

# UNION GAP CITY COUNCIL

## REGULAR MEETING AGENDA

MONDAY OCTOBER 14, 2024 – 6:00 P.M.

CIVIC CAMPUS, 102 W. AHTANUM ROAD, UNION GAP

### COUNCIL VALUES

*As a Council with a community centered approach, we are committed to fiscal responsibility, transparency, and professionalism.*

*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 23, 2024, as attached to the Agenda and maintained in electronic format

B. *Approve Vouchers:*

Claim Vouchers – EFT's, and Check No's 109193 through 109194 and Check No's 109202 through 109295 for October 14, 2024, in the amount of \$1,466,127.43

Payroll Vouchers – EFT's, and Check No's 109195 through 109201 for the month of September 2024, in the amount of \$534,708.69

### III. GENERAL ITEMS

#### Finance & Administration

1. Public Hearing – 2025 Ad Valorem Property Tax Levy
2. Ordinance No. - \_\_\_\_\_ - 2025 Ad Valorem Property Tax Levy

**City Manager**

1. Resolution No. - \_\_\_\_\_ - Amendment No. 2 to Professional Services Agreement – Rio Foltz, PLLC
2. Resolution No. - \_\_\_\_\_ - Adopting an Amended City of Union Gap Purchasing and Contracting Policy

**Police**

1. Ordinance No. - \_\_\_\_\_ - Amending UGMC 6.04.100 to Adopt RCW 16.52.340 by Reference
2. Resolution No. - \_\_\_\_\_ - ILA - Traffic Safety Commission

**IV. COMMITTEE REPORTS**

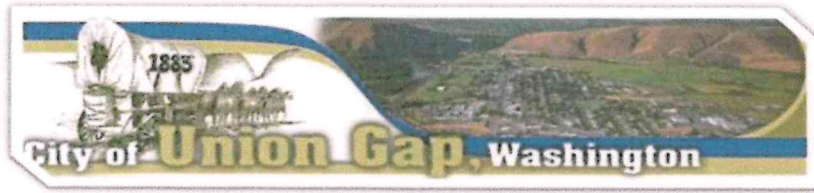
**V. ITEMS FROM THE AUDIENCE: - Final Opportunity** - The City Council will allow comments under this section on items NOT already on the agenda. Each speaker will have three (3) minutes to address the City Council. Any handouts provided must also be provided to the City Clerk and are considered a matter 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 14, 2024  
**From:** Lynette Bisconer, Director of Finance and Administration  
**Topic/Issue:** Public Hearing – 2025 Ad Valorem Property Tax Levy

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**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 2025 budget.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:**

Current Valuation: \$1,365,661,411 (\$120,733,263 higher than 2024)

2024 Levy	\$2,248,076
Additional Funds for Construction:	\$83,171
1% Increase:	<u>\$22,481</u>
Total 2025 Levy	\$2,353,728

**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 2025 Ad Valorem Property Tax on Monday, October 14, 2024, at 6:00 p.m, or as soon thereafter a possible. The public hearing will be held at Union Gap Civic Campus, 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 2025 Ad Valorem Property Tax. Comments may be submitted to the City Clerk at [lynette.Bisconer@uniongapwa.gov](mailto:lynette.Bisconer@uniongapwa.gov) or by mail to P. O. Box 3008, Union Gap, Washington, 98903 prior to 5:00 p.m. on October 14, 2024.

DATED this 12 day of September 2024.

  
Lynette Bisconer, City Clerk

## 2025 Property Tax 1% Increase

The 2025 1% increase would be \$22,480.76. The impact on City residents, based on property value would be very minimal, as shown in the graph below.

<b>Estimated Increase With 1% Increase</b>			
<b>Property Value</b>	<b>Current Tax</b>	<b>2025 Property Tax the City Receives Annually</b>	<b>Additional Annual Cost</b>
\$100,000.00	\$180	\$175	(\$5)
\$200,000.00	\$360	\$349	(\$11)
\$300,000.00	\$540	\$524	(\$16)
\$400,000.00	\$721	\$699	(\$22)
\$500,000.00	\$901	\$874	(\$27)

Annual amount would decrease per value due to additional construction value of \$83,171, increasing The City of Union Gap's overall value up by \$28,707,000.

## Tax Code Area 300

Tax District Levy	Voted	Non-Voted	Total
Yakima County	0.00000000	0.97798949	0.97798949
County Flood Control	0.00000000	0.05513605	0.05513605
County EMS	0.00000000	0.25000000	0.25000000
<b>Union</b> Gap City	0.00000000	1.80142950	1.80142950
<b>Union</b> Gap School	1.27572319	0.00000000	1.27572319
Yakima Valley Regional Library	0.00000000	0.29320895	0.29320895
State School Levy	0.00000000	1.43728318	1.43728318
State School Levy Part 2	0.00000000	0.77100703	0.77100703
<b>Total Rates for TCA 300</b>	<b>1.27572319</b>	<b>5.58605420</b>	<b>6.86177739</b>

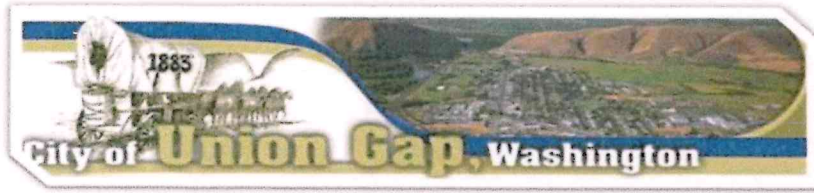
Below are just a few of the major increases we will be seeing in 2025.

<b>Increased Expenditures for 2025</b>					
<b>Vendor</b>	<b>For</b>	<b>2024 Actual Cost</b>	<b>2025 Budget</b>	<b>2025 Increase</b>	
WCIA	Liability Insurance	599,353	623,911	\$24,558	4.10%
City of Yakima	Fire Protection Services	1,776,878	1,894,242	\$117,364	6.61%
Public Defenders	Public Defense Services	160,000	332,975	\$172,975	108.11%
Yakima Co Dept of Corrections	Medical costs	13000	25000	\$12,000	92.31%
	Community center		10,408	\$10,408	
	Library		10,408	\$10,408	
<b>Total Increase</b>				<b>\$347,713</b>	

Library will be reimbursing us \$5,000 for operation costs which be reviewed each year.

**2025 Estimated Revenue Summary**

<b>FUND</b>	<b>2024 BUDGET</b>	<b>2025 BUDGET</b>	<b>VARIANCE</b>
<b>001 - Current Expense Fund</b>	\$10,702,576	\$10,775,829	\$73,253
<b>002 - Rainy Day Fund</b>	\$16,250	\$23,700	\$7,450
101 - Street Fund	\$1,250,189	\$1,060,240	-\$189,949
107 - Lodging Tax Fund	\$331,719	\$298,903	-\$32,816
108 - Tourism Promotion Fund	\$268,678	\$478,905	\$210,227
<b>109 - Agility Fund</b>	\$2,089	\$6,500	\$4,411
<b>110 - Craft Night Reserve Fund</b>	\$1,245	\$1,245	\$0
<b>111 - Library &amp; Community Center Fund</b>	\$0	\$0	\$0
<b>114 - Seniors Activity Fund</b>	\$1,541	\$1,500	-\$41
123 - Criminal Justice Fund	\$401,304	\$533,677	\$132,373
126 - Crime Prevention Assessment Fund	\$2,679	\$2,679	\$0
<b>127 - Commute Trip Reduction Fund</b>	\$0	\$0	\$0
128 - Transit System Fund	\$1,696,016	\$1,989,500	\$293,484
130 - Community Policing Fund	\$476	\$500	\$24
<b>132 - Community Events Fund</b>	\$20,000	\$20,000	\$0
133 - Marijuana Excise Tax Fund	\$64,197	\$73,065	\$8,868
170 - Housing Rehabilitation Fund	\$21,636	\$2,296	-\$19,340
304 - VMB Improvement Fund	\$19,431	\$0	-\$19,431
305 - Regional Beltway Fund	\$5,690,262	\$0	-\$5,690,262
306 - Park Development Reserve Fund	\$176,108	\$76,108	-\$100,000
312 - PW Equipment Reserve Fund	\$13,044	\$5,000	-\$8,044
313 - Fire Department Reserve Fund	\$218,086	\$145,000	-\$73,086
315 - Police Vehicle Reserve Fund	\$74,700	\$51,000	-\$23,700
316 - Building Reserve Fund	\$8,899	\$1,000	-\$7,899
317 - PW Building Reserve Fund	\$31,432	\$31,432	\$0
318 - Municipal Capital Improvement Fund	\$899,379	\$892,554	-\$6,825
320 - City Hall Equipment Reserve Fund	\$340	\$340	\$0
321 - Street Development Reserve Fund	\$4,614,330	\$4,614,330	\$0
324 - Infrastructure Reserve Fund	\$625,674	\$693,980	\$68,306
325 - Development Mitigation Reserve Fund	\$519,224	\$519,224	\$0
401 - Water Fund	\$1,852,507	\$1,982,064	\$129,557
402 - Garbage Fund	\$1,839,562	\$1,946,600	\$107,038
403 - Sewer Fund	\$2,722,869	\$2,623,094	-\$99,775
404 - Water Improvement Reserve	\$769,665	\$783,250	\$13,585
405 - Sewer Improvement Reserve	\$2,838,800	\$933,250	-\$1,905,550
406 - Garbage Reserve Fund	\$115,250	\$115,250	\$0
650 - YVCRU Fund	\$350,000	\$350,000	\$0
<b>Total</b>	<b>\$38,160,156</b>	<b>\$31,032,015</b>	<b>-\$7,128,141</b>
<b>Total Affect on Current Expense</b>			<b>\$10,828,774</b>



## City Council Communication

**Meeting Date:** October 14, 2024  
**From:** Lynette Bisconer, Director of Finance and Administration  
**Topic/Issue:** Ordinance – 2025 Ad Valorem Property Tax Levy

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**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 14, 2024.

**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 2025.

**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:

2024 Levy	\$2,248,076
New Construction	83,171
Plus 1% Increase	<u>22,481</u>
Total Levy for 2025	\$2,353,728

**BACKGROUND INFORMATION:** This was discussed during the October 7, 2024 Study Session and the October 14, 2024 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 2025.

**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 14, 2024 to consider the City of Union Gap's current expense budget for the 2025 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 2025; 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 2025 levy in the amount of \$405,652 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 \$2,353,728; 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 14th day of October 2024.

\_\_\_\_\_  
John Hodkinson, City Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Lynette Bisconer, City Clerk

\_\_\_\_\_  
Jessica Foltz, City Attorney





## City Council Communication

**Meeting Date:** October 14, 2024  
**From:** Sharon Bounds, City Manager  
**Topic/Issue:** Resolution – Amendment No. 2 to Professional Services Agreement – Rio Foltz, PLLC

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**SYNOPSIS:** City Attorney Jessica Foltz, from Rio Foltz, PLLC, recently requested an increase to her compensation. In order to pay higher business costs, she is requesting an annual 3% increase to her compensation, which requires an amendment to the contract.

**RECOMMENDATION:** Approve a resolution authorizing the City Manager to sign Amendment No. 2 to the professional services agreement with Rio Foltz, PLLC, for City Attorney services.

**LEGAL REVIEW:** The City Attorney has reviewed the resolution, and contract.

**FINANCIAL REVIEW:** This additional cost is included in the 2025 budget.

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:**

1. Resolution
2. Amendment No. 2 to Professional Services Agreement with Rio Foltz, PLLC.

**CITY OF UNION GAP, WASHINGTON  
RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION** authorizing the City Manager to sign Amendment No. 2 to Agreement for Professional Services with Rio Foltz, PLLC, for City Attorney services.

**WHEREAS** Rio Foltz, PLLC has been the City Attorney for the City of Union Gap with the last contract signed November 28, 2022; and

**WHEREAS**, the cost of operating their business continues to rise; and,

**WHEREAS** Attorney Foltz has recently requested an annual increase of 3% to their contract with the city for each year of the agreement; and,

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP, WASHINGTON, HEREBY RESOLVES as follows:**

The City Manager is authorized to sign Amendment No. 2 to the Professional Services Agreement with Rio Foltz, PLLC, for City Attorney services.

**PASSED** this 14th day of October, 2024.

\_\_\_\_\_  
John Hodkinson, City Mayor

ATTEST:

\_\_\_\_\_  
Lynette Bisconer, City Clerk

\_\_\_\_\_  
Jessica Foltz, City Attorney

AMENDMENT NO. 2  
TO  
2023 AGREEMENT FOR PROFESSIONAL SERVICES  
BETWEEN  
THE CITY OF UNION GAP  
AND  
RIO FOLTZ, PLLC

THIS AMENDMENT is made and entered into this 14<sup>th</sup> day of October, 2024, by and between the City of Union Gap, Washington, a municipal corporation, hereafter “City” and Rio Foltz, PLLC, hereafter “Service Provider”.

IN CONSIDERATION of the mutual covenants contained herein, the parties agree to amend the 2023 Agreement for Professional Services, hereafter “Agreement”, between the City of Union Gap and Rio Foltz, PLLC, signed November 28, 2022, as follows:

**Section 1.** The parties hereby mutually agree to amend the Agreement by replacing Section 4 “Payment” of the Agreement in its entirety with the following:

The City shall make monthly payments in the amount set forth herein upon receipt of the Service Provider’s monthly billing invoice.

The Service Provider’s initial monthly payment shall be \$8,500 per month for performing services as stated in Exhibit A. This rate shall be increased by three percent (3%) beginning January 1, 2025, with the resulting amount being increased by three percent (3%) annually on January 1<sup>st</sup> for each year the Agreement is in effect.

The above-mentioned payment is only for legal services performed or to be performed. Any actual costs incurred by the Service Provider, i.e. court filing fees, recording fees, etc., will be included on the invoice as a separate line item to be reimbursed by the City to the Service Provider.

Service Provider will be paid within twenty (20) working days following the receipt by the City of an invoice.

Acceptance of such payment by the Service Provider shall constitute a release of all claims for payment that the Service Provider may have against the City unless such claims are specifically reserved in writing and transmitted to the City by the Service Provider prior to its acceptance. Said payment shall not, however, be a bar to any claims that the City may have against the Service Provider or to any remedies the City may pursue with respect to such claims.

The Service Provider and its sub-consultants shall keep available for inspection by representatives of the City, the State, and the United States for a period of three years after final payment the cost records and accounts pertaining to this Agreement and all items relating to or bearing upon these records with the following exception: if any litigation, claim, or audit arising out of, in connection

with, or relating to this contract is initiated before the expiration of the three-year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

**Section 2.** All other terms of the Agreement not otherwise modified by this Amendment shall remain in full force and effect for the remainder of the term of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF UNION GAP, WASHINGTON

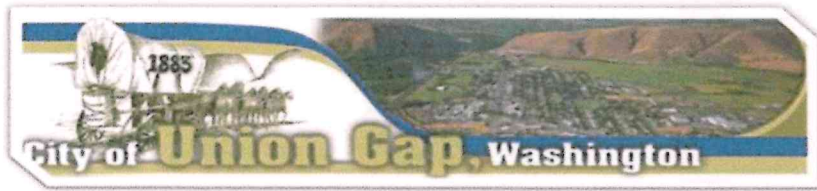
RIO FOLTZ, PLLC

\_\_\_\_\_  
Sharon Bounds  
City Manager

\_\_\_\_\_  
Jessica Foltz  
Rio Foltz, PLLC

ATTEST:

\_\_\_\_\_  
Lynette Bisconer  
City Clerk



## City Council Communication

**Meeting Date:** October 14, 2024  
**From:** Sharon Bounds, City Manager  
**Topic/Issue:** Resolution – Adopting an amended City of Union Gap Purchasing and Contracting Policy

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**SYNOPSIS:** MRSC has a program that hosts Public Agency's individual Small Public Works, Consultant and Vendor Rosters called the MRSC Rosters Program. In an effort to simplify the purchasing process for employees who have purchasing authority we'd like to join the MRSC Rosters Program.

**RECOMMENDATION:** Approve a resolution adopting an amended UG Purchasing and Contracting Policy.

**LEGAL REVIEW:** The City Attorney has reviewed.

**FINANCIAL REVIEW:** Apx. \$275 per year. This additional cost is included in the 2025 budget.

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** 1. Resolution  
2. Amended Purchasing and Contracting Policy

**CITY OF UNION GAP, WASHINGTON**  
**RESOLUTION NO. \_\_\_\_\_**

A **RESOLUTION** adopting an amended City of Union Gap Purchasing and Contracting Policy.

**WHEREAS**, Municipal Research Services Center (MRSC) has a program that hosts Public Agency’s individual Small Public Works, Consultant and Vendor Rosters called the MRSC Rosters Program; and,

**WHEREAS** the City has decided to join the MRSC Rosters Program in an effort to simplify the purchasing process for employees who have purchasing authority; and,

**WHEREAS**, it is now necessary to make minor changes to the City of Union Gap Purchasing and Contracting Policy.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP, WASHINGTON, HEREBY RESOLVES as follows:**

The City of Union Gap Purchasing and Contracting Policy is amended to include updated language as attached hereto.

**PASSED** this 14th day of October, 2024.

\_\_\_\_\_  
John Hodkinson, City Mayor

ATTEST:

\_\_\_\_\_  
Lynette Bisconer, City Clerk

\_\_\_\_\_  
Jessica Foltz, City Attorney

**CITY OF UNION GAP  
PURCHASING AND CONTRACTING  
POLICIES AND PROCEDURES**

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# **City of Union Gap**

## **Purchasing and Contracting Policies and Procedures**

### **INTRODUCTION**

All City departments and employees must follow established policies and procedures for procurement of equipment, materials, and services. Adherence to policies and procedures will ensure that public purchases and contracts are open and fair. Procedures are divided into four major areas: 1) Purchases of Supplies, Materials, and Equipment, 2) Professional Services, 3) Sole/Single Source Purchases, and 4) Public Works Contracts and Professional Services (architectural and engineering).

### **Reason for Policy/Purpose**

Considerable authority has been delegated to departments to make purchasing decisions. This requires that employees involved at every step of the process take full responsibility for understanding the City's policies and procedures regarding purchasing, payment, and vendor relations. Purchasing decisions are business decisions made on behalf of the City of Union Gap and therefore should be made with the utmost consideration for what is in the best interest of the City. Purchases also need to be made in the most efficient and cost effective manner. Following policy and procedures ensures that appropriate business processes occur when dealing with outside vendors. Segregation of duties and responsibilities in the purchasing process provides proper controls. As the dollar value and complexity of a purchase increases, so does the level of authority and responsibility required to obligate the City for a purchase. This policy is meant to provide guidance to end users making purchases on behalf of the City of Union Gap.

The Finance Department is charged with developing administrative procedures to implement this policy with input from other City departments. Procedures should ensure the fiscal responsibility of the City in expending resources for good and services for City operations. The procurement procedures of the City are based on guidelines provided in the Revised Code of Washington (RCW), by the Washington State Auditor's Office, and by the Municipal Research and Services Center (MRSC).

## Objectives

The objectives of the City's procurement program are as follows:

- To enhance public trust in the procurement process through disciplined purchasing and contracting policies and procedures;
- To provide a uniform system to obtain supplies, materials, equipment, and services in an efficient and timely manner;
- To facilitate responsibility and accountability with the use of City resources;
- To ensure equal opportunity and competition among suppliers and contractors;
- To promote effective relationships and clear communication between the City and its suppliers and contractors;
- To comply with Uniform Guidance, 2CFR 200 required for Federal awards made after December 26, 2014; and
- To comply with the comprehensive State procurement statutes which govern expenditures of public funds.
- To provide staff with clear guidelines relating to procurement.

## GENERAL POLICY

### *Code of Ethics*

Ethics policies and disciplinary sanctions have been established within the **City's Personnel Policies** and **City Council Rules of Procedure and Conduct**. Public employees must discharge their duties impartially, so as to assure fair competitive access to governmental procurement by responsible contractors. Moreover, they should conduct themselves in such a manner as to foster public confidence in the integrity of City of Union Gap's procurement function.

No City of Union Gap employee, officer, agent, or any member of his/her immediate family shall receive any benefit, gratuity or reward, directly or indirectly, from any City of Union Gap contract or procurement. This restriction applies to partners of Union Gap employees or to organizations to which they may belong.

No City employee, officer, or agent shall solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subagreements. In compliance with RCW 42.52.150, the following unsolicited gifts may be accepted by City employees:

- Advertising or promotional items of nominal value, such as pens, calendars, and note pads;
- Unsolicited flowers, plants and floral arrangements that are left to decorate the agency's office; and

- Food and beverages consumed at a hosted meeting or reception where the attendance is related to the employee's position at the City.

### ***Conflict of Interest***

Organizational conflicts of interest, both real and apparent, shall be avoided to the maximum extent possible. An organizational conflict of interest exists when because of the relationship with a parent company, affiliate, or subsidiary organization, the City is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

If an organizational conflict of interest is determined to exist, the City may, at its discretion, offer the opportunity to correct the organizational conflict of interest, disqualify a Submitter from further participation in procurement, cancel the procurement or, if award has already occurred, the City may cancel the Contract. If the Submitter was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to the City, the City may terminate the contract for default.

### ***Unauthorized Purchases***

Only authorized individuals may financially obligate the City in the acquisition of goods, services and public works. Any financial obligation made by an individual lacking authority to procure on behalf of the City shall not be deemed ratified or approved by any City Official and the City shall not be bound thereby, except as may be required by law. Individuals procuring on behalf of the City without proper authorization may be held personally liable for unauthorized debts incurred.

### ***Enforcement***

The City Manager or designee and each Department Director shall be responsible for procurements made for his/her department and shall ensure all purchases are made in accordance with this policy, state laws and federal regulations. The Director of Finance & Administration or designee shall monitor the City's procurement policies to enforce compliance with regulations. In the case of an irresolvable dispute between a Department Director and the Director of Finance & Administration or designee, the City Manager shall make the final determination in consultation with the City Attorney.

### ***Planning***

It is the responsibility of the City Manager or designee and Department Director to ensure sufficient unexpended budget exists to make the contemplated purchase. Furthermore, it

is the Department Director's responsibility to determine that all procurements are required to meet only the City's needs and to avoid the purchase of unnecessary or duplicative items. The Department Director shall give consideration to consolidation or breaking out items to obtain a more economical purchase.

Where appropriate, an analysis should be made of a lease vs. purchase alternative and any other appropriate analysis, such as, delivery costs, after-market support and service, travel and per diem costs for out of area consultants etc., to determine which approach would be the most economical and provide the greatest return value to the City.

To foster greater economy and efficiency, Department Directors are encouraged to enter into state and local intergovernmental agreements, whenever they are available, for the procurement of common goods and services. Department Directors are also encouraged to evaluate the feasibility and project cost impacts of using federal excess and surplus property in lieu of purchasing new equipment and property.

### ***Controlling Laws***

Purchases must comply with appropriate and relevant Federal, State, and local laws and regulations. If the appropriate and relevant Federal, State or local laws, regulations, grants, or requirements are more restrictive than these guidelines, such laws, regulations, grants, or requirements must be followed. For example, the federal competitive proposal process may have more steps and requirements than the one described by RCW. When using federal or state funds there may be elements that require prior written approval from the granting agency before purchases are made.

When procuring items funded by federal grants, City employees shall review and follow the provisions of "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" Title 2 of the Code of Federal Regulations (2 CFR 200) for federal awards made after December 26, 2014.

### ***Buy versus Lease Process***

Equipment should almost always be acquired by outright purchase. If leasing is determined to be appropriate, departments should consult with the Finance Department to determine if equipment should be leased. If grant or restricted funds are involved in the acquisition of the equipment, it must first be determined that the source of funding allows for leasing.

Leasing may be advantageous if the total cost of a lease for the period of the equipment's life or the technological life is less than the purchase price. The total cost of the lease should be compared to the total cost of the purchase, taking into account such factors as equipment costs, maintenance costs, interest, taxes, and insurance.

### ***Capital Equipment/Asset Tracking***

Capital Equipment is defined as property having a useful life of one or more years from the date of acquisition and a minimum acquisition cost of \$5,000 or more.

### ***Budget Amendments***

Each Department Director must ensure purchases are initiated only when appropriations are sufficient to cover the anticipated cost. Requests for budget adjustments must be given to the Director of Finance & Administration or designee for compilation of a budget amendment request to the City Manager and City Council.

### ***Use of City Bank/Credit Card***

For those employees authorized to use a City bank/credit card, the use of the City bank/credit card is strictly limited to official City business, which includes but is not limited to, conference or program registration; travel, lodging, and meals; purchase of materials and supplies, and related expenses. Bank/credit card limits will be established by the City Manager or designee and will depend on approval authority up to \$15,000.

## **PURCHASING SUPPLIES, MATERIALS, EQUIPMENT AND PROFESSIONAL SERVICES**

### ***General***

The following section applies to purchases of:

- Supplies, materials, and equipment
- Professional services (does not include architectural and engineering design)
- Non-professional services

This policy does not apply to the acquisition, sale, or lease of real property.

See the *Public Works* section for guidelines for public works contracts and professional services (architectural and engineering services).

### ***Determining Total Purchase Price***

#### **Anticipated Cost**

The anticipated annual need for a good or service (when it can reasonably be projected) should be used to determine the cost of goods or services, and thus which cost threshold and other related purchasing requirements apply.

#### **No “Bid Splitting”**

Requirements should not be divided to come up with a lower total cost to avoid competition requirements. If one item being purchased requires another item to “make a whole”, the total accumulated costs of the two items (when they can reasonably be projected) should be considered together to determine which cost threshold applies, unless the two items are not available from a single supplier.

#### **Costs to Include**

Include costs such as taxes, freight, and installation charges when determining which cost threshold applies.

#### **Include Total Quantity Needed**

Requirement for the total quantity of an item (when they can reasonably be projected) should be considered when determining which cost threshold and related purchasing requirements apply.

#### **Multiphase Programs**

If a purchase is to be completed in phases, the total accumulated cost for all phases should be considered when determining which cost threshold applies.

The following cost thresholds apply for purchases of supplies, equipment, *nonprofessional services*, and information services.

They do not apply to the purchase of services that constitute a *public work*. See *Public Works* section for public works projects.

They also do not apply to the purchase of *professional services* (including architectural or engineering services). See the section for professional services or the *Public Works* section for architectural or engineering service contracts.

## ***Approval Authority***

Purchasing limits as set forth via the approved City Resolutions states the purchasing limit for all Department Heads shall be that amount as set forth in the department's budget for each fund.

## ***Federal Funds***

Federal funds and grants come with their own separate and more restrictive bidding requirements. All projects are audited to the most restrictive of policies and terms of conditions of awards. City staff will make it a practice to read the terms and conditions of each Federal award to ensure specific procurement requirements are followed (e.g. WSDOT's LAG Manual). Competitive bidding may be required by federal agencies, even below the state bid limits and the required competitive process may be more demanding. The purchaser must ensure purchasing rules are followed. A copy of the *Federal Procurement Standards* (2 CFR Part 200 Subpart D, and Appendix II) is included with this policy as "Attachment A", and can be found at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d> and "Attachment B", Contract Provisions for Non-Federal Entity Contracts, can be found at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200>.

The City of Union Gap will follow **Federal Procurement Standards** (Found in Attachment A unless otherwise noted) by:

- Making an effort to solicit small and minority businesses, women's business enterprises, and labor surplus area firms (2 CFR 200.321),
- Providing a preference for the purchase of products that are produced in the United States, if possible and practical (2 CFR 200.322),
- Procuring recovered materials if possible and practical (2 CFR 200.323),
- Following Federal contract cost and price regulations if applicable (2 CFR 200.324 )
- Cooperating in a Federal or pass-through entity review, if requested (2CFR 200.325),
- Following Federal bonding requirements (2 CFR 200.326),
- Following Federal contract provisions (2 CFR 200 327 described in Appendix II - Attachment B)
- Verifying and documenting that vendors are not suspended or debarred from doing business with the Federal government (Appendix II of 2 CFR 200 - Attachment B).



**Cost Threshold Requirements – Supplies, Equipment, Non-Professional Services, and Information Services**

<b>Procurement Method</b>	<b>Goods and Professional Services (Excluding architectural and engineering services)</b>
Micro-Purchase – No required quotes. However, must consider price as reasonable based on research, experience or purchase history. To the extent practical, distribute equitably among suppliers.	\$10,000 - Federal Threshold * Below \$5,000 – City Threshold Must use the more restrictive City threshold
Small Purchase – Informal, obtain quotes from qualified sources (three preferred if possible), or MRSC Rosters.	\$10,001 - \$250,000 Federal Threshold * \$5,000 - \$7,499 – City Threshold  Must use the more restrictive City threshold
Sealed Bids/Competitive Bids – Must choose the lowest responsible bidder City Threshold: Can use small purchases process, MRSC Rosters Vendor List, or formal competitive bidding.	\$250,000 Federal Threshold * \$7,500 - \$40,000 – City Threshold  Must use the more restrictive City threshold
Sealed Bids/Competitive Bids – Must choose the lowest responsible bidder or use the MRSC Rosters Vendor list.	\$40,000-\$50,000 – City Threshold
Formal Competitive Bids – Require advertising, unless a non-competitive procurement is used, and sealed bids are required.	\$250,000 Federal Threshold * Over \$50,000 – City Threshold  Must use the more restrictive City threshold
Competitive Proposals	Used when conditions are not appropriate for the use of sealed bids. <ul style="list-style-type: none"> <li>• Must publicize request for proposals soliciting from an adequate number of qualified sources</li> <li>• Maintain written method for conducting technical evaluations</li> <li>• Contract must be awarded to the responsible firm whose proposal is most advantageous to the program</li> </ul>
Non-competitive Proposals	Appropriate only when: <ul style="list-style-type: none"> <li>• Available only from a single source; or</li> <li>• Public emergency; and</li> </ul>

	<ul style="list-style-type: none"> <li>• Expressly authorized by awarding or pass-through agency in response to written request from the City of Union Gap</li> <li>• After soliciting a number of sources, competition is deemed inadequate.</li> </ul>
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\* <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d>

***Other Purchasing Options for Supplies, Equipment, Non-Professional Services and Information***

**Auctions**

RCW 39.30.045 allows for the purchase of any supplies or equipment at auctions rather than through competitive bidding, if the items can be obtained at a competitive price.

**Purchasing Surplus Property from Other Governmental Agencies**

RCW 39.33.010 allows for the purchase of surplus property from other governmental agencies without regard to bid laws.

**Contracting for Services with Other Governmental Agencies**

RCW 39.34.030 authorizes one public agency to contract with another public agency to perform any function which each agency is authorized by law to perform itself. This is done by entering into a written Intergovernmental Cooperative Purchasing Agreement (also known as an “Interlocal Agreement”).

**Piggybacking on State Contracts and Federal Contracts**

The City can piggyback on state and federal purchasing contracts without calling for competitive solicitations. Purchasing contracts awarded by the State of Washington through the Master Contracts Usage Agreement allows the City to access hundreds of state purchasing contracts. The City can also piggyback off many federal contracts administered by the General Services Administration (GSA).

***Emergency or Sole/Single Source Purchases***

Situations may occur when competition among multiple vendors is not practical. These situations, as outlined in RCW 39.04.280, include:

- There is clearly and legitimately only one source capable of supplying the good or service in a timely fashion.
- There are special circumstances or market conditions that result in only one appropriate source. (This includes parts and services for equipment, and technical support for computer software or hardware, that the City is already using. Other

costs associated with a potential purchase, such as the need for additional staff training, may also be considered.)

- Purchases of insurance or bonds.
- In the event of an *emergency*.

For this policy, sole source is defined as having only one known source for the goods/services required. Single source means there is more than one vendor capable of supplying the goods/services in the open market but only one is recommended because it is more cost effective or beneficial to the City. Purchases may be made from a *sole or single source* vendor without soliciting other quotes or bids. In non-emergency situations, written documentation demonstrating the appropriateness of a sole/single source purchase must be submitted to the Finance Department in advance of the purchase. Documentation must show adequate and detailed information to support the proposed procurement method. Finance (and the City Attorney, when needed) will evaluate whether a vendor can legitimately be defined as a sole/single source. Purchases in excess of \$5,000 from a sole source vendor require prior approval of the City Manager/designee.

If an emergency exists, the City Council or the person(s) designated by the Council to act in the event of an emergency may;

- Declare an emergency situation exists.
- Waive competitive requirements.
- Award, on behalf of the City, contracts necessary to address the emergency situation.

In *non-emergency* situations, RCW 39.04.280 states the contract and the basis for the exception from competitive procurement must be recorded and open to public inspection immediately after the purchase.

In emergency situations, RCW 39.04.280 requires a written finding of the existence of an emergency be made and entered into the public record no later than two weeks following the award of the contract.

## **Professional Services Contracts**

*Professional services* are services which provide professional or technical expertise to accomplish a specific study, project, task, or other work statement.

They include, but are not limited to:

- Accounting and auditing
- Bond or insurance brokerage
- Consulting services
- Legal services
- Real estate appraisal or title abstracts

## **Competitive Process**

A competitive process is not required for professional services, other than professional architectural or engineering services for the design of City improvements (see *Public Works* when obtaining these services).

## **Approval Authority**

<b>Amount</b>	<b>Approval Authority</b>
\$0 - \$10,000	Director
\$10,001 - \$25,000	City Manager
\$25,001 and Over	City Council

## **Contract Amendments**

The Department Director may execute an amendment to a professional services agreement without City Council approval, provided that the amendment:

- Simply extends the time of completion for a project.
- Provides for a cost increase that does not exceed the original contract cost (example: authorizing the use of Management Reserve), and is supported by the City's budget.
- Does not substantially change the scope of the original contract.
- Does not exceed approval authority.

## ***Payment Procession***

### **Approvals**

Vendor invoices should be signed for approval by the department director or designee before they are processed for payment. Reimbursements payable to City employees should be signed for approval as follows:

- Council – approved by the City Manager or designee.
- Mayor – approved by the City Manager or designee or Director of Finance & Administration.
- Department Director – approved by the City Manager or designee.
- Other employees – approved by the direct supervisor or Department Director or designee.

Employees may not approve their own reimbursement.

## **PUBLIC WORKS**

### ***General***

As defined in RCW 39.04.010, “public works” include, but are not limited to, all work, construction, alterations, repair, or improvement other than ordinary maintenance, engineering analysis, and design and other professional services, executed at the City’s cost, or which is by law a lien or charge on any property therein. All public works will be administered through the Public Works Department.

*Ordinary Maintenance* is either (1) work not performed by contract and that is performed on a regularly scheduled basis (daily, weekly, monthly, seasonal, semiannually, but at least once per year), to service check, or replace items that are not broken: or (2) work not performed by contract that is not regularly scheduled but is required to maintain the asset so that repair does not become necessary. (WAC 296-127-010(7)(b)(iii)) By law maintenance requires prevailing wages. ***Only work done by City employees is exempt.***

Public works contracts are in accordance with the current edition of the Standard Plans for Road, Bridge and Municipal Construction as issued by the Washington State of Department of Transportation (WSDOT), the American Public Works Association (APWA), Local Agency Guidelines Manual (LAG), the Department of Labor and Industries and all state, federal and local laws.

### ***Public Works Contracts***

#### **Public Works Contracts (under \$350,000) – Small Works**

RCW 39.04.151 authorizes the City to use a small works roster (MRSC Rosters) to award public works contracts of less than \$350,000.

#### **Public Works Contract (over \$350,000)**

Public works projects shall be awarded by competitive sealed bidding if the Project’s estimated cost is over \$350,000.

#### **Prevailing Wage**

The City is required by RCW 39.12.040 to require all Contractors to pay prevailing wages on all public works contracts no matter the cost.

### ***Approving Authority***

Purchasing limits may be set by City Resolution that states the purchasing limit for all Department Heads which will be that amount as set forth in the department’s budget for each fund.

## ***Emergency Contracts***

### **Emergency**

An *emergency*, for this section, is defined as unforeseen circumstances beyond the control of the City that are either: a) present a real, immediate threat to the proper performance of essential functions; or b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

The City Manager or his/her designee shall declare the situation an emergency. Competitive bidding requirements may be waived once an emergency has been declared. When contracting with a contractor for an emergency public works contract all other state, federal and City laws are still required. A written finding of the existence of an emergency must be made by the City Manager or designee.

### ***Professional Services – Architectural, Design, and Engineering***

The City utilizes MRSC Rosters to maintain a “Professional Services Roster”. Per RCW 39.80 MRSC will advertise on behalf of the City for architectural, landscape architecture, land surveyor, civil, mechanical, electrical, and structural engineering and construction management firms to annually submit a statement of qualifications and performance data. When services are required the City will select firms from the roster specializing in the specific service needed. The firm will present their Statement of Qualifications specific to the service requested to Public Works. The City selects the firm “most highly qualified”. The price or cost of the service may not be considered by the City when determining which firm is the most highly qualified.

After the most qualified firm has been chosen, the City negotiates a contract with that firm for the services at a price that is determined to be fair and reasonable, considering the estimated value of the services to be rendered, as well as the scope and complexity of the project. If a satisfactory contract cannot be negotiated, the City formally terminates the negotiations with that firm and attempts to negotiate a contract with the next most qualified firm. The process continues until an agreement is reached or the search is terminated.

The City may select a firm from the Professional Services Roster who they deem to be the most qualified for a specific project without going through the above mentioned process. The Director must provide a written statement as to why this firm is being selected without going through the process. The statement is to be filed in the project files.

## ***Change Orders and Amendments***

### **For Change Orders/Amendments within City Council Authorized Budget Appropriations**

Upon recommendation of the project/contract manager, and demonstration that a Change Order/Amendment is necessary and reasonable, the Department Director is authorized to approve any and all Change Orders/Amendments that do not exceed the legally authorized budget limit established by the City Council for the applicable project or contract.

### **For Change Orders/Amendments in Excess of City Council Authorized Budget Appropriations**

Upon recommendation of the Department Director, and demonstration that a Change Order/Amendment is necessary, the change order shall be submitted to the City Council for approval. The Change Order/Budget Amendment Request shall include the amount of requested funds and a written justification describing why the additional funds are necessary and the benefits to be derived.

If the City Council approves the Change Order/Budget Amendment Request, the Department Director shall take the necessary action to enact the Change Order/Amendment and complete the work in an expeditious manner in accordance with the City Council's direction.

If the City Council denies the Change Order/Budget Amendment Request, the Department Director shall report back to the City Manager and City Council with options as to how to accomplish the project/contract within the funds allocated.

In the event of an emergency or the need to take immediate or expeditious action necessary to protect or maintain the public health, safety, or welfare; or to prevent damage to public or private property, and with approval of the City Manager, the Department Director is authorized to enact Change Orders in excess of the legally authorized expenditure level. The Department Director shall timely report such actions to the City Council.

## ***Intergovernmental Agreements***

RCW 39.34.030 authorizes one public agency to contract with another public agency to perform any function which each agency is authorized by law to perform itself. This is done by entering into a written Intergovernmental Cooperative Purchasing Agreement (also known as an "Interlocal Agreement"). Intergovernmental agreements, also known as interlocal agreements, are the exercise of governmental powers in a joint or cooperative undertaking with another public agency. Purchase of goods or services from another public agency (cooperative purchasing) are not included in this section. Intergovernmental agreements shall be approved by the City Council.



### ***Cooperative Purchasing***

The City Manager or Director or designee shall have authority to enter into cooperative purchasing arrangements with other public agencies, including nonprofit corporations, as allowed under RCW 39.34.030, as now enacted or hereafter amended, when the best interests of the City would be serviced.

### ***Purchases From/Through the United States Government***

In accordance with RCW 39.32.090, as now enacted or hereafter amended, this section allows for the purchase of supplies, materials, electronic data processing and telecommunication equipment, software, services, and/or equipment from or through the United State government without calling for competitive solicitations.

## **DEFINITIONS**

### **Appropriation**

City Council authorization to expend funds for a specific purpose.

### **Architectural and Engineering Services**

Professional services rendered by any person, other than a City employee, to perform activities within the scope of the professional practice of architecture, professional practice of engineering and land surveying and or professional practice of landscape architecture.

### **Award**

The formal decision by the City notifying a responsible bidder with the lowest responsive bid of the City's acceptance of the bid and intent to enter into a contract with the bidder.

### **Bid**

The executed document submitted by a bidder in response to a notice inviting bids, a proposal, or a request for quotations.

### **Bidder**

A person or legal entity who submits a bid in response to a solicitation.

### **Competitive Sealed Bidding**

A process following advertisement in designated legal newspapers and other media for equipment, supplies, material, and public works contracts open to all suppliers, vendors, and contractors, and in which price is the primary basis for consideration and contract award.

### **Contract**

A contract in writing for the execution of public work for a fixed or determinable amount duly awarded after advertisement and competitive bid, or a contract awarded under the small works roster process.

### **Emergency**

Unforeseen circumstances beyond the City's control that present a real, immediate threat to the proper performance of essential functions, or that will likely result in material loss to property, bodily injury, or loss of life if immediate action is not taken.

### **Non-Professional Services**

Services that are purchased by the City in which the Contractor receives specific instructions and guidance from the City and does not meet the definition of professional services, architectural and engineering services, or public works projects. Examples include machine repair, debt collection services, temporary service agencies, credit card services, equipment service agreements, auctioning services, delivery services, inspections, advertising, etc.

### **Ordinary Maintenance**

Work not performed by contract and that is performed on a regular basis (daily, weekly, monthly – but not less than once per year) to service, check, or replace items that are not broken. Also defined as work not performed by contract that is not regularly scheduled but is required to maintain an asset so that repair does not become necessary.

### **Professional Services**

Services provided by consultants that provide highly specialized, generally onetime expertise to solve a problem or render professional opinions, judgments or recommendations. The labor and skill involved to perform these types of services are predominately mental or intellectual, rather than physical, or manual. Examples include graphic design, advertising, analysis, financial expertise, accounting, artists, attorneys, bond brokers, computer consultants, insurance brokers, economists, planners, real estate services, etc. This term does not include architectural and engineering services.

### **MRSC Professional Services Roster**

Firms engaged in lawful practice of their profession submit a statement of qualifications and performance date with a request to be considered for professional services for Architectural, Landscape Architect, Land Surveyor, Civil, Mechanical, Electrical, Structural Engineering and Construction Management services. The firm will be placed on MRSC Rosters, of which the City will utilize to select professional services.

### **Public Works**

All work, construction alteration repair or improvement other than ordinary maintenance executed at the cost of the state or of any municipality, or which is by law a lien or charge on any property therein. All public works, including maintenance when performed by contract should comply with Chapter 39.12 RCW.

**Public Agency Work**

The limits set by the state legislature on the amount of public works that can be accomplished using the City's own work force or by hiring day laborers. Limits are expressed as specific dollar amounts for single or multiple craft projects.

**Request for Proposal (RFP)**

All documents, whether attached or incorporated by reference, utilized for soliciting competitive proposals. The RFP procedure permits negotiation of proposals and prices, as distinguished from competitive bidding and a notice inviting bids. The procedure allows changes to be made after proposals are opened and contemplates that the nature of the proposals and/or prices offered will be negotiated prior to award.

**Request for Quotations/Qualifications (RFQ)**

A document generally used for obtaining a summary of qualifications from prospective providers of professional services.

**MRSC Small Works Roster**

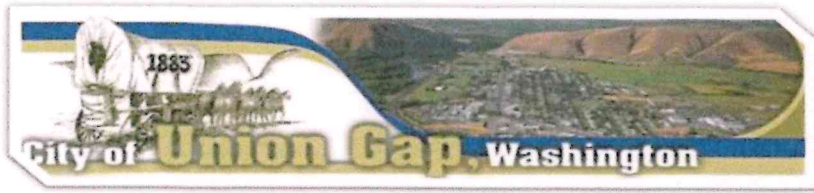
A process through which there is competition for public works contracts following notification, normally through a request for quotes, to some or all public works contractors who have requested placement on MRSC Rosters.

**Sole Source**

An award for a purchase to the only reasonably known capable supplier due to the unique nature of the requirement, the supplier, or market conditions.

**Surplus Property**

Any tangible, personal property owned by the City no longer needed or usable, presently or in the foreseeable future.



## City Council Communication

**Meeting Date:** October 14, 2024

**From:** Gregory Cobb, Chief of Police

**Topic / Issue:** Ordinance Amending UGMC 6.04.100 to Adopt RCW 16.52.340 by Reference

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**SYNOPSIS:** The City has previously adopted RCW 16.52.080 into the Union Gap Municipal Code (UGMC) under UGMC 6.04.100 Neglect, Abuse and Cruelty to Animals. This RCW section pertains to transporting or confining animals in an unsafe manner and is the ordinance we currently use to cite pet owners who leave their animals in hot vehicles. The penalty for violation of this section is a crime, punishable by up to a \$1,000 fine and up to 90 days in jail. There are circumstances where a criminal penalty is appropriate for this situation but there are many circumstances where a lesser penalty may be appropriate. RCW 16.52.340, titled in part "Leave or Confine any Animal in Unattended Motor Vehicle or Enclosed Space" is punishable by a \$125 civil infraction. The Police Department is requesting that the City Council adopt this section by reference by amending UGMC 6.04.100 to include it. Adopting RCW 16.52.340 will allow the Community Service Officer to cite the most appropriate violation given the different nature of every circumstance.

**RECOMMENDATION:** Amend UGMC 6.04.100 to adopt RCW 16.52.340 by reference.

**LEGAL REVIEW:** Reviewed by City Attorney

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:**

**ADDITIONAL OPTIONS:**

**ATTACHMENTS:** 1) Ordinance 2) RCW 16.52.340

**CITY OF UNION GAP, WASHINGTON**  
**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE** AMENDING UNION GAP MUNICIPAL CODE SECTION 6.04.100 “NEGLECT, ABUSE AND CRUELTY TO ANIMALS” TO ADOPT REVISED CODE OF WASHINGTON (RCW) SECTION 16.52.340 BY REFERENCE.”

**WHEREAS**, The City has previously adopted RCW 16.52.080, pertaining to transporting or confining animals in an unsafe manner, into the Union Gap Municipal Code (UGMC) under UGMC 6.04.100 Neglect, abuse and cruelty to animals; and

**WHEREAS**, The aforementioned RCW section is a criminal misdemeanor, punishable by up to a \$1,000 fine and up to 90 days in jail and is the ordinance currently used to cite pet owners who leave their animals in hot vehicles; and

**WHEREAS**, Another RCW section, RCW 16.52.340, specifically address leaving animals unattended in a motor vehicle or enclosed space and is punishable as an infraction with a \$125 penalty; and

**WHEREAS**, The Police Department would like to adopt the above-referenced RCW section to allow the Community Service Officer to have flexibility in charging depending on the circumstances;

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

**Section 1. Section 6.04.100 “Neglect, abuse and cruelty to animals”, amended.**

**Section 6.04.100 is amended as follows:**

6.04.100 – Neglect, abuse and cruelty to animals.

(a) The following RCW sections, as now or hereafter amended, are hereby adopted by reference as a part of this chapter in all respects as though such sections were set forth herein in full:

- (1) RCW 16.52.015, entitled “Enforcement—Law enforcement agencies and animal care and control agencies;”
- (2) RCW 16.52.011 entitled “Definitions—Principles of liability;”
- (3) RCW 16.52.080 entitled “Transporting or confining in unsafe manner—Penalty;”

(4) RCW 16.52.117 entitled “Animal fighting—Owners, trainers, spectators—Exceptions;”

(5) RCW 16.52.207 entitled “Animal cruelty in the second degree;” and

(6) RCW 16.52.340 entitled “Leave or confine any animal in unattended motor vehicle or enclosed space—Class 2 civil infraction—Officers’ authority to reasonably remove animal.”

(b) Any person convicted of any misdemeanor under RCW 16.52.080 shall be punished by a fine not exceeding one thousand dollars (\$1,000.00), or by imprisonment in jail not exceeding ninety (90) days, or both such fine and imprisonment, and shall pay the costs of the prosecution.

(c) (1) The sentence imposed for a misdemeanor or gross misdemeanor violation of RCW 16.52 may be deferred or suspended in accordance with RCW 3.66.067 and 3.66.068, however, the probationary period shall be two years.

(2) In case of multiple misdemeanor or gross misdemeanor convictions under RCW 16.52, the sentences shall be consecutive, however the probationary period shall remain two years.

(3) In addition to the penalties imposed by the court, the court shall order the forfeiture of all animals held by law enforcement or animal care and control authorities under the provisions of this chapter if any one of the animals involved dies as a result of a violation of RCW 16.52 or if the defendant has a prior conviction under RCW 16.52. In other cases the court may enter an order requiring the owner to forfeit the animal if the court deems the animal's treatment to have been severe and likely to reoccur. If forfeiture is ordered, the owner shall be prohibited from owning or caring for any similar animals for a period of two years. The court may delay its decision on forfeiture under this subsection until the end of the probationary period.

(4) In addition to fines and court costs, the defendant, only if convicted or in agreement, shall be liable for reasonable costs incurred pursuant to RCW 16.52 by law enforcement agencies, animal care and control agencies, or authorized private or public entities involved with the care of the animals. Reasonable costs include expenses of the investigation, and the animal's care, euthanization, or adoption.

(5) If convicted, the defendant shall also pay a civil penalty of one thousand dollars (\$1,000.00) to the city to prevent cruelty to animals. These funds shall be used to prosecute offenses under this chapter and to care for forfeited animals pending trial.

(6) As a condition of the sentence imposed under RCW 16.52, the court may also order the defendant to participate in an available animal cruelty prevention or education

program or obtain available psychological counseling to treat mental health problems contributing to the violation's commission. The defendant shall bear the costs of the program or treatment.

**Section 2. Effective Date.** This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

**ORDAINED** this 14<sup>th</sup> day of October, 2024.

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John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

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Lynette Bisconer, City Clerk

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Jessica Foltz, City Attorney



**RCW 16.52.340 Leave or confine any animal in unattended motor vehicle or enclosed space—Class 2 civil infraction—Officers' authority to reasonably remove animal.** (1) It is a class 2 civil infraction under RCW 7.80.120 to leave or confine any animal unattended in a motor vehicle or enclosed space if the animal could be harmed or killed by exposure to excessive heat, cold, lack of ventilation, or lack of necessary water.

(2) To protect the health and safety of an animal, an animal control officer or law enforcement officer who reasonably believes that an animal is suffering or is likely to suffer harm from exposure to excessive heat, cold, lack of ventilation, or lack of necessary water is authorized to enter a vehicle or enclosed space to remove an animal by any means reasonable under the circumstances if no other person is present in the immediate area who has access to the vehicle or enclosed space and who will immediately remove the animal. An animal control officer, law enforcement officer, or the department or agency employing such an officer is not liable for any damage to property resulting from actions taken under this section.

(3) Nothing in this section prevents the person who has confined the animal in the vehicle or enclosed space from being convicted of separate offenses for animal cruelty under RCW 16.52.205 or 16.52.207. [2015 c 235 s 1.]



## City Council Communication

**Meeting Date:** October 14, 2024  
**From:** Gregory Cobb, Chief of Police  
**Topic / Issue:** ILA-Traffic Safety Commission

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**SYNOPSIS:** The Washington Traffic Safety Commission has authorized funding to the Police Department for overtime reimbursement related to high visibility enforcement patrols.

**RECOMMENDATION:** Approve Resolution and authorize the City Manager to sign the interagency agreement with the Washington Traffic Safety Commission for overtime reimbursement.

**LEGAL REVIEW:** Reviewed by City Attorney

**FINANCIAL REVIEW:**

**BACKGROUND INFORMATION:**

**ADDITIONAL OPTIONS:**

**ATTACHMENTS:** 1) Agreement 2) Resolution



## INTERAGENCY AGREEMENT

BETWEEN THE

**Washington Traffic Safety Commission**

AND

**Union Gap Police Department**

THIS AGREEMENT is made and entered into by and between the Washington Traffic Safety Commission, hereinafter referred to as "WTSC," and Union Gap Police Department, hereinafter referred to as "SUB-RECIPIENT."

NOW THEREFORE, in consideration of the authority provided to WTSC in RCW 43.59 and RCW 39.34, terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties mutually agree as follows:

### 1. PURPOSE OF THE AGREEMENT:

The purpose of this Agreement is to provide funding, provided by the United States Department of Transportation (USDOT) National Highway Traffic Safety Administration (NHTSA) and allowed under the Assistance Listings Catalog of Federal Domestic Assistance (CFDA) number 20.600 for traffic safety grant project 2025-HVE-5440-Region 13 Target Zero Task Force, specifically to provide funding for the law enforcement agencies in WTSC Region 13 to conduct straight time or overtime enforcement activities (traffic safety emphasis patrols) as outlined in the Statement of Work (SOW), in support of Target Zero priorities. The Target Zero Manager (TZM) and/or the Law Enforcement Liaison (LEL) shall coordinate the SOW with the SUB-RECIPIENT with the goal of reducing traffic crashes.

Grant 2025-HVE-5440-Region 13 Target Zero Task Force was awarded to the WTSC Region 13 to support collaborative efforts to conduct HVE activities. By signing this agreement, the SUB-RECIPIENT can seek reimbursement for straight time or overtime for approved law enforcement activity expenses incurred as a participant in the region's HVE grant.

### 2. PERIOD OF PERFORMANCE

The period of performance of this Agreement shall commence upon the date of execution by both parties, but not earlier than October 1, 2024, and remain in effect until September 30, 2025 unless terminated sooner, as provided herein.

### 3. SCOPE OF WORK

#### 3.1.1 Problem ID and/or Opportunity

The main causes of serious injury and fatality collisions on Washington's roadways are driver impairment through drug and/or alcohol use, speeding, occupant restraint mis/nonuse, and distraction. Fatalities have increased almost 40 percent since 2019. Despite a very high seat belt use rate (greater than 90% for many years in a row), the number of unrestrained fatalities

and serious injuries have increased to the highest number since before 2010. Since 2019, unrestrained fatalities have increased over 40 percent. Motorcyclists also represent a high number of injured and killed because of unsafe and poorly trained riders and the challenges vehicle drivers face in observing motorcycles on the road.

Washington has seen a drastic decrease in proactive enforcement of traffic laws. This decrease is due to a myriad of factors, include the COVID-19 pandemic, political actions to update laws that reduce an officer's ability to stop drivers,

This project will fund locally coordinated enforcement mobilizations to address impaired driving, distracted driving, seat belt safety, speeding, and motorcycle safety. Funding and events will be organized by local Target Zero Managers (TZMs) & the statewide Law Enforcement Liaison networks and their local Target Zero Task Force. These patrols will also be coordinated with the Washington State Patrol (WSP). Target Zero Managers will establish or strengthen relationships with key WSP district personnel to improve interagency coordination.

### 3.1.2 Project Purpose and Strategies

This project will fund High Visibility Enforcement (HVE) and Traffic Safety Enforcement Program (TSEP) patrols to prevent impaired driving, distracted driving, seat belt use, speeding, and motorcycle safety.

High Visibility Enforcement (HVE) and Traffic Safety Enforcement Program (TSEP) patrols are designed to create deterrence by increasing the expectation of a citation/fine/arrest. Officers may also remove high risk (impaired) drivers when encountered. So together, this countermeasure works by preventing dangerous driving behaviors and stopping those who still decide to engage in those behaviors.

Funding and events will be organized by local TZMs, LELs, and their local Target Zero Task Force. Task forces will use local data and professional judgement to determine enforcement priorities for their jurisdictions and will schedule and plan enforcement and outreach activities. Regional participation in the following National Campaigns is mandatory:

- Impaired driving enforcement during the Holiday DUI campaign (December 2024).
- Distracted driving enforcement during the Distracted Driving campaign (April 2025)
- Seat belt enforcement during the Click It or Ticket campaign (May 2025).
- Impaired driving enforcement during the Summer DUI campaign (August 2025).

These patrols will also be coordinated with the Washington State Patrol (WSP). Target Zero Managers will establish or strengthen relationships with key WSP district personnel to improve interagency coordination with the WSP.

### 3.1.3 Requirements for National Mobilizations and Traffic Safety Enforcement Program (TSEP)

1. HVE events will be data informed; based on crash data, anecdotal evidence, and the professional judgement of task force members. WTSC strongly believes in the expertise of local officers to understand the highest priority areas in their communities to focus their efforts.
2. The SUB-RECIPIENT will ensure that all officers participating in these patrols are BAC certified and have received and passed the SFST refresher training.
3. SUB-RECIPIENT will ensure all officers participating in Impaired Driving patrols have also received Advanced Roadside Impaired Driving Enforcement (ARIDE) training.
4. SUB-RECIPIENT shall ensure all participating personnel will use the WEMS system provided by the WTSC to record all activities in digital activity logs conducted by their commissioned officers pursuant to the HVE events. Participating officers will fill out all applicable fields of the digital activity log and use the comments field to provide details on irregularities, challenges or other details that would help explain what was encountered during their shift. SUB-RECIPIENT will also ensure all supervisors and fiscal staff have the ability to review and edit those activity logs.

5. Activity conducted outside of the quarterly task force operational plans will not be reimbursed.

### 3.1.4 Project Intent and Best Practice

1. SUB-RECIPIENT is encouraged to help their Region Task Force fulfill the requirement to participate in the four mandatory National Campaigns. (Holiday DUI campaign in December 2024, Distracted Driving campaign in April 2025, Click It or Ticket campaign in May 2025, and Summer DUI campaign in August 2025).

NOTE: Agencies must participate in speed or impaired driving enforcement under this agreement to be eligible to receive funding under the WASPC equipment grant.

2. SUB-RECIPIENT is strongly encouraged to participate in their task force to plan and execute enforcement events.
3. Regional task force will be submitting quarterly operational plans and SUB-RECIPIENT is encouraged to participate to the fullest extent possible. Quarterly operational plans are due October 15, December 15, March 15, and June 15.
4. WTSC encourages participating officers to prioritize violations that directly contribute to the injury and death of road users, such as impaired driving, speeding, distracted driving, non-restraint, etc.
5. SUB-RECIPIENT should promote patrol events through all earned, owned and, if funded, paid media that is available so that the public is made aware of the event before, during, and after the enforcement takes place. It is best practice to translate messages as needed and invite local media involvement in the effort to reach communities in which HVE will occur.
6. SUB-RECIPIENT should strive to actively enforce traffic safety laws focused on collision causing behaviors in priority areas throughout the year outside of HVE events.
7. When participating in motorcycle patrols SUB-RECIPIENT should focus on the illegal and unsafe driving actions of all motor vehicles interacting with motorcycles. This includes speeding, failure to yield to a motorcycle, following too closely to a motorcycle, distracted driving, etc.
8. When participating in motorcycle patrols SUB-RECIPIENT should ensure that enforcement will focus on the illegal and unsafe driving actions of motorcycles that are known to cause serious and fatal crashes. This includes impaired driving, speeding, and following too closely.
9. Performance will be monitored by the regional TZM, LEL, and Task Force, as well as WTSC. WTSC reserves the right to designate specific officers as ineligible for cost reimbursement. This will occur if an officer is determined to not have not met the purpose/intent of this grant in multiple emphasis patrols.
10. Funds can be used to support the mentoring of officers in traffic enforcement. This can be focused on impaired driving, or general traffic enforcement.  
For DUI mentorship, WTSC has found it to be best practice to include a mix of instruction and practical experience. The mentor should be a DRE when possible, or a highly effective DUI emphasis patrol officer with a minimum of ARIDE training. Mentor/mentee activities will be pre-approved by the TZM or LEL after the mentee submits their interest.
11. Community outreach/collaboration: Funds can be used to pay for traffic safety focused community outreach and collaboration activities. The operational approach for regional community outreach and collaboration activities should be developed at the Task Force level and be approved by the WTSC. WTSC recommends that these activities include an opportunity for the audience to provide feedback on local traffic safety priorities and activities, which ideally will influence the region's plan for traffic safety programming.

In order to receive funding from this grant, agencies must participate with the regional traffic safety task force/coalition in the planning efforts for these activities.

WTSC also encourages all law enforcement agencies in Washington to utilize WTSC's data analysis resources, such as interactive dashboards and data from a statewide attitudinal survey, as well their regional Target Zero Manager to identify priorities for engaging with the community.

WTSC will provide tools for documenting community collaboration activities, such as the WEMS activity log.

### 3.1.5 NATIONAL AND STATE-WIDE MOBILIZATIONS

Not all agencies are required to participate in all of these, however the region has committed to participate as a region in all of these. Dates are tentative and may change when NHTSA publishes their FFY2025 mobilization calendar.

Mobilization	Dates
Holiday DUI	December 14, 2024 – January 1, 2025
U Drive. U Text. U Pay.	April 7 – 14, 2025
Click It or Ticket	May 12 – June 1, 2025
It's a Fine Line (optional if funded)	July 7 – 20, 2025
DUI Drive Sober or Get Pulled Over	August 13 – September 1, 2025

### 3.2 PROJECT GOALS

Prevent traffic crashes to reduce traffic related deaths and serious injuries through active, visible, consistent, and targeted traffic law enforcement, law enforcement training, and community outreach. Law enforcement can have a profound effect on traffic safety and this project aims to increase participation to accomplish that.

### 3.3 COMPENSATION

3.3.1 The Compensation for the straight time or overtime work provided in accordance with this Agreement has been established under the terms of RCW 39.34. The cost of accomplishing the work described in the SOW will not exceed dollar total from amounts listed below. Payment for satisfactory performance shall not exceed this amount unless the WTSC and SUB-RECIPIENT mutually agree to a higher amount in a written Amendment to this Agreement executed by both the WTSC and SUB-RECIPIENT. Comp-time is not considered overtime and will not be approved for payment. All law enforcement agencies who are active members of the Region's traffic safety task force with a fully executed grant agreement are eligible to participate in this grant.

3.3.2 WTSC will reimburse for personnel straight time or overtime expenses at 150 percent of the officer's normal salary rate plus SUB-RECIPIENT's contributions to employee benefits, limited to the following:

- FICA
- Medicare
- Any portion of L&I that is paid by the employer (SUB-RECIPIENT)
- Retirement contributions paid by the employer (SUB-RECIPIENT) can be included if the contribution is based on a percentage of their hours worked.

Health insurance, or any other benefits not listed above, are not eligible for reimbursement.

The SUB-RECIPIENT will provide law enforcement officers with appropriate equipment (e.g., vehicles, radars, portable breath testers, etc.) to participate in the emphasis patrols.

3.3.3 Funding alterations are permitted as follows: Upon agreement by the regional TZM and all other parties impacted by a proposed budget alteration, the budget category amounts may be increased or decreased without amending this

agreement, so long as the total grant award amount does not increase. HVE grant funds should be managed collaboratively by the SUB-RECIPIENT and the TZM.

These alterations must be requested through email communication between the regional TZM and assigned WTSC Program Manager. This communication shall include details of the requested budget modifications and a description of why these changes are needed. The TZM will also send an updated quarterly Operations Plan to the WASPC representative monitoring the project if the budget modification will result in changes to the previously submitted plan.

- 3.3.4 These funds, designated for salaries and benefits, are intended to pay for the hourly straight time or overtime costs and proportional amounts of fringe benefits of commissioned staff pursuing the activities described in the statement of work. These funds may not be used for any other purpose for example any work required to maintain a law enforcement commission including recertification trainings like firearm qualification. This agreement is expressly designated to fund salaries and benefits. By signing this agreement, SUB-RECIPIENT agrees to supply all necessary equipment and vehicles needed to accomplish the work in the scope of work. WTSC is not responsible for any equipment that is lost, stolen, or destroyed in the execution of the scope of work.
- 3.3.5 Dispatch: WTSC will reimburse communications officers/dispatch personnel for work on this project providing SUB-RECIPIENT has received prior approval from their region's TZM. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.
- 3.3.6 Transport Officers: WTSC will reimburse transport officers for their work on this project providing SUB-RECIPIENT has received approval from their regions TZM. The TZM will work with the regional LEL to determine if need is warranted for the type of HVE activity. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.
- 3.3.7 The law enforcement agency involved will not schedule individual officer overtime shifts for longer than eight hours. WTSC understands there may be instances when more than eight hours are billed due to DUI processing or other reasons and an explanation should be provided on the WEMS Officer Activity Log.
- 3.3.8 The law enforcement agency involved will ensure that any reserve officer for whom reimbursement is claimed has exceeded his/her normal weekly working hours when participating in an emphasis patrol and is authorized to be paid at the amount requested. Reserve officers may only be paid at the normal hourly rate and not at the 150 percent overtime rate.

#### 3.4 PROJECT COSTS

The WTSC has awarded \$110,000 to the WTSC Region 13 Traffic Safety Task Force for the purpose of conducting coordinated HVE enforcement and community outreach/collaboration activities. The funding must be used for traffic safety purposes in the areas of impaired driving, distracted driving, occupant restraint use, speeding, and motorcycle safety. See the project in WEMS for an updated distribution of funding by specific emphasis area.

By signing this agreement, the SUB-RECIPIENT can seek reimbursement for approved straight time or overtime expenses incurred as a participant in this grant. Funds are expressly designated for staffing activities and may not be used for other expenses that may be incurred, such as vehicle damage, supply replacement, etc. All activity must be coordinated by the region's traffic safety task force and TZM to be eligible for reimbursement.

APPLICABLE STATE AND FEDERAL TERMS AND CONDITIONS:

#### 4. ACTIVITY REPORTS

The SUB-RECIPIENT agrees to have all personnel who work HVE patrols submit a WEMS Officer Activity Log within 24 hours of the end of all shifts worked. These same logs will be associated with invoices as detailed in the "BILLING PROCEDURE" section. Use of the Officer Activity Log in the WTSC's online grant management system, WEMS, is required. Supervisor review and accuracy certification will also be done in WEMS.

#### **5. ADVANCE PAYMENTS PROHIBITED**

No payments in advance of or in anticipation of goods or services to be provided under this Agreement shall be made by the WTSC.

#### **6. AGREEMENT ALTERATIONS AND AMENDMENTS**

This Agreement may be amended by mutual agreement of the Parties in the form of a written request to amend this Agreement. Such amendments shall only be binding if they are in writing and signed by personnel authorized to bind each of the Parties. Changes to the budget, SUB-RECIPIENT'S Primary Contact, and WTSC Program Manager can be made through email communication and signatures are not required.

#### **7. ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

#### **8. ASSIGNMENT**

The SUB-RECIPIENT may not assign the work to be provided under this Agreement, in whole or in part, without the express prior written consent of the WTSC, which consent shall not be unreasonably withheld. The SUB-RECIPIENT shall provide the WTSC a copy of all third-party contracts and agreements entered into for purposes of fulfilling the SOW. Such third-party contracts and agreements must follow applicable federal, state, and local law, including but not limited to procurement law, rules, and procedures. If any of the funds provided under this Agreement include funds from NHTSA, such third-party contracts and agreements must include the federal provisions set forth in this Agreement in sections 32 through 40.

#### **9. ATTORNEYS' FEES**

In the event of litigation or other action brought to enforce the Agreement terms, each party agrees to bear its own attorney fees and costs.

#### **10. BILLING PROCEDURE**

All invoices for reimbursement of HVE activities will be done using the WTSC's grant management system, WEMS. WEMS Officer Activity logs will be attached to invoices, directly linking the cost of the activity to the invoice. Because the activity, approval, and invoicing are all done within WEMS, no back up documentation is required in most cases.

Once submitted by the SUB-RECIPIENT, invoices are routed to the regional TSM for review and approval. The TSM will submit all approved invoices to the WTSC via WEMS within 10 days of receipt.

Payment to the SUB-RECIPIENT for approved and completed work will be made by warrant or account transfer by WTSC within 30 days of receipt of such properly documented invoices acceptable to WTSC. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within 45 days after the expiration date of this Agreement. All invoices for goods received or services performed on or prior to June 30, 2025, **must be received by WTSC no later than August 10, 2025**. All invoices for goods received or services performed between July 1, 2024 and September 30, 2025, **must be received by WTSC no later than November 15, 2025**.

#### **11. CONFIDENTIALITY / SAFEGUARDING OF INFORMATION**



The SUB-RECIPIENT shall not use or disclose any information concerning the WTSC, or information which may be classified as confidential, for any purpose not directly connected with the administration of this Agreement, except with prior written consent of the WTSC, or as may be required by law.

## **12. COST PRINCIPLES**

Costs incurred under this Agreement shall adhere to provisions of 2 CFR Part 200 Subpart E.

## **13. COVENANT AGAINST CONTINGENT FEES**

The SUB-RECIPIENT warrants that it has not paid, and agrees not to pay, any bonus, commission, brokerage, or contingent fee to solicit or secure this Agreement or to obtain approval of any application for federal financial assistance for this Agreement. The WTSC shall have the right, in the event of breach of this section by the SUB-RECIPIENT, to annul this Agreement without liability.

## **14. DISPUTES**

14.1. Disputes arising in the performance of this Agreement, which are not resolved by agreement of the parties, shall be decided in writing by the WTSC Deputy Director or designee. This decision shall be final and conclusive, unless within 10 days from the date of the SUB-RECIPIENT's receipt of WTSC's written decision, the SUB-RECIPIENT furnishes a written appeal to the WTSC Director. The SUB-RECIPIENT's appeal shall be decided in writing by the Director or designee within 30 days of receipt of the appeal by the Director. The decision shall be binding upon the SUB-RECIPIENT and the SUB-RECIPIENT shall abide by the decision.

14.2. Performance During Dispute. Unless otherwise directed by WTSC, the SUB-RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

14.3 In the event that either Party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the Parties hereto agree that any such action or proceedings shall be brought in the superior court situated in Thurston County, Washington.

## **15. GOVERNANCE**

15.1. This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

15.2. In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

15.2.1. Applicable federal and state statutes and rules

15.2.2. Terms and Conditions of this Agreement

15.2.3. Any Amendment executed under this Agreement

15.2.4. Any SOW executed under this Agreement

15.2.5. Any other provisions of the Agreement, including materials incorporated by reference

## **16. INCOME**

Any income earned by the SUB-RECIPIENT from the conduct of the SOW (e.g., sale of publications, registration fees, or service charges) must be accounted for, reported to WTSC, and that income must be applied to project purposes or used to reduce project costs.

## **17. INDEMNIFICATION**

17.1. To the fullest extent permitted by law, the SUB-RECIPIENT shall indemnify and hold harmless the WTSC, its officers, employees, and agents, and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs of whatsoever kind ("claims") brought against WTSC arising out of or in connection with this Agreement and/or the SUB-RECIPIENT's performance or failure to perform any aspect of the Agreement. This indemnity provision applies to all claims against WTSC, its officers, employees, and agents arising out of, in connection with, or incident to the acts or omissions of the SUB-RECIPIENT, its officers, employees, agents, contractors, and subcontractors. Provided, however, that nothing herein shall require the SUB-RECIPIENT to indemnify and hold harmless or defend the WTSC, its agents, employees, or officers to the extent that claims are caused by the negligent acts or omissions of the WTSC, its officers, employees or agents; and provided further that if such claims result from the concurrent negligence of (a) the SUB-RECIPIENT, its officers, employees, agents, contractors, or subcontractors, and (b) the WTSC, its officers, employees, or agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the SUB- RECIPIENT, its officers, employees, agents, contractors, or subcontractors.

17.2. The SUB-RECIPIENT agrees that its obligations under this Section extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents in the performance of this agreement. For this purpose, the SUB-RECIPIENT, **by mutual negotiation**, hereby waives with respect to WTSC only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions chapter 51.12 RCW.

17.3. The indemnification and hold harmless provision shall survive termination of this Agreement.

## **18. INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

## **19. INSURANCE COVERAGE**

19.1. The SUB-RECIPIENT shall comply with the provisions of Title 51 RCW, Industrial Insurance, if required by law.

19.2. If the SUB-RECIPIENT is not required to maintain insurance in accordance with Title 51 RCW, prior to the start of any performance of work under this Agreement, the SUB-RECIPIENT shall provide WTSC with proof of insurance coverage (e.g., vehicle liability insurance, private property liability insurance, or commercial property liability insurance), as determined appropriate by WTSC, which protects the SUB-RECIPIENT and WTSC from risks associated with executing the SOW associated with this Agreement.

## **20. LICENSING, ACCREDITATION, AND REGISTRATION**

The SUB-RECIPIENT shall comply with all applicable local, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of this Agreement. The SUB-RECIPIENT shall complete registration with the Washington State Department of Revenue, if required, and be responsible for payment of all taxes due on payments made under this Agreement.

## **21. RECORDS MAINTENANCE**

21.1. During the term of this Agreement and for six years thereafter, the SUB-RECIPIENT shall maintain books, records, documents, and other evidence that sufficiently and properly reflect all direct and indirect costs expended in the performance of the services described herein. These records shall be subject to inspection, review, or audit by authorized personnel of the WTSC, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration. The Office of the State Auditor, federal

auditors, the WTSC, and any duly authorized representatives shall have full access and the right to examine any of these materials during this period.

21.2. Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving them a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

## **22. RIGHT OF INSPECTION**

The SUB-RECIPIENT shall provide right of access to its facilities to the WTSC or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement. The SUB-RECIPIENT shall make available information necessary for WTSC to comply with the right to access, amend, and receive an accounting of disclosures of their Personal Information according to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or any regulations enacted or revised pursuant to the HIPAA provisions and applicable provisions of Washington State law. The SUB-RECIPIENT shall upon request make available to the WTSC and the United States Secretary of the Department of Health and Human Services all internal policies and procedures, books, and records relating to the safeguarding, use, and disclosure of Personal Information obtained or used as a result of this Agreement.

## **23. RIGHTS IN DATA**

23.1. WTSC and SUB-RECIPIENT agree that all data and work products (collectively called "Work Product") pursuant to this Agreement shall be considered works made for hire under the U.S. Copyright Act, 17 USC §101 et seq., and shall be owned by the state of Washington. Work Product includes, but is not limited to, reports, documents, pamphlets, advertisement, books, magazines, surveys, studies, computer programs, films, tapes, sound reproductions, designs, plans, diagrams, drawings, software, and/or databases to the extent provided by law. Ownership includes the right to copyright, register the copyright, distribute, prepare derivative works, publicly perform, publicly display, and the ability to otherwise use and transfer these rights.

23.2. If for any reason the Work Product would not be considered a work made for hire under applicable law, the SUB-RECIPIENT assigns and transfers to WTSC the entire right, title, and interest in and to all rights in the Work Product and any registrations and copyright applications relating thereto and any renewals and extensions thereof.

23.3. The SUB-RECIPIENT may publish, at its own expense, the results of project activities without prior review by the WTSC, provided that any publications (written, visual, or sound) contain acknowledgment of the support provided by NHTSA and the WTSC. Any discovery or invention derived from work performed under this project shall be referred to the WTSC, who will determine through NHTSA whether patent protections will be sought, how any rights will be administered, and other actions required to protect the public interest.

## **24. SAVINGS**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the SOW under this Agreement, the WTSC may terminate the Agreement under the "TERMINATION FOR CONVENIENCE" clause, without the 30-day notice requirement. The Agreement is subject to renegotiation at the WTSC's discretion under any new funding limitations or conditions.

## **25. SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

## **26. SITE SECURITY**

While on WTSC premises, the SUB-RECIPIENT, its agents, employees, or sub-contractors shall conform in all respects with all WTSC physical, fire, or other security policies and applicable regulations.

## **27. TAXES**

All payments of payroll taxes, unemployment contributions, any other taxes, insurance, or other such expenses for the SUB-RECIPIENT or its staff shall be the sole responsibility of the SUB-RECIPIENT.

## **28. TERMINATION FOR CAUSE**

If the SUB-RECIPIENT does not fulfill in a timely and proper manner its obligations under this Agreement or violates any of these terms and conditions, the WTSC will give the SUB-RECIPIENT written notice of such failure or violation, and may terminate this Agreement immediately. At the WTSC's discretion, the SUB-RECIPIENT may be given 15 days to correct the violation or failure. In the event that the SUB-RECIPIENT is given the opportunity to correct the violation and the violation is not corrected within the 15- day period, this Agreement may be terminated at the end of that period by written notice of the WTSC.

## **29. TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Agreement, either party may terminate this Agreement, without cause or reason, with 30 days written notice to the other party. If this Agreement is so terminated, the WTSC shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination.

## **30. TREATMENT OF ASSETS**

30.1. Title to all property furnished by the WTSC shall remain property of the WTSC. Title to all property furnished by the SUB-RECIPIENT for the cost of which the SUB-RECIPIENT is entitled to be reimbursed as a direct item of cost under this Agreement shall pass to and vest in the WTSC upon delivery of such property by the SUB-RECIPIENT. Title to other property, the cost of which is reimbursable to the SUB-RECIPIENT under this Agreement, shall pass to and vest in the WTSC upon (i) issuance for use of such property in the performance of this Agreement, or (ii) commencement of use of such property in the performance of this Agreement, or (iii) reimbursement of the cost thereof by the WTSC in whole or in part, whichever first occurs.

30.2. Any property of the WTSC furnished to the SUB-RECIPIENT shall, unless otherwise provided herein or approved by the WTSC, be used only for the performance of this Agreement.

30.3. The SUB-RECIPIENT shall be responsible for any loss or damage to property of the WTSC which results from the negligence of the SUB-RECIPIENT or which results from the failure on the part of the SUB-RECIPIENT to maintain and administer that property in accordance with sound management practices.

30.4. If any WTSC property is lost, destroyed, or damaged, the SUB-RECIPIENT shall immediately notify the WTSC and shall take all reasonable steps to protect the property from further damage.

30.5. The SUB-RECIPIENT shall surrender to the WTSC all property of the WTSC upon completion, termination, or cancellation of this Agreement.

30.6. All reference to the SUB-RECIPIENT under this clause shall also include SUB-RECIPIENT's employees, agents, or sub- contractors.

### **31. WAIVER**

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement.

APPLICABLE CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS (23 CFR PART 1300 APPENDIX A):

### **32. BUY AMERICA ACT**

The SUB-RECIPIENT will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using federal funds. Buy America requires the SUB-RECIPIENT to purchase only steel, iron, and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use federal funds to purchase foreign produced items, the WTSC must submit a waiver request that provides an adequate basis and justification, and which is approved by the Secretary of Transportation.

### **33. DEBARMENT AND SUSPENSION**

Instructions for Lower Tier Certification

33.1. By signing this Agreement, the SUB-RECIPIENT (hereinafter in this section referred to as the "lower tier participant") is providing the certification set out below and agrees to comply with the requirements of 2 CFR part 180 and 23 CFR part 1200.

33.2. The certification in this section is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

33.3. The lower tier participant shall provide immediate written notice to the WTSC if at any time the lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

33.4. The terms covered transaction, civil judgement, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200.

33.5. The lower tier participant agrees by signing this Agreement that it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by WTSC.

33.6. The lower tier participant further agrees by signing this Agreement that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for

lower tier covered transactions, and will require lower tier participants to comply with 2 CFR part 180 and 23 CFR part 1200.

33.7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

33.8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

33.9. Except for transactions authorized under paragraph 33.5. of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

33.10. The lower tier participant certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

33.11. Where the lower tier participant is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Agreement.

#### **34. THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)**

34.1. The SUB-RECIPIENT shall:

34.1.1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the SUB-RECIPIENT's workplace, and shall specify the actions that will be taken against employees for violation of such prohibition.

34.1.2. Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the SUB- RECIPIENT's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations occurring in the workplace.

34.1.3. Make it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph 34.1.1. of this section.

34.1.4. Notify the employee in the statement required by paragraph 34.1.1. of this section that, as a condition of employment under the grant, the employee will abide by the terms of the statement, notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction, and notify the WTSC within 10 days after receiving notice from an employee or otherwise receiving actual notice of such conviction.

34.1.5. Take one of the following actions within 30 days of receiving notice under paragraph 34.1.3. of this section, with respect to any employee who is so convicted: take appropriate personnel action against such an employee, up to and including termination, and/or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

34.1.6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

### **35. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)**

In accordance with FFATA, the SUB-RECIPIENT shall, upon request, provide WTSC the names and total compensation of the five most highly compensated officers of the entity, if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in federal awards, received \$25,000,000 or more in annual gross revenues from federal awards, and if the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986.

### **36. FEDERAL LOBBYING**

36.1. The undersigned certifies, to the best of his or her knowledge and belief, that:

36.1.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

36.1.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

36.1.3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grant, loans, and cooperative agreements), and that all sub-recipients shall certify and disclose accordingly.

36.2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **37. NONDISCRIMINATION (Title VI, 42 U.S.C. § 2000d et seq.)**

37.1. During the performance of this Agreement, the SUB-RECIPIENT agrees:

37.1.1. To comply with all federal statutes and implementing regulations relating to nondiscrimination ("Federal

Nondiscrimination Authorities"). These include but are not limited to:

37.1.1.1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252

37.1.1.2. 49 CFR part 21

37.1.1.3. 28 CFR section 50.3

37.1.1.4. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

37.1.1.5. Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.)

37.1.1.6. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.)

37.1.1.7. The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.)

37.1.1.8. The Civil Rights Restoration Act of 1987

37.1.1.9. Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189)

37.1.1.10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations

37.1.1.11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency

37.1.1.12. Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities through the Federal Government

37.1.1.13. Executive Order 13988, Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation

37.1.2. Not to participate directly or indirectly in the discrimination prohibited by any federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR Part 21 and herein.

37.1.3. To keep and permit access to its books, records, accounts, other sources of information, and its facilities as required by the WTSC, USDOT, or NHTSA in a timely, complete, and accurate way. Additionally, the SUB-RECIPIENT must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance

37.1.4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding Agreement, the WTSC will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies, and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.

37.1.5. In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the SUB-RECIPIENT hereby gives assurance that it will promptly take any measures necessary to ensure that: "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA".

37.1.6. To insert this clause, including all paragraphs, in every sub-contract and sub-agreement and in every solicitation for a sub- contract or sub-agreement that receives federal funds under this program.

### **38. POLITICAL ACTIVITY (HATCH ACT)**

The SUB-RECIPIENT will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.



### **39. PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE**

The SUB-RECIPIENT will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists. This Agreement does not include any aspects or elements of helmet usage or checkpoints, and so fully complies with this requirement.

### **40. STATE LOBBYING**

None of the funds under this Agreement will be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a state official whose salary is supported with NHTSA funds from engaging in direct communications with state or local legislative officials, in accordance with customary state practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

### **41. CERTIFICATION ON CONFLICT OF INTEREST**

41.1. No employee, officer or agent of the SUB-RECIPIENT who is authorized in an official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward.

41.2. Based on this policy:

41.2.1. The SUB-RECIPIENT shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents. The code or standards shall provide that the SUB-RECIPIENT's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential sub-awardees, including contractors or parties to subcontracts and establish penalties, sanctions or other disciplinary actions for violations, as permitted by State or local law or regulation.

41.2.2. The SUB-RECIPIENT shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

41.3. No SUB-RECIPIENT, including its officers, employees or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities.

41.3.1. The SUB-RECIPIENT shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to WTSC. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.

### **42. DESIGNATED CONTACTS**

The following named individuals will serve as designated contacts for each of the parties for all communications, notices, and reimbursements regarding this Agreement:

<b>The Contact for the SUB-RECIPIENT is:</b>	<b>The Target Zero Manager for Region <u>13</u> is:</b>	<b>The Contact for WTSC is:</b>
Ofc Alba Levesque alba.levesque@uniongapwa.gov 509-248-0430	Charlotte Layman WTSC Contractor tzmregion13@gmail.com 509-307-3826	Jerry Noviello WTSC Program Manager jnoviello@wtsc.wa.gov 360-725-9897

**AUTHORITY TO SIGN**

The undersigned acknowledge that they are authorized to execute this Agreement and bind their respective agencies or entities to the obligations set forth herein.

**IN WITNESS WHEREOF**, the parties have executed this Agreement.

**SUB-RECIPIENT:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**WASHINGTON TRAFFIC SAFETY COMMISSION**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**CITY OF UNION GAP, WASHINGTON**  
**RESOLUTION NO. \_\_\_\_\_**

A **RESOLUTION** authorizing the City Manager to sign an Interagency Agreement with the Washington Traffic Safety Commission, to fund High Visibility Enforcement (HVE) patrols.

**WHEREAS**, The City of Union Gap historically partners with the Washington Traffic Safety Commission to fund HVE patrols; and

**WHEREAS**, these patrols are done in an effort to reduce serious injury and fatality collisions; and

**WHEREAS**, the City desires to enter into an Interagency Agreement with Washington Traffic Safety Commission, to continue to fund HVE patrols.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP, WASHINGTON, HEREBY RESOLVES as follows:**

The City Manager is authorized to sign an Interagency Agreement with Washington Traffic Safety Commission, to fund HVE patrols in the City of Union Gap.

**PASSED** this 14th day of October, 2024.

\_\_\_\_\_  
John Hodkinson, City Mayor

ATTEST:

\_\_\_\_\_  
Lynette Bisconer, City Clerk

\_\_\_\_\_  
Jessica Foltz, City Attorney

# **CONSENT AGENDA**

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
**Union Gap, Washington**  
**September 23, 2024, Regular Meeting**  
**MINUTES**

<u>Call to Order</u>	Mayor Hodgkinson 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, Galloway, Gonzalez, Schilling and Dailey were present.
<u>Staff Present</u>	City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Public Works and Community Director Cavanaugh, Civil Engineer Dominguez, and Finance & Administration Director Bisconer were present.
<u>Audience Present</u>	See attached list.
<u>Pledge of Allegiance</u>	Council Member Gonzalez led the pledge of allegiance.
<u>Excuse Council Member</u>	Motion made by Council Member Galloway, second by Council Member Schilling to excuse Council Member Wentz absence. Motion carried unanimously.
<u>Consent Agenda</u>	<p>Motion by Council Member Dailey, second by Council Member Galloway to approve the consent agenda as follows:</p> <p>Regular Council Meeting Minutes, dated September 9, 2024, as attached to the Agenda and maintained in electronic format</p> <p>Claims Vouchers – EFT’s, and Check No’s 109126 through 109192 for September 23, 2024 in the amount of \$451,046.58</p> <p>Payroll Vouchers – EFT’s and Check No’s 109044, 109045 and 109117 through 109125 for the month of August 2024, in the amount of \$482,974.82</p> <p>Advance Travel Vouchers – Check No’s 1320 through 1322 in the amount of \$866.47</p> <p>Motion carried unanimously.</p>

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – September 23, 2024*

General Items

Special Presentation

WSTC – Jim Restucci

Jim Restucci, Vice Chair of Washington State Transportation Commission, presented the City with a plaque designating the bridge above Interstate 82 at milepost 38.11 in the City of Union Gap as the Dan C. Olson Memorial Overpass and proceeded to read Washington State Transportation Commission Resolution No. 753 into record.

2025 YVCOG Final Budget –  
Chris Wickenhagen,  
Executive Director

Chris Wickenhagen, Executive Director of Yakima Valley Conference of Governments (YVCOG), presented YVCOG’s proposed budget for 2025.

Public Works & Community  
Development

Public Hearing – Yakima  
MSA Limited Partnership  
Franchise Agreement

At 6:13 p.m., Mayor Hodkinson opened a Public Hearing in regards to adopting an Ordinance granting Yakima MSA Limited Partnership Franchise Agreement, a non-exclusive franchise to construct, operate, and maintain a telecommunication system within the City of Union Gap. Public Works and Community Development Director Cavanaugh presented a detailed overview of the proposal. With no written or public testimony, Mayor Hodkinson closed the Public Hearing at 6:18 p.m.

Ordinance No. – 3106 –  
Yakima MSA Limited  
Partnership Franchise  
Agreement

Motion by Council Member Galloway, second by Council Member Gonzalez to adopt Ordinance No. – 3106 – granting Yakima MSA Limited Partnership, A Delaware Limited Partnership, a non-exclusive franchise to construct, operate and maintain a telecommunications network within the City of Union Gap. Motion carried unanimously.

**CANCELLED** – Public  
Hearing – Regional Beltway  
Benefit Area Sanitary Sewer

Public Works and Community Development Director Cavanaugh informed that the Public Hearing had been cancelled, that the City needs to seek further legal counsel to determine how to proceed on the matter, due to an existing Developers Agreement with one of the property owners that essentially omits them from the proposed benefit area.

Resolution No. – 24-84 –

Michael Uhlman, HLA Engineering and Land Surveying, gave a

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – September 23, 2024*

HLA Task Order 2017-03  
Addendum No. 3 Water  
Rights Administration Project

detailed overview of HLA Task Order 2017-03 explaining the need for Addendum No. 3, pertaining to the Water Rights Administration Project. Motion by Council Member Dailey, second by Council Member Sewell to approve Resolution No. – 24-84 – authorizing the City Manager to sign Addendum No. 3 to Task Order No. 2017-03 with HLA Engineering and Land Surveying, Inc. as it relates to the Water Rights Administration Project. Motion carried unanimously.

Ordinance No. – 3107 –  
Amending UGMC Chapter 17  
Electric Vehicles

Motion by Council Member Dailey, second by Council Member Schilling, to adopt Ordinance No. – 3107 – amending Union Gap Municipal Code (UGMC) Title 17 Zoning Chapter; 17.04 Permitted Land Uses to amend 17.04.030 – Table of Permitted Land Uses and 17.04.050 – Accessory Uses to include Electric Passenger Vehicle Charging Stations. Motion carried unanimously.

Resolution No. – 24-85 –  
Interlocal Agreement with  
City of Yakima for  
Stormwater Laboratory  
Services

Motion by Council Member Galloway, second by Council Member Dailey, to approve Resolution No. – 24-85 – authorizing the City Manager to sign an Interlocal Agreement between City of Yakima and City of Union Gap for laboratory services. Motion carried unanimously.

City Manager

City Manager Bounds gave Council an overview of proposed changes to Section 3.1 of the Criminal Rules for Courts of Limited Jurisdiction (CrRLJ 3.1) that would significantly reduce the number of cases that public defenders can take on. Mayor Bounds stated the proposed changes, if adopted would have a significant negative impact to the City financially. Bounds stated she is seeking authorization to send a letter to Washington State Supreme Court stating the City's opposition regarding the proposed changes. City Attorney Foltz stated the Supreme Court is currently accepting comments on the proposed rules and a Public Hearing on the matter is scheduled for October 2, 2024. Foltz further informed that the Association of Washington Cities would be present on behalf of all the Cities in Washington State that are going to be impacted by the proposed changes, however they are also encouraging cities to submit letters voicing their concerns about the impact to budget and public safety. Police Chief Cobb informed that if the proposed changes are adopted it would make it impossible for most municipalities to prosecute misdemeanor and gross misdemeanor crimes, and would result in a drastic decrease in public safety. Motion by Council Member Sewell, second by Council Member Galloway authorizing the City to send a letter to the Washington State Supreme Court, urging them not to adopt the proposed changes

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – September 23, 2024*

to CrRLJ 3.1. Motion carried unanimously.

Committee Reports

Council Member Schilling informed she received written notification that she has been appointed to the 911 State Advisory Committee. Schilling also stated that she would like to send thank you letters to the guest speakers that were at the September 18, 2024 YVCOG meeting.

Items from the Audience

None.

City Manager Report

City Manager Bounds advised of a Wellness event where City Staff took a field trip to the Ag Museum; post cards for the Grand Opening of the Library & Community Center scheduled for October 9<sup>th</sup> at 2:00 p.m. have been mailed, and that the event will be advertised so all Council Members can attend.

Communications/Questions/  
Comments

None.

Development of next Agenda

None.

Adjournment of Meeting

Mayor Hodkinson adjourned the regular meeting at 6:45p.m.

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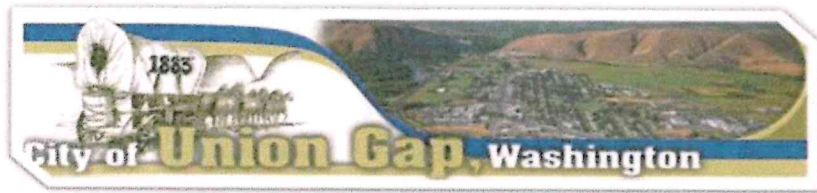
Sharon Bounds, City Manager

ATTEST:

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Lynette Bisconer, City Clerk





## City Council Communication

**Meeting Date:** October 14, 2024  
**From:** Lynette Bisconer, Director of Finance and Administration  
**Topic/Issue:** Claim Vouchers – October 14, 2024

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**SYNOPSIS:** Claim Vouchers Dated October 14, 2024

**RECOMMENDATION:** Request Council to approve EFTs and Voucher Nos. 109193 through 109194 and Voucher Nos. 109202 through 109295 in the amount of \$1,466,127.43.

**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

Time: 15:32:15 Date: 10/09/2024

01/01/2024 To: 10/31/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6027	10/02/2024	Claims	2	EFT	PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENTS FEE - 09/2024
6083	10/07/2024	Claims	2	EFT	XPRESS BILL PAY	1,350.52	ONLINE PAYMENTS FEE - 09/2024
6084	10/07/2024	Claims	2	EFT	US BANK - CHECKING	30.00	INVESTMENT MAINTENANCE FEE - 09/2024
6179	10/14/2024	Claims	2	EFT	CENTURY LINK	1,265.17	PUBLIC WORKS - 09/2024; FIRE DEPT - 09/2024; CIVIC CENTER PHONE & FAX LINE - 09/2024; SENIOR CENTER - 09/2024; CIVIC CENTER TRUNK SVC - 09/2024
6180	10/14/2024	Claims	2	EFT	OFFICE DEPOT-CITY HALL	240.60	3-1/2" FILE CABINET POCKET FOLDER PACK OF 5 & RETURN; PENS & HP 952 INK CARTRIDGE CMYB COMBO; INK HP910 4 PACK COMBO & PEN INK; MARKER, CHISEL TIP, JUMBO, BLACK
6181	10/14/2024	Claims	2	EFT	OFFICE DEPOT-PD	72.20	1 1/2' 3-RING BINDER, 5 TAB DIVIDERS, 2' WHITE BINDER, & 8 TAB MULTICOLOR TABS; 24 PK AAA BATTERY & 12 PK RETRACTABLE PENS; PURCHASE/RETURN OF CD-R DISK VERBATIM SPINDLE 100 PK
6182	10/14/2024	Claims	2	EFT	VERIZON WIRELESS - CH #742100945-0001	488.63	CITY HALL CELL SERVICE - 09/2024
6183	10/14/2024	Claims	2	EFT	VERIZON WIRELESS - PD2#672326319	778.72	PD MODEMS - 09/2024
6184	10/14/2024	Claims	2	EFT	VERIZON WIRELESS - PW #542075407	624.60	PW & BLDG/PLANNING CELL SERVICE - 09/2024
5906	09/23/2024	Claims	2	109193	UNITED STATES POSTMASTER	810.08	FALL 2024 NEWSLETTER POSTAGE
5955	09/26/2024	Claims	2	109194	THE HEALTHY WORKER	240.00	2024 FALL DRUG & ALCOHOL/REASONABLE SUSPICION TRAINING COURSE
6185	10/14/2024	Claims	2	109202	ALL PHASE ELECTRIC, INC.	2,461.56	INSTALL ELECTRIC CIRCUIT FOR NEW PD SIGN - JOB #49305
6186	10/14/2024	Claims	2	109203	AMAZON CAPITAL SERVICES, INC	112.16	RESCUE ESSENTIALS - SAM SPLINT 3X COMBO PACK
6187	10/14/2024	Claims	2	109204	AT&T MOBILITY	270.66	PD MODEMS - 09/2024
6188	10/14/2024	Claims	2	109205	ATLAS STAFFING INC	4,217.78	SEASONAL PARKS - WEEK WORKED - 09/14/2024- T. CARLS & R. RAMIREZ; SEASONAL PARKS - WEEK WORKED - 09/21/2024 - T. CARLS & R. RAMIREZ
6189	10/14/2024	Claims	2	109206	BASIN DISPOSAL OF YAKIMA, LLC	123,841.73	GARBAGE/RECYCLING SERVICE - 09/2024
6190	10/14/2024	Claims	2	109207	BORARCHITECTURE PLLC	396.90	ARCHITECTURAL SVCS - LIBRARY/COMMUNITY CENTER - 08/2024
6191	10/14/2024	Claims	2	109208	CANON FINACIAL SERVICES	241.94	PD COPIER - 09/2024
6192	10/14/2024	Claims	2	109209	CARBONATED CARPET SOLUTIONS	1,491.00	CLEANED CARPET & 13 CHAIRS
6193	10/14/2024	Claims	2	109210	CASCADE VALLEY LUBE	101.15	BASIC SERVICE - VEH # 1017; BASIC SERVICE - VEH # 1012

# WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 15:32:15 Date: 10/09/2024

01/01/2024 To: 10/31/2024

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6194	10/14/2024	Claims	2	109211	CENTRAL WASHINGTON AGRICULTURAL MUSEUM	14,114.66	AG MUSEUM UTILITIES - 08/2024; GENERAL MGR SVS - 07/2024 - P. STRATER & C. REESE; GENERAL MGR SVC - 09/2024 - P. STRATER & C. REESE
6195	10/14/2024	Claims	2	109212	CHRISTENSEN, INC.	2,123.28	PD FUEL - 09/16/2024 - 09/30/2024
6196	10/14/2024	Claims	2	109213	CINTAS CORP #605	74.31	CIVIC CENTER & PD MAT SERVICE - 09/20/2024
6197	10/14/2024	Claims	2	109214	CLEANUP CONTRACTORS	349.04	OVERPAYMENT REFUND - UB ACCT# 13708 - 1403 E WASHINGTON AVE
6198	10/14/2024	Claims	2	109215	SINGH AND PARKS LLC COCO'S MINI MART	65.14	PD FUEL - 09/11/2024 - 15.153 GALLONS
6199	10/14/2024	Claims	2	109216	COLEMAN OIL COMPANY	3,844.51	YVCRU FUEL - 09/2024; PW FUEL/CED FUEL - 09/2024
6200	10/14/2024	Claims	2	109217	COPIERS NORTHWEST	255.33	PD COPIER LEASE - 09/2024
6201	10/14/2024	Claims	2	109218	CORE & MAIN LP	7,123.83	#2 ECLIPSE HYDRANT SUPPLIES FOR FIRE DEPT; FRANZ BREAD 1 1/2" DOMESTIC & IRRIGATION METERS AND METER CONNECTION SUPPLIES
6202	10/14/2024	Claims	2	109219	CURTIS BLUE LINE	193.68	CLASS B UNIFORM - LARGE/REGULAR DARK NAVY SOFTSHELL FLEECE JACKET & ENGRAVED NAME PATCH - A. GONZALEZ
6203	10/14/2024	Claims	2	109220	D STREET INVESTORS LLC	137.64	OVERPAYMENT REFUND - UB ACCT# 14687 - 3208 TACOMA STREET
6204	10/14/2024	Claims	2	109221	E3 SOLUTIONS, INC	32.46	SECURITY ALARM SYSTEM MONITORING - 3007 2ND STREET - PD IMPOUND BLDG - 09/2024
6205	10/14/2024	Claims	2	109222	EDGE CONSTRUCTION SUPPLY	22.93	1"X25' TAPE ENGINEERS HI-VIZ ORANGE
6206	10/14/2024	Claims	2	109223	EVERGREEN SERVICES	1,239.21	CIVIC CENTER LAWN SERVICE - 09/2024
6207	10/14/2024	Claims	2	109224	FASTENAL	1,140.42	4XR MULTI GAS DETECTOR KIT
6208	10/14/2024	Claims	2	109225	FRANK'S POINT S	50.18	INDUSTRIAL FLAT TIRE REPAIR
6209	10/14/2024	Claims	2	109226	FUTURELINK COMMUNICATIONS	346.24	PHONE CONFIGURATION - EXT #1013 & EXT #1016; BACKUP CONFIGURATION - EXT#1008 TO REPLACE EXT #1016
6210	10/14/2024	Claims	2	109227	LEON FYFE	500.00	CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG RENTAL 09/13/2024 - RESERVATION #6315
6211	10/14/2024	Claims	2	109228	GERBER COLLISION & GLASS	3,458.34	VEH # 120 REPAIR - FRONT DOOR & LIFTGATE
6212	10/14/2024	Claims	2	109229	GRAINGER	3,396.27	WALK - BEHIND CONCRETE SAW CUTTER
6213	10/14/2024	Claims	2	109230	MONICA GUIZAR CHAVEZ	396.70	CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG RENTAL - 09/28/2024
6214	10/14/2024	Claims	2	109231	SHERRY GUTHRIE	538.77	OVERPAYMENT REFUND - UB ACCT# 9203 - 206 W WHITE STREET
6215	10/14/2024	Claims	2	109232	HYUNDAI OF YAKIMA	904.31	CHECK ENGINE LIGHT REPAIR - VEH # 20

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6216	10/14/2024	Claims	2	109233	INLAND ALARM	184.78	SMOKE ALARM FALSE TRIP
6217	10/14/2024	Claims	2	109234	INLAND FIRE PROTECTION	444.07	CIVIC CENTER ANNUAL MAINTENANCE INSPECTION
6218	10/14/2024	Claims	2	109235	INTERSTATE BATTERIES OF COLUMBIA VALLEY	346.45	# 1021 & 1028 BATTERIES & CREDIT
6219	10/14/2024	Claims	2	109236	INTERWEST CONSTRUCTION, INC.	377,631.15	PROGRESS PAYMENT #11 - REGIONAL BELTWAY CONNECTOR STAGE 2A
6220	10/14/2024	Claims	2	109237	ISPYFIRE, INC.	1,406.60	ISPYFIRE LAW SUBSCRIPTION LEVEL 1
6221	10/14/2024	Claims	2	109238	JONDERFIN LLC	475.00	FALL 2024 NEWSLETTER DESIGN
6222	10/14/2024	Claims	2	109239	EVELYN JONES	144.54	OVERPAYMENT REFUND - UB ACCT# 2338 - 2705 4TH STREET
6223	10/14/2024	Claims	2	109240	JUB ENGINEERS INC	85,198.64	S. 10TH AVE BRIDGE REPLACEMENT PROJECT - PROJ #30-20-050 08/04/2024 - 08/31/2024; REGIONAL BELTWAY CONNECTOR PHASE 2 - PROJ #07-23-041 - 08/04/2024 - 08/31/2024; AHTANUM RD PEDESTRIAN RAILROAD CROSSIN
6224	10/14/2024	Claims	2	109241	KELLER SUPPLY CO	133.93	2 ELBOW BRZ PARTS, SCI 1 1/2" TEE BRZ PART, & SCI 1 1/2 COUPLINGS BRZ PART
6225	10/14/2024	Claims	2	109242	KELLEY CREATE	165.03	CONTRACT BASE FEE - 09/14/2024 - 10/13/2024
6226	10/14/2024	Claims	2	109243	KITTITAS & YAKIMA VALLEY UC	125.00	WORK RELATED EXAM - 09/10/2024 - C. PERDOMO
6227	10/14/2024	Claims	2	109244	KNOBELS ELECTRIC INC	5,379.26	TROUBLE SHOOT WELL BREAKER - NO MATERIAL; TROUBLE SHOOT WELL BREAKER MATERIAL - BREAKER, LUGS, & FREIGHT
6228	10/14/2024	Claims	2	109245	LAW OFFICES OF DANIEL POLAGE	8,000.00	PUBLIC DEFENDER SERVICE - 09/2024
6229	10/14/2024	Claims	2	109246	LOWES COMPANY INC	757.37	10X3 DSV WOOD SCREWS, 1 3/4" SCREWDRIVER BIT, 2" SIX LOBE SCREWDRIVER BIT, & 5" DOUBLE BARRIER WOOD SCREWS; 3" BARREL BOLT & 2 1/2" BARREL BOLT; 1-1/4 EXT TUBE & PURCHASE/RETURN - 1-1/4 12" EXT TUBE &
6230	10/14/2024	Claims	2	109247	LOWES COMPANY INC	14.04	FIRE DEPT - 60-LB HIGH STRENGTH CONCRETE MIX
6231	10/14/2024	Claims	2	109248	MASS X CONSTRUCTION, LLC	69,743.77	S. BROADWAY AREA SEWER EXT (GSP PHASE 3) HLA PROJ #20058B-C - PROG ESTIMATE NO. 4
6232	10/14/2024	Claims	2	109249	MEDSTAR CABULANCE, INC.	73,646.90	DIAL A RIDE/FIXED ROUTE - 09/2024
6233	10/14/2024	Claims	2	109250	MINUTEMAN PRESS	710.82	UG LIBRARY & COMMUNITY CENTER GRAND OPENING POSTCARDS; LETTERHEAD - JOB # 109037; WINDOW ENVELOPES; UB STATEMENTS - 09/2024
6234	10/14/2024	Claims	2	109251	MORTON & SONS	153.52	SAWDUST FOR WATER METER INSULATION
6235	10/14/2024	Claims	2	109252	ROBERT R NORTHCOTT	700.00	PUBLIC DEFENDER
6236	10/14/2024	Claims	2	109253	NOVOLEX SHEILDS, LLC	1,030.07	GARBAGE BAGS FOR PARKS - BLACK 40X46 & CLEAR 38X65

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6237	10/14/2024	Claims	2	109254	OFFICE SOLUTIONS NORTHWEST	178.81	3 PLASTIC CLIPBOARDS & A "MAILED" TITLE STAMP; YW HIGHLIGHTERS, INK CARTRIDGE MAGENTA, & BINDER; LEGAL FILE JACKET - 8 1/2 " X14" - 5 PACK & XSTAMPER HEAVY DUTY RECEIVED
6238	10/14/2024	Claims	2	109255	KELSEY OLSEN	51.67	OVERPAYMENT REFUND - UB ACCT# 9019 - 2231 S 1ST AVENUE
6239	10/14/2024	Claims	2	109256	ONE CALL CONCEPTS INC	49.14	UTILITY LOCATES - 09/2024
6240	10/14/2024	Claims	2	109257	PINGREY MOTOR COMPANY	36.77	REPLACE CABIN AIR FILTER - VEH #122
6241	10/14/2024	Claims	2	109258	PREMIER POWER SPORTS	34.61	CABLE SHIFT CONTROL PART
6242	10/14/2024	Claims	2	109259	QUADIENT FINANCE USA, INC.	1,000.00	POSTAGE - 09/2024
6243	10/14/2024	Claims	2	109260	R.S. MECHANICAL L.L.C	189.53	ALUM DIAMOND PLATE, WATERJET, FORM & WELD
6244	10/14/2024	Claims	2	109261	REPUBLIC PUBLISHING CO	295.40	NOTICE OF PUBLIC HEARING - 09/23/2024 - FRANCHISE AGREEMENT; SUMMARY OF ORDINANCES PASSED - NO. 3107
6245	10/14/2024	Claims	2	109262	RH2 ENGINEERING, INC.	4,249.74	MAIN ST PEDESTRIAN CROSSING IMPROVEMENTS - PROJ #0230195 - SVCS THROUGH 08/25/2024; MAIN ST PEDESTRIAN CROSSING - PROJ #0240032 - SVCS THROUGH 08/25/2024
6246	10/14/2024	Claims	2	109263	RIO FOLTZ PLLC	8,500.00	CITY ATTORNEY - 09/2024
6247	10/14/2024	Claims	2	109264	S.C.I. DOOR	1,235.64	FIRE DEPT - REPLACE TWO BROKEN SPRINGS ON OVERHEAD DOOR - 09/03/2024
6248	10/14/2024	Claims	2	109265	SAFEGUARD BUSINESS SYSTEMS	372.99	CUSTOM FULL COLOR PLAYING DECK - ORDER # CTS324 WITH CUSTOMER BACKS & FACES - ORDER #CTS324
6249	10/14/2024	Claims	2	109266	SHUEL'S LUMBER CO.	98.46	4X4 - 10FT PRE TREATED POSTS
6250	10/14/2024	Claims	2	109267	SIRCHIE ACQUISITION COMPANY, LLC	113.44	BARRIER TAPE "CRIMESCENE"/8
6251	10/14/2024	Claims	2	109268	SIX ROBBLEES INC	32.19	ALARM BACK-UP 97DB 12VDC
6252	10/14/2024	Claims	2	109269	DON C. SMITH	1,595.42	LEOFF 1 RETIREE MASSAGE THERAPY - 08/13/2024 & 08/15/2024 & LEOFF 1 RETIREE RX
6253	10/14/2024	Claims	2	109270	STATEWIDE MEDIA GROUP, LLC	798.00	ADVERTISING IN THE ENTERTAINER - 06/01/2024 - OTD REENACTMENT & 10/01/2024 - UG HAUNTED OCTOBER AD
6254	10/14/2024	Claims	2	109271	THE JANITOR'S CLOSET	351.11	CIVIC CENTER SUPPLIES - TOILET PAPER & M-FOLD TOWELS
6255	10/14/2024	Claims	2	109272	THE PRINT GUYS INC.	2,433.33	FALL 2024 NEWSLETTER
6256	10/14/2024	Claims	2	109273	PATRICK THOMPSON	174.70	MEDICARE PREMIUM - 10/2024
6257	10/14/2024	Claims	2	109274	THRYV, INC.	116.64	MARKETING CENTER PRO - DIGITAL PARK AD - 09/21/2024 - 10/21/2024
6258	10/14/2024	Claims	2	109275	U.S. LINEN & UNIFORM	858.72	PW UNIFORM SERVICE - 09/2024

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6259	10/14/2024	Claims	2	109276	UNION GAP WATER FUND & SEWER	13,478.39	CIVIC CAMPUS - 09/2024; LIBRARY & COMMUNITY CENTER - 09/2024; FIRE DEPT - 09/2024; UB ACCT# 14764 - MASS X CONST - S. BROADWAY AREA SEWER EXT (GSP PHASE 3); PARKS - 09/2024, STREETS - 09/2024, & CITY
6260	10/14/2024	Claims	2	109277	UNUM LIFE INSURANCE	135.30	LEOFF 1 LONG TERM CARE - 10/2024
6261	10/14/2024	Claims	2	109278	UPS	134.33	PD SHIPPING - 09/2024
6262	10/14/2024	Claims	2	109279	USA BLUEBOOK	3,953.83	MULTI-FREQUENCY PIPE & CABLE LOCATOR
6263	10/14/2024	Claims	2	109280	VERNS FOOD SERVICE DISTRIBUTING	116.63	OVERPAYMENT REFUND - UB ACCT# 12125 - 702 W VALLEY MALL BLVD
6264	10/14/2024	Claims	2	109281	VIC'S AUTO & SUPPLY UNION GAP - PW	73.47	DELO 400 15W40 GAL OIL; ON/OFF TOGGLE SWITCH
6265	10/14/2024	Claims	2	109282	WA STATE DEPT OF ECOLOGY	2,412.00	FY 2025 FEE INVOICE - WATER QUALITY PROGRAM - MUNICIPAL STORMWATER PHASE 2
6266	10/14/2024	Claims	2	109283	WA STATE DEPT OF LICENSING	36.00	CPLS - SEPTEMBER 2024
6267	10/14/2024	Claims	2	109284	WA STATE DEPT OF TRANSPORTATION	774.94	MANUFACTURE & SHIP SIGNS - ORDER #E146538, E146551, & E146663/WORK ORDER #JE5972 L
6268	10/14/2024	Claims	2	109285	BARRY M WOODARD	19,225.00	PUBLIC DEFENDER - 09/2024; PUBLIC DEFENDER INTERPRETING SVC - 08/27/2024, 08/30/2024, & 09/10/2024
6269	10/14/2024	Claims	2	109286	YAKIMA CITY TREASURER	444,219.50	UNION GAP FIRE PROTECTION SERVICE - 3RD QTR 2024
6270	10/14/2024	Claims	2	109287	YAKIMA CITY TREASURER	33,483.98	POLICE DISPATCH FEE - ANNUAL CONTRACT COST & EQUIP CHARGE - 3RD QTR 2024
6271	10/14/2024	Claims	2	109288	YAKIMA CITY TREASURER	21,765.06	IT SVCS - DESKTOP & MOBILE - 3RD QTR 2024
6272	10/14/2024	Claims	2	109289	YAKIMA CO AUDITOR	16,703.26	2023 ELECTION COSTS - VOTER REGISTRATION & MISCELLANEOUS ELECTION COSTS
6273	10/14/2024	Claims	2	109290	YAKIMA CO DEPT OF CORRECTIONS	44,195.90	INMATE HOUSING & MEDICAL - 08/2024
6274	10/14/2024	Claims	2	109291	YAKIMA CO PUBLIC SERVICES	8,385.49	GRAVEL ROAD SURFACE STABILIZATION - LABOR, SUPPLIES, & EQUIPMENT - 05/2024 - 06/2024
6275	10/14/2024	Claims	2	109292	YAKIMA COOPERATIVE ASSN	684.33	BULK PROPANE - 23.6000 GALLONS - STREETS; #2 DIESEL DYED - 162.9000 GALLONS - AHTANUM YOUTH PARK
6276	10/14/2024	Claims	2	109293	YAKIMA HUMANE SOCIETY	880.00	ANIMAL CONTROL INTAKE SERVICES - 09/2024
6277	10/14/2024	Claims	2	109294	YAKIMA REG.CLEAN AIR AUTHORITY	796.75	SUPPLEMENTAL INCOME PRO RATA SHARE FEE - 3RD QTR 2024

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6278	10/14/2024	Claims	2	109295	YAKIMA VALLEY TOURISM	26,170.87	425 MAGAZINE - 08/2024, NW TRAVE/LIFE - 08/2024-09/2024 & FACEBOOK AD/PIONEER PWR SHOW; SEM MARKETING WITH TWOSIX DIGITAL
						001 Current Expense Fund	644,237.10
						101 Street Fund	14,376.13
						107 Lodging Tax Fund	34,114.66
						108 Tourism Promotion Area Fund	6,569.87
						111 Library & Community Center Fund	791.01
						128 Transit System Fund	74,386.12
						132 Events & ActivitiesFund	399.00
						305 Regional Beltway Connector Fund	424,947.52
						313 Fire Department Reserve Fund	189.53
						321 Street Development Reserve Fund	35,073.15
						324 Infrastructure Reserve Fund	7,058.86
						401 Water Fund	18,109.76
						402 Garbage Fund	126,824.83
						403 Sewer Fund	8,974.05
						405 Sewer Improvement Reserve	69,812.41
						630 General State/County-Shared Rev Fund	36.00
						650 YVCRU Fund	227.43
						<u>1,466,127.43</u>	Claims: 1,466,127.43

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<b>6027</b>	<b>10/02/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>PATHPOINT MERCHANT SERVICES LLC</b>	<b>2.50</b>	<b>ONLINE PAYMENTS FEE - 09/2024</b>
					401 - 534 50 49 00 - MISCELLANEOUS	0.83	
					403 - 535 50 49 00 - MISCELLANEOUS	0.83	
					402 - 537 50 49 00 - MISCELLANEOUS	0.84	
<b>6083</b>	<b>10/07/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>XPRESS BILL PAY</b>	<b>1,350.52</b>	<b>ONLINE PAYMENTS FEE - 09/2024</b>
					001 - 524 20 49 00 - MISCELLANEOUS-BUILDING	225.09	
					401 - 534 50 49 00 - MISCELLANEOUS	225.09	
					403 - 535 50 49 00 - MISCELLANEOUS	225.09	
					402 - 537 50 49 00 - MISCELLANEOUS	225.09	
					001 - 558 60 49 00 - MISCELLANEOUS	225.09	
					001 - 576 80 49 00 - MISCELLANEOUS	225.07	
<b>6084</b>	<b>10/07/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>US BANK - CHECKING</b>	<b>30.00</b>	<b>INVESTMENT MAINTENANCE FEE - 09/2024</b>
					001 - 514 23 49 00 - MISCELLANEOUS	30.00	
<b>6179</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>CENTURY LINK</b>	<b>1,265.17</b>	<b>PUBLIC WORKS - 09/2024; FIRE DEPT - 09/2024; CIVIC CENTER PHONE &amp; FAX LINE - 09/2024; SENIOR CENTER - 09/2024; CIVIC CENTER TRUNK SVC - 09/2024</b>
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	30.85	
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	16.78	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	43.03	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	23.41	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	38.69	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	21.05	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	18.72	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	10.19	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL	391.80	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL	213.16	
					001 - 522 10 42 00 - COMMUNICATION	76.92	
					001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN	19.76	
					001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN	10.75	
					401 - 534 50 42 00 - COMMUNICATION	41.50	
					401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI	17.92	
					401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI	9.75	
					403 - 535 50 42 00 - COMMUNICATION	41.50	
					403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI	13.05	
					403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI	7.09	
					402 - 537 50 42 00 - COMMUNICATION	41.50	
					402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB	0.74	
					402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB	1.36	
					101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	1.34	
					101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	2.46	
					101 - 543 30 42 00 - COMMUNICATION	41.50	
					101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	3.58	
					101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	6.58	
					128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN:	3.00	
					128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN:	5.51	
					001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANI	9.32	
					001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANI	17.14	
					001 - 571 21 42 00 - COMMUNICATION	77.30	
					001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARK:	2.79	
					001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARK:	5.13	
<b>6180</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>OFFICE DEPOT-CITY HALL</b>	<b>240.60</b>	<b>3-1/2" FILE CABINET POCKET FOLDER PACK OF 5 &amp; RETURN; PENS &amp; HP 952 INK CARTRIDGE CMYB COMBO; INK HP910 4 PACK COMBO &amp; PEN INK; MARKER, CHISEL TIP, JUMBO, BLACK</b>



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			001 - 513 10 31 00 - SUPPLIES			27.15	
			001 - 513 10 31 00 - SUPPLIES			-27.15	
			001 - 513 10 31 00 - SUPPLIES			125.06	
			001 - 513 10 31 00 - SUPPLIES			48.79	
			001 - 513 10 31 00 - SUPPLIES			6.56	
			001 - 513 10 31 00 - SUPPLIES			7.67	
			001 - 514 30 31 00 - SUPPLIES			3.73	
			001 - 514 30 31 00 - SUPPLIES			48.79	
<b>6181</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>OFFICE DEPOT-PD</b>	<b>72.20</b>	<b>1 1/2' 3-RING BINDER, 5 TAB DIVIDERS, 2' WHITE BINDER, &amp; 8 TAB MULTICOLOR TABS; 24 PK AAA BATTERY &amp; 12 PK RETRACTABLE PENS; PURCHASE/RETURN OF CD-R DISK VERBATIM SPINDLE 100 PK</b>
			001 - 521 10 31 00 - PD ADMIN SUPPLIES			17.86	
			001 - 521 10 31 00 - PD ADMIN SUPPLIES			-17.86	
			001 - 521 10 31 01 - PD CLERICAL SUPPLIES			35.85	
			001 - 521 10 31 01 - PD CLERICAL SUPPLIES			36.35	
<b>6182</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>VERIZON WIRELESS - CH #742100945-0001</b>	<b>488.63</b>	<b>CITY HALL CELL SERVICE - 09/2024</b>
			001 - 511 60 42 01 - COMMUNICATION			332.21	
			001 - 513 10 42 01 - COMMUNICATION			52.14	
			001 - 514 23 42 00 - COMMUNICATIONS			26.07	
			001 - 514 30 42 00 - COMMUNICATIONS			26.07	
			401 - 534 50 42 00 - COMMUNICATION			52.14	
<b>6183</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>VERIZON WIRELESS - PD2#672326319</b>	<b>778.72</b>	<b>PD MODEMS - 09/2024</b>
			001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS			778.72	
<b>6184</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>EFT</b>	<b>VERIZON WIRELESS - PW #542075407</b>	<b>624.60</b>	<b>PW &amp; BLDG/PLANNING CELL SERVICE - 09/2024</b>
			001 - 524 20 42 00 - COMMUNICATION-BUILDING			16.78	
			401 - 534 50 42 00 - COMMUNICATION			118.20	
			403 - 535 50 42 00 - COMMUNICATION			118.20	
			402 - 537 50 42 00 - COMMUNICATION			118.20	
			101 - 542 30 42 00 - COMMUNICATIONS			118.20	
			001 - 558 60 42 00 - COMMUNICATION			16.79	
			001 - 576 80 42 00 - COMMUNICATION			118.23	
<b>5906</b>	<b>09/23/2024</b>	<b>Claims</b>	<b>2</b>	<b>109193</b>	<b>UNITED STATES POSTMASTER</b>	<b>810.08</b>	<b>FALL 2024 NEWSLETTER POSTAGE</b>
			001 - 511 60 42 01 - COMMUNICATION			810.08	
<b>5955</b>	<b>09/26/2024</b>	<b>Claims</b>	<b>2</b>	<b>109194</b>	<b>THE HEALTHY WORKER</b>	<b>240.00</b>	<b>2024 FALL DRUG &amp; ALCOHOL/REASONABLE SUSPICION TRAINING COURSE</b>
			401 - 534 50 49 00 - MISCELLANEOUS			48.00	
			403 - 535 50 49 00 - MISCELLANEOUS			48.00	
			402 - 537 50 49 00 - MISCELLANEOUS			48.00	
			101 - 542 30 49 00 - MISCELLANEOUS			48.00	
			001 - 576 80 49 00 - MISCELLANEOUS			48.00	
<b>6185</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109202</b>	<b>ALL PHASE ELECTRIC, INC.</b>	<b>2,461.56</b>	<b>INSTALL ELECTRIC CIRCUIT FOR NEW PD SIGN - JOB #49305</b>
			001 - 521 50 48 00 - PD FACILITIES REPAIRS & MAIN			2,461.56	
<b>6186</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109203</b>	<b>AMAZON CAPITAL SERVICES, INC</b>	<b>112.16</b>	<b>RESCUE ESSENTIALS - SAM SPLINT 3X COMBO PACK</b>
			001 - 521 22 31 00 - PATROL SUPPLIES			112.16	
<b>6187</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109204</b>	<b>AT&amp;T MOBILITY</b>	<b>270.66</b>	<b>PD MODEMS - 09/2024</b>
			001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS			270.66	

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6188	10/14/2024	Claims	2	109205	ATLAS STAFFING INC	4,217.78	SEASONAL PARKS - WEEK WORKED - 09/14/2024- T. CARLS & R. RAMIREZ; SEASONAL PARKS - WEEK WORKED - 09/21/2024 - T. CARLS & R. RAMIREZ
					001 - 576 80 41 00 - PROFESSIONAL SERVICES-ATLA:	2,142.36	
					001 - 576 80 41 00 - PROFESSIONAL SERVICES-ATLA:	2,075.42	
6189	10/14/2024	Claims	2	109206	BASIN DISPOSAL OF YAKIMA, LLC	123,841.73	GARBAGE/RECYCLING SERVICE - 09/2024
					402 - 537 60 49 00 - CONTRACTED SERVICES	123,841.73	
6190	10/14/2024	Claims	2	109207	BORARCHITECTURE PLLC	396.90	ARCHITECTURAL SVCS - LIBRARY/COMMUNITY CENTER - 08/2024
					111 - 594 72 60 43 - COMMERCE - LIBRARY/COMM (	396.90	
6191	10/14/2024	Claims	2	109208	CANON FINACIAL SERVICES	241.94	PD COPIER - 09/2024
					001 - 591 21 71 09 - SBITA TECH LEASE - POLICE CLE	241.94	
6192	10/14/2024	Claims	2	109209	CARBONATED CARPET SOLUTIONS	1,491.00	CLEANED CARPET & 13 CHAIRS
					001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER'	1,491.00	
6193	10/14/2024	Claims	2	109210	CASCADE VALLEY LUBE	101.15	BASIC SERVICE - VEH # 1017; BASIC SERVICE - VEH # 1012
					403 - 531 30 48 00 - STORMWATER REPAIRS & MAIN	2.40	
					403 - 531 30 48 00 - STORMWATER REPAIRS & MAIN	0.01	
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	12.04	
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	21.20	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	9.63	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	7.95	
					101 - 542 30 48 00 - REPAIRS & MAINTENANCE	7.22	
					101 - 542 30 48 00 - REPAIRS & MAINTENANCE	7.95	
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	3.61	
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	2.65	
					101 - 542 67 48 00 - REPAIRS & MAINTENANCE	2.65	
					101 - 542 70 48 00 - REPAIRS & MAINTENANCE	3.61	
					101 - 542 70 48 00 - REPAIRS & MAINTENANCE	7.95	
					128 - 547 10 48 00 - REPAIRS & MAINTENANCE	2.41	
					128 - 547 10 48 00 - REPAIRS & MAINTENANCE	2.65	
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	7.22	
6194	10/14/2024	Claims	2	109211	CENTRAL WASHINGTON AGRICULTURAL MUSEUM	14,114.66	AG MUSEUM UTILITIES - 08/2024; GENERAL MGR SVS - 07/2024 - P. STRATER & C. REESE; GENERAL MGR SVC - 09/2024 - P. STRATER & C. REESE
					107 - 557 30 41 06 - ADMINISTRATOR SALARIES-AG	4,250.00	
					107 - 557 30 41 06 - ADMINISTRATOR SALARIES-AG	5,500.00	
					107 - 571 00 47 00 - UTILITIES-AG MUSEUM	4,364.66	
6195	10/14/2024	Claims	2	109212	CHRISTENSEN, INC.	2,123.28	PD FUEL - 09/16/2024 - 09/30/2024
					001 - 521 10 32 00 - PD ADMIN FUEL	329.13	
					001 - 521 21 32 00 - INVESTIGATION FUEL	214.49	
					001 - 521 22 32 00 - PATROL FUEL	1,451.62	
					001 - 524 60 32 00 - CODE ENFORCEMENT FUEL	64.02	
					001 - 554 30 32 00 - FUEL - ANIMAL CONTROL	64.02	
6196	10/14/2024	Claims	2	109213	CINTAS CORP #605	74.31	CIVIC CENTER & PD MAT SERVICE - 09/20/2024
					001 - 513 10 48 01 - CIVIC CAMPUS MAINTENANCE-	3.75	
					001 - 514 23 48 01 - CIVIC CAMPUS MAINTENANCE-	5.22	
					001 - 514 30 48 01 - CIVIC CAMPUS MAINTENANCE-	4.70	
					001 - 515 31 48 00 - CIVIC CAMPUS MAINTENANCE-	2.27	

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			001 - 521 50 48 01 -		PD FACILITIES CIVIC CAMPUS M	47.57	
			001 - 524 20 48 01 -		CIVIC CAMPUS MAINTENANCE-	2.40	
			401 - 534 50 48 01 -		CIVIC CAMPUS MAINTENANCE-	2.18	
			403 - 535 50 48 01 -		CIVIC CAMPUS MAINTENANCE-	1.58	
			402 - 537 50 48 01 -		CIVIC CAMPUS MAINTENANCE-	0.17	
			101 - 542 30 48 01 -		CIVIC CAMPUS MAINTENANCE-	0.30	
			101 - 543 30 48 01 -		CIVIC CAMPUS MAINTENANCE-	0.80	
			128 - 547 10 48 01 -		CIVIC CAMPUS MAINTENANCE-	0.67	
			001 - 558 60 48 01 -		CIVIC CAMPUS MAINTENANCE-	2.08	
			001 - 576 80 48 01 -		CIVIC CAMPUS MAINTENANCE	0.62	
<b>6197</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109214</b>	<b>CLEANUP CONTRACTORS</b>		<b>349.04</b> OVERPAYMENT REFUND - UB ACCT# 13708 - 1403 E WASHINGTON AVE
					401 - 582 10 04 01 - 210-10) WATER REFUNDS	349.04	
<b>6198</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109215</b>	<b>SINGH AND PARKS LLC COCO'S MINI MART</b>		<b>65.14</b> PD FUEL - 09/11/2024 - 15.153 GALLONS
					001 - 521 22 32 00 - PATROL FUEL	65.14	
<b>6199</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109216</b>	<b>COLEMAN OIL COMPANY</b>		<b>3,844.51</b> YVCRU FUEL - 09/2024; PW FUEL/CED FUEL - 09/2024
					001 - 524 20 32 00 - FUEL-BUILDING	99.87	
					001 - 524 20 32 00 - FUEL-BUILDING	-0.28	
					403 - 531 30 32 00 - STORMWATER FUEL	140.69	
					403 - 531 30 32 00 - STORMWATER FUEL	-0.74	
					401 - 534 50 32 00 - FUEL	979.93	
					401 - 534 50 32 00 - FUEL	-5.45	
					403 - 535 50 32 00 - FUEL	998.74	
					403 - 535 50 32 00 - FUEL	-5.50	
					402 - 537 50 32 00 - FUEL	68.46	
					402 - 537 50 32 00 - FUEL	-0.39	
					101 - 542 30 32 00 - FUEL	452.39	
					101 - 542 30 32 00 - FUEL	-2.52	
					101 - 542 66 32 00 - FUEL	170.80	
					101 - 542 66 32 00 - FUEL	-0.94	
					101 - 542 67 32 00 - FUEL	95.41	
					101 - 542 67 32 00 - FUEL	-0.51	
					101 - 542 70 32 00 - FUEL	263.61	
					101 - 542 70 32 00 - FUEL	-1.48	
					128 - 547 10 32 00 - FUEL CONSUMED	120.55	
					128 - 547 10 32 00 - FUEL CONSUMED	-0.68	
					001 - 558 60 32 00 - FUEL	-0.29	
					001 - 576 80 32 00 - FUEL	246.76	
					001 - 576 80 32 00 - FUEL	-1.35	
					650 - 589 30 32 00 - OPERATIONS - FUEL	227.43	
<b>6200</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109217</b>	<b>COPIERS NORTHWEST</b>		<b>255.33</b> PD COPIER LEASE - 09/2024
					001 - 521 10 45 00 - PD ADMIN RENTALS & LEASES	255.33	
<b>6201</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109218</b>	<b>CORE &amp; MAIN LP</b>		<b>7,123.83</b> #2 ECLIPSE HYDRANT SUPPLIES FOR FIRE DEPT; FRANZ BREAD 1 1/2" DOMESTIC & IRRIGATION METERS AND METER CONNECTION SUPPLIES
					001 - 522 50 48 00 - FD FACILITIES - REPAIRS & MAINT	864.16	
					401 - 534 50 31 00 - SUPPLIES	6,259.67	
<b>6202</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109219</b>	<b>CURTIS BLUE LINE</b>		<b>193.68</b> CLASS B UNIFORM - LARGE/REGULAR DARK NAVY SOFTSHELL FLEECE JACKET & ENGRAVED NAME PATCH - A. GONZALEZ
					001 - 521 22 21 00 - PATROL UNIFORMS & EQUIPME	193.68	
<b>6203</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109220</b>	<b>D STREET INVESTORS LLC</b>		<b>137.64</b> OVERPAYMENT REFUND - UB ACCT# 14687 - 3208 TACOMA STREET

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			401 - 582 10 04 01 -		210-10) WATER REFUNDS	137.64	
<b>6204</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109221</b>	<b>E3 SOLUTIONS, INC</b>	<b>32.46</b>	<b>SECURITY ALARM SYSTEM MONITORING - 3007 2ND STREET - PD IMPOUND BLDG - 09/2024</b>
			001 - 521 50 41 00 -		PD FACILITIES PROFESSIONAL S	32.46	
<b>6205</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109222</b>	<b>EDGE CONSTRUCTION SUPPLY</b>	<b>22.93</b>	<b>1"X25' TAPE ENGINEERS HI-VIZ ORANGE</b>
			101 - 542 30 31 00 -		SUPPLIES	22.93	
<b>6206</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109223</b>	<b>EVERGREEN SERVICES</b>	<b>1,239.21</b>	<b>CIVIC CENTER LAWN SERVICE - 09/2024</b>
			001 - 513 10 48 01 -		CIVIC CAMPUS MAINTENANCE-	62.47	
			001 - 514 23 48 01 -		CIVIC CAMPUS MAINTENANCE-	87.13	
			001 - 514 30 48 01 -		CIVIC CAMPUS MAINTENANCE-	78.35	
			001 - 515 31 48 00 -		CIVIC CAMPUS MAINTENANCE-	37.91	
			001 - 521 50 48 01 -		PD FACILITIES CIVIC CAMPUS M	793.34	
			001 - 524 20 48 01 -		CIVIC CAMPUS MAINTENANCE-	40.01	
			401 - 534 50 48 01 -		CIVIC CAMPUS MAINTENANCE-	36.29	
			403 - 535 50 48 01 -		CIVIC CAMPUS MAINTENANCE-	26.39	
			402 - 537 50 48 01 -		CIVIC CAMPUS MAINTENANCE-	2.76	
			101 - 542 30 48 01 -		CIVIC CAMPUS MAINTENANCE-	4.99	
			101 - 543 30 48 01 -		CIVIC CAMPUS MAINTENANCE-	13.32	
			128 - 547 10 48 01 -		CIVIC CAMPUS MAINTENANCE-	11.16	
			001 - 558 60 48 01 -		CIVIC CAMPUS MAINTENANCE-	34.71	
			001 - 576 80 48 01 -		CIVIC CAMPUS MAINTENANCE	10.38	
<b>6207</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109224</b>	<b>FASTENAL</b>	<b>1,140.42</b>	<b>4XR MULTI GAS DETECTOR KIT</b>
			401 - 534 50 35 00 -		SMALL TOOLS & EQUIPMENT	228.08	
			403 - 535 50 35 00 -		SMALL TOOLS & EQUIPMENT	228.08	
			402 - 537 50 35 00 -		SMALL TOOLS & EQUIPMENT	228.08	
			101 - 542 30 35 00 -		SMALL TOOLS & EQUIPMENT	228.08	
			001 - 576 80 35 00 -		SMALL TOOLS & EQUIPMENT	228.10	
<b>6208</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109225</b>	<b>FRANK'S POINT S</b>	<b>50.18</b>	<b>INDUSTRIAL FLAT TIRE REPAIR</b>
			001 - 576 80 48 00 -		REPAIRS & MAINTENANCE	50.18	
<b>6209</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109226</b>	<b>FUTURELINK COMMUNICATIONS</b>	<b>346.24</b>	<b>PHONE CONFIGURATION - EXT #1013 &amp; EXT #1016; BACKUP CONFIGURATION - EXT#1008 TO REPLACE EXT #1016</b>
			001 - 514 30 41 00 -		PROFESSIONAL SERVICES	173.12	
			401 - 534 50 41 00 -		PROFESSIONAL SERVICES	57.70	
			403 - 535 50 41 00 -		PROFESSIONAL SERVICES	57.70	
			402 - 537 50 41 00 -		PROFESSIONAL SERVICES	57.72	
<b>6210</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109227</b>	<b>LEON FYFE</b>	<b>500.00</b>	<b>CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG RENTAL 09/13/2024 - RESERVATION #6315</b>
			001 - 582 10 00 03 -		PARK DEPOSIT REFUND	500.00	
<b>6211</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109228</b>	<b>GERBER COLLISION &amp; GLASS</b>	<b>3,458.34</b>	<b>VEH # 120 REPAIR - FRONT DOOR &amp; LIFTGATE</b>
			001 - 521 22 48 00 -		PATROL REPAIRS & MAINT	3,458.34	
<b>6212</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109229</b>	<b>GRAINGER</b>	<b>3,396.27</b>	<b>WALK - BEHIND CONCRETE SAW CUTTER</b>
			401 - 534 50 35 00 -		SMALL TOOLS & EQUIPMENT	679.25	
			403 - 535 50 35 00 -		SMALL TOOLS & EQUIPMENT	679.25	
			402 - 537 50 35 00 -		SMALL TOOLS & EQUIPMENT	679.25	
			101 - 542 30 35 00 -		SMALL TOOLS & EQUIPMENT	679.25	
			001 - 576 80 35 00 -		SMALL TOOLS & EQUIPMENT	679.27	
<b>6213</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109230</b>	<b>MONICA GUIZAR CHAVEZ</b>	<b>396.70</b>	<b>CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG RENTAL - 09/28/2024</b>

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			001 - 582 10 00 03 - PARK DEPOSIT REFUND			396.70	
6214	10/14/2024	Claims	2	109231	SHERRY GUTHRIE	538.77	OVERPAYMENT REFUND - UB ACCT# 9203 - 206 W WHITE STREET
			401 - 582 10 04 01 - 210-10) WATER REFUNDS			538.77	
6215	10/14/2024	Claims	2	109232	HYUNDAI OF YAKIMA	904.31	CHECK ENGINE LIGHT REPAIR - VEH # 20
			001 - 554 30 48 00 - REPAIRS & MAINT - ANIMAL CC			904.31	
6216	10/14/2024	Claims	2	109233	INLAND ALARM	184.78	SMOKE ALARM FALSE TRIP
			001 - 522 50 48 00 - FD FACILITIES - REPAIRS & MAINT			184.78	
6217	10/14/2024	Claims	2	109234	INLAND FIRE PROTECTION	444.07	CIVIC CENTER ANNUAL MAINTENANCE INSPECTION
			001 - 513 10 48 01 - CIVIC CAMPUS MAINTENANCE-			22.38	
			001 - 514 23 48 01 - CIVIC CAMPUS MAINTENANCE-			31.22	
			001 - 514 30 48 01 - CIVIC CAMPUS MAINTENANCE-			28.08	
			001 - 515 31 48 00 - CIVIC CAMPUS MAINTENANCE-			13.58	
			001 - 521 50 48 01 - PD FACILITIES CIVIC CAMPUS M			284.29	
			001 - 524 20 48 01 - CIVIC CAMPUS MAINTENANCE-			14.34	
			401 - 534 50 48 01 - CIVIC CAMPUS MAINTENANCE-			13.00	
			403 - 535 50 48 01 - CIVIC CAMPUS MAINTENANCE-			9.47	
			402 - 537 50 48 01 - CIVIC CAMPUS MAINTENANCE-			0.99	
			101 - 542 30 48 01 - CIVIC CAMPUS MAINTENANCE-			1.79	
			101 - 543 30 48 01 - CIVIC CAMPUS MAINTENANCE-			4.77	
			128 - 547 10 48 01 - CIVIC CAMPUS MAINTENANCE-			4.00	
			001 - 558 60 48 01 - CIVIC CAMPUS MAINTENANCE-			12.44	
			001 - 576 80 48 01 - CIVIC CAMPUS MAINTENANCE			3.72	
6218	10/14/2024	Claims	2	109235	INTERSTATE BATTERIES OF COLUMBIA VALLEY	346.45	# 1021 & 1028 BATTERIES & CREDIT
			403 - 535 50 48 00 - REPAIRS & MAINTENANCE			385.44	
			403 - 535 50 48 00 - REPAIRS & MAINTENANCE			-38.99	
6219	10/14/2024	Claims	2	109236	INTERWEST CONSTRUCTION, INC.	377,631.15	PROGRESS PAYMENT #11 - REGIONAL BELTWAY CONNECTOR STAGE 2A
			305 - 595 30 65 26 - REGIONAL BELTWAY - CONSTR			377,631.15	
6220	10/14/2024	Claims	2	109237	ISPYFIRE, INC.	1,406.60	ISPYFIRE LAW SUBSCRIPTION LEVEL 1
			001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER			1,406.60	
6221	10/14/2024	Claims	2	109238	JONDERFIN LLC	475.00	FALL 2024 NEWSLETTER DESIGN
			001 - 511 60 41 01 - PROFESSIONAL SERVICES			475.00	
6222	10/14/2024	Claims	2	109239	EVELYN JONES	144.54	OVERPAYMENT REFUND - UB ACCT# 2338 - 2705 4TH STREET
			401 - 582 10 04 01 - 210-10) WATER REFUNDS			144.54	
6223	10/14/2024	Claims	2	109240	JUB ENGINEERS INC	85,198.64	S. 10TH AVE BRIDGE REPLACEMENT PROJECT - PROJ #30-20-050 08/04/2024 - 08/31/2024; REGIONAL BELTWAY CONNECTOR PHASE 2 - PROJ #07-23-041 - 08/04/2024 - 08/31/2024; AHTANUM RD PEDESTRIAN RAILROAD CROSSIN
			305 - 595 10 41 26 - REGIONAL BELTWAY-PE			17,774.21	
			321 - 595 10 41 48 - SHOP BRIDGE-PE			26,305.60	
			321 - 595 10 41 56 - AHTANUM RD PEDESTRIAN CRC			8,767.55	
			305 - 595 30 65 26 - REGIONAL BELTWAY - CONSTR			29,542.16	
			324 - 595 50 41 44 - BRIDGE #475-S 10TH AVE - PE			2,809.12	
6224	10/14/2024	Claims	2	109241	KELLER SUPPLY CO	133.93	2 ELBOW BRZ PARTS, SCI 1 1/2" TEE BRZ PART, & SCI 1 1/2 COUPLINGS BRZ PART

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			401 - 534 50 31 00 - SUPPLIES			133.93	
<b>6225</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109242</b>	<b>KELLEY CREATE</b>	<b>165.03</b>	<b>CONTRACT BASE FEE - 09/14/2024 - 10/13/2024</b>
			001 - 514 23 45 00 - RENTALS & LEASES			82.51	
			001 - 514 30 45 00 - RENTALS & LEASES			82.52	
<b>6226</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109243</b>	<b>KITTITAS &amp; YAKIMA VALLEY UC</b>	<b>125.00</b>	<b>WORK RELATED EXAM - 09/10/2024 - C. PERDOMO</b>
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			41.67	
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			41.67	
			101 - 542 30 41 00 - PROFESSIONAL SERVICES			41.66	
<b>6227</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109244</b>	<b>KNOBELS ELECTRIC INC</b>	<b>5,379.26</b>	<b>TROUBLE SHOOT WELL BREAKER - NO MATERIAL; TROUBLE SHOOT WELL BREAKER MATERIAL - BREAKER, LUGS, &amp; FREIGHT</b>
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			330.65	
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			5,048.61	
<b>6228</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109245</b>	<b>LAW OFFICES OF DANIEL POLAGE</b>	<b>8,000.00</b>	<b>PUBLIC DEFENDER SERVICE - 09/2024</b>
			001 - 515 91 41 03 - LEGAL SERVICES-PUBLIC DEFEN			8,000.00	
<b>6229</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109246</b>	<b>LOWES COMPANY INC</b>	<b>757.37</b>	<b>10X3 DSV WOOD SCREWS, 1 3/4" SCREWDRIVER BIT, 2" SIX LOBE SCREWDRIVER BIT, &amp; 5" DOUBLE BARRIER WOOD SCREWS; 3" BARREL BOLT &amp; 2 1/2" BARREL BOLT; 1-1/4 EXT TUBE &amp; PURCHASE/RETURN - 1-1/4 12" EXT TUBE &amp;</b>
			401 - 534 50 31 00 - SUPPLIES			5.55	
			401 - 534 50 35 00 - SMALL TOOLS & EQUIPMENT			54.01	
			403 - 535 50 31 00 - SUPPLIES			5.55	
			403 - 535 50 35 00 - SMALL TOOLS & EQUIPMENT			54.02	
			402 - 537 50 31 00 - SUPPLIES			5.55	
			101 - 542 30 31 00 - SUPPLIES			82.22	
			101 - 542 30 31 00 - SUPPLIES			32.88	
			101 - 542 30 31 00 - SUPPLIES			5.55	
			101 - 543 30 31 00 - SUPPLIES			2.56	
			128 - 547 10 35 00 - SMALL TOOLS & MINOR EQUIP			47.28	
			111 - 575 50 31 00 - LIBRARY/COMM CENTER - SUPP			138.57	
			111 - 575 50 31 00 - LIBRARY/COMM CENTER - SUPP			179.34	
			001 - 576 80 31 00 - SUPPLIES			8.71	
			001 - 576 80 31 00 - SUPPLIES			32.88	
			001 - 576 80 31 00 - SUPPLIES			-23.13	
			001 - 576 80 31 00 - SUPPLIES			99.94	
			001 - 576 80 31 00 - SUPPLIES			5.54	
			001 - 576 80 31 00 - SUPPLIES			20.35	
<b>6230</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109247</b>	<b>LOWES COMPANY INC</b>	<b>14.04</b>	<b>FIRE DEPT - 60-LB HIGH STRENGTH CONCRETE MIX</b>
			001 - 522 50 48 00 - FD FACILITIES - REPAIRS & MAINT			14.04	
<b>6231</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109248</b>	<b>MASS X CONSTRUCTION, LLC</b>	<b>69,743.77</b>	<b>S. BROADWAY AREA SEWER EXT (GSP PHASE 3) HLA PROJ #20058B-C - PROG ESTIMATE NO. 4</b>
			405 - 594 35 65 42 - S BROADWAY AREA SE EXT (GSF			69,743.77	
<b>6232</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109249</b>	<b>MEDSTAR CABULANCE, INC.</b>	<b>73,646.90</b>	<b>DIAL A RIDE/FIXED ROUTE - 09/2024</b>
			128 - 547 10 49 00 - TRANSIT SERVICE PAYMENT			73,646.90	
<b>6233</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109250</b>	<b>MINUTEMAN PRESS</b>	<b>710.82</b>	<b>UG LIBRARY &amp; COMMUNITY CENTER GRAND OPENING POSTCARDS; LETTERHEAD - JOB # 109037; WINDOW ENVELOPES; UB STATEMENTS - 09/2024</b>

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			001 - 511 60 31 01 - SUPPLIES			16.03	
			001 - 513 10 31 00 - SUPPLIES			16.03	
			001 - 514 23 31 00 - SUPPLIES			16.03	
			001 - 514 30 31 00 - SUPPLIES			16.03	
			001 - 524 20 31 00 - SUPPLIES-BUILDING			16.03	
			401 - 534 50 31 00 - SUPPLIES			16.03	
			401 - 534 50 31 00 - SUPPLIES			89.67	
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			63.06	
			403 - 535 50 31 00 - SUPPLIES			16.03	
			403 - 535 50 31 00 - SUPPLIES			89.67	
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			63.06	
			402 - 537 50 31 00 - SUPPLIES			16.03	
			402 - 537 50 31 00 - SUPPLIES			89.68	
			402 - 537 50 41 00 - PROFESSIONAL SERVICES			63.08	
			101 - 542 30 31 00 - SUPPLIES			16.03	
			001 - 558 60 31 00 - SUPPLIES			16.03	
			001 - 576 80 31 00 - SUPPLIES			16.10	
			111 - 594 10 44 00 - LIBRARY/COM CENTER - ADVER			76.20	
<b>6234</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109251</b>	<b>MORTON &amp; SONS</b>		<b>153.52</b> SAWDUST FOR WATER METER INSULATION
					401 - 534 50 31 00 - SUPPLIES	153.52	
<b>6235</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109252</b>	<b>ROBERT R NORTHCOTT</b>		<b>700.00</b> PUBLIC DEFENDER
					001 - 515 91 41 03 - LEGAL SERVICES-PUBLIC DEFEN	700.00	
<b>6236</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109253</b>	<b>NOVOLEX SHEILDS, LLC</b>		<b>1,030.07</b> GARBAGE BAGS FOR PARKS - BLACK 40X46 & CLEAR 38X65
					001 - 576 80 31 00 - SUPPLIES	1,030.07	
<b>6237</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109254</b>	<b>OFFICE SOLUTIONS NORTHWEST</b>		<b>178.81</b> 3 PLASTIC CLIPBOARDS & A "MAILED" TITLE STAMP; YW HIGHLIGHTERS, INK CARTRIDGE MAGENTA, & BINDER; LEGAL FILE JACKET - 8 1/2 " X14" - 5 PACK & XSTAMPER HEAVY DUTY RECEIVED
					001 - 514 23 31 00 - SUPPLIES	10.05	
					001 - 514 23 31 00 - SUPPLIES	29.08	
					001 - 514 23 31 00 - SUPPLIES	43.31	
					001 - 514 30 31 00 - SUPPLIES	15.25	
					001 - 514 30 31 00 - SUPPLIES	29.09	
					001 - 514 30 31 00 - SUPPLIES	43.30	
					401 - 534 50 31 00 - SUPPLIES	1.74	
					403 - 535 50 31 00 - SUPPLIES	1.74	
					402 - 537 50 31 00 - SUPPLIES	1.74	
					101 - 542 30 31 00 - SUPPLIES	1.74	
					001 - 576 80 31 00 - SUPPLIES	1.77	
<b>6238</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109255</b>	<b>KELSEY OLSEN</b>		<b>51.67</b> OVERPAYMENT REFUND - UB ACCT# 9019 - 2231 S 1ST AVENUE
					401 - 582 10 04 01 - 210-10) WATER REFUNDS	51.67	
<b>6239</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109256</b>	<b>ONE CALL CONCEPTS INC</b>		<b>49.14</b> UTILITY LOCATES - 09/2024
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	24.57	
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	24.57	
<b>6240</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109257</b>	<b>PINGREY MOTOR COMPANY</b>		<b>36.77</b> REPLACE CABIN AIR FILTER - VEH #122
					001 - 521 22 48 00 - PATROL REPAIRS & MAINT	36.77	
<b>6241</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109258</b>	<b>PREMIER POWER SPORTS</b>		<b>34.61</b> CABLE SHIFT CONTROL PART
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	34.61	
<b>6242</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109259</b>	<b>QUADIANT FINANCE USA, INC.</b>		<b>1,000.00</b> POSTAGE - 09/2024
					001 - 511 60 42 01 - COMMUNICATION	0.08	

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			001 - 513 10 42 01		COMMUNICATION	0.53	
			001 - 514 23 42 00		COMMUNICATIONS	176.65	
			001 - 514 30 42 00		COMMUNICATIONS	209.22	
			001 - 521 10 42 00		PD ADMIN COMMUNICATIONS	26.62	
			001 - 521 10 42 00		PD ADMIN COMMUNICATIONS	3.53	
			001 - 524 20 42 00		COMMUNICATION-BUILDING	29.84	
			401 - 534 50 42 00		COMMUNICATION	184.51	
			403 - 535 50 42 00		COMMUNICATION	184.51	
			402 - 537 50 42 00		COMMUNICATION	184.51	
<b>6243</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109260</b>	<b>R.S. MECHANICAL L.L.C</b>	<b>189.53</b>	<b>ALUM DIAMOND PLATE, WATERJET, FORM &amp; WELD</b>
			313 - 522 20 48 13		REPAIRS & MAINTENANCE	189.53	
<b>6244</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109261</b>	<b>REPUBLIC PUBLISHING CO</b>	<b>295.40</b>	<b>NOTICE OF PUBLIC HEARING - 09/23/2024 - FRANCHISE AGREEMENT; SUMMARY OF ORDINANCES PASSED - NO. 3107</b>
			001 - 511 60 44 00		OFFICIAL PUBLICATIONS	81.20	
			001 - 558 60 44 00		ADVERTISING	214.20	
<b>6245</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109262</b>	<b>RH2 ENGINEERING, INC.</b>	<b>4,249.74</b>	<b>MAIN ST PEDESTRIAN CROSSING IMPROVEMENTS - PROJ #0230195 - SVCS THROUGH 08/25/2024; MAIN ST PEDESTRIAN CROSSING - PROJ #0240032 - SVCS THROUGH 08/25/2024</b>
			324 - 595 10 41 32		MAIN ST REVIT PEDESTRIAN CR	3,869.51	
			324 - 595 10 41 32		MAIN ST REVIT PEDESTRIAN CR	380.23	
<b>6246</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109263</b>	<b>RIO FOLTZ PLLC</b>	<b>8,500.00</b>	<b>CITY ATTORNEY - 09/2024</b>
			001 - 515 31 41 01		LEGAL SERVICES-CIVIL - CITY AT	8,500.00	
<b>6247</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109264</b>	<b>S.C.I. DOOR</b>	<b>1,235.64</b>	<b>FIRE DEPT - REPLACE TWO BROKEN SPRINGS ON OVERHEAD DOOR - 09/03/2024</b>
			001 - 522 50 48 00		FD FACILITIES - REPAIRS & MAINT	1,235.64	
<b>6248</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109265</b>	<b>SAFEGUARD BUSINESS SYSTEMS</b>	<b>372.99</b>	<b>CUSTOM FULL COLOR PLAYING DECK - ORDER # CTS324 WITH CUSTOMER BACKS &amp; FACES - ORDER #CTS324</b>
			001 - 521 10 31 00		PD ADMIN SUPPLIES	372.99	
<b>6249</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109266</b>	<b>SHUEL'S LUMBER CO.</b>	<b>98.46</b>	<b>4X4 - 10FT PRE TREATED POSTS</b>
			001 - 576 80 31 00		SUPPLIES	98.46	
<b>6250</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109267</b>	<b>SIRCHIE ACQUISITION COMPANY, LLC</b>	<b>113.44</b>	<b>BARRIER TAPE "CRIMESCENE"/8</b>
			001 - 521 22 31 00		PATROL SUPPLIES	113.44	
<b>6251</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109268</b>	<b>SIX ROBBLEES INC</b>	<b>32.19</b>	<b>ALARM BACK-UP 97DB 12VDC</b>
			401 - 534 50 31 00		SUPPLIES	17.70	
			403 - 535 50 31 00		SUPPLIES	1.61	
			101 - 542 30 31 00		SUPPLIES	3.22	
			101 - 542 66 31 00		SUPPLIES	8.05	
			128 - 547 10 31 00		OFFICE & OPERATING SUPPLIES	1.61	
<b>6252</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109269</b>	<b>DON C. SMITH</b>	<b>1,595.42</b>	<b>LEOFF 1 RETIREE MASSAGE THERAPY - 08/13/2024 &amp; 08/15/2024 &amp; LEOFF 1 RETIREE RX</b>
			001 - 521 10 22 00		LEOFF 1 BENEFITS	260.00	
			001 - 521 10 22 00		LEOFF 1 BENEFITS	1,335.42	
<b>6253</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109270</b>	<b>STATEWIDE MEDIA GROUP, LLC</b>	<b>798.00</b>	<b>ADVERTISING IN THE ENTERTAINER - 06/01/2024 - OTD REENACTMENT &amp; 10/01/2024 - UG HAUNTED OCTOBER AD</b>



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			108 - 557 30 44 10		ADVERTISING-GRANT J HUNT	399.00	
			132 - 571 20 44 32		OTD ADVERTISING	399.00	
<b>6254</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109271</b>	<b>THE JANITOR'S CLOSET</b>		<b>351.11 CIVIC CENTER SUPPLIES - TOILET PAPER &amp; M-FOLD TOWELS</b>
			001 - 513 10 41 02		CIVIC CAMPUS JANITORIAL	17.70	
			001 - 514 23 41 03		CIVIC CAMPUS JANITORIAL-FIN	24.69	
			001 - 514 30 41 02		CIVIC CAMPUS JANITORIAL - CL	22.20	
			001 - 515 31 41 05		CIVIC CAMPUS JANITORIAL -LEC	10.74	
			001 - 521 50 41 01		PD FACILITIES CIVIC CAMPUS JA	224.78	
			001 - 524 20 41 02		CIVIC CAMPUS JANITORIAL-BUI	11.34	
			401 - 534 50 41 03		CIVIC CAMPUS JANITORIAL-WA	10.28	
			403 - 535 50 41 04		CIVIC CAMPUS JANITORIAL-SEV	7.48	
			402 - 537 50 41 03		CIVIC CAMPUS JANITORIAL-GAI	0.78	
			101 - 542 30 41 03		CIVIC CAMPUS JANITORIAL-STR	1.41	
			101 - 543 30 41 02		CIVIC CAMPUS JANITORIAL-STR	3.78	
			128 - 547 10 41 03		CIVIC CAMPUS JANITORIAL-TRA	3.16	
			001 - 558 60 41 02		CIVIC CAMPUS JANITORIAL-PLA	9.83	
			001 - 576 80 41 02		CIVIC CAMPUS JANITORIAL-PAR	2.94	
<b>6255</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109272</b>	<b>THE PRINT GUYS INC.</b>		<b>2,433.33 FALL 2024 NEWSLETTER</b>
			001 - 511 60 41 01		PROFESSIONAL SERVICES	2,433.33	
<b>6256</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109273</b>	<b>PATRICK THOMPSON</b>		<b>174.70 MEDICARE PREMIUM - 10/2024</b>
			001 - 521 10 22 00		LEOFF 1 BENEFITS	174.70	
<b>6257</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109274</b>	<b>THRYV, INC.</b>		<b>116.64 MARKETING CENTER PRO - DIGITAL PARK AD - 09/21/2024 - 10/21/2024</b>
			001 - 576 80 44 00		ADVERTISING	116.64	
<b>6258</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109275</b>	<b>U.S. LINEN &amp; UNIFORM</b>		<b>858.72 PW UNIFORM SERVICE - 09/2024</b>
			401 - 534 50 21 00		UNIFORMS & EQUIPMENT	180.34	
			403 - 535 50 21 00		UNIFORMS & EQUIPMENT	180.34	
			402 - 537 50 21 00		UNIFORMS & EQUIPMENT	60.12	
			101 - 542 30 21 00		UNIFORMS & EQUIPMENT	180.34	
			128 - 547 10 21 00		UNIFORMS & EQUIPMENT	111.58	
			001 - 576 80 21 00		UNIFORMS & EQUIPMENT	146.00	
<b>6259</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109276</b>	<b>UNION GAP WATER FUND &amp; SEWER</b>		<b>13,478.39 CIVIC CAMPUS - 09/2024; LIBRARY &amp; COMMUNITY CENTER - 09/2024; FIRE DEPT - 09/2024; UB ACCT# 14764 - MASS X CONST - S. BROADWAY AREA SEWER EXT (GSP PHASE 3); PARKS - 09/2024, STREETS - 09/2024, &amp; CITY</b>
			001 - 513 10 47 00		CIVIC CAMPUS UTILITIES - EXEC	68.05	
			001 - 514 23 47 00		CIVIC CAMPUS UTILITIES-FINAN	94.93	
			001 - 514 30 47 00		CIVIC CAMPUS UTILITIES - CLER	85.36	
			001 - 515 31 47 00		CIVIC CAMPUS UTILITIES-LEGAL	41.30	
			001 - 521 50 47 00		PD FACILITIES CIVIC CAMP UTIL	864.32	
			001 - 522 50 47 00		FD FACILITIES - UTILITIES	433.82	
			001 - 524 10 47 01		CIVIC CAMPUS UTILITY-BUILDIN	43.59	
			401 - 534 50 47 01		CIVIC CAMPUS UTILITIES-WATEI	39.53	
			403 - 535 50 47 00		UTILITIES	1,190.84	
			403 - 535 50 47 01		CIVIC CAMPUS UTILITIES-SEWEI	28.76	
			405 - 535 50 47 05		UTILITY BILLING FOR S BROADV	68.64	
			402 - 537 50 47 01		CIVIC CAMPUS UTILITES - GARB	3.01	
			101 - 542 30 47 01		CIVIC CAMPUS UTILITIES-STREE	5.44	
			101 - 543 30 47 00		UTILITIES	1,223.11	
			101 - 543 30 47 01		CIVIC CAMPUS UTILITIES-STREE	14.52	
			128 - 547 10 47 01		CIVIC CAMPUS UTILITIES-TRAN	12.15	
			001 - 558 60 47 01		CIVIC CAMPUS UTILITIES-PLAN	37.81	
			001 - 571 22 47 00		UTILITIES - LIBRARY & COMMUI	289.35	
			001 - 576 80 47 00		UTILITIES	8,922.55	

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			001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARK:			11.31	
<b>6260</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109277</b>	<b>UNUM LIFE INSURANCE</b>	<b>135.30</b>	<b>LEOFF 1 LONG TERM CARE - 10/2024</b>
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			135.30	
<b>6261</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109278</b>	<b>UPS</b>	<b>134.33</b>	<b>PD SHIPPING - 09/2024</b>
			001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS			134.33	
<b>6262</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109279</b>	<b>USA BLUEBOOK</b>	<b>3,953.83</b>	<b>MULTI-FREQUENCY PIPE &amp; CABLE LOCATOR</b>
			401 - 534 50 35 00 - SMALL TOOLS & EQUIPMENT			790.76	
			403 - 535 50 35 00 - SMALL TOOLS & EQUIPMENT			790.76	
			402 - 537 50 35 00 - SMALL TOOLS & EQUIPMENT			790.76	
			101 - 542 30 35 00 - SMALL TOOLS & EQUIPMENT			790.76	
			001 - 576 80 35 00 - SMALL TOOLS & EQUIPMENT			790.79	
<b>6263</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109280</b>	<b>VERNS FOOD SERVICE DISTRIBUTING</b>	<b>116.63</b>	<b>OVERPAYMENT REFUND - UB ACCT# 12125 - 702 W VALLEY MALL BLVD</b>
			401 - 582 10 04 01 - 210-10) WATER REFUNDS			116.63	
<b>6264</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109281</b>	<b>VIC'S AUTO &amp; SUPPLY UNION GAP - PW</b>	<b>73.47</b>	<b>DELO 400 15W40 GAL OIL; ON/OFF TOGGLE SWITCH</b>
			403 - 531 30 31 00 - STORMWATER - SUPPLIES			0.50	
			401 - 534 50 31 00 - SUPPLIES			12.97	
			401 - 534 50 31 00 - SUPPLIES			2.15	
			403 - 535 50 31 00 - SUPPLIES			12.97	
			403 - 535 50 31 00 - SUPPLIES			1.72	
			402 - 537 50 31 00 - SUPPLIES			12.97	
			101 - 542 30 31 00 - SUPPLIES			13.01	
			101 - 542 30 31 00 - SUPPLIES			1.29	
			101 - 542 66 31 00 - SUPPLIES			0.43	
			101 - 542 70 31 00 - SUPPLIES			0.60	
			128 - 547 10 31 00 - OFFICE & OPERATING SUPPLIES			0.60	
			001 - 576 80 31 00 - SUPPLIES			12.97	
			001 - 576 80 31 00 - SUPPLIES			1.29	
<b>6265</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109282</b>	<b>WA STATE DEPT OF ECOLOGY</b>	<b>2,412.00</b>	<b>FY 2025 FEE INVOICE - WATER QUALITY PROGRAM - MUNICIPAL STORMWATER PHASE 2</b>
			403 - 531 30 41 03 - STORMWATER-INTERGOV PROF			2,412.00	
<b>6266</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109283</b>	<b>WA STATE DEPT OF LICENSING</b>	<b>36.00</b>	<b>CPLS - SEPTEMBER 2024</b>
			630 - 589 30 02 01 - WEAPONS PERMIT STATE SHAR			36.00	
<b>6267</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109284</b>	<b>WA STATE DEPT OF TRANSPORTATION</b>	<b>774.94</b>	<b>MANUFACTURE &amp; SHIP SIGNS - ORDER #E146538, E146551, &amp; E146663/WORK ORDER #JE5972 L</b>
			101 - 542 64 41 00 - INTERGOVERNMENTAL PROFES:			774.94	
<b>6268</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109285</b>	<b>BARRY M WOODARD</b>	<b>19,225.00</b>	<b>PUBLIC DEFENDER - 09/2024; PUBLIC DEFENDER INTERPRETING SVC - 08/27/2024, 08/30/2024, &amp; 09/10/2024</b>
			001 - 515 91 41 03 - LEGAL SERVICES-PUBLIC DEFEN			19,000.00	
			001 - 517 91 41 00 - PROFESSIONAL SERVICES			225.00	
<b>6269</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109286</b>	<b>YAKIMA CITY TREASURER</b>	<b>444,219.50</b>	<b>UNION GAP FIRE PROTECTION SERVICE - 3RD QTR 2024</b>
			001 - 522 10 49 01 - FIRE PROTECTION SERVICES			444,219.50	
<b>6270</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109287</b>	<b>YAKIMA CITY TREASURER</b>	<b>33,483.98</b>	<b>POLICE DISPATCH FEE - ANNUAL CONTRACT COST &amp; EQUIP CHARGE - 3RD QTR 2024</b>
			001 - 521 20 41 00 - INTERGOV PROF SVCS-PD DISP,			33,483.98	

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<b>6271</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109288</b>	<b>YAKIMA CITY TREASURER</b>	<b>21,765.06</b>	<b>IT SVCS - DESKTOP &amp; MOBILE - 3RD QTR 2024</b>
					001 - 511 60 41 02 - IT SERVICES	531.00	
					001 - 513 10 41 03 - IT SERVICES	777.00	
					001 - 514 23 41 04 - IT SERVICES-FINANCE	2,493.44	
					001 - 514 30 41 03 - IT SERVICES-CLERK	1,187.56	
					001 - 521 10 41 01 - PD CLERICAL IT PROFESSIONAL	10,961.24	
					001 - 524 20 41 03 - IT SERVICES-BUILDING	1,441.73	
					403 - 531 30 41 01 - STORMWATER - IT SERVICES	343.45	
					401 - 534 50 41 04 - IT SERVICES	772.90	
					403 - 535 50 41 05 - IT SERVICES	566.94	
					402 - 537 50 41 04 - IT SERVICES	282.10	
					101 - 542 30 41 04 - IT SERVICES	168.17	
					101 - 543 30 41 03 - IT SERVICES	352.22	
					128 - 547 10 41 04 - IT SERVICES	413.57	
					001 - 558 60 41 03 - IT SERVICES-PLANNING	858.90	
					001 - 558 60 41 03 - IT SERVICES-PLANNING	227.57	
					001 - 576 80 41 04 - IT SERVICES-PARKS	387.27	
<b>6272</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109289</b>	<b>YAKIMA CO AUDITOR</b>	<b>16,703.26</b>	<b>2023 ELECTION COSTS - VOTER REGISTRATION &amp; MISCELLANEOUS ELECTION COSTS</b>
					001 - 514 23 49 03 - ELECTION COSTS	16,703.26	
<b>6273</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109290</b>	<b>YAKIMA CO DEPT OF CORRECTIONS</b>	<b>44,195.90</b>	<b>INMATE HOUSING &amp; MEDICAL - 08/2024</b>
					001 - 523 20 41 04 - DETENTION & CORRECTION CC	46,956.50	
					001 - 523 20 41 07 - DETENTION & CORRECTION-MI	-2,760.60	
<b>6274</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109291</b>	<b>YAKIMA CO PUBLIC SERVICES</b>	<b>8,385.49</b>	<b>GRAVEL ROAD SURFACE STABILIZATION - LABOR, SUPPLIES, &amp; EQUIPMENT - 05/2024 - 06/2024</b>
					101 - 542 70 41 00 - PROFESSIONAL SERVICES	8,385.49	
<b>6275</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109292</b>	<b>YAKIMA COOPERATIVE ASSN</b>	<b>684.33</b>	<b>BULK PROPANE - 23.6000 GALLONS - STREETS; #2 DIESEL DYED - 162.9000 GALLONS - AHTANUM YOUTH PARK</b>
					101 - 542 30 32 00 - FUEL	76.42	
					001 - 576 80 32 00 - FUEL	607.91	
<b>6276</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109293</b>	<b>YAKIMA HUMANE SOCIETY</b>	<b>880.00</b>	<b>ANIMAL CONTROL INTAKE SERVICES - 09/2024</b>
					001 - 554 30 41 00 - PROF SERVICES-ANIMAL CONTI	880.00	
<b>6277</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109294</b>	<b>YAKIMA REG.CLEAN AIR AUTHORITY</b>	<b>796.75</b>	<b>SUPPLEMENTAL INCOME PRO RATA SHARE FEE - 3RD QTR 2024</b>
					001 - 553 70 49 00 - POLLUTION CONTROL	796.75	
<b>6278</b>	<b>10/14/2024</b>	<b>Claims</b>	<b>2</b>	<b>109295</b>	<b>YAKIMA VALLEY TOURISM</b>	<b>26,170.87</b>	<b>425 MAGAZINE - 08/2024, NW TRAVE/LIFE - 08/2024-09/2024 &amp; FACEBOOK AD/PIONEER PWR SHOW; SEM MARKETING WITH TWOSIX DIGITAL</b>
					107 - 557 30 41 00 - YAKIMA VALLEY TOURISM	20,000.00	
					108 - 557 30 44 08 - ADVERTISING-YAK VALLEY TOUI	6,170.87	
					001 Current Expense Fund	644,237.10	
					101 Street Fund	14,376.13	
					107 Lodging Tax Fund	34,114.66	
					108 Tourism Promotion Area Fund	6,569.87	
					111 Library & Community Center Fund	791.01	
					128 Transit System Fund	74,386.12	
					132 Events & ActivitiesFund	399.00	
					305 Regional Beltway Connector Fund	424,947.52	

# WARRANT/CHECK REGISTER

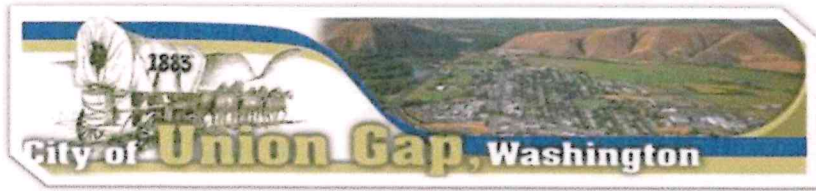
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		313			Fire Department Reserve Fund	189.53	
		321			Street Development Reserve Fund	35,073.15	
		324			Infrastructure Reserve Fund	7,058.86	
		401			Water Fund	18,109.76	
		402			Garbage Fund	126,824.83	
		403			Sewer Fund	8,974.05	
		405			Sewer Improvement Reserve	69,812.41	
		630			General State/County-Shared Rev Fund	36.00	
		650			YVCRU Fund	227.43	
						<hr/>	
						1,466,127.43	Claims: 1,466,127.43



## City Council Communication

**Meeting Date:** October 14, 2024  
**From:** Lynette Bisconer, Director of Finance and Administration  
**Topic/Issue:** Payroll Vouchers – September, 2024

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**SYNOPSIS:** Payroll Vouchers for the month of September, 2024

**RECOMMENDATION:** Request Council to approve EFTs and Voucher Nos. 109195 through 109201 in the amount of \$534,708.69

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Payroll Voucher Register

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6095	10/10/2024	Payroll	2	EFT	JESUS U ADAME RANGEL	3,670.09	Sept 2024 Payroll
6096	10/10/2024	Payroll	2	EFT	LYNETTE BISCONER	6,816.30	Sept 2024 Payroll
6097	10/10/2024	Payroll	2	EFT	RYAN L BONSEN	7,162.04	Sept 2024 Payroll
6098	10/10/2024	Payroll	2	EFT	SHARON R BOUNDS	7,959.76	Sept 2024 Payroll
6099	10/10/2024	Payroll	2	EFT	JABAN R BROWNELL	7,032.25	Sept 2024 Payroll
6100	10/10/2024	Payroll	2	EFT	ANTHONY T BRYANT	3,410.77	Sept 2024 Payroll
6101	10/10/2024	Payroll	2	EFT	CRAIG G BUNTING	5,105.71	Sept 2024 Payroll
6102	10/10/2024	Payroll	2	EFT	JASON G CAVANAUGH	7,418.41	Sept 2024 Payroll
6103	10/10/2024	Payroll	2	EFT	NEREDIHT E CHAVEZ	3,527.41	Sept 2024 Payroll
6104	10/10/2024	Payroll	2	EFT	GREGORY COBB	7,123.44	Sept 2024 Payroll
6105	10/10/2024	Payroll	2	EFT	BRENT E CORT	3,577.61	Sept 2024 Payroll
6106	10/10/2024	Payroll	2	EFT	ELAINA CROW	2,766.13	Sept 2024 Payroll
6107	10/10/2024	Payroll	2	EFT	CHRIS DAHL	4,438.67	Sept 2024 Payroll
6108	10/10/2024	Payroll	2	EFT	SANDY L DAILEY	505.64	Sept 2024 Payroll
6109	10/10/2024	Payroll	2	EFT	DAVID DOMINGUEZ	7,090.53	Sept 2024 Payroll
6110	10/10/2024	Payroll	2	EFT	DYLAN C EAGY	4,366.18	Sept 2024 Payroll
6111	10/10/2024	Payroll	2	EFT	TRAVIS FISCUS	4,423.77	Sept 2024 Payroll
6112	10/10/2024	Payroll	2	EFT	CHRISTOPHER J FIX	5,256.27	Sept 2024 Payroll
6113	10/10/2024	Payroll	2	EFT	JACK L GALLOWAY	540.64	Sept 2024 Payroll
6114	10/10/2024	Payroll	2	EFT	BANEZA GONZALEZ NUNEZ	4,363.51	Sept 2024 Payroll
6115	10/10/2024	Payroll	2	EFT	MAIRA B GONZALEZ	502.48	Sept 2024 Payroll
6116	10/10/2024	Payroll	2	EFT	ALEXIS GONZALEZ-GUZMAN	4,159.55	Sept 2024 Payroll
6117	10/10/2024	Payroll	2	EFT	AMANDA MAE GRAHAM	2,596.47	Sept 2024 Payroll
6118	10/10/2024	Payroll	2	EFT	JOHN P HODKINSON JR	540.64	Sept 2024 Payroll
6119	10/10/2024	Payroll	2	EFT	AMBER M HOYT	4,043.46	Sept 2024 Payroll
6120	10/10/2024	Payroll	2	EFT	STEPHANIE L HUBERT	3,865.39	Sept 2024 Payroll
6121	10/10/2024	Payroll	2	EFT	RUDY M JIMENEZ	4,185.28	Sept 2024 Payroll
6122	10/10/2024	Payroll	2	EFT	CHAD M JOHNSON	3,844.75	Sept 2024 Payroll
6123	10/10/2024	Payroll	2	EFT	ALBA L LEVESQUE	5,904.00	Sept 2024 Payroll
6124	10/10/2024	Payroll	2	EFT	JO LINDER	3,556.16	Sept 2024 Payroll
6125	10/10/2024	Payroll	2	EFT	TERESA LOPEZ	4,838.14	Sept 2024 Payroll
6126	10/10/2024	Payroll	2	EFT	LAURIE ANN MARTINEZ	3,141.02	Sept 2024 Payroll
6127	10/10/2024	Payroll	2	EFT	VALENTINA MARTINEZ	3,336.93	Sept 2024 Payroll
6128	10/10/2024	Payroll	2	EFT	HOWARD L MASON	3,565.22	Sept 2024 Payroll
6129	10/10/2024	Payroll	2	EFT	STACEY J MCKINLEY	4,510.12	Sept 2024 Payroll
6130	10/10/2024	Payroll	2	EFT	KYLAR MCPHERSON	4,960.30	Sept 2024 Payroll
6131	10/10/2024	Payroll	2	EFT	ROBERT MCRAE	4,063.78	Sept 2024 Payroll
6132	10/10/2024	Payroll	2	EFT	MICHAEL R NORTH	4,957.39	Sept 2024 Payroll
6133	10/10/2024	Payroll	2	EFT	SERGIO E OCHOA	4,978.22	Sept 2024 Payroll
6134	10/10/2024	Payroll	2	EFT	CARLOS J PERDOMO	3,337.97	Sept 2024 Payroll
6135	10/10/2024	Payroll	2	EFT	REBECCA R PINA	3,337.91	Sept 2024 Payroll
6136	10/10/2024	Payroll	2	EFT	PAUL K SANDERS	5,188.24	Sept 2024 Payroll
6137	10/10/2024	Payroll	2	EFT	CURTIS J SANTUCCI	7,499.29	Sept 2024 Payroll
6138	10/10/2024	Payroll	2	EFT	JULIE SCHILLING	505.48	Sept 2024 Payroll
6139	10/10/2024	Payroll	2	EFT	GREGORY A SEWELL	540.64	Sept 2024 Payroll
6140	10/10/2024	Payroll	2	EFT	KEVIN M SIGLER	2,419.18	Sept 2024 Payroll
6141	10/10/2024	Payroll	2	EFT	SEAN C SNYDER	4,012.07	Sept 2024 Payroll
6142	10/10/2024	Payroll	2	EFT	RYAN J THERKELSEN	2,850.08	Sept 2024 Payroll
6143	10/10/2024	Payroll	2	EFT	AMANDA L TOWLE	4,668.19	Sept 2024 Payroll
6144	10/10/2024	Payroll	2	EFT	ERIC B TURLEY	5,625.58	Sept 2024 Payroll
6145	10/10/2024	Payroll	2	EFT	JENNY V VALLE	3,568.54	Sept 2024 Payroll
6146	10/10/2024	Payroll	2	EFT	CHAD VANOVER	5,515.11	Sept 2024 Payroll
6147	10/10/2024	Payroll	2	EFT	GLORIA A WALTMAN	4,010.27	Sept 2024 Payroll
6148	10/10/2024	Payroll	2	EFT	TERRYL D WAY	5,862.80	Sept 2024 Payroll
6149	10/10/2024	Payroll	2	EFT	ROGER E WENTZ	533.64	Sept 2024 Payroll

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6155	10/10/2024	Payroll	2	EFT	AFLAC	150.16	Pay Cycle(s) 10/01/2024 To 10/31/2024 - AFLAC; Pay Cycle(s) 10/01/2024 To 10/31/2024 - AFLAC Pre Tax
6156	10/10/2024	Payroll	2	EFT	AWC EMPLOYEE BENEFIT TRUST	105,889.06	LEOFF 1 RETIREE MEDICAL BENEFITS - 09/2024; Pay Cycle(s) 10/01/2024 To 10/31/2024 - Medical
6157	10/10/2024	Payroll	2	EFT	INTERNAL REVENUE SERVICE	84,894.06	941 Deposit for Pay Cycle(s) 10/01/2024 - 10/31/2024
6158	10/10/2024	Payroll	2	EFT	MISSION SQUARE RETIREMENT #302189 ROTH	6,172.57	Pay Cycle(s) 10/01/2024 To 10/31/2024 - ROTH - Catch-up; Pay Cycle(s) 10/01/2024 To 10/31/2024 - 457 ROTH
6159	10/10/2024	Payroll	2	EFT	MISSION SQUARE RETIREMENT #302189	13,987.97	Pay Cycle(s) 10/01/2024 To 10/31/2024 - Retirement Trust
6160	10/10/2024	Payroll	2	EFT	WA STATE DEPT OF L&I	30,048.50	3RD Quarter L&I: 07/01/2024 - 09/30/2024
6161	10/10/2024	Payroll	2	EFT	WA STATE DEPT OF SOCIAL	1,363.15	Pay Cycle(s) 10/01/2024 To 10/31/2024 - WSDCS
6162	10/10/2024	Payroll	2	EFT	WA STATE EMPLOYMENT SECURITY DEPT- LTC	1,015.07	Pay Cycle(s) 10/01/2024 To 10/31/2024 - LTC
6163	10/10/2024	Payroll	2	EFT	WA STATE EMPLOYMENT SECURITY DEPT-PFML	2,597.79	Pay Cycle(s) 10/01/2024 To 10/31/2024 - WPFML
6164	10/10/2024	Payroll	2	EFT	WA STATE LAW ENFORCEMENT	20,749.46	Pay Cycle(s) 10/01/2024 To 10/31/2024 - LEOFF II - B040
6165	10/10/2024	Payroll	2	EFT	WA STATE PUBLIC EMPLOYEES	29,465.58	Pay Cycle(s) 10/01/2024 To 10/31/2024 - PERS II - 5591; Pay Cycle(s) 10/01/2024 To 10/31/2024 - PERS III - 5591
6166	10/10/2024	Payroll	2	EFT	WESTERN CONFERENCE OF	6,059.51	Pay Cycle(s) 10/01/2024 To 10/31/2024 - Teamster's Pension #414793; Pay Cycle(s) 10/01/2024 To 10/31/2024 - Teamster's Pension #415517
6167	10/10/2024	Payroll	2	109195	EMPLOYEE FUND	267.00	Pay Cycle(s) 10/01/2024 To 10/31/2024 - Employee Fund
6168	10/10/2024	Payroll	2	109196	TEAMSTERS LOCAL 760	947.00	Pay Cycle(s) 10/01/2024 To 10/31/2024 - Teamsters Dues
6169	10/10/2024	Payroll	2	109197	UNION GAP POLICE OFFICERS ASSN	1,500.00	Pay Cycle(s) 10/01/2024 To 10/31/2024 - UGPOA Dues
6170	10/10/2024	Payroll	2	109198	USABLE LIFE	85.26	Pay Cycle(s) 10/01/2024 To 10/31/2024 - USABLE Life
6171	10/10/2024	Payroll	2	109199	WA STATE COUNCIL OF CNTY	763.63	Pay Cycle(s) 10/01/2024 To 10/31/2024 - AFCSME Dues
6172	10/10/2024	Payroll	2	109200	WA STATE COUNCIL OF	187.50	Pay Cycle(s) 10/01/2024 To 10/31/2024 - WSCOPO Dues
6173	10/10/2024	Payroll	2	109201	WESTERN STATES POLICE MEDICAL TRUST	986.00	Pay Cycle(s) 10/01/2024 To 10/31/2024 - WSPMT

001 Current Expense Fund	402,998.91
101 Street Fund	45,959.60
128 Transit System Fund	6,365.64
401 Water Fund	39,846.86
402 Garbage Fund	1,030.37

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		403 Sewer Fund				38,507.31	
						<u>534,708.69</u>	Payroll: 534,708.69