

City of Zillah
Study Session Minutes
July 21, 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, Council members Skyler Bower, Doug Stewart, Janice Gonzales, Brian Williams, 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

CONSENT AGENDA

- A. Review minutes of Study Session dated July 7, 2014.
- B. Review minutes of Council Meeting dated July 7, 2014.
- C. Review payroll voucher number 31360 to 31379 dated July 15, 2014 in the amount of \$61,544.57.
- D. Review claim voucher number 43833 dated July 8, 2014 in the amount of \$14,504.48 and claim voucher numbers 43834 to 43884 dated July 21, 2014 in the amount of \$115,602.66..
- E. Review voided claim voucher number 43826 dated July 7, 2014 in the amount of \$14,504.48 and voided claim voucher numbers 43769 to 43770 (sent to Invoice Cloud). Review voided payroll voucher number 31339 dated June 30, 2014 in the amount of - \$28.64.
- F. Review Monthly Close-out Report for June 2014.

Mr. Carmody explained that he would like to have council pull the bill from Halverson NW from the payables. He explained that he recently moved to another firm and was informed that there may have been some discrepancies on their billings related to his work there. He has asked them for an itemized bill so that he can review it. He will check with them to assure that the billing is accurate before it is resubmitted.

NEW BUSINESS

Administer Oath of Office/Police Officer: Ms. Bounds administered the Oath of Office to Cory Worrell. Congratulations were extended.

Review Ordinance No. 1357/2014 Budget Amendment: Ms. Bounds explained that the budget amendment relates to costs associated with the Fourth Avenue Street Project.

Review Ordinance No. 1358 amending Building and Construction Codes: Chief Hargroves explained that this Ordinance updates the codes from the previously adopted ones from 2009 to the currently adopted codes from 2012.

Review Resolution No. 2014-30 amending Communication Policy: Ms. Bounds explained that a correction was made to the communications policy that was approved in May to change the timeframe that a password needs to be changed from 120 days to 90 days. This will now fulfill the requirements from WCIA.

COUNCIL/STAFF REPORTS

Fire/Building: Chief Hargroves reported that the El Porton started construction of their new building.

VISITOR'S COMMENTS

Mayor Clark invited a resident who was in the audience to speak. He complained that the pool staff discouraged his children from using the pool phone to call home for a ride. Ms. Bounds explained that it is policy that the children are not allowed to use the phone unless it is an emergency since they had issues with over-use in prior years. The pool staff however, have discussed this issue and should allow the children to use the phone in circumstances such as these. He said that the children were allowed to use the phone but with a warning that it would be the last time. Ms. Gonzales suggested that the parent talk to the lifeguards to let them know that they would like their children to be able to use the phone if necessary for that purpose. Ms. Bounds also said that she would talk to the pool supervisor to confirm the phone usage with them.

COUNCIL/STAFF REPORTS

ZPD: Chief Simmons reported that one of his officers was involved in an auto accident (minimal) and the automobile is currently being repaired.

Fourth Avenue Project: Mr. Tilley reported that the Fourth Avenue Street Project poured the curb today and they seem to be on schedule with the project.

Audit: Ms. Bounds reported that the state auditors are in the office conducting the audit. Councilmembers will soon be invited to the entrance audit.

COMMITTEE /COMMISSION REPORTS

Cable Board: Ms. Gonzales reported that she attended the Cable Board meeting and provided information relating to upcoming issues with Comcast taking over from Charter. Discussion was held about the fact that the city has the ability to consent to the transfer and could include language in the agreement in order to be able to negotiate with them. Judy Deval explained that a new resolution will be mailed from them soon so it can be evaluated at that time. It was agreed that the city is not interested in giving up its' right of way authority.

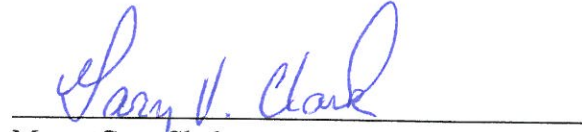
EXECUTIVE SESSION

Mayor Clark called for Executive Session at 6:30 p.m. for 15 minutes in order to discuss the sale of Real Property. Executive Session ended at 6:45 p.m. and regular session began.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:46 p.m.


Sharon Bounds, Clerk/Treasurer


Mayor Gary Clark

City of Zillah
City Council Minutes
July 21, 2014

CALL TO ORDER

The meeting was called to order by Mayor Pro-tem Brian Williams at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Pro-tem Brian Williams led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Mayor Pro-tem Brian Williams, Council members Skyler Bower, Doug Stewart, Janice Gonzales and Jeff Miles

Also Present: Clerk/Treasurer Sharon Bounds and City Attorney Jamie Carmody

Absent: Mayor Gary Clark, Fire Chief/Bldg. Inspector Dan Hargroves, Police Chief Dave Simmons, Public Works Director Tim Tilley and Associate Planner Ardele Steele,

Mr. Miles moved, seconded by Ms. Gonzales that City Council amend the Consent Agenda item D to withhold the bill from Halverson NW in the amount of \$5,912.38, to add the following items under New Business, item 8D: Add Vote on Resolution No. 2014-31 approving an assignment and assumption agreement relating to repayment of SIED Agreement and item 8E: Add Vote on Resolution No. 2014-32 approving a Real Estate Purchase and Sale Agreement. Motion carried unanimously.

CONSENT AGENDA

Mr. Miles moved, seconded by Ms. Gonzales that City Council approve the Consent Agenda items A through F as shown below with the exception that check number 43851 issued to Halverson NW in the amount of 5912.38 be removed from the consent agenda for approval:

- A. Approve minutes of Study Session dated July 7, 2014.
- B. Approve minutes of Council Meeting dated July 7, 2014.
- C. Approve payroll voucher number 31360 to 31379 dated July 15, 2014 in the amount of \$61,544.57.
- D. Approve claim voucher number 43833 dated July 8, 2014 in the amount of \$14,504.48 and claim voucher numbers 43834 to 43884 dated July 21, 2014 in the amount of \$115,602.66..
- E. Approve voided claim voucher number 43826 dated July 7, 2014 in the amount of \$14,504.48 and voided claim voucher numbers 43769 to 43770 (sent to Invoice Cloud). Approve voided payroll voucher number 31339 dated June 30, 2014 in the amount of - \$28.64.
- F. Approve Monthly Close-out Report for June 2014.

Motion carried unanimously.

NEW BUSINESS

Vote on Ordinance No. 1357/2014 Budget Amendment: *Ms. Gonzales moved, seconded by Mr. Stewart to approve Ordinance No. 1357/2014 Budget Amendment and approving the city match of apx. \$40,000 from the Real Estate Excise Tax Fund. Motion carried unanimously.*

Vote on Ordinance No. 1358 amending Building and Construction Codes: *Mr. Stewart moved, seconded by Mr. Bower to approve Ordinance No. 1358 adopting the most recent building and construction codes. Motion carried unanimously.*

Vote on Resolution No. 2014-30 amending Communications Policy: *Mr. Bower moved, seconded by Ms. Gonzales to approve Resolution No. 2014-30 amending section 5.0(B) of Policy No. 2014-02. Motion carried unanimously.*

Vote on Resolution No. 2014-31 approving Assignment and Assumption Agreement: *Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2014-31 approving an Assumption Agreement relating to repayment of SIED Agreement. Motion carried unanimously.*

Vote on Resolution No. 2014-32 approving a Real Estate Purchase and Sale Agreement: *Mr. Miles moved, seconded by Ms. Gonzales to approve a Real Estate Purchase and Sale Agreement. Motion carried unanimously.*

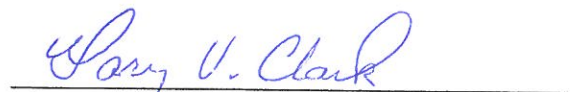
COMMITTEE/COMMISSION REPORTS

Finance Committee: *Mr. Miles reported that the Finance Committee met and reviewed the half year financials. The revenues and expenditures are tracking well and things seem to look good.*

ADJOURNMENT

Mr. Bower moved, seconded by Ms. Gonzales that City Council adjourn the meeting at 7:06 p.m. Motion carried unanimously.


Sharon Bounds, Clerk/Treasurer


Mayor Gary Clark