

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
**Union Gap, Washington**  
**September 11, 2023, Regular Meeting**  
**MINUTES**

<u>Call to Order</u>	Mayor Hodkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.
<u>Council Members Present</u>	Council Members Wentz, Galloway, Hansen, Schilling, and Dailey were present.
<u>Staff Present</u>	City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Civil Engineer Dominquez, Finance & Administration Director Clifton, and Building Official/Plans Examiner Cavanaugh were present.
<u>Audience Present</u>	See attached list.
<u>Pledge of Allegiance</u>	Council Member Schilling led the pledge of allegiance.
<u>Consent Agenda</u>	<p>Motion by Council Member Hansen, second by Council Member Wentz to approve the consent agenda as follows:</p> <p>Regular Council Meeting Minutes, dated August 28, 2023, as attached to the Agenda and maintained in electronic format</p> <p>Payroll Vouchers – EFT’s and Voucher No. 106996 through 107067 for the month of August 2023, in the amount of \$473,435.12</p> <p>Claims Vouchers – EFT’s, and Voucher No. 107059 through 107060 for September 11, 2023, in the amount of \$1,077,996.21.</p> <p>Motion carried unanimously.</p>
<u>Excuse Council Member</u>	Motion by Council Member Dailey, second by Council Member Schilling to excuse Council Member Sewell. Motion carried unanimously.
<u>General Items</u>	
<u>Public Hearing</u>	
Tourism Promotion Area (TPA) – Fee Increase	At 6:02 p.m., Mayor Hodkinson opened a Public Hearing to consider oral and written comments, for the petition submitted by representatives of lodging properties within the Tourism Promotion

Area, to impose an additional two-dollar tourism promotion charge.

City Manager Bounds presented, explaining that over 60% of the owners of motels who collect the Tourism Promotion Area fee promote the increase. The fee would be increased from \$2.00 per night stay to \$4.00 per night stay, and would start being collected the first of 2024.

With no written or public testimony, Mayor Hodkinson closed the Public Hearing at 6:05 p.m.

City Manager

Ordinance No. – 3054 –  
Tourism Promotion Area  
(TPA) Fee Increase

Council Member Schilling asked if there was any downside to the fee increase. Mayor Hodkinson responded by saying not that they had discussed, that it brings us comparable to where Yakima is.

Motion by Council Member Wentz, second by Council Member Hansen to adopt Ordinance No. – 3054 – amending City of Union Gap Municipal Code Chapter 3.25 Tourism Promotion Area Fund to add an additional two dollars per night of lodging stay. Motion carried unanimously.

City Attorney

Resolution No. – 23-47 –  
Court Services Amendment

City Attorney Foltz explained a necessary amendment due to a rule change from Superior Court, about court oversight of public defenders. Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. - 23-47 – authorizing the City Manager to sign Amendment Number 1 to the Interlocal Agreement Between Yakima County and the City of Union Gap for Municipal Court Services. Council Member Schilling asked Foltz if in some of the other city’s she serviced, where they doing this there, and are there any grants that we can apply for, since we are such a small city. Foltz replied that one of the other city’s she assists with is large enough that they have a public defence manager, and believes that this rule may have been designed for smaller city’s; she is not aware of any grants available for creating a public defence manager position, but she would certainly look into it if Council is interested in pursuing it. Foltz stated that she was not concerned about the lack of having a manager in a sense that there is an obligation by law for public defenders to insure that they are not taking too many cases, or they would be liable to lose their BAR license. Motion carried unanimously.

Police

Ordinance No. – 3055 –  
Amending Chapter 6 of

Police Chief Cobb stated that an Ordinance to amend Chapter 6 of UGMC – Animal Control was necessary to clarify some of the

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UGMC – Animal Control                      ambiguities, but did not change any of the fees. Even for responsible dog owners, licensing can help reunite dogs with their owners if lost, and can help with the number of dogs impounded. Dog licensing will begin to be processed by the Union Gap Police department, effective January 1, 2024. Council Member Galloway inquired about the chip process. Cobb replied that our animal control officer has a chip reader, who then contacts the company for registration info in order to contact the owner.

Motion by Council Member Galloway, second by Council Member Dailey to adopt Ordinance No. – 3055 – amending Union Gap Municipal Code Chapter 6.04 “Dogs”, amending sections 6.04.010, 6.04.200, 6.04.030, 6.04.035, 6.04.070, 6.04.090, 6.04.100, 6.04.110, and 6.04.120, renumbering section 6.04.060 as 6.04.130 and Section 6.04.055 as 6.04.060.

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

Resolution No. – 23-48 – Probation Services Agreement                      Police Chief Cobb explained that the Director of District Court, Therese Murphy had explained at the last weeks study session why the increased 2024 probation services cost. Cobb then explained the value of having a probation services program.

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-48 – authorizing the City Manager to sign an Interlocal Agreement with Yakima County District Court for Consolidated Probation Services. Motion carried unanimously.

Public Works & Community Development

Ordinance No. – 3056 – Amending UGMC 10.16 Fee and Charge Schedule for Ahtanum Youth Park                      Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. 3056 – amending Union Gap Municipal Code Chapter 10.16, Fee and Charge Schedule for Ahtanum Youth Activities Park.

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

Resolution No. – 23-49 – Declare Project Complete and Approve Acceptance – Longfibre Road Resurfacing                      Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-49 – authorizing final acceptance and authorizing close-out to the City’s contract agreement related to the Longfibre Road Resurfacing Project. Motion carried

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Project – HLA 22037                      unanimously.

Resolution No. - 23-50 – Building Official/Plans Examiner Cavanaugh explained that RCO Grant – Authorizing Staff to Sign Application, Grant, and Related Documents                      authorization is being requested to apply for a deferred maintenance RCO grant, for things such as maintenance of our basketball and tennis courts. Cavanaugh stated that he is working with a compliance person in Yakima, if there is addition questions he can help. Motion by Council Member Wentz, second by Council Member Schilling to approve Resolution No. - 23-50 – authorizing the City Manager to sign the Recreation and Conservation Office (RCO) *Applicant Authorization and Electronic Signature* document attached hereto. Motion carried unanimously.

Committee Reports                      None.

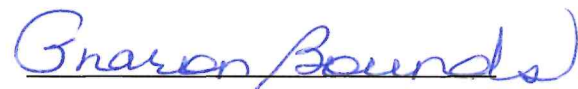
Items from the Audience              None.

City Manager Report                  None.

Communications/Questions/Comments              None.

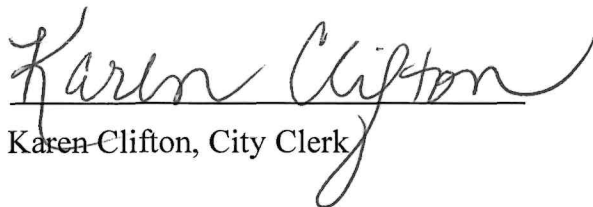
Development of next Agenda                                      None.

Adjournment of Meeting              Mayor Hodkinson adjourned the September 11, 2023 regular Council meeting at 6:27 p.m.



Sharon Bounds, City Manager

ATTEST:



Karen Clifton, City Clerk

