

UPDATED - UNION GAP CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY AUGUST 10, 2026 – 6:00 P.M.
CIVIC CAMPUS, 102 W. AHTANUM ROAD, UNION GAP

COUNCIL VALUES

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

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

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

A. Approval of Minutes:

Regular Council Meeting Minutes, dated July 27, 2026, as attached to the Agenda and maintained in electronic format

B. Approve Vouchers:

Claim Vouchers – EFT's, and Check No's 112672 through 112716 for August 10, 2026 in the amount of \$714,613.96

III. GENERAL ITEMS

City Manager

1. Ordinance No. _____ - Amending UGMC 2.88.030
2. Ordinance No. _____ - Repeal of UGMC Ch. 2.72
3. Resolution No. _____ - Appointing an agent to receive tort claims for damages
4. Resolution No. _____ - Tourism Promoter Contract for Service

5. Resolution No. _____ - Appointing District Court Commissioner Lisa Eichler to serve as a Municipal Court Commissioner for the City of Union Gap Municipal Court

Finance & Administration

1. Ordinance No. _____ - 2026 Budget Amendment – Federal Highway Administration grant

Public Works & Community Development

1. Resolution No. _____ - Set Public Hearing; Six-year Transit Development Plan 2026-2032
2. Resolution No. _____ - People for People – 2026 General Contract Services
3. Resolution No. _____ - Assignment of Ziply's Franchise Agreement to NFC Northwest, LLC

IV. COMMITTEE REPORTS

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

VI. CITY MANAGER REPORT

VII. COMMUNICATIONS/QUESTIONS/COMMENTS

VIII. DEVELOPMENT OF NEXT AGENDA

IX. ADJOURN REGULAR MEETING



City Council Communication

Meeting Date: August 10, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Ordinance - Amending UGMC 2.88.030

SYNOPSIS: UGMC 2.88.030 needs to be amended to reflect the City's current form of government.

RECOMMENDATION: Approve Ordinance _____ amending UGMC 2.88.030 to reflect the City's Council-Manager form of government.

LEGAL REVIEW: The City Attorney drafted the Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS:

ATTACHMENTS: 1) Ordinance

CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____

AN ORDINANCE amending Section 2.88.030 to reflect the City's change from a council-mayor form of government to a council-manager form of government and identifying the city manager as the municipal official empowered to issue emergency proclamations.

WHEREAS, Union Gap Municipal Code ("UGMC") section 2.88.030 was originally adopted in 2010 when the City was organized under the council-mayor form of government under Ch. 35A.12 RCW, and authorizes the mayor to issue proclamations in cases of emergency; and

WHEREAS, the City changed to a council-manager form of government under Ch. 35A.13 RCW in 2013; and

WHEREAS, the emergency management laws codified at Ch. 38.52 RCW grant authority to the "executive head" of an agency to issue emergency proclamations and take such other actions as authorized by law; and

WHEREAS, RCW 38.52.010(18) instructs that the term "executive head" means "the city manager in those cities and towns with council manager forms of government"; and

WHEREAS, the City Council finds and determines that it is necessary to revise UGMC 2.88.030 to reflect that the city manager is the executive head of the City for purposes of emergency management.

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

Section 1. UGMC section 2.88.030, State of emergency—Powers of the mayor pursuant to a proclamation, which currently reads as follows:

2.88.030 - State of emergency—Powers of the mayor pursuant to a proclamation.

(a) The mayor may, after finding that a public disorder, disaster, energy emergency or riot exists within the city of Union Gap or any part thereof which affects life, health, property, or public peace, proclaim a state of emergency.

(b) The mayor, after proclaiming a state of emergency and prior to terminating such, may, in the area described by the proclamation, issue an order prohibiting:

(1) Any person being on the public streets, or in the public parks, or at any other public place during the hours declared by the mayor to be a period of curfew;

(2) Any number of persons, as designed by the mayor, from assembling or gathering on the public streets, parks, or other open areas of the city, either public or private;

- (3) The manufacture, transfer, use, possession or transportation of a molotov cocktail or any other device, instrument or object designed to explode or produce unconfined combustion;
 - (4) The transporting, possession or use of gasoline, kerosene, or combustible, flammable, or explosive liquids or materials in a glass or uncapped container of any kind, except in connection with normal operation of motor vehicles, normal home use or legitimate commercial use;
 - (5) The sale, purchase or dispensing of alcoholic beverages;
 - (6) The sale, purchase or dispensing of other commodities or goods, as he reasonably believes should be prohibited or controlled to help preserve and maintain life, health, property or the public peace;
 - (7) The use of certain streets, highways or public ways by the public; and
 - (8) Such other activities as she or he reasonably believes should be prohibited to help preserve and maintain life, health, property or the public peace.
- (c) In imposing the restrictions provided for in this ordinance, the mayor imposes them for such times, upon such conditions, with such exceptions and in such areas of the city she or he from time to time deems necessary.
- (d) Any person willfully violating any provision of an order issued by the mayor under this section shall be guilty of a gross misdemeanor.

IS HEREBY AMENDED TO READ AS FOLLOWS:

2.88.030 - State of emergency—Powers of the city manager pursuant to a proclamation.

- (a) The city manager may, after finding that a public disorder, disaster, energy emergency or riot exists within the city of Union Gap or any part thereof which affects life, health, property, or public peace, proclaim a state of emergency.
- (b) The city manager, after proclaiming a state of emergency and prior to terminating such, may, in the area described by the proclamation, issue an order prohibiting:
- (1) Any person being on the public streets, or in the public parks, or at any other public place during the hours declared by the city manager to be a period of curfew;
 - (2) Any number of persons, as designed by the city manager, from assembling or gathering on the public streets, parks, or other open areas of the city, either public or private;

(3) The manufacture, transfer, use, possession or transportation of a molotov cocktail or any other device, instrument or object designed to explode or produce unconfined combustion;

(4) The transporting, possession or use of gasoline, kerosene, or combustible, flammable, or explosive liquids or materials in a glass or uncapped container of any kind, except in connection with normal operation of motor vehicles, normal home use or legitimate commercial use;

(5) The sale, purchase or dispensing of alcoholic beverages;

(6) The sale, purchase or dispensing of other commodities or goods, as he or she reasonably believes should be prohibited or controlled to help preserve and maintain life, health, property or the public peace;

(7) The use of certain streets, highways or public ways by the public; and

(8) Such other activities as she or he reasonably believes should be prohibited to help preserve and maintain life, health, property or the public peace.

(c) In imposing the restrictions provided for in this ordinance, the city manager imposes them for such times, upon such conditions, with such exceptions and in such areas of the city she or he from time to time deems necessary.

(d) Any person willfully violating any provision of an order issued by the city manager under this section shall be guilty of a gross misdemeanor.

Section 2. Except as set forth herein, all other provisions of Ch. 2.88 UGMC remain unchanged.

Section 3. This Ordinance shall take effect and be in force five (5) days after final passage by the City Council and publication.

ORDAINED this 10th day of August 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney



City Council Communication

Meeting Date: August 10, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Ordinance - Repeal of UGMC Ch. 2.72.

SYNOPSIS: UGMC 2.72 pertaining to procedures governing claims for damages needs to be repealed due to changes in the Revised Code of Washington.

RECOMMENDATION: Repeal UGMC 2.72

LEGAL REVIEW: City Attorney prepared the Ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS:

ATTACHMENTS: (1) Ordinance

CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____

AN ORDINANCE repealing Section 1 of Ordinance 1702 adopted in 1993 and Section 1 of Ordinance No. 1520 adopted in 1991 and rescinding Ch. 2.72 of the Union Gap Municipal Code.

WHEREAS, the City adopted Ch. 2.72 of the Union Gap Municipal Code (“UGMC”), Claims for Damages, with the adoption of Section 1 of Ordinance No. 1702 in 1993 and Section 1 of Ordinance No. 1520 in 1991; and

WHEREAS, the procedures governing claims for damages as codified at RCW 4.92.100 have changed since 1993 such that Ch. 2.72 UGMC should be repealed.

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

Section 1. Section 1 of Ordinance 1702 adopted in 1993 and Section 1 of Ordinance No. 1520 adopted in 1991, and by virtue thereof the entirety of UCMC Ch. 2.72 entitled “Claims for Damages,” are hereby repealed.

Section 3. This Ordinance shall take effect and be in force five (5) days after final passage by the City Council and summary publication.

ORDAINED this 10th day of August 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney



City Council Communication

Meeting Date: August 10, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Resolution - Appointing Clerk as the agent to receive tort claims

SYNOPSIS: RCW 4.96.020 requires the City appoint an agent to receive claims.

RECOMMENDATION: Approve a Resolution Appointing the City Clerk as Agent to Receive Tort Claims and Claims for Damages.

LEGAL REVIEW: Resolution prepared by the City Attorney

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS:

ATTACHMENTS: 1) Resolution

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** of the City Council of Union Gap, Washington, appointing the City Clerk as the agent to receive tort claims and claims for damages against the City pursuant to RCW 4.96.020.

WHEREAS, RCW 4.96.020(1) requires that local governmental entities appoint an agent to receive claims for damages, including tort claims, and that the identity and address of the agent be noted with the county auditor; and

WHEREAS, the City Council of the City of Union Gap desires to formally designate the City Clerk as the City's agent for purposes of receiving such claims, and to authorize the City Manager to act as an alternate in the Clerk's absence.

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

Section 1. Appointment of Agent to Receive Tort Claims and Claims for Damages.

- A. The City Clerk is hereby appointed and designated as the City of Union Gap's agent for receipt of all tort claims and claims for damages filed against the City in accordance with RCW 4.96.020.
- B. In the absence or unavailability of the City Clerk, the City Manager (or their designee) is authorized to receive such claims on behalf of the City.
- C. The agent's identity, address, and business hours are as follows:
 - i. Agent: City Clerk (or any successor to the position of City Clerk or their designee; or in the Clerk's absence, the City Manager or their designee)
 - ii. Office Address: Union Gap City Hall, 102 W. Ahtanum Road, Union Gap, Washington, 98903.
 - iii. Business Hours: Monday through Thursday, 8:00 AM to 5:00 PM, and Fridays 8:00 AM to 4:00 PM, excluding holidays.

Section 2. Filing with County Auditor. A copy of this Resolution shall be filed with the Yakima County Auditor pursuant to RCW 4.96.020.

Section 3. Supersession. This Resolution supersedes any prior appointments or designations of the City's agent for purposes of receiving tort claims and claims for damages.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and approval.

PASSED this 10th day of August 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney



City Council Communication

Meeting Date: August 10, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Resolution - Tourism Promoter Contract for Service

SYNOPSIS: The Tourism Promoter position has been vacant since the resignation of our previous provider. An RFP was issued, and the LTAC interviewed the responding entities. The LTAC is recommending JAYRAY, a creative marketing and strategic communications agency as our next Tourism Promoter.

RECOMMENDATION: Authorize the City Manager to sign a professional services agreement with JAYRAY for tourism promotion.

LEGAL REVIEW: The agreement was reviewed by the City Attorney

FINANCIAL REVIEW: The cost for a tourism promoter is included in the approved 2026 budget.

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS:

ATTACHMENTS: 1) Resolution 2) Agreement

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A RESOLUTION authorizing the City Manager to sign a professional services agreement with JayRay for Tourism Promotion and Marketing services

WHEREAS, the City of Union Gap collects lodging tax revenues pursuant to Chapter 67.28 RCW for the purpose of promoting tourism within the City; and

WHEREAS, the City Council desires to enhance tourism, increase overnight visitation, support local businesses, and promote Union Gap as a regional destination through professional tourism marketing services; and

WHEREAS, the City has determined that JAYRAY possess the qualifications, experience, and expertise necessary to provide comprehensive tourism marketing, advertising, event promotion, public relations, website and social media management, and related professional services; and

WHEREAS, the Professional Service Agreement provides for compensation not to exceed Thirty Thousand Dollars (\$30,000) for the remainder of calendar year 2026 and up to Six Thousand Dollars (\$60,000) annually thereafter, subject to budget appropriations and the terms of the agreement; and

WHEREAS, the Agreement shall commence upon execution by both parties and continue through December 31, 2029, unless terminated in accordance with its provisions; and

WHEREAS, the City Council finds that entering into the Professional Services Agreement with JAYRAY is in the best interest of the City and will further the City's tourism promotion goals.

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

The City Manager is authorized to sign a professional services agreement with JayRay for Tourism Promotion and Marketing services

PASSED this 10th day of August 2026.

John Hodkinson, Mayor

ATTEST:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney

CONTRACT FOR PROFESSIONAL SERVICES
City of Union Gap and JAYRAY

This Agreement is entered into by and between the City of Union Gap, Washington, hereinafter referred to as "the City," and JAYRAY, hereinafter referred to as "the Contractor."

WHEREAS, the City imposes a lodging tax pursuant to the provisions of Revised Code of Washington, Title 67, Chapter 28;

WHEREAS, the City can utilize the revenue collected through the lodging tax for the purpose or promoting tourism within the City of Union Gap;

WHEREAS, the City desires to have the Contractor perform services directed toward promoting tourism within the City pursuant to certain terms and conditions;

NOW, THEREFORE, IN CONSIDERATION OF the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Scope of Services to be Performed by Contractor.** The Contractor shall perform those services described on Exhibit "A" attached hereto and incorporated herein by this reference as if fully set forth.
2. **Compensation and Method of Payment.**
 - a. The City shall pay the Contractor up to \$60,000 annually, billed at hourly rates ranging from \$165 to \$210 per hour, depending on the type of work performed and the team member assigned. The Contractor shall bill the City monthly for the previous month's work.
 - b. For the remainder of 2026, the City shall pay the Contractor up to \$30,000 consistent with the hourly rates and billing frequency specified in section 2 (a).
3. **Duration of Agreement.** This Agreement shall become effective on the date it has been signed by all parties and remain in effect through December 31, 2029, unless terminated by the City pursuant to Section 7 or by either party pursuant to Section 8 of this Agreement.
4. **Ownership and Use of Documents.** All documents, drawings, and other materials produced by the Contractor in connection with the services rendered under this Agreement shall be the property of the City.
5. **Independent Contractor.** The Contractor and the City agree that the Contractor is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be deemed to create an employer-employee relationship between the parties hereto. Neither the Contractor nor any employee of the Contractor shall be entitled to any benefits accorded City employees by virtue of the services provided under this Agreement. The City shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, including but not limited to FICA, FUTA, state industrial insurance, state workers' compensation, or otherwise assuming the duties of an employer with respect to the Contractor or any employee of the Contractor.
6. **Indemnification.** The Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.
7. **Insurance.** Contractor's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of Contractor to the coverage provided by such insurance or otherwise limit the City's recourse to any remedy available at law or in equity.

- a. Contractor shall obtain insurance of the types and coverage described below:
 - i. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent Contractors and personal injury and advertising injury. The City shall be named as an additional insured under Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
 - ii. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 - b. Contractor's Commercial General Liability insurance shall be written with limits of no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 - c. Contractor's Commercial General Liability insurance policy is to contain or be endorsed to contain that it shall be primary insurance with respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Contractor's insurance and shall not contribute with it.
 - d. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.
 - e. Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.
 - f. Contractor shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.
 - g. Failure on the part of Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to Contractor to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due Contractor from the City.
 - h. If Contractor maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by Contractor, irrespective of whether such limits maintained by Contractor are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Contractor.
8. **Termination.** This Agreement may at any time be terminated by either party upon giving sixty (60) days' written notice of the party's intention to terminate the same.
 9. **Discrimination Prohibited.** The Contractor shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Contractor under this Agreement on the basis of race, color, religion, creed, sex, age, national origin, marital status, or presence of any sensory, mental, or physical handicap.
 10. **Assignment and Subcontract.** The Contractor shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.
 11. **Entire Agreement.** This Agreement contains the entire agreement between the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or

bind any of the parties hereto. Either party may request changes to the Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

12. **Notices.** Notices to the City shall be sent to the following address:

Gregory Cobb, City Manager
P.O. Box 3008
102 West Ahtanum Rd.
Union Gap, WA 98903

Notices to the Contractor shall be sent to the following address:

Bridget Baeth, Director of Marketing
JAYRAY
1102 A Street, Suite 300 #311
Tacoma, WA 98402

13. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Yakima County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.

CITY OF UNION GAP

CONTRACTOR

Gregory Cobb
City Manager

Bridget Baeth

By: Bridget Baeth
Its: JayRay Principal, Owner

Date: _____

Date: August 4, 2026

Attest/Authenticated:

Lynette Bisconer, City Clerk

EXHIBIT A

SCOPE OF WORK

A. General duties: Direct, manage, or coordinate the promotion, marketing, and advertising designed and implemented to attract tourists to the City of Union Gap.

B. Specific duties: The duties identified below are representative of the services that may be required under this contract. The City reserves the right to require performance of some, all, or additional related duties as reasonably necessary to achieve the objective of tourism promotion.

1. Direct, manage, or coordinate the marketing of the City to professional meeting planners, and promote familiarization tours for interested meeting planners.

2. Attend tourism industry trade shows as needed, where contact with tour operators, tour brokers, convention and meeting planners, and media provides direct opportunities to market Union Gap as a tourist destination.

3. Create or coordinate with allied agencies a database to evaluate and track why people visit the City of Union Gap, the purposes of their stays, and whether they engage in any tourist activities while in the City.

4. Conduct familiarization tours for interested groups to showcase the City's tourist attractions and to showcase the City's overnight accommodations. Coordinate with hotel and motel operators to facilitate such tours.

5. Conduct public relations related to tourism, coordinate and promote tours for media groups, and work with media to highlight tourism in Union Gap.

6. Design, create, or coordinate promotional materials and campaigns highlighting events and attractions within the City. Develop budgets for promotions for City review.

7. Coordinate with other groups and agencies engaging in promotion of tourism within the Yakima Valley, including but not limited to Central Washington Agricultural Museum, State Fair Park, Yakima Valley Tourism, and Yakima Sports Commission.

8. Maintain a web and social media presence for the City of Union Gap for purposes of tourism. Facilitate links to other tourism-related websites in the Yakima Valley. Maintain a current-events calendar and a list of attractions on the website for internet access.

9. Create or coordinate a reproducible calendar of events with tourist-related news to be distributed on the web, in hard copy, and to media and promotional outlets.

10. Create community relations by establishing a speaking schedule to appear before affected business groups, local jurisdictions, and other potentially interested groups within the City of Union Gap and Yakima Valley to make determinations about destination marketing needs and explore creative ways by which to promote tourism to Union Gap and the Yakima Valley.

11. Engage in any other activities that would help to promote tourism to the City of Union Gap.

12. Promote open lines of communication with the Lodging Tax Advisory Committee and report on a monthly basis to the Committee regarding results from various efforts under this contract that can be reduced to traceable criteria or statistics.

13. In accordance with RCW 67.28.1816, provide an annual report with an estimate of how the lodging tax funds will increase the number of people traveling for business or pleasure on a trip away from their place of residence or business, including travelers staying overnight in paid accommodations, traveling fifty miles or more one way from their residence or business, or traveling from another country or state. Recipients must also submit a report describing the actual number of such travelers generated by the funded activity.

14. Work with Union Gap event coordinators, such as the Valley Mall, Central Washington Agriculture Museum, the Genealogical Society, and others, to promote and advertise their events to maximize attendance and attract out-of-town visitors.

15. Create, build upon, coordinate, and attend Union Gap signature events, such as Burger Week, Haunted October, Asparafest, and others.



City Council Communication

Meeting Date: August 10, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Appointing Court Commissioner

SYNOPSIS: The City contracts with Yakima County District Court for Municipal Court Services. The Court has appointed Ms. Lisa Eichler as a district court commissioner. To hear Union Gap cases, Commissioner Eichler needs to be appointed as a Union Gap Municipal Court Commissioner too.

RECOMMENDATION: Approve Resolution appointing Yakima County District Court Commissioner Lisa Eichler to serve as Union Gap Municipal Court Commissioner.

LEGAL REVIEW: Reviewed by City Attorney

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS:

ATTACHMENTS: 1) Resolution

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A RESOLUTION appointing District Court Commissioner Lisa Eichler to serve as a Municipal Court Commissioner for the City of Union Gap Municipal Court.

WHEREAS, the City of Union Gap has contracted with Yakima County District Court for Court Services;

WHEREAS, pursuant to RCW 3.50.040, the City of Union Gap can appoint District Court Commissioners to serve as the City's Municipal Court Commissioners;

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

The Council hereby appoints Court Commissioner Lisa Eichler of the Yakima County District Court to serve as Municipal Court Commissioner for the City of Union Gap.

PASSED this 10th day of August, 2026.

John Hodkinson, City Mayor

ATTEST:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney



City Council Communication

Meeting Date: August 10, 2026
From: Lynette Bisconer, Director of Finance & Administration
Topic/Issue: Ordinance – 2026 Budget Amendment – Federal Highway Administration grant

SYNOPSIS: on July 13, 2026, the Council authorized the City Manager to sign Task Order No. 26148 as it pertains to the Safety Action Plan and ADA Self-Evaluation and Transition Plan; HLA Project No. 26148. The City was awarded a Federal Highway Administration Grant in the Amount of \$143,120 to be used for the project with a city share of \$35,780 to be used from the beginning balance fund 321.

RECOMMENDATION: Adopt an ordinance, amending the 2026 Budget, authorizing the receipt and expenditure of the Comprehensive Safety Action Plan and ADA Transition Plan funds.

LEGAL REVIEW: The City Attorney has reviewed the ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: The Task Order was discussed and approved at the July 13, 2026, Council meeting.

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Ordinance

CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____

AN ORDINANCE amending the 2026 budget and authorizing the expenditure of funds to develop a Comprehensive Safety Action Plan and a Supplemental ADA Transition Plan.

WHEREAS, on July 13, 2026, the Council authorized the City Manager to sign Task Order No. 26148 to develop a Safety Action Plan and ADA Self-Evaluation and Transition Plan; HLA Project No. 26148; and

WHEREAS, the City has received \$143,120 in grant funding from the Federal Highway Administration for the development of a Comprehensive Safety Action Plan and a Supplemental ADA Transition Plan.

WHEREAS, the City's share of the project authorized in Task Order No. 26148 HLA Project No. 26148 is \$35,780; and

WHEREAS, it is necessary to amend the 2026 budget to include the grant funding received from the Federal Highway Administration and authorize the expenditure of same on the project authorized in Task Order No. 26148 and HLA Project No. 26148.

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

Section 1. Revenue Acceptance. The balance of Fund 321 – Street Development Reserve Fund is increased in the amount of \$143,120.00 to reflect the receipt of \$143,120 in grant funding from Federal Highway Administration.

Section 2. Expenditure Authorized. The City Council authorizes the expenditure of \$178,900 (including \$143,120.00 for grant funds received from Federal Highway Administration) from Fund 321 – Street Development Reserve Fund for the project authorized in Task Order No. 26148 and HLA Project No. 26148.

Section 3. This ordinance shall become effective five (5) days following legal publication of this ordinance or a summary of this ordinance.

ORDAINED this 10th day of August 2026.

John Hodkinson, City Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney



City Council Communication

Meeting Date: August 10, 2026
From: Jason Cavanaugh, Director of PW & Community Development
Topic/Issue: Resolution - Set Public Hearing; Six Year Transit Development Plan 2026-2032

SYNOPSIS: Set Public Hearing for September 14, 2026 at 6:00 p.m. to receive public testimony on the Six Year Transit Development Plan 2026-2032.

RECOMMENDATION: A Resolution setting a public hearing, for September 14, 2026 @ 6:00 p.m., in regards to the Six Year Transit Development Plan 2026-2032.

LEGAL REVIEW: City Attorney reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** setting a public hearing regarding the Six Year Transit Development Plan 2026-2032.

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 (WSDOT);

WHEREAS, the City has developed a proposed Six Year Transit Development Plan 2026-2032;

WHEREAS, the City is required to conduct a public hearing concerning the Six Year Transit Development Plan 2026-2032;

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

A public hearing is set for Monday, September 14, 2026 at 6:00 p.m. for interested parties to appear and provide input on the proposed Six Year Transit Development Plan 2026-2032.

Notice of the hearing shall be published in the Yakima Herald-Republic, which is the newspaper of general circulation in the City.

PASSED this 10th day of August, 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney



City Council Communication

Meeting Date: August 10, 2026
From: Jason Cavanaugh, Director of Public Works & Community Development
Topic/Issue: Resolution - People For People – 2026 General Contract for Services

SYNOPSIS: For your consideration is a *General Contract for Services* between the City of Union Gap and People for People. The purpose of this agreement is for People for People to provide the City with a Site Manager for the Union Gap Meals-On-Wheels meal site located at the Senior Citizen Center at 1000 Ahtanum Road as well as the future location at 108 W Ahtanum Rd, Suite A.

RECOMMENDATION: Adopt a Resolution authorizing the City Manager to sign a *General Contract for Services* between the City of Union Gap and People for People for the Site Manager to oversee the Senior Nutrition Program as it relates to the Senior Citizen Program.

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

FINANCIAL REVIEW:

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS:

1. Resolution
2. People for People – 2026 General Contract for Services

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign a *General Contract for Services* between the City of Union Gap and People for People (PFP) for the Site Manager to oversee the Senior Nutrition Program.

WHEREAS, the PFP will provide a Site Manager for the Union Gap Meals-On-Wheels congregate meal site located at the Union Gap Senior Citizen Center at 1000 Ahtanum Road, and future location at 108 W Ahtanum Rd, suite A;

WHEREAS, the Site Manager will provide oversight for the senior nutrition program including meal service, completion of required paperwork, kitchen clean up, and organizing activities such as bingo, ping pong, and exercise classes approved by the City;

WHEREAS, the Site Manager's hours will be from 8:30 a.m. to 12:30 p.m. five (5) days per week, excluding holidays; this position is not an employee of the City and not entitle to any benefits or considerations of benefits from the City of Union Gap;

WHEREAS, City will reimburse PFP for Union Gap Senior Center services at \$2,600.00 once per month; the term of this Contract begins July 1, 2026 and shall continue until terminated by either party with thirty (30) day written notice;

WHEREAS, the City desires to enter into the General Contract for Service with PFP for such services;

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

That the City Manager is authorized to sign the *General Contract for Services* with People for People for a Site Manager to oversee the Senior Nutrition Program as it relates to the Union Gap Senior Citizen Program.

PASSED this 10th day of August, 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney

GENERAL CONTRACT FOR SERVICES
Between
People For People and City of Union Gap

This Contract for Services (hereinafter the "Contract") by and between **People For People (PFP)**, a Washington nonprofit corporation located at 304 West Lincoln Avenue, Yakima, WA 98902, and **City of Union Gap** located at 108 Suite A W Ahtanum Rd, Union Gap, Washington 98903, is made effective as of July 1, 2026. For purposes of this Contract, the party which is providing the services will be referred to as "PFP," and the party which will be providing the services will be referred to as "PFP."

- 1. DESCRIPTION OF SERVICE.** PFP will provide to the City of Union Gap a Site Manager for the Union Gap Meals On Wheels congregate meal site located at 108 Suite A W Ahtanum Rd, Union Gap, Washington. The Site Manager will provide oversight for the senior nutrition program including meal service, completion of required paperwork, kitchen clean up, and organized activities such as bingo, ping pong, and exercise classes approved by the City of Union Gap. The Site Manager will provide oversight from 8:30 a.m. to 12:30 p.m. Five (5) days per week, excluding holidays and PFP meetings.

a) MEALS ON WHEELS SITE MANAGER

PFP will provide Meals On Wheels service to City of Union Gap. These services will include but not limited to:

- Provide eligible seniors with nutritious meals.
- Ensure the meals are designed by a qualified nutritionist to meet RDA (Recommended Daily Allowances) for a nutritious lunch.
- Maintain a clean, safe, friendly, and inviting setting for seniors to visit and enjoy their meal
- Interpret, maintain, and ensure compliance with all policies and procedures for the Meals On Wheels program.
- At the end of each day, ensure kitchen counter tops and tables are thoroughly wiped down, leftover food is properly stored or disposed of, spills on the floor are cleaned, and trash is disposed of in the Civic Campus dumpster.
- Coordinate and facilitate senior activities that support interaction and engagement.

- 2. PAYMENT FOR SERVICES.** City of Union Gap will reimburse PFP for Union Gap Senior Center Meals On Wheels services \$2,600.00 once per month for the term of this contract. PFP shall submit monthly invoices for payment. Invoices shall be submitted by the fifteenth of the month for the previous month's service. City of Union Gap will pay within thirty (30) days of receipt of invoice.

- 3. SITE LOCATION.** The Union Gap Meals On Wheels service will be provided at Union Gap Senior Center, 108 Suite A W Ahtanum Rd, Union Gap, WA.

- b) The City of Union Gap will maintain the interior and exterior of facility.
- c) The City of Union Gap will provide and set up table and chairs for the Meals On Wheels service.
- d) The City of Union Gap will provide PFP an annual Fire and Life Safety Survey to be performed by the local fire department on an annual basis.
- e) The City of Union Gap will be responsible for obtaining and providing Meals On Wheels with the Yakima Health District Food Service License on an annual basis.

4. **TERM.** The term of this Contract shall commence on July 1, 2026, and shall continue until terminated by either party in accordance with Section 7 of this contract.

5. **INDEMNIFICATION.**

- PFP agrees to hold harmless, indemnify and defend City of Union Gap, including its officials, officers, employees and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) which result from and arise out of the sole negligence of PFP, its officials, officers, employees, and agents.
- City of Union Gap agrees to hold harmless, indemnify and defend PFP, including its officials, officers, employees, and agents, from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) which result from and arise out of the sole negligence of City of Union Gap, its officials, officers, employees and agents.
- In the event that the officials, officers, agents, and/or employees of both PFP and City of Union Gap are negligent, each party shall be liable for its contributory share of negligence for any suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees).
- Nothing contained in this section 5 of this Contract for Services shall be construed to create a right of indemnification in any third party.

6. **INSURANCE**

6.1 Insurance and Limits. Prior to the start date of this agreement, PFP shall obtain insurance coverage, and otherwise satisfy the requirements of this section as follows:

- (a.) Commercial General Liability. PFP shall maintain in full force and effect during the term of this agreement commercial general liability ("CGL") insurance written on an occurrence basis. The CGL insurance shall provide insurance coverage for PFP and Union Gap, as an additional insured, for any and all claims and damages that may result from any act or omission on the part of PFP pursuant to this agreement, and any liability of Union Gap which PFP may have as a result of the hold harmless and indemnity agreement set forth in Section 5. Such insurance shall be provided by an insurance company(s) licensed to do business in the State of Washington, rated no less than A, as shown in the most current issues of A.M. Best's Key Rating Guide, and under forms policies satisfactory to City.
- (b.) Auto Liability. Automobile liability insurance shall cover all owned, non-owned, hired, and leased vehicles. Coverage must be at least as broad as Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
- (c.) PFP shall maintain the following insurance limits:
 - i. Commercial General Liability insurance shall be written with limits no less than two million (\$2,000,000) per occurrence and two million (\$2,000,000) general aggregate.
 - ii. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1 million (\$1,000,000) per accident.

- iii. PFP's insurance coverage shall be primary insurance for Union Gap. Any insurance, self-insurance, or insurance pool coverage maintained by Union Gap shall be in excess of PFP's insurance and shall not contribute with it.

(d) Endorsements. Association's CGL Policy shall name Union Gap as an additional named insured under PFP's Commercial General Liability policy using ISO Additional Insured – State or Governmental Agency or Subdivision or Political Subdivision – Permits or Authorizations Form CG 2012 or an endorsement providing at least as broad coverage. Said policy shall include a provision prohibiting cancellation of said policy except upon (30) days prior written notice to Union Gap.

(e) Evidence. Prior to entering the concession premises PFP shall provide Union Gap a certified copy of all applicable insurance policies and additional insured endorsements required by this agreement.

- 7. **INDEPENDENT CONTRACTOR**. In performing its obligations under this Agreement, PFP is and shall at all times remain an independent contractor with respect to the City of Union Gap, and not an employee, agent, partner, or joint venturer of the City. This Agreement does not create a partnership, joint venture, or employment relationship between the parties.
- 8. **TERMINATION**. Either party can terminate with or without cause with thirty day (30) written notice. Service is contingent upon PFP receiving funding from Southeast Washington Aging and Long Term Care Council of Governments to support the Meals On Wheels program.
- 9. **ENTIRE AGREEMENT**. This Contract contains the entire agreement of the parties, and there are no other promises or cond. This Contract supersedes any prior written or oral agreements between the parties.
- 10. **SEVERABILITY**. If any provision of this Contract is held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.
- 11. **AMENDMENT**. This Contract may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.
- 12. **GOVERNING LAW**. This Contract shall be construed in accordance with the laws of the State of Washington.
- 13. **NOTICE**. Any notice or communication required or permitted under this Contract shall be deemed as sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.
- 14. **ASSIGNMENT**. Neither party may assign or transfer this Contract without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

People For People

By: _____
Madelyn Carlson
People For People, CEO

City of Union Gap

By: _____
City Manager

Attest: _____
City Clerk



City Council Communication

Meeting Date: August 10, 2026
From: Jason Cavanaugh, Director of Public Works & Community Development
Topic/Issue: Resolution - Assignment of Ziplly's Franchise Agreement to NFC Northwest, LLC

SYNOPSIS: Ziplly Fiber has made a request to transfer / assign their Franchise Agreement to NFC Northwest, LLC, who is an affiliate of Ziplly Fiber.

RECOMMENDATION: Adopt a Resolution authorizing the City Manager to sign a Letter of Request from Ziplly Fiber as it pertains to an affiliate assignment with NFC Northwest, LLC.

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

FINANCIAL REVIEW:

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution
2. Ziplly Fiber Letter of Request

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A RESOLUTION authorizing the City Manager to sign a letter from Ziply Fiber to transfer their Franchise Agreement to NFC Northwest, LLC.

WHEREAS, Ziply Fiber has requested the City consent to the assignment of their Franchise Agreement to NFC Northwest, LLC; and

WHEREAS, NFC Northwest, LLC will be bound by all terms and conditions of the Franchise Agreement as it relates to its network; and

WHEREAS, the City desires to enter into the General Contract for Service with PFP for such services;

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

That the City Manager is authorized to sign the letter to transfer Ziply's Franchise Agreement to NFC Northwest, LLC.

PASSED this 10th day of August, 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Quinn Plant, City Attorney

Jessica Epley
135 Lake Street South, Suite 1000
Kirkland, WA 98033
(503) 431-0458
Jessica.epley@ziply.com



June 16, 2026

Sent via electronic mail to: Jason.Cavanaugh@uniongapwa.gov

Re: Request for Consent to Assign Ordinance No. 2910 between the City of Union Gap and Noel Communications, LLC dated November 28th, 2016, which was assigned to Wholesail Networks by Ordinance No. 2974 dated October 14th, 2019 ("Franchise Agreement")

Dear Mr. Cavanaugh:

I am writing to request the City's consent to the assignment of the Franchise Agreement to an affiliate of Ziplly Fiber: NFC Northwest, LLC.

Ziplly Fiber has entered into an agreement under which NFC Northwest, LLC ("NFC Northwest") will fund construction and own fiber network assets in Union Gap, Washington. Wholesail Networks, a wholly owned subsidiary of Ziplly Fiber Pacific, LLC would like to request that the City assign the Franchise Agreement to NFC Northwest pursuant to Article IV, Section 1A. of the Franchise Agreement.

NFC Northwest is a strategic partnership between BCE, Inc. (Ziplly Wireless' ultimate parent company) and PSP Investments ("PSP"), one of Canada's largest pension fund investors. NFC Northwest is jointly owned by Ziplly Fiber and PSP. You can learn more about the formation of NFC Northwest in this [press release](#).

In connection with the assignment of the Franchise Agreement, NFC Northwest agrees to be bound by all terms and conditions of the Franchise Agreement as it relates to its network. The requested effective date of this assignment is July 31st, 2026.

Ziplly Fiber will retain its own franchise for use in building and maintaining certain transport fiber facilities in Union Gap. Ziplly Fiber anticipates that almost all future construction in Union Gap will be done under the NFC Northwest franchise.

The following information will apply to the new NFC franchise:

Grantee: NFC Northwest, LLC, a Delaware limited liability company with an office at 135 Lake Street S, Suite 155; Kirkland, WA 98033

Notice: NFC Northwest, LLC
c/o Ziplly Fiber Pacific, LLC
135 Lake Street S, Suite 155
Kirkland, WA 98033
Attn: Legal Department
Email: legal@ziply.com

We appreciate your continued partnership as we expand fiber infrastructure in Union Gap.

Please direct any questions regarding the assignment or related operational matters to the undersigned. To proceed, we request acknowledgment of this assignment below. Once we receive your signed acknowledgement, we will send you NFC Northwest's certificate of insurance naming the City, its officials, officers, employees and agents as additional insureds with respect to NFC Northwest's activities pursuant to the Franchise Agreement. We look forward to continuing to work collaboratively with the City and your residents.

Sincerely,



Jessica Epley
VP - Regulatory & External Affairs
ZiPLY Fiber

City Acknowledgement

The undersigned, as of the date set forth below, hereby acknowledges the assignment of Ordinance No. 2910 between the City of Union Gap and Noel Communications, LLC dated November 28th, 2016, which was assigned to Wholesail Networks, LLC by Ordinance No. 2974 dated October 14th, 2019.

City of Union Gap

By: _____

Name: _____

Title: _____

Date: _____

NFC Northwest, LLC Acceptance

Effective on July 31st, 2026, NFC Northwest, LLC hereby agrees to accept assignment and to be bound by all of the terms of Ordinance No. 2910 between the City of Union Gap and Noel Communications, LLC dated November 28th, 2016, which was assigned to Wholesail Networks, LLC by Ordinance No. 2974 dated October 14th, 2019.

By: _____

Byron E. Springer, Jr.
NFC Northwest, LLC
Authorized Person

CONSENT AGENDA

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
July 27, 2026, Regular Meeting
MINUTES

<u>Call to Order</u>	Mayor Hodkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.
<u>Council Members Present</u>	Council Members Wentz, Dailey, Sewell, Schilling, and Fredrickson were present.
<u>Staff Present</u>	City Manager Cobb, City Attorney Plant, Police Chief Soptich, Fire Chief Lamoureux, Civil Engineer Dominguez, and Finance & Administration Director Bisconer were present.
<u>Audience Present</u>	See attached list.
<u>Pledge of Allegiance</u>	Council Member Fredrickson led the pledge of allegiance.
<u>Excuse Council Member</u>	Motion by Council Member Wentz, second by Council Member Dailey to excuse Council Member Galloway. Motion carried unanimously.
<u>Consent Agenda</u>	Motion by Council Member Wentz, second by Council Member Dailey to approve the consent agenda as follows: Regular Council Meeting Minutes, dated July 13, 2026, as attached to the Agenda and maintained in electronic format Claims Vouchers – EFT's, and Check No's. 112589 through 112671, in the amount of \$1,464,682.06 Payroll Vouchers – EFT's, and Check No's. 112581 through 112587 for June 2026 in the amount of \$571,919.45 Motion carried unanimously.
<u>Finance and Administration</u>	
Ordinance No. – 3159 – Amending the 2026 budget authorizing an expenditure of up to \$825,000 from the	Finance and Administration Director Bisconer presented a budget amendment for the property acquisition discussed during the July 20, 2026, study session. Bisconer explained that the amendment would authorize expenditures of up to \$825,000 for the purchase of

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – July 27, 2026

Transit System Fund (128) property on First Street, including associated professional services and abatement costs. Motion by Council Member Wentz, second by Council Member Sewell to adopt Ordinance No. – 3159 – Amending the 2026 budget authorizing an expenditure of up to \$825,000 from the Transit System Fund (128). Motion carried unanimously.

Ordinance No. – 3160 –
Creating the Criminal Justice
Tax Fund, No. 122 Finance and Administration Director Bisconer presented an ordinance establishing a new Criminal Justice Fund to receive the additional sales and use tax revenue and any grants the Police Department may obtain. Motion by Council Member Dailey, second by Council Member Schilling to adopt Ordinance No. – 3160 – Creating the Criminal Justice Tax Fund, No. 122. Motion carried unanimously.

Ordinance No. – 3161 –
Increasing the Petty Cash
Fund, No. 637 Finance and Administration Director Bisconer proposed an ordinance to increase the city's petty cash fund, explaining that the amendment would increase City Hall petty cash by \$100 and establish a new \$1,000 petty cash till for the Police Department to be used for investigative purposes. Responding to a question from Council Member Dailey regarding existing accounts, Bisconer noted that the city maintains a single petty cash checking and multiple tills, for City Hall and the Police Department staff. This proposed adjustment would raise the overall petty cash balance from \$6,200 to \$7,300. Motion by Council Member Wentz, second by Council Member Sewell to adopt Ordinance No. – 3161 – Increasing the Petty Cash Fund, No. 637. Motion carried unanimously.

Public Works & Community
Development

Ordinance No. – 3162 –
Amending Union Gap
Municipal Code Chapter
9.44.019-020 – Parking to
prohibit parking along certain
portions of South 5th Avenue,
Fines & Penalties Public Works and Community Development Director Cavanaugh recommended an ordinance amendment establishing a uniform \$75 fine for parking violations that do not already have a specific fine assigned, such as violations of the no-parking ban along the west side of South 5th Avenue where no penalty is otherwise provided in the City code. Motion by Council Member Wentz, second by Council Member Fredrickson to adopt Ordinance No. – 3162 – Amending Union Gap Municipal Code Chapter 9.44.019-020 – Parking to prohibit parking along certain portions of South 5th Avenue, Fines & Penalties. Motion carried unanimously.

Committee Reports

Council Member Sewell reported on the quarterly Greenway Foundation meeting, noting that the annual Family Fun Fest is

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – July 27, 2026

scheduled for August 21, 2026. Sewell also shared that the foundation is exploring options to replace traditional plastic playground equipment with a more natural, integrated play space that features activities spread throughout the park rather than concentrated in a single large playground.

Items from the Audience

Tania Lutham, representing the Friends of the Library and Community Center, addressed the Council regarding concerns about facility access and parking related to the organization's annual book sale at the Community Center. Mayor Hodkinson noted that both issues had been previously addressed.

City Manager Report

City Manager Cobb reported that the Public Works Department was awarded a \$4.5 million stormwater improvement grant. The project will collect and treat stormwater before releasing it to local waterways, with upgrades planned for the northeast area on 18th Street and Rudkin Road; Cobb praised the Fire Department's response effort over the weekend, noting that crews assisted in the Lower Valley fires and successfully protected many homes through effective structure protection operations; Cobb thanked the Police Department for their ongoing service to the community.

**Communications/Questions/
Comments**

None

Development of Next Agenda

None

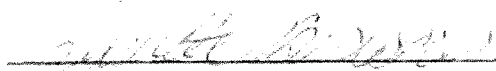
Adjournment of Meeting

Mayor Hodkinson adjourned the regular meeting at 6:12 p.m.

ATTEST:



Gregory Cobb, City Manager



Lynette Bisconer, City Clerk

9:00 P.M. - July 22 2026

ADDRESS

1000 Lathan
Bellekath

1215 S 8th Ave
1200 S 8th Ave



City Council Communication

Meeting Date: August 10, 2026
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Claim Vouchers – August 10, 2026

SYNOPSIS: Claim Vouchers Dated August 10, 2026

RECOMMENDATION: Request Council to approve EFTs and Vouchers Nos. 112672 through 112716 in the amount of \$714,613.96.

LEGAL REVIEW: N/A

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

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

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 09:24:23 Date: 08/05/2026

01/01/2026 To: 08/31/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4828	08/03/2026	Claims	2	EFT	WA STATE DEPT OF LICENSING	54.00	REPORTS OF SALE
4846	08/04/2026	Claims	2	EFT	PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENT FEE - 07/2026
4863	08/04/2026	Claims	2	EFT	WA STATE DEPT OF REVENUE	24,422.93	EXCISE TAX 07/2026
4867	08/10/2026	Claims	2	EFT	CENTURY LINK - LD	57.35	LONG DISTANCE - 07/2026
4868	08/10/2026	Claims	2	EFT	CENTURY LINK	739.67	SENIOR CENTER - 07/2026; FIRE DEPT - 07/2026; CIVIC CENTER PHONE & FAX LINE - 07/2026; PUBLIC WORKS - 07/2026
4869	08/10/2026	Claims	2	EFT	OFFICE DEPOT-CITY HALL	479.86	HP 218A TONER INK - CYAN, YELLOW, & MAGENTA; HP 218A BLACK INK TONER; PRINTER INK
4870	08/10/2026	Claims	2	EFT	VERIZON WIRELESS - CH #742100945-0001	436.64	CITY HALL CELL SERVICE - 07/2026
4871	08/10/2026	Claims	2	EFT	VERIZON WIRELESS - PD2#672326319	801.02	PD MODEMS - 07/2026
4872	08/10/2026	Claims	2	EFT	VERIZON WIRELESS - PW #542075407	860.95	PW & BLDG/PLANNING CELL SERVICE - 07/2026
4923	08/10/2026	Claims	2	EFT	OFFICE DEPOT-PD	141.82	AA BATTERIES, AAA BATTERIES, & BLACK PENS; PAPER CLIPS, POST-IT STICKY NOTES, WRITING PADS, & GEL PENS; GEL PENS
4931	08/05/2026	Claims	2	EFT	CHASE PAYMENTTECH	2,955.65	ONLINE PAYMENTS FEE - 07/2026
4873	08/10/2026	Claims	2	112672	AM TEST, INC.	125.00	WASTE WA SAMPLING - BIOCHEMICAL OXYGEN DEMAND & TOTAL SUSPENDED SOLIDS
4874	08/10/2026	Claims	2	112673	AMAZON CAPITAL SERVICES, INC	323.38	BUSINESS SOURCE WIREBOUND MEMO BOOKS; VOLLEYBALL NETS
4875	08/10/2026	Claims	2	112674	ATLAS STAFFING INC	3,380.22	SEASONAL PARKS - WEEK WORKED - 07/18/2026 - E. CARMONA, J. GARCIA, & R. RAMIREZ
4876	08/10/2026	Claims	2	112675	BAXTER CONSTRUCTION LLC	17,336.14	FIRE DEPT REPAIRS
4877	08/10/2026	Claims	2	112676	JOE CANAPE	8.08	WATER DEPOSIT REFUND - UB ACCT # 8400 - 1812 RUDKIN ROAD
4878	08/10/2026	Claims	2	112677	CANON FINACIAL SERVICES	242.39	PD COPIERS - 07/2026
4879	08/10/2026	Claims	2	112678	CENTRAL WASHINGTON AGRICULTURAL MUSEUM	2,789.86	AG MUSEUM UTILITIES - 06/2026
4880	08/10/2026	Claims	2	112679	CINTAS CORP #605	78.42	CIVIC CENTER & PD MAT SERVICE - 07/24/2026
4881	08/10/2026	Claims	2	112680	CIVICPLUS, LLC	11,285.19	ANNUAL NEXTREQUEST LICENSE & FOIA WORKFLOW - 08/30/2026 - 08/29/2027
4882	08/10/2026	Claims	2	112681	COLEMAN OIL COMPANY	146.59	COMM DEV FUEL - 07/2026
4883	08/10/2026	Claims	2	112682	FIRST RESPONDER OUTFITTERS, INC	639.45	CLASS A UNIFORM - E. PEREZ
4884	08/10/2026	Claims	2	112683	JYRA GARENT	500.00	CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG - 07/25/2026
4885	08/10/2026	Claims	2	112684	HAIR BY HANNAH	50.00	BUSINESS LICENSE REFUND - LICENSE # 12740
4886	08/10/2026	Claims	2	112685	HB SPRAGUE, LLC	236.63	DESK BACK PANEL
4887	08/10/2026	Claims	2	112686	IDEAL OPTION, PLLC	1,500.00	INMATE MEDICAL - 02/18/2026
4888	08/10/2026	Claims	2	112687	INTERSTATE BATTERIES OF COLUMBIA VALLEY	277.19	SRM-4D BATTERY - FLOW METER ON PIERCE & 18TH STREET

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 09:24:23 Date: 08/05/2026

01/01/2026 To: 08/31/2026

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4889	08/10/2026	Claims	2	112688	LOWES COMPANY INC	896.82	HEAVY DUTY 9-IN ASPHALT SQUEEGEE; POP UP SPIKERS, RUBBER REACHER, & ALKALINE 9-VOLT BATTERIES; UNFINISHED WOOD RODS; GORILLA SEALANT SPRAY, FLEX SEAL, ANGLE BRUSH, PAINT ROLLER, & SQUEEGEE; 40 PVC C
4890	08/10/2026	Claims	2	112689	ROCHELL MAREK	102.00	08/08/26 PARK RESERVATION REFUND
4891	08/10/2026	Claims	2	112690	MINUTEMAN PRESS	231.67	1,000 ENVELOPES - REGULAR, NO PERMIT - BNW LOGO ONLY
4892	08/10/2026	Claims	2	112691	MOTOROLA SOLUTIONS, INC	242.78	MICROPHONE, IMPRESS RSM, 3.5MM JACK, IP55
4893	08/10/2026	Claims	2	112692	OFFICE SOLUTIONS NORTHWEST	179.55	PILOT G2 RETRACTABLE GEL PENS; COPY PAPER, FLAGS, POST IT'S
4894	08/10/2026	Claims	2	112693	ORCHARD & VINEYARD SUPPLY	1,112.23	RAIN BIRD POP-UP SPRINKLERS-PARKS; SPRINKERS, PVC ELBOW & POST
4895	08/10/2026	Claims	2	112694	PETTY CASH (CK ACCT)		Duplicate
4896	08/10/2026	Claims	2	112695	PRICE FORD OF YAKIMA VALLEY LLC	164.21	LUBE,OIL, FILTER & AIR FILTER REPLACEMENT - VEH # 26; LUBE,OIL, FILTER & AIR FILTER REPLACEMENT - VEH #21
4897	08/10/2026	Claims	2	112696	QUADIENT FINANCE USA, INC.	500.00	POSTAGE - 07/2026
4898	08/10/2026	Claims	2	112697	SPRINGBROOK HOLDING CO. LLC	187.50	SET UP POWERTIME IMPORT
4899	08/10/2026	Claims	2	112698	SRB FOUNDATION	1,638.93	OVERPAYMENT REFUND
4900	08/10/2026	Claims	2	112699	PATRICK THOMPSON	284.10	MEDICARE PREMIUM - 08/2026
4901	08/10/2026	Claims	2	112700	UNION GAP WATER FUND & SEWER	15,415.76	FIRE DEPT - 07/2026; LIBRARY & COMMUNITY CENTER - 07/2026; CIVIC CAMPUS - 07/2026; PARKS - 07/2026, STREETS - 07/2026, & CITY SHOP - 07/2026
4902	08/10/2026	Claims	2	112701	UNUM LIFE INSURANCE	164.40	LEOFF 1 LONG TERM CARE - 08/2026
4903	08/10/2026	Claims	2	112702	VALLEY FARM & HOME	143.43	HANDHELD FERTLZR SPREADER; WEED WARRIOR TRIMMER LINE; HOSE & LAG SCREWS; FINANCE CHARGE 07/2026
4904	08/10/2026	Claims	2	112703	VIC'S AUTO & SUPPLY UNION GAP - PW	88.77	NAPA SILENT GUARD BRAKE PADS - VEH # 1020; SEALED OVAL LAMP; DELO 15W40 GAL
4905	08/10/2026	Claims	2	112704	WA STATE DEPT OF ECOLOGY	2,457.00	WATER QUALITY PROG - STORMWATER ACTION MINITORING - 2026
4906	08/10/2026	Claims	2	112705	YAKIMA CO FD #4	521,714.83	UNION GAP FIRE PROTECTION SERVICES - 2ND QUARTER 2026
4907	08/10/2026	Claims	2	112706	YAKIMA CO PUBLIC SERVICES	174.84	SOLID WASTE - 07/2026
4908	08/10/2026	Claims	2	112707	YAKIMA PRINTING COMPANY LLC	86.72	BUSINESS CARDS - BRYANT & PEREZ
4909	08/10/2026	Claims	2	112708	YAKIMA WORKER CARE PLLC	811.00	EMPLOYMENT PHYSICAL - E. PEREZ
4924	08/10/2026	Claims	2	112709	CHRISTENSEN, INC.	2,963.65	PD FUEL - 07/16 - 07/31/2026
4925	08/10/2026	Claims	2	112710	COLEMAN OIL COMPANY	357.51	YVCRU FUEL - 07/2026
4926	08/10/2026	Claims	2	112711	E3 SOLUTIONS, INC	32.52	SECURITY ALARM SYSTEM MONITORING
4927	08/10/2026	Claims	2	112712	FEDEX	423.58	SPIKE STINGER SHIPPING

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4928	08/10/2026	Claims	2	112713	GALLS, LLC	19.18	EMBROIDERABLE BLANK RECTANGLE & VELCRO
4929	08/10/2026	Claims	2	112714	MEDSTAR CABULANCE, INC.	93,555.54	DIAL A RIDE/FIXED ROUTE 07/2026
4930	08/10/2026	Claims	2	112715	ROBERT R NORTHCOTT	775.00	PUBLIC DEFENDER - 07/24 - 08/04/26
4932	08/10/2026	Claims	2	112716	FIRST RESPONDER OUTFITTERS, INC	19.51	SILVER SERVING SINCE 2-LINE
						567,247.56	001 Current Expense Fund
						1,757.93	101 Street Fund
						2,789.86	107 Lodging Tax Fund
						423.58	123 Criminal Justice Fund
						93,581.92	128 Transit System Fund
						14,959.58	313 Fire Department Reserve Fund
						1.95	324 Infrastructure Reserve Fund
						12,093.32	401 Water Fund
						11,875.74	402 Garbage Fund
						9,206.38	403 Sewer Fund
						64.55	404 Water Improvement Reserve
						246.00	405 Sewer Improvement Reserve
						8.08	414 Water Deposits
						357.51	650 YVCRU Fund
							Claims:
						714,613.96	714,613.96
						714,613.96	* Transaction Has Mixed Revenue And Expense Accounts

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:36 Date: 08/05/2026

08/01/2026 To: 08/31/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4828	08/03/2026	Claims	2	EFT	WA STATE DEPT OF LICENSING	54.00	REPORTS OF SALE
					401 - 534 50 49 00 - MISCELLANEOUS	9.00	
					403 - 535 50 49 00 - MISCELLANEOUS	9.00	
					402 - 537 50 49 00 - MISCELLANEOUS	9.00	
					101 - 542 30 49 00 - MISCELLANEOUS	9.00	
					101 - 542 30 49 00 - MISCELLANEOUS	9.00	
					001 - 576 80 49 00 - MISCELLANEOUS	9.00	
4846	08/04/2026	Claims	2	EFT	PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENT FEE - 07/2026
					001 - 514 23 49 00 - MISCELLANEOUS	2.50	
4863	08/04/2026	Claims	2	EFT	WA STATE DEPT OF REVENUE	24,422.93	EXCISE TAX 07/2026
					001 - 511 60 49 10 - EXTERNAL TAXES	540.78	
					001 - 524 20 49 01 - EXTERNAL TAXES-BUILDING	19.38	
					401 - 534 50 49 01 - EXTERNAL TAXES	8,472.73	
					404 - 534 50 49 04 - EXTERNAL TAXES	64.55	
					403 - 535 50 49 02 - EXTERNAL TAXES	3,957.96	
					405 - 535 50 49 05 - EXTERNAL TAX - SEWER INFRAS	246.00	
					402 - 537 50 49 01 - EXTERNAL TAXES	10,627.69	
					001 - 576 80 49 00 - MISCELLANEOUS	493.84	
4867	08/10/2026	Claims	2	EFT	CENTURY LINK - LD	57.35	LONG DISTANCE - 07/2026
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	2.89	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	4.03	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	3.63	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	1.75	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL	36.72	
					001 - 524 20 47 00 - CIVIC CAMPUS UTILITIES-BUILD	1.85	
					401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI	1.68	
					403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEF	1.21	
					402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB	0.13	
					101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	0.23	
					101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	0.62	
					128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN	0.52	
					001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLAN	1.61	
					001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARKS	0.48	
4868	08/10/2026	Claims	2	EFT	CENTURY LINK	739.67	SENIOR CENTER - 07/2026; FIRE DEPT - 07/2026; CIVIC CENTER PHONE & FAX LINE - 07/2026; PUBLIC WORKS - 07/2026
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	18.81	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	26.24	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	23.59	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	11.42	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL	238.89	
					001 - 522 10 42 00 - COMMUNICATION	89.88	
					001 - 524 20 47 00 - CIVIC CAMPUS UTILITIES-BUILD	12.05	
					401 - 534 50 42 00 - COMMUNICATION	47.65	
					401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI	10.93	
					403 - 535 50 42 00 - COMMUNICATION	47.65	
					403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEF	7.94	
					402 - 537 50 42 00 - COMMUNICATION	47.65	
					402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB	0.83	
					101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	1.50	
					101 - 543 30 42 00 - COMMUNICATION	47.63	
					101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	4.01	
					128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN	3.36	
					001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLAN	10.45	
					001 - 571 21 42 00 - COMMUNICATION	86.06	
					001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARKS	3.13	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:36 Date: 08/05/2026

08/01/2026 To: 08/31/2026

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4869	08/10/2026	Claims	2	EFT	OFFICE DEPOT-CITY HALL	479.86	HP 218A TONER INK - CYAN, YELLOW, & MAGENTA; HP 218A BLACK INK TONER; PRINTER INK
					001 - 514 23 31 00 - SUPPLIES	252.33	
					001 - 514 23 31 00 - SUPPLIES	70.86	
					401 - 534 50 31 00 - SUPPLIES	156.67	
4870	08/10/2026	Claims	2	EFT	VERIZON WIRELESS - CH #742100945-0001	436.64	CITY HALL CELL SERVICE - 07/2026
					001 - 511 60 42 01 - COMMUNICATION	332.26	
					001 - 514 23 42 00 - COMMUNICATIONS	26.09	
					001 - 514 30 42 00 - COMMUNICATIONS	26.10	
					401 - 534 50 42 00 - COMMUNICATION	52.19	
4871	08/10/2026	Claims	2	EFT	VERIZON WIRELESS - PD2#672326319	801.02	PD MODEMS - 07/2026
					001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS	801.02	
4872	08/10/2026	Claims	2	EFT	VERIZON WIRELESS - PW #542075407	860.95	PW & BLDG/PLANNING CELL SERVICE - 07/2026
					001 - 524 20 42 00 - COMMUNICATION-BUILDING	8.46	
					401 - 534 50 31 00 - SUPPLIES	45.73	
					401 - 534 50 42 00 - COMMUNICATION	92.73	
					403 - 535 50 31 00 - SUPPLIES	151.72	
					403 - 535 50 31 00 - SUPPLIES	45.73	
					403 - 535 50 42 00 - COMMUNICATION	92.73	
					402 - 537 50 31 00 - SUPPLIES	45.73	
					402 - 537 50 42 00 - COMMUNICATION	92.73	
					101 - 542 30 31 00 - SUPPLIES	45.73	
					101 - 542 30 42 00 - COMMUNICATIONS	92.73	
					001 - 558 60 42 00 - COMMUNICATION	8.47	
					001 - 576 80 31 00 - SUPPLIES	45.74	
					001 - 576 80 42 00 - COMMUNICATION	92.72	
4923	08/10/2026	Claims	2	EFT	OFFICE DEPOT-PD	141.82	AA BATTERIES, AAA BATTERIES, & BLACK PENS; PAPER CLIPS, POST-IT STICKY NOTES, WRITING PADS, & GEL PENS; GEL PENS
					001 - 521 10 31 01 - PD CLERICAL SUPPLIES	56.19	
					001 - 521 22 31 00 - PATROL SUPPLIES	69.49	
					001 - 521 22 31 00 - PATROL SUPPLIES	16.14	
4931	08/05/2026	Claims	2	EFT	CHASE PAYMENTECH	2,955.65	ONLINE PAYMENTS FEE - 07/2026
					001 - 524 20 49 00 - MISCELLANEOUS-BUILDING	82.23	
					401 - 534 50 49 00 - MISCELLANEOUS	902.98	
					403 - 535 50 49 00 - MISCELLANEOUS	902.98	
					402 - 537 50 49 00 - MISCELLANEOUS	902.98	
					001 - 558 60 49 00 - MISCELLANEOUS	82.23	
					001 - 576 80 49 00 - MISCELLANEOUS	82.25	
4873	08/10/2026	Claims	2	112672	AM TEST, INC.	125.00	WASTE WA SAMPLING - BIOCHEMICAL OXYGEN DEMAND & TOTAL SUSPENDED SOLIDS
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	125.00	
4874	08/10/2026	Claims	2	112673	AMAZON CAPITAL SERVICES, INC	323.38	BUSINESS SOURCE WIREBOUND MEMO BOOKS; VOLLEYBALL NETS
					001 - 521 22 31 00 - PATROL SUPPLIES	41.38	
					001 - 576 80 31 00 - SUPPLIES	282.00	
4875	08/10/2026	Claims	2	112674	ATLAS STAFFING INC	3,380.22	SEASONAL PARKS - WEEK WORKED - 07/18/2026 - E. CARMONA, J. GARCIA, & R. RAMIREZ
					001 - 576 80 41 00 - PROFESSIONAL SERVICES-ATLA	3,380.22	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:36 Date: 08/05/2026

08/01/2026 To: 08/31/2026

Page: 3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4876	08/10/2026	Claims	2	112675	BAXTER CONSTRUCTION LLC	17,336.14	FIRE DEPT REPAIRS
					313 - 594 22 62 13 - BUILDINGS & STRUCTURES	14,959.58	
					001 - 594 22 64 00 - MACHINERY & EQUIPMENT	2,376.56	
4877	08/10/2026	Claims	2	112676	JOE CANAPE	8.08	WATER DEPOSIT REFUND - UB ACCT # 8400 - 1812 RUDKIN ROAD
					414 - 582 10 04 14 - DEPOSIT REFUND	8.08	Refund Utility Deposit
4878	08/10/2026	Claims	2	112677	CANON FINACIAL SERVICES	242.39	PD COPIERS - 07/2026
					001 - 591 21 71 09 - SBITA TECH LEASE - POLICE CLE	242.39	
4879	08/10/2026	Claims	2	112678	CENTRAL WASHINGTON AGRICULTURAL MUSEUM	2,789.86	AG MUSEUM UTILITIES - 06/2026
					107 - 571 00 47 00 - UTILITIES-AG MUSEUM	2,789.86	
4880	08/10/2026	Claims	2	112679	CINTAS CORP #605	78.42	CIVIC CENTER & PD MAT SERVICE - 07/24/2026
					001 - 513 10 48 01 - CIVIC CAMPUS MAINTENANCE-	3.95	
					001 - 514 23 48 01 - CIVIC CAMPUS MAINTENANCE-	5.51	
					001 - 514 30 48 01 - CIVIC CAMPUS MAINTENANCE-	4.96	
					001 - 515 31 48 00 - CIVIC CAMPUS MAINTENANCE-	2.40	
					001 - 521 50 48 01 - PD FACILITIES CIVIC CAMPUS M	50.20	
					001 - 524 20 48 01 - CIVIC CAMPUS MAINTENANCE-	2.53	
					401 - 534 50 48 01 - CIVIC CAMPUS MAINTENANCE-	2.30	
					403 - 535 50 48 01 - CIVIC CAMPUS MAINTENANCE-	1.67	
					402 - 537 50 48 01 - CIVIC CAMPUS MAINTENANCE-	0.17	
					101 - 542 30 48 01 - CIVIC CAMPUS MAINTENANCE-	0.32	
					101 - 543 30 48 01 - CIVIC CAMPUS MAINTENANCE-	0.84	
					128 - 547 10 48 01 - CIVIC CAMPUS MAINTENANCE-	0.71	
					001 - 558 60 48 01 - CIVIC CAMPUS MAINTENANCE-	2.20	
					001 - 576 80 48 01 - CIVIC CAMPUS MAINTENANCE	0.66	
4881	08/10/2026	Claims	2	112680	CIVICPLUS, LLC	11,285.19	ANNUAL NEXTREQUEST LICENSE & FOIA WORKFLOW - 08/30/2026 - 08/29/2027
					001 - 518 88 41 02 - NEXTREQUEST SUPPORT	11,285.19	
4882	08/10/2026	Claims	2	112681	COLEMAN OIL COMPANY	146.59	COMM DEV FUEL - 07/2026
					001 - 524 20 32 00 - FUEL-BUILDING	73.29	
					001 - 558 60 32 00 - FUEL	73.30	
4883	08/10/2026	Claims	2	112682	FIRST RESPONDER OUTFITTERS, INC	639.45	CLASS A UNIFORM - E. PEREZ
					001 - 521 22 21 00 - PATROL UNIFORMS & EQUIPME	639.45	
4884	08/10/2026	Claims	2	112683	JYRA GARENT	500.00	CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG - 07/25/2026
					001 - 582 10 00 03 - RESERVATION DEPOSIT REFUNE	500.00	
4885	08/10/2026	Claims	2	112684	HAIR BY HANNAH	50.00	BUSINESS LICENSE REFUND - LICENSE # 12740
					001 - 514 81 49 00 - LICENSING EXPENDITURES	50.00	
4886	08/10/2026	Claims	2	112685	HB SPRAGUE, LLC	236.63	DESK BACK PANEL
					001 - 513 10 31 00 - SUPPLIES	236.63	
4887	08/10/2026	Claims	2	112686	IDEAL OPTION, PLLC	1,500.00	INMATE MEDICAL - 02/18/2026
					001 - 523 20 41 07 - DETENTION & CORRECTION-MI	1,500.00	
4888	08/10/2026	Claims	2	112687	INTERSTATE BATTERIES OF COLUMBIA VALLEY	277.19	SRM-4D BATTERY - FLOW METER ON PIERCE & 18TH STREET
					401 - 534 50 31 00 - SUPPLIES	277.19	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:36 Date: 08/05/2026

08/01/2026 To: 08/31/2026

Page: 4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4889	08/10/2026	Claims	2	112688	LOWES COMPANY INC	896.82	HEAVY DUTY 9-IN ASPHALT SQUEEGEE; POP UP SPRINKLERS, RUBBER REACHER, & ALKALINE 9-VOLT BATTERIES; UNFINISHED WOOD RODS; GORILLA SEALANT SPRAY, FLEX SEAL, ANGLE BRUSH, PAINT ROLLER, & SQUEEGEE; 40 PVC C
					401 - 534 50 31 00 - SUPPLIES	4.96	
					401 - 534 50 31 00 - SUPPLIES	167.12	
					401 - 534 50 31 00 - SUPPLIES	19.67	
					403 - 535 50 31 00 - SUPPLIES	19.67	
					402 - 537 50 31 00 - SUPPLIES	19.66	
					101 - 542 30 31 00 - SUPPLIES	48.25	
					101 - 542 30 31 00 - SUPPLIES	19.67	
					001 - 576 80 31 00 - SUPPLIES	252.57	
					001 - 576 80 31 00 - SUPPLIES	147.89	
					001 - 576 80 31 00 - SUPPLIES	115.91	
					001 - 576 80 31 00 - SUPPLIES	81.45	
4890	08/10/2026	Claims	2	112689	ROCHELL MAREK	102.00	08/08/26 PARK RESERVATION REFUND
					001 - 362 00 00 02 - RENTAL FEES	-102.00	
4891	08/10/2026	Claims	2	112690	MINUTEMAN PRESS	231.67	1,000 ENVELOPES - REGULAR, NO PERMIT - BNW LOGO ONLY
					001 - 511 60 31 01 - SUPPLIES	21.06	
					001 - 513 10 31 00 - SUPPLIES	21.06	
					001 - 514 23 31 00 - SUPPLIES	21.06	
					001 - 514 30 31 00 - SUPPLIES	21.06	
					001 - 524 20 31 00 - SUPPLIES-BUILDING	21.06	
					401 - 534 50 31 00 - SUPPLIES	21.06	
					403 - 535 50 31 00 - SUPPLIES	21.06	
					402 - 537 50 31 00 - SUPPLIES	21.06	
					101 - 542 30 31 00 - SUPPLIES	21.06	
					001 - 558 60 31 00 - SUPPLIES	21.06	
					001 - 576 80 31 00 - SUPPLIES	21.07	
4892	08/10/2026	Claims	2	112691	MOTOROLA SOLUTIONS, INC	242.78	MICROPHONE, IMPRESS RSM, 3.5MM JACK, IP55
					001 - 521 22 21 00 - PATROL UNIFORMS & EQUIPME	242.78	
4893	08/10/2026	Claims	2	112692	OFFICE SOLUTIONS NORTHWEST	179.55	PILOT G2 RETRACTABLE GEL PENS; COPY PAPER, FLAGS, POST IT'S
					001 - 511 60 31 01 - SUPPLIES	2.87	
					001 - 513 10 31 00 - SUPPLIES	1.05	
					001 - 514 23 31 00 - SUPPLIES	19.50	
					001 - 514 23 31 00 - SUPPLIES	9.74	
					001 - 514 30 31 00 - SUPPLIES	19.50	
					001 - 514 30 31 00 - SUPPLIES	21.77	
					001 - 521 10 31 00 - PD ADMIN SUPPLIES	0.87	
					001 - 524 20 31 00 - SUPPLIES-BUILDING	11.76	
					401 - 534 50 31 00 - SUPPLIES	0.86	
					401 - 534 50 31 00 - SUPPLIES	29.88	
					403 - 535 50 31 00 - SUPPLIES	0.93	
					403 - 535 50 31 00 - SUPPLIES	29.88	
					402 - 537 50 31 00 - SUPPLIES	0.86	
					402 - 537 50 31 00 - SUPPLIES	29.87	
					001 - 558 60 31 00 - SUPPLIES	0.04	
					001 - 576 80 31 00 - SUPPLIES	0.17	
4894	08/10/2026	Claims	2	112693	ORCHARD & VINEYARD SUPPLY	1,112.23	RAIN BIRD POP-UP SPRINKLERS-PARKS; SPRINKERS, PVC ELBOW & POST
					001 - 576 80 31 00 - SUPPLIES	627.15	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:36 Date: 08/05/2026

08/01/2026 To: 08/31/2026

Page: 5

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			001 - 576 80 31 00 - SUPPLIES			485.08	
4895	08/10/2026	Claims	2	112694	PETTY CASH (CK ACCT)		Duplicate
4896	08/10/2026	Claims	2	112695	PRICE FORD OF YAKIMA VALLEY LLC	164.21	LUBE,OIL, FILTER & AIR FILTER REPLACEMENT - VEH # 26; LUBE,OIL, FILTER & AIR FILTER REPLACEMENT - VEH #21
			001 - 521 10 48 00 - PD ADMIN REPAIRS & MAINT			84.57	
			001 - 521 10 48 00 - PD ADMIN REPAIRS & MAINT			79.64	
4897	08/10/2026	Claims	2	112696	QUADIENT FINANCE USA, INC.	500.00	POSTAGE - 07/2026
			001 - 514 23 42 00 - COMMUNICATIONS			150.56	
			001 - 514 30 42 00 - COMMUNICATIONS			98.23	
			001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS			10.52	
			001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS			0.05	
			001 - 524 20 42 00 - COMMUNICATION-BUILDING			25.24	
			401 - 534 50 42 00 - COMMUNICATION			71.80	
			403 - 535 50 42 00 - COMMUNICATION			71.80	
			402 - 537 50 42 00 - COMMUNICATION			71.80	
4898	08/10/2026	Claims	2	112697	SPRINGBROOK HOLDING CO. LLC	187.50	SET UP POWERTIME IMPORT
			001 - 513 10 41 01 - PROFESSIONAL SERVICES			5.98	
			001 - 514 23 41 00 - PROFESSIONAL SERVICES			17.95	
			001 - 514 30 41 00 - PROFESSIONAL SERVICES			7.98	
			001 - 518 20 41 00 - PROFESSIONAL SERVICES			0.40	
			001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SERV			23.94	
			001 - 521 21 41 00 - INVESTIGATION PROFESSIONAL			3.99	
			001 - 521 22 41 00 - PATROL PROFESSIONAL SERVIC			47.87	
			001 - 521 80 41 00 - PD EVIDENCE PROFESSIONAL SI			3.99	
			001 - 524 20 41 00 - PROFESSIONAL SERVICES-BUILT			5.90	
			001 - 524 60 41 00 - CODE ENFORCEMENT PROFESSI			1.99	
			403 - 531 30 41 00 - STORMWATER - PROF SERVICES			1.72	
			401 - 534 50 41 00 - PROFESSIONAL SERVICES-			19.12	
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			9.15	
			402 - 537 50 41 00 - PROFESSIONAL SERVICES			2.33	
			101 - 542 30 41 00 - PROFESSIONAL SERVICES			15.56	
			324 - 543 10 41 00 - LOBBYIST			1.95	
			128 - 547 10 41 00 - PROFESSIONAL SERVICES			6.14	
			001 - 554 30 41 00 - PROF SERVICES-ANIMAL CONTI			1.99	
			001 - 558 60 41 00 - PROFESSIONAL SERVICES			8.26	
			001 - 576 80 41 00 - PROFESSIONAL SERVICES-ATLA			1.29	
4899	08/10/2026	Claims	2	112698	SRB FOUNDATION	1,638.93	OVERPAYMENT REFUND
			401 - 582 10 04 01 - 210-10) WATER REFUNDS			1,638.93	
4900	08/10/2026	Claims	2	112699	PATRICK THOMPSON	284.10	MEDICARE PREMIUM - 08/2026
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			284.10	
4901	08/10/2026	Claims	2	112700	UNION GAP WATER FUND & SEWER	15,415.76	FIRE DEPT - 07/2026; LIBRARY & COMMUNITY CENTER - 07/2026; CIVIC CAMPUS - 07/2026; PARKS - 07/2026, STREETS - 07/2026, & CITY SHOP - 07/2026
			001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC			73.42	
			001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN			102.42	
			001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER			92.09	
			001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL			44.56	
			001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL			932.51	
			001 - 522 50 47 00 - FD FACILITIES - UTILITIES			499.29	
			001 - 524 20 47 00 - CIVIC CAMPUS UTILITIES-BUILD			47.03	
			401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI			42.65	
			403 - 535 50 47 00 - UTILITIES			1,151.03	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 16:05:36 Date: 08/05/2026

08/01/2026 To: 08/31/2026

Page: 6

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWER			31.03	
			402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB			3.25	
			101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE			5.86	
			101 - 543 30 47 00 - UTILITIES			1,381.82	
			101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE			15.66	
			128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN			13.11	
			001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANT			40.79	
			001 - 572 50 47 00 - UTILITIES - LIBRARY			156.04	
			001 - 575 50 47 01 - UTILITIES - COMM CTR			156.05	
			001 - 576 80 47 00 - UTILITIES			10,614.94	
			001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARKS			12.21	
4902	08/10/2026	Claims	2	112701	UNUM LIFE INSURANCE	164.40	LEOFF 1 LONG TERM CARE - 08/2026
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			164.40	
4903	08/10/2026	Claims	2	112702	VALLEY FARM & HOME	143.43	HANDHELD FERTLZR SPREADER; WEED WARRIOR TRIMMER LINE; HOSE & LAG SCREWS; FINANCE CHARGE 07/2026
			401 - 534 50 31 00 - SUPPLIES			4.66	
			401 - 534 50 49 00 - MISCELLANEOUS			0.83	
			403 - 535 50 31 00 - SUPPLIES			36.85	
			403 - 535 50 31 00 - SUPPLIES			4.65	
			101 - 542 30 49 00 - MISCELLANEOUS			0.83	
			001 - 576 80 31 00 - SUPPLIES			24.92	
			001 - 576 80 31 00 - SUPPLIES			69.85	
			001 - 576 80 49 00 - MISCELLANEOUS			0.84	
4904	08/10/2026	Claims	2	112703	VIC'S AUTO & SUPPLY UNION GAP - PW	88.77	NAPA SILENT GUARD BRAKE PADS - VEH # 1020; SEALED OVAL LAMP; DELO 15W40 GAL
			403 - 535 50 31 00 - SUPPLIES			20.38	
			403 - 535 50 31 00 - SUPPLIES			7.64	
			101 - 542 30 31 00 - SUPPLIES			7.64	
			101 - 542 30 31 00 - SUPPLIES			5.74	
			101 - 542 66 31 00 - SUPPLIES			2.55	
			101 - 542 67 31 00 - SUPPLIES			2.55	
			101 - 542 70 31 00 - SUPPLIES			7.64	
			101 - 542 70 31 00 - SUPPLIES			11.49	
			128 - 547 10 31 00 - OFFICE & OPERATING SUPPLIES			2.54	
			001 - 576 80 31 00 - SUPPLIES			14.86	
			001 - 576 80 31 00 - SUPPLIES			5.74	
4905	08/10/2026	Claims	2	112704	WA STATE DEPT OF ECOLOGY	2,457.00	WATER QUALITY PROG - STORMWATER ACTION MINITORING - 2026
			403 - 531 30 41 03 - STORMWATER-INTERGOV PROF			2,457.00	
4906	08/10/2026	Claims	2	112705	YAKIMA CO FD #4	521,714.83	UNION GAP FIRE PROTECTION SERVICES - 2ND QUARTER 2026
			001 - 522 10 49 01 - FIRE PROTECTION SERVICES			521,714.83	
4907	08/10/2026	Claims	2	112706	YAKIMA CO PUBLIC SERVICES	174.84	SOLID WASTE - 07/2026
			001 - 576 80 49 00 - MISCELLANEOUS			174.84	
4908	08/10/2026	Claims	2	112707	YAKIMA PRINTING COMPANY LLC	86.72	BUSINESS CARDS - BRYANT & PEREZ
			001 - 521 22 31 00 - PATROL SUPPLIES			86.72	
4909	08/10/2026	Claims	2	112708	YAKIMA WORKER CARE PLLC	811.00	EMPLOYMENT PHYSICAL - E. PEREZ
			001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER			811.00	
4924	08/10/2026	Claims	2	112709	CHRISTENSEN, INC.	2,963.65	PD FUEL - 07/16 - 07/31/2026
			001 - 521 10 32 00 - PD ADMIN FUEL			145.99	
			001 - 521 21 32 00 - INVESTIGATION FUEL			285.58	