

**UNION GAP CITY COUNCIL**  
**REGULAR MEETING AGENDA**  
**MONDAY AUGUST 10, 2020 – 6:00 P.M.**  
**CITY HALL, 102 W. AHTANUM ROAD, UNION GAP**

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

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

*A. Approval of Minutes:*

Regular Council Meeting Minutes, dated July 27, 2020 as attached to the Agenda and maintained in electronic format

*B. Approve Vouchers:*

Claims Vouchers – EFT's, and Voucher No. 101568 through 101634 for August 10, 2020, in the amount of \$295,859.50

**III. ITEMS FROM THE AUDIENCE: - First Opportunity** -The City Council will allow comments under this section on items NOT already on the agenda. Where appropriate, the public will be allowed to comment on agenda items as they are addressed during the meeting. Please signal staff or the chair if you wish to take advantage of this opportunity. Each speaker will have three (3) minutes to address the City Council. Any handouts provided must also be provided to the City Clerk and are considered a matter of public record.

**IV. GENERAL ITEMS**

**Public Hearing**

Six-Year Transit Development Plan 2021-2026

**Public Works & Community Development**

1. Resolution No. - \_\_\_\_\_ - Adopt Six-Year Transit Development Plan 2021-2026

2. Resolution No. - \_\_\_\_\_ - 10th Avenue South #475 Bridge Replacement; Yakima County Formal Task Assignment - Task Number 02
3. Resolution No. - \_\_\_\_\_ - ATS Automation Customer Support Agreement - Civic Complex Operating System

**Finance & Administration**

1. Ordinance No. - \_\_\_\_\_ - Credit Card Purchasing Policy Amendment
2. Ordinance No. - \_\_\_\_\_ - Personnel Policy Handbook Amendment

**Police**

Police Department 2<sup>nd</sup> Quarter 2020 Report

**City Council**

City Council Code of Conduct

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

**VI. CITY MANAGER REPORT**

**VII. COMMUNICATIONS/QUESTIONS/COMMENTS**

**VIII. DEVELOPMENT OF NEXT AGENDA**

**IX. ADJOURN REGULAR MEETING**



## City Council Communication

**Meeting Date:** August 10, 2020  
**From:** David Dominguez; City Engineer  
**Topic/Issue:** Public Hearing; Six-Year Transit Development Plan 2021 - 2026

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**SYNOPSIS:** At the July 27, 2020 meeting, Council set a Public Hearing for tonight Monday, August 10, 2020.

Public notice has been given of a hearing for an amendment of the Six-Year Transit Development Plan 2021 - 2026; the draft Six-Year Transit Development Plan has been available for public review at City Hall, the Public Works and Community Development office and on the City's website.

**RECOMMENDATION:** Conduct a Public Hearing.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** 1. Public Hearing Notice  
2. Six-Year Transit Development Plan 2021 - 2026

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

NOTICE IS HEREBY GIVEN that on Monday, August 10, 2020, at 6:00 p.m., or as soon thereafter as possible, the Union Gap City Council will conduct a public hearing. The purpose of the hearing is to receive comments on proposed revisions to the Six-Year Transit Development Plan 2021 – 2026.

**COVID-19 Public Hearing Procedures:** in accordance with current and ongoing proclamations by the Governor of the State of Washington, (particularly proclamation 20-28) guidance from the State Attorney General on requirements of the Open Public Meetings Act, directives from the State Health Department and Yakima Health District regarding COVID-19, the City of Union Gap has determined that the Public Hearing for the City's Six-Year Transit Development Plan 2021 – 2026 will be conducted telephonically via GoToMeeting.

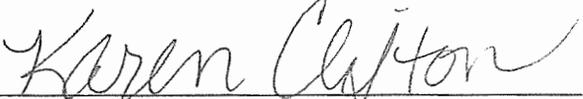
All interested persons may log in using the link and access code below to provide testimony on the proposed Six-Year Transit Development Plan 2021 – 2026. At the conclusion of the Public Hearing, the Council will make a final determination concerning proposed revisions. Comments may also be emailed to the City Clerk at [Karen.Clifton@uniongapwa.gov](mailto:Karen.Clifton@uniongapwa.gov) or mailed to P. O. Box 3008, Union Gap, Washington, 98903 prior to 5:00 p.m. on August 10, 2020.

**To attend telephonically via GoToMeeting:** on August 10<sup>th</sup> at 6:00 p.m., dial the number below, then enter the access code followed by the # sign, and follow the prompts:

**Phone number: 1 (646) 749-3122**

**Access Code: 135-940-429#**

DATED this 28 day of July 2020.

  
\_\_\_\_\_  
Karen Clifton, City Clerk



# **Union Gap Transit Development Plan 2021 - 2026 and 2020 Annual Report**

**Union Gap Transit**  
**Operated by Medstar Transportation**  
**1904 Fruitvale Blvd**  
**Yakima, WA 98902**  
**(509) 248-2004**

**Public Hearing**

**Adopted by Union Gap City Council**

**Submitted to WSDOT**

**Acknowledgements**

## **City of Union Gap**

Arlene Fisher, City Manager  
Dennis Henne, Public Works Director  
Karen Clifton, Finance Director

Prepared by:

Medstar Transportation  
1904 Fruitvale Blvd, Yakima, WA 98902

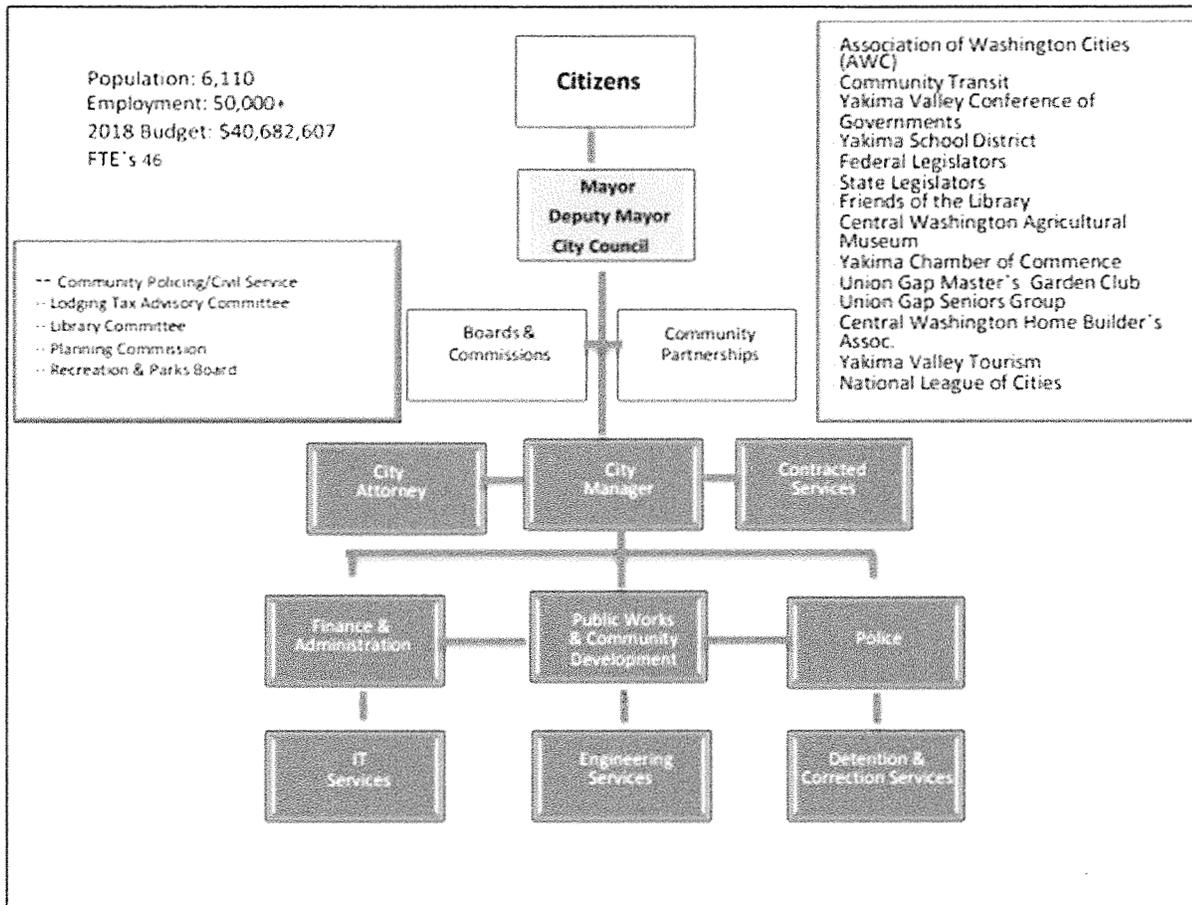
Contact person: Cory D. Martin, CFE  
Chief Financial Officer  
Email - [discover@gomedstar.com](mailto:discover@gomedstar.com)  
Phone: (509) 248-2004

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## Section 1: Organization

Union Gap Transit is governed by the Union Gap City Council. Their 7 member board approves changes to transit operations and service levels.



City council meetings are usually held on the second and fourth Monday of each month at the Union Gap Civic Hall located at 102 W Ahtanum Rd. Additionally, the Transit Advisory Committee meets as needed to discuss any suggestions or ideas for transit development and changes.

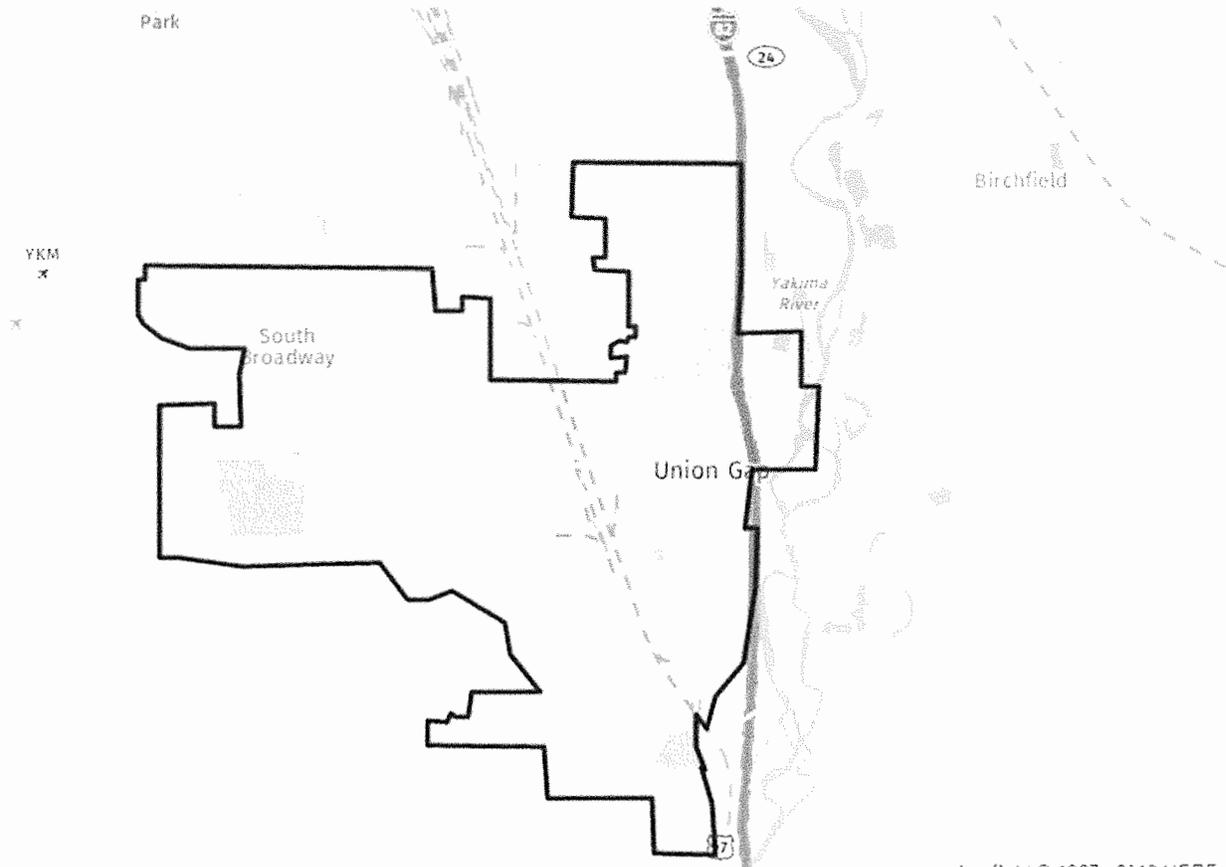


As of 08/01/2020 Union Gap Transit contractor employed:

- 3 full time employees in the operations division
- 9 full time equivalents in the Dial-A-Ride Paratransit division
- 1 full time equivalent in the maintenance division
- 1 full time equivalent in the administration division
- .98 full time equivalent employed by The City of Union Gap transit division
- 14.98 Total Transit employees

## Section 2: Union Gap Transit Service Area

Union Gap Transit is a municipal transit system as authorized in RCW 35.58.2795 and is located in Yakima County.



### Section 3: Physical Plant

The contractor's facility is located at 1904 Fruitvale Blvd., Yakima, WA 98902. The building is owned by their contracted services provider Medstar Transportation.



### Section 4: Service Characteristics

Union Gap Transit contracts transit services both fixed route and ADA paratransit services to Medstar Transportation.

In 2008 the Union Gap Transit Division was created and fully funded through a .02% sales tax. This funding supports free passenger fares for both fixed route and paratransit services. This division's purpose is to administer the Union Gap Transit contract and provide essential management and support services to the division through oversight, coordination and technical assistance.

Union Gap Transit provides fixed route and ADA paratransit services. Union Gap Transit operates 3 fixed route buses with the 3rd route bus going in a reverse direction Monday-Friday and 2 buses on the weekends. Bus service operates Monday through Friday 6:00 a.m. – 7:00 p.m., and Saturday and Sunday 9:00 a.m. – 7:00 p.m. The Monday through Friday bus service operates on half-hour headways with the reverse route operating on a one-hour frequency. Saturday and Sunday bus service operates on a one-hour frequency. Dial-A-Ride paratransit service operates the same service hours as fixed route service. Additionally, Dial-A-Ride Paratransit service also operates Sunday 8:00 a.m. – 1:00 p.m. For further details on local fixed route service as well as shuttle services, please visit the Union Gap Transit website at <https://uniongapwa.gov/transit> or see the back section of the Yakima Transit Bus book. Union Gap Transit currently offers free service (no boarding fee) to all transit riders and complementary paratransit rides for all qualified riders.

Due to the fact that all vehicles used in the provision of transit services are purchased and owned by the contractor and not the City of Union Gap, there is no listing for capital expenditures for vehicles in this plan. When vehicles are listed as additions to or replacement of vehicles used for transit purposes, it is for fleet description only as no capital funds are used at this time.

## **Section 5: Service Connections**

Union Gap Transit provides fixed route service to the Sears passenger shelter on Valley Mall Blvd and Main St for connections with Yakima Transit routes 7 and 9 as well as connections with Selah Transit. The Pahto Public Passage bus routes 1, 4 and 6 connect at the Sears Bus Stop M-F at 10:45 a.m., 2:30 pm and again at 5:10 p.m. These connector routes meet up with the CWA Airporter Shuttle for trips to Seattle, the Ellensburg Commuter and the Community Connector for trips throughout the Yakima Valley as well as connections to Ben Franklin Transit in the Tri Cities.

Union Gap Transit offers Dial-A-Ride services within the city limits of Union Gap, and to and from the city limits of Yakima and Selah.

## **Section 6: Service Development & Improvements**

1. Work together with the City of Union Gap and local businesses to promote the service and local business.
2. Provide shuttle service to residents and the public for special events such as the State Fair, 4th of July and other events when requested.
3. Develop innovative ways to streamline operations and efficiencies.
4. Continue striving for excellence in support of our core values to provide great customer service as well as safe reliable transportation.
5. Work with local businesses to help promote and support commerce.

## **Section 7: Union Gap Transit Development Plan & WSDOT - Operating & Investment Guidelines:**

### **Preservation:**

In 2020, Union Gap Transit will continue to use its resources to maintain service levels in all modes of Transportation while meeting all the requirements of the ADA. In the next 6 years, Union Gap Transit will maintain or increase levels of service, replace most of the older revenue service vehicles and try to add more alternative fuel or hybrid vehicles.

### **Safety:**

The continued modernization of the vehicle fleets including fleet software will improve system safety by enlisting the latest safety related technology and maintenance systems. The installation of more bus shelters will improve system safety by providing a waiting area that is both well lit and away from traffic. The installation of cross walks across busy streets will improve safety and efficiency in the long run.

### **Mobility:**

In completing this Six Year Transit Development Plan, Union Gap Transit will continue with a totally accessible fixed route bus fleet, while increasing service levels in paratransit services for those with disabilities who are unable to use the fixed route services.

**Environment:**

In the near future, we hope to have converted all transit vehicles to hybrid or alternative fuel technology to enhance a healthy community, promote energy conservation and protect our environment.

**Stewardship:**

It is the intent of Union Gap Transit, to work towards greater efficiency and to improve the quality of our on demand transportation services with efficient routes and studies for a future investment in micro transit services for local and outlying businesses. This could include an on demand rider App which would allow riders to easily view the ETA of each vehicle in real time.

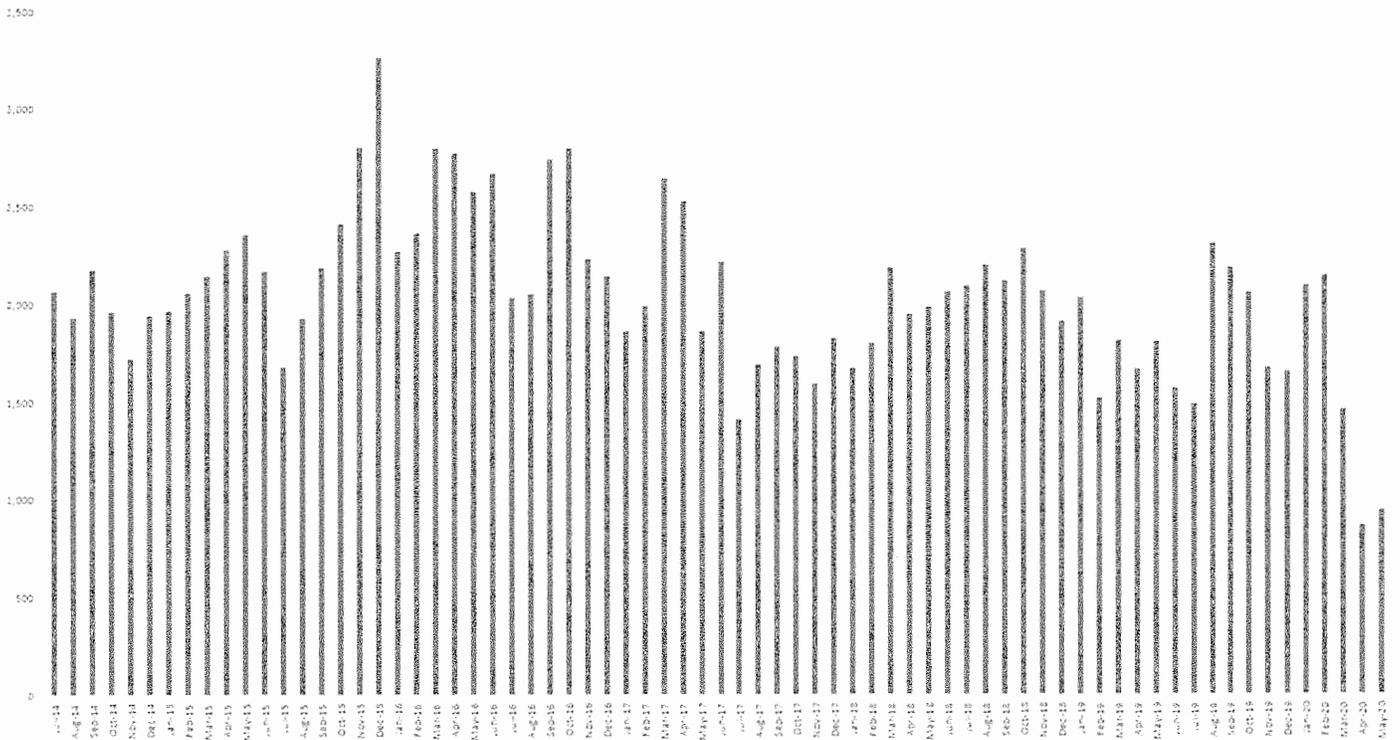
**Section 8: Plan Assumptions**

**Population** – According to the 2019 US Census estimate, the population of the Union Gap is 6,200.

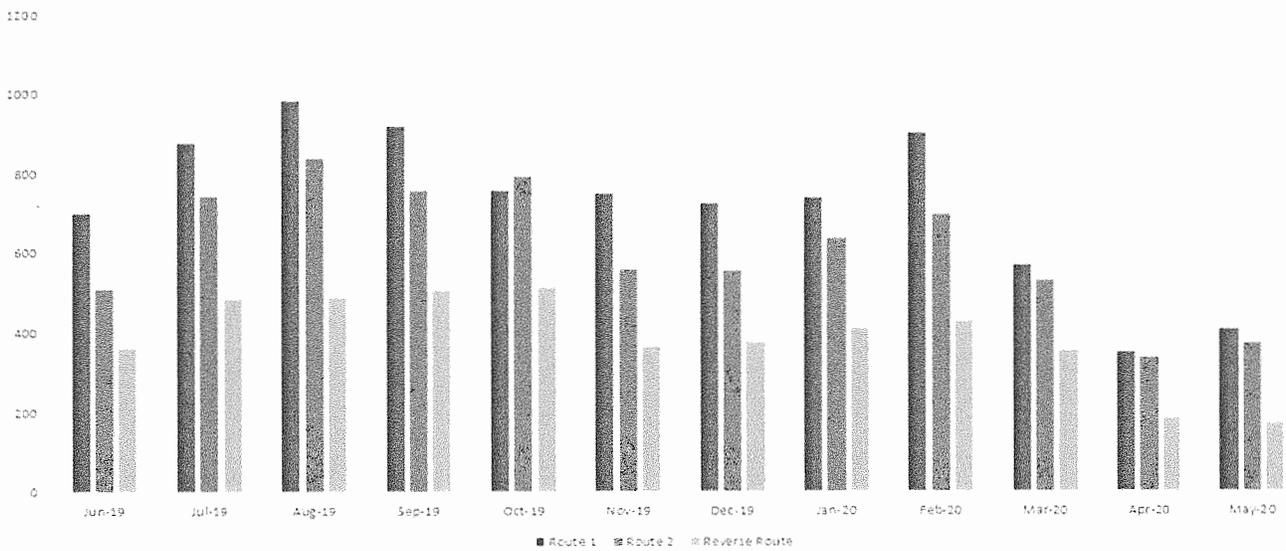
1. **Sales Tax** - We are expecting sales tax to remain constant through 2026.
2. **Inflation Factor** - Per historical, CPI for Medstar operating expenses will increase at a rate of 1.5% as outlined in the plan through 2026.
3. **Fixed Route Bus Service** In 2020 Union Gap Transit will provide 14,625 hours of revenue service. Ridership will be consistent through 2026.



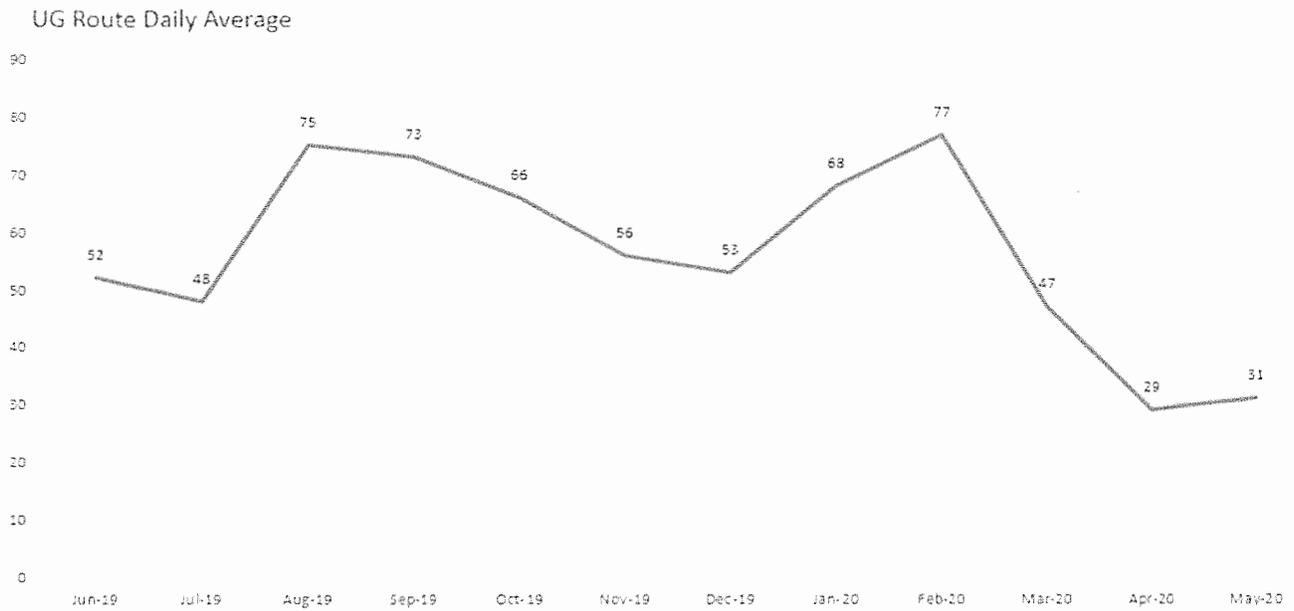
**Figure 1: Monthly Ridership.** This graph depicts the month ridership totals since the implementation of services by Medstar Transportation in 2014. \*Ridership decreased due to Covid-19 in March thru June 2020\*



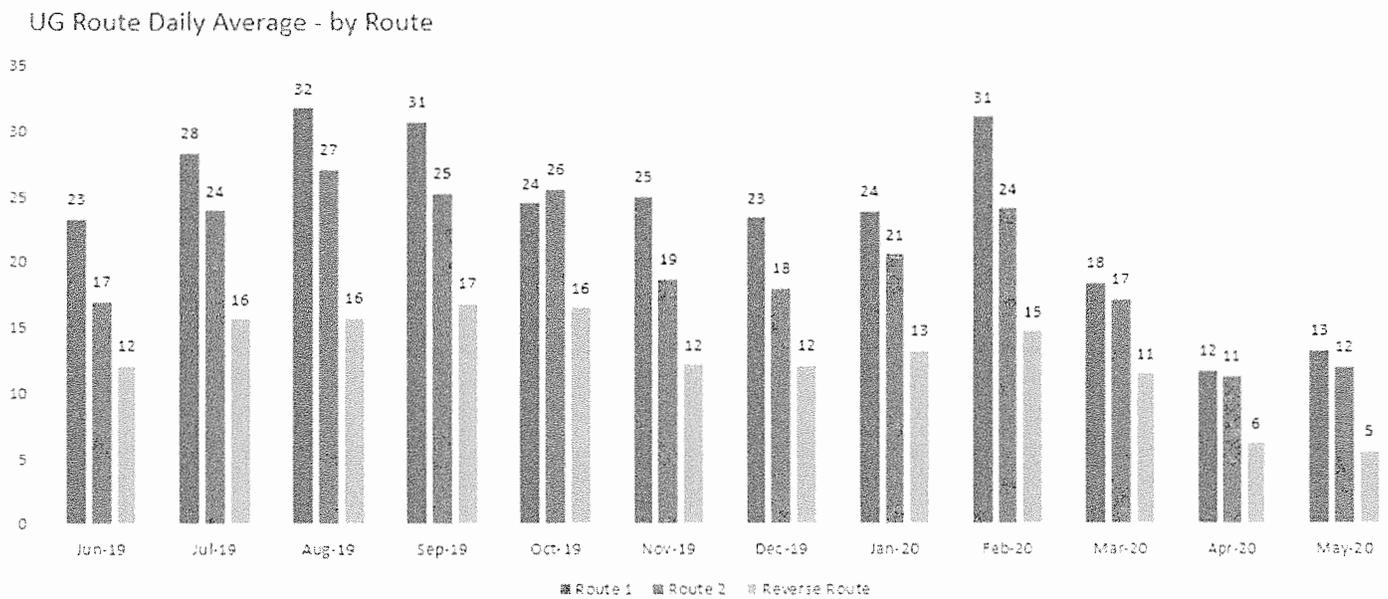
**Figure 2: Monthly Ridership.** This graph depicts the monthly ridership totals by Route between June 2019 through May 2020.



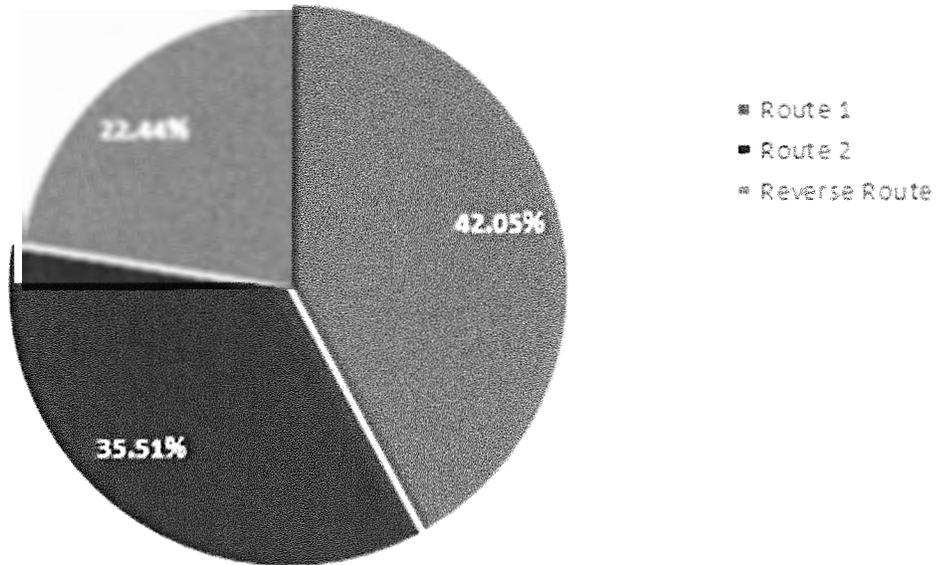
**Figure 3: Union Gap Route Daily Average by Month.** This graph depicts boardings/exits per day by month between June 2019 through May 2020. Example: The month of February averaged 77 boardings/exits a day.



**Figure 4: Union Gap Route Daily Average by Month by Route.**



**Figure 5: Ridership Data Sampling.** This graph shows ridership data from June 2019 to May 2020.



#### **4. Dial-A-Ride ADA Paratransit Service**

Union Gap Transit will provide 5,543 revenue hours of service in 2020, and forecast it will increase at a rate of 1% each year through 2026.



#### Figure 4: Dial A Ride Ridership.

This graph shows the total boardings from June 2019 to May 2020. \*Ridership decreased due to Covid-19 in March thru June 2020\*



In future years Dial-A-Ride services may increase due to an increase in the aging population. In order to adhere to ADA Americans with Disabilities Act standards and requirements for those with disabilities, it may be necessary to consider securing additional revenue to be used exclusively for Dial-A-Ride growth and service quality maintenance. Mobility Management may be used to direct riders who are able to the fixed route system.

5. **Transit Buses** – The Union Gap Fleet consists of 6 Transit Buses in compliance with ADA Wheelchair Lifts.
6. **Paratransit Vehicles** – The Dial a Ride Fleet consists of 2 wheelchair accessible Grand Caravans.
7. **Contract Administration, Operations, Shop and Administration Facility** - Our call center is open 24 hours with administrative support for 24/7, as well as full time onsite mechanics on duty to ensure seamless service 7 days a week for any breakdowns or mechanical failures.
8. **Bus Shelters** - In coordination with its contractor the City will determine appropriate locations along its arterials for fixed bus stops. Fixed bus stops will increase safety along these corridors for both transit riders and motorists. Bus shelters and benches are installed and maintained by the City.
9. **Flag Stops** - Flag stops are a great way to increase ridership along with the many bus shelters and benches along the route. With safety in mind, flag stops on major arterials like Main Street and Washington Avenue are permitted when it is safe to pull off the road. For all other flag stops, the driver must be able to give sufficient notice to the vehicles behind the bus before stopping.

10. Fares - There is no cost to ride Dial A Ride or the Union Gap Transit bus routes.

## Section 9: Operating Data 2020 Actual - 2021 – 2026 Estimated

<b>Fixed Route Service</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Revenue vehicle miles	162,069	162,069	162,069	162,069	162,069	162,069	162,069
Total vehicle miles	182,100	182,100	182,100	182,100	182,100	182,100	182,100
Revenue vehicle hours	14,625	14,625	14,625	14,625	14,625	14,625	14,625
Total vehicle hours	15,356	15,356	15,356	15,356	15,356	15,356	15,356
Passenger trips	18,640	24,200	24,442	24,686	24,933	25,183	25,434
Fatalities	0	0	0	0	0	0	0
Reportable injuries	0	0	0	0	0	0	0
Collisions	0	0	0	0	0	0	0
Gasoline fuel Consumed (gal)	23,147	23,147	23,147	23,147	23,147	23,147	23,147
<b>Dial-A-Ride Service</b>							
Revenue vehicle miles	50,341	67,195	67,867	68,546	69,231	69,923	70,623
Total vehicle miles	56,563	75,500	76,255	77,018	77,788	78,566	79,351
Revenue vehicle hours	5,543	7,492	7,567	7,643	7,719	7,797	7,875
Total vehicle hours	6,299	8,514	8,599	8,685	8,772	8,860	8,948
Passenger trips	6,818	9,680	9,777	9,875	9,973	10,073	10,174
Fatalities	0	0	0	0	0	0	0
Reportable injuries	0	0	0	0	0	0	0
Collisions	0	0	0	0	0	0	0
Gasoline fuel Consumed (gal)	3,072	4,312	4,355	4,399	4,443	4,487	4,532

**Union Gap Transit - Operating Revenues and Expenditures 2020-2026**

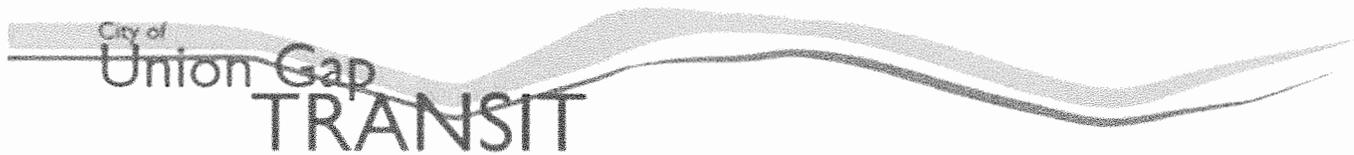
All figures in whole dollars

Year	2020	2021	2022	2023	2024	2025	2026
Beginning Balance	4,065,635	4,162,440	4,207,197	4,235,859	4,248,191	4,243,954	4,222,906
Revenues							
Sales Tax	1,252,784	1,252,784	1,252,784	1,252,784	1,252,784	1,252,784	1,252,784
Fares Box							
Interest	45,874						
Federal Operating Grants							
State Operating Grants							
Interfund Loan Proceeds	25,339						
Total Available	5,389,632	5,415,224	5,459,981	5,488,643	5,500,975	5,496,738	5,475,690
Operating Expenses							
Contracted Fixed Route	737,258	748,317	759,542	770,935	782,499	794,237	806,150
Contracted Paratransit ADA	153,521	224,445	227,812	231,229	234,697	238,218	241,791
Contracted Shuttle Service	12,500	12,688	12,878	13,071	13,267	13,466	13,668
City Operating Expenses	130,076	131,377	132,691	134,017	135,358	136,711	138,078
Total Expenses	1,033,355	1,116,827	1,132,922	1,149,252	1,165,821	1,182,632	1,199,688
Net Cash Available	4,356,277	4,298,397	4,327,059	4,339,391	4,335,154	4,314,106	4,276,002
Capital Obligations							
Capital Improvements	147,587	46,200	46,200	46,200	46,200	46,200	46,200
Interfund Transfers	46,250	45,000	45,000	45,000	45,000	45,000	45,000
Total Capital Expenditures	193,837	91,200	91,200	91,200	91,200	91,200	91,200
Ending Cash Balance 12/31	4,162,440	4,207,197	4,235,859	4,248,191	4,243,954	4,222,906	4,184,802

## Section 10: List of Equipment

Year	Make	Model	VIN #	Seats	Lift/Ramp	Vehicle #
2016	Dodge	Caravan	2C4RDGBG0GR396557	3	YES	67
2012	Dodge	Caravan	2D4CN1AE1AR334613	3	YES	44
2006	Ford	E-450	1FDXE45S13HA54135	12	YES	114
2003	Ford	E-450	1FDWE35S24HA18722	14	YES	116
2006	Ford	E-450	1FDXE45576HA69713	14	YES	104
2009	Ford	E-450	1FDXE45S99DA39376	13	YES	108
2010	Ford	E-450	1FDXE45S6ADA05947	10	YES	109
2001	Ford	E-450	1FDXE45S91HA12454	14	YES	110

## Section 11: Route Map and Schedules



### Route 1 - Monday-Friday | Ruta 1- lunes-viernes

	Sear Store	14th & Mead	18th & Carey	D.O.T.	Fullbirght Park	Leisure Hill	2nd St. & Washington	Business Park	Youth Park	10th Ave. & Washington	3rd Ave. & Washington	Costco	Winco
AM	6:30	6:34	6:36	6:40	6:47	6:51	6:55	7:01	7:06	7:12	7:14	7:18	7:20
	7:00	7:04	7:06	7:10	7:17	7:21	7:25	7:31	7:36	7:42	7:44	7:48	7:50
	7:35	7:39	7:41	7:45	7:52	7:56	8:00	8:06	8:11	8:17	8:19	8:23	8:25
	8:05	8:09	8:11	8:15	8:22	8:26	8:30	8:36	8:41	8:47	8:49	8:53	8:55
	8:40	8:44	8:46	8:50	8:57	9:01	9:05	9:11	9:16	9:22	9:24	9:28	9:30
	9:10	9:14	9:16	9:20	9:27	9:31	9:35	9:41	9:46	9:52	9:54	9:58	10:00
	9:45	9:49	9:51	9:55	10:02	10:06	10:10	10:16	10:21	10:27	10:29	10:33	10:35
	10:15	10:19	10:21	10:25	10:32	10:36	10:40	10:46	10:51	10:57	10:59	11:03	11:05
	10:50	10:54	10:56	11:00	11:07	11:11	11:15	11:21	11:26	11:32	11:34	11:38	11:40
	11:20	11:24	11:26	11:30	11:37	11:41	11:45	11:51	11:56	12:02	12:04	12:08	12:10
PM	12:30	12:34	12:36	12:40	12:47	12:51	12:55	1:01	1:06	1:12	1:14	1:18	1:20
	1:00	1:04	1:06	1:10	1:17	1:21	1:25	1:31	1:36	1:42	1:44	1:48	1:50
	1:35	1:39	1:41	1:45	1:52	1:56	2:00	2:06	2:11	2:17	2:19	2:23	2:25
	2:05	2:09	2:11	2:15	2:22	2:26	2:30	2:36	2:41	2:47	2:49	2:53	2:55
	2:40	2:44	2:46	2:50	2:57	3:01	3:05	3:11	3:16	3:22	3:24	3:28	3:30
	3:10	3:14	3:16	3:20	3:27	3:31	3:35	3:41	3:46	3:52	3:54	3:58	16:00
	3:45	3:49	3:51	3:55	4:02	4:06	4:10	4:16	4:21	4:27	4:29	4:33	4:35
	4:15	4:19	4:21	4:25	4:32	4:36	4:40	4:46	4:51	4:57	4:59	5:03	5:05
	4:50	4:54	4:56	5:00	5:07	5:11	5:15	5:21	5:26	5:32	5:34	5:38	5:40
	5:20	5:24	5:26	5:30	5:37	5:41	5:45	5:51	5:56	6:02	6:04	6:08	6:10
	5:55	5:59	6:01	6:05	6:12	6:16	6:20	6:26	6:31	6:37	6:39	6:43	6:45
	6:25	6:29	6:31	6:35	6:42	6:46	6:50	6:56	7:01	7:07	7:09	7:13	7:15

Federal Holiday service in Blue.

Route 1 - Saturday & Sunday | Ruta 1- Sábado y Domingo

	Sear Store	14th & Mead	18th & Carey	D.O.T.	Fullbright Park	Leisure Hill	2nd St. & Washington	Business Park	Youth Park	10th Ave. & Washington	3rd Ave. & Washington	Costco	Winco
AM	8:40	8:44	8:46	8:50	8:57	9:01	9:05	9:11	9:16	9:22	9:24	9:28	9:30
	9:10	9:14	9:16	9:20	9:27	9:31	9:35	9:41	9:46	9:52	9:54	9:58	10:00
	9:45	9:49	9:51	9:55	10:02	10:06	10:10	10:16	10:21	10:27	10:29	10:33	10:35
	10:15	10:19	10:21	10:25	10:32	10:36	10:40	10:46	10:51	10:57	10:59	11:03	11:05
	10:50	10:54	10:56	11:00	11:07	11:11	11:15	11:21	11:26	11:32	11:34	11:38	11:40
	11:20	11:24	11:26	11:30	11:37	11:41	11:45	11:51	11:56	12:02	12:04	12:08	12:10
	12:30	12:34	12:36	12:40	12:47	12:51	12:55	1:01	1:06	1:12	1:14	1:18	1:20
PM	1:00	1:04	1:06	1:10	1:17	1:21	1:25	1:31	1:36	1:42	1:44	1:48	1:50
	1:35	1:39	1:41	1:45	1:52	1:56	2:00	2:06	2:11	2:17	2:19	2:23	2:25
	2:05	2:09	2:11	2:15	2:22	2:26	2:30	2:36	2:41	2:47	2:49	2:53	2:55
	2:40	2:44	2:46	2:50	2:57	3:01	3:05	3:11	3:16	3:22	3:24	3:28	3:30
	3:10	3:14	3:16	3:20	3:27	3:31	3:35	3:41	3:46	3:52	3:54	3:58	4:00
	3:45	3:49	3:51	3:55	4:02	4:06	4:10	4:16	4:21	4:27	4:29	4:33	4:35
	4:15	4:19	4:21	4:25	4:32	4:36	4:40	4:46	4:51	4:57	4:59	5:03	5:05
	4:50	4:54	4:56	5:00	5:07	5:11	5:15	5:21	5:26	5:32	5:34	5:38	5:40
	5:20	5:24	5:26	5:30	5:37	5:41	5:45	5:51	5:56	6:02	6:04	6:08	6:10
	5:55	5:59	6:01	6:05	6:12	6:16	6:20	6:26	6:31	6:37	6:39	6:43	6:45

Federal Holiday service in Blue.

Reverse Route - Monday-Friday | Ruta Inversa - lunes-viernes

	Sear Store	14th & Mead	18th & Carey	3rd Ave. & Washington	10th Ave. & Washington	Youth Park	Business Park	Winco	2nd St. & Washington	D.O.T.
AM	6:45	6:49	6:51	7:03	7:07	7:13	7:18	7:23	7:30	7:35
	7:47	7:51	7:53	8:05	8:09	8:15	8:20	8:25	8:32	8:37
	8:49	8:53	8:55	9:07	9:11	9:17	9:22	9:27	9:34	9:39
	9:51	9:55	9:57	10:09	10:13	10:19	10:24	10:29	10:36	10:41
	10:53	10:57	10:59	11:11	11:15	11:21	11:26	11:31	11:38	11:43
	11:55	11:59	12:01	12:13	12:17	12:23	12:28	12:33	12:40	12:45
PM	1:30	1:34	1:36	1:48	1:52	1:58	2:03	2:08	2:15	2:20
	2:32	2:36	2:38	2:50	2:54	3:00	3:05	3:10	3:17	3:22
	3:34	3:38	3:40	3:52	3:56	4:02	4:07	4:12	4:19	4:24
	4:36	4:40	4:42	4:54	4:58	5:04	5:09	5:14	5:21	5:26
	5:38	5:42	5:44	5:56	6:00	6:06	6:11	6:16	6:23	6:28
	6:40	6:44	6:46	6:58	7:02	7:08	7:13	7:18	7:25	7:30

Federal Holiday service in Blue.

## Section 12: Dial A Ride Rules and Information



### TELEPHONE INFORMATION HOURS:

Monday-Friday 7 AM - 6 PM  
Saturday 8 AM - 6 PM  
Sunday 8 AM - 4 PM

**ACCESSIBILITY-** All transit buses are wheelchair accessible. All of Union Gap Transit's buses are lift-equipped to accommodate our passengers using mobility devices such as wheelchairs.

**BUS STOPS-** See map or call 574-8000 for assistance.

**LOST AND FOUND-** Lost items are held for 30 days.

### BICYCLES

Our transit buses are equipped with bike racks.

Union Gap Transit assumes no liability for damage or theft when using bike racks. Use the bike racks at your own risk and monitor your bike when it is on the racks. Please follow the bike rack instructions when loading/unloading.

### LOADING YOUR BIKE

1. Pull up to release arm & allow it to drop down slowly.
2. Lift bike onto rack putting bike in the inside slot first.
3. Raise support arm over top of front tire & release to fit over tire making sure support arm is resting on tire not metal.

**UNLOADING YOUR BIKE-** (inform driver you need to unload bike)

1. Raise arm off the tire & allow it to drop down slowly.
2. Lift bike out of rack.
3. If there is no other bike in the rack, fold the rack up by raising it to the upright position

### RIDING GUIDELINES-

- Shirts and shoes are required
- State law prohibits smoking on the bus
- Take seat quickly & stay seated while the bus is moving
- State law requires the use of seat belts
- No eating, drinking or listening to music w/out headphones
- Keep feet and carry-on items including strollers out of the aisles
- Non service animals must be in cages
- Children under 6 must be with an adult or older child
- No profanity or rude behavior allowed on the bus
- Bikes must be in bike racks. No rollerblades
- The first few seats are reserved for the elderly and riders with special mobility needs. Please give up those seats when requested.
- Please let the driver know ahead of time if you want to get off the bus, and after exiting, wait for the bus to leave before crossing the street
- Flag stops will only occur when the driver feels it is safe to do so.

### UNION GAP DIAL-A-RIDE-

This program is a great way for Union Gap residents with mental or physical disabilities, temporary injury or illness to travel when needed within the cities and Union Gap, Selah, and Yakima. In order to become eligible to ride Dial-A-Ride each applicant must complete & submit an application which includes a medical evaluation of their disability, temporary injury or illness. For an application call 574-8000.

### INFORMACIÓN TELEFÓNICA :

Lunes a Viernes: 7 AM - 6 PM  
Sábado 8 AM - 6 PM  
Domingo: 8 AM - 4 PM

**SERVICIOS ACCESIBLES - Todos los autobuses de tránsito son accesibles para minusválidos.** Todos los autobuses de tránsito de Union Gap son equipados con elevadores para dar cabida a nuestros pasajeros que utilizan dispositivos de movilidad como sillas de ruedas.

**BUS STOPS-** Ver mapa o llame al 574-8000 para obtener ayuda.  
**ARTÍCULOS PERDIDOS-** Objetos perdidos y fundadores perdidos se llevan a cabo durante 30 días.

### BICICLETAS

Nuestros autobuses de tránsito están equipados con bastidores de bicicletas. Union Gap Transit asume ninguna responsabilidad por daños o robo cuando se utiliza bastidores de bicicletas. Usa los bastidores de bicicletas a su propio riesgo y controla su bicicleta cuando está en los bastidores. Por favor, siga las instrucciones portabicicletas cuando se carga / descarga.

### CARGAR LA BICICLETA

1. Ponga hacia arriba para liberar el brazo y permitir que caiga abajo lentamente
2. Levante la bicicleta sobre la rejilla poniendo en bicicleta en el interior de la ranura por primera vez.
3. Levante el brazo de soporte sobre la parte superior del neumático delantero y de liberación para encajar en fabricar neumáticos brazo de soporte seguro está descansando en el neumático no metálica

**DESCARGA DE SU BICICLETA -** Informar controlador que necesita para descargar bicicleta)

1. Levantar el brazo de la llanta y la deje caer hacia abajo lentamente.
2. Levante la bicicleta fuera del bastidor.
3. Si no hay otra bicicleta en el estante, el estante veces por elevándolo a la posición vertical

### REGLAS PARA VIAJAR-

- Se requieren camisas y zapatos
- La ley estatal prohíbe fumar en el autobús
- Tome asiento rápidamente y permanecer sentado mientras el autobús está en movimiento
- La ley requiere el uso de cinturones de seguridad
- No se permite comer, beber o escuchar música de entrada / salida de auriculares w
- Mantenga los pies y el equipaje de mano, incluyendo sillas de paseo fuera de los pasillos
- Animales no disponen del servicio deben estar en jaulas
- Los niños menores de 6 años deben estar acompañados por un adulto o un niño mayor
- No hay malas palabras o comportamiento grosero permitido en el autobús
- Las bicicletas deben estar en bastidores de bicicletas. No hay patines
- Los primeros asientos están reservados para los ancianos y los corredores con necesidades especiales de movilidad. Por favor, renunciar a esos asientos cuando se le solicite
- Por favor, deje saber al conductor antes de que se quiera bajar del autobús, y después de salir, esperar a que el autobús para salir antes de cruzar la calle
- Las paradas de bandera sólo se producirán cuando el conductor considere que es seguro hacerlo

**UNION GAP DIAL-A-RIDE-** Este programa es una gran manera para que los residentes de Union Gap con discapacidades mentales o físicas, daño temporal o enfermedades de viajar cuando sea necesario dentro de las ciudades y Union Gap, Selah, y Yakima. Con el fin de ser elegibles para montar Dial-A-Ride cada solicitante debe completar y presentar una solicitud que incluye una evaluación médica de su discapacidad, lesión o enfermedad temporal. Para una aplicación llame a 574-8000.



## City Council Communication

**Meeting Date:** August 10, 2020  
**From:** David Dominguez, City Engineer  
**Topic/Issue:** Resolution - Adopt Six-Year Transit Development Plan 2021 - 2026

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**SYNOPSIS:** A Public Hearing was conducted on August 10, 2020 to accept comments regarding an amendment of the Six-Year Transit Development Plan 2021 - 2026.

**RECOMMENDATION:** Approve a Resolution adopting the Six-Year Transit Development Plan 2021 - 2026.

**LEGAL REVIEW:** City Attorney reviewed this resolution.

**FINANCIAL REVIEW:** There is no financial impact on the budget.

**BACKGROUND INFORMATION:** The Six-Year Transit Development Plan 2021 - 2026 was presented to Council at the July 27, 2020 Council Meeting and a Public Hearing was held on August 10, 2020.

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Resolution

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

A **RESOLUTION** adopting a Six-Year Transit Development Plan 2021 - 2026.

**WHEREAS**, the City operates its own transit system within the City of Union Gap;

**WHEREAS**, as a result, the City is required to prepare a Six-Year Transit Development Plan and submit the same to the Washington State Department of Transportation (DOT);

**WHEREAS**, the City's contractor, Medstar Transportation has prepared a Six-Year Transit Development Plan and has received favorable review and comments concerning the Plan;

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

The Six-Year Transit Development Plan prepared by Medstar Transportation, on behalf of the City, is hereby adopted as the City of Union Gap's Six-Year Transit Development Plan 2021 - 2026.

**PASSED** this 10<sup>th</sup> day of August, 2020.

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

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Karen Clifton, City Clerk

\_\_\_\_\_  
Bronson Brown, City Attorney



## City Council Communication

**Meeting Date:** August 10, 2020  
**From:** David Dominguez, City Engineer  
**Topic/Issue:** Resolution - 10th Avenue South #475 Bridge Replacement; Yakima County  
Formal Task Assignment - Task Number 02

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**SYNOPSIS:** The City desires to contract with Yakima County Public Services for project development and/or contract administration, Right-of-Way services, and any other service in accordance with the Washington State Department of Transportation Local Agency Guidelines as it relates to the 10th Avenue South #475 Bridge Replacement project.

**RECOMMENDATION:** Authorize the City Manager to sign a Formal Task Assignment - Task Number 02 with Yakima County.

**LEGAL REVIEW:** City Attorney reviewed this resolution.

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** 1. Resolution  
2. Formal Task Assignment - Task Number 02

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

A **RESOLUTION** authorizing the City Manager to sign a Formal Task Assignment Task Number 02, with Yakima County for Certified Acceptance Agency certification services related to the City's 10<sup>th</sup> Avenue South #475 Bridge Replacement project.

**WHEREAS**, the City is in the process of replacing the 10<sup>th</sup> Avenue South #475 Bridge Replacement, over Wide Hollow Creek;

**WHEREAS**, the City desires to contract with Yakima County Public Services for any needed certification review services in accordance with the Washington State Department of Transportation Local Agency Guidelines;

**WHEREAS**, Yakima County has the expertise in assisting local jurisdictions through such processes;

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

The City Manager is authorized to sign a Formal Task Assignment - Task Number 02 with Yakima County as it relates to the City's 10<sup>th</sup> Avenue South #475 Bridge Replacement.

**PASSED** this 10<sup>th</sup> day of August, 2020.

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John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

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Karen Clifton, City Clerk

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Bronson Brown, City Attorney

**Formal Task Assignment Document**

Task Number 02

The general provisions and clauses of Agreement BOCC 251-2018 shall be in full force and effect for this Task Assignment.

Location of Project: City of Union Gap

Project Title: 10<sup>th</sup> Avenue South #475 Bridge Replacement

Maximum Amount Payable Per Task Assignment: \$1,000.00

Completion Date: 12/31/2021

Description of Work:  
(Note attachments and give brief description)

Yakima County will provide CA agency services for the above-mentioned project in accordance with the Washington State Department of Transportation Local Agency Guidelines.

City of Union Gap Approving Authority: \_\_\_\_\_ Date: \_\_\_\_\_

Oral Authorization Date: \_\_\_\_\_ See Letter Dated: \_\_\_\_\_

Yakima County Approving Authority: \_\_\_\_\_ Date: \_\_\_\_\_



## City Council Communication

**Meeting Date:** August 10, 2020  
**From:** David Dominguez, City Engineer  
**Topic/Issue:** Resolution – ATS Automation Customer Support Agreement - Civic Complex Operating System

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**SYNOPSIS:** The Civic Complex utilizes the *Alerton Energy Management System* for the buildings' heating, ventilation and air conditioning equipment in order to maintain building energy efficiency. Alerton product warranties are only valid if installed and serviced by authorized Alerton dealers; ATS Automation is the only authorized rep for the sales and service support within the state of Washington.

Entering into an "ATS Automation Customer Support Agreement" augments City staff's current knowledge and protects the City's equipment investment over the long term. Annual rate for this service is \$7,894.27 (tax included) and will remain at the same rate for the entire length of this five (5) year contract.

**RECOMMENDATION:** Adopt a Resolution authorizing the City Manager to enter into an "ATS Automation Customer Support Agreement" for the Civic Complex's *Alerton Energy Management System* equipment.

**LEGAL REVIEW:** City Attorney reviewed this document.

**FINANCIAL REVIEW:** Annual rate \$7,894.27, which will come out of the Current Expense budget; will remain the same for the entire length of the contract.

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** 1. Resolution  
2. ATS Automation Customer Support Agreement

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

A **RESOLUTION** authorizing the City Manager to sign an “ATS Automation Customer Support Agreement” for the Civic Complex’s “*Alerton Energy Management System*” equipment maintenance.

**WHEREAS**, the Civic Complex utilizes the *Alerton Energy Management System* to maintain the buildings comfort and building energy efficiency;

**WHEREAS**, Alerton product warranties are only valid if installed and serviced by authorized Alerton dealers;

**WHEREAS**, ATS Automation is the only authorized rep for the sales and service support within the state of Washington;

**WHEREAS**, entering into an “ATS Automation Customer Support Agreement” augments City staff’s current knowledge and protects the City’s equipment investment;

**WHEREAS**, the annual rate of \$7,894.27 (tax included) will remain the same for the entire length of the five (5) year contract;

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

The City Manager is authorized to sign an “ATS Automation Customer Support Agreement” for the Civic Complex’s “Alerton Energy Management System”.

**PASSED** this 10<sup>th</sup> day of August, 2020.

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

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Karen Clifton, City Clerk

\_\_\_\_\_  
Bronson Brown, City Attorney



August 3, 2020

**Jason Cavanaugh, Building Official**

City of Union Gap  
PO Box 3008  
102 West Ahtanum  
Union Gap, WA 98903

Dear Jason,

I understand that you would like a description of the status of the Alerton representative agreement in the state of Washington. ATS Automation is the only authorized rep for the sales and service support of Alerton products within the State of Washington. Alerton product warranties are only valid if they are installed and serviced by authorized Alerton dealers.

As the Alerton rep for Washington, ATS Automation has factory-trained personnel on staff and has access to proprietary products and information that are part of the Alerton Building Management System. This training and ATS' experience with the Alerton product line makes ATS Automation an unparalleled provider of Alerton products and the services that support those products.

Please let me know if you have further questions. We appreciate your support.

Sincerely yours,

Lance Andriunas  
Regional Sales Manager  
Alerton

**ALERTON**

6670 185<sup>th</sup> Avenue NE Redmond, WA 98052

Telephone: (425) 869-8400

Fax: (425) 869-8445

Web site: [www.alerton.com](http://www.alerton.com)

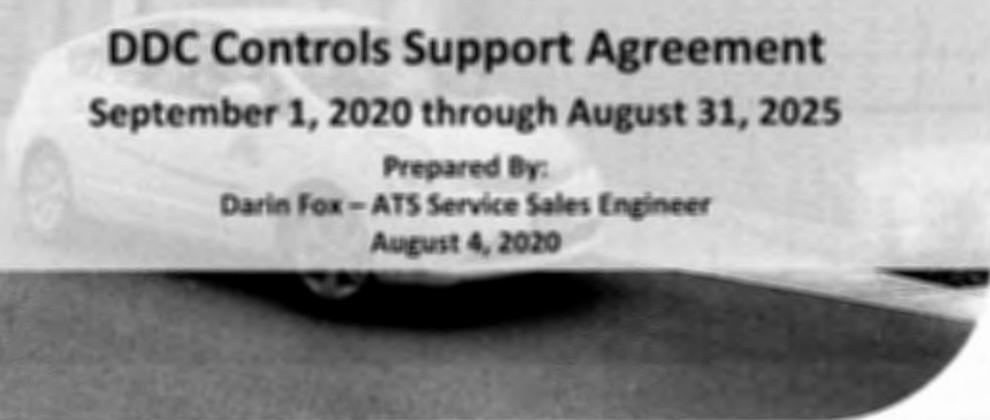
The ATS logo is positioned in the upper right corner of the document. It consists of the letters 'A', 'T', and 'S' in a bold, stylized, sans-serif font. The letters are interconnected, with the 'A' and 'T' sharing a vertical stroke and the 'T' and 'S' sharing a horizontal stroke. The logo is set against a light gray background that is part of a larger graphic design featuring a building and a car.

**ATS**

The background of the document is a black and white photograph of a modern building facade. The building features a mix of brickwork and large windows. Some windows have external louvers or awnings. The building is viewed from a low angle, looking up. The image is partially obscured by a semi-transparent white banner at the bottom.

**Union Gap Civic Complex**

**DDC Controls Support Agreement  
September 1, 2020 through August 31, 2025**

A white car is visible in the lower portion of the image, partially obscured by the white banner. It appears to be a sedan or a small SUV, parked on a paved surface. The car is facing towards the left of the frame.

Prepared By:  
Darin Fox – ATS Service Sales Engineer  
August 4, 2020

## Introduction:

The state of the art Union Gap Civic Complex, is the new home to City Hall and the Police Department. The facility utilizes the Alerton Energy Management system to schedule, operate, and monitor the building's heating, ventilation, and air conditioning equipment in order to maintain tenant comfort and building energy efficiency.

## About ATS

ATS engineers and installs building automation systems to optimize control schemes for buildings' mechanical and electrical systems. This allows owners to reduce their energy consumption and maximize the effects of facilities management personnel. We keep your HVAC system and other building technology systems running effectively, while working with you to meet your unique needs. We strive to assist customers in meeting their business objectives through controlling occupied comfort, energy efficiency and systems operations.

## What do we do?

ATS can enhance your facility's environment to meet your specific needs. Our knowledge of leading products and cutting-edge technologies will help create solutions that enhance the safety, energy efficiency and sustainability of your facility. We provide safer, more comfortable and more efficient building environments through innovative HVAC solutions, building technology solutions, energy services, on-site service and training.

## Why a support agreement?

Support agreements augment your staffs' current knowledge and protect your equipment investment over the long term.

## Support Agreement Goals:

The goals with this proposal are:

1. Upgrade and maintain system software and hardware to current revisions.
2. Support facility staff with pre-season inspections/maintenance.
3. Develop a regular maintenance relationship with the City of Union Gap to promote automated operation of controls and maximum facility uptime.

## ATS Customer Support Agreement

Following is a comprehensive list of the Support Services we can perform to maximize the value of your investment in your Alerton / Tridium Building Control System. Following the list of Support Services is a detailed description of each service.

### Building Automation Control System Services:

1. *Technology Updates*
  - *Alerton software updates*
2. *System Performance Services; On-Line/ On-site Services*
  - *Troubleshooting and Diagnostics*
  - *Building Control System Database Protection*
  - *Building Control System Analysis*
  - *DDC Data Communication Performance Optimization*
  - *Flex-Hours Support*
3. *Central Equipment Performance Testing*
  - *Air Handler Performance Testing*
  - *Chiller/Chilled Water System Functional Performance Testing*
  - *Boiler/Hot Water System Functional Performance Testing*
4. *Customer Training*
  - *On-Site Informal Operator Training/Software Consultation*
  - *Formal Classroom Alerton Factory Certified Training*
5. *Emergency Response Services (Standard or Premium)*
  - *On-Line Response (Direct Connect or via Telephone)*
  - *On-Site Response*
6. *General Services; Included in All Support Agreements*
  - *Account Management*
  - *Documentation of All Services Provided*
  - *Discounted Material & Labor Rates*

# ATS Customer Support Agreement Features

## 1. Technology Updates

Controls systems periodically release software updates that provide added features, increase communications and processing speed. ATS will provide these updates as they become available, always keeping your system software state-of-the-art. Please note: This service includes updates to the Alerton software only. No hardware, operating system or other 3rd-party software updates or upgrades are included with this service.

- Included with this Support Agreement – As Released
- Not included with this Support Agreement

## 2. System Performance Services; On-Line/ On-Site Services

### A. Online Services

**Troubleshooting and Diagnostics Assistance.** If your operators are in need of technical support simply contact us during normal working hours. We will provide troubleshooting and diagnostics assistance via telephone or an internet connection. You simply need to supply the necessary login information and IP address to enable our local office to remotely log-on to your system via Internet (internet access to be provided and maintained by the customer). We will sign-on to your system as a first step to your request or inquiry. Our operations personnel will try to fix the problem or at a minimum scope the problem down to a specific item or group of items. The operations group contacts you when the sign-on is completed and conclusions have been reached. This service does not include after-hours support. For afterhours support please see the Emergency Response Services section below.

- Included with this Support Agreement – Limited Services
- Not included with this Support Agreement

### B. Onsite Services

#### Building Control System Database Protection

Alerton Workstation Database and Graphics backups safeguard your HVAC Control System's vital databases of business information from unforeseen and costly catastrophic events (lightning strike, electrical power surge, flood, physical damage, etc.). We will back-up your HVAC Control System database, software and graphics a minimum of twice (2) times per year, and provide safe storage of this critical business information. Should a catastrophic event occur, we will respond onsite (or online if such service is included in this Agreement) to reload the databases and system files from our stored backup copy and to ensure proper operation and performance. Repair costs and the costs to reload the databases and system file will be at the preferred material and labor rate stated below.

- Included with this Support Agreement – Semi-Annually (twice per year)
- Not included with this Support Agreement

### Building Control System Analysis

Your DDC control system is a very dynamic and interactive system. As such its operations, graphics and programming intentionally and unintentionally change over time. With Control System Analysis we will

1. Inspect the physical and electrical condition of each global controller.
2. Perform a sequence of operations review
3. File & database analysis
4. Review alarms, trend logs, schedules and energy log reporting.
5. Perform server computer performance optimization.

We will then compare them to the prior status report and meet with you to discuss the effects of the changes on the operation of your Alerton building control system.

- Included with this Support Agreement – (1) time per year per global  
 Not included with this Support Agreement

### DDC Data Communication Performance Analysis

In order for all HVAC equipment in your facility to work seamlessly and quickly together you must know that the DDC data communication network is fully operational and its performance is optimal. We will analyze the physical condition of your DDC data network and the performance of the data communications. We will then meet with you to discuss the network condition & performance and make recommendations for improvement.

- Included with this Support Agreement  
 Not included with this Support Agreement

### Flex-Hours Support Services

Flex-hours support, as you need it, whether it is online support from our office, or for an on-site visit from a service technician. Prepaying for these hours allows you to budget for emergency calls or special projects, and spread the payments on your terms. We will provide an agreed upon number hours of Flex-Hours Support per year.

- Included with this Support Agreement – (8) hours annually  
 Not included with this Support Agreement

### 3. Central Equipment Functional Performance Testing

#### Air Handler Functional Performance Testing

Using our software tools (PID for BACTalk) we will analyze the performance of your HVAC air handling systems. This service is delivered once per year. During this service we will focus on the operation of the air handler heating and cooling system control loops: outside air dampers, mixed air dampers, chilled and hot water valve actuators, temperature sensors, water coil freeze-protection sensors and temperature alarms

- Included with this Support Agreement – Four (4) AHU's
- Not included with this Support Agreement

#### Chiller/Chilled Water System Functional Performance Testing

Reliable and Optimized performance of your chiller plant is critical to the operations of your facility. As part of this performance service one (1) time per year we will run an operational controls sequence to test the full range of the chiller and chilled water distribution system. We will analyze the chilled water supply temperatures at low and full-load conditions; verify temperature set point reset operations, chiller alarm interface to the Alerton DDC system, and the lead/lag operations of the chilled water system.

- Included with this Support Agreement – One (1) Chiller System per year
- Not included with this Support Agreement

#### Boiler/Hot Water System Functional Performance Testing

Reliable and Optimized performance of your heating plant is also critical to the operations of your facility. As part of this performance service one (1) time per year we will run an operational controls sequence to test the full range of the boiler and hot water distribution system. We will analyze the hot water supply temperatures at low and full-fire conditions; verify temperature set point reset operations, boiler alarm interface to the Alerton DDC system, and the lead/lag operations of the hot water system.

- Included with this Support Agreement – One (1) Hot Water system per year
- Not included with this Support Agreement

#### 4. Customer Training

**Factory Certified Classroom Training-** ATS offers Alerton online and classroom-format, factory certified training courses. As a Support Agreement customer you will receive a discount on all factory training. These training classes are conducted online, at the Alerton Corporate training facility in Redmond, Washington, or at the ATS Automation office in Renton, WA. Course offerings, schedules, and pricing is subject to change, so contact your ATS representative for current listings.

#### On-Site Training/Operator Coaching

Through our individual On-Site Training/Operator Coaching, we will introduce, review and reinforce skills, leading to greater utilization of HVAC Control System applications implemented in your facility. Annually, we will provide an agreed upon number of hours per year of coaching for your facility staff, Monday through Friday 8:00 a.m. to 5:00 p.m. Our systems experts assist your operators in identifying, verifying and resolving problems found in executing tasks. During the training/coaching sessions, we can address logbook issues, assist your operators in becoming more self-sufficient, and tailor HVAC Control System applications to the needs of your facility and to your operators' specific job responsibilities.

- Included with this Support Agreement
- Not included with this Support Agreement

## 5. Emergency Response Services

### On-line Emergency Response

To quickly respond to emergency service requests and to reduce the costs and disruptions of downtime we will use our Direct Connect technology and/or the telephone as our first action to a request for emergency response. You simply need to supply the necessary internet connection to enable our local office to remotely log-on to your system (internet access to be provided and maintained by the customer).

We will sign-on to your system as a first step to your request or inquiry. Our operations personnel will try to fix the problem or at a minimum scope the problem down to a specific item or group of items. The operations group contacts you when the sign-on is completed and conclusions have been reached. Emergencies will be determined by your staff and ATS.

**Priority Emergency On-line Response Time (Included with all Customer Support Agreements) - - - within 2 business hours; Monday through Friday; 8:00 AM to 5:00PM, excluding holidays**

~~Premium Emergency On-line Response Time - within 1 business hour; 24 hours/day, 7 days/week, including holidays~~

*Note: Our first action to a request for emergency response will be to attempt to resolve the situation on-line via direct-connect modem. There may be a one (1) hour minimum charged for each on-line service. If on-line diagnosis determines a site visit is required to complete troubleshooting and problem resolution procedures, we will be on-site based on the level of Emergency Onsite Response selected (described below).*

### On-site Emergency Response

If during our On-line Emergency response we are unable to resolve the situation we will dispatch a Service Engineer to your facility. Non-emergency calls, as determined by your staff and ATS will be incorporated into the next scheduled service call.

**Priority Emergency On-site Response Time (Included with all Customer Support Agreements)**

We will be on site by the end of the next business day; Monday through Friday; 8:00 AM to 5:00PM, excluding holidays

~~Premium Emergency On-site Response Time - We will be on site within four (4) hours, 24 hours/day, 7 days/week, including holidays (after the completion of the telephone and dial-up response).~~

Emergency Response Services listed above describe ATS' response time to an emergency situation only. The use of on-line and/or on-site emergency service is not included in the scope of this contract and will be billed at the preferred time & material rates. The labor and material rates for 2020 are listed below. Prices are subject to change.

**After-Hours Support:** Emergencies can and usually happen when you least expect it and many times on the weekends or after 5:00 PM. It is very important to ATS to provide support in all emergency situations for all of our customers. We have available a 24-7 emergency answering service. You can utilize this service in an after-hours emergency situation by calling (425) 251-9680. After receiving the call we will first attempt to solve the issue on-line as described in the On-line Emergency Response section of this proposal. If the problem persists we will discuss it with you and upon your approval dispatch a service technician to your site.

**6. General ATS Customer Support Agreement Features  
(Included with all service plans)**

- **Account Manager** - A dedicated Account Manager will be responsible for your total service satisfaction. Your Account Manager will provide the designated services, monitor equipment performance, track equipment service history, and consult with you to meet your objectives.
- **Dedicated Service Team** - Our Service Team knows Tridium / Alerton systems. A Primary and a Secondary ATS Service Technician will be assigned to your support agreement account. All of our service technicians are factory trained on Tridium / Alerton equipment, and are specialists in maintaining and troubleshooting your system.
- **Documentation** - All service visits will be documented by a work order detailing the service performed, materials used, and hours spent.
- **System and Service Log** - ATS will provide you with a log for documentation of concerns, system problems, and other related items requiring our attention. Each scheduled service visit shall begin with a review of the log.
- **Price Advantage- Discounted Labor and Material** - As Support Agreement customer; you will receive a discount off the normal labor and material prices. You will receive approximately an 18% discount on labor and an additional 22% discount on material. For any components listed in the Alerton Controls Price List your multiplier will be .45 times List Price. Following are the prices for 2020. Please note that prices are subject to change.

**Labor Rates:**

	Standard Time & Material Rate (M-F 8 AM to 5 PM) excl. Holidays	Preferred Time & Material Rate (M-F 8 AM to 5 PM) excl. Holidays	Standard Overtime Rate (M-F 5 PM to 8 AM, Sat, Sun & Holidays)	Preferred Overtime Rate (M-F 5 PM to 8 AM, Sat, Sun & Holidays)
Service Engineer	\$ 165.00	\$ 135.00	\$ 215.00	\$ 175.00
Account Manager	\$ 165.00	\$ 135.00	\$ 215.00	\$ 175.00

ATS Automation - Tentative Calendar of Services (Final Schedule to be built with Customer input)

**Union Gap Civic Complex**

Checked items are included as detailed in "Support Agreement Features"

		2020 - 2024 Support Agreement											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
X	Database Protection	X					X						
X	Control System Analysis	X											
	Communications Network Analysis												
X	AHU Performance Testing				X						X		
X	Hot Water System Testing										X		
X	Chilled Water System Testing				X								
X	Alerton Tech Update						X						

Other Services:

X	Limited Troubleshooting and Diagnostics	Included
X	Account Management	Included
X	Priority Emergency Response Time	Included
X	Material & Labor Discounts	Included
X	Additional Support Hours	Included (8) hours annually
X	Technology Updates	As Released

**Support Plan Pricing Summary:**

We have included the following Custom Service Plan Features in this agreement as detailed in the previous section:

- Technology Updates (Alerton)**
- Database Protection**
- Troubleshooting & Diagnostics**
- Control Systems Analysis (Once per year per global Controller)**
- Chilled Water System Functional Performance Testing**
- Hot Water System Functional Performance Testing**
- AHU Performance Testing**
- Flex Hours Support (8) hours annually**
- Priority Emergency Response Time**
- Labor and Material Discounts**

Pricing for these features is based on a 5-year program, billed quarterly in advance.

<b>Year 1 Price beginning September 1, 2020:</b>	<b>\$7,296.00 + WSST</b>
<b>Year 2 Price:</b>	<b>\$7,296.00 + WSST</b>
<b>Year 3 Price:</b>	<b>\$7,296.00 + WSST</b>
<b>Year 4 Price:</b>	<b>\$7,296.00 + WSST</b>
<b>Year 5 Price:</b>	<b>\$7,296.00 + WSST</b>

ATS believes that this proposal includes the best interests of the City of Union Gap and is based on your input. Please feel free to contact me if you have any changes. If accepted, sign and date below and return to ATS with purchase order information. The other copy is for your records. The pricing stated in this proposal is valid for sixty (60) days. Prices stated do not include applicable taxes.

We understand budget constraints are an ongoing concern; as such this agreement may be modified or cancelled due to future financial constraints. Modification/Cancellation conditions are detailed in the "Terms and Conditions" section 1.3 (attached).

Proposal Accepted \_\_\_\_\_

Signature, \_\_\_\_\_ Date

\_\_\_\_\_

Please Print Name

\_\_\_\_\_

Title

**ATS Automation, Inc.**  
**TERMS AND CONDITIONS**

The following terms and conditions are attached to and form an integral part of ATS Automation, Inc.'s (referred to herein as "ATS") Customer Support Agreement Proposal ("Proposal"). The portions of such Proposal relating to "Scope of Work" or any "Proposed Solution" (in either case, referred to herein as the "Proposed Solution"), together with these terms and conditions, are collectively referred to as the "CSA Agreement".

**Article 1: General**

1.1 a) The CSA Agreement, when accepted in writing by the Customer and approved by an authorized representative of ATS shall constitute the entire, complete and exclusive agreement between the parties relating to a technical support program ("Services") for the equipment and software identified in the List of Equipment or the Service Coverage Report attached to the CSA Agreement ("Equipment") and shall supersede and cancel all prior agreements and understandings, written or oral, relating to the subject matter of the CSA Agreement. The CSA Agreement and any rights or obligations thereunder may not be assigned by either party without the advance written consent of the other.

(b) The terms and conditions of this CSA Agreement shall not be modified or rescinded except in writing, signed by a corporate officer of ATS. ATS's performance under this CSA Agreement is expressly conditioned on Customer's assenting to all of the terms of this CSA Agreement, notwithstanding any different or additional terms contained in any writing at any time submitted or to be submitted to ATS by Customer relating to this subject matter.

c) The terms and conditions set forth herein shall supersede, govern and control any conflicting terms of the Proposed Solution or the Proposal.

1.2 This CSA Agreement shall automatically renew for successive one (1) year periods beginning on the anniversary date of the original term as set forth in the Proposal, unless stated otherwise in the CSA Agreement.

1.3 Either party may terminate or amend this CSA Agreement by giving the other party at least thirty (30) days prior written notice of such amendments or intent not to renew.

1.4 This CSA Agreement shall be governed by and enforced in accordance with the laws of the State of Washington.

1.5 Customer will at all times designate a contact person with authority to make decisions for Customer regarding the Services. Customer will provide ATS with information sufficient to contact such person in an emergency. If such representative cannot be reached, any request for Service received from a person located at Customer's premises will be deemed authorized by Customer, and ATS will, in its discretion, act accordingly.

1.6 ATS will be permitted to control and/or operate all Equipment necessary to perform the Services.

**Article 2: Equipment Testing, Inspection and Maintenance**

2.1 The Customer represents that all Equipment is in satisfactory working condition. By the latter of the first thirty (30) days of this CSA Agreement or the first scheduled inspection, ATS will have inspected all the Equipment.

2.2 If the Proposed Solution provides for maintenance, any repairs and replacements of Equipment are limited to restoring the proper working condition of such Equipment. ATS will not be obligated to provide replacement Equipment that represents significant capital improvement compared to the original. Exchanged components become the property of ATS.

**Article 3: Charges, Fees and Invoices**

3.1 Payments to be made under this CSA Agreement will provide for, and be in consideration of, only Services specifically included under the Proposed Solution. All other Services, including but not limited to the following, shall be separately billed or surcharged on a time and materials basis: (a) emergency Services performed at Customer's request, if inspection does not reveal any deficiency covered by this CSA Agreement; (b) Services performed other than during ATS's normal working hours; and (c) Service performed on equipment not covered by this CSA Agreement.

3.2 Invoices are due upon receipt or otherwise as may be set forth therein. If any payment is not received when due, ATS may deem Customer to be in breach hereof and may enforce any remedies available to it hereunder or at law, including without limitation suspension or termination of Services and acceleration of payments.

**Article 4: Allocation of Risk**

4.1 (a) Until one year from either the date hereof or the date the Equipment is installed, whichever first occurs, all equipment manufactured

by ATS or bearing its nameplate will be free from defects in material and workmanship arising from normal use and service. (b) Labor for all Services under this CSA Agreement is warranted for 90 days after the work is performed.

4.2 The limited warranties set forth in Section 4.1 will be void as to, and shall not apply to, any Equipment (i) repaired, altered or improperly installed by any person other than ATS or its authorized representative; (ii) subjected to unreasonable or improper use or storage, used beyond rated conditions, operated other than per ATS's or the manufacturer's instructions, or otherwise subjected to improper maintenance, negligence or accident; (iii) damaged because of any use of the Equipment after Customer has, or should have, knowledge of any defect in the Equipment; or (iv) not manufactured, fabricated and assembled by ATS or not bearing ATS's nameplate.

4.3 ATS will indemnify Customer from and against losses, claims, expenses and damages (including reasonable attorney's fees) for personal injury or physical damage to property, but not loss of use of the property resulting from such damage or from damage to any work performed hereunder. Such indemnification shall be solely to the extent caused by or arising directly from ATS's or its employees', consultants' or agents' negligent acts or omissions or willful misconduct in connection with its performance of Services hereunder. ATS's obligations under this indemnity provision shall not extend to claims, losses, expenses and damages arising out of or in any way attributable to the negligence of Customer or its agents, consultants or employees other than ATS.

**Article 5: Customer Responsibilities**

5.1 Customer will operate and maintain all Equipment in accordance with applicable manufacturer's specifications, including those set forth in the manufacturer's operating manuals or instructions, as well as all requirements of applicable law or of authorities having jurisdiction.

5.2 Customer will promptly notify ATS of any unusual operating conditions, system malfunctions or building changes that may affect the Equipment or any Services.

5.3 Customer will provide ATS with reasonable means of access to the Equipment and shall make any necessary provisions to reach the Equipment and peripheral devices. Customer will be solely responsible for any removal, replacement or refinishing of the building structure or finishes that may be required to gain access to such Equipment.

**Article 6: Limitations of Maintenance or Service Obligations**

6.1 ATS will not be responsible for the maintenance, repair or replacement of, or Services necessitated by reason of: (a) non-maintainable, non-replaceable, or obsolete parts of the Equipment, including but not limited to ductwork, shell and tubes, heat exchangers, coils, unit cabinets, casings, refractory material, electrical wiring, water and pneumatic piping, structural supports, cooling tower fill, slats and basins, etc. unless otherwise specifically stated herein; or (b) negligence, abuse, misuse, improper or inadequate repairs or modifications, improper operation, lack of operator maintenance or skill, failure to comply with manufacturer's operating and environmental requirements, Acts of God, or other reasons beyond its control. ATS assumes no responsibility for any service performed on any Equipment other than by ATS or its agents.

6.2 ATS shall not be responsible for loss, delay, injury or damage that may be caused by circumstances beyond its control, including but not restricted to acts or omissions by Customer or its employees or agents, Acts of God, war, civil commotion, acts of government, fire, theft, corrosion, flood, water damage, lightning, freeze-ups, strikes, lockouts, differences with workmen, riots, explosions, fuel, labor or materials.

6.3 ATS is not responsible for repairs, replacements or services to Equipment due to corrosion, erosion, improper or inadequate water treatment by others, electrolytic action, chemical action or other reasons beyond its reasonable control.

6.4 ATS shall not be responsible for the removal or reinstallation of replacement valves, dampers, waterflow and tamper switches required from pipes and duct work including any venting or draining systems.



## City Council Communication

**Meeting Date:** August 10, 2020

**From:** Karen Clifton, Director of Finance & Administration

**Topic / Issue:** Ordinance – Credit Card Purchasing Policy Amendment

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**SYNOPSIS:** During the City's recent Accountability Audit by the Washington State Auditor, the Auditor mentioned that there were credit card purchases that did not have a supporting itemized receipt. The City's practice has been to periodically accept a signed memo from the credit card user, itemizing the purchase. This amendment adds language about the memo to the Credit Card Purchasing Policy.

**RECOMMENDATION:** Adopt an ordinance amending the *City of Union Gap Credit Card Policy*.

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

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Ordinance

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

**AN ORDINANCE** amending the *City of Union Gap Credit Card Purchasing Policy*.

**WHEREAS**, during the City's recent Accountability Audit by the Washington State Auditor, the Auditor stated that there were credit card purchases that did not have a supporting itemized receipt, and;

**WHEREAS**, although the City requires itemized receipts, it has been the City's practice to periodically accept a memo from the credit card user, itemizing what was purchased and signing to attest that their statement is true and correct, and;

**WHEREAS**, the City would now like to amend the *City of Union Gap Credit Card Purchasing Policy* to include this practice.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP, WASHINGTON, DO ORDAIN AS FOLLOWS:**

The *City of Union Gap Credit Card Purchasing Policy* is amended to include language related to the periodic acceptance of a signed memo in lieu of an itemized receipt, as outlined in "Attachment A" attached hereto.

**ORDAINED** this 10th day of August, 2020.

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

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Karen Clifton, City Clerk

\_\_\_\_\_  
Bronson Brown, City Attorney

**CITY OF UNION GAP  
CREDIT CARD PURCHASING POLICY**

1. The City's Credit Card May Be Used for City's Business Related Activities Only. The Following Uses are Prohibited:
  - (a) Personal use,
  - (b) Cash advance,
  - (c) Employee salary of any type
2. Travel: Credit cards may be used for official business – related expenditures for hotel, parking, ferry, taxi, meals, gas, airline tickets, conference and class registrations, emergency city vehicle repairs, and other travel related expenses as authorized by the City Manager. Cardholder must return itemized receipts within 1 week of travel, unless otherwise approved by the City Manager (i.e. employee goes on vacation or is sick after returning from travel).
3. The Credit Card User Is Financially Responsible For Any Unauthorized Purchases And Purchases Not Supported By Appropriate, Itemized Receipts. In the event that an itemized receipt cannot be provided, the credit card user must provide a memo detailing the items purchased, and their signature attesting to the purchases.
4. If the lack of itemized receipts becomes a regular occurrence for a credit card user, the user will be notified that the City May Deduct the Amount of Disallowed/Unauthorized Expense from Credit Card User's Paycheck, at the City Manager's discretion.
5. All Credit Card Applications Shall be applied for by Finance and Administration Director.
6. All Credit Card Purchases Shall Comply with City Code, and all Applicable State Regulations.
7. The Finance and Administration Department Will Be responsible For Implementing, Monitoring, and Administering This Policy i.e.
  - (d) Establish credit card limits with input from the Department Director,
  - (e) Provide training for the users,
  - (f) Monitor the purchasing activities,
  - (g) Retain original payment documentation,
  - (h) Audit for compliance with the card agreement and city requirements, and
  - (i) Review all instances of lost receipts. Repeat occurrence may result in suspension of credit card.
8. The Cardholder Shall:
  - a) Maintain receipts, sales slips, supplier invoices, packing slips, and other related documents,
  - b) Seek the best price available,
  - c) Follow up on the returned items for appropriate credit,
  - d) Maintain strict security of the credit card(s) and credit card number(s) to prevent theft, loss, and misuse,
  - e) Resolve any discrepancy with the suppliers and the financial institutions,

9. **Lost or Stolen Credit Card**  
In the event of a lost or stolen credit card, immediately notify your director, and the Finance and Administration Department.
10. **Credit Card Account Maintenance**  
Changes to a Cardholder's name, address or department, shall be reported to the Finance and Administration Department.
11. **Credit Card Cancellation/Revocation**  
Notify the Finance and Administration Department immediately when a credit card is to be canceled or revoked.
12. **Violation of Any Provision Of This Policy Or Any Related City Policy May Subject An Employee To Disciplinary Action Up To And Including Termination.**



## City Council Communication

**Meeting Date:** August 10, 2020

**From:** Karen Clifton, Director of Finance & Administration

**Topic / Issue:** Ordinance – Personnel Policy Handbook Amendment

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**SYNOPSIS:** During the City's recent Accountability Audit by the Washington State Auditor, the Auditor mentioned that there was a purchase of employee meals, where employees were called back to work in the middle of the night, and unable to eat breakfast in the morning. Since this is not currently included in City policy, the Auditor said this was not a legitimate expense. Therefore language is being added to the Personnel Policy Handbook to address this issue.

**RECOMMENDATION:** Adopt an ordinance amending the *City of Union Gap Personnel Policy Handbook*, to include language addressing the issue of providing meals to employees who were ordered to work outside of their normal shift, and who were expected to work through a meal period.

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

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** Ordinance

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

**AN ORDINANCE** amending the *City of Union Gap Personnel Policy Handbook*.

**WHEREAS**, during the City’s recent Accountability Audit by the Washington State Auditor, the Auditor stated that there was a purchase for meals for employees who were called in outside of their normal shift, and worked through a meal period, and;

**WHEREAS**, since City policy does not address this issue, it is not considered a legitimate expenditure, and;

**WHEREAS**, the City would now like to amend the *City of Union Gap Personnel Policy Handbook* to include language that addresses this issue, as outlined in “Attachment A”, attached hereto.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNION GAP, WASHINGTON, DO ORDAIN AS FOLLOWS:**

The *City of Union Gap Personnel Policy Handbook* is amended to include language related to the purchase of meals for employees who were called in outside of their normal shift, and worked through a normal meal period, as outlined in “Attachment A” attached hereto.

**ORDAINED** this 10th day of August, 2020.

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

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Karen Clifton, City Clerk

\_\_\_\_\_  
Bronson Brown, City Attorney

2.5 **BREAKS AND MEAL PERIODS.**

Employees may take one (1) fifteen-minute break for every four hours worked. All breaks shall be arranged so that they do not interfere with City business or service to the public. Meal periods shall be scheduled by the employee's department manager. The scheduling of meal periods may vary depending on department workload. Meal periods are unpaid and usually one hour in length.

In the event that an employee is required to work through a meal period, due to their location, time of day, emergency situation, or they are ordered to return to work outside of their normal shift, the employer may provide a meal to the employee(s) at the discretion of the Department Director or their designee. An itemized receipt for the meal, along with list of employee's names, and a reason for the meal must be provided.



## City Council Communication

**Meeting Date:** August 10, 2020

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

**Topic / Issue:** 2<sup>nd</sup> Quarter Report / 2019 Crime Report

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**SYNOPSIS:** The Police Department will discuss the 2<sup>nd</sup> quarter report and 2019 Crime Report with Council.

**RECOMMENDATION:** Presentation only.

**LEGAL REVIEW:**

**FINANCIAL REVIEW:**

**BACKGROUND INFORMATION:**

**ADDITIONAL OPTIONS:**

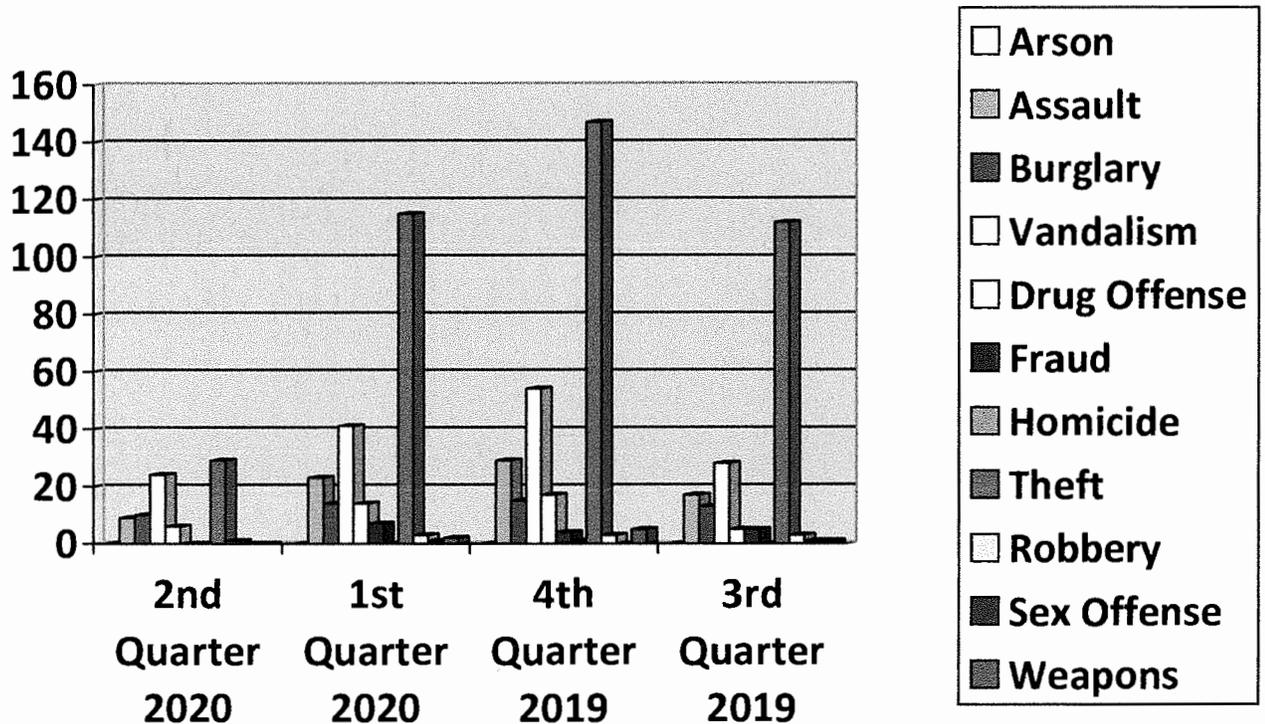
**ATTACHMENTS:** 2<sup>nd</sup> Quarter Report



## 2020 Quarterly Report- 2nd Quarter

**Staffing:** 2<sup>nd</sup> quarter staffing was sixteen (16) commissioned officers and three (3) civilian staff.

**Crime Statistics:** Compared to the previous reporting period, crime in all areas showed significant decrease.



**Case Clearance:** The clearance rate for the 2nd quarter of 2020 was 45.5%, which is lower than the previous reporting period.

**Calls for Service:** In the 2nd quarter of 2020 the Union Gap Police Department responded to 1,551 calls for service and 21 collisions, 12 of the collision resulted in 19 injuries. Union Gap Officers made 6 arrests of subjects with outstanding warrants. Calls for service, warrant arrest and collisions were all significantly lower than the previous reporting period.

**Traffic Enforcement:** During the 2<sup>nd</sup> quarter Union Gap officers issued 243 traffic infractions and 71 citations for traffic related crime.



## City Council Communication

**Meeting Date:** August 10, 2020  
**From:** David Hansen, Council Member  
**Topic/Issue:** City Council Code of Conduct

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**SYNOPSIS:** Council Member Hansen requested a review of the City Council Code of Conduct

**RECOMMENDATION:** Discussion.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

**ATTACHMENTS:** City Council Code of Conduct

**CITY OF UNION GAP, WASHINGTON**  
**ORDINANCE NO. 2806**

**AN ORDINANCE** of the City of Union Gap adopting a new Union Gap Municipal Code section 2.04.015, entitled “City Council Code of Conduct”.

WHEREAS, as the City commences operations under the Council Manager form of government, the City Council desires to establish guidelines for Council Conduct in its interaction with the City Manager and City Staff;

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

**Section 1. New Section 2.04.015 entitled “City Council Code of Conduct” created.**

There is hereby created a new section 2.04.015, entitled “City Council Code of Conduct” as follows:

**2.04.015 City Council Code of Conduct**

**A. Purpose.**

The Union Gap City Council desires to hold themselves accountable to certain principles and code of conduct when engaging in City business, when interacting with one another, when interacting with City Staff, and when interacting with the public and, as a result, have created this section, City Council Code of Conduct.

**B. Councilmember Conduct with One Another.**

The Council is composed of individuals with a wide variety of backgrounds, personalities, values, opinions and goals. Despite this diversity, each Council member has chosen to serve in public office in order to preserve and protect the present and the future of the City of Union Gap. This common goal should be acknowledged even as Council members may “agree to disagree” on contentious issues.

**C. Civility and Decorum in Discussions and Debate.**

1. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow, however, Councilmembers to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated.

2. Councilmembers shall preserve order and decorum during council meetings, and shall not, by conversation or other actions, delay or interrupt the proceedings or refuse to obey the orders of the Presiding Mayor or this Code of Conduct. Councilmembers shall, when addressing staff or members of the public, confine themselves to questions or issues then under discussion, shall not engage in personal attacks, shall not impugn the motives of any speaker, and shall at all times, while in session or otherwise, conduct themselves in a manner appropriate to the dignity of their office.

#### **D. Honor the Role of the Presiding Mayor in Maintaining Order.**

It is the responsibility of the Presiding Mayor to keep the comments of the Council members on track during all meetings. Councilmembers should honor the efforts of the Presiding Mayor to focus discussions on current agenda items. If there is a disagreement about the agenda or the Presiding Mayor's actions, those objections should be voiced politely and with reason, following a procedure consistent with parliamentary process.

#### **E. Avoid Personal Comments that could offend other Councilmembers.**

If a Councilmember is personally offended by remarks of another Councilmember, the offended Councilmember should make notes of the actual words used and call for a "point of personal privilege" that challenges the other Councilmember to justify or apologize for the language used. The right of a Councilmember to address the Council on a question of personal privilege shall be limited to cases in which his or her integrity, character or motives are assailed, questioned, or impugned. The Mayor will maintain control of this discussion.

#### **F. Demonstrate Effective Problem Solving Approaches.**

Councilmembers have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

#### **G. Code of Ethics.**

1. Councilmembers shall conduct themselves so as to bring credit upon the City as a whole, and to set an example of good ethical conduct for all citizens of the community. Councilmembers should constantly bear in mind these responsibilities to the entire electorate, and refrain from actions benefiting any individual or special interest group at the expense of the City as a whole. Councilmembers should likewise do everything in their power to insure impartial application of the law to all citizens, and equal treatment of each citizen without regard to race, national origin, sex, social station, or economic position.

2. Councilmembers must keep in mind and be compliant with the provisions of RCW 42.20, Misconduct of Public Officers, RCW 42.23, Code of Ethics for Municipal Officers -- Contract Interests, and any other federal, state, or local law addressing Councilmember conduct.

#### **H. Private Encounters.**

Councilmembers should remain respectful in private encounters. The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.

#### **I. Awareness of Public Nature of Communications.**

Technology allows words written or said without much forethought to be distributed wide and far. Councilmembers should keep in mind that written notes, voicemail messages, and Email should be treated as potentially "public" communication and that such communications can potentially be subject to disclosure under the Public Records Act, RCW 42.56.

## **J. Private Conversations can have Public Presence.**

Elected officials are always on display – their actions, mannerisms, and language are monitored by people around them that they may or may not know. Casual conversations will be eavesdropped upon, parking lot debates will be watched, and comments between individuals before and after public meetings is noticed.

## **K. Councilmember Conduct with City Staff and City Attorney.**

1. Governance of the City of Union Gap relies on the cooperative efforts of all Councilmembers, who set policy, and City Staff who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

2. City Councilmembers must treat all City Staff as professionals. Clear honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards Staff is not acceptable.

3. Councilmembers must direct administrative and operational questions to the City Manager. Questions of City Staff and/or requests for additional information that would be of interest to all Councilmembers should be directed to the City Manager. The City Manager should be copied on any request. Materials supplied to a Councilmember in response to a request will be made available to all members of the Council so that all have equal access to information.

4. Councilmembers must, when possible, keep communications with City Staff short, to the point and should strive to make any communications at the best possible time. Every effort should be made to limit disruption to the work of City Staff. Councilmembers should avoid making requests to Staff who are in meetings, on the phone, or engrossed in performing their job functions. Extended visitation with City Staff reduces work productivity. Visitations shall be limited in time and occurrence.

5. Councilmembers should refrain from publicly criticizing a Staff member. Councilmembers should refrain from expressing concerns about the performance of a City employee in public or to the employee directly. Comments about staff performance should only be made to the City Manager through private correspondence or conversation.

6. Councilmembers cannot get involved in administrative functions. Councilmembers shall not attempt to unethically influence or coerce the City Manager or department heads concerning either their actions or recommendations to Council about personnel, purchasing, awarding contracts, selection of consultants, processing of development applications, or the granting of city licenses and permits.

7. Councilmembers should check with City Staff concerning correspondence before taking any action. Before sending correspondence, Councilmembers should check with the City Manager to see if an official city response has already been sent or is in progress.

8. Councilmembers should not attend City Staff meetings unless requested by Staff. Even if a Councilmember does not say anything, a Councilmember's presence implies support, or may show partiality, may intimidate Staff, and may hamper Staffs' ability to do their jobs objectively.

9. Legal Advice. Before requesting research or other action by the City Attorney, Councilmembers should consult first with the City Manager. Outside of a Council meeting, Councilmembers should make any requests of the City Attorney through the City Manager.

#### **L. Councilmembers Conduct with the Public.**

1. Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice, or disrespect should be evident on the part of individual Councilmembers toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

2. In Public Meetings City Councilmembers should be welcoming to speakers and should them with care and gentleness. Because personal concerns are often the issue of those who come to present to the Council, Councilmembers should remember that how they treat the speaker will either help them relax or it may push their emotions to a higher level of intensity.

3. Councilmembers should give the appearance of active listening. It is disconcerting to speakers to have Councilmembers not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest. Be aware of facial expressions, especially those that could be interpreted as “smirking,” disbelief, anger, or boredom.

4. Councilmembers may ask for clarification from a member of the public speaking to the Council but Councilmembers should not debate or engage in argument with the public. Only the Mayor (and not individual Councilmembers) may interrupt a speaker during a presentation. However, a Councilmember may ask the Mayor for a “point of order” if the speaker is off the topic or exhibiting behavior or language the Councilmember finds disturbing.

5. If speakers become flustered or defensive by Council questions, it is the responsibility of the Mayor to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by Councilmembers to members of the public should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker. Councilmember’s personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing.

6. Councilmembers shall never engage in personal attacks of any kind, under any circumstances. Councilmembers should be aware that their body language and tone of voice, as well as the words they use, can appear to be intimidating or aggressive.

#### **M. Conduct in Unofficial Meetings.**

1. Councilmembers should make no promises on behalf of the Council or Staff. It is inappropriate to overtly or implicitly promise Council action, or to promise City Staff will do something specific (i.e. fix a pothole, replace flowers, fix a leak, etc.) When approached by the public to correct a situation, Councilmembers should refer them to the City Manager.

2. The City Council should strive to speak with one voice. Councilmembers will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of the facts or City policies as they relate to Council action. Objectively present the Council’s collective decision or direction, even

when you may not agree. If you feel the need to express your own opinion, state it in terms such as; "I would have preferred "x" but the Council wanted "y", so that's what we will be doing." Explaining Council decisions, without giving your personal criticism of the Council's actions, will serve to strengthen the community's image of the City Council.

3. Councilmembers should not make personal comments about other Councilmembers. It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other Councilmembers, their opinions, and their actions. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by Councilmembers. It is a serious and continuous responsibility.

**N. More than Guidelines.**

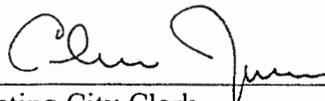
The Code of Conduct set forth in this section are more than mere guidelines. City Councilmembers expected to be aware of and adhere to the standards set forth in this section. In the event of violation, any penalties, remedies, or punishments available under equity or at law may be imposed as the Council may deem appropriate.

**Section 2. Effective Date.** This ordinance shall take effect five days after its publication.

**PASSED** BY THE CITY COUNCIL this 10<sup>th</sup> day of December, 2012.

  
Chris Jensen, Interim City Manager

ATTEST:

  
Acting City Clerk

APPROVED AS TO FORM:

  
Robert F. Noe, City Attorney

# **CONSENT AGENDA**

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
**Union Gap, Washington**  
**July 27, 2020, Regular Meeting**  
**MINUTES**

<u>Call to Order</u>	Mayor Hodgkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.
<u>Council Members Present</u>	Council Members Murr, Wentz, Galloway, Hansen, Schilling, and Dailey were present telephonically.
<u>Staff Present</u>	City Manager Fisher, Police Chief Cobb, Civil Engineer Dominguez, and Finance and Administration Director Clifton were present. Fire Chief Markham and City Attorney Brown were present telephonically.
<u>Audience Present</u>	See attached list.
<u>Consent Agenda</u>	Motion by Council Member Murr, second by Council Member Schilling to approve the consent agenda as follows:  Regular Council Meeting Minutes dated July 13, 2020 as attached to the Agenda and maintained in electronic format.  Claims Vouchers – EFT’s, and Voucher Nos. 101512 through 101567 for July 27, 2020, in the amount of \$376,704.20.  Motion carried unanimously.
<u>Items from the Audience</u>	None.
<u>General Items</u>	
<u>Finance &amp; Administration</u>	
Resolution No. – 20-31-NextRequest Agreement	Motion by Council Member Schilling, second by Council Member Wentz to approve Resolution No. – 20-31 – authorizing the City Manager to sign an Agreement with NextRequest for public record software and maintenance for August 2020 through August 2021. Motion carried unanimously.
2 <sup>nd</sup> Quarter Financial Update	Finance & Administration Director Clifton gave an overview of the 2 <sup>nd</sup> Quarter Financial Update and stated that most tax revenues are at least at 50%, with the exception of sales tax, which is at 36.63%, most likely due to COVID-19; Still have a strong current expense ending fund

balance; Overall revenues are at 53%; Most expenditures are lower in anticipation of lower revenues.

Council Member Schilling requested that hard copies of the Quarterly report be distributed to Council Members in their inter-office mail boxes.

Public Works & Community Development

Resolution No. – 20-32 – Set Public Hearing; Six-Year Transit Development Plan 2021-2026

Motion by Council Member Wentz, second by Council Member Murr to approve Resolution No. – 20-32 - setting a public hearing regarding the Six-Year Transit Development Plan 2021 – 2026. Voting on the motion – Ayes – Murr, Wentz, Galloway, Dailey and Hodkinson. Nays - Schilling. Motion passes.

Police

Resolution No. – 20-33 – Surplus Vehicles

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 20-33 – declaring Police Department vehicles surplus and providing for the disposition of the same. Motion carried unanimously.

Items from the Audience

Helen Canatsey inquired if there is other ways to get the news out to everybody other than the newspaper. Mayor Hodkinson replied that it is also available on the City Website. Council Member Schilling inquired if we could send a hard copy to Canatsey. Hodkinson said she could be added to the email list, Schilling stated that she doesn't get it. Council member Galloway asked Canatsey to call him and he will assist her in accessing the information emailed to her.

City Manager Report

City Manager Fisher stated that the Mall has reopened and that J.C. Penny is not closing; Still working with the public works department trying to make the parks safe, clearing dangerous trees.

Communications/Questions/Comments

Mayor Hodkinson stated that he contact MRSC in regarding previous discussion of motions to be written prior agendas coming out. They agreed that the chair does have the right in making that request. Schilling stated that she believed the Mayor does have the right to make the request, but Council can vote to do it differently.

Council Member Hansen stated that he would like a full review of The Code of Council Conduct. Schilling agreed.

Council member Hansen asked for Council review on RCW 42.30.110 section (f) To receive and evaluate complaints or charges brought

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – July 27, 2020*

against a public officer or employee. Hansen then made a statement against Mayor Hodkinson, which could not be fully understood audibly by others attending. Council Member Galloway suggested that Council Member Hansesn submit his request in writing, so they may better understand the request. Mayor Hodkinson also requested that Hansen submit his request in writing. Schilling stated that she would forward contact information of Senior Advisors to both Mayor Hodkinson and Council Member Hansen to help communicate better with each other.

Development of Next Agenda      None.

Adjournment of Meeting              Mayor Hodkinson adjourned the regular meeting at 7:35 p.m.

\_\_\_\_\_  
Arlene Fisher-Maurer, City Manager

ATTEST:

\_\_\_\_\_  
Karen Clifton, City Clerk





## City Council Communication

**Meeting Date:** August 10, 2020  
**From:** Karen Clifton, Director of Finance and Administration  
**Topic/Issue:** Claim Vouchers – August 10, 2020

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**SYNOPSIS:** Claim Vouchers Dated August 10, 2020

**RECOMMENDATION:** Request Council to approve EFTs and Voucher Nos. 101568 through 101634. In the amount of \$ 295,859.50.

**LEGAL REVIEW:** N/A

**FINANCIAL REVIEW:** N/A

**BACKGROUND INFORMATION:** N/A

**ADDITIONAL OPTIONS:** N/A

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

# WARRANT/CHECK REGISTER

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4111	08/06/2020	Claims	2	EFT	XPRESS BILL PAY	452.55	ONLINE PAYMENTS FEE - 07/2020
4117	08/10/2020	Claims	2	EFT	WA STATE DEPT OF REVENUE	14,649.94	EXCISE TAX - 07/2020
4122	08/03/2020	Claims	2	EFT	MERCHANT SERVICES	638.88	CREDIT CARD PAYMENTS FEE - 07/2020
4139	08/04/2020	Claims	2	EFT	CHASE PAYMENTECH	1,030.11	ONLINE CREDIT CARD PAYMENT FEES - 07/2020
4142	08/10/2020	Claims	2	EFT	US BANK CARDMEMBER SVC	2,769.06	PD PO BOX 3228 RENTAL FEE 06/2020- 12/2020; MICROSOFT 360 - 06/19 - 07/18/20; COVID-19 PLANNING COMMISSIONERS IPADS
4145	08/10/2020	Claims	2	EFT	CENTURY LINK	949.00	PW WORKS-07/2020; PUBLIC WORKS T1-07/2020; CIVIC CENTER TRUNK SVC-07/2020
4146	08/10/2020	Claims	2	EFT	OFFICE DEPOT-PD	107.10	PAPER
4147	08/10/2020	Claims	2	101568	AMERIFUEL	1,400.71	FUEL JULY 1-15 2020
4148	08/10/2020	Claims	2	101569	APEX PLUMBING & MECHANICAL PIPING, LLC	6,428.90	CIVIC CENTER PLUMBING REPAIRS
4149	08/10/2020	Claims	2	101570	AT&T MOBILITY	383.31	MODEMS 6/20-7/19 2020
4150	08/10/2020	Claims	2	101571	BACKFLOW MANAGEMENT INC	3,130.00	CROSS TRACK 6 FOR UNLIMITED CUSTOMER ACCOUNTS
4151	08/10/2020	Claims	2	101572	BASIN DISPOSAL OF YAKIMA LLC	86,658.75	GA/RCY - 07/2020
4152	08/10/2020	Claims	2	101573	BELL, BROWN & RIO	7,500.00	CITY ATTORNEY-07/2020
4153	08/10/2020	Claims	2	101574	BURROWS TRACTOR COMPANY	129.92	BELT FOR HUSTLER 2
4154	08/10/2020	Claims	2	101575	CANON FINACIAL SERVICES	186.28	COPIER CONTRACT JUNE 2020
4155	08/10/2020	Claims	2	101576	CAREY MOTORS	1,667.95	LOF/TIRE ROTATION VEH 15, LOF/TIRE ROTATION VEH 24, DIAGNOSE AND REPLACE AC PARTS VEH 24; LOF/TIRE ROTATION VEH 21; LOF/TIRE ROTATION, REPLACE SPARK PLUGS, TRANSMISSION FLUSH VEH
4156	08/10/2020	Claims	2	101577	CASCADE ANALYTICAL INC	676.00	WATER SAMPLING 070720; WW SAMPLING
4157	08/10/2020	Claims	2	101578	CASCADE VALLEY LUBE	38.95	#1027 BASIC SERVICE
4158	08/10/2020	Claims	2	101579	CENTRAL PRE-MIX CONCRETE CO.	879.59	5/8" TOP COURSE 48.57 TON 07.16.20 & 34.96 TON 07.17.20
4159	08/10/2020	Claims	2	101580	CENTRAL WA AG MUSEUM	2,576.12	PARK RESERVATION REFUND-POWER SHOW; PARK RESERVATION REFUND-POWER SHOW; PARK RESERVATION REFUND-POWER SHOW; AG MUSEUM UTILITIES-06/2020 & 07/2020
4160	08/10/2020	Claims	2	101581	CI SHRED	84.18	SHRED SERVICES JUNE 2020
4161	08/10/2020	Claims	2	101582	CINTAS CORP #605	64.71	CIVIC CENTER & PD MAT SVC-07/31/2020
4162	08/10/2020	Claims	2	101583	CLASSIC CAR WASH	64.25	CAR WASHES JUNE 2020
4163	08/10/2020	Claims	2	101584	COLEMAN OIL COMPANY	3,015.29	PW/ CED FUEL- 07/20; FUEL THRU 07.31.20

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4164	08/10/2020	Claims	2	101585	COLONIAL LAWN & GARDEN, INC.	1,272.40	CIVIC CENTER LAWN SVC-07/2020 & SPRINKER REPAIR
4165	08/10/2020	Claims	2	101586	COPIERS NORTHWEST	242.01	COPIER MAINTENANCE JULY 2020
4166	08/10/2020	Claims	2	101587	CORE & MAIN LP	6,633.20	3RD / WHATCOM HYDRANT REPAIR; NEPTUNE RW2F53 2" T-10 R9001 ENHANCED; WHATCOM WATER LINE PROJECT SUPPLIES
4167	08/10/2020	Claims	2	101588	D & G CLEANING,LLC	4,056.00	CIVIC CENTER & PD CLEANING-07/2020
4168	08/10/2020	Claims	2	101589	TORIN M DELVO	22.10	DELIVER VACTOR FOR ANNUAL MAINTENANCE
4169	08/10/2020	Claims	2	101590	TERESA OR NICOLAS ESPINOZA	1,128.00	REFUND DEPOSIT
4170	08/10/2020	Claims	2	101591	FRANK'S TIRE FACTORY	18.94	FLAT REPAIR FRONT FARM DRY
4171	08/10/2020	Claims	2	101592	FREIGHTLINER NORTHWEST	334.77	#2011 PARKS & LABOR
4172	08/10/2020	Claims	2	101593	G.S. LONG CO., INC.	938.13	SEED, MISCELLANEOUS; GLYPHOSATE 4DS
4173	08/10/2020	Claims	2	101594	GAP AUTO PARTS - PD	37.58	HEADLIGHT - TAURUS 446
4174	08/10/2020	Claims	2	101595	GENE WEINMANN CONSULTING	113.00	CDBG COORDINATOR & POSTAGE
4175	08/10/2020	Claims	2	101596	GRANT J HUNT CO	4,066.43	MAILCHIMP MAIL CAMPAIGN-4/20 -06/20; TWITTER ADS-04/20-06/20; DESIGN & MARKETING-07/2020
4176	08/10/2020	Claims	2	101597	HOME TACOS & MORE, LLC	51.86	Refund Utility Deposit
4177	08/10/2020	Claims	2	101598	JUB ENGINEERS INC	695.71	PROFESSIONAL SVCS THRU 06.30.20; SOUTH 10TH AVE BRIDGE REPLACEMENT PROJECT
4178	08/10/2020	Claims	2	101599	JANICE KAVANAGH	43.19	UTILITY REFUND
4179	08/10/2020	Claims	2	101600	KITTITAS & YAKIMA VALLEY UC	125.00	WORK RELATED EXAM; OCHOA, S.
4180	08/10/2020	Claims	2	101601	KNOBELS ELECTRIC INC	784.75	REPAIR BANNER AT ROUNDABOUT
4181	08/10/2020	Claims	2	101602	LAW OFFICE OF DANIEL POLAGE	250.00	PUBLIC DEFENDER SVC
4182	08/10/2020	Claims	2	101603	LOWES COMPANY INC	142.38	4"-8"-16" SOLID CAP BLC, SIKA AF-2 SUPER, GUAGE 3.5 TIE WIRE; SCRUB BRUSH, GONG BRUSH, SSETXP SINGLE CT W;/ SUPPLIES FOR BUS SHELTER ON ALDER STREET; 3/4-IN PEX PLASTIC PLUGS-CIVIC CENTER & RETURN OF
4183	08/10/2020	Claims	2	101604	LOWES COMPANY INC	84.58	MATV/RANGE PARTS
4184	08/06/2020	Claims	2	101605	MEDSTAR CABULANCE,		Incorrect Amount
4185	08/10/2020	Claims	2	101606	MORTONS SUPPLY	220.39	PRESSURE RELIEF VALVE; WHATCOM WATER LINE
4186	08/10/2020	Claims	2	101607	OFFICE SOLUTIONS NORTHWEST	291.02	COPY PAPER-07/24/2020; PERFETED PAPER; HAND SANITIZER, DISINFECTING WIPES
4187	08/10/2020	Claims	2	101608	ONE CALL CONCEPTS INC	63.13	UTILITY LOCATES-07/2020
4188	08/10/2020	Claims	2	101609	OWEN EQUIPMENT CO	9,353.44	#2011 SEWER VACTOR; INSPECTION, SERVICE & REPAIR

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4189	08/10/2020	Claims	2	101610	OXARC INC	20.13	TRDX BLUE NITRILE PF 8 MIL DISP GLOVES
4190	08/10/2020	Claims	2	101611	PACIFIC POWER	8,975.92	AREA LIGHTS; TRAFFIC & STREETS-07/2020
4191	08/10/2020	Claims	2	101612	QUADIENT FINANCE USA, INC.	500.00	POSTAGE-06/2020
4192	08/10/2020	Claims	2	101613	REPUBLIC PUBLISHING CO	1,158.41	GO TO MEETING- LTAC NTC 07/22-07/26/2020; COUNCIL MEETING NTC-07/27/2020; AD SMALL RORKS ROSTER;
4193	08/10/2020	Claims	2	101614	DON C. SMITH	476.80	LEOFF 1 RETIREE RX & MEDICARE
4194	08/10/2020	Claims	2	101615	SMITTYS OUTDOOR POWER EQUIPMENT INC	406.33	CARBIDE CHAIN LOOP/RESCUE BAR
4195	08/10/2020	Claims	2	101616	STRIPE RITE	86.42	CLASS 2 VEST-YELLOW SOLID
4196	08/10/2020	Claims	2	101617	RAYMOND V SUAREZ	15.02	DELIVER VACTOR FOR ANNUAL MAINTENANCE
4197	08/10/2020	Claims	2	101618	TRUE LAW GROUP, PS	740.00	PUBLIC DEFENDER
4198	08/10/2020	Claims	2	101619	U.S. CELLULAR	907.60	PHONES/MODEMS 06/26/20-07/25/2020
4199	08/10/2020	Claims	2	101620	U.S. LINEN & UNIFORM	726.95	UNIFORM SERVICE; 6/29/20, 7/06/20, 7/13/20, 7/20/20, 7/27/20
4200	08/10/2020	Claims	2	101621	UNION GAP WATER FUND & SEWER	14,173.74	CIVIC CENTER & FIRE DEPT.-07/2020; 4401 MAIN STREET-07/2020; STREETS-07/2020; PARKS-07/2020
4201	08/10/2020	Claims	2	101622	UNITED PARCEL SERVICE	54.59	SHIPPING JUNE 2020
4202	08/10/2020	Claims	2	101623	UNITED STATES POSTAL SERVICE	240.00	2020 FIRST-CLASS PRESORT
4203	08/10/2020	Claims	2	101624	UNUM LIFE INSURANCE	111.30	LEOFF 1 LONG TERM CARE-08/2020
4204	08/10/2020	Claims	2	101625	VERIZON WIRELESS - PD2#672326319	600.40	MODEMS 7/14-8/13 2020
4205	08/10/2020	Claims	2	101626	VERIZON WIRELESS - PW #542075407	277.44	PW CELL SERVICE-07/2020
4206	08/10/2020	Claims	2	101627	HORTENCIA VILLEGAS	600.00	BARN DEPOSIT REFUND
4207	08/10/2020	Claims	2	101628	WA STATE DEPT OF TRANSPORTATION	15,000.31	MAIN STREET RECONSTRUCTION PROJECT; ENGINEERING CONSTRUCTIONS; 06.01.20 TO 06.30.20; SIGNAL MAINT, REPAIR & ADDITIONS
4208	08/10/2020	Claims	2	101629	WA STATE PATROL	34.25	BACKGROUND CHECKS JUNE 2020
4209	08/10/2020	Claims	2	101630	BARRY M WOODARD	9,000.00	PUBLIC DEFENDER-07/2020
4210	08/10/2020	Claims	2	101631	YAKIMA COUNTY REPUBLICAN CENTRAL COMMITTEE	210.00	BUILDING RENTAL DEPOSIT REFUND
4211	08/10/2020	Claims	2	101632	YAKIMA HUMANE SOCIETY	3,000.00	ANIMAL CONTROL SERVICE-07/2020
4212	08/10/2020	Claims	2	101633	YAKIMA VALLEY CONFERENCE	2,587.50	LAND USE PLANNING-06/2020
4215	08/05/2020	Claims	2	101634	MEDSTAR CABULANCE,	69,506.83	DIAL A RIDE/FIXED ROUTE-07/2020
						61,316.30	
001 Current Expense Fund						27,844.59	
101 Street Fund						6,232.55	
107 Convention Center Reserve Fund							

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				108 Tourism Promotion Area Fund	664.66	
				113 Fire Truck Reserve Fund	406.33	
				123 Criminal Justice Fund	84.58	
				124 Infrastructure Reserve Fund	763.40	
				128 Transit System Fund	69,606.62	
				170 Housing Rehabilitation Fund	113.00	
				401 Water Fund	21,235.77	
				402 Garbage Fund	93,613.05	
				403 Sewer Fund	13,883.60	
				414 Water Deposits	95.05	
					<hr/>	
						Claims: 295,859.50
					295,859.50	

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4111	08/06/2020	Claims	2		EFT XPRESS BILL PAY	452.55	ONLINE PAYMENTS FEE - 07/2020
					401 - 534 50 49 00 - MISCELLANEOUS	150.85	
					403 - 535 50 49 00 - MISCELLANEOUS	150.85	
					402 - 537 50 49 00 - MISCELLANEOUS	150.85	
4117	08/10/2020	Claims	2		EFT WA STATE DEPT OF REVENUE	14,649.94	EXCISE TAX - 07/2020
					001 - 511 60 49 10 - EXTERNAL TAXES	0.68	
					001 - 524 20 49 01 - EXTERNAL TAXES	122.65	
					401 - 534 50 49 01 - EXTERNAL TAXES	5,767.66	
					403 - 535 50 49 02 - EXTERNAL TAXES	2,787.26	
					402 - 537 50 49 01 - EXTERNAL TAXES	5,916.34	
					001 - 576 80 49 02 - EXTERNAL TAXES	55.35	
4122	08/03/2020	Claims	2		EFT MERCHANT SERVICES	638.88	CREDIT CARD PAYMENTS FEE - 07/2020
					401 - 534 50 49 00 - MISCELLANEOUS	212.96	
					403 - 535 50 49 00 - MISCELLANEOUS	212.96	
					402 - 537 50 49 00 - MISCELLANEOUS	212.96	
4139	08/04/2020	Claims	2		EFT CHASE PAYMENTECH	1,030.11	ONLINE CREDIT CARD PAYMENT FEES - 07/2020
					001 - 524 20 49 00 - MISCELLANEOUS	196.48	
					401 - 534 50 49 00 - MISCELLANEOUS	212.39	
					403 - 535 50 49 00 - MISCELLANEOUS	212.39	
					402 - 537 50 49 00 - MISCELLANEOUS	212.38	
					001 - 558 60 49 00 - MISCELLANEOUS	196.47	
4142	08/10/2020	Claims	2		EFT US BANK CARDMEMBER SVC	2,769.06	PD PO BOX 3228 RENTAL FEE 06/2020- 12/2020; MICROSOFT 360 - 06/19 - 07/18/20; COVID-19 PLANNING COMMISSIONERS IPADS
					001 - 511 60 49 00 - MISCELLANEOUS	8.94	
					001 - 521 10 49 00 - PD ADMIN MISCELLANEOI	74.00	
					001 - 594 58 64 00 - MACHINERY & EQUIPMEN	2,686.12	
4145	08/10/2020	Claims	2		EFT CENTURY LINK	949.00	PW WORKS-07/2020; PUBLIC WORKS T1-07/2020; CIVIC CENTER TRUNK SVC-07/2020
					001 - 518 20 42 00 - COMMUNICATION	612.94	
					401 - 534 50 42 00 - COMMUNICATION	32.09	
					401 - 534 50 42 00 - COMMUNICATION	51.92	
					403 - 535 50 42 00 - COMMUNICATION	32.09	
					403 - 535 50 42 00 - COMMUNICATION	51.92	
					402 - 537 50 42 00 - COMMUNICATION	32.09	
					402 - 537 50 42 00 - COMMUNICATION	51.92	
					101 - 543 30 42 00 - COMMUNICATION	32.10	
					101 - 543 30 42 00 - COMMUNICATION	51.93	
4146	08/10/2020	Claims	2		EFT OFFICE DEPOT-PD	107.10	PAPER
					001 - 521 10 31 01 - PD CLERICAL SUPPLIES	107.10	
4147	08/10/2020	Claims	2		101568 AMERIFUEL	1,400.71	FUEL JULY 1-15 2020
					001 - 521 10 32 00 - PD ADMIN FUEL	133.96	
					001 - 521 10 49 00 - PD ADMIN MISCELLANEOI	25.00	
					001 - 521 21 32 00 - INVESTIGATION FUEL	127.60	
					001 - 521 21 32 01 - LEAD TASK FORCE - FUEL	147.13	
					001 - 521 22 32 00 - PATROL FUEL	926.13	
					001 - 554 30 32 00 - FUEL - ANIMAL CONTROL	40.89	
4148	08/10/2020	Claims	2		101569 APEX PLUMBING & MECHANICAL PIPING, LLC	6,428.90	CIVIC CENTER PLUMBING REPAIRS
					001 - 518 20 48 00 - REPAIRS & MAINTENANCE	6,428.90	
4149	08/10/2020	Claims	2		101570 AT&T MOBILITY	383.31	MODEMS 6/20-7/19 2020

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			001 - 521 10 42 01		PD CLERICAL COMMUNIC.	383.31	
4150	08/10/2020	Claims	2	101571	BACKFLOW MANAGEMENT INC	3,130.00	CROSS TRACK 6 FOR UNLIMITED CUSTOMER ACCOUNTS
			401 - 534 50 41 00		PROFESSIONAL SERVICES	3,130.00	
4151	08/10/2020	Claims	2	101572	BASIN DISPOSAL OF YAKIMA LLC	86,658.75	GA/RCY - 07/2020
			402 - 537 60 49 00		CONTRACTED SERVICES	86,658.75	
4152	08/10/2020	Claims	2	101573	BELL, BROWN & RIO	7,500.00	CITY ATTORNEY-07/2020
			001 - 515 31 41 01		LEGAL SERVICES-CIVIL - C	7,500.00	
4153	08/10/2020	Claims	2	101574	BURROWS TRACTOR COMPANY	129.92	BELT FOR HUSTLER 2
			001 - 576 80 48 00		REPAIRS & MAINTENANCE	129.92	
4154	08/10/2020	Claims	2	101575	CANON FINACIAL SERVICES	186.28	COPIER CONTRACT JUNE 2020
			001 - 521 10 45 01		PD CLERICAL RENTALS &	186.28	
4155	08/10/2020	Claims	2	101576	CAREY MOTORS	1,667.95	LOF/TIRE ROTATION VEH 15, LOF/TIRE ROTATION VEH 24, DIAGNOSE AND REPLACE AC PARTS VEH 24; LOF/TIRE ROTATION VEH 21; LOF/TIRE ROTATION, REPLACE SPARK PLUGS, TRANSMISSION FLUSH VEH 11
			001 - 521 10 48 00		PD ADMIN REPAIRS & MAI	43.21	
			001 - 521 21 48 00		INVESTIGATION REPAIRS	1,022.90	
			001 - 521 22 48 00		PATROL REPAIRS & MAIN	45.38	
			001 - 521 22 48 00		PATROL REPAIRS & MAIN	556.46	
4156	08/10/2020	Claims	2	101577	CASCADE ANALYTICAL INC	676.00	WATER SAMPLING 070720; WW SAMPLING
			401 - 534 50 41 00		PROFESSIONAL SERVICES	217.00	
			401 - 534 50 41 00		PROFESSIONAL SERVICES	459.00	
4157	08/10/2020	Claims	2	101578	CASCADE VALLEY LUBE	38.95	#1027 BASIC SERVICE
			403 - 531 30 48 00		STORMWATER REPAIRS &	2.33	
			401 - 534 50 48 00		REPAIRS & MAINTENANCE	9.74	
			403 - 535 50 48 00		REPAIRS & MAINTENANCE	7.79	
			101 - 542 30 48 00		REPAIRS & MAINTENANCE	5.84	
			101 - 542 66 48 00		REPAIRS & MAINTENANCE	1.95	
			101 - 542 70 48 00		REPAIRS & MAINTENANCE	2.73	
			128 - 547 60 48 00		REPAIRS & MAINTENANCE	2.73	
			001 - 576 80 48 00		REPAIRS & MAINTENANCE	5.84	
4158	08/10/2020	Claims	2	101579	CENTRAL PRE-MIX CONCRETE CO.	879.59	5/8" TOP COURSE 48.57 TON 07.16.20 & 34.96 TON 07.17.20
			401 - 534 50 31 00		SUPPLIES	879.59	
4159	08/10/2020	Claims	2	101580	CENTRAL WA AG MUSEUM	2,576.12	PARK RESERVATION REFUND-POWER SHOW; PARK RESERVATION REFUND-POWER SHOW; PARK RESERVATION REFUND-POWER SHOW; AG MUSEUM UTILITIES-06/2020 & 07/2020
			107 - 571 00 42 00		COMMUNICATION-AG MU	164.47	
			107 - 571 00 47 00		UTILITIES-AG MUSEUM	2,001.65	
			001 - 582 10 00 03		PARK DEPOSIT REFUND	180.00	
			001 - 582 10 00 03		PARK DEPOSIT REFUND	50.00	

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			001 - 582 10 00 03		- PARK DEPOSIT REFUND	180.00	
<b>4160</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101581</b>	<b>CI SHRED</b>	<b>84.18</b>	<b>SHRED SERVICES JUNE 2020</b>
			001 - 521 50 41 00		- PD FACILITIES PROFESSIO	84.18	
<b>4161</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101582</b>	<b>CINTAS CORP #605</b>	<b>64.71</b>	<b>CIVIC CENTER &amp; PD MAT SVC-07/31/2020</b>
			001 - 518 31 45 00		- OPERATING RENTALS & LI	28.12	
			001 - 521 50 45 00		- PD FACILITIES OPERATION	36.59	
<b>4162</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101583</b>	<b>CLASSIC CAR WASH</b>	<b>64.25</b>	<b>CAR WASHES JUNE 2020</b>
			001 - 521 10 48 00		- PD ADMIN REPAIRS & MAI	9.25	
			001 - 521 21 48 01		- LEAD REPAIRS & MAINT	5.50	
			001 - 521 22 48 00		- PATROL REPAIRS & MAIN	49.50	
<b>4163</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101584</b>	<b>COLEMAN OIL COMPANY</b>	<b>3,015.29</b>	<b>PW/ CED FUEL- 07/20; FUEL THRU 07.31.20</b>
			001 - 524 20 32 00		- FUEL	34.90	
			001 - 524 20 32 00		- FUEL	10.74	
			403 - 531 30 32 00		- STORMWATER FUEL	100.67	
			401 - 534 50 32 00		- FUEL	10.74	
			401 - 534 50 32 00		- FUEL	848.80	
			403 - 535 50 32 00		- FUEL	10.74	
			403 - 535 50 32 00		- FUEL	881.48	
			402 - 537 50 32 00		- FUEL	75.88	
			101 - 542 30 32 00		- FUEL	10.74	
			101 - 542 30 32 00		- FUEL	259.19	
			101 - 542 66 32 00		- FUEL	179.53	
			101 - 542 67 32 00		- FUEL	125.33	
			101 - 542 70 32 00		- FUEL	230.16	
			128 - 547 60 32 00		- FUEL CONSUMED	63.49	
			001 - 558 60 32 00		- FUEL	34.90	
			001 - 558 60 32 00		- FUEL	10.74	
			001 - 576 80 32 00		- FUEL	127.26	
<b>4164</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101585</b>	<b>COLONIAL LAWN &amp; GARDEN, INC.</b>	<b>1,272.40</b>	<b>CIVIC CENTER LAWN SVC-07/2020 &amp; SPRINKER REPAIR</b>
			001 - 518 20 31 00		- SUPPLIES	31.38	
			001 - 518 20 48 00		- REPAIRS & MAINTENANCE	1,241.02	
<b>4165</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101586</b>	<b>COPIERS NORTHWEST</b>	<b>242.01</b>	<b>COPIER MAINTENANCE JULY 2020</b>
			001 - 521 10 45 01		- PD CLERICAL RENTALS &	242.01	
<b>4166</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101587</b>	<b>CORE &amp; MAIN LP</b>	<b>6,633.20</b>	<b>3RD / WHATCOM HYDRANT REPAIR; NEPTUNE RW2F53 2" T-10 R9001 ENHANCED; WHATCOM WATER LINE PROJECT SUPPLIES</b>
			401 - 534 50 31 00		- SUPPLIES	834.09	
			401 - 534 50 31 00		- SUPPLIES	534.41	
			401 - 534 50 31 00		- SUPPLIES	5,264.70	
<b>4167</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101588</b>	<b>D &amp; G CLEANING,LLC</b>	<b>4,056.00</b>	<b>CIVIC CENTER &amp; PD CLEANING-07/2020</b>
			001 - 518 20 41 00		- PROF. SERVICES	2,456.00	
			001 - 521 22 41 00		- PATROL PROFESSIONAL SI	1,600.00	
<b>4168</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101589</b>	<b>TORIN M DELVO</b>	<b>22.10</b>	<b>DELIVER VACTOR FOR ANNUAL MAINTENANCE</b>
			403 - 535 50 43 00		- TRAVEL	22.10	
<b>4169</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101590</b>	<b>TERESA OR NICOLAS ESPINOZA</b>	<b>1,128.00</b>	<b>REFUND DEPOSIT</b>
			001 - 582 10 00 03		- PARK DEPOSIT REFUND	1,128.00	
<b>4170</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101591</b>	<b>FRANK'S TIRE FACTORY</b>	<b>18.94</b>	<b>FLAT REPAIR FRONT FARM DRY</b>

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			402 - 537 50 48 00		- REPAIRS & MAINTENANCE	9.47	
			128 - 547 60 48 00		- REPAIRS & MAINTENANCE	9.47	
4171	08/10/2020	Claims	2	101592	FREIGHTLINER NORTHWEST	334.77	#2011 PARKS & LABOR
			401 - 534 50 48 00		- REPAIRS & MAINTENANCE	66.95	
			403 - 535 50 48 00		- REPAIRS & MAINTENANCE	251.08	
			101 - 542 30 48 00		- REPAIRS & MAINTENANCE	16.74	
4172	08/10/2020	Claims	2	101593	G.S. LONG CO., INC.	938.13	SEED, MISCELLANEOUS; GLYPHOSATE 4DS
			101 - 542 70 31 00		- SUPPLIES	938.13	
4173	08/10/2020	Claims	2	101594	GAP AUTO PARTS - PD	37.58	HEADLIGHT - TAURUS 446
			001 - 521 22 48 00		- PATROL REPAIRS & MAIN	37.58	
4174	08/10/2020	Claims	2	101595	GENE WEINMANN CONSULTING	113.00	CDBG COORDINATOR & POSTAGE
			170 - 559 30 31 00		- SUPPLIES	0.50	
			170 - 559 30 41 01		- PROFESSIONAL SERVICES	112.50	
4175	08/10/2020	Claims	2	101596	GRANT J HUNT CO	4,066.43	MAILCHIMP MAIL CAMPAIGN-4/20 -06/20; TWITTER ADS-04/20-06/20; DESIGN & MARKETING-07/2020
			107 - 557 30 41 01		- PROF SERVICES-GRANT J H	316.43	
			107 - 557 30 41 01		- PROF SERVICES-GRANT J H	3,750.00	
4176	08/10/2020	Claims	2	101597	HOME TACOS & MORE, LLC	51.86	Refund Utility Deposit
			414 - 582 10 04 14		- DEPOSIT REFUND	51.86	Refund Utility Deposit
4177	08/10/2020	Claims	2	101598	JUB ENGINEERS INC	695.71	PROFESSIONAL SVCS THRU 06.30.20; SOUTH 10TH AVE BRIDGE REPLACEMENT PROJECT
			124 - 595 30 63 44		- BRIDGE #475-S 10TH AVE 2	695.71	
4178	08/10/2020	Claims	2	101599	JANICE KAVANAGH	43.19	UTILITY REFUND
			414 - 582 10 04 14		- DEPOSIT REFUND	43.19	
4179	08/10/2020	Claims	2	101600	KITTITAS & YAKIMA VALLEY UC	125.00	WORK RELATED EXAM; OCHOA, S.
			401 - 534 50 41 00		- PROFESSIONAL SERVICES	31.25	
			403 - 535 50 41 00		- PROFESSIONAL SERVICES	31.25	
			101 - 542 30 41 00		- PROFESSIONAL SERVICES	31.25	
			001 - 576 80 41 00		- PROFESSIONAL SERVICES	31.25	
4180	08/10/2020	Claims	2	101601	NOBELS ELECTRIC INC	784.75	REPAIR BANNER AT ROUNDABOUT
			101 - 542 30 41 00		- PROFESSIONAL SERVICES	784.75	
4181	08/10/2020	Claims	2	101602	LAW OFFICE OF DANIEL POLAGE	250.00	PUBLIC DEFENDER SVC
			001 - 515 91 41 03		- LEGAL SERVICES-PUBLIC	250.00	
4182	08/10/2020	Claims	2	101603	LOWES COMPANY INC	142.38	4"-8"-16" SOLID CAP BLC, SIKA AF-2 SUPER, GUAGE 3.5 TIE WIRE; SCRUB BRUSH, GONG BRUSH, SSETXP SINGLE CT W/; SUPPLIES FOR BUS SHELTER ON ALDER STREET; 3/4-IN PEX PLASTIC PLUGS-CIVIC CENTER &
			001 - 518 31 31 00		- SUPPLIES		
			403 - 531 30 48 00		- STORMWATER REPAIRS &	118.28	
			128 - 547 60 48 00		- REPAIRS & MAINTENANCE	24.10	
4183	08/10/2020	Claims	2	101604	LOWES COMPANY INC	84.58	MATV/RANGE PARTS

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			123 - 594 21 64 23		MACHINERY & EQUIPMEN	84.58	
4184	08/06/2020	Claims	2	101605	MEDSTAR CABULANCE, INC.		Incorrect Amount
4185	08/10/2020	Claims	2	101606	MORTONS SUPPLY	220.39	PRESSURE RELIEF VALVE; WHATCOM WATER LINE
			401 - 534 50 48 00		REPAIRS & MAINTENANCE	220.39	
4186	08/10/2020	Claims	2	101607	OFFICE SOLUTIONS NORTHWEST	291.02	COPY PAPER-07/24/2020; PERFTED PAPER; HAND SANITIZER, DISINFECTING WIPES
			001 - 511 60 31 01		SUPPLIES	1.87	
			001 - 513 10 31 00		SUPPLIES	3.41	
			001 - 514 23 31 00		SUPPLIES	17.57	
			001 - 514 30 31 00		SUPPLIES	25.35	
			001 - 521 10 31 00		PD ADMIN SUPPLIES	0.02	
			001 - 524 20 31 00		SUPPLIES	11.92	
			401 - 534 50 31 00		SUPPLIES	1.58	
			401 - 534 50 31 00		SUPPLIES	17.02	
			401 - 534 50 31 00		SUPPLIES	35.02	
			403 - 535 50 31 00		SUPPLIES	1.58	
			403 - 535 50 31 00		SUPPLIES	17.02	
			403 - 535 50 31 00		SUPPLIES	35.02	
			402 - 537 50 31 00		SUPPLIES	1.58	
			402 - 537 50 31 00		SUPPLIES	17.01	
			402 - 537 50 31 00		SUPPLIES	35.01	
			101 - 542 30 31 00		SUPPLIES	35.02	
			001 - 576 80 31 00		SUPPLIES	35.02	
4187	08/10/2020	Claims	2	101608	ONE CALL CONCEPTS INC	63.13	UTILITY LOCATES-07/2020
			401 - 534 50 41 00		PROFESSIONAL SERVICES	31.57	
			403 - 535 50 41 00		PROFESSIONAL SERVICES	31.56	
4188	08/10/2020	Claims	2	101609	OWEN EQUIPMENT CO	9,353.44	#2011 SEWER VACTOR; INSPECTION, SERVICE & REPAIR
			403 - 531 30 48 00		STORMWATER REPAIRS &	467.67	
			401 - 534 50 48 00		REPAIRS & MAINTENANCE	1,870.69	
			403 - 535 50 48 00		REPAIRS & MAINTENANCE	7,015.08	
4189	08/10/2020	Claims	2	101610	OXARC INC	20.13	TRDX BLUE NITRILE PF 8 MIL DISP GLOVES
			403 - 535 50 31 00		SUPPLIES	20.13	
4190	08/10/2020	Claims	2	101611	PACIFIC POWER	8,975.92	AREA LIGHTS; TRAFFIC & STREETS-07/2020
			101 - 542 63 47 00		UTILITIES	7,305.42	
			101 - 542 64 47 00		UTILITIES	273.02	
			001 - 576 80 47 00		UTILITIES	1,397.48	
4191	08/10/2020	Claims	2	101612	QUADIENT FINANCE USA, INC.	500.00	POSTAGE-06/2020
			001 - 511 60 42 01		COMMUNICATION	86.22	
			001 - 514 23 42 00		COMMUNICATIONS	64.65	
			001 - 514 30 42 00		COMMUNICATIONS	94.87	
			001 - 521 10 42 00		PD ADMIN COMMUNICATI	12.10	
			001 - 524 20 42 00		COMMUNICATION	28.98	
			401 - 534 50 42 00		COMMUNICATION	71.06	
			403 - 535 50 42 00		COMMUNICATION	71.06	
			402 - 537 50 42 00		COMMUNICATION	71.06	
4192	08/10/2020	Claims	2	101613	REPUBLIC PUBLISHING CO	1,158.41	GO TO MEETING- LTAC NTC 07/22-07/26/2020; COUNCIL MEETING NTC-07/27/2020; AD SMALL RORKS ROSTER;
			001 - 511 60 44 01		ADVERTISING	351.32	

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			001 - 511 60 44 01		ADVERTISING	142.43	
			108 - 557 30 44 08		YAK VALLEY TOURISM-AI	664.66	
4193	08/10/2020	Claims	2	101614	DON C. SMITH	476.80	LEOFF 1 RETIREE RX & MEDICARE
			001 - 521 10 22 00		LEOFF 1 BENEFITS	476.80	
4194	08/10/2020	Claims	2	101615	SMITTYS OUTDOOR POWER EQUIPMENT INC	406.33	CARBIDE CHAIN LOOP/RESCUE BAR
			113 - 594 22 64 13		MACHINERY & EQUIPMEN	406.33	
4195	08/10/2020	Claims	2	101616	STRIPE RITE	86.42	CLASS 2 VEST-YELLOW SOLID
			001 - 513 10 31 00		SUPPLIES	86.42	
4196	08/10/2020	Claims	2	101617	RAYMOND V SUAREZ	15.02	DELIVER VACTOR FOR ANNUAL MAINTENANCE
			403 - 535 50 43 00		TRAVEL	15.02	
4197	08/10/2020	Claims	2	101618	TRUE LAW GROUP, PS	740.00	PUBLIC DEFENDER
			001 - 515 91 41 03		LEGAL SERVICES-PUBLIC	740.00	
4198	08/10/2020	Claims	2	101619	U.S. CELLULAR	907.60	PHONES/MODEMS 06/26/20-07/25/2020
			001 - 521 10 42 01		PD CLERICAL COMMUNIC.	907.60	
4199	08/10/2020	Claims	2	101620	U.S. LINEN & UNIFORM	726.95	UNIFORM SERVICE; 6/29/20, 7/06/20, 7/13/20, 7/20/20, 7/27/20
			401 - 534 50 21 00		UNIFORMS & EQUIPMENT	186.44	
			403 - 535 50 21 00		UNIFORMS & EQUIPMENT	186.44	
			402 - 537 50 21 00		UNIFORMS & EQUIPMENT	79.89	
			101 - 542 30 21 00		UNIFORMS & EQUIPMENT	186.44	
			001 - 576 80 21 00		UNIFORMS & EQUIPMENT	87.74	
4200	08/10/2020	Claims	2	101621	UNION GAP WATER FUND & SEWER	14,173.74	CIVIC CENTER & FIRE DEPT.-07/2020; 4401 MAIN STREET-07/2020; STREETS-07/2020; PARKS-07/2020
			001 - 518 20 47 00		UTILITIES/CIVIC CAMPUS	895.84	
			001 - 522 50 47 00		FD FACILITIES - UTILITIES	296.18	
			403 - 535 50 47 00		UTILITIES	1,061.97	
			101 - 543 30 47 00		UTILITIES	2,386.21	
			001 - 576 80 47 00		UTILITIES	9,533.54	
4201	08/10/2020	Claims	2	101622	UNITED PARCEL SERVICE	54.59	SHIPPING JUNE 2020
			001 - 521 10 42 00		PD ADMIN COMMUNICATI	54.59	
4202	08/10/2020	Claims	2	101623	UNITED STATES POSTAL SERVICE	240.00	2020 FIRST-CLASS PRESORT
			001 - 511 60 42 01		COMMUNICATION	46.02	
			001 - 514 23 42 00		COMMUNICATIONS	31.57	
			001 - 514 30 42 00		COMMUNICATIONS	45.42	
			001 - 521 10 42 00		PD ADMIN COMMUNICATI	4.65	
			001 - 524 20 42 00		COMMUNICATION	15.23	
			401 - 534 50 42 00		COMMUNICATION	32.37	
			403 - 535 50 42 00		COMMUNICATION	32.37	
			402 - 537 50 42 00		COMMUNICATION	32.37	
4203	08/10/2020	Claims	2	101624	UNUM LIFE INSURANCE	111.30	LEOFF 1 LONG TERM CARE-08/2020
			001 - 521 10 22 00		LEOFF 1 BENEFITS	111.30	
4204	08/10/2020	Claims	2	101625	VERIZON WIRELESS - PD#672326319	600.40	MODEMS 7/14-8/13 2020
			001 - 521 10 42 01		PD CLERICAL COMMUNIC.	600.40	
4205	08/10/2020	Claims	2	101626	VERIZON WIRELESS - PW #542075407	277.44	PW CELL SERVICE-07/2020

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			401 - 534 50 42 00 -		COMMUNICATION	55.49	
			403 - 535 50 42 00 -		COMMUNICATION	55.49	
			402 - 537 50 42 00 -		COMMUNICATION	55.49	
			101 - 542 30 42 00 -		COMMUNICATIONS	55.49	
			001 - 576 80 42 00 -		COMMUNICATION	55.48	
<b>4206</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101627</b>	<b>HORTENCIA VILLEGAS</b>	<b>600.00</b>	<b>BARN DEPOSIT REFUND</b>
			001 - 582 10 00 03 -		PARK DEPOSIT REFUND	600.00	
<b>4207</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101628</b>	<b>WA STATE DEPT OF TRANSPORTATION</b>	<b>15,000.31</b>	<b>MAIN STREET RECONSTRUCTION PROJECT; ENGINEERING CONSTRUCTIONS; 06.01.20 TO 06.30.20; SIGNAL MAINT, REPAIR &amp; ADDITIONS</b>
			101 - 542 64 41 00 -		INTERGOVERNMENTAL PF	14,932.62	
			124 - 595 30 64 28 -		MAIN ST PH 1-CN	67.69	
<b>4208</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101629</b>	<b>WA STATE PATROL</b>	<b>34.25</b>	<b>BACKGROUND CHECKS JUNE 2020</b>
			001 - 521 10 41 00 -		PD ADMIN PROFESSIONAL	34.25	
<b>4209</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101630</b>	<b>BARRY M WOODARD</b>	<b>9,000.00</b>	<b>PUBLIC DEFENDER-07/2020</b>
			001 - 515 91 41 03 -		LEGAL SERVICES-PUBLIC	9,000.00	
<b>4210</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101631</b>	<b>YAKIMA COUNTY REPUBLICAN CENTRAL COMMITTEE</b>	<b>210.00</b>	<b>BUILDING RENTAL DEPOSIT REFUND</b>
			001 - 582 10 00 03 -		PARK DEPOSIT REFUND	210.00	
<b>4211</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101632</b>	<b>YAKIMA HUMANE SOCIETY</b>	<b>3,000.00</b>	<b>ANIMAL CONTROL SERVICE-07/2020</b>
			001 - 554 30 41 00 -		PROF SERVICES-ANIMAL C	3,000.00	
<b>4212</b>	<b>08/10/2020</b>	<b>Claims</b>	<b>2</b>	<b>101633</b>	<b>YAKIMA VALLEY CONFERENCE</b>	<b>2,587.50</b>	<b>LAND USE PLANNING-06/2020</b>
			001 - 558 60 41 01 -		INTERGOVERNMENTAL PF	2,587.50	
<b>4215</b>	<b>08/05/2020</b>	<b>Claims</b>	<b>2</b>	<b>101634</b>	<b>MEDSTAR CABULANCE, INC.</b>	<b>69,506.83</b>	<b>DIAL A RIDE/FIXED ROUTE-07/2020</b>
			128 - 547 60 49 00 -		TRANSIT SERVICE PAYME	69,506.83	
			001 Current Expense Fund			61,316.30	
			101 Street Fund			27,844.59	
			107 Convention Center Reserve Fund			6,232.55	
			108 Tourism Promotion Area Fund			664.66	
			113 Fire Truck Reserve Fund			406.33	
			123 Criminal Justice Fund			84.58	
			124 Infrastructure Reserve Fund			763.40	
			128 Transit System Fund			69,606.62	
			170 Housing Rehabilitation Fund			113.00	
			401 Water Fund			21,235.77	
			402 Garbage Fund			93,613.05	
			403 Sewer Fund			13,883.60	
			414 Water Deposits			95.05	
						Claims:	295,859.50
						295,859.50	