

UNION GAP CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY JANUARY 26, 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 January 12, 2026, as attached to the Agenda and maintained in electronic format

B. Approve Vouchers:

Claim Vouchers – EFT's, and Check No. 111620 and Check No's 111627 through 111674 for December 31, 2025 in the amount of \$1,139,996.12

Claim Vouchers – EFT's, and Check No. 111621 and Check No's 111675 through 111726 for January 26, 2026 in the amount of \$1,094,002.48

C. Approval of Ordinance:

Ordinance No. _____ - UGMC Title 9 - Vehicles

III. GENERAL ITEMS

City Manager

1. Resolution No. _____ - Union Gap School Levy
2. Resolution No. _____ - Amendment to extend ILA for Yakima County Municipal Court Services

Public Works & Community Development

1. Resolution No. _____ - HLA Professional Services Consultant Agreement;
Main Street Pavement Preservation

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: January 26, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Resolution - Union Gap School Levy

SYNOPSIS: The Union Gap School District has asked the City to support their Educational Programs and Operations Levy that is on the ballot for the February 10, 2026 election. The levy is a replacement levy and not a new tax. This was discussed at the study session on January 20, 2026. Council Members expressed mixed opinions on whether the City should involve itself in another taxing district's levy requests. Therefore, staff has prepared two resolutions regarding this matter. Option A is a Resolution acknowledging the importance of strong educational programs and their impacts on the city and Option B is a Resolution supporting UGSD's Levy request.

RECOMMENDATION: The staff makes no recommendation other than for the Council to consider adopting one of the two resolutions.

LEGAL REVIEW: Resolutions were reviewed by the City Attorney

FINANCIAL REVIEW: N/A

BACKGROUND INFORMATION:

ADDITIONAL OPTIONS:

ATTACHMENTS: 1. Resolution acknowledging the importance of educational programs
2. Resolution supporting the Union Gap School Dist. Levy request.

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** acknowledging the educational programs and operations levy proposed by the Union Gap School District for the February 10, 2026, election and recognizing its potential community impact.

WHEREAS, the City of Union Gap recognizes that strong public education is an important component of community well-being, economic stability, workforce development and overall quality of life within the community; and

WHEREAS, the Union Gap School District serves students residing within the City of Union Gap and plays a critical role in preparing students for future employment, civic engagement and future success; and

WHEREAS, the Union Gap School District has placed an Educational Programs and Operations (EP&O) Levy on the February 10, 2026 ballot for voter consideration; and

WHEREAS, the proposed EP&O Levy is described by the School District as a replacement levy intended to take the place of an existing voter-approved levy that is scheduled to expire, and does not constitute a new tax; and

WHEREAS, according to information provided by the School District, the proposed levy is intended to support educational programs and operational costs that are not fully funded by the State of Washington, including staffing, student services, facility operations, and instructional support; and

WHEREAS, according to information provided by the Union Gap School District, the proposed replacement Educational Programs and Operations (EP&O) Levy is estimated at a rate of \$1.35 per \$1,000 of assessed valuation for each year of the levy period, based on projected assessed property values; and

WHEREAS, the School District has further indicated that approval of the proposed levy would allow the District to remain eligible for state Local Effort Assistance (LEA) funding, estimated at approximately \$2.14 million over the levy period; and

WHEREAS, the City Council acknowledges that decisions regarding school district levies are reserved to the voters and that the City does not participate in the administration or expenditure of levy funds;

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

The City Council of the City of Union Gap hereby acknowledges that the Union Gap School District Educational Programs and Operations Levy will be submitted to voters at the February 10, 2026 election. The City Council recognizes that funding decisions related to public education may have broader community, economic, and workforce implications for Union Gap residents. This resolution is informational and intended to acknowledge the ballot measure and

its potential impacts without endorsing, opposing, or advocating for the proposed levy. The City Council further affirms that the decision to approve or reject the levy rests solely with the voters. No City funds, facilities, or other public resources are authorized for use in support of or in opposition to the levy.

PASSED this 26th Day of January, 2026.

John Hodkinson, City Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** expressing support for the February 10, 2026, election for the Union Gap School District's proposed Operations Levy.

WHEREAS, the City of Union Gap recognizes that a strong public education system is essential to the economic vitality, public safety, and overall quality of life within the community; and

WHEREAS, the Union Gap School District serves the children and families of Union Gap and plays a critical role in preparing students for future employment, civic engagement, and lifelong success; and

WHEREAS, local school districts in the State of Washington rely on voter-approved operations levies to supplement state funding and to maintain educational programs and services that are not fully funded by the State; and

WHEREAS, the Operations Levy proposed for the February 10, 2026 election is a replacement levy intended to take the place of an existing voter-approved levy that is set to expire, and does not constitute a new or additional tax; and

WHEREAS, the proposed replacement levy is intended to continue funding for essential educational services, which may include classroom staffing, instructional programs, student support services, facility operations, safety and security measures, and extracurricular activities; and

WHEREAS, the City Council finds that stable and predictable school funding supports community stability, workforce development, and long-term economic health; and

WHEREAS, Washington law permits local governments to express support for ballot measures, provided that no public resources are used for campaign advocacy; and

WHEREAS, the Union Gap School District has identified that the proposed Educational Programs and Operations (EP&O) Levy is a renewal of an existing levy authority, is not a new tax, and is intended to replace a levy that is expiring; and

WHEREAS, according to information provided by the Union Gap School District, the proposed replacement levy is estimated at a rate of \$1.35 per \$1,000 of assessed valuation for each year of the levy period and is intended to maintain current educational programs and services; and

WHEREAS, the Union Gap School District has further indicated that approval of the replacement levy would allow the District to remain eligible for additional state Local Effort Assistance (LEA) funding, estimated at approximately \$2.14 million, at no additional cost to local taxpayers; and

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

The City Council of the City of Union Gap hereby expresses its support for the February 2026 Union Gap School District Operations Levy, recognizing that it is a replacement levy necessary to maintain existing educational programs and services. The City Council affirms that the proposed Operations Levy is not a new tax, but a continuation of existing levy authority previously approved by voters, intended to replace a levy that is expiring. The City Council affirms that continued investment in local public schools benefits the broader community by strengthening public safety, supporting economic development, and enhancing overall quality of life for Union Gap residents.

PASSED this 26th Day of January 2026.

John Hodkinson, City Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney



City Council Communication

Meeting Date: January 26, 2026
From: Gregory Cobb, City Manager
Topic/Issue: Resolution - Amendment to extend ILA for Yakima County Municipal Court Services

SYNOPSIS: The City has an agreement with Yakima County to provide Municipal Court Services. The cost is based on a formula that factors in the total number of District Court cases from the previous year and the percentage of those cases that are Union Gap's. District Court has not yet provided an estimated cost. The agreement expires January 31, 2026. To avoid a lapse in service, an amendment extending the ILA's expiration is necessary.

RECOMMENDATION: Authorize the City Manager to sign Amendment No. 3 to the 2021 Interlocal Agreement between Yakima County and the City of Union Gap for Municipal Court Service, extending the agreement through February 28, 2026.

LEGAL REVIEW: Amendment was prepared by the City Attorney

FINANCIAL REVIEW: The amendment keeps costs at the 2025 level until a successor agreement is negotiated.

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution
2. ILA

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign an amendment to extend the expiration of an interlocal agreement with Yakima County for Municipal Court Services.

WHEREAS, the City and the County are currently operating under the 2021 Interlocal Agreement for the provision of Municipal Court Services (ILA); and,

WHEREAS, the Parties are in negotiations to execute a successor agreement to the ILA but do not believe that terms will be able to be agreed upon prior to the expiration of the current ILA, which will occur on January 31, 2026; and,

WHEREAS, the City wishes to avoid a lapse in services that would negatively affect its ability to handle criminal cases arising out of its jurisdiction.

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

The City Manager is authorized to sign Amendment No. 3, extending the ILA with Yakima County for Municipal Court Services through February 28, 2026.

PASSED this 26th Day of January 2026.

John Hodkinson, City Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney

**AMENDMENT NO. 3 TO THE 2021 INTERLOCAL AGREEMENT BETWEEN YAKIMA COUNTY AND
THE CITY OF UNION GAP FOR MUNICIPAL COURT SERVICES**

THIS AMENDMENT is made and entered into this 26th day of January, 2026, by and between Yakima County, a Washington County organized under the laws of the State of Washington, hereafter "County", and the City of Union Gap, Washington, a municipal corporation of the State of Washington, hereafter "City". Collectively Yakima County and the City of Union Gap are referred to as the "Parties".

WHEREAS, the City and the County are currently operating under the 2021 Interlocal Agreement for the provision of Municipal Court Services (ILA); and,

WHEREAS, the Parties are in negotiations to execute a successor agreement to the ILA but do not believe that terms will be able to be agreed upon prior to the expiration of the current ILA, which will occur on January 31, 2026; and,

WHEREAS, the City wishes to avoid a lapse in services that would negatively affect its ability to handle criminal cases arising out of its jurisdiction.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants contained herein, the Parties agree to amend the 2021 Interlocal Agreement between Yakima County and the City of Union Gap, signed November 8, 2021, hereafter "ILA", as follows:

Section 1. Pursuant to Section 6 of the ILA, the language in Section 3 of the ILA, "Commencement Date", is replaced in its entirety with the following language:

3. COMMENCEMENT DATE. This Agreement shall commence on January 1, 2022 and be in effect from January 1, 2022 through midnight on February 28, 2026.

Section 2. All other terms of the Agreement not otherwise modified by this Amendment shall remain in full force and effect for the remainder of the term of the Agreement.

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

CITY OF UNION GAP, WASHINGTON

YAKIMA DISTRICT COURT

Gregory Cobb
City Manager

Alfred G. Schweppe
Presiding Judge

ATTEST:

Lynette Bisconer
City Clerk

Approved:

Jessica Foltz, City Attorney

Approved:

Yakima County Deputy Prosecuting Attorney



City Council Communication

Meeting Date: January 26, 2026
From: Jason Cavanaugh, Director of Public Works & Community Development
Topic/Issue: Resolution – HLA Professional Services Consultant Agreement; Main Street Pavement Preservation

SYNOPSIS: The City is interested in entering into a Professional Services Consultant Agreement with HLA Engineering and Land Surveying, Inc. The purpose of this agreement pertains to the Main Street Pavement Preservation project.

RECOMMENDATION: Approve a resolution authorizing the City Manager to sign a Professional Services Consultant Agreement with HLA as it pertains to the Main Street Pavement Preservation project.

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

FINANCIAL REVIEW:

BACKGROUND INFORMATION: N/A

ADDITIONAL OPTIONS: N/A

ATTACHMENTS: 1. Resolution
2. HLA Professional Services Consultant Agreement

CITY OF UNION GAP, WASHINGTON
RESOLUTION NO. _____

A **RESOLUTION** authorizing the City Manager to sign a Consultant Agreement with HLA Engineering and Land Surveying Inc. for the Main Street Pavement Preservation Project.

WHEREAS, the City desires to retain the services of HLA Engineering and Land Surveying, Inc. to provide Consultant services during the Main Street Pavement Preservation Project; and

WHEREAS, HLA Engineering and Land Surveying, Inc. is qualified, willing and able to provide services as described in this agreement; and

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

The City Manager is authorized to sign a Consultant Agreement with HLA Engineering and Land Surveying Inc. in regards to the Main Street Pavement Preservation Project.

PASSED this 26th day of January, 2026.

John Hodgkinson, Mayor

ATTEST:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney

Local Agency A&E Professional Services Cost Plus Fixed Fee Consultant Agreement

Agreement Number: 25232

Firm/Organization Legal Name (do not use dba's): HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)		
Address 2803 RIVER ROAD, YAKIMA, WA 98902	Federal Aid Number	
UBI Number 60017737	Federal TIN or SSN Number 91-1237188	
Execution Date	Completion Date December 31, 2030	
1099 Form Required ☐ Yes ☒ No	Federal Participation ☒ Yes ☐ No	
Project Title Main Street Pavement Preservation		
Description of Work Pavement preservation by planing existing bituminous pavement and applying a 2-inch HMA overlay with synthetic fiber additive. Improvements include crack sealing, upgrades to non-compliant ADA curb ramps, and pavement markings.		
☐ Yes ☐ Yes ☐ Yes ☐ Yes	☒ No DBE Participation ☒ No MBE Participation ☒ No WBE Participation ☒ No SBE Participation	Total Amount Authorized: \$167,000 Management Reserve Fund: Maximum Amount Payable: \$167,000

Index of Exhibits

Exhibit A	Scope of Work
Exhibit B	DBE Participation
Exhibit C	Preparation and Delivery of Electronic Engineering and Other Data
Exhibit D	Prime Consultant Cost Computations
Exhibit E	Sub-consultant Cost Computations
Exhibit F	Title VI Assurances
Exhibit G	Certification Documents
Exhibit H	Liability Insurance Increase
Exhibit I	Alleged Consultant Design Error Procedures
Exhibit J	Consultant Claim Procedures

Agreement Number: 25232

THIS AGREEMENT, made and entered into as shown in the "Execution Date" box on page one (1) of this AGREEMENT, between the City of Union Gap hereinafter called the "AGENCY," and the "Firm / Organization Name" referenced on page one (1) of this AGREEMENT, hereinafter called the "CONSULTANT."

WHEREAS, the AGENCY desires to accomplish the work referenced in "Description of Work" on page one (1) of this AGREEMENT and hereafter called the "SERVICES;" and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting services to the AGENCY.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

I. General Description of Work

The work under this AGREEMENT shall consist of the above-described SERVICES as herein defined, and necessary to accomplish the completed work for this project. The CONSULTANT shall furnish all services, labor, and related equipment and, if applicable, sub-consultants and subcontractors necessary to conduct and complete the SERVICES as designated elsewhere in this AGREEMENT.

II. General Scope of Work

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit "A" attached hereto and by this reference made a part of this AGREEMENT. The General Scope of Work was developed utilizing performance based contracting methodologies.

III. General Requirements

All aspects of coordination of the work of this AGREEMENT with outside agencies, groups, or individuals shall receive advance approval by the AGENCY. Necessary contacts and meetings with agencies, groups, and/or individuals shall be coordinated through the AGENCY. The CONSULTANT shall attend coordination, progress, and presentation meetings with the AGENCY and/or such State, Federal, Community, City, or County officials, groups or individuals as may be requested by the AGENCY. The AGENCY will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. The minimum required hours or days' notice shall be agreed to between the AGENCY and the CONSULTANT and shown in Exhibit "A."

The CONSULTANT shall prepare a monthly progress report, in a form approved by the AGENCY, which will outline in written and graphical form the various phases and the order of performance of the SERVICES in sufficient detail so that the progress of the SERVICES can easily be evaluated.

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations, and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

Agreement Number: 25232

Participation for Disadvantaged Business Enterprises (DBE) or Small Business Enterprises (SBE), if required, per 49 CFR Part 26, shall be shown on the heading of this AGREEMENT. If DBE firms are utilized at the commencement of this AGREEMENT, the amounts authorized to each firm and their certification number will be shown on Exhibit "B" attached hereto and by this reference made part of this AGREEMENT. If the Prime CONSULTANT is a DBE certified firm they must comply with the Commercial Useful Function (CUF) regulation outlined in the AGENCY's "DBE Program Participation Plan" and perform a minimum of 30% of the total amount of this AGREEMENT. It is recommended, but not required, that non-DBE Prime CONSULTANTS perform a minimum of 30% of the total amount of this AGREEMENT.

In the absents of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

The CONSULTANT, on a monthly basis, shall enter the amounts paid to all firms (including Prime) involved with this AGREEMENT into the wsdot.diversitycompliance.com program. Payment information shall identify any DBE Participation.

All Reports, PS&E materials, and other data furnished to the CONSULTANT by the AGENCY shall be returned. All electronic files, prepared by the CONSULTANT, must meet the requirements as outlined in Exhibit "C – Preparation and Delivery of Electronic Engineering and other Data."

All designs, drawings, specifications, documents, and other work products, including all electronic files, prepared by the CONSULTANT prior to completion or termination of this AGREEMENT are instruments of service for these SERVICES, and are the property of the AGENCY. Reuse by the AGENCY or by others, acting through or on behalf of the AGENCY of any such instruments of service, not occurring as a part of this SERVICE, shall be without liability or legal exposure to the CONSULTANT.

Any and all notices or requests required under this AGREEMENT shall be made in writing and sent to the other party by (i) certified mail, return receipt requested, or (ii) by email or facsimile, to the address set forth below:

If to AGENCY:

Name: Gregory Cobb
Agency: City of Union Gap
Address: P.O. Box 3008
City: Union Gap State: WA Zip: 98903
Email: gregory.cobb@uniongapwa.gov
Phone: (509) 248-0432
Facsimile:

If to CONSULTANT:

Name: Benjamin A. Annen, PE
Agency: HLA Engineering and Land Surveying
Address: 2803 River Road
City: Yakima State: WA Zip: 98902
Email: bannen@hlacivil.com
Phone: (509) 966-7000
Facsimile:

IV. Time for Beginning and Completion

The CONSULTANT shall not begin any work under the terms of this AGREEMENT until authorized in writing by the AGENCY. All work under this AGREEMENT shall be completed by the date shown in the heading of this AGREEMENT titled "Completion Date."

The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the AGENCY in the event of a delay attributable to the AGENCY, or because of unavoidable delays caused by an act of GOD, governmental actions, or other conditions beyond the control of the CONSULTANT. A prior supplemental AGREEMENT issued by the AGENCY is required to extend the established completion time.

Agreement Number: 25232

V. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES, specified in Section II, "Scope of Work". The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 (www.ecfr.gov). The estimate in support of the Cost Plus Fixed Fee amount is attached hereto as Exhibits "D" and "E" and by this reference made part of this AGREEMENT.

A. Actual Costs: Payment for all consulting services for this PROJECT shall be on the basis of the CONSULTANT'S actual cost plus a fixed fee. The actual cost shall include direct salary cost, indirect cost rate, and direct non-salary costs.

1. Direct (RAW) Labor Costs: The Direct (RAW) Labor Cost is the direct salary paid to principals, professional, technical, and clerical personnel for the time they are productively engaged in work necessary to fulfill the terms of this AGREEMENT. The CONSULTANT shall maintain support data to verify the direct salary costs billed to the AGENCY.
2. Indirect Cost Rate (ICR) Costs: ICR Costs are those costs, other than direct costs, which are included as such on the books of the CONSULTANT in the normal everyday keeping of its books. Progress payments shall be made at the ICR rates shown in attached Exhibits "D" and "E" of this AGREEMENT. Total ICR payment shall be based on Actual Costs. The AGENCY agrees to reimburse the CONSULTANT the actual ICR costs verified by audit, up to the Maximum Total Amount Payable, authorized under this AGREEMENT, when accumulated with all other Actual Costs.

A summary of the CONSULTANT'S cost estimate and the ICR percentage is shown in Exhibits "D" and "E", attached hereto and by this reference made part of this AGREEMENT. The CONSULTANT (prime and all A&E sub-consultants) will submit to the AGENCY within six (6) months after the end of each firm's fiscal year, an ICR schedule in the format required by the AGENCY (cost category, dollar expenditures, etc.) for the purpose of adjusting the ICR rate for billings received and paid during the fiscal year represented by the ICR schedule. It shall also be used for the computation of progress payments during the following year and for retroactively adjusting the previous year's ICR cost to reflect the actual rate. The ICR schedule will be sent to Email: ConsultantRates@wsdot.wa.gov.

Failure to supply this information by either the prime CONSULTANT or any of their A&E sub-consultants shall cause the AGENCY to withhold payment of the billed ICR costs until such time as the required information is received and an overhead rate for billing purposes is approved.

The AGENCY's Project Manager and/or the Federal Government may perform an audit of the CONSULTANT'S books and records at any time during regular business hours to determine the actual ICR rate, if they so desire.

3. Direct Non-Salary Costs: Direct Non-Salary Costs will be reimbursed at the Actual Cost to the CONSULTANT. (excluding Meals, which are reimbursed at the per diem rates identified in this section) These charges may include, but are not limited to, the following items: travel, printing, long distance telephone, supplies, computer charges and fees of sub-consultants. Air or train travel will be reimbursed only to economy class levels unless otherwise approved by the AGENCY. The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with WSDOT's Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, and revisions thereto. Air, train, and rental car costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 "Travel Costs." The billing for Direct Non-Salary Costs shall include an itemized listing of the charges directly identifiable with the PROJECT. The CONSULTANT shall maintain the original supporting documents in their office. Copies of the original supporting documents shall be supplied to the AGENCY upon request. All above charges must be necessary for the services provided under this AGREEMENT.

Agreement Number: 25232

4. **Fixed Fee:** The Fixed Fee, which represents the CONSULTANT'S profit, is shown in attached Exhibits "D" and "E" of this AGREEMENT. This fee is based on the Scope of Work defined in this AGREEMENT and the estimated person-hours required to perform the stated Scope of Work. In the event the CONSULTANT enters into a supplemental AGREEMENT for additional work, the supplemental AGREEMENT may include provisions for the added costs and an appropriate additional fee. The Fixed Fee will be prorated and paid monthly in proportion to the percentage of work completed by the CONSULTANT and reported in the Monthly Progress Reports accompanying the billings. Any portion of the Fixed Fee earned but not previously paid in the progress payments will be covered in the final payment, subject to the provisions of Section IX entitled "Termination of Agreement."
 5. **Management Reserve Fund (MRF):** The AGENCY may desire to establish MRF to provide the Agreement Administrator with the flexibility to authorize additional funds to the AGREEMENT for allowable unforeseen costs, or reimbursing the CONSULTANT for additional work beyond that already defined in this AGREEMENT. Such authorization(s) shall be in writing and shall not exceed the lesser of \$100,000 or 10% of the Total Amount Authorized as shown in the heading of this AGREEMENT. The amount included for the MRF is shown in the heading of this AGREEMENT. This fund may not be replenished. Any changes requiring additional costs in excess of the MRF shall be made in accordance with Section XIII, "Extra Work."
 6. **Maximum Total Amount Payable:** The Maximum Total Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT. The Maximum Total Amount Payable is comprised of the Total Amount Authorized, and the MRF. The Maximum Total Amount Payable does not include payment for Extra Work as stipulated in Section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.
- B. **Monthly Progress Payments:** The CONSULTANT may submit billings to the AGENCY for reimbursement of Actual Costs plus the ICR and calculated fee on a monthly basis during the progress of the work. Such billings shall be in a format approved by the AGENCY and accompanied by the monthly progress reports required under Section III, "General Requirements" of this AGREEMENT. The billings will be supported by an itemized listing for each item including Direct (RAW) Labor, Direct Non-Salary, and allowable ICR Costs to which will be added the prorated Fixed Fee. To provide a means of verifying the billed Direct (RAW) Labor costs for CONSULTANT employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, Direct (RAW) Labor rates, and present duties of those employees performing work on the PROJECT at the time of the interview.
- C. **Final Payment:** Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the work under this AGREEMENT, contingent, if applicable, upon receipt of all PS&E, plans, maps, notes, reports, electronic data and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit; all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. The CONSULTANT has twenty (20) working days after receipt of the final POST AUDIT to begin the appeal process to the AGENCY for audit findings.

Agreement Number: 25232

D. Inspection of Cost Records: The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

An interim or post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and/or at the request of the AGENCY's Project Manager.

VI. Sub-Contracting

The AGENCY permits subcontracts for those items of SERVICES as shown in Exhibit "A" attached hereto and by this reference made part of this AGREEMENT.

The CONSULTANT shall not subcontract for the performance of any SERVICE under this AGREEMENT without prior written permission of the AGENCY. No permission for subcontracting shall create, between the AGENCY and sub-consultant, any contract or any other relationship.

Compensation for this sub-consultant SERVICES shall be based on the cost factors shown on Exhibit "E" attached hereto and by this reference made part of this AGREEMENT.

The SERVICES of the sub-consultant shall not exceed its maximum amount payable identified in each sub-consultant cost estimate unless a prior written approval has been issued by the AGENCY.

All reimbursable direct labor, indirect cost rate, direct non-salary costs and fixed fee costs for the sub-consultant shall be negotiated and substantiated in accordance with section V "Payment Provisions" herein and shall be memorialized in a final written acknowledgement between the parties.

All subcontracts shall contain all applicable provisions of this AGREEMENT, and the CONSULTANT shall require each sub-consultant or subcontractor, of any tier, to abide by the terms and conditions of this AGREEMENT. With respect to sub-consultant payment, the CONSULTANT shall comply with all applicable sections of the STATE's Prompt Payment laws as set forth in RCW 39.04.250 and RCW 39.76.011.

The CONSULTANT, sub-recipient, or sub-consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the recipient deems appropriate.

VII. Employment and Organizational Conflict of Interest

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or services required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen's

Agreement Number: 25232

Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT's employees or other persons while so engaged on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

VIII. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, sub-consultants, subcontractors and successors in interest, agrees to comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964
(42 U.S.C. Chapter 21 Subchapter V § 2000d through 2000d-4a)
- Federal-aid Highway Act of 1973
(23 U.S.C. Chapter 3 § 324)
- Rehabilitation Act of 1973
(29 U.S.C. Chapter 16 Subchapter V § 794)
- Age Discrimination Act of 1975
(42 U.S.C. Chapter 76 § 6101 *et. seq.*)
- Civil Rights Restoration Act of 1987
(Public Law 100-259)
- American with Disabilities Act of 1990
(42 U.S.C. Chapter 126 § 12101 *et. seq.*)
- 23 CFR Part 200
- 49 CFR Part 21
- 49 CFR Part 26
- RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the CONSULTANT is bound by the provisions of Exhibit "F" attached hereto and by this reference made part of this AGREEMENT, and shall include the attached Exhibit "F" in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

IX. Termination of Agreement

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for actual hours charged and any appropriate fixed fee percentage at the time of termination of this AGREEMENT, plus any direct non-salary costs incurred up to the time of termination of this AGREEMENT.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to

Agreement Number: 25232

date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason that the CONSULTANT was not in default or that the CONSULTANT's failure to perform is without the CONSULTANT's or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs and appropriate fixed fee percentage in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee. The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY. Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

X. Changes of Work

The CONSULTANT shall make such changes and revisions in the completed work of this AGREEMENT as necessary to correct errors appearing therein, without additional compensation thereof. Should the AGENCY find it desirable for its own purposes to have previously satisfactorily completed SERVICES or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the AGENCY. This work shall be considered as Extra Work and will be paid for as herein provided under section XIII "Extra Work."

XI. Disputes

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subject to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

Agreement Number: 25232

XII. Legal Relations

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold The State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT's agents, employees, sub consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT to defend or indemnify the STATE and the AGENCY and their officers and employees against and hold harmless the STATE and the AGENCY and their officers and employees from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and/or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and/or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and or AGENCY may be legally liable, the defense and indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT's negligence or the negligence of the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultant, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of the Work under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and/or the AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE and/or AGENCY's, their agents', officers' and employees' failure to comply with specific written instructions regarding use provided to STATE and/or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT's relation to the AGENCY shall be at all times as an independent contractor.

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the AGENCY may, in its sole discretion, by written notice to the CONSULTANT terminate this AGREEMENT if it is found after due notice and examination by the AGENCY that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the CONSULTANT in the procurement of, or performance under, this AGREEMENT.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT's own employees or its agents against the STATE and /or the AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the state industrial insurance law, Title 51 RCW. This waiver has been mutually negotiated between the Parties.

Agreement Number: 25232

Unless otherwise specified in this AGREEMENT, the AGENCY shall be responsible for administration of construction contracts, if any, on the project. Subject to the processing of a new sole source, or an acceptable supplemental AGREEMENT, the CONSULTANT shall provide On-Call assistance to the AGENCY during contract administration. By providing such assistance, the CONSULTANT shall assume no responsibility for: proper construction techniques, job site safety, or any construction contractor's failure to perform its work in accordance with the contract documents.

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW.

Insurance Coverage

- A. Worker's compensation and employer's liability insurance as required by the STATE.
- B. Commercial general liability insurance written under ISO Form CG 00 01 12 04 or its equivalent with minimum limits of one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for each policy period.
- C. Business auto liability insurance written under ISO Form CG 00 01 10 01 or equivalent providing coverage for any "Auto" (Symbol 1) used in an amount not less than a one million dollar (\$1,000,000.00) combined single limit for each occurrence.

Excepting the Worker's Compensation Insurance and any Professional Liability Insurance, the STATE and AGENCY, their officers, employees, and agents will be named on all policies of CONSULTANT and any sub-consultant and/or subcontractor as an additional insured (the "AIs"), with no restrictions or limitations concerning products and completed operations coverage. This coverage shall be primary coverage and non-contributory and any coverage maintained by the AIs shall be excess over, and shall not contribute with, the additional insured coverage required hereunder. The CONSULTANT's and the sub-consultant's and/or subcontractor's insurer shall waive any and all rights of subrogation against the AIs. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within fourteen (14) days of the execution of this AGREEMENT to:

Name: Gregory Cobb
Agency: City of Union Gap
Address: P.O. Box 3008
City: Union Gap State: WA Zip: 98903
Email: gregory.cobb@uniongapwa.gov
Phone: (509) 248-0432
Facsimile:

No cancellation of the foregoing policies shall be effective without thirty (30) days prior notice to the AGENCY.

The CONSULTANT's professional liability to the AGENCY, including that which may arise in reference to section IX "Termination of Agreement" of this AGREEMENT, shall be limited to the accumulative amount of the authorized AGREEMENT amount or one million dollars (\$1,000,000.00), whichever is greater, unless the limit of liability is increased by the AGENCY pursuant to Exhibit H. In no case shall the CONSULTANT's professional liability to third parties be limited in any way.

Agreement Number: 25232

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

The AGENCY will pay no progress payments under section V "Payment Provisions" until the CONSULTANT has fully complied with this section. This remedy is not exclusive; and the AGENCY may take such other action as is available to it under other provisions of this AGREEMENT, or otherwise in law.

XIII. Extra Work

- A. The AGENCY may at any time, by written order, make changes within the general scope of this AGREEMENT in the SERVICES to be performed.
- B. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the SERVICES under this AGREEMENT, whether or not changed by the order, or otherwise affects any other terms and conditions of this AGREEMENT, the AGENCY shall make an equitable adjustment in the: (1) maximum amount payable; (2) delivery or completion schedule, or both; and (3) other affected terms and shall modify this AGREEMENT accordingly.
- C. The CONSULTANT must submit any "request for equitable adjustment," hereafter referred to as "CLAIM," under this clause within thirty (30) days from the date of receipt of the written order. However, if the AGENCY decides that the facts justify it, the AGENCY may receive and act upon a CLAIM submitted before final payment of this AGREEMENT.
- D. Failure to agree to any adjustment shall be a dispute under the section XI "Disputes" clause. However, nothing in this clause shall excuse the CONSULTANT from proceeding with the AGREEMENT as changed.
- E. Notwithstanding the terms and conditions of paragraphs (A.) and (B.) above, the maximum amount payable for this AGREEMENT, shall not be increased or considered to be increased except by specific written supplement to this AGREEMENT.

XIV. Endorsement of Plans

If applicable, the CONSULTANT shall place their endorsement on all plans, estimates, or any other engineering data furnished by them.

XV. Federal Review

The Federal Highway Administration shall have the right to participate in the review or examination of the SERVICES in progress.

XVI. Certification of the Consultant and the Agency

Attached hereto as Exhibit "G-1(a and b)" are the Certifications of the CONSULTANT and the AGENCY, Exhibit "G-2" Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions, Exhibit "G-3" Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying and Exhibit "G-4" Certificate of Current Cost or Pricing Data. Exhibit "G-3" is required only in AGREEMENT's over one hundred thousand dollars (\$100,000.00) and Exhibit "G-4" is required only in AGREEMENT's over five hundred thousand dollars (\$500,000.00.) These Exhibits must be executed by the CONSULTANT, and submitted with the master AGREEMENT, and returned to the AGENCY at the address listed in section III "General Requirements" prior to its performance of any SERVICES under this AGREEMENT.

Agreement Number: 25232

XVII. Complete Agreement

This document and referenced attachments contain all covenants, stipulations, and provisions agreed upon by the parties. No agent, or representative of either party has authority to make, and the parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein. No changes, amendments, or modifications of the terms hereof shall be valid unless reduced to writing and signed by the parties as a supplement to this AGREEMENT.

XVIII. Execution and Acceptance

This AGREEMENT may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The CONSULTANT does hereby ratify and adopt all statements, representations, warranties, covenants, and AGREEMENT's contained in the proposal, and the supporting material submitted by the CONSULTANT, and does hereby accept this AGREEMENT and agrees to all of the terms and conditions thereof.

XIX. Protection of Confidential Information

The CONSULTANT acknowledges that some of the material and information that may come into its possession or knowledge in connection with this AGREEMENT or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either chapter 42.56 RCW or other local, state or federal statutes ("State's Confidential Information"). The "State's Confidential Information" includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records (or any other information identifiable to an individual), STATE and AGENCY source code or object code, STATE and AGENCY security data, non-public Specifications, STATE and AGENCY non-publicly available data, proprietary software, State security data, or information which may jeopardize any part of the project that relates to any of these types of information. The CONSULTANT agrees to hold the State's Confidential Information in strictest confidence and not to make use of the State's Confidential Information for any purpose other than the performance of this AGREEMENT, to release it only to authorized employees, sub-consultants or subcontractors requiring such information for the purposes of carrying out this AGREEMENT, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make it known to any other party without the AGENCY's express written consent or as provided by law. The CONSULTANT agrees to release such information or material only to employees, sub-consultants or subcontractors who have signed a nondisclosure AGREEMENT, the terms of which have been previously approved by the AGENCY. The CONSULTANT agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to the State's Confidential Information.

Immediately upon expiration or termination of this AGREEMENT, the CONSULTANT shall, at the AGENCY's option: (i) certify to the AGENCY that the CONSULTANT has destroyed all of the State's Confidential Information; or (ii) returned all of the State's Confidential Information to the AGENCY; or (iii) take whatever other steps the AGENCY requires of the CONSULTANT to protect the State's Confidential Information.

As required under Executive Order 00-03, the CONSULTANT shall maintain a log documenting the following: the State's Confidential Information received in the performance of this AGREEMENT; the purpose(s) for which the State's Confidential Information was received; who received, maintained and used the State's Confidential Information; and the final disposition of the State's Confidential Information. The CONSULTANT's records shall be subject to inspection, review, or audit upon reasonable notice from the AGENCY.

The AGENCY reserves the right to monitor, audit, or investigate the use of the State's Confidential Information collected, used, or acquired by the CONSULTANT through this AGREEMENT. The monitoring, auditing, or investigating may include, but is not limited to, salting databases.

Agreement Number: 25232

Violation of this section by the CONSULTANT or its sub-consultants or subcontractors may result in termination of this AGREEMENT and demand for return of all State's Confidential Information, monetary damages, or penalties.

It is understood and acknowledged that the CONSULTANT may provide the AGENCY with information which is proprietary and/or confidential during the term of this AGREEMENT. The parties agree to maintain the confidentiality of such information during the term of this AGREEMENT and afterwards. All materials containing such proprietary and/or confidential information shall be clearly identified and marked as "Confidential" and shall be returned to the disclosing party at the conclusion of the SERVICES under this AGREEMENT.

The CONSULTANT shall provide the AGENCY with a list of all information and materials it considers confidential and/or proprietary in nature: (a) at the commencement of the term of this AGREEMENT; or (b) as soon as such confidential or proprietary material is developed. "Proprietary and/or confidential information" is not meant to include any information which, at the time of its disclosure: (i) is already known to the other party; (ii) is rightfully disclosed to one of the parties by a third party that is not acting as an agent or representative for the other party; (iii) is independently developed by or for the other party; (iv) is publicly known; or (v) is generally utilized by unaffiliated third parties engaged in the same business or businesses as the CONSULTANT.

The parties also acknowledge that the AGENCY is subject to Washington State and federal public disclosure laws. As such, the AGENCY shall maintain the confidentiality of all such information marked proprietary and/or confidential or otherwise exempt, unless such disclosure is required under applicable state or federal law. If a public disclosure request is made to view materials identified as "Proprietary and/or confidential information" or otherwise exempt information, the AGENCY will notify the CONSULTANT of the request and of the date that such records will be released to the requester unless the CONSULTANT obtains a court order from a court of competent jurisdiction enjoining that disclosure. If the CONSULTANT fails to obtain the court order enjoining disclosure, the AGENCY will release the requested information on the date specified.

The CONSULTANT agrees to notify the sub-consultant of any AGENCY communication regarding disclosure that may include a sub-consultant's proprietary and/or confidential information. The CONSULTANT notification to the sub-consultant will include the date that such records will be released by the AGENCY to the requester and state that unless the sub-consultant obtains a court order from a court of competent jurisdiction enjoining that disclosure the AGENCY will release the requested information. If the CONSULTANT and/or sub-consultant fail to obtain a court order or other judicial relief enjoining the AGENCY by the release date, the CONSULTANT shall waive and release and shall hold harmless and indemnify the AGENCY from all claims of actual or alleged damages, liabilities, or costs associated with the AGENCY's said disclosure of sub-consultants' information.

XX. Records Maintenance

During the progress of the Work and SERVICES provided hereunder and for a period of not less than six (6) years from the date of final payment to the CONSULTANT, the CONSULTANT shall keep, retain and maintain all "documents" pertaining to the SERVICES provided pursuant to this AGREEMENT. Copies of all "documents" pertaining to the SERVICES provided hereunder shall be made available for review at the CONSULTANT's place of business during normal working hours. If any litigation, claim or audit is commenced, the CONSULTANT shall cooperate with AGENCY and assist in the production of all such documents. "Documents" shall be retained until all litigation, claims or audit findings have been resolved even though such litigation, claim or audit continues past the six (6) year retention period.

For purposes of this AGREEMENT, "documents" means every writing or record of every type and description, including electronically stored information ("ESI"), that is in the possession, control, or custody of the CONSULTANT, including, without limitation, any and all correspondences, contracts, AGREEMENT 's, appraisals, plans, designs, data, surveys, maps, spreadsheets, memoranda, stenographic or handwritten notes, reports, records, telegrams, schedules, diaries, notebooks, logbooks, invoices, accounting records, work sheets, charts, notes, drafts, scribbings, recordings, visual displays, photographs, minutes of meetings,

Agreement Number: 25232

tabulations, computations, summaries, inventories, and writings regarding conferences, conversations or telephone conversations, and any and all other taped, recorded, written, printed or typed matters of any kind or description; every copy of the foregoing whether or not the original is in the possession, custody, or control of the CONSULTANT, and every copy of any of the foregoing, whether or not such copy is a copy identical to an original, or whether or not such copy contains any commentary or notation whatsoever that does not appear on the original.

For purposes of this AGREEMENT, "ESI" means any and all computer data or electronic recorded media of any kind, including "Native Files", that are stored in any medium from which it can be retrieved and examined, either directly or after translation into a reasonably useable form. ESI may include information and/or documentation stored in various software programs such as: Email, Outlook, Word, Excel, Access, Publisher, PowerPoint, Adobe Acrobat, SQL databases, or any other software or electronic communication programs or databases that the CONSULTANT may use in the performance of its operations. ESI may be located on network servers, backup tapes, smart phones, thumb drives, CDs, DVDs, floppy disks, work computers, cell phones, laptops or any other electronic device that CONSULTANT uses in the performance of its Work or SERVICES hereunder, including any personal devices used by the CONSULTANT or any sub-consultant at home.

"Native files" are a subset of ESI and refer to the electronic format of the application in which such ESI is normally created, viewed, and /or modified.

The CONSULTANT shall include this section XX "Records Maintenance" in every subcontract it enters into in relation to this AGREEMENT and bind the sub-consultant to its terms, unless expressly agreed to otherwise in writing by the AGENCY prior to the execution of such subcontract.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the "Execution Date" box on page one (1) of this AGREEMENT.

Signature

Date

Signature

Date

Any modification, change, or reformation of this AGREEMENT shall require approval as to form by the Office of the Attorney General.

Agreement Number: 25232

Exhibit A
Scope of Work

Project No. 25232

See attached Exhibit A.

Agreement Number: 25232

HLA Engineering and Land Surveying, Inc. (HLA)

1.0 Project Management

- 1.1 Perform management of overall PROJECT delivery and PROJECT controls.
- 1.2 Plan and facilitate a PROJECT kickoff meeting to align expectations between the AGENCY and CONSULTANT.
- 1.3 Provide monthly status reports and invoices for the work performed.
- 1.4 Prepare and maintain the PROJECT schedule in conjunction with funding requirements and timelines, to be updated monthly or as otherwise requested by the AGENCY.
- 1.5 Maintain PROJECT files for AGENCY review.
- 1.6 Coordinate PROJECT reviews/approvals with controlling authorities, including the AGENCY, WSDOT serving as the Certification Acceptance (CA) agency.
- 1.7 Attend up to two (2) AGENCY Council meetings to address technical aspects of the work related to scope, design, construction, and schedule.

2.0 Funding Administration

- 2.1 Assist the AGENCY in the preparation of all documentation necessary to request funding authorization for subsequent phases after the design phase, as applicable. It is assumed that design funding obligation authorization will be in place prior to the execution of this Agreement.
- 2.2 Assist the AGENCY with the preparation of documents required by the funding agency, including updated cost estimates, scope of work descriptions, and PROJECT distribution of funds.
- 2.3 Assist AGENCY with review and preparation of funding agency contract forms and documents.
- 2.4 Assist AGENCY with contract requirements of the funding agency, including progress reports.
- 2.5 Assist AGENCY with funding agency reimbursement process, preparation of payment requests/vouchers, and supporting documentation.
- 2.6 Assist AGENCY with the submittal of bid documents to the funding agency for review and approval, to authorize publication of the PROJECT advertisement for bids.
- 2.7 Manage DMCS reporting.

3.0 Environmental and Cultural Review

- 3.1 Prepare a State Environmental Policy Act (SEPA) exemption memorandum.
- 3.2 Prepare a National Environmental Policy Act (NEPA) Categorical Exclusion Documentation Form for review and approval by the controlling authority.

Exhibit A - Continued Scope of Work

- 3.3 Prepare the area of potential effect (APE) package per the WSDOT Local Agency Guidelines (LAG) Manual which will be used to obtain coverage under the WSDOT Section 106 Programmatic Agreement. Request WSDOT to coordinate with the Washington Department of Archeology and Historic Preservation (DAHP), including recommended consultation with any affected tribes.

4.0 Design Engineering

- 4.1 Land Survey.
- Request field locates from 811 Call Before You Dig to confirm existing utility horizontal locations. No excavations will occur by CONSULTANT to determine vertical locations.
 - Conduct a topographic survey of the PROJECT area to complete design, plans, and specifications. Topographic survey will include drone survey, 3D scanning, and traditional survey.
 - Review available plat maps, documents, and surveys to identify public right-of-way widths, easements, and other identified encumbrances. No title reports are anticipated to be ordered. If required, title reports will be ordered by CONSULTANT and paid for by the AGENCY.
- 4.2 30% Plans and Estimate.
- Perform field investigations necessary to design the identified improvements.
 - Prepare and provide 30% plans and a cost estimate of improvements for review and comment by the AGENCY.
 - Perform review of public and private utilities, including AGENCY stormwater, domestic water, sanitary sewer, irrigation, natural gas, telecommunications, and/or fiber optic lines to determine general locations and size of facilities.
 - Notify private utilities of pending improvements and advise of the PROJECT schedule.
- 4.3 60% Plans and Estimate.
- Attend a review meeting with the AGENCY to address and resolve 30% review comments and address technical aspects of the work related to the scope, design, and schedule of the PROJECT.
 - Prepare and provide 60% plans and a cost estimate of improvements for review and comment by the AGENCY.
- 4.4 90% Plans, Specifications, and Estimate.
- Attend a review meeting with the AGENCY to address and resolve 60% review comments.
 - Prepare and provide 90% plans, specifications, and a cost estimate of improvements for review and comment by the AGENCY.
 - Perform quality assurance and quality control (QA/QC) review of all 90% documents.
- 4.5 Final Plans, Specifications, and Estimate.
- Attend a review meeting with the AGENCY to address and resolve 90% review comments.
 - Address AGENCY review comments and QA/QC comments, and prepare final plans, specifications, and estimate.
 - Provide final plans and specifications to the AGENCY in PDF format suitable for printing and use at the time of bid advertisement. It is anticipated that CONSULTANT will prepare one (1) complete set of plans and specifications for one bid call; additional bid packages will be billed as additional services.
 - Provide two (2) printed copies of contract documents to the AGENCY.
 - Prepare advertisement for bids. Coordinate with AGENCY on the number and location of publications and submit the advertisement to the selected publication(s) on behalf of the AGENCY. All advertising fees are to be paid by the AGENCY.

Exhibit A - Continued Scope of Work

5.0 Bidding Support

- 5.1 Post bid documents to the CONSULTANT website and notify the AGENCY, funding agency, approving authority(ies), utility companies, and plan centers of the PROJECT posting.
- 5.2 Create and maintain a planholder list and post to the CONSULTANT website.
- 5.3 Answer questions and/or supply information as requested by prospective bidders.
- 5.4 Prepare and issue addenda to contract documents, if necessary.
- 5.5 Assist with coordination of award approval with WSDOT.
- 5.6 Participate in the bid opening, evaluate bids, prepare bid tabulation, and make a recommendation for award.

Assumptions

1. Work does not include design/replacement of existing utilities.
2. All improvements shall be accommodated within existing public right-of-way/easements.
3. This Agreement will be supplemented for construction engineering services.

Exhibit B
DBE Participation

N/A

Agreement Number: 25232

Preparation and Delivery of Electronic Engineering and Other Data

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

Topographic survey performed by CONSULTANT. On file at CONSULTANT's office.

B. Roadway Design Files

AutoCAD Civil 3D. On file at CONSULTANT's office.

C. Computer Aided Drafting Files

AutoCAD Civil 3D. On file at CONSULTANT's office.

D. Specify the Agency's Right to Review Product with the Consultant

The Agency will review the product as described in Exhibit A - Scope of Work.

E. Specify the Electronic Deliverables to Be Provided to the Agency

Contract Documents.

F. Specify What Agency Furnished Services and Information Is to Be Provided

1. Provide full information as to AGENCY requirements of the PROJECT.
2. Provide all available information pertinent to the PROJECT relative to the completion of design and construction of the PROJECT.
3. Examine all documents presented by CONSULTANT and provide written decisions within a reasonable time so as not to delay the work of CONSULTANT. All design submittals (30%, 60%, 90%) shall be reviewed by the AGENCY, and comments returned to CONSULTANT within two (2) weeks of each submittal.
4. Obtain approval of all government authorities for the PROJECT, and approvals and consents from other individuals as necessary for completion of the PROJECT.
5. Review and pay for PROJECT bid advertisement costs, as may be required.
6. Review and process all environmental processes required for the PROJECT.
7. Review and process all federal funding reimbursement requests.
8. Pay for all necessary permits and testing fees not paid by the Contractor.
9. The AGENCY shall provide any existing right-of-way files that are pertinent to the design. No right-of-way acquisition is planned as part of the PROJECT. No temporary construction easements (TCE's) are expected for the PROJECT. Assistance with right-of-way processes can be provided and billed as Additional Services, as directed by the AGENCY.

Agreement Number: 25232

II. Any Other Electronic Files to Be Provided

On file at CONSULTANT's office.

III. Methods to Electronically Exchange Data

Email, thumb drive, Microsoft OneDrive administered through the CONSULTANT's office, or other FTP site software.

A. Agency Software Suite

Microsoft products and/or Bluebeam Revu.

B. Electronic Messaging System

Microsoft exchange and Outlook.

C. File Transfers Format

.docx, .xlsx, .pdf, and .dwg

Exhibit D
Prime Consultant Cost Computations

See attached EXHIBIT D (ANTE Table), and EXHIBIT D-1 (Fee Determination).

Agreement Number: 25232

EXHIBIT D

Direct (RAW) Labor
Actuals Not To Exceed Table (ANTE)

Main Street Pavement Preservation	
HLA Engineering and Land Surveying, Inc. 2803 River Road Yakima, WA 98902	
Job Classifications	Direct (RAW) Labor Hourly Rate NTE
Senior Principal Engineer	\$134.00
Licensed Principal Engineer	\$114.00
Licensed Principal Land Surveyor	\$119.00
Director of Engineering, Construction	\$116.00
Licensed Professional Engineer	\$92.00
Licensed Professional Land Surveyor	\$87.00
Supervisors - Construction, Planning	\$82.00
Resident Engineer (I-II)	\$75.00
Planner (I-III)	\$77.00
CAD Technician (I-II)	\$57.00
Surveyor (I-II)	\$63.00
Project Engineer (I-II)	\$64.00
Administrative (I-III)	\$63.00
Contract Administrator (I-III)	\$63.00
Engineering Technician (I-III)	\$56.00
Indirect Cost Rate (ICR) Effective July 1, 2025 to June 30, 2026	122.18
Fixed Fee Percentage on Direct (RAW) Labor and ICR	15%



Main Street Pavement Preservation

Project Base																			Principal in Charge		Project Manager	
Employee Classification		Similar Principal Engineer	Licensed Principal Engineer	Licensed Principal Land Surveyor	Director of Engineering, Construction	Hired Professionals/ Experts	Hired Professional Land Surveyor	Project Engineer (Full)	Superintendent Construction/ Pre-ling	Contract Administrator (Full)	Resident Engineer (Full)	Planner (Full)	CAD Technician (Full)	Surveyor (Full)	Engineering Technician (Full)	Administrative (Full)	Total Labor Hours	Total Labor Dollars				
Direct Labor Rate Based		\$134.00	\$146.00	\$110.00	\$116.00	\$93.00	\$97.00	\$66.00	\$82.00	\$43.00	\$71.00	\$73.00	\$57.00	\$63.00	\$56.00	\$43.00						
1	Project Management	5	18	0	0	10	0	10	0	0	0	0	0	0	0	9	62	\$5,793.00				
1.1	Project Management, Insuring, and Controls	3	6	0	0	10	0	0	0	0	0	0	0	0	0	9	43	\$3,763.00				
1.2	Project Team Coordination Meetings	2	12	0	0	10	0	10	0	0	0	0	0	0	0	0		\$3,763.00				
2	Funding Administration	0	1	0	0	4	0	0	2	2	0	0	0	0	0	2	11	\$986.00				
2.1	Assist in preparation and/or review of documentation	0	1	0	0	4	0	0	2	2	0	0	0	0	0	2	11	\$986.00				
3	Environmental and Cultural Review	0	0	0	0	8	0	40	0	0	0	0	0	0	16	0	64	\$4,182.00				
3.1	Prepare NEPA documentation	3	12	0	0	2	0	32	0	0	0	0	0	0	8	0	44	\$3,640.00				
3.2	Prepare NEPA documentation	0	0	0	0	2	0	8	0	0	0	0	0	0	8	0	16	\$1,360.00				
3.3	Prepare NEPA documentation	0	0	0	0	2	0	8	0	0	0	0	0	0	8	0	16	\$1,360.00				
3.4	Prepare NEPA documentation	0	0	0	0	2	0	8	0	0	0	0	0	0	8	0	16	\$1,360.00				
3.5	Prepare NEPA documentation	0	0	0	0	2	0	8	0	0	0	0	0	0	8	0	16	\$1,360.00				
4	Design Engineering	16	32	1	4	136	40	242	2	0	0	0	82	112	0	20	687	\$51,000.00				
4.1	Survey	4	8	1	0	2	40	0	0	0	0	0	24	112	0	0	179	\$12,402.00				
4.2	DES Plans & Estimate	4	8	0	0	2	0	60	0	0	0	0	16	16	0	0	102	\$8,160.00				
4.3	DES Plans, Specifications, and Estimate	4	8	0	0	32	0	60	0	0	0	0	16	16	0	0	102	\$8,160.00				
4.4	DES Plans, Specifications, and Estimate	4	8	0	0	30	0	60	0	0	0	0	16	16	0	0	102	\$8,160.00				
4.5	Final Plans, Specifications, and Estimate	4	8	0	0	40	0	60	0	0	0	0	16	16	0	0	102	\$8,160.00				
5	Bidding Support	0	4	0	0	8	0	0	4	0	0	0	0	0	0	13	29	\$2,339.00				
5.1	Create and maintain placeholder list	0	4	0	0	8	0	0	4	0	0	0	0	0	0	13	29	\$2,339.00				
5.2	Address questions from prospective bidders	2	7	0	0	4	0	0	0	0	0	0	0	0	0	9	19	\$1,551.00				
5.3	Prepare placeholder list	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	5	\$414.00				
5.4	Participate in bid opening and award process	1	1	0	0	2	0	0	4	0	0	0	0	0	0	1	8	\$688.00				
6	Construction Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00				
To be supplemented at time of construction																						
Task Total Hours		21	55	1	4	176	40	292	8	2	0	0	82	112	36	44	853	\$64,307.00				
Task Total Direct Labor (DL)		\$2,814.00	\$6,270.00	\$110.00	\$464.00	\$16,209.00	\$3,480.00	\$18,688.00	\$656.00	\$126.00	\$0.00	\$0.00	\$4,674.00	\$7,056.00	\$986.00	\$2,773.00		\$64,307.00				
Indirect Cost Rate (ICR) Costs																						
122.18																						
Flood Fee on DL + ICR																						
13%																						
\$21,398.27																						
Mileage: 150 Miles @ \$																						
\$185.00																						
Other Expenses: Aerials Processing																						
\$2,717.61																						
Reproduction Expenses																						
\$134.81																						
Total Estimated Budget: \$167,000.00																						

Exhibit E

Sub-consultant Cost Computations

If no sub-consultant participation at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI "Sub-Contracting" of this AGREEMENT.

N/A

Agreement Number: 25232

Exhibit F - Title VI Assurances Appendix A & E

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *(Title of Modal Operating Administration)*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21. *[Include Modal Operating Administration specific program requirements.]*
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin. *[Include Modal Operating Administration specific program requirements.]*
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the *(Title of Modal Operating Administration)* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the *(Title of Modal Operating Administration)*, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non- discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *(Title of Modal Operating Administration)* may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the *(Title of Modal Operating Administration)* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Exhibit F - Title VI Assurances Appendix A & E

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Exhibit G

Certification Documents

- Exhibit G-1(a) Certification of Consultant
- Exhibit G-1(b) Certification of Agency Official
- Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions
- Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying
- ~~Exhibit G-4 Certificate of Current Cost or Pricing Data~~

Agreement Number: 25232

Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of
HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)
whose address is
2803 RIVER ROAD, YAKIMA, WA 98902
and that neither the above firm nor I have:

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Agreement Number: 25232

Exhibit G-1(b) Certification of AGENCY OFFICIAL

I hereby certify that I am the:

☒ AGENCY OFFICIAL

☐ Other

of the CITY OF UNION GAP, and HLA ENGINEERING AND LAND SURVEYING or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; or
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the WASHINGTON STATE DEPARTMENT OF TRANSPORTATION and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Signature

Date

Agreement Number: 25232

Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Agreement Number: 25232

Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00, and not more than \$100,000.00, for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed \$100,000, and that all such sub-recipients shall certify and disclose accordingly.

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Agreement Number: 25232

Exhibit I

Alleged Consultant Design Error Procedures

The purpose of this exhibit is to establish a procedure to determine if a consultant's alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

Step 2 Project Manager Documents the Alleged Consultant Design Error(s)

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include: all decisions and descriptions of work; photographs, records of labor, materials and equipment.

Step 3 Contact the Consultant Regarding the Alleged Design Error(s)

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

Step 4 Attempt to Resolve Alleged Design Error with Consultant

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

Agreement Number: 25232

Step 5 Forward Documents to Local Programs

For federally funded projects all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.

Agreement Number: 25232

Exhibit J

Consultant Claim Procedures

The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) are a total of \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

Step 1 Consultant Files a Claim with the Agency Project Manager

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will meet with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

Agreement Number: 25232

Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

Step 5 Informing Consultant of Decision Regarding the Claim

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit.

Agreement Number: 25232

CONSENT AGENDA

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
January 12, 2026, Regular Meeting
MINUTES

Call to Order

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

Council Members Present

Council Members Sewell, Wentz, Galloway, Schilling, Fredrickson, and Dailey were present.

Staff Present

City Manager Cobb, City Attorney Foltz, Police Chief Soptich, Fire Chief Lamoureux, Public Works & Community Development Director Cavanaugh, Civil Engineer Dominguez, and Finance & Administration Director Bisconer were present.

Audience Present

See attached list.

Pledge of Allegiance

Council Member Fredrickson led the pledge of allegiance.

Consent Agenda

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

Regular Council Meeting Minutes, dated December 8, 2025, as attached to the Agenda and maintained in electronic format

Claims Vouchers – EFT's, and Voucher No's 111459 through 111492 and Vouchers No's through 111557 for December 22, 2025, in the amount of \$1,419,121.87.

Claims Vouchers – EFT's, and Check No's 111558 through 111612 for December 31, 2025, in the amount of \$688,857.65

Payroll Vouchers – EFT's, and Check No's 111493 through 111499 for the month of November 2025, in the amount of \$542,820.89.

Petty Cash Vouchers – Check No. 1943 through 1944, in the amount of \$275.00

Advance Travel Vouchers – Check No. 1376 through 1378, in the amount of \$1,078.00

Motion carried unanimously.

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – January 12, 2026

Voting on the motion – Ayes – Dailey, Galloway, Wentz, Hodkinson, Fredrickson, and Sewell. Nays – Schilling. Motion passes

City Manager

Resolution No. – 26 - 5 –
Contract for Services with
CFM Advocates

City Manager Cobb, gave a detailed overview of the proposed contract services with CFM Advocates. Motion by Council Member Wentz, second by Council Member Fredrickson to approve Resolution No. – 26 - 5 – authorizing the City Manager to sign a professional services agreement with CFM Advocates.

Voting on the motion – Ayes – Dailey, Galloway, Wentz, Hodkinson, Fredrickson, and Sewell. Nays – Schilling. Motion passes

Public Works

Resolution No. – 26 – 6 – All
Phase Electric, Inc.; Regional
Beltway Utilities Extension;
Sewer Lift Station

Motion by Council Member Wentz, second by Council Member Sewell to approve Resolution No. – 26 - 6 – authorizing the City Manager sign a single source contract between the City of Union Gap and All Phase Electric, Inc. Motion carried unanimously.

Resolution No. – 26 – 7 –
GovWell Technologies, Inc.
Agreement – Fire Inspection
Software

Public Works & Community Development Director Cavanaugh gave an overview of the proposed purchase agreement with GovWell Technologies Inc. and explained the interest of the East Valley Fire District #4 to be part of the program as well and will provide a check of \$2,500 towards the purchase of the software. An interlocal agreement will be brought forward for Council's approval at a later date. Motion by Council Member Wentz, seconded by Council Member Galloway, to approve Resolution No. – 26 - 7 – authorizing the City Manager to sign a subscription agreement with GovWell Technologies Inc. Motion carried unanimously.

Resolution No. – 26 – 8 –
Letter of Tribal Engagement
to the Yakima Nation

Motion by Council Member Fredrickson, second by Council Member Galloway to approve Resolution No. – 26 – 8 – authorizing the City Manager to sign a letter of Tribal Engagement to the Yakima Nation in compliance with House Bill 1717 and the Washington State Growth Management Act.

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – January 12, 2026

Police

Ordinance No. – 3140 –
Amending UGMC Title 9 –
Vehicles

Police Chief Soptich gave an overview of the proposed Amendment to UGMC Title 9 - Vehicles. Motion by Council Member Fredrickson, second by Council Member Schilling to approve Ordinance No. – 3140 – Amending UGMC Title 9 – Vehicles. Motion carried unanimously.

Resolution No. – 26 – 9 –
Professional Service Contract
- PowerDMS

Police Chief Soptich gave an overview of the proposed Professional Service Contract with PowerDMS a document management service company highlighting that the program will help with accreditation and timecards. Motion by Council Member Sewell, second by Council Member Schilling to approve Resolution No. – 26 – 9 – authorizing the City manager to sign a Professional Service Contract with PowerDMS. Motion carried unanimously.

Committee Reports

None.

Items from the Audience

Mark Crochet addressed the Council to congratulate the Council on the appointment of the Mayor, Deputy Mayor, and Committee Members; Council Member Schilling inquired about the recent fires in Union Gap. Fire Chief Lamoureux then gave an overview on the recent fires. Police Chief Soptich gave an update on the investigation pertaining to the fires as allowed by the law; Council Member Galloway thanked City Manager Cobb for the notification to Council Members in regards to the fires; Fire Chief Lamoureux gave an overview of the Ladder Truck completion and mentioned that dispatchers from SunComm where the first to respond to the gas station fire by using an extinguisher.

City Manager Report

City Manager Cobb made comment on the recent fires emphasizing the value of outside resource partnerships as well as inter-governmental relationships; Cobb reminded Council that the next study session meeting will be on Tuesday due to the holiday.

**Communications/Questions/
Comments**

None.

Development of Next Agenda

None.

Adjournment of Meeting

Mayor Hodkinson adjourned the regular meeting at 6:38 p.m.

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – January 12, 2026



Gregory Cobb, City Manager

ATTEST:



Lynette Bisconer, City Clerk

6:00 P.M. -- December 8, 2025

ADDRESS

[illegible]



City Council Communication

Meeting Date: January 26, 2026
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Claim Vouchers – December 31, 2025

SYNOPSIS: Claim Vouchers Dated December 31, 2025

RECOMMENDATION: Request Council to approve EFTs and Voucher No. 111620 & Vouchers No's. 111627 through 111674 in the amount of \$1,139,996.12.

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: 08:08:54 Date: 01/21/2026

01/01/2025 To: 12/31/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7959	12/31/2025	Claims	2	EFT	SPECTRUM ENTERPRISE	155.76	CIVIC CENTER TV SERVICE - 12/2025
7960	12/31/2025	Claims	2	EFT	US BANK CARDMEMBER SVC	1,909.82	CASH BOX & ETHERNET SWITCH; LARKSPUR LANDING HOTEL - SEATTLE, WA - D. EAGY; X PREMIUM TWITTER SUBSCRIPTION - 12/09/2025 - 12/09/2026; MORTON SUPPLY STEEL - SWAT; HILTON GARDEN INN - KENNEWICK, WA - D.
7955	12/31/2025	Claims	2	111620	MEDSTAR CABULANCE, INC.	90,217.50	DIAL A RIDE/FIXED ROUTE - 12/2025
7961	12/31/2025	Claims	2	111627	ADVANCED TRAVEL EXP. FUND	296.00	REIMBURSE # 1247 - CIT TRAINING - BURLINGTON, WA - A. RAMIREZ
7962	12/31/2025	Claims	2	111628	AMAZON CAPITAL SERVICES, INC	102.93	AT A GLANCE 2026 ERASABLE CALENDARS
7963	12/31/2025	Claims	2	111629	CASCADE NATURAL GAS CORP	3,421.34	CIVIC CAMPUS - 12/2025; FIRE DEPT 12/2025 & PD ANNEX BLDG - 12/2025; LIBRARY & COMMUNITY CENTER - 12/2025; 4401 1/2 MAIN STREET & 4401 MAIN STREET # 2 - 12/2025
7964	12/31/2025	Claims	2	111630	CENTRAL WA AG MUSEUM	9,846.52	4 MONITORS FOR LTAC MUSEUM; GENERAL MGR SVC - 12/2025 - P. STRATER, C. REESE, & C. LEVITAN
7965	12/31/2025	Claims	2	111631	CI INFORMATION MANAGEMENT	258.70	PD SHRED SERVICE - 12/2025; CITY HALL SHRED SERVICE - 12/2025
7966	12/31/2025	Claims	2	111632	CITY OF SUNNYSIDE	2,116.80	INMATE HOUSING - 12/2025
7967	12/31/2025	Claims	2	111633	CITY OF YAKIMA	79,105.78	WHOLESALE SEWER 3 PARTY AGREEMENT - 12/2025
7968	12/31/2025	Claims	2	111634	COLEMAN OIL COMPANY	244.81	PW FUEL & CED FUEL - CP ADJ FOR 12/2025
7969	12/31/2025	Claims	2	111635	COMMERCIAL TIRE - PD	721.22	NEW TIRES & WHEEL BALANCE - VEH # 122
7970	12/31/2025	Claims	2	111636	CR CONSTR LLC & WHITNEY EQUIPMENT CO LLC	103,195.00	REGIONAL BELTWAY AREA UTILITIES EXTENSION - SEWER LIFT STATION - HLA PROJECT NO. 22038A-C - PROG. ESTIMATE NO. 06
7971	12/31/2025	Claims	2	111637	CR CONSTRUCTION, LLC	33,716.96	REGIONAL BELTWAY AREA UTILITIES EXTENSION - SEWER LIFT STATION - HLA PROJECT NO. 22038A-C - PROG. ESTIMATE NO. 06
7972	12/31/2025	Claims	2	111638	D&G CLEANING LLC	5,246.00	ACTIVITIES BLDG/YOUTH BARN CLEANING SERVICE - 12/2025; CIVIC CENTER CLEANING SERVICE & LIBRARY/COMMUNITY CENTER - 12/2025
7973	12/31/2025	Claims	2	111639	E3 SOLUTIONS, INC	32.46	SECURITY ALARM SYSTEM MONITORING - 3007 2ND STREET - PD IMPOUND BLDG - 12/2025
7974	12/31/2025	Claims	2	111640	FBI-LEEDA	795.00	SLI TRAINING - 05/21/2025 - M. NORTH
7975	12/31/2025	Claims	2	111641	FEDERAL EASTERN INTERNATIONAL	2,036.34	VISION CARRIER W/AXBIIIA BALLISTICS - SOFT TRAUMA VEST; VISION AXII-4, I CARRIER 4 STRAPS, SOFT TRAUMA VEST

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 08:08:54 Date: 01/21/2026

01/01/2025 To: 12/31/2025

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7976	12/31/2025	Claims	2	111642	FIRST AMERICAN TITLE INSURANCE CO.	541.50	LOWER AHTANUM ROAD TITLE PROCESSING FEE
7977	12/31/2025	Claims	2	111643	GRANT J HUNT COMPANY	8,237.19	TOURISM EXPENSES - TRAVEL GUIDE MAILINGS, CONTEST WINNERS FOR BURGER TRAIL & HAUNTED OCTOBER; DESIGN & MARKETING - 11/2025 & 12/2025
7978	12/31/2025	Claims	2	111644	GREATER YAKIMA CHAMBER OF COMMERCE	5,000.00	BIG FOOT CONVENTION 2025 ADVERTISEMENT & SPEAKER FEES
7979	12/31/2025	Claims	2	111645	HLA ENGINEERING & LAND SURVEYING INC	51,420.78	PROFESSIONAL ENGINEER SERVICES - 12/2025
7980	12/31/2025	Claims	2	111646	INTERSTATE BATTERIES OF COLUMBIA VALLEY	198.09	MTP-94R/H7 BATTERY & LIT 3040 BATTERY
7981	12/31/2025	Claims	2	111647	JUB ENGINEERS INC	35,086.38	REGIONAL BELTWAY CONNECTOR PHASE 2 - PROJ # 07-23-041 - STAGE 2A 11/30/2025 - 12/31/2025; REGIONAL BELTWAY CONNECTOR PHASE 2 - PROJ # 07-23-041 - STAGE 2B 11/30/2025 - 12/31/2025; AHTANUM RD PEDESTRIA
7982	12/31/2025	Claims	2	111648	KITTITAS & YAKIMA VALLEY UC	125.00	WORK RELATED EXAM - R. MCRAE
7983	12/31/2025	Claims	2	111649	MALLORY SAFETY & SUPPLY LLC	1,351.31	CONTROLLER -MO BOARD W/ CBL & MOISTURE CABLE BAM 5FT
7984	12/31/2025	Claims	2	111650	MCKINNEY GLASS	773.63	BACK WINDOW TINT - VEH # 1022
7985	12/31/2025	Claims	2	111651	MINUTEMAN PRESS	229.60	LETTERHEAD - JOB # 113938
7986	12/31/2025	Claims	2	111652	ONE CALL CONCEPTS INC	18.07	UTILITY LOCATES - 12/2025
7987	12/31/2025	Claims	2	111653	PACIFIC POWER	27,309.85	AREA LIGHTS - 12/2025; TRAFFIC LIGHTS - 12/2025; STREET LIGHTS/BOOSTER PUMPS - 12/2025; LIBRARY/COMMUNITY CENTER - 12/2025
7988	12/31/2025	Claims	2	111654	PEOPLE FOR PEOPLE	2,400.00	SENIOR NUTRITION TEMPORARY SITE MANAGER - 12/2025
7989	12/31/2025	Claims	2	111655	PRICE FORD OF YAKIMA VALLEY LLC	2,533.91	REPLACE FRONT BRAKE PADS - VEH # 122; LOF, TIRE ROTATION, & FRONT AND REAR BRAKE PADS REPLACED - VEH # 221
7990	12/31/2025	Claims	2	111656	DON C. SMITH	1,764.78	LEOFF 1 RETIREE RX; LEOFF 1 RETIREE - MASSAGE THERAPY; LEOFF 1 RETIREE - EYE GLASSES; MEDICARE PREMIUM - 12/2025
7991	12/31/2025	Claims	2	111657	TRAFFIC SAFETY SUPPLY CO INC	630.22	POSTS FOR MEDI CENTER EMERGENCY BUILDING
7992	12/31/2025	Claims	2	111658	U.S. CELLULAR	692.93	PD PHONE SERVICE - 12/2025
7993	12/31/2025	Claims	2	111659	UNION GAP WATER FUND & SEWER	121.32	FULLBRIGHT - FINAL BILL FOR 2025 SEASONAL IRRIGATION SEASON
7994	12/31/2025	Claims	2	111660	YAKIMA CITY TREASURER	34,112.78	11/2025 - 10/2026 IT SERVICES LICENSING - POWEREDGE R360 & M365
7995	12/31/2025	Claims	2	111661	YAKIMA CITY TREASURER	473,560.50	UNION GAP FIRE PROTECTION SERVICE - 4TH QUARTER 2025

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7996	12/31/2025	Claims	2	111662	YAKIMA CO AUDITOR	3,453.55	2025 GENERAL ELECTION & GENERAL ELECTION VOTER GUIDE COSTS
7997	12/31/2025	Claims	2	111663	YAKIMA CO DISTRICT COURT	105,206.35	YAKIMA CO DISTRICT COURT PROBATION SERVICES - 4TH QTR 2025; YAKIMA CO DISTRICT COURT MUNICIPAL COURT OPERATIONS - 4TH QTR 2025
7998	12/31/2025	Claims	2	111664	YAKIMA CO PUBLIC SERVICES	6,138.30	FIRE PLAN REVIEWS - 4TH QTR 2025
7999	12/31/2025	Claims	2	111665	YAKIMA COOPERATIVE ASSN	408.65	CLERK/TREASURER VEHICLE FUEL - 11.608 GALLONS - 12/09/2025; PD FUEL
8000	12/31/2025	Claims	2	111666	YAKIMA VALLEY CONFERENCE	5,124.00	LAND USE PLANNING & GIS/MAPPING SERVICE - 12/2025
8001	12/31/2025	Claims	2	111667	YAKIMA VALLEY SPORTS COMMISSION	13,000.00	2025 YAKIMA VALLEY SPORTS COMMISSION ADMINISTRATIVE FEE - 4TH QTR 2025
8002	12/31/2025	Claims	2	111668	YAKIMA VALLEY TOURISM	11,000.00	2025 TOURISM PROMOTION CONTRACT - 4TH QTR
8003	12/31/2025	Claims	2	111669	YAKIMA WASTE SYSTEMS INC	1,153.43	WASTE SERVICE - 12/2025
8004	12/31/2025	Claims	2	111670	YORKS PEST CONTROL, LLC	281.32	GENERAL PEST CONTROL - LIBRARY & COMMUNITY CENTER - 12/10/2025; GENERAL PEST CONTROL - CIVIC CENTER - 12/10/2025
8008	12/31/2025	Claims	2	111671	WA STATE TREASURER	12,998.00	CJRS-12/2025
8009	12/31/2025	Claims	2	111672	YAKIMA CO TREAS PROSECUTING	167.49	CVC-12/2025
8010	12/31/2025	Claims	2	111673	WA STATE TREASURER	94.50	CJRS-12/2025
8014	12/31/2025	Claims	2	111674	YAKIMA CO PUBLIC SERVICES	1,443.75	YAKIMA REGIONAL LOCAL GOV STORMWATER PROJECT - BILL #3 - 07/01/2025 - 12/31/2025
						651,440.48	
						13,624.66	
						46,921.52	
						162.19	
						2,036.34	
						90,541.73	
						34,999.73	
						8,002.20	
						31.24	
						15,477.15	
						15,346.61	
						2,578.61	
						84,593.98	
						15,248.33	
						145,726.16	
						94.50	
						167.49	
						12,998.00	
						5.20	
						1,139,996.12	Claims:
						1,139,996.12	1,139,996.12

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 08:09:30 Date: 01/21/2026

01/01/2025 To: 12/31/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7959	12/31/2025	Claims	2		EFT SPECTRUM ENTERPRISE	155.76	CIVIC CENTER TV SERVICE - 12/2025
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	7.85	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	10.95	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	9.85	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	4.76	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTILI	99.72	
					001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN	5.03	
					401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI	4.56	
					403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEF	3.32	
					402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB	0.35	
					101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	0.63	
					101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	1.67	
					128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRANS	1.40	
					001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLAN	4.36	
					001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARKS	1.31	
7960	12/31/2025	Claims	2		EFT US BANK CARDMEMBER SVC	1,909.82	CASH BOX & ETHERNET SWITCH; LARKSPUR LANDING HOTEL - SEATTLE, WA - D. EAGY; X PREMIUM TWITTER SUBSCRIPTION - 12/09/2025 - 12/09/2026; MORTON SUPPLY STEEL - SWAT; HILTON GARDEN INN - KENNEWICK, WA - D.
					001 - 511 60 31 01 - SUPPLIES	60.95	
					001 - 514 23 31 00 - SUPPLIES	37.70	
					001 - 517 91 31 00 - WELLNESS - SUPPLIES	562.70	
					001 - 521 10 43 00 - PD ADMIN TRAVEL	34.00	
					001 - 521 22 49 00 - PATROL MISCELLANEOUS	84.00	
					001 - 521 40 32 00 - PD TRAINING FUEL	38.73	
					001 - 521 40 43 00 - PD TRAINING TRAVEL	203.18	
					001 - 521 40 43 00 - PD TRAINING TRAVEL	441.12	
					001 - 521 40 49 00 - PD TRAINING MISCELLANEOUS	400.00	
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	2.20	
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	2.20	
					402 - 537 50 41 00 - PROFESSIONAL SERVICES	2.20	
					101 - 542 30 41 00 - PROFESSIONAL SERVICES	2.20	
					306 - 576 80 41 06 - PROFESSIONAL SERVICES - PAR	2.20	
					650 - 589 40 03 00 - TRAINING - SUPPLIES	5.20	
					320 - 594 14 64 00 - COMPUTERS & EQUIPMENT	31.24	
7955	12/31/2025	Claims	2	111620	MEDSTAR CABULANCE, INC.	90,217.50	DIAL A RIDE/FIXED ROUTE - 12/2025
					128 - 547 10 49 00 - TRANSIT SERVICE PAYMENT	90,217.50	
7961	12/31/2025	Claims	2	111627	ADVANCED TRAVEL EXP. FUND	296.00	REIMBURSE # 1247 - CIT TRAINING - BURLINGTON, WA - A. RAMIREZ
					001 - 521 40 43 00 - PD TRAINING TRAVEL	296.00	
7962	12/31/2025	Claims	2	111628	AMAZON CAPITAL SERVICES, INC	102.93	AT A GLANCE 2026 ERASABLE CALENDARS
					401 - 534 50 31 00 - SUPPLIES	20.58	
					403 - 535 50 31 00 - SUPPLIES	20.58	
					402 - 537 50 31 00 - SUPPLIES	20.58	
					101 - 542 30 31 00 - SUPPLIES	20.58	
					001 - 576 80 31 00 - SUPPLIES	20.61	
7963	12/31/2025	Claims	2	111629	CASCADE NATURAL GAS CORP	3,421.34	CIVIC CAMPUS - 12/2025; FIRE DEPT 12/2025 & PD ANNEX BLDG - 12/2025; LIBRARY & COMMUNITY CENTER - 12/2025; 4401 1/2 MAIN STREET & 4401 MAIN STREET # 2 - 12/2025
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	61.34	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	85.56	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	76.94	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	37.23	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTILI	779.04	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 08:09:30 Date: 01/21/2026

01/01/2025 To: 12/31/2025

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTILI			58.26	
			001 - 522 50 47 00 - FD FACILITIES - UTILITIES			497.87	
			001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN			39.29	
			401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI			35.63	
			403 - 535 50 47 00 - UTILITIES			324.77	
			403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEF			25.91	
			402 - 537 50 47 00 - UTILITIES			1,060.86	
			402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB			2.71	
			101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE			4.90	
			101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE			13.08	
			128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRAN			10.95	
			001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANN			34.08	
			001 - 572 50 47 00 - UTILITIES - LIBRARY			82.44	
			001 - 575 50 47 01 - UTILITIES - COMM CTR			180.28	
			001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARKS			10.20	
7964	12/31/2025	Claims	2	111630	CENTRAL WA AG MUSEUM	9,846.52	4 MONITORS FOR LTAC MUSEUM; GENERAL MGR SVC - 12/2025 - P. STRATER, C. REESE, & C. LEVITAN
			107 - 571 00 31 07 - SUPPLIES-AG MUSEUM			346.52	
			107 - 571 10 41 00 - PROF SVCS-AG MUSEUM			9,500.00	
7965	12/31/2025	Claims	2	111631	CI INFORMATION MANAGEMENT	258.70	PD SHRED SERVICE - 12/2025; CITY HALL SHRED SERVICE - 12/2025
			001 - 511 60 41 01 - PROFESSIONAL SERVICES			26.15	
			001 - 513 10 41 01 - PROFESSIONAL SERVICES			26.15	
			001 - 514 23 41 00 - PROFESSIONAL SERVICES			26.15	
			001 - 514 30 41 00 - PROFESSIONAL SERVICES			26.15	
			001 - 521 50 41 00 - PD FACILITIES PROFESSIONAL S			102.10	
			001 - 524 20 41 00 - PROFESSIONAL SERVICES-BUILT			13.08	
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			5.23	
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			5.23	
			402 - 537 50 41 00 - PROFESSIONAL SERVICES			5.23	
			101 - 542 30 41 00 - PROFESSIONAL SERVICES			5.23	
			001 - 558 60 41 00 - PROFESSIONAL SERVICES			13.08	
			001 - 576 80 41 03 - PROFESSIONAL SERVICES			4.92	
7966	12/31/2025	Claims	2	111632	CITY OF SUNNYSIDE	2,116.80	INMATE HOUSING - 12/2025
			001 - 523 20 41 04 - DETENTION & CORRECTION CC			2,116.80	
7967	12/31/2025	Claims	2	111633	CITY OF YAKIMA	79,105.78	WHOLESALE SEWER 3 PARTY AGREEMENT - 12/2025
			403 - 535 50 41 03 - INTERGOVERNMENTAL PROFES			79,105.78	
7968	12/31/2025	Claims	2	111634	COLEMAN OIL COMPANY	244.81	PW FUEL & CED FUEL - CP ADJ FOR 12/2025
			001 - 524 20 32 00 - FUEL-BUILDING			11.58	
			403 - 531 30 32 00 - STORMWATER FUEL			34.98	
			403 - 535 50 32 00 - FUEL			198.25	
7969	12/31/2025	Claims	2	111635	COMMERCIAL TIRE - PD	721.22	NEW TIRES & WHEEL BALANCE - VEH # 122
			001 - 521 22 48 00 - PATROL REPAIRS & MAINT			721.22	
7970	12/31/2025	Claims	2	111636	CR CONSTR LLC & WHITNEY EQUIPMENT CO LLC	103,195.00	REGIONAL BELTWAY AREA UTILITIES EXTENSION - SEWER LIFT STATION - HLA PROJECT NO. 22038A-C - PROG. ESTIMATE NO. 06
			405 - 594 35 67 56 - REGIONAL BELTWAY SEWER LIF			103,195.00	
7971	12/31/2025	Claims	2	111637	CR CONSTRUCTION, LLC	33,716.96	REGIONAL BELTWAY AREA UTILITIES EXTENSION - SEWER LIFT STATION - HLA PROJECT NO. 22038A-C - PROG. ESTIMATE NO. 06
			405 - 594 35 67 56 - REGIONAL BELTWAY SEWER LIF			33,716.96	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 08:09:30 Date: 01/21/2026

01/01/2025 To: 12/31/2025

Page: 3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7972	12/31/2025	Claims	2	111638	D&G CLEANING LLC	5,246.00	ACTIVITIES BLDG/YOUTH BARN CLEANING SERVICE - 12/2025; CIVIC CENTER CLEANING SERVICE & LIBRARY/COMMUNITY CENTER -12/2025
					001 - 513 10 41 02 - CIVIC CAMPUS JANITORIAL	238.83	
					001 - 514 23 41 03 - CIVIC CAMPUS JANITORIAL-FIN	333.14	
					001 - 514 30 41 02 - CIVIC CAMPUS JANITORIAL - CL	299.57	
					001 - 515 31 41 05 - CIVIC CAMPUS JANITORIAL -LEC	144.94	
					001 - 521 50 41 01 - PD FACILITIES CIVIC CAMPUS JA	3,033.28	
					001 - 524 20 41 02 - CIVIC CAMPUS JANITORIAL-BUI	152.98	
					401 - 534 50 41 03 - CIVIC CAMPUS JANITORIAL-WA	138.73	
					403 - 535 50 41 04 - CIVIC CAMPUS JANITORIAL-SEV	100.90	
					402 - 537 50 41 03 - CIVIC CAMPUS JANITORIAL-GAI	10.56	
					101 - 542 30 41 03 - CIVIC CAMPUS JANITORIAL-STR	19.08	
					101 - 543 30 41 02 - CIVIC CAMPUS JANITORIAL-STR	50.95	
					128 - 547 10 41 03 - CIVIC CAMPUS JANITORIAL-TRA	42.65	
					001 - 558 60 41 02 - CIVIC CAMPUS JANITORIAL-PLA	132.69	
					001 - 572 50 41 00 - PROFESSIONAL SERVICES - LIBR	191.50	
					001 - 575 50 41 01 - PROFESSIONAL SERVICES - CON	191.50	
					001 - 576 80 41 01 - PROF SVC- WHITE GLOVE CLEAI	125.00	
					001 - 576 80 41 02 - CIVIC CAMPUS JANITORIAL-PAF	39.70	
7973	12/31/2025	Claims	2	111639	E3 SOLUTIONS, INC	32.46	SECURITY ALARM SYSTEM MONITORING - 3007 2ND STREET - PD IMPOUND BLDG - 12/2025
					001 - 521 50 41 00 - PD FACILITIES PROFESSIONAL S	32.46	
7974	12/31/2025	Claims	2	111640	FBI-LEEDA	795.00	SLI TRAINING - 05/21/2025 - M. NORTH
					001 - 521 40 49 00 - PD TRAINING MISCELLANEOUS	795.00	
7975	12/31/2025	Claims	2	111641	FEDERAL EASTERN INTERNATIONAL	2,036.34	VISION CARRIER W/AXBIIIA BALLISTICS - SOFT TRAUMA VEST; VISION AXII-4, I CARRIER 4 STRAPS, SOFT TRAUMA VEST
					123 - 521 22 21 23 - CJ UNIFORMS & EQUIP	1,019.11	
					123 - 521 22 21 23 - CJ UNIFORMS & EQUIP	1,017.23	
7976	12/31/2025	Claims	2	111642	FIRST AMERICAN TITLE INSURANCE CO.	541.50	LOWER AHTANUM ROAD TITLE PROCESSING FEE
					321 - 595 10 41 56 - AHTANUM RD PEDESTRIAN CRC	541.50	
7977	12/31/2025	Claims	2	111643	GRANT J HUNT COMPANY	8,237.19	TOURISM EXPENSES - TRAVEL GUIDE MAILINGS, CONTEST WINNERS FOR BURGER TRAIL & HAUNTED OCTOBER; DESIGN & MARKETING - 11/2025 & 12/2025
					107 - 557 30 31 01 - SUPPLIES-GRANT J HUNT	75.00	
					107 - 557 30 41 01 - PROF SERVICES-GRANT J HUNT	8,000.00	
					108 - 557 30 44 10 - ADVERTISING-GRANT J HUNT	162.19	
7978	12/31/2025	Claims	2	111644	GREATER YAKIMA CHAMBER OF COMMERCE	5,000.00	BIG FOOT CONVENTION 2025 ADVERTISEMENT & SPEAKER FEES
					107 - 557 30 41 05 - PROF SERVICES-CHAMBER OF C	5,000.00	
7979	12/31/2025	Claims	2	111645	HLA ENGINEERING & LAND SURVEYING INC	51,420.78	PROFESSIONAL ENGINEER SERVICES - 12/2025
					403 - 531 30 41 23 - STORMWATER - PROFESSIONAL	459.00	
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	1,147.50	
					404 - 534 50 41 07 - WATER SYST PLAN UPDATE-PRC	14,014.00	
					404 - 534 50 41 08 - PROF SERVICES - S BROADWAY	843.00	
					404 - 534 50 49 49 - MISCELLANEOUS-WATER RIGHT	391.33	
					403 - 535 50 41 00 - PROFESSIONAL SERVICES	970.25	

WARRANT/CHECK REGISTER

01/01/2025 To: 12/31/2025

Time: 08:09:30 Date: 01/21/2026

Page: 4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			943.50	
			101 - 543 30 41 00 - PROFESSIONAL SERVICES			989.00	
			306 - 576 80 41 06 - PROFESSIONAL SERVICES - PAR			8,000.00	
			405 - 594 35 67 56 - REGIONAL BELTWAY SEWER LIF			8,814.20	
			321 - 595 30 41 52 - MAIN ST REVITALIZATION - PE			14,849.00	
7980	12/31/2025	Claims	2	111646	INTERSTATE BATTERIES OF COLUMBIA VALLEY	198.09	MTP-94R/H7 BATTERY & LIT 3040 BATTERY
			001 - 521 22 31 00 - PATROL SUPPLIES			198.09	
7981	12/31/2025	Claims	2	111647	JUB ENGINEERS INC	35,086.38	REGIONAL BELTWAY CONNECTOR PHASE 2 - PROJ # 07-23-041 - STAGE 2A 11/30/2025 - 12/31/2025; REGIONAL BELTWAY CONNECTOR PHASE 2 - PROJ # 07-23-041 - STAGE 2B 11/30/2025 - 12/31/2025; AHTANUM RD PEDESTRIA
			305 - 595 10 41 26 - REGIONAL BELTWAY-PE STAGE			26,416.75	
			321 - 595 10 41 56 - AHTANUM RD PEDESTRIAN CRC			86.65	
			305 - 595 30 65 26 - REGIONAL BELTWAY - CONSTRI			8,582.98	
7982	12/31/2025	Claims	2	111648	KITTITAS & YAKIMA VALLEY UC	125.00	WORK RELATED EXAM - R. MCRAE
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			41.67	
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			41.67	
			402 - 537 50 41 00 - PROFESSIONAL SERVICES			41.66	
7983	12/31/2025	Claims	2	111649	MALLORY SAFETY & SUPPLY LLC	1,351.31	CONTROLLER -MO BOARD W/ CBL & MOISTURE CABLE BAM 5FT
			001 - 522 50 48 00 - FD FACILITIES - REPAIRS & MAI			1,351.31	
7984	12/31/2025	Claims	2	111650	MCKINNEY GLASS	773.63	BACK WINDOW TINT - VEH # 1022
			401 - 534 50 48 00 - REPAIRS & MAINTENANCE			193.41	
			403 - 535 50 48 00 - REPAIRS & MAINTENANCE			193.40	
			402 - 537 50 48 00 - REPAIRS & MAINTENANCE			193.41	
			101 - 542 30 48 00 - REPAIRS & MAINTENANCE			193.41	
7985	12/31/2025	Claims	2	111651	MINUTEMAN PRESS	229.60	LETTERHEAD - JOB # 113938
			001 - 513 10 31 00 - SUPPLIES			22.96	
			001 - 514 23 31 00 - SUPPLIES			22.96	
			001 - 514 30 31 00 - SUPPLIES			22.96	
			001 - 524 20 31 00 - SUPPLIES-BUILDING			22.96	
			401 - 534 50 31 00 - SUPPLIES			22.96	
			403 - 535 50 31 00 - SUPPLIES			22.96	
			402 - 537 50 31 00 - SUPPLIES			22.96	
			101 - 542 30 31 00 - SUPPLIES			22.96	
			001 - 558 60 31 00 - SUPPLIES			22.96	
			001 - 576 80 31 00 - SUPPLIES			22.96	
7986	12/31/2025	Claims	2	111652	ONE CALL CONCEPTS INC	18.07	UTILITY LOCATES - 12/2025
			401 - 534 50 41 00 - PROFESSIONAL SERVICES			9.03	
			403 - 535 50 41 00 - PROFESSIONAL SERVICES			9.04	
7987	12/31/2025	Claims	2	111653	PACIFIC POWER	27,309.85	AREA LIGHTS - 12/2025; TRAFFIC LIGHTS - 12/2025; STREET LIGHTS/BOOSTER PUMPS - 12/2025; LIBRARY/COMMUNITY CENTER - 12/2025
			401 - 534 50 47 00 - UTILITIES			11,962.29	
			401 - 534 50 47 00 - UTILITIES			639.73	
			101 - 542 63 47 00 - UTILITIES			9,941.24	
			101 - 542 64 47 00 - UTILITIES			986.52	
			001 - 572 50 47 00 - UTILITIES - LIBRARY			783.46	
			001 - 575 50 47 01 - UTILITIES - COMM CTR			783.46	
			001 - 576 80 47 00 - UTILITIES			2,213.15	

WARRANT/CHECK REGISTER

CITY OF UNION GAP

Time: 08:09:30 Date: 01/21/2026

01/01/2025 To: 12/31/2025

Page: 5

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7988	12/31/2025	Claims	2	111654	PEOPLE FOR PEOPLE	2,400.00	SENIOR NUTRITION TEMPORARY SITE MANAGER - 12/2025
					001 - 571 21 41 00 - PROF SERVICES - PEOPLE FOR P	2,400.00	
7989	12/31/2025	Claims	2	111655	PRICE FORD OF YAKIMA VALLEY LLC	2,533.91	REPLACE FRONT BRAKE PADS - VEH # 122; LOF, TIRE ROTATION, & FRONT AND REAR BRAKE PADS REPLACED - VEH # 221
					001 - 521 22 48 00 - PATROL REPAIRS & MAINT	1,256.13	
					001 - 521 22 48 00 - PATROL REPAIRS & MAINT	1,277.78	
7990	12/31/2025	Claims	2	111656	DON C. SMITH	1,764.78	LEOFF 1 RETIREE RX; LEOFF 1 RETIREE - MASSAGE THERAPY; LEOFF 1 RETIREE - EYE GLASSES; MEDICARE PREMIUM - 12/2025
					001 - 521 10 22 00 - LEOFF 1 BENEFITS	1,064.80	
					001 - 521 10 22 00 - LEOFF 1 BENEFITS	260.00	
					001 - 521 10 22 00 - LEOFF 1 BENEFITS	254.98	
					001 - 521 10 22 00 - LEOFF 1 BENEFITS	185.00	
7991	12/31/2025	Claims	2	111657	TRAFFIC SAFETY SUPPLY CO INC	630.22	POSTS FOR MEDI CENTER EMERGENCY BUILDING
					101 - 542 30 31 00 - SUPPLIES	630.22	
7992	12/31/2025	Claims	2	111658	U.S. CELLULAR	692.93	PD PHONE SERVICE - 12/2025
					001 - 513 10 42 01 - COMMUNICATION	50.67	
					001 - 521 10 42 00 - PD ADMIN COMMUNICATIONS	642.26	
7993	12/31/2025	Claims	2	111659	UNION GAP WATER FUND & SEWER	121.32	FULLBRIGHT - FINAL BILL FOR 2025 SEASONAL IRRIGATION SEASON
					001 - 576 80 47 00 - UTILITIES	121.32	
7994	12/31/2025	Claims	2	111660	YAKIMA CITY TREASURER	34,112.78	11/2025 - 10/2026 IT SERVICES LICENSING - POWEREDGE R360 & M365
					001 - 513 10 41 03 - IT SERVICES	964.27	
					001 - 514 23 41 04 - IT SERVICES-FINANCE	3,904.05	
					001 - 514 30 41 03 - IT SERVICES-CLERK	1,919.24	
					001 - 521 10 41 01 - PD CLERICAL IT PROFESSIONAL	20,887.77	
					001 - 524 20 41 03 - IT SERVICES-BUILDING	2,054.20	
					403 - 531 30 41 01 - STORMWATER - IT SERVICES	167.80	
					401 - 534 50 41 04 - IT SERVICES	1,119.13	
					403 - 535 50 41 05 - IT SERVICES	517.81	
					402 - 537 50 41 04 - IT SERVICES	64.36	
					101 - 542 30 41 04 - IT SERVICES	234.61	
					101 - 543 30 41 03 - IT SERVICES	506.39	
					128 - 547 10 41 04 - IT SERVICES	268.01	
					001 - 558 60 41 03 - IT SERVICES-PLANNING	1,276.45	
					001 - 576 80 41 04 - IT SERVICES-PARKS	228.69	
7995	12/31/2025	Claims	2	111661	YAKIMA CITY TREASURER	473,560.50	UNION GAP FIRE PROTECTION SERVICE - 4TH QUARTER 2025
					001 - 522 10 49 01 - FIRE PROTECTION SERVICES	473,560.50	
7996	12/31/2025	Claims	2	111662	YAKIMA CO AUDITOR	3,453.55	2025 GENERAL ELECTION & GENERAL ELECTION VOTER GUIDE COSTS
					001 - 514 23 49 03 - ELECTION COSTS	3,453.55	
7997	12/31/2025	Claims	2	111663	YAKIMA CO DISTRICT COURT	105,206.35	YAKIMA CO DISTRICT COURT PROBATION SERVICES - 4TH QTR 2025; YAKIMA CO DISTRICT COURT MUNICIPAL COURT OPERATIONS - 4TH QTR 2025
					001 - 512 52 41 00 - COURT SERVICE COSTS	99,883.79	
					001 - 523 20 41 06 - PROBATION SERVICES	5,322.56	

WARRANT/CHECK REGISTER

01/01/2025 To: 12/31/2025

Time: 08:09:30 Date: 01/21/2026

Page: 6

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
7998	12/31/2025	Claims	2	111664	YAKIMA CO PUBLIC SERVICES	6,138.30	FIRE PLAN REVIEWS - 4TH QTR 2025
					001 - 524 20 41 01 - INTERGOV PROF SERVICES-BUIL	6,138.30	
7999	12/31/2025	Claims	2	111665	YAKIMA COOPERATIVE ASSN	408.65	CLERK/TREASURER VEHICLE FUEL - 11.608 GALLONS - 12/09/2025; PD FUEL
					001 - 514 23 32 00 - FUEL	20.89	
					001 - 514 30 32 00 - FUEL	20.89	
					001 - 521 22 32 00 - PATROL FUEL	366.87	
8000	12/31/2025	Claims	2	111666	YAKIMA VALLEY CONFERENCE	5,124.00	LAND USE PLANNING & GIS/MAPPING SERVICE - 12/2025
					001 - 558 60 41 01 - INTERGOVERNMENTAL PROFES	5,124.00	
8001	12/31/2025	Claims	2	111667	YAKIMA VALLEY SPORTS COMMISSION	13,000.00	2025 YAKIMA VALLEY SPORTS COMMISSION ADMINISTRATIVE FEE - 4TH QTR 2025
					107 - 557 30 41 07 - YAKIMA VALLEY SPORTS COMM	13,000.00	
8002	12/31/2025	Claims	2	111668	YAKIMA VALLEY TOURISM	11,000.00	2025 TOURISM PROMOTION CONTRACT - 4TH QTR
					107 - 557 30 41 00 - YAKIMA VALLEY TOURISM	11,000.00	
8003	12/31/2025	Claims	2	111669	YAKIMA WASTE SYSTEMS INC	1,153.43	WASTE SERVICE - 12/2025
					402 - 537 60 49 00 - CONTRACTED SERVICES	1,153.43	
8004	12/31/2025	Claims	2	111670	YORKS PEST CONTROL, LLC	281.32	GENERAL PEST CONTROL - LIBRARY & COMMUNITY CENTER - 12/10/2025; GENERAL PEST CONTROL - CIVIC CENTER - 12/10/2025
					001 - 513 10 48 01 - CIVIC CAMPUS MAINTENANCE-	6.82	
					001 - 514 23 48 01 - CIVIC CAMPUS MAINTENANCE-	9.51	
					001 - 514 30 48 01 - CIVIC CAMPUS MAINTENANCE-	8.55	
					001 - 515 31 48 00 - CIVIC CAMPUS MAINTENANCE-	4.14	
					001 - 521 50 48 01 - PD FACILITIES CIVIC CAMPUS M	86.59	
					001 - 524 20 48 01 - CIVIC CAMPUS MAINTENANCE-	4.37	
					401 - 534 50 48 01 - CIVIC CAMPUS MAINTENANCE-	3.96	
					403 - 535 50 48 01 - CIVIC CAMPUS MAINTENANCE-	2.88	
					402 - 537 50 48 01 - CIVIC CAMPUS MAINTENANCE-	0.30	
					101 - 542 30 48 01 - CIVIC CAMPUS MAINTENANCE-	0.54	
					101 - 543 30 48 01 - CIVIC CAMPUS MAINTENANCE-	1.45	
					128 - 547 10 48 01 - CIVIC CAMPUS MAINTENANCE-	1.22	
					001 - 558 60 48 01 - CIVIC CAMPUS MAINTENANCE-	3.79	
					001 - 572 50 48 00 - REPAIRS & MAINTENANCE - LIB	73.03	
					001 - 575 50 48 01 - REPAIRS & MAINT - COMM CTR	73.04	
					001 - 576 80 48 01 - CIVIC CAMPUS MAINTENANCE	1.13	
8008	12/31/2025	Claims	2	111671	WA STATE TREASURER	12,998.00	CJRS-12/2025
					640 - 586 00 09 01 - SCH ZONE SAFETY ST SHARE	327.84	
					640 - 586 00 26 01 - DOL TECH SUPPORT	474.62	
					640 - 589 30 04 01 - PSEA 1 STATE SHARE	5,187.13	
					640 - 589 30 05 01 - PSEA 2 STATE SHARE	2,923.72	
					640 - 589 30 06 01 - PSEA 3 STATE SHARE	47.86	
					640 - 589 30 07 01 - CRIME LAB/BREATH ST SHARE	30.54	
					640 - 589 30 08 01 - JIS STATE SHARE	1,993.34	
					640 - 589 30 09 02 - TRAUMA CARE STATE SHARE	1,980.77	
					640 - 589 30 18 02 - HEALTH PROFESSION ACCT STA	32.18	
8009	12/31/2025	Claims	2	111672	YAKIMA CO TREAS PROSECUTING	167.49	CVC-12/2025
					633 - 586 00 00 00 - CRIME VICTIMS COMP CNTY SH	167.49	
8010	12/31/2025	Claims	2	111673	WA STATE TREASURER	94.50	CJRS-12/2025
					630 - 589 30 01 01 - STATE BUILDING CODE FEE	94.50	

WARRANT/CHECK REGISTER

01/01/2025 To: 12/31/2025

Time: 08:09:30 Date: 01/21/2026

Page: 7

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
8014	12/31/2025	Claims	2	111674	YAKIMA CO PUBLIC SERVICES	1,443.75	YAKIMA REGIONAL LOCAL GOV STORMWATER PROJECT - BILL #3 - 07/01/2025 - 12/31/2025
					403 - 535 50 41 03 - INTERGOVERNMENTAL PROFES	1,443.75	
					001 Current Expense Fund		
					101 Street Fund	651,440.48	
					107 Lodging Tax Fund	13,624.66	
					108 Tourism Promotion Area Fund	46,921.52	
					123 Criminal Justice Fund	162.19	
					128 Transit System Fund	2,036.34	
					305 Regional Beltway Connector Fund	90,541.73	
					306 Park Development Reserve Fund	34,999.73	
					320 City Hall Equipment Reserve Fund	8,002.20	
					321 Street Development Reserve Fund	31.24	
					401 Water Fund	15,477.15	
					402 Garbage Fund	15,346.61	
					403 Sewer Fund	2,578.61	
					404 Water Improvement Reserve	84,593.98	
					405 Sewer Improvement Reserve	15,248.33	
					630 General State/County-Shared Rev Fund	145,726.16	
					633 Crime Victims Comp Cnty Share	94.50	
					640 Court Revenue Fund	167.49	
					650 YVCRU Fund	12,998.00	
						5.20	
						1,139,996.12	Claims: 1,139,996.12



City Council Communication

Meeting Date: January 26, 2026
From: Lynette Bisconer, Director of Finance and Administration
Topic/Issue: Claim Vouchers – January 26, 2026

SYNOPSIS: Claim Vouchers Dated January 26, 2026

RECOMMENDATION: Request Council to approve EFTs and Voucher No. 111621 & Vouchers Nos. 111675 through 111726 in the amount of \$1,094,002.48.

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

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

Time: 08:10:48 Date: 01/22/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
31	01/05/2026	Claims	2		EFT PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENT FEE - 12/2025
49	01/06/2026	Claims	2		EFT XPRESS BILL PAY	1,722.37	ONLINE PAYMENT FEE - 12/2025
152	01/08/2026	Claims	2		EFT US BANK - CHECKING	74.00	INV MAINT FEE - 01/2025
310	01/15/2026	Claims	2		EFT US BANK - CHECKING	351.87	ANALYSIS - 12/2025
406	01/26/2026	Claims	2		EFT CENTURY LINK - LD	64.06	LONG DISTANCE - 01/2026
407	01/26/2026	Claims	2		EFT SPECTRUM ENTERPRISE	191.86	LIBRARY & COMMUNITY CENTER TV SERVICE - 01/2026
408	01/26/2026	Claims	2		EFT US BANK CARDMEMBER SVC	1,633.05	WAPRO MEMBERSHIP RENEWAL - A. TOWLE; WA STATE DOH WATER RECERTIFICATION - C. FIX, C. BUNTING, & B. CORT; WSU PESTICIDE 2026 CONFERENCE - 01/28/2026 - 01/29/2026 - C. BUNTING, B. CORT, & H. MASON; WSDO
172	01/08/2026	Claims	2	111621	REPUBLIC PUBLISHING CO	575.88	2026 CITY HALL DAILY SUBSCRIPTION RENEWAL
409	01/26/2026	Claims	2	111675	A-L COMPRESSED GASES	101.17	OVERPAYMENT REFUND - UB ACCT # 6171 - 1911 S 14TH STREET
410	01/26/2026	Claims	2	111676	ANATEK LABS, INC.	294.00	DRINKING WATER BACTERIA SAMPLING - YGA0070
411	01/26/2026	Claims	2	111677	ASSOCIATION OF WA CITIES	6,403.00	2026 AWC CITY MEMBERSHIP & 2026 AWC DRUG & ALCOHOL CONSORTIUM MEMBERSHIP
412	01/26/2026	Claims	2	111678	BASIN DISPOSAL OF YAKIMA, LLC	146,854.35	GARBAGE/RECYCLING SERVICE - 01/2026
413	01/26/2026	Claims	2	111679	CENTRAL WASHINGTON FAIR ASSOC.	3,266.67	SPF SALES/MARKETING - 01/2026
414	01/26/2026	Claims	2	111680	CHRISTENSEN, INC.	1,627.94	PD FUEL - 01/01/2026 - 01/15/2026
415	01/26/2026	Claims	2	111681	CIRCLE K	16.35	OVERPAYMENT REFUND - UB ACCT # 15764 - 2 E VALLEY MALL BLVD
416	01/26/2026	Claims	2	111682	CITY OF UNION GAP	8,960.00	CRISIS RESPONSE UNIT ILA
417	01/26/2026	Claims	2	111683	CITY OF YAKIMA	726.88	7 E COLI TESTS - 1/9/2026
418	01/26/2026	Claims	2	111684	CIVICPLUS, LLC	2,922.61	ONLINE CODE HOSTING & FULL -SERVICE SUPPLEMENTATION SUBSCRIPTION - 01/01/2026 - 12/31/2026
419	01/26/2026	Claims	2	111685	COMMERCIAL TIRE - PD	1,132.20	NEW TIRES & WHEEL BALANCE - VEH # 120
420	01/26/2026	Claims	2	111686	MARGITA A. DORNAY	20,104.50	PROSECUTING ATTORNEY - 01/2026
421	01/26/2026	Claims	2	111687	FLOCK SAFETY	43,280.00	FLOCK SAFETY CAMERAS - ADVANCED SEARCH & SAFETY FALCON
422	01/26/2026	Claims	2	111688	FRONTLINE MEDICAL, PLLC	1,023.00	PD PRE-EMPLOYMENT PHYSICAL - M. DRUMHELLER
423	01/26/2026	Claims	2	111689	KENNETH L GOEKEN	6.42	OVERPAYMENT REFUND - UB ACCT # 4491 - 1915 S 10TH AVENUE
424	01/26/2026	Claims	2	111690	BEVERLY GROVE	767.54	OVERPAYMENT REFUND - UB ACCT # 3467 - 2214 LANDON AVENUE
425	01/26/2026	Claims	2	111691	TEAGEN HAMILTON	175.00	CLEANING/DAMAGE DEPOSIT REFUND - BARN RENTAL CANCELLATION 04/25/2026

WARRANT/CHECK REGISTER

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

Time: 08:10:48 Date: 01/22/2026

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
426	01/26/2026	Claims	2	111692	JASON RUSSELL HOWE	75.00	WATER DEPOSIT REFUND - UB ACCT # 15220 - 903 PIONEER LANE
427	01/26/2026	Claims	2	111693	INTREPID NETWORKS, LLC	9,283.95	INTREPID RESPONSE ANNUAL SUBSCRIPTION 02/16/2025 - 02/15/2027 - YVCRU
428	01/26/2026	Claims	2	111694	KELLEY CREATE	59.63	CONTRACT BASE FEE - 01/14/2026 02/13/2026
429	01/26/2026	Claims	2	111695	LEXIPOL LLC	9,953.49	ANNUAL LAW ENFORCEMENT SUPPLEMENTAL MANUAL & POLICY MANUAL/DAILY TRAINING BULLETINS
430	01/26/2026	Claims	2	111696	MENKE JACKSON BEYER LLP	2,229.40	RE PROPERTY PURCHASE - 12/2025; GENERAL LEGAL SERVICE - 12/31/2025
431	01/26/2026	Claims	2	111697	MINUTEMAN PRESS	1,401.09	UB WINDOW ENVELOPES - JOB # 114084 & JOB # 114085
432	01/26/2026	Claims	2	111698	NELSON GEOTECHNICAL ASSOCIATES, INC.	87.63	WATER DEPOSIT REFUND - UB ACCT # 16106 - 2809 RUDKIN RD - HYDRANT RENTAL
433	01/26/2026	Claims	2	111699	PACIFIC POWER	7,165.78	LIFT STATION - 01/2026; CIVIC CAMPUS - 01/2026; FIRE DEPT - 01/2026 & PD ANNEX BLDG - 01/2026
434	01/26/2026	Claims	2	111700	LEONARDO PEREZ	61.83	OVERPAYMENT REFUND - UB ACCT # 15166 - 503 W AHTANUM ROAD
435	01/26/2026	Claims	2	111701	PETCO ANIMAL SUPPLIES #1223	2,769.20	OVERPAYMENT REFUND - UB ACCT # 3304 - 1201 E WASHINGTON AVENUE
436	01/26/2026	Claims	2	111702	PETTY CASH	10.83	MISC RECEIPTS - 01/2026
437	01/26/2026	Claims	2	111703	DANIEL B. POLAGE	8,820.00	PUBLIC DEFENDER SERVICE - 01/2026
438	01/26/2026	Claims	2	111704	QUADIENT LEASING USA, INC.	667.50	POSTAGE MACHINE LEASE - 02/13/2026 - 05/12/2026
439	01/26/2026	Claims	2	111705	RICHARD ALLEN SCHUKNECHT	200.00	UGPD - PRE-EMPLOYMENT LATERAL POLICE OFFICER - J. HINZE
440	01/26/2026	Claims	2	111706	KEVIN MIKELL SIGLER	400.00	2026 SAFETY BOOT REIMBURSEMENT - K. SIGLER
441	01/26/2026	Claims	2	111707	SPRINGBROOK HOLDING CO. LLC	27,050.00	SPRINGBROOK ANNUAL MAINTENANCE - 01/01/2026 - 12/31/2026
442	01/26/2026	Claims	2	111708	STATE AUDITOR'S OFFICE	484.78	2024 AUDIT - AUDIT # 62481 - 12/2025
443	01/26/2026	Claims	2	111709	RACHEL TAYLOR	53.09	WATER DEPOSIT REFUND - UB ACCT # 10965 - 2230 LONDON AVE
444	01/26/2026	Claims	2	111710	TEXAS ROADHOUSE	130.63	WATER DEPOSIT REFUND - UB ACCT # 14813 - 25 E VALLEY MALL BLVD
445	01/26/2026	Claims	2	111711	THE REAL YELLOW PAGES	211.00	PARK AD - WHITE & YELLOW PAGES - 01/2026
446	01/26/2026	Claims	2	111712	PATRICK THOMPSON	284.10	MEDICARE PREMIUM - 01/2026
447	01/26/2026	Claims	2	111713	UNITED STATES POSTMASTER	1,057.67	UB POSTAGE - 01/2026
448	01/26/2026	Claims	2	111714	UNUM LIFE INSURANCE	164.40	LEOFF 1 LONG TERM CARE - 01/2026
449	01/26/2026	Claims	2	111715	UPPER YAKIMA VALLEY UTILITY	120.00	2026 YAKIMA VALLEY UTILITY COORDINATING COUNCIL ANNUAL DUES

WARRANT/CHECK REGISTER

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

Time: 08:10:48 Date: 01/22/2026

Page: 3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
450	01/26/2026	Claims	2	111716	SABRINA J VICKERS	1,346.00	SEIZED FUNDS: 25U002134/25UE0184
451	01/26/2026	Claims	2	111717	WA CITIES INS. AUTHORITY	706,194.00	2026 ASSESSMENT
452	01/26/2026	Claims	2	111718	WA LAW ENFORCEMENT INFORMATION & RECORDS	200.00	2026 MEMBERSHIP RENEWALS - A. TOWLE, S. HUBERT, A. HOYT, & R. PINA
453	01/26/2026	Claims	2	111719	WATERWORTH	9,817.50	ANNUAL WATERWORTH WATER & WASTEWATER SOFTWARE SUBSCRIPTION
454	01/26/2026	Claims	2	111720	GENE E. WEINMANN	90.00	CDBG COORDINATOR - 01/2026
455	01/26/2026	Claims	2	111721	WELLS FARGO VENDOR FIN SERV	1,472.45	KYOCERA TASKALFA 6054C1 LEASE - 01/2026
456	01/26/2026	Claims	2	111722	WINCO FOODS STORE #111	114.05	OVERPAYMENT REFUND - UB ACCT # 10153 - 2425 LONGFIBRE ROAD
457	01/26/2026	Claims	2	111723	YAKIMA CITY TREASURER	37,727.88	POLICE DISPATCH FEE - 1ST QTR 2026
458	01/26/2026	Claims	2	111724	YAKIMA COOPERATIVE ASSN	696.38	BULK PROPANE - 298.8000 GALLONS - BARN
459	01/26/2026	Claims	2	111725	YAKIMA REG.CLEAN AIR AUTHORITY	3,663.00	2026 SUPPLEMENTAL INCOME PRO RATA SHARE - 1ST QTR 2026
460	01/26/2026	Claims	2	111726	YAKIMA VALLEY CONFERENCE	17,663.00	2026 MEMBERSHIP ASSESSMENT
		001 Current Expense Fund				715,131.74	
		101 Street Fund				19,502.35	
		108 Tourism Promotion Area Fund				3,266.67	
		123 Criminal Justice Fund				72,613.49	
		128 Transit System Fund				27,581.72	
		170 Housing Rehabilitation Fund				90.00	
		401 Water Fund				43,006.50	
		402 Garbage Fund				163,976.57	
		403 Sewer Fund				37,286.91	
		414 Water Deposits				215.72	
		641 PD Holding Acct				1,346.00	
		650 YVCRU Fund				9,984.81	
						<u>1,094,002.48</u>	
						Claims:	1,094,002.48

WARRANT/CHECK REGISTER

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

Time: 08:11:39 Date: 01/22/2026

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
31	01/05/2026	Claims	2		EFT PATHPOINT MERCHANT SERVICES LLC	2.50	ONLINE PAYMENT FEE - 12/2025
					001 - 514 23 49 00 - MISCELLANEOUS	2.50	
49	01/06/2026	Claims	2		EFT XPRESS BILL PAY	1,722.37	ONLINE PAYMENT FEE - 12/2025
					001 - 524 20 49 00 - MISCELLANEOUS-BUILDING	287.07	
					401 - 534 50 49 00 - MISCELLANEOUS	287.06	
					403 - 535 50 49 00 - MISCELLANEOUS	287.06	
					402 - 537 50 49 00 - MISCELLANEOUS	287.06	
					001 - 558 60 49 00 - MISCELLANEOUS	287.06	
					001 - 576 80 49 00 - MISCELLANEOUS	287.06	
152	01/08/2026	Claims	2		EFT US BANK - CHECKING	74.00	INV MAINT FEE - 01/2025
					001 - 514 23 49 00 - MISCELLANEOUS	74.00	
310	01/15/2026	Claims	2		EFT US BANK - CHECKING	351.87	ANALYSIS - 12/2025
					001 - 514 23 49 00 - MISCELLANEOUS	351.87	
406	01/26/2026	Claims	2		EFT CENTURY LINK - LD	64.06	LONG DISTANCE - 01/2026
					001 - 513 10 47 00 - CIVIC CAMPUS UTILITIES - EXEC	3.23	
					001 - 514 23 47 00 - CIVIC CAMPUS UTILITIES-FINAN	4.50	
					001 - 514 30 47 00 - CIVIC CAMPUS UTILITIES - CLER	4.05	
					001 - 515 31 47 00 - CIVIC CAMPUS UTILITIES-LEGAL	1.96	
					001 - 521 50 47 00 - PD FACILITIES CIVIC CAMP UTILI	41.01	
					001 - 524 10 47 01 - CIVIC CAMPUS UTILITY-BUILDIN	2.07	
					401 - 534 50 47 01 - CIVIC CAMPUS UTILITIES-WATEI	1.88	
					403 - 535 50 47 01 - CIVIC CAMPUS UTILITIES-SEWEF	1.36	
					402 - 537 50 47 01 - CIVIC CAMPUS UTILITES - GARB	0.14	
					101 - 542 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	0.26	
					101 - 543 30 47 01 - CIVIC CAMPUS UTILITIES-STREE	0.69	
					128 - 547 10 47 01 - CIVIC CAMPUS UTILITIES-TRANS	0.58	
					001 - 558 60 47 01 - CIVIC CAMPUS UTILITIES-PLANN	1.79	
					001 - 576 80 47 01 - CIVIC CAMPUS UTILITIES-PARKS	0.54	
407	01/26/2026	Claims	2		EFT SPECTRUM ENTERPRISE	191.86	LIBRARY & COMMUNITY CENTER TV SERVICE - 01/2026
					001 - 572 50 47 00 - UTILITIES - LIBRARY	95.93	
					001 - 575 50 47 01 - UTILITIES - COMM CTR	95.93	
408	01/26/2026	Claims	2		EFT US BANK CARDMEMBER SVC	1,633.05	WAPRO MEMBERSHIP RENEWAL - A. TOWLE; WA STATE DOH WATER RECERTIFICATION - C. FIX, C. BUNTING, & B. CORT; WSU PESTICIDE 2026 CONFERENCE - 01/28/2026 - 01/29/2026 - C. BUNTING, B. CORT, & H. MASON; WSDO
					001 - 521 10 49 00 - PD ADMIN MISCELLANEOUS	25.00	
					001 - 521 40 43 00 - PD TRAINING TRAVEL	137.19	
					401 - 534 50 49 00 - MISCELLANEOUS	204.00	
					101 - 542 70 49 00 - MISCELLANEOUS	360.00	
					101 - 542 70 49 00 - MISCELLANEOUS	206.00	
					650 - 589 40 03 00 - TRAINING - SUPPLIES	487.50	
					650 - 589 40 04 00 - OPERATIONS - PROFESSIONAL	120.90	
					650 - 589 40 09 00 - OPERATIONS - MISCELLANEOU	92.46	
172	01/08/2026	Claims	2		111621 REPUBLIC PUBLISHING CO	575.88	2026 CITY HALL DAILY SUBSCRIPTION RENEWAL
					001 - 511 60 49 00 - MISCELLANEOUS	575.88	
409	01/26/2026	Claims	2		111675 A-L COMPRESSED GASES	101.17	OVERPAYMENT REFUND - UB ACCT # 6171 - 1911 S 14TH STREET
					401 - 582 10 04 01 - 210-10) WATER REFUNDS	101.17	
410	01/26/2026	Claims	2		111676 ANATEK LABS, INC.	294.00	DRINKING WATER BACTERIA SAMPLING - YGA0070
					401 - 534 50 41 00 - PROFESSIONAL SERVICES	294.00	

WARRANT/CHECK REGISTER

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

Time: 08:11:39 Date: 01/22/2026

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
411	01/26/2026	Claims	2	111677	ASSOCIATION OF WA CITIES	6,403.00	2026 AWC CITY MEMBERSHIP & 2026 AWC DRUG & ALCOHOL CONSORTIUM MEMBERSHIP
					001 - 511 60 49 06 - AWC SERVICE FEE	6,403.00	
412	01/26/2026	Claims	2	111678	BASIN DISPOSAL OF YAKIMA, LLC	146,854.35	GARBAGE/RECYCLING SERVICE - 01/2026
					402 - 537 60 49 00 - CONTRACTED SERVICES	146,854.35	
413	01/26/2026	Claims	2	111679	CENTRAL WASHINGTON FAIR ASSOC.	3,266.67	SPF SALES/MARKETING - 01/2026
					108 - 557 30 44 11 - ADVERTISING-STATE FAIR PARK	3,266.67	
414	01/26/2026	Claims	2	111680	CHRISTENSEN, INC.	1,627.94	PD FUEL - 01/01/2026 - 01/15/2026
					001 - 521 10 32 00 - PD ADMIN FUEL	93.58	
					001 - 521 21 32 00 - INVESTIGATION FUEL	378.51	
					001 - 521 22 32 00 - PATROL FUEL	1,085.41	
					001 - 524 60 32 00 - CODE ENFORCEMENT FUEL	35.22	
					001 - 554 30 32 00 - FUEL - ANIMAL CONTROL	35.22	
415	01/26/2026	Claims	2	111681	CIRCLE K	16.35	OVERPAYMENT REFUND - UB ACCT # 15764 - 2 E VALLEY MALL BLVD
					401 - 582 10 04 01 - 210-10) WATER REFUNDS	16.35	
416	01/26/2026	Claims	2	111682	CITY OF UNION GAP	8,960.00	CRISIS RESPONSE UNIT ILA
					123 - 521 22 41 23 - CJ PROFESSIONAL SVC	8,960.00	
417	01/26/2026	Claims	2	111683	CITY OF YAKIMA	726.88	7 E COLI TESTS - 1/9/2026
					403 - 535 50 41 03 - INTERGOVERNMENTAL PROFES	726.88	
418	01/26/2026	Claims	2	111684	CIVICPLUS, LLC	2,922.61	ONLINE CODE HOSTING & FULL -SERVICE SUPPLEMENTATION SUBSCRIPTION - 01/01/2026 - 12/31/2026
					001 - 511 60 49 00 - MISCELLANEOUS	265.69	
					001 - 513 10 49 01 - MISCELLANEOUS	265.69	
					001 - 514 23 49 00 - MISCELLANEOUS	265.69	
					001 - 514 30 49 00 - MISCELLANEOUS	265.69	
					001 - 524 20 49 00 - MISCELLANEOUS-BUILDING	265.69	
					401 - 534 50 49 00 - MISCELLANEOUS	265.69	
					403 - 535 50 49 00 - MISCELLANEOUS	265.69	
					402 - 537 50 49 00 - MISCELLANEOUS	265.69	
					101 - 543 30 49 00 - MISCELLANEOUS	265.69	
					001 - 558 60 49 00 - MISCELLANEOUS	265.69	
					001 - 576 80 49 00 - MISCELLANEOUS	265.71	
419	01/26/2026	Claims	2	111685	COMMERCIAL TIRE - PD	1,132.20	NEW TIRES & WHEEL BALANCE - VEH # 120
					001 - 521 22 48 00 - PATROL REPAIRS & MAINT	1,132.20	
420	01/26/2026	Claims	2	111686	MARGITA A. DORNAY	20,104.50	PROSECUTING ATTORNEY - 01/2026
					001 - 515 31 41 02 - LEGAL SERVICES - PROS. ATTN	20,104.50	
421	01/26/2026	Claims	2	111687	FLOCK SAFETY	43,280.00	FLOCK SAFETY CAMERAS - ADVANCED SEARCH & SAFETY FALCON
					123 - 594 21 64 03 - FLOCK CAMERA SYSTEM	43,280.00	
422	01/26/2026	Claims	2	111688	FRONTLINE MEDICAL, PLLC	1,023.00	PD PRE-EMPLOYMENT PHYSICAL - M. DRUMHELLER
					001 - 521 10 41 00 - PD ADMIN PROFESSIONAL SER	1,023.00	
423	01/26/2026	Claims	2	111689	KENNETH L GOEKEN	6.42	OVERPAYMENT REFUND - UB ACCT # 4491 - 1915 S 10TH AVENUE
					401 - 582 10 04 01 - 210-10) WATER REFUNDS	6.42	
424	01/26/2026	Claims	2	111690	BEVERLY GROVE	767.54	OVERPAYMENT REFUND - UB ACCT # 3467 - 2214 LONDON AVENUE

WARRANT/CHECK REGISTER

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

Time: 08:11:39 Date: 01/22/2026

Page: 3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
425	01/26/2026	Claims	2	111691	TEAGEN HAMILTON	767.54	
							175.00 CLEANING/DAMAGE DEPOSIT REFUND - BARN RENTAL CANCELLATION 04/25/2026
426	01/26/2026	Claims	2	111692	JASON RUSSELL HOWE	175.00	
							75.00 WATER DEPOSIT REFUND - UB ACCT # 15220 - 903 PIONEER LANE
427	01/26/2026	Claims	2	111693	INTREPID NETWORKS, LLC	75.00	Refund Utility Deposit
							9,283.95 INTREPID RESPONSE ANNUAL SUBSCRIPTION 02/16/2025 - 02/15/2027 - YVCRU
428	01/26/2026	Claims	2	111694	KELLEY CREATE	9,283.95	
							59.63 CONTRACT BASE FEE - 01/14/2026 02/13/2026
429	01/26/2026	Claims	2	111695	LEXIPOL LLC	29.81 29.82	
							9,953.49 ANNUAL LAW ENFORCEMENT SUPPLEMENTAL MANUAL & POLICY MANUAL/DAILY TRAINING BULLETINS
430	01/26/2026	Claims	2	111696	MENKE JACKSON BEYER LLP	9,953.49	
							2,229.40 RE PROPERTY PURCHASE - 12/2025; GENERAL LEGAL SERVICE - 12/31/2025
431	01/26/2026	Claims	2	111697	MINUTEMAN PRESS	875.00 1,354.40	
							1,401.09 UB WINDOW ENVELOPES - JOB # 114084 & JOB # 114085
432	01/26/2026	Claims	2	111698	NELSON GEOTECHNICAL ASSOCIATES, INC.	467.03 467.03 467.03	
							87.63 WATER DEPOSIT REFUND - UB ACCT # 16106 - 2809 RUDKIN RD - HYDRANT RENTAL
433	01/26/2026	Claims	2	111699	PACIFIC POWER	87.63	Refund Utility Deposit
							7,165.78 LIFT STATION - 01/2026; CIVIC CAMPUS - 01/2026; FIRE DEPT - 01/2026 & PD ANNEX BLDG - 01/2026
434	01/26/2026	Claims	2	111700	LEONARDO PEREZ	121.75 169.82 152.71 73.89 1,546.23 54.95 743.59 77.98 70.72 3,952.01 51.44 5.38 9.72 25.97 21.74 67.64 20.24	
							61.83 OVERPAYMENT REFUND - UB ACCT # 15166 - 503 W AHTANUM ROAD

WARRANT/CHECK REGISTER

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

Time: 08:11:39 Date: 01/22/2026

Page: 4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			401 - 582 10 04 01 - 210-10)		WATER REFUNDS	61.83	
435	01/26/2026	Claims	2	111701	PETCO ANIMAL SUPPLIES #1223		2,769.20 OVERPAYMENT REFUND - UB ACCT # 3304 - 1201 E WASHINGTON AVENUE
			401 - 582 10 04 01 - 210-10)		WATER REFUNDS	2,769.20	
436	01/26/2026	Claims	2	111702	PETTY CASH		10.83 MISC RECEIPTS - 01/2026
			001 - 514 23 31 00 -		SUPPLIES	10.83	
437	01/26/2026	Claims	2	111703	DANIEL B. POLAGE		8,820.00 PUBLIC DEFENDER SERVICE - 01/2026
			001 - 515 91 41 03 -		LEGAL SERVICES-PUBLIC DEFEN	8,820.00	
438	01/26/2026	Claims	2	111704	QUADIENT LEASING USA, INC.		667.50 POSTAGE MACHINE LEASE - 02/13/2026 - 05/12/2026
			001 - 591 11 70 09 -		SBITA TECH LEASE - LEGISLATIV	0.70	
			001 - 591 13 70 09 -		SBITA TECH LEASE - EXECUTIVE	0.61	
			001 - 591 14 70 09 -		SBITA TECH LEASE - FINANCE	140.24	
			001 - 591 14 77 09 -		SBITA TECH LEASE - CLERK	270.36	
			001 - 591 21 70 09 -		SBITA TECH LEASE - POLICE ADI	24.68	
			001 - 591 21 70 09 -		SBITA TECH LEASE - POLICE ADI	2.80	
			001 - 591 22 70 09 -		SBITA TECH LEASE - FIRE	1.98	
			001 - 591 24 70 09 -		SBITA TECH LEASE - BUILDING	42.22	
			401 - 591 34 70 09 -		SBITA TECH LEASE - WATER	54.68	
			403 - 591 35 70 09 -		SBITA TECH LEASE - SEWER	54.68	
			402 - 591 37 70 09 -		SBITA TECH LEASE - GARBAGE	54.68	
			101 - 591 43 70 09 -		SBITA TECH LEASE - STREET RO/	18.02	
			001 - 591 76 70 09 -		SBITA TECH LEASE - PARKS	1.85	
439	01/26/2026	Claims	2	111705	RICHARD ALLEN SCHUKNECHT		200.00 UGPD - PRE-EMPLOYMENT LATERAL POLICE OFFICER - J. HINZE
			001 - 521 10 41 00 -		PD ADMIN PROFESSIONAL SERV	200.00	
440	01/26/2026	Claims	2	111706	KEVIN MIKELL SIGLER		400.00 2026 SAFETY BOOT REIMBURSEMENT - K. SIGLER
			403 - 535 50 21 00 -		UNIFORMS & EQUIPMENT	400.00	
441	01/26/2026	Claims	2	111707	SPRINGBROOK HOLDING CO. LLC		27,050.00 SPRINGBROOK ANNUAL MAINTENANCE - 01/01/2026 - 12/31/2026
			001 - 518 88 41 01 -		SPRINGBROOK ANNUAL MAINT	14,306.02	
			401 - 534 50 41 09 -		SPRINGBROOK ANNUAL MAINT	4,247.99	
			403 - 535 50 41 09 -		SPRINGBROOK ANNUAL MAINT	4,248.00	
			402 - 537 50 41 09 -		SPRINGBROOK ANNUAL MAINT	4,247.99	
442	01/26/2026	Claims	2	111708	STATE AUDITOR'S OFFICE		484.78 2024 AUDIT - AUDIT # 62481 - 12/2025
			001 - 514 23 41 01 -		AUDIT COSTS	484.78	
443	01/26/2026	Claims	2	111709	RACHEL TAYLOR		53.09 WATER DEPOSIT REFUND - UB ACCT # 10965 - 2230 LONDON AVE
			414 - 582 10 04 14 -		DEPOSIT REFUND	53.09	Refund Utility Deposit
444	01/26/2026	Claims	2	111710	TEXAS ROADHOUSE		130.63 WATER DEPOSIT REFUND - UB ACCT # 14813 - 25 E VALLEY MALL BLVD
			401 - 582 10 04 01 - 210-10)		WATER REFUNDS	130.63	
445	01/26/2026	Claims	2	111711	THE REAL YELLOW PAGES		211.00 PARK AD - WHITE & YELLOW PAGES - 01/2026
			001 - 576 80 44 00 -		ADVERTISING	211.00	
446	01/26/2026	Claims	2	111712	PATRICK THOMPSON		284.10 MEDICARE PREMIUM - 01/2026
			001 - 521 10 22 00 -		LEOFF 1 BENEFITS	284.10	
447	01/26/2026	Claims	2	111713	UNITED STATES POSTMASTER		1,057.67 UB POSTAGE - 01/2026
			401 - 534 50 42 00 -		COMMUNICATION	352.56	

WARRANT/CHECK REGISTER

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

Time: 08:11:39 Date: 01/22/2026

Page: 5

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			403 - 535 50 42 00 - COMMUNICATION			352.56	
			402 - 537 50 42 00 - COMMUNICATION			352.55	
448	01/26/2026	Claims	2	111714	UNUM LIFE INSURANCE		164.40 LEOFF 1 LONG TERM CARE - 01/2026
			001 - 521 10 22 00 - LEOFF 1 BENEFITS			164.40	
449	01/26/2026	Claims	2	111715	UPPER YAKIMA VALLEY UTILITY		120.00 2026 YAKIMA VALLEY UTILITY COORDINATING COUNCIL ANNUAL DUES
			401 - 534 50 49 00 - MISCELLANEOUS			60.00	
			403 - 535 50 49 00 - MISCELLANEOUS			60.00	
450	01/26/2026	Claims	2	111716	SABRINA J VICKERS		1,346.00 SEIZED FUNDS: 25U002134/25UE0184
			641 - 589 30 00 00 - RELEASE OF CITY SHARE HOLDII			1,211.40	
			641 - 589 30 00 41 - RELEASE OF OF STATE SHARE O			134.60	
451	01/26/2026	Claims	2	111717	WA CITIES INS. AUTHORITY		706,194.00 2026 ASSESSMENT
			001 - 513 10 46 00 - INSURANCE			28,914.00	
			001 - 514 23 46 00 - WCIA INSURANCE			40,330.00	
			001 - 514 30 46 00 - WCIA INSURANCE			36,491.00	
			001 - 515 31 46 00 - WCIA INSURANCE			17,547.00	
			001 - 521 10 46 00 - PD ADMIN WCIA INSURANCE			380,724.00	
			001 - 522 10 46 00 - WCIA INSURANCE-FIRE			27,095.00	
			001 - 524 20 46 00 - WCIA INSURANCE-BUILDING			18,520.00	
			401 - 534 50 46 00 - WCIA INSURANCE			26,937.00	
			403 - 535 50 46 00 - WCIA INSURANCE			22,356.00	
			402 - 537 50 46 00 - WCIA INSURANCE			11,420.00	
			101 - 542 30 46 00 - WCIA INSURANCE			7,379.00	
			101 - 543 30 46 00 - WCIA INSURANCE			11,237.00	
			128 - 547 10 46 00 - WCIA INSURANCE			26,205.00	
			001 - 558 60 46 00 - WCIA INSURANCE			5,399.00	
			001 - 572 50 46 00 - INSURANCE - LIBRARY			6,140.00	
			001 - 575 50 46 01 - INSURANCE - COMM CTR			6,140.00	
			001 - 576 80 46 00 - WCIA INSURANCE			33,360.00	
452	01/26/2026	Claims	2	111718	WA LAW ENFORCEMENT INFORMATION & RECORDS		200.00 2026 MEMBERSHIP RENEWALS - A. TOWLE, S. HUBERT, A. HOYT, & R. PINA
			001 - 521 10 49 00 - PD ADMIN MISCELLANEOUS			50.00	
			001 - 521 10 49 01 - PD CLERICAL MISCELLANEOUS			150.00	
453	01/26/2026	Claims	2	111719	WATERWORTH		9,817.50 ANNUAL WATERWORTH WATER & WASTEWATER SOFTWARE SUBSCRIPTION
			401 - 534 50 49 00 - MISCELLANEOUS			5,775.00	
			403 - 535 50 49 00 - MISCELLANEOUS			4,042.50	
454	01/26/2026	Claims	2	111720	GENE E. WEINMANN		90.00 CDBG COORDINATOR - 01/2026
			170 - 559 30 41 01 - PROFESSIONAL SERVICES - HOL			90.00	
455	01/26/2026	Claims	2	111721	WELLS FARGO VENDOR FIN SERV		1,472.45 KYOCERA TASKALFA 6054C1 LEASE - 01/2026
			001 - 511 60 49 00 - MISCELLANEOUS			52.20	
			001 - 513 10 49 01 - MISCELLANEOUS			17.60	
			001 - 514 23 49 00 - MISCELLANEOUS			156.91	
			001 - 514 30 49 00 - MISCELLANEOUS			377.94	
			001 - 517 91 49 00 - WELLNESS - MISCELLANEOUS			0.14	
			001 - 517 91 49 00 - WELLNESS - MISCELLANEOUS			0.17	
			001 - 521 10 49 01 - PD CLERICAL MISCELLANEOUS			16.17	
			001 - 524 20 49 00 - MISCELLANEOUS-BUILDING			201.64	
			401 - 534 50 49 00 - MISCELLANEOUS			12.70	
			403 - 535 50 49 00 - MISCELLANEOUS			12.70	
			402 - 537 50 49 00 - MISCELLANEOUS			12.70	
			001 - 576 80 49 00 - MISCELLANEOUS			0.91	

WARRANT/CHECK REGISTER

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

Time: 08:11:39 Date: 01/22/2026

Page: 6

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
			001 - 591 11 70 09 -		SBITA TECH LEASE - LEGISLATIV	37.00	
			001 - 591 13 70 09 -		SBITA TECH LEASE - EXECUTIVE	12.48	
			001 - 591 14 70 09 -		SBITA TECH LEASE - FINANCE	111.23	
			001 - 591 14 77 09 -		SBITA TECH LEASE - CLERK	267.92	
			001 - 591 21 70 09 -		SBITA TECH LEASE - POLICE ADI	11.46	
			001 - 591 24 70 09 -		SBITA TECH LEASE - BUILDING	142.94	
			401 - 591 34 70 01 -		SBITA TECH LEASE - WATER	9.00	
			402 - 591 37 70 09 -		SBITA TECH LEASE - GARBAGE	9.00	
			403 - 591 50 70 04 -		SBITA TECH LEASE - SEWER	9.00	
			001 - 591 76 70 09 -		SBITA TECH LEASE - PARKS	0.64	
456	01/26/2026	Claims	2	111722	WINCO FOODS STORE #111		
			401 - 582 10 04 01 -		210-10) WATER REFUNDS	114.05	114.05 OVERPAYMENT REFUND - UB ACCT # 10153 - 2425 LONGFIBRE ROAD
457	01/26/2026	Claims	2	111723	YAKIMA CITY TREASURER		
			001 - 521 20 41 00 -		INTERGOV PROF SVCS-PD DISP,	37,727.88	37,727.88 POLICE DISPATCH FEE - 1ST QTR 2026
458	01/26/2026	Claims	2	111724	YAKIMA COOPERATIVE ASSN		
			001 - 576 80 32 00 -		FUEL	696.38	696.38 BULK PROPANE - 298.8000 GALLONS - BARN
459	01/26/2026	Claims	2	111725	YAKIMA REG.CLEAN AIR AUTHORITY		
			001 - 553 70 49 00 -		POLLUTION CONTROL	3,663.00	3,663.00 2026 SUPPLEMENTAL INCOME PRO RATA SHARE - 1ST QTR 2026
460	01/26/2026	Claims	2	111726	YAKIMA VALLEY CONFERENCE		
			001 - 511 60 49 02 -		YAKIMA VALLEY C.O.G.	7,243.00	
			123 - 521 10 41 23 -		YVCOG - CRIME LAB	10,420.00	17,663.00 2026 MEMBERSHIP ASSESSMENT
			001 Current Expense Fund			715,131.74	
			101 Street Fund			19,502.35	
			108 Tourism Promotion Area Fund			3,266.67	
			123 Criminal Justice Fund			72,613.49	
			128 Transit System Fund			27,581.72	
			170 Housing Rehabilitation Fund			90.00	
			401 Water Fund			43,006.50	
			402 Garbage Fund			163,976.57	
			403 Sewer Fund			37,286.91	
			414 Water Deposits			215.72	
			641 PD Holding Acct			1,346.00	
			650 YVCRU Fund			9,984.81	
						1,094,002.48	Claims: 1,094,002.48

CITY OF UNION GAP, WASHINGTON
ORDINANCE NO. _____

AN ORDINANCE relating to abandoned, unauthorized, and junk vehicles; Amending chapter 9.28 of the Union Gap Municipal code; Providing for definitions, procedures for impoundment, and abatement of Public Nuisances.

WHEREAS, the City of Union Gap has authority under state law, including RCW Chapter 46.55, to regulate abandoned, unauthorized, unlicensed, and junk vehicles in order to protect public health, safety, and welfare; and

WHEREAS, the City Council finds that abandoned and junk vehicles contribute to blight, create safety hazards, and negatively impact neighborhoods and public rights-of-way; and

WHEREAS, the City desires to clarify local procedures, timelines, and notice requirements to ensure consistency with state law and due process; and

WHEREAS, the City Council finds that amending Chapter 9.28 of the Union Gap Municipal Code is necessary to improve enforcement clarity and administrative efficiency;

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

Section 1. Chapter 9.28 of the Union Gap Municipal Code, titled “Abandoned and Junk Vehicles” is hereby amended as shown below:

9.28.010 Statutes adopted by reference.

- 46.55.080 ~~Law enforcement impound, private impound~~
 Law enforcement, authorized regional transit authority representative, other public official impound, private impound—Master log—Certain associations restricted.
- 46.55.085 ~~Law enforcement impound—Abandoned vehicle~~
 Unauthorized vehicle in right-of-way.
- 46.55.090 ~~Storage, return requirements—Personal belongings—Combination endorsement for tow truck drivers—Authority to view impounded vehicle~~
 Vehicles, personal belongings—Combination endorsement for tow truck drivers—Viewing impounded vehicle
- 46.55.120 ~~Redemption of vehicles—Sale of unredeemed vehicles~~ *Improper impoundment.*

46.55.230 Junk vehicles—~~Certification, notification, removal, sale~~
Removal, disposal, sale—Penalties—Cleanup restitution payment.

46.55.010 Definitions.

9.28.020 Definitions.

For the purposes of this chapter the following words shall have the following meanings:

~~"Abandoned vehicle" means any vehicle left on private property for more than seventy-two (72) hours without permission of the person having right to possession of the property, or left within the right-of-way, including parking strips and sidewalks, of any public street or highway, or on public property opened for vehicular travel or parking, for seventy-two (72) hours or longer.~~

means a vehicle that a registered tow truck operator has impounded and held in the operator's possession for 120 consecutive hours.

"Unauthorized vehicle" means a vehicle that is subject to impoundment after being left unattended in one of the following public or private locations for the indicated period of time:

Subject to removal after:

(a)Public locations:

(i)Constituting an accident or a traffic hazard as defined in RCW 46.55.113 . . . Immediately

(ii)On a highway and tagged as described in RCW 46.55.085 . . . 24 hours

(iii)In a publicly owned or controlled parking facility, properly posted under RCW 46.55.070 . . . Immediately

(iv)Within the right-of-way used by a regional transit authority for high capacity transportation where the vehicle constitutes an obstruction to the operation of high capacity transportation vehicles or

jeopardizes public safety. . . . Immediately

(b)Private locations:

(i)On residential property Immediately

(ii)On private, nonresidential property, properly posted under RCW 46.55.070 Immediately

(iii)On private, nonresidential property, not posted 24 hours

"Unlicensed vehicle" for the purposes of this chapter is any car, truck, van, motor home, camper, trailer, motorcycle or other vehicle not displaying a proper, current proof of licensing from the state of license plate issuance or any car, truck, van, motor home, camper, trailer, motorcycle or other vehicle not bearing license plates.

9.28.030 Authorization to impound.

- (2) When a vehicle is determined to be an ~~abandoned vehicle~~ unauthorized vehicle as defined in Section 9.28.020 of this chapter and ~~fourteen (14) days~~ 48 hours have elapsed after the officer has complied with the notice requirements of Section 9.28.031;

- (10) When a vehicle is determined to be an unlicensed vehicle and is parked in the city right of way or on any public street.

(Ord. 1975 § 1, 1996; Ord. 1973 § 1, 1996; Ord. 1941 § 1, 1996; Ord. 1938 § 1, 1996; Ord. 1472 § 2, 1991; Ord. 1341 § 1(B), 1990; Ord. 1213 (part), 1988)

When an officer discovers a vehicle described in Section 9.28.030(2), notice shall be given as follows prior to impoundment:

- ~~NOTICE OF IMPOUNDMENT~~

~~—YOU ARE FURTHER NOTIFIED that you have the right to protest the impoundment if you request a hearing by personally delivering, or by mailing, to the Union Gap Municipal Court, 102 W. Ahtanum Road, Union Gap, Washington 98903, a copy of the following "Request for a Pre Impoundment Hearing" within fourteen days from the date specified above. The request for hearing must actually be filed before the Clerk's office closes on the date specified.~~

~~Date:~~

Agent

~~CITY OF UNION GAP, a~~ }
~~Municipal Corporation~~ } No.

~~(Owner's Name)~~

}
}
} REQUEST FOR
PRE-
}
} IMPOUNDMENT
}
} HEARING
}

I, as owner of the vehicle listed above, request a hearing to contest the validity of the proposed impoundment of the vehicle described in the foregoing Notice of Impoundment; and I understand that this request must be returned to the Union Gap Municipal Court before the date listed in the "Notice of Impoundment."

DATED this ____ day of _____, 20__.

(Signature
of Owner)

(Address and Telephone)

- (b) If the officer who is sending the notice has actual knowledge that the owner of the vehicle is residing at an address different from that ascertained from the vehicle registration certificate, license plate information, or other public record and if such different address is known to the agent who gives the notice, then a copy of the notice contained in subsection (a) of this section shall be mailed by certified mail, return receipt requested addressed to that known address, or personally served upon such owner.
- (c) If the officer does not ascertain the name and address of the vehicle owner using the methods in subsections (a) and (b) of this section, the officer shall attach a copy of the notice, addressed to "unknown owner," to the vehicle in a conspicuous place and this shall be deemed sufficient notice.

9.28.060 Abatement and removal of vehicle hulks and abandoned vehicles. Unauthorized Junk Vehicle

- (a) The storage or retention of a vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle on private property is declared to constitute a public nuisance subject to removal and impoundment. The police or code enforcement officer shall inspect and investigate complaints relative to vehicle hulks and/or ~~abandoned vehicles~~ Unauthorized Junk Vehicle, or parts thereof on private property. Upon discovery of such nuisance, the police department or code enforcement officer shall give notice in writing to the last registered owner of record of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle and also to the property owner of record that a public hearing may be requested before the Union Gap municipal court and that, if no hearing is requested, in writing, within ten (10) days, the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle will be removed. Cost of removal may be assessed against the last registered owner of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle if the identity of such owner can be determined, or the cost may be assessed against the owner of the property on which the vehicle hulk and/or abandoned vehicle is stored.
- (b) If a written request for a hearing is received, a notice giving the time, location and date of such hearing on the question of removal and impoundment of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle or part thereof as a public nuisance shall be mailed, by certified or registered mail with a five-day return receipt requested, to the owner of the land as shown on the last equalized assessment roll of the county assessor and to the last registered and legal owner of record of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle unless the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle is in such condition that identification numbers are not available to determine ownership.
- (c) This section shall not apply to:

- (1) A vehicle or vehicle hulk or part thereof, which is completely enclosed within a building in a lawful manner so as not be visible from the highway or other public or private property; or
 - (2) A vehicle or vehicle hulk or part thereof, which is stored or parked in a lawful manner on private property in connection with the business of a licensed dismantler or licensed vehicle dealer fenced according to the provisions of RCW 46.80.130.
- (d) The owner of the land on which the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle is located may appear in person at the hearing or present a written statement in time for consideration at the hearing, and deny responsibility for the presence of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle on the land, with his reasons for such denial. If it is determined at the hearing that the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle was placed on the land without the consent of the landowner and that he has not subsequently acquiesced in its presence, then the court shall not assess costs of administration or removal of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle against the property upon which the hulk is located or otherwise collect such costs from the property owner.
- (e) After notice has been given of the intent of the city to dispose of the vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle and after a hearing, if requested, has been held, the vehicle or part thereof, shall be removed, at the request of a police or code enforcement officer; and disposed of to a licensed motor vehicle wrecker or hulk hauler with notice to the Washington State Patrol and the department that the vehicle has been wrecked.
- (f) The city may, within thirty days after removal of a vehicle hulk and/or ~~abandoned vehicle~~ Unauthorized Junk Vehicle, from private property, file for record with the county auditor to claim a lien for the cost of removal, which shall be in substance in accordance with the provisions covering mechanics' liens in RCW Chapter 60.04, and said lien shall be foreclosed in the same manner as such liens.
- (Ord. 1869 § 1, 1995: Ord. 1213 (part), 1988)

9.28.120 Contract with registered disposer to dispose of vehicles and hulks—Compliance required.

- (a) The city may contract with any registered tow truck operator who is engaged in removing and storing of vehicles and who is registered as a registered disposer by the department for the purpose of disposing of certain vehicle hulks, abandoned junk vehicles Unauthorized Junk Vehicles and abandoned vehicles. The tow truck operator under this section shall be required to comply with all regulations and rules under RCW Chapter 46.55 and the Washington Administrative Code.
- (b) Any registered disposer under contract to the city for the removing and storing of vehicles or hulks shall comply with the administrative regulations relative to the handling and disposing of vehicles or hulks as may be promulgated by the police chief or the director.
- (Ord. 1213 (part), 1988)

9.28.130 Unlawful to abandon unauthorized junk vehicles.

No person shall ~~wilfully~~ willfully leave an abandoned unauthorized junk vehicle on private property for more than twenty-four (24) hours without the permission of the owner having the right to possession of the property, or upon or within the right-of-way of any highway or other property open to the public for purposes of vehicular travel or parking for twenty-four (24) hours or longer without notification to the chief of police or the reasons for leaving the vehicle in such a place. For the purposes of this section, the fact that a vehicle has been so left without permission or notification is prima facie evidence of abandonment. Any person convicted of abandoning an

unauthorized junk vehicle shall be assessed any costs incurred by the city in disposing of such vehicle less moneys accrued to the city from such disposal.

(Ord. 1213 (part), 1988)

9.28.145 Prohibition against parking unlicensed vehicle.

No unlicensed vehicle as described in UGMC 9.28.030(10) shall be permitted to park on any public street. Any unlicensed vehicle parked on a public street or city right of way within the city of Union Gap may be towed and impounded at owner's risk and expense by a registered tow truck operator, after the owner is provided forty-eight hours' notice of impoundment, at the direction of a law enforcement officer or an authorized designee. The procedure for contesting or redeeming an impounded vehicle shall be the same as stated in UGMC 9.47.040.

Section 2. Severability: If any provision of this Ordinance or its application to any person or circumstances is held to be invalid, the remainder of this Ordinance or the application of the provisions to other persons or circumstances, shall not be affected.

Section 3. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED this 26th day of January, 2026.

John Hodkinson, Mayor

ATTEST:

APPROVED AS TO FORM:

Lynette Bisconer, City Clerk

Jessica Foltz, City Attorney