

UNION GAP CITY COUNCIL
AMENDED REGULAR MEETING AGENDA
MONDAY, NOVEMBER 13, 2017 – 6:00 P.M.
CITY HALL ANNEX, 3103 2ND STREET, UNION GAP

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 October 9, 2017, as attached to the Agenda and maintained in electronic format

B. Approve Vouchers:

Payroll Vouchers – EFT's, and Voucher Nos. 41616 through 41618 and 95870 through 95882 for October, 2017, in the amount of \$376,045.61

Claims Vouchers – EFT's, and Voucher Nos. 95869 through 95997 for November 13, 2017, in the amount of \$452,409.72

Petty Cash Vouchers – Check Nos. 1876 for the month of October, in the amount of \$719.80

Advance Travel Vouchers – Check Nos. 1273 through 1274 for the month of October 2017, in the amount of \$255.73

III. ITEMS FROM THE AUDIENCE: - First Opportunity -The City Council will allow comments under this section on items NOT already on the agenda. Where appropriate, the public will be allowed to comment on agenda items as they are addressed during the meeting. Please signal staff or the chair if you wish to take advantage of this opportunity. 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

IV. GENERAL ITEMS

Public Hearing

Public Works & Community Development

1. Resolution No. - _____ - Memorandum of Agreement between the City, WSU Extension & the Master Gardener Foundation of Yakima County
2. Resolution No. - _____ - Huibregtse, Louman Associates, Inc. Supplemental Agreement No. 2 for Consultant Services - West Ahtanum Road Resurfacing Project
3. Resolution No. - _____ - HLA Task Order 2017-02; MLK School Sidewalk & Safety Improvements
4. Resolution No. - _____ - Set Public Hearing – Surplus City Owned Parcels on Valley Mall Boulevard

Finance & Administration

Resolution No. - _____ - AWC Employee Master Participation Agreement

Public Safety

1. Resolution No. - _____ - City of Yakima Fire Protection Services Interlocal Agreement
2. Resolution No. - _____ - 2018 Yakima County Interlocal Correction/Detention Agreement

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

PUBLIC HEARING
2018 PRELIMINARY BUDGET



City Council Communication

Meeting Date: November 13 , 2017
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Public Hearing – 2018 Budget

SYNOPSIS: We are required to hold a public hearing for the 2018 budget.

RECOMMENDATION: Conduct a public hearing.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

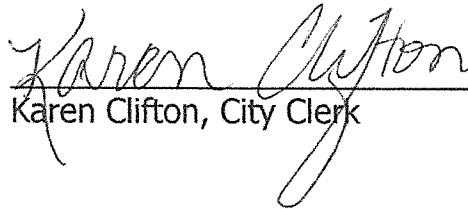
ATTACHMENTS: Public Hearing Notice

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

NOTICE IS HEREBY GIVEN that a public hearing will be held on the 2018 Preliminary Budget on Monday, November 13, 2017, at 6:00 p.m. in the City Hall Annex, located at 3103 2nd Street, Union Gap, Washington.

Citizens attending the hearing will have the right to provide written and oral comments concerning the budget. Comments may also be submitted to the City Clerk at Karen.Clifton@uniongapwa.gov or by mail to P. O. Box 3008, Union Gap, Washington 98903 prior to November 13, 2017.

DATED this 23rd day of October, 2017.



Karen Clifton, City Clerk



City Council Communication

Meeting Date: November 13, 2017
From: Dennis Henne; Director of Public Works & Community Development
Topic/Issue: Resolution – Memorandum of Agreement between the City, WSU Extension & the Master Gardener Foundation of Yakima County

SYNOPSIS: The Memorandum of Agreement between the City, Washington State University Extension and the Master Gardener Foundation of Yakima County has been on-going for a number of years. The purpose of the agreement is to set forth the guidelines for the operation of the demonstration garden at the Ahtanum Youth Activities Park.

RECOMMENDATION: Adopt a Resolution authorizing the City Manager to execute the Memorandum of Agreement between the City, Washington State University Extension Yakima County and the Master Gardener Foundation of Yakima County for the purpose of the operation of the demonstration garden at the Ahtanum Youth Activities Park.

LEGAL REVIEW: The City Attorney has reviewed this information.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. Memorandum of Agreement; Demonstration Garden

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A RESOLUTION authorizing the City Manager to sign a Memorandum of Agreement between the City, Washington State University (WSU) Extension Yakima County and the Master Gardener Foundation of Yakima County for the Demonstration Garden at the Ahtanum Youth Activities Park.

WHEREAS, the City has held an agreement for several years with Washington State University (WSU) Extension Yakima County and the Master Gardener Foundation of Yakima County for the Demonstration Garden; and

WHEREAS, the WSU Extension Yakima County's mission is for the demonstration garden to be used for educational purposes; and

WHEREAS, the development and maintenance of a demonstration garden is for the use by park visitors, local community, the WSU Master Gardener training program and the Master Gardener volunteers; and

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

That the City Manager is authorized to sign a Memorandum of Agreement between the City, Washington State University (WSU) Extension Yakima County and the Master Gardener Foundation of Yakima County for the Demonstration Garden at the Ahtanum Youth Activities Park.

PASSED this 13th day of November, 2017

Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Bronson Brown, City Attorney

MEMORANDUM OF AGREEMENT

BETWEEN

**THE CITY OF UNION GAP PARKS DEPARTMENT
WASHINGTON STATE UNIVERSITY EXTENSION, YAKIMA COUNTY, AND
THE MASTER GARDENER FOUNDATION OF YAKIMA COUNTY**

FOR A DEMONSTRATION GARDEN

I. INTRODUCTION

This Memorandum of Agreement ("MOA") is entered between the CITY OF UNION GAP PARKS DEPARTMENT, hereinafter called the "LANDOWNER" or "CITY," the MASTER GARDENER FOUNDATION OF YAKIMA COUNTY, hereinafter called the "FOUNDATION", and WASHINGTON STATE UNIVERSITY, an institution of higher education and agency of the state of Washington, by and through its Extension Program ("WSU EXTENSION"). The above entities are individually referred to as a "PARTY" and collectively referred to as the "PARTIES".

II. PURPOSE

This MOA sets forth the guidelines for the PARTIES' operation of the demonstration garden at the Ahtanum Youth Park (the "DEMONSTRATION GARDEN") on property owned by LANDOWNER, as further described in Section V herein.

III. GUIDING PRINCIPLES

All PARTIES agree to follow the concepts and principles set forth in this MOA, which was jointly prepared by the WSU EXTENSION and the LANDOWNER.

IV. MISSION

In furtherance of WSU EXTENSION's educational mission, the DEMONSTRATION GARDEN is intended to:

- a. Demonstrate environmentally sound gardening techniques based on WSU EXTENSION research;
- b. Provide hands-on experience for WSU EXTENSION Master Gardener volunteers;
- c. Educate the public, including youth, in science-based horticulture and related topics; and
- d. Provide a focal point for public use and enjoyment of the LANDOWNER's facility.

V. LOCATION

Upon execution of this MOA, the FOUNDATION and WSU EXTENSION shall have the right to use an area located in the Southeast portion of the CITY'S Ahtanum Youth Activities Park at 1000 Ahtanum Rd; Yakima, Washington 98903, as indicated in **Exhibit A**, appended hereto and incorporated herein by reference, for the purpose of the development and maintenance of a

DEMONSTRATION GARDEN for the park visitors, local community, the WSU Master Gardener training program, and Master Gardener volunteers.

VI. CITY'S RESPONSIBILITIES:

- a. The CITY, through negotiations with the FOUNDATION, may provide other areas for landscaping. The details of such other areas and any agreement for the joint creation or maintenance thereof shall be captured via modification or addendum to this MOA, and binding only when signed by the duly authorized representatives of the PARTIES.
- b. The CITY shall provide the services indicated herein at the current anticipated expense levels. If, during the term of this MOA, these expenses increase by more than 5% over the current levels, the parties agree to re-negotiate in good faith this provision of the MOA.
- c. The CITY shall provide at no charge to FOUNDATION or WSU EXTENSION connection to the water system (domestic and/or irrigation), and connection to the electrical supply system, and the ongoing supply of water and electricity necessary to maintain the DEMONSTRATION GARDEN.
- d. The CITY shall provide at no charge to FOUNDATION or WSU EXTENSION mowing of the area surrounding the DEMONSTRATION GARDEN, as needed.
- e. The CITY shall provide a key to the FOUNDATION's President (or designated Master Gardener Team Leader) to allow access to the electrical breaker panels at the pump house to allow the President to reset any tripped breaker if necessary.
- f. Any pesticide applications must first be approved by the City of Union Gap and applied by a licensed commercial applicator.

VII. FOUNDATION'S RESPONSIBILITIES:

- a. The FOUNDATION shall, cooperatively with WSU EXTENSION, promote and deliver the Master Gardener DEMONSTRATION GARDEN and shall assist WSU EXTENSION in the development and maintenance of the DEMONSTRATION GARDEN.
- b. The FOUNDATION shall assist in funding and organizing non-commercial home landscaping and DEMONSTRATION GARDEN activities, and educational workshops.
- c. The FOUNDATION shall report to WSU EXTENSION all activities, maintenance functions and volunteer hours at the DEMONSTRATION GARDEN, which are used to meet the duties of WSU EXTENSION, as set forth in this MOA.
- d. At the FOUNDATION's expense, the FOUNDATION shall:
 - 1) Provide any future conceptual design for the CITY's approval, showing the layout of all the DEMONSTRATION GARDEN's features including the DEMONSTRATION GARDEN areas, storage facilities, water, electrical, parking, land contours, landscaping and any other improvements associated with the DEMONSTRATION GARDEN.
 - 2) Provide a final design for the CITY's approval, before construction of any phase or component of the DEMONSTRATION GARDEN.
 - 3) Provide the labor and materials to fully construct and maintain the DEMONSTRATION GARDEN, including sprinkler system and electrical support, along with other items associated with the DEMONSTRATION GARDEN, as well as the care and maintenance of all proposed landscaping areas of the DEMONSTRATION GARDEN.

- 4) Submit to the CITY all sources of supplies of equipment, operating and maintenance manuals associated with the DEMONSTRATION GARDEN.
- 5) Maintain the DEMONSTRATION GARDEN in accordance with the standards established by the CITY as incorporated herein, and in accordance with the standards as set forth by the FOUNDATION, to include, but not limited to, the control of unwanted vegetation growth by pulling and/or mechanically cutting weeds. Any pesticide applications must first be approved by the City of Union Gap and applied by a licensed commercial applicator.
- 6) While promoting any public events at the Ahtanum Park, the Foundation will notify the Landowner in advance and, upon approval, acknowledge the City as event collaborator through use of the appropriate logo.

VIII. WSU EXTENSION'S RESPONSIBILITIES:

- a. WSU EXTENSION shall oversee, co-organize, and coordinate the WSU EXTENSION Master Gardener Program to include, but not limited to, volunteer training and activities in the DEMONSTRATION GARDEN including other horticulture related programs and displays; provide hands-on experience for volunteers; educate the public in science-based horticulture for home DEMONSTRATION GARDEN purposes; provide educational leadership; provide an annual training program for volunteer members; and demonstrate and promote environmentally sound gardening practices and techniques from WSU EXTENSION research.
- b. To the extent available, Master Gardeners will volunteer time for the care and maintenance of all proposed landscaping areas of the DEMONSTRATION GARDEN in accordance with the standards established by the CITY and in accordance with the standards as set forth by the FOUNDATION in agreement with WSU EXTENSION, to include, but not limited to, the control of unwanted vegetation growth by pulling or mechanically cutting weeds. Any pesticide applications must first be approved by the City of Union Gap and applied by a licensed commercial applicator.
- c. **Exhibit B** to this MOA is the Washington State University Business Policies and Procedures Manual regarding volunteer liability coverage when acting in the course of their official volunteer duties and as a current certified WSU EXTENSION Master Gardener with Washington State University. The policy, as now existing or hereinafter amended, is hereby incorporated into this MOA for informational purposes only. WSU EXTENSION will not provide liability insurance for FOUNDATION members under this MOA unless, and only to the extent that, such FOUNDATION members are acting as authorized, registered volunteers of, and under the direction and control of, WSU EXTENSION Master Gardener Program employees.

IX. THE DEMONSTRATION GARDEN:

- a. The DEMONSTRATION GARDEN shall be open to the public during the daily park hours (9:00 a.m. to dusk, or as may be posted on site).
- b. Within thirty (30) days of written notice from the CITY, the FOUNDATION shall dismantle the DEMONSTRATION GARDEN, if interest and/or usage diminish, or the DEMONSTRATION GARDEN becomes cost prohibitive to operate and maintain, or if otherwise instructed to do so in writing by the CITY. The Foundation will restore the DEMONSTRATION GARDEN area to as close to its original condition as possible.

X. LITTER CONTROL:

- a. The CITY shall supply sufficient litter receptacles for the disposal of all litter and garbage.
- b. The FOUNDATION shall pick up all litter in the designated use area, and place it in a litter receptacle, as may be reasonably required.
- c. If the FOUNDATION volunteers fail to pick up the litter, the CITY shall notify the FOUNDATION of the breach and provide the FOUNDATION with a period of three (3) calendar days to cure such breach. If FOUNDATION fails to cure, the CITY may pick up the litter for the FOUNDATION and bill the reasonable costs of such service to the FOUNDATION at the CITY's standard rate.

XI. SCHEDULING ISSUES:

- a. WSU EXTENSION and the FOUNDATION shall be given preference in scheduling the Ahtanum Youth Park's Red Barn, in exchange for its support during development of the DEMONSTRATION GARDEN and for its commitment to the ongoing maintenance of the DEMONSTRATION GARDEN, as outlined in this MOA.
- b. For the purpose of weekly WSU EXTENSION training meetings, the CITY shall allow the use of the Ahtanum Youth Park's Red Barn, if available, or the Activities Building as an alternate location.
- c. WSU EXTENSION shall conduct the weekly training meetings on weekdays, excluding Fridays and holidays, during the Park's normal business hours (9:00 a.m. through 4:30 p.m. unless otherwise posted).
- d. The FOUNDATION shall coordinate, through the CITY, the schedule of dates and times planned for construction of and maintenance to the DEMONSTRATION GARDEN, to avoid conflicts with other scheduled Park activities.
- e. WSU EXTENSION and the FOUNDATION shall leave the building used for training meetings as clean as it was upon arrival, and endeavor to remain willing to move to another building if the Ahtanum Youth Barn and/or the Activities Building are occupied by a paid reservation.
- f. Other organized scheduled events of WSU EXTENSION and the FOUNDATION may be permitted, with approval from the CITY; an additional agreement may be required to address the specific needs of a program or special event. If such is the case, said agreement shall be executed separately from this MOA, and shall only be binding when signed by the duly authorized representatives of the PARTIES.
- g. WSU EXTENSION and the FOUNDATION shall not have sole, exclusive use of the facilities.

XII. RECORDS MAINTENANCE:

- a. The parties to this MOA shall each maintain books, records, documents and other evidence, which sufficiently and properly reflect all direct and indirect costs expended by the party in the performance of the services described herein.
- b. These records shall be subject to inspection, review or audit by personnel of each party, other personnel duly authorized by each party, the Office of the State Auditor, and Federal Officials so authorized by law.

- c. All books, records, documents and other material relevant to this MOA shall be retained for six (6) years after expiration and the Office of the State Auditor, Federal Auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.
- d. Records and other documents, in any medium, furnished by one party of this MOA to another party, will remain the property of the furnishing party, unless otherwise agreed. To the extent permitted by law, 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 it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by a party are not erroneously disclosed to third parties. To that end, the PARTIES acknowledge that WSU EXTENSION is a state agency and subject to the Public Records Act (RCW 42.56 et seq.). Should a valid request be made upon content of this MOA, WSU EXTENSION is bound by law to release such records unless a lawful injunction is filed in a court of competent jurisdiction. This shall not relieve WSU EXTENSION of its duty to notify the PARTIES of its intent to release the record(s) as described above.

XIII. USE OF TRADEMARKS

The CITY and the FOUNDATION may not use WSU EXTENSION's trademarks without the prior written consent of WSU EXTENSION. WSU EXTENSION grants the CITY and the FOUNDATION limited rights and license to use the WSU EXTENSION trademarks that specifically pertain to the WSU EXTENSION Master Gardener Program under the terms of this MOA for non-commercial purposes, and only as approved on a case-by-case basis; for example, the WSU EXTENSION Master Gardener logo for the sole purposes of carrying out their obligations under this MOA.

XIV. INDEPENDENT CAPACITY

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

XV. DISPUTES

Disputes regarding the development and/or maintenance of the DEMONSTRATION GARDEN under this MOA shall be brought to the attention of the LANDOWNER, the FOUNDATION President, the WSU Extension Director and/or Master Gardener Coordinator, and WSU EXTENSION's representative designated for this purpose for resolution. Failure to reach a resolution within thirty (30) days shall require the PARTIES to seek mediation. Failure of mediation within sixty (60) days thereafter shall automatically terminate this MOA. In the event this MOA is terminated pursuant to this section, the Parties shall in good faith determine the most appropriate, mutually beneficial way ahead.

XVI. DAMAGES

If any repair or restoration work to the Ahtanum Youth Activities Park is needed as a result of the activities under this MOA, the reasonably required work shall be charged at the CITY's standard rates and billed directly to the FOUNDATION as an extra cost.

XVII. ASSIGNMENT-SUBLETTING

This MOA shall be for the exclusive use and benefit of the CITY, FOUNDATION and WSU EXTENSION for the development of the DEMONSTRATION GARDEN at the Ahtanum Youth Activities Park. The rights and obligations under this MOA cannot be transferred, shared or assigned without the express written consent of the CITY.

XVIII. COMPLIANCE WITH LAWS

All PARTIES shall comply with all federal, state and local laws, as well as rules and regulations as provided herein and not inconsistent with applicable law or local policy in carrying out this MOA. All PARTIES agree that there will be no discrimination in the performance of this MOA on the basis of race, religion, creed, color, national origin, families with children, sex, marital status, sexual orientation (including gender identity), age, genetic history, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, or other legally protected characteristic.

XIX. LIABILITY:

- a. WSU EXTENSION is covered by the State of Washington Self-Insurance Liability Program and the Tort Claims Act (RCW 4.92.060 et seq.), and claims against Washington State University and its employees, officers, agents, and registered volunteers in the good faith performance of their duties and this MOA will be paid from the tort claims liability account as provided in RCW 4.92.130. Such claims must be filed with the Division of Risk Management for processing according to statute.
- b. Each party agrees to be responsible for liability resulting from the negligent acts or omissions of its own officers, employees, and agents.

XX. DURATION AND TERMINATION

This MOA shall take effect when authorized representatives of all PARTIES have signed, and it shall remain in effect for a period of five (5) years, or until terminated sooner by either PARTY as provided herein. Either PARTY may terminate this MOA upon not less than ninety (90) days prior written notice to the other PARTIES. The PARTIES agree that the DEMONSTRATION GARDEN shall continue to be operated under the terms of this MOA so long as the following basic criteria are met:

XXI. INDEMNIFICATION

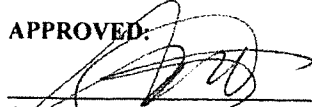
The FOUNDATION shall defend, indemnify and hold harmless the CITY, and its agents and employees, from any and all liability, damage, loss, injury, expense or cost arising out of its acts or omissions in the performance of this MOA.

XXII. AGREEMENT APPROVAL

Each PARTY represents and warrants that all necessary approvals for this MOA have been obtained and the persons whose signatures appear below have the authority necessary to execute this MOA on behalf of the PARTIES indicated.

FOR WASHINGTON STATE UNIVERSITY

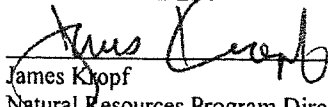
APPROVED:



Amanda N. Owen Date
Contracts Manager, Office of Finance and Administration

9.29.17

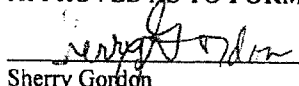
RECOMMENDED:



James Knopf Date
Natural Resources Program Director

10/12/17

APPROVED AS TO FORM:



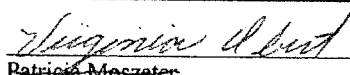
Sherry Gordon Date
Assistant Attorney General

10-11-17

FOR CITY OF UNION GAP PARKS DEPARTMENT

Arlene Fisher-Maurer Date
Manager, City of Union Gap

FOR MASTER GARDENER FOUNDATION OF YAKIMA COUNTY

VEB


Patricia Moszeter Date
President of Master Gardener Foundation of Yakima County
Virginia Oberst

10-30-17

EXHIBIT A

Map showing the area of DEMONSTRATION GARDEN at the Ahtanum Youth Activities Park at
1000 Ahtanum Rd; Yakima, Washington 98903

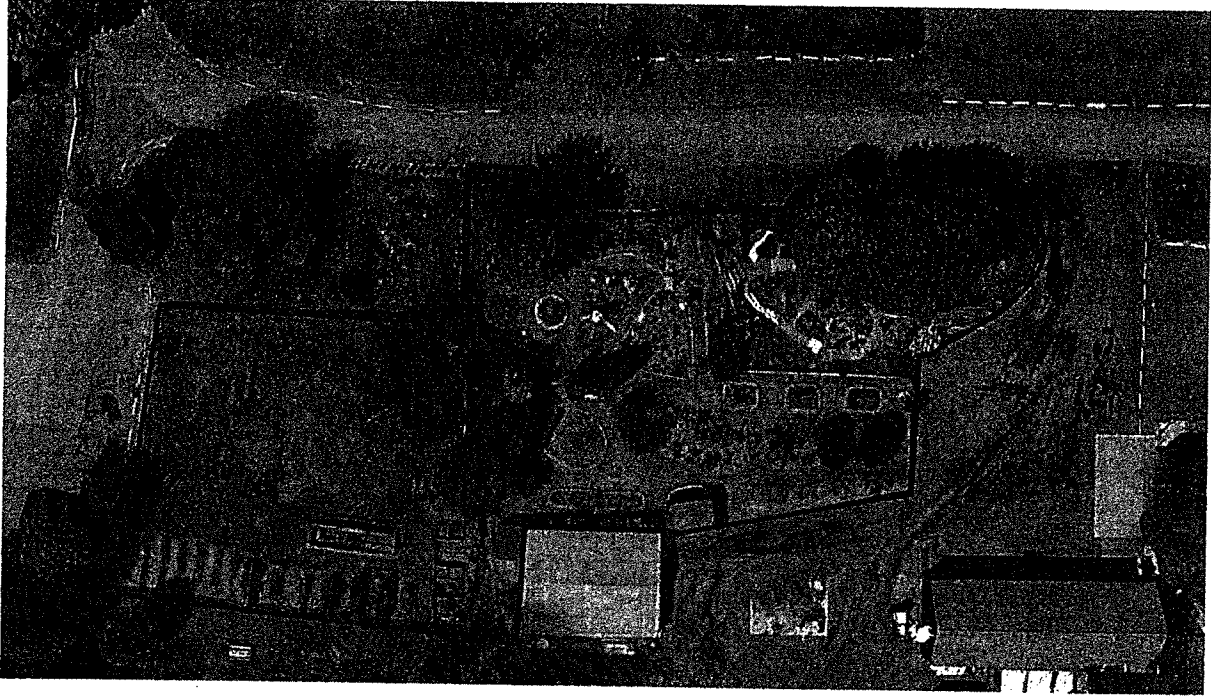


EXHIBIT B

Washington State University Business Policies and Procedures Manual regarding registered volunteer liability coverage when acting in the course of their official volunteer duties and as a current certified WSU EXTENSION Master Gardener with Washington State University

Policy as posted at http://public.wsu.edu/~forms/HTML/BPPM/60_Personnel/60.81_Volunteers.htm on April 6, 2017

Washington State University BUSINESS POLICIES AND PROCEDURES MANUAL

PERSONNEL

60.81

Revised 10-04

Human Resource Services

335-4521

Volunteers

[PDF link](#)

POLICY

Many individuals volunteer their time to assist WSU departments in the conduct of official University activities. In order to assure that volunteers are covered for liability and workers' compensation, departments are to comply with provisions of this section. NOTE: Workers' compensation for volunteers covers medical loss but not wage loss.

University employee policies apply to volunteers, including policies in the Business Policies and Procedures Manual (BPPM), Safety Policies and Procedures Manual (SPPM), Executive Policy Manual (EPM), and other University policy manuals.

See SPPM Chapter S25 for procedures for injury reporting and filing workers' compensation claims. Section S25.20 provides procedures for reporting accidents, occupational illnesses, and workplace incidents.

Departments may direct questions to Human Resource Services (HRS); telephone 335-4521.

DEFINITION

The responsible department ensures that the following criteria are met:

- A volunteer performs assigned and authorized duties for WSU without receiving wages.
- The volunteer freely chooses to perform his or her assigned WSU duties.
- The volunteer duties directly benefit WSU and are supervised by WSU personnel.
- WSU understands and accepts that the volunteer is acting on WSU's behalf.
- A volunteer is designated as such by a WSU department and is registered. See designation procedure below.
- WSU may reimburse a volunteer for actual expenses incurred in the performance of assigned and authorized duties without the volunteer losing the volunteer designation.

Examples/Explanations

The following examples/explanations are not meant to be exhaustive. There are many scenarios for volunteer service to the University.

Interns receiving class credit may be considered volunteers if the assigned duties benefit WSU and the interns do not receive payment for services rendered.

Students performing duties for student clubs are not volunteers.

4-H volunteers are considered to be University volunteers because the University is required to provide 4-H programs.

An employee performing the duties he or she is normally paid to perform is not a volunteer, however, an employee may volunteer for activities unrelated to normal job duties.

DESIGNATION/REGISTRATION

Applying the above criteria, the supervising department designates each volunteer as such. In order to ensure coverage under workers' compensation and to ensure that the University is covered for liability purposes, volunteer designation must occur before any duties are performed.

The department is to maintain records for each volunteer which include the following information:

- Name of volunteer;
- Name of department;
- Month of activity;
- Dates, times, and hours of activity performed by the volunteer;
- Description of volunteer services provided;
- Name of department employee who supervised the volunteer;
- University account number that supports workers' compensation premium charges (see 30.07);
- Expenditure authority name, telephone, and e-mail address.

The department submits this information to HRS each month on a Volunteer Monthly Report. See below for form instructions. NOTE: The department may also use the Volunteer Monthly Report form for designation reporting purposes.

Payroll Services uses this information to charge the workers' compensation quarterly premium to the supervising department. HRS uses this information to provide documentation of volunteer activity in the event a volunteer files a workers' compensation or other liability claim. See also below.

Safety Orientation

Volunteers are subject to the same University requirements for safety procedures orientation and training as employees. See SPPM S20.30. Departments are to include documentation of safety orientation and training in the volunteer files.

Records Retention

The department is to maintain each volunteer file for six years after termination of service. See 90.01 for more about records retention.

MINORS

Authorization Form

In order for a minor under the age of 18 to volunteer for University duties, a parent or legal guardian must complete and sign a Minor Volunteer Consent and Release form. The form provides permission for the minor to perform the volunteer work and provides authorization for the supervising adult to seek any necessary medical attention in the event of an injury or illness. To obtain copies of the form, print or complete and print the PDF master on 60.81.6.

The supervising department is to retain the Minor Volunteer Consent and Release form in accordance with applicable records retention requirements. See 90.01.

Supervision

A minor volunteer under the age of 14 must be constantly supervised by an adult.

Background Checks

If an adult supervises minors without other adults present, the department is to screen the individual for criminal history before the volunteer activity occurs. Refer to the Washington State Patrol web site for information about criminal history screening.

<http://www.wsp.wa.gov/>

The supervising department is to retain copies of criminal history background checks of volunteers in accordance with applicable records retention requirements. See 90.01.

MONTHLY REPORT

The department submits a completed Volunteer Monthly Report to HRS by the 15th of the month following each month of activity to report volunteer hours. See "Form Templates" below.

The department is assessed a premium per volunteer hour for workers' compensation coverage. The premium rate is subject to change. For current rate, go to the Payroll Services website at:

<http://www.wsu.edu/payroll/>

Select Taxes, then
Select Industrial Insurance/Medical Aid Rate History.

or contact HRS; telephone 335-4521; or Payroll Services; telephone 335-9575.

NOTE: If the department does not report or under reports hours, volunteers may not be covered in the event of an accident or work-related illness.

The Volunteer Monthly Report includes the coding of the departmental account supporting premium charges. The form is signed by an employee holding expenditure authority for the indicated account. See 70.02 for an explanation of expenditure authority.

Payroll Services bills each department for premium charges on a quarterly basis.

Form Templates

To obtain copies of the form, the department may complete and print the PDF master form on 60.81.7 or may obtain an automated form template from the Procedures, Records, and Forms FileMaker Pro website at:

<http://www.wsu.edu/~forms/fm.html>

Automated Template (Preferred Reporting Format)

HRS recommends the use of the automated template for any department that reports volunteers. The department submits the automated monthly report as an e-mail attachment sent to HRS.

For audit purposes, the departmental expenditure authority must send the e-mail message and attachment from her or his own e-mail account. The e-mail password authorization indicates approval to accept the premium charges.

HRS retains the e-mail message from the departmental expenditure authority for six years after the end of the fiscal year. See 90.01 for records retention information.

Contact Procedures, Records, and Forms for assistance with using the automated form templates; telephone 335-2005.

LIABILITY CLAIMS

If a volunteer is acting in good faith, within the scope of his or her volunteer assignment, he or she is covered under the Self-Insured Liability Program for claims made against him or her or WSU. Refer to the following website for more information regarding this program:

<http://riskmanagement.wsu.edu/>

ADDITIONAL RESOURCES

Additional University volunteer information resources include, but are not limited to, the following websites:

Cooperative Extension

<http://ext.wsu.edu/admin/volunteer.html>

4-H Volunteer Programs

<http://4h.wsu.edu/volntr/index.htm>

Master Gardner Volunteers

<http://mastergardener.wsu.edu/>

Volunteer Management Certificate Program

<http://capps.wsu.edu/certificates/vmcp/>

See PDF master forms:

60.81.6: Minor Volunteer Consent and Release

60.81.7: Volunteer Monthly Report

Complete and/or print as needed

Return to: Public.wsu.edu » [Manuals Home](#) » [Business Policies & Procedures Manual](#) » [60 Personnel](#) : 60.81
Volunteers



City Council Communication

Meeting Date: November 13, 2017
From: Dennis Henne, Director of Public Works & Community Development
Topic/Issue: Resolution - Huibregtse, Louman Associates, Inc. Supplemental Agreement No. 2 for Consultant Services - West Ahtanum Road Resurfacing Project

SYNOPSIS: On January 27, 2014, the City entered into a Consultant Agreement, with Huibregtse Louman Associates, Inc. (HLA), for the West Ahtanum Road Resurfacing Project.

HLA has submitted Supplemental Agreement Number 2, which revises the contract completion date; extended from December 31, 2017 to December 31, 2021.

RECOMMENDATION: Adopt a Resolution authorizing the City Manager to sign Supplemental Agreement No. 2 to project STPUS-4550(005) with Huibregtse Louman Associates, Inc. (HLA) for the West Ahtanum Road Resurfacing.

LEGAL REVIEW: The City Attorney has reviewed this information.

FINANCIAL REVIEW: Supplement Agreement Number 2 does not increase contract amount.

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. HLA Supplemental Agreement No. 2; West Ahtanum Road Resurfacing Project

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign Supplemental Agreement No. 2 to project STPUS-4550(005) with Huibretgse Louman Associates, Inc. (HLA) for the West Ahtanum Road Resurfacing.

WHEREAS, there is a need to extend the deadline on the West Ahtanum Road Resurfacing Project;

WHEREAS, the Council desires to formally amend the project completion date with HLA to December 31, 2021.

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

That the City Manager is authorized to sign the Supplemental Agreement No. 2 to project STPUS-4550(005) with HLA for the West Ahtanum Road Resurfacing.

PASSED this 13th day of November, 2017.

Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Bronson Brown, City Attorney



Supplemental Agreement Number 2		Organization and Address	
Original Agreement Number 13131E		HLA Engineering and Land Surveying, Inc. 2803 River Road Yakima, WA Phone: 509-966-7000	
Project Number STPUS-4550(005)		Execution Date 1/27/2014	Completion Date 12/31/2021
Project Title West Ahtanum Road Resurfacing		New Maximum Amount Payable \$ 176,497.00	
Description of Work West Ahtanum Road Resurfacing - Grind HMA, regrade subbase, pave back HMA, place gravel shouldering.			

The Local Agency of City of Union Gap
desires to supplement the agreement entered into with HLA Engineering and Land Surveying, Inc.
and executed on 1/27/2014 and identified as Agreement No. 13131E

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

SCOPE OF WORK shall remain unchanged

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: Completion date shall be changed to December 31, 2021

III

Section V, PAYMENT, shall be amended as follows:

PAYMENT shall remain unchanged

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

By: Michael T. Battle

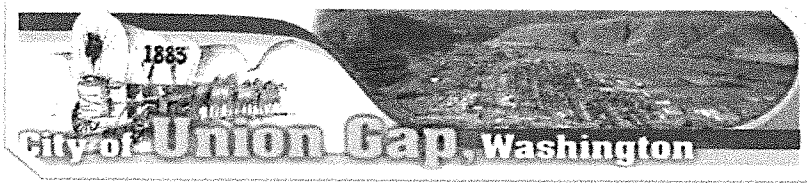
By: _____



Consultant Signature

Approving Authority Signature

Date



City Council Communication

Meeting Date: November 13, 2017
From: Dennis Henne, Director of Public Works & Community Development
Topic/Issue: Resolution - HLA Task Order 2017-02; MLK School Sidewalk & Safety Improvements

SYNOPSIS: HLA Engineering and Land Surveying, Inc. Task Order No. 2017-02 addresses the Martin Luther King School Sidewalk and Safety Improvements.

HLA will provide a comprehensive civil engineering construction document package to consist of constructing curb and gutter, sidewalks, curb extensions, ADA curb ramps, speed feedback signs, and storm drainage to Mead Avenue, 14th Street and Pierce Street, provide environmental services, advertising and bidding services, make recommendation of contract award to the lowest responsible bidder, and engineering services during construction.

RECOMMENDATION: Adopt a Resolution authorizing the City Manager to sign Task Order No. 2017-02 with HLA Engineering and Land Surveying, Inc. as it relates to the Martin Luther King School Sidewalk and Safety Improvements project.

LEGAL REVIEW: City Attorney has reviewed this resolution.

FINANCIAL REVIEW:

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. HLA Task Order No. 2017-02

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign Task Order No. 2017-02 with HLA Engineering and Land Surveying, Inc. as it relates to the Martin Luther King School Sidewalk and Safety Improvements project.

WHEREAS, the City contracts with HLA Engineering and Land Surveying, Inc. (HLA) for general engineering services and will prepare a comprehensive civil engineering construction document package for this project; and

WHEREAS, the City has received funding from the Washington State Department of Transportation Safe Routes to School (SRTS) program for sidewalk and safety improvement in the form of a \$828,170 grant with \$51,000 City Contribution; and

WHEREAS, funding is for sidewalk and safety improvements necessary to improve safe routes to the Martin Luther King Jr. Elementary School; and

WHEREAS, engineering design work is anticipated to begin in 2017, following obligation of funds by WSDOT. Construction is anticipated to occur in 2018; and

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

That the City Manager is authorized to sign Task Order No. 2017-02 with HLA Engineering and Land Surveying, Inc. to provide a comprehensive civil engineering construction document package for the Martin Luther King School Sidewalk and Safety Improvements project.

PASSED this 13th day of November, 2017.

Roger Wentz, City Mayor

ATTEST:

Karen Clifton, City Clerk

Bronson Brown, City Attorney

TASK ORDER NO. 2017-02

REGARDING GENERAL AGREEMENT BETWEEN CITY OF UNION GAP

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Martin Luther King School Sidewalk and Safety Improvements

The City of Union Gap (CITY) has received funding from the Washington State Department of Transportation Safe Routes to School (SRTS) program for sidewalk and safety improvements in the form of a \$828,170 grant with \$51,000 City contribution. Funding is for sidewalk and safety improvements necessary to improve safe routes to the Martin Luther King Jr. Elementary School.

Engineering design work is anticipated to begin in 2017, following obligation of funds by WSDOT. Construction is anticipated to occur in 2018.

SCOPE OF SERVICES:

HLA shall provide a comprehensive civil engineering construction document package (plans, specifications, and estimate) to consist of constructing curb and gutter, sidewalks, curb extensions, ADA curb ramps, speed feedback signs, and storm drainage to Mead Ave., 14th St., and Pierce St., provide environmental services, advertising and bidding services, make recommendation of contract award to the lowest responsible bidder, and engineering services during construction.

HLA shall provide the following services:

Engineering Design Services

1. Call for utility locates prior to survey and perform topographic survey of the project area.
2. Prepare site topographic survey in AutoCAD format showing field located improvements and utilities.
3. Attend two (2) design meetings with the CITY to obtain input regarding existing and proposed improvements.
4. Determine preliminary stormwater flows and quantities from the new road surface. Consider stormwater treatment and disposal options to meet local CITY requirements. Anticipated stormwater practices include a water quality treatment device and a subsurface infiltration system.
5. Prepare complete plan set including plan sheets with construction notes and plan details.
6. Prepare final construction cost estimate.
7. Prepare final project specifications.
8. Submit final documents to the CITY for review and approval.
9. Transmit plans to dry utility companies including power, cable, natural gas, and telephone to advise them of pending construction.

10. Incorporate CITY review comments, and provide final construction documents for bidding approval.
11. Prepare advertisement for bids and transmit to newspapers as selected by the CITY. Advertising fees to be paid by the CITY.
12. Provide contract documents to potential bidders, as requested, and maintain plan holders list.
13. Prepare up to two (2) addenda to contract documents.
14. Answer questions during bidding from prospective bidders.
15. Attend project bid opening, check and tabulate bids, and make recommendation of award to lowest responsible bidder.

Right-of-Way Services

1. Identify properties where additional right-of-way is required.
2. Prepare right-of-way plans in accordance with WSDOT requirements.
3. Prepare legal descriptions and exhibits for property acquisitions.
4. Stake proposed right-of-way acquisition boundaries for review by property owners.
5. Coordinate work with appraisal and land acquisition firm(s) as arranged and engaged by the CITY.

Environmental Services

1. Assist with coordination of the project EO 05-05 Process. The 05-05 may include correspondence initiation, Cultural Resource Report to be completed by a subconsultant, and additional correspondence for Cultural Resource Report approval.
2. Assist with preparation of the project SEPA Checklist for action by the CITY. All fees to be paid by the CITY.

Engineering Services During Construction

1. Following award of the Contract by the CITY, prepare Notice of Award to the Contractor.
2. Assist in reviewing bond and insurance, and prepare contracts.
3. Coordinate and conduct preconstruction conference, followed by issuance of Notice to Proceed.
4. Furnish the field survey crew necessary to set horizontal and vertical control for the improvements authorized for construction.
5. Provide staking for construction including structures, curb and gutter, sidewalk, and subgrade elevations.
6. Provide submittal review for project materials as provided by the Contractor per the project specifications.
7. Attend construction meetings associated with civil improvements, anticipated once per week during the duration of the improvements.

8. Furnish a qualified resident engineer who shall make construction observations and be on the job at all times significant work is in progress, whose sole duty shall be to provide surveillance of project construction for substantial compliance with plans and specifications.
9. Prepare construction progress reports for the days during which a resident engineer is present.
10. Recommend progress payments for the Contractor to the CITY.
11. Prepare and submit proposed contract change orders when applicable.
12. Conduct final inspection and prepare list of items to be corrected, and provide to the CITY.
13. Prepare record drawings of civil-related improvements based on the Contractor's as-built plans.

TIME OF PERFORMANCE:

Following authorization to proceed, HLA will diligently pursue completion of the Project with the following schedule anticipated:

1. Completion of Plans, Specifications, Opinion of Cost, and Bidding Services within one hundred twenty (120) working days following authorization to proceed.
2. Right-of-Way Services shall be completed within one hundred twenty (120) working days following authorization to proceed.
3. Environmental Services shall be completed within one hundred twenty (120) working days following authorization to proceed.
4. It is estimated construction of improvements will be completed within fifty (50) working days following award of the project and formal notice to proceed.

FEE FOR SERVICE:

All work for Design Engineering Services shall be performed for the Lump Sum fee of \$97,290.00.

Right-of-Way Services shall be performed for the Lump Sum fee of \$5,000.00.

Environmental Services shall be completed on an hourly basis, at normal hourly billing rates, for the estimated fee of \$5,000.00.

Engineering Services During Construction shall be completed on an hourly basis, at normal hourly billing rates, for the estimated maximum fee of \$97,290.00.

Proposed:  10/27/2017
 HLA Engineering and Land Surveying, Inc. Date
 Michael T. Battle, President

Approved: _____ Date _____
 City of Union Gap
 Arlene Fisher, City Manager



City Council Communication

Meeting Date: November 13, 2017
From: Dennis Henne; Director of Public Works & Community Development
Topic/Issue: Resolution - Set Public Hearing – Surplus City Owned Parcels on Valley Mall Boulevard

SYNOPSIS: A Public Hearing, to consider oral and written comments, in regards to the surplus of City owned parcels on Valley Mall Boulevard.

RECOMMENDATION: Adopt a resolution setting a public hearing for November 27, 2017 at 6:00 p.m. to consider the surplus of City owned parcels on Valley Mall Boulevard.

LEGAL REVIEW: The City Attorney has reviewed this information.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Resolution

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** setting a public hearing to consider the surplus of City owned parcels of land on Valley Mall Boulevard;

WHEREAS, the City Council for the City of Union Gap is considering the surplus of City owned parcels of land on Valley Mall Boulevard;

WHEREAS, the City of Yakima and the City of Union Gap entered into an agreement to adjust Boundary Lines pursuant to RCW 35.13.310;

WHEREAS, Yakima and Union Gap wish to alter those portions of their boundaries that are necessary to eliminate situations and create partial common boundaries on the edge of right-of-way of a public street,

WHEREAS, the City Council desires to set a public hearing to consider the surplus of the certain parcels of City owned land as described as #2-VMB 10th Avenue to 16th Avenue in Exhibit "B" legal descriptions, of Exhibit "A" identified in the Agreement to Adjust Boundary Lines Between the City of Yakima and the City of Union Gap;

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

Section 1. That there shall be a public hearing to consider adopting the surplus of certain City owned parcels on Valley Mall Boulevard before the City Council of the City of Union Gap, Washington, at its regularly scheduled meeting to be held on the 27th day of November, 2017 at 6:00 pm.

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

PASSED this 13th day of November, 2017.

Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Bronson Brown, City Attorney



City Council Communication

Meeting Date: November 13, 2017
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Resolution – AWC Master Participation Agreement

SYNOPSIS: AWC Benefit Trust, our medical benefit provider, has eliminated our current health plan and we are transferring to the next-best plan beginning January 1, 2018. We are required to complete a new Master Participation Agreement for the new medical plan.

RECOMMENDATION: Approve a resolution authorizing the City Manager to sign a new Master Participation Agreement with AWC Benefit Trust.

LEGAL REVIEW: The City Attorney has approved this resolution.

FINANCIAL REVIEW: The new medical plan costs are included in the 2018 budget.

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Resolution

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

A RESOLUTION authorizing the City Manager to sign a Master Participation Agreement with Association of Washington Cities (AWC) Benefit Trust.

WHEREAS, AWC Benefit Trust has eliminated the current medical plan the City employees are on and transferring them to the next-best plan and the City is required to complete a new Master Participation Agreement for the new insurance plan;

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

The City Manager is authorized to sign the new Master Participation Agreement with AWC Benefit Trust.

PASSED this 13th day of November, 2017.

Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Bronson Brown, City Attorney



City Council Communication

Meeting Date: November 13, 2017

From: Gregory Cobb, Chief of Police

Topic / Issue: Resolution – City of Yakima Fire Protection Services Interlocal Agreement

SYNOPSIS: This is a three-year renewal of the existing Fire Services Agreement with the City of Yakima. There is a lump sum increase of \$196,980.00 for 2018 and 2.5% increases for 2019 and 2020. The increase in 2018 is due to a review of actual expenses over the past three years of the contract and is necessary to insure no subsidies are occurring between the two Cities.

RECOMMENDATION: Approve Resolution and authorize the City Manager to sign the fire services agreement with the City of Yakima.

LEGAL REVIEW: City Attorney approves of the contract language.

FINANCIAL REVIEW: These costs have been included in the 2018 budget.

BACKGROUND INFORMATION: This interlocal agreement continues to provide a decrease in overall costs while providing an increase in services, maintaining an enhanced response for both communities.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. Interlocal Agreement

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A RESOLUTION authorizing the City Manager to sign a Interlocal Agreement with City of Yakima for fire protection services.

WHEREAS, the City is required to renew the interlocal agreement with City of Yakima for fire protection services;

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

The City Manager is authorized to sign the Interlocal Fire Protection Services Agreement with City of Yakima.

PASSED this 13th day of November, 2017.

Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Bronson Brown, City Attorney

FIRE PROTECTION SERVICES INTERLOCAL AGREEMENT
By and Between The City of Yakima and The City of Union Gap

This Agreement, which hereby incorporates by reference Appendix A "Fire Protection Services Agreement Scope of Services" and Appendix B "Lease Agreement for Fire Station Facilities" and all attachments thereto, is made and entered into by and between the CITY OF YAKIMA, a municipal corporation of the State of Washington, hereinafter referred to as "Yakima" and the CITY OF UNION GAP, a municipal corporation of the State of Washington, hereinafter referred to as "Union Gap."

WITNESSETH:

WHEREAS, in accordance with RCW 39.34.030, both parties have the authority to provide fire protection and emergency medical services within their respective corporate boundaries, and

WHEREAS, Yakima has established and maintains a fire department, and is capable, within reasonable limitations, of providing service to the geographical area of Union Gap; and

WHEREAS, a previous contract was entered where Yakima provided fire protection services to Union Gap from 2015 through 2017; and

WHEREAS, the parties heretofore wish to further contract with one another for the provision of fire service by Yakima to Union Gap, and for the purpose of enabling Union Gap to continue to utilize Yakima's fire protection, emergency medical, emergency preparedness services capabilities, and hazardous materials response in Union Gap, and thereby continue to avoid unnecessary duplication of effort and expenditures of public funds; and

WHEREAS, the service fee established for Union Gap and the method by which future service fees will be determined, as described herein, are acknowledged by both parties to be fair and equitable; and

WHEREAS, this Agreement is specifically authorized by the Interlocal Cooperation Act set forth in chapter 39.34 of the Revised Code of Washington; now, therefore

IN CONSIDERATION of the promises and agreements herein contained, and subject to the terms and conditions hereinafter set forth, it is hereby mutually understood and agreed by the parties hereto as follows:

1. Service. Scope of service is outlined in Appendix A "Fire Protection Services Agreement Scope of Services".

2. Deployment Model and Response Performance Objectives. During the term of this agreement, Yakima shall operate a cross-staffed 3-member company from the Union Gap fire station, located at 107 W. Ahtanum Rd., which station shall be leased by Yakima from Union Gap with terms as detailed in Appendix B "Lease Agreement for Fire Station Facilities". Resource deployment within Union Gap shall be consistent with the practices currently utilized by Yakima. Response performance objectives shall be in accordance with those standards and objectives outlined in RCW 52.33.030 and City of Yakima Resolution R-2007-27. EMS resource

deployment shall be based upon the Criteria-Based EMS Dispatch model currently utilized by Yakima.

3. Personnel.

a. Career. Upon approval of this contract for service and an executed agreement with the IAFF, the previous Union Gap fire personnel who are currently working for the Yakima Fire Department shall become permanent employees of the City of Yakima and shall be compensated at their current rank in accordance with current IAFF Local 469 Collective Bargaining Agreement.

b. Volunteer/Paid On-Call. The current cadre of Volunteer Union Gap Firefighters who are active members in good standing and "Combat Qualified" shall be maintained and utilized for emergency and non-emergency activities based from the Union Gap fire station. Yakima shall make reasonable efforts to recruit and train new volunteers during the term of the Contract.

4. Discretion Regarding Manner of Providing Service. Yakima's Fire Chief shall act as Fire Chief over personnel and equipment deployed and assigned to the Union Gap fire station with all the powers and responsibilities entrusted to him or her by law. Yakima's City Manager alone shall exercise supervisory authority over the Yakima Fire Chief. In all events, Yakima shall have the sole discretion as to the personnel and equipment that will respond to each call for service. Yakima shall have complete discretion as to the order of response to calls, and shall be the sole judge as to the most expeditious, efficient and effective manner of handling and responding to calls for service or the rendering thereof

5. Assets. Union Gap shall retain ownership of the following assets:

a. Fire station facility located at 107 W. Ahtanum Rd. which shall be leased to Yakima pursuant to the terms of Appendix B.

b. The following fire apparatus;

- I. 2012 E-One Typhoon Fire Engine
- II. 1998 E-One Freightliner Fire Engine
- III. 1999 Ford F450 Brush Truck

Yakima shall be financially responsible for routine maintenance and minor repairs of the fire apparatus identified above. The cost of major repairs exceeding a \$5,000 per occurrence threshold - whether accomplished in-house by Yakima or outsourced, shall be the financial responsibility of Union Gap.

6. Reporting. Yakima shall provide Union Gap with the following reports regarding services provided to Union Gap under this Agreement:

a. During major fires or medical emergencies, Yakima shall make contact with Union Gap's City Manager or other designated responsible official (via text or phone). Union Gap shall provide the Yakima Fire Chief with the names and phone numbers for this purpose.

b. By the first working day following a fire or major medical emergency, Yakima shall provide Union Gap with an oral and written report confirming the time and

location of the incident, the cause if known, and the general nature and extent of the loss sustained and/or injuries suffered.

c. The Yakima Fire Chief or his/her designee shall attend one regular monthly Union Gap City Council meeting. The frequency of this attendance shall be evaluated after 6 months of service and consideration shall be given to quarterly and as-needed attendance.

d. On a quarterly basis, Yakima shall provide Union Gap with a written report illustrating the number and type of service calls to Union Gap for the preceding quarter, cumulative year-to-date totals, and comparative figures for the prior year.

e. At the end of each six-month period (i.e., June and December), Yakima shall provide Union Gap with a written report on the results of fire and life safety inspection activities conducted in Union Gap.

7. Trauma Response. In the event this agreement is terminated or expires and is not renewed, the trauma response area for the City of Union Gap will revert back to Union Gap.

8. Service Fee. The cost of Services provided pursuant to this contract shall be One Million Four Hundred Forty Thousand Two Hundred Ninety Seven Dollars (\$1,440,297) for 2018, One Million Four Hundred Seventy Six Thousand Three Hundred Five Dollars (\$1,476,305) for 2019, and One Million Five Hundred Thirteen Thousand Two Hundred Twelve Dollars (\$1,513,212) for 2020.

9. Payment Terms. The Service Fee shall be billed on a quarterly basis at the end of March, June, September and December. If payment is not received within forty-five (45) days of billing, a second notice will be sent by certified mail. If payment is not received within thirty (30) days of the date of the second notice, such payment shall be subject to an interest charge often (10) percent per annum, accrued from the due date of the payment. If payment is ninety (90) days delinquent, fire service may be withheld until past-due payments, including accrued interest, have been made in full.

10. Contract Term and Renewal. The term of this Agreement shall be from January 1, 2018 through December 31, 2020. If the parties so agree in writing prior to August 31, 2020, the term of this Agreement may be extended for an additional 2 years, to December 31, 2022.

11. Assignment. No assignment or other transfer of any right or obligation under this Agreement shall be made by either party, and any attempt to so assign or transfer such right or obligation shall be a breach of this Agreement and the assignment shall be of no effect.

12. Hold Harmless. Union Gap shall protect, defend, indemnify and save Yakima, its officers, employees and agents harmless from any and all costs, claims, judgments or awards of damages, arising out of or in any way resulting from the negligent acts or omissions of Union Gap, its officers, employees or agents.

Yakima shall protect defend, indemnify and save Union Gap, its officers, employees and agents harmless from any and all costs, claims, judgments or awards of damages, arising out of or in any way resulting from the negligent acts or omissions of Yakima, its officers, employees or agents.

In the event of liability for damages arising out of bodily injury or death to persons or damage to property caused by or resulting from the concurrent negligence of both parties, each party's liability hereunder shall be only to the extent of each party's own negligence.

Yakima and Union Gap each agree that its respective obligation under this section extends to any claim, demand or cause of action brought by or on behalf of any of its employees. For this purpose, Yakima and Union Gap, by mutual negotiation, hereby waive, as respects the other party only, any immunity that would otherwise be available against such claim, demand or cause of action under the industrial insurance provisions of Title 51 RCW.

13. Remedies / Dispute Resolution - Disagreements regarding this Agreement shall be submitted to the Yakima Fire Chief. If the decision of the Fire Chief does not resolve the dispute then the parties shall mediate the matter, sharing the costs of mediation equally. In the event mediation efforts are unsuccessful then the parties may resolve the dispute through judicial action brought before a court of competent jurisdiction in Yakima County, Washington.

14. Termination. Either party may terminate this Agreement with or without cause by providing written notice of its intent to terminate to the other party. Such written notice of intent shall initiate a separation time period of 6 months during which time the parties shall work cooperatively to allow the service to revert into two individual entities. Assets shared by the parties shall be returned to the jurisdictions that contributed them.

15. Effective Date. Upon execution by both parties, this Agreement shall take effect on January 1, 2018.

IN WITNESS whereof, the parties acting in their official capacities have hereby executed this Agreement by affixing thereto the signatures of the proper officers on the dates below indicated.

CITY OF YAKIMA
BY _____
Its _____
Date _____

CITY OF UNION GAP
BY _____
Its _____
Date _____

APPROVED AS TO FORM:

Union Gap City Attorney

City Contract No. _____
Resolution No. _____

APPENDIX A
CITIES OF YAKIMA AND UNION GAP
FIRE PROTECTION SERVICES AGREEMENT
SCOPE OF SERVICES

1. Response and Mitigation. Within the geographical city limits of Union Gap, the City of Yakima shall provide the following services:

A. Fire Suppression

- i. Structural
- ii. Brush/Grass
- iii. Vehicle and Equipment
- iv. Other Non-Structural

B. Emergency Medical Services (EMS) -

- i. Non-transport, emergency and non-emergency EMT-B response in accordance with established Yakima County Department of EMS and Criteria-Based EMS Dispatching Protocol

C. Rescue

- i. Vehicle and Equipment
- ii. General Rescue
- iii. Confined Space
- iv. Water - Swift, Still and Ice
- v. High and Low Angle

D. Hazardous Materials Response

- i. Awareness and Operations-level responses
- ii. Technician-level responses - as agents of the Tri-County Hazardous Materials Response Team

E. Fire Alarm Responses - Residential and Commercial

F. Emergency Responses - Other

G. Non-Emergency Service Calls

- i. Examples include, but are not limited to:
 - 1. Utility problems - water, electrical/power lines
 - 2. Smoke/CO detector problems/checks
 - 3. Lift assists
 - 4. Odor investigation
 - 5. Unauthorized burning

H. Fire Investigation - Cause and Origin

2. Training

A. Ongoing Training for Career and Volunteer Staff that is consistent with established NFPA curriculum

3. Prevention

A. Fire and Life Safety Inspections

- i. Commercial
- ii. Multi-Family Occupancies (3 or more families)

B. Public Education

4. Maintenance

A. SCBA Repair and Annual Flow Testing

B. Repair and Maintenance (up to a \$5,000 threshold) for the following existing Fire Apparatus currently located at the Union Gap Fire Station:

- i. 2012 E-One Typhoon Fire Engine
- ii. 1998 E-One Freightliner Fire Engine
- iii. 1999 Ford F450 Brush Truck

C. Repair and Maintenance for Power Equipment (Saws, Smoke Removal Fans, etc.)

5. Miscellaneous Services

A. 5-Year Fire Service Strategic Planning

B. Communication and Coordination for insurance Rating (WSRB)

APPENDIX B

LEASE AGREEMENT for FIRE STATION FACILITIES

This Lease Agreement ("Lease") is made and effective this _____ day of _____, 2017, by and between the City of Union Gap, Washington, a municipal corporation of the State of Washington (hereinafter referred to as "Union Gap" and/or Landlord") and the City of Yakima, Washington, a municipal corporation of the State of Washington (hereinafter referred to as "Yakima" and/or "Tenant").

WHEREAS, Union Gap and Yakima have entered into a Fire Protection Services Interlocal Agreement for the provision of fire services by Yakima to Union Gap,

WHEREAS, as part of that Fire Protection Services Interlocal Agreement, Yakima shall operate a cross-staffed 3-member company from the Union Gap Fire Station which occupies a portion of the premises located at 107 W. Ahtanum Road (hereinafter referred to as "Fire Station");

WHEREAS, under the Fire Protection Services Agreement Yakima will lease the Fire Station from Union Gap for its use in performing its services under the Fire Protection Services Interlocal Agreement;

THEREFORE, in consideration of the mutual promises herein contained and other good and valuable consideration, it is agreed:

1. **Recitals.** The recitals set forth above are hereby incorporated by reference as if fully set forth herein.

2. **Term.**

A. Union Gap hereby leases its Fire Station to Yakima, and Yakima hereby leases the same from Union Gap, from January 1, 2018 and ending December 31, 2020 or earlier in the event that the underlying Fire Protection Services Agreement is ended earlier. The Lease shall not include one thousand seven hundred forty nine (1749) Square feet of space within the fire station building that is occupied by the Union Gap Finance and Administration Departments. This lease may not be terminated except as provided for herein.

B. The Lease term cannot be extended unless agreed upon in writing by the parties.

3. **Lease Payments.** Yakima shall pay Union Gap the amount of \$1.00 annually for use of the Fire Station / Lease Area.

4. **Condition of Premises.** Yakima and Union Gap have inspected the premises, are fully familiar with and know its condition, and Yakima accepts the same in its present condition without any representation of Union Gap regarding the condition thereof or the improvements thereon.

5. **Property Taxes.** Union Gap shall pay all general real estate taxes and installments of Special assessments coming due during the Lease term on the Leased Area, if any.

6. **Insurance.** Yakima shall maintain a policy or policies of comprehensive general liability insurance with respect to the respective activities occurring on the Leased Area with the premiums thereon fully paid on or before due date, such insurance to afford minimum protection of not less than \$1,000,000 combined single limit coverage of bodily injury, property damage or combination thereof.

7. **Routine Minor Maintenance and Repairs.** Yakima agrees to keep the Leased Area and all improvements thereon in as good a condition as same are received, reasonable wear and tear excepted. Yakima shall be responsible for repair of damage, if any, necessitated by acts or failure to properly use the same by Yakima, its agents, employees or invitees within the Lease Area. All other routine minor maintenance and repairs to the heating and Cooling Systems, electrical circuits and fixtures, plumbing fixtures, glass, carpet, curtains and improvements in common areas and elsewhere in the building and exterior maintenance shall be the responsibility of Union Gap. Yakima shall provide prompt notice to Union Gap in the event a repair is necessary and Union Gap will make the repair within a reasonable period of time.

8. **Damage and Major or Emergency Repairs.** In the event that emergency repairs are necessary (repairs that do not exceed \$5000 in value) to the Leased Area, Yakima shall immediately notify the Union Gap of the need for such repairs and Yakima shall initiate such emergency repairs and bill Union Gap for the cost of such repairs. Yakima shall comply with all applicable City regulations relating to such repairs. Where repairs will exceed \$5000 in value, the City of Union Gap shall ensure that repairs are undertaken immediately and shall bear the Costs for Such repairs.

9. **Liens and Waste.** Yakima shall not cause nor permit any liens of any nature to be placed against the Fire Station and Leased Area except liens placed thereon by Union Gap, and Yakima shall save Union Gap harmless from and on account of all liens and all expenses and indebtedness connected therewith, except those relating to liens placed thereon by Union Gap. Yakima shall not commit nor permit any waste or nuisance to occur upon the Leased Area.

10. **Alterations and Additions.** Yakima shall not make any additions or material alterations to or upon the Lease Area without first obtaining written consent of Union Gap. In making alterations or additions, Yakima shall comply with all building code provisions, municipal ordinances and regulations, and state laws which may affect or govern such work. All Such additions or alterations made by Yakima shall become and remain the property of Union Gap, provided, however, that upon the termination of this lease Yakima shall, at its expense, promptly remove such additions or alterations if so requested by Union Gap.

11. **Utilities.** Union Gap shall pay all telephone, electrical, gas, water, sewer, and usual garbage bills.

12. **Risk of Loss.** All personal property of any kind in or on the Leased Area shall be kept there at the risk of Yakima, and Union Gap shall not be liable and Yakima waives all claims for any loss, damage or injury either to property Sustained by Yakima upon or about the Leased Area.

13. **Sublease and Assignment.** Yakima shall not sublease all or any part of the Leased Area, or assign this Lease in whole or in part without Union Gap's consent.

14. **Default.** If default of these lease terms shall at any time be made by Yakima, and if said default shall continue for thirty (30) days after written notice thereof shall have been given to Yakima in writing by Union Gap without correction thereof then having been commenced and thereafter diligently prosecuted, Union Gap may declare the term of this Lease ended and terminated by giving Yakima written notice of such intention.

15. **Quiet Possession.** Union Gap covenants and warrants that upon performance by Yakima of its obligations hereunder, Union Gap will keep and maintain Yakima in exclusive, quiet, peaceable, undisturbed, and uninterrupted possession of the Leased Area during the term of this Lease; subject to the reasonable needs of Union Gap to enter upon the Leased Area.

16. **Notice.** Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to:
City Manager
City of Union Gap
107 W. Ahtanum Road
Union Gap, WA 98903

If to Tenant to:
Fire Chief
City of Yakima
401 N. Front St.
Yakima, WA 98901

Union Gap and Yakima shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

17. **Waiver.** No waiver of any default of Union Gap or Yakima hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Union Gap or Yakima shall not be construed as a waiver of a Subsequent breach of the same covenant, term, or condition.

18. **Headings.** The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

19. **Governing Law.** This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Washington.

20. **Venue.** Venue for any action pertaining to this lease, including but not limited to any action to enforce or interpret this lease, shall lie in Yakima County, Washington.

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

CITY OF UNION GAP
LANDLORD

CITY OF YAKIMA
TENANT

Arlene Fisher, City Manager

Cliff Moore, City Manager

STATE OF WASHINGTON)
) §
COUNTY OF BENTON)

On this _____ day of _____, 2017, **Arlene Fisher** appeared before me, a Notary Public in and for the State of Washington, personally appeared, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person who executed this instrument, on oath stated that she was authorized to execute the instrument, and acknowledged it as the to be the free and voluntary act and deed of said nonprofit corporation for the uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year first above written.

NOTARY PUBLIC in and for the State of
Washington, residing at _____
My appointment expires _____
Print Name _____

STATE OF WASHINGTON)
) §
COUNTY OF BENTON)

On this _____ day of _____, 2017, **Cliff Moore** appeared before me, a Notary Public in and for the State of Washington, personally appeared, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person who executed this instrument, on oath stated that she was authorized to execute the instrument, and acknowledged it as the to be the free and voluntary act and deed of said nonprofit corporation for the uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year first above written.

NOTARY PUBLIC in and for the State of
Washington, residing at _____
My appointment expires _____
Print Name _____



City Council Communication

Meeting Date: November 13, 2017

From: Gregory Cobb, Chief of Police

Topic / Issue: Resolution – 2018 Yakima County Corrections / Detention Interlocal Agreement

SYNOPSIS: This is an annual renewal for housing of inmates at the Yakima County Jail. The daily rate will increase 4% to \$59.85 for each inmate per day. This contract is necessary for housing of prisoners when our primary booking facility is full or when the prisoner has needs that can't be met at our primary booking facility

RECOMMENDATION: Approve Resolution and authorize the City Manager to sign an ILA with Yakima County for housing of inmate prisoners.

LEGAL REVIEW: Reviewed by City Attorney

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution
2. Interlocal Agreement

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

A RESOLUTION authorizing the City Manager to sign a 2018 Interlocal Correction/Detention Agreement with Yakima County.

WHEREAS, the City is required to renew the interlocal agreement with Yakima County to house Union Gap inmates for 2018;

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

The City Manager is authorized to sign the 2018 Yakima County Interlocal Corrections/Detention Agreement for 2018.

PASSED this 13th day of November, 2017.

Roger Wentz, Mayor

ATTEST:

APPROVED AS TO FORM:

Karen Clifton, City Clerk

Bronson Brown, City Attorney

**2018 INTERLOCAL
CORRECTIONS/DETENTION AGREEMENT**

THIS INTERLOCAL CORRECTIONS/DETENTION AGREEMENT (hereinafter "Agreement") is made and entered into by and between **Yakima County** (hereinafter the "County") and the **City of Union Gap** (hereinafter the "City/Town").

WHEREAS, RCW Chapters 39.34 and RCW 70.48 authorize the City and the County to enter into a contract for jail services that specifies the responsibilities of each party.

WHEREAS, the City, through its Police Department, or Mayor desires to continue to utilize the jail facilities maintained by the County for the detention of some City prisoners, and to reasonably compensate the County for the care and custody of said prisoners.

WHEREAS, the County, through its Department of Corrections, desires to continue to make its jail facilities available to the City for the detention of some City prisoners.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and promises contained herein, the parties hereto mutually agree as follows:

1. **Purpose.** It is the purpose and intent of this Agreement that the County, through the Department of Corrections, and the City, through its Police Department, Manager or Mayor shall cooperate for the care and custody of male and female jail prisoners pursuant to the authority of Chapters 39.34, 70.48 and 39.34.180 of the Revised Code of Washington. This Agreement is intended to apply to those instances in which it is desirable that a person arrested for a misdemeanor or gross misdemeanor referred from their respective jurisdiction, whether filed under State law or City ordinance, be held under the control and/or custody of the Yakima County Department of Corrections.
2. **Incarceration.** The County shall accept and incarcerate male and female prisoners of the City and shall feed and otherwise generally care for those prisoners in the same manner as its own prisoners and in a manner consistent with rules governing its jail, if it has available space in its jail. The City shall accept and incarcerate male and female prisoners of the County and State and shall feed and otherwise generally care for those prisoners in the same manner as its own prisoners and in a manner consistent with rules governing its jail, if it has available space in its jail. Yakima County Department of Corrections will not accept prisoners that are not deemed medically acceptable. Please see **Attachment B** to this agreement. In addition, an inmate may be refused for reasons other than medical concerns. To the greatest extent permitted by law, the County shall have the right to refuse to accept a City/Town prisoner or to

return a City/Town prisoner. The County shall use reasonable judgment when invoking this section of the contract.

3. **Computation of Fees.** The Director of the Department of Corrections and the City Police Chief, or City Manager or Mayor shall meet by November of each year to estimate the fees for the following year. This fee will be established by determining the fixed and variable costs of the forthcoming budget along with the number of beds available and the estimated average prisoner days; provided, however, that this fee estimation shall not be considered a renewal of this Agreement.

4. **Charges and Other Services.**

4.1 Daily Rate for Incarceration. The City shall pay the County a daily rate for each day or partial day for each prisoner that is incarcerated in the Yakima County Jail for violation or alleged violation of a misdemeanor or gross misdemeanor referred from their respective jurisdiction, whether filed under State law or City ordinance. The City shall not be obligated to pay for incarceration of prisoners charged with any offense initially filed by the prosecuting attorney as a felony offense or an attempt to commit a felony offense.

The daily rate for the duration of this Agreement will be per day, per inmate according to **Attachment A**. If for some reason, an agreement between the City/Town and County cannot be reached by January 1, 2018, but incarceration of prisoners is desired, the daily rate shall be applied retroactively to January 1, 2018, once the parties reach an agreement.

4.2 Pursuant to this Agreement and that prisoner is also held in custody at the same time by the County on the basis of State and/or local agency criminal charges, the daily incarceration rate, and all other fees, electronic monitoring charges, medical treatment fees, etc.) for the prisoner shall be fractionalized on an equal basis between the respective jurisdictions. "At the same time" as used in this paragraph shall not be interpreted to include time spent while waiting to serve a consecutive sentence for City charges. For example: if a prisoner is held by the County pursuant to City, County, and a third agency's charges, the booking fee, daily incarceration rate charges, and applicable medical treatment charges shall be allocated to each jurisdiction on a 33 1/3% share of the total cost. For purposes of this paragraph, the State of Washington and Yakima County shall be considered one entity.

4.3 Inmate Housing Computation. It is agreed the City and County will use **Attachment A** to compute prisoner housing fees.

4.4 Inmate Work Crews. Inmate work crews will be contracted through a separate agreement.

4.5 Access to County Computer System. The County shall permit the City continuous access to its computer database regarding all City prisoners detained by the County. This continuous access feature shall be accomplished through a computer link between a computer(s) designated by the City at the Police Station and appropriate computer(s) of the County.

5. **Prisoner Delivery and Notification.**

5.1 When it becomes necessary to incarcerate City prisoners in the County due to City's Detention Facility space limitations or for other reasons, the City shall deliver such prisoners to the County Jail. At the time of delivery, the City shall provide the warrant or court order detaining or committing the prisoner to the County. Said order shall specify the next court date or release date of the prisoner. The County shall accept any such prisoner; provided, however, that the County may not accept any prisoner who appears to be sick or injured until such prisoner has received proper medical attention and has been cleared for incarceration by an appropriate medical authority. The County Jail reserves the discretion to refuse to take prisoners for medical reasons or safety and security reasons within the facility.

5.2 In the event a City prisoner is held in custody by the County Jail pursuant to this Agreement, and that prisoner is also detained by the County on the basis of other State and/or other local agency charges, the City may at its option and upon completion of his/her sentence for the other jurisdictional charges, pick up and deliver the prisoner to the City Detention Facility for the Completion of his/her jail sentence. It will be the City's responsibility to monitor and manage their prisoner population and to remove its prisoners from and or leave its prisoners in the County facility under this section as best meets its needs.

5.3 In the event a prisoner is received by the County pursuant to misdemeanor and/or gross misdemeanor charges filed by the City, the County shall immediately notify the City of the receipt of said prisoner.

5.4 When the City holds a prisoner in custody at the City's Detention Facility pursuant to charges from other jurisdictions, the City will notify the County of the transport need and detain the prisoner until the next transport date. The City will deliver the prisoner and the necessary documents to the County on the next transport date at a mutually agreed upon time.

6. **Booking Procedure.** Prisoners will be booked by Department of Corrections personnel according to the procedures and policies of the Department of Corrections by completing for each such prisoner an appropriate booking sheet with a copy to be provided to the arresting agency if requested. Prisoner's personal property will be held by the County and handled in the same manner as property of its own prisoners. Pursuant to RCW 70.48.130, and as part of the booking procedure, the Department of Corrections shall obtain general

information concerning the inmate's ability to pay for medical care, including insurance or other medical benefits or resources to which an inmate is entitled. The County shall provide this information to the City/Town upon request within forty-eight (48) hours of receipt of the request. Requests shall only be made between 8:00 a.m. and 5:00 p.m. on weekdays. Requests shall not be made on County holidays.

7. **Court Appearance.** The County shall be responsible for arranging and delivering City prisoners held pursuant to this Agreement for Yakima County Superior Court and District Court appearances. The County shall have sole discretion in determining when prisoners will be transported for Yakima County Superior Court and District Court appearances. Transport may be delayed on occasion if transporting a prisoner poses a safety and security risk to other prisoners in the Jail or Yakima County Department of Corrections staff. The City/Town shall be responsible for arranging and delivering City/Town prisoners held by the County pursuant to this Agreement for applicable Court appearances and then redelivering the prisoner to the appropriate detention facility if necessary.
8. **Bail.** The County shall deliver all bail to the appropriate court in a manner, which is agreeable to the receiving court.
9. **Hold Harmless.**

The County agrees to hold harmless, indemnify, and defend the City/Town, its elected officials officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to alleged mistreatment, injury, or death to any prisoner, or loss or damage to prisoner property while in County custody) which result from or arise out of the sole negligence of County, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the County's services, duties and obligations under this Agreement.

9.1 The City/Town agrees to hold harmless, indemnify, and defend the County, its selected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to a claim of false arrest or detention) which result from or arise out of the sole negligence of the City/Town, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the City/Town services, duties and obligations under this Agreement.

9.2 In the event that the officials, officers, agents, and/or employees of both the County and the City/Town are negligent, each party shall be liable for its

contributory share of negligence for any resulting suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees).

9.3 Nothing contained in this Section or this Agreement shall be construed to create a right of indemnification in any third party

10. **Medical.**

The County shall provide and furnish for prisoners confined in its facility the minor medical care, attention and treatment, which is provided within the facility. The County shall immediately notify the City/Town's designee(s) via e-mail or fax if a City/Town's prisoner requires medical or dental treatment at a medical or health care facility, when that is possible. There may be times when immediate notification is not possible or practical, and the provisions of RCW 70.48.130 still apply. The City/Town shall promptly notify the County of any changes in its designee(s). The County shall be reimbursed for any of these medical costs pursuant to RCW 70.48.130. If any disputes arise concerning the City or Town's reimbursement of the County, RCW 70.48.130 controls. Prisoners who are assaulted or accidentally injure themselves while housed in any jail, the medical will be the responsibility of the jail housing them. If an inmate intentionally injures themselves or instigates an action where they are injured the cost goes to the agency for whom the inmate is held **(fractionalized as appropriate.)**

The County and City/Town shall bear the expense of any such medical care, which is directly caused by misfeasance, or malfeasance of the County or City, its officers or agents. "Immediate notification" shall mean notification as soon as reasonably possible before the inmate receives medical and/or dental treatment with the understanding that such may not be reasonably possible prior to emergency care.

In the event the County or City/Town, pursuant to this Agreement holds a prisoner in custody, and the County or City/Town on the basis of other State and/or other local agency criminal charges detains that prisoner, the costs of medical and/or dental treatment shall be fractionalized on an equal basis between the respective jurisdictions. **For example:** if a prisoner is held by the County pursuant to City, County, and a third agency's charges, the total costs of medical and/or dental treatment (other than minor care) shall be allocated on a 33 1/3% share to each jurisdiction. For purposes of this paragraph, the State of Washington and Yakima County shall be considered one entity.

11. **Uniform Alcoholism Treatment.** Neither party shall be responsible to the other for those individuals taken into protective custody by a party in accordance with RCW Chapter 70.96A Uniform Alcoholism and Intoxication Treatment.

12. **Jail Industries.** The County has a number of internal programs, which may be of benefit to the City/Town. These programs include Commissary, Meal Service, and Work Crews. In the event the City/Town wishes to utilize any of these

programs, the County and City/Town shall have the ability to negotiate cost for use.

13. **Implementation.** The Director of the Yakima County Department of Corrections and the City/Town's Designee shall be jointly responsible for implementation and proper administration of this Agreement. In addition, will refer problems of implementation to the governing bodies of the County and City/Town for resolution if necessary.
14. **Termination.** Termination of this Agreement by either party may be accomplished on ninety (90) days written notice to the other party and to the State Office of Financial Management as required by RCW 70.48.090 stating the grounds for said termination and specifying plans for accommodating the affected prisoners; provided, however, that either party may terminate the home detention program specified in Section 4.3.2(a) by providing the other party with thirty (30) days written notice of termination that states the grounds for said termination and specifying plans for accommodating the affected prisoners.
15. **Duration of Agreement.** The duration of this Agreement shall be from ***January 1, 2018 through midnight December 31, 2018***, unless otherwise terminated in accordance with Section 14 of this Agreement.
16. **Property.** It is not anticipated that any real or personal property will be acquired or purchased by the parties solely because of this Agreement.
17. **Equal Opportunity.** Neither party shall discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, sexual orientation, age, marital status, political affiliation or belief or the presence of any sensory, mental or physical handicap in violation of the Washington State Law Against Discrimination (RCW chapter 49.60) or the Americans with Disabilities Act (42 USC 12110 et. Seq.). In the event of the violation of this provision, the other party may terminate this agreement immediately.
18. **Assignment.** This Agreement, or any interest herein, or claim hereunder, shall not be assigned or transferred in whole or in part by Yakima County to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of Yakima County stated herein.
19. **Non-Waiver.** The failure of either party to insist upon strict performance of any provision of this Agreement or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Agreement.

20. **Severability.** If any portion of this Agreement is changed per mutual Agreement or any portion is held invalid, the remainder of the Agreement shall remain in full force and effect.
21. **Integration.** This written document constitutes the entire Agreement between the City and Yakima County. There are no other oral or written Agreements between the parties as to the subjects covered herein. No changes or additions to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and executed by both parties.
22. **Notices.** Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties to their addresses as follows:

TO CITY: Union Gap Police Department
 Chief, Greg Cobb
 1800 Rainier Place
 Union Gap, WA 98903

TO COUNTY: Edmund Campbell, Director
 Yakima County Department of Corrections
 111 North Front Street
 Yakima, WA 98901

Alternatively, to such other addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

23. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Any action concerning this contract shall be brought in the Superior Courts of Yakima County.
24. **Arbitration.** In the event an inter-local correction/detention agreement for calendar year 2018 is desired by both parties but the parties cannot agree upon the terms of the agreement by March 31, 2018 the new agreement shall automatically be submitted to binding arbitration as provided herein. Specifically, the parties shall attempt to name a single arbitrator by April 15, 2018. In the event that the parties cannot agree on a single arbitrator by said time, each party shall appoint one arbitrator by April 30, 2018. The two appointed arbitrators shall then mutually agree on a third arbitrator to chair the arbitration panel. The arbitration panel shall thereafter decide the dispute by majority rule and render a written decision within fourteen (14) calendar days of the arbitration hearing.

25. **Approval and Filing.** Each party shall approve this Agreement by resolution, ordinance or otherwise pursuant to the laws of the governing body of each party. The attested signatures of the City, Manager or Mayor and the Yakima County Commissioners below shall constitute a presumption that such approval was properly obtained. A copy of this Agreement shall be filed with the Yakima County Auditor's Office pursuant to RCW 39.34.040.

CITY OF UNION GAP

Mayor/City Manager

Approved as to form this
____ day of _____

Attest:

Tiera Girard
Clerk of the Board

Approved as to Form:

Stefanie Weigand,
Senior Deputy Prosecuting Attorney

**BOARD OF YAKIMA COUNTY
COMMISSIONERS**

J. Rand Elliott, Chairman

Ron Anderson, Commissioner

Michael D. Leita, Commissioner
*Constituting the Board of County Commissioners for Yakima
County, Washington*

Attachment A

YAKIMA COUNTY INTERLOCAL CORRECTIONS AGREEMENT - 2018

Local Detention/Correction Rates:

Daily Housing:

Based on the Monthly Average Daily Population (MADP) sliding scale:

In consideration of Yakima County's commitment to house City Inmates, the City shall pay the County based on the Monthly Average Daily Population (MADP) sliding scale. This scale does not include those inmates with serious medical, mental health or behavioral conditions as determined by the County. Inmates whose mental health, behavioral or medical conditions require special housing or treatment will be housed at a rate of \$91.90. All other inmates will be housed based on the (MADP):

<i>Monthly Average Daily Population (MADP)</i>	<i>Daily Rate Per Inmate</i>
151 - above	\$53.85
126-150	\$54.85
101-125	\$55.85
76-100	\$56.85
51-75	\$57.85
26-50	\$58.85
0-25	\$59.85

Billing Detail:

Fractionalized Billing per current practice.

Other special Agreement Conditions:

Yakima County has the below correctional option for additional services.

- Work Crews (City may contract through separate agreement)

ATTACHMENT B

MEDICAL ACCEPTABILITY

The County may, based on the following or other reasonable criteria, determine that proposed inmates are not acceptable for transport and/or housing:

1. Blood or fluid present at an open wound site or bleeding from an open wound.
2. Any injury or illness requiring immediate or emergency medical treatment.
3. Unconsciousness.
4. Inmates unable to stand and walk under their own power.
5. Signs of alcohol toxicity and signs of current or recent use of any intoxicants.
6. Signs of alcohol and/or drug withdrawal.
7. Bed bound individuals.
8. Individuals with attached IV or requiring IV medications.
9. Individuals requiring the use of oxygen tanks.
10. AMA (Against Medical Advice) from the hospital.
11. Individuals having had major invasive surgery within the last 72 hours. Non-invasive surgery such as oral surgery, laser-eye surgery and minor surgery may be evaluated on a case by case basis.
12. Post-operative persons who have follow up appointments within the next two weeks.
13. Wounds with drainage tubes attached.
14. Open and/or oozing bedsores.
15. Individuals requiring nebulizers who cannot obtain one.
16. Inmates who cannot perform activities of daily living ("ADL's") or who do not have the capacity to function safely within a correctional environment.
17. Persons who are pregnant.
18. Persons undergoing chemotherapy and/or radiation treatment.
19. Persons undergoing dialysis.
20. Persons with the following untreated medical conditions:
 - a) Heart disease

- b) Seizures disorders
 - c) Insulin dependent diabetes
 - d) Cancer
 - e) HIV Positive or AIDS
21. Persons who are HIV positive or have AIDS and are taking anti-viral medications.
 22. Persons taking Methadone, or Suboxone, a substitute for Methadone.
 23. Person, if prescribed, has not taken psychotropic medications for at least 72 hours.
 24. Persons requiring CPAP machines as prescribed must be transported with the machine.

CONSENT AGENDA

UNION GAP CITY COUNCIL SPECIAL MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
October 23, 2017 Regular Meeting
MINUTES

Call to Order Mayor Wentz called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.

Council Members Present Council Members Carney, Butler, Matson and Schilling were present. Council Member Olson attended telephonically.

Staff Present City Attorney Bronson, Chief Cobb, Finance & Administration Director Clifton, Deputy Clerk Treasurer Bisconer, Public Works/Community Development Director Henne and Civil Engineer Dominguez.

Audience Present See attached list.

Consent Agenda Motion by Council Member Butler, second by Council Member Carney to approve the consent agenda as follows:

Regular Council Meeting Minutes, dated October 9, 2017, as attached to the Agenda and maintained in electronic format.

Payroll Vouchers – EFT’s and Vouchers No. 41613 through 41615 and 95749 through 95761 for September 2017, in the amount of \$412,189.41.

Claims Vouchers – EFT’s and Voucher No. 95748 and Voucher Nos. 95762 through 95867 for October 23, 2017, in the amount of \$1,306,169.83.

Petty Cash Vouchers – Check Nos. 1875 for the month of September, in the amount of \$50.00.

Advance Travel Vouchers – Check Nos. 1270 through 1272 for the month of September 2017, in the amount of \$517.55.

Motion carried unanimously.

Items from the Audience None.

General Items

Proclamation Mayor Wentz read into record and proclaimed October as Breast Cancer Awareness Month. Wellness House Executive Director, Margaret Filkins thanked Mayor Wentz for the Proclamation and introduced Kristi Marks from Jean’s Cottage Inn. Marks stated that during the month of October half of all tips on Wednesday’s will be matched and given to the Wellness House in recognition of Breast Cancer Awareness Month. This

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – October 23, 2017

is the fourth year that Jean's Cottage Inn has held half tip Wednesday's and raised \$2,800.00 in past three years which has been given to the Wellness House.

Excuse Council Member

Motion by Council Member Butler, second by Deputy Mayor Schilling to excuse Council Member Lenz. Motion carried unanimously.

Finance & Administration

Ordinance No. – 2933 –
2018 Property Tax Refund
Levy

Motion by Council Member Carney, second by Deputy Mayor Schilling to adopt Ordinance No. 2933 authorizing the collection of the refund of levy tax dollars collected by Yakima County per RCW 84.69.180 and to be added to the City's 2018 refund levy. Motion carried unanimously.

City Manager

Resolution No. – 17-49 –
2018 Library Contract
a) Library Survey #1 & #2

Motion by Council Member Carney, second by Council Member Matson to adopt Resolution 17-49 authorizing the City Manager to sign a contract with Yakima Valley Libraries for 2018 Non-Resident Library Services for Citizens of Union Gap. Motion carried unanimously.

Public Works &
Community Development

Resolution No. – 17-50 –
WA State Department of
Ecology Agreement –
Biennial Stormwater
Capacity Grant 2017-2019

Motion by Council Member Matson, second by Council Member Carney to adopt Resolution No. 17-50 authorizing the City Manager to sign Agreement WQSWCAP-1719-UniGap-00094 with the Washington State Department of Ecology for the 2017-2019 Biennial Stormwater Capacity Grant. Motion carried unanimously.

Resolution No. – 17-51 –
Agreement to Adjust
Boundary Lines between
the City of Union Gap and
the City of Yakima

Motion by Council Member Butler, second by Council Member Carney to approve Resolution No. 17-51 authorizing the City Manager to execute the Agreement to Adjust Boundary Lines between the City of Union Gap and the City of Yakima pursuant to RCW 35.13.310. Motion carried unanimously.

Resolution No. – 17-52 –
Interlocal Agreement with
City of Yakima for
Maintenance, Permitting,
Planning & Public Safety
Service

Motion by Council Member Butler, second by Council Member Carney to adopt Resolution No. 17-52 authorizing the City Manager to execute the Maintenance, Permitting, Planning, and Public Safety Interlocal agreement between the City of Union Gap and the City of Yakima. Motion carried unanimously.

Resolution No. – 17-53 –
Declare Project Complete
and Approve Acceptance –
Rose Street Improvements
Project

Motion by Council Member Carney, second by Council Member Butler to adopt Resolution No. 17-53 authorizing final acceptance and authorizing close-out to the City's contract agreement related to the Rose Street Improvements Project. Motion carried unanimously.

Resolution No. – 17-54 –

Motion by Council Member Matson, second by Council Member Carney

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – October 23, 2017

Amend the RCO Grant Agreement to adopt Resolution No. 17-54 authorizing the City Manager to sign an amendment to the Funding Board Project Agreement with the Recreation and Conservation Funding Board (RCFB) and the Recreation and Conservation office (RCO) of the State of Washington for a grant to fund improvements to the Ahtanum Youth Activities Park. Motion carried unanimously.

Items from the Audience None.

Acting City Manager Report Acting City Manager Cobb stated that a voter ballot box has been delivered to City Hall and a sandwich board sign has been placed in front of the office at 107 W. Ahtanum Rd. to notify citizens; City Manager Fisher and Public Works and Community Development Director Henne flew over the City of Union Gap and made video of construction project areas that will be useful for the next Washington DC trip; Fisher recently attended the WCIA executive board meeting and will be giving an update; Cobb inquired if Council Members would be interested in holding a meeting October 30, 2017 to discuss the 2018 Budget, they unanimously agreed to meet that day.

Communications/Questions/Comments None.

Development of Next Agenda Deputy Mayor Schilling inquired about City area lighting, to which Acting City Manager Cobb replied that the Police Department is documenting malfunctioning light and will be reported to Public Works who will notify Pacific Power and Light.

Recess to 10 – Minutes executive session At 6:23 p.m. Mayor Wentz announced a recess to 10 Minutes executive Session after allowing 16 minutes to clear the room, to discuss litigation, pursuant to RCW 42.30.110(I). The Council will not be taking action afterward. Mayor Wentz, Council Members, Acting City Manager Cobb, City Attorney Brown, Finance and Administration Director, and Public Works and Community Development Director Henne attended.

Adjournment of Meeting Mayor Wentz reconvened and adjourned the October 23, 2017 Regular Council Meeting at 6:39 p.m.

Arlene Fisher-Maurer, City Manager

ATTEST:

Karen Clifton, City Clerk



City Council Communication

Meeting Date: November 13, 2017
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Payroll Vouchers – October, 2017

SYNOPSIS: Payroll Vouchers for October, 2017

RECOMMENDATION: Request Council to approve EFTs and Voucher No. 41616 through 41618 and 95870 through 95882 in the amount of \$376,045.61.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Payroll Voucher Register

WARRANT/CHECK REGISTER

CITY OF UNION GAP
MCAG #: 0853

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6352	11/09/2017	Payroll	2	EFT	TERRI L BERTELSEN	2,581.99	October Payroll
6353	11/09/2017	Payroll	2	EFT	LYNETTE BISCONER	3,911.77	October Payroll
6354	11/09/2017	Payroll	2	EFT	RYAN BONSEN	4,270.39	October Payroll
6355	11/09/2017	Payroll	2	EFT	JABAN R BROWNELL	4,799.41	October Payroll
6356	11/09/2017	Payroll	2	EFT	CRAIG G BUNTING	3,987.02	October Payroll
6357	11/09/2017	Payroll	2	EFT	DAVID D BUTLER	540.59	October Payroll
6358	11/09/2017	Payroll	2	EFT	MARK CARNEY	552.64	October Payroll
6359	11/09/2017	Payroll	2	EFT	JASON G CAVANAUGH	3,288.00	October Payroll
6360	11/09/2017	Payroll	2	EFT	CHRISTOPHER J CLARK	3,226.24	October Payroll
6361	11/09/2017	Payroll	2	EFT	KAREN CLIFTON	4,650.20	October Payroll
6362	11/09/2017	Payroll	2	EFT	GREGORY COBB	5,583.33	October Payroll
6363	11/09/2017	Payroll	2	EFT	CHRIS DAHL	3,769.37	October Payroll
6364	11/09/2017	Payroll	2	EFT	ERICK MICHAEL DELP	5,006.88	October Payroll
6365	11/09/2017	Payroll	2	EFT	DAVID DOMINGUEZ	4,051.52	October Payroll
6366	11/09/2017	Payroll	2	EFT	DAMON A DUNSMORE	3,488.54	October Payroll
6367	11/09/2017	Payroll	2	EFT	ARLENE F FISHER-MAURER	7,757.80	October Payroll
6368	11/09/2017	Payroll	2	EFT	DENNIS HENNE	4,638.39	October Payroll
6369	11/09/2017	Payroll	2	EFT	ROBERT M HENNESSY	3,037.88	October Payroll
6370	11/09/2017	Payroll	2	EFT	JEROD B HILL	2,599.65	October Payroll
6371	11/09/2017	Payroll	2	EFT	JARED S HUNT	3,471.43	October Payroll
6372	11/09/2017	Payroll	2	EFT	SHAWN R JAMES	3,834.82	October Payroll
6373	11/09/2017	Payroll	2	EFT	RUDY M JIMENEZ	3,197.34	October Payroll
6374	11/09/2017	Payroll	2	EFT	CHASE KELLOGG	4,058.24	October Payroll
6376	11/09/2017	Payroll	2	EFT	CHAD E LENZ	550.64	October Payroll
6377	11/09/2017	Payroll	2	EFT	ALBA L LEVESQUE	3,518.79	October Payroll
6378	11/09/2017	Payroll	2	EFT	JO LINDER	2,643.77	October Payroll
6379	11/09/2017	Payroll	2	EFT	TERESA LOPEZ	2,475.63	October Payroll
6380	11/09/2017	Payroll	2	EFT	DAVID W MATSON	552.64	October Payroll
6381	11/09/2017	Payroll	2	EFT	STACE J MCKINLEY	4,326.07	October Payroll
6382	11/09/2017	Payroll	2	EFT	ROBERT MCRAE	3,307.55	October Payroll
6383	11/09/2017	Payroll	2	EFT	CAROL ANN MONTGOMERY	1,757.67	October Payroll
6384	11/09/2017	Payroll	2	EFT	CASEY M MOORE	2,116.30	October Payroll
6385	11/09/2017	Payroll	2	EFT	SERGIO E OCHOA	3,329.44	October Payroll
6386	11/09/2017	Payroll	2	EFT	DAN C OLSON	552.64	October Payroll
6387	11/09/2017	Payroll	2	EFT	RONALD PHILLIPS	3,363.38	October Payroll
6388	11/09/2017	Payroll	2	EFT	AMBER E RADKE	2,697.96	October Payroll
6389	11/09/2017	Payroll	2	EFT	HECTOR A RIVERA	4,559.98	October Payroll
6390	11/09/2017	Payroll	2	EFT	PAUL K SANDERS	3,816.53	October Payroll
6391	11/09/2017	Payroll	2	EFT	CURTIS J SANTUCCI	4,211.52	October Payroll
6392	11/09/2017	Payroll	2	EFT	KURT W SCHELHAMMER	2,877.04	October Payroll
6393	11/09/2017	Payroll	2	EFT	JULIE SCHILLING	550.64	October Payroll
6394	11/09/2017	Payroll	2	EFT	MICHAEL STILLWAUGH	3,839.03	October Payroll
6395	11/09/2017	Payroll	2	EFT	RAYMOND V SUAREZ	3,066.42	October Payroll
6397	11/09/2017	Payroll	2	EFT	AMANDA L TOWLE	3,458.40	October Payroll
6398	11/09/2017	Payroll	2	EFT	ERIC B TURLEY	3,935.64	October Payroll
6399	11/09/2017	Payroll	2	EFT	JENNY V VALLE	2,615.86	October Payroll
6400	11/09/2017	Payroll	2	EFT	JOSEPH VANICEK	3,879.73	October Payroll
6401	11/09/2017	Payroll	2	EFT	JESSE A WALRUFF	3,838.87	October Payroll
6402	11/09/2017	Payroll	2	EFT	GLORIA A WALTMAN	2,547.45	October Payroll
6403	11/09/2017	Payroll	2	EFT	TERRYL D WAY	4,445.57	October Payroll
6405	11/09/2017	Payroll	2	EFT	ROGER E WENTZ	509.84	October Payroll
6407	11/09/2017	Payroll	2	EFT	AWC EMPLOYEE BENEFIT TRUST	79,296.52	LEOFF 1 RETIREE MEDICAL BENEFITS - 10/2017; Pay Cycle(s) 11/01/2017 To 11/30/2017 - Medical
6408	11/09/2017	Payroll	2	EFT	INTERNAL REVENUE SERVICE	66,952.32	941 Deposit for Pay Cycle(s) 11/01/2017 - 11/30/2017
6409	11/09/2017	Payroll	2	EFT	WA STATE DEPT OF SOCIAL	146.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - WSDCS

WARRANT/CHECK REGISTER

CITY OF UNION GAP

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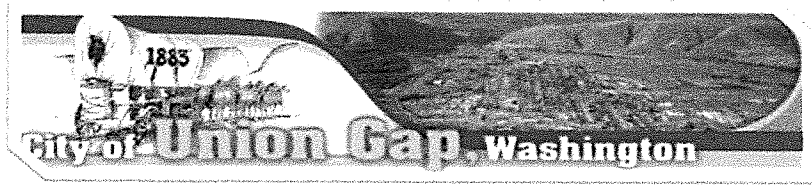
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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6410	11/09/2017	Payroll	2	EFT	WA STATE DRS - DCP	140.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - DRS - DCP
6411	11/09/2017	Payroll	2	EFT	WA STATE LAW ENFORCEMENT	15,967.91	Pay Cycle(s) 11/01/2017 To 11/30/2017 - LEOFF II
6412	11/09/2017	Payroll	2	EFT	WA STATE PUBLIC EMPLOYEES	24,702.39	Pay Cycle(s) 11/01/2017 To 11/30/2017 - PERS II; Pay Cycle(s) 11/01/2017 To 11/30/2017 - PERS III
6375	11/09/2017	Payroll	2	41616	MARILYNNE L KENDRICK	309.73	October Payroll
6396	11/09/2017	Payroll	2	41617	ROSA M SUAREZ	132.74	October Payroll
6404	11/09/2017	Payroll	2	41618	TONI A WEBB	309.73	October Payroll
6413	11/09/2017	Payroll	2	95870	AFLAC	326.90	Pay Cycle(s) 11/01/2017 To 11/30/2017 - AFLAC; Pay Cycle(s) 11/01/2017 To 11/30/2017 - AFLAC Pre Tax
6414	11/09/2017	Payroll	2	95871	EMPLOYEE FUND	66.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - Employee Fund
6415	11/09/2017	Payroll	2	95872	ICMA RETIREMENT TRUST#302189	10,423.62	Pay Cycle(s) 11/01/2017 To 11/30/2017 - ICMA Retirement Trust
6416	11/09/2017	Payroll	2	95873	ICMA RETIREMENT TRUST	1,938.87	Pay Cycle(s) 11/01/2017 To 11/30/2017 - ICMA MNGT
6417	11/09/2017	Payroll	2	95874	TEAMSTERS LOCAL 760	567.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - Teamsters Dues
6418	11/09/2017	Payroll	2	95875	UNION GAP POLICE OFFICERS ASSN	1,200.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - UGPOA Dues
6419	11/09/2017	Payroll	2	95876	UNITED WAY OF YAKIMA CNTY	10.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - United Way
6420	11/09/2017	Payroll	2	95877	USABLE LIFE	83.60	Pay Cycle(s) 11/01/2017 To 11/30/2017 - USable Life
6421	11/09/2017	Payroll	2	95878	WA STATE COUNCIL OF CNTY	643.80	Pay Cycle(s) 11/01/2017 To 11/30/2017 - AFCSME Dues
6422	11/09/2017	Payroll	2	95879	WA STATE COUNCIL OF	150.00	Pay Cycle(s) 11/01/2017 To 11/30/2017 - WSCOPO Dues
6423	11/09/2017	Payroll	2	95880	WESTERN CONFERENCE OF	1,386.64	Pay Cycle(s) 11/01/2017 To 11/30/2017 - Teamster's Pension
6424	11/09/2017	Payroll	2	95881	WESTERN STATES POLICE MEDICAL TRUST	1,045.84	Pay Cycle(s) 11/01/2017 To 11/30/2017 - WSPMT
6425	11/09/2017	Payroll	2	95882	WSCCCE TRUST	4,597.56	Pay Cycle(s) 11/01/2017 To 11/30/2017 - WSCCE

001 Current Expense Fund	283,588.94
101 Street Fund	35,544.83
128 Transit System Fund	3,775.26
401 Water Fund	27,492.00
402 Garbage Fund	806.41
403 Sewer Fund	24,838.17

376,045.61 Payroll: 376,045.61



City Council Communication

Meeting Date: November 13, 2017
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Claim Vouchers – November 13, 2017

SYNOPSIS: Claim Vouchers Dated November 13, 2017

RECOMMENDATION: Request Council to approve EFTs and Voucher No. 95869 through 95997 in the amount of \$452,409.72.

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

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6290	11/06/2017	Claims	2	EFT	XPRESS BILL PAY	369.40	ONLINE PAYMENTS FEE - 10/2017
6295	11/01/2017	Claims	2	EFT	MERCHANT SERVICES	462.99	CREDIT CARD PAYMENT FEES - 10/2017
6342	11/03/2017	Claims	2	EFT	CHASE PAYMENTECH	954.05	UB/TR ONLINE CC FEES - 10/2017
6441	11/13/2017	Claims	2	EFT	US BANK CARDMEMBER SVC	281.17	MATERIALS TO REPAIR RANGE; CREDIT FOR RETURNED TOOL; TOOL RENTAL
6448	11/07/2017	Claims	2	EFT	US BANK - CHECKING	22.00	INV. MAINT. FEE - 10/2017
6452	11/13/2017	Claims	2	EFT	CENTURY LINK	319.96	PW-10/17/17-11/17/2017; AG MUSEUM-10/08/2017-11/08/2017; SHOP-10/28/2017-11/26/2017
6453	11/13/2017	Claims	2	EFT	INTEGRA TELECOM	2,274.60	PD PHONES-11/03/17-12/02/2017; SR CTR-11/03/2017-12/02/2017; CH/FD-11/03/2017-12/02/2017
6454	11/13/2017	Claims	2	EFT	OFFICE DEPOT-CITY HALL	259.17	DEP BAGS; POST IT'S; RUBBER BANDS; ERASER. ERASER REFILL, GEL PENS, 2 HOLE PUNCH, FASTENER, FILE DESK.; INK CTG & COPY PAPER-LEGAL
6455	11/13/2017	Claims	2	EFT	OFFICE DEPOT-PD	68.62	FOLDERS/PENS
6457	11/13/2017	Claims	2	EFT	SHELL OIL COMPANY	203.74	DELP FUEL OCTOBER 2017
6343	11/06/2017	Claims	2	95869	MEDSTAR CABULANCE, INC.	72,464.16	DIAL A RIDE/FIXED ROUTE-10/2017
6458	11/13/2017	Claims	2	95883	ABBOTTS PRINTING	317.06	FLYERS-VISIT UG & TABLE TENTS-MADD HATTERS & UG CORN MAZE
6459	11/13/2017	Claims	2	95884	ABC FIRE CONTROL INC 2009	27.03	FIRE EXTINGUISHER ANNUAL MAINTENANCE 2017
6460	11/13/2017	Claims	2	95885	ADVANCED TRAVEL EXP. FUND	171.20	WCIA PRR TRAINING/WAPRO FALL CONFERENCE
6461	11/13/2017	Claims	2	95886	AMB TOOLS & EQUIPMENT	54.68	SOCKET SET
6462	11/13/2017	Claims	2	95887	ANNIE GARENT	300.00	CLEANING DEPOSIT REFUND
6463	11/13/2017	Claims	2	95888	APPLE VALLEY DENTAL & ORTHODONTICS	175.55	OVERPAYMENT REFUND
6464	11/13/2017	Claims	2	95889	ATLAS STAFFING INC	2,629.22	SEASONAL PARKS WK ENDING-9/24/2017; SEASONAL PARKS WK ENDING-10/15/2017; SEASONAL PARKS WK ENDING-10/22/2017
6465	11/13/2017	Claims	2	95890	BASIN DISPOSAL OF YAKIMA LLC	79,193.25	GA/RCY-09/22/2017-10/21/2017
6466	11/13/2017	Claims	2	95891	BELL, BROWN & RIO	7,500.00	CITY ATTORNEY-10/2017
6467	11/13/2017	Claims	2	95892	BISHOP RED ROCK INC	870.42	SMALL RED CINDER
6468	11/13/2017	Claims	2	95893	DONNA BLACK	27.87	REFUND UTILITY DEPOSIT
6469	11/13/2017	Claims	2	95894	BRATWEAR	505.00	JUMPSUIT DELP
6470	11/13/2017	Claims	2	95895	BULLETPROOF IT, LLC	720.00	10X12 SHOOTER CUT FRONT/ 9.5X12.5 SAPI CUT PLATE

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6471	11/13/2017	Claims	2	95896	BURROWS TRACTOR	390.54	SPINDLE ASSEMBLY PULLY NUT ZIRK KEY WAY BOLD BLADE WASHER CONI
6472	11/13/2017	Claims	2	95897	CANON FINACIAL SERVICES	313.66	COPIER CONTRACT
6473	11/13/2017	Claims	2	95898	CAREY MOTORS	1,037.00	NEW BATTERY VEH 25/ LOF VEH 21/ LOF, REPLACE SPARK PLUGS, TRANSMISSION FLUSH, FRONT BRAKE SERVICE VEH 3/ LOF, REPLACE AIR FILTER VEH 4/ TIRE LEAK FIX VEH 14/ TIRE REPAIR VEH 10
6474	11/13/2017	Claims	2	95899	CASCADE FIRE EQUIPMENT	452.28	MSA SVC & CALIBRATION, AIR MONITOR, O2 SENSOR
6475	11/13/2017	Claims	2	95900	CASCADE INDUSTRIAL &	16.22	SPLICE HOSE, MENDER
6476	11/13/2017	Claims	2	95901	CASCADE NATURAL GAS CORP	584.03	CH/FD-10/05/17-11/01/17; 4401 MAIN STREET-10/05/17-11/01/17
6477	11/13/2017	Claims	2	95902	CASHMERE VALLEY BANK	1,496.80	LOAN INTEREST PAYMENT-CIVIC CAMPUS
6478	11/13/2017	Claims	2	95903	CENTRAL WA AG MUSEUM	4,894.00	AG MUSEUM COORDINATORS; AG MUSEUM COORDINATOR-10/2017
6479	11/13/2017	Claims	2	95904	CENTRAL WASHINGTON FAIR ASSOC.	1,875.00	MARKETING & SALES-11/2017
6480	11/13/2017	Claims	2	95905	CENTURY LINK - LD	10.60	PD LONG DISTANCE-9/01/2017-09/30/20 17
6481	11/13/2017	Claims	2	95906	CI SHRED	68.50	SHRED SERVICES SEPT 2017
6482	11/13/2017	Claims	2	95907	CINTAS CORP #605	803.93	MAT MOP SVC CHARGE; PD MAT SERVICE OCTOBER 2017; CH MAT SERVICE
6483	11/13/2017	Claims	2	95908	CITI CARDS	694.51	WCIA PRR TRAINING/WAPRO FALL CONFERENCE; COUNCIL WATER; WELLNESS SNACKS-HEALTH SCREENING
6484	11/13/2017	Claims	2	95909	CITY OF YAKIMA	84,128.11	WHOLESALE SEWER SEPTEMBER 2017
6485	11/13/2017	Claims	2	95910	CLASSIC CAR WASH	156.00	CAR WASHES OCTOBER 2017
6486	11/13/2017	Claims	2	95911	CLASSIC PRINTING INC	582.43	PARK SURVEY MAILING
6487	11/13/2017	Claims	2	95912	COLUMBIA READY MIX & ASPHALT	985.88	#1402301 FLEX 5.5 SOG 1.5%, #435104636 HMA 3/8" COMMERCIAL
6488	11/13/2017	Claims	2	95913	JACOB COOK	42.53	Refund Utility Deposit
6489	11/13/2017	Claims	2	95914	CORE & MAIN LP	14,473.30	WATER METERS, VALVES, SUPPLIES
6490	11/13/2017	Claims	2	95915	CULLIGAN YAKIMA, WA	30.27	PW/CEW-11/01/2017-11/30/201 7
6491	11/13/2017	Claims	2	95916	CWA CONSULTANTS, P.S.	12,576.52	UNION GAP HOLIDAY INN EXPRESS HOTEL PLAN REVIEW
6492	11/13/2017	Claims	2	95917	DAY WIRELESS	129.84	#1022 & #1023 PROGRAM KENWOOD TWO WAY RADIO
6493	11/13/2017	Claims	2	95918	ISABELLA DONINI	11.89	OVERPAYMNET REFUND

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6494	11/13/2017	Claims	2	95919	EDGE CONSTRUCTION SUPPLY	237.83	BOMBER JACKET; JARED HILL; MEASURING WHEEL PRO FEET
6495	11/13/2017	Claims	2	95920	FASTENAL	131.50	PARK, SHOP, STREET SUPPLIES
6496	11/13/2017	Claims	2	95921	ARLENE F FISHER-MAURER	35.49	ICMA ANNUAL CONFERENCE
6497	11/13/2017	Claims	2	95922	GAP AUTO PARTS	685.54	BATTERY & GLOBAL 50/50; LIGHT BULBS FOR PATROL VEHS/SPARE; SUPPLIES FOR PLOW / SAND EQUIPMENT, SHOP SUPPLIES, #2012 VEHICLE BATTERY
6498	11/13/2017	Claims	2	95923	GEARJAMMER	1,448.74	FUEL OCT 1-15 2017
6499	11/13/2017	Claims	2	95924	GENE WEINMANN CONSULTING	554.02	CDBG REHAB COORDINATOR & OFFICE SUPPLY-10/2017
6500	11/13/2017	Claims	2	95925	GILLIHAN LAW OFFICE PLLC	5,700.00	PUBLIC DEFENDER-10/2017
6501	11/13/2017	Claims	2	95926	GRANITE CONSTRUCTION CO	3,458.73	CLASS G, CCS
6502	11/13/2017	Claims	2	95927	GRANT J HUNT CO	1,731.45	BUSINESS TIMES AD'S FEASURE UNION GAP; DESIGN & MARKETING TRANSIT FAIR 2017
6503	11/13/2017	Claims	2	95928	GW INC	695.62	GLOCK GEN 4 40 SW COMPACT/GLOCK 15 RND MAG
6504	11/13/2017	Claims	2	95929	H.D. FOWLER COMPANY	1,808.74	WATER SUPPLIES
6505	11/13/2017	Claims	2	95930	HILLBILLY HAULERS	194.76	LAWN SERVICE SEPT 2017
6506	11/13/2017	Claims	2	95931	INDEPENDENT WATER SERVICE INC	30.05	WATER SVC-09/11,9/25,10/09 & 10/23
6507	11/13/2017	Claims	2	95932	INTERSTATE BATTERIES	103.08	BATTERY
6508	11/13/2017	Claims	2	95933	JOHN DEERE FINANCIAL	121.16	INSULATED BIBS; HILL & CLARK
6509	11/13/2017	Claims	2	95934	JUB ENGINEERS INC	18,321.66	PROFESSIONAL SERVICES; BELTWAY CONNECTOR PROJECT; 09/03/17 TO 09/30/17
6510	11/13/2017	Claims	2	95935	LOWES COMPANY INC	969.68	SUPPLIES MULTIPLE PW DEPARTMENTS; PROPANE TANK/HEATER
6511	11/13/2017	Claims	2	95936	MAF INDUSTRIES INC	246.07	OVERPAYMENT REFUND
6512	11/13/2017	Claims	2	95937	MAILFINANCE	714.11	POSTAGE MACHINE LEASE-11/13/17-02/12/18
6513	11/13/2017	Claims	2	95938	MALLORY SAFETY & SUPPLY LLC	464.83	INSTALL FRESH AIR INTAKE
6514	11/13/2017	Claims	2	95939	MANSFIELD ALARM CO INC	90.00	ALARM MONITORING-12/01/2017-02/28/2018
6515	11/13/2017	Claims	2	95940	JUAN & ASHLEY MENDEZ	45.70	Refund Utility Deposit
6516	11/13/2017	Claims	2	95941	NATIONAL LEAGUE OF CITIES	1,117.00	DIRECT MEMBER DUES 2017
6517	11/13/2017	Claims	2	95942	NOB HILL CLEANERS	111.49	UNIFORM CLEANING COBB; DRY CLEANING COBB/RIVERA
6518	11/13/2017	Claims	2	95943	ROBERT R NORTHCOTT	1,305.00	PUBLIC DEFENDER-10/18/2017-11/07/2017

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6519	11/13/2017	Claims	2	95944	OLD COUNTRY BUFFET	119.62	OVERPAYMENT REFUND
6520	11/13/2017	Claims	2	95945	ONE CALL CONCEPTS INC	34.32	UTILITY LOCATES-10/2017
6521	11/13/2017	Claims	2	95946	PACIFIC POWER GROUP LLC	787.64	HOSE CLAMPS PRIMER
6522	11/13/2017	Claims	2	95947	PACIFIC POWER	15,970.17	AREA LIGHTS-10/2017; STREETS-10/2017; TRAFFIC LIGHTS -10/2017; CH/FD-10/2017; TRAFFIC LIGHTS-10/2017; AG MUSEUM-09/29/17-10/30/17; CITY HALL-10/2017; LIFT STATION-10/2017
6523	11/13/2017	Claims	2	95948	PARKSIDE NURSING HOME	133.39	OVERPAYMENT REFUND
6524	11/13/2017	Claims	2	95949	PAUL DECCIO INSTALLATIONS	2,167.71	TRUCK#1023 -PARTS AND LABOR
6525	11/13/2017	Claims	2	95950	PAULINE PESTANA	45.63	Refund Utility Deposit
6526	11/13/2017	Claims	2	95951	PROTECTION ONE	34.18	ALARM MONITORING-11/01/17-11/30/ 17
6527	11/13/2017	Claims	2	95952	JOSE RAMOS	300.00	CLEANING DEPOSIT REFUND
6528	11/13/2017	Claims	2	95953	REPUBLIC PUBLISHING CO	390.35	NOTICE OF PUBLIC HEARING- SUTHERLAND BUSINESS PARK BINDING SITE PLAN; SUMMARY OF ORD#2933
6529	11/13/2017	Claims	2	95954	ALMA RODRIGUEZ	150.00	CLEANING DEPOSIT REFUND
6530	11/13/2017	Claims	2	95955	RWC GROUP	3,291.54	#2006 PARTS & LABOR
6531	11/13/2017	Claims	2	95956	JULIE SCHILLING	23.75	MAYORS MEETING MILEAGE REIMBURSEMENT
6532	11/13/2017	Claims	2	95957	SIRCHIE FINGER PRINT	147.19	RUBBER LIFTERS BLACK/WHITE, MAGNETIC BURNISHING APPLICATOR, WHITE POWDER
6533	11/13/2017	Claims	2	95958	SIX ROBBLEES INC	500.93	#2013 #2014 COUPLINGS, MULTI PURPOSE LAMP SHOP, #2012 SUPER 45 LAMP
6534	11/13/2017	Claims	2	95959	SMITH AUTO ELECTRIC	225.58	#1022 REPAIR
6535	11/13/2017	Claims	2	95960	DON C. SMITH	798.49	LEOFF 1 RETIREE RX & MEDICARE PREMIUM
6536	11/13/2017	Claims	2	95961	SMITTY'S OUTDOOR POWER EQUIPMENT INC	67.22	FILES, OIL, CHAIN LOOP
6537	11/13/2017	Claims	2	95962	SPENCER FLUID POWER INC	159.54	#2007 REPAIR
6538	11/13/2017	Claims	2	95963	SPLASH EXPRESS AUTO SERVICES LLC	10.15	SPLASH EXPRESS - 1 CODE
6539	11/13/2017	Claims	2	95964	SPRINT ACCT #929468397	81.98	SR CTR INTERNET-09/26/2017-10/25/2 017
6540	11/13/2017	Claims	2	95965	STAR RENTALS	231.37	WATER & SEWER LOCATE PAINTS
6541	11/13/2017	Claims	2	95966	SUMMIT LAW GROUP PLLC	88.50	CITY OF UNION GAP GENERAL LABOR
6542	11/13/2017	Claims	2	95967	THE PRINT GUYS INC.	70.27	BUSINESS CARDS-DOMINGUEZ
6543	11/13/2017	Claims	2	95968	THE VINE VENUE	733.25	VENUE MANAGEMENT-10/07/2017; VENUE MANAGEMENT-10/21/2017
6544	11/13/2017	Claims	2	95969	TRUE LAW GROUP, PS	3,845.00	PUBLIC DEFENDER

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6545	11/13/2017	Claims	2	95970	U-HAUL MOVING & STORAGE	160.95	CH STORAGE-11/2017
6546	11/13/2017	Claims	2	95971	UNION GAP WATER FUND & SEWER	2,890.80	4401 MAIN STREET-10/2017; CH/FD-10/2017; PARKS-10/2017; WATER/SEWER/GARBAGE OCTOBER 2017; PARKS-S/O SEASONAL IRRIGATION; AG MUSEUM S/O SEASONAL IRRIGATION; AG MUSEUM-10/2017
6547	11/13/2017	Claims	2	95972	UNION GAP	719.80	REIMBURSE #1876
6548	11/13/2017	Claims	2	95973	UNITED PARCEL SERVICE	19.11	HACH CO - PW RETURN
6549	11/13/2017	Claims	2	95974	UNUM LIFE INSURANCE	92.40	LEOFF 1 LONG TERM CARE-10/2017
6550	11/13/2017	Claims	2	95975	US LINEN & UNIFORM	513.88	UNIFORM SVC 09/04, 09/11, 09/18, 09/25/17
6551	11/13/2017	Claims	2	95976	VERIZON WIRELESS - CH #742100945-0001	431.86	CH/COUNCIL-09/4/17-10/13/17
6552	11/13/2017	Claims	2	95977	VERIZON WIRELESS - PD #342054055	1,848.54	PD PHONES/MODEMS OCT 2017
6553	11/13/2017	Claims	2	95978	VERIZON WIRELESS - PW #542075407	290.86	PW 09.16.17 THRU 10.15.17
6554	11/13/2017	Claims	2	95979	WA STATE CRIMINAL JUSTICE	75.00	HOMICIDE INVESTIGATION TRAINING- 444
6555	11/13/2017	Claims	2	95980	WA STATE DEPT OF LICENSING	108.00	CPLS OCT 2017
6556	11/13/2017	Claims	2	95981	WA STATE DEPT OF REVENUE	203.26	UCLAIMED PROPERTY - UB
6557	11/13/2017	Claims	2	95982	WA STATE DEPT OF TRANSPORTATION	1,187.05	SIGNAL MAINT, REPAIR & ADDITIONS
6558	11/13/2017	Claims	2	95983	WA STATE PATROL	48.00	BACKGROUND CHECKS OCT 2017
6559	11/13/2017	Claims	2	95984	WAPATO POLICE DEPT	288.00	INMATE PRESCRIPTION HAWKINS, JACCI; RE-ISSUE LOST CHECK #92133 - MEDICAL DEC 2015
6560	11/13/2017	Claims	2	95985	WILBERT PRECAST	366.86	2 BOLLARDS; WATER DEPARTMENT
6561	11/13/2017	Claims	2	95986	BARRY M WOODARD	4,000.00	PUBLIC DEFENDER-10/2017
6562	11/13/2017	Claims	2	95987	YAKIMA BINDERY	139.42	STORMWATER MAP LAMINATION & SUPPLIES
6563	11/13/2017	Claims	2	95988	YAKIMA CHAMBER FOUNDATION	849.00	LEADERSHIP YAKIMA TUITION-A.FISHER
6564	11/13/2017	Claims	2	95989	YAKIMA CO AUDITOR	68.00	UTILITY LIEN RELEASE
6565	11/13/2017	Claims	2	95990	YAKIMA CO PUBLIC SERVICES	65,116.13	BUILDING AND FIRE PLAN REVIEW 04/01-06/30/2017
6566	11/13/2017	Claims	2	95991	YAKIMA CO PUBLIC SERVICES	781.37	GARBAGE & YARD WASTE; STREETS & WATER; GARBAGE - STREET
6567	11/13/2017	Claims	2	95992	YAKIMA COOPERATIVE ASSN	105.37	JANITOR FUEL-10/2017

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6568	11/13/2017	Claims	2	95993	YAKIMA HUMANE SOCIETY	2,912.00	ANIMAL CONTROL SERVICE OCT 2017
6569	11/13/2017	Claims	2	95994	YAKIMA SCHOOL DIST	1,844.38	OVERPAYMENT REFUND
6570	11/13/2017	Claims	2	95995	YAKIMA WELDERS SUPPLY INC	163.56	ACETYLENE & OXYGEN
6571	11/13/2017	Claims	2	95996	ROBERTO ZINTZUN	300.00	CLEANING DEPOSIT REFUND
6456	11/13/2017	Claims	2	95997	OFFICE SOLUTIONS NORTHWEST	231.12	ADDMCINE ROLLS,INK CTG'S, LEGAL & COPY PAPER, GLUE STICK; INK CTG-CYAN

001 Current Expense Fund	129,939.52	
101 Street Fund	22,276.79	
107 Convention Center Reserve Fund	5,934.36	
108 Tourism Promotion Area Fund	2,192.06	
116 City Hall Building Reserve Fund	1,496.80	
123 Criminal Justice Fund	959.98	
124 Infrastructure Reserve Fund	18,321.66	
128 Transit System Fund	74,156.34	
131 Drug Seizure Forfeiture Fund	455.64	
170 Housing Rehabilitation Fund	554.02	
401 Water Fund	22,016.45	
402 Garbage Fund	83,805.09	
403 Sewer Fund	90,139.28	
414 Water Deposits	161.73	
	452,409.72	Claims: 452,409.72

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6290	11/06/2017	Claims	2	EFT	XPRESS BILL PAY	369.40	ONLINE PAYMENTS FEE - 10/2017
					401 - 534 50 49 00 - MISCELLANEOUS	123.13	
					403 - 535 50 49 00 - MISCELLANEOUS	123.13	
					402 - 537 50 49 00 - MISCELLANEOUS	123.14	
6295	11/01/2017	Claims	2	EFT	MERCHANT SERVICES	462.99	CREDIT CARD PAYMENT FEES - 10/2017
					401 - 534 50 49 00 - MISCELLANEOUS	154.33	
					403 - 535 50 49 00 - MISCELLANEOUS	154.33	
					402 - 537 50 49 00 - MISCELLANEOUS	154.33	
6342	11/03/2017	Claims	2	EFT	CHASE PAYMENTECH	954.05	UB/TR ONLINE CC FEES - 10/2017
					001 - 524 20 49 00 - MISCELLANEOUS	16.03	
					401 - 534 50 49 00 - MISCELLANEOUS	307.33	
					403 - 535 50 49 00 - MISCELLANEOUS	307.33	
					402 - 537 50 49 00 - MISCELLANEOUS	307.33	
					001 - 558 60 49 00 - MISCELLANEOUS	16.03	
6441	11/13/2017	Claims	2	EFT	US BANK CARDMEMBER SVC	281.17	MATERIALS TO REPAIR RANGE; CREDIT FOR RETURNED TOOL; TOOL RENTAL
					001 - 521 50 48 00 - PD FACILITIES REPAIRS &	190.61	
					001 - 521 50 48 00 - PD FACILITIES REPAIRS &	-198.47	
					001 - 521 50 48 00 - PD FACILITIES REPAIRS &	289.03	
6448	11/07/2017	Claims	2	EFT	US BANK - CHECKING	22.00	INV. MAINT. FEE - 10/2017
					001 - 514 23 49 00 - MISCELLANEOUS	22.00	
6452	11/13/2017	Claims	2	EFT	CENTURY LINK	319.96	PW-10/17/17-11/17/2017; AG MUSEUM-10/08/2017-11/08/2017; SHOP-10/28/2017-11/26/2017
					401 - 534 50 42 00 - COMMUNICATION	28.42	
					401 - 534 50 42 00 - COMMUNICATION	12.09	
					403 - 535 50 42 00 - COMMUNICATION	28.42	
					403 - 535 50 42 00 - COMMUNICATION	12.09	
					402 - 537 50 42 00 - COMMUNICATION	28.42	
					402 - 537 50 42 00 - COMMUNICATION	12.09	
					101 - 543 30 42 00 - COMMUNICATION	28.40	
					101 - 543 30 42 00 - COMMUNICATION	12.09	
					107 - 571 10 42 00 - COMMUNICATION-AG MU:	157.94	
6453	11/13/2017	Claims	2	EFT	INTEGRA TELECOM	2,274.60	PD PHONES-11/03/17-12/02/2017; SR CTR-11/03/2017-12/02/2017; CH/FD-11/03/2017-12/02/2017
					001 - 518 88 42 00 - COMMUNICATION	1,916.16	
					001 - 528 80 42 00 - COMMUNICATION	280.18	
					001 - 571 21 42 00 - COMMUNICATION	39.13	
					001 - 576 80 42 00 - COMMUNICATION	39.13	
6454	11/13/2017	Claims	2	EFT	OFFICE DEPOT-CITY HALL	259.17	DEP BAGS; POST IT'S; RUBBER BANDS; ERASER. ERASER REFILL, GEL PENS, 2 HOLE PUNCH, FASTENER, FILE DESK.; INK CTG & COPY PAPER-LEGAL
					001 - 511 60 31 01 - SUPPLIES	2.75	
					001 - 513 10 31 00 - SUPPLIES	87.42	
					001 - 513 10 31 00 - SUPPLIES	0.21	
					001 - 514 23 31 00 - SUPPLIES	5.94	
					001 - 514 23 31 00 - SUPPLIES	9.65	
					001 - 514 30 31 00 - SUPPLIES	5.93	
					001 - 514 30 31 00 - SUPPLIES	8.89	
					001 - 521 10 31 00 - PD ADMIN SUPPLIES	0.20	
					001 - 524 20 31 00 - SUPPLIES	2.93	
					001 - 524 20 31 00 - SUPPLIES	23.04	

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			001 - 524 20 31 00 - SUPPLIES			3.55	
			401 - 534 50 31 00 - SUPPLIES			14.88	
			401 - 534 50 31 00 - SUPPLIES			2.93	
			401 - 534 50 31 00 - SUPPLIES			5.39	
			403 - 535 50 31 00 - SUPPLIES			14.88	
			403 - 535 50 31 00 - SUPPLIES			2.93	
			403 - 535 50 31 00 - SUPPLIES			5.39	
			402 - 537 50 31 00 - SUPPLIES			14.88	
			402 - 537 50 31 00 - SUPPLIES			2.93	
			402 - 537 50 31 00 - SUPPLIES			5.39	
			101 - 542 30 31 00 - SUPPLIES			2.93	
			101 - 543 30 31 00 - SUPPLIES			5.39	
			001 - 558 60 31 00 - SUPPLIES			2.93	
			001 - 558 60 31 00 - SUPPLIES			23.04	
			001 - 558 60 31 00 - SUPPLIES			0.20	
			001 - 576 80 31 00 - SUPPLIES			2.93	
			001 - 576 80 31 00 - SUPPLIES			1.64	
6455	11/13/2017	Claims	2	EFT	OFFICE DEPOT-PD	68.62	FOLDERS/PENS
			001 - 521 21 31 00 - INVESTIGATION SUPPLIES			54.04	
			001 - 521 22 31 00 - PATROL SUPPLIES			14.58	
6457	11/13/2017	Claims	2	EFT	SHELL OIL COMPANY	203.74	DELP FUEL OCTOBER 2017
			001 - 521 21 32 00 - INVESTIGATION FUEL			203.74	
6343	11/06/2017	Claims	2	95869	MEDSTAR CABULANCE, INC.	72,464.16	DIAL A RIDE/FIXED ROUTE-10/2017
			128 - 547 60 49 00 - TRANSIT SERVICE PAYME			72,464.16	
6458	11/13/2017	Claims	2	95883	ABBOTTS PRINTING	317.06	FLYERS-VISIT UG & TABLE TENTS-MADD HATTERS & UG CORN MAZE
			108 - 557 30 44 08 - YAK VALLEY TOURISM-AI			317.06	
6459	11/13/2017	Claims	2	95884	ABC FIRE CONTROL INC 2009	27.03	FIRE EXTINGUISHER ANNUAL MAINTENANCE 2017
			001 - 518 20 48 00 - REPAIRS & MAINTENANCE			27.03	
6460	11/13/2017	Claims	2	95885	ADVANCED TRAVEL EXP. FUND	171.20	WCIA PRR TRAINING/WAPRO FALL CONFERENCE
			001 - 514 30 43 00 - TRAVEL			171.20	
6461	11/13/2017	Claims	2	95886	AMB TOOLS & EQUIPMENT	54.68	SOCKET SET
			001 - 576 80 35 00 - SMALL TOOLS & EQUIPME			54.68	
6462	11/13/2017	Claims	2	95887	ANNIE GARENT	300.00	CLEANING DEPOSIT REFUND
			001 - 589 00 00 03 - PARK DEPOSIT REFUND			300.00	
6463	11/13/2017	Claims	2	95888	APPLE VALLEY DENTAL & ORTHODONTICS	175.55	OVERPAYMENT REFUND
			402 - 589 10 04 02 - 210-10			175.55	
6464	11/13/2017	Claims	2	95889	ATLAS STAFFING INC	2,629.22	SEASONAL PARKS WK ENDING-9/24/2017; SEASONAL PARKS WK ENDING-10/15/2017; SEASONAL PARKS WK ENDING-10/22/2017
			001 - 576 80 41 00 - PROFESSIONAL SERVICES			1,266.54	
			001 - 576 80 41 00 - PROFESSIONAL SERVICES			693.88	
			001 - 576 80 41 00 - PROFESSIONAL SERVICES			668.80	
6465	11/13/2017	Claims	2	95890	BASIN DISPOSAL OF YAKIMA LLC	79,193.25	GA/RCY-09/22/2017-10/21/2017
			402 - 537 60 49 00 - CONTRACTED SERVICES			79,193.25	
6466	11/13/2017	Claims	2	95891	BELL, BROWN & RIO	7,500.00	CITY ATTORNEY-10/2017

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			001 - 515 30 41 01		PROF SERVICES-CIVIL - CI	7,500.00	
6467	11/13/2017	Claims	2	95892	BISHOP RED ROCK INC	870.42	SMALL RED CINDER
			101 - 542 66 31 00		SUPPLIES	870.42	
6468	11/13/2017	Claims	2	95893	DONNA BLACK	27.87	REFUND UTILITY DEPOSIT
			414 - 586 00 04 14		DEPOSIT REFUND	27.87	
6469	11/13/2017	Claims	2	95894	BRATWEAR	505.00	JUMPSUIT DELP
			001 - 521 21 21 00		INVESTIGATION UNIFORM	505.00	
6470	11/13/2017	Claims	2	95895	BULLETPROOF IT, LLC	720.00	10X12 SHOOTER CUT FRONT/ 9.5X12.5 SAPI CUT PLATE
			123 - 521 22 21 23		CJ UNIFORMS & EQUIP	720.00	
6471	11/13/2017	Claims	2	95896	BURROWS TRACTOR	390.54	SPINDLE ASSEMBLY PULLY NUT ZIRK KEY WAY BOLD BLADE WASHER CONI
			403 - 535 50 48 00		REPAIRS & MAINTENANCE	390.54	
6472	11/13/2017	Claims	2	95897	CANON FINACIAL SERVICES	313.66	COPIER CONTRACT
			001 - 528 80 45 00		OPERATING RENTALS & LJ	313.66	
6473	11/13/2017	Claims	2	95898	CAREY MOTORS	1,037.00	NEW BATTERY VEH 25/ LOF VEH 21/ LOF, REPLACE SPARK PLUGS, TRANSMISSION FLUSH, FRONT BRAKE SERVICE VEH 3/ LOF, REPLACE AIR FILTER VEH 4/ TIRE LEAK FIX VEH 14/ TIRE REPAIR VEH 10
			001 - 521 10 48 00		PD ADMIN REPAIRS & MAI	134.12	
			001 - 521 22 48 00		PATROL REPAIRS & MAIN	902.88	
6474	11/13/2017	Claims	2	95899	CASCADE FIRE EQUIPMENT	452.28	MSA SVC & CALIBRATION, AIR MONITOR, O2 SENSOR
			401 - 534 50 41 00		PROFESSIONAL SERVICES	226.14	
			403 - 535 50 41 00		PROFESSIONAL SERVICES	226.14	
6475	11/13/2017	Claims	2	95900	CASCADE INDUSTRIAL &	16.22	SPLICE HOSE, MENDER
			101 - 542 70 48 00		REPAIRS & MAINTENANCE	16.22	
6476	11/13/2017	Claims	2	95901	CASCADE NATURAL GAS CORP	584.03	CH/FD-10/05/17-11/01/17; 4401 MAIN STREET-10/05/17-11/01/17
			001 - 518 20 47 00		UTILITIES/CITY HALL	171.10	
			001 - 522 20 47 00		PUBLIC UTILITY SERVICES	76.85	
			403 - 535 50 47 00		UTILITIES	92.41	
			402 - 537 50 47 00		UTILITIES	243.67	
6477	11/13/2017	Claims	2	95902	CASHMERE VALLEY BANK	1,496.80	LOAN INTEREST PAYMENT-CIVIC CAMPUS
			116 - 592 11 00 16		INTEREST ON LONG/SHOR	1,496.80	
6478	11/13/2017	Claims	2	95903	CENTRAL WA AG MUSEUM	4,894.00	AG MUSEUM COORDINATORS; AG MUSEUM COORDINATOR-10/2017
			107 - 571 10 41 00		PROF SVCS-AG MUSEUM	4,734.00	
			107 - 571 10 41 00		PROF SVCS-AG MUSEUM	160.00	
6479	11/13/2017	Claims	2	95904	CENTRAL WASHINGTON FAIR ASSOC.	1,875.00	MARKETING & SALES-11/2017
			108 - 557 30 44 01		STATE FAIR PARK SALES F	1,875.00	
6480	11/13/2017	Claims	2	95905	CENTURY LINK - LD	10.60	PD LONG DISTANCE-9/01/2017-09/30/2017
			001 - 528 80 42 00		COMMUNICATION	10.60	
6481	11/13/2017	Claims	2	95906	CI SHRED	68.50	SHRED SERVICES SEPT 2017

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			001 - 528 80 41 00 - PROF SERVICES			68.50	
6482	11/13/2017	Claims	2	95907	CINTAS CORP #605	803.93	MAT MOP SVC CHARGE; PD MAT SERVICE OCTOBER 2017; CH MAT SERVICE
			001 - 518 31 45 00 - OPERATING RENTALS & LI			165.97	
			001 - 518 31 45 00 - OPERATING RENTALS & LI			280.41	
			001 - 521 50 45 00 - PD FACILITIES OPERATION			244.14	
			001 - 571 21 45 00 - OPERATING RENTALS & LI			113.41	
6483	11/13/2017	Claims	2	95908	CITI CARDS	694.51	WCIA PRR TRAINING/WAPRO FALL CONFERENCE; COUNCIL WATER; WELLNESS SNACKS-HEALTH SCREENING
			001 - 511 60 31 01 - SUPPLIES			14.38	
			001 - 514 30 43 00 - TRAVEL			611.42	
			001 - 517 91 31 00 - SUPPLIES			68.71	
6484	11/13/2017	Claims	2	95909	CITY OF YAKIMA	84,128.11	WHOLESALE SEWER SEPTEMBER 2017
			403 - 535 50 51 03 - INTERGOVERNMENTAL PF			84,128.11	
6485	11/13/2017	Claims	2	95910	CLASSIC CAR WASH	156.00	CAR WASHES OCTOBER 2017
			001 - 521 10 48 00 - PD ADMIN REPAIRS & MAI			5.50	
			001 - 521 21 48 00 - INVESTIGATION REPAIRS ,			11.00	
			001 - 521 22 48 00 - PATROL REPAIRS & MAIN			139.50	
6486	11/13/2017	Claims	2	95911	CLASSIC PRINTING INC	582.43	PARK SURVEY MAILING
			001 - 576 80 41 00 - PROFESSIONAL SERVICES			582.43	
6487	11/13/2017	Claims	2	95912	COLUMBIA READY MIX & ASPHALT	985.88	#1402301 FLEX 5.5 SOG 1.5%, #435104636 HMA 3/8" COMMERCIAL
			401 - 534 50 31 00 - SUPPLIES			697.25	
			101 - 542 70 31 00 - SUPPLIES			288.63	
6488	11/13/2017	Claims	2	95913	JACOB COOK	42.53	Refund Utility Deposit
			414 - 586 00 04 14 - DEPOSIT REFUND			42.53	Refund Utility Deposit
6489	11/13/2017	Claims	2	95914	CORE & MAIN LP	14,473.30	WATER METERS, VALVES, SUPPLIES
			401 - 534 50 31 00 - SUPPLIES			14,473.30	
6490	11/13/2017	Claims	2	95915	CULLIGAN YAKIMA, WA	30.27	PW/CEW-11/01/2017-11/30/2017
			001 - 524 20 45 00 - OPERATING RENTALS & LI			7.56	
			401 - 534 50 45 00 - OPERATING RENTALS & LI			3.02	
			403 - 535 50 45 00 - OPERATING RENTALS & LI			3.02	
			402 - 537 50 45 00 - OPERATING RENTALS & LI			3.02	
			101 - 542 30 45 00 - OPERATING RENTALS & LI			3.03	
			001 - 558 60 45 00 - OPERATING RENTALS & LI			7.58	
			001 - 576 80 45 00 - OPERATING RENTALS & LI			3.04	
6491	11/13/2017	Claims	2	95916	CWA CONSULTANTS, P.S.	12,576.52	UNION GAP HOLIDAY INN EXPRESS HOTEL PLAN REVIEW
			001 - 524 20 41 00 - PROFESSIONAL SERVICES			12,576.52	
6492	11/13/2017	Claims	2	95917	DAY WIRELESS	129.84	#1022 & #1023 PROGRAM KENWOOD TWO WAY RADIO
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			43.28	
			101 - 542 30 41 00 - PROFESSIONAL SERVICES			86.56	
6493	11/13/2017	Claims	2	95918	ISABELLA DONINI	11.89	OVERPAYMNET REFUND
			402 - 589 10 04 02 - 210-10			11.89	
6494	11/13/2017	Claims	2	95919	EDGE CONSTRUCTION SUPPLY	237.83	BOMBER JACKET; JARED HILL; MEASURING WHEEL PRO FEET
			401 - 534 50 21 00 - UNIFORMS & EQUIPMENT			14.05	

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			401 - 534 50 35 00 -		SMALL TOOLS & EQUIPME	167.56	
			403 - 535 50 21 00 -		UNIFORMS & EQUIPMENT	14.07	
			402 - 537 50 21 00 -		UNIFORMS & EQUIPMENT	14.05	
			101 - 542 30 21 00 -		UNIFORMS & EQUIPMENT	14.05	
			001 - 576 80 21 00 -		UNIFORMS & EQUIPMENT	14.05	
6495	11/13/2017	Claims	2	95920	FASTENAL		131.50 PARK, SHOP, STREET SUPPLIES
			401 - 534 50 31 00 -		SUPPLIES	15.05	
			403 - 535 50 31 00 -		SUPPLIES	15.08	
			402 - 537 50 31 00 -		SUPPLIES	15.05	
			101 - 542 30 31 00 -		SUPPLIES	48.48	
			101 - 542 30 31 00 -		SUPPLIES	15.05	
			001 - 576 80 31 00 -		SUPPLIES	7.74	
			001 - 576 80 31 00 -		SUPPLIES	15.05	
6496	11/13/2017	Claims	2	95921	ARLENE F FISHER-MAURER		35.49 ICMA ANNUAL CONFERENCE
			001 - 513 10 43 01 -		TRAVEL	35.49	
6497	11/13/2017	Claims	2	95922	GAP AUTO PARTS		685.54 BATTERY & GLOBAL 50/50; LIGHT BULBS FOR PATROL VEHS/SPARE; SUPPLIES FOR PLOW / SAND EQUIPMENT, SHOP SUPPLIES, #2012 VEHICLE BATTERY
			001 - 521 22 48 00 -		PATROL REPAIRS & MAINT	139.39	
			401 - 534 50 31 00 -		SUPPLIES	5.85	
			401 - 534 50 48 00 -		REPAIRS & MAINTENANCE	6.99	
			403 - 535 50 31 00 -		SUPPLIES	5.91	
			402 - 537 50 31 00 -		SUPPLIES	5.85	
			101 - 542 30 31 00 -		SUPPLIES	5.85	
			101 - 542 66 31 00 -		SUPPLIES	252.34	
			101 - 542 67 48 00 -		REPAIRS & MAINTENANCE	132.75	
			001 - 576 80 31 00 -		SUPPLIES	124.76	
			001 - 576 80 31 00 -		SUPPLIES	5.85	
6498	11/13/2017	Claims	2	95923	GEARJAMMER		1,448.74 FUEL OCT 1-15 2017
			001 - 521 10 32 00 -		PD ADMIN FUEL	38.50	
			001 - 521 21 32 00 -		INVESTIGATION FUEL	231.18	
			001 - 521 22 32 00 -		PATROL FUEL	1,179.06	
6499	11/13/2017	Claims	2	95924	GENE WEINMANN CONSULTING		554.02 CDBG REHAB COORDINATOR & OFFICE SUPPLY-10/2017
			170 - 559 30 31 00 -		SUPPLIES	15.85	
			170 - 559 30 41 00 -		PROFESSIONAL SERVICES	367.50	
			170 - 559 30 43 00 -		TRAVEL	170.67	
6500	11/13/2017	Claims	2	95925	GILLIHAN LAW OFFICE PLLC		5,700.00 PUBLIC DEFENDER-10/2017
			001 - 515 91 41 03 -		PROF SERVICES-PUBLIC D	5,700.00	
6501	11/13/2017	Claims	2	95926	GRANITE CONSTRUCTION CO		3,458.73 CLASS G, CCS
			101 - 542 30 31 00 -		SUPPLIES	3,458.73	
6502	11/13/2017	Claims	2	95927	GRANT J HUNT CO		1,731.45 BUSINESS TIMES AD'S FEASURE UNION GAP; DESIGN & MARKETING TRANSIT FAIR 2017
			128 - 547 60 44 00 -		ADVERTISING	1,506.45	
			107 - 557 30 41 01 -		GRANT J. HUNT COL	225.00	
6503	11/13/2017	Claims	2	95928	GW INC		695.62 GLOCK GEN 4 40 SW COMPACT/GLOCK 15 RND MAG
			123 - 521 22 21 23 -		CJ UNIFORMS & EQUIP	239.98	
			131 - 521 30 21 31 -		UNIFORMS & EQUIPMENT	455.64	

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6504	11/13/2017	Claims	2	95929	H.D. FOWLER COMPANY	1,808.74	WATER SUPPLIES
					401 - 534 50 31 00 - SUPPLIES	1,808.74	
6505	11/13/2017	Claims	2	95930	HILLBILLY HAULERS	194.76	LAWN SERVICE SEPT 2017
					001 - 521 50 48 00 - PD FACILITIES REPAIRS &	194.76	
6506	11/13/2017	Claims	2	95931	INDEPENDENT WATER SERVICE INC	30.05	WATER SVC-09/11,9/25,10/09 & 10/23
					001 - 514 23 31 00 - SUPPLIES	15.02	
					001 - 514 30 31 00 - SUPPLIES	15.03	
6507	11/13/2017	Claims	2	95932	INTERSTATE BATTERIES	103.08	BATTERY
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	103.08	
6508	11/13/2017	Claims	2	95933	JOHN DEERE FINANCIAL	121.16	INSULATED BIBS; HILL & CLARK
					401 - 534 50 21 00 - UNIFORMS & EQUIPMENT	60.58	
					101 - 542 30 21 00 - UNIFORMS & EQUIPMENT	60.58	
6509	11/13/2017	Claims	2	95934	JUB ENGINEERS INC	18,321.66	PROFESSIONAL SERVICES; BELTWAY CONNECTOR PROJECT; 09/03/17 TO 09/30/17
					124 - 595 10 41 26 - BELTWAY CONNECTOR-PF	18,321.66	
6510	11/13/2017	Claims	2	95935	LOWES COMPANY INC	969.68	SUPPLIES MULTIPLE PW DEPARTMENTS; PROPANE TANK/HEATER
					403 - 531 30 31 00 - STORMWATER - SUPPLIES	183.96	
					401 - 534 50 31 00 - SUPPLIES	60.35	
					403 - 535 50 31 00 - SUPPLIES	363.12	
					403 - 535 50 31 00 - SUPPLIES	87.36	
					402 - 537 50 31 00 - SUPPLIES	32.56	
					101 - 542 30 31 00 - SUPPLIES	110.37	
					101 - 542 66 31 00 - SUPPLIES	54.25	
					001 - 576 80 31 00 - SUPPLIES	77.71	
6511	11/13/2017	Claims	2	95936	MAF INDUSTRIES INC	246.07	OVERPAYMENT REFUND
					402 - 589 10 04 02 - 210-10	246.07	
6512	11/13/2017	Claims	2	95937	MAILFINANCE	714.11	POSTAGE MACHINE LEASE-11/13/17-02/12/18
					001 - 511 60 45 00 - OPERATING RENTALS & LJ	143.23	
					001 - 514 23 45 00 - OPERATING RENTALS & LJ	113.12	
					001 - 514 30 45 00 - OPERATING RENTALS & LJ	90.96	
					001 - 521 10 45 00 - PD ADMIN RENTALS & LE/	23.51	
					001 - 524 20 45 00 - OPERATING RENTALS & LJ	28.63	
					401 - 534 50 45 00 - OPERATING RENTALS & LJ	78.65	
					403 - 535 50 45 00 - OPERATING RENTALS & LJ	78.65	
					402 - 537 50 45 00 - OPERATING RENTALS & LJ	78.65	
					101 - 543 30 45 00 - OPERATING RENTALS & LJ	78.65	
					001 - 576 80 45 00 - OPERATING RENTALS & LJ	0.06	
6513	11/13/2017	Claims	2	95938	MALLORY SAFETY & SUPPLY LLC	464.83	INSTALL FRESH AIR INTAKE
					001 - 522 50 48 00 - REPAIRS & MAINTENANCE	464.83	
6514	11/13/2017	Claims	2	95939	MANSFIELD ALARM CO INC	90.00	ALARM MONITORING-12/01/2017-02/28/2018
					001 - 518 20 41 00 - PROF.. SERVICES	90.00	
6515	11/13/2017	Claims	2	95940	JUAN & ASHLEY MENDEZ	45.70	Refund Utility Deposit
					414 - 586 00 04 14 - DEPOSIT REFUND	45.70	Refund Utility Deposit
6516	11/13/2017	Claims	2	95941	NATIONAL LEAGUE OF CITIES	1,117.00	DIRECT MEMBER DUES 2017
					001 - 511 60 49 00 - MISCELLANEOUS	1,117.00	

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6517	11/13/2017	Claims	2	95942	NOB HILL CLEANERS	111.49	UNIFORM CLEANING COBB; DRY CLEANING COBB/RIVERA
					001 - 521 10 21 00 - PD ADMIN UNIFORMS & E	11.92	
					001 - 521 10 21 00 - PD ADMIN UNIFORMS & E	47.92	
					001 - 521 21 21 00 - INVESTIGATION UNIFORM	51.65	
6518	11/13/2017	Claims	2	95943	ROBERT R NORTHCOTT	1,305.00	PUBLIC DEFENDER-10/18/2017-11/07/201
					001 - 515 91 41 03 - PROF SERVICES-PUBLIC D	1,305.00	
6519	11/13/2017	Claims	2	95944	OLD COUNTRY BUFFET	119.62	OVERPAYMENT REFUND
					402 - 589 10 04 02 - 210-10	119.62	
6520	11/13/2017	Claims	2	95945	ONE CALL CONCEPTS INC	34.32	UTILITY LOCATES-10/2017
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	17.16	
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	17.16	
6521	11/13/2017	Claims	2	95946	PACIFIC POWER GROUP LLC	787.64	HOSE CLAMPS PRIMER
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	787.64	
6522	11/13/2017	Claims	2	95947	PACIFIC POWER	15,970.17	AREA LIGHTS-10/2017; STREETS-10/2017; TRAFFIC LIGHTS -10/2017; CH/FD-10/2017; TRAFFIC LIGHTS-10/2017; AG MUSEUM-09/29/17-10/30/17; CITY HALL-10/2017; LIFT STATION-10/2017
					001 - 518 20 47 00 - UTILITIES/CITY HALL	30.02	
					001 - 518 20 47 00 - UTILITIES/CITY HALL	294.85	
					403 - 535 50 47 00 - UTILITIES	1,595.07	
					101 - 542 63 47 00 - UTILITIES	11,872.64	
					101 - 542 64 47 00 - UTILITIES	361.99	
					101 - 542 64 47 00 - UTILITIES	357.42	
					107 - 571 10 47 00 - UTILITIES-AG MUSEUM	418.94	
					001 - 576 80 47 00 - UTILITIES	1,039.24	
6523	11/13/2017	Claims	2	95948	PARKSIDE NURSING HOME	133.39	OVERPAYMENT REFUND
					402 - 589 10 04 02 - 210-10	133.39	
6524	11/13/2017	Claims	2	95949	PAUL DECCIO INSTALLATIONS	2,167.71	TRUCK#1023-PARTS AND LABOR
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	2,167.71	
6525	11/13/2017	Claims	2	95950	PAULINE PESTANA	45.63	Refund Utility Deposit
					414 - 586 00 04 14 - DEPOSIT REFUND	45.63	Refund Utility Deposit
6526	11/13/2017	Claims	2	95951	PROTECTION ONE	34.18	ALARM MONITORING-11/01/17-11/30/17
					001 - 518 31 41 00 - PROFESSIONAL SERVICES	17.80	
					001 - 524 20 41 00 - PROFESSIONAL SERVICES	2.33	
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	2.33	
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	2.33	
					402 - 537 50 41 00 - PROFESSIONAL SERVICES	2.40	
					101 - 542 30 41 00 - PROFESSIONAL SERVICES	2.33	
					001 - 558 60 41 00 - PROFESSIONAL SERVICES	2.33	
					001 - 576 80 41 00 - PROFESSIONAL SERVICES	2.33	
6527	11/13/2017	Claims	2	95952	JOSE RAMOS	300.00	CLEANING DEPOSIT REFUND
					001 - 589 00 00 03 - PARK DEPOSIT REFUND	300.00	
6528	11/13/2017	Claims	2	95953	REPUBLIC PUBLISHING CO	390.35	NOTICE OF PUBLIC HEARING- SUTHERLAND BUSINESS PARK BINDING SITE PLAN; SUMMARY OF ORD#2933
					001 - 511 60 44 01 - ADVERTISING	63.30	
					001 - 558 60 42 00 - COMMUNICATION	327.05	

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6529	11/13/2017	Claims	2	95954	ALMA RODRIGUEZ	150.00	CLEANING DEPOSIT REFUND
					001 - 589 00 00 03 - PARK DEPOSIT REFUND	150.00	
6530	11/13/2017	Claims	2	95955	RWC GROUP	3,291.54	#2006 PARTS & LABOR
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	493.73	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	493.73	
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	1,645.77	
					101 - 542 70 48 00 - REPAIRS & MAINTENANCE	329.15	
					128 - 547 60 48 00 - REPAIRS & MAINTENANCE	164.58	
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	164.58	
6531	11/13/2017	Claims	2	95956	JULIE SCHILLING	23.75	MAYORS MEETING MILEAGE REIMBURSEMENT
					001 - 511 60 43 00 - TRAVEL	23.75	
6532	11/13/2017	Claims	2	95957	SIRCHIE FINGER PRINT	147.19	RUBBER LIFTERS BLACK/WHITE, MAGNETIC BURNISHING APPLICATOR, WHITE POWDER
					001 - 521 21 31 00 - INVESTIGATION SUPPLIES	147.19	
6533	11/13/2017	Claims	2	95958	SIX ROBBLEES INC	500.93	#2013 #2014 COUPLINGS, MULTI PURPOSE LAMP SHOP, #2012 SUPER 45 LAMP
					401 - 534 50 31 00 - SUPPLIES	14.72	
					401 - 534 50 48 00 - REPAIRS & MAINTENANCE	64.42	
					403 - 535 50 31 00 - SUPPLIES	14.73	
					403 - 535 50 48 00 - REPAIRS & MAINTENANCE	63.48	
					101 - 542 30 31 00 - SUPPLIES	14.72	
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	211.60	
					101 - 542 67 48 00 - REPAIRS & MAINTENANCE	17.91	
					101 - 542 70 48 00 - REPAIRS & MAINTENANCE	42.32	
					128 - 547 60 48 00 - REPAIRS & MAINTENANCE	21.15	
					001 - 576 80 31 00 - SUPPLIES	14.72	
					001 - 576 80 48 00 - REPAIRS & MAINTENANCE	21.16	
6534	11/13/2017	Claims	2	95959	SMITH AUTO ELECTRIC	225.58	#1022 REPAIR
					101 - 542 30 48 00 - REPAIRS & MAINTENANCE	225.58	
6535	11/13/2017	Claims	2	95960	DON C. SMITH	798.49	LEOFF 1 RETIREE RX & MEDICARE PREMIUM
					001 - 521 10 22 00 - LEOFF 1 BENEFITS	798.49	
6536	11/13/2017	Claims	2	95961	SMITTYS OUTDOOR POWER EQUIPMENT INC	67.22	FILES, OIL, CHAIN LOOP
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	67.22	
6537	11/13/2017	Claims	2	95962	SPENCER FLUID POWER INC	159.54	#2007 REPAIR
					101 - 542 66 48 00 - REPAIRS & MAINTENANCE	159.54	
6538	11/13/2017	Claims	2	95963	SPLASH EXPRESS AUTO SERVICES LLC	10.15	SPLASH EXPRESS - 1 CODE
					001 - 524 20 48 00 - REPAIRS & MAINTENANCE	5.08	
					001 - 558 60 48 00 - REPAIRS & MAINTENANCE	5.07	
6539	11/13/2017	Claims	2	95964	SPRINT ACCT #929468397	81.98	SR CTR INTERNET-09/26/2017-10/25/2017
					001 - 571 21 42 00 - COMMUNICATION	81.98	
6540	11/13/2017	Claims	2	95965	STAR RENTALS	231.37	WATER & SEWER LOCATE PAINTS
					401 - 534 50 31 00 - SUPPLIES	115.68	
					403 - 535 50 31 00 - SUPPLIES	115.69	
6541	11/13/2017	Claims	2	95966	SUMMIT LAW GROUP	88.50	CITY OF UNION GAP GENERAL LABOR
					001 - 528 80 41 00 - PROF SERVICES	88.50	
6542	11/13/2017	Claims	2	95967	THE PRINT GUYS INC.	70.27	BUSINESS

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			001 - 524 20 49 00 - MISCELLANEOUS			35.14	
			001 - 558 60 49 00 - MISCELLANEOUS			35.13	
6543	11/13/2017	Claims	2	95968	THE VINE VENUE	733.25	VENUE MANAGEMENT-10/07/2017; VENUE MANAGEMENT-10/21/2017
			001 - 576 80 41 01 - PROF SVC- VENUE MANAC			210.00	
			001 - 576 80 41 01 - PROF SVC- VENUE MANAC			523.25	
6544	11/13/2017	Claims	2	95969	TRUE LAW GROUP, PS	3,845.00	PUBLIC DEFENDER
			001 - 515 91 41 03 - PROF SERVICES-PUBLIC D			3,845.00	
6545	11/13/2017	Claims	2	95970	U-HAUL MOVING & STORAGE	160.95	CH STORAGE-11/2017
			001 - 518 20 45 00 - OPERATING LEASES			160.95	
6546	11/13/2017	Claims	2	95971	UNION GAP WATER FUND & SEWER	2,890.80	4401 MAIN STREET-10/2017; CH/FD-10/2017; PARKS-10/2017; WATER/SEWER/GARBAGE OCTOBER 2017; PARKS-S/O SEASONAL IRRIGATION; AG MUSEUM S/O SEASONAL IRRIGATION; AG MUSEUM-10/2017
			001 - 518 20 47 00 - UTILITIES/CITY HALL			503.78	
			001 - 521 50 47 00 - PD FACILITIES UTILITIES			163.83	
			403 - 535 50 47 00 - UTILITIES			392.76	
			107 - 571 10 47 00 - UTILITIES-AG MUSEUM			34.55	
			107 - 571 10 47 00 - UTILITIES-AG MUSEUM			203.93	
			001 - 576 80 47 00 - UTILITIES			1,519.20	
			001 - 576 80 47 00 - UTILITIES			72.75	
6547	11/13/2017	Claims	2	95972	UNION GAP	719.80	REIMBURSE #1876
			001 - 576 80 42 00 - COMMUNICATION			719.80	
6548	11/13/2017	Claims	2	95973	UNITED PARCEL SERVICE	19.11	HACH CO - PW RETURN
			403 - 535 50 42 00 - COMMUNICATION			19.11	
6549	11/13/2017	Claims	2	95974	UNUM LIFE INSURANCE	92.40	LEOFF 1 LONG TERM CARE-10/2017
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			92.40	
6550	11/13/2017	Claims	2	95975	US LINEN & UNIFORM	513.88	UNIFORM SVC 09/04, 09/11, 09/18, 09/25/17
			401 - 534 50 21 00 - UNIFORMS & EQUIPMENT			128.55	
			403 - 535 50 21 00 - UNIFORMS & EQUIPMENT			128.56	
			402 - 537 50 21 00 - UNIFORMS & EQUIPMENT			55.10	
			101 - 542 30 21 00 - UNIFORMS & EQUIPMENT			128.56	
			001 - 576 80 21 00 - UNIFORMS & EQUIPMENT			73.11	
6551	11/13/2017	Claims	2	95976	VERIZON WIRELESS - CH #742100945-0001	431.86	CH/COUNCIL-09/4/17-10/13/17
			001 - 511 60 42 01 - COMMUNICATION			320.08	
			001 - 513 10 42 01 - COMMUNICATION			55.89	
			001 - 514 23 42 00 - COMMUNICATIONS			55.89	
6552	11/13/2017	Claims	2	95977	VERIZON WIRELESS - PD #342054055	1,848.54	PD PHONES/MODEMS OCT
			001 - 528 80 42 00 - COMMUNICATION			1,848.54	
6553	11/13/2017	Claims	2	95978	VERIZON WIRELESS - PW #542075407	290.86	PW 09.16.17 THRU 10.15.17
			401 - 534 50 42 00 - COMMUNICATION			58.17	
			403 - 535 50 42 00 - COMMUNICATION			58.17	
			402 - 537 50 42 00 - COMMUNICATION			58.17	
			101 - 542 30 42 00 - COMMUNICATIONS			58.17	
			001 - 576 80 42 00 - COMMUNICATION			58.18	

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6554	11/13/2017	Claims	2	95979	WA STATE CRIMINAL JUSTICE	75.00	HOMOCIDE INVESTIGATION TRAINING- 444
					001 - 521 40 49 00 - PD TRAINING MISCELLANJ	75.00	
6555	11/13/2017	Claims	2	95980	WA STATE DEPT OF LICENSING	108.00	CPLS OCT 2017
					001 - 586 00 02 00 - WEAPONS PERMITS FEE	108.00	
6556	11/13/2017	Claims	2	95981	WA STATE DEPT OF REVENUE	203.26	UCLAIMED PROPERTY - UB
					401 - 534 50 49 00 - MISCELLANEOUS	203.26	
6557	11/13/2017	Claims	2	95982	WA STATE DEPT OF TRANSPORTATION	1,187.05	SIGNAL MAINT, REPAIR & ADDITIONS
					101 - 542 64 51 00 - INTERGOVERNMENTAL PF	1,187.05	
6558	11/13/2017	Claims	2	95983	WA STATE PATROL	48.00	BACKGROUND CHECKS OCT 2017
					001 - 521 10 51 00 - PD ADMIN INTERGOV PRO	48.00	
6559	11/13/2017	Claims	2	95984	WAPATO POLICE DEPT	288.00	INMATE PRESCRIPTION HAWKINS, JACCI; RE-ISSUE LOST CHECK #92133 - MEDICAL DEC 2015
					001 - 523 20 51 00 - DETENTION & CORRECTIC	22.45	
					001 - 523 20 51 00 - DETENTION & CORRECTIC	265.55	
6560	11/13/2017	Claims	2	95985	WILBERT PRECAST	366.86	2 BOLLARDS; WATER DEPARTMENT
					401 - 534 50 31 00 - SUPPLIES	366.86	
6561	11/13/2017	Claims	2	95986	BARRY M WOODARD	4,000.00	PUBLIC DEFENDER-10/2017
					001 - 515 91 41 03 - PROF SERVICES-PUBLIC DJ	4,000.00	
6562	11/13/2017	Claims	2	95987	YAKIMA BINDERY	139.42	STORMWATER MAP LAMINATION & SUPPLIES
					403 - 531 30 31 00 - STORMWATER - SUPPLIES	139.42	
6563	11/13/2017	Claims	2	95988	YAKIMA CHAMBER FOUNDATION	849.00	LEADERSHIP YAKIMA TUITION-A.FISHER
					001 - 513 10 49 01 - MISCELLANEOUS	849.00	
6564	11/13/2017	Claims	2	95989	YAKIMA CO AUDITOR	68.00	UTILITY LIEN RELEASE
					402 - 537 50 49 00 - MISCELLANEOUS	68.00	
6565	11/13/2017	Claims	2	95990	YAKIMA CO PUBLIC SERVICES	65,116.13	BUILDING AND FIRE PLAN REVIEW 04/01-06/30/2017
					001 - 522 10 51 00 - FIRE PROTECTION SERVIC	18,927.16	
					001 - 524 20 51 00 - INTERGOVERNMENTAL PF	46,188.97	
6566	11/13/2017	Claims	2	95991	YAKIMA CO PUBLIC SERVICES	781.37	GARBAGE & YARD WASTE; STREETS & WATER; GARBAGE - STREET
					402 - 537 50 49 00 - MISCELLANEOUS	465.15	
					402 - 537 50 49 00 - MISCELLANEOUS	316.22	
6567	11/13/2017	Claims	2	95992	YAKIMA COOPERATIVE ASSN	105.37	JANITOR FUEL-10/2017
					001 - 518 31 32 00 - FUEL	105.37	
6568	11/13/2017	Claims	2	95993	YAKIMA HUMANE SOCIETY	2,912.00	ANIMAL CONTROL SERVICE OCT 2017
					001 - 554 30 41 00 - PROF SERVICES-ANIMAL C	2,912.00	
6569	11/13/2017	Claims	2	95994	YAKIMA SCHOOL DIST	1,844.38	OVERPAYMENT REFUND
					402 - 589 10 04 02 - 210-10	1,844.38	

WARRANT/CHECK REGISTER

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Trans Date	Type	Acct #	War #	Claimant	Amount	Memo
6570	11/13/2017	Claims	2	95995 YAKIMA WELDERS SUPPLY INC	163.56	ACETYLENE & OXYGEN
		401 - 534 50 32 00 - FUEL			32.71	
		403 - 535 50 32 00 - FUEL			32.72	
		402 - 537 50 32 00 - FUEL			32.71	
		101 - 542 30 32 00 - FUEL			32.71	
		001 - 576 80 32 00 - FUEL			32.71	
6571	11/13/2017	Claims	2	95996 ROBERTO ZINTZUN	300.00	CLEANING DEPOSIT REFUND
		001 - 589 00 00 03 - PARK DEPOSIT REFUND			300.00	
6456	11/13/2017	Claims	2	95997 OFFICE SOLUTIONS NORTHWEST	231.12	ADDMCINE ROLLS,INK CTG'S, LEGAL & COPY PAPER, GLUE STICK; INK CTG-CYAN
		001 - 511 60 31 01 - SUPPLIES			8.86	
		001 - 513 10 31 00 - SUPPLIES			0.69	
		001 - 514 23 31 00 - SUPPLIES			31.07	
		001 - 514 23 31 00 - SUPPLIES			1.01	
		001 - 514 30 31 00 - SUPPLIES			28.61	
		001 - 521 10 31 00 - PD ADMIN SUPPLIES			0.65	
		001 - 524 20 31 00 - SUPPLIES			11.43	
		401 - 534 50 31 00 - SUPPLIES			12.97	
		401 - 534 50 31 00 - SUPPLIES			17.34	
		401 - 534 50 31 00 - SUPPLIES			11.53	
		403 - 535 50 31 00 - SUPPLIES			12.97	
		403 - 535 50 31 00 - SUPPLIES			17.34	
		403 - 535 50 31 00 - SUPPLIES			11.53	
		402 - 537 50 31 00 - SUPPLIES			12.97	
		402 - 537 50 31 00 - SUPPLIES			17.34	
		402 - 537 50 31 00 - SUPPLIES			11.52	
		101 - 543 30 31 00 - SUPPLIES			17.34	
		001 - 558 60 31 00 - SUPPLIES			0.66	
		001 - 576 80 31 00 - SUPPLIES			5.29	
		001 Current Expense Fund			129,939.52	
		101 Street Fund			22,276.79	
		107 Convention Center Reserve Fund			5,934.36	
		108 Tourism Promotion Area Fund			2,192.06	
		116 City Hall Building Reserve Fund			1,496.80	
		123 Criminal Justice Fund			959.98	
		124 Infrastructure Reserve Fund			18,321.66	
		128 Transit System Fund			74,156.34	
		131 Drug Seizure Forfeiture Fund			455.64	
		170 Housing Rehabilitation Fund			554.02	
		401 Water Fund			22,016.45	
		402 Garbage Fund			83,805.09	
		403 Sewer Fund			90,139.28	
		414 Water Deposits			161.73	
					452,409.72	Claims: 452,409.72



City Council Communication

Meeting Date: November 13, 2017
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Petty Cash Vouchers – November 13, 2017

SYNOPSIS: Petty Cash Vouchers Dated November 13, 2017

RECOMMENDATION: Request Council to approve check No. 1876 in the amount of \$719.80.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Petty Cash Voucher Register

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:06:00 Date: 11/02/2017

MCAG #: 0853

10/01/2017 To: 10/31/2017

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
6178	10/17/2017	Claims	637	1876	UNITED STATES POST OFFICE	719.80	PARK SURVEY POSTAGE
			637 Petty Cash Fund			719.80	
			* Transaction Has Mixed Revenue And Expense Accounts			719.80	Claims: 719.80



City Council Communication

Meeting Date: November 13, 2017
From: Karen Clifton, Director of Finance and Administration
Topic/Issue: Advance Travel Vouchers – November 13, 2017

SYNOPSIS: Advance Travel Vouchers Dated November 13, 2017

RECOMMENDATION: Request Council to approve check Nos. 1273 through 1274 in the amount of \$255.73.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Advance Travel Voucher Register

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:34 Date: 11/02/2017

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
5946	10/02/2017	Claims	638	1273	LYNETTE BISCONER	84.53	ATR #1144
6000	10/16/2017	Claims	638	1274	UNION GAP	171.20	ATR #1145
638 Advance Travel Fund						255.73	
* Transaction Has Mixed Revenue And Expense Accounts						255.73	Claims: 255.73