

**City of Zillah**  
**Study Session Minutes**  
*Hybrid Meeting*  
**November 7, 2022**

This meeting was available to be attended via ZOOM meeting

**CALL TO ORDER**

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

**ROLL CALL**

The following were:

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

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

Absent:

**CONSENT AGENDA**

- A. Review minutes of the Study Session Meeting dated October 17, 2022.
- B. Review minutes of the Council Meeting dated October 17, 2022.
- C. Review claim voucher numbers 56179 to 56181 dated November 4, 2022, in the amount of \$6,890.87.
- D. Review claim voucher numbers 56182 to 56242 dated November 7, 2022, in the amount of \$70,785.22.
- E. Review payroll voucher numbers 34562 to 34569 dated October 31, 2022, in the amount of \$117,514.96.
- F. Review Monthly Close-Out dated October 31, 2022.

**NEW BUSINESS**

- A. 2023 Water Rate Study – HLA/Justin Bellamy: HLA presented the completed Water Rates Study for the City of Zillah, highlighted impacts to the water system and outlined the needs for a rate increase to ensure more sustainability in funding the water system operations and improvements. In 2021 water operating expenses exceeded water sales

and fees by about \$13,000 and it was necessary for the City to rely on miscellaneous revenue from water tower leases and similar sources to maintain a balanced budget. Year-end water sales and fees are projected to exceed amounts budgeted for 2022 by about \$17,000 and water operating expenses are projected to be \$27,000 under budget. The Mayor and City Councilmembers expressed a shared desire to keep rates affordable, while also creating more consistency in the rate structure. A modified structure will be considered at the next Council meeting.

- B. Review Resolution 2022-44 / Approving Law Enforcement Assistance Agreement for Communications/Dispatch with Yakima County.
- C. Review Resolution No. 2022-45/Approving Loan Agreement Yakima Valley Museum
- D. Review Yakima Valley Council of Governments (YVCOG) 2023 Budget/ Approving fee structure based on population.
- E. Review Resolution No. 2022-46/Approving Local Crime Lab Agreement with YVCOG: Deputy Director Council asked questions about the strategy and sustainability for YVCOG to fund the Local Crime Lab after the ARPA funding expires. Questions were answered by Vicki Baker, YVCOG Deputy Director, and Sherriff Bob Udell.
- F. Review the 2023 Preliminary Budget: No major changes have been made. The actions Council will take at a future meeting to establish future water rates will be added to the budget and an update will be provided thereafter.

#### **VISITOR'S COMMENTS**

None

#### **COMMITTEE/COMMISSION REPORTS**

None

#### **MAYOR'S REPORT**

Mayor Carmack provided an update on the city tour that occurred earlier that day with contractors hired to implement and facilitate a community outreach plan to implement a Downtown Revitalization Plan the City will use to secure grant funding to implement. Aaron Luoma from HBB Landscape Architecture provided an overview of the next steps. Mayor Carmack expressed gratitude for the Councilmembers and community members who attended the ribbon cutting celebration of the Vintage Valley Parkway grand opening.

**COUNCIL/STAFF REPORTS**

None

**EXECUTIVE SESSION**

None


**ADJOURNMENT**

*The meeting was adjourned at 6:51 p.m.*



---

Michael Grayum, City Administrator



---

Dr. Scott Carmack, Mayor

**City of Zillah**  
**City Council Minutes**  
*Hybrid Meeting*  
**November 7, 2022**

This meeting was available to be attended via ZOOM meeting

**CALL TO ORDER**

Mayor Carmack called the meeting to order at 6:51 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Carmack led the pledge of allegiance.

**ROLL CALL**

The following were:

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

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

Absent:

**ADDITIONS/CORRECTIONS TO THE AGENDA**

None

## CONSENT AGENDA

*Mr. Argo moved, seconded by Mr. Williams to approve the Consent Agenda, items A through F as follows:*

- A. Review minutes of the Study Session Meeting dated October 17, 2022.
- B. Review minutes of the Council Meeting dated October 17, 2022.
- C. Review claim voucher numbers 56179 to 56181 dated November 4, 2022, in the amount of \$6,890.87.
- D. Review claim voucher numbers 56182 to 56242 dated November 7, 2022, in the amount of \$70,785.22.
- E. Review payroll voucher numbers 34562 to 34569 dated October 31, 2022, in the amount of \$117,514.96.
- F. Review Monthly Close-Out dated October 31, 2022.

*Motion carried unanimously.*

## PUBLIC HEARING

- A. 2023 Continuation of Preliminary Budget: Continued at 6:52 PM. No public comments were expressed. Budget hearing will remain open through the next Council meeting.

## OLD BUSINESS

None

## NEW BUSINESS

- A. **Vote on Resolution 2022-44 / Approving Law Enforcement Assistance Agreement for Communications/Dispatch with Yakima County:** *Mr. Williams moved, seconded by Ms. Gonzales, for the City Council to approve Resolution 2022-46 Approving the Law Enforcement Assistance Agreement for Communications 2023. Motion carried unanimously.*
- B. **Vote on Resolution No. 2022-45 / Approving Loan Agreement Yakima Valley Museum:** *Ms. Gonzales moved, seconded by Ms. Husted, for the City Council approve Resolution 2022-45 Approving the Loan Agreement between the City of Zillah and Yakima Valley Museum. Motion carried unanimously.*
- C. **Vote on Yakima Valley Council of Governments 2023 Budget:** *Ms. Husted moved, seconded by Mr. Stewart, for the City Council approve the 2023 YVCOG Budget as presented. Motion carried unanimously.*

- D. **Vote on Resolution No. 2022-46 / Approving Local Crime Lab Agreement in partnership with the Yakima Valley Council of Governments:** *Mr. Stewart moved, seconded by Mr. Argo, for the City Council approve Resolution 2022-46 and authorized the Mayor to sign the Professional Service Agreement with YVCOG for the Local Crime Lab. Motion carried unanimously.*

**VISITOR'S COMMENTS**

None

**COMMITTEE/COMMISSION REPORTS**

None

**MAYOR'S REPORT**

None

**COUNCIL/STAFF REPORTS**

*Mr. Stewart inquired about the status and responsibility for repairing the bridge on Schooley Road and the nexus to the residential development recently approved by City Council.*


**EXECUTIVE SESSION**

None

**ADJOURNMENT**

*The meeting was adjourned at 6:58 p.m.*

  
\_\_\_\_\_  
Michael Grayum, City Administrator

  
\_\_\_\_\_  
Dr. Scott Carmack, Mayor