

**City of Zillah  
Study Session Minutes  
August 7, 2017**

**CALL TO ORDER**

Mayor Pro-tem Brian Williams called the meeting to order at 6:07 p.m.

**ROLL CALL**

The following were:

Present: Mayor Pro-tem Brian Williams, Councilmembers Doug Stewart, Dr. Scott Carmack, Janice Gonzales (arrived at 6:12) and Jeff Miles

Also Present: City Administrator Sharon Bounds, Police Chief Tim Quantrell and Public Works Director John Simmons

Absent: Mayor Gary Clark, Fire Chief Paul Stonemetz, Community Development Director Ardele Steele and City Attorney Jamie Carmody

**CONSENT AGENDA**

- A. Review minutes of Study Session dated July 17, 2017.
- B. Review minutes of Council Meeting dated July 17, 2017.
- C. Review claim voucher numbers 48334 to 48335 dated August 2, 2017 in the amount of \$4,891.54.
- D. Review claim voucher numbers 48336 to 48401 dated August 7, 2017 in the amount of \$253,282.53.
- E. Review payroll voucher numbers 32918 to 32937 dated July 31, 2017 in the amount of \$101,161.84.
- F. Review Voided Check No. 48236.

**NEW BUSINESS**

**Review Resolution No. 2017-33 Approving Task Order No. 2017-05 with HLA:** Ms. Bounds explained that the task order is for HLA to provide surveying services for the cemetery. This will be funded with money from the cemetery endowment fund interest.

**Review Ordinance No. 1446 Approving 2017 Budget Amendment:** Ms. Bounds provided information related to the budget amendments.

**Review Street Closure Request:** John Simmons explained that Stewarts New and Used building will be demolished next week. A partial street closure is being requested during that time.

## COMMITTEE/COMMISSION REPORTS

**Finance/Budget Committee.** Mr. Miles reported that the Finance/Budget Committee met to review the June 2017 month end close out. Financials look good at this time and things seem to be on track.

## ADJOURNMENT

Mayor Pro-tem Brian Williams adjourned the meeting at 6:45 p.m.

  
Sharon Bounds, City Administrator

  
Brian Williams, Mayor Pro-tem

**City of Zillah  
City Council Minutes  
August 7, 2017**

**CALL TO ORDER**

Mayor Pro-tem Brian Williams called the meeting to order 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, Councilmembers Doug Stewart, Dr. Scott Carmack, Janice Gonzales and Jeff Miles

Also Present: City Administrator Sharon Bounds, Police Chief Tim Quantrell and Public Works Director John Simmons

Absent: Mayor Gary Clark, Fire Chief Paul Stonemetz, Community Development Director Ardele Steele and City Attorney Jamie Carmody

**CONSENT AGENDA**

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

- A. Approve minutes of Study Session dated July 17, 2017.
- B. Approve minutes of Council Meeting dated July 17, 2017.
- C. Approve claim voucher numbers 48334 to 48335 dated August 2, 2017 in the amount of \$4,891.54.
- D. Approve claim voucher numbers 48336 to 48401 dated August 7, 2017 in the amount of \$253,282.53.
- E. Approve payroll voucher numbers 32918 to 32937 dated July 31, 2017 in the amount of \$101,161.84.
- F. Approve Voided Check No. 48236.

*Motion carried unanimously.*

**NEW BUSINESS**

**Vote on Resolution No. 2017-33 Approving Task Order No. 2017-05 with HLA:** Ms. Gonzales moved, seconded by Dr. Carmack to approve Resolution 2017-33 approving Task Order No. 2017-05 for cemetery surveying and usage of the Cemetery Endowment Fund interest for that purpose. Motion carried unanimously.

**Vote on Ordinance No. 1446 Approving 2017 Budget Amendment:** *Dr. Carmack moved, seconded by Mr. Stewart to approve Ordinance No. 1446 approving 2017 Budget Amendments. Motion carried unanimously.*

**Vote on Street Closure Request:** *Mr. Stewart moved, seconded by Mr. Miles to a partial road closure of North lane of First Avenue and the alleyway between 5<sup>th</sup> and 6<sup>th</sup> Streets at certain times between the dates of August 14-23, 2017. Motion carried unanimously.*

### ADJOURNMENT

*Ms. Gonzales moved, seconded by Mr. Miles to adjourn the meeting at 7:03 p.m. Motion carried unanimously.*

  
Sharon Bounds, City Administrator

  
Brian Williams, Mayor Pro-tem