



City of Shelton Council Agenda
Shelton Civic Center
December 4, 2018 at 6:00 p.m.

A. Call to Order

- Pledge of Allegiance

B. Council Reports

C. General Public Comment (3-minute time limit per person)

The City Council invites members of the public to provide comment on any topic at this time. Please fill out a public comment card & submit it to the Clerk. If you would like to comment on a Business or Action item, please list the agenda item number on the card. City Councilmembers and City Staff will not enter into a dialogue during public comment. If the Council feels an issue requires follow up, staff will be directed to respond at an appropriate time.

D. Consent Agenda: (Tab 1) (Action)

1. Vouchers numbered 19175 through 19253 in the amount of \$176,063.13

E. Public Hearing

1. 2019 Final Budget – Presented by Interim City Manager Mike McCarty & Financial Analyst Sandi Hines (Tab 2)

F. Business Agenda (Study/No Action/Public Comment Taken)

1. C Street Landfill Update – Presented by Public Works Director Craig Gregory (Tab 3)
2. Carollo Water Comp Plan Contract Amendment No. 2 – Presented by Public Works Director Craig Gregory (Tab 4)
3. Acceptance of TIB Arterial Preservation Program (APP) and Urban Sidewalk Program (SP) Grants – Presented by Public Works Director Craig Gregory (Tab 5)

G. Action Agenda (Action/Public Comment Taken)

1. Resolution No. 1142-1218 Authorizing the Public Works Director to Sign Certain Forms – Presented by Public Works Director Craig Gregory (Tab 6)
2. Ordinance No. 1933-1218 Repealing Library Board of Trustees – Presented by Community Development Director Mark Ziegler (Tab 7)
3. Resolution No. 1143-1218 Authorizing the Mayor to Sign Real Estate Documents – Presented by Public Works Director Craig Gregory (Tab 8)

H. Administration Reports

- Public Works Update
- Police Department Update
- City Manager Report

I. New Items for Discussion

J. Announcement of Next Meeting—December 18, 2018 at 6:00 p.m.

K. Adjourn



2018/19 Looking Ahead

(Items and dates are subject to change)

Tues. 12/11 6:00 p.m.	Special Meeting Study Session	Protocol Manual Resolution 2018 Budget Amendment 2019 Budget Discussion
Tues. 12/18 5:50 p.m.	Regular SMPD Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • 2019 Budget Adoption Administration Report <ul style="list-style-type: none"> •
Tues. 12/18 6:00 p.m.	Regular Council Meeting	Council Reports & Presentations <ul style="list-style-type: none"> • Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Adoption of 2019 Stormwater Manual Action Agenda <ul style="list-style-type: none"> • 2019 Budget Adoption Ordinance • 2018 Budget Amendment • Protocol Manual Resolution • Confirmation of Municipal Court Judge • C St Landfill Update – Public Comment Required • Carollo Water Comp Plan Contract Amendment No 2 • TIB APP and SP Grants Acceptance Administration Report <ul style="list-style-type: none"> •
Tues. 12/25 6:00 p.m.	Special Meeting Study Session	No meeting due to Christmas holiday
Wed. 1/2 6:00 p.m. (Because of the holiday on 1/1)	Regular Council Meeting	Council Reports & Presentations <ul style="list-style-type: none"> • Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Adoption of 2019 Stormwater Manual Administration Report <ul style="list-style-type: none"> •
Tues. 1/8 6:00 p.m.	Special Meeting Study Session	Tiny Homes Discussion
Tues. 1/15	Regular Council	Council Reports & Presentations

6:00 p.m.	Meeting	<ul style="list-style-type: none"> • Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • Business Agenda • Action Agenda • Administration Report •
Tues. 1/22 6:00 p.m.	Special Meeting Study Session	
Tues. 1/29 6:00 p.m.	Special Meeting Study Session	
Tues. 2/5 6:00 p.m.	Regular Council Meeting	<ul style="list-style-type: none"> • Council Reports & Presentations • Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • Business Agenda • Action Agenda • Administration Report •
Tues. 2/12 6:00 p.m.	Special Meeting Study Session	
Tues. 2/19 6:00 p.m.	Regular Council Meeting	<ul style="list-style-type: none"> • Council Reports & Presentations • Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • Business Agenda • Action Agenda • Administration Report •
Tues. 2/26 6:00 p.m.	Special Meeting Study Session	

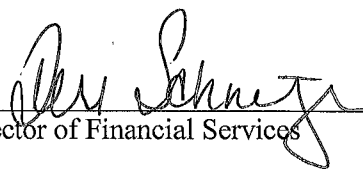
Other – TBD

- UGA/Annexation Policy (Water/Sewer Extensions)
- Outside City Water/Sewer Extensions

VOUCHER APPROVAL

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 vouchers numbered 19175 through number 19253 in the amount of \$176,063.13 that the claims are just, due and unpaid obligations against the City of Shelton, and that I am authorized to authenticate and certify said claims.

Signed this 29th of November, 2018.


Interim Director of Financial Services

We, the undersigned members of the City Council of Shelton, Washington, do hereby certify that the vouchers contained herein are approved for payment.

Signed this _____ of _____, 2018.

Mayor Rogers

Deputy Mayor Peterson

Councilmember Cronicc

Councilmember Dorcy

Councilmember McDowell

Councilmember Onisko

Councilmember Schmit



Shelton, WA

Check Register

Packet: APPKT01058 - December 4, 2018-Payables "A" Packet

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK -Warrants-APBNK-Warrants						
000050	AAA SEPTIC LLC	12/04/2018	Regular	0.00	90.00	19175
000935	ADAMSON INDUSTRIES CORP.	12/04/2018	Regular	0.00	194.95	19176
2901	ASPECT CONSULTING, LLC	12/04/2018	Regular	0.00	20,639.80	19177
002982	ASSOCIATED PETROLEUM	12/04/2018	Regular	0.00	3,014.62	19178
002520	AUS WEST LOCKBOX	12/04/2018	Regular	0.00	268.72	19179
098000	BUILDERS FIRSTSOURCE	12/04/2018	Regular	0.00	376.79	19180
005900	CAPITAL BUSINESS MACHINES	12/04/2018	Regular	0.00	241.01	19181
005910	CAPITAL INDUSTRIAL INC.	12/04/2018	Regular	0.00	185.57	19182
VEN01239	CARY'S TIRE REPAIR	12/04/2018	Regular	0.00	54.40	19183
VEN01281	CITY OF SHELTON - UTILITY BILLS/PE	12/04/2018	Regular	0.00	4,452.07	19184
VEN01281	CITY OF SHELTON - UTILITY BILLS/PE	12/04/2018	Regular	0.00	42.96	19185
008300	CODE PUBLISHING COMPANY	12/04/2018	Regular	0.00	507.52	19186
VEN01249	CONCRETE RECYCLERS	12/04/2018	Regular	0.00	1,185.59	19187
008554	CONSTRUCTION TESTING LABORATO	12/04/2018	Regular	0.00	9,800.50	19188
VEN01517	CORE & MAIN LP	12/04/2018	Regular	0.00	72.69	19189
008800	CUT-RATE AUTO PARTS	12/04/2018	Regular	0.00	26.10	19190
009200	DAN RUBINO	12/04/2018	Regular	0.00	68.54	19191
009231	DARREN PARSE	12/04/2018	Regular	0.00	375.00	19192
009351	DELAKE LANDEN FINANCIAL SVCS	12/04/2018	Regular	0.00	1,153.38	19193
009700	DEPARTMENT OF REVENUE	12/04/2018	Regular	0.00	597.45	19194
009573	DEPT OF ECOLOGY	12/04/2018	Regular	0.00	150.00	19195
VEN01326	DMCMA	12/04/2018	Regular	0.00	150.00	19196
010006	DRAGON ANALYTICAL	12/04/2018	Regular	0.00	240.00	19197
VEN01406	FERGUSON WATERWORKS	12/04/2018	Regular	0.00	362.27	19198
023660	FILTER CLEAN RECYCLING LLC	12/04/2018	Regular	0.00	26.62	19199
VEN01742	FRONTIER PRECISION, INC	12/04/2018	Regular	0.00	2,322.55	19200
031500	GALLS, LLC	12/04/2018	Regular	0.00	118.50	19201
201110	GCR TIRES & SERVICES	12/04/2018	Regular	0.00	1,356.08	19202
053987	GENUINE PARTS CO/ NAPA	12/04/2018	Regular	0.00	166.35	19203
903596	GOLDSTEIN LAW, PLLC	12/04/2018	Regular	0.00	2,362.50	19204
VEN01299	GRAY & OSBORNE	12/04/2018	Regular	0.00	33,148.81	19205
VEN01327	GREEN LIGHT SOLUTIONS	12/04/2018	Regular	0.00	265.00	19206
045000	H.D. FOWLER COMPANY	12/04/2018	Regular	0.00	2,820.14	19207
053992	HOOD CANAL COMMUNICATIONS	12/04/2018	Regular	0.00	3,255.74	19208
053944	HUDSON CAR CARE INC.	12/04/2018	Regular	0.00	525.63	19209
VEN01740	INDUSTRIAL HYDRAULICS	12/04/2018	Regular	0.00	161.23	19210
036236	JERI TIDD	12/04/2018	Regular	0.00	146.62	19211
VEN01743	JORDANNE KRUMPOLS	12/04/2018	Regular	0.00	134.45	19212
080980	KENNEDY CREEK QUARRY	12/04/2018	Regular	0.00	4,052.85	19213
VEN01499	KIDZ LOVE SOCCER	12/04/2018	Regular	0.00	425.60	19214
VEN01700	LEAGUE OF OREGON CITIES	12/04/2018	Regular	0.00	80.00	19215
087860	LEGEND DATA SYSTEMS, INC.	12/04/2018	Regular	0.00	38.08	19216
187000	MASON COUNTY JOURNAL	12/04/2018	Regular	0.00	350.00	19217
112000	MASON COUNTY SHERIFF DEPT	12/04/2018	Regular	0.00	21,717.50	19218
116500	MAYES TESTING ENGINEERS	12/04/2018	Regular	0.00	6,710.38	19219
129030	MILES SAND & GRAVEL CO.	12/04/2018	Regular	0.00	185.14	19220
132235	MOUNTAIN MIST WATER	12/04/2018	Regular	0.00	119.24	19221
142952	NCL OF WISCONSIN, INC.	12/04/2018	Regular	0.00	370.33	19222
VEN01558	NORTHWEST CUSTOM TEES	12/04/2018	Regular	0.00	182.45	19223
146933	OFFICE DEPOT	12/04/2018	Regular	0.00	646.88	19224
150076	OWEN EQUIPMENT COMPANY	12/04/2018	Regular	0.00	442.37	19225
155541	PARAMETRIX, INC.	12/04/2018	Regular	0.00	1,220.00	19226
114040	PETTYJOHN ENTERPRISES, LLC	12/04/2018	Regular	0.00	1,129.45	19227
151975	PIERCE COUNTY SECURITY, INC	12/04/2018	Regular	0.00	193.20	19228

Check Register

Packet: APPKT01058-December 4, 2018-Payables "A" Packet

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
009783	POLICE EXECUTIVE RESEARCH FORU	12/04/2018	Regular	0.00	200.00	19229
009785	PORTER FOSTER RORICK LLP	12/04/2018	Regular	0.00	20,995.00	19230
162700	PUGET SOUND & PACIFIC RAILROAD	12/04/2018	Regular	0.00	1,205.27	19231
165704	R & D SUPPLY	12/04/2018	Regular	0.00	1,038.23	19232
180900	SETINA MFG. CO., INC.	12/04/2018	Regular	0.00	209.60	19233
200531	SHELTON MAIL & SHIP	12/04/2018	Regular	0.00	37.63	19234
186500	SHELTON MASON COUNTY CHAMBE	12/04/2018	Regular	0.00	15.00	19235
188025	SHELTON VETERINARY	12/04/2018	Regular	0.00	40.00	19236
191000	SKIPWORTH'S SAW AND MOWER	12/04/2018	Regular	0.00	456.34	19237
195599	STATE AUDITORS OFFICE	12/04/2018	Regular	0.00	15,038.53	19238
VEN01578	SUMMIT LAW GROUP	12/04/2018	Regular	0.00	213.50	19239
197259	SUNSET AIR, INC.	12/04/2018	Regular	0.00	1,435.07	19240
189670	THE SHOPPER	12/04/2018	Regular	0.00	326.10	19241
VEN01650	THURSTON MASON BEHAVIORAL HI	12/04/2018	Regular	0.00	574.70	19242
201300	TOZIER BROS INC.	12/04/2018	Regular	0.00	451.01	19243
VEN01656	TRACTOR SUPPLY CREDIT PLAN	12/04/2018	Regular	0.00	197.63	19244
201520	TRAFFIC SAFETY SUPPLY CO.	12/04/2018	Regular	0.00	607.32	19245
202308	USABLUBOOK	12/04/2018	Regular	0.00	286.31	19246
202340	UTILITIES UNDERGROUND LOCATIO	12/04/2018	Regular	0.00	113.52	19247
145325	VALVOLINE LLC	12/04/2018	Regular	0.00	143.30	19248
203115	WALMART COMMUNITY/GEMB	12/04/2018	Regular	0.00	1,104.18	19249
203030	WASHINGTON STATE PATROL	12/04/2018	Regular	0.00	76.00	19250
203780	WATER MGMNT LABORATORIES INC	12/04/2018	Regular	0.00	924.00	19251
203900	WESMAR COMPANY, INC	12/04/2018	Regular	0.00	603.19	19252
204068	WESTERN SYSTEMS	12/04/2018	Regular	0.00	848.08	19253

Bank Code APBNK -Warrants Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	189	79	0.00	176,063.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	189	79	0.00	176,063.13

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	12/2018	176,063.13
			<u>176,063.13</u>



Shelton, WA

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By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK -Warrants-APBNK-Warrants						
000050	AAA SEPTIC LLC	12/04/2018	Regular	0.00	90.00	19175
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>18-8217</u>	Invoice	11/01/2018	NOV/2018 - PORTA POTTY RENTAL @ CAT	0.00	90.00	
<u>001-000-000-57680-4500</u>		Operating Rentals		NOV/2018 - PORTA POTTY	90.00	
000935	ADAMSON INDUSTRIES CORP.	12/04/2018	Regular	0.00	194.95	19176
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>141242</u>	Invoice	10/29/2018	CUST ID #SHE WA PD-CV SPOTLIGHT-CAR	0.00	194.95	
<u>001-000-000-52122-3110</u>		Office & Operating-Auto		CUST ID #SHE WA PD-CV S	194.95	
2901	ASPECT CONSULTING, LLC	12/04/2018	Regular	0.00	20,639.80	19177
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>31449</u>	Invoice	11/12/2018	"C" ST LANDFILL - PROF SVCS 08/27/18-1	0.00	20,639.80	
<u>403-000-000-53780-4103</u>		Prof Services - "C" Street	"C" St. Landfill	"C" ST LANDFILL - PROF SV	20,639.80	
002982	ASSOCIATED PETROLEUM	12/04/2018	Regular	0.00	3,014.62	19178
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>1336063-IN</u>	Invoice	11/09/2018	CUST #01-7500158 - UNL-87 REG & ULSD	0.00	3,014.62	
<u>503-250-000-58900-0001</u>		Inventory-Gas		CUST #01-7500158-UNL-8	3,014.62	
002520	AUS WEST LOCKBOX	12/04/2018	Regular	0.00	268.72	19179
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>1990959377</u>	Invoice	10/31/2018	ACCT #792105972 - LAUNDRY SERVICES	0.00	93.18	
<u>401-000-000-53480-4901</u>		Miscellaneous - Shop		ACCT #792105972 - LAUN	93.18	
<u>1990969607</u>	Invoice	11/07/2018	ACCT #792105973 - LAUNDRY SERVICES	0.00	41.18	
<u>402-400-000-53580-4900</u>		Miscellaneous		ACCT #792105973 - LAUN	41.18	
<u>1990979788</u>	Invoice	11/14/2018	ACCT #792105972 - LAUNDRY SERVICES	0.00	93.18	
<u>401-000-000-53480-4901</u>		Miscellaneous - Shop		ACCT #792105972 - LAUN	93.18	
<u>1990979790</u>	Invoice	11/14/2018	ACCT #792105973 - LAUNDRY SERVICES	0.00	41.18	
<u>402-400-000-53580-4900</u>		Miscellaneous		ACCT #792105973 - LAUN	41.18	
098000	BUILDERS FIRSTSOURCE	12/04/2018	Regular	0.00	376.79	19180
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>2060916</u>	Invoice	09/04/2018	ACCT #2-00005425-12" WOOD STAKES 25	0.00	13.19	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT #2-00005425-12" W	13.19	
<u>2061168</u>	Invoice	09/05/2018	ACCT #2-00005425-12" WOOD STAKES 25	0.00	13.19	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT #2-00005425-12" W	13.19	
<u>2062018</u>	Invoice	09/12/2018	ACCT #2-00005425-12" WOOD STAKES 25	0.00	21.88	
<u>401-000-000-53480-3100</u>		Office and Operating		ACCT #2-00005425-12" W	21.88	
<u>2065987</u>	Invoice	10/15/2018	ACCT #2-00005425-MARKING WAND	0.00	50.03	
<u>001-000-000-54230-3100</u>		Office and Operating		ACCT #2-00005425-MARKI	25.02	
<u>402-400-000-53580-3100</u>		Office and Operating		ACCT #2-00005425-MARKI	25.01	
<u>2068789</u>	Invoice	11/08/2018	ACCT #2-00005425-1X6' CEDAR FLT TOP F	0.00	51.15	
<u>404-000-000-53180-3100</u>		Office and Operating		ACCT #2-00005425-1X6' C	51.15	
<u>2069007</u>	Invoice	11/09/2018	ACCT #2-00005425-100FT HARDWARE CL	0.00	136.00	

Check Register

Packet: APPKT01058-December 4, 2018-Payables "A" Packet

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>001-000-000-57250-3100</u>		Office and Operating	ACCT #2-00005425-100FT		136.00	
<u>2069261</u>	Invoice	11/13/2018	ACCT #2-00005425-BIG STRETCH CAULK-	0.00	24.53	
<u>001-000-000-54230-3100</u>		Office and Operating	ACCT #2-00005425-BIG ST		24.53	
<u>2069734</u>	Invoice	11/19/2018	ACCT #2-00005425-42GAL CONTRACT BA	0.00	47.85	
<u>001-000-000-54230-3100</u>		Office and Operating	ACCT #2-00005425-42GAL		47.85	
<u>2069752</u>	Invoice	11/19/2018	ACCT #2-00005425-DURHAMS ROCKHAR	0.00	18.97	
<u>001-000-000-57680-3100</u>		Office and Operating	ACCT #2-00005425-DURH		18.97	
005900	CAPITAL BUSINESS MACHINES	12/04/2018	Regular	0.00	241.01	19181
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>CNIN852479</u>	Invoice	11/08/2018	CONTRACT #11922 SHARP #MX-3070N 10	0.00	146.75	
<u>001-000-000-52122-4500</u>		Operating Rentals	CONTRACT #11922 SHARP		146.75	
<u>CNIN852576</u>	Invoice	11/08/2018	SHARP #MX-M654N B/W 10/01/18-10/31	0.00	42.57	
<u>001-000-000-52122-4500</u>		Operating Rentals	SHARP #MX-M654N B/W 1		42.57	
<u>CNIN852695</u>	Invoice	11/08/2018	CONTRACT #12221 SHARP #MX-3070V 10	0.00	11.94	
<u>001-000-000-51250-4500</u>		Operating Rentals	CONTRACT #12221 SHARP		11.94	
<u>CNIN852696</u>	Invoice	11/08/2018	CONTRACT #12222 SHARP #MX-4070V 10	0.00	39.75	
<u>001-000-000-51250-4500</u>		Operating Rentals	CONTRACT #12222 SHARP		39.75	
005910	CAPITAL INDUSTRIAL INC.	12/04/2018	Regular	0.00	185.57	19182
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>95702</u>	Invoice	11/13/2018	CUST #1152-SMOOTH ALUM, STEEL TREA	0.00	185.57	
<u>503-000-000-54865-3104</u>		Oper Supp-Parts-EM&R V	CUST #1152-SMOOTH ALU		185.57	
VEN01239	CARY'S TIRE REPAIR	12/04/2018	Regular	0.00	54.40	19183
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>31440</u>	Invoice	11/14/2018	11/14/18-DISMOUNTS, MOUNTS & BALA	0.00	54.40	
<u>402-400-000-53580-4800</u>		Repairs and Maintenance	11/14/18-DISMOUNTS, M		54.40	
VEN01281	CITY OF SHELTON - UTILITY BILLS/PE	12/04/2018	Regular	0.00	4,452.07	19184

Check Register

Packet: APPKT01058-December 4, 2018-Payables "A" Packet

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Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<u>NOV/2018-1</u>	Invoice	11/26/2018	NOV/2018-MONTHLY WATER, SEWER, GA	0.00	4,452.07	
<u>001-000-000-51890-4715</u>	Utility Services-Civic Ctr		ACCT #11-04802-03 - 525		749.52	
<u>001-000-000-51890-4715</u>	Utility Services-Civic Ctr		ACCT #11-04801-01 - 525-		105.52	
<u>001-000-000-55430-4700</u>	Utility Services-Animal Sh		ACCT #08-07200-01 - 902		226.98	
<u>001-000-000-57250-4700</u>	Utility Services-Library		ACCT #07-09101-00 - 710		462.83	
<u>001-000-000-57530-4700</u>	Utility Services-Museum		ACCT #10-00100-00 - 427		97.22	
<u>001-000-000-57680-4700</u>	Utility Services-Park		ACCT #04-11250-00 - 400 "		120.29	
<u>001-000-000-57680-4700</u>	Utility Services-Park		ACCT #08-07401-02 - 301		121.61	
<u>001-000-000-57680-4700</u>	Utility Services-Park		ACCT #12-02903-01 - 100		176.56	
<u>401-000-000-53480-4700</u>	Utility Services-Water		ACCT #29-03200-00 - 900		34.96	
<u>401-000-000-53480-4700</u>	Utility Services-Water		ACCT #26-08850-00 - 2401		58.75	
<u>401-000-000-53480-4700</u>	Utility Services-Water		ACCT #26-40020-00 - 51 W		27.30	
<u>401-000-000-53480-4700</u>	Utility Services-Water		ACCT #26-40030-01 - 51 W		11.08	
<u>401-000-000-53480-4701</u>	Utility Services - Shop		ACCT #08-07575-00 - 1000		140.84	
<u>401-000-000-53480-4701</u>	Utility Services - Shop		ACCT #08-07550-00 - 1000		99.74	
<u>401-000-000-53480-4701</u>	Utility Services - Shop		ACCT #08-07500-00 - 1000		138.20	
<u>402-300-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #13-12325-00 - 498		35.11	
<u>402-400-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #09-03301-00 - 200		196.44	
<u>402-400-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #21-1280-00 - 1700		256.48	
<u>402-400-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #28-12810-00 - 1700		18.39	
<u>402-400-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #09-03310-00 - 200-		18.39	
<u>402-400-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #12-02902-00 - 100		37.54	
<u>402-500-000-53580-4700</u>	Utility Services-Sewer Ma		ACCT #23-01025-00 - 119		34.92	
<u>402-640-000-53580-4700</u>	Utility Services-Sewer Sat		ACCT #26-20050-00 - 101		313.15	
<u>402-640-000-53580-4700</u>	Utility Services-Sewer Sat		ACCT #26-20051-00 - 101		12.82	
<u>402-640-000-53580-4700</u>	Utility Services-Sewer Sat		ACCT #26-20055-00 - 101		957.43	
VEN01281	CITY OF SHELTON - UTILITY BILLS/PE	12/04/2018	Regular	0.00	42.96	19185
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<u>NOV/2018</u>	Invoice	11/15/2018	NOV/2018 CITY IRRIGATION FINAL BILLS	0.00	42.96	
<u>001-000-000-57680-4700</u>	Utility Services-Park		ACCT #04-11375-08 400 D		8.70	
<u>001-000-000-57680-4700</u>	Utility Services-Park		ACCT #08-05050-10 1100		8.26	
<u>001-000-000-57680-4700</u>	Utility Services-Park		ACCT #26-14102-10 HUFF		26.00	
008300	CODE PUBLISHING COMPANY	12/04/2018	Regular	0.00	507.52	19186
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<u>61781</u>	Invoice	11/12/2018	PROJECT #344765-MUNICIPAL CODE-WE	0.00	507.52	
<u>001-000-000-51130-4100</u>	Prof Services-Code Revisi		PROJECT #344765-MUNICI		507.52	
VEN01249	CONCRETE RECYCLERS	12/04/2018	Regular	0.00	1,185.59	19187
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
<u>197833</u>	Invoice	10/10/2018	TKT #197833 10/10/18 - DIRTY ASPHALT	0.00	109.60	
<u>001-000-000-54230-3100</u>	Office and Operating		08/20/18-DIRTY ASP DIRTY		27.40	
<u>401-000-000-53480-3100</u>	Office and Operating		08/20/18-DIRTY ASP DIRTY		27.40	
<u>402-400-000-53580-3100</u>	Office and Operating		08/20/18-DIRTY ASP DIRTY		27.40	
<u>404-000-000-53180-3100</u>	Office and Operating		08/20/18-DIRTY ASP DIRTY		27.40	
<u>197850</u>	Invoice	10/10/2018	TKT #197850 10/10/18 - DIRTY ASPHALT	0.00	104.96	
<u>001-000-000-54230-3100</u>	Office and Operating		TKT #197850 10/10/18 - DI		26.24	
<u>401-000-000-53480-3100</u>	Office and Operating		TKT #197850 10/10/18 - DI		26.24	
<u>402-400-000-53580-3100</u>	Office and Operating		TKT #197850 10/10/18 - DI		26.24	
<u>404-000-000-53180-3100</u>	Office and Operating		TKT #197850 10/10/18 - DI		26.24	
<u>197861</u>	Invoice	10/10/2018	TKT #197861 10/10/18 - DIRTY ASPHALT	0.00	115.20	
<u>001-000-000-54230-3100</u>	Office and Operating		TKT #197861 10/10/18 - DI		28.80	
<u>401-000-000-53480-3100</u>	Office and Operating		TKT #197861 10/10/18 - DI		28.80	
<u>402-400-000-53580-3100</u>	Office and Operating		TKT #197861 10/10/18 - DI		28.80	

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<u>404-000-000-53180-3100</u>		Office and Operating	TKT #197861 10/10/18 - DI		28.80	
<u>198070</u>	Invoice	10/15/2018	TKT #198070 10/15/18 - DIRTY ASPHALT	0.00	91.04	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198070 10/15/18 - DI		22.76	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198070 10/15/18 - DI		22.76	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198070 10/15/18 - DI		22.76	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198070 10/15/18 - DI		22.76	
<u>198092</u>	Invoice	10/15/2018	TKT #198092 10/15/18 - DIRTY ASPHALT	0.00	82.96	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198092 10/15/18 - DI		20.74	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198092 10/15/18 - DI		20.74	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198092 10/15/18 - DI		20.74	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198092 10/15/18 - DI		20.74	
<u>198100</u>	Invoice	11/16/2018	TKT #198100 10/15/18 - DIRTY ASPHALT	0.00	124.56	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198100 10/15/18 - DI		31.14	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198100 10/15/18 - DI		31.14	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198100 10/15/18 - DI		31.14	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198100 10/15/18 - DI		31.14	
<u>198487</u>	Invoice	10/22/2018	TKT #198487 10/22/18 - DIRTY ASPHALT	0.00	93.28	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198487 10/22/18 - DI		23.32	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198487 10/22/18 - DI		23.32	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198487 10/22/18 - DI		23.32	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198487 10/22/18 - DI		23.32	
<u>198495</u>	Invoice	10/22/2019	TKT #198495 10/22/18 - DIRTY ASPHALT	0.00	108.64	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198495 10/22/18 - DI		27.16	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198495 10/22/18 - DI		27.16	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198495 10/22/18 - DI		27.16	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198495 10/22/18 - DI		27.16	
<u>198811</u>	Invoice	10/29/2018	TKT #198811 10/29/18 - CLEAN ASPHALT	0.00	57.55	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198811 10/29/18 - C		14.39	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198811 10/29/18 - C		14.39	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198811 10/29/18 - C		14.38	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198811 10/29/18 - C		14.39	
<u>198823</u>	Invoice	10/29/2018	TKT #198823 10/29/18 - CLEAN ASPHALT	0.00	60.20	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198823 10/29/18 - C		15.05	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198823 10/29/18 - C		15.05	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198823 10/29/18 - C		15.05	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198823 10/29/18 - C		15.05	
<u>198831</u>	Invoice	10/29/2018	TKT #198831 10/29/18 - DIRTY ASPHALT	0.00	132.08	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198831 10/29/18 - DI		33.02	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198831 10/29/18 - DI		33.02	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198831 10/29/18 - DI		33.02	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198831 10/29/18 - DI		33.02	
<u>198932</u>	Invoice	10/31/2018	TKT #198932 10/29/18 - DIRTY ASPHALT	0.00	105.52	
<u>001-000-000-54230-3100</u>		Office and Operating	TKT #198932 10/29/18 - DI		26.38	
<u>401-000-000-53480-3100</u>		Office and Operating	TKT #198932 10/29/18 - DI		26.38	
<u>402-400-000-53580-3100</u>		Office and Operating	TKT #198932 10/29/18 - DI		26.38	
<u>404-000-000-53180-3100</u>		Office and Operating	TKT #198932 10/29/18 - DI		26.38	
008554	CONSTRUCTION TESTING LABORATORY	12/04/2018	Regular	0.00	9,800.50	19188
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>136384</u>	Invoice	10/23/2018	CUST #8745-DOWNTOWN CONNECTOR 1		3,356.25	
<u>302-000-000-59530-4100</u>		Roadway-Professional Se	17-DOWNTOWN	CUST #8745-DOWNTOWN	3,020.62	
<u>404-000-000-59540-4100</u>		STORM CAPITAL EXP-Prof	17-DOWNTOWN	CUST #8745-DOWNTOWN	335.63	
<u>136405</u>	Invoice	10/23/2018	CUST #8745-LABOR & MATERIALS-BASIN		2,115.00	
<u>402-747-000-59435-4100</u>		Professional Services	17-BASIN3REHAB	CUST #8745-LABOR & MA	2,115.00	
<u>136495</u>	Invoice	11/05/2018	CUST #8745-LABOR & MATERIALS-10/17-		3,047.50	
<u>402-747-000-59435-4100</u>		Professional Services	17-BASIN3REHAB	CUST #8745-LABOR & MA	3,047.50	

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<u>136542</u>	Invoice	11/05/2018	CUST #8745-DOWNTOWN CONNECTOR 1	0.00	1,281.75	
<u>302-000-000-59530-4100</u>	Roadway-Professional Se	17-DOWNTOWN	CUST #8745-DOWNTOWN	1,153.58		
<u>404-000-000-59540-4100</u>	STORM CAPITAL EXP-Prof	17-DOWNTOWN	CUST #8745-DOWNTOWN	128.17		
VEN01517	CORE & MAIN LP	12/04/2018	Regular	0.00	72.69	19189
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>J574805</u>	Credit Memo	10/04/2018	ACCT #169296-SETTER RETURN INV #1177	0.00	-414.59	
<u>401-000-000-53480-3100</u>	Office and Operating			ACCT #169296-SETTER RET	-414.59	
<u>J694095</u>	Invoice	11/12/2018	ACCT #169296-X92-VALVE ASSEMBLY CO	0.00	346.37	
<u>401-000-000-53480-3100</u>	Office and Operating			ACCT #169296-X92-VALVE	346.37	
<u>J769780</u>	Invoice	11/12/2018	ACCT #169296-1 BALL CORP MIPXCTSC	0.00	140.91	
<u>401-250-000-58900-0001</u>	Materials & Supp-Inv-Cas			ACCT #169296-1 BALL COR	140.91	
008800	CUT-RATE AUTO PARTS	12/04/2018	Regular	0.00	26.10	19190
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>300134875</u>	Invoice	10/31/2018	CUST #34491 - BUSHINGS - CAR #47	0.00	26.10	
<u>001-000-000-52122-3110</u>	Office & Operating-Auto			CUST #34491 - BUSHINGS -	26.10	
009200	DAN RUBINO	12/04/2018	Regular	0.00	68.54	19191
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>92878</u>	Invoice	11/13/2018	11/13/18 - PK3 OBP, COMMON CHEVY SE	0.00	68.54	
<u>001-000-000-51895-3100</u>	Office and Operating			11/13/18 - PK3 OBP, COM	68.54	
009231	DARREN PARSE	12/04/2018	Regular	0.00	375.00	19192
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>OCT31/2018</u>	Invoice	10/31/2018	OCT31/2018 INTERPRETER SERVICES	0.00	150.00	
<u>001-000-000-51250-4106</u>	Interpreter Expenses			OCT31/2018 INTERPRETER	150.00	
<u>SEP20/2018</u>	Invoice	09/20/2018	SEP20/2018 INTERPRETER SERVICES	0.00	50.00	
<u>001-000-000-51250-4106</u>	Interpreter Expenses			SEP20/2018 INTERPRETER	50.00	
<u>SEP26/2018</u>	Invoice	09/26/2018	SEP26/2018 INTERPRETER SERVICES	0.00	175.00	
<u>001-000-000-51250-4106</u>	Interpreter Expenses			SEP26/2018 INTERPRETER	175.00	
009351	DELAGE LANDEN FINANCIAL SVCS	12/04/2018	Regular	0.00	1,153.38	19193
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>58821804-A</u>	Invoice	04/01/2018	CONTRACT #25468950-SHARP #MX3070N	0.00	10.10	
<u>001-000-000-52122-4500</u>	Operating Rentals			CONTRACT #25468950-SH	10.10	
<u>58825065-A</u>	Invoice	04/01/2018	CONTRACT #25482810-SHARP #MXM654	0.00	20.08	
<u>001-000-000-52122-4500</u>	Operating Rentals			CONTRACT #25482810-SH	20.08	
<u>61007588</u>	Invoice	10/01/2018	CONTRACT #25468950-SHARP #MX3070N	0.00	218.66	
<u>001-000-000-52122-4500</u>	Operating Rentals			CONTRACT #25468950-SH	218.66	
<u>61339654</u>	Invoice	11/10/2018	CONTRACT #25468950-SHARP #MX3070N	0.00	212.08	
<u>001-000-000-52122-4500</u>	Operating Rentals			CONTRACT #25468950-SH	212.08	
<u>61346535</u>	Invoice	11/10/2018	CONTRACT #25482810-SHARP #MXM654	0.00	421.55	
<u>001-000-000-52122-4500</u>	Operating Rentals			CONTRACT #25482810-SH	421.55	
<u>61544887</u>	Invoice	11/24/2018	CONTRACT #25501728 SHARP #MX5070V	0.00	270.91	
<u>001-000-000-51160-4500</u>	Operating Rentals			CONTRACT #25501728 SH	40.64	
<u>001-000-000-51310-4500</u>	Operating Rentals			CONTRACT #25501728 SH	13.55	
<u>001-000-000-51421-4500</u>	Operating Rentals			CONTRACT #25501728 SH	67.73	
<u>001-000-000-51423-4500</u>	Operating Rentals			CONTRACT #25501728 SH	108.34	
<u>001-000-000-51430-4500</u>	Operating Rentals			CONTRACT #25501728 SH	13.55	
<u>001-000-000-51810-4500</u>	Operating Rentals			CONTRACT #25501728 SH	13.55	
<u>001-000-000-51888-4500</u>	Operating Rentals			CONTRACT #25501728 SH	13.55	

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009700	DEPARTMENT OF REVENUE	12/04/2018	Regular	0.00	597.45	19194
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>NOV/2018</u>	Invoice	11/01/2018	NOV/2018 USE TAX	0.00	597.45	
<u>001-000-000-51890-3115</u>		Office and Operating-Civi		NOV/2018 USE TAX	44.44	
<u>001-000-000-55850-3100</u>		Office and Operating		NOV/2018 USE TAX	9.24	
<u>401-000-000-53480-3100</u>		Office and Operating		NOV/2018 USE TAX	23.36	
<u>402-400-000-53580-3100</u>		Office and Operating		NOV/2018 USE TAX	520.41	
009573	DEPT OF ECOLOGY	12/04/2018	Regular	0.00	150.00	19195
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>6538/2019</u>	Invoice	11/19/2018	CERT #6538-JOAN KUCHARIK-ROY-2019 R	0.00	30.00	
<u>402-400-000-53580-4900</u>		Miscellaneous		CERT #6538-JOAN KUCHAR	30.00	
<u>7888/2019</u>	Invoice	11/19/2018	CERT #7888-BRENT ARMSTRONG-2019 RE	0.00	30.00	
<u>402-400-000-53580-4900</u>		Miscellaneous		CERT #7888-BRENT ARMS	30.00	
<u>8619/2019</u>	Invoice	11/19/2018	CERT #8619-BART HILL-2019 RENEWAL	0.00	30.00	
<u>402-400-000-53580-4900</u>		Miscellaneous		CERT #8619-BART HILL-20	30.00	
<u>8633/2019</u>	Invoice	11/19/2018	CERT #8633-CHRIS NORWOOD-2019 REN	0.00	30.00	
<u>402-400-000-53580-4900</u>		Miscellaneous		CERT #8633-CHRIS NORW	30.00	
<u>8871/2019</u>	Invoice	11/19/2018	CERT #8871-CHRIS KINGERY-2019 RENEW	0.00	30.00	
<u>402-400-000-53580-4900</u>		Miscellaneous		CERT #8871-CHRIS KINGER	30.00	
VEN01326	DMCMA	12/04/2018	Regular	0.00	150.00	19196
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>SMOLINSKY</u>	Invoice	11/14/2018	DYAN SMOLINSKY-MEMBERSHIP APPLICA	0.00	150.00	
<u>001-000-000-51250-4900</u>		Miscellaneous		DYAN SMOLINSKY-MEMBE	150.00	
010006	DRAGON ANALYTICAL	12/04/2018	Regular	0.00	240.00	19197
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>181113-05</u>	Invoice	11/14/2018	11/13/18--TOTAL COLIFORM	0.00	240.00	
<u>401-000-000-53480-4100</u>		Professional Services		11/13/18--TOTAL COLIFOR	240.00	
VEN01406	FERGUSON WATERWORKS	12/04/2018	Regular	0.00	362.27	19198
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>0696655</u>	Invoice	09/19/2018	CUST #57007-P.O. #0063-LF 1.5 OMC2 M/	0.00	1,446.70	
<u>401-250-000-58900-0001</u>		Materials & Supp-Inv-Cas		CUST #57007-P.O. #0063-L	1,446.70	
<u>0696895</u>	Invoice	10/01/2018	CUST #57007-MISC SUPPLIES	0.00	243.23	
<u>401-250-000-58900-0001</u>		Materials & Supp-Inv-Cas		CUST #57007-MISC SUPPLI	243.23	
<u>0716257</u>	Invoice	11/13/2018	CUST #38624 - INVENTORY ITEM	0.00	952.44	
<u>401-250-000-58900-0001</u>		Materials & Supp-Inv-Cas		CUST #55599 - INVENTORY	952.44	
<u>CM107278</u>	Credit Memo	09/20/2018	CUST #57007-P.O. #0063-LF 5/8X3/4X12	0.00	-1,833.06	
<u>401-000-000-53480-3100</u>		Office and Operating		CUST #57007-P.O. #0063-L	-1,833.06	
<u>CM108845</u>	Credit Memo	11/09/2018	CUST #55599 - LF 3/4 MULTI PRPS MTR	0.00	-451.87	
<u>401-000-000-53480-3100</u>		Office and Operating		CUST #55599 - LF 3/4 MUL	-451.87	
<u>SC38230</u>	Invoice	09/30/2018	CUST #57007-SERVICE CHG FOR SEPT	0.00	4.83	
<u>401-000-000-53480-4900</u>		Miscellaneous		CUST #57007-SERVICE CH	4.83	
023660	FILTER CLEAN RECYCLING LLC	12/04/2018	Regular	0.00	26.62	19199
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>70484</u>	Invoice	11/07/2018	DRY CLEAN DIESEL ENGINE AIR FILTERS	0.00	26.62	
<u>503-000-000-54865-4801</u>		Repairs and Maintenance		DRY CLEAN DIESEL ENGINE	26.62	
VEN01742	FRONTIER PRECISION, INC	12/04/2018	Regular	0.00	2,322.55	19200

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Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
181476	Invoice	09/20/2018	ACCT #G060360-TORNADO ANTENNA, BR	0.00	2,322.55	
001-000-000-54230-3500		Small Tools/Equipment		ACCT #G060360-TORNAD	580.64	
401-100-000-53480-3500		WATER-ENVIRONMENTAL		ACCT #G060360-TORNAD	580.64	
402-300-000-53580-3500		Small Tools/Equipment		ACCT #G060360-TORNAD	580.64	
404-000-000-53180-3500		Small Tools/Equipment		ACCT #G060360-TORNAD	580.63	
031500	GALLS, LLC	12/04/2018	Regular	0.00	118.50	19201
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
010960102	Invoice	10/10/2018	ACCT #3524003-LTC SOFT SHELL JACKET,	0.00	118.50	
001-000-000-52122-3101		Uniforms		ACCT #3524003-LTC SOFT	118.50	
201110	GCR TIRES & SERVICES	12/04/2018	Regular	0.00	1,356.08	19202
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
808-125779	Invoice	11/09/2018	CUST #101366-TIRES, PARTS & SUPPLIES	0.00	1,356.08	
503-000-000-54865-3102		Oper Supplies-Parts		CUST #101366-TIRES, PAR	1,356.08	
053987	GENUINE PARTS CO/ NAPA	12/04/2018	Regular	0.00	166.35	19203
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
7974052	Invoice	11/07/2018	ACCT #6467-WIPER BLADES #19971D	0.00	22.90	
503-000-000-54865-3102		Oper Supplies-Parts		ACCT #6467-WIPER BLADE	22.90	
7976899	Invoice	11/09/2018	ACCT #6467-FUEL FILTER #07039D	0.00	19.34	
503-000-000-54865-3104		Oper Supp-Parts-EM&R V		ACCT #6467-FUEL FILTER #	19.34	
7977040	Invoice	11/09/2018	ACCT #6467-UJOINT #07039D	0.00	27.08	
503-000-000-54865-3104		Oper Supp-Parts-EM&R V		ACCT #6467-UJOINT #070	27.08	
798199	Invoice	11/13/2018	ACCT #6467-BLOWER MOTOR AC - CAR #	0.00	46.41	
001-000-000-52122-3110		Office & Operating-Auto		ACCT #6467-BLOWER MO	46.41	
7986441	Invoice	11/16/2018	ACCT #6467-TRAN FLU QT DEXRO #19913	0.00	34.96	
503-000-000-54865-3102		Oper Supplies-Parts		ACCT #6467-TRAN FLU QT	34.96	
7989974	Invoice	11/19/2018	ACCT #6467-RAINX WEATHER #19989D	0.00	15.66	
503-000-000-54865-3102		Oper Supplies-Parts		ACCT #6467-RAINX WEAT	15.66	
903596	GOLDSTEIN LAW, PLLC	12/04/2018	Regular	0.00	2,362.50	19204
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
33	Invoice	11/16/2018	CONFLICT COUNCIL CASES 04/17/18-11/1	0.00	2,362.50	
001-000-000-51593-4100		Public Defense/Adult Mis		CONFLICT COUNCIL CASES	2,362.50	
VEN01299	GRAY & OSBORNE	12/04/2018	Regular	0.00	33,148.81	19205
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
18245.00-7	Invoice	10/16/2018	CONSTR SUPPORT/PROJECT MGT-SEP 16-	0.00	30,475.39	
001-000-000-51896-4100		Professional Services		CONSTR SUPPORT/PROJEC	4,342.98	
302-000-000-59530-4100		Roadway-Professional Se	17-DOWNTOWN	DOWNTOWN CONNECTOR	15,542.46	
302-000-000-59530-4100		Roadway-Professional Se	18-TURNERRCLM	TURNER AVE ADD'L TASK #	174.20	
402-747-000-59435-4100		Professional Services	17-BASIN3REHAB	BASIN 3 SEWER REHAB TA	8,688.81	
404-000-000-59540-4100		STORM CAPITAL EXP-Prof	17-DOWNTOWN	DOWNTOWN CONNECTOR	1,726.94	
18273.00-4	Invoice	11/26/2018	ACCESS SHELTON-SEPT 16, 2018-OCT 13,	0.00	1,324.23	
001-000-000-51896-4100		Professional Services	18-ACCESSIV	ACCESS SHELTON-SEPT 16,	1,324.23	
18287.00-2	Invoice	10/16/2018	SATELLITE WWTP RECLAIMED TANK DESI	0.00	1,349.19	
001-000-000-54230-4100		Professional Services		SATELLITE WWTP RECLAI	1,349.19	
VEN01327	GREEN LIGHT SOLUTIONS	12/04/2018	Regular	0.00	265.00	19206

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Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
8503	Invoice	11/09/2018	PROFESSIONAL SVCS-OLY HWY N & K STR	0.00	265.00	
001-000-000-54264-4100		Prof Services - Traffic Sign		PROFESSIONAL SVCS-OLY	265.00	
045000	H.D. FOWLER COMPANY	12/04/2018	Regular	0.00	2,820.14	19207
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
C460415	Credit Memo	11/01/2018	ACCT #194680-CR #I4995437-CHERNE T-	0.00	-1,545.84	
402-300-000-53580-3100		Office and Operating		ACCT #194680-CR #I49954	-1,545.84	
C460449	Credit Memo	11/01/2018	ACCT #194680-3/4" UNION BRASS-CR INV	0.00	-71.94	
401-000-000-53480-3100		Office and Operating		ACCT #194680-3/4" UNIO	-71.94	
I4994392	Invoice	10/22/2018	ACCT #194680-5-# JETSET COMPLETE REP	0.00	834.54	
404-000-000-53180-3100		Office and Operating		ACCT #194680-5-# JETSET	834.54	
I4995437	Invoice	10/23/2018	ACCT #194680-CHERNE 12" T-HANDLE AL	0.00	1,686.46	
402-300-000-53580-3100		Office and Operating		ACCT #194680-CHERNE 12	1,686.46	
I4996699	Invoice	10/24/2018	ACCT #194680-ELBOW GASKETED SEWER	0.00	370.67	
402-300-000-53580-3100		Office and Operating		ACCT #194680-ELBOW GA	370.67	
I4997004	Invoice	10/24/2018	ACCT #194680-ELBOW GASKETED X SPIG	0.00	121.10	
402-300-000-53580-3100		Office and Operating		ACCT #194680-ELBOW GA	121.10	
I5001149	Invoice	10/29/2018	ACCT #194680-BRASS BUSHINGS, VALVE	0.00	680.80	
401-000-000-53480-3100		Office and Operating		ACCT #194680-BRASS BUS	315.82	
401-250-000-58900-0001		Materials & Supp-Inv-Cas		ACCT #194680-BRASS BUS	364.98	
I5003934	Invoice	10/31/2018	CUST #3270-MISC SUPPLIES & INVENTOR	0.00	309.66	
401-000-000-53480-3100		Office and Operating		CUST #3270-MISC SUPPLIE	79.42	
401-250-000-58900-0001		Materials & Supp-Inv-Cas		CUST #3270-MISC SUPPLIE	230.24	
I5011037	Invoice	11/08/2018	ACCT #194680-INJECTION MOLDED WATE	0.00	131.77	
404-000-000-53180-3100		Office and Operating		ACCT #194680-INJECTION	131.77	
I5016900	Invoice	11/15/2018	CUST #3270-ROMAC SSI 6.60-7.00 X 16" L	0.00	302.92	
401-250-000-58900-0001		Materials & Supp-Inv-Cas		CUST #3270-ROMAC SSI 6.	302.92	
053992	HOOD CANAL COMMUNICATIONS	12/04/2018	Regular	0.00	3,255.74	19208
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
10377347	Invoice	11/01/2018	ACCT #3840-2-NOV 01-NOV 30, 2018	0.00	1,033.99	
001-000-000-51890-4215		Communication-Civic Cen		PRI SERVICES 525 W COTA	568.27	
001-000-000-51890-4215		Communication-Civic Cen		426-3301 COURT FAX	33.24	
001-000-000-51890-4215		Communication-Civic Cen		426-7746 PUBLIC WORKS,	33.15	
001-000-000-51890-4215		Communication-Civic Cen		432-5132 ERICK BIRK	0.12	
001-000-000-51890-4215		Communication-Civic Cen		432-5126 PW VACANT	0.12	
001-000-000-51890-4215		Communication-Civic Cen		432-0537 POLICE RECORD	34.07	
001-000-000-51890-4215		Communication-Civic Cen		432-5105 VICKI LOOK	0.12	
001-000-000-51890-4215		Communication-Civic Cen		432-1025 PBX MODEM	33.15	
001-000-000-51890-4215		Communication-Civic Cen		432-1768 CIVIC CENTER EL	33.15	
001-000-000-51890-4215		Communication-Civic Cen		426-9731 PW/CD	0.12	
001-000-000-51890-4215		Communication-Civic Cen		432-5145 POLICE RECORD	11.42	
001-000-000-51890-4215		Communication-Civic Cen		426-4491 CITY HALL	87.80	
001-000-000-52250-4200		Communication		426-1580 FIRE STATION FI	33.15	
001-000-000-52250-4200		Communication		432-0913 FIRE DEPT ELEVA	33.15	
001-000-000-52250-4200		Communication		427-3262 FIRE STATION, FI	33.15	
001-000-000-55430-4200		Communication		427-7503 ANIMAL SHELTE	0.12	
401-000-000-53480-4201		Communication - Shop		432-9761 CITY SHOPS FAX	33.15	
401-000-000-53480-4201		Communication - Shop		427-4351 WATER SCADA L	33.15	
401-000-000-53480-4201		Communication - Shop		426-6442 CITY SHOPS-WA	0.12	
401-000-000-53480-4201		Communication - Shop		462-0390 CITY SHOP AUTO	33.15	
402-400-000-53580-4200		Communication		426-6521 WWTP	0.12	
10377375	Invoice	11/01/2018	ACCT #17664-7 NOV 01-NOV 30, 2018	0.00	2,221.75	

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<u>001-000-000-51250-4200</u>		Communication	426 W CEDAR (MASON CO	90.00		
<u>001-000-000-51888-4200</u>		Communication	525 W COTA-CIVIC CENTE	99.95		
<u>001-000-000-51888-4200</u>		Communication	525 W COTA-CIVIC CENTE	90.00		
<u>001-000-000-51888-4200</u>		Communication	525 W COTA-CIVIC CENTE	90.00		
<u>001-000-000-51888-4801</u>		Repairs and Maintenance	525 W COTA-IT SVCS-IT DE	399.95		
<u>001-000-000-52250-4200</u>		Communication	122 W FRANKLIN ST-FIRE S	63.95		
<u>401-000-000-53480-4200</u>		Communication	525 W COTA-CITY TO PW	90.00		
<u>401-000-000-53480-4200</u>		Communication	51 PUBLIC WORKS DR-WA	90.00		
<u>401-000-000-53480-4200</u>		Communication	1000 W PINE ST-IT SERVIC	90.00		
<u>401-000-000-53480-4201</u>		Communication - Shop	1000 W PINE ST-WATER S	90.00		
<u>402-300-000-53580-4200</u>		Communication	498 ASPEN ST-LIFT STATIO	90.00		
<u>402-300-000-53580-4200</u>		Communication	427 W I STREET-LIFT STATI	90.00		
<u>402-300-000-53580-4200</u>		Communication	119 CASCADE CT-LIFT STAT	90.00		
<u>402-400-000-53580-4200</u>		Communication	200 N FRONT ST-PUMP ST	90.00		
<u>402-400-000-53580-4200</u>		Communication	100 TURNER AVE-PUMP S	90.00		
<u>402-400-000-53580-4200</u>		Communication	1701 FAIRMOUNT AVE-M	63.95		
<u>402-400-000-53580-4200</u>		Communication	1700 FAIRMOUNT AVE-M	90.00		
<u>402-400-000-53580-4200</u>		Communication	1700 FAIRMOUNT AVE-W	90.00		
<u>402-640-000-53580-4200</u>		Communication	10891 N US HWY 101-SAT	63.95		
<u>402-640-000-53580-4200</u>		Communication	2295 W DAYTON AIRPORT	90.00		
<u>402-640-000-53580-4200</u>		Communication	631 W DAYTON AIRPORT R	90.00		
<u>402-640-000-53580-4200</u>		Communication	10891 N US HWY 101-WW	90.00		

053944	HUDSON CAR CARE INC.	12/04/2018	Regular	0.00	525.63	19209
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>15833</u>	Invoice	11/13/2018	CUST #2458-REPAIR & MNTNC	#19993D	0.00	525.63
<u>001-000-000-52122-4805</u>	Repairs and Maintenance		CUST #2458-REPAIR & MN		525.63	

VEN01740	INDUSTRIAL HYDRAULICS	12/04/2018	Regular	0.00	161.23	19210
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>ORDER #53254</u>	Invoice	10/18/2018	CUST #99002-BOLT FLANGE BLOCK, BUSH		0.00	161.23
<u>503-000-000-54865-3104</u>	Oper Supp-Parts-EM&R V		CUST #99002-BOLT FLANG		161.23	

036236	JERI TIDD	12/04/2018	Regular	0.00	146.62	19211
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>REIMBURSE</u>	Invoice	10/17/2018	REIMBURSEABLES FOR WELLNESS SUPPLI		0.00	146.62
<u>001-000-000-51810-3101</u>	Office & Operating-Welln		WALMART 10/30/18		81.46	
<u>001-000-000-51810-3101</u>	Office & Operating-Welln		FRED MEYER 10/30/18		58.63	
<u>001-000-000-51810-3101</u>	Office & Operating-Welln		THE DOLLAR TREE 10/17/1		6.53	

VEN01743	JORDANNE KRUMPOLS	12/04/2018	Regular	0.00	134.45	19212
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>WALMART</u>	Invoice	10/30/2018	WALMART REIMBURSEMENT-WELLNESS		0.00	134.45
<u>001-000-000-51810-3101</u>	Office & Operating-Welln		WALMART REIMBURSEME		134.45	

080980	KENNEDY CREEK QUARRY	12/04/2018	Regular	0.00	4,052.85	19213
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>41666</u>	Invoice	10/10/2018	10/10/18 - 3/4" MINUS		0.00	482.70
<u>001-000-000-54230-3100</u>	Office and Operating		10/10/18 - 3/4" MINUS - T		164.17	
<u>001-000-000-54230-3100</u>	Office and Operating		10/10/18 - 3/4" MINUS - T		158.58	
<u>001-000-000-54230-3100</u>	Office and Operating		10/10/18 - 3/4" MINUS - T		159.95	
<u>41736</u>	Invoice	10/15/2018	10/15/18 - 5/8 INCH MINUS		0.00	673.43
<u>401-000-000-53480-3100</u>	Office and Operating		10/15/18 - 5/8 INCH MINU		161.67	
<u>401-000-000-53480-3100</u>	Office and Operating		10/15/18 - 5/8 INCH MINU		167.24	
<u>401-000-000-53480-3100</u>	Office and Operating		10/15/18 - 5/8 INCH MINU		170.78	

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<u>401-000-000-53480-3100</u>		Office and Operating	10/15/18 - 5/8 INCH MINU		173.74	
<u>41775</u>	Invoice	10/17/2018	10/17/18 - 3/4 INCH MINUS	0.00	1,173.33	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		167.24	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		162.23	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		164.17	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		174.20	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		169.06	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		167.47	
<u>401-000-000-53480-3100</u>		Office and Operating	10/17/18 - 3/4 INCH MINU		168.96	
<u>41841</u>	Invoice	10/22/2018	10/22/18 - 3/4" MINUS	0.00	357.62	
<u>001-000-000-54230-3100</u>		Office and Operating	10/22/18 - 3/4" MINUS - T		21.87	
<u>001-000-000-54230-3100</u>		Office and Operating	10/22/18 - 3/4" MINUS - T		159.27	
<u>001-000-000-54230-3100</u>		Office and Operating	10/22/18 - 3/4" MINUS - T		176.48	
<u>41910</u>	Invoice	10/26/2018	10/26/18 - DRY FILL & 3/4 INCH MINUS	0.00	704.89	
<u>401-000-000-53480-3100</u>		Office and Operating	10/26/18 - DRY FILL - TICK		64.56	
<u>401-000-000-53480-3100</u>		Office and Operating	10/26/18 - & 3/4 INCH MI		170.66	
<u>401-000-000-53480-3100</u>		Office and Operating	10/26/18 - DRY FILL - TICK		47.54	
<u>401-000-000-53480-3100</u>		Office and Operating	10/26/18 - 3/4 INCH MINU		174.99	
<u>401-000-000-53480-3100</u>		Office and Operating	10/26/18 - 3/4 INCH MINU		175.44	
<u>401-000-000-53480-3100</u>		Office and Operating	10/26/18 - DRY FILL - TICK		71.70	
<u>41980</u>	Invoice	10/29/2018	10/29/18 - 3/4" MINUS	0.00	505.26	
<u>001-000-000-54230-3100</u>		Office and Operating	10/29/18 - 3/4" MINUS - T		173.62	
<u>001-000-000-54230-3100</u>		Office and Operating	10/22/18 - 3/4" MINUS - T		163.49	
<u>001-000-000-54230-3100</u>		Office and Operating	10/22/18 - 3/4" MINUS - T		168.15	
<u>42073</u>	Invoice	10/31/2018	10/31/18 - 3/4 INCH MINUS - TICKET #15	0.00	155.62	
<u>401-000-000-53480-3100</u>		Office and Operating	10/31/18 - 3/4 INCH MINU		155.62	
VEN01499	KIDZ LOVE SOCCER	12/04/2018	Regular	0.00	425.60	19214
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>2018SUM-F146</u>	Invoice	09/05/2018	KNEELAND PARK-AUG/2018-SEP/2018	0.00	425.60	
<u>001-000-000-57120-4100</u>		Professional Services	KNEELAND PARK-AUG/201		425.60	
VEN01700	LEAGUE OF OREGON CITIES	12/04/2018	Regular	0.00	80.00	19215
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>5429</u>	Invoice	11/12/2018	ACCT #222327 - JOB POSTING - CITY CLER	0.00	80.00	
<u>001-000-000-51160-4400</u>		Advertising	ACCT #222327 - JOB POSTI		80.00	
087860	LEGEND DATA SYSTEMS, INC.	12/04/2018	Regular	0.00	38.08	19216
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>124383</u>	Invoice	11/20/2018	CUST #SHELTONPD-PHOTO ID-PENTZ	0.00	38.08	
<u>001-000-000-52122-3100</u>		Office and Operating	CUST #SHELTONPD-PHOT		38.08	
187000	MASON COUNTY JOURNAL	12/04/2018	Regular	0.00	350.00	19217
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>94776</u>	Invoice	11/01/2018	LEGAL NOTICE- 11/01 NOTICE OF PUBLIC	0.00	30.00	
<u>001-000-000-55860-4400</u>		Advertising	LEGAL NOTICE- 11/01 NOT		30.00	
<u>94900</u>	Invoice	11/08/2018	LEGAL NOTICE- 11/01 & 11/15 NOTICE OF	0.00	180.00	
<u>001-000-000-51896-4400</u>		Advertising	LEGAL NOTICE- 11/01 & 11		180.00	
<u>94903</u>	Invoice	11/08/2018	LEGAL NOTICE 11/08 2019 PRELIMINARY	0.00	100.00	
<u>001-000-000-51423-4400</u>		Advertising	LEGAL NOTICE 11/08 2019		100.00	
<u>95086</u>	Invoice	11/15/2018	LEGAL NOTICE- 11/15 ORDINANCE #1923-	0.00	20.00	
<u>001-000-000-51895-4400</u>		Advertising	LEGAL NOTICE- 11/15 ORD		20.00	
<u>95087</u>	Invoice	11/15/2018	LEGAL NOTICE- 11/15 ORDINANCE #1929-	0.00	20.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-000-000-51895-4400	Advertising		LEGAL NOTICE- 11/15 ORD		20.00	
112000	MASON COUNTY SHERIFF DEPT	12/04/2018	Regular	0.00	21,717.50	19218
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
NOV/2018	Invoice	11/01/2018	NOV/2018 PRISONER - JAIL BOOKING FEE	0.00	21,717.50	
001-000-000-52360-5100	Professional Services		NOV/2018 PRISONER - JAI		21,717.50	
116500	MAYES TESTING ENGINEERS	12/04/2018	Regular	0.00	6,710.38	19219
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
TB28610	Invoice	11/05/2018	OCT/2018 PROFESSIONAL SVCS-20 BLK P	0.00	6,710.38	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/3RDST		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/BIRCH		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/COTA		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/JEFFERSON		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/KINEO		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/MADISON		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/OLYAVE		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/SATSOP		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/THOMAS		671.04	
302-000-000-59530-4100	Roadway-Professional Se		18-PV/WILSON		671.02	
129030	MILES SAND & GRAVEL CO.	12/04/2018	Regular	0.00	185.14	19220
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
1678434	Invoice	11/28/2018	CUST #050775 - 5/8" CRUSHED ROCK	0.00	185.14	
401-000-000-53480-3100	Office and Operating		CUST #050775 - 5/8" CRUS		185.14	
132235	MOUNTAIN MIST WATER	12/04/2018	Regular	0.00	119.24	19221
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
002444386	Invoice	11/14/2018	ACCT #050147 - PKG WATER & COOLER R	0.00	72.68	
402-400-000-53580-3100	Office and Operating		ACCT #050147 - PKG WAT		55.12	
402-400-000-53580-4500	Operating Rentals		ACCT #050147 - PKG WAT		17.56	
002444392	Invoice	11/14/2018	ACCT #080756 - WATER & EQUIPMENT R	0.00	46.56	
001-000-000-52122-3100	Office and Operating		ACCT #080756 - WATER &		46.56	
142952	NCL OF WISCONSIN, INC.	12/04/2018	Regular	0.00	370.33	19222
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
414772	Invoice	11/05/2018	ACCT #42215-ENDO BROTH IN PLASTIC A	0.00	370.33	
402-400-000-53580-3100	Office and Operating		ACCT #42215-ENDO BROT		370.33	
VEN01558	NORTHWEST CUSTOM TEES	12/04/2018	Regular	0.00	182.45	19223
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
536	Invoice	11/15/2018	SCREEN PRINTED T-SHIRTS-VOLLEYBALL	0.00	182.45	
001-000-000-57120-3100	Office and Operating		SCREEN PRINTED T-SHIRTS		182.45	
146933	OFFICE DEPOT	12/04/2018	Regular	0.00	646.88	19224

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Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
226991697001	Invoice	11/05/2018	ACCT #28972108-PAPER, COPY, 10 REAM	0.00	646.88	
001-000-000-51830-3100	Office and Operating		ACCT #28972108-MISC OF		97.03	
001-000-000-51895-3100	Office and Operating		ACCT #28972108-MISC OF		142.31	
001-000-000-51896-3100	Office and Operating		ACCT #28972108-MISC OF		135.84	
001-000-000-55860-3100	Office and Operating		ACCT #28972108-MISC OF		219.94	
001-000-000-57120-3100	Office and Operating		ACCT #28972108-MISC OF		25.88	
001-000-000-57550-3100	Office and Operating		ACCT #28972108-MISC OF		25.88	
150076	OWEN EQUIPMENT COMPANY	12/04/2018	Regular	0.00	442.37	19225
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
00091157	Invoice	11/07/2018	ACCT #35941-FLOAT BALL #19960D	0.00	442.37	
503-000-000-54865-3104	Oper Supp-Parts-EM&R V		ACCT #35941-FLOAT BALL		442.37	
155541	PARAMETRIX, INC.	12/04/2018	Regular	0.00	1,220.00	19226
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
04986	Invoice	10/11/2018	SEWER SCADA PROF ENGR -08/26/18-09/	0.00	1,220.00	
402-400-000-53580-4100	Professional Services		SEWER SCADA PROF ENGR		1,220.00	
114040	PETTYJOHN ENTERPRISES, LLC	12/04/2018	Regular	0.00	1,129.45	19227
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
1236	Invoice	09/01/2018	AUG/2018 TICKETS	0.00	588.23	
001-000-000-52360-4900	Miscellaneous		TICKET #15766 08/01/18		50.00	
001-000-000-52360-4900	Miscellaneous		TICKET #15830 08/09/18		5.00	
001-000-000-54230-4900	Miscellaneous		TICKET #15927-1ST 08/23/		50.00	
001-000-000-54230-4900	Miscellaneous		TICKET #15927-2ND 08/23		25.00	
001-000-000-54230-4900	Miscellaneous		TICKET #15935 08/24/18		50.00	
001-000-000-54230-4900	Miscellaneous		TICKET #15946 08/27/18		20.00	
404-000-000-53180-4900	Miscellaneous		TICKET #9561 08/06/18		108.23	
404-000-000-53180-4900	Miscellaneous		TICKET #15936-1ST 08/24/		80.00	
404-000-000-53180-4900	Miscellaneous		TICKET #15821 08/08/18		100.00	
404-000-000-53180-4900	Miscellaneous		TICKET #15936-2ND 08/24		100.00	
1326	Invoice	10/01/2018	SEP/2018 TICKETS	0.00	20.00	
001-000-000-52360-4900	Miscellaneous		TICKET #16023 09/07/18		5.00	
001-000-000-52360-4900	Miscellaneous		TICKET #16114 09/24/18		5.00	
001-000-000-52360-4900	Miscellaneous		TICKET #16121 09/25/18		10.00	
1353	Invoice	11/01/2018	OCT/2018 TICKETS	0.00	521.22	
001-000-000-54230-4900	Miscellaneous		TICKET #9706 10/19/18		205.61	
001-000-000-54230-4900	Miscellaneous		TICKET #9708 10/19/18		205.61	
001-000-000-54270-4900	Miscellaneous		TICKET #16233 10/17/18		60.00	
001-000-000-57680-4900	Miscellaneous		TICKET #16205 10/11/18		30.00	
001-000-000-57680-4900	Miscellaneous		TICKET #16206 10/11/18		20.00	
151975	PIERCE COUNTY SECURITY, INC	12/04/2018	Regular	0.00	193.20	19228
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
353125	Invoice	11/05/2018	OCT/2018 MAGNA SCANNER & HAND DE	0.00	193.20	
001-000-000-51250-4500	Operating Rentals		OCT/2018 MAGNA SCANN		193.20	
009783	POLICE EXECUTIVE RESEARCH FORU	12/04/2018	Regular	0.00	200.00	19229
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
EMAIL RENEWAL	Invoice	11/19/2018	2019 MEMBERSHIP RENEWAL-MIKE FIO	0.00	200.00	
001-000-000-52122-4900	Miscellaneous		2019 MEMBERSHIP RENE		200.00	
009785	PORTER FOSTER RORICK LLP	12/04/2018	Regular	0.00	20,995.00	19230

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Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>108332</u>	Invoice	11/05/2018	OCT/2018 RETAINER -PROFESSIONAL SER	0.00	20,995.00	
<u>001-000-000-51530-4100</u>		Professional Services		OCT/2018 RETAINER -PRO	20,995.00	
162700	PUGET SOUND & PACIFIC RAILROAD	12/04/2018	Regular	0.00	1,205.27	19231
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>143155</u>	Invoice	11/05/2018	CONTRACT #PSAP 110803-12/01/18-11/3	0.00	1,205.27	
<u>402-300-000-53580-4500</u>		Operating Rentals		CONTRACT #PSAP 110803-	1,205.27	
165704	R & D SUPPLY	12/04/2018	Regular	0.00	1,038.23	19232
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>223369</u>	Invoice	10/11/2018	CUST #60CS18 - MISC CUSTODIAL SUPPLI	0.00	483.74	
<u>001-000-000-51830-3100</u>		Office and Operating		CUST #60CS18 - MISC CUS	46.08	
<u>001-000-000-51890-3115</u>		Office and Operating-Civi		CUST #60CS18 - MISC CUS	272.83	
<u>001-000-000-57250-3100</u>		Office and Operating		CUST #60CS18 - MISC CUS	136.00	
<u>401-000-000-53480-3100</u>		Office and Operating		CUST #60CS18 - MISC CUS	28.83	
<u>223636</u>	Invoice	10/25/2018	CUST #60CS18 - MISC CUSTODIAL SUPPLI	0.00	48.83	
<u>001-000-000-57250-3100</u>		Office and Operating		CUST #60CS18 - MISC CUS	48.83	
<u>223762</u>	Invoice	11/01/2018	CUST #60CS18 - MISC CUSTODIAL SUPPLI	0.00	505.66	
<u>001-000-000-51890-3115</u>		Office and Operating-Civi		CUST #60CS18 - MISC CUS	252.83	
<u>001-000-000-57250-3100</u>		Office and Operating		CUST #60CS18 - MISC CUS	252.83	
180900	SETINA MFG. CO., INC.	12/04/2018	Regular	0.00	209.60	19233
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>171987</u>	Invoice	10/25/2018	CUST #WAWSSHE002-ALUM BUMPER-CA	0.00	209.60	
<u>001-000-000-52122-3110</u>		Office & Operating-Auto		CUST #WAWSSHE002-ALU	209.60	
200531	SHELTON MAIL & SHIP	12/04/2018	Regular	0.00	37.63	19234
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>PKG #6523</u>	Invoice	10/23/2018	PKG #6523-WSP CRIME LAB	0.00	18.86	
<u>001-000-000-52122-4200</u>		Communication		PKG #6523-WSP CRIME LA	18.86	
<u>PKG #6619</u>	Invoice	11/19/2018	PKG #6619-WSP CRIME LAB	0.00	18.77	
<u>001-000-000-52122-4200</u>		Communication		PKG #6619-WSP CRIME LA	18.77	
186500	SHELTON MASON COUNTY CHAMBE	12/04/2018	Regular	0.00	15.00	19235
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>2792</u>	Invoice	11/15/2018	CHAMBER LUNCHEON-REAL ESTATE & EC	0.00	15.00	
<u>001-000-000-51160-4900</u>		Miscellaneous		CHAMBER LUNCHEON-RE	7.50	
<u>001-000-000-51310-4900</u>		Miscellaneous		CHAMBER LUNCHEON-RE	7.50	
188025	SHELTON VETERINARY	12/04/2018	Regular	0.00	40.00	19236
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>560346</u>	Invoice	10/24/2018	ACCT #2267 - CITY NEUTER 7014 CARLY B	0.00	40.00	
<u>001-000-000-55430-4100</u>		Professional Services		ACCT #2267 - CITY NEUTER	40.00	
191000	SKIPWORTH'S SAW AND MOWER	12/04/2018	Regular	0.00	456.34	19237
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>11-15-18</u>	Invoice	11/15/2018	11/15/18-STHL FS111, ULTRA OIL, ROLL &	0.00	456.34	
<u>001-000-000-52360-3500</u>		Small Tools/Equipment		11/15/18-STHL FS111, ULT	456.34	
195599	STATE AUDITORS OFFICE	12/04/2018	Regular	0.00	15,038.53	19238

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Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>L127908</u>	Invoice	11/09/2018	AUDIT #51691/53917- PERIOD 16-16 & 1	0.00	15,038.53	
<u>001-000-000-51423-4145</u>		Professional Services - St		AUDIT #51691/53917- PER	15,038.53	
VEN01578	SUMMIT LAW GROUP	12/04/2018	Regular	0.00	213.50	19239
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>98868</u>	Invoice	11/19/2018	OCT/2018 PROFESSIONAL SERVICES	0.00	213.50	
<u>001-000-000-52122-4100</u>		Professional Services		OCT/2018 PROFESSIONAL	213.50	
197259	SUNSET AIR, INC.	12/04/2018	Regular	0.00	1,435.07	19240
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>W.O. #22176</u>	Invoice	11/15/2018	CUST #CIT245 -DIAGNOSE DDC REMOTE C	0.00	595.68	
<u>001-000-000-52250-4800</u>		Repairs and Maintenance		CUST #CIT245 -DIAGNOSE	595.68	
<u>W.O. #22635</u>	Invoice	11/15/2018	CUST #CIT245 - REPLACED LON CARD	0.00	559.23	
<u>001-000-000-52250-4800</u>		Repairs and Maintenance		CUST #CIT245 - REPLACED	559.23	
<u>W.O. #22911</u>	Invoice	11/15/2018	CUST #CIT245 -ADJUST TSTATS	0.00	280.16	
<u>402-400-000-53580-4800</u>		Repairs and Maintenance		CUST #CIT245 -ADJUST TST	280.16	
189670	THE SHOPPER	12/04/2018	Regular	0.00	326.10	19241
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>31709</u>	Invoice	10/12/2018	JOB #DP13164-90 UTILITY APPLICATIONS	0.00	107.33	
<u>401-000-000-53480-3100</u>		Office and Operating		JOB #DP13164-90 UTILITY	53.67	
<u>402-400-000-53580-3100</u>		Office and Operating		JOB #DP13164-90 UTILITY	53.66	
<u>31970</u>	Invoice	10/30/2018	PAPER ROLLS FOR CREDIT CARD MACHIN	0.00	39.15	
<u>001-000-000-51421-3100</u>		Office and Operating		PAPER ROLLS FOR CREDIT	19.58	
<u>001-000-000-51423-3100</u>		Office and Operating		PAPER ROLLS FOR CREDIT	19.57	
<u>31991</u>	Invoice	10/31/2018	EZ GRIP STAPLE REMOVER, ONYX	0.00	3.91	
<u>001-000-000-51421-3100</u>		Office and Operating		EZ GRIP STAPLE REMOVER,	1.96	
<u>001-000-000-51423-3100</u>		Office and Operating		EZ GRIP STAPLE REMOVER,	1.95	
<u>32048</u>	Invoice	11/02/2018	JOB #DP13407-#10 REGULAR ENVELOPES	0.00	175.71	
<u>001-000-000-51830-3100</u>		Office and Operating		JOB #DP13407-#10 REGUL	26.36	
<u>001-000-000-51895-3100</u>		Office and Operating		JOB #DP13407-#10 REGUL	38.66	
<u>001-000-000-51896-3100</u>		Office and Operating		JOB #DP13407-#10 REGUL	36.90	
<u>001-000-000-55860-3100</u>		Office and Operating		JOB #DP13407-#10 REGUL	59.74	
<u>001-000-000-57120-3100</u>		Office and Operating		JOB #DP13407-#10 REGUL	7.03	
<u>001-000-000-57550-3100</u>		Office and Operating		JOB #DP13407-#10 REGUL	7.02	
VEN01650	THURSTON MASON BEHAVIORAL HI	12/04/2018	Regular	0.00	574.70	19242
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>Q3-2018LPE</u>	Invoice	11/15/2018	QTR3/2018 LIQUOR PROFITS & EXCISE TA	0.00	574.70	
<u>001-000-000-56600-5100</u>		Professional Services		QTR3/2018 LIQUOR PROFI	574.70	
201300	TOZIER BROS INC.	12/04/2018	Regular	0.00	451.01	19243
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>430889</u>	Invoice	10/22/2018	CUST #20090-SCOTTS 20LB CLASSIC SUN	0.00	56.84	
<u>402-300-000-53580-3100</u>		Office and Operating		CUST #20090-SCOTTS 20L	56.84	
<u>431009</u>	Invoice	10/26/2018	CUST #20090-POOL PACE TABS 3"	0.00	28.93	
<u>402-400-000-53580-3100</u>		Office and Operating		CUST #20090-POOL PACE	28.93	
<u>431071</u>	Invoice	10/29/2018	CUST #20090-NUTS & BOLTS	0.00	9.14	
<u>001-000-000-52122-3100</u>		Office and Operating		CUST #20090-NUTS & BOL	9.14	
<u>431138</u>	Invoice	11/01/2018	CUST #20090-NUTS & BOLTS	0.00	14.97	
<u>001-000-000-57680-3100</u>		Office and Operating		CUST #20090-NUTS & BOL	14.97	

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<u>431141</u>	Invoice	11/01/2018	CUST #20090-ORG PRO 16TINE BOW RAK	0.00	40.02	
<u>001-000-000-57680-3100</u>	Office and Operating		CUST #20090-ORG PRO 16		40.02	
<u>431221</u>	Invoice	11/06/2018	CUST #20090-PROPANE	0.00	114.14	
<u>503-000-000-54865-3203</u>	Fuel-Outside Purchase		CUST #20090-PROPANE		114.14	
<u>431230</u>	Invoice	11/06/2018	CUST #20090-NUTS & BOLTS	0.00	5.81	
<u>503-000-000-54865-3100</u>	Office and Operating		CUST #20090-NUTS & BOL		5.81	
<u>431239</u>	Invoice	11/07/2018	CUST #20090-ATLAS SM BIK CHITTY GRIP	0.00	7.82	
<u>401-000-000-53480-3100</u>	Office and Operating		CUST #20090-ATLAS SM BI		7.82	
<u>431280</u>	Invoice	11/08/2018	CUST #20090-CRIMPER LIGHT DUTY	0.00	46.85	
<u>503-000-000-54865-3100</u>	Office and Operating		CUST #20090-CRIMPER LIG		46.85	
<u>431313</u>	Invoice	11/09/2018	CUST #20090-NUTS & BOLTS	0.00	5.88	
<u>001-000-000-57680-3100</u>	Office and Operating		CUST #20090-NUTS & BOL		5.88	
<u>431318</u>	Invoice	11/09/2018	CUST #20090-NUTS & BOLTS	0.00	1.31	
<u>001-000-000-51890-3115</u>	Office and Operating-Civi		CUST #20090-NUTS & BOL		1.31	
<u>431369</u>	Invoice	11/13/2018	CUST #20090-SPRYPNT BLACK PRIMER, FL	0.00	16.80	
<u>001-000-000-54230-3100</u>	Office and Operating		CUST #20090-SPRYPNT BL		16.80	
<u>431379</u>	Invoice	11/13/2018	CUST #20090-PRMR SPRY 12OZ GRY	0.00	6.17	
<u>001-000-000-54264-3100</u>	Office and Operating		CUST #20090-PRMR SPRY		6.17	
<u>431419</u>	Invoice	11/15/2018	CUST #20090-CLAMP, FOAM GREAT STUF	0.00	15.78	
<u>001-000-000-57250-3100</u>	Office and Operating		CUST #20090-CLAMP, FOA		15.78	
<u>431446</u>	Invoice	11/16/2018	CUST #20090-BULLY LAWN RAKE THATCH	0.00	62.29	
<u>001-000-000-54230-3100</u>	Office and Operating		CUST #20090-BULLY LAW		62.29	
<u>431552</u>	Invoice	11/21/2018	CUST #20090-GROUNDING CONNECTOR	0.00	18.26	
<u>001-000-000-52250-3100</u>	Office and Operating		CUST #20090-GROUNDIN		18.26	

VENO1656	TRACTOR SUPPLY CREDIT PLAN	12/04/2018	Regular	0.00	197.63	19244
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>TICKET #101185</u>	Invoice	11/16/2018	BALED STRAW-WELLS 3 & 4 FIBER INSTAL	0.00	93.61	
<u>401-000-000-59434-3100</u>		WATER CAPITAL EXP-Sup	18-FONC	BALED STRAW-WELLS 3 &	93.61	
<u>TICKET #64015</u>	Invoice	11/19/2018	BALED STRAW-MT VIEW FIBER INSTALL	0.00	52.01	
<u>401-000-000-59434-3100</u>		WATER CAPITAL EXP-Sup	18-FONC	BALED STRAW-MT VIEW FI	52.01	
<u>TICKET #99817</u>	Invoice	11/09/2018	BALED STRAW-WELL #1 FIBER INSTALL	0.00	52.01	
<u>401-000-000-59434-3100</u>		WATER CAPITAL EXP-Sup	18-FONC	BALED STRAW-WELL #1 FI	52.01	

201520	TRAFFIC SAFETY SUPPLY CO.	12/04/2018	Regular	0.00	607.32	19245
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>INV007392</u>	Invoice	10/17/2018	CUST #C000981 - R/U-D 36"	SUPERBRIGH	607.32	
<u>001-000-000-54230-3100</u>		Office and Operating		CUST #C000981 - R/U-D 36	151.83	
<u>401-000-000-53480-3100</u>		Office and Operating		CUST #C000981 - R/U-D 36	151.83	
<u>402-400-000-53580-3100</u>		Office and Operating		CUST #C000981 - R/U-D 36	151.83	
<u>404-000-000-53180-3100</u>		Office and Operating		CUST #C000981 - R/U-D 36	151.83	

202308	USABLUBOOK	12/04/2018	Regular	0.00	286.31	19246
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number		Account Name	Project Account Key	Item Description	Dist Amount	
<u>718991</u>	Invoice	10/24/2018	CUST #925099-RUST-OLEUM INVERTED P	0.00	286.31	
<u>401-000-000-53480-3100</u>		Office and Operating		CUST #925099-RUST-OLEU	286.31	

202340	UTILITIES UNDERGROUND LOCATIO	12/04/2018	Regular	0.00	113.52	19247
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Check Register

Packet: APPKT01058-December 4, 2018-Payables "A" Packet

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
8100229	Invoice	10/31/2018	ACCT #100100-OCT/2018 EXCAVATION N	0.00	113.52	
401-000-000-53480-4100	Professional Services		ACCT #100100-OCT/2018		37.84	
402-300-000-53580-4100	Professional Services		ACCT #100100-OCT/2018		37.84	
404-000-000-53180-4100	Prof Serv-Stormwater Im		ACCT #100100-OCT/2018		37.84	
145325	VALVOLINE LLC	12/04/2018	Regular	0.00	143.30	19248
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
89984	Invoice	11/02/2018	ACCT #684808 - OIL CHANGE LICENSE #59	0.00	66.57	
001-000-000-52122-4805	Repairs and Maintenance		ACCT #684808 - OIL CHAN		66.57	
90499	Invoice	11/19/2018	ACCT #684808 - WIPER REPLACEMENT 20	0.00	76.73	
001-000-000-52122-4805	Repairs and Maintenance		ACCT #684808 - WIPER RE		76.73	
203115	WALMART COMMUNITY/GEMB	12/04/2018	Regular	0.00	1,104.18	19249
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
01599	Invoice	11/21/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	587.52	
001-000-000-54230-3100	Office and Operating		ACCT #6032 2020 0021 41		587.52	
01774	Invoice	10/29/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	56.79	
402-400-000-53580-3100	Office and Operating		ACCT #6032 2020 0021 41		56.79	
02710	Invoice	10/25/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	194.21	
402-400-000-53580-3100	Office and Operating		ACCT #6032 2020 0021 41		194.21	
04698	Invoice	11/20/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	35.14	
001-000-000-51250-3100	Office and Operating		ACCT #6032 2020 0021 41		35.14	
06256	Invoice	11/08/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	42.66	
503-000-000-54865-3100	Office and Operating		ACCT #6032 2020 0021 41		42.66	
06684	Invoice	10/26/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	116.21	
402-400-000-53580-3100	Office and Operating		ACCT #6032 2020 0021 41		116.21	
07625	Invoice	11/14/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	65.15	
402-400-000-53580-3100	Office and Operating		ACCT #6032 2020 0021 41		65.15	
08828	Invoice	11/12/2018	ACCT #6032 2020 0021 4172 -MISC SUPPL	0.00	6.50	
001-000-000-51830-3100	Office and Operating		ACCT #6032 2020 0021 41		6.50	
203030	WASHINGTON STATE PATROL	12/04/2018	Regular	0.00	76.00	19250
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
119002938	Invoice	11/07/2018	ACCT #WA0230400 - OCT/2018 BACKGRO	0.00	76.00	
001-000-000-52122-5100	Professional Services		ACCT #WA0230400 - OCT/		76.00	
203780	WATER MGMNT LABORATORIES INC	12/04/2018	Regular	0.00	924.00	19251
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
171449	Invoice	10/29/2018	ACCT #AS201R -FECAL COLIFORM	0.00	178.00	
402-400-000-53580-4100	Professional Services		ACCT #AS201R -FECAL COL		178.00	
171869	Invoice	11/16/2018	ACCT #AS201R -MERCURY, ZINC, NICKEL	0.00	746.00	
402-400-000-53580-4100	Professional Services		ACCT #AS201R -MERCURY,		746.00	
203900	WESMAR COMPANY, INC	12/04/2018	Regular	0.00	603.19	19252
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
257364	Invoice	11/01/2018	CUST #31175-SODIUM HYPOCHLORITE 12	0.00	603.19	
401-000-000-53480-3104	Office and Operating-Chl		CUST #31175-SODIUM HY		603.19	
204068	WESTERN SYSTEMS	12/04/2018	Regular	0.00	848.08	19253

Check Register

Packet: APPKT01058-December 4, 2018-Payables "A" Packet

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Project Account Key	Item Description	Dist Amount		
0000037423	Invoice	11/07/2018	LOOP AMPLIFIER 2CH RACK MOUNT W/TI	0.00	848.08	
001-000-000-54264-3100	Office and Operating		LOOP AMPLIFIER 2CH RAC		848.08	

Bank Code APBNK -Warrants Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	189	79	0.00	176,063.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	189	79	0.00	176,063.13

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	12/2018	176,063.13
			<u>176,063.13</u>



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item E1)

Touch Date: 11/6/18
Brief Date: 11/20/18
Action Date: **12/4/18**

Department: Finance
Presented By: **Mike McCarty and Sandi Hines**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

- | | |
|---|-------|
| <input type="checkbox"/> Dept. Head | _____ |
| <input type="checkbox"/> Finance Director | _____ |
| <input type="checkbox"/> Attorney | _____ |
| <input type="checkbox"/> City Clerk | _____ |
| <input type="checkbox"/> City Manager | _____ |

PROGRAM/PROJECT TITLE:
2019 Final Budget Hearing
ATTACHMENTS:

- | | |
|-------------------------------------|------------|
| <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | Other |

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The preliminary budget hearing was held on November 6, 2018. The final budget hearing was held on November 20, 2018 and continued to the Council meeting of December 4, 2018. Staff will review any proposed changes to the final budget based upon comments received at the study session on November 27, 2018. We are asking Council to close the 2019 Budget Hearing. The final 2019 budget will be brought to the Council on December 18, 2018, for adoption.

ANALYSIS/OPTIONS/ALTERNATIVES:

BUDGET/FISCAL INFORMATION:

PUBLIC INFORMATION REQUIREMENTS:

STAFF RECOMMENDATION/MOTION:

Staff recommends Council close the 2019 Budget Hearing.



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item F1)

Touch Date: 10/1/18
Brief Date: **12/4/18**
Action: **Public Comment
Required**

Department: Public Works
Presented By: **Craig Gregory**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

- ☒ Dept. Head _____
- ☐ Finance Director _____
- ☐ Attorney _____
- ☐ City Clerk _____
- ☐ City Manager _____

PROGRAM/PROJECT TITLE:
"C" Street Landfill Update

ATTACHMENTS:
None

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

This is an update on the progress being made on the "C" Street Landfill remedial investigation. Since the previous update no work has been completed on site. The funds from the initial Department of Ecology Grant had been expended and city staff and Aspect Consulting worked diligently with the Department of Ecology to further define a scope of work for the remaining efforts. This brought forth Contract change number 4 with Aspect Consulting which was executed in August 2018 and included the new scope of work and budget as well as extending the contract date. In October 2018, the City was able to secure an additional \$600,000 in state funds from the Department of Ecology to complete the Remedial Investigation and Feasibility Study and progress to the Design and Cleanup Construction phases of the project.

City Staff will provide another update in June of 2019.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

Information is available from the Public Works Department.

STAFF RECOMMENDATION/MOTION:

No action needed but public comment is required.



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item F2)

Touch Date: 11/27/18
Brief Date: 12/4/18
Action Date: **12/18/18**

Department: Public Works
Presented By: **Craig Gregory**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

- ☒ Dept. Head _____
- ☐ Finance Director _____
- ☐ Attorney _____
- ☐ City Clerk _____
- ☐ City Manager _____

PROGRAM/PROJECT TITLE:

**Carollo Water Comp Plan Contract
Amendment No. 2**

ATTACHMENTS:

Amendment No. 2

- ☐ Ordinance
- ☐ Resolution
- ☐ Motion
- ☒ Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

In April of 2017 the Commission approved a contract with Carollo Engineers to complete the Water Comp Plan Update. The original contract amount was for \$156,698 and consisted of 10 different tasks with City staff assisting in a few aspects to help reduce costs. Our current staffing availability has since changed and Carollo is having to take on the tasks that were originally to be completed by City staff.

Amendment No. 1, executed in April 2018, extended the contract expiration date to December 31, 2018.

Amendment No. 2 further extends the contract expiration date to December 31, 2019, as well as a scope of work to include the additional tasks Carollo will be taking on.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

The contract amount has been budgeted for the current year and the additional tasks will be covered through what is proposed in the 2019 budget.

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained through the Public Works Department.

STAFF RECOMMENDATION/MOTION:

Staff requests the Council concur to place this item on the December 18, 2018 action agenda.

Amendment to Contract No. 2

Agency	City of Shelton
Name of Project	2017 Water Comprehensive Plan Update

City of Shelton desires to amend the agreement entered into with Carollo Engineers, Inc. executed on April 10, 2017 and identified as 2017 Water Comprehensive Plan Update.

All provisions in the basic agreement remain in effect except as expressly modified by this amendment as follows:

Section 1 of the Contract for Services:

Scope of Services to be Performed by Consultant is hereby amended as follows:

Exhibits B-1 and B-2 are added to the scope of services.

Section 2 of the Contract for Services:

Compensation and Method of Payment is hereby amended as follows:

\$37,423 is added to the original contract amount for a new compensation not to exceed total of \$194,121.

Section 4 of the Contract for Services:

Duration of Agreement is hereby amended to read:

Duration of agreement, shall be in full force and effect commencing on December 31, 2017 and ending December 31, 2019.

If you concur in this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

Sincerely,

Contractor Signature Date

City of Shelton Date

Print Name and Title

Print Name and Title

**CITY OF SHELTON
WATER SYSTEM PLAN UPDATE
SCOPE OF SERVICES**

AMENDMENT NO. 2

The following Scope of Services has been developed to assist the City of Shelton (City) with the 2017 update of its Water System Plan (Plan). The objective of this project is to update all elements of the Plan document, in accordance with WAC 246-290-100 and State of Washington Department of Health (DOH) regulations. Due to City workload, the amendment expands Carollo's (Consultant) efforts to complete Plan Chapters previously to be completed by the City. The following tasks under this Scope of Services has been prepared based on Consultant understanding of the proposed project, and on discussions with City staff.

PROJECT BACKGROUND

The City initiated this Plan update recognizing the importance of planning, developing, and financing water system facilities as a means to provide reliable and efficient service for existing customers and to serve anticipated growth. The Plan is designed to meet state, county, and local requirements. The City's last Water System Plan was completed in 2010. This Plan will be consistent with the City's current update of the City's Comprehensive Plan, creating a cohesive and complementary set of documents. The City committed to provide a draft Plan to the DOH by December 31, 2017, but was unable to meet the due to ongoing annexation activities.

PROJECT ASSUMPTIONS

- Carollo Engineers, Inc. and its subconsultants will be referred to as "Consultant" in this document.
- The City of Shelton and its staff will be referred to as "City" in this document.
- All meetings will be held at City offices.
- Draft Chapters will be provided in electronic copy (PDF and/or Microsoft Word) transmitted via email or secure file transfer.
- City comments on draft chapters will be documented in the Project Comment Response Log by the Consultant. The Consultant will prepare responses to address the comments in the Comment Response Log for the City's review and acceptance. Resulting changes will be incorporated into the Draft Agency Review Plan, rather than reissuing a draft chapter at the time. However, revised draft chapters can be produced upon City requested.
- The Consultant will prepare an agenda, presentation materials, and document discussions, including action items and decisions, in meeting minutes for Consultant lead meetings.
- Meeting notes and related materials will be transmitted electronically in MS Word and PDF formats via email.
- The City will print and produce additional copies of all documents as necessary for its use.
- The City will provide available information related to the project and as requested by the Consultant in a timely manner. The City shall furnish Consultant available

studies, reports, and other data pertinent to Consultant's services; obtain, or authorize Consultant to obtain, or provide additional reports and data as required; furnish to Consultant services of others required for the performance of Consultant's services hereunder, and Consultant shall be entitled to use and rely upon all such information and services provided by the City or others in performing Consultant's services under this Agreement.

A summary of chapters and appendices are shown in Table 1. Bold items represent new Consultant scope of work presented in this Amendment.

Table 1 Summary of Chapters and Appendices		
1.Chapter / Appendix		Chapter Lead
Executive Summary		Consultant
Chapter 1:	Introduction	Consultant
Chapter 2:	Description of Water System	Consultant
Chapter 3:	Water Requirements	Consultant
Chapter 4:	Water Use Efficiency	Consultant
Chapter 5:	System Analysis	Consultant
Chapter 6:	Water Quality	Consultant
Chapter 7:	Source Water Protection	Consultant
Chapter 8:	Operations and Maintenance	Consultant
Chapter 9:	Capital Improvement Plan	Consultant
Chapter 10:	Financial Plan	Consultant
Appendix 1A:	Notice of Determination of Non-Significance (DNS)	City
Appendix 1B:	State Environmental Policy Act (SEPA) Checklist	City
Appendix 1C:	Agency Comment Letters and Responses	City/Consultant
Appendix 1D:	Ordinances and Approvals	City
Appendix 1E:	Water System Plan Submittal Form	City
Appendix 1F:	DOH Water System Plan Checklist	Consultant
Appendix 2A:	Interlocal Agreements	City
Appendix 2B:	Water Facilities Inventory Form	City
Appendix 2C:	Design and Construction Standards	City
Appendix 3A:	Demographic and Demand Forecast Tables	Consultant
Appendix 4A:	Water Loss Control Action Plan	City
Appendix 4B:	WUE Public Meeting Minutes	City
Appendix 5A:	Copies of Water Rights Certificates	City
Appendix 5B:	Water Rights Self-Assessment Forms	Consultant

Table 1 Summary of Chapters and Appendices		
	1.Chapter / Appendix	Chapter Lead
Appendix 5C:	Source and Storage Analysis Tables	Consultant
Appendix 6A:	Water Quality Monitoring Plan	City
Appendix 6C:	Coliform Monitoring Plan	City
Appendix 7A:	Wellhead Protection Report	Consultant
Appendix 8A:	Emergency Response Plan	City
Appendix 8B:	Water Shortage Response Plan	City
Appendix 8C:	Cross-connection Control Program	City
Appendix 9A:	CIP Cost Estimates	Consultant

TASKS

To meet the objectives of this scope of services, the Consultant shall complete the tasks as summarized in the table below and discussed in detail in the text that follows.

Table 1 Task Summary		
	Task Number	Task Name
	Task 200	Description of Water System
	Task 300	Water Requirements
	Task 400	Water Use Efficiency
	Task 600	Water Quality
	Task 900	Capital Improvement Plan

TASK 200 – Description of Water System

The purpose of this task is to develop *Chapter 2 - Description of the Water System* of the Plan. The objective of the chapter is to document the City's existing water system and planning considerations that influence the Plan. These include the study area and existing infrastructure (e.g., supply, storage, booster pump stations, interties, and distribution).

Task 200 Activities

201. *Data Request/Review.* The following data is anticipated to be required from the City for Task 200:

- Current retail water service area (RWSA) boundary in GIS.
- GIS Map Data: streets, city limits, planned annexation areas, taxlots, water bodies, facility locations, pressure zones, water service connections.
- Data to update tables summarizing existing infrastructure including pipes, pump stations, production sources, storage reservoirs, interties and valves, including all physical and operational parameters.
- Updates to water system policies and criteria.

202. *Review and Update of Existing System.* Review and update Chapter 3 of the 2010 Plan to reflect the latest information and maintain consistency throughout the Plan, including storage, booster pump stations, and treatment.
203. *Hydraulic Profile.* Consultant to develop new hydraulic profile to be incorporated into Chapter 3.
204. *Meeting No. 11 – Existing System Review.* Conduct a Webinar with the City to review the existing system.
205. *Draft and Final Chapter 2 – Existing System.* Prepare draft Chapter 2 for City's review and approval. City comments and Consultant responses will be tracked in the Comment Response Log. Develop a Final Chapter for inclusion in the City Review Draft Plan.

Assumptions

- City can provide all elements listed under Task 202.
- Chapter 2 will only require minor updates from 2010 Plan.

City Deliverables

- Items listed in Task 202.
- Comments to Consultant deliverables.

Consultant Deliverables

- Draft and Final Chapter 2 – Description of Water System.

Meetings

- Meeting No. 11 – Existing System Review (Webinar).

TASK 300 – WATER REQUIREMENTS

The purpose of this task is to perform a demographic and demand analysis to predict current and future demands within the City's Service Area. 10 year and 20 year planning horizons will be evaluated using the best available information The City has updated its water service area and potential demographic growth. This task will develop update the demand projections and Draft *Chapter 3 - Water Requirements* to reflect the new water service area.

Task 300 Activities

301. *Data Request.* Develop and submit a request for data required for Chapter 3. The following data are anticipated to be required:
 - Updated service area as a GIS or AutoCAD file.
 - Updated demographic growth assumptions.
302. *Demographics Projections.* Update demographic projections based the revised service area and extend projections to 2038. It is anticipated that a simple area weighted reduction will be applied to adjust the 10-year and 20-year growth

estimates. Additionally, growth in the water service area may be adjusted to reflect current development conditions. It is anticipated that the City will maintain the overall growth rate consistent with Mason County, but may delay growth to later in the planning period.

303. *Demand Projections*. Update Demand projections based on the updated demographic information. Water production and consumption data for 2017. Extend water demands to 2038.
306. *Draft and Final Chapter 3 – Water Requirements*. Update draft Chapter 3 for City's review and approval. City comments and Consultant responses will be tracked in the Comment Response Log. Develop a Final Chapter for inclusion in the City Review Draft Plan.
307. *Meeting No. 12 – Demographic Update*. Conduct a 1 hour Webinar with the City to review and confirm the demographic projections.
308. *Meeting No. 13 – Demand Update*. Conduct a 1 hour webinar with the City to review and confirm the demand projections.

Assumptions

- City can provide updated demographic projections.
- City can provide 2017 water production and consumption data.

Consultant Deliverables

- Draft Chapter 2 – Description of Water System.
- Meeting Agenda, Materials, and Minutes

Meetings

- Meeting No. 12 – Demographic Update (Webinar).
- Meeting No. 13 – Demand Update (Webinar).

TASK 400 – Water Use Efficiency

The purpose of this task is to summarize the City's Water Use Efficiency (WUE) program, estimate the water savings from measures in the past 8 years, and project future conservation water demand. This task will develop *Chapter 4 – Water Use Efficiency* of the Plan. The Chapter will summarize the City's Water Loss Control Plan.

Task 400 Activities

401. *Review and Word Process City Chapter 4 – Water Use Efficiency*. Subtask removed from scope of work.
402. *Data Request*. Develop and submit a request for data required for Chapter 4. The following data are anticipated to be required:
 - a. Existing conservation program measures including measured effectiveness and costs.
 - b. WUE goals.

- c. Potential new WUE measures.
 - d. Water Loss Control Plan
403. *Meeting No. 14 –WUE Program Review.* Facilitate a Webinar to review the City's existing and future water use conservation measures.
 404. *Existing Measure Effectiveness.* An estimate of conservation volumes will be calculated from available demand data and a review of the effectiveness of existing measures will be conducted.
 405. *Future WUE Program.* Identify future WUE program measures to implement. Assist in developing conservation goals for the next ten years in accordance with state and local guidelines. Assist in developing future conservation program elements to meet program goals.
 406. *Draft and Final Chapter 4 – Water Use Efficiency.* Prepare draft Chapter 4 for City's review and approval. City comments and Consultant responses will be tracked in the Comment Response Log. Develop a Final Chapter for inclusion in the City Review Draft Plan.

Assumptions

- City will provide Water Loss Control Plan.
- City will provide up to 8 years of water loss from its Annual Reports.
- City to conduct Public Meeting to review WUE goals

Consultant Deliverables

- Draft Chapter 4 – Water Use Efficiency
- Agenda, Materials, and Minutes

Meetings

- Meeting No. 14 - WUE Program Review (Webinar)

TASK 600 – WATER QUALITY

The Consultant will development of *Chapter 6 - Water Quality* of the Plan. Chapter 6 includes a summary of water quality regulations and reporting requirements, evaluation of water quality against the regulations, summary of any water quality violations, and recommend improvements if necessary to meet anticipated or future water quality regulations. The Consultant will review and word process the City developed chapter.

Task 600 Activities

601. *Review and Word Process City Chapter 6 – Water Quality.* Subtask removed from scope of work.
602. *Data Request.* Develop and submit a request for data required for Chapter 7. The following data are anticipated to be required:

- a. Water Quality Monitoring Plan.
 - b. Summary of water quality test results, including data from well water, treated water, and the distribution system.
 - c. Testing Waivers.
603. *Water Quality Summary.* Summarize the City's water quality programs and activities. Identify key requirements of applicable water quality regulations.
604. *Water Quality Analysis.* Summarize water quality within the distribution system and existing treatment plant. Review City's compliance with current federal and state water quality regulations. Summarize the current treatment process types, capacity, overall performance and treatment system conditions. Evaluate City's ability to meet future potential water quality regulations. Identify improvements required to the City's water treatment systems to meet current and/or future regulations.
605. *Draft and Final Chapter 6 – Water Quality.* Prepare draft Chapter 6 for City's review and approval. City comments and Consultant responses will be tracked in the Comment Response Log. Develop a Final Chapter for inclusion in the City Review Draft Plan.

Assumptions

- This task does not include review or update of the City's Water Quality Monitoring Plan and other water quality programs and plans.
- This task does not include a blending study between surface water and groundwater.

Consultant Deliverables

- Draft Chapter 6 – Water Quality.

Meetings

- None.

TASK 900 – CAPITAL IMPROVEMENT PLAN

The Consultant will lead the development of *Chapter 9 - Capital Improvement Plan (CIP)* of the Plan. The Chapter will summarize the recommended improvements for the sources of supply, storage, distribution and transmission, and pressure zones in accordance with the City's Policy and Criteria. Total project costs will be included for each recommended improvement and ranked by priority. The Consultant will review and word process the City developed chapter.

Task 900 Activities

902. *Review CIP Projects and Cost Estimates.* Subtask removed from scope of work.
903. *Meeting No. 9 - Capital Improvement Plan.* Subtask removed from scope of work.
904. *Review and Word Process City Chapter 9 – Capital Improvement Plan.* Subtask removed from scope of work.

905. *Data Request.* The following data is anticipated to be required from the City for Task 900.
- Bid costs of recent projects.
 - Cost estimates for projects not identified by the system analysis.
906. *Identify, Prioritize and Categorize Projects.* Identify and prioritize improvement projects. All projects will be scheduled for a year within the 10-year planning period, or for the 2029-2038 implementation period of based on project prioritization. Projects not identified in the Plan will be incorporated by the City into the Plan and prioritized during this task. Projects will be categorized as repair and rehabilitation, improvement, or capacity related.
907. *Estimate Project Costs.* Develop cost estimates for pipe replacement, pump station, reservoir, and other recommended improvement projects. City will provide recent project costs to use as the basis for planning estimates. Carollo will also draw upon other sources of cost data to estimate project costs.
908. *Meeting No. 15 – Capital Improvement Plan.* Facilitate a workshop to review preliminary CIP. Refine project timing and cost estimates.
909. *Draft and Final Chapter 9 – Capital Improvement Plan.* Prepare draft Chapter 9 for City's review and approval. City comments and Consultant responses will be tracked in the Comment Response Log. Develop a Final Chapter for inclusion in the City Review Draft Plan.

Assumptions

- The City can provide all elements listed under City Deliverables below.
- City will provide recent project costs to use as the basis for planning estimates.

Consultant Deliverables

- Draft Chapter 9 - Capital Improvement Plan
- Agenda, Materials, and Minutes

Meetings

- Meeting No. 15 – Capital Improvement Plan

TASK 1200 - PROJECT MANAGEMENT

The purpose of this task is to direct all activities within the Plan as assigned by the City and maintain the project within the contracted scope, schedule, and budget. This includes project administration, monthly invoicing, client and team coordination and quality assurance/quality control review necessary to successfully complete the assigned chapter of the Plan to the City's expectations.

Task 1200 Activities

1201. *Monthly Progress Reports and Invoices*. This subtask includes assisting the project team members in the implementation of the task items, reviewing the work-in-progress reports and monthly invoices. Prepare and submit monthly activity reports showing current project scope, budget and schedule status and identifying key issues or elements of the project that will need to be addressed in the proceeding weeks. An electronic version of the monthly progress reports and invoices will be sent to the City for review and approval. The Amendment provides 6 additional months of Project Management activities.

1202. *Client Coordination*

- a. Manage the consultant project team to track time and budget, work elements accomplished, work items planned for the next period, manpower, scope changes, time and budget needed to complete the project.
- b. Create and maintain a working project schedule based on the schedule in the PMP.
- c. Review project status, including scope, budget, and schedule.

Assumptions

- The total length of the project is twenty four (24) months.

City Deliverables

- Receive, review, and process Consultant invoices in a timely manner.

Consultant Deliverables

- Six (6) monthly progress reports and invoices

Meetings

- None

SUMMARY

Table 1 Meeting Summary	
Meetings	Title
Meeting No. 11	Existing System Review
Meeting No. 12	Demographic Update (Webinar).
Meeting No. 13	Demand Update (Webinar).
Meeting No. 14	WUE Program Review (Webinar)
Meeting No. 15	Capital Improvement Plan

Table 0.2 Deliverable Summary
All Meeting Agendas & Minutes
Six (6) Monthly Progress Reports (with invoices)
Data Request Spreadsheet
Draft and Final Chapter 2 – Description of Water System
Draft and Final Chapter 3 – Water Requirements
Electronic Demand Model
Draft and Final Chapter 4 – Water Use Efficiency
Draft and Final Chapter 8 – Operations and Maintenance
Electronic CIP
Draft and Final Chapter 9 – Capital Improvements Plan

EXHIBIT B-2
Water System Plan Update
Amendment No. 2

TASK / DESCRIPTION		PM	QM	PE	Staff Prof	GIS	WP	Total Hours	Carollo Labor Cost	OTHER DIRECT COSTS			TOTAL COST
		LRK	TL	DLR	AN	Varies	Varies			PECE			
										Travel and Printing			
Total Labor Rate		\$ 195	\$ 226	\$ 152	\$ 132	\$ 137	\$ 95				\$11.70	Total ODC	
Task 200 - Description of Water System													
202	Data Request/Review	0	0	0	2	0	0	2	\$ 264	\$ -	\$ 23	\$ 23	\$ 287
203	Review and Update of Existing System	0	0	1	8	0	0	9	\$ 1,208	\$ -	\$ 105	\$ 105	\$ 1,313
204	Hydraulic Profile	0	0	1	2	8	0	11	\$ 1,512	\$ -	\$ 129	\$ 129	\$ 1,641
205	Meeting No. 11 – Existing System Review	0	0	4	0	0	0	4	\$ 608	\$ -	\$ 47	\$ 47	\$ 655
206	Draft and Final Chapter 2 – Existing System	2	0	0	12	4	4	22	\$ 2,902	\$ -	\$ 257	\$ 257	\$ 3,159
	Subtotal - Task 200	2	0	6	24	12	4	48	\$ 6,494	\$ -	\$ 562	\$ 562	\$ 7,056
Task 300 - Water Requirements													
301	Data Request	0	0	0	2	0	0	2	\$ 264	\$ -	\$ 23	\$ 23	\$ 287
302	Demographics Projections	0	0	2	6	0	0	8	\$ 1,096	\$ -	\$ 94	\$ 94	\$ 1,190
303	Demand Projections	0	0	2	4	0	0	6	\$ 832	\$ -	\$ 70	\$ 70	\$ 902
306	Draft and Final Chapter 3 – Water Requirements	0	0	2	6	0	4	12	\$ 1,476	\$ 50	\$ 140	\$ 190	\$ 1,666
307	Meeting No. 12 – Demographic Update	0	0	1	2	0	0	3	\$ 416		\$ 35	\$ 35	\$ 451
308	Meeting No. 13 – Demand Update	0	0	1	2	0	0	3	\$ 416	\$ -	\$ 35	\$ 35	\$ 451
	Subtotal - Task 300	0	0	8	22	0	4	34	\$ 4,500	\$ 50	\$ 398	\$ 448	\$ 4,948
Task 400 - Water Use Efficiency													
402	Data Request	0	0	0	2	0	0	2	\$ 264	\$ -	\$ 23	\$ 23	\$ 287
403	Meeting No. 14 –WUE Program Review	0	0	1	2	0	0	3	\$ 416	\$ -	\$ 35	\$ 35	\$ 451
404	Existing Measure Effectiveness	0	0	1	4	0	0	5	\$ 680	\$ -	\$ 59	\$ 59	\$ 739
405	Future WUE Program	0	0	2	8	0	0	10	\$ 1,360		\$ 117	\$ 117	\$ 1,477
406	Draft and Final Chapter 4 – Water Use Efficiency	1	0	4	12	0	4	21	\$ 2,767	\$ 50	\$ 246	\$ 296	\$ 3,063
	Subtotal - Task 400	1	0	8	28	0	4	41	\$ 5,487	\$ 50	\$ 480	\$ 530	\$ 6,017
Task 600 - Water Quality													
602	Data Request	0	0	0	2	0	0	2	\$ 264	\$ -	\$ 23	\$ 23	\$ 287
603	Water Quality Summary	0	0	2	8	0	0	10	\$ 1,360	\$ -	\$ 117	\$ 117	\$ 1,477
604	Water Quality Analysis	0	0	2	16	0	0	18	\$ 2,416	\$ -	\$ 211	\$ 211	\$ 2,627
605	Draft and Final Chapter 6 – Water Quality	1	0	4	12	0	4	21	\$ 2,767	\$ 50	\$ 246	\$ 296	\$ 3,063
	Subtotal - Task 600	1	0	8	38	0	4	51	\$ 6,807	\$ 50	\$ 597	\$ 647	\$ 7,454
Task 900 - Capital Improvements													
905	Data Request	0	0	2	0	4	0	6	\$ 852	\$ -	\$ 70	\$ 70	\$ 922
906	Identify, Prioritize and Categorize Projects	0	0	8	16	4	0	28	\$ 3,876	\$ -	\$ 328	\$ 328	\$ 4,204
907	Estimate Project Costs	1	0	8	24	4	0	37	\$ 5,127	\$ -	\$ 433	\$ 433	\$ 5,560
908	Meeting No. 15 – Capital Improvement Plan	0	0	4	6	0	0	10	\$ 1,400	\$ 25	\$ 117	\$ 142	\$ 1,542
909	Draft and Final Chapter 9 – Capital Improvement Plan	1	0	8	16	0	4	29	\$ 3,903	\$ 50	\$ 339	\$ 389	\$ 4,292
	Subtotal - Task 900	2	0	30	62	12	4	110	\$ 15,158	\$ 75	\$ 1,287	\$ 1,362	\$ 16,520

EXHIBIT B-2
Water System Plan Update
Amendment No. 2

TASK / DESCRIPTION		PM	QM	PE	Staff Prof	GIS	WP	Total Hours	Carollo Labor Cost	OTHER DIRECT COSTS			TOTAL COST
		LRK	TL	DLR	AN	Varies	Varies			PECE			
										Travel and Printing			
Total Labor Rate		\$ 195	\$ 226	\$ 152	\$ 132	\$ 137	\$ 95			\$11.70	Total ODC		
Task 1200 - Project Management													
1201	Monthly Progress Reports and Invoices	6	0	12	0	0	12	30	\$ 4,134	\$ -	\$ 351	\$ 351	\$ 4,485
1203	Client Coordination	0	0	6	0	0	0	6	\$ 912	\$ -	\$ 70	\$ 70	\$ 982
	Subtotal - Task 1200	6	0	18	0	0	12	36	\$ 5,046	\$ -	\$ 421	\$ 421	\$ 5,467
Amendment No. 2 Total		12	0	78	174	24	32	320	\$ 43,492	\$ 225	\$ 3,744	\$ 3,969	\$ 47,461
	Available Budget from Removed Task 400 Scope Items								\$ 2,366	\$ -	\$ 211	\$ 211	\$ 2,577
	Available Budget from Removed Task 600 Scope Items								\$ 2,366	\$ -	\$ 211	\$ 211	\$ 2,577
	Available Budget from Removed Task 900 Scope Items								\$ 4,460	\$ 50	\$ 374	\$ 424	\$ 4,884
Subtotal - Removed Scope Items									\$ 9,192	\$ 50	\$ 796	\$ 846	\$ 10,038
Total (Amendment No. 2 - Removed Scope Items)									\$ 34,300	\$ 175	\$ 2,948	\$ 3,123	\$ 37,423



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item F3)

Touch Date: 11/27/18
Brief Date: 12/4/18
Action Date: **12/18/18**

Department: Public Works
Presented By: **Craig Gregory**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
**TIB APP & Sidewalks Grant
Acceptance**

☒ Dept. Head

☐ Finance Director

☐ Attorney

☐ City Clerk

☐ City Manager

ATTACHMENTS:

-APP Fuel Tax Agreement
-APP Project Funding Status Form
-Sidewalks Fuel Tax Agreement
-Sidewalks Project Funding Status
Form

☐ Ordinance

☐ Resolution

☐ Motion

☒ Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

On June 19, 2018 the Council authorized the Mayor to sign a Contract with Gray & Osborne to complete an application funding level design for a project in the west downtown area called Access Shelton Phase IV. The funding level design was finalized early August, allowing time for City staff to complete and submit two applications on August 17, 2018 for segment A of the project, Railroad Avenue from 8th Street west to city limits.

On November 16, 2018, staff received word the City had been awarded grants for both applications that were submitted; an Arterial Preservation Program (APP) Grant in the amount of \$410,400, and an Urban Sidewalk Program (SP) Grant in the amount of \$350,000. The APP grant provides funds for the grind and overlay of the pavement in the project area, and the SP Grant provides funds to establish continuous ADA accessibility and new sidewalks in the project area. The existing sidewalks on the south side of Railroad Avenue between 8th Street and 12th Streets will be removed and replaced with new 8-foot sidewalks and ADA compliant curb ramps will be installed at each intersection. The new sidewalks will be raised 6-inches above existing grade to promote stormwater runoff as well as prevent vehicles from parking on the sidewalk and obstructing sidewalk access. The existing sidewalk west of 12th Street will be removed, raised 6-inches above existing grade, and replaced to city limits. All new sidewalks will be separated from the roadway by a width of at least 4-feet. Existing roadway regulatory signs will be removed and replaced to improve pedestrian safety. Stormwater improvements will be added to the project as needed to convey stormwater from the pedestrian paths to the stormwater system.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

We anticipate the \$410,400 APP Grant will cover 91% of the total project cost and the \$350,000 SP Grant will cover almost 40% of the total project cost. The remaining funds will be obtained through REET, TBD, and TIF funds.

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained through the Public Works Department.

STAFF RECOMMENDATION/MOTION:

Staff requests the Council concur to place the Fuel Tax Grant Agreements and the TIB Project Funding Status Forms for both the APP Grant and the SP Grant on the December 18, 2018 action agenda.



City of Shelton
3-W-194(004)-1
FY 2020 Overlay Project
Multiple Locations

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Shelton
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the FY 2020 Overlay Project, Multiple Locations (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Shelton, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$410,400 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name



Transportation Improvement Board

Project Funding Status Form

Agency Name **SHELTON**
Project Name: **FY 2020 Overlay Project**
Multiple Locations

TIB Project Number: **3-W-194(004)-1**

Verify the information below and revise if necessary.

Return to: Transportation Improvement Board • PO Box 40901 • Olympia, WA 98504-0901

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
SHELTON	45,600	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	45,600	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title



City of Shelton
P-W-194(P01)-1
Railroad Avenue
8th Street to City Limits

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Shelton
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the Railroad Avenue, 8th Street to City Limits (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Shelton, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$350,000 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
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- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

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This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

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RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name



Transportation Improvement Board

Project Funding Status Form

Agency Name **SHELTON**
Project Name: **Railroad Avenue**
8th Street to City Limits

TIB Project Number: **P-W-194(P01)-1**

Verify the information below and revise if necessary.

Return to: Transportation Improvement Board • PO Box 40901 • Olympia, WA 98504-0901

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
SHELTON	544,000	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	544,000	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title



**CITY OF SHELTON
COUNCIL BRIEFING REQUEST
(Agenda Item G1)**

Touch Date: 11/29/18
Action Date: **12/4/18**
**1st & Final Reading of
Resolution**

Department: Public Works
Presented By: **Craig Gregory**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

- ☒ Dept. Head _____
- ☐ Finance Director _____
- ☐ Attorney _____
- ☐ City Clerk _____
- ☐ City Manager _____

PROGRAM/PROJECT TITLE:

**Resolution 1142-1218 Authorizing
the PW Director to Sign**

ATTACHMENTS:

Resolution 1142-1218

- ☐ Ordinance
- ☒ Resolution
- ☒ Motion
- ☐ Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The City received \$1,000,000 in funds through the State Supplemental Transportation Budget for the Downtown Connector Project. Progress billings are submitted monthly to request payment reimbursement for charges incurred with the project. In order for WSDOT to accept these requests, they need to have a resolution letter stating the person signing the form requesting reimbursement has the authority to do so on behalf of the City.

The attached Resolution No. 1142-1218 authorizes the Public Works Director to sign the progress billings for requests for payment reimbursement.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained through the Public Works Department.

STAFF RECOMMENDATION/MOTION:

Staff recommends, *"I move to adopt Resolution 1142-1218, a resolution authorizing the Public Works Director to sign certain forms"*.

RESOLUTION NO. 1142-1218

**A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON AUTHORIZING THE
PUBLIC WORKS DIRECTOR TO SIGN CERTAIN FORMS**

WHEREAS, the State of Washington provides cities the opportunity to receive funding through the Supplemental Transportation Budget; and

WHEREAS, the City has entered into an agreement with the Washington State Department of Transportation to receive its share of Supplemental Transportation Budget funds in the amount of \$1,000,000 for the Downtown Connector Project; and

WHEREAS, the Washington State Department of Transportation Local Programs office has certain requirements for submitting progress billing payment reimbursement requests; and

WHEREAS, one of the requirements for submitting progress billing payment reimbursement requests is including a signature resolution letter authorizing a certain person within the entity to sign the progress billing payment reimbursement requests.

NOW, THEREFORE, the City Council of the City of Shelton, Washington, does hereby authorize the Public Works Director to sign the progress billings for payment reimbursement for the Downtown Connector Project.

INTRODUCED AND PASSED by the City Council of the City of Shelton, Washington on this 4th day of December, 2018.

ATTEST:

Mayor Bob Rogers

Interim City Clerk Nault

Deputy Mayor Peterson

Councilmember Cronic

Councilmember Dorcy

Councilmember McDowell

Councilmember Onisko

Councilmember Schmit



CITY OF SHELTON COUNCIL BRIEFING REQUEST (Agenda Item G2)

Study Session: 11/13/2018
Action agenda: 12/4/2018
1st & Final Reading of Ordinance

Department: **Community Development**
Presented By: **Mark Ziegler**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

Library Board Status

☐ Dept. Head

☐ Finance Director

☐ Attorney

☐ City Clerk

☐ City Manager

ATTACHMENTS:

**Ordinance No. 1933-1218
repealing Ordinance No. 1129
SMC Chapter 2.10 Library
Board of Trustees**

☐

Ordinance

☐

Resolution

☒

Motion

☐

Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The Library Board of Trustees (Board) was established via Ordinance No. 1129 (SMC 2.10) in 1984, prior to Timberland Regional Library District (District) annexation. The Board had many stated roles that are now the responsibility of the District or unnecessary, including employing the librarian, submitting an annual budget, exclusive controls of library finances, accept gifts of money or property, lease or purchase land, lease, purchase or erect an appropriate building or buildings, and purchase books.

Facility needs are addressed through regular communication and maintenance request forms with the librarian and library staff. Management of the library building and maintenance needs is a daily function, not a function of an advisory board, much the same as the Civic Center or city shop.

Ordinance No. 1337-292 (SMC 3.04) adopted in 1992 authorizes the director of administrative services to establish and maintain the funds indicated, including the library endowment fund and the library memorial trust fund.

At the November 20, 2018 City Council meeting the chair of the Board acknowledged the previous roles are now the responsibility of the District and the building is managed sufficiently through regular contact between City staff and the Shelton Librarian. The chair recommended disbanding the Board.

Staff has drafted Ordinance No. 1933-1218 repealing Ordinance No. 1129 and Shelton Municipal Code Chapter 2.10 Library Board of Trustees.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

N/A

STAFF RECOMMENDATION/MOTION:

Staff requests a first and final reading of Ordinance No. 1933-1218 and a motion *"I move to adopt Ordinance No. 1933-1218 repealing Ordinance No. 1129 and Shelton Municipal Code Chapter 2.10 relating to the Library Board of Trustees."*

ORDINANCE NO. 1933-1218

**AN ORDINANCE OF THE CITY OF SHELTON, WASHINGTON, REPEALING
ORDINANCE NO. 1129 CHAPTER 2.10 OF THE SHELTON MUNICIPAL CODE RELATING
TO LIBRARY BOARD OF TRUSTEES**

WHEREAS, the City Council of the City of Shelton desires to repeal portions of the municipal code that establishes a library board of trustees; and

WHEREAS, on December 8, 2008 the City Commission adopted resolution No. 972-0109 supporting annexation into the Timberland Library Regional District; and

WHEREAS, on February 3, 2009 City of Shelton residents approved a proposition authorizing annexation of the City into the Timberland regional Library District; and

WHEREAS, the powers and duties of the Library Board of Trustees are now primarily performed by the Timberland Regional Library District.

NOW, THEREFORE, the City Council of the City of Shelton, Washington, do ordain as follows:

Section 1. Chapter 2.10 of the Shelton Municipal Code is hereby repealed in its entirety.

Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

Effective Date. This ordinance shall take effect five days after its passage and publication.

INTRODUCED the 4th day of December 2018.

ADOPTED by the City Council of the City of Shelton, Mason County, Washington at a regular open public meeting held the 4th day of December 2018, the following Councilmembers being present and voting in favor of this ordinance.

ATTEST:

Donna Nault, Interim City Clerk

Mayor Rogers

Deputy Mayor Peterson

Councilmember Cronce

Councilmember Dorcy

Councilmember McDowell

Councilmember Onisko

Councilmember Schmit



**CITY OF SHELTON
COUNCIL BRIEFING REQUEST
(Agenda Item G3)**

Brief Date: 12/4/18
Action Date: **12/4/18**
**1st & Final Reading of
Resolution**

Department: Public Works
Presented By: **Craig Gregory**

APPROVED FOR COUNCIL PACKET:

Action Requested:

ROUTE TO:

REVIEWED:

☒ Dept. Head

☐ Finance Director

☐ Attorney

☐ City Clerk

☐ City Manager

PROGRAM/PROJECT TITLE:

Resolution No. 1143-1218

**Authorizing the Mayor to Sign
Documents Relating to the
Acquisition of 204 W. Birch Street**

ATTACHMENTS:

Resolution No. 1143-1218

☐

Ordinance

☒

Resolution

☒

Motion

☐

Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

On November 6, 2018 the City Council approved the purchase of real property located at 204 W. Birch Street and authorized the Mayor to sign the Purchase and Sale Agreement. The Agreement then went to Mason County Title Company to commence the title and escrow process. Mason County Title has since reached out to City staff requesting a resolution giving the Mayor signing authority for all documents related to the real estate acquisition.

ANALYSIS/OPTIONS/ALTERNATIVES:

N/A

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained through the Public Works Department.

STAFF RECOMMENDATION/MOTION:

Staff recommends, *"I move to adopt Resolution No. 1143-1218 and authorize the Mayor to sign any documents relating to the real estate acquisition of 204 W. Birch Street on behalf of the City".*

RESOLUTION NO. 1143-1218

**A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON AUTHORIZING THE
MAYOR TO SIGN ANY DOCUMENTS RELATING TO THE ACQUISITION OF 204 W.
BIRCH STREET**

WHEREAS, the City Council approved the acquisition of real property located at 204 W. Birch Street during a regular open public meeting on November 6, 2018; and

WHEREAS, during that meeting the Council authorized the Mayor to sign the Purchase and Sale Agreement; and

WHEREAS, Mason County Title will be handling the title and escrow process for the purchase of 204 W. Birch Street; and

WHEREAS, Mason County Title requires the City to provide a resolution naming the person who has signing authority on behalf of the City.

NOW, THEREFORE, the City Council of the City of Shelton, Washington, does hereby authorize the Mayor to sign any documents relating to the real estate acquisition of 204 W. Birch Street, Shelton, Washington.

INTRODUCED AND PASSED by the City Council of the City of Shelton, Washington on this 4th day of December, 2018.

ATTEST:

Mayor Rogers

City Clerk Nault

Deputy Mayor Peterson

Councilmember Cronic

Councilmember Dorcy

Councilmember McDowell

Councilmember Onisko

Councilmember Schmit