

**City of Zillah
Study Session Minutes**

Hybrid Meeting
December 5, 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, Beth Husted, Councilmember Brian Williams, and Wes Argo

Also Present: City Administrator Michael Grayum, Community Development Director Ardele Steele, and Public Works Director John Simmons

Absent: Police Chief Tim Quantrell and Fire Chief Paul Stonemetz

CONSENT AGENDA

- A. Review minutes of the Study Session Meeting dated November 21, 2022.
- B. Review minutes of the Council Meeting dated November 21, 2022.
- C. Review claim voucher numbers 56335 to 56337 dated December 2, 2022, in the amount of \$5,784.86.
- D. Review claim voucher numbers 56243 to 56334 dated December 5, 2022, in the amount of \$47,084.32.
- E. Review payroll voucher numbers 34595 to 34612 dated November 30, 2022, in the amount of \$159,757.44.
- F. Review Voided Check No's 94601 to 94606.

NEW BUSINESS

- A. **Review Decorating Request:** Council discussed the annual request for decorating the community at different venues in different seasons throughout the year.
- B. **Review Restricted Fund Uses for 2023:** Mayor Carmack briefed the Council on his recommendations for funding the requests received for 2023.
- C. **Review 105 Hotel/Motel Tax Fund Expenditure:** Council discussed the investment to repair the music wires damaged in the fire earlier this year in partnership with the Chamber.
- D. **Review Resolution 2022-52/Yakima Housing Authority:** Council discussed the interest and plans of the Housing Authority to purchase Zillah Gardens.
- E. **Review Ordinance No. 1550 / 2023 Salaries:** Council discussed the reasoning for adjusting some salaries to remain competitive with the market and stay current with minimum wage.
- F. **Review Ordinance No. 1551 / Adopting the 2023 Budget:** Removed from the agenda

VISITOR'S COMMENTS

The Yakima Housing Authority provided an update on their housing projects and path forward.

COMMITTEE/COMMISSION REPORTS

None

MAYOR'S REPORT

Mayor Carmack provided an update that he will be the Vice Chair of the DRYVE & TRANS-Action Committee which advocates for urban investment in the Greater Yakima metropolitan area and addresses rural transportation issues in the lower Yakima Valley.

COUNCIL/STAFF REPORTS

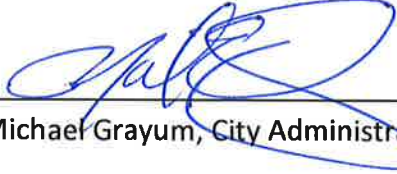
Staff provided updates on various construction projects, and grant projects, including the city not receiving funding this year from the Transportation Investment Board but receiving funds from the Yakima Valley Council of Governments for installing sidewalks on 3rd avenue to complete our "Complete Streets" Project. The modifications to the design for the splash park was highlighted, which shifts the design from a teapot emphasis to a focus on our agriculture heritage. Council and the public was encouraged to attend the "Old Fashioned Christmas" on Saturday, and Councilmember Beth Husted was acknowledged for her leadership role in organizing the event.

EXECUTIVE SESSION


None

ADJOURNMENT

The meeting was adjourned at 6:34 p.m.



Michael Grayum, City Administrator



Dr. Scott Carmack, Mayor

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City Council Minutes**

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CALL TO ORDER

Mayor Carmack called the meeting to order at 6:34 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, Beth Husted, Councilmember Brian Williams, and Wes Argo

Also Present: City Administrator Michael Grayum, Community Development Director Ardele Steele, and Public Works Director John Simmons

Absent: Police Chief Tim Quantrell and Fire Chief Paul Stonemetz

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Argo moved, seconded by Mr. Williams to remove Item F, Vote on Ordinance No. 1551/Adopting the 2023 Budget was removed from the agenda. Motion carried unanimously.

CONSENT AGENDA

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

- A. Review minutes of the Study Session Meeting dated November 21, 2022.
- B. Review minutes of the Council Meeting dated November 21, 2022.
- C. Review claim voucher numbers 56335 to 56337 dated December 2, 2022, in the amount of \$5,784.86.
- D. Review claim voucher numbers 56243 to 56334 dated December 5, 2022, in the amount of \$47,084.32.
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- F. Review Voided Check No's 94601 to 94606.

Motion carried unanimously.

PUBLIC HEARING

- A. 2023 Preliminary Budget: Continued at 6:36 p.m. and no public comments were expressed. Budget hearing will remain open through the next Council meeting.

OLD BUSINESS

None

NEW BUSINESS

- A. **Vote on Decorating Request:** *Ms. Gonzales moved, seconded by Ms. Husted, for City Council approve Doug Stewart and Merry Daley to decorate for 2023 as per the attached requests. Discussion clarified the request included banner installations, decorating the teapot, and lights on the memorial. Mr. Williams moved to amend the motion to include the items specified, seconded by Ms. Gonzales. Motion passed unanimously, with Mr. Stewart abstaining.*
- B. **Vote on Restricted Fund Uses for 2023:** *Ms. Husted moved, seconded by Mr. Stewart, for City Council approve the lists of expenditures for 2023, out of the Hotel/Motel Tax Fund, Real Estate Excise Tax Fund and the supporting documentation provided in the Budget Summary Packet. Motion passed unanimously.*

- C. **Vote on 105 Hotel/Motel Tax Fund Expenditure:** *Mr. Stewart moved, seconded by Mr. Argo, for City Council approve the expenditure out of the 105 Hotel/Motel Tax Fund for the repair of the Downtown Speaker System and it is acknowledged that Zillah Chamber will reimburse the city for the Chambers portion of the bill. Motion passed unanimously.*
- D. **Vote on Resolution 2022-52/Yakima Housing Authority:** *Mr. Argo moved, seconded by Mr. Williams for City Council approve Resolution No. 2022-52 authorizing the Housing Authority for City of Yakima to operate in Zillah. Motion passed 3-2 with Mr. Argo and Mr. Stewart voting no.*
- E. **Vote on Ordinance No. 1550 / 2023 Salaries:** *Mr. Williams moved, seconded by Ms. Gonzales, for City Council approve Ordinance No. 1550 Amending Ordinance No. 1519, 1538 and 1543 setting wages. Motion passed unanimously.*
- F. **Vote on Ordinance No. 1551 / Adopting the 2023 Budget:** *removed from agenda*

VISITOR'S COMMENTS

None

COMMITTEE/COMMISSION REPORTS

None

MAYOR'S REPORT

None

COUNCIL/STAFF REPORTS

EXECUTIVE SESSION

None

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.



Michael Grayum, City Administrator



Dr. Scott Carmack, Mayor