

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
*Union Gap, Washington*  
**October 9, 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, and Dailey were present. Council Member Schilling arrived later.

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

Audience Present See attached list.

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

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

Regular Council Meeting Minutes, dated September 25, 2023, as attached to the Agenda and maintained in electronic format with a correction to the section of Ordinance No. 3056.

Claims Vouchers – EFT’s, and Voucher No. 107198 through 107263 for October 9, 2023, in the amount of \$2,613,579.11.

Ordinance No. – 3060 – Repealing and replacing Chapter 3.24 of the Union Gap Municipal Code “Lodging Tax - Convention Center Facilities Fund.

Ordinance No. – 3061 – Repealing and Replacing Ordinance No. 806 which established Chapter 3.36 “Public Works Equipment Reserve Fund” of the Union Gap Municipal Code.

Ordinance No. – 3062 – Repealing and Replacing Chapter 3.40 “Police Vehicle Reserve Fund” of the Union Gap Municipal Code.

Ordinance No. – 3063 – Repealing and Replacing Chapter 3.18 “Building Reserve Fund” of the Union Gap Municipal Code.

Ordinance No. – 3064 – Repealing and Replacing Ordinance No. 2954 Establishing Fund No. 117 “Public Works Building Reserve Fund” for the City of Union Gap, Washington.

Ordinance No. – 3065 – Repealing and Replacing Ordinance No. 1071 Establishing Chapter 3.30 “Real Estate Excise Tax” Fund of the Union Gap Municipal Code.

Motion carried unanimously.

Ordinance No. – 3066 –  
Repealing and Replacing  
UGMC Chapter 3.150  
Library and Community  
Center Fund

Council Member Schilling was concerned that the Ordinance doesn’t take into consideration the grants and could be opening a can of worms. City Manager Bounds explained that Ordinance No. 3066 would be closing the 111/Special Revenue Fund and transfer all of the activity to the 311 capital fund. There was also language added to allow for future capital improvements and ongoing maintenance of the building. Motion by Council Member Wentz, second by Council Member Galloway to approve Ordinance No. – 3066 – Repealing and Replacing Chapter 3.150 “Library and Community Center Fund” of the Union gap Municipal Code. Motion carried unanimously.

General Items

Public Hearing

2024 Ad Valorem Property  
Tax Levy

At 6:08 p.m., Mayor Hodkinson opened a Public Hearing to consider oral and written comments concerning the 2024 Ad Valorem Property Tax. Finance and Administration Director Clifton distributed a worksheet, and gave a report on her findings explaining that due to increased property development in Union Gap, with the 1% increase, residents will actually see a decrease in their property tax for 2024. With no written or public testimony, Mayor Hodkinson closed the Public Hearing at 6:15 p.m.

Finance & Administration

Ordinance No. – 3067 –  
2024 Ad Valorem Property  
Tax Levy

Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3067 – fixing the estimated amount of ad valorem taxes to be levied, increased by 1% to meet the financial requirements of the City of Union Gap, Washington for the year 2024. Motion carried unanimously.

Public Works & Community  
Development

Motion by Council Member Wentz, second by Council Member

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Resolution No. – 23-52 – Professional Engineering Services Agreement; Union Gap Shop Bridge #2

Galloway to approve Resolution No. - 23-52 authorizing the City Manager to negotiate a Professional Engineering Services Agreement with J-U-B Engineering Inc. of Kennewick WA, for the Union Gap Shop Bridge #2 Project. Motion carried unanimously.

Resolution No. – 23-53 – Set Public Hearing – Water Use Efficiency Plan

Public Works and Community Development Director Henne requested a public hearing to take public input on the City’s Water Use Efficiency Program and explained that the existing plan is fairly outdated, and that the 2024/2025 Water System Plan will be updated at the same time. The WUE plan provides information for things such as leak detection and repair, meter accuracy, and water conservation. Motion by Council Member Wentz, second by Council Member Hansen to adopt Resolution No. – 23-53 – setting a public hearing to consider adopting the Water Use Efficiency Program. Motion carried unanimously.

Committee Reports None.

Items from the Audience Helen Canatsey addressed the Council to announce that they are having a book sale October 14<sup>th</sup>, from 10:00 a.m. to 3:00 p.m. at Heritage Bank.

Nick Marquez, resident of Yakima, addressed the Council in regards to the speed limit on Ahtanum Rd. He works for a global company, logging a lot of mileage. He hasn’t had a speeding ticket for a long time, but received one recently on Ahtanum Rd. He contributes a lot of his time to the Yakima community and understands the rules of uniformity. He explained that the way the road is built 30 miles per hour doesn’t seem to fit the area, and would like an increased speed limit. Council Member Wentz stated that the speed limit was 40 mph. not too long ago, and then Chief Cobb explained that complaints were being received about trucks using compression brakes, and believed that the speed limit was part of the problem. The Public Works Department and Engineer studies based upon code have been done, and it was believed that 30 mph. was appropriate for that stretch of the road. Marquez understood and thanked the Council.

City Manager Report City Manager Bounds stated that she and Mayor Hodkinson attended the YCDA annual meeting last week. They featured three speakers for the economic development talk session, who are offering no cost counselling for the new small businesses that come in. The links have been posted on our website; Bounds would like to see the City host a meet and greet event, maybe the first part of December, inviting business owners of Union Gap or their representatives to attend to share some of the projects we have going on and would like the

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Council Members attend, and would advertise there will be a quorum.

Development of next  
Agenda

Presentation by Chris Wickenhagen with Yakima Valley Conference of Governments (YVCOG)

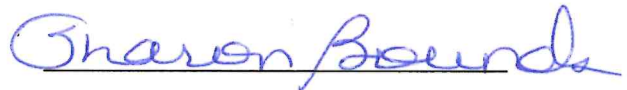
Communications/Questions/  
Comments

Council Member Hansen asked when the last time our records had been purged and updated. City Manager Bounds replied that we follow the WA State Archives retention schedule. Finance and Administration Director Clifton stated the same. It is an ongoing process, based on the retention schedule of different types of documents. Council Member Schilling asked if we put all of our files on a computer system. Clifton replied that certain documents are required to keep indefinitely, such as Ordinances and Resolutions, as well as payroll documents. Clifton stated that the City received a grant from WA State Archives to scan and upload our documents to the State Archives for people to search online.

Council Member Schilling asked if they could move the *Items from the Audience* to the beginning of the agenda. After some discussion, it was decided to leave *Items from the Audience* as is.

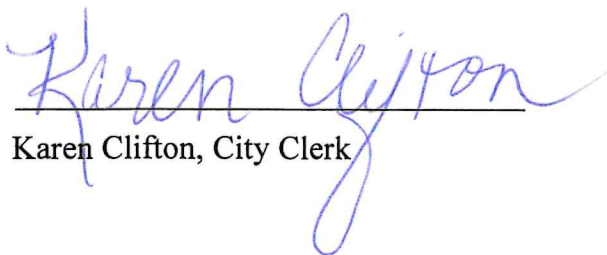
Adjournment of Meeting

Mayor Hodgkinson adjourned the regular meeting at 6:42 p.m.



Sharon Bounds, City Manager

ATTEST:

  
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Karen Clifton, City Clerk

# CITY OF UNION GAP

## REGULAR UNION GAP COUNCIL MEETING

### SIGN IN SHEET

6:00 P.M. – October 9, 2023

NAME (Please Print)

(Date)

ADDRESS

NAME (Please Print)	(Date)	ADDRESS
Heleen Kedia Galloway	Heleen Concha 9/23 9-9-23	Altamira 2711-5th St.
George Roitman	10-9-23	
Benite McDonnell	"	Yakima
Nick MANUZZ	10/9/23	Yakima