

UNION GAP CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY NOVEMBER 25, 2024 – 6:00 P.M.
CIVIC CAMPUS, 102 W. AHTANUM ROAD, UNION GAP

COUNCIL VALUES

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

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

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

A. Approval of Minutes:

Regular Council Meeting Minutes, dated November 12, 2024, as attached to the Agenda and maintained in electronic format

B. Approve Vouchers:

Claim Vouchers – EFT's, and Check No's 109453 through 109493 for November 25, 2024 in the amount of \$382,947.79

Petty Cash Vouchers – Check No. 1936, in the amount of \$120.00

Advance Travel Vouchers – Check No's 1327 through 1332, in the amount of \$1,183.80

III. PUBLIC HEARING

1. 2025 Final Budget

IV. RECESS TO 10 MINUTE CLOSED SESSION

For Labor Negotiations Pursuant to RCW 42.30.140(4)(b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress; the Council **does not** intend on taking action.



V. GENERAL ITEMS

Finance & Administration

1. Ordinance No. - _____ - Adopting 2025 Budget

Public Works & Community Development

1. Resolution No. - _____ - Growth Management Act Periodic Update Grant – FY2025
2. Resolution No. - _____ - Consultant Services Agreement – CWA Consultants
3. Resolution No. - _____ - Yakima Valley Conference of Governments - 2025 Land Use Planning / GIS Analyst Services Contract

VI. COMMITTEE REPORTS

VII. 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

VIII. CITY MANAGER REPORT

IX. COMMUNICATIONS/QUESTIONS/COMMENTS

X. DEVELOPMENT OF NEXT AGEND

XI. ADJOURN REGULAR MEETING



City Council Communication

Meeting Date: November 25, 2024
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Public Hearing – 2025 Final Budget

SYNOPSIS: Statute requires a public hearing be held regarding the final budget for the following year.

RECOMMENDATION: Conduct a public hearing regarding the 2025 final budget.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Public Hearing Notice

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

NOTICE IS HEREBY GIVEN that a public hearing will be held regarding the 2025 Final Budget on Monday, November 25, 2024, at 6:00 p.m., or as soon thereafter as possible. The public hearing will be held at Union Gap City Hall, located at 102 W. Ahtanum Rd., Union Gap, WA.

All interested persons may attend and will be given the opportunity to provide written and oral comments concerning the 2025 Final Budget. Comments may be submitted to the City Clerk at Lynette.Bisconer@uniongapwa.gov or by mail to P. O. Box 3008, Union Gap, Washington, 98903 prior to 5:00 p.m. on November 25, 2023.

DATED this 18th day of September 2024.


Lynette Bisconer, City Clerk



City Council Communication

Meeting Date: November 25, 2024
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Ordinance – Adopting 2025 Budget

SYNOPSIS: The City Council held a public hearing on the property tax revenues at the October 14, 2024 Regular Council Meeting, and public hearings on the 2025 Budget at the Regular Council meeting on October 28, 2024 and November 25, 2024.

RECOMMENDATION: Adopt and publish an ordinance adopting the 2025 Budget for the City of Union Gap, Washington.

LEGAL REVIEW: The City Attorney has reviewed this ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____

AN ORDINANCE adopting the Budget for the City of Union Gap, Washington, for the fiscal year ending December 31, 2025

WHEREAS, the City Council of the City of Union Gap, Washington, completed and placed on file with the City Clerk a proposed budget and estimate of the amount of moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of the City for the fiscal year ending December 31, 2025; and

WHEREAS, a notice was published that the City Council would meet on November 25, 2024 at 6:00 p.m., in the council chambers of city hall for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and place and did then consider the matter of the proposed budget for the fiscal year 2025; and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City for the purpose set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of the City for the fiscal year 2025 and being sufficient to meet the various needs of the City during that period;

NOW THEREFORE, the City of Union Gap, does ordain as follows:

SECTION 1. The budget for the City of Union Gap, Washington for the year 2025 is hereby adopted at the fund level in its final form and content as set forth in the "2025 FINAL BUDGET", COPIES OF WHICH ARE ON FILE IN THE Office of the City Clerk.

SECTION 2. Estimated resources for each separate fund of the City of Union Gap, and aggregate expenditures for all such funds for the year 2025 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2025 as set forth in the 2025 FINAL BUDGET.

2025 BUDGET TOTALS

| Fund | Estimated Revenue | Estimated Expenditures |
|---|--------------------------|-------------------------------|
| 001 Current Expense Fund | 10,996,543.00 | 10,970,527.12 |
| 002 General Fund Reserve-"Rainy Day Fund" | 23,700.00 | 0 |
| 101 Street Fund | 1,336,863.02 | 1,146,054.04 |
| 107 Lodging Tax Fund | 298,903.00 | 409,074.00 |
| 108 Tourism Promotion Area Fund | 478,905.00 | 181,896.00 |
| 109 Contingency Fund - "Agility Fund" | 6,500.00 | 0 |
| 110 Craft Night Reserve Fund | 0 | 1,239.71 |
| 114 Seniors Activity Fund | 1,541.00 | 0 |
| 123 Criminal Justice Fund | 523,165.72 | 531,359.06 |
| 126 Crime Prevention Assessment Fund | 2,679.00 | 13,500.00 |
| 127 Commute Trip Reduction Fund | 0 | 100 |
| 128 Transit System Fund | 2,335,619.07 | 1,440,119.43 |
| 130 Community Policing Fund | 500 | 8,524.00 |
| 132 Community Events Fund | 25,000.00 | 25,000.00 |
| 133 Marijuana Excise Tax Fund | 73,065.00 | 31,500.00 |
| 170 Housing Rehabilitation Fund | 2,296.00 | 1,300.00 |
| 305 Regional Beltway Connector Fund | 983,286.55 | 910,466.00 |
| 306 Park Development Reserve Fund | 177,724.51 | 185,500.00 |
| 312 Public Works Equipment Reserve Fund | 198,500.10 | 212,500.00 |
| 313 Fire Department Reserve Fund | 246,824.18 | 135,000.00 |
| 315 Police Vehicle Reserve Fund | 101,000.00 | 100,000.00 |
| 316 Building Reserve Fund | 1,000.00 | 20,000.00 |
| 317 Public Works Building Reserve Fund | 38,626.00 | 0 |
| 318 Municipal Capital Improvement Fund | 146,825.00 | 425,000.00 |
| 320 City Hall Equipment Reserve Fund | 340 | 20,000.00 |
| 321 Street Development Reserve Fund | 3,725,930.87 | 606,286.88 |
| 324 Infrastructure Reserve Fund | 695,800.00 | 527,647.36 |
| 325 Development Mitigation Reserve Fund | 519,224.00 | 0 |
| 401 Water Fund | 2,070,000.00 | 2,158,297.73 |
| 402 Garbage Fund | 2,042,000.00 | 2,067,050.83 |
| 403 Sewer Fund | 3,068,125.00 | 2,858,785.99 |
| 404 Water Improvement Reserve | 636,313.00 | 586,500.00 |
| 405 Sewer Improvement Reserve | 1,603,000.00 | 2,102,183.26 |
| 406 Garbage Reserve Fund | 64,063.00 | 45,000.00 |
| 650 YVCRU Fund | 350,000.00 | 350,000.00 |
| Total All Funds | 32,773,862.02 | 28,070,411.41 |

SECTION 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Municipal Research and Services Center (MRSC).

SECTION 4. Effective Date. This ordinance shall be in full force and take effect five days after its publication.

Passed by the City Council of The City of Union Gap, at a regular meeting thereof this 25th day of November, 2024.

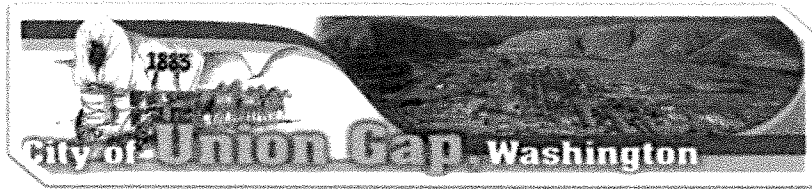
John Hodkinson, City Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: November 25, 2024
From: Jason Cavanaugh; Director of Public Works & Community Development
Topic/Issue: Resolution – Growth Management Act Periodic Update Grant – FY2025

SYNOPSIS: The City of Union Gap is a fully planning community under the Washington State Growth Management Act (GMA).

Washington State Department of Commerce has earmarked \$62,500, for FY24-25, to assist the City with the required update of the City's Comprehensive Plan, Critical Areas Ordinance, Subdivision Ordinance, and Zoning Ordinance.

RECOMMENDATION: Approve a resolution authorizing the City Manager to sign the GMA Periodic Update Grant Contract between the City of Union Gap and the Washington State Department of Commerce.

LEGAL REVIEW: The City Attorney has reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. WA State Department of Commerce – GMA Periodic Update Grant

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign the GMA Periodic Update Grant – FY2025 Agreement between the City of Union Gap and the Washington State Department of Commerce.

WHEREAS, the City of Union Gap is a fully planning community under the Washington State Growth Management Act (GMA), and

WHEREAS, the GMA requires periodic updating of the Comprehensive Plan, Critical Areas Ordinance, Subdivision Ordinance, and Zoning Ordinance every ten years, and

WHEREAS, the current periodic update cycle begins July 1, 2024 and ends June 30, 2026, and

WHEREAS, the Washington State Department of Commerce (Commerce) has earmarked \$125,000 for the City of Union Gap to update the Comprehensive Plan, Critical Areas Ordinance, Subdivision Ordinance, and Zoning Ordinance, and

WHEREAS, the City Manager signed a letter of support indicating the City of Union Gap is accepting the \$125,000 in order to meet the requirements of the Growth Management Act, and

WHEREAS, the Department of Commerce has split the \$125,000 into two separate contracts of \$62,500, one for FY24-25 and one for FY25-26.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNION GAP, AS FOLLOWS:

The City Council of the City of Union Gap authorizes the City Manager to sign the \$62,500 FY24-25 contract between the City of Union Gap and Commerce to update the Comprehensive Plan, Critical Areas Ordinance, Subdivision Ordinance, and Zoning Ordinance.

PASSED this 25th day of November, 2024.

John Hodkinson, Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney



Interagency Agreement with

City of Union Gap

through

Growth Management Services

**Contract Number:
25-63335-167**

For

GMA Periodic Update Grant – FY2025

Dated: Date of Execution



Table of Contents

TABLE OF CONTENTS..... 2

FACE SHEET 3

SPECIAL TERMS AND CONDITIONS 4

 1. AUTHORITY 4

 2. ACKNOWLEDGEMENT OF CLIMATE COMMITMENT ACT FUNDING 4

 3. CONTRACT MANAGEMENT 4

 4. COMPENSATION 4

 5. BILLING PROCEDURES AND PAYMENT 4

 6. SUBCONTRACTOR DATA COLLECTION 6

 7. INSURANCE 6

 8. FRAUD AND OTHER LOSS REPORTING 6

 9. ORDER OF PRECEDENCE 6

GENERAL TERMS AND CONDITIONS 7

 1. DEFINITIONS 7

 2. ALL WRITINGS CONTAINED HEREIN 7

 3. AMENDMENTS 7

 4. ASSIGNMENT 7

 5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION 7

 6. COPYRIGHT 8

 7. DISPUTES 9

 8. GOVERNING LAW AND VENUE 9

 9. INDEMNIFICATION 9

 10. LICENSING, ACCREDITATION AND REGISTRATION 9

 11. RECAPTURE 9

 12. RECORDS MAINTENANCE 9

 13. SAVINGS 9

 14. SEVERABILITY 10

 15. SUBCONTRACTING 10

 16. SURVIVAL 10

 17. TERMINATION FOR CAUSE 10

 18. TERMINATION FOR CONVENIENCE 11

 19. TERMINATION PROCEDURES 11

 20. TREATMENT OF ASSETS 12

 21. WAIVER 12

ATTACHMENT A: SCOPE OF WORK 13

ATTACHMENT B: BUDGET 14



Face Sheet

Contract Number: 25-63335-167

**Local Government Division
Growth Management Services
GMA Periodic Update Grant (PUG)**

| | | | |
|--|--|---|--|
| 1. Contractor City of Union Gap 311 N 4th St, Suite 204 Union Gap, WA 98901 | | 2. Contractor Financial Representative | |
| 3. Contractor Representative Byron Gumz Regional Land Use Manager byron.gumz@yvcoq.us | | 4. COMMERCE Representative Deanah Watson Senior Planner deanah.watson@commerce.wa.gov | |
| 5. Contract Amount \$62,500 | | 6. Funding Source Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/> | |
| 7. Start Date Date of Execution | | 8. End Date June 30, 2025 | |
| 9. Federal Funds (as applicable) N/A | | Federal Agency: N/A | |
| 10. Tax ID # N/A | | ALN N/A | |
| 11. SWV # SWV0199377-00 | | 12. UBI # 603-556-466 | |
| 13. UEI # N/A | | | |
| 14. Contract Purpose Grant funding to assist the City of Union Gap with planning work for the completion the Growth Management Act (GMA) requirement to review and revise the comprehensive plan and development regulations under RCW 36.70A.130(5). COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. | | | |
| FOR CONTRACTOR _____ Sharon Bounds, City Manager City of Union Gap _____ Date _____ Christina Wickenhagen, YVCOG Exec Dir Date | | FOR COMMERCE _____ Mark K. Barkley, Assistant Director Local Government Division _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE | |



Special Terms and Conditions

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

2. ACKNOWLEDGEMENT OF CLIMATE COMMITMENT ACT FUNDING

If this Agreement is funded in whole or in part by the Climate Commitment Act, Grantee agrees that any website, announcement, press release, and/or publication (written, visual, or sound) used for media-related activities, publicity, and public outreach issued by or on behalf of Grantee which reference programs or projects funded in whole or in part with Washington's Climate Commitment Act (CCA) funds under this Grant, shall contain the following statement:

"The [PROGRAM NAME / GRANT / ETC.] is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health. Information about the CCA is available at www.climate.wa.gov."

The Grantee agrees to ensure coordinated Climate Commitment Act branding on work completed by or on behalf of the Grantee. The CCA logo must be used in the following circumstances, consistent with the branding guidelines posted at [CCA brand toolkit](#), including:

- A. Any project related website or webpage that includes logos from other funding partners;
- A. Any publication materials that include logos from other funding partners;
- B. Any on-site signage including pre-during Construction signage and permanent signage at completed project sites; and
- C. Any equipment purchased with CCA funding through a generally visible decal.

3. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

4. COMPENSATION

COMMERCE shall pay an amount not to exceed **sixty-two thousand, five hundred dollars (\$62,500)**, for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

5. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 25-63335-167. If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.



Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Invoices and End of Fiscal Year

Final invoices for a state fiscal year may be due sooner than the 30th and Commerce will provide notification of the end of fiscal year due date.

The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

Grant Start Date

COMMERCE will pay the Contractor for costs incurred beginning July 1, 2024, for services and deliverables described under this Agreement.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

Line Item Modification of Budget

- A. Notwithstanding any other provision of this contract, the Contractor may, at its discretion, make modifications to line items in the Budget (Attachment B) that will not increase the line item by more than fifteen percent (15%).
- B. The Contractor shall notify COMMERCE in writing (by email or regular mail) when proposing any budget modification or modifications to a line item of the Budget (Attachment B) that would increase the line item by more than fifteen percent (15%). Conversely, COMMERCE may initiate the budget modification approval process if presented with a request for payment under this contract that would cause one or more budget line items to exceed the 15 percent (15%) threshold increase described above.
- C. Any such budget modification or modifications as described above shall require the written approval of COMMERCE (by email or regular mail), and such written approval shall amend the Budget. Each party to this contract will retain and make any and all documents related to such budget modifications a part of their respective contract file.
- D. Nothing in this section shall be construed to permit an increase in the amount of funds available for the Project, as set forth in Section 3 of this contract, nor does this section allow any proposed changes to the Scope of Work, including Tasks/Work Items and Deliverables under Attachment A, without specific written approval from COMMERCE by amendment to this contract.



6. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

7. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

8. FRAUD AND OTHER LOSS REPORTING

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

9. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Add any other attachments incorporated by reference from the Face Sheet



General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

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

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;



- ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and
 - iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.
- B.** The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C.** Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.



7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day



notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this Contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this Contract. Before suspending or terminating the Contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the Contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the Contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this Contract are not exclusive and are, in addition to any other rights and remedies, provided by law.



18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this Contract, COMMERCE, in addition to any other rights provided in this Contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the Contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this Contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.



20. TREATMENT OF ASSETS

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

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this Contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.



Attachment A: Scope of Work

| Tasks & Deliverables | Description | End Date |
|---------------------------------|--|--------------------------|
| Task 1 | Develop periodic update work plan | |
| Deliverable 1 | D1: Periodic update work plan | November 30, 2024 |
| Task 2 | Develop a public participation plan | |
| Deliverable 2 | D2: Public participation plan | November 30, 2024 |
| Task 3 | Complete critical areas analysis | |
| Deliverable 3 | D3: Critical Areas Checklist | March 31, 2025 |
| Task 4 | Complete comprehensive plan analysis and development regulations | |
| Deliverable 4 | D4: Comprehensive Plan Checklist | March 31, 2025 |
| Task 5 | Population allocation and Housing allocation | |
| Deliverable 5 | D5: Population allocation and Housing allocation | June 13, 2025 |
| Task 6 | Land Use Study | |
| Deliverable 6 | D6: Land Capacity Analysis | June 13, 2025 |



Attachment B: Budget

| Deliverable | SFY25 Amount |
|---|---------------------|
| D1: Periodic update work plan | \$9,375 |
| D2: Public participation plan | \$9,375 |
| D3: Critical Areas Checklist | \$9,375 |
| D4: Comprehensive Plan Checklist | \$12,500 |
| D5: Population allocation and Housing allocation | \$9,375 |
| D6: Land Capacity Analysis | \$12,500 |
| Contract Total (State Fiscal Year 2025 only) | \$62,500 |

Yakima Valley Conference of Governments (YVCOG) will administer the Periodic Update Grant (PUG) allocations for the City of Grandview during the State Fiscal Year 2025 (SFY25). Said jurisdiction will not seek the same funding through a separate application for SFY25. YVCOG will work and turn in deliverables based on the agreed Scope of Work and Budget Table above.

 Sharon Bounds, City Manager
 City of Union Gap



 Christina Wickenhagen, Executive Director
 Yakima Valley Conference of Governments

 Date

 Date

Internal routing form. Will be deleted after contract fully signed.

Commerce GMS programs - Contract review and routing form

| Reviewer | Name | Initials and Date |
|---------------------------------|-----------------|---|
| Budget Analyst | Corina Campbell |  11/4/2024 3:07 PM PST |
| GMS Managing Director | Dave Andersen |  11/4/2024 3:20 PM PST |
| Deputy Assistant Director – LGD | Tony Hanson | |

Certificate Of Completion

Envelope Id: DC19E78B365D42EE8BC026D9DAD2B22D

Status: Sent

Subject: Complete with Docusign: Union Gap PUG

Division:

Local Government

Program: PUG

ContractNumber: 25-63335-167

DocumentType: Contract

Source Envelope:

Document Pages: 15

Signatures: 0

Envelope Originator:

Certificate Pages: 5

Initials: 2

Ashley Murphy

AutoNav: Enabled

1011 Plum Street SE

Envelopeld Stamping: Enabled

MS 42525

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Olympia, WA 98504-2525

ashley.murphy@commerce.wa.gov

IP Address: 198.239.10.206

Record Tracking

Status: Original

Holder: Ashley Murphy

Location: DocuSign

10/29/2024 1:07:31 PM

ashley.murphy@commerce.wa.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Washington State Department of Commerce

Location: DocuSign

Signer Events

Corina Campbell

corina.campbell@commerce.wa.gov

Security Level: Email, Account Authentication (None)

Signature



Timestamp

Sent: 10/29/2024 1:10:18 PM

Viewed: 11/4/2024 3:06:57 PM

Signed: 11/4/2024 3:07:12 PM

Signature Adoption: Pre-selected Style

Using IP Address: 198.238.75.171

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Dave Andersen

dave.andersen@commerce.wa.gov

Security Level: Email, Account Authentication (None)



Sent: 11/4/2024 3:07:14 PM

Viewed: 11/4/2024 3:20:02 PM

Signed: 11/4/2024 3:20:07 PM

Signature Adoption: Pre-selected Style

Using IP Address: 147.55.149.182

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Sharon Bounds

sharon.bounds@uniongapwa.gov

City Manager

Security Level: Email, Account Authentication (None)

Sent: 11/4/2024 3:20:10 PM

Viewed: 11/4/2024 4:01:25 PM

Electronic Record and Signature Disclosure:

Accepted: 11/4/2024 4:01:25 PM

ID: eea3a379-9f45-4ff1-b304-a218ae63434b

Christina Wickenhagen

Chris.Wickenhagen@yvcog.us

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

| Signer Events | Signature | Timestamp |
|--|------------------|----------------------------|
| Accepted: 11/4/2024 3:40:08 PM ID: 58ac40a2-56b9-48a2-a041-9ddc3686df32 | | |
| Tony Hanson tony.hanson@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | | |
| Mark Barkley mark.barkley@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | | |
| In Person Signer Events | Signature | Timestamp |
| Editor Delivery Events | Status | Timestamp |
| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| Certified Delivery Events | Status | Timestamp |
| Carbon Copy Events | Status | Timestamp |
| Byron Gumz byron.gumz@YVCOG.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 11/4/2024 3:20:08 PM |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |
| Envelope Sent | Hashed/Encrypted | 10/29/2024 1:10:18 PM |
| Payment Events | Status | Timestamps |
| Electronic Record and Signature Disclosure | | |

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Washington State Department of Commerce (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Washington State Department of Commerce:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: docusign@commerce.wa.gov

To advise Washington State Department of Commerce of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@commerce.wa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Washington State Department of Commerce

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Washington State Department of Commerce

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.



City Council Communication

Meeting Date: November 25, 2024
From: Jason Cavanaugh; Director of Public Works & Community Development
Topic/Issue: Resolution – Consultant Services Agreement - CWA Consultants

SYNOPSIS: From time to time the City has need for a Consultant to provide structural and non-structural building plan reviews on residential and commercial building permits.

The City entered into an agreement with CWA Consultants in April 2017; CWA has been very receptive and professional to the City's needs.

RECOMMENDATION: Approve a resolution authorizing the City Manager to sign an agreement with CWA Consultants of Port Orchard, WA for the following services: structural and non-structural building plan review on residential and commercial building permits.

LEGAL REVIEW: The City Attorney has reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. Consultant Services Agreement - CWA Consultants

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign a consultant services agreement with CWA Consultants of Port Orchard, WA for the 2025 calendar year.

WHEREAS, the City desires to retain the services of a consultant to provide structural and non-structural building plan reviews on residential and commercial building permits; and

WHEREAS, CWA Consultants is qualified, willing and able to provide plan review services as described in this agreement; and

WHEREAS, the services to be performed are on a one-year basis, renewed every year;

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

The City Manager is authorized to sign an agreement with CWA Consultants of Port Orchard, WA for the following services; structural and non-structural building plan review on residential and commercial building permits.

PASSED this 25th day of November, 2024.

John Hodkinson, Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney

CWA CONSULTANTS SERVICES AGREEMENT

DATE: _____

THIS AGREEMENT is between **The City of Union Gap**, a municipal corporation, hereinafter referred to as "City", and **CWA Consultants**, PO Box 219 Manchester, Washington 98353, hereinafter referred to as the "Consultant".

WHEREAS, the City desires to retain the services of a consultant to provide structural and non-structural building plan review on residential and commercial building permits; and

WHEREAS, the Consultant is qualified, willing and able to provide said services as described in this Agreement; and

WHEREAS, the services to be performed by the Consultant are on a one year basis, renewed every year during the month of January;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, to be kept, performed and fulfilled by the respected parties hereto, it is agreed as follows:

1. SERVICES BY CONSULTANT

- A. The Consultant shall perform the services described in Attachment A, on an as needed basis.
- B. Said services, and all duties incidental or necessary thereto, shall be performed in a manner consistent with that level of care ordinarily exercised by members of the profession currently practicing in the same location under the same general conditions.
- C. If, during the course of the Agreement, the services rendered do not meet the requirements as set forth in Attachment A, the Consultant will correct, modify, and/or remodel the required work.

2. TIME OF PERFORMANCE

- A. The term of this Agreement is through December 31, 2025 unless such term is properly amended pursuant to the provisions of this Agreement.

3. COMPENSATION

- A. The City shall pay the Consultant an amount not to exceed amounts established in Attachment A. Such payment shall constitute full and complete payment by the City under this Agreement and shall include payment for costs and out-of-pocket expenses.
- B. The Consultant shall submit invoices to the City upon conclusion of each complete initial plan review or, for plan review entailing more than a calendar month of timeline, may submit monthly invoices during the progress of work for payment for work completed to the date of the invoice. Invoices shall be in a format acceptable to the City and contain a complete report of work performed for each project by major work element or, in the case of projects extending beyond a one-month timeframe, a progress report of work performed.
- C. The City shall have the right to withhold payment to the Consultant for any work which is not completed in accordance with Attachment A until such time as consultant modifies such work so that it is in accordance with Attachment A.
- D. The City shall pay all invoices from the Consultant within thirty (30) days of actual receipt of a properly completed and accepted invoice. The City shall notify Consultant within twenty (20) days from receipt of any disputed invoices. Extra services shall be negotiated on a lump sum fee.

4. EXTRA CONSULTING SERVICES

A. The City may desire to have the Consultant perform work or render services in connection with the project other than that provided for by the express intent of this Agreement. Such will be considered "Extra Work", supplemental to this Agreement, and subject to change orders setting forth the nature, scope, and compensation therefore. Work under such change orders shall not proceed unless and until so authorized in writing by the City.

5. OBLIGATIONS

A. The City shall furnish applicable manuals of procedures, and appropriate City policy directions concerning procedures and project information.

6. INDEPENDENT CONTRACTOR

A. The Consultant is and shall be at all times during the term of this Agreement an independent contractor.

7. HOLD HARMLESS

A. The Consultant shall hold the City and its officers, agents, and employees harmless from all suits, claims or liabilities of any nature, including attorney's fees, costs and expenses for or on account of injuries or damages sustained by any persons or property resulting from the negligent activities or omissions of the Consultant, its agents or employees pursuant to this Agreement, or on account of any unpaid wages or other remuneration for services; and if a suit as described above be filed, the consultant shall appear and defend the same at its own cost and expense, and if judgment be rendered or settlement made requiring payment

by the City, the Consultant shall pay the same. This paragraph survives termination of this agreement.

8. INSURANCE

A. Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, employees or subconsultants. The cost of such insurance shall be paid by the Consultant.

Consultant shall maintain limits no less than:

Comprehensive General Liability: \$1,000,000 combined single limit per occurrence.

Comprehensive Professional Liability: \$1,000,000 combined single limit per occurrence.

Consultant shall furnish the City with certificates of insurance affecting coverage required by this clause. The City shall be named a primary non-contributory additional insured on said policies.

9. OWNERSHIP OF DOCUMENTS

A. Upon payment to the Consultant by the City of all compensation due under this Agreement, all finished or unfinished documents and material prepared by the Consultant with funds provided by this Agreement shall become the property of the City and shall be forwarded to the City at its request.

B. Any records, reports, information, data, or other documents or materials given to or prepared or assembled by the Consultant under this Agreement which the City

requests to be kept as confidential shall not be made available to any individual or organization by the Consultant without prior written approval of the City.

10. CHANGE OF SCOPE

- A. All parties may request changes in the scope of services, performance or reporting standards to be performed or provided under this Agreement. Such changes, including any increase or decrease in the amount of the consultant's compensation, which are mutually agreed upon by the consultant and the City, shall be incorporated in written amendments to this Agreement.

11. COMPLIANCE WITH LAWS

- A. The Consultant will comply with all applicable state, federal and City laws and safety regulations, including the procurement of a City Business License within forty five (45) days of contract execution.

12. RESERVATION OF RIGHTS

- A. Payment by the City or performance and acceptance of payment by the Consultant shall not be construed to waive any party's rights or remedies against the other. Failure to require full and timely performance of any provisions at any time shall not waive or reduce the right to insist upon timely performance of such provision thereafter.

13. NON-EXCLUSIVITY

- A. The City reserves the right to enter into or maintain contracts with other firms that provide similar services/products.

14. ASSIGNMENT

A. Neither party hereto may assign its rights or obligations under this Agreement without the prior written consent of the other.

15. AMENDMENT

A. Neither this Agreement nor any term, provision, or condition hereof may be changed, supplemented, waived, or discharged orally, but only by an instrument in writing signed by both parties

16. GOVERNING LAW / FORUM FOR DISPUTE

A. The Parties hereto agree that this Agreement shall be governed by the laws of the State of Washington. In the event there is an action or proceeding arising in connection with this Agreement it shall be brought and litigated Yakima County Superior Court, Washington. The prevailing Party in a dispute brought in connection with this Agreement shall be entitled to an award of reasonable attorneys' fees and costs.

17. SEVERABILITY

A. If any provisions of this Agreement are held invalid, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to serve the purposes and objectives of the contemplated project as determined by the City.

18. TERMINATION OR SUSPENSION OF AGREEMENT

A. The right is reserved by the City and Consultant to terminate or suspend this Agreement at any time by giving thirty (30) days' written notice to the other party.

In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports, or other material prepared by the Consultant pursuant to this Agreement, shall be submitted to the City, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on the project prior to the date of suspension or termination.

- B. In the event that the City requests termination of the work prior to completion, Consultant reserves the right to complete such analyses and records as may be necessary to place their files in order.


19. INTEGRATED DOCUMENT

- A. This Agreement embodies the agreement between the City and the Consultant. No verbal agreements or conversation with any officer, agent or employee of the City prior to the execution of this Agreement shall affect or modify any of the terms or obligations contained in any documents comprising this Agreement. Any such verbal contract shall be considered as unofficial information and in no way binding upon the City.

EXECUTED this _____ day of _____, 2024

CONSULTANT

CITY OF UNION GAP

By 
Charles J. Williams
CWA Consultants

By _____
Sharon Bounds, City Manager

ATTACHMENT A

1. PLAN REVIEW

- A. CWA Consultants (Consultant) will review plans submitted with building permit applications for structural and non-structural code compliance in accordance with the currently adopted Washington State Building Code with Amendments and the Union Gap Municipal Code. The Consultant will confer with the Building Official and his/her agent on any portion of the review.
- B. The Consultant will not design for the applicant, make any change on the plans that are structural in nature, or make any changes that directly contradict other information on the plans. These changes must be made by or under the direction of the applicant. All notes and details must be on the approved permit set of plans.
- C. If corrections or additions are required, the Consultant will write or send a review letter addressed to the Building Official and will send a copy to the review contact person for the applicant. The correction letter will indicate to the applicant that they are required to submit the revisions / additions to the City of Union Gap per the submittal requirements for the permit type under review.
- D. The Consultant will indicate that the plans have been reviewed and found to be in substantial compliance with applicable codes and ordinances. The Consultant's company name, plan reviewer's signature, and date of compliance will be affixed to each plan.

2. FEES

- A. The City of Union Gap shall pay CWA Consultants no more than the fee calculated using the methods outlined below.

B. Upon completion of an initial plan review, a billing statement will be issued by CWA Consultants to the City of Union Gap. Each billing statement will include the application number and the address of the plan reviewed, along with the fee.

C. The Consultants shall provide monthly statements, by the end of the first five working days of a month, showing paid invoices and pending invoices to the Building Official.

D. Valuation figures used to determine the plan review fees will be determined by the City of Union Gap. CWA Consultants will use the following percentages to determine our fees:

| Commercial Plan Review – FULL REVIEW | |
|---|---|
| Total Valuation | Fee |
| \$1 to \$500,000 | 80% of the City of Union Gap Plan Review Fee |
| \$500,001 to \$2,500,000 | 70% of the City of Union Gap Plan Review Fee |
| \$2,500,001 and Up | 60% of the City of Union Gap Plan Review Fee |
| Commercial Plan Review – PARTIAL REVIEW (Structural or Non-Structural) | |
| Total Valuation | Fee |
| \$1 to \$500,000 | 60% of the City of Union Gap Plan Review Fee |
| \$501,001 to \$2,500,000 | 50% of the City of Union Gap Plan Review Fee |
| \$2,500,001 and Up | 40% of the City of Union Gap Plan Review Fee |
| Residential Plan Review | |
| \$1 to \$250,000 | Reviewed at an hourly rate of \$100/Hour |
| \$250,001 and Up | 75% of the City of Union Gap Plan Review Fee |

- All other services will be billed at \$120 per hour.
- There is a minimum charge of \$240 (2 hours) for all reviews.
- If more than two rechecks are required, an additional hourly fee will apply.

3. PROCESS

A. The City will determine which plans are to be reviewed by the Consultant.

B. The City will intake, track and process the permit applications and all revisions per current building and permit Administration procedures.

C. The Consultant will be responsible for the transportation of plans and revisions to and from the City. The Consultant will pick up and deliver as needed.

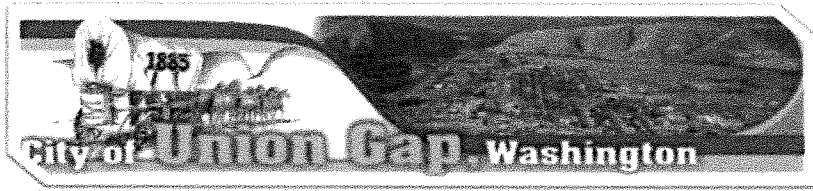
D. The Consultant will do the initial review and will have either approved the application and notified the City of approval and the City with corrections within the time frames listed below:

- New Single-Family 10 days (2 weeks)
- Multi-Family Units 15 days (3 weeks)
- Commercial 20 days (4 weeks)
- High Rise Buildings 25 days (5 weeks)
- Turn-around for all other types of permit applications is to be negotiated.

E. The Consultant will review any revisions or additional information and will either indicate compliance with the code(s) against which it was checked and notified the City of compliance, or if the plans are still not complete, the City with additional revision requests within the time frames specified above.

F. The plan review fee will include a maximum of two rechecks. If the plans require more than two rechecks, an hourly fee of \$100.00 per hour will be assessed to the applicant.

G. The review time may be negotiated based on the number and complexity of plans to be reviewed. The Consultant will not be held responsible for delays beyond the Consultant's control.



City Council Communication

Meeting Date: November 25, 2024
From: Jason Cavanaugh, Director of Public Works & Community Development
Topic/Issue: Resolution – Yakima Valley Conference of Governments – 2025 Land Use Planning / GIS Analyst Services Contract

SYNOPSIS: The attached Land Use Planning GIS Analyst Services Contract with Yakima Valley Conference of Governments (YVCOG) allows the City to secure certain technical planning assistance in addition to normal Conference activities.

RECOMMENDATION: Approve a resolution authorizing the City Manager to sign a Land Use Planning / GIS Analyst Services Contract - Yakima Valley Conference of Governments.

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

FINANCIAL REVIEW: Funding for this contract is included in the 2025 Budget.

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. YVCOG Land Use Planning and/or GIS Analyst Services

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign a contract with Yakima Valley Conference of Governments (YVCOG) for Land Use Planning and/or GIS Analyst Services.

WHEREAS, the Yakima Valley Conference of Governments (YVCOG) offers a service to municipalities for Land Use Planning and/or GIS Analyst Services; and

WHEREAS, the City has determined that a need exists to secure certain technical planning assistance in addition to normal Conference activities; and,

WHEREAS, the City may from time to time, and on an as needed basis, seek assistance from YVCOG on Land Use Planning and/or GIS Analyst Services; and,

WHEREAS, the City desires to enter into a contract with YVCOG for certain Land Use Planning and/or GIS Analyst Services;

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

The City Manager is authorized to sign an agreement with the Yakima Valley Conference of Governments for Land Use Planning and/or GIS Analyst Services.

PASSED this 25th day of November, 2024.

John Hodkinson, Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney

City of Union Gap
LAND USE PLANNING AND/OR GIS ANALYST SERVICES

THIS CONTRACT, entered into this 1st day of January, 2025 by and between the Yakima Valley Conference of Governments, a regional association having its territorial limits within Yakima County, State of Washington (hereinafter called the "Conference"), acting herein by James A. Restucci, Conference Chair, acting hereunto duly authorized, and the City of Union Gap, a municipal corporation, located within Yakima County, State of Washington (hereinafter called the "City"), acting herein by John Hodkinson, Mayor, hereunto duly authorized:

WITNESSETH THAT;

WHEREAS, the City has determined that a need exists to secure assistance in addition to normal Conference activities; and,

WHEREAS, the City is desirous of contracting with the Conference for certain technical planning assistance; and,

WHEREAS, the Conference possesses the technical planning staff with the necessary expertise to provide the required services;

NOW THEREFORE, the parties do mutually agree as follows:

1. Scope of Services. Services performed under this contract may consist of, but are not limited to, the following tasks. Upon mutual agreement by the City and the Conference of a detailed work program and time schedule, the Conference shall, in a satisfactory and proper manner, perform the following types of services:

1.1 Develop or assist in development of grant applications for community projects as requested by the Mayor or City Administrator;

1.2 Assist the City in the review of development proposals such as rezone and variance applications, State Environmental Policy Act (SEPA) reviews, planned unit developments and subdivisions as requested by the Mayor or City Administrator;

1.3 Assist the City Council and Planning Commission with any other activities mutually agreed upon by the City and the Conference.

2. Time of Performance. The services provided by the Conference pursuant to this contract shall:

| |
|---|
| <input checked="" type="checkbox"/> Commence on <u>1/1/25</u> and shall end on <u>12/31/25</u> Contracted Service Hours per month for land use planning and/or GIS Analyst (includes indirect costs, excludes other direct costs such as travel, copies, postage, etc): <u>53</u> hours (time per month) for GIS/Land Use planning services, in the amount of \$ <u>5,061.50</u> per month. (Initial Here) _____ |
|---|

3. Access to Information. It is agreed that all information, data, reports, records and maps as are available and for the carrying out of the work outlined above, shall be furnished to the Conference by the

City. No charge shall be made to the Conference for such information, and the City will cooperate with the Conference in every way possible to facilitate the performance of the work described in this contract.

4. Compensation and Method of Payment. The compensation and reimbursement to be paid by the City hereunder shall be per month for staff services plus any and all additional direct expenses; such as travel, postage, etc. In addition, the City will provide, at no charge to the Conference, photocopy service and secretarial assistance in typing reports for submittal to the Council and Planning Commission. The Conference shall assume full responsibility for payments of federal, state and local taxes or contributions imposed or required under the Social Security, Workmen's Compensation and Income Tax Laws for persons other than City employees performing services pursuant to this contract.

5. Invoicing. The Conference shall submit monthly billings to the City for payment each month. The City agrees to submit reimbursement by the last working day of each month. The final invoice shall be submitted within 15 days after the ending date of the contract.

6. Termination.

6.1. Termination of Contract for Cause. If, through any cause, the City or the Conference shall fail to fulfill in a timely and proper manner the obligations contained within this contract, the non-defaulting party shall, thereupon, have the right to terminate this contract by giving, at least fifteen (15) days before the effective date of such termination, written notice to the other of such termination specifying the effective date thereof.

6.2. Termination for Convenience. Either the City or the Conference may effect termination of this contract upon thirty (30) days written notice by either party to the other party. If the contract is terminated, the City will compensate the Conference for that portion of services extended unto the City.

7. Modification. The terms of this contract may be changed or modified by mutual agreement of the City and the Conference in the form of written amendments to this contract.

8. Contract for Continuation. The City shall give notice of their intent to continue or discontinue the contractual agreement for the year 2024, at least thirty (30) days prior to the completion of this contract.

YAKIMA VALLEY CONFERENCE OF
GOVERNMENTS

City of Union Gap
YAKIMA COUNTY

BY: _____
Executive Director

BY: _____
City Manager

ATTEST: _____
Secretary

ATTEST: _____

CONSENT AGENDA

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
November 12, 2024, Regular Meeting
MINUTES

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

Council Members Present Council Members Sewell, Wentz, Galloway, Schilling via Zoom and Dailey were present.

Staff Present City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Public Works and Finance & Administration Director Bisconer were present.

Audience Present See attached list.

Pledge of Allegiance Council Member Galloway led the pledge of allegiance.

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

Regular Council Meeting Minutes, dated October 28, 2024, as attached to the Agenda and maintained in electronic format

Claims Vouchers – EFT’s, and Voucher No’s 109362 through 109444 for November 12, 2024 in the amount of \$438,264.07

Payroll Vouchers – EFT’s, and Voucher No’s 109445 through 109452 for the month of October 2024, in the amount of \$577,568.53

Petty Cash Vouchers – Check No. 1935, in the amount of \$120.00

Advance Travel Vouchers – Check No’s 1323 through 1325, in the amount of \$903.48

Motion carried unanimously.

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – November 12, 2024

General Items

Police

Resolution No. – 24-89 –
Declaring Body Armor Kits
Surplus

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 24-89 – declaring body armor kits surplus and authorizing them to be provided to other police agencies in exchange for full and true value. Motion carried unanimously.

City Manager

Council Member Selection
Process and Interviews

City Manager Bounds stated the City recently advertised for vacant Council Position #5, and received two applicants. The interview and selection process will follow, and explained the process that needed to be applied during that time.

Interviews of Potential
Council Member

Mayor Hodkinson drew names to establish in which order candidates would be interviewed, then Mayor Hodkinson asked questions from a pre-drafted list of questions, allowing each individual to respond to the same questions.

Committee Reports

None.

Items from the Audience

None.

City Manager Report

City Manager Bounds informed that the City will again be sponsoring the Business Meet & Greet on Wednesday, December 5, 2024 at the Community Center from 5:30 p.m. – 7:00 p.m. Bounds also informed the City will be sponsoring a food drive from December 2, 2024 – December 18, 2024 and will be donated to the local food bank. All canned food or dry item donations may be dropped off at City Hall and placed under the tree in the lobby.

Communications/Questions/
Comments

None.

Development of Next Agenda

None.

Recess to 10-Minute
Executive Session

At 6:35 p.m., Mayor Hodkinson adjourned to a 10-minute Executive Session to evaluate the qualifications of candidates, for appointment to elective office, per RCW 42.30.110 (h); and the Council may be taking action after the executive session. Council Members, City Manager and the City Attorney attended.

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – November 12, 2024

Reconvened Meeting

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

Selection of Council Member

Motion by Council Member Wentz, second by Council Member Sewell to nominate Dave Matson. Motion made by Council Member Schilling, second by Council Member Galloway to nominate Alma Ramirez.

Voting on motion to appoint Dave Matson – Ayes – Council Members Sewell, Wentz and Dailey. Nays – Mayor Hodkinson, Council Members Galloway and Schilling. Motion failed.

Voting on motion to appoint Alma Ramirez – Ayes – Mayor Hodkinson, Council Members Galloway and Schilling. Nays – Council Members Sewell, Wentz and Dailey. Motion failed.

Motion by Council Member Wentz, second by Council Member Sewell, to readvertise vacant Council Position #5 and make a selection at the first Council Meeting of December. Motion carried unanimously.

Adjournment of Meeting

Mayor Hodkinson adjourned the regular meeting at 6:49 p.m.

Sharon Bounds, City Manager

ATTEST:

Lynette Bisconer, City Clerk



City Council Communication

Meeting Date: November 25, 2024
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Claim Vouchers – November 25, 2024

SYNOPSIS: Claim Vouchers Dated November 25, 2024

RECOMMENDATION: Request Council to approve EFTs and Voucher Nos. 109453 through 109493 in the amount of \$382,947.79.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

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

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:53:51 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|--------|--------|--------|--------------------------------------|-----------|--|
| 6947 | 11/07/2024 | Claims | 2 | | EFT US BANK INVESTING | 112.00 | INV. MAINT FEE - 10/2024 |
| 7026 | 11/15/2024 | Claims | 2 | | EFT US BANK - CHECKING | 875.70 | ANALYSIS FEE - 10/2024 |
| 7038 | 11/20/2024 | Claims | 2 | | EFT WA STATE DEPT OF REVENUE | 22,329.41 | EXCISE TAX - 10/2024 |
| 7076 | 11/25/2024 | Claims | 2 | | EFT CENTURY LINK - LD | 70.88 | LONG DISTANCE - 11/2024 |
| 7077 | 11/25/2024 | Claims | 2 | | EFT OFFICE DEPOT-CITY HALL | 54.50 | WEEKLY PLANNERS & 2 CHISEL MARKERS |
| 7078 | 11/25/2024 | Claims | 2 | | EFT OFFICE DEPOT-PD | 127.83 | INK CARTRIDGE COMBO CMYB |
| 7079 | 11/25/2024 | Claims | 2 | | EFT SPECTRUM ENTERPRISE | 327.63 | LIBRARY/COMMUNITY CENTER TV SERVICE - 11/2024 & CIVIC CENTER TV SERVICE - 10/2024 |
| 7080 | 11/25/2024 | Claims | 2 | | EFT US BANK CARDMEMBER SVC | 9,975.19 | BINGO APP FOR COMMUNITY CENTER; MRSC ROSTERS MEMBERSHIP; KEYBOARD & MOUSE; TOOL SET, TARPS, & TOOL BAGS; BUNGEE CORDS & APPAREL PANTS; EVIDENCE DUMP FEES - .18 TONS - 10/30/24; PD VEHICLE LICENSING/RE |
| 6929 | 11/07/2024 | Claims | 2 | 109453 | MEDSTAR CABULANCE, INC. | 75,145.99 | DIAL A RIDE/FIXED ROUTE - 10/2024 |
| 7081 | 11/25/2024 | Claims | 2 | 109454 | JESUS U ADAME RANGEL | 84.46 | 2024 SAFETY BOOT REIMBURSEMENT - J. ADAME |
| 7082 | 11/25/2024 | Claims | 2 | 109455 | ATLAS STAFFING INC | 2,142.36 | SEASONAL PARKS - WEEK WORKED - 11/02/2024 - T. CARLS & R. RAMIREZ |
| 7083 | 11/25/2024 | Claims | 2 | 109456 | BORARCHITECTURE PLLC | 3,127.50 | ARCHITECTURAL SVCS - LIBRARY/COMMUNITY CENTER - 09/2024 |
| 7084 | 11/25/2024 | Claims | 2 | 109457 | CASCADE NATURAL GAS CORP | 1,409.34 | CIVIC CAMPUS - 10/2024; FIRE DEPT - 10/2024 & PD ANNEX BLDG - 10/2024; LIBRARY - 10/2024, 4401 1/2 MAIN STREET - 10/2024, & 4401 MAIN STREET #2 - 10/2024; LIBRARY/COMMUNITY CENTER - 10/2024 |
| 7085 | 11/25/2024 | Claims | 2 | 109458 | CHRISTENSEN, INC. | 2,048.21 | PD FUEL - 11/01/2024 - 11/15/2024 |
| 7086 | 11/25/2024 | Claims | 2 | 109459 | CI INFORMATION MANAGEMENT | 308.60 | PD SHRED SERVICE - 10/2024; CITY HALL SHRED SERVICE - 10/2024 |
| 7087 | 11/25/2024 | Claims | 2 | 109460 | SINGH AND PARKS LLC COCO'S MINI MART | 366.21 | PD FUEL |
| 7088 | 11/25/2024 | Claims | 2 | 109461 | CONCORD CONSTRUCTION, INC. | 86,455.95 | LIBRARY/COMMUNITY CENTER PROJECT - APPLICATION #2302-18 THRU 10/31/2024 |
| 7089 | 11/25/2024 | Claims | 2 | 109462 | COPIERS NORTHWEST | 230.43 | PD COPIER LEASE - 10/2024 |
| 7090 | 11/25/2024 | Claims | 2 | 109463 | CURTIS BLUE LINE | 196.83 | CLASS A UNIFORM SHIRT - A. GONZALEZ & CLIP ON TIE, NICKEL TIE BAR, 3/8" COLLAR BRASS; SERVICE STRIPES |
| 7091 | 11/25/2024 | Claims | 2 | 109464 | D&G CLEANING LLC | 5,808.42 | ACTIVITIES BLDG/YOUTH BARN CLEANING SERVICE - 10/2024; CIVIC CENTER CLEANING SERVICE - 10/2024; LIBRARY/COMMUNITY CENTER CLEANING SERVICES - 10/2024 |
| 7092 | 11/25/2024 | Claims | 2 | 109465 | FRANK'S POINT S | 216.18 | 17-43041 TPMS UNIVERSAL SENSORS - VEH # 1020 |
| 7093 | 11/25/2024 | Claims | 2 | 109466 | FUTURELINK COMMUNICATIONS | 503.13 | MITEL SOFTWARE ASSURANCE RENEWAL APP - 11/2024 - 11/2025 |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:53:51 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 2

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|--------|--------|--------|--------------------------------------|-----------|--|
| 7094 | 11/25/2024 | Claims | 2 | 109467 | GENE WEINMANN CONSULTING | 90.00 | CDBG COORDINATOR - 11/2024 |
| 7095 | 11/25/2024 | Claims | 2 | 109468 | HLA ENGINEERING & LAND SURVEYING INC | 33,374.35 | PROFESSIONAL ENGINEER SERVICES - 10/2024 |
| 7096 | 11/25/2024 | Claims | 2 | 109469 | KELLEY CREATE | 54.10 | CONTRACT BASE FEE - 11/14/2024-12/13/2024 |
| 7097 | 11/25/2024 | Claims | 2 | 109470 | LAW OFFICES OF MARGITA DORNAY | 19,500.00 | PROSECUTING ATTORNEY - 11/2024 |
| 7098 | 11/25/2024 | Claims | 2 | 109471 | LTI INC | 5,986.19 | DEICER SALT - NON CORROSION INHIBITED - 67,980 LBS |
| 7099 | 11/25/2024 | Claims | 2 | 109472 | MANSFIELD ALARM CO INC | 510.83 | FIRE DEPT - 107 W. AHTANUM RD - AES RADIO MONITORING - 12/01/2024-02/28/2025; CIVIC CENTER - FIRE ALARM & SECURITY ALARM MONITORING - 12/01/2024-02/28/2025 |
| 7100 | 11/25/2024 | Claims | 2 | 109473 | MINUTEMAN PRESS | 148.04 | POSTCARDS - BUSINESS INVITE |
| 7101 | 11/25/2024 | Claims | 2 | 109474 | OFFICE SOLUTIONS NORTHWEST | 95.44 | WALL CALENDAR, COPY PAPER, LABELMAKER TAPE, & PENS |
| 7102 | 11/25/2024 | Claims | 2 | 109475 | OXARC INC | 691.28 | TILLMAN GLOVES & LACROSSE HIP BOOTS; PURCHASE & RETURN OF GLOVES |
| 7103 | 11/25/2024 | Claims | 2 | 109476 | PACIFIC POWER | 29,665.14 | FIRE DEPT - 11/2024 & PD ANNEX BLDG - 11/2024; CIVIC CAMPUS - 11/2024; LIFT STATION - 11/2024; LIBRARY/COMMUNITY CENTER - 10/2024; STREET LIGHTS/BOOSTER PUMPS - 10/2024; TRAFFIC LIGHTS - 10/2024; AREA |
| 7104 | 11/25/2024 | Claims | 2 | 109477 | PEOPLE FOR PEOPLE | 2,400.00 | SENIOR NUTRITION TEMPORARY SITE MANAGER - 10/2024 |
| 7105 | 11/25/2024 | Claims | 2 | 109478 | PETTY CASH | 17.97 | MISC RECEIPTS - 11/2024 |
| 7106 | 11/25/2024 | Claims | 2 | 109479 | QUADIENT FINANCE USA, INC. | 1,500.00 | POSTAGE - 11/2024 |
| 7107 | 11/25/2024 | Claims | 2 | 109480 | REPUBLIC PUBLISHING CO | 145.60 | NOTICE OF CIVIL SERVICE MEETING - 11/04/2024; SUMMARY OF ORDINANCES PASSED - NO. 3106 |
| 7108 | 11/25/2024 | Claims | 2 | 109481 | KEVIN M SIGLER | 171.10 | 2024 SAFETY BOOT REIMBURSEMENT - K. SIGLER |
| 7109 | 11/25/2024 | Claims | 2 | 109482 | U.S. CELLULAR | 904.14 | PD PHONE SERVICE - 10/2024 |
| 7110 | 11/25/2024 | Claims | 2 | 109483 | U.S. LINEN & UNIFORM | 1,150.27 | PW UNIFORM SERVICE - 10/2024 |
| 7111 | 11/25/2024 | Claims | 2 | 109484 | UNITED STATES POSTMASTER | 1,010.88 | UB POSTAGE - 11/2024 |
| 7112 | 11/25/2024 | Claims | 2 | 109485 | WAPRO | 25.00 | WAPRO MEMBERSHIP - L. BISCONER |
| 7113 | 11/25/2024 | Claims | 2 | 109486 | WEAVER DISTRIBUTING | 5.45 | 3/4 DROP-IN STEEL ANCHOR ZINC |
| 7114 | 11/25/2024 | Claims | 2 | 109487 | WELDING SUPPLIES FROM OIC | 319.07 | REVCO BLACK FLEECE FULL ZIP HOODED SWEATSHIRTS |
| 7115 | 11/25/2024 | Claims | 2 | 109488 | WELLS FARGO VENDOR FIN SERV | 1,015.69 | KYOCERA TASKALFA 6054CI LEASE - 11/2024 |
| 7116 | 11/25/2024 | Claims | 2 | 109489 | DON WOLTERSTORFF | 6,257.20 | ARTWORK FOR COMMUNITY CENTER-COLOR/B&W PICTURES |
| 7117 | 11/25/2024 | Claims | 2 | 109490 | YAKIMA CO DEPT OF CORRECTIONS | 56,705.11 | INMATE HOUSING & MEDICAL - 10/2024 |
| 7118 | 11/25/2024 | Claims | 2 | 109491 | YAKIMA VALLEY CONFERENCE | 8,092.35 | LAND USE PLANNING & GIS/MAPPING SERVICES - |
| 7119 | 11/25/2024 | Claims | 2 | 109492 | YAKIMA VALLEY TOURISM | 328.69 | FACEBOOK ADVERTISEMENT - HARVEST FUN |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:53:51 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 3

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|-------------------------------------|--------|--------|--------------------------|------------|-----------------------|
| 7120 | 11/25/2024 | Claims | 2 | 109493 | YAKIMA WASTE SYSTEMS INC | 867.15 | WASTE SERVICE 10/2024 |
| | | 001 Current Expense Fund | | | | 113,459.45 | |
| | | 101 Street Fund | | | | 14,833.57 | |
| | | 108 Tourism Promotion Area Fund | | | | 328.69 | |
| | | 111 Library & Community Center Fund | | | | 67,761.80 | |
| | | 123 Criminal Justice Fund | | | | 22,038.03 | |
| | | 128 Transit System Fund | | | | 75,459.03 | |
| | | 130 Community Policing Fund | | | | 655.96 | |
| | | 170 Housing Rehabilitation Fund | | | | 90.00 | |
| | | 306 Park Development Reserve Fund | | | | 3,209.00 | |
| | | 313 Fire Department Reserve Fund | | | | 307.46 | |
| | | 316 Building Reserve Fund | | | | 6,257.20 | |
| | | 318 Real Estate Excise Tax Fund | | | | 424.00 | |
| | | 401 Water Fund | | | | 31,026.76 | |
| | | 402 Garbage Fund | | | | 11,639.77 | |
| | | 403 Sewer Fund | | | | 11,468.22 | |
| | | 404 Water Improvement Reserve | | | | 2,436.13 | |
| | | 405 Sewer Improvement Reserve | | | | 18,974.72 | |
| | | 650 YVCRU Fund | | | | 2,578.00 | |
| | | | | | | <hr/> | |
| | | | | | | | Claims: 382,947.79 |
| | | | | | | 382,947.79 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|--|------------|---------------------------------|------------------|--|
| 6947 | 11/07/2024 | Claims | 2 | EFT | US BANK INVESTING | 112.00 | INV. MAINT FEE - 10/2024 |
| | | | 001 - 514 23 49 00 - MISCELLANEOUS | | | 112.00 | |
| 7026 | 11/15/2024 | Claims | 2 | EFT | US BANK - CHECKING | 875.70 | ANALYSIS FEE - 10/2024 |
| | | | 001 - 514 23 49 00 - MISCELLANEOUS | | | 875.70 | |
| 7038 | 11/20/2024 | Claims | 2 | EFT | WA STATE DEPT OF REVENUE | 22,329.41 | EXCISE TAX - 10/2024 |
| | | | 001 - 511 60 49 10 - EXTERNAL TAXES | | | -2.63 | |
| | | | 001 - 514 30 49 00 - MISCELLANEOUS | | | 14.69 | |
| | | | 001 - 524 20 49 01 - EXTERNAL TAXES-BUILDING | | | 106.30 | |
| | | | 401 - 534 50 49 01 - EXTERNAL TAXES | | | 9,309.29 | |
| | | | 403 - 535 50 49 02 - EXTERNAL TAXES | | | 3,694.11 | |
| | | | 402 - 537 50 49 01 - EXTERNAL TAXES | | | 9,071.19 | |
| | | | 101 - 542 50 49 01 - EXTERNAL TAXES | | | 17.37 | |
| | | | 001 - 576 80 49 02 - EXTERNAL TAXES | | | 119.09 | |
| 7076 | 11/25/2024 | Claims | 2 | EFT | CENTURY LINK - LD | 70.88 | LONG DISTANCE - 11/2024 |
| | | | 001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC | | | 3.57 | |
| | | | 001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN | | | 4.98 | |
| | | | 001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER | | | 4.48 | |
| | | | 001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL | | | 2.17 | |
| | | | 001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL | | | 45.38 | |
| | | | 001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN | | | 2.29 | |
| | | | 401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI | | | 2.08 | |
| | | | 403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI | | | 1.50 | |
| | | | 402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB | | | 0.16 | |
| | | | 101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE | | | 0.29 | |
| | | | 101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE | | | 0.76 | |
| | | | 128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN | | | 0.64 | |
| | | | 001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANI | | | 1.99 | |
| | | | 001 - 576 80 47 01 - CIVIC CAMPUS U TILITIES-PARK | | | 0.59 | |
| 7077 | 11/25/2024 | Claims | 2 | EFT | OFFICE DEPOT-CITY HALL | 54.50 | WEEKLY PLANNERS & 2 CHISEL MARKERS |
| | | | 001 - 513 10 31 00 - SUPPLIES | | | 26.82 | |
| | | | 001 - 513 10 31 00 - SUPPLIES | | | 13.84 | |
| | | | 001 - 514 30 31 00 - SUPPLIES | | | 13.84 | |
| 7078 | 11/25/2024 | Claims | 2 | EFT | OFFICE DEPOT-PD | 127.83 | INK CARTRIDGE COMBO CMYB |
| | | | 001 - 521 10 31 00 - PD ADMIN SUPPLIES | | | 127.83 | |
| 7079 | 11/25/2024 | Claims | 2 | EFT | SPECTRUM ENTERPRISE | 327.63 | LIBRARY/COMMUNITY CENTER TV SERVICE - 11/2024 & CIVIC CENTER TV SERVICE - 10/2024 |
| | | | 001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC | | | 7.31 | |
| | | | 001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN | | | 10.19 | |
| | | | 001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER | | | 9.17 | |
| | | | 001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL | | | 4.44 | |
| | | | 001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL | | | 92.82 | |
| | | | 001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN | | | 4.68 | |
| | | | 401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI | | | 4.25 | |
| | | | 403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI | | | 3.09 | |
| | | | 402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB | | | 0.32 | |
| | | | 101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE | | | 0.58 | |
| | | | 101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE | | | 1.56 | |
| | | | 128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN | | | 1.31 | |
| | | | 001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANI | | | 4.06 | |
| | | | 001 - 571 22 47 00 - UTILITIES - LIBRARY & COMMUI | | | 182.64 | |
| | | | 001 - 576 80 47 01 - CIVIC CAMPUS U TILITIES-PARK | | | 1.21 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 2

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|----------|---------------|--|------------------|---|
| 7080 | 11/25/2024 | Claims | 2 | EFT | US BANK CARDMEMBER SVC | 9,975.19 | BINGO APP FOR COMMUNITY CENTER; MRSC ROSTERS MEMBERSHIP; KEYBOARD & MOUSE; TOOL SET, TARPS, & TOOL BAGS; BUNGEE CORDS & APPAREL PANTS; EVIDENCE DUMP FEES - .18 TONS - 10/30/24; PD VEHICLE LICENSING/RE |
| | | | | | 001 - 511 60 43 00 - TRAVEL | 233.06 | |
| | | | | | 001 - 513 10 43 01 - TRAVEL | 917.01 | |
| | | | | | 001 - 514 23 31 00 - SUPPLIES | 54.15 | |
| | | | | | 001 - 514 23 43 00 - TRAVEL | 259.35 | |
| | | | | | 001 - 514 30 31 00 - SUPPLIES | 54.14 | |
| | | | | | 001 - 518 88 49 00 - MISCELLANEOUS | 39.29 | |
| | | | | | 001 - 521 10 21 00 - PD ADMIN UNIFORMS & EQUIP | 155.87 | |
| | | | | | 001 - 521 10 44 00 - PD ADMIN ADVERTISING | 0.99 | |
| | | | | | 001 - 521 10 49 00 - PD ADMIN MISCELLANEOUS | 39.29 | |
| | | | | | 001 - 521 22 31 00 - PATROL SUPPLIES | 109.45 | |
| | | | | | 001 - 521 22 31 00 - PATROL SUPPLIES | 175.00 | |
| | | | | | 001 - 521 22 49 00 - PATROL MISCELLANEOUS | 127.21 | |
| | | | | | 001 - 521 22 49 00 - PATROL MISCELLANEOUS | 64.00 | |
| | | | | | 130 - 521 30 31 30 - SUPPLIES | 399.80 | |
| | | | | | 001 - 521 40 49 00 - PD TRAINING MISCELLANEOUS | 495.00 | |
| | | | | | 001 - 521 50 31 00 - PD FACILITIES SUPPLIES | 86.52 | |
| | | | | | 001 - 521 80 32 00 - PD EVIDENCE FUEL | 73.70 | |
| | | | | | 001 - 521 80 43 00 - PD EVIDENCE TRAVEL | 26.81 | |
| | | | | | 001 - 521 80 49 00 - PD EVIDENCE MISCELLANEOUS | 121.50 | |
| | | | | | 001 - 522 10 31 01 - OFFICE SUPPLIES | 11.35 | |
| | | | | | 001 - 522 20 35 00 - FD SUPPRESSION - SMALL TOO | 52.12 | |
| | | | | | 001 - 522 50 35 00 - FD FACILITIES - SMALL TOOLS 8 | 119.90 | |
| | | | | | 001 - 522 50 35 00 - FD FACILITIES - SMALL TOOLS 8 | 29.90 | |
| | | | | | 001 - 522 50 35 00 - FD FACILITIES - SMALL TOOLS 8 | 220.00 | |
| | | | | | 001 - 524 20 49 00 - MISCELLANEOUS-BUILDING | 39.29 | |
| | | | | | 001 - 524 60 31 00 - CODE ENFORCEMENT SUPPLIES | 27.57 | |
| | | | | | 401 - 534 50 31 00 - SUPPLIES | 422.45 | |
| | | | | | 401 - 534 50 49 00 - MISCELLANEOUS | 39.28 | |
| | | | | | 403 - 535 50 31 00 - SUPPLIES | 422.45 | |
| | | | | | 403 - 535 50 49 00 - MISCELLANEOUS | 39.28 | |
| | | | | | 402 - 537 50 31 00 - SUPPLIES | 422.45 | |
| | | | | | 402 - 537 50 49 00 - MISCELLANEOUS | 39.28 | |
| | | | | | 101 - 542 30 31 00 - SUPPLIES | 422.45 | |
| | | | | | 001 - 554 30 31 00 - SUPPLIES - ANIMAL CONTROL | 27.58 | |
| | | | | | 001 - 558 60 49 00 - MISCELLANEOUS | 39.29 | |
| | | | | | 001 - 571 22 31 00 - SUPPLIES-LIBRARY & COMMUN | 317.69 | |
| | | | | | 001 - 571 22 31 00 - SUPPLIES-LIBRARY & COMMUN | 317.79 | |
| | | | | | 001 - 571 22 49 00 - MISCELLANEOUS - LIBRARY & C | 8.65 | |
| | | | | | 001 - 576 80 31 00 - SUPPLIES | 422.44 | |
| | | | | | 650 - 589 30 49 00 - OPERATIONS - MISCELLANEOU: | 200.00 | |
| | | | | | 650 - 589 30 49 01 - TRAINING - MISCELLANEOUS | 1,628.00 | |
| | | | | | 650 - 589 30 49 01 - TRAINING - MISCELLANEOUS | 750.00 | |
| | | | | | 123 - 594 21 62 01 - POLICE DEPT BUILDING RESERV | 216.38 | |
| | | | | | 313 - 594 22 64 13 - MACHINERY & EQUIPMENT | 307.46 | |
| 6929 | 11/07/2024 | Claims | 2 | 109453 | MEDSTAR CABULANCE, INC. | 75,145.99 | DIAL A RIDE/FIXED ROUTE - 10/2024 |
| | | | | | 128 - 547 10 49 00 - TRANSIT SERVICE PAYMENT | 75,145.99 | |
| 7081 | 11/25/2024 | Claims | 2 | 109454 | JESUS U ADAME RANGEL | 84.46 | 2024 SAFETY BOOT REIMBURSEMENT - J. ADAME |
| | | | | | 403 - 535 50 21 00 - UNIFORMS & EQUIPMENT | 84.46 | |
| 7082 | 11/25/2024 | Claims | 2 | 109455 | ATLAS STAFFING INC | 2,142.36 | SEASONAL PARKS - WEEK WORKED - 11/02/2024 - T. CARLS & R. RAMIREZ |
| | | | | | 001 - 576 80 41 00 - PROFESSIONAL SERVICES-ATLA | 2,142.36 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 3

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|----------|---------------|--|------------------|--|
| 7083 | 11/25/2024 | Claims | 2 | 109456 | BORARCHITECTURE PLLC | 3,127.50 | ARCHITECTURAL SVCS - LIBRARY/COMMUNITY CENTER - 09/2024 |
| | | | | | 123 - 594 21 62 01 - POLICE DEPT BUILDING RESERV | 3,127.50 | |
| 7084 | 11/25/2024 | Claims | 2 | 109457 | CASCADE NATURAL GAS CORP | 1,409.34 | CIVIC CAMPUS - 10/2024; FIRE DEPT - 10/2024 & PD ANNEX BLDG - 10/2024; LIBRARY - 10/2024, 4401 1/2 MAIN STREET - 10/2024, & 4401 MAIN STREET #2 - 10/2024; LIBRARY/COMMUNITY CENTER - 10/2024 |
| | | | | | 001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC | 28.98 | |
| | | | | | 001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN | 40.42 | |
| | | | | | 001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER | 36.35 | |
| | | | | | 001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL | 17.59 | |
| | | | | | 001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL | 368.03 | |
| | | | | | 001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL | 13.78 | |
| | | | | | 001 - 522 50 47 00 - FD FACILITIES - UTILITIES | 204.16 | |
| | | | | | 001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN | 18.56 | |
| | | | | | 401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI | 16.83 | |
| | | | | | 403 - 535 50 47 00 - UTILITIES | 131.34 | |
| | | | | | 403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI | 12.25 | |
| | | | | | 402 - 537 50 47 00 - UTILITIES | 355.03 | |
| | | | | | 402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB | 1.28 | |
| | | | | | 101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE | 2.31 | |
| | | | | | 101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE | 6.18 | |
| | | | | | 128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN | 5.17 | |
| | | | | | 001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLAN | 16.10 | |
| | | | | | 001 - 571 22 47 00 - UTILITIES - LIBRARY & COMMUI | 29.10 | |
| | | | | | 001 - 571 22 47 00 - UTILITIES - LIBRARY & COMMUI | 101.06 | |
| | | | | | 001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARK | 4.82 | |
| 7085 | 11/25/2024 | Claims | 2 | 109458 | CHRISTENSEN, INC. | 2,048.21 | PD FUEL - 11/01/2024 - 11/15/2024 |
| | | | | | 001 - 521 10 32 00 - PD ADMIN FUEL | 140.43 | |
| | | | | | 001 - 521 21 32 00 - INVESTIGATION FUEL | 183.97 | |
| | | | | | 001 - 521 22 32 00 - PATROL FUEL | 1,585.26 | |
| | | | | | 001 - 524 60 32 00 - CODE ENFORCEMENT FUEL | 69.27 | |
| | | | | | 001 - 554 30 32 00 - FUEL - ANIMAL CONTROL | 69.28 | |
| 7086 | 11/25/2024 | Claims | 2 | 109459 | CI INFORMATION MANAGEMENT | 308.60 | PD SHRED SERVICE - 10/2024; CITY HALL SHRED SERVICE - 10/2024 |
| | | | | | 001 - 511 60 41 01 - PROFESSIONAL SERVICES | 17.43 | |
| | | | | | 001 - 513 10 41 01 - PROFESSIONAL SERVICES | 17.43 | |
| | | | | | 001 - 514 23 41 00 - PROFESSIONAL SERVICES | 17.43 | |
| | | | | | 001 - 514 30 41 00 - PROFESSIONAL SERVICES | 17.43 | |
| | | | | | 001 - 521 50 41 00 - PD FACILITIES PROFESSIONAL S | 204.20 | |
| | | | | | 001 - 524 20 41 00 - PROFESSIONAL SERVICES-BUIL | 8.72 | |
| | | | | | 401 - 534 50 41 00 - PROFESSIONAL SERVICES | 3.49 | |
| | | | | | 403 - 535 50 41 00 - PROFESSIONAL SERVICES | 3.49 | |
| | | | | | 402 - 537 50 41 00 - PROFESSIONAL SERVICES | 3.49 | |
| | | | | | 101 - 542 30 41 00 - PROFESSIONAL SERVICES | 3.49 | |
| | | | | | 001 - 558 60 41 00 - PROFESSIONAL SERVICES | 8.72 | |
| | | | | | 001 - 576 80 41 03 - PROFESSIONAL SERVICES | 3.28 | |
| 7087 | 11/25/2024 | Claims | 2 | 109460 | SINGH AND PARKS LLC COCO'S MINI MART | 366.21 | PD FUEL |
| | | | | | 001 - 521 21 32 00 - INVESTIGATION FUEL | 70.01 | |
| | | | | | 001 - 521 22 32 00 - PATROL FUEL | 296.20 | |
| 7088 | 11/25/2024 | Claims | 2 | 109461 | CONCORD CONSTRUCTION, INC. | 86,455.95 | LIBRARY/COMMUNITY CENTER PROJECT - APPLICATION #2302-18 THRU 10/31/2024 |
| | | | | | 123 - 594 21 62 01 - POLICE DEPT BUILDING RESERV | 18,694.15 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 4

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|--------------------|---------------|---|------------------|---|
| | | | 111 - 594 72 61 57 | | EXPENDITURES OF LIBRARY & C | 67,761.80 | |
| 7089 | 11/25/2024 | Claims | 2 | 109462 | COPIERS NORTHWEST | 230.43 | PD COPIER LEASE - 10/2024 |
| | | | 001 - 521 10 45 00 | | PD ADMIN RENTALS & LEASES | 230.43 | |
| 7090 | 11/25/2024 | Claims | 2 | 109463 | CURTIS BLUE LINE | 196.83 | CLASS A UNIFORM SHIRT - A. GONZALEZ & CLIP ON TIE, NICKEL TIE BAR, 3/8" COLLAR BRASS; SERVICE STRIPES DELIVERY |
| | | | 001 - 521 22 21 00 | | PATROL UNIFORMS & EQUIPMI | 181.74 | |
| | | | 001 - 521 22 21 00 | | PATROL UNIFORMS & EQUIPMI | 15.09 | |
| 7091 | 11/25/2024 | Claims | 2 | 109464 | D&G CLEANING LLC | 5,808.42 | ACTIVITIES BLDG/YOUTH BARN CLEANING SERVICE - 10/2024; CIVIC CENTER CLEANING SERVICE - 10/2024; LIBRARY/COMMUNITY CENTER CLEANING SERVICES - 10/2024 |
| | | | 001 - 513 10 41 02 | | CIVIC CAMPUS JANITORIAL | 235.96 | |
| | | | 001 - 514 23 41 03 | | CIVIC CAMPUS JANITORIAL-FIN | 329.14 | |
| | | | 001 - 514 30 41 02 | | CIVIC CAMPUS JANITORIAL - CL | 295.97 | |
| | | | 001 - 515 31 41 05 | | CIVIC CAMPUS JANITORIAL -LE | 143.20 | |
| | | | 001 - 521 50 41 01 | | PD FACILITIES CIVIC CAMPUS J/ | 2,996.86 | |
| | | | 001 - 524 20 41 02 | | CIVIC CAMPUS JANITORIAL-BUI | 151.14 | |
| | | | 401 - 534 50 41 03 | | CIVIC CAMPUS JANITORIAL-WA | 137.07 | |
| | | | 403 - 535 50 41 04 | | CIVIC CAMPUS JANITORIAL-SEV | 99.68 | |
| | | | 402 - 537 50 41 03 | | CIVIC CAMPUS JANITORIAL-GAI | 10.43 | |
| | | | 101 - 542 30 41 03 | | CIVIC CAMPUS JANITORIAL-STF | 18.85 | |
| | | | 101 - 543 30 41 02 | | CIVIC CAMPUS JANITORIAL-STF | 50.34 | |
| | | | 128 - 547 10 41 03 | | CIVIC CAMPUS JANITORIAL-TR/ | 42.14 | |
| | | | 001 - 558 60 41 02 | | CIVIC CAMPUS JANITORIAL-PLA | 131.10 | |
| | | | 001 - 576 80 41 01 | | PROF SVC- WHITE GLOVE CLEA | 250.00 | |
| | | | 001 - 576 80 41 01 | | PROF SVC- WHITE GLOVE CLEA | 877.31 | |
| | | | 001 - 576 80 41 02 | | CIVIC CAMPUS JANITORIAL-PAF | 39.23 | |
| 7092 | 11/25/2024 | Claims | 2 | 109465 | FRANK'S POINT S | 216.18 | 17-43041 TPMS UNIVERSAL SENSORS - VEH # 1020 |
| | | | 401 - 534 50 48 00 | | REPAIRS & MAINTENANCE | 86.47 | |
| | | | 403 - 535 50 48 00 | | REPAIRS & MAINTENANCE | 32.43 | |
| | | | 101 - 542 30 48 00 | | REPAIRS & MAINTENANCE | 32.43 | |
| | | | 101 - 542 66 48 00 | | REPAIRS & MAINTENANCE | 10.81 | |
| | | | 101 - 542 67 48 00 | | REPAIRS & MAINTENANCE | 10.81 | |
| | | | 101 - 542 70 48 00 | | REPAIRS & MAINTENANCE | 32.43 | |
| | | | 128 - 547 10 48 00 | | REPAIRS & MAINTENANCE | 10.80 | |
| 7093 | 11/25/2024 | Claims | 2 | 109466 | FUTURELINK COMMUNICATIONS | 503.13 | MITEL SOFTWARE ASSURANCE RENEWAL APP - 11/2024 - 11/2025 |
| | | | 001 - 518 88 41 02 | | NEXTREQUEST SUPPORT | 503.13 | |
| 7094 | 11/25/2024 | Claims | 2 | 109467 | GENE WEINMANN CONSULTING | 90.00 | CDBG COORDINATOR - 11/2024 |
| | | | 170 - 559 30 41 01 | | PROFESSIONAL SERVICES - HOL | 90.00 | |
| 7095 | 11/25/2024 | Claims | 2 | 109468 | HLA ENGINEERING & LAND SURVEYING INC | 33,374.35 | PROFESSIONAL ENGINEER SERVICES - 10/2024 |
| | | | 401 - 534 50 41 00 | | PROFESSIONAL SERVICES | 4,165.25 | |
| | | | 404 - 534 50 49 49 | | MISCELLANEOUS-WATER RIGHI | 2,436.13 | |
| | | | 403 - 535 50 41 00 | | PROFESSIONAL SERVICES | 4,165.25 | |
| | | | 306 - 576 80 41 36 | | RCO GRANT - PROFESSIONAL S | 3,209.00 | |
| | | | 405 - 594 35 41 54 | | BELTWAY SEWER EXT LIFT STAT | 950.00 | |
| | | | 405 - 594 35 63 42 | | S BROADWAY AREA SEWER EXT | 8,595.72 | |
| | | | 405 - 594 38 64 53 | | N RUDKIN RD STORMWATER IN | 9,429.00 | |
| | | | 318 - 595 10 41 18 | | REGIONAL BELTWAY-DESIGN/EI | 424.00 | |
| 7096 | 11/25/2024 | Claims | 2 | 109469 | KELLEY CREATE | 54.10 | CONTRACT BASE FEE - 11/14/2024-12/13/2024 |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 5

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|--------------------|---------------|--------------------------------------|------------------|--|
| | | | 001 - 514 23 48 00 | | REPAIRS & MAINTENANCE | 27.05 | |
| | | | 001 - 514 30 48 00 | | REPAIRS & MAINTENANCE | 27.05 | |
| 7097 | 11/25/2024 | Claims | 2 | 109470 | LAW OFFICES OF MARGITA DORNAY | 19,500.00 | PROSECUTING ATTORNEY - 11/2024 |
| | | | 001 - 515 31 41 02 | | LEGAL SERVICES - PROS. ATTN | 19,500.00 | |
| 7098 | 11/25/2024 | Claims | 2 | 109471 | LTI INC | 5,986.19 | DEICER SALT - NON CORROSION INHIBITED - 67,980 LBS |
| | | | 101 - 542 66 31 00 | | SUPPLIES | 5,986.19 | |
| 7099 | 11/25/2024 | Claims | 2 | 109472 | MANSFIELD ALARM CO INC | 510.83 | FIRE DEPT - 107 W. AHTANUM RD - AES RADIO MONITORING - 12/01/2024-02/28/2025; CIVIC CENTER - FIRE ALARM & SECURITY ALARM MONITORING - 12/01/2024-02/28/2025 |
| | | | 001 - 513 10 48 01 | | CIVIC CAMPUS MAINTENANCE- | 13.48 | |
| | | | 001 - 514 23 48 01 | | CIVIC CAMPUS MAINTENANCE- | 18.80 | |
| | | | 001 - 514 30 48 01 | | CIVIC CAMPUS MAINTENANCE- | 16.90 | |
| | | | 001 - 515 31 48 00 | | CIVIC CAMPUS MAINTENANCE- | 8.18 | |
| | | | 001 - 521 50 48 01 | | PD FACILITIES CIVIC CAMPUS M | 171.17 | |
| | | | 001 - 522 50 41 00 | | FD FACILITIES - PROFESSIONAL | 243.46 | |
| | | | 001 - 524 20 48 01 | | CIVIC CAMPUS MAINTENANCE- | 8.63 | |
| | | | 401 - 534 50 48 01 | | CIVIC CAMPUS MAINTENANCE- | 7.83 | |
| | | | 403 - 535 50 48 01 | | CIVIC CAMPUS MAINTENANCE- | 5.69 | |
| | | | 402 - 537 50 48 01 | | CIVIC CAMPUS MAINTENANCE- | 0.60 | |
| | | | 101 - 542 30 48 01 | | CIVIC CAMPUS MAINTENANCE- | 1.08 | |
| | | | 101 - 543 30 48 01 | | CIVIC CAMPUS MAINTENANCE- | 2.87 | |
| | | | 128 - 547 10 48 01 | | CIVIC CAMPUS MAINTENANCE- | 2.41 | |
| | | | 001 - 558 60 48 01 | | CIVIC CAMPUS MAINTENANCE- | 7.49 | |
| | | | 001 - 576 80 48 01 | | CIVIC CAMPUS MAINTENANCE | 2.24 | |
| 7100 | 11/25/2024 | Claims | 2 | 109473 | MINUTEMAN PRESS | 148.04 | POSTCARDS - BUSINESS INVITE |
| | | | 001 - 513 10 31 00 | | SUPPLIES | 148.04 | |
| 7101 | 11/25/2024 | Claims | 2 | 109474 | OFFICE SOLUTIONS NORTHWEST | 95.44 | WALL CALENDAR, COPY PAPER, LABELMAKER TAPE, & PENS |
| | | | 001 - 511 60 31 01 | | SUPPLIES | 0.34 | |
| | | | 001 - 513 10 31 00 | | SUPPLIES | 1.06 | |
| | | | 001 - 514 23 31 00 | | SUPPLIES | 4.31 | |
| | | | 001 - 514 23 31 00 | | SUPPLIES | 13.60 | |
| | | | 001 - 514 23 31 00 | | SUPPLIES | 10.38 | |
| | | | 001 - 514 30 31 00 | | SUPPLIES | 4.31 | |
| | | | 001 - 514 30 31 00 | | SUPPLIES | 13.60 | |
| | | | 001 - 514 30 31 00 | | SUPPLIES | 23.85 | |
| | | | 001 - 521 10 31 00 | | PD ADMIN SUPPLIES | 0.74 | |
| | | | 001 - 524 20 31 00 | | SUPPLIES-BUILDING | 12.14 | |
| | | | 401 - 534 50 31 00 | | SUPPLIES | 2.93 | |
| | | | 401 - 534 50 31 00 | | SUPPLIES | 0.69 | |
| | | | 403 - 535 50 31 00 | | SUPPLIES | 2.93 | |
| | | | 403 - 535 50 31 00 | | SUPPLIES | 0.85 | |
| | | | 402 - 537 50 31 00 | | SUPPLIES | 2.94 | |
| | | | 402 - 537 50 31 00 | | SUPPLIES | 0.69 | |
| | | | 001 - 576 80 31 00 | | SUPPLIES | 0.08 | |
| 7102 | 11/25/2024 | Claims | 2 | 109475 | OXARC INC | 691.28 | TILLMAN GLOVES & LACROSSE HIP BOOTS; PURCHASE & RETURN OF GLOVES |
| | | | 403 - 531 30 31 00 | | STORMWATER - SUPPLIES | 2.22 | |
| | | | 403 - 531 30 31 00 | | STORMWATER - SUPPLIES | -2.22 | |
| | | | 401 - 534 50 31 00 | | SUPPLIES | 6.00 | |
| | | | 401 - 534 50 31 00 | | SUPPLIES | 667.30 | |
| | | | 401 - 534 50 31 00 | | SUPPLIES | 9.28 | |
| | | | 401 - 534 50 31 00 | | SUPPLIES | -9.28 | |
| | | | 403 - 535 50 31 00 | | SUPPLIES | 5.98 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 6

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|--------------------|---------------|-----------------------------------|------------------|---|
| | | | 403 - 535 50 31 00 | | SUPPLIES | 7.43 | |
| | | | 403 - 535 50 31 00 | | SUPPLIES | -7.43 | |
| | | | 402 - 537 50 31 00 | | SUPPLIES | 6.00 | |
| | | | 101 - 542 30 31 00 | | SUPPLIES | 6.00 | |
| | | | 101 - 542 30 31 00 | | SUPPLIES | 5.57 | |
| | | | 101 - 542 30 31 00 | | SUPPLIES | -5.57 | |
| | | | 101 - 542 66 31 00 | | SUPPLIES | 1.86 | |
| | | | 101 - 542 66 31 00 | | SUPPLIES | -1.86 | |
| | | | 101 - 542 70 31 00 | | SUPPLIES | 2.60 | |
| | | | 101 - 542 70 31 00 | | SUPPLIES | -2.60 | |
| | | | 128 - 547 10 31 00 | | OFFICE & OPERATING SUPPLIES | 2.60 | |
| | | | 128 - 547 10 31 00 | | OFFICE & OPERATING SUPPLIES | -2.60 | |
| | | | 001 - 576 80 31 00 | | SUPPLIES | 5.57 | |
| | | | 001 - 576 80 31 00 | | SUPPLIES | -5.57 | |
| 7103 | 11/25/2024 | Claims | 2 | 109476 | PACIFIC POWER | 29,665.14 | FIRE DEPT - 11/2024 & PD ANNEX BLDG - 11/2024; CIVIC CAMPUS - 11/2024; LIFT STATION - 11/2024; LIBRARY/COMMUNITY CENTER - 10/2024; STREET LIGHTS/BOOSTER PUMPS - 10/2024; TRAFFIC LIGHTS - 10/2024; AREA |
| | | | 001 - 513 10 47 00 | | CIVIC CAMPUS UTILITIES - EXEC | 87.12 | |
| | | | 001 - 514 23 47 00 | | CIVIC CAMPUS UTILITIES-FINAN | 121.51 | |
| | | | 001 - 514 30 47 00 | | CIVIC CAMPUS UTILITIES - CLER | 109.27 | |
| | | | 001 - 515 31 47 00 | | CIVIC CAMPUS UTILITIES-LEGAL | 52.87 | |
| | | | 001 - 521 50 47 00 | | PD FACILITIES CIVIC CAMP UTIL | 55.47 | |
| | | | 001 - 521 50 47 00 | | PD FACILITIES CIVIC CAMP UTIL | 1,106.42 | |
| | | | 001 - 522 50 47 00 | | FD FACILITIES - UTILITIES | 389.35 | |
| | | | 001 - 524 10 47 01 | | CIVIC CAMPUS UTILITY-BUILDIN | 55.80 | |
| | | | 401 - 534 50 47 00 | | UTILITIES | 326.52 | |
| | | | 401 - 534 50 47 00 | | UTILITIES | 14,845.90 | |
| | | | 401 - 534 50 47 01 | | CIVIC CAMPUS UTILITIES-WATEI | 50.60 | |
| | | | 403 - 535 50 47 00 | | UTILITIES | 1,796.27 | |
| | | | 403 - 535 50 47 01 | | CIVIC CAMPUS UTILITIES-SEWEI | 36.81 | |
| | | | 402 - 537 50 47 01 | | CIVIC CAMPUS UTILITES - GARB | 3.85 | |
| | | | 101 - 542 30 47 01 | | CIVIC CAMPUS UTILITIES-STREE | 6.96 | |
| | | | 101 - 542 63 47 00 | | UTILITIES | 7,209.29 | |
| | | | 101 - 542 64 47 00 | | UTILITIES | 681.11 | |
| | | | 101 - 543 30 47 01 | | CIVIC CAMPUS UTILITIES-STREE | 18.58 | |
| | | | 128 - 547 10 47 01 | | CIVIC CAMPUS UTILITIES-TRAN | 15.56 | |
| | | | 001 - 558 60 47 01 | | CIVIC CAMPUS UTILITIES-PLANT | 48.40 | |
| | | | 001 - 571 22 47 00 | | UTILITIES - LIBRARY & COMMUI | 1,354.79 | |
| | | | 001 - 576 80 47 00 | | UTILITIES | 1,278.21 | |
| | | | 001 - 576 80 47 01 | | CIVIC CAMPUS UTILITIES-PARK | 14.48 | |
| 7104 | 11/25/2024 | Claims | 2 | 109477 | PEOPLE FOR PEOPLE | 2,400.00 | SENIOR NUTRITION TEMPORARY SITE MANAGER - 10/2024 |
| | | | 001 - 571 21 41 00 | | PROF SERVICES - PEOPLE FOR P | 2,400.00 | |
| 7105 | 11/25/2024 | Claims | 2 | 109478 | PETTY CASH | 17.97 | MISC RECEIPTS - 11/2024 |
| | | | 001 - 511 60 48 00 | | CIVIC CAMPUS MAINTENANCE- | 2.16 | |
| | | | 001 - 513 10 48 01 | | CIVIC CAMPUS MAINTENANCE- | 2.16 | |
| | | | 001 - 514 23 48 01 | | CIVIC CAMPUS MAINTENANCE- | 2.16 | |
| | | | 001 - 515 31 48 00 | | CIVIC CAMPUS MAINTENANCE- | 2.16 | |
| | | | 001 - 524 20 48 01 | | CIVIC CAMPUS MAINTENANCE- | 2.16 | |
| | | | 401 - 534 50 42 00 | | COMMUNICATION | 1.66 | |
| | | | 401 - 534 50 48 01 | | CIVIC CAMPUS MAINTENANCE- | 2.17 | |
| | | | 403 - 535 50 42 00 | | COMMUNICATION | 1.66 | |
| | | | 402 - 537 50 42 00 | | COMMUNICATION | 1.68 | |
| 7106 | 11/25/2024 | Claims | 2 | 109479 | QUADIENT FINANCE USA, INC. | 1,500.00 | POSTAGE - 11/2024 |
| | | | 001 - 511 60 42 01 | | COMMUNICATION | 0.20 | |
| | | | 001 - 513 10 42 01 | | COMMUNICATION | 0.63 | |
| | | | 001 - 514 23 42 00 | | COMMUNICATIONS | 268.46 | |
| | | | 001 - 514 30 42 00 | | COMMUNICATIONS | 315.18 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 7

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------------|-------------------|---------------|--------------------|---------------|------------------------------------|-----------------|--|
| | | | 001 - 521 10 42 00 | | PD ADMIN COMMUNICATIONS | 33.32 | |
| | | | 001 - 521 10 42 00 | | PD ADMIN COMMUNICATIONS | 4.18 | |
| | | | 001 - 524 20 42 00 | | COMMUNICATION-BUILDING | 58.91 | |
| | | | 401 - 534 50 42 00 | | COMMUNICATION | 273.04 | |
| | | | 403 - 535 50 42 00 | | COMMUNICATION | 273.04 | |
| | | | 402 - 537 50 42 00 | | COMMUNICATION | 273.04 | |
| 7107 | 11/25/2024 | Claims | 2 | 109480 | REPUBLIC PUBLISHING CO | 145.60 | NOTICE OF CIVIL SERVICE MEETING - 11/04/2024; SUMMARY OF ORDINANCES PASSED - NO. 3106 |
| | | | 001 - 511 60 44 00 | | OFFICIAL PUBLICATIONS | 86.80 | |
| | | | 001 - 521 10 44 00 | | PD ADMIN ADVERTISING | 58.80 | |
| 7108 | 11/25/2024 | Claims | 2 | 109481 | KEVIN M SIGLER | 171.10 | 2024 SAFETY BOOT REIMBURSEMENT - K. SIGLER |
| | | | 402 - 537 50 21 00 | | UNIFORMS & EQUIPMENT | 85.55 | |
| | | | 128 - 547 10 21 00 | | UNIFORMS & EQUIPMENT | 85.55 | |
| 7109 | 11/25/2024 | Claims | 2 | 109482 | U.S. CELLULAR | 904.14 | PD PHONE SERVICE - 10/2024 |
| | | | 001 - 521 10 42 00 | | PD ADMIN COMMUNICATIONS | 904.14 | |
| 7110 | 11/25/2024 | Claims | 2 | 109483 | U.S. LINEN & UNIFORM | 1,150.27 | PW UNIFORM SERVICE - 10/2024 |
| | | | 401 - 534 50 21 00 | | UNIFORMS & EQUIPMENT | 241.57 | |
| | | | 403 - 535 50 21 00 | | UNIFORMS & EQUIPMENT | 241.57 | |
| | | | 402 - 537 50 21 00 | | UNIFORMS & EQUIPMENT | 80.53 | |
| | | | 101 - 542 30 21 00 | | UNIFORMS & EQUIPMENT | 241.57 | |
| | | | 128 - 547 10 21 00 | | UNIFORMS & EQUIPMENT | 149.46 | |
| | | | 001 - 576 80 21 00 | | UNIFORMS & EQUIPMENT | 195.57 | |
| 7111 | 11/25/2024 | Claims | 2 | 109484 | UNITED STATES POSTMASTER | 1,010.88 | UB POSTAGE - 11/2024 |
| | | | 401 - 534 50 42 00 | | COMMUNICATION | 336.96 | |
| | | | 403 - 535 50 42 00 | | COMMUNICATION | 336.96 | |
| | | | 402 - 537 50 42 00 | | COMMUNICATION | 336.96 | |
| 7112 | 11/25/2024 | Claims | 2 | 109485 | WAPRO | 25.00 | WAPRO MEMBERSHIP - L. |
| | | | 001 - 514 30 49 00 | | MISCELLANEOUS | 25.00 | |
| 7113 | 11/25/2024 | Claims | 2 | 109486 | WEAVER DISTRIBUTING | 5.45 | 3/4 DROP-IN STEEL ANCHOR ZINC |
| | | | 101 - 542 30 31 00 | | SUPPLIES | 5.45 | |
| 7114 | 11/25/2024 | Claims | 2 | 109487 | WELDING SUPPLIES FROM OIC | 319.07 | REVCO BLACK FLEECE FULL ZIP HOODED SWEATSHIRTS |
| | | | 401 - 534 50 31 00 | | SUPPLIES | 63.81 | |
| | | | 403 - 535 50 31 00 | | SUPPLIES | 63.81 | |
| | | | 402 - 537 50 31 00 | | SUPPLIES | 63.83 | |
| | | | 101 - 542 30 31 00 | | SUPPLIES | 63.81 | |
| | | | 001 - 576 80 31 00 | | SUPPLIES | 63.81 | |
| 7115 | 11/25/2024 | Claims | 2 | 109488 | WELLS FARGO VENDOR FIN SERV | 1,015.69 | KYOCERA TASKALFA 6054CI LEASE - 11/2024 |
| | | | 001 - 591 11 70 09 | | SBITA TECH LEASE - LEGISLATIV | 5.15 | |
| | | | 001 - 591 13 70 09 | | SBITA TECH LEASE - EXECUTIVE | 20.32 | |
| | | | 001 - 591 14 70 09 | | SBITA TECH LEASE - FINANCE | 491.41 | |
| | | | 001 - 591 14 77 09 | | SBITA TECH LEASE - CLERK | 188.28 | |
| | | | 001 - 591 17 70 09 | | SBITA TECH LEASE - WELLNESS | 0.04 | |
| | | | 001 - 591 21 70 09 | | SBITA TECH LEASE - POLICE ADI | 14.28 | |
| | | | 130 - 591 30 70 09 | | SBITA TECH LEASE - COMMUNI | 256.16 | |
| | | | 401 - 591 34 70 01 | | SBITA TECH LEASE - WATER | 13.32 | |
| | | | 402 - 591 37 70 09 | | SBITA TECH LEASE - GARBAGE | 13.32 | |
| | | | 403 - 591 50 70 04 | | SBITA TECH LEASE - SEWER | 13.32 | |
| | | | 001 - 591 76 70 09 | | SBITA TECH LEASE - PARKS | 0.09 | |
| 7116 | 11/25/2024 | Claims | 2 | 109489 | DON WOLTERSTORFF | 6,257.20 | ARTWORK FOR COMMUNITY CENTER-COLOR/B&W PICTURES |
| | | | 316 - 594 10 41 00 | | CIVIC CAMPUS LANDSCAPING F | 6,257.20 | |

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 11:51:42 Date: 11/20/2024

01/01/2024 To: 11/30/2024

Page: 8

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|--------|--------|--------|---|-----------|--|
| 7117 | 11/25/2024 | Claims | 2 | 109490 | YAKIMA CO DEPT OF CORRECTIONS | 56,705.11 | INMATE HOUSING & MEDICAL - 10/2024 |
| | | | | | 001 - 523 20 41 04 - DETENTION & CORRECTION CC | 56,254.32 | |
| | | | | | 001 - 523 20 41 07 - DETENTION & CORRECTION-MI | 450.79 | |
| 7118 | 11/25/2024 | Claims | 2 | 109491 | YAKIMA VALLEY CONFERENCE | 8,092.35 | LAND USE PLANNING & GIS/MAPPING SERVICES - 10/2024 |
| | | | | | 001 - 558 60 41 01 - INTERGOVERNMENTAL PROFES | 8,092.35 | |
| 7119 | 11/25/2024 | Claims | 2 | 109492 | YAKIMA VALLEY TOURISM | 328.69 | FACEBOOK ADVERTISEMENT - HARVEST FUN |
| | | | | | 108 - 557 30 44 08 - ADVERTISING-YAK VALLEY TOU | 328.69 | |
| 7120 | 11/25/2024 | Claims | 2 | 109493 | YAKIMA WASTE SYSTEMS INC | 867.15 | WASTE SERVICE 10/2024 |
| | | | | | 402 - 537 60 49 00 - CONTRACTED SERVICES | 867.15 | |

| | |
|-------------------------------------|------------|
| 001 Current Expense Fund | 113,459.45 |
| 101 Street Fund | 14,833.57 |
| 108 Tourism Promotion Area Fund | 328.69 |
| 111 Library & Community Center Fund | 67,761.80 |
| 123 Criminal Justice Fund | 22,038.03 |
| 128 Transit System Fund | 75,459.03 |
| 130 Community Policing Fund | 655.96 |
| 170 Housing Rehabilitation Fund | 90.00 |
| 306 Park Development Reserve Fund | 3,209.00 |
| 313 Fire Department Reserve Fund | 307.46 |
| 316 Building Reserve Fund | 6,257.20 |
| 318 Real Estate Excise Tax Fund | 424.00 |
| 401 Water Fund | 31,026.76 |
| 402 Garbage Fund | 11,639.77 |
| 403 Sewer Fund | 11,468.22 |
| 404 Water Improvement Reserve | 2,436.13 |
| 405 Sewer Improvement Reserve | 18,974.72 |
| 650 YVCRU Fund | 2,578.00 |

| | | |
|------------|---------|------------|
| 382,947.79 | Claims: | 382,947.79 |
|------------|---------|------------|



City Council Communication

Meeting Date: November 25, 2024
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Petty Cash Vouchers – October, 2024

SYNOPSIS: Petty Cash Vouchers for October, 2024

RECOMMENDATION: Request Council to approve Voucher No. 1936, in the amount of \$120.00 for the month of October, 2024.

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: 09:21:32 Date: 11/08/2024

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

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|-------|------------|--------|---------------------|-------|--|--------|----------------------------|
| 6948 | 10/15/2024 | Claims | 637 | 1936 | STACI'S CATERING | 120.00 | YVCOG MTG - JH; JG; JS; JC |
| | | | 637 Petty Cash Fund | | | 120.00 | |
| | | | | | | 120.00 | Claims: 120.00 |
| | | | | | * Transaction Has Mixed Revenue And Expense Accounts | 120.00 | |



City Council Communication

Meeting Date: November 25, 2024
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Advance Travel Vouchers – October, 2024

SYNOPSIS: Advance Travel Vouchers for the month of October, 2024

RECOMMENDATION: Request Council to approve Check Nos. 1327 through 1332 in the amount of \$1,183.80

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: 09:53:58 Date: 11/08/2024

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

Page: 1

| Trans | Date | Type | Acct # | War # | Claimant | Amount | Memo |
|--|------------|--------|--------|-------|---------------------|-----------------|------------------|
| 6699 | 10/02/2024 | Claims | 638 | 1327 | JOHN P HODKINSON JR | 98.12 | ATR #1191 |
| 6692 | 10/14/2024 | Claims | 638 | 1328 | JULIE SCHILLING | 194.28 | ATR #1200 |
| 6691 | 10/15/2024 | Claims | 638 | 1329 | TERESA LOPEZ | 103.75 | ATR #1199 |
| 6690 | 10/16/2024 | Claims | 638 | 1330 | JASON G CAVANAUGH | 297.90 | ATR #1196 |
| 6684 | 10/16/2024 | Claims | 638 | 1331 | SHARON R BOUNDS | 150.50 | ATR #1195 |
| 6693 | 10/23/2024 | Claims | 638 | 1332 | KYLAR MCPHERSON | 339.25 | ATR #1201 |
| 638 Advance Travel Fund | | | | | | 1,183.80 | |
| | | | | | | <u>1,183.80</u> | Claims: 1,183.80 |
| * Transaction Has Mixed Revenue And Expense Accounts | | | | | | 1,183.80 | |