

**City of Zillah**  
**Study Session Minutes**  
April 2, 2012

**CALL TO ORDER**

The meeting was called to order by Mayor Pro tem Russell at 6:05 p.m.

**ROLL CALL**

The following were:

Present: Mayor Pro tem Kevin Russell, Councilmembers Doug Stewart, Janice Gonzales (arrived at 6:58 p.m.), Bob Gallagher (arrived at 6:25 p.m.), and Jeff Miles

Also Present: Fire Chief/Bldg. Inspector Dan Hargroves, Police Chief Dave Simmons (arrived at 6:24 p.m.), Clerk/Treasurer Sharon Bounds and City Attorney Jamie Carmody

Absent: Mayor Gary Clark and Public Works Director Tim Tilley,

**ADDITIONS/CORRECTIONS TO THE AGENDA**

Mr. Miles asked to make the following changes to the agenda: Remove item 6D and move items 6C and 6G to the top of the agenda. The change was agreeable to the council.

**CONSENT AGENDA**

- A. Review minutes of Study Session dated March 19, 2012.
- B. Review minutes of Council Meeting dated March 19, 2012.
- C. Review payroll vouchers dated March 30, 2012, numbers 30105 to 30129 and Direct Deposit in the amount of \$76,424.45.
- D. Review claim vouchers number 41014 to 41066, dated April 2, 2012, in the amount of \$72,369.27.

**NEW BUSINESS**

**Review Change Order No. 2 / Teapot Project:** Mike Battle from HLA provided details related to the Change Order.

**Review Resolution No. 2012-14/Task Order No. 2012-1/CFP:** Mike Battle from HLA provided details of Task Order No. 2012-1 related to the Capital Facilities Plan.

**Review Ordinance No. 1299/Franchise Agreement with Yakima County:** Becky Bishop from Yakima County provided information related to the Franchise request. The Ordinance was revised to be site specific for the work to be done in the Zillah Lakes Development to the Sheriff's substation.

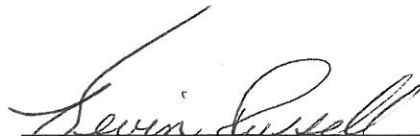
**Review information on Franchise with LS Network:** Robin Smith provided information related to the Franchise agreement request and answered questions. This agreement gives them the ability to utilize ROW in order to link the cell towers. It puts broadband and 4G capability/access in Zillah. Mr. Miles asked how the city benefits from this. Ms. Smith explained that monetarily the city can collect a 6% utility tax on the gross revenues. Ms. Bounds clarified that the city already collects that from cell phone companies. Ms. Smith also said that the contract could be written so that for a nominal fee city buildings could be provided access to it. She said that by approving this ordinance it would provide LS the ability to apply for a building permit to put in their lines. Mr. Russell said that Council would like to consider this a little longer and staff will provide further information to them in the near future.

**Review Ordinance No. 1300/Regulations for parking/Driveways:** Ms. Steele provided information related to changes that Planning Commission recommended to Council via the enclosed Ordinance. Mr. Carmody pointed out that there is an issue with language in section 5 of the Ordinance and he would like time to revise it. Council agreed that it would be a good idea to have staff make the changes and to bring it back to the next meeting for review.

#### ADJOURNMENT

Mayor Pro tem Russell adjourned the meeting at 7:02 p.m.

  
\_\_\_\_\_  
City Clerk/Treasurer Sharon Bounds

  
\_\_\_\_\_  
Mayor Pro tem Kevin Russell

**City of Zillah**  
**City Council Minutes**  
April 2, 2012

**CALL TO ORDER**

The meeting was called to order by Mayor Pro tem Russell at 7:08 p.m.

**ROLL CALL**

The following were:

Present: Mayor Pro tem Kevin Russell, Councilmembers Doug Stewart, Janice Gonzales, Bob Gallagher and Jeff Miles

Also Present: Fire Chief/Bldg. Inspector Dan Hargroves, Police Chief Dave Simmons, Clerk/Treasurer Sharon Bounds and City Attorney Jamie Carmody

Absent: Mayor Gary Clark and Public Works Director Tim Tilley

**ADDITIONS/CORRECTIONS TO THE AGENDA**

*Mr. Miles moved, seconded by Ms. Gonzales that City Council remove items 8C and 8D from the Agenda under new business. Motion carried unanimously.*

**CONSENT AGENDA**

*Mr. Gallagher moved, seconded by Ms. Gonzales that City Council approve the Consent Agenda as follows:*

- A. Approve minutes of Study Session dated March 19, 2012.
- B. Approve minutes of Council Meeting dated March 19, 2012.
- C. Approve payroll vouchers dated March 30, 2012, numbers 30105 to 30129 and Direct Deposit in the amount of \$76,424.45.
- D. Approve claim vouchers number 41014 to 41066, dated April 2, 2012, in the amount of \$72,369.27.

*Motion carried unanimously.*

**PUBLIC HEARINGS**

*Ms. Gonzales moved, seconded by Mr. Gallagher that City Council continue the Public hearing on Driveway/parking standards to the next meeting. Motion carried unanimously.*

**Amendment of Six Year TIP (2012-2017)** Mayor Pro tem Russell opened the Public Hearing at 7:11 p.m. Ms. Steele provided information related to the change. No other public comment was given. Mayor Pro tem Russell closed the Public Hearing at 7:13 p.m.

## NEW BUSINESS

**Vote on Ordinance No. 1299/Franchise Agreement with Yakima County:** *Mr. Gallagher moved, seconded by Mr. Stewart that City Council approve Ordinance No. 1299/Franchise Agreement with Yakima County. 3 yes (Stewart, Gonzales, Gallagher/1 abstention (Miles). Motion carried.*

**Vote on Change Order No. 2/Teapot Project:** *Ms. Gonzales moved, seconded by Mr. Miles that City Council approve Change Order No. 2/Teapot Project. Motion carried unanimously.*

**Vote on Resolution No. 2012-13 amending Six Year TIP (2012-2017):** *Mr. Miles moved, seconded by Ms. Gonzales that City Council approve Resolution No. 2012-13 amending Six Year TIP (2012-2017). Motion carried unanimously.*

**Vote on Resolution No. 2012-14/Task Order No. 2012-1/CFP:** *Ms. Gonzales moved, seconded by Mr. Stewart that City Council approve Resolution No. 2012-14/Task Order No. 2012-1/CFP. Motion carried unanimously.*

## COMMITTEE/COMMISSION REPORTS

**Old World Committee Meeting:** Mr. Russell informed council that the Old World Committee will meet again on Thursday at 6:30 p.m.

## COUNCIL/STAFF REPORTS

**ZPD Vehicles:** Chief Simmons reported that he has had multiple vehicle problems and hopes they last until the new vehicles are delivered. He said that the expected delivery date will be May 4<sup>th</sup>.

**Lower Valley Paranormal Investigations:** Ms. Bounds explained that Mayor Clark was going to ask Council for a decision on whether to approve the investigation from this company. Council agreed it would not be in the best interest of the City at this time.

**Vehicle loan:** Ms. Bounds explained that she has been working on the paperwork with the State for approval of the vehicle loan. She should hear back soon. As soon as official approval is given she will bring the necessary paperwork to council for approval. It will then be sent back to the state for processing.

**Program Conversion:** Ms. Bounds explained that her office has been working hard on preparing for a software conversion this week. The utility billing element is now ready and will be installed. After that has been completed she will solicit proposals from credit card companies so that the option of credit cards can be provided.


**Audit Changes:** Ms. Bounds provided information related to new audit requirements for the annual financial reports. This year there are mandatory BARS number changes that have to be made before the report can be submitted. Her office is working hard on meeting all of the new requirements. As soon as

they are completed the financials will be finalized, the finance committee will meet and will provide a report to Council.

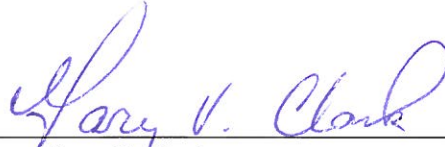
**Spring Fling:** Mr. Miles reported that the Spring Fling Event will be held on April 28<sup>th</sup>. Tickets are now available.

**ADJOURNMENT**

*Ms. Gonzales moved, seconded by Mr. Stewart to adjourn the meeting at 7:28 p.m. Motion carried unanimously.*



City Clerk/Treasurer Sharon Bounds



Mayor Gary V. Clark