



**MINUTES  
YAKIMA CITY COUNCIL  
STUDY SESSION  
July 27, 2021  
City Hall -- Council Chambers  
5 p.m.**

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1. Roll Call

Present: Mayor Patricia Byers, presiding, Assistant Mayor Holly Cousens (attending via speakerphone) and Councilmembers Kay Funk, Brad Hill (present at 6:14 p.m.) and Soneya Lund

Staff: City Manager Robert Harrison and City Clerk Sonya Claar Tee

Absent: Councilmember Eliana Macias (excused) and Councilmember Jason White

2. Public comment (allow 15 minutes)

None.

3. Program Updates on Uncollectible Debt and Write-Offs

James Dean, Utility Customer Service Manager, provided an update and some background information on uncollectible debt and write-offs, including parking citations and others. Councilmember Funk expressed interest in receiving quarterly or biannual reports on this topic.

4. Vacant Building Registry and Standards

Sara Watkins, City Attorney, reported on previous Council discussions regarding a vacant building registry and maintenance standards for the downtown business areas. Assistant Mayor Cousens provided background on the issue as a former Council Economic Development Committee member. Councilmember Funk shared the importance of utilizing vacant commercial buildings as small residential units. Mayor Byers noted these commercial buildings are privately owned.

5. Animal Control Program and Licensing

Tony Doan, Supervising Code Inspector, reported on the current status of Animal Control. Councilmember Funk shared several concerns she has with Animal Control. Councilmember Lund raised a Point of Order that members should not chastise staff. Mayor Byers ruled the point was well taken. Councilmember Funk appealed the Mayor's ruling, which died due to lack of a second. Mayor Byers thanked Mr. Doan for his work.

6. Preliminary Findings on Building Permit Fee Study

Glenn Denman, Code Administration Manager, presented on preliminary permit fees and where the Codes Division believes improvements can be made to cover the costs associated with issuing of permits, as well as increase customer service by streamlining processes. Tony Doan, Supervising Code Inspector, reviewed fire operational permit fees. Councilmember Funk criticized past Council and former City Manager actions. Assistant Mayor Cousens raised a Point of Order that members should not criticize past actions of Council and staff. Mayor Byers ruled the point is well taken. City Manager Harrison reported it is staff's intention to do a fee study on permit costs and there were no objections.

7. Adjournment

**MOTION: Lund moved and Hill seconded to adjourn to the next Council regular meeting on August 2, 2021, at 5:30 p.m. in the Council Chambers at City Hall.** The motion carried by unanimous vote, Macias and White absent. The meeting adjourned at 6:18 p.m.

**CERTIFICATION**

READ AND CERTIFIED ACCURATE BY

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COUNCIL MEMBER DATE

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COUNCIL MEMBER DATE

ATTEST:

**DRAFT**

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CITY CLERK

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MAYOR