UNION GAP CITY COUNCIL REGULAR MEETING AGENDA MONDAY AUGUST 08, 2022 – 6:00 P.M. CIVIC CAMPUS, 102 W. AHTANUM ROAD, UNION GAP

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

- 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 11, 2022, with added transcription, as attached to the Agenda and maintained in electronic format

Regular Council Meeting Minutes, dated July 25, 2022, as attached to the Agenda and maintained in electronic format

B. Approve Vouchers:

Claim Vouchers – EFT's, and Voucher No. 105023 through 105093 for August 08, 2022, in the amount of \$271,200.10

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 Works & Community Development

1.	Ordinance No	- Budget Amendment - Purchase	e Public Works
	Department Vehicles		

2.	Resolution No	 Set Public Hearing – UGMC Code Title 17
	Zoning - Manufactured	Home Park Standards

3.	Resolution No Set Public Hearing — UGMC Code Title 2 Chapter 2.52 State Environmental Policy Act
4.	Resolution No Set Public Hearing — UGMC Code Title 15 Mobile Homes
<u>Financ</u>	ee & Administration
	Ordinance No Personnel Policy Handbook Update – FMLA and PFML
City M	<u>anager</u>
	Resolution No Professional Services Agreement – Kutak Rock LLP

- 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. RECESS TO 30 MINUTE EXECUTIVE SESSION

To discuss litigation per RCW 42.30.110 (i)

The Council will NOT be taking action after the Executive Session

X. ADJOURN REGULAR MEETING



City Council Communication

Meeting Date: August 8, 2022

From: Dennis Henne; Director of Public Works & Community Development

Topic/Issue: Ordinance – Budget Amendment – Purchase Public Works Department Vehicles

SYNOPSIS: Request to amend the 2022 budget, utilizing a portion of the City's State and Local Fiscal Recovery (SLFRF), COVID revenue, to purchase new vehicles for the Public Works Department.

It has been determined that the best use of the current expense portion of the allocation would be to purchase the new vehicles for the Public Works Department.

RECOMMENDATION: Adopt an Ordinance amending the 2022 budget, utilizing a portion of the City's State and Local Fiscal Recovery (SLFRF), COVID revenue, to purchase new vehicles for the Public Works Department.

LEGAL REVIEW: The City Attorney has reviewed this ordinance.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: Ordinance

CITY OF UNION GAP, WASHINGTON ORDINANCE NO.

AN ORDINANCE amending the 2022 budget, utilizing a portion of the City's *State and Local Fiscal Recovery (SLFRF)*, COVID revenue, to purchase new vehicles for the Public Works Department.

WHEREAS, the City received its second distribution of SLFRF (COVID) funding on July 5, 2022, in the amount of \$866,204; and

WHEREAS, Ordinance no. 3021 was adopted on July 11, 2022, accepting the SLFRF revenue and authorizing an expenditure of those funds; and

WHEREAS, that ordinance allocated \$108,999 to 001 – current expense, for various expenditures; and

WHEREAS, it has been determined that the best use of the current expense portion of the allocation would be to purchase new vehicles for the Public Works Department; and

WHEREAS, it is necessary to amend the 2022 budget to approve this expenditure.

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

The 2022 budget is amended to authorize an expenditure for the purchase of Public Works vehicles from 001 – Current Expense Fund in the amount of \$108,999.

ORDAINED this 8th day of August 2022.

	John Hodkinson, City Mayor	
ATTEST:	APPROVED AS TO FORM:	
Karen Clifton, City Clerk	Bronson Brown, City Attorney	



City Council Communication

Meeting Date:

August 8, 2022

From:

Dennis Henne; Director of Public Works & Community Development

Topic/Issue:

Resolution - Set Public Hearing - UGMC Code Title 17 Zoning - Manufactured

Home Park Standards

SYNOPSIS: A Public Hearing, to consider oral and written comments, regarding amending Union Gap Municipal Code Title 17 Zoning is required prior to the City amending and adopting.

RECOMMENDATION: Approve a resolution setting a public hearing to consider amending UGMC Title 17 Zoning – Manufactured Home Park Standards, on August 22, 2022 6:00 p.m.

LEGAL REVIEW: The City Attorney has reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution

2. Public Hearing Notice

CITY OF UNION GAP, WASHINGTON RESOLUTION NO. _____

A RESOLUTION setting a public hearing to consider amending Union Gap Municipal Code Title 17 – Zoning – Manufactured Home Park Standards.

WHEREAS, the City Council for the City of Union Gap is considering amending Union Gap Municipal Code Title 17 Zoning - Manufactured Home Park Standards; and

WHEREAS, the City Council desires to set a public hearing to consider amending Union Gap Municipal Code Title 17 Zoning - Manufactured Home Park Standards; and

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

Section 1. That there shall be a public hearing to consider amending Union Gap Municipal Code Title 17 Zoning - Manufactured Home Park Standards before the City Council of the City of Union Gap, Washington, at its regularly scheduled meeting to be held on the 22nd day of August, 2022 at 6:00 p.m.

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

PASSED this 8th day of August, 2022.

	John Hodkinson, Mayor	
ATTEST:	APPROVED AS TO FORM:	
Karen Clifton, City Clerk	Bronson Brown, City Attorney	

NOTICE OF PUBLIC HEARING CITY OF UNION GAP, WASHINGTON

NOTICE IS HEREBY GIVEN that on Monday, August 22, 2022, 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 amendments to Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act, Title 15 Mobile Homes, Title 17 Manufactured Home Park Standards.

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 <u>Karen.Clifton@uniongapwa.gov</u> or mailed to P.O. Box 3008, Union Gap, Washington, 98903 prior to 5:00 p.m. on August 22, 2022.

DATED this 8th day of August 2022.

Karen Clifton, City Clerk



City Council Communication

Meeting Date: August 8, 2022

From: Dennis Henne; Director of Public Works & Community Development

Topic/Issue: Resolution - Set Public Hearing – UGMC Code Title 2 Chapter 2.52 State

Environmental Policy Act

SYNOPSIS: A Public Hearing, to consider oral and written comments, regarding amending Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act is required prior to the City amending and adopting.

RECOMMENDATION: Approve a resolution setting a public hearing to consider amending UGMC Title 2 Administration & Personnel, on August 22, 2022 6:00 p.m.

LEGAL REVIEW: The City Attorney has reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution

2. Public Hearing Notice

CITY OF UNION GAP, WASHINGTON RESOLUTION NO. ____

A RESOLUTION setting a public hearing to consider amending Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act.

WHEREAS, the City Council for the City of Union Gap is considering amending Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act; and

WHEREAS, the City Council desires to set a public hearing to consider amending Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act; and

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

Section 1. That there shall be a public hearing to consider amending Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act before the City Council of the City of Union Gap, Washington, at its regularly scheduled meeting to be held on the 22nd day of August, 2022 at 6:00 p.m.

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

PASSED this 8th day of August, 2022.

	John Hodkinson, Mayor
ATTEST:	APPROVED AS TO FORM:
Karen Clifton, City Clerk	Bronson Brown, City Attorney

NOTICE OF PUBLIC HEARING CITY OF UNION GAP, WASHINGTON

NOTICE IS HEREBY GIVEN that on Monday, August 22, 2022, 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 amendments to Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act, Title 15 Mobile Homes, Title 17 Manufactured Home Park Standards.

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 or mailed to P.O. Box 3008, Union Gap, Washington, 98903 prior to 5:00 p.m. on August 22, 2022.

DATED this 8th day of August 2022.

Karen Clifton, City Clerk



City Council Communication

Meeting Date: August 8, 2022

From: Dennis Henne; Director of Public Works & Community Development

Topic/Issue: Resolution - Set Public Hearing — UGMC Code Title 15 Mobile Homes

SYNOPSIS: A Public Hearing, to consider oral and written comments, regarding amending Union Gap Municipal Code Title 15 Mobile Homes is required prior to the City amending and adopting.

RECOMMENDATION: Approve a resolution setting a public hearing to consider amending UGMC Title 15 Mobile Homes, on August 22, 2022 6:00 p.m.

LEGAL REVIEW: The City Attorney has reviewed this resolution.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution

2. Public Hearing Notice

CITY OF UNION GAP, WASHINGTON RESOLUTION NO. ____

A RESOLUTION setting a public hearing to consider amending Union Gap Municipal Code Title 15 Mobile Homes.

WHEREAS, the City Council for the City of Union Gap is considering amending Union Gap Municipal Code Title 15 Mobile Homes; and

WHEREAS, the City Council desires to set a public hearing to consider amending Union Gap Municipal Code Title 15 Mobile Homes; and

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

Section 1. That there shall be a public hearing to consider amending Union Gap Municipal Code Title 15 Mobile Homes before the City Council of the City of Union Gap, Washington, at its regularly scheduled meeting to be held on the 22nd day of August, 2022 at 6:00 p.m.

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

PASSED this 8th day of August, 2022.

	John Hodkinson, Mayor
ATTEST:	APPROVED AS TO FORM:
Karen Clifton, City Clerk	Bronson Brown, City Attorney

NOTICE OF PUBLIC HEARING CITY OF UNION GAP, WASHINGTON

NOTICE IS HEREBY GIVEN that on Monday, August 22, 2022, 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 amendments to Union Gap Municipal Code Title 2 Chapter 2.52 State Environmental Policy Act, Title 15 Mobile Homes, Title 17 Manufactured Home Park Standards.

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 <u>Karen.Clifton@uniongapwa.gov</u> or mailed to P.O. Box 3008, Union Gap, Washington, 98903 prior to 5:00 p.m. on August 22, 2022.

DATED this 8th day of August 2022.

Karen Clifton, City Clerk



City Council Communication

Meeting Date: August 8, 2022

From: Karen Clifton, Director of Finance and Administration

Topic/Issue: Ordinance – Personnel Policy Handbook Update – FMLA and PFML

SYNOPSIS: There have been recent updates to the Federal Family Medical Leave Act (FMLA) and the Personnel Policy Handbook needs to be updated to reflect this. While doing so, the Washington State Paid Family Medical Leave (PFML) program will also be added to the handbook.

RECOMMENDATION: Adopt an ordinance, updating the Personnel Policy Handbook to update the Federal FMLA and add the Washington State PFML.

LEGAL REVIEW: The City Attorney provided the updates

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Ordinance

2. Updates to the Personnel Policy Handbook

CITY OF UNION GAP, WASHINGTON ORDINANCE NO.

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

WHEREAS, the federal regulations for Family and Medical Leave Act (FMLA) have changed, and;

WHEREAS, the State of Washington recently enacted the *Paid Family Medical Leave (PFML)*; and

WHEREAS, the City's Personnel Policy Handbook needs to be updated to reflect the FMLA changes, and to include PFML; 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 written driver approval criteria, as outlined in "Attachment A" attached hereto.

ORDAINED this 8th day of August, 2022.

	John Hodkinson, City Mayor
ATTEST:	APPROVED AS TO FORM:
Karen Clifton, City Clerk	Bronson Brown, City Attorney

Attachment A

7.10 BEREAVEMENT.

In the event of a death in the immediate family of a non-union employee, the employee shall be granted up to five (5) days leave of absence with full pay to make household adjustments, and arrange/attend funeral services (see 7.11 Family Medical Leave and 7.12 Paid Family Medical Leave).

7.11 FAMILY AND MEDICAL LEAVE

(1) Eligibility for Leave

If you have been employed for at least 12 months and have worked for the City of Union Gap for at least 1250 hours the previous 12 month period, you may receive up to 12 workweeks of unpaid leave every 12 month period to care for:

- (a) your newborn child, newly adopted child, or newly placed foster child;
- (b) your spouse, child or parent with a serious health condition; or
- (c) your own serious health condition that leaves you unable to perform the essential functions of your job.
- (d) To bond with a child (leave must be taken within one year of the child's birth or placement);
- (e) Up to 12 weeks of leave in a 12-month period for <u>qualifying exigencies</u> that arise when the eligible employee's spouse, son or daughter, or parent is on covered military duty or has been notified of an impending call or order to covered military active duty;

(f) Up to 26 weeks of leave in a 12-month period to care for a covered service member with a serious injury or illness if the eligible employee is the service member's spouse, son or daughter, parent, or next of kin.

A serious health condition is one which affects one's health, if inpatient care is required or the condition requires continuing treatment.

If you or your spouse is employed by the City, the City may restrict your leave to a combined total of up to 12 workweeks of unpaid leave in a 12 month period for the birth or adoption of a child or to care for a parent with a serious health condition. In addition, the City may, in certain situations, grant family leave to only one of you at a time.

Family leave taken to care for a newborn or newly adopted child must be completed within 12 months of the child's birth or placement for adoption. This leave is in addition to maternity disability leave which is allowed for the actual period of the disability associated with pregnancy or childbirth.

(2) Notice and Confirmation of Leave

If you have a need to take an extended absence from your job for any of the above reasons, you must inform the City of the specific reasons for the leave at least 30 days prior to the anticipated date of delivery or placement for adoption, or provide 30 days notice prior to pre-scheduled medical treatment of yourself or sick family member. if circumstances do not allow you to give the required notice, you must give notice as soon as possible.

Prior to approving your request for family leave to care for yourself or your seriously ill spouse, child or parent, the City may require you to provide confirmation from a health care provider of the need for and probable duration of the leave requested for a serious health care condition. Such notice must be provided within fifteen days of the date it is requested by the City. The City may, at its expense, obtain an opinion from a second health

during your family leave.

(7) Return from Leave

Upon returning from a family leave, you will generally be assigned the same position held when the leave commenced or a position with equivalent pay, benefits, and other conditions of employment. Some exceptions apply to this.

(8) Extensions

In certain circumstances, a medical leave of absence may be extended beyond 12 weeks, upon request, when accompanied by an explanation of the need for an extension period from your doctor. Group insurance coverage may terminate at the end of the month in which the extended period begins. If you desire to continue your group coverage you must make arrangements to prepay your individual and dependents premiums each month. Such arrangements should be taken care of before beginning the extended leave of absence, but in no case later than 30 days after the end of the month in which the extended leave began. The City cannot guarantee that you will be able to return to the same or similar job after your return from an extended leave of absence. Failure to return from an extended leave on or before the agreed upon date may result in termination.

(9) Potential Restrictions on Availability of Family leave

The City may also limit the benefits available under this policy for certain salaried employees. Such employees may be denied the right to return to a same or equivalent position. If you are such an employee, you will be informed of your status and rights at the time you submit your request for leave.

It is impossible to cover all the details concerning Family Leave in this policy. If you believe you want to take Family Leave, please discuss it with your supervisor or the

Personnel Director.

7.12 PAID FAMILY AND MEDICAL LEAVE

(1) Overview

The Washington State Paid Family and Medical Leave (PFML) law (Chapter 50A RCW) and supporting regulations establish a program administered by the Washington Employment Security Department (ESD) to provide paid leave benefits and job protection to eligible employees who need leave for certain family and medical reasons. This policy provides a summary of the PFML program. Employees may obtain additional information at www.paidleave.wa.gov. To the extent an issue is not addressed in this policy, the City will administer this benefit program consistent applicable statutes and regulations.

(2) Payroll Deductions.

The PFML program is funded through premiums collected by ESD via payroll deductions and City contributions. The premium rate is established by law. Should the State in the future modify the PFML premium rate or the percentage of premiums subject to collection through payroll deduction, the City will modify payroll practices to reflect those statutory changes.

(3) Eligibility.

Under PFML, employees may be eligible for monetary benefits and job protection when taking leave for covered reasons. Eligibility requirements are as follows:

(4) Monetary Benefits.

In order to be eligible for monetary benefits from ESD, an employee must have worked 820 hours in Washington (for any employer or combination of employers) during the year preceding the claim.

(5) Job Protection.

In order to be eligible for job protection under PFML, an employee must meet FMLA eligibility requirements (must have worked for the City for at least 12 months and have worked 1250 hours in the last year).

(6) Benefit Continuation.

- a. When an employee is on authorized PFML leave, the City will continue the employee's health benefits during the authorized PFML leave period at the same level and under the same conditions as if the employee had continued to work.
- b. If an employee chooses not to return to work for reasons other than a continued serious health condition, the City may require the employee to reimburse the City the amount it paid for the employee's health insurance premium during the leave period.
- c. If the employee pays a portion of the health care premium, it is the employee's responsibility to continue to make this payment. If an employee contributes to an optional health and welfare plan such as life insurance or disability policy, the City will continue to make payroll deductions while the employee is on paid leave. Employees may pay their premiums by using accrued paid leave while on PFML, or by making payment arrangements with the benefits office. If the payment is more than 30 days late, the employee's health coverage may be discontinued for the duration of the leave period, or the City will recover any payments made on behalf of the employee at the end of the leave period.

(7) Leave Entitlement.

Eligible employees are entitled to take up to 12 weeks of medical or family leave, or a combined total of 16 weeks of family and medical leave per claim year; an additional two weeks of leave may be available in the event the employee's leave involves incapacity due to her pregnancy. The claim year begins when the employee files a claim for PFML benefits or upon the birth/placement of the employee's child. PMFL leave may be taken

for the following reasons:

(8) Medical Leave.

Medical leave may be taken due to the employee's own serious health condition, which is an illness, injury, impairment or physical or mental condition that involves inpatient care or continuing treatment by a health care provider, as those terms are defined under the FMLA and RCW 50A.05.010.

However, an employee is not eligible for PFML benefits if the employee is receiving time loss benefits under the workers compensation system.

(9) Family Leave.

Family leave may be taken to care for a covered family member with a serious health condition; for bonding during the first 12 months following the birth of the employee's child or placement of a child under age 18 with the employee (through adoption or foster care); or for qualifying military exigencies as defined under the FMLA. For purposes of family leave, covered family members include the employee's child (including in-laws), grandchild, parent (including in-laws), grandparent (including in-laws), sibling, spouse, or any individual who regularly resides in the employee's home or where the relationship creates an expectation that the employee care for the person, and that individual depends on the employee for care. "Family member" includes any individual who regularly resides in the employee's home, except that it does not include an individual who simply resides in the same home with no expectation that the employee care for the individual. PFML may run concurrently with FMLA where an absence is covered by both laws. PFML leave may be taken intermittently, provided that there is a minimum claim requirement of eight consecutive hours of leave in a week for which benefits are sought.

(10) PFML Application Process.

An employee must submit an application to ESD in order to seek PFML benefits. For guidance on the application process, please refer to the ESD website (www.paidleave.wa.gov). Eligibility determinations will be made by ESD. If approved, the employee will need to file weekly benefit claims with ESD to continue receiving benefits.

(11) Notification Requirements.

An employee must provide written notice to the City of the intent to take PFML leave. This notice should be sent to the employee's supervisor, and the Disability and Leave Management (DLM) office (HR). If the need for leave is foreseeable, notice must be given at least 30 days in advance of the leave. For unforeseeable leave, notice must be given as soon as practicable. The employee's written notice must include the type of leave taken (family or medical), as well as the anticipated timing and duration of the leave. If an employee fails to provide this required notice to the City, ESD will temporarily deny PFML benefits. After receiving the employee's notice of the need for leave, the City will advise the employee whether the employee is eligible for job protection under PFML or FMLA or both.

If leave is being taken for the employee's or family member's planned medical treatment, the employee should make a reasonable effort to schedule the treatment so as not to unduly disrupt City business.

If taking leave intermittently, an employee must notify the City each time PFML leave is taken so that the City may properly track leave use.

(12) PFML Monetary Benefits.

If ESD approves a claim for PFML benefits, partial wage replacement benefit payments will be made by ESD directly to the employee. The amount of the benefit is based on a

statutory formula, subject to ESD adjustments. ESD's website provides a benefit calculator to assist employees in estimating their weekly benefit amount.

With the exception of leave taken in connection with the birth or placement of a child, or a qualifying military exigency, monetary PFML benefits are subject to a seven-day waiting period. The waiting period begins on the Sunday of the week in which PFML leave is first taken. The waiting period is counted for purposes of the overall duration of PFML leave, but no monetary benefits will be paid by ESD for that week.

(13) Supplementation of PFML with Paid Leave.

Paid leave (vacation, sick leave, personal time off (PTO), floating holidays, paid holidays, compensatory time, or any other accrued leave) are considered supplemental to PFML. An employee may elect to use such accrued leave in accordance with the Code and leave policies during a PFML- covered absence, and the receipt of accrued leave does not need to be reported to ESD as part of the PFML claims process. Employees may not supplement PFML with shared leave.

(14) Job Restoration; Return to Work Recertification.

An employee who is eligible for job-protected leave will be restored to the same or equivalent position at the conclusion of PFML leave, unless unusual circumstances have arisen (e.g., the employee's position or shift was eliminated for reasons unrelated to the leave). The City may require a return-to-work certification from a health care provider before restoring the employee to work following PFML leave where the employee has taken leave for the employee's own serious health condition. If an employee taking PFML leave chooses not to return to work for any reason, the employee should notify the City as soon as possible.



City Council Communication

Meeting Date: August 8, 2022

From: Arlene Fisher, City Manager

Topic/Issue: Resolution – Professional Services Agreement – Kutak Rock LLP

SYNOPSIS: The City needs to engage the specialized legal services of Kutak Rock LLP to prepare and advise a development agreement for the City.

RECOMMENDATION: Approve a resolution, authorizing the City Manager to sign a professional services agreement with Kutak Rock LLP to prepare and advise a development agreement for the City.

LEGAL REVIEW: The City Attorney prepared the resolution and reviewed the agreement.

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution

Professional Services Agreement – Kutak Rock LLP

KUTAKROCK

Kutak Rock LLP

510 West Riverside Avenue, Suite 800, Spokane, WA 99201-0506 office 509.747.4040

NATHAN G. SMITH 509.252.2690 nathan.smith@kutakrock.com

ATTORNEY-CLIENT COMMUNICATION

July 25, 2022

VIA ELECTRONIC MAIL

Ms. Arlene Fisher, City Manager City of Union Gap P.O. Box 3008 Union Gap, WA 98903-0008 Arlene Fisher @uniongapwa.gov

Re: Engagement Letter

Dear Arlene:

This letter confirms our representation of the City of Union Gap with regard to the preparation of a Development Agreement for public infrastructure improvements with U.C.I.P., LLC, a Nevada limited liability company, T.M. Rentals, a Massachusetts Trust, T.M. Rentals, LLC, a Nevada limited liability company, and Wide Hollow Development, a Washington limited liability company (the "Matter").

Kutak Rock LLP (the "Firm") appreciates the opportunity to represent you in this matter and by this letter confirms our engagement as outlined herein. We will provide you with our recommendation as to courses of action available to you, however, the final decision on any issue is entirely yours. The Firm is only providing legal services in connection with the referenced matter under this engagement.

Fee Arrangement. Initially, it is our understanding that you have authorized us to act on your behalf to accomplish the specific tasks contemplated in this letter, and all other tasks which you may request of us in the future, whether or not related to the specific tasks contemplated herein. In return for providing legal services, we will impose a charge for reasonable fees, plus costs, expenses and disbursements which may be incurred in connection with the work to be performed. You agree to pay for our services at our hourly rates in effect when the services are rendered.

We will charge our current hourly rates for the primary attorneys contemplated to work on this matter and such rates may be increased from time to time in accordance with Firm policy and

KUTAKROCK

Ms. Arlene Fisher July 25, 2022 Page 3

Unless previously terminated, our representation will terminate upon our sending you our final bill for services rendered. If you request, we will return your original papers and property to you promptly consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of you. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

Entire Agreement; Amendment. This letter contains the entire agreement between the Client and the Firm regarding the professional legal representation described herein. This letter may be amended only in writing signed by both parties.

No Third-Party Beneficiaries. This letter is between the Client and the Firm, and neither this letter nor the performance of this letter shall create any rights in any other person. There are no third-party beneficiaries to this letter.

Applicable Law. This letter shall be construed, interpreted and governed by the laws of the State of Washington without regard to the principles of conflicts of law.

If you have any questions or if anything is unclear, please advise me promptly so that we can discuss the issue and reach a full understanding. Please indicate your acceptance by signing this letter at the space provided below and returning a copy to me. We thank you for your engagement of the Firm and look forward to working with you.

Very truly yours,

KUTAK ROCK LLP

Nathan G. Smith

KUTAKROCK

Ms. Arlene Fisher July 25, 2022 Page 4

Agreed to and accepted by: CITY OF UNION GAP	
CITY OF UNION GAP	
By:	
Arlene Fisher, City Manager	
Dated:	

CONSENT AGENDA

UNION GAP CITY COUNCIL REGULAR MEETING UNION GAP COUNCIL CHAMBERS

Union Gap, Washington July 11, 2022, 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.

Council Members Present Council Members Murr, Wentz, Galloway, Hansen, Schilling, and Dailey

were present.

Staff Present City Attorney Brown, Police Chief Cobb, Fire Chief Markham, Public

Works and Community Development Director Henne, Civil Engineer Dominguez, and Finance and Administration Director Clifton, were

present.

<u>Audience Present</u> See attached list.

<u>Pledge of Allegiance</u> Council Member Schilling led the pledge of allegiance.

Consent Agenda Motion by Council Member Wentz, second by Council Member Dailey to

approve the consent agenda with a correction as follows:

Regular Council Meeting Minutes dated June 27, 2022 as attached to the

Agenda and maintained in electronic format.

Payroll Vouchers – EFT's, and Voucher No. 104939 through 104945 for

the month of June, 2022, in the amount of \$464,467.19

Claims Vouchers – EFT's, Voucher No. 104862 through 104938 for July

11, 2022, in the amount of \$1,031,618.78.

Council Member Hansen requested a typo be corrected on page 3 from four to for. Council Member Schilling inquired if a payment for CDBG filing fees had anything to do with the Library. Finance and Administration Director Clifton replied that it was for the Housing Rehab

program.

Motion carried unanimously.

Mark Crochet addressed the Council to give them an update. Another fund raiser will be held at Sea Galley August 24, 2022, and would

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – July 11, 2022

Items from the Audience

appreciate the Council Members come down to help them out. Crochet asked for an update on the CDBG Grant that the City filed. City Manager Fisher replied that when the City has further information it will be shared with him.

General Items

Finance & Administration

Ordinance No. – 3021 – 2022 Budget Amendment – COVID Revenue Reimbursement Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3021 – amending the 2022 budget, accepting Coronavirus State and Local Fiscal Recovery Funds and authorizing the expenditure of those funds. Mark Crochet asked if any of the money could be used towards the Library since it was due to COVID that it wasn't started. Finance and Administration director Clifton replied no, some of the money was being used to help the Union Gap School District with some of their after school programs, as well as some playground equipment. Motion carried unanimously.

Ordinance No. – 3022 – Personnel Policy update – Driver's License Criteria Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3022 – amending the City of Union Gap Personnel Policy Handbook. Finance and Administration Director Clifton explained that at this time, it would take effect for new employees only, until the next regular Union Negotiations. Motion carried unanimously.

Public Works & Community Development

Resolution No. – 22-33 – Interlocal Agreement with the Town of Harrah for Building Plan Review & Inspection Services

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. -22-33 — authorizing the City Manager to enter into an Interlocal Agreement with the Town of Harrah for Building Plan Review and Inspection Services. Motion carried unanimously.

Items from the Audience

None.

City Manager Report

City Manager Fisher wished Mr. and Mrs. Killorn Happy Anniversary, and stated they are a treasure to this community; Fisher heard on KIT news that a pool in Yakima was down for repair for the summer, so beginning tomorrow at noon until 4:00 p.m. we are going to turn the sprinklers on, only around the play area, for kids to run through the sprinklers. Picnic tables would be moved out of the spray zone so parents, friends, and neighbours could sit and watch their children play, and have a good time. Fisher called KIT that morning, so they would put the information on the air the following dat. Council Member Dailey

asked about parking fees. Fisher deferred to Public Works and Community Director Henne, who responded by saying that our Ordinances states that every resident in the City of Union Gap gets a free parking pass. We are going to put a banner out front, and he's sure City Manager Fisher would share with the media to contact City Hall, and we will walk people through what we're going to do. Details are still being worked out; the Lighted Parade will be held on December 11th this year; we have a new employee who joined our team as of July 5th, her name is Laurie. She will be working at the front counter, answering the phones, and is doing a great job; we are having a tremendously busy summer with our staff, and talked with Karen today who has money in her budget to contact Atlas Services, a temporary hiring company that we use here in town, to get us another individual to help us out through the summer, answering the phones and doing other office items. This will go through Labor Day, and will not require a Budget Amendment. We like to answer our phones at city hall by the third ring; reminder those at the diocese, or those who may be listening, if they send staff an email, unless there is a computer glitch or it bounces back, we will get to you. It may not be in the next 10 minutes but we will get back to you. Please be patient as we are dealing with a tremendous influx of communication, which is good, we're busy, we serve the community; in the AWC Voice magazine, they featured the Mayor of Harrah, Barbara. Fisher thought she has served for somewhere around 52 years. Congratulations to her. Mayor Hodkinson stated the he believed she is the longest serving Mayor in the State of Washington; July 1st we were notified that we received \$320,450 for Rudkin Road Storm Drainage Improvements from the Department of Commerce. Council Member Wentz stated that it goes to show how accomplished Public Works and Community Director Henne is at submitting, and making things work. He is awesome, and thanked Mr. Henne; July 14th at noon, we will be going through our 2022 WCIA annual audit. Fisher serves on that board, has for many years, and thinks we'll do just fine; a few weeks ago we were asked to send out election information to all individuals who are running for election. We accessed the website for all the elected officials and undenounced to us, following instructions, the last three pages of individuals were people who basically help with the precinct. They are precinct committee officers and asked Council Member Schilling how it worked, as she knows the structure very well. Schilling replied that the Mayor could answer that question, he is a PCO currently, and she is a district director. The PCO's are voted in in their areas, it's just a small precinct of maybe 20 blocks. Fisher asked if those members are running for office. Schilling replied that some of them probably are running for office, she would have to look at the list. There's about 22 that have people running for it, but they are precinct committee officers. Vicky Baker is a really good example. When she was put on as Commissioner, it was the PCO's that voted her in, and then

she was the County Commissioner for a year. She had to run for reelection. That's what a PCO does, is they kind of safe guard the area so to speak, and they go out and talk to people. You can be voted in if there's two or more people who sign up for it. Most of the time there's two at the most. Fisher stated that 160 individuals on the list are running for elected offices in our area, there are 240 names on the list. Our staff has no way of knowing who are running for office, and who is working the precinct. We sent out a packed of information to every single person on the list. Fisher received 11 calls that day from individuals who were on the list who were not running for office, and were confused as to why they received the packet. Fisher did some digging, and figured out that staff did exactly what they were asked to do, showing an example of the packets mailed. The cost of the task came to a total of \$1,043.27, which included staff time, supplies and postage. The City of Union Gap will not be taking on such an endeavour again. If individuals wish to know who they are voting for, and who the elected are, it is not behaving of our tax payers in the city to pay for everyone else. We are here to help, we will do whatever it takes. The information is on the website, but we will no longer mail out packets of that nature. Council Member Schilling replied that she didn't believe Fisher was asked to mail out packets to all the PCO's, nobody would have even thought, a PCO doesn't put up signs, that's what they asked, can we have the map for the signs, which she did get out, and she took to the office. Fisher thanked Council Member Schilling and stated that she would have the minutes transcriber verbatim, and again stated that staff does not know who is not a precinct officer, and whose name is going to be in the voter's ballot. We did exactly what we were asked to do, and paid over \$1,000 to accomplish this task, and will leave the decision in Council's hands.

Comments	None.
Development of next Agenda Adjournment of Meeting	None. At 6:30 p.m., Mayor Hodkinson adjourned the July 11, 2022 regular Council Meeting.
ATTEST:	Arlene Fisher, City Manager
Karen Clifton, City Clerk	,

Communications/Questions/

CITY OF UNION GAP REGULAR UNION GAP COUNCIL MEETING SIGN IN SHEET

6:00 P.M. – July 11, 2022

NAME (Please Print)

(Date)

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UNION GAP CITY COUNCIL MEETING - CITY MANAGER REPORT ONLY 1 2 **JULY 11, 2022** 3 MAYOR HODKINSON: Hearing none, City Manager? 4 MS. FISHER: The cords are making me a little 5 nervous. I have a mess. 6 MAYOR HODKINSON: You've got your brakes on. 7 MS. FISHER: The brakes are on? Yeah. COUNCIL MEMBER HANSON: Oh, there you go. 8 9 That's better. MS. FISHER: 10 MAYOR HODKINSON: Now put the brakes on. 11 MS. FISHER: Alright. Are we ready now? These 12 cords make me a little nervous because you know us 13 weebles, we wobble, but we don't fall down. But we 1.4 might. 15 DEPUTY MAYOR WENTZ: But you might. 16 MS. FISHER: So, anyway. So, first and fore-17 most, I want to say a very special happy anniversary 18 to Mr. and Mrs. Killorn. We participated -- they were 19 -- we were invited to their beautiful home this past 20 weekend and got to meet their fabulous family and --21 Marilyn has discovered that her new colors are blue, 22 purple, and gray. So, it -- it was a -- my husband 23 and I thoroughly enjoyed that and -- and we -- they 24 are a treasure to this community.

COUNCIL MEMBER GALLOWAY: Amen.

25

- 1 -

MS. FISHER: So, also -- you know, the first things I do in the morning while I'm doing my morning routine of getting ready, and that's also known as putting my eyeballs in, I heard on KIT News that there's some pools -- the pool, one particular in Yakima, is -- is down for the summer for repair. And that got me thinking, Council Member Dailey has just wanted a splash park and -- and has always reminded us of that.

So, with the lack of a pool, and we've got a hundred plus degrees this week, beginning tomorrow at noon to 4:00 p.m., we are going to turn the sprinklers on, only around the play area for kids to run through the sprinklers like we used to do when we were kids.

DEPUTY MAYOR WENTZ: Nice.

MS. FISHER: That way the play area, they have the slide, they have other things, picnic tables will be moved around that area, out of the spray zone so moms and parents and friends and neighbors can come and sit and watch their children play and have a good time.

So, I did call KIT this morning, right when they were on the air. I promised them that I was a legitimate caller and so, they will put that on the air for us, beginning tomorrow.

DEPUTY MAYOR WENTZ: Very nice. 1 2 COUNCIL MEMBER GALLOWAY: Good. 3 MS. FISHER: And you know what, all good things 4 start with one step. So, sprinklers in the park is a 5 really good step. 6 COUNCIL MEMBER GALLOWAY: Amen. 7 MS. FISHER: Let's see, what else do I have? COUNCIL MEMBER DAILEY: Can I ask a question 8 9 about that though? 10 MS. FISHER: Absolutely. 11 COUNCIL MEMBER DAILEY: So, with our residence 12 here in the Union Gap area, they're free to go into 13 the park and free parking. What about individuals 14 from Yakima? Or Selah? 15 MS. FISHER: Our superior public works director 16 has figured that out and I need to let him share with 17 you how we're going to do that because he and I hadn't 18 figured -- hadn't talked about that. 19 Do you really want me to share 20 what I was thinking? Yes. In our Union Gap Parks 21 ordinances, every resident in the City of Union Gap 22 can get a free parking pass. We were going to put on 23 a banner out front, and I'm sure Arlene will share 24 with the media, that -- to contact the City Hall and 25 we'll walk the people through on what we're going to

1	do. So,
2	COUNCIL MEMBER DAILEY: Okay.
3	MS. FISHER: So, we will
4	MR. HENNE: Try and open it up for playground
5	use. But I'm not sure how I think it'll work Monday
6	through Friday. So,
7	MS. FISHER: YEAH. So, remember this was an
8	idea that hatched this morning. Dennis got wind of it
9	earlier this morning and so, we have been trying to
10	figure out the fine tuning. But nevertheless, those
11	sprinklers will be on tomorrow beginning at noon for
12	children to play in and keep cool.
13	COUNCIL MEMBER MURR: Well, so, have you guys
14	looked into
15	COUNCIL MEMBER DAILEY: I might be there
16	COUNCIL MEMBER MURR: splash pads at all?
17	MS. FISHER: Sorry?
18	COUNCIL MEMBER MURR: Looked into the splash
19	pads at all?
20	MS. FISHER: Not yet. We're getting there.
21	This was just an idea that was hatched this morning.
22	COUNCIL MEMBER MURR: Yeah.
23	MS. FISHER: So, we we're that's on our
24	list to do.
25	COUNCIL MEMBER MURR: Yeah. I know Julie had
	- 4

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brought it up a couple of years ago but --

MS. FISHER: Absolutely. And we -- and we -- we are working on it. So, trust me, when I say that, we are. So, we're working on it. Oh, let's see.

Just looking at the calendar this evening before I briefly dashed into the chambers, it looks like the Lighted Parade will be on December 11th this year.

Moving on, we had a new employee join our team. Her name is Laurie and she will be working at the front counter answering the phones. Laurie joined our team on July 5th and she's doing a great job for a young lady that got dunked, headfirst.

In addition to that, we are having a tremendously busy summer with our staff and all of our individuals. And I talked with Karen today, and she has money in her budget to contact Atlas Services, a temporary hiring company that we use here in town, to get us another individual to help us out through the summer answering the phones and doing other office items here in the office. And that will go through — as soon as we get that individual on board, through Labor Day. And again, this will not require a budget amendment. These are items that we have in our budget. We like to answer our phones in City Hall, if at all possible, on the third ring.

On that note, for those of you at the dais here and for those of you who may be listening, if you send staff an email, unless there's a computer glitch or it bounces back, we will get to you. We will get to you. It may not be within the next ten minutes; but we will get to you. So, please be patient as we are dealing with a -- a tremendous influx of -- of communications right now. Which is good. We're busy. We should be.

So, working through my pile, as most of you know, we received this -- the AWC City Voice, this AWC magazine. And in that voice -- in that magazine, if you turn it to the middle of a page, you will see, they have featured the Mayor of Herrah, Barbara. She's -- I believe, been the mayor, if my memory serves me, fifty-two years, or something along those lines. So, just let you know, Barbara is featured in the City Voice and congratulations to her.

MAYOR HODKINSON: I believe she's the longest serving mayor in State of Washington.

DEPUTY MAYOR WENTZ: Yeah. That's cool.

MS. FISHER: She is. So, amazing. So, I'm going to steal a little of Dennis's thunder. On July 1st we were notified the City of Union Gap, Dennis Henne, David Dominguez, and myself -- were notified

1	that we received \$320,450 no, \$320,450.00 for to
2	Rudkin Road Storm Drainage Improvement.
3	DEPUTY MAYOR WENTZ: Oh, nice.
4	MS. FISHER: From the Department of Commerce.
5	And again, this was another grant that we put in for
6	that we were awarded. So, that starts immediately.
7	DEPUTY MAYOR WENTZ: That goes to show how how
8	accomplished he is at submitting and and making
9	things work.
10	COUNCIL MEMBER GALLOWAY: Amen.
11	DEPUTY MAYOR WENTZ: So, Dennis, you're awesome.
12	COUNCIL MEMBER GALLOWAY: Great.
13	MR. HENNE: We just [inaudible muffled].
14	DEPUTY MAYOR WENTZ: Well, that's leadership
15	helps that and thank you, Dennis.
16	MS. FISHER: Yeah. So, Dennis and I have made
17	a pact. We're not leaving for a while.
18	DEPUTY MAYOR WENTZ: Good.
19	MS. FISHER: So, we have to put up with each
20	other. And when we do decide to leave, it's going to
21	be who can push the other one through the door first.
22	And he may outweigh me, but remember, I'm a farmgirl.
23	The next thing we have on our agenda that I want
24	to share with you is we are, as of Thursday, July $14^{ m th}$
25	at noon, we will be going through our annual 20

2022 WCIA annual audit. So, this is the prep folder that we are working on getting through that. And as you know, I serve on that board. I've served on that board for many years. So, I think we'll do just fine.

MAYOR HODKINSON: I think so.

MS. FISHER: So, before I move on, does anyone have any questions? I have one last thing that I would like to share with council members. Okay.

So, as most of you know, a few weeks ago we were asked to send out all of the election information -- our -- our City of -- election packet -- to all of the individuals who are running for election. We accessed the Assessor -- or the website, for all of the elected officials, and we did that.

What happened, or what -- what -- unbeknownst to us, following instructions, what we didn't know was that the last three pages with these names are individuals who basically help with the precinct. They are precinct committee officers, is that correct? How does that work, Council Member Schilling? You know the structure very well. How do -- what is the precinct officer or precinct district, how does that work?

COUNCIL MEMBER SCHILLING: Well, actually, our mayor can tell us about -- he is a PCO currently.

I -- I am a district director. The PCOs are hired --

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1	or, not hired; but they're voted in, in their areas,
2	and it's just a small precinct.
3	MS. FISHER: Okay.
4	COUNCIL MEMBER SCHILLING: That may be
5	twenty blocks.
6	MS. FISHER: Okay.
7	COUNCIL MEMBER SCHILLING: You know, but it's
8	all
9	MS. FISHER: And am I oh, wonderful. So, am
10	I correct, those individuals do not vote? They simply
11	represent their area? I mean, they vote, I'm sorry,
12	they vote?
13	COUNCIL MEMBER SCHILLING: They vote.
14	MS. FISHER: They vote, but they're not running
15	for office?
16	COUNCIL MEMBER SCHILLING: Some of them prob-
17	ably are running for office.
18	MS. FISHER: Okay.
19	COUNCIL MEMBER SCHILLING: I'd have to look at
20	the list. There's about twenty-two that have people
21	running for it. But they are not an actual they're
22	a precinct committee officer, so what they do is when
23	Vicky Baker, I think, is a really good example.
24	MS. FISHER: Mmm hmm. [Affirmative].
25	COUNCIL MEMBER SCHILLING: When she was put on
	- 9 -
	a .

1 as our commissioner, it was the PCOs that voted her in 2 and then she was the county commissioner for a year 3 and then she had to run for re-election. And that's 4 what a PCO does, is they kind of safeguard the area, 5 6 MS. FISHER: Okay. 7 COUNCIL MEMBER SCHILLING: so-to-speak. 8 And they go out and talk to people, but yes, you can 9 be voted in. 10 MS. FISHER: Okay. 11 COUNCIL MEMBER SCHILLING: Ιf there's two, 12 sometimes three people who will sign up for it. 13 MS. FISHER: Okay. 14 COUNCIL MEMBER SCHILLING: But most of the 15 time, there's two at the most. 16 MS. FISHER: So, my point is, ladies and gen-17 tlemen, was there are one hundred and sixty-one indi-18 viduals on this list who are running for elected 19 office. Elected offices throughout the -- through --20 throughout our area - one hundred and sixty-one people. There are two hundred and forty names on this list. 21 22 Our staff has no way of knowing whose name, who is an 23 elected individual running for an office, and who is working the precinct. We don't know that. 24 25 COUNCIL MEMBER SCHILLING: Arlene?

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Tina M. Steinmetz, PO Box 1806, Moses Lake, WA 98837 (509) 660-0691

1 MS. FISHER: Just a moment, please. Just a mo-2 ment, please. 3 COUNCIL MEMBER SCHILLING: Okay. 4 MS. FISHER: Let me finish, please? 5 COUNCIL MEMBER SCHILLING: I will. 6 MS. FISHER: So, what happened was we sent out 7 a packet of information to every single person on this 8 list. I received eleven calls today from individuals 9 who are on this list but they are not running for 10 county commissioner, sheriff; whatever is out there. 11 They were very confused and asked me why did the City of Union Gap do that. 12 13 So, I did some digging and I figured out that we 14 did exactly what we were asked to do. Just a moment, 15 please. 16 This is at the front counter, available. The 17 cost of this task, total, was \$1 -- \$1,043.27. 18 includes staff time - two employee's staff time, the 19 paper, four reams of paper, three boxes of envelopes, 20 \$500.00 worth of postage. 21 So, what my point is, ladies and gentlemen, we 22 will -- the City of Union Gap, we will not be taking 23 on that endeavor again. If individuals wish to know 24 who they're voting for and who the electeds are, it is 25 not behoovant of our taxpayers in the City to pay for

everyone else. So, we are here to help. We will do whatever it takes. Information is on the website. But we will no longer mail out packets of that nature.

COUNCIL MEMBER SCHILLING: Arlene, I don't believe you were asked to mail out packets to all of the PCOs. Nobody would have even thought -- because -- a PCO doesn't -- they don't put up signs and that -- that's what we asked was can we have the map for the signs, which you did get out and I did take them to the office.

MS. FISHER: Thank you, Council Member Schilling. We have the minutes transcribed and will have them transcribed verbatim.

COUNCIL MEMBER SCHILLING: Thank you.

MS. FISHER: You individuals were at the dais. I think those minutes will speak for themselves. And again, we have staff working from a list who we were asked to mail out. We don't know -- my staff does not know who is not a precinct officer and whose name is going to be in your voter's ballot. My staff does not know that. And that's not something that I quite frankly, it was a lot of staff time for this.

So, again, we did -- we did exactly what we were asked to do with -- and that's what we did. So, my

1 comments are done and I don't have any more City Man-2 ager's report this evening. I thank you all for lis-3 tening to me and -- I will note that the City did pay 4 over \$1,000.00 to accomplish this task. So, I will 5 leave that decision in your hands. 6 MAYOR HODKINSON: Communications and ques-7 tions? 8 COUNCIL MEMBER GALLOWAY: Thank you. 9 MAYOR HODKINSON: Development of the next 10 agenda? Hearing none, we are adjourned.

(End of Recording)

11

CERTIFICATE

STATE OF WASHINGTON)

ss.
County of Grant)

I, Tina M. Steinmetz, do hereby certify under the laws of the State of Washington that the following is true and correct:

- 1. That I am an authorized transcriptionist.
- 2. I received the electronic recording directly from a link the Deputy Clerk Treasurer of the City of Union Gap sent to me.
- 3. This transcript is a true and correct record of the proceedings to the best of my ability, including any changes made by the Deputy Clerk Treasurer reviewing the transcript.
- 4. I am in no way related to or employed by any party in this matter, nor any counsel in the matter; and
- 5. I have no financial interest in the litigation.

07/28/2022 - Moses Lake, WA (Date and Place)

s/Tina M. Steinmetz
(Signature)

UNION GAP CITY COUNCIL REGULAR MEETING UNION GAP COUNCIL CHAMBERS

Union Gap, Washington
July 25, 2022, Regular Meeting
MINUTES

Call to Order Mayor Hodkinson called the Regular Meeting of the Union Gap City

Council to order at 6:00 p.m.

Council Members Present Council Members Murr, Galloway, Hansen, Schilling, and Dailey were

present.

Staff Present City Attorney Brown, Fire Chief Markham, Civil Engineer Dominguez, and

Finance and Administration Director Clifton, were present.

<u>Audience Present</u> See attached list.

<u>Pledge of Allegiance</u> Council Member Murr led the pledge of allegiance.

Excuse Council Member Motion by Council Member Murr, second by Council Member Hansen to

excuse Council Member Wentz. Motion carried unanimously.

Consent Agenda

Motion by Council Member Galloway, second by Council Member Murr to approve the consent agenda as follows. Council Member Hansen stated that he would like to learn more about the list of small tools and equipment. Finance and Administration Director Clifton replied that it looks like it's in parks, but she could look for him. Council Member Schilling stated that the way the minutes were written, they were a little bit sketchy, and would like to have us go through them. Mayor Hodkinson asked for clarification, but Schilling was not specific. Finance and Administration Director Clifton asked if there was something that's contradicting, and asked for Schilling to explain. Schilling responded that there was some things that the way it was said, and the way you have recorded it, there's some discrepancy, and thought they should hold off and go through it at a different time. Mayor Hodkinson asked if the video and the recording are the formal documents. City Manager Fisher replied, that is correct, so are the minutes, that, the auditors audit the minutes, and they don't really coincide with the video. If the Mayor would like, she and Karen will go through the video, and take a look at the minutes, make any changes and bring them back on the 8th of August. City Manager Fisher asked Council Member Schilling if she could specify anything completely inaccurate. Council Member Galloway suggested that Schilling write them some notes to let them know what it is. Schilling replied that it's the way the minutes are recorded, and asked if when we write the minutes, do you just take it from the computer? Finance and Administration Director replied no, that Lynette does the minutes and listens to

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – July 25, 2022

Ordinance No. – 3023 – Amending UGMC 8.06.010 – Consolidated Court Orders	Police Chief Cobb explained that due to the 2022 legislation consolidating no contact orders, prosecuting Attorney Dornay would feel a little more comfortable with a repeal and amendment to the current Ordinance. Motion by Council Member Murr, second by Council Member Hansen to adopt Ordinance No 3023 – amending Chapter 8.06.010 Union Gap Municipal Code relating to Crimes relating to person-Designated. Motion carried unanimously.
Items from the Audience	Helen Canatsey addressed the Council to ask if the Friends of the Union Gap Library Civic Center 501c3 could sell T-shirts at the Union Gap Night Out on Crime on August 9 th . Chief Cobb replied that they take a hard stance on extracurricular activities. National Night out is for the Police to connect with their citizens and develop partnerships to fight crime, and make sure communities are safe. If he allowed the Library 501c3 to sell something there, he would have to allow anybody who asks, or would be subjecting themselves to potential litigation. City Manager Fisher agreed with Cobb. Council Member Dailey thanked Mrs. Canatsey for asking in advance.
City Manager Report	City Manager Fisher stated that we were granted \$9,267 from Department of Transportation to upgrade our transit system; awarded \$1.3 million to build the Public Works bridge; the School Board has approved sending a bond measure to the community at the November 8 th election in the amount of \$9,655,000. The purpose of this election is to make district wide safety, security, infrastructure improvements, and the construction of an auxiliary gymnasium.
Communications/Questions/ Comments	None.
Development of next Agenda	None.
Adjournment of Meeting	At 6:30 p.m., Mayor Hodkinson adjourned the July 25, 2022 regular Council Meeting.
ATTEST:	Arlene Fisher, City Manager
Karen Clifton, City Clerk	

CITY OF UNION GAP REGULAR UNION GAP COUNCIL MEETING SIGN IN SHEET

6:00 P.M. – July 25, 2022

NAME (Please Print)

(Date)

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Navalyn Killows	17125	U.G.



City Council Communication

Meeting Date:

August 8, 2022

From:

Karen Clifton, Director of Finance and Administration

Topic/Issue:

Claim Vouchers - August 8, 2022

SYNOPSIS:

Claim Vouchers Dated August 8, 2022

RECOMMENDATION: Request Council to approve EFTs and Voucher Nos. 105023 through 105093,

in the amount of \$271,200.10.

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

Time:

11:57:07 Date:

08/03/2022

01/01/2022 To: 08/31/2022 Page: Trans Date Acct # War# Type Claimant Amount Memo 08/01/2022 2 1,005.97 CREDIT CARD PAYMENTS FEE -4442 Claims **EFT MERCHANT SERVICES** 07/2022 2 624.60 ONLINE PAYMENTS FEE - 07/2022 4444 08/05/2022 Claims EFT XPRESS BILL PAY 1,195,36 CIVIC CENTER PHONE & FAX LINE 4484 08/08/2022 Claims 2 **CENTURY LINK** - 07/2022; SENIOR CENTER -07/2022; FIRE DEPT - 07/2022; PUBLIC WORKS - 07/2022; CIVIC CENTER TRUNK SVC - 07/2022 4485 08/08/2022 Claims 2 424.73 CH CELL SERVICE - 07/2022 EFT VERIZON WIRELESS - CH #742100945-0001 4486 08/08/2022 Claims 2 **VERIZON WIRELESS -**400.10 MODEMS - JULY 2022 PD2#672326319 08/08/2022 2 385.56 PW CELL SERVICE - 07/2022 4487 Claims FFT **VERIZON WIRELESS - PW** #542075407 4427 08/01/2022 Claims 2 105023 UNITED STATES POSTMASTER 64.90 ADDITIONAL POSTAGE FOR 07/2022 UB STATEMENTS DUE TO RATE INCREASE 106.21 BUSINESS CARDS - A. FISHER 4488 08/08/2022 2 Claims 105024 ABC FORMS 08/08/2022 2 31.36 LUPA LEGACY IPHONE 13 PRO 4489 Claims 105025 AMAZON CAPITAL SERVICES, INC MAX WALLET CASE 4490 08/08/2022 Claims 2 44.04 VINYL NO SMOKING SIGNS 105026 AMERICAN MARKETING / D10 SIGNS 4491 08/08/2022 2 105027 AMERIFUEL 2,596,04 FUEL - 07/16/2022 - 07/31/2022 Claims 324.90 CDBG FILING FEES - LUCY CATES 4492 08/08/2022 Claims 2 105028 AMERITITLE LLC 4493 08/08/2022 Claims 2 105029 **APEX PLUMBING & MECHANICAL** 1.235.98 CIVIC CENTER HOSEBIB REPLACEMENT PIPING, LLC 270,66 PD MODEMS - 07/2022 4494 08/08/2022 Claims 2 105030 AT&T MOBILITY 4495 08/08/2022 Claims 2 105031 ATLAS STAFFING INC 4,678,18 SEASONAL PARKS - WEEK WORKED 07/16/2022 - BURKS, CARLS & VISINTIN; SEASONAL PARKS - WEEK WORKED -07/23/2022 - BURKS, CARLS & VISINTIN 4496 08/08/2022 Claims 2 105032 BASIN DISPOSAL OF YAKIMA LLC 100.781.77 GARBAGE/RECYCLING SVC -07/2022 7,813.00 CITY ATTORNEY - 07/2022 4497 08/08/2022 2 105033 BROWN & RIO PLLC Claims 4498 08/08/2022 Claims 2 105034 BRETT CAMPBELL 140.00 PARKING PASS REFUND - FB CENTRAL SHELTER RESERVATION **CANCELLATION 07/23/2022** 60.58 FULL SERVICE - VEH #1025 4499 08/08/2022 Claims 2 105035 CASCADE VALLEY LUBE 2,731.57 AG MUSEUM UTILITIES - 06/2022 4500 08/08/2022 Claims 2 105036 CENTRAL WA AG MUSEUM 105037 4501 08/08/2022 Claims 2 CINTAS CORP #605 72.20 CIVIC CENTER & PD MAT SVC -07/29/2022 73,300.70 WHOLESALE SEWER 3 PARTY 2 4502 08/08/2022 Claims 105038 CITY OF YAKIMA AGREEMENT - JUNE 2022 290.00 MUNICODE ARCHIVAL ORDBANK 4503 08/08/2022 Claims 2 105039 CIVICPLUS, LLC RENEWAL - 07/01/2022 -06/30/2023 5,009.14 PW FUEL/CED FUEL - 07/2022 4504 08/08/2022 Claims 2 105040 COLEMAN OIL COMPANY 2 105041 **COPIERS NORTHWEST** 231.96 PD COPIER LEASE - 07/2022 08/08/2022 4505 Claims 5,484.11 NEPTUNE WATER METER 08/08/2022 2 105042 CORE & MAIN LP 4506 Claims ANTENNAS; WATER METER BOXES/LID: 12X2IP DS SADDLES: METER BOXES - RMB1324-18 PLASTIC BOX L/LID 96.25 OVERPAYMENT REFUND - UB 08/08/2022 Claims 2 105043 YARELLI CORNEJO RAMIREZ 4507 ACCT #11469 - 315 W. OAK STREET 723.64 HOLSTERS 4508 08/08/2022 Claims 2 105044 CURTIS BLUE LINE

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4523 08/08/2022

4524 08/08/2022

4525 08/08/2022

4526 08/08/2022

4527 08/08/2022

4528 08/08/2022

Claims

Claims

Claims

Claims

Claims

Claims

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2

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2

2

2

105059 MINUTEMAN PRESS

105060 MORTONS SUPPLY

105062 SERGIO E OCHOA

105061 ROBERT R NORTHCOTT

105064 ONE CALL CONCEPTS INC

105063 OFFICE SOLUTIONS NORTHWEST

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COASTAL GRAY; J-B WELD EPOXY ADHESIVE & J-B WELD STEELSTIK EPOXY PUTTY; FINISH BLOCK KIT, SPRAY PAINT - BLACK, RED, GRAY, EMERALD GREEN & 5-GAL

BUCKET

ENVELOPES

08/01/2022 129.95 2022 SAFETY BOOT

OF DEMO CHAIRS 20.33 UTILITY LOCATES - 07/2022

693.02 ENVELOPES; UB STATEMENTS -

586.67 THREADED SCH 80 UNION, PVC

700.00 PUBLIC DEFENDER - 07/12/2022 -

NIPPLE, 4 S & GHEEN

07/2022 & UB STATEMENT

COUPLINGS, DUCT TAPE & SSS TEE; HUNTER NODE 100 VALVES

REIMBURSEMENT - S. OCHOA 52.99 COPY PAPER; PURCHASE/RETURN

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4509	08/08/2022	Claims	2	105045	D&M CHEM, INC.	483.00	YAP CENTRAL RES 07/29/22 - REFUND PARKING PASSES/PICNIC TABLES/SERVICE FEE
4510	08/08/2022	Claims	2	105046	DOOLEY ENTERPRISES INC	3,186.01	9MM 124GR FULL METAL JACKET AMMO
4511	08/08/2022	Claims	2	105047	FASTENAL	70.04	STAINLESS STEEL SOCKET CAP SCREWS
4512	08/08/2022	Claims	2	105048	FEDEX	35.16	OLD TRICASTER RETURN SHIPPING - 07/15/2022 - NEWTEK, INC SAN ANTONIO, TX
4513	08/08/2022	Claims	2	105049	ARLENE F FISHER-MAURER	50.00	PARKING REFUND - SEATTLE TRIP-7/30/22
4514	08/08/2022	Claims	2	105050	G.S. LONG CO., INC.	810.68	GLYPHOSATE PLUS, QUALI PRO - 15 GALLONS
4515	08/08/2022	Claims	2	105051	GALLS, LLC	348.59	MERCHANDISE RETURN - SERGEANT CHEVRON PATCHES - INV #020868736; B102 7900 COVERED CUFF CASE & SGT CHEVRONS 3.5 INCH; BATON, EXPANDABLE BATON HOLDER & ACCUMOLD EQUIP BELT - MCPHERSON; POWER STRETCH POL
4516	08/08/2022	Claims	2	105052	GRANITE CONSTRUCTION CO	210.75	2598 - MOD B - WA - 2.060 TONS
4517	08/08/2022	Claims	2	105053	GRANT J HUNT COMPANY	386.52	MAILCHIMP NEWLETTER & TWITTER ADS - MAY-JULY 2022
4518	08/08/2022	Claims	2	105054	JASON HENNESSY	150.00	CLEANING/DAMAGE DEPOSIT REFUND - YOUTH BARN RENTAL - 07/23/2022
4519	08/08/2022	Claims	2	105055	DANIEL MARTIN HOLMES	400.00	NATIONAL NIGHT OUT DJ - 08/09/2022
4520	08/08/2022	Claims	2	105056	JUB ENGINEERS INC	7,372.19	BELTWAY CONNECTOR PROJECT - 05/29/2022 - 06/30/2022
4521	08/08/2022	Claims	2	105057	LEVER ACTION EXCAVATING	854.34	WATER DEPOSIT REFUND - UB ACCT #13205 - 2621 SUTHERLAND DRIVE
4522	08/08/2022	Claims	2	105058	LOWES COMPANY INC	310.97	RUST-OLEUM STOPS RUST SPRAY PAINT - SMOKEY GRAY &

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Trans Date Acct # War# Type Claimant Amount Memo 4529 08/08/2022 Claims 2 105065 OXARC INC 653.12 ADHESIVE BANDAGES, KNUCKLE **BANDAGES & LARGE ATLAS** GLOVES; MEGAMAN BLACK NITRILE GLOVES - LARGE & X-LARGE 300.00 RECONVEYANCE FEE & SALES 08/08/2022 2 4530 Claims 105066 PACIFIC ALLIANCE TITLE TAX - BEDDOE U07-10R/W & SAIZ U07-09R/W/LB 572.92 REPAIR/PATCH HOLES IN DUMP 4531 08/08/2022 Claims 2 105067 PRECISION METAL WORKS LLC BED - VEH #2006 4532 08/08/2022 980.00 SUMMARY OF ORDINANCES Claims 2 105068 REPUBLIC PUBLISHING CO PASSED - NO. 3021 & 3022; NOTICE OF ENVIRONMENTAL REVIEW - CITY OF UG & COMMUNITY DEVLOPMENT: NOTICE OF APPLICATION - HLA **ENGINEERING & LAND** SURVEYING, LLC/UCIP & TM RENTALS, L 7.52 WATER DEPOSIT REFUND - UB 2 4533 08/08/2022 Claims 105069 SYLVIA SALAS ACCT #12782 - 2102 S. 2ND **AVENUE** 2.90 WATER DEPOSIT REFUND - UB 4534 08/08/2022 Claims 2 105070 ELEAZA SALAZAR ACCT #10539 - 103 W. WHITE STREET 1,138.81 CIVIC CENTER LAWN SERVICE -105071 SCHMIG'S PROFESSIONAL LAWN 4535 08/08/2022 Claims 2 07/2022 SERVICE 2 105072 SIRCHIE FINGER PRINT 183 38 EZ-DRY SWAB BOXES & 4536 08/08/2022 Claims **FINERNAIL** SWABBING/SCRAPPING KITS 4537 08/08/2022 Claims 2 105073 DON C. SMITH 545.19 LEOFF 1 RETIREE MEDICARE & RX 4538 08/08/2022 Claims 2 105074 TINA M. STEINMETZ 81.00 07/28/2022 COUNCIL MEETING TRANSCRIPT 4539 08/08/2022 Claims 2 105075 SUPER DEALS, LLC 25.00 BUSINESS LICENSE REFUND -LICENSE #11769 510.29 36" PICK UP TOOL, 2PLY TISSUE. 2 4540 08/08/2022 Claims 105076 THE HOME DEPOT PRO HARD ROLL TOWELS, SOAP **REFILLS & XL NITRILE GLOVES** 368.25 ACTIVITIES BLDG/BARN SUPPLIES 08/08/2022 2 4541 Claims 105077 THE JANITOR'S CLOSET - ROLL TOWELS, TOILET PAPER & MOP CLEANER 4542 08/08/2022 Claims 2 105078 THE REAL YELLOW PAGES 310,55 PARK AD - 07/2022 238.10 MEDICARE PREMIUM - 08/2022 2 105079 4543 08/08/2022 Claims PATRICK THOMPSON 770.76 PW UNIFORM SERVICE -4544 08/08/2022 Claims 2 105080 U.S. LINEN & UNIFORM 07/04/2022 THRU 07/25/2022 08/08/2022 Claims 2 105081 UNION GAP WATER FUND & 16,772.85 FIRE DEPT - 07/2022; 4401 MAIN 4545 STREET - 07/2022; CIVIC CENTER -**SEWER** 07/2022; STREETS - 07/2022; PARKS - 07/2022 275.00 FIRST-CLASS PRESORT 2022 2 08/08/2022 105082 UNITED STATES POSTAL SERVICE 4546 Claims ANNUAL MAILING FEE - PERMIT #100 222.60 LEOFF 1 LONG TERM CARE -08/08/2022 Claims 2 105083 UNUM LIFE INSURANCE 4547 08/2022 39.31 CAM LOCKS 1 1/8" KA 224 & 2 105084 VALLEY LOCK & KEY SERVICE 4548 08/08/2022 Claims **DUPLICATE KEYS PRICE LEVEL 1**

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4549	08/08/2022	Claims	2	105085	VIC'S AUTO & SUPPLY UNION GAP - PW	145.39	OIL, UNIVERSAL TRACTOR FLUID, LUCAS RED TACKY GREASE & EXTENDED LIFE ANTIFREEZE
4550	08/08/2022	Claims	2	105086	WA STATE DEPT OF LICENSING	90.00	CPLS - JULY 2022
4551	08/08/2022	Claims	2	105087	WA STATE DEPT OF TRANSPORTATION	658.29	SIGNAL MAINTENANCE REPAIRS & ADDITIONS - JUNE 2022
4552	08/08/2022	Claims	2	105088	WA STATE PATROL	39.75	BACKGROUND CHECKS - 07/2022
4553	08/08/2022	Claims	2	105089	BARRY M WOODARD	17,500.00	PUBLIC DEFENDER - 07/2022
4554	08/08/2022	Claims	2	105090	YAKIMA COOPERATIVE ASSN	671.80	#2 DIESEL DYED - 135.3000 GALLONS - AHTANUM YOUTH PARK
4555	08/08/2022	Claims	2	105091	YAKIMA PRINTING COMPANY	192.60	DOG LICENSE APPLICATIONS
4556	08/08/2022	Claims	2	105092	YAKIMA VALLEY PUBLISHING INC	630.00	JIM HONEYFORD SPOTLIGHT - JULY 2022 ISSUE
4557	08/08/2022	Claims	2	105093	RAMIRO ZEPEDA	300.00	CLEANING/DAMAGE DEPOSIT REFUND - ACTIVITIES BLDG RENTAL - 07/23/2022
distribution of the second		101 Street			5	65,428.41 4,770.63	
			ention Cente sm Promotic			2,731.57 473.32	
			ngency Fun			81.00	
			it System Fu		, i dila	372.56	
			nunity Polic			400.00	
			ing Rehabili		d	624.90	
		305 Regio	nal Beltway	Connecto	r Fund	7,372.19	
		401 Wate	r Fund			8,070.10	
		402 Garba	-			101,857.93	
		403 Sewe				78,062.73	
		414 Water			15 5 1	864.76	
		630 Gene	rai State/Co	unty-Shar	ed Rev Fund	90.00	Claims: 271,200.10
		* Transact	ion Has Mix	ed Reveni	ue And Expense Accounts	271,200.10	Ciairis. 211,200.10

CITY OF UNION GAP 11:57:45 Date: Time: 08/03/2022 01/01/2022 To: 08/31/2022 Page: 1 Trans Date Acct # War# Claimant Type Amount Memo 1,005.97 CREDIT CARD PAYMENTS FEE -4442 08/01/2022 Claims 2 **EFT MERCHANT SERVICES** 07/2022 401 - 534 50 49 00 - MISCELLANEOUS 335.32 403 - 535 50 49 00 - MISCELLANEOUS 335.32 402 - 537 50 49 00 - MISCELLANEOUS 335.33 4444 08/05/2022 **EFT XPRESS BILL PAY** 624.60 ONLINE PAYMENTS FEE - 07/2022 Claims 001 - 524 20 49 00 - MISCELLANEOUS-BUILDING 124.92 401 - 534 50 49 00 - MISCELLANEOUS 124.92 403 - 535 50 49 00 - MISCELLANEOUS 124.92 402 - 537 50 49 00 - MISCELLANEOUS 124.92 001 - 558 60 49 00 - MISCELLANEOUS 124,92 1,195.36 CIVIC CENTER PHONE & FAX LINE -**EFT CENTURY LINK** 4484 08/08/2022 Claims 2 07/2022; SENIOR CENTER - 07/2022; FIRE DEPT - 07/2022; PUBLIC WORKS - 07/2022; CIVIC CENTER TRUNK SVC - 07/2022 001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC 15.22 001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC 30.90 001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN 21.23 001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN 43.10 001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER 19.09 001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER 38.75 001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL 9.24 001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL 18.75 001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL 193.33 001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTIL 392.41 001 - 522 10 42 00 - COMMUNICATION 66.71 001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN 9.75 001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN 19.79 401 - 534 50 42 00 - COMMUNICATION 36.57 401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATE 8.84 401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATE 17.95 403 - 535 50 42 00 - COMMUNICATION 36.57 403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI 6.43 403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEI 13.03 402 - 537 50 42 00 - COMMUNICATION 36.57 402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB 0.67 402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB 1.37 101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE 1.22 101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE 2.47 101 - 543 30 42 00 - COMMUNICATION 36.58 101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE 3.25 101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE 6.59 128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRANS 2.72 128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRANS 5.52 001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANT 8.46 001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANI 17.17 001 - 571 21 42 00 - COMMUNICATION 67.44 001 - 576 80 47 01 - CIVIC CAMPUS U TILITIES-PARK 2.53 5.14 001 - 576 80 47 01 - CIVIC CAMPUS U TILITIES-PARK 424.73 CH CELL SERVICE - 07/2022 Claims 2 **EFT VERIZON WIRELESS - CH** 4485 08/08/2022 #742100945-0001

001 - 511 60 42 01 - COMMUNICATION 320.10 001 - 513 10 42 01 - COMMUNICATION 52.60 001 - 514 23 42 00 - COMMUNICATIONS 26.02 001 - 514 30 42 00 - COMMUNICATIONS 26.01 4486 08/08/2022 Claims 2 EFT VERIZON WIRELESS - 400.10 MODEMS - JULY 2022 PD2#672326319

001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS 400.10

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Trans Date		Туре	Acct # War #	Claimant		Amount	Memo
		403 - 535 50	48 00 - REPAIRS	& MAINTENANCE	12.12		
		101 - 542 30	48 00 - REPAIRS	& MAINTENANCE	9.09		
		101 - 542 66	48 00 - REPAIRS	& MAINTENANCE	3.03		
				& MAINTENANCE			
				& MAINTENANCE			
				& MAINTENANCE			
4500 08/0	8/2021	001 - 576 80 Claims		& MAINTENANCE 6 CENTRAL WA			AG MUSEUM UTILITIES - 06/2022
+300 00/0	0/2021			NICATION-AG MU			7 THE STATE OF THE
			47 00 - UTILITIES		2,557.07		
4501 08/0	8/2022	Claims	2 10503	7 CINTAS CORP	#605	72.20	CIVIC CENTER & PD MAT SVC - 07/29/2022
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502 08/0	8/2022	Claims	2 10503	8 CITY OF YAKI	MA	73,300.70	WHOLESALE SEWER 3 PARTY AGREEMENT - JUNE 2022
		403 - 535 50	41 03 - INTERGO	OVERNMENTAL PR	OFES 73,300.70		
4503 08/0	8/2027	Claims	2 10503	9 CIVICPLUS, LL	C	290.00	MUNICODE ARCHIVAL ORDBANK RENEWAL - 07/01/2022 - 06/30/2023
		001 - 511 60	49 00 - MISCELL	ANEOUS	26.37	•	
			49 01 - MISCELL		26.37		
		001 - 514 23	49 00 - MISCELL	ANEOUS	26.37	•	
		001 - 514 30	49 00 - MISCELL	ANEOUS	26.37	•	
		001 - 524 20	49 00 - MISCELL	ANEOUS-BUILDIN	G 26.37	•	
		401 - 534 50	49 00 - MISCELL	ANEOUS	26.37	•	
		403 - 535 50	49 00 - MISCELL	ANEOUS	26.37		
			49 00 - MISCELL		26.37		
			49 00 - MISCELL		26.37		
			49 00 - MISCELL 49 00 - MISCELL		26.37 26.30		
4504 08/0	8/2022	Claims	2 10504	O COLEMAN OIL	COMPANY	5,009.14	PW FUEL/CED FUEL - 07/2022
			32 00 - FUEL-BU		30.59		
			32 00 - STORM\	VATER FUEL	198.73		
			32 00 - FUEL		1,142.37 1,227.87		
			32 00 - FUEL 32 00 - FUEL		1,227.67		
			32 00 - FUEL		619.01		
			32 00 - FUEL		237.36		
			32 00 - FUEL		251.71		
			32 00 - FUEL		323.80		
			32 00 - FUEL CC	NSUMED	147.21		
			32 00 - FUEL		30.58	3	
			32 00 - FUEL		656.25		
505 08/0	8/2022	Claims		1 COPIERS NOR			PD COPIER LEASE - 07/2022
		001 - 521 10	45 01 - PD CLER	ICAL RENTALS & L	.EASE 231.96	5	

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	08/08/2022	Type Claims	Acct #	······································	CORE & MAIN LP			NEPTUNE WATER METER ANTENNAS; WATER METER
								BOXES/LID; 12X2IP DS SADDLES; METER BOXES - RMB1324-18 PLASTIC BOX L/LID
		401 - 534 5				779.25		
		401 - 534 5 401 - 534 5				2,558.40 584.49		
		401 - 534 5	60 31 00 -	SUPPLIES		1,561.97		
4507	08/08/2022	Claims	2	105043	YARELLI CORNEJO R	AMIREZ	96.25	OVERPAYMENT REFUND - UB ACCT #11469 - 315 W. OAK STREET
				•	ATER REFUNDS	96.25		
4508	08/08/2022	Claims	2		CURTIS BLUE LINE		723.64	HOLSTERS
					NIFORMS & EQUIPMI	723.64		VAR GENERAL REGISTRA
4509	08/08/2022	Claims	2	105045	D&M CHEM, INC.		483.00	YAP CENTRAL RES 07/29/22 - REFUND PARKING PASSES/PICNIC TABLES/SERVICE FEE
		001 - 362 0	00 00 02 -	PARK REN	TAL FEES	-483.00		
4510	08/08/2022	Claims	2	105046	DOOLEY ENTERPRIS	ES INC	3,186.01	9MM 124GR FULL METAL JACKET AMMO
		001 - 521 4	10 31 00 -	PD TRAINI	NG SUPPLIES	3,186.01		
4511	08/08/2022	Claims	2		FASTENAL		70.04	STAINLESS STEEL SOCKET CAP SCREWS
		403 - 531 3	30 31 00 -	STORMWA	TER - SUPPLIES	70.04		
4512	08/08/2022	Claims	2	105048	FEDEX		35.16	OLD TRICASTER RETURN SHIPPING 07/15/2022 - NEWTEK, INC SAN ANTONIO, TX
		001 - 511 6	60 42 01 -	соммии	ICATION	35.16		
4513	08/08/2022	Claims	2	105049	ARLENE F FISHER-M	AURER	50.00	PARKING REFUND - SEATTLE TRIP-7/30/22
		001 - 513 1	0 43 01 -	TRAVEL		50.00		
4514	08/08/2022	Claims	2		G.S. LONG CO., INC.		810.68	GLYPHOSATE PLUS, QUALI PRO - 1 GALLONS
		101 - 542 7				810.68		
4515	08/08/2022	Claims	2	105051	GALLS, LLC		348.59	MERCHANDISE RETURN - SERGEANT CHEVRON PATCHES - INV #020868736; B102 7900 COVERED CUFF CASE & SGT CHEVRONS 3.5 INCH; BATON, EXPANDABLE BATON HOLDER & ACCUMOLD EQUIP BELT -
					NIFORMS & EQUIPMI	-107.66		
					NIFORMS & EQUIPMI NIFORMS & EQUIPMI	224.66 229.93		
		001 - 521 2	22 21 00 -	PATROL U	NIFORMS & EQUIPMI NIFORMS & EQUIPMI	96.39 -94.73		
4516	08/08/2022	Claims	2	105052	GRANITE CONSTRU	CTION CO	210.75	2598 - MOD B - WA - 2.060 TONS
		403 - 535 5	50 31 00 -	SUPPLIES		210.75		
4517	08/08/2022	Claims	2	105053	GRANT J HUNT COM		386.52	MAILCHIMP NEWLETTER & TWITTER ADS - MAY-JULY 2022
		108 - 557 3	30 44 10 -	ADVERTIS	NG-GRANT J HUNT	386.52		
4518	08/08/2022	Claims	2	105054	JASON HENNESSY		150.00	CLEANING/DAMAGE DEPOSIT REFUND - YOUTH BARN RENTAL - 07/23/2022
		001 - 582 1	10 00 03 -	PARK DEP	OSIT REFUND	150.00		
4519	08/08/2022	Claims	2	105055	DANIEL MARTIN HO	DLMES	400.00	NATIONAL NIGHT OUT DJ - 08/09/2022
		130 - 521 3	30 41 01 -	PROFESSIO	ONAL SERVICES	400.00		

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Trans	Date	Туре	Acct #	War#	Claimant		Amount	Memo
4520	08/08/2022	Claims	2	105056	JUB ENGINEERS INC		7,372.19	BELTWAY CONNECTOR PROJECT - 05/29/2022 - 06/30/2022
		305 - 595 1	0 41 26 -	REGIONAL	BELTWAY-PE	7,372.19		
4521	08/08/2022	Claims	2	105057	LEVER ACTION EXCAVA	TING	854.34	WATER DEPOSIT REFUND - UB ACCT #13205 - 2621 SUTHERLAND DRIVE
		414 - 582 1	0 04 14 -	DEPOSIT R	EFUND	854.34	Refund Utility	Deposit
4522	08/08/2022	Claims	2	105058	LOWES COMPANY INC		310.97	RUST-OLEUM STOPS RUST SPRAY PAINT - SMOKEY GRAY & COASTAL GRAY; J-B WELD EPOXY ADHESIVE & J-B WELD STEELSTIK EPOXY PUTTY; FINISH BLOCK KIT, SPRAY PAINT - BLACK, RED, GRAY, EMERALD GREEN & 5-GAL BUCKET
		402 - 537 5				15.39		
		402 - 537 5				48.34		
					OPERATING SUPPLIES	15.38		
					OPERATING SUPPLIES	48.34		
		001 - 576 8				13.44		
		001 - 576 8				83.10		
		001 - 576 8	03100-			86.98		
4523	08/08/2022	Claims	2	105059	MINUTEMAN PRESS		693.02	ENVELOPES; UB STATEMENTS - 07/2022 & UB STATEMENT ENVELOPES
		001 - 511 6	0 31 01 -	SUPPLIES		22.35		
		001 - 513 1				22.35		
		001 - 514 2	3 31 00 -	SUPPLIES		22.35		
		001 - 514 3	0 31 00 -	SUPPLIES		22.35		
		001 ~ 524 2	0 31 00 -	SUPPLIES-	BUILDING	22.35		
		401 - 534 5	0 31 00 -	SUPPLIES		22.35		
		401 - 534 5	0 41 00 -	PROFESSIO	ONAL SERVICES	149.06		
		403 - 535 5	0 31 00 -	SUPPLIES		22.34		
		403 - 535 5	0 41 00 -	PROFESSIO	DNAL SERVICES	149.06		
		402 - 537 5	0 31 00 -	SUPPLIES		22.35		
					ONAL SERVICES	149.06		
		101 - 543 3				22.35		
		001 - 558 6				22.35		
		001 - 576 8	0 31 00 -	SUPPLIES		22.35		
4524	08/08/2022	Claims	2	105060	MORTONS SUPPLY		586.67	THREADED SCH 80 UNION, PVC NIPPLE, 4 S & GHEEN COUPLINGS, DUCT TAPE & SSS TEE; HUNTER NODE 100 VALVES
		401 - 534 5				169.50		
		001 - 576 8	10 48 00 -	REPAIRS &	MAINTENANCE	417.17		
4525	08/08/2022	Claims	2		ROBERT R NORTHCOTT		700.00	PUBLIC DEFENDER - 07/12/2022 - 08/01/2022
		001 - 515 9	11 41 03 -	LEGAL SER	VICES-PUBLIC DEFEN	700.00		
4526	08/08/2022	Claims	2		SERGIO E OCHOA	120.05	129.95	2022 SAFETY BOOT REIMBURSEMENT - S. OCHOA
		403 - 535 5	0 21 00 -	UNIFORM	S & EQUIPMENT	129.95		
4527	08/08/2022	Claims	2	105063	OFFICE SOLUTIONS NORTHWEST		52.99	COPY PAPER; PURCHASE/RETURN OF DEMO CHAIRS
		001 - 511 6	in 31 n1 =	SLIPPLIES		0.89		
		001 - 511 0				1.75		
		001 - 513 1				1,882.42		
		001 - 513 1				-1,882.42		
		001 - 514 2				11.85		
		001 - 514 3				24.12		
		001 - 521 1			I SUPPLIES	0.14		
		001 - 524 2				4.90		
		401 - 534 5				1.70		

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4.58

12.25

10.25

31.89 9.54

101 - 542 30 48 01 - CIVIC CAMPUS MAINTENANCE-

101 - 543 30 48 01 - CIVIC CAMPUS MAINTENANCE-

128 - 547 10 48 01 - CIVIC CAMPUS MAINTENANCE-

001 - 558 60 48 01 - CIVIC CAMPUS MAINTENANCE-

001 - 576 80 48 01 - CIVIC CAMPUS MAINTENANCE

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Trans	Date	Туре	Acct #	War#	Claimant		Amount	Memo
4536	08/08/2022	Claims	2	105072	SIRCHIE FINGER PR	INT	183.38	EZ-DRY SWAB BOXES & FINERNAIL SWABBING/SCRAPPING KITS
		001 - 521	21 31 00 -	INVESTIGA	TION SUPPLIES	183.38		
4537	08/08/2022	Claims	2	105073	DON C. SMITH		545.19	LEOFF 1 RETIREE MEDICARE & RX
		001 - 521	10 22 00 -	LEOFF 1 BE	NEFITS	545.19		
4538	08/08/2022	Claims	2	105074	TINA M. STEINMET	Z	81.00	07/28/2022 COUNCIL MEETING TRANSCRIPT
		109 - 511	60 41 00 -	INTERGOV	ERNMENTAL PROFES	81.00		
4539	08/08/2022	Claims	2	105075	SUPER DEALS, LLC		25.00	BUSINESS LICENSE REFUND - LICENSE #11769
		001 - 321	99 00 00 -	BUSINESS	LICENSES - STATE RE	-25.00		
4540	08/08/2022	Claims	2	105076	THE HOME DEPOT	PRO	510.29	36" PICK UP TOOL, 2PLY TISSUE, HARD ROLL TOWELS, SOAP REFILLS & XL NITRILE GLOVES
		001 - 576	80 31 00 -	SUPPLIES		510.29		,
4541	08/08/2022	Claims	2	105077	THE JANITOR'S CLO	SET	368.25	ACTIVITIES BLDG/BARN SUPPLIES - ROLL TOWELS, TOILET PAPER & MOP CLEANER
		001 - 576	80 31 00 -	SUPPLIES		368.25		
4542	08/08/2022	Claims	2	105078	THE REAL YELLOW	PAGES	310.55	PARK AD - 07/2022
		001 - 576	80 44 00 -	ADVERTISI	NG	310.55		
4543	08/08/2022	Claims	2	105079	PATRICK THOMPSO	N	238.10	MEDICARE PREMIUM - 08/2022
		001 - 521	10 22 00 -	LEOFF 1 BI	ENEFITS	238.10		
4544	08/08/2022	Claims	2	105080	U.S. LINEN & UNIF	ORM	770.76	PW UNIFORM SERVICE - 07/04/2022 THRU 07/25/2022
		403 - 535 402 - 537 101 - 542 128 - 547	50 21 00 - 50 21 00 - 30 21 00 - 10 21 00 -	UNIFORMS UNIFORMS UNIFORMS UNIFORMS	S & EQUIPMENT	161.86 161.86 53.95 161.86 100.20 131.03		
4545	08/08/2022	Claims	2	105081	UNION GAP WATER SEWER	R FUND &	16,772.85	FIRE DEPT - 07/2022; 4401 MAIN STREET - 07/2022; CIVIC CENTER - 07/2022; STREETS - 07/2022; PARKS - 07/2022
		001 - 514 001 - 515 001 - 521 001 - 522 001 - 524 401 - 534 403 - 535 403 - 535 402 - 537 101 - 543 101 - 543 128 - 547 001 - 558	23 47 00 - 30 47 00 - 31 47 00 - 50 47 00 - 50 47 01 - 30 47 01 -	CIVIC CAM CIVIC CAM CIVIC CAM PD FACILIT FD FACILIT CIVIC CAM UTILITIES CIVIC CAM CIVIC CAM UTILITIES CIVIC CAM UTILITIES CIVIC CAM UTILITIES CIVIC CAM UTILITIES CIVIC CAM CIVIC CAM CIVIC CAM CIVIC CAM CIVIC CAM	IPUS UTILITIES - EXEC IPUS UTILITIES - FINAN IPUS UTILITIES - CLER IPUS UTILITIES - CLER IPUS UTILITIES - LEGAL TIES - UTILITIES IPUS UTILITIES - WATE IPUS UTILITIES - GARB IPUS UTILITIES - STREE IPUS UTILITIES - STREE IPUS UTILITIES - TRAN! IPUS UTILITIES - PLANI	59.47 82.95 74.59 36.09 755.24 172.12 38.09 34.54 1,135.03 25.11 2.63 4.75 1,134.72 12.68 10.62 33.04		

2 105082 UNITED STATES POSTAL 4546 08/08/2022 Claims **SERVICE**

001 - 576 80 47 01 - CIVIC CAMPUS U TILITIES-PARK

001 - 576 80 47 00 - UTILITIES

275.00 FIRST-CLASS PRESORT 2022 **ANNUAL MAILING FEE - PERMIT** #100

13,151.29 9.89 CITY OF UNION GAP Time: 11:57:45 Date: 08/03/2022 01/01/2022 To: 08/31/2022 Page: 8 Trans Date Acct # War# Type Claimant Amount Memo 001 - 513 10 42 01 - COMMUNICATION 0.53 001 - 514 23 42 00 - COMMUNICATIONS 151.95 001 - 514 30 42 00 - COMMUNICATIONS 49.96 001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS 5.98 001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS 0.94 001 - 524 20 42 00 - COMMUNICATION-BUILDING 26.85 401 - 534 50 42 00 - COMMUNICATION 12.93 403 - 535 50 42 00 - COMMUNICATION 12.93 402 - 537 50 42 00 - COMMUNICATION 12.93 222.60 LEOFF 1 LONG TERM CARE -4547 08/08/2022 Claims 105083 UNUM LIFE INSURANCE 001 - 521 10 22 00 - LEOFF 1 BENEFITS 222.60 39.31 CAM LOCKS 1 1/8" KA 224 & 4548 08/08/2022 Claims 105084 VALLEY LOCK & KEY SERVICE 2 **DUPLICATE KEYS PRICE LEVEL 1 & 2** 001 - 576 80 31 00 - SUPPLIES 39.31 145.39 OIL, UNIVERSAL TRACTOR FLUID, 4549 08/08/2022 Claims 2 105085 VIC'S AUTO & SUPPLY UNION LUCAS RED TACKY GREASE & **GAP - PW EXTENDED LIFE ANTIFREEZE** 001 - 576 80 31 00 - SUPPLIES 145.39 90.00 CPLS - JULY 2022 4550 08/08/2022 Claims 105086 WA STATE DEPT OF LICENSING 630 - 589 30 02 01 - WEAPONS PERMIT STATE SHAR 90.00 658.29 SIGNAL MAINTENANCE REPAIRS & 4551 08/08/2022 Claims 105087 WA STATE DEPT OF **ADDITIONS - JUNE 2022 TRANSPORTATION** 101 - 542 64 41 00 - INTERGOVERNMENTAL PROFES 658.29 39.75 BACKGROUND CHECKS - 07/2022 4552 08/08/2022 Claims 105088 WA STATE PATROL 001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER' 39.75 17,500.00 PUBLIC DEFENDER - 07/2022 4553 08/08/2022 Claims 2 105089 BARRY M WOODARD 001 - 515 91 41 03 - LEGAL SERVICES-PUBLIC DEFEN 17,500.00 671.80 #2 DIESEL DYED - 135.3000 105090 YAKIMA COOPERATIVE ASSN 4554 08/08/2022 Claims 2 **GALLONS - AHTANUM YOUTH PARK** 001 - 576 80 32 00 - FUEL 671.80 192.60 DOG LICENSE APPLICATIONS 105091 YAKIMA PRINTING COMPANY 4555 08/08/2022 Claims 2 LLC 001 - 554 30 31 00 - SUPPLIES - ANIMAL CONTROL 192.60 630.00 JIM HONEYFORD SPOTLIGHT - JULY 4556 08/08/2022 **Claims** 105092 YAKIMA VALLEY PUBLISHING **2022 ISSUE** INC 001 - 511 60 44 01 - ADVERTISING 630.00 300.00 CLEANING/DAMAGE DEPOSIT 4557 08/08/2022 Claims 105093 RAMIRO ZEPEDA **REFUND - ACTIVITIES BLDG RENTAL** - 07/23/2022 001 - 582 10 00 03 - PARK DEPOSIT REFUND 300.00 001 Current Expense Fund 65,428.41 101 Street Fund 4,770.63 107 Convention Center Reserve Fund 2,731.57 108 Tourism Promotion Area Fund 473.32 109 Contingency Fund - "Agility Fund" 81.00 128 Transit System Fund 372.56 130 Community Policing Fund 400.00 170 Housing Rehabilitation Fund 624.90 305 Regional Beltway Connector Fund 7,372,19 401 Water Fund 8,070.10 402 Garbage Fund 101,857.93 403 Sewer Fund 78,062.73

864.76

414 Water Deposits

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630 General State/County-Shared Rev Fund

Acct #

Туре

Amount Memo 90.00

271,200.10

* Transaction Has Mixed Revenue And Expense Accounts

War#

Claimant

271,200.10