

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
December 11, 2023, 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 Sewell, Wentz, Galloway, Hansen, Schilling, and Dailey were present.

Staff Present City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Public Works and Community Director Henne, Civil Engineer Dominguez, and Finance & Administration Director Clifton were present.

Audience Present See attached list.

Pledge of Allegiance Mayor Hodkinson led the pledge of allegiance.

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

Regular Council Meeting Minutes, dated November 27, 2023, as attached to the Agenda and maintained in electronic format.

Payroll Vouchers – EFT’s, and Voucher No’s 107525 through 107598 for the month of November 2023, in the amount of \$475,562.43.

Claims Vouchers – EFT’s, and Voucher No. 107525 through 107598 for December 11, 2023, in the amount of \$661,483.62.

Motion carried unanimously.

General Items

Special Presentation City Manager Bounds presented a plaque to Council Member Hanson for Serving as Council Member for the period of 2020 through 2023.

Finance & Administration

Ordinance No. – 3079 – 2023 Motion by Council Member Wentz, second by Council Member

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- Budget Amendment – Infrastructure Reserve Fund Transfer Galloway to adopt Ordinance No. – 3079 – amending the 2023 budget, transferring up to \$18,419.77 from the Infrastructure Reserve Fund (324) to the Library and Community Center Fund (111), and Regional Beltway Fund (305) to cover the 2024 interest payments for interfund loans. Motion carried unanimously
- Ordinance No. – 3080 – Interfund Loan – Regional Beltway Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. 3080 – amending the 2023 Budget authorizing an interfund loan of up to \$3,301,096 from the Transit Fund (128) to the Regional Beltway Fund (305) to cover year end construction costs while awaiting progress billing reimbursements. Motion carried unanimously.
- Ordinance No. – 3081 – Interfund Loan – Library and Community Center Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3081 – amending the 2023 Budget authorizing an interfund loan of up to \$960,000 from the Water Improvement Reserve Fund (404) to the Library & Community Center Fund (111) to cover year-end construction costs while awaiting progress-billing reimbursement. Motion carried unanimously.
- Ordinance No. – 3082 – 2023 Budget Amendment – Park Development Reserve Fund – SLFRF Funds Expenditure Motion by Council Member Wentz, second by Council Member Galloway to approve Ordinance No. – 3082 – amending the 2023 budget authorizing an expenditure of up to \$168,000 from the Park Development Reserve Fund (306), for park mowers. Motion carried unanimously.
- Ordinance No. – 3083 – 2023 Budget Amendment – Lodging Tax Advisory Committee (LTAC) – Valley Mall Advertising Motion by Council Member Wentz, second by Council Member Galloway to approve Ordinance No. – 3083 – amending the 2023 budget authorizing an expenditure of \$5,000 from the Lodging Tax Fund (107), for advertising for Valley Mall to promote the 2023 *Valley Mall Winter Wonderland Event*. Motion carried unanimously.
- Ordinance No. – 3084 – 2023 Year-End Budget Amendment Motion by Council Member Wentz, second by Council Member Sewell to adopt Ordinance No. – 3084 – amending the 2023 budget, adjusting certain funds for unforeseen expenditures not included in the 2023 budget. Motion carried unanimously.
- Resolution No. – 23-67 – Purchasing and Contracting Policies and Procedures Update Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 23-67 – amending the *City of Union Gap Purchasing and Contracting Policies and Procedures*. Motion carried unanimously.

Public Works & Community
Development

Ordinance No. – 3085 –
Approving A Comprehensive
Plan Future Land Use Map
(FLUM) Amendment And
Official Zoning Map
Amendment (Rezone)

Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3085 – approving a Comprehensive Plan Future Land Use Map (FLUM) changing the FLUM designation from residential to commercial and implementing that designation through a Rezone of the Lands from single family residential 2 (R-2) to Central Business District (CBD). Motion carried unanimously.

Ordinance No. – 3086 –
Amending the City of Union
Gap Titles 17.02 And 17.20.
Residential Development
Within The Airport Safety
Overlay (ASO)

Motion by Council Member Wentz, second by Council Member Sewell to adopt Ordinance No. – 3086 – to approve amendments made to Titles 17.02 and 17.20. The amendments would prohibit residential development within Zone 2 of the Airport Safety Overlay (ASO) and allow for residential development as infill in Zones 3, 4, and 5 of the ASO. Motion carried unanimously.

Ordinance No. – 3087 –
Amending UGMC 10.08.010
Park Reservation and Fees.

Motion by Council Member Wentz, second by Council Member Galloway to approve Ordinance No. – 3087 – amending Section 10.08.010 of Chapter 10.08 “Reservation Requirements”, and repealing Section 10.16 of the Union Gap Municipal Code. Motion carried unanimously.

Resolution No. – 23-60 –
Yakima Valley Conference of
Governments – 2024 Land
Use Planning/GIS Analyst
Services Contract

Motion by council Member Wentz, second by Council Member Sewell to approve Resolution No. – 23-68 – authorizing the City Manager to sign a contract with Yakima Valley Conference of Governments (YVCOG) for Land Use Planning and/or GIS Analyst Services. Motion carried unanimously.

City Manager

Resolution No. – 23-69 –
Yakima County Development
Association – Public Sector
Service agreement

Motion by Council Member Wentz, second by Council Member Sewell to approve Resolution No. – 23-69 – authorizing the City Manager to execute a public sector service agreement with Yakima County Development Association for professional services related to economic development. Motion carried unanimously.

Resolution No. – 23-70 – WA
State Department of Revenue
– Tourism Promotion Area
Collection Agreement

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-70 – authorizing the City Manager to sign a *Tourism Promotion Area Collection Agreement* with the Department of Revenue. Motion carried unanimously.

Discuss Funding for the
Library & Community Center

City Manager Bounds explained the process of working with the Friends of the Library on receiving funds for the Library, and putting an application together for the USDA. The City has recently decided to issue a letter to the Friends of the Library, and read a summary of a letter received from the USDA, that they had concern that the funds would not be under the City's control, and could result in financial liability for the City. All parties involved agreed, the city should forgo further efforts to submit a joint application to USDA with the Friends of Union Gap Library and Community Center for the funding awarded for the project. Council Member Wentz made a motion to authorize the City Manager to sign the letter as summarized by the City Manager, second by Council Member Galloway.

Mark Crochet addressed the Council stating that he read the information that's in the letter, and thought that a rebuttal was needed. Crochet stated that the 501C3 was aware that the donated funds for items not in the final approval would be returned to the donors, and went on to describe some of the items discussed. Crochet asked Council to postpone a vote, and possibly use the money on another project.

Council Member Schilling read the Committee rules and responsibilities, and stated that they were responsible to join and file for a 501c3, and begin fund raising for the Library and Community Center, abiding by the contract. Council Member Wentz stated that they are not unwilling to take the donation of cash from the 501c3. The issue is the one million dollar grant, the strings attached, and difficulties of potential ramifications of problems in the future. Schilling suggested that the Council do some research before making a decision, and asked their CPA to explain what has been done so far. The CPA explained that the Friends wanted to make sure that they were handling Grant funds appropriately, and whether or not Friends could be a pass through entity directly to the City of Union Gap, which it could not, and explained in detail the auditing process.

Benine McDonnell addressed the Council stating that they were told they needed to find more money. They found money by getting a Congressional money, which will go back to the Federal Government if not donated to the City. Benine then spoke of trust working with the City that an MOU is not binding, and working with

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the city became frustrating.

Council Member Hansen asked if they came to terms on an MOU. City Manager Foltz replied that there is not a finalized MOU.

Voting on the motion – Ayes – Sewell, Wentz, Galloway, Dailey and Hodkinson. Nays – Hansen and Schilling. Motion passes.

Committee Reports

None.

Items from the Audience

None.

City Manager Report

City Manager Bounds stated that she pleased with the turn out of the recent Meet and Greet held by the City, estimating 35 attendees, and hopes to have a couple more events each year. Council Member Schilling suggested that it be held around Thanksgiving next year. Council Member Wentz complimented Bounds on the decorations and treats.

Communications/Questions/Comments

Motion by Council Member Wentz, second by Council Member Galloway to cancel all further meetings until the first regular Council Meeting in January 2024.

Development of next Agenda


None.

Adjournment of Meeting

None.

ATTEST:

Mayor Hodkinson adjourned the regular meeting at 6:43 p.m.



Karen Clifton, City Clerk



Sharon Bounds, City Manager

CITY OF UNION GAP REGULAR UNION GAP COUNCIL MEETING SIGN IN SHEET

6:00 P.M. -December 11, 2023

NAME (Please Print)

(Date)

ADDRESS

<i>Helmi Canotaj</i>	<i>12-11-23</i>	<i>Yakima</i>
<i>Mark Couchard</i>	<i>12-11-23</i>	<i>Yakima</i>
<i>Theresa Charvet</i>	<i>12-11-23</i>	<i>Union Gap</i>
<i>Genine McDonnell</i>	<i>"</i>	<i>Yakima</i>
<i>J. SHOEMAKER</i>	<i>"</i>	<i>Union Gap</i>
<i>Albert Mila</i>	<i>"</i>	<i>Yakima</i>
<i>Imelda Vargas</i>	<i>"</i>	<i>Union Gap</i>
<i>Lilea Gomez</i>	<i>12/11/23</i>	<i>Union Gap</i>
<i>Lodia Galloway</i>	<i>12-11-23</i>	<i>2711-5th St.</i>