

City of Zillah
Study Session Minutes
December 2, 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 and Jeff Miles

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

Absent: Fire Chief/Bldg. Inspector Dan Hargroves

CONSENT AGENDA

- A. Review minutes of Study Session dated November 18, 2013.
- B. Review minutes of Council Meeting dated November 18, 2013.
- C. Review payroll voucher numbers 31013 to 31071 and Direct Deposit dated November 27, 2013, in the amount of \$147,778.34.
- D. Review claim voucher numbers 43050 to 43079 dated December 2, 2103 in the amount of \$37,372.54.

NEW BUSINESS

Review Resolution No. 2013-52/ILA-School Facilities: Ms. Steele explained that this issue came up when she was working on the comprehensive plan so she has been working with the school on drafting this agreement for shared use of facilities. Mr. Carmody explained that there are two agreements, one being for shared use of facilities and one for shared use of equipment.

Review Resolution No. 2013-53/ILA-School Equipment: This was also explained during review of the above agreement.

Review Resolution No. 2013-54/MOU's: Ms. Bounds explained that these MOU's are for the three bargaining units and is to increase the cap for benefits to cover out of pocket expenses for the price increase.

Review Resolution No. 2013-55/Financial Policy: Ms. Bounds explained that she drafted some basic elements that the finance committee wants to use relating to city finance and that Mr. Carmody finalized it. Some of the issues addressed were ending balance carry-over, cost allocation and other items related to the day to day operations.

Review Ordinance No. 1341 establishing Debt Svc. Fund (210): Ms. Bounds explained that this debt-service fund was created in order to repay the loan payment on the SIED loan for the Sewer Project.

Review Ordinance No. 1342 / 2013 Budget Amendment: Ms. Bounds provided information related to the budget amendment. Most of it was related to the recent street projects.

Review TAP Application: Ms. Steele explained that there was recently a call for projects and she provided information about the TAP funding application that the city would like to submit for. It would be connected to the current DOE stormwater project on Fourth Avenue.

Review Change Order No. 3-Carlsonia: Ms. Bounds provided information related to the Change Order and explained that it was non-monetary.

Review Ordinance No. 1343/2014 Salaries: Ms. Bounds explained that this Ordinance is for 2014 salaries. Most of the salaries are set by union contracts.

Review Restricted Fund Expenditure: Ms. Bounds provided information about the elements that council can approve in a separate motion and discussion was held.

Review Ordinance No. 1344/2014 Budget: Ms. Bounds explained that this is the ordinance adopting the 2014 budget that was discussed the past few months.

MAYOR'S REPORT

Mayor Clark reported that he and his wife attended the Tieton Bazaar last weekend and it was a great event with many creative vendors. It would be nice to do something similar in Zillah.

COUNCIL/STAFF REPORTS


Rainier Well issues: Mr. Tilley reported that he is still having issues with the Rainier well motor. It seems to be running hot and he needs to figure out why.

Vintage Valley Parkway Extension Project Funding: Ms. Bounds reported that the city was notified that they would be awarded the TIB funding for the project. This will provide all of the funding necessary to complete the project from the stoplight to SR22 and will be a great amenity for Zillah.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:37 p.m.


Clerk/Treasurer Sharon Bounds


Mayor Gary Clark

City of Zillah
City Council Minutes
December 2, 2013

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 7:06 p.m.

ROLL CALL

The following were:

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

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

Absent: Fire Chief/Bldg. Inspector Dan Hargroves

CONSENT AGENDA

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

- A. Review minutes of Study Session dated November 18, 2013.
- B. Review minutes of Council Meeting dated November 18, 2013.
- C. Review payroll voucher numbers 31013 to 31071 and Direct Deposit dated November 27, 2013, in the amount of \$147,778.34.
- D. Review claim voucher numbers 43050 to 43079 dated December 2, 2103 in the amount of \$37,372.54.

Motion carried unanimously.

PUBLIC HEARING

2014 Final Budget: Mayor Clark opened the Public Hearing at 7:07 p.m. No public comment was given. Mayor Clark closed the public hearing at 7:08 p.m.

NEW BUSINESS

Vote on Resolution No. 2013-52/ILA-School Facilities: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2013-52 approving an Interlocal Agreement with the school for joint use of facilities. Motion carried unanimously.*

Vote on Resolution No. 2013-53/ILA-School Equipment: *Ms. Gonzales moved, seconded by Mr. Williams to approve Resolution No. 2013-53 approving an Interlocal Agreement with the school for joint use of Equipment. Motion carried unanimously.*

Vote on Resolution No. 2013-54/LOU's: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Resolution No. 2013-54 approving the Letters of Understanding relating to benefits for the Police, Clerical and Public Works units as attached. Motion carried unanimously.*

Vote on Resolution No. 2013-55/Financial Policy: *Ms. Gonzales moved, seconded by Mr. Williams to approve Resolution No. 2013-55 adopting Policy No. 2013-02/Financial Policy, for the City of Zillah. Motion carried unanimously.*

Vote on Ordinance No. 1341 establishing Debt Svc. Fund (210): *Mr. Williams moved, seconded by Mr. Stewart to approve Ordinance No. 1341 establishing a debt service fund for repayment of a SIED loan for the Hamilton Square Project Motion carried unanimously.*

Vote on Ordinance No. 1342 / 2013 Budget Amendment: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Ordinance No. 1342/2013 Budget Amendment. Motion carried unanimously.*

Vote on TAP Application: *Ms. Gonzales moved, seconded by Mr. Williams to approve a Transportation Alternative Funding Application to be submitted for Safe Routes to Hilton Elementary and Zillah Intermediate Schools. Motion carried unanimously.*

Vote on Change Order No. 3-Carlsonia: *Mr. Williams moved, seconded by Ms. Gonzales to approve a Change Order no. 3 for the Carlsonia Project and authorize the Mayor to sign it. Motion carried unanimously.*

Vote on Ordinance No. 1343/2014 Salaries: *Mr. Stewart moved, seconded by Ms. Gonzales to approve Ordinance No. 1343 establishing 2014 Salaries. Motion carried unanimously*

Vote on Restricted Fund Expenditure: *Ms. Gonzales moved, seconded by Mr. Williams to approve the attached list of expenditures for 2014, out of the Parks Fund, Hotel/Motel Tax Fund, Real Estate Excise Tax Fund, and the supporting documentation provided in the budget summary packet. Motion carried unanimously*


Vote on Ordinance No. 1344/2014 Budget: *Mr. Williams moved, seconded by Ms. Gonzales to approve Ordinance No. 1344 adopting the 2014 Budget. Motion carried unanimously*


MAYOR'S REPORT

Mayor Clark reminded everyone about the City Toy Drive, the Employee Christmas Dinner and the Clark Heritage Dinner which is on December 15th.

ADJOURNMENT

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


Clerk/Treasurer Sharon Bounds


Mayor Gary Clark