

**City of Zillah
Study Session Minutes
September 4, 2018**

CALL TO ORDER

Mayor Carmack called the meeting to order at 6:00 p.m.

ROLL CALL

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, Brian Williams and Jeff Miles

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

Absent: City Attorney James C. Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles asked that item 5F be added to the agenda under New Business: Review Resolution No. 2018-36 providing an exception.

CONSENT AGENDA

- A. Review minutes of Study Session dated August 20, 2018.
- B. Review minutes of Council Meeting dated August 20, 2018.
- C. Review claim voucher number 50138 to 50187 dated September 4, 2018 in the amount of \$318,045.43
- D. Review payroll voucher numbers 33373 to 33392 dated August 31, 2018 in the amount of \$108,955.02.
- E. Review Voided Check 50058
- F. Review Month-end Close-out Report Dated July 2018.

NEW BUSINESS

Review Ordinance No. 1470/2018 Budget Amendment: Ms. Bounds provided information relating to the budget amendments and asked if there were any questions.

Review Ordinance No. 1471 Adopting Amendments to City Comp. Plan: Ms. Steele provided information related to the proposed Comp Plan Amendments and rezone. Jason McCormich was in the audience and asked if he would have an opportunity to comment during the open public hearing. Ms. Steele answered that there will be a closed record public hearing and yes, he would be able to comment during that time.

Review Resolution No. 2018-33/ROW Procedures: Ms. Steele provided information that this was to update the city Right of Way Procedures.

Review Resolution No. 2018-34/Surplus: Ms. Bounds explained that the department heads have submitted items that are surplus to their needs and those items have been included in the attached Resolution.

Review Resolution No. 2018-35/Task Order No. 2018-01 with HLA: Ms. Bounds explained that staff has been negotiating with the cell tower companies that have equipment on the city standpipe reservoir. Before moving any further, staff felt it was important to have the tower evaluated because of all the equipment that has been installed on it since 1999. The task order is for the engineer to perform a site evaluation. If the site evaluation triggers something further then staff will need to work through further testing including materials, etc. The two companies placing equipment on the tower will pay for the evaluation.

Review Resolution No. 2018-36 providing an exception: Ms. Bounds explained that during July there was a technical issue so the city had to do a minimum billing. Because of that some folks experienced higher than normal bills on their August bill. Staff is proposing the attached resolution be approved providing an exception to the late fee and the act of shut-off and shut-off fee during September to give the folks affected, until October 15th to pay their bill.

VISITOR'S COMMENTS

Yolanda Molina approached the council to voice a concern over an incident at the Skatepark last weekend. She was at the park with her niece and the niece got up on a piece of equipment, leaned on the railing, the railing was loose and her niece fell and had to go to emergency. She voiced her concern over how often the equipment is inspected and wanted to assure it didn't happen to anyone else. Staff has addressed the issues by inspections and lock-tight screws being used where they can. Ms. Molina met with Ms. Bounds and was made aware of the measures the city is taking to avoid any further incidents.

COMMITTEE/COMMISSION REPORTS

YVCOG: The city will be hosting the next YVCOG meeting on September 19th so everyone was invited to attend.

COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele provided information about land use, code enforcement and building activity.

Fire Department: Chief Stonemetz reported that the old fire engine is now on the auction site.

Police Department: Chief Quantrell reported that they have reached the 1000 mark for cases this year. That makes them higher than last year.

Public Works: Mr. Simmons reported that the 3rd/G Street project is finishing and the Well Project is still underway.

Administration: Ms. Bounds explained that public works will paint city hall this week.

AJOURNMENT

The meeting was adjourned at 6:30 p.m.


Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
September 4, 2018**

CALL TO ORDER

Mayor Carmack called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Carmack led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, Brian Williams and Jeff Miles

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

Absent: City Attorney James C. Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Mr. Williams that item 5F be added to the agenda under New Business: Vote on Resolution No. 2018-36 providing an exception. Motion carried unanimously.

CONSENT AGENDA

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

- A. Approve minutes of Study Session dated August 20, 2018.
- B. Approve minutes of Council Meeting dated August 20, 2018.
- C. Approve claim voucher number 50138 to 50187 dated September 4, 2018 in the amount of \$318,045.43
- D. Approve payroll voucher numbers 33373 to 33392 dated August 31, 2018 in the amount of \$108,955.02.
- E. Approve Voided Check 50058
- F. Approve Month-end Close-out Report Dated July 2018.

Motion carried unanimously.

PUBLIC HEARING

Comprehensive Plan Text and Future Land Use Map Amendments & City-wide Rezone
(Continued). Mayor Carmack continued the public hearing at 7:01 p.m. Ms. Steele provided information about the Comp Plan Amendments and rezone and explained that the city was the main applicant on this

and worked with property owners in the process. Jason McCormich – 505 Second Avenue spoke in opposition of the R-3 designation for his and the surrounding properties. He voiced concern over the SEPA review that had been done, the historic element of the neighboring properties and parking issues related to multi-housing. He stated that he originally submitted paperwork agreeing with R-3 but changed his mind after considering it. John Waymire – 630 Zillah Hts. Road is the adjoining property owner. He spoke in favor of the proposed R-3 designation. He pointed out how he could best use his property with that designation and that Zillah needs more rental units. Mayor Carmack closed the public hearing at 7:16 p.m. Mayor Carmack asked if a reasonable solution might be going with R-2 and brief discussion was held.

NEW BUSINESS

Vote on Ordinance No. 1470/2018 Budget Amendment: Ms. Gonzales moved, seconded by Mr. Williams to approve Ordinance No. 1470 approving 2018 Budget Amendments. Motion carried unanimously.

Vote on Ordinance No. 1471 Adopting Amendments to City Comp Plan: Mr. Miles moved, seconded by Mr. Williams to approve Ordinance No. 1471 with the following changes, Section 2 to read as follows: **Section 2. Amendment of Official Zillah Zoning Map.** The properties located on the map included as Attachment C are hereby rezoned in accordance with the Findings of Fact and Recommendation dated August 7, 2018 (Attachment A) subject to the following changes to parcels: 201136-12485, 12486 12487 12488, & 12489; to be rezoned to Moderate Density Residential (R-2). The official Zillah zoning map shall be amended to reflect such rezone determination. Motion carried unanimously.

Ms. Husted moved, seconded by Mr. Stewart to change the motion as above. Motion carried unanimously.

Vote on Resolution No. 2018-33/ROW Procedures: Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2018-33 repealing Policy No. 2013-01 and approving Policy No. 2018-02, Procedures for Acquisition of Real Property for the purpose of obtaining Right of Way. Motion carried unanimously.

Vote on Resolution No. 2018-34/Surplus: Mr. Miles moved, seconded by Mr. Williams to approve Resolution No. 2018-34 declaring certain items of personal property as surplus. Motion carried unanimously.

Vote on Resolution No. 2018-35/Task Order No. 2018-01 with HLA: Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2018-35 approving Task Order No. 2018-01 Authorizing engineering services to complete an assessment of the standpipe water storage reservoir regarding current and future cellular communications equipment additions. Motion carried unanimously.

Vote on Resolution No. 2018-36 Providing an Exception: Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2018-35 Providing an Exception. Motion carried unanimously.

ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Miles to adjourn the meeting at 7:30 p.m. Motion carried unanimously.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor