



SELAH CITY COUNCIL

May 26, 2026

5:30 p.m.: Regular Scheduled Meeting

Significant items on the Agenda – such as Consent Agenda Items, Public Hearings, Ordinances and Resolutions
– will have an explanatory Agenda Item Sheet (AIS)

A yellow AIS cover page indicates an action item.

A blue AIS cover page indicates an informational/non-action item.



Selah City Council
Meeting Date: May 26, 2026
5:30 p.m.: Regular Meeting

Remote Link:
www.youtube.com/@cityofselah/live

City of Selah
115 W. Naches Ave.
Selah, WA 98942

Mayor:	Roger Bell
Mayor Pro Tempore + Councilmember:	Jared Iverson
Councilmembers:	Joshua Redtfeldt Elizabeth Marquis Clifford Peterson William Longmire Melissa Maxwell David Monaghan
City Administrator:	Mike Costello
City Attorney:	Rob Case
City Clerk:	Courtney McGarity

AGENDA

- 1) **Call to Order – Mayor Bell**
- 2) **Roll Call**
- 3) **Registering in record of councilmember absence(s) as excused absence(s), per SMC 1.06.070**
- 4) **Pledge of Allegiance**
- 5) **Invocation with Aaron Crumrine of Selah Covenant Church**
- 6) **Announcement of changes, if any, from previously published Agenda**
- 7) **Getting to know local businesses, agencies and/or people (up to 5 minutes total)**
- 8) **Comments from the public (up to 30 minutes total)**

The City of Selah is a non-charter code city, and we are presently conducting a regular meeting between the Mayor and City Council. A maximum of thirty minutes will be allotted for public comments.

Common-sense standards of decorum apply. Comments must be respectful; no profanity or insults are allowed. Comments pertaining to City business and official actions are the most valued, but comments pertaining to City officials' ability to fulfill their job duties due to events, actions, or activities that occurred outside the scope of their duties as a city official may also be offered. Constructive criticism of City officials is allowed including constructive criticism specifically mentioning City officials or employees by name as to official actions, but defamation, personal attacks and impertinent assertions are not allowed.

Commenters are limited to one comment per meeting, and each comment is subject to a duration limit. City staff may disallow or modify any received written comment that exceeds its duration limit or that is deemed inappropriate, and the Mayor or Presiding Officer may turn off the podium microphone or otherwise silence any in-person comment that exceeds its duration limit or is deemed inappropriate.

These standards are subject to revision and will be updated whenever necessary to comply with constitutional requirements.

- A. Pre-arranged oral comments (up to 5 minutes each):
 - Pattie Graffe – SDA
- B. Reading of received written comments (up to 2 minutes each): None
- C. Oral comments by people in attendance (up to 2 minutes each):

9) **Proclamations/Announcements**

- A. Community Pride Award – My Little Restaurant - Nereyda and Alex Alvarez

10) **Consent Agenda**

Consent Agenda items are listed with an asterisk (). Those items are considered routine and will be addressed via joint motion, without any discussion or debate. However, upon the request of any Councilmember an item will be removed from the Consent Agenda, will be addressed separately, and will be subject to discussion and debate.*

- A. Courtney McGarity * Approval of Minutes from May 12, 2026 Council Meeting
- B. Kimberly Grimm * Approval of Claims & Payroll
- C. Mike Costello * Authorizing the Mayor to Sign a “Facility Use Agreement and Field Preparation Agreement” with Greater Yakima Girls Softball Association (GYGSA)
- D. Mike Costello * Authorizing the Mayor to Sign a “Customer Agreement” and a “Lease Agreement” for a New Postage Machine at City Hall

11) **General Business**

- A. New Business – None
- B. Old Business – None

12) **Public Hearings/Forums** – None

13) **Resolutions** – None

14) **Ordinances** – None

15) **Reports/Announcements**

- A. Departments
- B. Councilmembers, personally and on behalf of committees and boards
- C. City Attorney
- D. City Administrator
- E. Mayor or Presiding Officer, personally and on behalf of committees and board

16) **Closed Session** – None

17) **Executive Session** – None

18) **Adjournment**

Next Regular Meeting: June 9, 2026

Next Study Session: June 9, 2026



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 5/26/2026
Agenda Number: 10A

Action Item

Title: Approval of Meeting Minutes from May 12, 2026 Council Meeting

From: Courtney McGarity, City Clerk

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: N/A

Funding Source: N/A

Background/Findings/Facts: N/A

Recommended Motion: I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date: **Action Taken:** None

City of Selah City Council
Regular Meeting Minutes
May 12, 2026



Call to Order

Mayor Bell called the meeting to order at 5:31 p.m.

Roll Call

Councilmembers Present: David Monaghan, Jared Iverson, Elizabeth Marquis, Clifford Peterson, Melissa Maxwell

Councilmember Absent: Joshua Redtfeldt, William Longmire

Staff Present: Roger Bell, Mayor; Mike Costello, City Administrator; Rob Case, City Attorney; Cory Baird, Police Sergeant; Jim Lange, Fire Chief; Ty Jones, Public Works Director; Kimberly Grimm, Finance Director; Courtney McGarity, City Clerk

Staff Absent: Mick Gause, Police Chief; Zack Schab, Recreation + Tourism Manager

Pledge of Allegiance was said by all in attendance

Invocation

Mayor Bell

Announcement of Changes

- Removal of 13B
- Addition of an Executive Session under RCW 42.30.110(i); RE: Potential Litigation for 30 minutes

Special Presentation by Selah Community Days 2026 Royalty

Miss Selah: Makayla Hitchcock, 1st Princess: Anastasia Couch, 2nd Princess: Destiny McKee, Jr.
Miss Selah: Ryleigh Hayes, Jr. Princess: Alayna Applegate

Oral Comments by People in Attendance

- Pattie Graffe – SDA – Thank you to everyone who came out to help during our Annual Clean Up Day; Registration is still open for the Selah Paddle Battle Pickleball Tournament until June 12th; The Findry has two new vendors Swan Seeds & Graphics and Wild Roots Tallow as well as a new store manager; come see the America 250 Art Contest entries and winners at Selah Community Days this weekend

- A.J. Keagle – Selah Springs Brewing Co's Saturday Markets have started and will take place on 5/2, 6/6, 7/4, 8/1, 9/5 and 10/3; new vendors welcome at \$20 booth fee; live music and food.
- Barb Petrie – Thank you to Selah Public Works department for all of their hard work in helping to prepare for Community Days weekend

Consent Agenda (all items listed with an asterisk (*) are considered part of the consent agenda and are enacted in one motion).

Mayor Bell presented the stipulations of the Consent Agenda.

Approved Consent Agenda

- A. Courtney McGarity * Approval of Minutes of April 28, 2026 Council Meeting
- B. Kimberly Grimm * Approval of Claims & Payroll
- C. Mick Gause * Resolution Authorizing the Mayor to Sign a Three-Page Services Assistance Agreement, Whereby Selah Will Receive Dispatch Services from the Yakima County Sheriff's Office during 2027 and 2028

Councilmember Peterson moved to approve the Consent Agenda. Councilmember Iverson seconded. Mayor Bell asked Council for discussion. Hearing none, Mayor Bell requested a voice vote to approve the motion and approve the Consent Agenda. All are in favor. Motion carries by voice vote.

Resolutions

- A. Ty Jones Authorizing the Mayor to Sign “Task Order No. 26092” with HLA Engineering and Land Surveying, Inc., for Professional Services Related to the City’s Brader Hill Water Storage Reservoir Project
- B. Ty Jones ~~Authorizing the Mayor to Sign “Task Order No. 26071” with HLA Engineering and Land Surveying, Inc., for Professional Services Related to the City’s Yakima Valley School Meter Replacement Project~~

Councilmember Marquis asked for clarification that this was a previously budgeted item, and funds had been set aside. Ty Jones responded that was correct and \$182,000 was in the budget specifically for this project.

Councilmember Iverson moved to approve the Resolution. Councilmember Maxwell seconded. Following a roll call vote by Courtney McGarity, City Clerk, all are in favor. The motion is passed.

Staff Reports/Announcements

The following staff members provided a department report:

- Jim Lange, Fire Chief
- Cory Baird, Police Sergeant
- Ty Jones, Public Works Director
- Kimberly Grimm, Finance Director
- Courtney McGarity, City Clerk

Councilmember Reports

- Councilmember Monaghan – Will be attending YVCOG next week
- Councilmember Marquis – Attended the SDA Board meeting on 5/11; the RFA Committee is continuing to actively work on drafting an agreement and their next meeting is scheduled for 6/2; Thank you to Ty Jones for helping with a flooding incident; Howard's Drug hopes to move into their new location over Memorial Day weekend.
- Councilmember Maxwell – Attending the Yakima Valley Tourism meeting at the end of the month.
- Councilmember Iverson – Attending the Selah Chamber Board meeting on 5/14; Reminder to everyone for the Selah Chamber of Commerce Potato Feed this Friday at 5pm.
- Councilmember Peterson – Attending Selah Fire Commissioners tonight; the annual SPRSA Pool Clean Up Day was successful.

City Attorney's Report

- Attended the annual WCIA Risk Pool training.

City Administrator's Report

- On May 2nd Selah's first Cinco de Mayo event was hosted by My Little Restaurant at the Civic Center with nearly 300 attendees, and multiple volunteers, vendors and sponsors.
- We have provided available dates, and the Council Chamber camera should be installed soon.
- Department Shoutout: Public Works
- On May 6th the City held a public meeting at the Civic Center for the upcoming 1st Street project to discuss how local businesses may be affected. Attendance was low, but this is only one way we will continue getting information out to the community. Flyers are posted to the City website and Facebook page.
- Staff Shoutout: Matthew Taylor

Mayor's Report

- Climate Financing – we were awarded \$134K per year; we have one more year which will begin July 1st of this year; we have received notice from commerce that the legislature has made cuts, however we still need to meet the requirements of the Climate Element by June 30, 2027. We can expect at least a 15% reduction in the total state-wide budget cut.

- The American Legion will be doing a flag dedication at the Civic Center on 5/16.
- Tomorrow Mike Costello and I will be at Selah Middle School to recognize each of the students who participated in the National Civic Bee with a Community Pride Award.
- America 250 Art Contest had 24 submitted entries and judges made their selections yesterday. You can view all the entries during Selah Community Days on the fence surrounding the pool.
- The arsonist responsible for setting fires around our area in 2023 and 2024 has been sentenced to the maximum of 20 years in federal prison.

Executive Session – RCW 42.30.110(i); RE: Potential Litigation

Executive Session began at 6:35 p.m. to end at 7:05 p.m.

Executive Session paused at 7:05 p.m. with no decisions made/no votes taken

Executive Session resumed at 7:07 p.m. to end at 7:22 p.m.

Executive Session ended at 7:22 p.m. with no decisions made/no votes taken

Adjournment

Councilmember Monaghan moved to adjourn the meeting. Councilmember Maxwell seconded. Mayor Bell adjourned.

Meeting ended at 7:23 p.m.

Roger Bell, Mayor

David Monaghan, Councilmember

Clifford Peterson, Councilmember

Elizabeth Marquis, Councilmember

Melissa Maxwell, Councilmember

ABSENT

Joshua Redtfeldt, Councilmember

ABSENT

William Longmire, Councilmember

Jared Iverson, Councilmember

ATTEST:

Courtney McGarity, City Clerk



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 5/26/2026
Agenda Number: 10B

Action Item

Title: Approval of Claims and Payroll

From: Kimberly Grimm, Finance Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: See attached payroll and claims directories

Funding Source: N/A

Background/Findings/Facts: N/A

Recommended Motion: I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date: **Action Taken:** None

CHECK REGISTER

City Of Selah

Time: 09:48:39 Date: 05/21/2026

05/22/2026 To: 05/22/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3434	05/22/2026	Payroll	1	EFT		2,211.42	May 1-15 2026 Pay Period
3435	05/22/2026	Payroll	1	EFT		2,286.93	May 1-15 2026 Pay Period
3436	05/22/2026	Payroll	1	EFT		2,300.68	May 1-15 2026 Pay Period
3437	05/22/2026	Payroll	1	EFT		2,237.54	May 1-15 2026 Pay Period
3438	05/22/2026	Payroll	1	EFT		3,195.08	May 1-15 2026 Pay Period
3439	05/22/2026	Payroll	1	EFT		2,190.22	May 1-15 2026 Pay Period
3440	05/22/2026	Payroll	1	EFT		1,967.46	May 1-15 2026 Pay Period
3441	05/22/2026	Payroll	1	EFT		1,918.67	May 1-15 2026 Pay Period
3442	05/22/2026	Payroll	1	EFT		2,330.76	May 1-15 2026 Pay Period
3443	05/22/2026	Payroll	1	EFT		2,260.76	May 1-15 2026 Pay Period
3444	05/22/2026	Payroll	1	EFT		4,779.60	May 1-15 2026 Pay Period
3445	05/22/2026	Payroll	1	EFT		2,045.61	May 1-15 2026 Pay Period
3446	05/22/2026	Payroll	1	EFT		2,682.89	May 1-15 2026 Pay Period
3447	05/22/2026	Payroll	1	EFT		2,136.18	May 1-15 2026 Pay Period
3448	05/22/2026	Payroll	1	EFT		4,248.08	May 1-15 2026 Pay Period
3449	05/22/2026	Payroll	1	EFT		2,925.72	May 1-15 2026 Pay Period
3450	05/22/2026	Payroll	1	EFT		2,111.11	May 1-15 2026 Pay Period
3452	05/22/2026	Payroll	1	EFT		3,302.03	May 1-15 2026 Pay Period
3453	05/22/2026	Payroll	1	EFT		53.72	May 1-15 2026 Pay Period
3454	05/22/2026	Payroll	1	EFT		65.22	May 1-15 2026 Pay Period
3455	05/22/2026	Payroll	1	EFT		1,569.04	May 1-15 2026 Pay Period
3456	05/22/2026	Payroll	1	EFT		2,920.40	May 1-15 2026 Pay Period
3457	05/22/2026	Payroll	1	EFT		2,356.09	May 1-15 2026 Pay Period
3458	05/22/2026	Payroll	1	EFT		2,195.27	May 1-15 2026 Pay Period
3459	05/22/2026	Payroll	1	EFT		1,590.95	May 1-15 2026 Pay Period
3460	05/22/2026	Payroll	1	EFT		1,250.41	May 1-15 2026 Pay Period
3461	05/22/2026	Payroll	1	EFT		3,969.15	May 1-15 2026 Pay Period
3462	05/22/2026	Payroll	1	EFT		1,525.07	May 1-15 2026 Pay Period
3463	05/22/2026	Payroll	1	EFT		2,368.34	May 1-15 2026 Pay Period
3464	05/22/2026	Payroll	1	EFT		270.55	May 1-15 2026 Pay Period
3465	05/22/2026	Payroll	1	EFT		3,993.90	May 1-15 2026 Pay Period
3466	05/22/2026	Payroll	1	EFT		2,062.77	May 1-15 2026 Pay Period
3467	05/22/2026	Payroll	1	EFT		70.75	May 1-15 2026 Pay Period
3469	05/22/2026	Payroll	1	EFT		2,174.95	May 1-15 2026 Pay Period
3470	05/22/2026	Payroll	1	EFT		2,367.97	May 1-15 2026 Pay Period
3471	05/22/2026	Payroll	1	EFT		2,554.32	May 1-15 2026 Pay Period
3472	05/22/2026	Payroll	1	EFT		2,090.47	May 1-15 2026 Pay Period
3473	05/22/2026	Payroll	1	EFT		1,839.97	May 1-15 2026 Pay Period
3474	05/22/2026	Payroll	1	EFT		2,018.56	May 1-15 2026 Pay Period
3475	05/22/2026	Payroll	1	EFT		2,230.14	May 1-15 2026 Pay Period
3476	05/22/2026	Payroll	1	EFT		2,151.76	May 1-15 2026 Pay Period
3477	05/22/2026	Payroll	1	EFT		4,017.16	May 1-15 2026 Pay Period
3478	05/22/2026	Payroll	1	EFT		2,483.12	May 1-15 2026 Pay Period
3479	05/22/2026	Payroll	1	EFT		2,249.83	May 1-15 2026 Pay Period
3480	05/22/2026	Payroll	1	EFT		3,876.21	May 1-15 2026 Pay Period
3481	05/22/2026	Payroll	1	EFT		3,432.62	May 1-15 2026 Pay Period
3482	05/22/2026	Payroll	1	EFT		2,117.70	May 1-15 2026 Pay Period
3483	05/22/2026	Payroll	1	EFT		2,083.80	May 1-15 2026 Pay Period
3484	05/22/2026	Payroll	1	EFT		2,832.09	May 1-15 2026 Pay Period
3485	05/22/2026	Payroll	1	EFT		2,888.72	May 1-15 2026 Pay Period
3486	05/22/2026	Payroll	1	EFT		2,929.05	May 1-15 2026 Pay Period
3487	05/22/2026	Payroll	1	EFT		2,257.00	May 1-15 2026 Pay Period
3488	05/22/2026	Payroll	1	EFT		2,027.50	May 1-15 2026 Pay Period
3489	05/22/2026	Payroll	1	EFT		2,665.98	May 1-15 2026 Pay Period
3490	05/22/2026	Payroll	1	EFT		3,305.69	May 1-15 2026 Pay Period
3491	05/22/2026	Payroll	1	EFT		164.98	May 1-15 2026 Pay Period
3493	05/22/2026	Payroll	1	EFT		2,642.76	May 1-15 2026 Pay Period
3494	05/22/2026	Payroll	1	EFT		1,883.73	May 1-15 2026 Pay Period
3495	05/22/2026	Payroll	1	EFT		76.74	May 1-15 2026 Pay Period
3496	05/22/2026	Payroll	1	EFT		1,982.43	May 1-15 2026 Pay Period

CHECK REGISTER

City Of Selah

Time: 09:48:39 Date: 05/21/2026

05/22/2026 To: 05/22/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3497	05/22/2026	Payroll	1	EFT		2,600.23	May 1-15 2026 Pay Period
3498	05/22/2026	Payroll	1	EFT		138.13	May 1-15 2026 Pay Period
3499	05/22/2026	Payroll	1	EFT		2,630.78	May 1-15 2026 Pay Period
3500	05/22/2026	Payroll	1	EFT		2,218.05	May 1-15 2026 Pay Period
3502	05/22/2026	Payroll	1	EFT		92.09	May 1-15 2026 Pay Period
3503	05/22/2026	Payroll	1	EFT		2,774.26	May 1-15 2026 Pay Period
3504	05/22/2026	Payroll	1	EFT		2,098.15	May 1-15 2026 Pay Period
3505	05/22/2026	Payroll	1	EFT		2,613.27	May 1-15 2026 Pay Period
3508	05/22/2026	Payroll	1	EFT		2,550.42	May 1-15 2026 Pay Period
3510	05/22/2026	Payroll	1	EFT		2,312.32	May 1-15 2026 Pay Period
3511	05/22/2026	Payroll	1	EFT		3,589.25	May 1-15 2026 Pay Period
3512	05/22/2026	Payroll	1	EFT		2,875.99	May 1-15 2026 Pay Period
3514	05/22/2026	Payroll	1	EFT		2,245.59	May 1-15 2026 Pay Period
3515	05/22/2026	Payroll	1	EFT		2,218.99	May 1-15 2026 Pay Period
3516	05/22/2026	Payroll	1	EFT		1,479.43	May 1-15 2026 Pay Period
3517	05/22/2026	Payroll	1	EFT		1,588.71	May 1-15 2026 Pay Period
3518	05/22/2026	Payroll	1	EFT		1,476.65	May 1-15 2026 Pay Period
3519	05/22/2026	Payroll	1	EFT		3,365.94	May 1-15 2026 Pay Period
3520	05/22/2026	Payroll	1	EFT		2,624.27	May 1-15 2026 Pay Period
3521	05/22/2026	Payroll	1	EFT		2,889.74	May 1-15 2026 Pay Period
3523	05/22/2026	Payroll	1	EFT		227.05	Apr 1- 30 2026 Pay Period
3526	05/22/2026	Payroll	1	EFT		165.46	Apr 1- 30 2026 Pay Period
3527	05/22/2026	Payroll	1	EFT		327.08	Apr 1- 30 2026 Pay Period
3528	05/22/2026	Payroll	1	EFT		839.62	Apr 1- 30 2026 Pay Period
3532	05/22/2026	Payroll	1	EFT		186.70	Apr 1- 30 2026 Pay Period
3533	05/22/2026	Payroll	1	EFT		496.07	Apr 1- 30 2026 Pay Period
3534	05/22/2026	Payroll	1	EFT		143.30	Apr 1- 30 2026 Pay Period
3535	05/22/2026	Payroll	1	EFT		2,155.49	Apr 1- 30 2026 Pay Period
3539	05/22/2026	Payroll	1	EFT		929.20	Apr 1- 30 2026 Pay Period
3540	05/22/2026	Payroll	1	EFT		234.73	Apr 1- 30 2026 Pay Period
3541	05/22/2026	Payroll	1	EFT		156.23	Apr 1- 30 2026 Pay Period
3542	05/22/2026	Payroll	1	EFT		876.00	Apr 1- 30 2026 Pay Period
3543	05/22/2026	Payroll	1	EFT		207.02	Apr 1- 30 2026 Pay Period
3544	05/22/2026	Payroll	1	EFT		82.35	Apr 1- 30 2026 Pay Period
3545	05/22/2026	Payroll	1	EFT		122.98	Apr 1- 30 2026 Pay Period
3546	05/22/2026	Payroll	1	EFT		818.38	Apr 1- 30 2026 Pay Period
3547	05/22/2026	Payroll	1	EFT		121.14	Apr 1- 30 2026 Pay Period
3548	05/22/2026	Payroll	1	EFT		122.98	Apr 1- 30 2026 Pay Period
3549	05/22/2026	Payroll	1	EFT		171.01	Apr 1- 30 2026 Pay Period
3550	05/22/2026	Payroll	1	EFT		285.52	Apr 1- 30 2026 Pay Period
3551	05/22/2026	Payroll	1	EFT		603.20	Apr 1- 30 2026 Pay Period
3552	05/22/2026	Payroll	1	EFT		86.97	Apr 1- 30 2026 Pay Period
3554	05/22/2026	Payroll	1	EFT		86.97	Apr 1- 30 2026 Pay Period
3555	05/22/2026	Payroll	1	EFT		452.68	Apr 1- 30 2026 Pay Period
3556	05/22/2026	Payroll	1	EFT		705.71	Apr 1- 30 2026 Pay Period
3558	05/22/2026	Payroll	1	EFT		94.35	Apr 1- 30 2026 Pay Period
3559	05/22/2026	Payroll	1	EFT		86.97	Apr 1- 30 2026 Pay Period
3560	05/22/2026	Payroll	1	EFT		116.52	Apr 1- 30 2026 Pay Period
3451	05/22/2026	Payroll	1	87205		91.07	May 1-15 2026 Pay Period
3468	05/22/2026	Payroll	1	87206		71.56	May 1-15 2026 Pay Period
3492	05/22/2026	Payroll	1	87207		138.13	May 1-15 2026 Pay Period
3501	05/22/2026	Payroll	1	87208		145.82	May 1-15 2026 Pay Period
3506	05/22/2026	Payroll	1	87209		70.75	May 1-15 2026 Pay Period
3507	05/22/2026	Payroll	1	87210		71.56	May 1-15 2026 Pay Period
3509	05/22/2026	Payroll	1	87211		218.69	May 1-15 2026 Pay Period
3513	05/22/2026	Payroll	1	87212		120.34	May 1-15 2026 Pay Period
3522	05/22/2026	Payroll	1	87213		126.62	May 1-15 2026 Pay Period
3524	05/22/2026	Payroll	1	87214		59.26	Apr 1- 30 2026 Pay Period
3525	05/22/2026	Payroll	1	87215		313.22	Apr 1- 30 2026 Pay Period
3529	05/22/2026	Payroll	1	87216		151.61	Apr 1- 30 2026 Pay Period

CHECK REGISTER

City Of Selah

Time: 09:48:39 Date: 05/21/2026

05/22/2026 To: 05/22/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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3531	05/22/2026	Payroll	1	87218		207.02	Apr 1- 30 2026 Pay Period
3536	05/22/2026	Payroll	1	87219		398.19	Apr 1- 30 2026 Pay Period
3537	05/22/2026	Payroll	1	87220		377.87	Apr 1- 30 2026 Pay Period
3538	05/22/2026	Payroll	1	87221		162.70	Apr 1- 30 2026 Pay Period
3553	05/22/2026	Payroll	1	87222		73.88	Apr 1- 30 2026 Pay Period
3557	05/22/2026	Payroll	1	87223		267.05	Apr 1- 30 2026 Pay Period
						44,714.50	001 General Fund
						68,035.51	103 Fire Control
						9,386.20	110 City Street
						698.41	119 Transit
						26,587.11	411 Water
						44,367.40	415 Sewer
						1,666.40	420 Solid Waste

195,455.53 Payroll: 195,455.53

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Selah, and that I am authorized to authenticate and certify to said claim.

Payroll Specialist

Finance Director

Subscribed this _____ day of _____, _____

The following voucher/checks are approved for payment:

Voucher/check number _____ through _____ Total \$ _____

ACCOUNTS PAYABLE

City Of Selah

Time: 10:26:47 Date: 05/21/2026

As Of: 07/10/2026

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Accts Pay #	Received	Date Due		Vendor	Amount	Memo
8182	05/15/2026	05/26/2026	1606	Abadan	306.72	Invoice AR363966, AR363965
8232	05/01/2026	05/26/2026	1614	Aerzen USA Corp	826.42	Oil, Delta Lube Inv #SEO-26-002092
8248	05/14/2026	05/26/2026	3044	All American Propane	41.72	Acct #501243, Inv #1521784171 Wixson Park
8231	04/30/2026	05/26/2026	1627	Amazon Capital Services	116.13	Credit/Purchase - Otter Box/Soap Inv #1YF3-1YTD-VM34, Inv #1VJC-QMT1-DNVH
8230	03/21/2026	05/26/2026	3231	American First Aid Supply	1,542.48	First Aid Supplies - Inv #TR-2347, TR-2459, TR-2460
8244	05/13/2026	05/26/2026	1633	Anatek Labs	523.00	Drinking Water Testing Inv #2611899, 2611918, 2612059, 2612326, 2611131, 2611226, 2611644
8228	04/30/2026	05/20/2026	3659	Autospa of Central WA	314.60	Matthew Taylor - Inv #326215 SPD Inv #326252
8229	05/14/2026	05/20/2026	1652	Autozone	8.19	Wiper Blades - Inv #03720580268
8174	05/07/2026	05/26/2026	1083	Bell, Roger L	543.22	Reimbursements for travel & meetings
8194	05/14/2026	05/26/2026	3644	Botello, Andres	10.73	Jury duty May 14, 2026
8197	05/14/2026	05/26/2026	3646	Brown, Warren	12.90	Jury duty May 14, 2026
8218	05/14/2026	05/26/2026	1700	CDW Government, Inc.	2,936.80	Desktop & Adapter Inv #AJ31P51
8209	05/26/2026	05/26/2026	1706	Card Service Center	2,753.86	Estimated Invoice for Card ending 3343,6083
8186	05/18/2026	05/26/2026	1710	Cascade Natural Gas Corp	4,340.78	Natural Gas May 2026
8233	05/05/2026	05/26/2026	1725	Certified Laboratories	290.73	Sting X Pro Aerosol - Inv #7350107
8212	05/08/2026	05/26/2026	1738	Cintas	76.47	Mats & Air Fresheners - Inv #4268651846
8224	03/08/2026	05/26/2026	1753	Consolidated Electrical Distributors	3.72	Inv #9477-1125569 2G WP Blank Covers
8242	05/18/2026	05/26/2026	1754	Copiers Northwest, Inc.	315.56	Maintenance Contract - Inv #INV3188506
8247	05/14/2026	05/26/2026	1763	Culligan Yakima	40.56	Acct #7304086613
8219	05/02/2026	05/26/2026	1770	DS Weed Control	2,339.28	Weed Control for 2026 Inv #73973
8171	05/06/2026	05/26/2026	1793	Department of Labor and Industries-Boiler Section	166.30	Water Heater Inspection Fees - Civic Center
8201	05/14/2026	05/26/2026	3650	Donaldson, Suzi	17.25	Jury duty May 14, 2026
8234	05/07/2026	05/26/2026	3553	Eadon Prairie Construction, LLC	222,817.25	Hillcrest Water Main Project - 24185 PE 4
8217	05/08/2026	05/26/2026	3301	Electronic Mobile Solutions LLC	9,528.03	Scott's Truck Inv #30
8203	05/14/2026	05/26/2026	3652	Eshleman, Rodney	11.45	Jury duty May 14, 2026
8195	05/14/2026	05/26/2026	3645	Evans, Ronald	10.36	Jury duty May 14, 2026
8189	05/19/2026	05/26/2026	1852	First National Bank Omaha	14,191.55	Stmt cards ending 3974, 1728, 0017, 9950
8241	05/13/2026	05/26/2026	1884	HF Hauff Company Inc	36.38	Spray Nozzle - Inv #0026699
8245	04/30/2026	05/26/2026	1886	HLA Engineering & Land Surveying, Inc.	208,044.60	Various Projects Inv #26038-002, 26006P-001, 25207E-005, 25185E-00625184E-004, 25163E-005, 24193E-017, 24185C-006, 24164E-020, 24164C-006, 23166E-031
8227	05/19/2026	05/26/2026	1890	Harris Office Equipment Inc	400.37	Part time employee chair, Inv #18324
8181	05/08/2026	05/26/2026	1895	Helms Hardware Company	3,545.35	May 2026 Invoices
8192	05/14/2026	05/26/2026	3642	Hutchinson, Makenna	10.36	Jury duty May 14, 2026
8223	03/03/2026	05/26/2026	1916	J & B Medical Supply Inc	391.65	Inv #3912149, 4081323 Adrenalin & Naso Kit
8211	05/11/2026	05/26/2026	1933	Jerry's Pest Service, LLC	83.55	Pest Control @ Civic Center
8177	04/25/2026	05/26/2026	1941	John Deere Financial	299.40	Acct # 11111-03900

ACCOUNTS PAYABLE

City Of Selah

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Accts Pay #	Received	Date Due		Vendor	Amount	Memo
8202	05/14/2026	05/26/2026	3651	Judy, Stephanie	10.73	Jury duty May 14, 2026
8207	05/15/2026	05/26/2026	1956	KCDA Purchasing Cooperative	736.67	Park Supplies - Dave Carpenter
8213	05/16/2026	05/26/2026	3602	Ken's Construction, Inc.	282.24	Baseball Field Mix - Inv #2026-2
8188	05/18/2026	05/26/2026	2639	Lightcurve	2,237.11	May 2026 Billing Cycle
8191	05/14/2026	05/26/2026	3641	Martin, Charles	10.88	Jury duty May 14, 2026
8173	04/30/2026	05/26/2026	2017	Medstar Cabulance, Inc.	12,593.20	Selah Transit - Inv # ST 16-30 APR 2026
8206	05/15/2026	05/26/2026	2017	Medstar Cabulance, Inc.	13,192.20	Selah Transit ST 01-15 May 2026
8196	05/14/2026	05/26/2026	896	Miller, Nathan	10.73	Jury duty May 14, 2026
8240	05/06/2026	05/26/2026	2027	Minert & Associates	176.00	DOT Testing - Inv #349589
8226	05/07/2026	05/26/2026	2038	NCL of Wisconsin, Inc.	193.14	Inv #535459 Cust #41836 BT - 270
8249	05/12/2026	05/26/2026	2138	Northcott, Robert	600.00	Case #6A0043093, Taime
8221	05/12/2026	05/26/2026	3657	O'Reilly Auto Parts #5631	57.45	Wax - Inv #5631-143950 Cust #2271640 Fuel Tubing - Inv #5631-141710
8222	05/14/2026	05/26/2026	2055	ODP Business Solutions, LLC	191.98	Supplies - Inv #468627328001, Business Cards Inv #466657819001
8200	05/14/2026	05/26/2026	3649	Oberrender, Amy	10.73	Jury duty May 14, 2026
8215	04/30/2026	05/26/2026	2062	Otis Elevator Company	378.70	FD Fuel Impact Fee - Inv #F10000303196, PD Fuel Impact Fee Inv # F10000303197
8187	05/18/2026	05/26/2026	2075	Pacific Power	63,283.34	Pacific Power May 2026 Billing
8190	05/14/2026	05/26/2026	3640	Phillips, Jeff	11.23	Jury duty May 14, 2026
8238	05/05/2026	05/26/2026	2100	PlayCreation, Inc.	1,503.81	Pour In Place Materials - 2604-13059
8198	05/14/2026	05/26/2026	3647	Pollard, Michael	11.81	Jury duty May 14, 2026
8210	05/12/2026	05/26/2026	2110	Prottime Sports, Inc.	406.12	Soccer uniforms
8237	05/13/2026	05/26/2026	2112	Quality Control Services, Inc.	1,165.31	On Site Fee - Inv #EST-QCS-58108
8204	05/14/2026	05/26/2026	3653	Reagan-Idlewine, Dannice	12.90	Jury duty May 14, 2026
8208	05/12/2026	05/26/2026	2125	Regence Blue Shield	214.00	William Ervin - ID 150092464
8199	05/14/2026	05/26/2026	3648	Rice, Donald	12.18	Jury duty May 14, 2026
8214	05/16/2026	05/26/2026	3655	Senske Services	72.10	Weed Control - FD Inv # 466285
8236	05/06/2026	05/26/2026	2196	Smitty's Outdoor Power Equip Inc	36.88	Stihl Start Shift - Inv #147630
8172	05/11/2026	05/26/2026	2640	Springbrook	1,250.00	Inv # B002671 - Support Plus
8193	05/14/2026	05/26/2026	3643	Steen, Jessica	10.50	Jury duty May 14, 2026
8170	05/12/2026	05/26/2026	2857	The Print Guys	1,057.71	Mike Costello - City Pamphlet
8225	04/30/2026	05/26/2026	3658	The Sherwin Williams Co	7,919.17	Cust #6322-1628-9 Street Paint
8176	05/01/2026	05/26/2026	2235	Thomson Reuters - West	256.84	Inv # 853569327
8175	05/05/2026	05/26/2026	2249	Tri-State Supply Co Inc	82.66	Balance Forward - Inv 05052026
8178	05/14/2026	05/26/2026	2268	Valley Septic Services LLC	184.00	Inv # 268446
8185	05/18/2026	05/26/2026	2271	Verizon Wireless	3,932.56	May 2026 Billing Statement
8239	05/12/2026	05/26/2026	2276	Vic's Auto & Supply	88.62	Oil Filter & filter Pliers - Inv #087515, 087582
8179	05/06/2026	05/26/2026	2299	WA St Criminal Justice Training	17,387.09	Invoice No. 201142955, 201142972
8220	05/12/2026	05/26/2026	2345	Yakima Co EMS	67.21	Electrode - Inv #S2026-050

ACCOUNTS PAYABLE

City Of Selah

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
8216	05/12/2026	05/26/2026	3615 Yakima Co Training Officer's Assoc	250.00	IFSAC - Scribner & Glaspie Inv #261012
8246	04/30/2026	05/26/2026	2339 Yakima Cooperative Association	3,703.98	FD Fuel - Customer #0000157630
8183	05/11/2026	05/26/2026	2344 Yakima County Department Of Corrections	8,324.78	Invoice 5/5/26
8243	05/18/2026	05/26/2026	2353 Yakima County GIS	200.00	Stormwater & Online Mapping Inv #05062026
8235	05/12/2026	05/26/2026	2366 Yakima Regional Clean Air Agency	7,323.55	Approval of Generator Install - NSRP-006-CSWD-25
8205	05/14/2026	05/26/2026	3654 Zingerman, Linda	12.18	Jury duty May 14, 2026
Report Total:				626,360.01	

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Selah, and that I am authorized to authenticate and certify to said claim.

Payroll Specialist

Finance Director

Subscribed this _____ day of _____, _____

The following voucher/checks are approved for payment:

Voucher/check number _____ through _____ Total \$ _____



Selah City Council

Regular Meeting

AGENDA ITEM SUMMARY

Meeting Date 5/26/2026
Agenda Number: 10C

Action Item

Title: Authorizing the Mayor to Sign a “Facility Use Agreement and Field Preparation Agreement” with Greater Yakima Girls Softball Association (GYGSA)

From: Michael Costello, City Administrator

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: No direct financial outlay by the City. Employees of the Public Works Department will provide labor, to prepare the softball fields for games and to keep the park restrooms clean and stocked with supplies. GYGSA will pay various fees to the City, for preparing the fields, using the overhead lights, and potentially due to certain league games starting after 7:30 p.m.

Funding Source: N/A

Background/Findings/Facts: The City has a longstanding contractual relationship with the Greater Yakima Girls Softball Association (GYGSA). The current contract between the parties has expired. A proposed new six-page contract – labeled Facility Use Agreement and Field Preparation Agreement – has been prepared. A copy is submitted with the instant AIS, and that copy has already been signed by Jordan Ramos on behalf of GYGSA.

The amounts charged to GYGSA by the City had not been revised for some time. The now-proposed new contract will establish fee amounts that are slightly increased versus those that were being charged under the preceding contract, and it also includes small annual increases for future years. The new contract would have a term that runs through the end of 2030. Other changes have also been made in comparison to the preceding contract, in order to more accurately recite and reflect the particulars of the parties’ relationship. Also, of final note, a new paragraph 12 appears on the final page of the proposed new contract, and that paragraph specifies which City officials and employees are vested with authority to eject GYGSA or any other invitee from the softball fields (which is a circumstance that is unlikely to occur, but which is nevertheless advisable to specify in the contract).

City staff asks that the City Council authorize the Mayor – by approving the proposed Resolution that accompanies the instant AIS – to sign the new contract.

Recommended Motion: I move to approve the Resolution in the form presented.

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date:	Action Taken:
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RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE MAYOR TO SIGN A “FACILITY USE AGREEMENT AND FIELD PREPARATION AGREEMENT” WITH THE GREATER YAKIMA GIRLS SOFTBALL ASSOCIATION (GYGSA)

WHEREAS, the City has a longstanding contractual relationship with the Greater Yakima Girls Softball Association (GYGSA), whereby the City makes available certain softball fields and also prepares softball fields for usage by GYGSA in exchange for GYGSA certain fees to the City; and

WHEREAS, the current contract between the City and GYSGA has expired; and

WHEREAS, a new proposed contract – labeled “Facility Use Agreement and Field Preparation Agreement” – has been prepared, it measures six pages in lengthy, and a copy has already been signed by Jordan Ramos on behalf of GYGSA; and

WHEREAS, the terms of the proposed new contract are acceptable to City staff and City staff has recommended that it be approved and entered into; and

WHEREAS, the City Council finds that good cause exists;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor be and is authorized to sign the six-page Facility Use Agreement and Field Preparation Agreement in the form appended hereto.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 26th day of May, 2026.

Roger Bell, Mayor

ATTEST:

Courtney McGarity, City Clerk

APPROVED AS TO FORM:

Rob Case, City Attorney

FACILITY USE AGREEMENT AND FIELD PREPARATION AGREEMENT

This FACILITY USE AGREEMENT (hereinafter, "Agreement") is entered into this ____ day of May, 2026, by and between the CITY OF SELAH, a municipal corporation (hereinafter, "CITY") and the GREATER YAKIMA GIRLS SOFTBALL ASSOCIATION (hereinafter, "GYGSA").

WITNESSETH:

For and consideration of the terms and conditions hereof, CITY does hereby permit the use of its Carlon Park facility situated in the City of Selah, County of Yakima, State of Washington (hereinafter, the "facility"), by GYGSA for the purpose herein enumerated. Moreover, CITY does hereby agree to provide field preparation services on additional softball fields that are situated near the facility but that are not directly owned by CITY, and that are, instead, owned by the Selah School District. CITY is not, whether via this Agreement or otherwise, granting or purporting to grant GYGSA rights to use the fields that are owned by the Selah School District. Whether and when GYGSA might be allowed to use any field(s) that are owned by the Selah School District shall, and must, be resolved separately between GYGSA and the Selah School District.

1. TERM: The term of this Agreement shall commence on the date written above, and shall end at 11:59 p.m. on December 31, 2030. This Agreement supersedes and replaces any and all prior contracts between the parties pertaining to the same subject matter.
2. GYGSA TO CONTRIBUTE FUNDS: In consideration for the continued use of the facility, GYGSA covenants and agrees to contribute funds toward the renovation and improvement of the facility when GYGSA'S finance allow. GYGSA shall not make any improvements without the CITY'S written authorization. Any improvements made by GYGSA shall immediately become, and permanently remain, the property of CITY.
3. GYGSA'S USE OF THE FACILITY: GYGSA'S use of the facility shall be solely for the purpose of conducting softball games, softball practices, softball tournaments, and other softball-related activities, and shall be subject to the following terms and conditions:
 - A. Season – The GYGSA season shall run March through October.
 - B. League Games (No Start Time Restriction; End Time Restriction of 10:15 p.m.) – Whether at any facility field(s) or any field(s) owned by the Selah School District, there shall be no restriction as to the start time of any game, provided however, all league games must be concluded and the field(s) must be vacated no later than 10:15 p.m.

- C. Tournament Games (Other than Hot August Nights Tournament) – Whether at any facility field(s) or any field(s) owned by the Selah School District, each tournament game (other than a Hot August Nights Tournament game) shall be subject to the following potential “late” fees:
- i. Late Scheduled Start Fee – During 2026, each tournament game (other than a Hot August Nights Tournament game) that is scheduled to start after 7:30 p.m. (either at the facility or on a field owned by the Selah School District) will result in a \$250 “late scheduled start fee”. In subsequent years, this fee shall increase to \$260 during 2027, to \$270 during 2028, to \$280 during 2029, and to \$290 during 2030; and
 - ii. Late Start Fee – During 2026, each tournament game (other than a Hot August Nights Tournament game) that actually starts after 7:30 p.m. (ether at the facility or on a field owned by the Selah School District) despite having been scheduled to start earlier will result in a \$150 “late start fee”. In subsequent years, this fee shall increase to \$160 during 2027, to \$170 during 2028, to \$180 during 2029, and to \$190 during 2030.
- D. Overhead Light Fee – During 2026, GYGSA agrees to pay the CITY an “overhead light fee” of forty-five dollars (\$45.00) per hour, per field, whenever the overhead field lights are activated for a field at the facility in order for a game to be played and/or for field preparation to occur for that day’s upcoming games or games upcoming on a following date. The responsibility of activating the overhead lights lies with the CITY. In subsequent years, this fee shall increase to \$50 in 2027, to \$55 during 2028, to \$60 during 2029, and to \$65 during 2030. In addition, CITY may increase the amount of the overhead light fee, during any year, by any percentage that Pacific Power (or its successor) increases the fees that it charges to CITY. Any partial hour of time shall be rounded to the nearest one-quarter hour (15 mins.) segment.
- E. Field Preparation Fee at Facility Fields (League and/or Tournament) – During 2026, GYGSA shall pay the CITY a “field preparation fee” of forty-five dollars (\$45.00) per game, per field, when any softball field (either at the facility or owned by the Selah School District) will be used by GYGSA during league play or for any tournament. In subsequent years, this fee shall increase to \$50 in 2027, to \$55 during 2028, to \$60

during 2029, and to \$65 during 2030. In exchange for this fee, CITY shall prepare each field prior to each game.

- F. Field Preparation Fee for School District Fields (League and/or Tournament) – During 2026, GYGSA shall pay the CITY a “field preparation fee” forty-five dollars (\$45.00) per game, per field, when any softball field (either at the facility or owned by the Selah School District) will be used during league play or for any tournament. In subsequent years, this fee shall increase to \$50 in 2027, to \$55 during 2028, to \$60 during 2029, and to \$65 during 2030. In exchange for this fee, CITY shall prepare each field prior to each game.
- G. Payment Terms – CITY shall invoice GYGSA on a periodic basis. Full payment of an amount due shall be delivered to CITY within thirty (30) days of the date that CITY invoices GYGSA. GYGSA’S obligations under this paragraph shall survive any termination of this Agreement.
- H. Use and Scheduling – CITY agrees that GYGSA shall have priority use of the five (5) softball fields at the facility during GYGSA’S normal softball season of March through October, except that in the event of an irreconcilable scheduling conflict between CITY and GYGSA or between the Selah School District’s softball teams and GYGSA, the ranking of priority to use any softball field(s) shall be CITY first, the Selah School District’s softball teams second, and GYGSA third. Priority for usage of any field(s) owned by the Selah School District shall, and must, be separate resolved between GYGSA and the Selah School District.
- i. Practices and League Games – Each year, GYGSA shall present to CITY a proposed schedule for all GYGSA practices and league games no later than ten (10) days prior to the first GYGSA game or practice at the facility or on any field owned by the Selah School District.
- ii. Tournament Games – For each tournament (whether at the facility or on any field owned by the Selah School District), GYGSA shall present to CITY the tournament schedule no later than the Monday before the first tournament game begins. Also, the tournament schedule for the following calendar year shall be presented to CITY no later than November 30th of the preceding year.

- I. Field Improvements – GYGSA may consider making or funding improvements to the softball fields at facility as GYGSA’S finances allow. GYGSA shall not make any improvements without the CITY’S written authorization. Any improvements made by GYGSA shall immediately become the property of CITY.
4. CONCESSION STAND: Via a separate contract, CITY has granted Darren Uceny and/or his entity the exclusive right to operate the concession stand. Thus, GYGSA will have no involvement with the concession stand.
5. WATER, TAXES AND MAINTENANCE OF FIELDS: CITY will provide and pay all costs of water for the fields at the facility; pay any applicable taxes on or from the fields at the facility; pay any applicable taxes on or from the facility itself; and provide and pay for all necessary labor, materials, supplies and equipment to properly maintain the facility (and, when requested by GYGSA, the same for properly preparing fields owned by the Selah School District). CITY shall not be liable to GYGSA or any third-party(ies) if water supply is lacking for any reason at any time.
6. CONDITION OF PREMISES: GYGSA agrees to use the facility for the purposes enumerated herein. GYGSA shall take all reasonable measures to ensure that the facility and the fields owned by the Selah School District are not damaged in any manner except for reasonable wear and tear. GYGSA shall be responsible for any damage caused (whether at the facility or on any field owned by the Selah School District) as the result of the actions or omissions of its employees, representatives, agents, customers and invitees. CITY makes no promises, warranties or guarantees – either express or implied – with regard to the condition of the facility or any field owned by the Selah School District, with regard to suitability for a particular purpose, or with regard to any other matter other than CITY’S ownership of the facility and legal authority to enter into and perform under this Agreement.
7. NO LIENS: GYGSA agrees not to allow or permit any lien to attach to the facility or to any filed(s) owned by the Selah School District.
8. INDEMNIFICATION AND INSURANCE:
 - A. GYGSA hereby agrees to indemnify, hold harmless and defend at its own expense via a lawyer of CITY’S choice, CITY and its risk pool insurers, employees, agents, officials and affiliates against and with regard to any claims, damages, actions or causes or

action, or any liability whatsoever, on account of or resulting from use of the facility or use of any field owned by the Selah School District by GYGSA or its employees, representatives, agents, customers or invitees. This includes, but is not limited to, costs of litigation, attorney's fees, exemplary damages, punitive damages and consequential damages. GYGSA'S obligations under this paragraph shall survive any termination of this Agreement.

B. During the term of this Agreement, GYGSA shall at its own expense maintain liability insurance in the amount of two million dollars (\$2,000,000) per occurrence that is applicable to events, harms and claims stemming from or related to use of the facility and use of fields owned by the Selah School District. CITY shall be named as an additional insured on the insurance policy. GYGSA shall provide CITY, on an annual basis, a copy of said liability insurance policy.

9. NO ASSIGNMENT OR SUBLEASE: This Agreement is personal to GYGSA and shall not be transferred, assigned or subleased to any third party, whether in full or in part.

10. TERMINATION DUE TO NON-PAYMENT OR OTHER BREACH: If GYGSA fails to timely pay any amount due or commits any breach or violation of this Agreement, CITY may terminate this Agreement if GYGSA has not fully cured and remedied the same after CITY sends written notice to GYGSA and at least forty-five (45) days pass without the matter being full cured and remedied. Further, CITY may reenter the facility premises, require GYGSA to vacate therefrom, and dispose of any property or items left behind by GYGSA or its employees, representatives, agents, customers or invitees.

11. TERMINATION FOR OTHER REASONS – CITY may terminate this Agreement, upon giving forty-five (45) days advance notice to GYGSA, if any one or more of the following events shall occur:

- A. GYGSA dissolves as an entity;
- B. GYGSA discontinues operations;
- C. GYGSA fails to adequately maintain financial records relative to its use of the facility and its position under this Agreement; or
- D. GYGSA or any of its employees, representatives, agents, customers or invitees causes damage or waste to the facility or to any field owned by the Selah School District, or

allows another to cause damage or waste to the facility.

12. AUTHORITY OF SELAH OFFICIALS TO EJECT GYGSA; NEGATION OF CONSEQUENTIAL DAMAGES – GYGSA acknowledges and agrees that the following employees and agents of CITY have complete, unlimited and continuing discretion to eject GYGSA and its employees, representatives, agents, customers and invitees, or any of them, from the facility at any time without any necessity of prior written or oral notice/warning, for any duration, and for any reason: Mayor, City Administrator, any Selah police officer, any Selah fire fighter, Recreation and Tourism Manager, and Public Works Director. If anyone fails to leave the facility after being directed to leave by any of those CITY employees or agents, he/she shall be committing a trespass and shall be subject to civil and criminal penalties. This provision is included within this Agreement as a precautionary measure, CITY acknowledges that it has a long-standing relationship with GYGSA that has not been problematic, and CITY does not intend to invoke this provision absent a compelling reason. GYGSA acknowledges and agrees that if GYGSA or any of its employees, representatives, agents, customers or invitees is ejected by CITY, that GYGSA shall not and does not have any right to pursue or seek consequential damages, lost revenues or lost profits, or damages for reputational harm; rather, GYGSA'S sole potential remedy shall be to request a full or partial refund/discount of any fees that it had paid to CITY or would be otherwise liable for paying to CITY for the field(s) wherefrom the ejection occurred and for the duration or scope of the ejection.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

CITY OF SELAH

By: _____
Roger Bell, Mayor
(following prior approval of City Council via Resolution)

Dated: _____

GYGSA

By: Jordan Ramos

Dated: 5/15/26



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 5/26/2026
Agenda Number: 10D

Action Item

Title: Authorizing the Mayor to Sign a “Customer Agreement” and a “Lease Agreement” for a New Postage Machine at City Hall

From: Michael Costello, City Administrator

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: Monthly expenses of \$54.00 and \$96.00, for a five-year (60-month) term.

Funding Source: N/A

Background/Findings/Facts: The postage machine at City Hall needs to be replaced. A new imi bar compliant machine will be provided by FP Mailing Solutions, and maintenance will be provided by APS, Inc. A one-page “Customer Agreement” and also a one-page “Lease Agreement” have been prepared, reciting the applicable monthly charges of \$54.00 and \$96.00 and the term of five years (60 months). Copies are submitted with the instant AIS, and the terms are acceptable to City staff.

City staff seeks the City Council’s authorization—via approval of the proposed Resolution also submitted with the instant AIS—for the Mayor to sign both documents.

Recommended Motion: I move to approve the Resolution in the form presented.

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date:	Action Taken:
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RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE MAYOR TO SIGN A “CUSTOMER AGREEMENT”
AND A “LEASE AGREEMENT” FOR A NEW POSTAGE MACHINE AT CITY HALL

WHEREAS, the postage machine at City Hall needs to be replaced; and

WHEREAS, FP Mailing Solutions is willing and able to provide a new postage machine, and APS, Inc., is willing and able to provide maintenance; and

WHEREAS, a one-page “Customer Agreement” and also a one-page “Lease Agreement” have been prepared, reciting the applicable monthly charges of \$54.00 and \$96.00 and the term of five years (60 months); and

WHEREAS, the terms of documents—including that the City will still be liable for making all payments even if it cancels the parties’ contractual relationship—are acceptable to City staff, and City staff has recommended that the documents be approved and entered into; and

WHEREAS, the City Council finds that good cause exists;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor be and is authorized to sign the one-page Customer Agreement and the one-page Lease Agreement in the forms appended hereto.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 26th day of May, 2026.

Roger Bell, Mayor

ATTEST:

Courtney McGarity, City Clerk

APPROVED AS TO FORM:

Rob Case, City Attorney

Lease No. _____

LESSEE (hereinafter referred to as "You" or "Your")			
Full Legal Name <i>City of Selah</i>			
Address <i>115 W Naches Ave, Selah WA 98942</i>		City <i>Selah</i>	State <i>WA</i>
Equipment location Address: SAME		Zip <i>98942</i>	County
		Acceptance Signature: <i>X</i>	
		Date: _____	
TERMS AND CONDITIONS • PLEASE READ CAREFULLY BEFORE SIGNING			
DESCRIPTION OF EQUIPMENT LEASED - See attached schedule for additional equipment			
Quantity <i>1</i>	Type, Make, Model Number and included accessories <i>Mail Machine / scale</i>	Serial # <i>1 mi Bar code compliant</i>	

60 Monthly Rental Payment Of: \$ *96* plus tax annual, semi annual, quarterly.
Billing Option: (Check One)

LEASE AGREEMENT AND FEES: This Lease Agreement (this Lease) will begin on the date the Equipment is delivered to You (or any later date We designate). This Lease is **NON-CANCELLABLE FOR THE ENTIRE LEASE TERM AND YOUR PROMISE TO PAY US UNDER THE TERMS OF THIS LEASE.** If any amount payable to Us is not paid when due, You will pay a "late charge" equal to: 1) greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, whichever is less.

POSTAGE METER. Under USPS regulations any postage meter(s) provided You in connection with this Lease ("Postage Meters") shall at all times remain the property of the FP Mailing Solutions, Inc. ("FP"). The Postage meters are not part of the Equipment under this Lease and are instead governed by Your meter rental agreement ("MRA") with FP.

NO WARRANTY: We are leasing the Equipment to You AS IS. We do not manufacture the Equipment. You selected the Equipment and the Vendor, based on your own judgment. You may contact the Vendor for a statement of the warranties, if any, that the Vendor or manufacturer is providing. We hereby assign to You the warranties given to Us, if any. **WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IN CONNECTION WITH THIS LEASE.** You agree to settle any dispute You may have regarding performance of the Equipment directly with the manufacturer or Vendor in addition to the other amounts owed under this Lease, an early termination fee equal to an additional fifteen percent (15%) of total amount of monthly payments is due for early termination.

EQUIPMENT USE AND REPAIR: You agree the Equipment will be used for business purposes only. You are responsible for keeping the Equipment in good working order. Except for normal wear and tear, You are responsible for any damage or losses to the Equipment. We are not responsible for, and You will indemnify Us against, any claims, losses or damages, including attorney fees, related to your use or possession of the Equipment. **IN NO EVENT SHALL WE BE RESPONSIBLE FOR ANY CONSEQUENTIAL OR INDIRECT DAMAGES.**

OWNERSHIP, TITLE AND UCC's: Except for any software covered by this Lease the "Software", We are the owner of the Equipment and have title to it. You appoint Us as attorney-in-fact to execute and file on your behalf, and at your cost, Uniform Commercial Code (UCC) financing statement(s) to show our interest in the Equipment.

SOFTWARE: We do not have title to the Software. We are not responsible for the Software or the obligations owed by either You or the licensor under any License Agreement for the Software. If You properly exercise the purchase option, if any, for the Equipment, You understand that We do not own the Software and cannot transfer it to You. Except as provided in this paragraph, all references to "Equipment" in this Lease includes the Software.

INSURANCE: You agree: (a) to keep the Equipment fully insured against loss at its replacement cost, with Us named as loss payee; (b) to maintain comprehensive public liability insurance acceptable to Us; (c) to provide proof of insurance satisfactory to Us no later than thirty (30) days following the commencement of this Lease, and thereafter upon Our written request; (d) if You fail to obtain and maintain property loss insurance satisfactory to Us and/or You fail to provide proof of such insurance to Us within thirty (30) days of the commencement of the Lease, We have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of Our choosing in such forms and amounts as We deem reasonable to protect Our interests; (e) if We place insurance on the Equipment, We will not name You as an insured and Your interests may not be fully protected; (f) if We secure insurance on the Equipment, You will pay Us an amount for the premium which may be higher than the premium that You would pay if You placed the insurance independently and may result in a profit to Us through an investment in reinsurance. Any insurance proceeds received will be applied, at Our option, (i) to repair, restore or replace the Equipment, or (ii) to pay Us the remaining balance of the Lease plus Our estimated residual value, both discounted at 6% per year.

TAXES: You agree that You will pay when due all taxes relating to this Lease and the Equipment.

ASSIGNMENT: You have no right to sell, assign or sublease the Equipment or this Lease.

RENEWAL: This agreement and the terms & conditions attached hereto shall automatically and without any further action by either party hereto renew for automatic one year period following the expiration of the initial term unless and until either party hereto provides written notice to the other party of its intent to cancel. Such written notice must be delivered no later than (90) days prior to the end of the current term.

DEFAULT: If You do not pay any sum by its due date, or You breach any other term of this Lease or any other agreement with Us, then You will be in default of this Lease. If You default, We may require that You pay 1) all past due amounts under this Lease, and 2) all future amounts owed for the unexpired term. Upon a default, we may also choose to repossess the equipment. If We do not choose to repossess the equipment, you will also pay to Us our booked residual value for the Equipment. We can also use any and all remedies available to Us under the UCC or any other law. You agree to pay all the costs and expenses, including attorney's fees, We incur in any dispute related to this Lease or the Equipment. You also agree to pay interest on all past due amounts, from the due date until paid, at the lower of one and one-half percent (1.5%) per month or the highest lawful rate.

WAIVER OF ARTICLE 2A RIGHTS: You agree that this Lease is a "finance lease" as that term is defined in Article 2A of the UCC. You hereby agree to waive any and all rights and remedies granted to You by Sections 2A-508 through 2A-522 of the UCC, including the right to reject or revoke acceptance of the Equipment.

MISCELLANEOUS: You agree that this Lease is the entire agreement between You and Us regarding the lease of the Equipment and supersedes any purchase order You issue. Any change must be in writing and signed by each party. We may accept a facsimile copy of this Lease as an original. **ANY CLAIM RELATED TO THIS LEASE WILL BE GOVERNED BY WASHINGTON LAW AND WILL BE ADJUDICATED IN A STATE OR FEDERAL COURT LOCATED IN SPOKANE, WASHINGTON. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURT AND WAIVE ANY RIGHT TO TRANSFER VENUE. EACH PARTY WAIVES ANY RIGHT TO A TRIAL BY JURY.**

THIS LEASE IS NOT BINDING ON US UNTIL WE SIGN BELOW.
LESSOR: APS Inc.

By: _____ Date Accepted: _____
(Signature)

Print Name & Title: _____

THIS LEASE IS NONCANCELLABLE FOR THE FULL LEASE TERM.
LESSEE: (As Stated Above)

By: _____ Date: _____
(Signature)

Print Name & Title: _____



FP Mailing Solutions
 140 N. Mitchell Ct, Ste 200
 Addison, IL 60101-5629
 Tel: (800) 341-6052
 www.fp-usa.com

Customer Agreement

CUSTOMER INFORMATION

Billing Address	
Customer: <u>City of Selah</u>	
Department:	
Street: <u>115 W Nades Ave</u>	
City: <u>Selah</u>	County:
State: <u>WA</u>	Zip: <u>98942</u>
Tel: <u>509-698-7381</u>	Fax:
E-mail:	
Contact Name:	
Deliver To: <input checked="" type="checkbox"/> Dealer <input type="checkbox"/> Customer <input type="checkbox"/> Fulfilled from Dealer Inventory	
<input type="checkbox"/> Existing Customers Only: check box if Billing Address has changed.	

Shipping & Installation Address (if different than Billing)	
Customer:	
Department:	
Street:	
City:	County:
State:	Zip:
Tel:	Fax:
E-mail:	
Contact Name:	
Mailing Address: <input type="checkbox"/> Same as Billing	
<input type="checkbox"/> Existing Customers Only: check box if Shipping & Install Address has changed.	

RENTAL INFORMATION

Quantity	Item #	Item Description	Monthly Rate	Rental Billing Delivery (select one)
1	PVS5A	PostBase Vision S5 Package	Included	<input checked="" type="checkbox"/> Electronic Billing
1				<input type="checkbox"/> Paper Billing (Default)
1				Rental Billing Frequency (select one)
1				<input type="checkbox"/> Annual Billing
1				<input type="checkbox"/> Semi-Annual Billing
				<input checked="" type="checkbox"/> Quarterly Billing (Default)
				<input type="checkbox"/> Tax-Exempt
Term of Contract: <u>60 months*</u>		Total Monthly Payment	\$54.00	<i>Certificate required for processing. Resale Certificates not applicable.</i>

Terms and Conditions: By signing below, I hereby acknowledge and agree that FP's standard shipping rates and the additional terms and conditions available on the FP website at www.fp-usa.com/terms-conditions are applicable to, and incorporated by reference into, this agreement. (If you do not have access to the internet, please contact FP directly at 800.341.6052 and we will provide you with a copy for your records.) * 36 Month Initial Term will apply unless otherwise indicated above.

CUSTOMER ACCEPTANCE (please complete all fields)

Customer Acceptance of Terms		Dealer Information	
Print Name of Authorized Representative: <u>Michael Costello</u>		Selling Dealer Name: <u>APS, Inc</u>	Dealer #: <u>225-0</u>
Tel:		Address: <u>9415 E Montgomery Ste. 22, Spokane, Wa 99206</u>	
Tax ID: <input checked="" type="checkbox"/>	State:	Tel: <u>509-879-1151</u>	Fax:
Authorized Signature: <u>X</u>		Sales Representative Name: <u>Ramon Farias</u>	
Date: <u>X</u>		Servicing Dealer Name: <u>APS, Inc</u>	Svc. Dealer #: <u>225-0</u>

DEALER & INTERNAL USE ONLY

<input type="checkbox"/> New Customer	<input type="checkbox"/> Lease Company: _____	Promo Code: _____
<input type="checkbox"/> Upgrade / Model Change	<input type="checkbox"/> Major Account: _____	Package Code: <u>PVS5A</u>
<input type="checkbox"/> Renewal (no change of equipment)	<input type="checkbox"/> GSA / State Contract No.: _____	Select One:
<input type="checkbox"/> Cotermious Add-On: _____	Master Billing Acct. No.: _____	<input type="checkbox"/> TVP (Default) <input type="checkbox"/> RPP
<input type="checkbox"/> Change of Ownership	Master Postage Acct. No.: _____	<input type="checkbox"/> Price or Terms Exception Approval (Form Attached)
Existing Account No.: _____		<input type="checkbox"/> USPS@ Location: (CPU Letter Attached)