

**City of Zillah
Study Minutes
February 3, 2020**

CALL TO ORDER

Mayor Carmack called the meeting to order at 6:00 p.m.

ROLL CALL

The following were:

Present: Mayor Scott Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds, Public Works Director, Police Chief Tim Quantrell, John Simmons, Community Development Director Ardele Steele and Fire and Chief Paul Stonemetz

Absent: City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated January 21, 2020.
- B. Review minutes of Council Meeting dated January 21, 2020.
- C. Review claim voucher numbers 52363 to 52436 dated February 3, 2020 in the amount of \$109,390.37.
- D. Review payroll voucher numbers 33883 to 33897 dated January 31, 2020 in the amount of \$114,620.77.
- E. Review Voided Check No. 33888, 52274 and 52317.
- F. Review Monthly Close-Out Report dated December 31, 2019.

NEW BUSINESS

Review Proclamation/American Legion Centennial Celebration: Mayor Carmack read the Proclamation recognizing the Centennial Celebration of the American Legion, Janes H. Schooley, Post 130 and presented the signed copy to American Legion Concerned Veteran Advocate Dale Spurlock. Mayor Carmack recognized the rare fact the the Zillah Legion is a growing entity and they should be proud of that.

Review Ordinance No. 1501/Reduction in Utility Billing for leaks: Ms. Bounds provided information about the Ordinance and how the office handles crediting the leaks. Ms. Gonzales stated that she would like more information added to the Ordinance outlining the process someone has to go through in order to get the credit. Ms Bounds will bring a revised ordinance to a future meeting for consideration.

Review Ordinance No. 1502/2020 Budget Amendment: Ms. Bounds explained that this budget amendment is for the supplemental budget requests that were reviewed by council during the budget process.

Review Street Closure Request: Mayor Carmack announced that the city is planning a ribbon cutting ceremony for Ice House Park on May 8th at 4:30 p.m. This street closure request is for 6th Street between First and Second Avenue during the event. Brief discussion was held.

Review Resolution No. 2020-01/Task Order 2020-01 with HLA: Ben Annen of HLA provided information related to the Task Order explaining that it is for the Third Avenue Project with the Complete Streets money of \$300,000.

Review Resolution No. 2020-02/Task Order 2020-02 with HLA: Ben Annen of HLA provided information related to the Task Order explaining that it is for revision to the City Construction Standards. There have been many changes to state and other requirements that need to be addressed as well as the needs of Zillah.

VISITOR'S COMMENTS

There were several boy scouts in the audience at the meeting that were there to fulfill a requirement to attend a public meeting. Rigoro Harrero – Troop 553, introduced himself and the other scouts. Thomas Cobar addressed council and asked if the city would be able to construct a pool as there was nothing for 10-13 year olds to do in Zillah. Discussion was held and Mayor Carmack provided information about the proposed splash park and the current skate park.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz explained that there had been a structure fire they had to deal with.

Public Works: Mr. Simmons reported that the Vintage Valley Project just began and should be mostly completed by October.

Administration: Ms. Bounds explained that she has been very busy working with the engineer and others to coordinate all of the upcoming projects.

Planning/Building Department: Ms. Steele reported on the current building projects.

AJOURNMENT

The meeting was adjourned at 6:28 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
February 3, 2020**

CALL TO ORDER

Mayor Carmack called the meeting to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE

Mayor Carmack led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Mayor Scott Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds, Public Works Director, Police Chief Tim Quantrell, John Simmons, Community Development Director Ardele Steele and Fire and Chief Paul Stonemetz

Absent: City Attorney James Carmody

CONSENT AGENDA

Mr. Miles moved, seconded by Mr. Williams to approve the Consent Agenda, items A through f as follows:

- A. Approve minutes of Study Session Meeting dated January 21, 2020.
- B. Approve minutes of Council Meeting dated January 21, 2020.
- C. Approve claim voucher numbers 52363 to 52436 dated February 3, 2020 in the amount of \$109,390.37.
- D. Approve payroll voucher numbers 33883 to 33897 dated January 31, 2020 in the amount of \$114,620.77.
- E. Approve Voided Check No. 33888, 52274 and 52317.
- F. Approve Monthly Close-Out Report dated December 31, 2019.

Motion carried unanimously.

NEW BUSINESS

Presentation by HBB/Vintage Valley Landscaping: Ben Annen of HLA explained that the city is currently planning for the Vintage Valley Project and part of that is the landscaping aspect. He introduced Aaron from HBB Landscape Architecture. Aaron has been working with some of the city staff in order to get a plan put in place to bring to council for review. He provided information relating to the design for the landscaping for medians, benches, banners, lighting, water fountain, flag, etc. Discussion was held and ideas were exchanged. He will take the ideas back and make revisions to the plans for further future discussion.

Vote on Proclamation/American Legion Centennial Celebration: *Mr. Williams moved, seconded by Ms. Gonzales to approve the Proclamation recognizing the Centennial Celebration of the American Legion, James H. Schooley, Post 130. Motion carried unanimously.*

Ms. Gonzales asked that Ordinance 1501 be sent back for revision and brought back at a future meeting for review.

Vote on Ordinance No. 1502/2020 Budget Amendment: *Ms. Gonzales moved, seconded by Ms. Husted to approve Ordinance No. 1502 approving 2020 Budget Amendments. Motion carried unanimously.*

Vote on Street Closure Request: *Ms. Husted moved, seconded by Mr. Stewart to approve the street closure request on 6th Street between First and Second Avenue on Friday, May 8th. Motion carried unanimously.*

Vote on Resolution No. 2020-01/Task Order 2020-01 with HLA: *Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2020-01 approving Task Order No. 2020-01 with HLA for Third Avenue Sidewalk Improvements Project. Motion carried unanimously.*

Vote on Resolution No. 2020-02/Task Order 2020-02 with HLA: *Mr. Miles moved, seconded by Mr. Williams to approve Resolution No. 2020-02 approving Task Order No. 2020-02 with HLA for revision of the city construction standards. Motion carried unanimously.*

AJOURNMENT

Mr. Williams moved, seconded by Mr. Miles to adjourn the meeting at 7:08 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor