Capital Facilities Plan for the city. The project will be split between 2017 and 2018.

Review Ordinance No. 1432 Repealing and Replacing ZMC 2.64: Ms. Bounds provided information about the minor changes to the Ordinance. The main thing was that the method now includes adding electronic means when soliciting from the list.

Review Ordinance No. 1433 Repealing and Replacing ZMC 2.72: Ms. Bounds provided information about the minor changes to the Ordinance. The main thing was that the method now includes adding electronic means when soliciting vendors.

COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele explained that the Comp Plan is in the process of being revised. The YVCOG dinner is on 3/15 and the Chamber Awards Banquet is on 3/16.

Police Department: Chief Quantrell explained that things are mostly quiet the past couple of weeks.

Public Works: Mr. Simmons reported that he is working towards repairing the potholes and street damage throughout the city caused from all of the snow. He also mentioned that he will be coming to the next meeting with a budget amendment to cover the cost of the repairs. He also mentioned that irrigation season is right around the corner so his crew will be very busy.

Administration: Ms. Bounds explained that she will be reviewing the job applications for the open position in city hall this week.


COMMITTEE/COMMISSION REPORTS

Zillah Skate Park: Dr. Carmack reported that the Parks Committee met to discuss the upcoming Skate Park Project. The Public Works will clean and fill the cracks and remove the tennis poles on the tennis court this spring. The items should be installed later this spring.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:23 p.m.


Sharon Bounds, City Administrator


Gary Clark, Mayor

**City of Zillah
City Council Minutes
March 6, 2017**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ROLL CALL

The following were:

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

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

Absent: City Councilmember Jeff Miles, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Williams moved, seconded by Ms. Gonzales to remove item 8E from the Agenda. Motion carried unanimously.

CONSENT AGENDA

Ms. Gonzales moved, seconded by Dr. Carmack to approve the Consent Agenda, items A through E as follows:

- A. Review minutes of Study Session dated February 21, 2017.
- B. Review minutes of Council Meeting dated February 21, 2017.
- C. Review claim voucher numbers 47759 to 47760 dated February 28, 2017 in the amount of \$2,163.11.
- D. Review claim voucher numbers 47761 to 47808 dated March 6, 2017 in the amount of \$41,059.18.
- E. Review payroll voucher numbers 32730 to 32752 dated February 28, 2017 in the amount of \$85,630.65.

Motion carried unanimously.

NEW BUSINESS

Vote on Resolution No. 2017-08 Approving Task Order No. 2017-03 with HLA: *Dr. Carmack moved, seconded by Mr. Stewart to approve Resolution No. 2017-08 Approving Task Order No. 2017-03 with HLA to update the Sewer Comp. Plan. Motion carried unanimously.*

Vote on Resolution No. 2017-09 Approving Task Order No. 2017-04 with HLA: *Mr. Stewart moved, seconded by Mr. Williams to approve Resolution No. 2017-09 Approving Task Order No. 2017-04 with HLA to update the Capital Facilities Plan. Motion carried unanimously.*

Vote on Ordinance No. 1432 Repealing and Replacing ZMC 2.64: *Mr. Williams moved, seconded by Ms. Gonzales to approve Ordinance No. 1432 Repealing and Replacing ZMC 2.64. Motion carried unanimously.*

Vote on Ordinance No. 1433 Repealing and Replacing ZMC 2.72: *Ms. Gonzales moved, seconded by Dr. Carmack to approve Ordinance No. 1433 Repealing and Replacing ZMC 2.72. Motion carried unanimously.*


COMMITTEE/COMMISSION REPORT

Zillah Skate Park: *Dr. Carmack reported that the Parks Committee met to discuss the upcoming Skate Park Project. The Public Works will clean and fill the cracks and remove the tennis poles on the tennis court this spring. The items should be installed later this spring.*

ADJOURNMENT

Mr. Williams moved, seconded by Ms. Gonzales adjourn the meeting at 7:03 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Gary Clark, Mayor