

City of Zillah
Study Session Minutes
April 4, 2016

CALL TO ORDER

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

ROLL CALL

The following were:

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

Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Planning & Community Development Director Ardele Steele, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

Absent: Councilmember Brian Williams and Police Chief Dave Simmons

CONSENT AGENDA

- A. Review minutes of Study Session dated March 21, 2016.
- B. Review minutes of Council Meeting dated March 21, 2016.
- C. Review payroll voucher numbers 32283 to 32310 dated March 15, 2016 in the amount of \$95,485.21.
- D. Review voided claim voucher number 46310 dated March 21, 2016 in the amount of \$126.00.
- E. Review claim voucher number 46349 to 46430 dated April 4, 2016 in the amount of \$45,717.81.

NEW BUSINESS

Discuss Cemetery Maintenance issue: Mr. Tilley explained that the public works has been dealing with a weed issue in the cemetery. They called someone from the WSU Extension who came out to evaluate the weed. They identified it as a type of Bermuda grass and will advise the city on how to get rid of it. It may involve letting it grow up to a certain height and then spraying it. It was discussed that the city will need to do some outreach to the community informing them of the reasons for the weed growth in the cemetery.

Status Report on 4th of July: Ms. Bounds explained that staff met recently and decided to move the 4th of July activities into the Cemetery ballfields instead of at Stewart Park. The Legion members will run the fireworks stand and there will be no fireworks show unless someone steps up and funds it.

Review Special Events App/Street Closure Request: This Special Events application is for the annual car show that has been going on for the past several years on the same day as the Spring Fling Event.

They are asking for street closure of First Avenue from 5th to 7th Streets during the car. Council was agreeable.

Review Resolution No. 2016-14/Public Defense Conflict Services: Ms. Bounds explained that this agreement is for Defense Conflict Services which is only when there is a conflict with our contracted Defense Attorney.

Review Resolution No. 2016-15/Repayment Agreement: Ms. Bounds provided information related to the repayment agreement.

Review Resolution No. 2016-16/TIB Consultant Agreement: This agreement is between the City of Zillah and HLA for consulting services for the overlay projects this year.

Review Resolution No. 2016-17/Development Agreement with Stadelman Fruit LLC: Ms. Steele provided information about the development agreement and explained that a public hearing will be held during Council.

Review Funding Applications: Ms. Steele provided information about the funding applications that the city is applying for to WSDOT this year.

VERG Presentation: Ms. Steele explained that WSDOT recently executed a program called Visual Engineering Research Group (VERG). The program narrates projects such as street projects. They used the Vintage Valley Street Project as a sample of their work at a recent YVCOG meeting. She got a copy of that narration and presented it to council.

COMMITTEE/COMMISSION REPORTS

Ms. Steele explained that the Planning Commission is currently working on the comprehensive plan goals and policies and land use elements. Mayor Clark served on one of the committees and mentioned that he found it quite interesting.

COUNCIL/STAFF REPORTS

Planning: Ms. Steele reported that Whisper Ridge Winery held a soft opening on April 1st. There is a new business locating in the prior Tuscan Sands building. They plan to open a meat market/butcher shop/deli.

Fire Department: Chief Stonemetz reported that his crew will soon be flow testing and painting the fire hydrants throughout the city. They are planning to paint the caps according to their fire-flow. They hope to accomplish the task within the next 4 years as there are a little over 200 hydrants. Dr. Carmack asked if a person could paint their own fire hydrant. The Mayor said that he would put a painting plan together for the next council meeting.

Public Works: Mr. Tilley reported that the asphalt pile at the city shop site was recently removed but the cost exceeded their original estimate.

Administration: Ms. Bounds reported that the City Theme Committee met recently and asked Dr. Carmack if he would like to report. Dr. Carmack reported that the committee has set a Downtown Clean-up Day for May 7th. They would like to get business owners involved as well as community and school members to generally clean up the areas on First and Second Avenue between 5th and 7th Streets. This

will include cleaning alleyways, power-wash the buildings, clean sidewalks, trim, mow, etc. The committee plans to work with business owners in choosing maybe four colors from a color wheel and encourage business owners to paint their buildings so that they are consistent with each other. Ms. Bounds shared that she is working with a volunteer on painting trim, and making improvements to city hall exterior this week.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:03 p.m.


Sharon Bounds, City Administrator


Gary Clark, Mayor

City of Zillah
City Council Minutes
April 4, 2016

CALL TO ORDER

The meeting was called to order by Mayor Clark at 7:08 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ROLL CALL

The following were:

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

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

Absent: Councilmember Brian Williams and Police Chief Dave Simmons,

CONSENT AGENDA

Mr. Miles moved, seconded by Ms. Gonzales that City Council approve the Consent Agenda items A through E as follows:

- A. Approve minutes of Study Session dated March 21, 2016.
- B. Approve minutes of Council Meeting dated March 21, 2016.
- C. Approve payroll voucher numbers 32283 to 32310 dated March 15, 2016 in the amount of \$95,485.21.
- D. Approve voided claim voucher number 46310 dated March 21, 2016 in the amount of \$126.00.
- E. Approve claim voucher number 46349 to 46430 dated April 4, 2016 in the amount of \$45,717.81.

Motion carried unanimously.

PUBLIC HEARING

Development Agreement with Stadelman Fruit LLC: Mayor Clark opened the public hearing at 7:09 p.m. Tom Durant of Durant Development (513 N. Front Street, Suite Q, Yakima, WA) was present. He represents Stadelman Fruit LLC. He was here to encourage Council to approve the development Agreement. Mr. Carmody explained that all parties are agreeable with the agreement and it is being recommended for approval. Mayor Clark closed the Public Hearing at 7:11 p.m. and Regular Session began.

NEW BUSINESS

Vote on Special Events App/Street Closure Request: Mr. Stewart moved seconded by Dr. Carmack that City council approve a street closure request on April 23rd as requested in the attached Special Events Permit. Motion carried unanimously.

Vote on Resolution No. 2016-14/Public Defense Conflict Services: Ms. Gonzales moved seconded by Dr. Carmack that City council Resolution No. 2016-14 approving an Agreement for Public Defense Conflict Services between City of Zillah and William A. Schuler. Motion carried unanimously.

Vote on Resolution No. 2016-15/Repayment Agreement: Dr. Carmack moved seconded by Mr. Stewart that City council Resolution No. 2016-15 approving a Firearm Loan Repayment Contract. Motion carried unanimously.

Vote on Resolution No. 2016-16/TIB Consultant Agreement: Mr. Stewart moved seconded by Mr. Miles that City council Resolution No. 2016-16 approving the TIB consultant Agreement for FY 2017 Overlay Project, multiple locations. Motion carried unanimously.

Vote on Resolution No. 2016-17/Development Agreement with Stadelman Fruit LLC: Mr. Miles moved seconded by Ms. Gonzales that City council Resolution No. 2016-17 approving a Development Agreement with Stadelman Fruit LLC. Motion carried unanimously.

COMMITTEE/COMMISSION REPORTS

City Theme Committee: Dr. Carmack requested that the potholes in the alleyways are filled prior to the Clean-up day on May 7th. Mr. Tilley will take a look at it.

Home Consortium: Ms. Gonzales reported that she recently attended a Home Consortium meeting and voted on behalf of the city. In the future, Dr. Carmack will be notified of those meetings.

EXECUTIVE SESSION

Discuss item related to RCW 42.30.110(1)(g): Mayor Clark called for Executive Session at 7:21 p.m. for 60 minutes in order to discuss items related to RCW 42.30.110(1)(g). Executive Session ended at 8:19 p.m. and Regular Session began.

ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Miles to adjourn the meeting at 8:20 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Gary Clark, Mayor