

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
May 11, 2026, Regular Meeting
MINUTES

Call to Order Mayor Hodkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.

Council Members Present Council Members, Wentz, Dailey, Sewell, Galloway, Schilling, and Fredrickson were present.

Staff Present City Manager Cobb, City Attorney Plant, Police Lieutenant Santucci, Fire Chief Lamoureux, Public Works & Community Development Director Cavanaugh, Civil Engineer Dominguez, and Finance & Administration Director Bisconer were present.

Audience Present See attached list.

Pledge of Allegiance Council Member Sewell led the pledge of allegiance.

Consent Agenda Motion by Council Member Wentz, second by Council Member Galloway to approve the consent agenda as follows:

Regular Council Meeting Minutes, dated April 27, 2026, as attached to the Agenda and maintained in electronic format

Claims Vouchers – EFT’s, and Check No’s. 112207 through 112269, in the amount of \$610,233.54

Advance Travel Vouchers – Check No. 1394 through 1396 for April 2026 in the amount of \$698.29

USDA Vouchers – EFT for April 2026 in the amount of \$114,307.00

Ordinance No. – 3149 – to repeal and replace Ordinance No. 3145, amending the 2026 budget, authorizing the expenditure of up to \$20,500 from the Street Fund (101), to be transferred and expended from the Street Development Reserved Fund (321).

Resolution No. – 26 – 39 – Authorizing the City Manager to sign a quote from Lenco Armed Vehicles

Motion carried unanimously.

Public Hearing

UG Investments LLC;
Proposed Vacation & Merger

At 6:03 p.m. Mayor Hodkinson opened a Public Hearing to consider oral and written comments, for the UG Investments LLC proposed vacation & merger. Public Works & Community Development Director Cavanaugh explained the proposed vacation of utility easement and merger of parcels associated with the UG Investments LLC development project located within the Ahtanum Ridge Business Park area. Brent Marti, owner of UG Investment LLC, addressed the Council, introduced himself as the project developer, and offered to answer questions regarding the proposed development. Jeff Peters of PLSA Surveying thanked City staff and Council for their collaboration in resolving the parking-related concerns. Peters stated that the applicant supported the recommendation of both the Hearing Examiner and City Staff and appreciated the cooperative review process. Mayor Hodkinson closed the Public Hearing at 6:08 p.m.

Public Works & Community
Development

Ordinance No. – 3150 – UG
Investments LLC Vacation &
Merger; 1236 Ahtanum Ridge
Business Park; Parcel
191206-31403, -31404, -
31432

Motion by Council Member Wentz, second by Council Member Sewell to adopt Ordinance No. – 3150 – Approving an application from UG Investments LLC to alter three parcels within the Plat of Ahtanum Ridge Business Park recorded on October 29, 2002, under Auditor’s File No. 7299807, and for preapproval of any Wholesale/Warehouse (W/W) zone Class 1 and Class 2 uses that are permitted in Zone 4 of the Airport Safety Overlay (ASO) that will need only administrative approval or any W/W zone Class 3 uses that will be approved through a public hearing process, subject to conditions. Motion carried unanimously.

Ordinance No. – 3151 –
Amending and replacing the
City’s Development Design
and Construction Standards

Public Works & Community Development Director Cavanaugh gave an overview on the updated Design and Construction Standards for developers in Union Gap. The updated standards resolve the City requirements and current building and fire codes. Motion by Council Member Galloway, second by Council Member Sewell to adopt Ordinance No. – 3151 – Amending and replacing the City’s Development Design and Construction Standards. Motion carried unanimously.

Resolution No. – 26 – 40 –
Setting a public hearing
regarding Luckydog

Public Works & Community Development Director Cavanaugh requested that the City Council set a public hearing for June 8, 2026, regarding a rezone application submitted by Lukydog Properties

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Properties LLC & Landstar NW LLC proposal for the reclassification of two parcels

LLC and Landstar Northwest LLC. The proposal involves rezoning two parcels located off Longfiber Road. Motion by Council Member Wentz, second by Council Member Galloway to approved Resolution No. – 26 – 40 – Setting a public hearing regarding Luckydog Properties LLC & Landstar NW LLC proposal for the reclassification of two parcels. Motion carried unanimously.

City Manager

Ordinance No. – 3152 – Repealing Ordinance No. 1559

City Manager Cobb presented an ordinance repealing Ordinance No. 1599, stating that the ordinance had previously been declared unconstitutional by the State of Washington and should be removed from the City code. Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3152 – Repealing Ordinance No. 1559. Motion carried unanimously.

City Attorney

Discussion – Proclamation Policy

City Attorney Plant presented information regarding municipal proclamation policies and explained that the City of Union Gap currently does not have a formal proclamation policy in place. Plant discussed the possibility of establishing eligibility criteria, such as who can submit a request, the type of request, and whether the document will be read in the entirety. Council agreed to refer the topic to a study session meeting for further review and policy development before returning for formal consideration.

Finance & Administration

Resolution No. – 26 – 41 – Adopting a Public Records Act Disclosure Policy and establishing a fee schedule for Public Records Request

Finance and Administration Director Bisconer presented a resolution requesting approval of the City’s updated Public Records Act disclosure policy and fee schedule. Motion by Council Member Wentz, second by Council Member Galloway to approved Resolution No. – 26 – 41 – Adopting a Public Records Act Disclosure Policy and establishing a fee schedule for Public Records Request. Motion carried unanimously.

Committee Reports

None

Items from the Audience

Pam Wickersham from the Friends of Union Gap Library and Community Center 501c3 addressed the Council regarding the proposed pergola project at the library and community center and explained that USDA-funded reimbursement projects commonly require upfront local payment followed by reimbursement through an approved contract process. Wickersham encouraged the City to view the pergola as a valuable addition to the Library and Community amenities; Resident Alex Jara addressed the Council

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regarding a landlord-tenant dispute involving an accessory dwelling unit (ADU) located behind his residence. Jara stated that he recently discovered the ADU had allegedly been connected to his water service without his knowledge and noted concerns that the unit had reportedly been constructed without permits and continued to be occupied despite prior notice from the building inspector. City Manager Cobb responded that the matter was considered a civil issue and indicated that follow-up communication would occur regarding the concern.

City Manager Report

City Manager Cobb reminded Council Members about the upcoming Association of Washington Cities conference schedule for June 23 – 26, 2026, in Spokane WA; Cobb announced that the Yakima Valley Conference of Government will host a Housing Mini Academy in the Union Gap Council chambers on May 15, 2026, from 9:00 a.m. to 3:00 p.m.; Cobb reported that efforts from City staff, consultants, and federal advocates were successful in securing federal budget support from Senator Maria Cantwell and Representative Dan Newhouse for the Main Street overpass roundabout project; Cobb shared that Fire Chief Lamoureux has invited the community to a traditional “push-in” ceremony for the new ladder truck on June 27, 2026, at 11 a.m. at the East Valley Fire Station 40.

Communications/Questions/
Comments

None


Development of Next Agenda


None

Adjournment of Meeting

Mayor Hodkinson adjourned the regular meeting at 6:32 p.m.

ATTEST:


Gregory Cobb, City Manager


Lynette Bisconer, City Clerk

