

**UNION GAP CITY COUNCIL
REGULAR MEETING AGENDA**

MONDAY OCTOBER 9, 2023 – 6:00 P.M.

CIVIC CAMPUS, 102 W. AHTANUM ROAD, UNION GAP

The public will be allowed to comment on agenda items as they are presented during the meeting. Please signal the chair if you wish to comment on an items. Each speaker will have three (3) minutes to address the city council.

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

II. CONSENT AGENDA: There will be no separate discussion of these items unless a Council Member requests in which event the item will be removed from the Consent Agenda and considered immediately following the Consent Agenda. All items listed are considered to be routine by the Union Gap City Council and will be enacted by one motion

A. Approval of Minutes:

Regular Council Meeting Minutes, dated September 25, 2023, as attached to the Agenda and maintained in electronic format

B. Approve Vouchers:

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

C. Approve Ordinances:

1. Ordinance No. - _____ - Lodging Tax-Convention Center Facilities Fund
2. Ordinance No. - _____ - Repealing and Replacing UGMC Chapter 3.150 Library and Community Center Fund
3. Ordinance No. - _____ - Public Works Equipment Reserve Fund
4. Ordinance No. - _____ - Police Vehicle Reserve Fund
5. Ordinance No. - _____ - Building Reserve Fund
6. Ordinance No. - _____ - Public Works Building Reserve Fund
7. Ordinance No. - _____ - Real Estate Excise Tax Fund ---



III. GENERAL ITEMS

Presentation

2024 YVCOG Final Budget – Chris Wickenhagen, Executive Director

Public Hearing

2024 Ad Valorem Property Tax Levy

Finance & Administration

Ordinance No. - _____ - 2024 Ad Valorem Property Tax Levy

Public Works & Community Development

1. Resolution No. - _____ - Professional Engineering Services Agreement; Union Gap Shop Bridge #2
2. Resolution No. - _____ - Set Public Hearing – Water Use Efficiency Plan

IV. COMMITTEE REPORTS

V. ITEMS FROM THE AUDIENCE: - Final Opportunity - The City Council will allow comments under this section on items NOT already on the agenda. Each speaker will have three (3) minutes to address the City Council. Any handouts provided must also be provided to the City Clerk and are considered a matter of public record

VI. CITY MANAGER REPORT

VII. COMMUNICATIONS/QUESTIONS/COMMENTS

VIII. DEVELOPMENT OF NEXT AGENDA

IX. ADJOURN REGULAR MEETING



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Presentation – 2024 YVCOG Final Budget – Chris Wickenhagen, Executive Director

SYNOPSIS: Chris Wickenhagen, Executive Director of YVCOG will be presenting their 2024 final budget.

RECOMMENDATION: Presentation only.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: YVCOG 2024 Final Budget

**Yakima Valley Conference of Governments
Proposed Budget - 2024**

Consolidated:

Revenue	2024	2023	Change	%
Programs & Projects				
Local Projects	\$ 480,500	\$ 309,000	\$ 171,500	36%
State	\$ 198,000	\$ 200,000	\$ (2,000)	-1%
Federal	\$ 1,350,000	\$ 1,197,000	\$ 153,000	11%
Grants	\$ 1,364,740	\$ 1,640,500	\$ (275,760)	-20%
Miscellaneous	\$ 6,493	\$ 8,528	\$ (2,035)	-31%
Total Programs & Projects	\$ 3,399,733	\$ 3,355,028	\$ 44,705	1.31%
Dues				
Grandview	\$ 9,746	\$ 9,271	\$ 475	5%
Granger	\$ 3,683	\$ 3,553	\$ 130	4%
Harrah	\$ 912	\$ 896	\$ 16	2%
Mabton	\$ 2,147	\$ 2,098	\$ 49	2%
Moxee	\$ 5,401	\$ 5,184	\$ 217	4%
Naches	\$ 2,296	\$ 2,268	\$ 28	1%
Selah	\$ 9,006	\$ 8,709	\$ 297	3%
Sunnyside	\$ 13,749	\$ 13,262	\$ 487	4%
Tieton	\$ 1,848	\$ 1,777	\$ 71	4%
Toppenish	\$ 7,826	\$ 7,554	\$ 272	3%
Union Gap	\$ 7,234	\$ 7,032	\$ 202	3%
Wapato	\$ 4,284	\$ 4,150	\$ 134	3%
Yakima	\$ 74,615	\$ 71,523	\$ 3,092	4%
Yakima Transit	\$ 6,700	\$ 6,500	\$ 200	3%
Yakima Co	\$ 67,866	\$ 65,214	\$ 2,652	4%
Zillah	\$ 3,285	\$ 3,181	\$ 104	3%
Total Dues	\$ 220,595	\$ 212,172	\$ 8,423	3.82%
Local Crime Lab Contribution				
Grandview	\$ 16,183	\$ 10,280	\$ 5,903	36%
Granger	\$ 5,448	\$ 3,437	\$ 2,011	37%
Harrah	\$ 856	\$ 540	\$ 316	37%
Mabton	\$ 2,916	\$ 1,839	\$ 1,077	37%
Moxee	\$ 6,504	\$ 4,103	\$ 2,401	37%
Naches	\$ 1,639	\$ 1,034	\$ 605	37%
Selah	\$ 12,159	\$ 7,670	\$ 4,489	37%
Sunnyside	\$ 24,215	\$ 15,275	\$ 8,940	37%
Tieton	\$ 2,111	\$ 1,332	\$ 779	37%
Toppenish	\$ 13,097	\$ 8,261	\$ 4,836	37%
Union Gap	\$ 9,738	\$ 6,142	\$ 3,596	37%
Wapato	\$ 6,807	\$ 4,294	\$ 2,513	37%
Yakima	\$ -	\$ 91,099	\$ (91,099)	
Yakima Co	\$ 130,288	\$ 82,185	\$ 48,103	37%
Zillah	\$ 4,710	\$ 2,971	\$ 1,739	37%
Total Dues	\$ 236,672	\$ 240,462	\$ (3,790)	-1.60%
Total Revenue:	\$ 3,857,000	\$ 3,807,662	\$ 49,338	1.3%

Yakima Valley Conference of Governments
Proposed Budget - 2024

Consolidated:

Expenses	2024	2023	change	%
Salaries and Benefits				
Salaries	\$ 1,700,000	\$ 1,620,000	\$ 80,000	5%
Health Insurance	\$ 249,340	\$ 230,160	\$ 19,180	8%
Life Insurance	\$ 2,860	\$ 2,640	\$ 220	8%
Retirement Contribution	\$ 230,100	\$ 212,400	\$ 17,700	8%
Social Security Equivalent	\$ 136,500	\$ 126,000	\$ 10,500	8%
Unemployment Insurance	\$ 22,360	\$ 20,640	\$ 1,720	8%
Workers Compensation	\$ 8,840	\$ 8,160	\$ 680	8%
Total Salaries & Benefits	\$ 2,350,000	\$ 2,220,000	\$ 130,000	5.53%
Other Expenses				
Communication Services	\$ 15,000	\$ 17,000	\$ (2,000)	-13%
Professional Services	\$ 1,117,800	\$ 725,000	\$ 392,800	35%
Advertising	\$ 17,000	\$ 65,000	\$ (48,000)	-282%
Insurance - Property & Libability	\$ 24,500	\$ 25,462	\$ (962)	-4%
Office Equipment	\$ 3,000	\$ 50,000	\$ (47,000)	-1567%
Registration & Dues	\$ 79,000	\$ 250,000	\$ (171,000)	-216%
Prof. Tech Services	\$ 25,000	\$ 50,000	\$ (25,000)	-100%
Rentals & Leases	\$ 87,000	\$ 110,000	\$ (23,000)	-26%
Repair & Maintenance	\$ 4,500	\$ 10,000	\$ (5,500)	-122%
Supplies	\$ 24,000	\$ 35,000	\$ (11,000)	-46%
Travel	\$ 100,000	\$ 200,000	\$ (100,000)	-100%
Interest / Debt Service	\$ 200	\$ 200	\$ -	0%
Assets/Equipment	\$ -	\$ 50,000	\$ (50,000)	
Vehicle	\$ 10,000	\$ -	\$ 10,000	100%
Total Other Expenses	\$ 1,507,000	\$ 1,587,662	\$ (80,662)	-5.35%
Total Expenses	\$ 3,857,000	\$ 3,807,662	\$ 49,338	1.3%



City Council Communication

Meeting Date: October 9, 2023
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Public Hearing – 2024 Ad Valorem Property Tax Levy

SYNOPSIS: Statute requires that a public hearing be held regarding property taxes for the following year.

RECOMMENDATION: Conduct a public hearing to consider oral and written comments regarding the property taxes for the 2024 budget.

LEGAL REVIEW: N/A

FINANCIAL REVIEW:

Current Valuation: \$1,244,928,148 (\$37,932,922 higher than 2023)

2023 Levy	\$2,191,168
Additional Funds for Construction:	\$34,996
1% Increase:	<u>\$21,912</u>
Total 2024 Levy	\$2,248,076

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

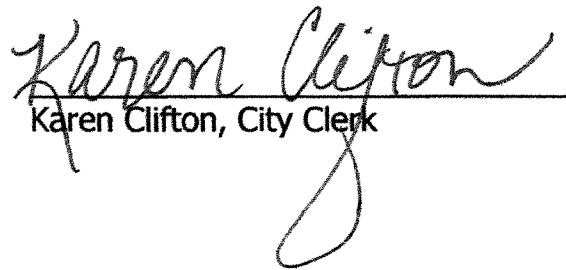
ATTACHMENTS: 1. Public Hearing Notice
2. Property Tax Informational Data Sheet

**UNION GAP CITY COUNCIL
NOTICE OF HEARING
CITY OF UNION GAP, WASHINGTON**

NOTICE IS HEREBY GIVEN that a public hearing will be held regarding the 2024 Ad Valorem Property Tax on Monday, October 9, 2023, at 6:00 p.m, or as soon thereafter a possible. The public hearing will be held at Union Gap City Hall, located at 102 W. Ahtanum Rd, Union Gap, WA.

All interested persons may attend, and will have the opportunity to provide written and oral comments concerning the 2024 Ad Valorem Property Tax. Comments may be submitted to the City Clerk at Karen.Clifton@uniongapwa.gov or by mail to P. O. Box 3008, Union Gap, Washington 98903 prior to 5:00 p.m. on October 9, 2023.

DATED this 27th day of September 2023.



Karen Clifton, City Clerk

2024 Property Tax 1% Increase

The 2024 1% increase is \$21,912. The impact on City residents, based on property value, would be very minimal, as shown in the graph below:

Estimated Increase with 1% Property Tax (Per Household)			
Property Value	Current Tax	With 1% Increase	Additional Cost
\$100,000.00	\$200	\$181	(\$19)
\$200,000.00	\$401	\$361	(\$40)
\$300,000.00	\$601	\$542	(\$59)
\$400,000.00	\$802	\$722	(\$80)
\$500,000.00	\$1,002	\$903	(\$99)

Example of 2023 Taxes Based on Tax Code Area 300:

Tax Code Area 300

Tax District Levy	Voted	Non-Voted	Total
Yakima County	0.00000000	1.08224304	1.08224304
County Flood Control	0.00000000	0.06228563	0.06228563
County EMS	0.00000000	0.17127753	0.17127753
Union Gap City	0.00000000	2.00401015	2.00401015
Union Gap School	1.42085010	0.00000000	1.42085010
Union Gap School Bonds	0.10259357	0.00000000	0.10259357
Yakima Valley Regional Library	0.00000000	0.33063291	0.33063291
State School Levy	0.00000000	1.57803155	1.57803155
State School Levy Part 2	0.00000000	0.84249847	0.84249847
Total Rates for TCA 300	1.52344367	6.07097928	7.59442295

Below are just a few of the major increases we will be seeing in 2024:

Increased Expenditures for 2024		
Vendor	For	2024 Increase
WCIA	Liability Insurance	\$237,735
Yakima County Dist Court	Court Services	\$111,072
City of Yakima	Fire Protection Services	\$62,191
Yakima County Probation	Probation Services	\$12,111
Public Defenders	Public Defense Services	\$115,000
Total Increase		\$410,998



City Council Communication

Meeting Date: October 9, 2023
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Ordinance – 2024 Ad Valorem Property Tax Levy

SYNOPSIS: This is the annual property tax levy for the ensuing year. Certification of the levy needs to be recorded with Yakima County and the public hearing on this matter was conducted on October 9, 2023.

RECOMMENDATION: Adopt and publish an ordinance fixing the estimated amount of ad valorem taxes to be levied to meet the financial requirements of the City of Union Gap, Washington for the year 2024.

LEGAL REVIEW: The City Attorney has reviewed the ordinance.

FINANCIAL REVIEW: Property tax continues to be one of the major revenue sources for general government operations, amounting to approximately 21% of the resources of the Current Expense Fund. The City will receive the increased value of new construction and a 1% increase. The calculation for Union Gap is as follows:

2023 Levy	\$2,191,168
New Construction	34,996
Plus 1% Increase	<u>21,912</u>
Total Levy for 2024	\$2,248,076

BACKGROUND INFORMATION: This was discussed during the October 2, 2023 Study Session and the October 9, 2023 public hearing.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____

AN ORDINANCE fixing the estimated amount of ad valorem taxes to be levied to meet the financial requirements of the City of Union Gap, Washington for the year 2024.

WHEREAS, it is necessary that the City Clerk certify to the Board of County Commissioners the estimated amount of ad valorem taxes to be levied to meet the financial requirements of the City of Union Gap; and

WHEREAS, the City Council of the City of Union Gap has properly given notice of the public hearing held on Monday, October 9, 2023 to consider the City of Union Gap's current expense budget for the 2024 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the City Council, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Union Gap requires an increase in property tax revenue from the previous year, resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the City of Union Gap and in its best interest; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Union Gap, and is necessary to meet the expenses and obligations of the City of Union Gap, for the property tax revenue to be increased by 1% for the year 2024; and

WHEREAS, the City of Union Gap has a population of less than 10,000;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Union Gap that an increase in the regular property tax levy is hereby authorized for the 2024 levy in the amount of \$56,908 which in addition to any amount resulting from the addition of new construction and improvements to property, additional funds for annexations, refund levy amounts, any banked capacity and any increase in the value of state-assessed property, brings the total ad valorem tax for the City of Union Gap to \$2,248,076; and

This ordinance shall be published in the official newspaper of the City of Union Gap and shall take effect and be in full force five (5) days after passage and publication.

PASSED this 9th day of October 2023.

John Hodkinson, City Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023
From: Dennis Henne; Director of Public Works & Community Development
Topic/Issue: Resolution – Professional Engineering Services Agreement; Union Gap Shop Bridge #2

SYNOPSIS: As required, the City advertised for Request for Proposals (RFP) from interested firms to provide professional engineering services for design, right of way, and/or construction observation and administration for the Union Gap Shop Bridge #2 Project.

The Public Works Committee has reviewed and ranked the one (1) proposal received; the Committee recommends Council authorize the City Manager to negotiate an agreement with J-U-B Engineering, Inc. of Kennewick WA for the Union Gap Shop Bridge #2 Project.

JUB Engineering Inc. of Kennewick WA is on the City's Small Works Roster for engineering and land surveying services.

RECOMMENDATION: Authorize 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.

LEGAL REVIEW: This resolution has been reviewed by the City Attorney.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. RFP Request for Proposals - Engineering Services Advertisement

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** 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.

WHEREAS, the City advertised for request for proposals from Consulting Firms with expertise in Civil and Structural Engineering Design; and

WHEREAS, the City completed a consultant selection process to provide professional services for design, right of way, and/or construction observation and administration for the Union Gap Shop Bridge #2; and

WHEREAS, the City Council wishes to recognize and acknowledge that the Union Gap Shop Bridge #2 Project is of critical importance to the City's infrastructure and, therefore, should be regarded as a priority for the City; and

WHEREAS, the Union Gap Shop Bridge #2 Project requires that the City enter into a Consultant agreement for construction engineering expertise and project management experience to assist with the project; and

NOW, THEREFORE, BE IT RESOLVED BY THE UNION GAP CITY COUNCIL as follows:

The City Manager is authorized to negotiate a Professional Engineering Services Agreement with J-U-B Engineering Inc. of Kennewick WA for the Union Gap Shop Bridge #2 Project.

PASSED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney

**CITY OF UNION GAP
REQUEST FOR PROPOSALS (RFP)
ENGINEERING SERVICES**

PROPOSAL TITLE: Union Gap Shop Bridge #2

PROPOSAL DUE DATE: September 28, 2023

The City of Union Gap, Washington ("City") is soliciting proposals from consulting firms with expertise in Civil and Structural Engineering Design. Consultants will be considered for the following project. The City reserves the right to amend terms of this "Request for Proposal" (RFP) to circulate various addenda, or to withdraw the RFP at any time, regardless of how much time and effort consultants have spent on their responses.

Project Description

The work to be performed by the CONSULTANT consists of providing professional services for design, right of way, and/or construction observation and administration for the Union Gap Shop Bridge #2 Replacement Project. The project consists of replacing an existing concrete bridge with precast concrete girders due to low sufficiency rating, deteriorating girders, and weight restrictions. The new structure will include standard bridge barrier and travel lanes on either side and may need to acquire additional ROW on the southeast side of the proposed project limits. Demolition of existing bridge will require removal within the existing stream. The new structure will span the Ordinary High Water Mark (OHWM).

Construction shall be authorized by May 2025; the project has a zero percent Underutilized Disadvantaged Business Enterprise (UDBE) agreement goal and is funded through the Local Bridge Program.

Specific project cost estimates shall not be requested until a consultant has been selected.

Evaluation Criteria

Submittals will be evaluated and ranked based on the following criteria:

- 1) Qualification of Proposed Project Manager
- 2) Qualifications/Expertise of Firm
- 3) Ability to meet schedule
- 4) Approach to project
- 5) Familiarity with WSDOT/FHWA standards
- 6) Past Performance/References.

Submittal

Submittals should include the following information: Firm name, phone and fax numbers; Name of Principal-in-Charge and Project Manager; and Number of employees in each firm proposed to project.

Please submit FIVE (5) copies of your Proposal to: *Karen Clifton, 102 W. Ahtanum Road, Union Gap, WA 98903*, **no later than** 4:00 p.m. on September 28, 2023. Submittals will not be accepted after that time and date. Any questions regarding this project should be directed to Dennis Henne, dennis.henne@uniongapwa.gov .

Americans with Disabilities Act (ADA) Information

This material can be made available in an alternate format by emailing dennis.henne@uniongapwa.gov or by calling 509.225.3524.

Title VI Statement

The City of Union Gap in accordance with Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

All prospective consultants must be advised that federally funded projects will be held to Federal EEO requirements. Consultants will also be held to ADA and Civil Rights language for the employing Agency.

Dates of Publication: September 8, 2023 & September 15, 2023



City Council Communication

Meeting Date: October 9, 2023
From: Dennis Henne; Director of Public Works & Community Development
Topic/Issue: Resolution - Set Public Hearing – Water Use Efficiency Program

SYNOPSIS: Set a Public Hearing, to consider oral and written comments on the City's Water Use Efficiency Program.

RECOMMENDATION: Adopt a resolution setting a public hearing to take public input on the City's Water Use Efficiency Program, on October 23, 2023 at 6:00 p.m.

LEGAL REVIEW: The City Attorney has reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution
2. Water Use Efficiency Program

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A RESOLUTION setting a public hearing to consider adopting the Water Use Efficiency Program;

WHEREAS, the City Council for the City of Union Gap is considering adopting the Water Use Efficiency Program;

WHEREAS, the City Council will hold said hearing to take public input on the City's Water Use Efficiency Program prior to adopting;

NOW, THEREFORE, BE IT RESOLVED BY THE UNION GAP CITY COUNCIL as follows:

Section 1. That there shall be a public hearing for oral and written comments before the City Council of the City of Union Gap, Washington, at its regularly scheduled meeting to be held on the 23th day October, 2023 at 6:00 pm.

Section 2. This resolution shall be in effect immediately upon approval.

PASSED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney

4.1 WATER USE EFFICIENCY PROGRAM (WUE)

4.1.1 Planning Requirements

In 2003, the Washington State Legislature passed the Municipal Water Supply-Efficiency Requirements Act (commonly called the Municipal Water Law) as part of a multi-year effort to reform the state's water laws. The act requires all municipal water suppliers to use water more efficiently in exchange for water right certainty and flexibility to meet future water demands. The Legislature directed the Department of Health to adopt a rule that establishes water use efficiency requirements for all municipal suppliers. The Water Use Efficiency (WUE) Rule, which became effective on January 22, 2007, includes the following key items:

- WUE Program – This element of the rule requires the collection of water production and consumption data, forecast of future water demands, evaluation of system leakage, evaluation of water rate structures, and the implementation of WUE measures. This Program is a required element of all Water System Plans prepared after January 22, 2008.
- Distribution System Leakage (DSL) Standard – Municipal water suppliers with 1,000 or more connections are required to satisfy a DSL standard equal to 10% or less of total production by July 1, 2010.
- WUE Goal Setting and Performance Reporting – Municipal water suppliers are required to set WUE goals through a public process and report annually on their performance to customers and to DOH. For water systems with 1,000 or more connections, the deadline for establishing systems goals was July 1, 2009. WUE goals must be established through a public process for a ten-year period, and should be re-evaluated each cycle.

The rule requirements and compliance deadlines are shown in Table 4-1.

TABLE 4-1 WATER USE EFFICIENCY RULE REQUIREMENTS		
Requirement	Deadlines	
	1,000 or more Connections	Under 1,000 Connections
Begin Production & Consumption Data Collection	January 1, 2007	January 1, 2008
Establish WUE Goals	July 1, 2009	July 1, 2010
Include WUE Program in Planning Documents	January 22, 2008	January 22, 2008
Submit First Annual Performance Report	July 1, 2008	July 1, 2009
Submit Service Meter Installation Schedule	July 1, 2008	July 1, 2009
Meet DSL Standard	July 1, 2010	July 1, 2011
Complete Installation of all Service Meters	January 22, 2017	January 22, 2017

A WUE Program is one requirement of the WUE Rule. All Water System Plans submitted to the Department of Health after January 22, 2008, are required to include a WUE Program. WAC 246-290-810(4) requires municipal water suppliers to include the following items in their WUE program:

- Description of the current water conservation program including an estimation of water saved through program implementation over the last six years;
- Description of the chosen WUE goals;
- Evaluation and implementation of WUE measures;
- Projected water savings;
- Customer education;

- WUE program effectiveness; and
- DSL evaluation.

4.1.2 Current Water Use Efficiency Program

Union Gap's current Water Use Efficiency (WUE) Program was prepared in 2011 and adopted by the City Council July 11, 2011. As part of this *Water System Plan*, the City's current WUE Program was reevaluated and updated in accordance with WAC 246-290-810(4) and consists of the following elements:

- Water Use Efficiency Goals
- Evaluation and Implementation of Water Use Efficiency Measures
- WUE Measure Implementation
- Customer Education
- Water Use Efficiency Program Effectiveness
- Distribution System Leakage (DSL) Evaluation

Provided in Table 4-2 is a summary of the population, number of water services, water consumption, and per capita water consumption from 2011 to 2015. Further information on historical water use is provided in CHAPTER 2 of this Plan.

TABLE 4-2 WATER CONSUMPTION INFORMATION 2011-2015							
Year	Population*	Total Water Services	Annual Water Production (gallons)	Annual Water Consumption (gallons)	Annual Residential Consumption (gallons)	Residential Water Services	Residential Avg. Day Consumption per service (gal/service/day)
2011	6,055	2,445	422,376,183	398,326,852	150,788,048	1,850	223
2012	6,105	2,557	445,010,449	415,234,902	160,199,540	1,947	225
2013	6,110	2,567	457,297,241	428,822,544	162,160,461	1,943	228
2014	6,140	2,436	408,892,340	378,892,810	164,253,101	1,818	248
2015	6,150	2,579	445,028,126	413,031,687	170,848,460	1,929	243

* From Washington State OFM population estimates.

The City's 2011 *Water Use Efficiency Program* included a goal to reduce average residential water consumption by two (2) gallons per service per day over the next six-year period. The City's goal has not been met, as shown in Table 4-2.

4.1.3 Water Use Efficiency Goals

WUE goals are an integral component of the WUE program, setting the ground work for more efficient use of water. Past conservation efforts have not yet yielded reductions to meet past goals. The City of Union Gap has proposed the following WUE goal for their water system:

- Reduce average residential water consumption by two (2) gallons per service per day over the next ten-year period.

Presentation of the WUE goal to the public, completion of the public forum, and adoption of the goal by the City Council is planned to be completed while the water system plan update is adopted. Adoption of the

above WUE goal is expected to improve system performance and consequently reduce water production volumes despite projected growth within the City. It is anticipated that the reduction in residential use of two gallons per service per day could save over 14 million gallons per year over this ten-year period, based upon the City currently having approximately 1,968 residential services and is expected to grow to approximately 2,098 residential services in six years.

4.1.4 Evaluation and Implementation of Water Use Efficiency Measures

Water use efficiency (WUE) measures are necessary actions taken to attain a water system’s established efficiency goals. Measures are intended to support the WUE program and should address both supply and demand efficiencies. For this reason, the WUE measures that have been evaluated and/or implemented are separated into two primary categories, demand side and supply side measures. All of the selected WUE measures pertaining to Union Gap’s WUE goals will be presented to the public during the goal setting process.

Demand Side Measures

Municipal water systems are required to evaluate or implement a specified number of demand side water use efficiency (WUE) measures based upon the size of the water system. Table 4-3 shows the minimum number of measures required to be evaluated or implemented by the City of Union Gap.

TABLE 4-3 WATER USE EFFICIENCY MEASURES	
Number of Service Connections	Number of Water Use Efficiency Measures to be Evaluated
Less than 500	1
500 - 999	4
1,000 – 2,499	5
2,500 – 9,999	6 (Union Gap’s current requirement)
10,000 – 49,999	9
Greater than 50,000	12

A discussion of the demand side measures that the City of Union Gap has evaluated to achieve its specified efficiency goal are provided below, along with the estimated costs to implement the measures and the projected water savings. Evaluation of the following measures for cost-effectiveness is primarily based upon the overall implementation costs as compared to the amount of potential water savings.

It should be noted that water savings attributable to public information activities are difficult to quantify because they are not directly linked to physically saving water. Although these measures cannot be specifically quantified, they are an integral part of the WUE Program, raising awareness of the importance of water conservation and increasing community participation in other conservation activities.

Water Bill Consumption History – The City of Union Gap has converted to a utility billing software that allows them to show customers a consumption history graph. The City plans to continue including the consumption history in future billings. It is anticipated that showing the customers a history of consumption will raise awareness of usage and its effect on their bill, and hopefully contribute to the overall goal of reducing residential consumption by five gallons per service per day. This measure was found to be cost-effective, given the low cost of implementation and high potential for reducing both future residential and commercial daily consumption per service.

WUE Measure Cost Estimate: \$2,000 for preparation of curriculum materials.

Estimated Water Savings: Unknown, but anticipated to reduce residential average consumption per service per day.

WUE Measure Action Status: Scheduled annually.

WUE Information Newsletter – In addition to publishing required WUE information in their annual Consumer Confidence Report (CCR), the City has begun placing articles in their bi-monthly newsletter regarding water conservation tips. In effort to further educate customers on the efficient use of water, the City plans to continue publishing important water savings tips in future bi-monthly newsletters.

WUE Measure Cost Estimate: \$2,000 for preparation of newsletter information.

Estimated Water Savings: Unknown, but anticipated to reduce residential average consumption per service per day.

WUE Measure Action Status: Scheduled annually.

Water Conservation School Outreach Program – This measure involves preparation of educational programs for school children targeted to increase awareness of local water resources and encourage water conservation practices, and may include school presentations, preparation of curriculum material, and tours of water system facilities. Costs associated with this measure would primarily be for preparation of curriculum material and time involved in working with the school district for the presentation of the program.

WUE Measure Cost Estimate: \$5,000 for printing materials

Estimated Water Savings: Unknown, but anticipated to reduce residential average consumption per service per day.

WUE Measure Action Status: Scheduled for 2019.

Event Displays – Prepare a portable display and/or booth of water conservation practices and devices for use at the City's numerous community events.

WUE Measure Cost Estimate: \$5,000 for printing materials

Estimated Water Savings: Unknown, but anticipated to reduce residential average consumption per service per day.

WUE Measure Action Status: Scheduled annually.

Conservation-Based Water Rate Structure – This measure involves the use of conservation-based water rates to reduce consumption. In January 2007, the City evaluated the applicability and cost effectiveness of several rate structures, including conservation-based rates. Following this evaluation, the City implemented the new rate structure in 2008, updated it in 2014, and anticipating being updated again in 2017. The current rate structure is based on a monthly ready-to-serve charge plus a volume-based consumption charge. As a result, customer utility bills increase with increased water use.

Changing the current rate structure to an inclining-block rate structure, or another similar type of rate that further financially penalizes customers for excessive water use, may result in additional water savings. If approximately 10% of residential customers (1,968 in 2017) used 10% less water annually (ADD of 240 GPD/service), as a result of inclining-block rates, annual water system consumption could be reduced by approximately 1.7 million gallons (0.4% of annual system demand). However, this type of rate structure may have some potential negative impacts on customers, including large swings in monthly bills due to irrigation or other seasonal uses, unfairly penalizing customers that require higher usage (e.g., larger households or larger consumptive use), or placing an additional burden on low-income users. This type of rate structure may also negatively impact the City with the potential for increased variability in revenue streams.

Evaluation of alternative rate structures would be necessary in the future prior to implementation, to determine what structure would be the most suitable and effective for the system. Estimated costs for future evaluation and implementation of an alternative rate structure are provided below. Additional information on current water rates is provided in CHAPTER 9 of this Plan.

WUE Measure Cost Estimate: \$10,000 for further evaluation and implementation of alternative rate structures.

Estimated Water Savings: Approximately 1.7 MG per year.

WUE Measure Action Status: Current rate structure implemented in 2014. Alternative rate structure evaluation and/or implementation is not scheduled at this time.

Customer Leak Detection – The City of Union Gap Public Works staff will work closely with utility billing staff in identifying high water usage customers. When high usage is revealed, Public Works staff will contact the customer in a timely manner. Staff will provide leak detection services to customers and offer solutions for leak repairs. Following inspections, customers will receive Department of Health pamphlets promoting water conservation and tips toward consumption reduction.

WUE Measure Cost Estimate: \$500 for printing materials.

Estimated Water Savings: Unknown, but anticipated to reduce residential average consumption per service per day.

WUE Measure Action Status: Not scheduled.

A summary of the estimated costs to implement the selected measures, their estimated water savings, and overall cost-effectiveness are provided in Table 4-4.

TABLE 4-4 SUMMARY OF DEMAND SIDE WUE MEASURES			
Measure Description	Implementation Cost	Year of Implementation	Estimated Water Savings, 10-year period, MG
Water Bill Consumption History	\$2,000	2011	Unknown
WUE Information Newsletter	\$2,000	2011	Unknown
Water Conservation School Outreach Program	\$5,000	Scheduled for 2019	Unknown
Event Displays	\$5,000	Scheduled Annually	Unknown
Conservation-Based Rate Structure	\$10,000	Not Scheduled	10.2 MG
Customer Leak Detection	\$500	Scheduled for 2018	Unknown

The above measures are planned to be implemented as shown in Table 4-6. The City will reevaluate the effectiveness of the measures during each program update to determine its potential for future implementation. Costs to implement these measures are included in the City's water operations budget.

Supply Side Measures

Supply side measures are essential to control distribution system leakage (DSL), improve supply efficiency, and overall system performance. The following are discussions of supply side WUE measures that have already, or will be implemented within the next ten years to reduce the system's current DSL percentage and satisfy the City's WUE Program objective. The estimated cost of these measures and anticipated water savings are also provided.

Source and Service Meter Calibration – To improve the accuracy of water production and consumption information, and potentially reduce the current DSL percentage, Union Gap will begin calibrating all source and large service (≥ four-inch diameter) meters approximately every two years, as recommended by DOH in Chapter 5 of the Water System Design Manual. Actual water savings from meter calibration is unknown, but if the accuracy of all source meters is improved by 0.5%, the resulting water savings could be as much as two million gallons, considering that over 380 million gallons are pumped into the system annually. It should be noted that the opposite of water savings could result, therefore, it is unknown if distribution system leakage (DSL) will be reduced or how much water could be saved through meter calibration.

WUE Measure Cost Estimate: Approximately \$5,000 annually for calibration of half of the City's five source meters and five large service meters each year.

Estimated Water Savings: Unknown; but potentially significant reduction in DSL.

WUE Measure Action Status: Scheduled regularly.

Service Meter Replacement – The City has over 2,600 service meters, the majority of which are more than 10 years old. Replacement of older service meters is necessary to improve accuracy and potentially reduce the percentage of DSL. The City plans to continue budgeting funds each year for replacement of both large and small service meters that are known to be old and/or worn-out.

WUE Measure Cost Estimate: Approximately \$5,000 annually for calibration of half of the City's five source meters and five large service meters each year.

Estimated Water Savings: Unknown; could potentially reduce DSL by 0.5%.

WUE Measure Action Status: Already implemented.

Water Main Replacement – As discussed in CHAPTER 3 and CHAPTER 8 of the Plan, much of the City's distribution system east of the railroad tracks and south of Ahtanum Road is made up of aging and undersized cast iron pipes, many of which were part of the original distribution system constructed in 1930's and 1940's. The condition of each of these water mains is not fully known, but significant corrosion and leaking is suspected and the City has reported that many valves in this area are inoperable and in need of replacement. Replacement of these aging and undersized pipes will likely reduce the current DSL percentage. Many of the water mains are scheduled for replacement as recommended future improvements, but the City also plans to budget funds each year for in-house replacement of existing water mains. The City will replace water mains known to be leaking and/or in the poorest condition first.

WUE Measure Cost Estimate: Approximately \$30,000 annually for in-house replacement of existing water mains.

Estimated Water Savings: Unknown, but potentially significant reduction in DSL.

WUE Measure Action Status: Already Implemented.

Reservoir Cleaning and Inspection – The City periodically cleans and inspects its reservoirs for leaks and any other deficiencies. Corrosion causes unnecessary leakage directly contributing to distribution system losses (DSL). The City's reservoirs should be cleaned and inspected every five (5) years to identify any corrosion and potential DSL. The approximate cost of inspecting and cleaning the Johnson Hill Reservoirs is \$12,000, and \$6,000 for Fullbright Reservoir, assuming no significant repairs are necessary. This measure is included in the O&M Improvements Schedule in CHAPTER 8.

WUE Measure Cost Estimate: Approximately \$18,000 for both reservoirs.

Estimated Water Savings: Unknown.

WUE Measure Action Status: Annual budgeting and inspection schedule.

The following Table 4-5 is a summary of supply side measures implemented by the City.

TABLE 4-5 SUMMARY OF SUPPLY SIDE WUE MEASURES			
Measure Description	Implementation Cost	Year of Implementation	Projected Water Savings
Source and Service Meter Calibration	\$5,000 annually	Implemented	Unknown
Service Meter Replacement	\$5,000 annually	Implemented	Unknown
Water Main Replacement	\$30,000 annually	Implemented	Unknown
Reservoir Cleaning and Inspection	\$18,000 every five years	Implemented	Unknown

4.1.5 WUE Measure Implementation

A summary of the WUE program measures that are planned for implementation is provided in Table 4-6, including measure description, implementation cost, and year of implementation. All of the implemented measures support the system's WUE goals to reduce distribution system leakage and residential consumption.

TABLE 4-6 SUMMARY AND PROJECTED SAVINGS OF WATER USE EFFICIENCY MEASURES			
Measure Description	Implementation Cost	Year of Implementation	Projected Water Savings
Water Bill Consumption History	\$2,000	2011	Unknown
WUE Information Newsletter	\$2,000	2011	Unknown
Water Conservation School Outreach Program	\$5,000	2013	Unknown
Event Displays	\$5,000	Scheduled Annually	Unknown
Conservation-Based Rate Structure	\$10,000	Not Scheduled	10.2 MG
Customer Leak Detection	\$500	Not Scheduled	Unknown
Source and Service Meter Calibration	\$5,000 annually	Implemented	Unknown
Service Meter Replacement	\$5,000 annually	Implemented	Unknown
Water Main Replacement	\$30,000 annually	Implemented	Unknown
Reservoir Cleaning and Inspection	\$18,000 every five years	Implemented	Unknown

The City plans to budget funds each year for the next ten-year period to fund the WUE measures listed above in Table 4-6. These budget amounts are reflected in the proposed City of Union Gap financial plan in CHAPTER 9 of this Plan as part of the general operational budget and/or O&M improvement costs.

4.1.6 Customer Education

Customer education is intended to inform citizens about the need for, and the methods to achieve water conservation. Customer education involves publicizing and promoting the need for water conservation to all classes of customers. Union Gap currently publicizes water conservation information in its annual *Water Quality Report* to inform customers of the City's conservation efforts. In the future, the City plans to provide additional conservation information to customers on their website, to further educate the public on the purpose of using water more efficiently. The City also plans to continue publishing conservation information in their bi-monthly City newsletter and provide customers with a consumption history on their monthly bills.

Customer education programs that Union Gap has considered for further evaluation include the following:

- Program Promotion – Program promotion can include public service announcements, news articles, information provided in the City's annual *Water Quality Report*, bill inserts, providing water use history as part of utility bills, and distribution of inexpensive, easily installed water-saving devices such as shower flow restrictors, toilet tank water displacement bags, and leak detection dye tablets. As previously discussed, Union Gap intends to continue program promotion in 2017 through the use of its annual *Water Quality Report*.
- Speakers Bureaus – Speakers bureaus involve identifying water conservation speaking opportunities appropriate to various civic, service, community and other groups. Such speaking opportunities focus on increasing public awareness of water resource and conservation issues, and may involve the use of audio and visual aids.
- Theme Shows and Fairs – This activity involves preparation of a portable display of water conservation devices and selected written material, and making this display available at local area theme festivals and activities.
- School Outreach – School outreach involves preparation of educational programs for school children targeted to increase awareness of local water resources and encourage water conservation practices. These may include school presentations, preparation of curriculum material, and tours of water system facilities. As previously discussed, representatives of Union Gap's Public Works Department will attend a Career Day at the local schools and teach children about the many ways to protect and conserve the City's water source.

Union Gap has identified some of these customer education programs as evaluated WUE measures that may be implemented in the future, as discussed in Section 4.1.4

4.1.7 Water Use Efficiency Program Effectiveness

The Water Use Efficiency Rule requires the completion of annual performance reporting to system customers and to the Department of Health (DOH). The City will use preparation of the Annual WUE Performance Report as an opportunity to review the effectiveness of the WUE measures, and determine if established goals require revision. The annual effectiveness evaluation and the Annual WUE Performance Report will include the following elements:

- Calculation of distribution system leakage in terms of volume and percent of total water production;
- Identification of WUE goals;
- Evaluation of established WUE goals, including estimating water savings achieved through implemented measures and progress towards satisfying goals.

Union Gap will submit its Annual WUE Performance Report to DOH by July 1st of each year. Information contained in the Annual WUE Performance Report will also be included in the City's Consumer Confidence Report distributed to all water system customers annually. WUE Program effectiveness will also be evaluated every ten years when the Water System Plan is updated. At this time both goals and measures will be reevaluated to determine the most cost-effective method to achieve the updated goals.

CONSENT AGENDA

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
September 25, 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 Sewell, Wentz, Galloway, and Schilling, were present.
<u>Staff Present</u>	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.
<u>Audience Present</u>	See attached list.
<u>Pledge of Allegiance</u>	Council Member Sewell led the pledge of allegiance.
<u>Excuse Council Members</u>	Motion by Council Member Wentz, second by Council Member Galloway to excuse Council Members Hansen and Dailey. Motion carried unanimously.
<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 September 11, 2023, as attached to the Agenda and maintained in electronic format with a correction to the section of Ordinance No. 3056.</p> <p>Claims Vouchers – EFT’s, and Voucher No. 107132 through 107197 for September 25, 2023, in the amount of \$967,572.79.</p> <p>Petty cash Vouchers – EFT’s and Voucher No. 1925 through 1927 for September 25, 2023, in the amount of \$270.00.</p> <p>Motion carried unanimously.</p>
<u>General Items</u>	
<u>Police</u>	
Resolution No. – 23-51 –	Motion by Council Member Wentz, second by Council Member

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – September 25, 2023

Copiers Northwest - Agreement Galloway to approve Resolution No. 23-51 – authorizing the City Manager to sign a Sales Agreement with Copiers Northwest, renewing the five-year lease for copiers at the Police department. Motion carried unanimously.

City Manager

Ordinance No. – 3057 – Continuing Street Fund Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3057 – Continuing a special city Street Fund called “Street Fund”, and repealing and replacing Ordinance No. 320 or any Ordinances that have amended or repealed said Ordinance up to the current date. Motion carried unanimously.

Ordinance No. – 3058 – Park development Reserve Fund Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3058 – Repealing and replacing Chapter 3.04 “Park development Reserve Fund” of the Union Gap Municipal Code. Motion carried unanimously.

Ordinance No. – 3059 – Repealing and Replacing UGMC Chapter 3.140 – Fire Truck Reserve Fund Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3059 – Repealing and replacing Chapter 3.14 “Fire Truck Reserve Fund” of the Union Gap Municipal Code. Motion carried unanimously.

Committee Reports

Mayor Hodkinson stated that he attended a ribbon cutting ceremony for Cashmere Valley bank, and also on Martin Luther King with the head of the World cup in Seattle, who spoke in both Spanish and English. It was a great event, kids had a ball, and each got a soccer ball.

Items from the Audience

None.

City Manager Report

City Manager Bounds stated that staff has been working with the Friends of the Library on the MOU related to who does what for the phase II of Library and Community Center project, which should be coming to Council for approval in October; hoping to bring a task order to Council from BORA to approve helping to complete the application to USDA; Council will start to see 2024 budget information with the next Council meeting.

Communications/Questions/Comments

None.

Development of next Agenda

None.

Recess to 10 minute

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – September 25, 2023

Executive Session

At 6:08 p.m., Mayor Hodkinson announced a recess to 10 minute executive session to discuss litigation pursuant to RCW 42.30.110(i) Council, City Attorney and City Manager attended.

Adjournment of Meeting

At 6:18 p.m., Mayor Hodkinson reconvened the September 25, 2023 regular Council meeting and adjourned at 6:20 p.m.

Sharon Bounds, City Manager

ATTEST:

Karen Clifton, City Clerk



City Council Communication

Meeting Date: October 9, 2023
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Claim Vouchers – October 9, 2023

SYNOPSIS: Claim Vouchers Dated October 9, 2023

RECOMMENDATION: Request Council to approve EFTs and Voucher Nos. 107198 through 107263 in the amount of \$2,613,579.11.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Claim Voucher Register
2. Detailed Claim Voucher Register

WARRANT/CHECK REGISTER

CITY OF UNION GAP

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
5820	09/26/2023	Claims	2	EFT	WA STATE DEPT OF LICENSING	15.00	DRIVING RECORD REQUEST
5892	10/09/2023	Claims	2	EFT	WA STATE DEPT OF REVENUE	19,353.55	EXCISE TAX - 09/2023
5904	10/02/2023	Claims	2	EFT	PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENTS FEE - 09/2023
5905	10/02/2023	Claims	2	EFT	MERCHANT SERVICES	149.98	CREDIT CARD PAYMENTS FEE - 09/2023
5909	10/05/2023	Claims	2	EFT	XPRESS BILL PAY	1,158.45	ONLINE PAYMENTS FEE - 09/2023
5925	10/03/2023	Claims	2	EFT	CHASE PAYMENTECH	1,932.77	ONLINE CREDIT CARD PAYMENTS - 09/2023
5930	10/09/2023	Claims	2	EFT	CENTURY LINK	758.27	PUBLIC WORKS - 09/2023; CIVIC CENTER TRUNK SVC - 09/2023
5931	10/09/2023	Claims	2	EFT	OFFICE DEPOT-CITY HALL	229.14	LARGE BINDER CLIPS & AA/AAA BATTERIES; HP 952 INK CARTRIDGES - CYAN, MAGENTA, YELLOW & BLACK; PAPER CLIPS, WIRELESS MOUSE, MAGNETIC CLIPS, CUBICLE NAME PLATE & PENS
5932	10/09/2023	Claims	2	EFT	OFFICE DEPOT-PD	352.78	AA BATTERIES, CORRECTION TAPE, BLACK GEL PENS, PAPER CLIPS, COPY PAPER & C BATTERIES; MANILA ENVELOPES - 9"X12", 6"X9" & CLASP ENVELOPES - 5"X7 1/2"
5933	10/09/2023	Claims	2	EFT	VERIZON WIRELESS - CH #742100945-0001	384.17	CITY HALL CELL SERVICE - 09/2023
5934	10/09/2023	Claims	2	EFT	VERIZON WIRELESS - PD2#672326319	572.18	PD MODEMS - 09/2023
5935	10/09/2023	Claims	2	EFT	VERIZON WIRELESS - PW #542075407	420.81	PW & BLDG/PLANNING CELL PHONE SERVICE - 09/2023
5936	10/09/2023	Claims	2	107198	A-1 POOL & PATIO SUPPLY, INC.	162.29	LIQUID CHLORINE - 3 CASES
5937	10/09/2023	Claims	2	107199	ALBA ENTERPRISES	2,400.00	DOCUMENT TRANSLATION SERVICES
5938	10/09/2023	Claims	2	107200	ANATEK LABS, INC.	114.00	FULLBRIGHT RESERVOIR #1-3 SAMPLING - 09/25/2023 - W.O. #WDI1345
5939	10/09/2023	Claims	2	107201	APEX PLUMBING & MECHANICAL PIPING, LLC	187.84	FLUSHOMETER BATTERY REPLACEMENT FOR CIVIC CENTER RESTROOM
5940	10/09/2023	Claims	2	107202	BASIN DISPOSAL OF YAKIMA LLC	123,969.21	GARBAGE/RECYCLING SERVICE - 09/2023
5941	10/09/2023	Claims	2	107203	BUD CLARY FORD/HYUNDAI (W403)	36,631.77	NEW PW VEHICLE - 2023 FORD F150 - VIN #1FTMF1CP2PKF12369
5942	10/09/2023	Claims	2	107204	CENTRAL WA AG MUSEUM	9,391.96	2023 OLD TOWN DAYS REMIBURSEMENT; AG MUSEUM UTILITIES - 08/2023
5943	10/09/2023	Claims	2	107205	CHRISTENSEN, INC.	2,077.31	PD FUEL - 09/16/2023 - 09/30/2023
5944	10/09/2023	Claims	2	107206	CI SHRED	101.35	CITY HALL SHRED SERVICE - 09/2023
5945	10/09/2023	Claims	2	107207	CINTAS CORP #605	71.99	CIVIC CENTER & PD MAT SERVICE - 09/22/2023
5946	10/09/2023	Claims	2	107208	CITY OF UNION GAP	150.00	YOUTH BARN RENTAL 09/09/2023 - BLDG RENTAL VIOLATION - RESERVATION #5629

WARRANT/CHECK REGISTER

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5947	10/09/2023	Claims	2	107209	CITY OF UNION GAP	150.00	YOUTH BARN RENTAL 09/16/2023 - BLDG RENTAL VIOLATION - RESERVATION #5333
5948	10/09/2023	Claims	2	107210	CITY OF UNION GAP	150.00	ACTIVITIES BLDG RENTAL 09/16/2023 - BLDG RENTAL VIOLATION - RESERVATION #4990
5949	10/09/2023	Claims	2	107211	CIVICPLUS, LLC	700.00	ONLINE CODE HOSTING - 12/01/2023-11/30/2024
5950	10/09/2023	Claims	2	107212	COLEMAN OIL COMPANY	3,617.56	PW FUEL - 09/2023
5951	10/09/2023	Claims	2	107213	COLLINS EXCAVATION LLC	1,028.62	WATER DEPOSIT REFUND - UB ACCT # 14125 - 1101 INDUSTRIAL WAY
5952	10/09/2023	Claims	2	107214	COMMERCIAL TIRE - PD	1,308.46	NEW TIRE - 255/60R18 FS FH PURSUIT 108V - VEH #222; NEW TIRES - 255/60R18 FS FH PURSUIT 108V - VEH #120; NEW TIRE - 255/60R18 FS FH PURSUIT 108V - VEH #222
5953	10/09/2023	Claims	2	107215	CONCORD CONSTRUCTION, INC.	452,820.48	LIBRARY & COMMUNITY CENTER PROJECT - APPLICATION #2302-06 THRU 09/30/2023
5954	10/09/2023	Claims	2	107216	CONCRETE SPECIAL TIES, INC.	40.15	18" X 3/4" STEEL STAKES & 9" X 4" X 5/8" MOLDED RUBBER FLOAT
5955	10/09/2023	Claims	2	107217	CORE & MAIN LP	7,433.87	3/4" WATER METERS, CORPS & HYDRANT EXT/SETTER PARTS; CORPS - 1 BALL CORP STOP - MIPXQJ CTS - NO LEAD
5956	10/09/2023	Claims	2	107218	CUMMINS INC	1,440.22	FIRE STATION GENERATOR REPAIR - 09/25/2023; PD GENERATOR REPAIR - 09/25/2023
5957	10/09/2023	Claims	2	107219	DOOLEY ENTERPRISES INC	895.02	AMMO - 9MM 115GR FULL METAL JACKET
5958	10/09/2023	Claims	2	107220	E3 SOLUTIONS, INC	32.46	SECURITY ALARM MONITORING - 3007 2ND STREET - PD IMPOUND BLDGE - 10/2023
5959	10/09/2023	Claims	2	107221	EDGE CONSTRUCTION SUPPLY	330.31	KRYLON BLUE & FLOURESCENT GREEN UPSIDE DOWN PAINT
5960	10/09/2023	Claims	2	107222	ELITE TOWING & RECOVERY LLC	183.50	TIRE CHANGES - 07/05/2023 - VEH #10 & 09/20/2023 - VEH #222
5961	10/09/2023	Claims	2	107223	EUROFINS ENVIRONMENT TESTING NW, LLC	152.50	WASTEWATER SAMPLING - 09/18/2023 - JOB #131678-1
5962	10/09/2023	Claims	2	107224	NEREIDA FARIAS	38.75	WATER DEPOSIT REFUND - UB ACCT #10948 - 564 RICHARDS CIRCLE
5963	10/09/2023	Claims	2	107225	FINANCIAL CONSULTANTS INTERNATIONAL, Inc	36,645.80	EQUIPMENT FOR NEW PD 2023 PATROL VEHICLES
5964	10/09/2023	Claims	2	107226	GEARJAMMER	273.98	FUEL - 08/04/2023, 08/15/2023, 08/17/2023 & 08/22/2023 - R. JIMENEZ
5965	10/09/2023	Claims	2	107227	GRANT J HUNT COMPANY	4,109.00	DESIGN & MARKETING - 09/2023; TWITTER VERIFIED 1 YR SUBSCRIPTION & SEPT 2023 #SM TOWN TOURISM CHAT TWITTER AD
5966	10/09/2023	Claims	2	107228	GREATER YAKIMA	800.00	ANNUAL MEMBERSHIP DUES
5967	10/09/2023	Claims	2	107229	HYUNDAI OF YAKIMA	1,082.06	NEW BRAKES/ROTORs, CHANGE LICENSE PLATE BULB & NEW BATTERY - VEH #14

WARRANT/CHECK REGISTER

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5968	10/09/2023	Claims	2	107230	INTERWEST CONSTRUCTION,	1,266,427.86	PROGRESS PAYMENT #2 REGIONAL BELTWAY CONNECTOR STAGE 2A
5969	10/09/2023	Claims	2	107231	ISPYFIRE, INC.	1,407.90	ISPYFIRE LAW SUBSCRIPTION LEVEL 1
5970	10/09/2023	Claims	2	107232	JONDERFIN, LLC	467.50	2023 FALL NEWSLETTER DESIGN
5971	10/09/2023	Claims	2	107233	KAZCADE ENGRAVING & TROPHIES	103.33	ENGRAVED PLAQUE - YEARS OF SERVICE - G. COBB
5972	10/09/2023	Claims	2	107234	L.PAUL SCHNEIDER, PH.D.,ABPP	475.00	UGPD - PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION 09/20/2023 - S. SNYDER
5973	10/09/2023	Claims	2	107235	LAW OFFICE OF GARY M CUILIER	2,278.50	HEARING EXAMINER - PI TOWER DEVELOPMENT, LLC
5974	10/09/2023	Claims	2	107236	LOWES COMPANY INC	532.17	1"X6"X6' WHITEWOOD BOARDS; COUPLING, MALE NIPPLE, MALE BUSHING , NEON KEY BANDS, PADLOCK & CARABINER KEY RING; 4 1/2" ZINC SWIVEL HASPS; PURCHASE/RETURN OF PARK SUPPLIES & SMALL TOOLS; HIGH DENSITY BO
5975	10/09/2023	Claims	2	107237	MEDSTAR CABULANCE, INC.	74,295.20	DIAL A RIDE/FIXED ROUTE - 09/2023
5976	10/09/2023	Claims	2	107238	MINUTEMAN PRESS	593.63	UB STATEMENTS - 09/2023; LETTERHEAD - JOB #104601
5977	10/09/2023	Claims	2	107239	MISSION COMMUNICATIONS, LLC	4,243.80	ANNUAL SERVICE - ALARM MONITORING FOR TELEMETRY SYSTEM
5978	10/09/2023	Claims	2	107240	OFFICE SOLUTIONS NORTHWEST	547.83	COPY PAPER, LINEN BUSINESS COVER STOCK PAPER & CUSTOM DATE STAMPER; COPY PAPER, PENS, RULED LEGAL PADS & HP 962XL BLK INK CARTRIDGE
5979	10/09/2023	Claims	2	107241	ONE CALL CONCEPTS INC	47.08	UTILITY LOCATES - 09/2023
5980	10/09/2023	Claims	2	107242	OXARC INC	1,003.04	NITRILE GLOVES - MEDIUM & LARGE; 32" HIP BOOTS - SIZE 11, 9, 10 & 13
5981	10/09/2023	Claims	2	107243	POSITIVE PROMOTIONS INC	221.95	JUNIOR POLICE OFFICER
5982	10/09/2023	Claims	2	107244	REPUBLIC PUBLISHING CO	1,970.40	SUMMARY OF ORDINANCES PASSED - NO.'S 3054, 3055 & 3056; NOTICE OF PUBLIC HEARING - 09/26/2023 - UGMC AMENDMENT - RES DEV IN ZONES 2-5 & ASO; REQUEST FOR PROPOSALS ENGINEERING SERVICES - UNION GAP SHOP
5983	10/09/2023	Claims	2	107245	RIO FOLTZ PLLC	8,500.00	CITY ATTORNEY - 09/2023
5984	10/09/2023	Claims	2	107246	SHUEL'S LUMBER CO.	362.25	4X4 - 12' PRESSURE TREATED POSTS
5985	10/09/2023	Claims	2	107247	THE JANITOR'S CLOSET	58.48	CITY HALL RESTROOM TOWEL DISPENSERS
5986	10/09/2023	Claims	2	107248	PATRICK THOMPSON	164.90	MEDICARE PREMIUM - 10/2023
5987	10/09/2023	Claims	2	107249	U.S. LINEN & UNIFORM	680.68	PW UNIFORM SERVICE - 09/2023
5988	10/09/2023	Claims	2	107250	UNION GAP WATER FUND & SEWER	11,222.37	FIRE DEPT - 09/2023; PARKS - 09/2023, CITY SHOP - 09/2023 & STREETS - 09/2023; CIVIC CAMPUS - 09/2023
5989	10/09/2023	Claims	2	107251	UNUM LIFE INSURANCE	135.30	LEOFF 1 LONG TERM CARE - 10/2023

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5990	10/09/2023	Claims	2	107252	VIC'S AUTO & SUPPLY UNION GAP - PW	64.88	WIPER BLADES - VEH #2006 & VEH #2007
5991	10/09/2023	Claims	2	107253	WA STATE DEPT OF TRANSPORTATION	1,588.44	SIGNAL MAINTENANCE, REPAIR & ADDITIONS - 08/2023
5992	10/09/2023	Claims	2	107254	WA STATE PATROL	39.75	BACKGROUND CHECK - 09/2023
5993	10/09/2023	Claims	2	107255	BARRY M WOODARD	17,500.00	PUBLIC DEFENDER - 09/2023
5994	10/09/2023	Claims	2	107256	YAKIMA CITY TREASURER	19,895.03	IT SVCS - 3RD QTR 2023 - DESKTOP, MOBILE, & POLICE C/E
5995	10/09/2023	Claims	2	107257	YAKIMA CITY TREASURER	35,743.48	POLICE DISPATCH FEE & SURCHARGE - 3RD QTR 2023
5996	10/09/2023	Claims	2	107258	YAKIMA CITY TREASURER	444,219.50	UNION GAP FIRE PROTECTION SVC - 3RD QTR 2023
5997	10/09/2023	Claims	2	107259	YAKIMA CITY TREASURER	3,996.91	LIBRARY/COMMUNITY CENTER CISCO NETWORK SWITCHES - W.O. #67818
5998	10/09/2023	Claims	2	107260	YAKIMA CO AUDITOR	18.00	UTILITY LIEN RELEASE RECORDING FEE - UB ACCT #4613 - 2304 S. 4TH AVENUE
5999	10/09/2023	Claims	2	107261	YAKIMA COOPERATIVE ASSN	926.76	#2 DIESEL DYED - 160.3000 GALLONS - AHTANUM YOUTH PARK; PROPANE - 15.7000 GALLONS - 09/21/2023
6000	10/09/2023	Claims	2	107262	BILL YOUNG	9.64	WATER DEPOSIT REFUND - UB ACCT #13141 - 411 ROSE STREET UNIT #2
6001	10/09/2023	Claims	2	107263	LUIS ZAMORA	17.49	WATER DEPOSIT REFUND - UB ACCT #13441 - 101 W. WASHINGTON STREET

001 Current Expense Fund	557,325.85	
101 Street Fund	5,212.26	
107 Convention Center Reserve Fund	7,218.98	
108 Tourism Promotion Area Fund	109.00	
111 Library & Community Center Fund	365,613.78	
118 Municipal Capital Improvement Fund	91,203.61	
121 Street Development Reserve Fund	1,693.20	
123 Criminal Justice Fund	36,645.80	
128 Transit System Fund	74,915.62	
132 Community Events Fund	4,911.98	
305 Regional Beltway Connector Fund	1,266,427.86	
306 Parks & Recreation Reserve Fund	36,631.77	
401 Water Fund	23,210.10	
402 Garbage Fund	133,518.27	
403 Sewer Fund	7,814.26	
404 Water Improvement Reserve	32.27	
414 Water Deposits	1,094.50	
	2,613,579.11	Claims: 2,613,579.11

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5820	09/26/2023	Claims	2	EFT	WA STATE DEPT OF LICENSING	15.00	DRIVING RECORD REQUEST
		401 - 534 50 49 00 - MISCELLANEOUS				5.00	
		403 - 535 50 49 00 - MISCELLANEOUS				5.00	
		402 - 537 50 49 00 - MISCELLANEOUS				5.00	
5892	10/09/2023	Claims	2	EFT	WA STATE DEPT OF REVENUE	19,353.55	EXCISE TAX - 09/2023
		001 - 511 60 31 01 - SUPPLIES				1.54	
		001 - 511 60 49 10 - EXTERNAL TAXES				177.41	
		001 - 513 10 31 00 - SUPPLIES				1.54	
		001 - 514 23 31 00 - SUPPLIES				1.54	
		001 - 514 30 31 00 - SUPPLIES				1.54	
		001 - 521 21 31 00 - INVESTIGATION SUPPLIES				2.24	
		001 - 521 22 31 00 - PATROL SUPPLIES				35.92	
		001 - 524 20 31 00 - SUPPLIES-BUILDING				1.55	
		001 - 524 20 49 01 - EXTERNAL TAXES-BUILDING				139.35	
		401 - 534 50 31 00 - SUPPLIES				1.55	
		401 - 534 50 49 01 - EXTERNAL TAXES				7,852.45	
		404 - 534 50 49 04 - EXTERNAL TAXES				32.27	
		403 - 535 50 31 00 - SUPPLIES				1.55	
		403 - 535 50 49 02 - EXTERNAL TAXES				2,861.45	
		402 - 537 50 31 00 - SUPPLIES				1.55	
		402 - 537 50 49 01 - EXTERNAL TAXES				7,843.02	
		101 - 542 30 31 00 - SUPPLIES				1.54	
		001 - 558 60 31 00 - SUPPLIES				1.54	
		001 - 576 80 31 00 - SUPPLIES				1.54	
		001 - 576 80 49 02 - EXTERNAL TAXES				392.46	
5904	10/02/2023	Claims	2	EFT	PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENTS FEE - 09/2023
		401 - 534 50 49 00 - MISCELLANEOUS				0.83	
		403 - 535 50 49 00 - MISCELLANEOUS				0.83	
		402 - 537 50 49 00 - MISCELLANEOUS				0.84	
5905	10/02/2023	Claims	2	EFT	MERCHANT SERVICES	149.98	CREDIT CARD PAYMENTS FEE - 09/2023
		401 - 534 50 49 00 - MISCELLANEOUS				49.99	
		403 - 535 50 49 00 - MISCELLANEOUS				49.99	
		402 - 537 50 49 00 - MISCELLANEOUS				50.00	
5909	10/05/2023	Claims	2	EFT	XPRESS BILL PAY	1,158.45	ONLINE PAYMENTS FEE - 09/2023
		401 - 534 50 49 00 - MISCELLANEOUS				386.15	
		403 - 535 50 49 00 - MISCELLANEOUS				386.15	
		402 - 537 50 49 00 - MISCELLANEOUS				386.15	
5925	10/03/2023	Claims	2	EFT	CHASE PAYMENTECH	1,932.77	ONLINE CREDIT CARD PAYMENTS - 09/2023
		001 - 524 20 49 00 - MISCELLANEOUS-BUILDING				123.65	
		401 - 534 50 49 00 - MISCELLANEOUS				520.61	
		403 - 535 50 49 00 - MISCELLANEOUS				520.61	
		402 - 537 50 49 00 - MISCELLANEOUS				520.61	
		001 - 558 60 49 00 - MISCELLANEOUS				123.65	
		001 - 576 80 49 00 - MISCELLANEOUS				123.64	
5930	10/09/2023	Claims	2	EFT	CENTURY LINK	758.27	PUBLIC WORKS - 09/2023; CIVIC CENTER TRUNK SVC - 09/2023
		001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC				30.90	
		001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN				43.10	
		001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER				38.75	
		001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL				18.75	
		001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL				392.41	
		001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN				19.79	
		401 - 534 50 42 00 - COMMUNICATION				36.33	
		401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATE				17.95	
		403 - 535 50 42 00 - COMMUNICATION				36.33	
		403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI				13.03	

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			402 - 537 50 42 00		COMMUNICATION	36.33	
			402 - 537 50 47 01		CIVIC CAMPUS UTILITES - GARB	1.37	
			101 - 542 30 47 01		CIVIC CAMPUS UTILITIES-STREE	2.47	
			101 - 543 30 42 00		COMMUNICATION	36.34	
			101 - 543 30 47 01		CIVIC CAMPUS UTILITIES-STREE	6.59	
			128 - 547 10 47 01		CIVIC CAMPUS UTILITIES-TRAN!	5.52	
			001 - 558 60 47 01		CIVIC CAMPUS UTILITIES-PLANI	17.17	
			001 - 576 80 47 01		CIVIC CAMPUS U TILITIES-PARK	5.14	
5931	10/09/2023	Claims	2	EFT	OFFICE DEPOT-CITY HALL	229.14	LARGE BINDER CLIPS & AA/AAA BATTERIES; HP 952 INK CARTRIDGES - CYAN, MAGENTA, YELLOW & BLACK; PAPER CLIPS, WIRELESS MOUSE, MAGNETIC CLIPS, CUBICLE NAME PLATE &
			001 - 511 60 31 01		SUPPLIES	2.99	
			001 - 511 60 31 01		SUPPLIES	0.93	
			001 - 513 10 31 00		SUPPLIES	2.99	
			001 - 513 10 31 00		SUPPLIES	10.81	
			001 - 513 10 31 00		SUPPLIES	19.52	
			001 - 513 10 31 00		SUPPLIES	0.93	
			001 - 514 23 31 00		SUPPLIES	2.99	
			001 - 514 23 31 00		SUPPLIES	0.93	
			001 - 514 30 31 00		SUPPLIES	2.99	
			001 - 514 30 31 00		SUPPLIES	10.82	
			001 - 514 30 31 00		SUPPLIES	1.17	
			001 - 514 30 31 00		SUPPLIES	19.52	
			001 - 514 30 31 00		SUPPLIES	0.93	
			001 - 524 20 31 00		SUPPLIES-BUILDING	2.99	
			001 - 524 20 31 00		SUPPLIES-BUILDING	22.99	
			001 - 524 20 31 00		SUPPLIES-BUILDING	0.93	
			401 - 534 50 31 00		SUPPLIES	2.99	
			401 - 534 50 31 00		SUPPLIES	22.99	
			401 - 534 50 31 00		SUPPLIES	1.85	
			401 - 534 50 31 00		SUPPLIES	0.93	
			403 - 535 50 31 00		SUPPLIES	2.99	
			403 - 535 50 31 00		SUPPLIES	22.99	
			403 - 535 50 31 00		SUPPLIES	1.85	
			403 - 535 50 31 00		SUPPLIES	0.93	
			402 - 537 50 31 00		SUPPLIES	2.99	
			402 - 537 50 31 00		SUPPLIES	1.85	
			402 - 537 50 31 00		SUPPLIES	0.93	
			101 - 542 30 31 00		SUPPLIES	2.99	
			101 - 542 30 31 00		SUPPLIES	22.99	
			101 - 542 30 31 00		SUPPLIES	1.85	
			101 - 542 30 31 00		SUPPLIES	0.93	
			001 - 558 60 31 00		SUPPLIES	2.99	
			001 - 558 60 31 00		SUPPLIES	22.99	
			001 - 558 60 31 00		SUPPLIES	0.93	
			001 - 576 80 31 00		SUPPLIES	2.95	
			001 - 576 80 31 00		SUPPLIES	1.84	
			001 - 576 80 31 00		SUPPLIES	0.96	
5932	10/09/2023	Claims	2	EFT	OFFICE DEPOT-PD	352.78	AA BATTERIES, CORRECTION TAPE, BLACK GEL PENS, PAPER CLIPS, COPY PAPER & C BATTERIES; MANILA ENVELOPES - 9"X12", 6"X9" & CLASP ENVELOPES - 5"X7
			001 - 521 10 31 01		PD CLERICAL SUPPLIES	177.54	
			001 - 521 21 31 00		INVESTIGATION SUPPLIES	86.11	
			001 - 521 22 31 00		PATROL SUPPLIES	56.01	
			001 - 521 50 31 00		PD FACILITIES SUPPLIES	33.12	
5933	10/09/2023	Claims	2	EFT	VERIZON WIRELESS - CH #742100945-0001	384.17	CITY HALL CELL SERVICE - 09/2023
			001 - 511 60 42 01		COMMUNICATION	332.12	

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			001 - 513 10 42 01		COMMUNICATION	52.05	
5934	10/09/2023	Claims	2	EFT	VERIZON WIRELESS - PD2#672326319	572.18	PD MODEMS - 09/2023
			001 - 521 10 42 00		PD ADMIN COMMUNICATIONS	572.18	
5935	10/09/2023	Claims	2	EFT	VERIZON WIRELESS - PW #542075407	420.81	PW & BLDG/PLANNING CELL PHONE SERVICE - 09/2023
			001 - 524 20 42 00		COMMUNICATION-BUILDING	21.01	
			401 - 534 50 42 00		COMMUNICATION	75.76	
			403 - 535 50 42 00		COMMUNICATION	75.76	
			402 - 537 50 42 00		COMMUNICATION	75.76	
			101 - 542 30 42 00		COMMUNICATIONS	75.76	
			001 - 558 60 42 00		COMMUNICATION	21.00	
			001 - 576 80 42 00		COMMUNICATION	75.76	
5936	10/09/2023	Claims	2	107198	A-1 POOL & PATIO SUPPLY, INC.	162.29	LIQUID CHLORINE - 3 CASES
			401 - 534 50 31 00		SUPPLIES	162.29	
5937	10/09/2023	Claims	2	107199	ALBA ENTERPRISES	2,400.00	DOCUMENT TRANSLATION SERVICES
			001 - 524 20 41 00		PROFESSIONAL SERVICES-BUILD	1,200.00	
			001 - 558 60 41 00		PROFESSIONAL SERVICES	1,200.00	
5938	10/09/2023	Claims	2	107200	ANATEK LABS, INC.	114.00	FULLBRIGHT RESERVOIR #1-3 SAMPLING - 09/25/2023 - W.O. #WDI1345
			401 - 534 50 41 00		PROFESSIONAL SERVICES	114.00	
5939	10/09/2023	Claims	2	107201	APEX PLUMBING & MECHANICAL PIPING, LLC	187.84	FLUSHOMETER BATTERY REPLACEMENT FOR CIVIC CENTER RESTROOM
			001 - 513 10 48 01		CIVIC CAMPUS MAINTENANCE-	9.47	
			001 - 514 23 48 01		CIVIC CAMPUS MAINTENANCE-	13.21	
			001 - 514 30 48 01		CIVIC CAMPUS MAINTENANCE-	11.88	
			001 - 515 31 48 00		CIVIC CAMPUS MAINTENANCE-	5.75	
			001 - 521 50 48 01		PD FACILITIES CIVIC CAMPUS M	120.26	
			001 - 524 20 48 01		CIVIC CAMPUS MAINTENANCE-	6.06	
			401 - 534 50 48 01		CIVIC CAMPUS MAINTENANCE-	5.50	
			403 - 535 50 48 01		CIVIC CAMPUS MAINTENANCE-	3.99	
			402 - 537 50 48 01		CIVIC CAMPUS MAINTENANCE-	0.42	
			101 - 542 30 48 01		CIVIC CAMPUS MAINTENANCE-	0.76	
			101 - 543 30 48 01		CIVIC CAMPUS MAINTENANCE-	2.02	
			128 - 547 10 48 01		CIVIC CAMPUS MAINTENANCE-	1.69	
			001 - 558 60 48 01		CIVIC CAMPUS MAINTENANCE-	5.26	
			001 - 576 80 48 01		CIVIC CAMPUS MAINTENANCE	1.57	
5940	10/09/2023	Claims	2	107202	BASIN DISPOSAL OF YAKIMA LLC	123,969.21	GARBAGE/RECYCLING SERVICE - 09/2023
			402 - 537 60 49 00		CONTRACTED SERVICES	123,969.21	
5941	10/09/2023	Claims	2	107203	BUD CLARY FORD/HYUNDAI (W403)	36,631.77	NEW PW VEHICLE - 2023 FORD F150 - VIN #1FTMF1CP2PKF12369
			306 - 594 76 69 07		MACHINERY & EQUIPMENT-US	36,631.77	
5942	10/09/2023	Claims	2	107204	CENTRAL WA AG MUSEUM	9,391.96	2023 OLD TOWN DAYS REMBURSEMENT; AG MUSEUM UTILITIES - 08/2023
			107 - 571 00 42 00		COMMUNICATION-AG MUSEUM	292.69	
			107 - 571 00 47 00		UTILITIES-AG MUSEUM	2,926.29	
			132 - 571 20 31 32		OTD SUPPLIES	4,500.00	
			132 - 571 20 44 32		OTD ADVERTISING	309.08	

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			132 - 571 20 47 32		OTD-UTILITIES	102.90	
			001 - 576 80 45 00		OPERATING RENTALS & LEASES	1,261.00	
5943	10/09/2023	Claims	2	107205	CHRISTENSEN, INC.	2,077.31	PD FUEL - 09/16/2023 - 09/30/2023
			001 - 521 10 32 00		PD ADMIN FUEL	239.66	
			001 - 521 21 32 00		INVESTIGATION FUEL	216.26	
			001 - 521 22 32 00		PATROL FUEL	1,621.39	
5944	10/09/2023	Claims	2	107206	CI SHRED	101.35	CITY HALL SHRED SERVICE -
			001 - 511 60 41 01		PROFESSIONAL SERVICES	16.93	
			001 - 513 10 41 01		PROFESSIONAL SERVICES	16.93	
			001 - 514 23 41 00		PROFESSIONAL SERVICES	16.93	
			001 - 514 30 41 00		PROFESSIONAL SERVICES	16.93	
			001 - 524 20 41 00		PROFESSIONAL SERVICES-BUILL	8.46	
			401 - 534 50 41 00		PROFESSIONAL SERVICES	3.39	
			403 - 535 50 41 00		PROFESSIONAL SERVICES	3.39	
			402 - 537 50 41 00		PROFESSIONAL SERVICES	3.39	
			101 - 542 30 41 00		PROFESSIONAL SERVICES	3.39	
			001 - 558 60 41 00		PROFESSIONAL SERVICES	8.46	
			001 - 576 80 41 03		PROFESSIONAL SERVICES	3.15	
5945	10/09/2023	Claims	2	107207	CINTAS CORP #605	71.99	CIVIC CENTER & PD MAT SERVICE - 09/22/2023
			001 - 513 10 48 01		CIVIC CAMPUS MAINTENANCE-	3.63	
			001 - 514 23 48 01		CIVIC CAMPUS MAINTENANCE-	5.06	
			001 - 514 30 48 01		CIVIC CAMPUS MAINTENANCE-	4.55	
			001 - 515 31 48 00		CIVIC CAMPUS MAINTENANCE-	2.20	
			001 - 521 50 48 01		PD FACILITIES CIVIC CAMPUS M	46.09	
			001 - 524 20 48 01		CIVIC CAMPUS MAINTENANCE-	2.32	
			401 - 534 50 48 01		CIVIC CAMPUS MAINTENANCE-	2.11	
			403 - 535 50 48 01		CIVIC CAMPUS MAINTENANCE-	1.54	
			402 - 537 50 48 01		CIVIC CAMPUS MAINTENANCE-	0.16	
			101 - 542 30 48 01		CIVIC CAMPUS MAINTENANCE-	0.29	
			101 - 543 30 48 01		CIVIC CAMPUS MAINTENANCE-	0.77	
			128 - 547 10 48 01		CIVIC CAMPUS MAINTENANCE-	0.65	
			001 - 558 60 48 01		CIVIC CAMPUS MAINTENANCE-	2.02	
			001 - 576 80 48 01		CIVIC CAMPUS MAINTENANCE	0.60	
5946	10/09/2023	Claims	2	107208	CITY OF UNION GAP	150.00	YOUTH BARN RENTAL 09/09/2023 - BLDG RENTAL VIOLATION - RESERVATION #5629
			001 - 582 10 00 03		PARK DEPOSIT REFUND	150.00	
5947	10/09/2023	Claims	2	107209	CITY OF UNION GAP	150.00	YOUTH BARN RENTAL 09/16/2023 - BLDG RENTAL VIOLATION - RESERVATION #5333
			001 - 582 10 00 03		PARK DEPOSIT REFUND	150.00	
5948	10/09/2023	Claims	2	107210	CITY OF UNION GAP	150.00	ACTIVITIES BLDG RENTAL 09/16/2023 - BLDG RENTAL VIOLATION - RESERVATION #4990
			001 - 582 10 00 03		PARK DEPOSIT REFUND	150.00	
5949	10/09/2023	Claims	2	107211	CIVICPLUS, LLC	700.00	ONLINE CODE HOSTING - 12/01/2023-11/30/2024
			001 - 591 11 70 09		SBITA TECH LEASE - LEGISLATIV	50.00	
			001 - 591 13 70 09		SBITA TECH LEASE - EXECUTIVE	50.00	
			001 - 591 14 70 09		SBITA TECH LEASE - FINANCE	50.00	
			001 - 591 14 77 09		SBITA TECH LEASE - CLERK	50.00	
			001 - 591 21 70 09		SBITA TECH LEASE - POLICE ADI	50.00	
			001 - 591 21 70 09		SBITA TECH LEASE - POLICE ADI	50.00	
			001 - 591 22 70 09		SBITA TECH LEASE - FIRE	50.00	
			001 - 591 24 70 09		SBITA TECH LEASE - BUILDING	50.00	
			401 - 591 34 70 09		SBITA TECH LEASE - WATER	50.00	
			403 - 591 35 70 09		SBITA TECH LEASE - SEWER	50.00	
			402 - 591 37 70 09		SBITA TECH LEASE - GARBAGE	50.00	
			101 - 591 43 70 09		SBITA TECH LEASE - STREET RO,	50.00	

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			001 - 591 58 70 09		- SBITA TECH LEASE - PLANNING	50.00	
			001 - 591 76 70 09		- SBITA TECH LEASE - PARKS	50.00	
5950	10/09/2023	Claims	2	107212	COLEMAN OIL COMPANY	3,617.56	PW FUEL - 09/2023
			403 - 531 30 32 00		- STORMWATER FUEL	-1.47	
			403 - 531 30 32 00		- STORMWATER FUEL	365.86	
			401 - 534 50 32 00		- FUEL	-4.42	
			401 - 534 50 32 00		- FUEL	1,022.16	
			403 - 535 50 32 00		- FUEL	-3.91	
			403 - 535 50 32 00		- FUEL	898.08	
			402 - 537 50 32 00		- FUEL	-0.28	
			402 - 537 50 32 00		- FUEL	62.54	
			101 - 542 30 32 00		- FUEL	-1.75	
			101 - 542 30 32 00		- FUEL	402.71	
			101 - 542 66 32 00		- FUEL	-0.88	
			101 - 542 66 32 00		- FUEL	215.17	
			101 - 542 67 32 00		- FUEL	-0.27	
			101 - 542 67 32 00		- FUEL	60.95	
			101 - 542 70 32 00		- FUEL	-0.92	
			101 - 542 70 32 00		- FUEL	215.94	
			128 - 547 10 32 00		- FUEL CONSUMED	-0.54	
			128 - 547 10 32 00		- FUEL CONSUMED	125.45	
			001 - 576 80 32 00		- FUEL	-1.13	
			001 - 576 80 32 00		- FUEL	264.27	
5951	10/09/2023	Claims	2	107213	COLLINS EXCAVATION LLC	1,028.62	WATER DEPOSIT REFUND - UB ACCT # 14125 - 1101 INDUSTRIAL WAY
			414 - 582 10 04 14		- DEPOSIT REFUND	1,028.62	Refund Utility Deposit
5952	10/09/2023	Claims	2	107214	COMMERCIAL TIRE - PD	1,308.46	NEW TIRE - 255/60R18 FS FH PURSUIT 108V - VEH #222; NEW TIRES - 255/60R18 FS FH PURSUIT 108V - VEH #120; NEW TIRE - 255/60R18 FS FH PURSUIT 108V - VEH #222
			001 - 521 22 48 00		- PATROL REPAIRS & MAINT	174.85	
			001 - 521 22 48 00		- PATROL REPAIRS & MAINT	958.76	
			001 - 521 22 48 00		- PATROL REPAIRS & MAINT	174.85	
5953	10/09/2023	Claims	2	107215	CONCORD CONSTRUCTION, INC.	452,820.48	LIBRARY & COMMUNITY CENTER PROJECT - APPLICATION #2302-06 THRU 09/30/2023
			118 - 594 30 65 18		- REET - LIBRARY/COM CENTER	90,564.10	
			111 - 594 72 60 43		- COMMERCE -LIBRARY/COMM C	185,656.40	
			111 - 594 72 60 50		- YAK COUNTY ARPA-CONSTRUC	72,451.28	
			111 - 594 72 60 51		- CDBG - CONSTRUCTION	104,148.70	
5954	10/09/2023	Claims	2	107216	CONCRETE SPECIAL TIES, INC.	40.15	18" X 3/4" STEEL STAKES & 9" X 4" X 5/8" MOLDED RUBBER FLOAT
			101 - 542 30 31 00		- SUPPLIES	40.15	
5955	10/09/2023	Claims	2	107217	CORE & MAIN LP	7,433.87	3/4" WATER METERS, CORPS & HYDRANT EXT/SETTER PARTS; CORPS - 1 BALL CORP STOP - MIPXQJ CTS - NO LEAD
			401 - 534 50 31 00		- SUPPLIES	6,257.63	
			401 - 534 50 31 00		- SUPPLIES	1,176.24	
5956	10/09/2023	Claims	2	107218	CUMMINS INC	1,440.22	FIRE STATION GENERATOR REPAIR - 09/25/2023; PD GENERATOR REPAIR - 09/25/2023
			001 - 521 50 48 00		- PD FACILITIES REPAIRS & MAIN	553.64	
			001 - 522 50 48 00		- FD FACILITIES - REPAIRS & MAI	886.58	
5957	10/09/2023	Claims	2	107219	DOOLEY ENTERPRISES INC	895.02	AMMO - 9MM 115GR FULL METAL JACKET
			001 - 521 40 31 00		- PD TRAINING SUPPLIES	895.02	

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5958	10/09/2023	Claims	2	107220	E3 SOLUTIONS, INC	32.46	SECURITY ALARM MONITORING - 3007 2ND STREET - PD IMPOUND BLDGE - 10/2023
					001 - 521 50 41 00 - PD FACILITIES PROFESSIONAL S	32.46	
5959	10/09/2023	Claims	2	107221	EDGE CONSTRUCTION SUPPLY	330.31	KRYLON BLUE & FLOURESCENT GREEN UPSIDE DOWN PAINT
					403 - 535 50 31 00 - SUPPLIES	330.31	
5960	10/09/2023	Claims	2	107222	ELITE TOWING & RECOVERY LLC	183.50	TIRE CHANGES - 07/05/2023 - VEH #10 & 09/20/2023 - VEH #222
					001 - 521 22 48 00 - PATROL REPAIRS & MAINT	183.50	
5961	10/09/2023	Claims	2	107223	EUROFINS ENVIRONMENT TESTING NW, LLC	152.50	WASTEWATER SAMPLING - 09/18/2023 - JOB #131678-1
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	152.50	
5962	10/09/2023	Claims	2	107224	NEREIDA FARIAS	38.75	WATER DEPOSIT REFUND - UB ACCT #10948 - 564 RICHARDS CIRCLE
					414 - 582 10 04 14 - DEPOSIT REFUND	38.75	
5963	10/09/2023	Claims	2	107225	FINANCIAL CONSULTANTS INTERNATIONAL, Inc	36,645.80	EQUIPMENT FOR NEW PD 2023 PATROL VEHICLES
					123 - 594 21 64 23 - MACHINERY & EQUIPMENT	36,645.80	
5964	10/09/2023	Claims	2	107226	GEARJAMMER	273.98	FUEL - 08/04/2023, 08/15/2023, 08/17/2023 & 08/22/2023 - R. JIMENEZ
					001 - 521 21 32 00 - INVESTIGATION FUEL	273.98	
5965	10/09/2023	Claims	2	107227	GRANT J HUNT COMPANY	4,109.00	DESIGN & MARKETING - 09/2023; TWITTER VERIFIED 1 YR SUBSCRIPTION & SEPT 2023 #SM TOWN TOURISM CHAT TWITTER AD
					107 - 557 30 41 01 - PROF SERVICES-GRANT J HUNT	4,000.00	
					108 - 557 30 44 10 - ADVERTISING-GRANT J HUNT	109.00	
5966	10/09/2023	Claims	2	107228	GREATER YAKIMA	800.00	ANNUAL MEMBERSHIP DUES
					001 - 518 88 49 00 - MISCELLANEOUS	800.00	
5967	10/09/2023	Claims	2	107229	HYUNDAI OF YAKIMA	1,082.06	NEW BRAKES/ROTORS, CHANGE LICENSE PLATE BULB & NEW BATTERY - VEH #14
					001 - 521 22 48 00 - PATROL REPAIRS & MAINT	1,082.06	
5968	10/09/2023	Claims	2	107230	INTERWEST CONSTRUCTION, INC.	1,266,427.86	PROGRESS PAYMENT #2 REGIONAL BELTWAY CONNECTOR STAGE 2A
					305 - 595 30 65 26 - REGIONAL BELTWAY - CONSTR	1,266,427.86	
5969	10/09/2023	Claims	2	107231	ISPYFIRE, INC.	1,407.90	ISPYFIRE LAW SUBSCRIPTION LEVEL 1
					001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER	1,407.90	
5970	10/09/2023	Claims	2	107232	JONDERFIN, LLC	467.50	2023 FALL NEWSLETTER DESIGN
					001 - 511 60 41 01 - PROFESSIONAL SERVICES	467.50	
5971	10/09/2023	Claims	2	107233	KAZCADE ENGRAVING & TROPHIES	103.33	ENGRAVED PLAQUE - YEARS OF SERVICE - G. COBB
					001 - 521 10 49 00 - PD ADMIN MISCELLANEOUS	103.33	
5972	10/09/2023	Claims	2	107234	L.PAUL SCHNEIDER,	475.00	UGPD - PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION 09/20/2023 - S. SNYDER
					001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER	475.00	

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5973	10/09/2023	Claims	2	107235	LAW OFFICE OF GARY M CUILLIER	2,278.50	HEARING EXAMINER - PI TOWER DEVELOPMENT, LLC
					001 - 558 60 41 00 - PROFESSIONAL SERVICES	2,278.50	
5974	10/09/2023	Claims	2	107236	LOWES COMPANY INC	532.17	1"X6"X6' WHITEWOOD BOARDS; COUPLING, MALE NIPPLE, MALE BUSHING , NEON KEY BANDS, PADLOCK & CARABINER KEY RING; 4 1/2" ZINC SWIVEL HASPS; PURCHASE/RETURN OF PARK SUPPLIES & SMALL TOOLS; HIGH DENSITY BO
					403 - 531 30 31 00 - STORMWATER - SUPPLIES	92.53	
					403 - 531 30 31 00 - STORMWATER - SUPPLIES	54.48	
					401 - 534 50 31 00 - SUPPLIES	25.68	
					403 - 535 50 31 00 - SUPPLIES	54.47	
					402 - 537 50 31 00 - SUPPLIES	65.02	
					101 - 542 30 31 00 - SUPPLIES	19.71	
					101 - 542 30 31 00 - SUPPLIES	43.55	
					101 - 542 30 31 00 - SUPPLIES	47.21	
					001 - 576 80 31 00 - SUPPLIES	13.19	
					001 - 576 80 31 00 - SUPPLIES	15.40	
					001 - 576 80 31 00 - SUPPLIES	52.37	
					001 - 576 80 31 00 - SUPPLIES	-52.38	
					001 - 576 80 31 00 - SUPPLIES	62.37	
					001 - 576 80 35 00 - SMALL TOOLS & EQUIPMENT	105.03	
					001 - 576 80 35 00 - SMALL TOOLS & EQUIPMENT	-66.46	
5975	10/09/2023	Claims	2	107237	MEDSTAR CABULANCE, INC.	74,295.20	DIAL A RIDE/FIXED ROUTE - 09/2023
					128 - 547 10 49 00 - TRANSIT SERVICE PAYMENT	74,295.20	
5976	10/09/2023	Claims	2	107238	MINUTEMAN PRESS	593.63	UB STATEMENTS - 09/2023; LETTERHEAD - JOB #104601
					001 - 511 60 31 01 - SUPPLIES	36.93	
					001 - 513 10 31 00 - SUPPLIES	36.93	
					001 - 514 23 31 00 - SUPPLIES	36.93	
					001 - 514 30 31 00 - SUPPLIES	36.93	
					001 - 524 20 31 00 - SUPPLIES-BUILDING	36.93	
					401 - 534 50 31 00 - SUPPLIES	36.93	
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	62.45	
					403 - 535 50 31 00 - SUPPLIES	36.93	
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	62.45	
					402 - 537 50 31 00 - SUPPLIES	36.93	
					402 - 537 50 41 00 - PROFESSIONAL SERVICES	62.45	
					101 - 542 30 31 00 - SUPPLIES	36.93	
					001 - 558 60 31 00 - SUPPLIES	36.93	
					001 - 576 80 31 00 - SUPPLIES	36.98	
5977	10/09/2023	Claims	2	107239	MISSION COMMUNICATIONS, LLC	4,243.80	ANNUAL SERVICE - ALARM MONITORING FOR TELEMETRY SYSTEM
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	4,243.80	
5978	10/09/2023	Claims	2	107240	OFFICE SOLUTIONS NORTHWEST	547.83	COPY PAPER, LINEN BUSINESS COVER STOCK PAPER & CUSTOM DATE STAMPER; COPY PAPER, PENS, RULED LEGAL PADS & HP 962XL BLK INK CARTRIDGE
					001 - 511 60 31 01 - SUPPLIES	0.13	
					001 - 511 60 31 01 - SUPPLIES	0.73	
					001 - 513 10 31 00 - SUPPLIES	1.13	
					001 - 513 10 31 00 - SUPPLIES	6.19	
					001 - 514 23 31 00 - SUPPLIES	9.96	
					001 - 514 23 31 00 - SUPPLIES	54.36	

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			001 - 514 23 31 00		SUPPLIES	54.59	
			001 - 514 23 31 00		SUPPLIES	50.72	
			001 - 514 30 31 00		SUPPLIES	21.64	
			001 - 514 30 31 00		SUPPLIES	54.36	
			001 - 514 30 31 00		SUPPLIES	122.05	
			001 - 521 10 31 00		PD ADMIN SUPPLIES	0.41	
			001 - 521 10 31 00		PD ADMIN SUPPLIES	2.27	
			001 - 524 20 31 00		SUPPLIES-BUILDING	15.58	
			001 - 524 20 31 00		SUPPLIES-BUILDING	85.15	
			401 - 534 50 31 00		SUPPLIES	0.64	
			401 - 534 50 31 00		SUPPLIES	3.44	
			401 - 534 50 31 00		SUPPLIES	11.21	
			403 - 535 50 31 00		SUPPLIES	0.59	
			403 - 535 50 31 00		SUPPLIES	3.18	
			403 - 535 50 31 00		SUPPLIES	11.21	
			402 - 537 50 31 00		SUPPLIES	0.59	
			402 - 537 50 31 00		SUPPLIES	3.18	
			402 - 537 50 31 00		SUPPLIES	11.21	
			101 - 542 30 31 00		SUPPLIES	11.21	
			001 - 576 80 31 00		SUPPLIES	0.15	
			001 - 576 80 31 00		SUPPLIES	0.72	
			001 - 576 80 31 00		SUPPLIES	11.23	
5979	10/09/2023	Claims	2	107241	ONE CALL CONCEPTS INC	47.08	UTILITY LOCATES - 09/2023
			401 - 534 50 41 00		PROFESSIONAL SERVICES	23.54	
			403 - 535 50 41 00		PROFESSIONAL SERVICES	23.54	
5980	10/09/2023	Claims	2	107242	OXARC INC	1,003.04	NITRILE GLOVES - MEDIUM & LARGE; 32" HIP BOOTS - SIZE 11, 9, 10 & 13
			401 - 534 50 21 00		UNIFORMS & EQUIPMENT	200.18	
			403 - 535 50 21 00		UNIFORMS & EQUIPMENT	200.18	
			403 - 535 50 31 00		SUPPLIES	202.34	
			402 - 537 50 21 00		UNIFORMS & EQUIPMENT	100.08	
			101 - 542 30 21 00		UNIFORMS & EQUIPMENT	200.18	
			128 - 547 10 21 00		UNIFORMS & EQUIPMENT	100.08	
5981	10/09/2023	Claims	2	107243	POSITIVE PROMOTIONS INC	221.95	JUNIOR POLICE OFFICER STICKERS
			001 - 521 10 31 00		PD ADMIN SUPPLIES	221.95	
5982	10/09/2023	Claims	2	107244	REPUBLIC PUBLISHING CO	1,970.40	SUMMARY OF ORDINANCES PASSED - NO.'S 3054, 3055 & 3056; NOTICE OF PUBLIC HEARING - 09/26/2023 - UGMC AMENDMENT - RES DEV IN ZONES 2-5 & ASO; REQUEST FOR PROPOSALS ENGINEERING SERVICES - UNION
			001 - 511 60 44 00		OFFICIAL PUBLICATIONS	98.00	
			001 - 558 60 44 00		ADVERTISING	179.20	
			121 - 594 10 41 32		MAIN ST PED CROSSING-PE	846.60	
			121 - 595 10 41 48		SHOP BRIDGE-PE	846.60	
5983	10/09/2023	Claims	2	107245	RIO FOLTZ PLLC	8,500.00	CITY ATTORNEY - 09/2023
			001 - 515 31 41 01		LEGAL SERVICES-CIVIL - CITY AT	8,500.00	
5984	10/09/2023	Claims	2	107246	SHUEL'S LUMBER CO.	362.25	4X4 - 12' PRESSURE TREATED POSTS
			101 - 542 64 31 00		SUPPLIES	362.25	
5985	10/09/2023	Claims	2	107247	THE JANITOR'S CLOSET	58.48	CITY HALL RESTROOM TOWEL DISPENSERS
			001 - 511 60 31 01		SUPPLIES	5.32	
			001 - 513 10 31 00		SUPPLIES	5.32	
			001 - 514 23 31 00		SUPPLIES	5.32	
			001 - 514 30 31 00		SUPPLIES	5.32	
			001 - 524 20 31 00		SUPPLIES-BUILDING	5.32	
			401 - 534 50 31 00		SUPPLIES	5.32	
			403 - 535 50 31 00		SUPPLIES	5.32	

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			402 - 537 50 31 00 - SUPPLIES			5.32	
			101 - 542 30 31 00 - SUPPLIES			5.32	
			001 - 558 60 31 00 - SUPPLIES			5.32	
			001 - 576 80 31 00 - SUPPLIES			5.28	
5986	10/09/2023	Claims	2	107248	PATRICK THOMPSON		164.90 MEDICARE PREMIUM - 10/2023
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			164.90	
5987	10/09/2023	Claims	2	107249	U.S. LINEN & UNIFORM		680.68 PW UNIFORM SERVICE - 09/2023
			401 - 534 50 21 00 - UNIFORMS & EQUIPMENT			142.96	
			403 - 535 50 21 00 - UNIFORMS & EQUIPMENT			142.96	
			402 - 537 50 21 00 - UNIFORMS & EQUIPMENT			47.64	
			101 - 542 30 21 00 - UNIFORMS & EQUIPMENT			142.96	
			128 - 547 10 21 00 - UNIFORMS & EQUIPMENT			88.44	
			001 - 576 80 21 00 - UNIFORMS & EQUIPMENT			115.72	
5988	10/09/2023	Claims	2	107250	UNION GAP WATER FUND & SEWER		11,222.37 FIRE DEPT - 09/2023; PARKS - 09/2023, CITY SHOP - 09/2023 & STREETS - 09/2023; CIVIC CAMPUS - 09/2023
			001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC			49.32	
			001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN			68.80	
			001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER			61.87	
			001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL			29.93	
			001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL			626.43	
			001 - 522 50 47 00 - FD FACILITIES - UTILITIES			197.59	
			001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN			31.59	
			401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATE			28.65	
			403 - 535 50 47 00 - UTILITIES			455.21	
			403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI			20.85	
			402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB			2.18	
			101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE			3.94	
			101 - 543 30 47 00 - UTILITIES			990.96	
			101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE			10.52	
			128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN'			8.81	
			001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANT			27.40	
			001 - 576 80 47 00 - UTILITIES			8,600.12	
			001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARK			8.20	
5989	10/09/2023	Claims	2	107251	UNUM LIFE INSURANCE		135.30 LEOFF 1 LONG TERM CARE -
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			135.30	
5990	10/09/2023	Claims	2	107252	VIC'S AUTO & SUPPLY UNION GAP - PW		64.88 WIPER BLADES - VEH #2006 & VEH #2007
			401 - 534 50 48 00 - REPAIRS & MAINTENANCE			9.73	
			403 - 535 50 48 00 - REPAIRS & MAINTENANCE			9.73	
			101 - 542 66 48 00 - REPAIRS & MAINTENANCE			32.44	
			101 - 542 70 48 00 - REPAIRS & MAINTENANCE			6.49	
			128 - 547 10 48 00 - REPAIRS & MAINTENANCE			3.25	
			001 - 576 80 48 00 - REPAIRS & MAINTENANCE			3.24	
5991	10/09/2023	Claims	2	107253	WA STATE DEPT OF TRANSPORTATION		1,588.44 SIGNAL MAINTENANCE, REPAIR & ADDITIONS - 08/2023
			101 - 542 64 41 00 - INTERGOVERNMENTAL PROFES			1,588.44	
5992	10/09/2023	Claims	2	107254	WA STATE PATROL		39.75 BACKGROUND CHECK - 09/2023
			001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER'			39.75	
5993	10/09/2023	Claims	2	107255	BARRY M WOODARD		17,500.00 PUBLIC DEFENDER - 09/2023
			001 - 515 91 41 03 - LEGAL SERVICES-PUBLIC DEFEN			17,500.00	
5994	10/09/2023	Claims	2	107256	YAKIMA CITY TREASURER		19,895.03 IT SVCS - 3RD QTR 2023 - DESKTOP, MOBILE, & POLICE C/E
			001 - 511 60 41 02 - IT SERVICES			510.59	

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			001 - 513 10 41 03 - IT SERVICES			783.59	
			001 - 514 23 41 04 - IT SERVICES-FINANCE			2,527.29	
			001 - 514 30 41 03 - IT SERVICES-CLERK			1,203.69	
			001 - 521 10 41 01 - PD CLERICAL IT PROFESSIONAL			9,778.31	
			001 - 524 20 41 03 - IT SERVICES-BUILDING			1,461.30	
			403 - 531 30 41 01 - STORMWATER - IT SERVICES			216.01	
			401 - 534 50 41 04 - IT SERVICES			651.29	
			403 - 535 50 41 05 - IT SERVICES			442.53	
			402 - 537 50 41 04 - IT SERVICES			153.83	
			101 - 542 30 41 04 - IT SERVICES			171.59	
			101 - 543 30 41 03 - IT SERVICES			358.14	
			128 - 547 10 41 04 - IT SERVICES			287.07	
			001 - 558 60 41 03 - IT SERVICES-PLANNING			870.56	
			001 - 558 60 41 03 - IT SERVICES-PLANNING			218.82	
			001 - 576 80 41 04 - IT SERVICES-PARKS			260.42	
5995	10/09/2023	Claims	2	107257	YAKIMA CITY TREASURER	35,743.48	POLICE DISPATCH FEE & SURCHARGE - 3RD QTR 2023
			001 - 521 20 41 00 - INTERGOV PROF SVCS-PD DISP.			35,743.48	
5996	10/09/2023	Claims	2	107258	YAKIMA CITY TREASURER	444,219.50	UNION GAP FIRE PROTECTION SVC - 3RD QTR 2023
			001 - 522 10 49 01 - FIRE PROTECTION SERVICES			444,219.50	
5997	10/09/2023	Claims	2	107259	YAKIMA CITY TREASURER	3,996.91	LIBRARY/COMMUNITY CENTER CISCO NETWORK SWITCHES - W.O. #67818
			118 - 594 10 41 01 - REET LIBRARY/COM CENTER - P			639.51	
			111 - 594 10 41 43 - COMMERCE - LIBRARY/COMM (1,638.73	
			111 - 594 10 41 50 - YAK COUNTY ARPA-PROF SERV			799.38	
			111 - 594 10 41 51 - CDBG - PROF SERVICES			919.29	
5998	10/09/2023	Claims	2	107260	YAKIMA CO AUDITOR	18.00	UTILITY LIEN RELEASE RECORDING FEE - UB ACCT #4613 - 2304 S. 4TH AVENUE
			402 - 537 50 49 00 - MISCELLANEOUS			18.00	
5999	10/09/2023	Claims	2	107261	YAKIMA COOPERATIVE ASSN	926.76	#2 DIESEL DYED - 160.3000 GALLONS - AHTANUM YOUTH PARK; PROPANE - 15.7000 GALLONS - 09/21/2023
			101 - 542 30 32 00 - FUEL			40.63	
			001 - 576 80 32 00 - FUEL			886.13	
6000	10/09/2023	Claims	2	107262	BILL YOUNG	9.64	WATER DEPOSIT REFUND - UB ACCT #13141 - 411 ROSE STREET UNIT #2
			414 - 582 10 04 14 - DEPOSIT REFUND			9.64	Refund Utility Deposit
6001	10/09/2023	Claims	2	107263	LUIS ZAMORA	17.49	WATER DEPOSIT REFUND - UB ACCT #13441 - 101 W. WASHINGTON STREET
			414 - 582 10 04 14 - DEPOSIT REFUND			17.49	Refund Utility Deposit
			001 Current Expense Fund			557,325.85	
			101 Street Fund			5,212.26	
			107 Convention Center Reserve Fund			7,218.98	
			108 Tourism Promotion Area Fund			109.00	
			111 Library & Community Center Fund			365,613.78	
			118 Municipal Capital Improvement Fund			91,203.61	
			121 Street Development Reserve Fund			1,693.20	
			123 Criminal Justice Fund			36,645.80	
			128 Transit System Fund			74,915.62	
			132 Community Events Fund			4,911.98	
			305 Regional Beltway Connector Fund			1,266,427.86	
			306 Parks & Recreation Reserve Fund			36,631.77	
			401 Water Fund			23,210.10	
			402 Garbage Fund			133,518.27	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 12:40:33 Date: 10/04/2023

01/01/2023 To: 10/31/2023

Page: 11

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
		403 Sewer Fund				7,814.26	
		404 Water Improvement Reserve				32.27	
		414 Water Deposits				1,094.50	
						<u>2,613,579.11</u>	Claims: 2,613,579.11



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Ordinance – Lodging Tax-Convention Center Facilities Fund

SYNOPSIS: Consider adopting an Ordinance Repealing and Replacing Chapter 3.24 of the Union Gap Municipal Code which established the Lodging Tax-Convention Center Facilities Fund. This item continues the Lodging Tax-Convention Center Facilities fund, renames it and includes language that updates it and provides clarification on its' usage.

RECOMMENDATION: Adopt an Ordinance repealing and replacing Chapter 3.24 of the UGMC which established the Lodging Tax-Convention Center Facilities Fund.

LEGAL REVIEW: The City Attorney has reviewed this Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: It was reported at the September 18th meeting that staff recently reviewed the fund ordinances and determined that there are changes that need to be made to several of them in order to provide clarification and simplification in using them.

This ordinance was reviewed during that process. Some housekeeping changes were made as well as a name change from Lodging Tax-Convention Center Facilities Fund to Lodging Tax Fund. This fund can continue as a 107/Special Revenue Fund.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING CHAPTER 3.24 OF THE UNION GAP MUNICIPAL CODE "LODGING TAX – CONVENTION CENTER FACILITIES FUND".

WHEREAS, The Lodging Tax-Convention Center Facilities Fund was established by Ordinance No. 581 and amended by Ordinance No. 2169; and,

WHEREAS, City Council has determined that it is in the best interest of the city to continue the Lodging Tax-Convention Center Fund, to rename it, and to include language that updates it and provides clarification on its' usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Section 1. Repeal and Replacement of Chapter 3.24 of the Union Gap Municipal Code. Chapter 3.24 of the Union Gap Municipal Code is hereby repealed and replaced as shown below:

Chapter 3.24 LODGING TAX FUND

3.24.010 Imposition of tax. For the purposes permitted by state law, there is hereby continued a special excise tax of four percent on the sale of or charge made for the furnishing of lodging that is subject to tax under RCW 82.08, including, but not limited to, the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp, RV Park, and any short term rental property and granting of any similar license to use real property, as distinguished from renting or leasing of real property, in the city of Union Gap; provided, that it shall be presumed that the occupancy of real property for a continuous period of one month or more constitutes a rental or lease of real property and not a mere license to use or to enjoy the same. Provided, however, that if, as finally determined by a court of competent jurisdiction, the provisions of Ch. 452, Washington Laws of 1997, lawfully place a limitation on the rate of tax which can be so levied by the City of Union Gap which limitation is less than four percent, the tax imposed by this section shall be deemed levied at such lesser rate.

3.24.020 Fund—Continued.

There is continued a fund previously known as the "Convention Center Facilities Fund" now to be known as the "Lodging Tax Fund." All taxes collected pursuant to this chapter shall be placed into said fund.

3.24.030 Fund—Not to lapse.

The Lodging Tax fund established in Section 3.24.020 shall be a contingent reserve fund and shall not lapse at the end of each fiscal year.

3.24.040 Fund—Investment: The Clerk/Treasurer is authorized to invest the Lodging Tax funds in such interest-bearing securities as authorized in any manner by law until said funds are withdrawn for use.

Section 2. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 3. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023

From: Sharon Bounds, City Administrator

Topic / Issue: Ordinance - Repealing and Replacing UGMC Chapter 3.150 Library and Community Center Fund

SYNOPSIS: The 111 Special Revenue Fund was established as a Library and Community Fund. In order to stay in compliance with the reporting requirements of the state auditor's office it was necessary to create Capital Fund No. 311 to use as a reporting fund for Fund No. 111 for reporting purposes. As discussed at the September 18th study session, the 111 special revenue fund will be closed and all activity will be moved to the 311 Capital Fund.

RECOMMENDATION: Adopt Ordinance

LEGAL REVIEW: Reviewed by the City Attorney

FINANCIAL REVIEW: There is no financial impact.

BACKGROUND INFORMATION: This was discussed at the September 18, 2023 study session. The only change to this ordinance is to close the 111 special revenue fund and move all of the activity to the 311 Capital Fund. There is also a minor change to add language about using the funds for future capital maintenance expenditures related to the building.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING CHAPTER 3.150 “LIBRARY AND COMMUNITY CENTER FUND” OF THE UNION GAP MUNICIPAL CODE.

WHEREAS, Fund No. 111 “Library and Community Center Fund” was previously established as a Special Revenue Fund and in order to stay in compliance with the reporting requirements of the state auditor’s office it was necessary to create Capital Fund No. 311 “Library and Community Center Fund” to use as a reporting fund for reporting purposes; and,

WHEREAS, City Council has determined that as a housekeeping issue, it is in the best interest of the city to close special revenue fund 111 “Library and Community Center Fund” and transfer all monies over to capital fund 311 “Library and Community Center Fund;” and,

WHEREAS, City Council has determined it is also necessary to update language that provides clarification on the fund usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Section 1. Repeal and Replacement of Chapter 3.150 of the Union Gap Municipal Code. Chapter 3.150 of the Union Gap Municipal Code is hereby repealed and replaced as shown below:

Chapter 3.150 Library and Community Center Fund

3.150.010 Fund Closed/Fund Created.

Fund No. 111 “Library and Community Center” Fund is hereby closed and replaced with Fund No. 311 “Library and Community Center” Fund. As the date of this ordinance, the ending balance and all fund activity of the 111 “Library and Community Center” Fund will be transferred over to the 311 “Library and Community Center” Fund.

3.150.020 Fund

There is continued the “Library and Community Center Fund” No. 311, to hold funds for the Library and Community Center Project and also allow for receipt of any revenues and expenditures associated with capital expenditures or maintenance expenditures related to the building project or the ongoing maintenance of said building.

Section 2. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 3. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this 9th day of October, 2023.

John Hodgkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Ordinance – Public Works Equipment Reserve Fund

SYNOPSIS: Consider adopting an Ordinance Repealing and Replacing Ordinance No 806 which established Chapter 3.36 of the Union Gap Municipal Code establishing the Public Works Equipment Reserve fund. This ordinance continues the fund and moves all of the activity of the special revenue fund to a capital fund.

RECOMMENDATION: Adopt an Ordinance repealing and replacing Ordinance No. 806 establishing Chapter 3.36 of the Union Gap Municipal Code for the Public Works Equipment Reserve Fund.

LEGAL REVIEW: The City Attorney has reviewed this Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: It was reported at the September 18th meeting that staff recently reviewed the fund ordinances and determined that there are changes that need to be made to several of them in order to provide clarification and simplification in using them.

This ordinance was reviewed during that process. The only change includes closing the 112 – Public Works Equipment Reserve Fund and moving all activity to Fund 312 – Public Works Equipment Reserve Fund.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 806 WHICH ESTABLISHED CHAPTER 3.36 "PUBLIC WORKS EQUIPMENT RESERVE FUND" OF THE UNION GAP MUNICIPAL CODE.

WHEREAS, Ordinance No. 806 established Fund No. 112, known as the "Public Works Equipment Reserve Fund;" and,

WHEREAS, Fund No. 112 was established as a Special Revenue Fund and in order to stay in compliance with the reporting requirements of the state auditor's office it was necessary to create Capital Fund No. 312 to use as a reporting fund for Fund No. 112 for reporting purposes; and,

WHEREAS, City Council has determined that as a housekeeping issue, it is in the best interest of the city to close special revenue fund 112 "Public Works Equipment Fund" and transfer all monies over to Capital fund 312 "Public Works Equipment Fund.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Section 1. Repeal and Replacement of Ordinance No. 806 which established Chapter 3.36 of the Union Gap Municipal Code. Ordinance No. 806 which established Chapter 3.36 of the Union Gap Municipal Code is hereby repealed and replaced as shown below:

Chapter 3.36 PUBLIC WORKS EQUIPMENT RESERVE FUND

3.36.010 Fund Closed/Fund Created.

Special Revenue Fund No. 112 "Public Works Equipment Reserve Fund" is hereby closed and replaced with Capital Fund No. 312 "Public Works Equipment Reserve Fund." As of the date of this ordinance, the ending balance and all fund activity of the special revenue fund 112 "Public Works Equipment Reserve Fund" will be transferred over to the capital fund 306 "Public Works Equipment Reserve Fund."

3.36.020 Fund Usage.

There is continued, a fund to be known as the "Public Works Equipment Reserve Fund" Capital Fund No. 312. From time to time, the city commits funds to be transferred into this fund, normally during the budget process, for the purpose of replacing old equipment and purchasing new equipment for the public works department.

The city clerk/treasurer shall be responsible to account for all monies deposited in and withdrawn from this fund.

3.36.030 Continuance of Fund.

The fund shall continue from year to year, and moneys therein at the end of each year will remain therein and shall not be returned to the general fund. The fund shall be administered by the city clerk/treasurer.

Section 5. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 6. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Ordinance – Police Vehicle Reserve Fund

SYNOPSIS: Consider adopting an Ordinance Repealing and Replacing Chapter 3.40 which established the Police Vehicle Reserve Fund. The current fund 115 Police Vehicle Reserve Fund is being closed and all activity moved to the 315 Police Vehicle Reserve Fund.

RECOMMENDATION: Adopt an Ordinance repealing and replacing Chapter 3.40 which established the Police Vehicle Reserve Fund.

LEGAL REVIEW: The City Attorney has reviewed this Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: It was reported at the September 18th meeting that staff recently reviewed the fund ordinances and determined that there are changes that need to be made to several of them in order to provide clarification and simplification in using them.

This ordinance was reviewed during that process. The only change includes closing the 115 - Police Vehicle Reserve Fund and moving all activity to Fund 315 - Police Vehicle Reserve Fund.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING CHAPTER 3.40 "POLICE VEHICLE RESERVE FUND" OF THE UNION GAP MUNICIPAL CODE.

WHEREAS, Ordinance No. 875 established Fund No. 115, known as the "Police Vehicle Reserve Fund;" and,

WHEREAS, Fund No. 115 "Police Vehicle Reserve Fund" was established as a Special Revenue Fund and in order to stay in compliance with the reporting requirements of the state auditor's office it was necessary to create Capital Fund No. 315 "Police Vehicle Reserve Fund" to use as a reporting fund for Fund No. 115 for reporting purposes; and,

WHEREAS, City Council has determined that as a housekeeping issue, it is in the best interest of the city to close special revenue fund 115 "Police Vehicle Reserve Fund" and transfer all monies over to Capital fund 315 "Police Vehicle Reserve Fund;" and,

WHEREAS, City Council has determined it is also necessary to update language that provides clarification on the fund usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Section 1. Repeal and Replacement of Chapter 3.40 of the Union Gap Municipal Code. Chapter 3.40 of the Union Gap Municipal Code is hereby repealed and replaced as shown below:

Chapter 3.40 CITY HALL EQUIPMENT RESERVE FUND

3.40.010 Fund.

There is hereby continued a fund to be known as the "police vehicle reserve fund."

3.40.020 Sources of moneys.

Each year such funds as may be budgeted by the council shall be placed into the reserve fund. Additionally, all proceeds from sales of police vehicles and other surplus police property, including unclaimed evidence such as bicycles, shall be placed into the fund. The council will consider any unused funds in the police department budget in determining the amount to budget for this fund each year.

3.40.030 Continuance.

The fund created in this chapter shall continue from year to year and moneys therein at the end of each year will remain therein and shall not be returned to the general fund.

3.40.040 Use of moneys.

Moneys accumulated in the police vehicle reserve fund shall be used to purchase vehicles for the police department.

Section 2. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 3. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Ordinance – Building Reserve Fund

SYNOPSIS: Consider adopting an Ordinance Repealing Ordinance No. 993 which established the Building Reserve Fund. This ordinance continues the fund and moves all of the activity of the special revenue fund to a capital fund.

RECOMMENDATION: Adopt an Ordinance repealing and replacing Ordinance No. 993 and Chapter 3.48 of the Union Gap Municipal Code for the Building Reserve Fund.

LEGAL REVIEW: The City Attorney has reviewed this Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: It was reported at the September 18th meeting that staff recently reviewed the fund ordinances and determined that there are changes that need to be made to several of them in order to provide clarification and simplification in using them.

This ordinance was reviewed during that process. The main change includes closing the Special Revenue Fund 116 – Building Reserve Fund and moving all activity to Capital Fund 316 – Building Reserve Fund.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING CHAPTER 3.48 "BUILDING RESERVE FUND" OF THE UNION GAP MUNICIPAL CODE.

WHEREAS, Ordinance No. 993 established Fund No. 116, known as the "Building Reserve" Fund; and,

WHEREAS, Fund No. 116 was established as a Special Revenue Fund and in order to stay in compliance with the reporting requirements of the state auditor's office it was necessary to create Capital Fund No. 316 to use as a reporting fund for Fund No. 116 for reporting purposes; and,

WHEREAS, City Council has determined that as a housekeeping issue, it is in the best interest of the city to close fund 116 and transfer all monies over to fund 316; and,

WHEREAS, City Council has determined it is also necessary to update language that provides clarification on the fund usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Section 1. Repeal and Replacement of Chapter 3.48 of the Union Gap Municipal Code. Chapter 3.48 of the Union Gap Municipal Code is hereby repealed and replaced as shown below:

Chapter 3.48 Building Reserve Fund

3.48.010 Fund Closed/Fund Created.

Fund No. 116 "Building Reserve" Fund is hereby closed and replaced with Fund No. 316 "Building Reserve" Fund. As of the date of this ordinance, the ending balance and all fund activity of the 116 "Building Reserve" Fund will be transferred over to the 316 "Building Reserve" Fund.

3.48.020 Source of Moneys.

From time to time, the city commits funds to be transferred into this fund, normally during the budget process.

3.48.030 Continuance.

The fund created in this chapter shall continue from year to year and moneys therein at the end of each year will remain therein and shall not be returned to the general fund.

3.48.040 Use of moneys.

Moneys accumulated in the building reserve fund shall be used for construction, remodeling, or capital purchases for the city hall/police department complex and public works facilities. The fund may also be used for capital expenditures related to building maintenance of said facilities

Section 2. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 3. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Ordinance – Public Works Building Reserve Fund

SYNOPSIS: Consider adopting an Ordinance Repealing Ordinance No. 2954 which is the Public Works Building Reserve Fund. This ordinance continues the fund and moves all of the activity of the special revenue fund to a capital fund.

RECOMMENDATION: Adopt an Ordinance repealing and replacing Ordinance No. 2954 and establishing Chapter 3.49 of the Union Gap Municipal Code for the Public Works Building Reserve Fund.

LEGAL REVIEW: The City Attorney has reviewed this Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: It was reported at the September 18th meeting that staff recently reviewed the fund ordinances and determined that there are changes that need to be made to several of them in order to provide clarification and simplification in using them.

This ordinance was reviewed during that process. The only change includes closing the Special Revenue Fund 117 – Public Works Building Reserve Fund and moving all activity to Capital Fund 317 – Public Works Building Reserve Fund.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 2954 ESTABLISHING FUND NO. 117 "PUBLIC WORKS BUILDING RESERVE FUND" FOR THE CITY OF UNION GAP, WASHINGTON

WHEREAS, Special Revenue Fund No. 117 "Public Works Building Reserve Fund" was previously established through Ordinance No. 2954; and,

WHEREAS, Fund No. 117 "Public Works Building Reserve Fund" has historically been used as a Special Revenue Fund. In order to stay in compliance with the reporting requirements of the state auditor's office it was necessary to create Capital Fund No. 317 to use as a reporting fund for Fund No. 117 for reporting purposes; and,

WHEREAS, City Council has determined that it is now necessary to close the special revenue fund 117 "Public Works Building Reserve Fund" and transfer all monies over to a newly established Capital Fund 317 "Public Works Building Reserve Fund."

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Chapter 3.49 PUBLIC WORKS BUILDING RESERVE FUND

Section 1. Establishment of fund. There is created a new capital fund to be known as the Public Works Building Reserve Fund to be established as follows:

3.49.010 Fund Closed/Fund Created.

Special Revenue Fund No. 117 "Public Works Building Reserve Fund" is hereby closed and replaced with Capital Fund No. 317 "Public Works Building Reserve Fund." As of the date of this ordinance, the ending balance and all fund activity of the special revenue fund 117 "Public Works Building Reserve Fund" will be transferred over to the capital fund 317 "Public Works Building Reserve Fund."

3.49.020 Source of Money.

From time to time, the city commits funds to be transferred into this fund, normally during the budget process.

3.49.030 Fund Usage

Monies accumulated in the Public Works Building Reserve Fund shall be used for construction, remodeling, and for capital purchases for public works facilities.

The city clerk/treasurer shall be responsible to account for all monies deposited in and withdrawn from this fund.

3.49.040 Continuance of Fund.

The fund shall continue from year to year, and moneys therein at the end of each year will remain therein and shall not be returned to the general fund. The fund shall be administered by the city clerk/treasurer.

Section 5. Repeal of Ordinance No. 2954. Ordinance No. 2954 is hereby repealed.

Section 6. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 7. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this 9th day of October, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: October 9, 2023
From: Sharon Bounds, City Manager
Topic/Issue: Ordinance – Real Estate Excise Tax Fund

SYNOPSIS: Consider approving an Ordinance Repealing and Replacing Ordinance No 1071 which established Chapter 3.30 of the Union Gap Municipal Code establishing the Real Estate Excise Tax Fund. This ordinance continues the fund and moves all of the activity of the special revenue fund to a capital fund.

RECOMMENDATION: Approve an Ordinance repealing and replacing Ordinance No. 1071 establishing Chapter 3.30 of the Union Gap Municipal Code for the Real Estate Excise Tax Fund.

LEGAL REVIEW: The City Attorney has reviewed this Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: It was reported at the September 18th meeting that staff recently reviewed the fund ordinances and determined that there are changes that need to be made to several of them in order to provide clarification and simplification in using them.

This ordinance was reviewed during that process. The only change includes closing the Special Revenue Fund 118 – Real Estate Excise Tax Fund and moving all activity to Capital Fund 318 – Real Estate Excise Tax Fund.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

**CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 1071 ESTABLISHING CHAPTER 3.30 "REAL ESTATE EXCISE TAX FUND" OF THE UNION GAP MUNICIPAL CODE.

WHEREAS, Ordinance No. 1071 established Chapter 3.30 of the Union Gap Municipal Code establishing Special Revenue Fund No. 118, known as the "Real Estate Excise Tax" Fund; and,

WHEREAS, Fund No. 118 was established as a Special Revenue Fund and in order to stay in compliance with the reporting requirements of the state auditor's office it was necessary to create Capital Fund No. 318 to use as a reporting fund for special revenue Fund No. 118 for reporting purposes; and,

WHEREAS, City Council has determined that as a housekeeping issue, it is in the best interest of the city to close special revenue fund 118 "Real Estate Excise Tax Fund" and transfer all monies over to capital fund 318 "Real Estate Excise Tax Fund.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP DOES ORDAIN as follows:

Section 1. Repeal and Replacement of Ordinance No. 1071 establishing Chapter 3.30 of the Union Gap Municipal Code. Ordinance No. 1071 establishing Chapter 3.30 of the Union Gap establishing Municipal Code is hereby repealed and replaced as shown below:

Chapter 3.30 REAL ESTATE EXCISE TAX FUND

3.30.010 Fund Closed/Fund Created.

Special Revenue Fund No. 118 "Real Estate Excise Tax Fund" is hereby closed and replaced with Capital Fund No. 318 "Real Estate Excise Tax Fund." As of the date of this ordinance, the ending balance and all fund activity of the special revenue fund 118 "Real Estate Excise Tax Fund" will be transferred over to the capital fund 318 "Real Estate Excise Tax Fund."

3.30.020 Imposed—Amount.

There is hereby imposed a tax of one-quarter of one percent of the selling price on each sale of real property within the corporate limits of this city.

3.30.030 Taxable events.

Taxes imposed in this chapter shall be collected from persons who are taxable by the state under RCW Chapter 82.45 and WAC Chapter 458-61 upon the occurrence of any taxable event within the corporate limits of the city.

3.30.040 Consistency with state tax.

The taxes imposed herein shall comply with all applicable rules, regulations, laws and court decisions regarding real estate excise taxes as imposed by the state under RCW Chapter 82.45 and WAC Chapter 456-61. The provisions of those chapters, to the extent they are not inconsistent with the ordinance codified in this chapter, shall apply as though fully set forth herein.

3.30.050 Distribution of proceeds—Use limitations.

- (a) The county treasurer shall place one percent of the proceeds of the taxes imposed herein in the county current expense fund to defray costs of collection.
- (b) The remaining proceeds from city taxes imposed herein shall be distributed to the city monthly and those taxes imposed under Section 3.30.010 shall be placed by the city treasurer in a municipal capital improvements fund. These capital improvements funds shall be used by the city for local improvements, including those listed in RCW 35.43.040.
- (c) This section shall not limit the existing authority of this city to impose special assessments on property benefited thereby in the manner prescribed by law.

3.30.060 Seller's obligation.

The taxes imposed herein are the obligation of the seller and may be enforced through the action of debt against the seller or in the manner prescribed for the foreclosure of mortgages.

3.30.070 Lien provisions.

The taxes imposed herein and any interest or penalties thereon are the specific lien upon each piece of real property sold from the time of sale or until the tax is paid, which lien may be enforced in the manner prescribed for the foreclosure of mortgages. Resort to one course of enforcement is not an election not to pursue the other.

3.30.080 Collection—Notation of payment—Receipts and tax stamps.

The taxes imposed herein shall be paid to and collected by the treasurer of the county within which is located the real property which was sold. The county treasurer shall act as agent for the city within the county imposing the tax. The county treasurer shall cause a stamp evidencing satisfaction of the lien to be affixed to the instrument of sale or conveyance prior to its recording or to the real estate tax affidavit in the case of used mobile home sales. A receipt issued by the county treasurer for the payment of the tax imposed herein shall be evidence of the satisfaction of the lien imposed in Section 3.30.060 and may be recorded in the manner prescribed for recording satisfactions or mortgages. No instrument of sale or conveyance evidencing a sale subject to the tax may be accepted by the county auditor for filing or recording until the tax is paid and the stamp affixed thereto; in case the tax is not due on the transfer, the instrument shall not be accepted until suitable notation of this fact is made on the instrument by the county treasurer.

3.30.090 Date payable.

The tax imposed hereunder shall become due and payable immediately at the time of sale and, if not so paid within thirty days thereafter, shall bear interest at the rate of one percent per month from the time of sale until the date of payment.

3.30.100 Excessive and improper payments—Refunds.

If, upon written application by a taxpayer to the county treasurer for a refund, it appears a tax has been paid in excess of the amount actually due or, upon a sale or other transfer declared to be exempt, such excess amount or improper payment shall be refunded by the county treasurer to the taxpayer; provided, that no refund shall be made unless the state has first authorized the refund of an excessive amount or an improper amount paid, unless such improper amount was paid as a result of a miscalculation. Any refund made shall be withheld from the next monthly distribution to the city.

3.30.101 Additional real estate excise tax.

In accordance with RCW 82.46.035, and in addition to the excise tax on the sale of real property imposed by Sections 3.30.010 and 3.30.020, there is hereby imposed an excise tax on each sale of real property located within the corporate limits of the City of Union Gap at the rate of one quarter of one percent of the selling price to be collected by the county as prescribed in RCW 82.46.060. Proceeds from this additional tax shall be deposited in a separate account in the municipal capital improvements fund (118) and expended as authorized by law under RCW 82.46.035(5).

Section 5. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 6. Effect: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

ORDAINED this _____ day of _____, 2023.

John Hodkinson, Mayor

ATTEST:

APPROVAL AS TO FORM:

Karen Clifton, City Clerk

Jessica Foltz, City Attorney