

City of Zillah
Study Session Minutes
December 16, 2013

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, Council members Skyler Bower, Doug Stewart, Brian Williams, Janice Gonzales (arrived at 6:09 p.m.) and Jeff Miles

Also Present: Fire Chief/Bldg. Inspector Dan Hargroves, Police Chief Dave Simmons, Public Works Director Tim Tilley, Clerk/Treasurer Sharon Bounds, Associate Planner Ardele Steele and City Attorney Jamie Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Stewart asked that an item be added to the agenda under New Business item 6.N. to discuss Parks. Mayor Clark also requested an Executive Session in order to discuss personnel matters.

CONSENT AGENDA

- A. Review minutes of Study Session dated December 2, 2013.
- B. Review minutes of Council Meeting dated December 2, 2013.
- C. Review WA ST Liquor Control Board Liquor License for Claar Cellars and The Cherry Patch.
- D. Review payroll voucher numbers 31072 to 31083 and Direct Deposit dated December 16, 2013, in the amount of \$53,086.56.
- E. Review claim voucher numbers 43079 to 43150 dated December 16, 2013 in the amount of \$126,865.63.

NEW BUSINESS

Review Ordinance No. 1345 authorizing extension of Charter Franchise Agreement: Ms. Bounds explained that Council extended the Franchise Agreement with Charter in September in order to allow time for the agreement to be negotiated. It is now up again and the negotiations are not complete so this Ordinance allows additional time for the attorneys to negotiate the agreement. A final Ordinance will be brought to Council for approval at that time.

Review Ordinance No. 1346/2013 Budget Amendment: Ms. Bounds explained that the budget amendment is for utility expenses related to the vacant rental house.

Review Planning Commission member recommendation: Ms. Steele introduced Javier Lopez and explained that Planning Commission recently interviewed candidates to fill the vacant position formerly held by Skyler Bower. They recommended Mr. Lopez and the Mayor is asking that his appointment be ratified. Mr. Lopez told a little about himself and was greeted by Council.

Review Resolution No. 2013-56/Consulting Agreement-Broadhead Environmental: Ms. Bounds explained that DOE commented during the environmental process for the sewer line project and asked that the wetlands be verified and delineated if present. This agreement relates to that task.

Review Resolution No. 2013-57 approving Professional Services Contract/Hordan: Ms. Bounds explained that this agreement for Hearing Examiner services is up at year end. The only change to it was to the dates and to the hourly amount which increased by \$5 per hour.

Review Resolution No. 2013-58 approving Professional Services Contract/Spurgin: Ms. Bounds explained that this agreement for Hearing Examiner Pro-tem services is up at year end. The only change to it was to the dates.

Review Resolution No. 2013-59 Awarding Construction Contract to Tri-Valley Construction, Inc.: Mr. Tilley explained that bids were opened on December 10th and Tri-Valley Construction Inc. was the low bidder. They are being recommended for selection at this time.

Review Resolution No. 2013-60 Approving Listing Agreement for Real Property: Mr. Carmody explained that he reviewed the listing agreement with Mr. Hodkinson and it is for listing the Teapot Property.

Review Resolution No. 2013-61 Approving Loan Agreement with Yakima Valley Museum: Ms. Steele explained that this loan agreement is for items that were in a time capsule from the Orchardvale Grange. The Museum cleaned them and is safekeeping them for the city at this time.

Review Resolution No. 2013-62 Approving Policy No. 2013-03-ADA: Mr. Carmody provided information related to the policy. It was explained that it is being put into place because of DOT regulations. It addresses accommodation requirements and a complaint procedure related to ADA standards.

Review Resolution No. 2013-63 Approving Public Facility/ROW ADA Self Evaluation and Transition Plans: This plan includes improvements to public facilities and right-of-ways within the city. It shows a plan for compliance.

Review Resolution No. 2013-64 Approving Fuel Tax Agreement: Ms. Bounds explained that this is a fuel tax agreement relating to the TIB monies the city was awarded for the Vintage Valley Extension Project.

Review Resolution No. 2013-65 Approving 2nd Amended Plat/Zillah Lakes: Ms. Steele provided information related to the plat amendment for Zillah Lakes Development.

Discuss Parks: Mayor Clark asked if anyone remembered if any of the parks had ever officially been designated as parks. He would like for the Parks Committee to meet and to discuss zoning issues and names for the city parks.

COUNCIL/STAFF REPORTS

Oath of Office/Joshua Rosenow: Chief Simmons introduced Joshua Rosenow as the new officer who replaced Rufino DeLeon. Ms. Bounds administered the Oath of Office to him. Council greeted him with well wishes.

Teapot Coin: Ms. Bounds reported that the Associated Clubs recently ordered coins with the Teapot on them. They are for sale for \$10.

MAYOR'S REPORT

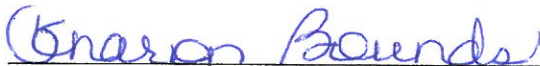
Clark Heritage Dinner: Mayor Clark reported that the Dinner went well on Sunday. They fed over 200 people this year.

EXECUTIVE SESSION

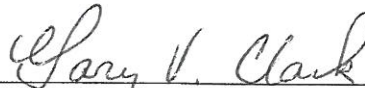
Mayor Clark called for Executive Session at 6:37 p.m. for 20 minutes in order to discuss personnel matters. Executive Session ended at 6:57 p.m. and Regular Session began.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:57 p.m.



Clerk/Treasurer Sharon Bounds



Mayor Gary Clark

City of Zillah
City Council Minutes
December 16, 2013

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.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Council members Skyler Bower, Doug Stewart, Brian Williams, Janice Gonzales and Jeff Miles

Also Present: Fire Chief/Bldg. Inspector Dan Hargroves, Police Chief Dave Simmons, Public Works Director Tim Tilley, Clerk/Treasurer Sharon Bounds, Associate Planner Ardele Steele and City Attorney Jamie Carmody

Absent:

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Stewart moved, seconded by Mr. Miles to add item 8N to the Agenda under New Business, to have City Council declare certain public properties as Parks. Motion carried unanimously.

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 December 2, 2013.
- B. Approve minutes of Council Meeting dated December 2, 2013.
- C. Approve WA ST Liquor Control Board Liquor License for Claar Cellars and The Cherry Patch.
- D. Approve payroll voucher numbers 31072 to 31083 and Direct Deposit dated December 16, 2013, in the amount of \$53,086.56.
- E. Approve claim voucher numbers 43079 to 43150 dated December 16, 2103 in the amount of \$126,865.63.

Motion carried unanimously.

PUBLIC HEARING

ADA Transition Plans: Mayor Clark opened the Public Hearing at 7:03 p.m. Ms. Steele provided information related to the ADA Transition Plans. No public comment was given. Mayor Clark closed the Public Hearing at 7:05 p.m. and Regular Session began.

NEW BUSINESS

Vote on Ordinance No. 1345 authorizing extension of Charter Franchise Agreement: *Mr. Bower moved, seconded by Ms. Gonzales to approve Ordinance No. 1345 authorizing extension of Charter Franchise Agreement. Motion carried 4-0 with Mr. Miles abstaining.*

Vote on Ordinance No. 1346/2013 Budget Amendment: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Ordinance No. 1346/2013 Budget Amendment. Motion carried unanimously.*

Vote on Planning Commission member recommendation: *Mr. Bower moved, seconded by Ms. Gonzales to ratify the appointment of Javier Lopez to fill the vacant seat on Planning Commission. Motion carried unanimously.*

Vote on Resolution No. 2013-56/Consulting Agreement-Broadhead Environmental: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2013-56 approving the Consulting Agreement between City of Zillah and Broadhead Environmental Consulting. Motion carried unanimously.*

Vote on Resolution No. 2013-57 approving Professional Services Contract/Hordan: *Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2013-57 approving a Contract for Professional Services between City of Zillah and William Hordan for Hearing Examiner Services. Motion carried unanimously.*

Vote on Resolution No. 2013-58 approving Professional Services Contract/Spurgin: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Resolution No. 2013-58 approving a Contract for Professional Services between City of Zillah and Patrick Spurgin for Hearing Examiner Pro-tem Services. Motion carried unanimously.*

Vote on Resolution No. 2013-59 Awarding Construction Contract to Tri-Valley Construction, Inc.: *Mr. Bower moved, seconded by Ms. Gonzales to approve Resolution No. 2013-59 awarding Construction Contract for Sanitary Sewer Extension SVID Canal Crossing Project. Motion carried unanimously.*

Vote on Resolution No. 2013-60 Approving Listing Agreement for Real Property: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2013-60 approving a Listing Agreement/Contract for Real Property. Motion carried unanimously.*

Vote on Resolution No. 2013-61 Approving Loan Agreement with Yakima Valley Museum: *Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2013-61 approving a Loan Agreement between the City of Zillah and Yakima Valley Museum. Motion carried unanimously.*

Vote on Resolution No. 2013-62 Approving Policy No. 2013-03-ADA: *Ms. Gonzales moved, seconded by Mr. Williams to approve Resolution No. 2013-62 adopting an ADA Policy and Procedure for the City of Zillah. Motion carried unanimously.*

Vote on Resolution No. 2013-63 Approving Public Facility/ROW ADA Self Evaluation and Transition Plans: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2013-63 adopting ADA Transition Plans for the City of Zillah. Motion carried unanimously.*

Vote on Resolution No. 2013-64 Approving Fuel Tax Agreement: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Resolution No. 2013-64 Approving a Fuel Tax Grant Distribution Agreement for the Vintage Valley parkway W. First Ave to End of Extension Project. Motion carried unanimously.*

Vote on Resolution No. 2013-65 Approving 2nd Amended Plat/Zillah Lakes: *Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2013-65 Approving the 2nd Amended Plat of Phase One, File No. 2005-12 known as the Zillah Lakes Development. Motion carried unanimously.*

Vote to Declare certain public property as Parks: *Mr. Stewart moved, seconded by Ms. Gonzales that City Council declare several Properties as city parks to be renamed at a later date. Motion carried unanimously.*


MAYOR'S REPORT

Thank you's: Mayor Clark extended appreciation for everyone with the city for their hard work and dedication. He stated that he is looking forward to 2014. Ms. Gonzales agreed and also extended thanks.

ADJOURNMENT

Mr. Williams moved, seconded by Ms. Gonzales to adjourn the meeting at 7:13 p.m. Motion carried unanimously.


Clerk/Treasurer Sharon Bounds


Mayor Gary Clark