

**City of Zillah**  
**Study Session Minutes**  
November 17, 2014

**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, Councilmembers Skyler Bower, Doug Stewart, Janice Gonzales, Brian Williams and Jeff Miles

Also Present: Police Chief Dave Simmons, Public Works Director Tim Tilley, Administrative Assistant Shelli Quantrell, 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 3, 2014.
- B. Review minutes of Council Meeting dated November 3, 2014.
- C. Review payroll voucher numbers 31540 to 31553 dated in the amount of \$55,330.51.
- D. Review claim voucher numbers 44300 to 44356 in the amount of \$91,788.32.
- E. Review Month-end Close-out for October 2014.

**NEW BUSINESS**

**Review Resolution No. 2014-52/Agreement with HLA:** The Public Works Committee along with staff recently scored the eight applications who responded to our RFQ/Advertisement for Professional Municipal Engineering Services. The results of the scoring placed Huibregtse, Louman and Associates (HLA) with the highest score. The committee recommends HLA to provide professional municipal engineering services for the City of Zillah during 2015 – 2017.

**Review Resolution No. 2014-53/Civic Center Lease Agreement:** A revised Lease Agreement with the Management Team related to the Zillah Civic Center was presented. The Management Team has revised it and is asking that the city move forward with approval of changing the dates and the term to January 1, 2015 - December 31, 2016.

Jay Tuman was present and acknowledged that Ella Wright, Shirley Smith, Tony Eglet, Jan Tuman and Marlene McCloud were hard working volunteers with the Civic Center. He also stated that the Management Team is looking at upgrading the lighting inside the building and are looking to applying for a grant to help pay for it. He also thanked the City for putting in and upgrading the door to handicap access.

**Review Resolution No. 2014-54/Agreement with Yakima Waste:** Ms. Quantrell explained that Resolution No. 2014-54 approves the agreement between the City and Yakima Waste increasing the fees.

**Discuss Veteran's Memorial Project:** Mr. Clark wanted to acknowledge that the money from the property that the City sold on Carlsonia will be designated towards the Veteran's Memorial Project Council was agreeable.

**Presentation: Water Rate Study Into-HLA:** Ted Pooler of HLA presented information related to the water rate study recently performed. He presented three rate increase options and discussion was held. Option 3B was favored by Council. He also explained that irrigation rates need to increase.

**Review 2015 Preliminary Budget:** Ms. Quantrell stated that nothing new has been changed to the Preliminary Budget except to update the final numbers on the cost allocation and the 501 fund. She stated that a final budget will be brought to Council for approval at the next meeting on December 1, 2014 and it will include the final street project numbers. We are also hope to bring the Union Contracts to the next meeting for approval.

### **COUNCIL/STAFF REPORTS**

**Planning:** Ms. Steele explained that there were no Planning Commission minutes to present and that the City is moving forward on the Comp Plan.

**Zillah Police Department:** Chief Simmons explained that the Police Department is participating in the Active Shooter drill in the Valley Mall on November 18<sup>th</sup>. Chief Simmons also asked that the Council allow for the remaining balance left over from the purchase of the Radios be used to purchase a trailer to store the equipment from the Range in it. Council was agreeable.

**Public Works:** Mr. Tilley stated that the main well was kicking off on Saturday the 8<sup>th</sup> which dropped the water pressure in the City, so the well is now running on manual. He stated that it should be fixed this week.

### **EXECUTIVE SESSION**

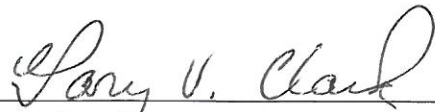
Mayor Clark called for Executive Session at 6:40 p.m. for 15 minutes in order to discuss issues as per RCW 42.30.110(i). Executive Session ended at 6:55 p.m. and Regular Session began.

### **ADJOURNMENT**

Mayor Clark adjourned the meeting at 6:55 p.m.



Shelli Quantrell, Administrative Assistant



Mayor Gary Clark

**City of Zillah**  
**City Council Minutes**  
November 17, 2014

**CALL TO ORDER**

The meeting was called to order by Mayor Gary Clark at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Clark led the Pledge of Allegiance.

**ROLL CALL**

The following were:

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

Also Present: Police Chief Dave Simmons, Public Works Director Tim Tilley, Administrative Assistant Shelli Quantrell, Associate Planner Ardele Steele and City Attorney Jamie Carmody

Absent Fire Chief/Bldg. Inspector Dan Hargroves

**ADDITIONS/CORRECTIONS TO THE AGENDA**

*Mr. Williams moved, seconded by Ms. Gonzales to remove Item 5. D. from the Agenda. Motion carried unanimously. It was caught after the motion that this should have been item 8. D. not item 5. D. so another motion was made.*

*Mr. Miles moved, seconded by Mr. Bower to add Item 5. D. back to the agenda and remove Item 8. D. from the Agenda. Motion carried unanimously.*

**CONSENT AGENDA**

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

- A. Approve minutes of Study Session dated November 3, 2014.
- B. Approve minutes of Council Meeting dated November 3, 2014.
- C. Approve payroll voucher numbers 31540 to 31553 dated in the amount of \$55,330.51.
- D. Approve claim voucher numbers 44300 to 44356 in the amount of \$91,788.32.
- E. Approve Month-end Close-out for October 2014.

*Motion carried unanimously.*

**PUBLIC HEARINGS**

**2015 Preliminary Budget:** Mayor Clark opened the public hearing at 7:06 p.m. No public comment was given. Mayor Clark closed the public hearing at 7:07 p.m.

**Water Comp Plan & Amendment (continued):** Mayor Clark continued the public hearing at 7:07 p.m. from the November 3<sup>rd</sup> meeting. Ms. Steele asked that the Public Hearing be continued until January 20, 2015 because the City is still waiting on the Department of Health and the financial figures to come in.

Mayor Clark continued the public hearing to January 20, 2015.

#### NEW BUSINESS

**Vote on Resolution No. 2014-52/Agreement with HLA:** *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2014-52 approving the Professional Municipal Engineering Services Consultant Agreement with Huibregtse, Louman Associates, Inc. for 2015-2017. Motion carried unanimously.*

**Vote on Resolution No. 2014-53/Civic Center Lease Agreement:** *Mr. Stewart moved, seconded by Mr. Bower to approve Resolution No. 2014-53 approving the Lease Agreement between City of Zillah and the Zillah Civic Center Management Team for the Civic Center. Motion carried unanimously.*

**Vote on Resolution No. 2014-54/Agreement with Yakima Waste:** *Mr. Bower moved, seconded by Mr. Miles to approve Resolution No. 2014-54 approving the Fifth Addendum to the Agreement with Yakima Waste. Motion carried unanimously.*

#### VISITOR'S COMMENTS

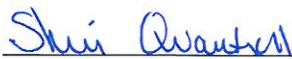
Mayor Clark welcomed three students from Heritage University who attended the meeting to fulfill class requirements.

#### COUNCIL/STAFF REPORTS

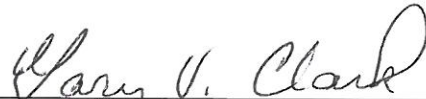
**Finance:** Mr. Miles stated that the Finance committee met and the Revenue and Expense are looking good, there are still a couple of funds in revenue that are lagging behind, but over all things are looking good.

#### ADJOURNMENT

*Ms. Gonzales moved, seconded by Mr. Williams to adjourn the meeting at 7:18 p.m. Motion carried unanimously.*



Shelli Quantrell, Administrative Assistant



Mayor Gary Clark